

## CITY OF SPOKANE



### REGARDING CITY COUNCIL MEETINGS

City Council's standing committee meetings, Briefing Sessions, Legislative Sessions and study sessions are held in City Council Chambers – Lower Level of City Hall, 808 W. Spokane Falls Blvd.

City Council Members, City staff, presenters and members of the public have the option to participate virtually via WebEx during all meetings, with the exception of Executive Sessions which are closed to the public. Call in information for the December 9, 2024, meetings is below. All meetings will be streamed live on Channel 5 and online at <https://my.spokanecity.org/citycable5/live> and <https://www.facebook.com/spokanecitycouncil>.

#### **WebEx call in information for the week of December 9, 2024:**

3:30 p.m. Briefing Session: 1-408-418-9388; access code: 249 250 76017; password: 0320

6:00 p.m. Legislative Session: 1-408-418-9388; access code: 248 344 99486; password: 0320

Thursday Study Session: 1-408-418-9388; access code: 249 143 67432; password: 0320

#### **To participate in public comment (including Open Forum):**

Testimony sign-up is open beginning at 5:00 p.m. on Friday, December 6, 2024, and ending at 6:00 p.m. on Monday, December 9, 2024, via the online testimony sign-up form link which can be accessed by clicking <https://forms.gle/Vd7n381x3seaL1NW6> or in person outside council chambers beginning at 8:00 a.m. on December 2, 2024. You must sign up by 6:00 p.m. to be called on to testify. (If you are unable to access the form by clicking the hyperlink, please copy and paste the link address into your browser window.) Instructions for participation are provided on the form when you sign up.

The open forum is a limited public forum; all matters discussed in the open forum shall relate to the affairs of the City and not relating to the current or advance agendas, pending hearing items, or initiatives or referenda in a pending election. "Affairs of the city" shall include (i) matters within the legislative, fiscal or regulatory purview of the city, (ii) any ordinance, resolution or other official act adopted by the city council, (iii) any rule adopted by the city, (iv) the delivery of city services and operation of city departments, (v) any act of members of the city council, the mayor or members of the administration, or (vi) any other matter deemed by the council president to fall within the affairs of the city, which determination may be overridden by majority vote of the council members present. Individuals speaking during the open forum shall address their comments to the council president and shall maintain decorum as laid out in Rule 2.15 (Participation by Members of the Public in Council Meetings).

**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. Two-minute time limit for comments made during open forum, and three-minute time limit on public testimony regarding legislative items!**

**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**

- A. After the conclusion of all legislative business, the council shall recess briefly and then convene for an open forum, unless a majority of council members vote otherwise. The open forum shall have twenty (20) spaces available. The individuals assigned to the twenty (20) spaces available will be chosen at random, with preference given to individuals who have not spoken at open forum during that calendar month. The council shall conclude open forum after twenty (20) speakers unless a majority of council members vote to allow additional speakers. The city clerk and other staff shall not be required to remain in attendance during the open forum. Nothing in this Rule 2.2 shall be deemed to require open forum or the legislative session to continue after 10:00 p.m., or to require open forum during a council “Town Hall” meeting contrary to Rule 2.14.F.
- B. Members of the public can sign up for open forum beginning no later than 5:00 p.m. on the Friday immediately preceding the legislative session and ending at 6:00 p.m. on the date of the meeting via the virtual testimony form linked in the meeting packet or in person outside council chambers beginning at 8:00 a.m. on the day of the legislative session. Speakers must sign themselves in using a name. Members of the public who are unable to sign up during the sign-up period or who attempt to sign up late will be added to the list of speakers at the discretion of the chair, or their designee. The order of the speakers will be determined at the discretion of the chair, taking into account any special accommodations for persons of limited English proficiency as provided in Rule 2.2.F below. Each speaker shall be limited to no more than two (2) minutes unless a majority of the council members in attendance vote on an alternate time limit.
- C. No action, other than a statement of council members’ intent to address the matter in the future, points of order, or points of information will be taken by council members during an open forum.
- D. The open forum is a limited public forum and all matters discussed in the open forum shall relate to the affairs of the city. “Affairs of the city” shall include (i) matters within the legislative, fiscal or regulatory purview of the city, (ii) any ordinance, resolution or other official act adopted by the city council, (iii) any rule adopted by the city, (iv) the delivery of city services and operation of city departments, (v) any act of members of the city council, the mayor or members of the administration, or (vi) any other matter deemed by the council president to fall within the affairs of the city, which determination may be overridden by majority vote of the council members present. Absent permission of the chair, no person shall be permitted to speak in open forum regarding items on that week’s current agenda or the next week’s advanced agenda, pending hearing items, or initiatives or referenda in a pending election. Legal or personal matters between private parties that do not impact the governance of the City of Spokane are not a permissible topic of open forum testimony.
- E. No person shall be permitted to display visual information during open forum, including but not limited to presentations, videos, or other media; however, members of the public may share this information with the council by emailing them at [citycouncil2@spokanecity.org](mailto:citycouncil2@spokanecity.org). Individuals speaking during open forum shall address their comments to the council president, and speakers as well as members of the audience shall comply with Rule 2.15 (Participation by Members of the Public in Council Meetings).
- F. Participation of individuals with limited English language proficiency in open forum shall be accommodated to the extent set forth in Rule 2.15.J.

**Rule 2.7 SERVICE ANIMALS AT CITY COUNCIL MEETINGS**

- A. For purposes of these Rules, only dogs that are individually trained to do work or perform tasks for a person with a disability are recognized as service animals. Dogs or other animals whose sole function is to provide comfort or emotional support do not qualify as service animals under these Rules. Service animals are permitted to accompany people with disabilities in City Council meetings, as well as all areas where members of the public are allowed to go.

- B. Service animals must, at all times while present in a City Council meeting, be harnessed, leashed, or tethered, unless these devices interfere with the service animal's work or the individual's disability prevents using these devices, in which case, the individual must maintain control of the animal through voice, signal, or other effective controls.

## **Rule 2.15 PARTICIPATION OF MEMBERS OF THE PUBLIC IN COUNCIL MEETINGS**

The council encourages public participation in the legislative process. Council meetings shall be conducted in a manner that provides the opportunity for all attendees to hear, see and participate in the proceedings to the extent provided in these Rules and applicable city, state, and federal law. Speech or conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of any council meeting is prohibited. In addition to these general principles governing public participation, the following specific rules apply:

- A. Members of the public may address the council regarding the following items during the council's legislative session: the consent agenda as a whole, all first reading ordinances together (with the exception of first reading ordinances associated with hearings, which shall be taken separately), final readings of regular and special budget ordinances, emergency ordinances, hearing items, special considerations, and other items before the city council requiring council action, except those that are adjudicatory or solely administrative in nature. This rule shall not limit the public's right to speak on issues that are not part of the current or advanced agendas during open forum.
- B. No member of the public may speak without first being recognized for that purpose by the chair. Except for named parties to an adjudicative hearing, a person may be required to sign a sign-up sheet and provide their city of residence as a condition of recognition. Council members must be recognized by the chair for the purpose of obtaining the floor.
- C. Each person speaking in a public council meeting shall verbally identify themselves by name, city of residence, and, if appropriate, representative capacity.
- D. Each speaker shall follow all written and verbal instructions so that verbal remarks are electronically recorded, and documents submitted for the record are identified and marked by the clerk.
- E. Those who wish to provide commentary but do not wish to give verbal comments at the podium may provide written comments to the council via letter or electronic mail.
- F. No person shall be permitted to conduct demonstrations, display banners, hold signs, applaud or boo speakers, use profanity, vulgar language or obscene speech, yell or make comments that attack or verbally insult any individual, or engage in other such disorderly conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of the proceedings.
- G. Standing is permitted so long as doing so maintains compliance with applicable fire codes and the Americans with Disability Act (ADA), does not interfere with reserved seating areas, and does not impede access to entrances and exits to the Council Chambers, aisles, or pathways inside the Council Chambers. Attendees shall be mindful not to obstruct the views of others in Council Chambers when standing.
- H. A speaker asserting a statement of fact may be asked by a council member to document and identify the sources of the factual datum being asserted.
- I. When addressing the council, members of the public shall direct all remarks to the council president, shall refrain from remarks directed personally to any council member or any other individual, and shall confine remarks to the matters that are specifically before the council at that time.
- J. City employees or city officials (including members of city boards and commissions) may participate in public comment, including open forum, providing they are in compliance with the City of Spokane Code of Ethics and they do the following:
  - 1. Announce at the beginning of their testimony that they are there in their personal capacity or their capacity as a member of a relevant board, commission, committee or community group;
  - 2. Protect confidential information, including, but not limited to, confidential financial information and attorney-client communications;
  - 3. Do not use, or be perceived to use, city funds, including giving testimony during paid work time or while in uniform; or city property, including using a city-issued computer or cell phone, in giving testimony.
- K. When any person, including members of the public, city staff, and others, are addressing the council, council members shall observe the same decorum and process as the rules require among the members *inter se*. That is, a council member shall not engage the person addressing the council in colloquy but shall speak only when granted the floor by the council president. All persons and/or council members shall not interrupt one another. The duty of mutual respect and avoiding unlawful harassment set forth in Rule 1.2 and the rules governing debate set forth in *Robert's Rules of Order, Newly Revised*, shall extend to all speakers before the city council. The city council's policy advisor and/or a city attorney shall, with the assistance of council staff, assist the council president to ensure that all individuals desiring to speak shall be identified,

appropriately recognized, and provided the opportunity to speak. All persons attending city council meetings or city council sponsored meetings shall refrain from harassing other attendees or risk being removed and/or prohibited from attending future meetings.

- L. The city council intends to fully comply with chapter 18.11 SMC, Language Access in Municipal Proceedings. Rules regarding participation of individuals in council proceedings, including legislative sessions and open forum, shall be deemed amended to conform to any Language Access Plan adopted by the council pursuant to SMC 18.11.030. Except as otherwise provided in an adopted Language Access Plan, individuals with limited English language proficiency are encouraged to contact the council office director at least five (5) days prior to a scheduled legislative session for assistance with the signing up to testify or to arrange translation or interpretation assistance.
- M. City council legislative sessions are regularly video and audio recorded and available online (<https://vimeo.com/spokanecitycouncil>). Members of the public may also photograph or film council proceedings so long as doing so maintains compliance with applicable fire codes and the Americans with Disability Act (ADA), does not interfere with reserved seating areas, and does not impede access to entrances and exits to the Council Chambers, aisles, or pathways inside the Council Chambers. Attendees shall be mindful not to obstruct the views of others in Council Chambers when photographing or recording. No flash photography or other lighting is permitted.
- N. RCW 42.17A.555 generally prohibits the use of city facilities for electioneering. Therefore, no person may use the council meeting or facilities for the purpose of assisting a campaign for election of any person to any office, or for the promotion of or opposition to any ballot proposition. In this context, the term “facilities” includes council chambers, the council gallery and the speaking opportunities available through the public comment and open forum procedures set forth in these rules.

#### **Rule 2.16 PUBLIC TESTIMONY REGARDING LEGISLATIVE AGENDA ITEMS – TIME LIMITS**

- A. Members of the public can sign up to give testimony beginning no later than 5:00 p.m. on the Friday immediately preceding the legislative session and ending at 6:00 p.m. on the date of the meeting via the online testimony sign-up form linked in the meeting packet or in person outside council chambers beginning at 8:00 a.m. on the day of the legislative session. Speakers must sign in using a name. Members of the public who are unable to sign up during the sign-up period or who attempt to sign up late will not be added to the list of speakers. The order of the speakers shall be determined at the discretion of the chair.
- B. The city council shall take public testimony on all matters included on its legislative agenda as described at Rule 2.15(A), with those exceptions stated in Rule 2.16(B). Public testimony shall be limited to the final council action, except that public testimony shall be allowed at the first reading of ordinances. Public testimony shall be limited to three (3) minutes per speaker. The chair, absent a majority vote of the council, has the authority to lower the three (3) minutes per speaker time limit by announcing the new, lower time limit at the legislative session. The chair may allow additional time if the speaker is asked to respond to questions from the council. Public testimony and consideration of an item may be extended to a subsequent meeting by a majority vote of the council. Testimony on a legislative item deferred to a future date shall be taken on the future date, unless testimony on the date of deferral is allowed by the Council President.
- C. No public testimony shall be taken on oral amendments to consent or legislative agenda items, votes to override a mayoral veto, or solely procedural, parliamentary, or administrative matters of the council.
- D. Public testimony will be taken on consent and legislative items that are moved to council’s regular briefing session or study session unless a majority of council votes otherwise during the meeting in which the items are moved.
- E. For legislative or hearing items that may affect an identifiable individual, association, or group, the following procedure may be implemented at the discretion of the council president:
  - 1. 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:
    - a. There shall be up to fifteen (15) minutes for staff, board, or commission presentation of background information, if any.
    - b. The designated representative of the proponents of the issue shall speak first and may include within their presentation the testimony of expert witnesses, visual displays, and any other reasonable methods of presenting the case. Up to thirty (30) minutes may be granted for the proponent’s presentation. If there be more than one designated representative, they shall allocate the allotted time between or among themselves.
    - c. Following the presentation of the proponents of the issue, three (3) minutes shall be granted for any other person not associated with the designated representative of the proponents who wishes to

Speak on behalf of the proponent's position.

- d. 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 amount of time which was allotted to the proponents.
  - e. Following the presentation by the opponents of the issue, three (3) minutes shall be granted for any other person not associated with the designated representative of the opponents who wishes to speak on behalf of the opponents' position.
  - f. Up to ten (10) minutes of rebuttal time may be granted to the designated representative for each side, the proponents speaking first, the opponents speaking second.
2. 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 (3) minutes to present their position, and no additional compensating time shall be allowed due to the fact that the side has no designated representative.
  3. 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.
  4. In the event that the side for which individuals wish to speak is not identified, those wishing to give testimony shall be granted three (3) minutes to present their position after all sides have made their initial presentations and before each side's rebuttal period.
- F. 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.
  - G. No person shall be permitted to display visual information during their testimony, including but not limited to presentations, videos, or other media; however, members of the public may share this information with the council by emailing them at [citycouncil2spokanecity.org](mailto:citycouncil2spokanecity.org).
  - H. In addition to in-person or remote verbal testimony, testimony may also be submitted by mail to City Council Office, Spokane City Hall, 808 W. Spokane Falls Blvd., Spokane, WA, 99201, by email to all council members, or via the contact form on the council's website.<sup>1</sup>

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<sup>1</sup> <https://my.spokanecity.org/citycouncil/members/>

# THE CITY OF SPOKANE



## CURRENT COUNCIL AGENDA

MEETING OF MONDAY, DECEMBER 9, 2024

### **MISSION STATEMENT**

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

**MAYOR LISA BROWN**

**COUNCIL PRESIDENT BETSY WILKERSON**

**COUNCIL MEMBER JONATHAN BINGLE**

**COUNCIL MEMBER MICHAEL CATHCART**

**COUNCIL MEMBER PAUL DILLON**

**COUNCIL MEMBER KITTY KLITZKE**

**COUNCIL MEMBER LILI NAVARRETE**

**COUNCIL MEMBER ZACK ZAPPONE**

**CITY COUNCIL CHAMBERS  
CITY HALL**

**808 W. SPOKANE FALLS BLVD.  
SPOKANE, WA 99201**

City of Spokane Guest Wireless access for Council Chambers for December 9, 2024:

Username: **COS Guest**

Password: **K8vCr44y**

**Please note the space in username.**

Both username and password are case sensitive.

## **LAND ACKNOWLEDGEMENT**

We acknowledge that we are on the unceded land of the Spokane people. And that these lands were once the major trading center for the Spokanes as they shared this place and welcomed other area tribes through their relations, history, trade, and ceremony. We also want to acknowledge that the land holds the spirit of the place, through its knowledge, culture, and all the original peoples Since Time Immemorial.

As we take a moment to consider the impacts of colonization may we also acknowledge the strengths and resiliency of the Spokanes and their relatives. As we work together making decisions that benefit all, may we do so as one heart, one mind, and one spirit.

We are grateful to be on the shared lands of the Spokane people and ask for the support of their ancestors and all relations. We ask that you recognize these injustices that forever changed the lives of the Spokane people and all their relatives.

We agree to work together to stop all acts of continued injustices towards Native Americans and all our relatives. It is time for reconciliation. We must act upon the truths and take actions that will create restorative justice for all people.

Adopted by Spokane City Council on the 22nd day of March, 2021  
*via Resolution 2021-0019*

## BRIEFING AND LEGISLATIVE SESSIONS

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. The Legislative Session is also open to the public and public comment will be taken on Legislative Session items, except those that are adjudicatory or solely administrative in nature. Following the conclusion of the Legislative Agenda, an Open Forum will be held unless a majority of Council Members vote otherwise. Please see additional Open Forum information that appears at the end of the City Council agenda.

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.

### ADDRESSING THE COUNCIL

- No member of the public may speak without first being recognized for that purpose by the Chair. Except for named parties to an adjudicative hearing, a person may be required to sign a sign-up sheet and provide their city of residence as a condition of recognition. Council Members must be recognized by the chair for the purpose of obtaining the floor.
- Each person speaking at the public microphone shall verbally identify themselves by name, city of residency and, if appropriate, representative capacity.
- Each speaker shall follow all written and verbal instructions so that verbal remarks are electronically recorded, and documents submitted for the record are identified and marked by the Clerk. (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, no modes of expression including but not limited to demonstrations, banners, signs, applause, profanity, vulgar language, or personal insults will be permitted. To prevent disruption of council meetings and visual obstruction of proceedings, members of the audience shall remain seated during council meetings.
- A speaker asserting a statement of fact may be asked to document and identify the source of the factual datum being asserted.
- When addressing the Council, members of the public shall direct all remarks to the Council President, and shall confine their remarks to the matters that are specifically before the Council at that time or, if speaking during Open Forum, shall confine their remarks to affairs of the city.
- City staff may participate in public comment, including open forum, providing they are in compliance with the City of Spokane Code of Ethics and they follow the steps outlined in the City Council Rules of Procedure.

**SPEAKING TIME LIMITS:** Unless the time limit is adjusted by a majority vote of the Council, each person addressing the Council shall be limited to a two-minute speaking time during Open Forum and a three-minute speaking time for other matters. The chair may allow additional time if the speaker is asked to respond to questions from the Council. Public testimony and consideration of an item may be extended to a subsequent meeting by a majority vote of the Council. Note: No public testimony shall be taken on amendments to consent or legislative agenda items, or solely procedural, parliamentary, or administrative matters of the Council, including veto overrides.

**CITY COUNCIL AGENDA:** The City Council Advance and Current Agendas may be obtained prior to Council Meetings by accessing the City's website at <https://my.spokanecity.org/citycouncil/documents/>.



# **BRIEFING SESSION**

**(3:30 p.m.)**

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

**ROLL CALL OF COUNCIL**

**INTERVIEWS OF NOMINEES TO BOARDS AND COMMISSIONS**

**COUNCIL OR STAFF REPORTS OF MATTERS OF INTEREST**

**ADVANCE AGENDA REVIEW (Staff or Council Member briefings and discussion)**

**APPROVAL BY MOTION OF THE ADVANCE AGENDA**

**CURRENT AGENDA REVIEW (Presentation of any new background information and discussion of any adjustments)**

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# **EXECUTIVE SESSION**

**(Closed Session of Council)**

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

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# **LEGISLATIVE SESSION**

**(6:00 P.M.)**

**(Council Reconvenes in Council Chamber)**

**PLEDGE OF ALLEGIANCE**

**WORDS OF INSPIRATION AND SPECIAL INTRODUCTIONS**

**ROLL CALL OF COUNCIL**

**PROCLAMATIONS AND SALUTATIONS**

**REPORTS FROM COMMUNITY ORGANIZATIONS**

**ANNOUNCEMENTS**

**(Announcements regarding Changes to the City Council Agenda)**

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# BOARDS AND COMMISSIONS APPOINTMENTS

(Includes Announcements of Boards and Commissions Vacancies)

## APPOINTMENTS

## RECOMMENDATION

Historic Landmarks Commission: Three Appointments – Confirm CPR 1981-0122  
Dana Bronson, Donna Punihaole and Tim Dickerson

# CONSENT AGENDA

The consent agenda consists of purchases and contracts for supplies and services provided to the city, as well as other agreements that arise (such as settlement or union agreements), and weekly claims and payments of previously approved obligations and biweekly payroll claims against the city. Any agreement over \$50,000 must be approved by the city council. Typically, the funding to pay for these agreements has already been approved by the city council through the annual budget ordinance, or through a separate special budget ordinance. If the contract requires a new allocation of funds, that fact usually will be indicated in the summary of the contract in the consent agenda.

Unless a council member requests that an item be considered separately, the council approves the consent agenda as a whole in a single vote. Note: The consent agenda is no longer read in full by the city clerk. The public is welcome to testify on matters listed in the consent agenda, but individual testimony is limited to three minutes for the entire consent agenda.

## REPORTS, CONTRACTS AND CLAIMS

## RECOMMENDATION

- |   |         |                               |
|---|---------|-------------------------------|
| 1. Purchase from NOAR Technologies (Clawson, MI) of a Leica 360 scanner for the Police Department for use in collision investigations and major crimes investigations—\$110,511.06. (Council Sponsors: Council President Wilkerson and Council Members Dillon and Cathcart) | Approve | OPR 2024-1072                 |
| 2. Five-Year Value Blanket with Pacific Coast Carbon, LLC (Ridgefield, WA) for activated pelletized carbon from approximately December 1, 2024, through November 30, 2029—\$184,800. (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke) | Approve | OPR 2024-1055<br>RFQ 6257-24  |
| 3. Consultant Agreement with Jacobs Engineering (Spokane) for engineering and architectural services design from January 1, 2025, to December 31, 2026—\$550,000. (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)                    | Approve | OPR 2024-1056<br>RFQu 6259-24 |

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|--|----------------|--|
| 4. <b>Contract Amendment with Volt Workforce Solutions, a division of Volt Management Corp (Orange, CA) for additional funds to complete the contract period from May 1, 2024, though April 30, 2025—\$160,000. (Council Sponsors: Council Members Cathcart, Bingle and Zappone)</b>                         | <b>Approve</b> | <b>OPR 2022-0412</b>                   |
| 5. <b>Contract Renewal 2 of 3 with Infinite Innovations (Hayden, ID) for As-Needed Technical Resources for the Innovation and Technology Services Division and Project Management Office from February 1, 2025, through January 31, 2026—\$150,000 (excl. tax). (Council Sponsor: Council Member Bingle)</b> | <b>Approve</b> | <b>OPR 2022-0147<br/>RFP 5435-21</b>   |
| 6. <b>Contract Renewal with PMWeb, Inc. (Aventura, FL) for Capitol Project Management Software and Implementation from February 1, 2025, through January 31, 2026—\$105,000 (plus tax). (Council Sponsors: Council Members Cathcart and Bingle)</b>  | <b>Approve</b> | <b>OPR 2017-0005<br/>RFP 4196-16</b>   |
| 7. <b>Master Services Agreement with Granite Communications, Inc. (Quincy, MA) for telecommunication services from December 1, 2024, through November 30, 2027—not to exceed \$320,960.10 (plus tax). (Council Sponsor: Council Member Bingle)</b>   | <b>Approve</b> | <b>OPR 2024-1057<br/>OMNIA R200901</b> |
| 8. <b>Contract Renewal 1 of 3 with Software House International (Somerset, NJ) for co-managed LogRhythm services from January 1, 2025, through December 31, 2025—\$72,908.52 (excl. tax). (Council Sponsors: Council Members Bingle and Cathcart)</b>  | <b>Approve</b> | <b>OPR 2024-0102</b>                   |
| 9. <b>Contract Amendment/Extension with Desimone Consulting Group (Seattle, WA) for federal lobbying services from January 1, 2025, through March 31, 2025—\$30,000. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)</b>  | <b>Approve</b> | <b>OPR 2020-0506</b>                   |
| 10. <b>Contract Amendment/Extension with Spokane Arts Commission and Spokane Arts Fund for arts services from January 1, 2025, through December 31, 2025—\$459,816. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)</b>   | <b>Approve</b> | <b>OPR 2019-1096</b>                   |

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|---|----------------|---|
| <b>11. Contract Amendment with Cummins, Inc. (Spokane) for General Repair and Maintenance of Medium- and Heavy-Duty Trucks and Equipment for the Fleet Department—\$300,000. Total contract amount: \$500,000. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)</b> | <b>Approve</b> | <b>OPR 2024-0492</b>                    |
| <b>12. Contract with Valence Mission Critical Technologies (Spokane Valley, WA) for backup vehicle commissioning services from January 1, 2025, through December 31, 2029—not to exceed \$75,000 per year. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)</b>     | <b>Approve</b> | <b>OPR 2024-1058<br/>IRFP 6253-24</b>   |
| <b>13. Master Contract Renewal No. 2 of 3 and Amendment with Performance Systems Integration, LLC (Portland, OR) for Fire Extinguisher and Fire Suppression Services and On-Call Maintenance—\$100,000. (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)</b>          | <b>Approve</b> | <b>OPR 2022-0803<br/>IPWQ 5731-22</b>   |
| <b>14. Five-Year PW Master Service Contract with The F.A. Bartlett Tree Expert Company (Spokane Valley, WA) for Arborist On-Call Services—not to exceed \$150,000 annually (incl. tax). (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)</b>                          | <b>Approve</b> | <b>OPR 2024-1059<br/>PW ITB 6201-24</b> |
| <b>15. Consultant Agreement with Parametrix, Inc. (Spokane) for the design of Fish Lake Trail Connection Phase 2—\$530,000 plus 10% administrative reserve. (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)</b>  | <b>Approve</b> | <b>OPR 2024-1060<br/>ENG 2023107</b>    |
| <b>16. Site Lease Acknowledgement for a cellular installation by DISH Network on an existing Water Department Reservoir on South Thomas Mallen Road—\$38,400 Revenue in the first year. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)</b>                        | <b>Approve</b> | <b>OPR 2022-0348</b>                    |
| <b>17. Site Lease Acknowledgement for a cellular installation by T-Mobile on an existing Water Department Reservoir at 5717 S. Parkridge Blvd in the Eagle Ridge area—\$38,532 Revenue in the first year. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)</b>      | <b>Approve</b> | <b>OPR 1998-0169</b>                    |

- |   |                    |   |
|---|--------------------|---|
| <b>18. Real Estate Purchase and Sale Agreement (City as purchaser) to purchase a parcel of real property at 4453 W. Vel View Court (Spokane County Tax Parcel #26151.5609) directly adjacent to the existing Woodridge Water Tank—\$100,000. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)</b> | <b>Approve</b>     | <b>OPR 2024-1061</b>                    |
| <b>19. Value Blanket Renewal with Camtek, Inc., (Spokane) for security cameras and various hardware from January 1, 2025, thru December 31, 2025—\$500,000. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)</b>  | <b>Approve</b>     | <b>OPR 2024-0124<br/>PW ITB 5983-23</b> |
| <b>20. One-Year Master Contract Renewal with Camtek, Inc., (Spokane) for Labor and Materials for the ongoing support and maintenance for Citywide facilities—\$300,000. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)</b>  | <b>Approve</b>     | <b>OPR 2024-0125<br/>PW ITB 5983-23</b> |
| <b>21. Contract Renewal with Roar Works, LLC., (Spokane) for Snow &amp; Ice Removal and Landscape Maintenance services at various city sites—\$140,595. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)</b>  | <b>Approve</b>     | <b>OPR 2023-1226</b>                    |
| <b>22. Interlocal Agreements increasing the rate for the Hearing Examiner services from \$125 to \$150 per hour with:</b>   | <b>Approve All</b> |   |
| <b>a. Airway Heights</b>  |                    | <b>OPR 2024-1062</b>                    |
| <b>b. Liberty Lake</b>  |                    | <b>OPR 2024-1063</b>                    |
| <b>c. Medical Lake</b>  |                    | <b>OPR 2024-1064</b>                    |
| <b>d. Spokane Valley</b>  |                    | <b>OPR 2024-1065</b>                    |
| <b>e. Cheney</b>  |                    | <b>OPR 2024-1066</b>                    |
| <b>f. Chewelah</b>  |                    | <b>OPR 2024-1067</b>                    |
| <b>g. Millwood</b>  |                    | <b>OPR 2024-1068</b>                    |
| <b>h. Newport</b>   |                    | <b>OPR 2024-1069</b>                    |

**These agreements supersede the current agreements, which will be formally terminated. (Council Sponsors:**

**Council President Wilkerson and Council Members Cathcart and Zappone)**

- 23. **Interagency Agreement between the Spokane Police Department and the Washington State Criminal Justice Training Commission regarding reimbursement to SPD for various costs of holding and conducting Basic Law Enforcement Academies from January 1, 2025, to December 31, 2026—\$750,000 estimated revenue per year. (Council Sponsors: Council President Wilkerson and Council Members Dillon and Cathcart)** **Approve** **OPR 2024-1092**
  
- 24. **Amendment B to Agreement with Spokane County in conjunction with the Mental Health Field Response Team Fiscal Year 2023 Grant Program to continue operation of the Behavioral Health Unit from WASPC through Spokane County Sheriff's Office—Total Revenue \$393,131.96. (Council Sponsors: Council President Wilkerson and Council Members Dillon and Cathcart)** **Approve** **OPR 2024-0064**

**The following item was deferred to the January 6, 2025, Agenda, during the December 2, 2024, 3:30 p.m. Briefing Session (OPR 2024-0835):**

- ~~25. **Contract Amendment No. 1 for Outside Counsel services with Bryan Cave Leighton Paisner, LLP, (Saint Louis, MO) for Legal Services in the matter of Currie, et al., v. City of Spokane—\$50,000. Total Contract Amount: \$100,000. (Council Sponsors: Council Members Bingle and Cathcart)** **Approve** **OPR 2024-0835**~~
  
- 26. **Agreement with YWCA in conjunction with OVW FY21 Firearms Technical Assistance Project Pilot Sites Initiative grant from July 1, 2022, through June 30, 2025—\$108,526. (Council Sponsors: Council President Wilkerson and Council Members Dillon and Cathcart)** **Approve** **OPR 2022-0591**
  
- 27. **Contract Renewal with Target Solutions Learning (Tampa, FL) for the annual maintenance and support of the online learning and record management system including access and use of the "Vector Check It" module that was added in 2024—\$52,771.32. (Council Sponsors: Council President Wilkerson and Council Members Dillon and Cathcart)** **Approve** **OPR 2023-1221**
  
- 28. **Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through November 29, 2024, total** **Approve & Authorize Payments** **CPR 2024-0002**

\$12,936,547.18, with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$12,759,689.43.

29. City Council Meeting Minutes: November 21, 2024. Approve All CPR 2024-0013

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## **LEGISLATIVE AGENDA**

### **SPECIAL BUDGET ORDINANCES**

(Require Five Affirmative, Recorded Roll Call Votes)

Ordinance C36603 amending Ordinance No. C36467 passed by the City Council November 27, 2023, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2024, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2024, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

- ORD C36620      Hotel/Motel Lodging Tax Fund
- 1) Increase revenue by \$900,000.
  - A) Of the increased revenue, \$900,000 is provided solely from motel/hotel transient tax.
  - 2) Increase appropriation by \$900,000.
  - A) Of the increased appropriation, \$900,000 is provided solely for the pass-through payment to the Spokane Public Facilities District.

(This action arises from the need to provide additional appropriation to the Hotel/Motel Lodging Tax Fund.) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

- ORD C36621      Worker's Compensation Fund
- 1) Increase appropriation by \$600,000.
  - A) Of the increased appropriation, \$600,000 is provided solely for insurance claim payments.

(This action arises from greater than expected worker's compensation insurance claims.) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

- ORD C36622      Fleet Services Fund
- 1) Increase revenue by \$1,399,194.
  - A) Of the increased revenue, \$489,194 is provided solely for sale of scrap/junk/surplus.
  - B) Of the increased revenue, \$160,000 is provided solely for interfund compressed natural gas fuel service charges.

C) Of the increased revenue, \$750,000 is provided solely for interfund vehicle/equipment repair service charges.

2) Increase appropriation by \$1,399,194.

A) Of the increased appropriation, \$489,194 is provided solely for an operating transfer-out to the Asset Management Capital fund for a debt payment.

B) Of the increased appropriation, \$160,000 is provided solely for compressed natural gas fuel purchases.

C) Of the increased appropriation, \$750,000 is provided solely for equipment repairs and maintenance services.

(This action arises from higher than expected operating costs and recognizing additional revenues received.) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

**ORD C36623**

**Financial Partnership Portfolio Fund**

1) Increase revenue by \$768,796.08.

A) Of the increased revenue, \$768,796.08 is provided solely from an operating transfer-in from the Asset Management Capital fund for debt restructure.

2) Increase appropriation by \$768,796.08.

A) Of the increased appropriation, \$768,796.08 is provided solely for an operating transfer-out to the Asset Management Capital fund for debt restructure.

(This action arises from refinanced parking debt.) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

**ORD C36624**

**Communications Building Maintenance and Operations Fund**

1) Increase appropriation by \$30,000.

A) Of the increased appropriation, \$30,000 is provided solely for building repairs/maintenance.

(This action arises from greater than expected building repair.) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

**NO EMERGENCY ORDINANCES**



## **RESOLUTIONS & FINAL READING ORDINANCES**

(Require Four Affirmative, Recorded Roll Call Votes)

RES 2024-0115  
OPR 2024-1071  
OPR 2024-1084

Declaring Solid Waste Systems (Spokane Valley, WA) a sole-source provider for Curbtender, Labrie, Scorpion and Sewer Equipment products, parts and services and authorizing the City of Spokane Fleet Services to purchase products “as needed”, enter into a five (5) year Value Blanket Order for parts and a five (5) year Service Contract for services as needed for approximately—\$1,500,000 (inc. tax) annually without public bidding. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

RES 2024-0116

Adopting the City of Spokane's legislative agenda for the upcoming 2025 state legislative session. (Council Sponsors: Council Members Zappone, Dillon and Bingle)

RES 2024-0117

Approving administrative allocations of residual funds from the American Rescue Plan Act (ARPA). (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

Wilkerson Proposed Amendment (at request of Administration):

- Request motion to amend Resolution 2024-0117 with an updated revised version filed December 5, 2024, and included in agenda packet under Resolution 2024-0117.

Cathcart Proposed Amendment:

- Request motion to amend Resolution 2024-0117 with an updated revised version filed December 5, 2024, and included in agenda packet under Resolution 2024-0117.

RES 2024-0118

Appointing City Council Members to boards, committees, and commissions for calendar year 2025. (Council Sponsors: Council President Wilkerson and Council Member Dillon)

Wilkerson/Dillon Proposed Amendment:

- Request motion to amend the attachment to Resolution 2024-0118 with an updated revised version filed December 6, 2024, and included in agenda packet under Resolution 2024-0118.

**RES 2024-0119 Adopting various amendments to the City Council's Rules of Procedure. (Council Sponsors: Council President Wilkerson and Council Member Zappone)**

**Wilkerson Proposed Amendment:**

- Request motion to amend Council Rules of Procedure, attached to Resolution 2024-0119 as Attachment A, with an updated revised version of the Council Rules filed December 5, 2024, and included in agenda packet under Resolution 2024-0119. (To be considered after all other proposed amendments to Resolution 2024-0119)

**Dillon Proposed Amendment:**

- Request motion to amend Council Rules of Procedure, attached to Resolution 2024-0119 as Attachment A, with proposed updates of the Council Rules filed December 5, 2024, and included in agenda packet under Resolution 2024-0119.

**Bingle Proposed Amendments 1 through 3:**

Request motions to amend Council Rules of Procedure, attached to Resolution 2024-0119 as Attachment A, with proposed updates of the Council Rules filed December 5, 2024, and included in agenda packet under Resolution 2024-0119:

- Bingle Proposed Amendment No. 1 – Relates to sponsorship (Sections 2.9.A and 2.10.F)
- Bingle Proposed Amendment No. 2 – Relates to meeting day (Sections 2.1.A, 2.14.A, 4.2.B, and 6.2.C)
- Bingle Proposed Amendment No. 3 – Relates to debate (adds new Section 2.21)

**Cathcart Proposed Amendments 1 through 9:**

Request motions to amend Council Rules of Procedure, attached to Resolution 2024-0119 as Attachment A, with proposed updates of the Council Rules filed December 6, 2024, and included in agenda packet under Resolution 2024-0119:

- Cathcart Proposed Amendment No. 1 – Relates to mutual respect (Section 1.2)
- Cathcart Proposed Amendment No. 2 – Relates to ethical conduct (Section 1.3.C)

- Cathcart Proposed Amendment No. 3 – Relates to Open Forum (Section 2.2.C)
- Cathcart Proposed Amendment No. 4 – Relates to study sessions (Section 2.5)
- Cathcart Proposed Amendment No. 5 – Relates to introduction of items – agenda process (Section 2.9.A)
- Cathcart Proposed Amendment No. 6 – Relates to introduction of items, agenda process, and public participation (Sections 2.9.C, 2.10.B, and 2.15.A)
- Cathcart Proposed Amendment No. 7 – Relates to business order (Section 2.14.A)
- Cathcart Proposed Amendment No. 8 – Relates to public participation (Section 2.15.A)
- Cathcart Proposed Amendment No. 9 – Relates to public testimony (Section 2.16.A)

**RES 2024-0120**

**Requesting the Brown Administration to extend the current contract with Community Oriented Policing Services (COPS), authorizing the council president to execute the extension if necessary, and setting forth terms and conditions for extension—not to exceed \$200,000. (Council Sponsors: Council President Wilkerson and Council Member Cathcart)**

**Wilkerson Proposed Amendment:**

- Request motion to amend Resolution 2024-0120 with proposed updates filed December 5, 2024, and included in agenda packet under Resolution 2024-0120.

**ORD C36626**

**Adopting a biennial budget for the City of Spokane, Washington, for the years 2025 and 2026, and setting forth in summary form the totals of estimated revenues and appropriations for each separate fund, the aggregate totals for all such funds combined, and providing an effective date. (Council Sponsors: Council President Wilkerson and Council Member Zappone)**

**Wilkerson Proposed Amendment:**

- Request motion to amend Final Reading Ordinance C36626 by incorporating Council President’s December 9, 2024, Budget Memo to City Council Members into Ordinance C36626 and

replacing Ordinance C36626 with updated revised version filed December 6, 2024, and included in agenda packet under Final Reading Ordinance C36626.

Cathcart Proposed Amendments 1 and 2:

Request motions to amend Final Reading Ordinance C36626 with proposed updates filed December 6, 2024, and included in agenda packet under Final Reading Ordinance C36626:

- Cathcart Proposed Amendment No. 1 – Relates to Police Department (0680) and Office of Performance Management (5750)
- Cathcart Proposed Amendment No. 2 – Relates to City Council (0320)

**ORD C36618** Relating to Business Activities Subject to Tax; amending Section 08.10.030 of the Spokane Municipal Code. (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Bingle Proposed Amendment:

- Request motion to amend Final Reading Ordinance C36618 with an updated revised version filed December 5, 2024, and included in agenda packet under Final Reading Ordinance C36618.

Wilkerson Proposed Amendment:

- Request motion to amend Final Reading Ordinance C36618 with an updated revised version filed December 5, 2024, and included in agenda packet under Final Reading Ordinance C36618.

**ORD C36619** Relating to fees and charges amending Chapter 08.02 and Chapter 13.04 of the Spokane Municipal Code. Specifically amending Section 08.02.0220 Sidewalk Cafes, Section 08.02.0235 Parklets and Streateries, Section 08.02.030 Boiler Code, Section 08.02.031 Building Code, Section 08.02.032 Electrical Code, Section 08.02.033 Elevator Code, Section 08.02.035 Mechanical Code, Section 08.02.036 Plumbing Code, Section 08.02.037 Sewer Code, Section 08.02.0371 Water Code, Section 08.02.038 Shorelines Management, Section 08.02.039 Special Inspections and Other Fees, Section 08.02.060 Building Code, Section 08.02.061 Environmental Policy, Section 08.02.064 Plats, Section 08.02.065 Streets and Airspace, Section 08.02.0655 Private Construction Plan Review and Inspection, Section 08.02.066 Zoning, Section 08.02.0665 Design Review, Section 08.02.067 Existing Building and Conservation Code, Section 08.02.069 Comprehensive Plan and Land Use Code Amendments, Section 08.02.0696 Concurrency Inquiry Application Fee, Section 08.02.085 Historic Preservation, Section 08.02.087 Appeals, Section 08.02.089 Special Permits For Oversize Or

**Overweight Movements, Section 08.02.0204 Building Contractors and Workers, Section 13.04.2026 Small Taps and Meters – Additional, Section 13.04.2028 Large Taps and Meters, setting an effective date, and other matters properly related thereto. (Council Sponsors: Council President Wilkerson and Council Member Zappone)**

**Wilkerson Proposed Amendment (at request of Administration):**

- **Request motion to amend Final Reading Ordinance C36619 and accompanying attachments with updated revised versions filed December 5, 2024, and included in agenda packet under Final Reading Ordinance C36619.**

**FIRST READING ORDINANCES**

- ORD C36625**      **Relating to the Accounting and Grants Department; amending Section 03.01A.215 of the Spokane Municipal Code. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)**
- ORD C36627**      **Relating to the Small Works Roster; amending SMC section 07.06.165; and repealing SMC section 07.06.167. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)**
- ORD C36628**      **Relating to Spokane City Council meetings and amending sections 02.005.010, 02.01.010 and 02.01.030 of the Spokane Municipal Code, and repealing Section 02.01.020 of the Spokane Municipal Code. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)**

**Wilkerson Proposed Amendment:**

- **Request motion to amend First Reading Ordinance C36628 with an updated revised version filed December 5, 2024, and included in agenda packet under First Reading Ordinance C36628.**

**FURTHER ACTION DEFERRED**

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**NO SPECIAL CONSIDERATIONS**

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**NO HEARINGS**

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## OPEN FORUM

At the conclusion of legislative business, the Council shall recess briefly and then hold an open public comment period for up to 20 (twenty) speakers, unless a majority of council members vote otherwise. Each speaker is limited to no more than two minutes. In order to participate in Open Forum, you must sign up beginning at 5:00 p.m. on the Friday immediately preceding the legislative session and ending at 6:00 p.m. on the date of the meeting via the virtual testimony form linked in the meeting packet (<https://my.spokanecity.org/citycouncil/documents/>) or in person outside council chambers beginning at 8:00 a.m. on the day of the legislative session. The virtual sign-up form can also be found here: <https://forms.gle/Vd7n381x3seaL1NW6>. (If you are unable to access the form by clicking the hyperlink, please copy and paste the link address into your browser window.) Speakers must sign themselves in using a name. The individuals assigned to the twenty (20) spaces available will be chosen at random, with preference given to individuals who have not spoken at open forum during that calendar month. Instructions for virtual participation are provided on the form when you sign up. The Open Forum is a limited public forum; all matters discussed in the open forum shall relate to the affairs of the City other than items appearing on the Current or Advance Agendas, pending hearing items, and initiatives or referenda in a pending election. Individuals speaking during the open forum shall address their comments to the Council President and shall not use profanity, engage in obscene speech, or make personal comment or verbal insults about any individual.

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## ADJOURNMENT

The December 9, 2024, Regular Legislative Session of the City Council is adjourned to December 16, 2024.

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**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 Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [mlowmaster@spokanecity.org](mailto:mlowmaster@spokanecity.org). Persons who are deaf or hard of hearing may contact Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

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## NOTES

**Agenda Sheet for City Council:****Committee:** Date: N/A**Committee Agenda type:****Date Rec'd**

11/20/2024

**Clerk's File #**

CPR 1981-0122

**Cross Ref #****Project #****Council Meeting Date:** 12/09/2024**Submitting Dept**

MAYOR

**Bid #****Contact Name/Phone**

ADAM 6779

**Requisition #****Contact E-Mail**

AMCDANIEL@SPOKANECITY.ORG

**Agenda Item Type**

Boards and Commissions

**Council Sponsor(s)****Agenda Item Name**

APPOINTMENT OF DANA BRONSON TO THE SPOKANE HISTORIC LANDMARKS

**Agenda Wording**

Mayor Brown has appointed Dana Bronson to the Spokane Historic Landmarks Commission as the historian position for a term of December 9, 2024 - December 9, 2027.

**Summary (Background)**

Mission Statement/Purpose: The Spokane City/County Historic Landmarks Commission functions under a joint ordinance passed by both the City and County in 1981 and 1982. Its purpose is to provide stewardship of the historic and architecturally significant properties in the City and County. The Commission has the responsibility of recommending the designation of historic landmarks and districts to the Spokane Register of Historic Places, and of managing those landmarks once they are designated.

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost

\$

Current Year Cost

\$

Subsequent Year(s) Cost

\$

**Narrative****Amount****Budget Account**

Select

\$

#

Select

\$

#

Select

\$

#

Select

\$

#

\$

#

\$

#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

Dept Head

SCOTT, ALEXANDER

**Additional Approvals**

Division Director

Accounting Manager

Legal

For the Mayor

SCOTT, ALEXANDER

**Distribution List**

amcdaniel@spokanecity.org



## Committee Agenda Sheet

### \*Select Committee Name\*

<b>Committee Date</b>	
<b>Submitting Department</b>	Mayor's Office
<b>Contact Name</b>	Adam McDaniel
<b>Contact Email &amp; Phone</b>	<a href="mailto:amcdaniel@spokanecity.org">amcdaniel@spokanecity.org</a>   625-6779
<b>Council Sponsor(s)</b>	Please enter the name of the Council Sponsor(s)
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Appointment of Dana Bronson to the Spokane Historic Landmarks Commission as the historian position.
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>Mayor Brown has appointed Dana Bronson to the Spokane Historic Landmarks Commission as the historian position for a term of December 9, 2024 – December 9, 2027.</p> <p><b>Mission Statement/Purpose:</b> The Spokane City/County Historic Landmarks Commission functions under a joint ordinance passed by both the City and County in 1981 and 1982. Its purpose is to provide stewardship of the historic and architecturally significant properties in the City and County. The Commission has the responsibility of recommending the designation of historic landmarks and districts to the Spokane Register of Historic Places, and of managing those landmarks once they are designated.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <a href="#">Click or tap here to enter text.</a></p> <p>    Current year cost:</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue</p> <p><b>Funding Source</b>            <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Specify funding source: <a href="#">Select Funding Source*</a></p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts</b> (If N/A, please give a brief description as to why)	
What impacts would the proposal have on historically excluded communities? <b>N/A</b>	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? <b>N/A</b>	

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

**N/A**

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**N/A**



**Agenda Sheet for City Council:**

**Committee:** Date: N/A

**Committee Agenda type:**

**Council Meeting Date:** 12/09/2024

<b>Date Rec'd</b>	11/20/2024
<b>Clerk's File #</b>	CPR 1981-0122
<b>Cross Ref #</b>	
<b>Project #</b>	

<b>Submitting Dept</b>	MAYOR
<b>Contact Name/Phone</b>	ADAM 6779
<b>Contact E-Mail</b>	AMCDANIEL@SPOKANECITY.ORG
<b>Agenda Item Type</b>	Boards and Commissions

<b>Bid #</b>	
<b>Requisition #</b>	

**Council Sponsor(s)**

**Agenda Item Name** APPOINTMENT OF DONNA PUNIHAOLE TO THE SPOKANE HISTORIC

**Agenda Wording**

Mayor Brown has appointed Donna Punihaole to the Spokane Historic Landmarks Commission as the at-large position for a term of December 9, 2024 - December 9, 2027.

**Summary (Background)**

Mission Statement/Purpose: The Spokane City/County Historic Landmarks Commission functions under a joint ordinance passed by both the City and County in 1981 and 1982. Its purpose is to provide stewardship of the historic and architecturally significant properties in the City and County. The Commission has the responsibility of recommending the designation of historic landmarks and districts to the Spokane Register of Historic Places, and of managing those landmarks once they are designated.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

**Amount**

**Budget Account**

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



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

Dept Head

SCOTT, ALEXANDER

Division Director

Accounting Manager

Legal

For the Mayor

SCOTT, ALEXANDER

**Additional Approvals**

**Distribution List**

amcdaniel@spokanecity.org

## Committee Agenda Sheet

### \*Select Committee Name\*

<b>Committee Date</b>	
<b>Submitting Department</b>	Mayor's Office
<b>Contact Name</b>	Adam McDaniel
<b>Contact Email &amp; Phone</b>	<a href="mailto:amcdaniel@spokanecity.org">amcdaniel@spokanecity.org</a>   625-6779
<b>Council Sponsor(s)</b>	Please enter the name of the Council Sponsor(s)
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Appointment of Donna Punihaole to the Spokane Historic Landmarks Commission as the City at-large position.
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>Mayor Brown has appointed Donna Punihaole to the Spokane Historic Landmarks Commission as the at-large position for a term of December 9, 2024 – December 9, 2027.</p> <p><b>Mission Statement/Purpose:</b> The Spokane City/County Historic Landmarks Commission functions under a joint ordinance passed by both the City and County in 1981 and 1982. Its purpose is to provide stewardship of the historic and architecturally significant properties in the City and County. The Commission has the responsibility of recommending the designation of historic landmarks and districts to the Spokane Register of Historic Places, and of managing those landmarks once they are designated.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <a href="#">Click or tap here to enter text.</a></p> <p>    Current year cost:</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue</p> <p><b>Funding Source</b>            <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Specify funding source: <a href="#">Select Funding Source*</a></p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts</b> (If N/A, please give a brief description as to why)	
What impacts would the proposal have on historically excluded communities? <b>N/A</b>	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? <b>N/A</b>	

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

**N/A**

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**N/A**



**Agenda Sheet for City Council:**

**Committee:** Date: N/A

**Committee Agenda type:**

**Council Meeting Date:** 12/09/2024

<b>Date Rec'd</b>	11/20/2024
<b>Clerk's File #</b>	CPR 1981-0122
<b>Cross Ref #</b>	
<b>Project #</b>	

<b>Submitting Dept</b>	MAYOR	<b>Bid #</b>	
<b>Contact Name/Phone</b>	ADAM 6779	<b>Requisition #</b>	
<b>Contact E-Mail</b>	AMCDANIEL@SPOKANECITY.ORG		
<b>Agenda Item Type</b>	Boards and Commissions		
<b>Council Sponsor(s)</b>			
<b>Agenda Item Name</b>	APPOINTMENT OF TIM DICKERSON TO THE SPOKANE HISTORIC LANDMARKS		

**Agenda Wording**

Mayor Brown has appointed Tim Dickerson to the Spokane Historic Landmarks Commission as the architect position for a term of December 9, 2024 - December 9, 2027.

**Summary (Background)**

Mission Statement/Purpose: The Spokane City/County Historic Landmarks Commission functions under a joint ordinance passed by both the City and County in 1981 and 1982. Its purpose is to provide stewardship of the historic and architecturally significant properties in the City and County. The Commission has the responsibility of recommending the designation of historic landmarks and districts to the Spokane Register of Historic Places, and of managing those landmarks once they are designated.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$

**Narrative**

<b>Amount</b>	<b>Budget Account</b>
Select \$	#
Select \$	#
Select \$	#
Select \$	#
\$	#
\$	#



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

Dept Head

SCOTT, ALEXANDER

Division Director

Accounting Manager

Legal

For the Mayor

SCOTT, ALEXANDER

#### **Additional Approvals**

#### **Distribution List**

amcdaniel@spokanecity.org



## Committee Agenda Sheet

### \*Select Committee Name\*

<b>Committee Date</b>	
<b>Submitting Department</b>	Mayor's Office
<b>Contact Name</b>	Adam McDaniel
<b>Contact Email &amp; Phone</b>	<a href="mailto:amcdaniel@spokanecity.org">amcdaniel@spokanecity.org</a>   625-6779
<b>Council Sponsor(s)</b>	Please enter the name of the Council Sponsor(s)
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Appointment of Tim Dickerson to the Spokane Historic Landmarks Commission as the architect position.
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>Mayor Brown has appointed Tim Dickerson to the Spokane Historic Landmarks Commission as the architect position for a term of December 9, 2024 – December 9, 2027.</p> <p><b>Mission Statement/Purpose:</b> The Spokane City/County Historic Landmarks Commission functions under a joint ordinance passed by both the City and County in 1981 and 1982. Its purpose is to provide stewardship of the historic and architecturally significant properties in the City and County. The Commission has the responsibility of recommending the designation of historic landmarks and districts to the Spokane Register of Historic Places, and of managing those landmarks once they are designated.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <a href="#">Click or tap here to enter text.</a></p> <p>    Current year cost:</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue</p> <p><b>Funding Source</b>            <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Specify funding source: <a href="#">Select Funding Source*</a></p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts</b> (If N/A, please give a brief description as to why)	
What impacts would the proposal have on historically excluded communities? <b>N/A</b>	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? <b>N/A</b>	

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

**N/A**

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**N/A**

**Agenda Sheet for City Council:****Committee:** Public Safety **Date:** 12/02/2024**Committee Agenda type:** Consent**Date Rec'd**

11/20/2024

**Clerk's File #**

OPR 2024-1072

**Cross Ref #****Project #****Council Meeting Date:** 12/09/2024**Submitting Dept**

POLICE

**Bid #****Contact Name/Phone**

SHAWNA 4106

**Requisition #****Contact E-Mail**

SERNST@SPOKANEPOLICE.ORG

**Agenda Item Type**

Purchase w/o Contract

**Council Sponsor(s)**

PDILLON MCATHCART BWILKERSON

**Agenda Item Name**

0680 - LEICA 360 SCANNER PURCHASE

**Agenda Wording**

The Spokane Police Department needs to purchase a Leica 360 scanner for use in collision investigations and major crimes investigations.

**Summary (Background)**

The scanner creates point clouds of a scene that can be utilized to take accurate measurements, reduce scene processing time (to open roadways more quickly), and provide investigators, prosecutors, and courts with a 3D model of a crash or crime scene. To read more about the Leica 360 scanner, visit: <https://leica-geosystems.com/case-studies/public-safety/mapping-crashes-and-collisions-at-record-speed>

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 110,511.06

Current Year Cost \$ 110,511.06

Subsequent Year(s) Cost \$

**Narrative**

The Leica scanner purchase includes a five-year extended warranty and vendor support. The department will seek a replacement scanner in 2030 and will integrate that purchase into our capital budget.

**Amount****Budget Account**

Expense \$ 110,511.06

# 1560-17100-94210-56401-68084

Select \$

#

Select \$

#

Select \$

#

\$

#

\$

#



## Committee Agenda Sheet

### Public Safety & Community Health Committee

<b>Committee Date</b>	10/7/2024
<b>Submitting Department</b>	Police
<b>Contact Name</b>	Shawna Ernst
<b>Contact Email &amp; Phone</b>	<a href="mailto:sernst@spokanepolice.org">sernst@spokanepolice.org</a> – 509-370-8534
<b>Council Sponsor(s)</b>	Please enter the name of the Council Sponsor(s)
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Leica 360 Scanner Purchase
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>The Spokane Police Department needs to purchase a Leica 360 scanner for use in collision investigations and major crimes investigations. The scanner creates point clouds of a scene that can be utilized to take accurate measurements, reduce scene processing time (to open roadways more quickly), and provide investigators, prosecutors, and courts with a 3D model of a crash or crime scene.</p> <p>To read more about the Leica 360 scanner, visit: <a href="https://leica-geosystems.com/case-studies/public-safety/mapping-crashes-and-collisions-at-record-speed">https://leica-geosystems.com/case-studies/public-safety/mapping-crashes-and-collisions-at-record-speed</a></p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$110,511.06</u></p> <p>    Current year cost: \$110,511.06</p> <p>    Subsequent year(s) cost: No additional costs for five years.</p> <p><b>Narrative:</b> <u>The Leica scanner purchase includes a five-year extended warranty and vendor support. The department will seek a replacement scanner in 2030 and will integrate that purchase into our capital budget.</u></p> <p><b>Funding Source</b>    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Reserves</p> <p>Is this funding source sustainable for future years, months, etc? The funding is forfeiture dollars (not an option in the drop-down menu). The funding is sustainable for the next five years as there is no additional cost until 2030.</p> <p><b>Expense Occurrence</b>    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: No additional budget impacts.</p>	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	
This purchase will enable the department to map crashes and crime scenes for any crime victim, including those from historically excluded communities.	

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

The department has no plans to collect data regarding the impact of the Leica scanner on different demographic groups. The department will collect data, success stories, and lessons learned on the use of the Leica scanner.

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

The department has successfully utilized Leica scanners for several years and found them to be reliable and extremely valuable in the investigative and prosecutorial processes. Additionally, the department will collect data, success stories, and lessons learned on the use of the Leica scanner.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This proposal aligns with the Spokane Police Department's 2024 – 2028 strategic plan and aligns with industry best practices for utilizing point cloud data in investigations and in court.



QUOTE: 51496

Date: September 26, 2024

Company: Spokane Police Dept Address: \_\_\_\_\_  
 Contact: Shawna Ernst City: Spokane  
 Phone: \_\_\_\_\_ State: WA  
 Email: sernst@spokanepolice.org Zip: \_\_\_\_\_

**RTC360 Quote**

Part Number	Product Description	Quantity	List Price	Total
6018814	RTC360 Package with RCS	1	\$ 111,731.65	\$ 111,731.65
838300	RTC 360 Laser Scanner	1		
874800	Calibration Cert. "Silver", TLS RTC 360	1		
954519	GEB364 Battery int Li-Ion 10.8V/6900mAh	4		
817063	GVP730 Container for RTC360	1		
842065	MS256 Industrial USB Stick 256GB	2		
872515	Leica RTC360 QG,multil.1	1		
874567	Leica RTC360 USB Documentation Card	1		
874566	Leica Cyclone FIELD 360 Info Sheet	1		
955235	Cyclone FIELD 360 Quick Plan Shipment FL	1		
799187	GKL341 Charger Prof 5000	1		
731440	AC power cable 2-pole US, to charger	1		
5312306	RC Studio, 3TB Data, 1yr hxd.com/tos	1		
6013576	5 yr RTC360 Laser Scanner CCP Silver	1		
5308932	5 yr RTC360 Laser Scanner Hardw. Maint.	1		
5308935	4 yr RTC360 Laser Scanner Ext. Warranty	1		
5308940	5yr RTC360 Laser Scanner Custom. Support	1		
870985	GAD122 Adapter for GST with 5/8"	1	\$ 166.00	\$ 166.00
865471	GVP736, Backpack for RTC360	1	\$ 490.00	\$ 490.00
842066	GST80 Tripod Carbon	1	\$ 2,700.00	\$ 2,700.00
iPad	11" iPad Pro Wifi+Cellular w/ Nano Glass & 1TB Hard Drive	1	\$ 2,000.00	\$ 2,000.00

**Sub-Total:** \$ **117,087.65**

**Discount:** \_\_\_\_\_

**TOTAL:** \$ **117,087.65**

Tax Exempt

This quotation is valid for 30 days after submittal date.

**Customer acceptance**

With your signature you accept our offer on behalf of your company as above and you confirm that you are authorized to do so.

**Accepted by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **PO:** \_\_\_\_\_

Please send the signed quote to the attention of:  
 Florida Level & Transit Co  
 809 Progresso Drive  
 Ft Lauderdale, FL 33304

Representative: Alex Holt  
 Phone: 954-298-0106  
 Email: [aholt@floridalevel.com](mailto:aholt@floridalevel.com)



NAVIGATE. CONNECT. INSPIRE.

# Proposal

**ADDRESS**

City of Spokane Police Department  
 Attn: Shawna Ernst  
 1100 W. Mallon Ave  
 Spokane, WA 99260  
 sernst@spokanepolice.org

**SHIP TO**

City of Spokane Police Department  
 Attn: Shawna Ernst  
 1100 W. Mallon Ave  
 Spokane, WA 99260  
 sernst@spokanepolice.org

**PROPOSAL #** 102824-RTC

**DATE** 10/28/2024

ACTIVITY	QTY	RATE	AMOUNT
<b>RTC360 Package with RCS (6018814)</b>	1	91,086.65	91,086.65T
Package Consisting of:			
1x RTC360 Laser Scanner (838300)			
1x RTC360 Transport Container (817063)			
4x GEB364 Lithium-Ion Battery (954519)			
1x GKL341, Multicharger Prof 5000 (799187)			
2x RTC360 USB Flash Drive - 256 GB (842065)			
1x RTC360 Rain Cover (636767)			
1x RTC360 Quick Guide			
1x RTC360 System USB Card			
1x RC Studio, 3TB Data Usage, 1yr Sub (5312306)			
1 year RTC360 CCP Basic contract (6013561)			
Note for Reality Cloud Studio: Offer subject to Hexagon AG's HxDR Terms of Use, provided at: <a href="https://hxd.com/tos">https://hxd.com/tos</a>			
<b>NOAR Tactical Discount</b>	1	-7,286.93	-7,286.93T
Big respect for law enforcement—here's a discount to back you up!			
<b>5 yr RTC360 CCP Silver</b>	1	21,350.00	21,350.00T
<b>RTC360 Backpack</b>	1	490.00	490.00T
<b>870985</b>	1	166.00	166.00T
GAD122, Adapter to mount a RTC360 on top of a Leica tripod			
<b>Data Collectors</b>	1	2,000.00	2,000.00T
Apple - 11- inch iPad Pro with Wi-Fi + Cellular 1TB			
<b>Case</b>	1	35.00	35.00T
iPad Pro Rugged Case			
<b>Miscellaneous</b>	1	55.00	55.00T
Hoodman iPad Pro Sunshade			
<b>Miscellaneous</b>	1	450.00	450.00T
Gazelle Fastbowl Tripod			
<b>Miscellaneous</b>	1	1,985.00	1,985.00T
Gitzo 78 Systematic Series 5 Tripod			



ACTIVITY	QTY	RATE	AMOUNT
<b>NOAR Support</b> NOAR Technologies includes complimentary technical support for all clients that partner with NOAR for subscription renewals and hardware purchases.	1	0.00	0.00

---

Terms & Conditions:	SUBTOTAL	110,330.72
All quoted prices are subject to change	TAX	0.00
	<b>TOTAL</b>	<b>\$110,330.72</b>

Standard payment terms are Prepay - Unless other terms have been agreed upon (pending credit approval)

All applicable taxes will be included on the invoice

We accept Visa, MasterCard and Amex.  
A 2.5% processing fee will applied to all transactions over \$5,000

Accepted By

Accepted Date



**COLLISION & CRIME**  
**FORENSIC SOLUTIONS**  
 Forensic Reconstruction / Investigations / Certified Training

**Spokane PD 2nd  
 RTC360**

QUOTE: \_\_\_\_\_

Date: 2024-07-15

Company: Spokane Police Department  
 Contact: Ofc. Brian Shrier  
 Phone: 509.835.4567  
 Email: bshrier@spokanepolice.org

Address: 1427 West Gardner Ave.  
 City: Spokane  
 State: WA  
 Zip: 99201

**Spokane Police Department RTC360 Package - 5 YR Support - NO TRAINING**

Part Number	Product Description	Quantity	List Price	Total
6018814	RTC360 Package with RCS	1		
838300	RTC 360 Laser Scanner	1	\$75,355.00	\$ 70,833.70
874800	Calibration Cert. "Silver", TLS RTC 360	1	\$1.65	\$ 1.53
954519	GEB364 Battery int Li-Ion 10.8V/6900mAh	4	\$415.00	\$ 1,543.80
817063	GVP730 Container for RTC360	1	\$455.00	\$ 423.15
842065	MS256 Industrial USB Stick 256GB	2	\$1,370.00	\$ 2,548.20
872515	Leica RTC360 QG,multil.1	1	\$0.00	\$ 0.00
874567	Leica RTC360 USB Documentation Card	1	\$0.00	\$ 0.00
874566	Leica Cyclone FIELD 360 Info Sheet	1	\$0.00	\$ 0.00
955235	Cyclone FIELD 360 Quick Plan Shipment FL	1	\$0.00	\$ 0.00
799187	GKL341 Charger Prof 5000	1	\$1,170.00	\$ 1,088.10
731440	AC power cable 2-pole US, to charger	1	\$0.00	\$ 0.00
5312306	RC Studio, 3TB Data, 1yr hxdr.com/tos	1	\$9,000.00	\$ 8,370.00
6013576	5 yr RTC360 Laser Scanner CCP Silver	1		
5308932	5 yr RTC360 Laser Scanner Hardw. Maint.	1	\$7,050.00	\$ 6,838.50
5308935	4 yr RTC360 Laser Scanner Ext. Warranty	1	\$11,300.00	\$ 10,961.00
5308940	5yr RTC360 Laser Scanner Custom. Support	1	\$3,000.00	\$ 2,910.00
870985	GAD122 Adapter for GST with 5/8"	1	\$166.00	\$ 154.38
865471	GVP736, Backpack for RTC360	1	\$490.00	\$ 455.70
CFS E-ZLOK 335-6	E-Z LOK Thread reducer for GAD122	1	\$20.00	\$ 20.00
CFS TC9	Gazelle Fastbowl Tripod TC9 for RTC360	1	\$400.00	\$ 400.00
GT5543XLS	Gitzo 78" Systematic Series 5 Tripod for RTC360	1	\$1,800.00	\$ 1,800.00
CFS IPAD PRO CELL	iPad ProWifi + Cellular 1TB or more + Rugged Case For remote wireless control of RTC360 to protect investigators from HAZMAT, minimize evidence disturbance at the crime scene, and facilitate field workflow functions. Nano Texture glass for high ambient light conditions.	1	\$2,100.00	\$ 2,100.00
CFS Sun Shade	Hoodman or Surf to Summit iPad Pro 11" Sun Shade	1	\$63.00	\$ 63.00
CFS SUPPORT 24	24-Hour Lifetime Technical Support via telephone, email, and virtual meeting. (Requires on-site training purchase)	1	\$10,000.00	\$ 0.00

**Sub-Total: \$ 110,511.06**

Local sales tax and delivery costs will be added to the final invoice.

**Hardware Items, Software, Support, and Training will be invoiced separately and due upon delivery of each.**



# COLLISION & CRIME

## FORENSIC SOLUTIONS

Forensic Reconstruction / Investigations / Certified Training

**Spokane PD 2nd  
RTC360**

QUOTE: \_\_\_\_\_

Date: 2024-07-15

Company: Spokane Police Department  
Contact: Ofc. Brian Shrier  
Phone: 509.835.4567  
Email: bshrier@spokanepolice.org

Address: 1427 West Gardner Ave.  
City: Spokane  
State: WA  
Zip: 99201

**Spokane Police Department RTC360 Package - 5 YR Support - NO TRAINING**

Part Number	Product Description	Quantity	List Price	Total
				<b>TOTAL: \$ 110,511.06</b>

This quotation is valid for 30 days after submittal date.

Payments made with a credit card will incur a 5% fee.

Offer subject to [Leica Geosystems terms and conditions.](#)

Full [Software License Agreement & Full Standard Warranty.](#)

Discount: \$6,259.59

**The CCP for the RTC360 should be set for expiration on the same calendar day as Spokane PD's current RTC360 (29 June).**

Recommended specification for PC Workstation:

Processor: Latest Intel i-9 generation at 3.5GHz or higher, RAM: 64 GB, Operating System: Windows 10 (64 bit), Graphics: NVIDIA Quadro or NVIDIA Geforce with 8GB of dedicated video memory. Internal SSD drives. One for writing and one for reading. Three internal SSD Drives with NVME / PCIE connection is preferred.

**Customer acceptance**

The signature below confirms acceptance of the issued quote for purchase as described above by an authorized individual from your organization.

Accepted by: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

PO: \_\_\_\_\_

Please send the signed quote to the attention of:  
Collision Forensic Solutions, LLC  
300 S. Fillmore St.  
Papillion, NE 68046

Representative: Michael Selves & Will Henningsen  
Phone: 402.339.1518  
Direct: 402.658.4672  
Email: [Will@CollisionFS.com](mailto:Will@CollisionFS.com)

**BRAND NAME OR STANDARDIZATION JUSTIFICATION - OVER \$5,000**

**A brand name description is defined as:**

A title, term, symbol design or any combination used to describe a product by a unique identifier and its producer.

**Standardization is defined as:**

The adoption of a single product or group of products to be used by different entities or all parts of one organization, (Nash, Schooner & O'Brien, 1998)

**The agency understands that:**

1. Use of brand name descriptions and standardization is the least preferred type of specification as it limits competition and potentially equivalent products are not considered for award.
  
2. Procurements of items for which the City has established a standard of designating a brand name manufacturer or by pre-approving via testing shall be competitively bid if there is more than one supplier of the item.

**THE REQUESTER PROVIDES THE FOLLOWING JUSTIFICATION FOR REQUIRING:**

- |                                     |                               |
|-------------------------------------|-------------------------------|
| <input checked="" type="checkbox"/> | Brand Name Justification      |
| <input checked="" type="checkbox"/> | Standardization Justification |

**What product are you standardizing:**

Leica 360 Point Cloud Scanner

This brand name or standardization is necessary because (Check all that apply):

- |                                     |                             |
|-------------------------------------|-----------------------------|
| <input checked="" type="checkbox"/> | Interchangeability          |
| <input checked="" type="checkbox"/> | Expertise                   |
| <input checked="" type="checkbox"/> | Compatibility               |
| <input type="checkbox"/>            | Maintenance                 |
| <input type="checkbox"/>            | Regulation/Law              |
| <input type="checkbox"/>            | Uniformity                  |
| <input checked="" type="checkbox"/> | Prior Functionality Testing |
| <input type="checkbox"/>            | Other - _____               |
| <input type="checkbox"/>            | Other - _____               |

Describe the reasons above.

SPD would like to standardize on the Leica 360 Point Cloud Scanner because we already own one Leica scanner (interchangability), our major crimes collision investigators have had 40+ hours of training in Leica and experience testifying to the accuracy in court (expertise), the Leica scanner integrates with other software systems used by the department (compatibility), and the scanner has been utilized for five years with minimal issues (prior functionality testing).

<p>Describe the process that the department used to verify or test that this was the only suitable solution. Attached additional sheets if necessary.</p>	<p>The major crimes collision investigators evaluated several scanner options during the purchasing process six years ago. They performed field testing of three models and determined that the accuracy and ease of use of Leica best fit the department's needs.</p>
<p>How was performance effectiveness demonstrated?</p> <p>Include existing conditions, prior history, and equipment longevity or durability.</p>	<p>The Leica scanner has been used in hundreds of investigations and has been found to deliver accurate point clouds and scene measurements. Leica scanners have been verified to 1mm accuracy. Data from Leica scanners has been utilized in court under scrutiny.</p> <p>SPD has five years of history utilizing Leica scanners. Our current scanner has needed some part replacements, but those have been minor and low-cost items.</p>
<p>If the standardization or brand name is not approved, what is the consequence to the agency? For example, additional costs or expenses that could be incurred?</p>	<p>If the standardization is not approved, the department will need to evaluate additional scanners and replace the current scanner in addition to buying a second scanner. SPD would additionally need to perform testing and training for our major crimes collision investigators. This would add approximately \$150,000 - \$175,000 in costs.</p>
<p>What are the associated risks of non-standardization?</p>	<p>The risk of non-standardization is that we will need to thoroughly evaluate a different scanner to ensure that we can testify in court to the accuracy of the data. We would need to take a lot of time to do this evaluation because we do not want to risk losing evidence in a major crimes case.</p>
<p>List any additional facts supporting the standardization or brand name justification.</p>	

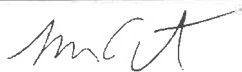
**STATEMENT OF NEED AND CERTIFICATION:**

My department's recommendation for brand name or standardization is based upon an objective review of

the product/service required and appears to be in the best interest of the City of Spokane. I know of no conflict of interest on my part or personal involvement in any way with this request. No gratuities, favors of compromising action have taken place. Neither has my personal familiarity with particular brands, types of equipment, materials or firms been a deciding influence in this request.

I hereby certify that this justification is accurate and complete to the best of my knowledge and belief.

Signature (Requestor)



Date

9/26/2024

Printed Name: Shawna Ernst

Title:

Law Enforcement  
Technology and  
Operations  
Manager

DEPARTMENT DIRECTOR

Based upon the above, I authorize the brand name or standardization of the goods or services specified.

Signature



Date

9/26/24

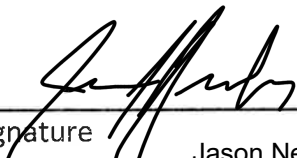
Printed Name:

Mike McNab, Interim Asst. Chief of Police

PURCHASING

Based upon the above, I authorize the brand name or standardization of the goods or services specified.

Signature



9/26/2024

Date

Jason Nechanicky, Director of Purchasing & Contracts

Note: If additional space is required, use additional sheets of paper and submit with this completed form.

Attachment Two  
**Spokane Police Department**  
**Forfeited Funds Expenditure Request**

Requestor/Date Shawna Ernst - 9/26/2024

Unit Technical Assistance Response Unit

Justification: Purchase of a Leica 360 Scanner for use in collision investigations and major crimes investigations. Suitable purchase for Federal Seizures (Law Enforcement Operations and Investigations and Law Enforcement equipment).

Qualifications:

Washington State Seizure: Drug Per RCW 69.50.505  
(10) for the expansion and improvement of controlled substances related law enforcement activity.  
Money retained under this section may not be used to supplant preexisting funding sources.

AGO 1995 No.11

Section 69.50.505(10) allows the use of drug proceeds for activities that relate to controlled substances but incidentally further other law enforcement purposes.


AGO 2010 No. 1

RCW 69.50.505 (10) authorizes use of drug forfeiture proceeds for law enforcement activities having a 'close connection' to enforcing controlled substances laws.

Washington State Seizure: Felony  
Per RCW 10.105.010... proceeds shall be used exclusively for the expansion and improvement of law enforcement activity.

Federal Seizures  
Per the DOJ Equitable Sharing Guide and Interim Policy. Select all that apply:  
 Law Enforcement Operations and Investigations  
 Law Enforcement Training  
 Law Enforcement equipment  
 Law Enforcement Memorials or Awards  
 Drug and Drug Education or other Awareness Programs  
 Support of Community Based Programs  
 Law Enforcement Travel and Per Diem

Approvals:

Unit Sergeant NA Unit Lieutenant NA  
Division Captain  Department Chief \_\_\_\_\_

Permissible Use of Forfeited Funds under { } State: Drug { } State: Felony  Federal

**Accounting:**

**Federal-Justice 1560-17100-21250-\*\*\*\*\*-68084**

**Federal-Treasury 1560-17100-21250-\*\*\*\*\*-68083**

**State Drug 1560-17200-21250-\*\*\*\*\*-68074**

**State Non Drug 1560-17200-21250-\*\*\*\*\*-68075**



**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Consent

**Date Rec'd**

11/6/2024

**Clerk's File #**

OPR 2024-1055

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

**Submitting Dept**

WASTEWATER MANAGEMENT

**Bid #**

RFQ 6257-24

**Contact Name/Phone**

KYLE 4647

**Requisition #**

VALUE BLANKET

**Contact E-Mail**

KARRINGTON@SPOKANECITY.ORG

**Agenda Item Type**

Purchase w/o Contract

**Council Sponsor(s)**

BWILKERSON JBINGLE KKLITZKE

**Agenda Item Name**

4320-VALUE BLANKET TO PACIFIC COAST CARBON, LLC TO SUPPLY ACITIVATED

**Agenda Wording**

RFQ 6257-24 was issued to enable us to procure this necessary product on an as needed basis. The contract shall be with Pacific Coast Carbon, LLC. for a five-year period beginning approximately December 1, 2024, and terminating on November 30, 2029.

**Summary (Background)**

Activated pelletized carbon is used for odor control in pump stations, CSOs and HVAC departments at The Riverside Park Water Reclamation Facility and Wastewater Maintenance.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 184,800.00

Current Year Cost \$ 36,960.00

Subsequent Year(s) Cost \$ 36,960.00

**Narrative**

Value blanket - approximate cost \$36,960.00 per year for five-years

**Amount**

**Budget Account**

Expense \$ 184,800.00

# 4320.43106.35148.53203

Select \$

#

Select \$

#

Select \$

#

\$

#

\$

#





**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	GENNETT, RAYLENE
<b><u>Division Director</u></b>	FEIST, MARLENE
<b><u>Accounting Manager</u></b>	ALBIN-MOORE, ANGELA
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**

<b><u>PURCHASING</u></b>	PRINCE, THEA

**Distribution List**

	hbarnhart@spokanecity.org
kkeck@spokanecity.org	mmurray@spokanecity.org
Tax & Licenses	rpwrfaccounting@spokanecity.org
tlester@spokanecity.org	

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	November 18, 2024
<b>Submitting Department</b>	Wastewater Management/RPWRP
<b>Contact Name</b>	Kyle Arrington
<b>Contact Email &amp; Phone</b>	<a href="mailto:karrington@spokanecity.org">karrington@spokanecity.org</a>
<b>Council Sponsor(s)</b>	CP Wilkerson, CM Bingle, CM Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Activated Pelletized Carbon
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>RFQ 6257-24 was issued to enable us to procure this necessary product on an as needed basis.</p> <p>Activated pelletized carbon is used for odor control in pump stations, CSOs and HVAC departments at The Riverside Park Water Reclamation Facility and Wastewater Maintenance.</p> <p>The contract shall be with Pacific Coast Carbon, LLC. for a five-year period beginning approximately December 1, 2024, and terminating on November 30, 2029.</p>
<b>Fiscal Impact</b>	<p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$184,800.00</u></p> <p>    Current year cost: \$36,960.00</p> <p>    Subsequent year(s) cost: \$36,960</p> <p><b>Narrative:</b> <u>\$36,960.00 per year for five years.</u></p> <p><b>Funding Source</b>            <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc.? Yes</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	<ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans.</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A</li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?</li> </ul>

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

## Bid Response Summary

**Bid Number** RFQ 6257-24  
**Bid Title** Activated Pelletized Carbon, As Needed Annual Requirement  
**Due Date** Tuesday, October 29, 2024 1:00:00 PM [(UTC-08:00) Pacific Time (US & Canada)]  
**Bid Status** Closed to Bidding  
**Company** Pacific Coast Carbon LLC  
**Submitted By** Briana Munoz - Monday, October 28, 2024 11:30:45 AM [(UTC-08:00) Pacific Time (US & Canada)]  
 briana@pacificcoastcarbon.com 3608578191

**Comments**

**Question Responses**

Group	Reference Number	Question	Response
CONTACT INFORMATION			
	1.	ADDENDA. Indicated how many Addenda bidder acknowledges receipt of.	Addendums 1 and 2 have been received and read through.
	2.	List Company Name & Address and Name of person submitting this bid response, including e-mail address and telephone number	Pacific Coast Carbon PO Box 1346, Ridgefield, WA 98642 Briana Muñoz Sales Representative Mobile: (360)857-8191 Briana@PacificCoastCarbon.com
BACKGROUND			
	1.	The wastewater maintenance and treatment plants are seeking quotes for pelletized carbon for use in Pump Stations, CSO's and HVAC departments.	I agree and I acknowledge
	2.	The City is initiating this request for quotes to solicit bids from vendors who have a proven ability to provide Pelletized carbon in bags meeting the specifications of this bid.	I agree and I acknowledge
SUBMISSION OF BIDS			
	1.	Bid Responses shall be submitted electronically through the City of Spokane's bidding portal: <a href="https://spokane.procureware.com">https://spokane.procureware.com</a> on or before the Due Date and time mentioned above. Hard, e-mailed or faxed copies and/or late bids shall not be accepted.	I agree and I acknowledge
	2.	All communication between the Bidder and the City upon receipt of this bid shall be via the "Clarification Tab" within ProcureWare. Any other communication will be considered unofficial and non-binding on the City of Spokane.	I agree and I acknowledge
INTERPRETATION			

1.	<p>INTERPRETATION If the Bidder discovers any errors, discrepancies or omissions in the Quote specifications, or has any questions about the specifications, the Bidder must notify Purchasing in writing. Any corrections issued by the Purchaser will be incorporated into the contract or purchase order.</p>	I agree and I acknowledge
QUOTING ERRORS		
1.	<p>QUOTING ERRORS When, after the opening and tabulation of Quotes, a Bidder claims error, and requests to be relieved of award, Bidder will be required to promptly present certified work sheets. The Purchaser will review the work sheets and if the Purchaser is convinced, by clear and convincing evidence, that an honest, mathematically excusable error or critical omission of costs has been made, the Bidder may be relieved of his Quote.</p>	I agree and I acknowledge
REJECTION OF QUOTES		
#1	<p>REJECTION OF QUOTES The Purchaser reserves the right to reject any or all Quotes; to waive minor deviations from the specifications, to waive any informality in Quotes received, whenever it is in the Purchaser's best interest, and to accept or reject all or part of this Quote at prices shown.</p>	I agree and I acknowledge
AWARD OF CONTRACT		
1.	<p>AWARD OF CONTRACT Award of contract or purchase, when made, will be to the Bidder whose Quote/Bid is the most favorable to the Purchaser, taking into consideration price and the other evaluation factors. INTERLOCAL AND STATE CONTRACTS WHERE APPLICABLE WILL BE CONSIDERED AS A QUOTE/BID. Any order resulting from award will be submitted by Purchasing. Unsuccessful Bidders will not automatically be notified of Quote/Bid results.</p>	I agree and I acknowledge
PAYMENT TERMS		

1.	Supplier acknowledges that unless agreeing to payment by credit card with no additional fee, payment shall be made via direct deposit/ACH (except as provided by state law) after receipt of the goods/services ordered. A completed ACH application is required before a City order will be issued. If the City objects to all or any portion of an invoice, it shall notify the supplier and reserve the right to pay only that portion of the invoice not in dispute. In that event, all parties shall immediately make every effort to settle the disputed amount.	I agree and I acknowledge
2.	Supplier agrees to accept payment by Credit Card with no additional charges/fees	Yes
CITY OF SPOKANE BUSINESS REGISTRATION REQUIREMENT		
1.	Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Bidder shall be responsible for contacting the State of Washington Business License Services at <a href="http://bls.dor.wa.gov">http://bls.dor.wa.gov</a> or 1-800-451-7985 to obtain a business registration.	I agree and I acknowledge
2.	City of Spokane Business Registration Number	604055014
PROPRIETARY INFORMATION/PUBLIC DISCLOSURE		

1.	<p>Materials submitted in response to this competitive procurement shall become the property of the City. All received Proposals shall remain confidential until the award of contract recommendation has been filed with the applicable Council Committee or the City Clerk for City Council action. Thereafter, the Proposals shall be deemed public records as defined in RCW 42.56, "Public Records." Any information in the Proposal that the Proposer desires to claim as proprietary and thus exempt from disclosure under the provisions of existing state law, shall be clearly designated. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on it. Marking the entire Proposal exempt from disclosure will not be honored. The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon state law and regulations. If any information is marked as proprietary in the Proposal, it will not be made available until the affected Proposer has been given an opportunity to seek a court injunction against the requested disclosure.</p>	I agree and I acknowledge
ADDITIONAL ITEMS		
1.	<p>The City of Spokane reserves the right to purchase additional items at the quoted price. Supplier agrees to sell at the same price, terms and conditions.</p>	Yes
MINORITY BUSINESS ENTERPRISE		
1.	<p>Vendor (is___, is not ___) a Minority Business Enterprise. A Minority Business Enterprise is defined as a "business, privately or publicly owned, at least 51% of which is owned by minority group members." For purpose of this definition, minority group members are Blacks, Hispanics, Asian Americans, American Indian or Alaskan Natives, or Women.</p>	Is Not
SMALL BUSINESS		

1.	Vendor (is ____, is not ____) a small business concern. (A small business concern for the purpose of government procurement is a concern, including its affiliates, which is independently owned and operated, is not dominant in the field of operations in which it is bidding on government contracts, and can further qualify under the criteria concerning number of employees, average annual receipts, or other criteria as prescribed by the Small Business Administration).	Is
NON-COLLUSION		
1.	The Bidder certifies that his/her firm has not entered into any agreement of any nature whatsoever to fix, maintain, increase or reduce the prices or competition regarding the items covered by this RFQ	I Certify No Agreement Was Entered
INTERLOCAL PURCHASE AGREEMENTS		
1.	The City of Spokane has entered into Interlocal Purchase Agreements with other public Agencies pursuant to chapter 39.34 RCW. In submitting a response, the Proposer agrees to provide its services to other public Agencies at the same contracted price, terms and conditions it is providing to the City of Spokane, contingent upon the Firm's review and approval at the time of a requested contract. The Firm's right to refuse to enter into a contract with another public Agency at the time of request shall be absolute.	Yes
PRICING - FIRM PRICE		
1.	Pricing submitted on bid must be a firm price and remain firm for the original contract term. Pricing can be adjusted on the anniversary of the award with justification.	I agree and I acknowledge
PCB CERTIFICATION		



1.	In accordance with SMC 7.06.172(A), the Bidder certifies that the products bid and to be supplied (to include product packaging) do not contain polychlorinated biphenyls (PCB's). Moreover and consistent with SMC 7.06.172(B), the City of Spokane, at its sole discretion, may require (at no cost to the City) the apparent successful bidder to provide testing data (prior to contract execution or issue of purchase order) from an accredited laboratory or testing facility documenting the proposed products and or product packaging polychlorinated biphenyl levels.	Yes
2.	As far as you know has this type product been tested for PCBs by a WA State accredited lab using EPA Method 1668c (or equivalent as updated)?	Yes
3.	If so were PCBs found at a measurable level?	No
4.	As far as you know has this actual product been tested for PCBs by a WA State accredited lab using EPA Method 1668 (or equivalent as updated)?	No
5.	If so attach the results or note from whom the results can be obtained.	
6.	Do you have reason to believe the product contains measurable levels of PCBs?	No
7.	Do you have reason to believe the product packaging contains measurable levels of PCBs?	No
<b>GENERAL INSTRUCTIONS</b>		
1.	These specifications will establish minimum acceptable requirements attempting to take advantage of latest developments.	Yes
2.	The City of Spokane reserves the right to accept or reject any variance from the published specifications and to award the Quote in a manner that is most advantageous to the continued efficient operation of the City.	I agree and I acknowledge
3.	The City reserves the right to accept or reject any part of or all Bids and to accept the Bid deemed to be in the best interest of the City.	I agree and I acknowledge
4.	Bidder should be aware that Bids may be rejected if all questions are not completely and correctly answered.	I agree and I acknowledge

5.	Material Safety Data Sheets / Safety Data Sheets must be included with Bid Proposal. Upload Here.	SDS GAC Standard_Jan 2024.pdf
6.	If you took exception to #1 through #6 above explain in detail	NA
<b>TECHNICAL SPECIFICATIONS</b>		
1.	Any technical specifications and general provisions listed are the minimum acceptable requirements and failure to comply may be used as a basis for rejection of the RFQ.	I agree and I acknowledge
2.1	ACTIVATED PELLETIZED CARBON. All activated pelletized carbon delivered shall be comparable to the specifications set forth below. These specifications are "nominal" specifications. Supplier should supply their minimum and maximum chemical specifications, as applicable, including all information listed in the "nominal" specifications.	I agree and I acknowledge
2.2	SPECIFICATION: Particle Size (Diameter), mm: 3.9 - 4.1	I agree and I acknowledge
2.3	SPECIFICATION: Mean Particle Diameter, mm: 4.0	I agree and I acknowledge
2.4	SPECIFICATION: CCl4 Activity, %: 50(min)	I agree and I acknowledge
2.5	SPECIFICATION: Butane Activity, %: 23 (typical)	I agree and I acknowledge
2.6	SPECIFICATIONS: Iodine No., mg/g: 800 (min)	I acknowledge and agree
2.7	SPECIFICATIONS: Surface Area, m2/g: % 900 (min)	I acknowledge and agree
2.8	SPECIFICATIONS: Hardness, % 95 (min)	I acknowledge and agree
2.9	SPECIFICATIONS: Moisture, % (as packaged): 5 (max)	I acknowledge and agree
2.10	SPECIFICATIONS: Typical Density, lbs./cu.ft: 28 - 30 g/cc: 0.44 - 0.48	I acknowledge and agree
2.11	Should Bidder not provide "technical data" support with quote, or quote may be considered non-responsive. Upload Technical Data Sheet here	VRP4 Specification 2024.pdf
2.12	State name(s) and address(es) of Original Equipment Manufacturer (OEM) and distributors (if applicable) to be used in the production and delivery of your product.	Pacific Coast Carbon LLC
2.13	Bidders must submit cover letters stating qualifications for supplying specified product on contract with the City of Spokane. Upload cover letter document.	City of Spokane Pellet Carbon Bid Cover Letter.pdf

2.14	Carbon shall be contained in bags meeting stated specifications.	I agree and I acknowledge
2.15	Specify the Size and weight of bag.	1,000 Lb. Super Sacks
2.16	QA/QC shall be attached to every bag delivered or for each processed lot, clearly identified with lot numbers on each bag. To include the pound weight of activated powder contained in each bag.	I agree and I acknowledge
2.17	Certificate of Analysis to Accompany Each Shipment/Delivery.	I agree and I acknowledge
3	PALLETIZED: Each bag of carbon is to be palletized on an individual pallet, to enable RPWRF to offload each pallet via forklift.	I agree and I acknowledge
DELIVERY - F.O.B. Delivery Point		
1.	Normal Delivery: Supplier agrees to deliver product to the FOB Delivery Point in accordance with the following timeline: Delivery Within seven (7) Business Days ARO.	I agree and I acknowledge
2.	EMERGENCY Delivery: Supplier agrees to deliver product to the FOB Delivery Point in accordance with the following timeline: Delivery Within TWENTY-FOUR (24) Hours ARO.	I agree
3.	These items will be purchases on an "As Needed" basis by the Riverside Park Water Reclamation Facility Department	I agree
4.	F.O.B. Delivery Point: 4401 North Aubrey L. White Pkway, Spokane WA 99205	I agree
5.	Deliveries are to be made from 7:30 a.m. to 2:00 p.m. Monday through Thursday, as required. (NOTE: DELIVERIES SHOULD BE COMPLETE BY 2:00 PM)	I agree
6.	Deliveries made outside these arranged ours may be arranged occasionally on a case-by-case basis; notification must be made at least 1 hour prior to delivery.	I agree
7.	All vendors will be held responsible to comply with the established receiving program. Deliveries that would extend beyond 2:00 p.m. may be required to delay unloading until the following acceptable business day.	I agree
8.	The City of Spokane reserves the right to add delivery locations, if needed, withing the city limits.	I agree
TERM OF VALUE BLANKET ORDER		

1.	The Value Blanket Order resulting from this Request for Quote will be for a Five (5) year term with no options to renew.	I agree
PRICING		
1.	Sales Tax: The City will apply applicable tax to Bidder's response when tabulating bids. Vendor acknowledges the City of Spokane is not a tax exempt entity and is therefore obligated to pay sales tax under Washington State law. Therefore, all submissions shall be tabulated with the applicable sales tax rate whether that tax shall be charged through the supplier or paid by the City as use tax	I agree and I acknowledge
2.	Bidder's pricing should "not" include tax.	I agree and I acknowledge
3.	State the Minimum Order Quantity of Bags of Activated Pelletized Carbon that would be required to be ordered for each order that is placed	I agree and I acknowledge
4.	All Inclusive Unit Price Per Pound. Bidder's unit price per pound of specified activated pelletized carbon, shall be inclusive of: Specified Carbon, Specified Bag, freight, transportation, and any and all surcharges, providing FOB Destination Delivery to: Riverside Park Water Reclamation Facility 4401 N. Aubrey L White Parkway, Spokane WA 99205	I agree and I acknowledge
4.1	Enter all inclusive unit price per pound for activated pelletized carbon.	1.12
5.	Bidder shall state the Pound Size of Bag it is bidding. Enter 900 lbs. per Bag, or enter 1000 lbs. per Bag.	1,000 Lb. super sacks
ADDITIONAL DOCUMENTS BIDDER WOULD LIKE TO UPLOAD		
1.	Should Bidder Want To Upload Any Additional Document(s) Please Do So Here. ***Please Note: Should Bidder Want To Add More Than One Document, ensure all documents are combined into a single document prior to uploading as bidder would only be able to upload one document here.	
TERMS AND CONDITIONS		
1.	Supplier accepts the Terms & Conditions of this request in accordance with the document so named in the 'Documents' tab.	I agree

**Pricing Responses**

Group	Reference Number	Description	Type	Unit Of Measure	Quantity	Unit Price	Ext Base Price	Comment
PRICING								
	1. Estimated Annual Usage	Activated Pelletized Carbon Unit Price per Bag. Unit Price Per Bag is to be computed by bidder multiplying the pound- size of bag it is bidding by its all- inclusive unit price per pound. Bidder's unit price per pound of specified activated pelletized carbon, shall be inclusive of: Spec'd Carbon, Spec'd Bag, and all freight and transportation cost, providing FOB Destination Delivery to: Riverside Park Reclamation Facility	Base	Unit Price Per Bag of Carbon	30.00	\$1,120.00	\$33,600.00	1.12/ Lb. in 1,000 Lb. Super Sacks
	2. Emergency Delivery	Additional Freight Cost per Emergency Delivery ONLY	Base	EA	1.00	\$610.00	\$610.00	

							\$0.76/ Lb. , A minimum of 4 super sacks must be processed at a time. Pricing includes freight to pick up from City of Spokane and return super sacks to City of Spokane.
3.	Reactivation of Spent carbon	Base	EA	1.00	\$0.76	\$0.76	
<b>Total Base Bid</b>					\$34,210.76		



October 28, 2024  
City of Spokane

Re: RFQ 6257-24 "Activated Pelletized Carbon, As Needed Annual Requirement"

Dear Purchasing Dept.,

Pacific Coast Carbon is pleased to provide you with this proposal in response to the RFQ 6257-24 "Activated Pelletized Carbon, As Needed Annual Requirement". We are submitting our proposal for our VRP-4, a reactivated 4MM activated carbon that meets all of your required specifications.

This product will be packaged in 1,000 lb. super sacks. We offer this at the minimum order quantity of 1 super sack. We must mention that emergency weekend delivery is not guaranteed although every effort will be made to accommodate your needs. Pacific Coast Carbon agrees to deliveries made as 7 business days after receipt of an order as well as 24-hour deliveries during the week for emergency scenarios only.

In addition to supply of our VRP-4, we would also like to offer disposal of your spent carbon via reactivation method. Pricing for this service has been included with our bid. This does assume that the spent carbon is non-hazardous, capable of being reactivated, and not broken down in size. We propose that the spent carbon is held on site until multiple pallets can be shipped to Pacific Coast Carbon's reactivation facility, at once.

Apart from activated carbon supply and reactivation disposal services, Pacific Coast Carbon also offers changeout services. Should the City of Spokane be interested, we would be happy to provide you with a competitive quote.

If you have any questions regarding this proposal, please do not hesitate to contact me. Pacific Coast Carbon looks forward to working with you and we thank you for your continued interest in our products and services.

Briana Muñoz  
Pacific Coast Carbon  
Direct:360-857-8191  
Email: [briana@pacificcoastcarbon.com](mailto:briana@pacificcoastcarbon.com)



# Safety Data Sheet

## SECTION 1 – CHEMICAL PRODUCT AND COMPANY INFORMATION

**Product Name:** Activated Carbon non-impregnated BC, LC, LCC, CVC, CVP, HMC & SB Series, including all reactivated LRC, LRCC, VRC, VRM and VRP Series Carbon.

**Part Number:** 101-1    **Chemical Family:** activated carbon

**Manufacturer's Name:** Pacific Coast Carbon – Biosphere Carbon

**Address:** 3920 Lamonta Road, Prineville, OR

**Product/Technical Information Phone Number:** (360) 727-3775

**Medical/Handling Emergency Phone Number:** (360) 949-9181

**Transportation Emergency Phone Number:** 360-949-9181

**Issue Date/Revision Number:** January 2022

## SECTION 2 – COMPOSITION INFORMATION

<u>Chemical Name</u>	<u>Percent by Weight</u>	<u>CAS#</u>
Activated Carbon	100	7440-44-0

## SECTION 3 – HAZARDS IDENTIFICATION

**Appearance & Odor:** black granules without taste or odor

### Emergency Overview:

- ◆ Dust in eyes may be irritating.
- ◆ Dust may cause slight skin irritation.
- ◆ Dust may be irritating to the respiratory tract and cause coughing or sneezing.

**Fire & Explosion Hazards:** When burned, hazardous products of combustion including carbon oxides can occur. Irritating and/or toxic gasses due to decomposition of the product may be generated during a fire. Fight fire from a safe distance from a protected location. Contact with strong oxidizers such as ozone or liquid oxygen may cause rapid combustion.

**Primary Route(s) of Exposure:** Eye contact, skin contact, and inhalation, are possible routes of entry.

**Inhalation – Acute Effects:** Dust may be irritating to the respiratory tract and cause coughing or sneezing.

**Skin Contact – Acute Effects:** Dust may cause slight skin irritation.

**Eye Contact – Acute Effects:** Dust that contacts eyes may be irritating.

**Ingestion – Acute Effects:** Ingestion may be irritating to the gastrointestinal tract.





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### SECTION 4 – FIRST AID MEASURES

**Inhalation First Aid:** Remove affected person from area to fresh air and provide oxygen if breathing is difficult. Give artificial respiration ONLY if breathing has stopped and give CPR ONLY if there is no breathing and no pulse. Obtain medical attention.

**Skin Contact First Aid:** Wash skin for 5 minutes with flowing water and soap. Clothing should be washed before reuse. Obtain medical assistance if irritation develops. DO NOT instruct person to neutralize affected skin area.

**Eye Contact First Aid:** irrigate eyes with flowing water continuously for 15 minutes while holding eyes open. Contacts should be removed before or during flushing. Seek medical assistance if irritation develops. DO NOT instruct person to neutralize.

**Ingestion First Aid:** Vomiting may need to be induced if directed by a physician or poison control center.

**Medical Conditions Aggravated:** Respiratory ailments may be aggravated by exposure to large amounts of dust from this product.

**Note to Physician:** No specific antidote. Treat symptomatically.

### SECTION 5 – FIRE FIGHTING MEASURES

**Flash Point/Method:** Nonflammable

**Auto Ignition Temperature:** 840°C (1,710°F)

**Upper/Lower Explosion Limits:** Not applicable.

**Extinguishing Media:** Water spray, carbon dioxide, foam or dry chemical

**Fire Fighting Procedures:** In the event of a fire, wear full protective clothing and NIOSH approved self-contained breathing apparatus with full face piece, operated in positive pressure mode.

**Fire & Explosion Hazards:** When burned, products of combustion including carbon oxides can occur. Irritating gases due to decomposition of the product may be generated during a fire. Fight fire from a safe distance from a protected location. Contact with strong oxidizers such as ozone or liquid oxygen may cause rapid combustion.

**Hazardous Products of Decomposition and/or Combustion:** Carbon oxides.

**NFPA Ratings:**

HEALTH- 1 FLAMMABILITY- 0 REACTIVITY- 0 OTHER- none



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## SECTION 6 – ACCIDENTAL RELEASE MEASURES

**Spill/Leak Procedures:** Clean up spills in a manner that does not disperse dust into the air.

**Cleanup:** Handle in accordance with good industrial hygiene and safety practices. These practices include avoiding unnecessary exposure and removal of a material from eyes, skin, and clothing.

**Regulatory Requirements:** carbon should be disposed of in accordance with applicable laws. All disposal methods must be in compliance with all Federal, State, Local and Provincial laws and regulations. Regulations may vary in different locations. Waste characterizations and compliance with applicable laws are the responsibility solely of the waste generator.

**Disposal:** Dispose of carbon (waste or spillage) in a facility permitted for non-hazardous wastes. Spent (used) carbon should be disposed of in accordance with applicable laws. Do not reuse empty bags. Dispose of in facility permitted for non-hazardous wastes. **DO NOT DUMP INTO ANY SEWERS, ON THE GROUND OR INTO ANY BODY OF WATER.** All disposal methods must be in compliance with all Federal, State, Local and Provincial laws and regulations. Regulations may vary in different locations. Waste characterizations and compliance with applicable laws are the responsibility solely of the waste generator.

## SECTION 7 – HANDLING AND STORAGE

**Handling:** Keep containers dry and closed. Follow good handling and housekeeping practices to minimize spills, rips or tears in storage containers. Use gloves and eye protection when handling. Wash exposed skin areas thoroughly with soap and water to remove and residual product. Always keep products in a sealed container to keep moisture and other elements from fouling product prior to use.

**Storage:** Avoid spilling media. Store at ambient atmospheric conditions. Product should be stored in a closed dry container. Maintain good housekeeping procedures.

**General Comments:** Containers of this material must be stored properly to avoid spillage,

## SECTION 8 –PERSONAL PROTECTION/ EXPOSURE CONTROL

**Respiratory Protection:** If use conditions generate dust levels above the TLV/PEL, wear a NIOSH-approved particulate respirator or a NIOSH-approved cartridge respirator



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fitted with dust filters. Observe respirator use limitations specified by NIOSH or the manufacturer.

**Skin Protection:** Wear appropriate dust resistant clothing and gloves.

**Eye Protection:** Safety glasses with side shields. If eye contact or dusty conditions are likely, wear dust tight goggles.

**Ventilation Protection:** Provide ventilation if necessary to minimize exposure. Dilute ventilation acceptable, but local mechanical exhaust ventilations preferred, if practical, at sources of air contamination such as open process equipment.

**Other Protection:** Safety showers, with quick opening valves which stay open, and eye wash fountains, or other means of washing the eyes with a gentle flow of cool to tepid tap water, should be readily available in all areas where this material is handled. Water should be supplied through insulated and heat-traced lines to prevent freeze-ups in cold weather.

**Exposure Limits:**

OSHA PEL ACGIH TLV  
8 hr TWA, mg/m<sup>3</sup> 8 hr TWA, mg/m<sup>3</sup>  
Particulates Not  
Otherwise 15 (total) ---  
Regulated 5 (respirable) ---  
Particulates Not  
Otherwise --- 10 (inhalable)  
Classified --- 3 (respirable)

**SECTION 9 – PHYSICAL AND CHEMICAL PROPERTIES**

**Appearance & Odor:** black granules without taste or odor

**Vapor Pressure:** zero    **Vapor Density (Air=1):** not applicable

**Boiling Point:** not applicable    **Melting Point:** not determined

**Specific Gravity:** 1.8 – 2.1    **Solubility in Water:** Insoluble

**Volatile Percentage:** 0%    **pH:** not determined

**SECTION 10 – STABILITY AND REACTIVITY**

**Stability:** This product is considered stable under the specified conditions of storage, shipment and use.

**Incompatibilities:** Avoid direct contact with strong oxidizers and acids.



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**Polymerization:** Hazardous polymerization will not occur.

**Decomposition:** Hazardous decomposition will produce carbon oxides.

**Conditions to Avoid:** Store away from strong oxidizers. Moist air will reduce the operating life.

### SECTION 11 – TOXICOLOGICAL INFORMATION

**Inhalation – Acute:** Inhalation of carbon dust is mildly irritating to the lungs and can give rise to an increased mucociliary transport and airway resistance mediated by the vagus. Inhalation LC50 (Rat) > 64.4mg/l.

**Inhalation – Chronic:** There are no known chronic inhalation effects.

**Skin Contact – Acute:** Skin contact can be slightly irritating. The primary skin irritation index (rabbit) is 0.

**Skin Contact – Chronic:** There are no known chronic dermal effects.

**Eye Contact – Acute:** Eye contact can cause conjunctivitis, epithelial hyperplasia of the cornea, as well as eczematous inflammation of the eyelids.

**Ingestion – Acute:** Activated carbon is nontoxic. The probable oral lethal dose (human) is greater than 15g/kg; more than one quart (2.2 lbs) for a 150 lb person.

**Ingestion – Chronic:** There are no known chronic ingestion effects.

**Carcinogenicity/Mutagenicity:** There are no known carcinogenic/mutagenic effects.

**Reproductive Effects:** There are no known reproductive effects.

**Neurotoxicity:** There are no known neurotoxic effects.

**Other Effects:** No other effects of carbon are known.

**Target Organs:** Target organs include the respiratory system and the cardiovascular system.

### SECTION 12 – ECOLOGICAL INFORMATION

The material, in its original state, is not harmful to the environment.



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## SECTION 13 – DISPOSAL CONSIDERATIONS

**Spill/Leak Procedures:** Clean spills in a with a wet-down procedure or vacuum.

**Cleanup:** If material is not contaminated, spilled media can be re-bagged. Material that cannot be used or chemically reprocessed and empty containers should be disposed of in accordance with all applicable regulations. Product containers should be thoroughly emptied before disposal.

**Regulatory Requirements:** Generators of waste material are required to evaluate all waste for compliance with RCRA and any local disposal procedures and regulations. NOTE: State and local regulations may be more stringent than federal regulations.

**Disposal:** Material that cannot be used or chemically reprocessed and empty containers should be disposed of in accordance with all applicable regulations. Product containers should be thoroughly emptied before disposal.

## SECTION 14 – TRANSPORTATION INFORMATION

Granular Carbon Shipping Classification: Non-regulated and non-hazardous. The domestic freight classification is NMFC #40560, UFC #20460.

Shipping Information: (CAS #7440-44-0) is produced by high temperature steam activation and is fully graphitized. It is therefore exempt from provisions of IMCO 4.2, IATA A 51, IATA #395 and UN1362.

Furthermore Under the UN classification for activated carbon, all activated carbons have been identified as a class 4.2 product. However, This product has been tested according to the United Nations Transport of Dangerous Goods test protocol for a “self-heating substance” (United Nations Transportation of Dangerous Goods, Manual of Tests and Criteria, Part III, Section 33.3.1.6 – Test N.4 – Test Method for Self Heating Substances) and it has been specifically determined that this product does not meet the definition of a self heating substance (class 4.2) or any other hazard class, and therefore should not be listed as a hazardous material. This information is applicable only for the Activated Carbon Product identified in this document.

## SECTION 15 – REGULATORY INFORMATION

OSHA Hazard Communication Standard: irritant

CERCLA Section 103 no. RQ: none

SARA Section 302 no

SARA Section 304 no

SARA Section 313 no

SARA Hazard Categories, Sections 311/312:

Acute: yes

Chronic: no

Fire: no

Reactive: no

Sudden Pressure Release: no

OSHA Process Safety no

CALIFORNIA Proposition 65: no

## SECTION 16 – OTHER INFORMATION

**Disclaimer:** The information contained herein is based on data considered to be accurate. No warranty is expressed or implied regarding the accuracy of data contained herein or the results to be obtained from the user thereof. It is the buyer’s responsibility to ensure its activities comply with federal, state, provincial and local laws.

Safety Data Sheet (SDS) prepared for Pacific Coast January 2021



Tel: (360) 727-3775

email: [info@PacificCoastCarbon.com](mailto:info@PacificCoastCarbon.com)

*Activated Carbon, Carbon Adsorption Systems, Change-out Services, Filters, Spent Carbon Disposal & Reactivation, BioChar Production, Sales, Research and Development,*

## **TYPE VRP4 VAPOR PHASE CARBON**

Type VRP4 carbon is a high activity extruded pellet coal based reactivated carbon suitable for a wide range of applications including standard VOC reduction, SVE remediation systems, industrial hydrocarbon reduction, HVAC panel filters, odorous compound reduction and applications requiring low pressure drop across the carbon bed or panel filters. The VRP4 manufacturing and reactivation process is carefully controlled to produce a high quality activated carbon product with the following properties.

### **SPECIFICATIONS:**

Carbon Tetrachloride Number - CCl <sub>4</sub> (% , min)	50
Particle Size (mm)	4.0
U.S. Mesh Size Equivalents	3 x 6
Hardness Number (minimum)	95
Ash (% weight maximum)	8
Moisture (% maximum)	3
Ignition Temperature (°C minimum)	300

### **TYPICAL PROPERTIES:**

Apparent Density (g/ml)	0.44 - 0.48
Bulk Density (lb/ft <sup>3</sup> )	28 - 30
Surface Area (m <sup>2</sup> /gm)	1,000
Ash (% weight)	5-6, 10-12
Hardness Number	97 - 99
Moisture (% weight)	2-5

Packaging: 55 lb. multi-wall kraft bags, 1,000 lb bulk sacks

Shipping Point: Ridgefield, WA or Prineville, OR

Shipping Information: PCC Type VRP4 carbon (CAS #7440-44-0) is produced by high temperature steam activation and is fully graphitized. It is therefore exempt from provisions of IMCO 4.2, IATA A 51, IATA #395 and UN1362. The domestic freight classification is NMFC #40560; UFC #20460.

This information has been gathered from standard reference materials and/or test procedures and is believed to be true and accurate. It is offered solely for your consideration and verification. None of the information presented shall be construed as constituting a warranty or representation, expressed or implied, for which we assume legal responsibility or that the information or goods described is fit for any particular use either alone or in combination with other goods or processes, or that its use does not conflict with existing patent rights. No license is granted to infringe on any patent rights or to practice any patented invention.

RFQ 6257-24

## ACTIVATED PELLETIZED CARBON , AS NEEDED ANNUAL REQUIREMENT

		UOM	QTY	UNIVAR SOLUTIONS	BRENNTAG PACIFIC	PACIFIC COAST CARBON	CARBON ACTIVATE CORP	CARB USA	CASCADE COLUMBIA DIST CO
1. Estimated Annual usage	unit price per lb of carbon	lbs		\$0.00	3.08	1.12	1.36	1.4	3.11
	Estimated Yearly Annual Usage 33,000 lbs (30 bags per year, estimating 1,100 lbs per bag) multiplied by the all inclusive unit price per LB		33,000	\$0.00	<b>\$101,640.00</b>	<b>36,960.00</b>	<b>44,880.00</b>	<b>46,200.00</b>	<b>102,630.00</b>
2. Emergency Delivery	Additional Freight Cost per Emergency Delivery ONLY	EA	1	\$0.00	\$100.00	\$610.00	\$975.00	\$0.00	\$150.00
3. Reactivation of Spent Carbon	All inclusive unit price	EA	1,100	\$0.00		\$0.76	\$0.80	NA	NA
	Total cost per 1,100 lb bag				NA	<b>836.00</b>	<b>880.00</b>		
	Total			<b>NO BID</b>	<b>\$101,740.00</b>	<b>\$38,406.00</b>	<b>\$46,735.00</b>	<b>\$46,200.00</b>	<b>\$102,780.00</b>



< Business Lookup

**License Information:**

[New search](#) [Back to results](#)

**Entity name:** PACIFIC COAST CARBON LLC

**Business name:** PACIFIC COAST CARBON LLC

**Entity type:** [Limited Liability Company](#)

**UBI #:** 604-055-014

**Business ID:** 001

**Location ID:** 0001

**Location:** Active

**Location address:** 2222 NE 179TH ST  
RIDGEFIELD WA 98642-5528

**Mailing address:** PO BOX 70096  
VANCOUVER WA 98665-0036

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

**Endorsements**

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
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Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
Puyallup General Business - Non-Resident				Active	Feb-28-2025	Feb-12-2024
Spokane General Business - Non-Resident				Active	Feb-28-2025	Feb-08-2024

## Governing People May include governing people not registered with Secretary of State

Governing people	Title
PERU, ALEX	
PERU, SARAH	

The Business Lookup information is updated nightly. Search date and time: 11/6/2024 1:10:04 PM

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**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

<b>Date Rec'd</b>	11/13/2024
<b>Clerk's File #</b>	OPR 2024-1056
<b>Cross Ref #</b>	
<b>Project #</b>	

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	WASTEWATER MANAGEMENT	<b>Bid #</b>	
<b>Contact</b>	CHRIS 4618	<b>Requisition #</b>	RFQU 6259-24
<b>Contact E-Mail</b>	CPETERSCHMIDT@SPOKANECITY.ORG		
<b>Agenda Item Type</b>	Contract Item		
<b>Council Sponsor(s)</b>	BWILKERSON JBINGLE KKLITZKE		
<b>Agenda Item Name</b>	4320 CONTRACT FOR ENGINEERING SERVICES TO JACOBS ENGINEERING		

**Agenda Wording**

Consent to award engineering and architectural services design contract with Jacobs Engineering. The term of the contract is January 1, 2025 and to end on December 31, 2026. Total cost is \$550,000.00.

**Summary (Background)**

Request for Qualifications #6259-24 was issued for the building exterior rehabilitation and improvement design services for RPWRF to procure engineering and architectural services to design the reskinning and reroofing of the process building at RPWRF. This building is multi-story, 30,000 sq.ft., and houses vital processing equipment. The roof and cladding need repair/replacement and this contract will achieve that design.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year	YES
Total Cost	\$ 550,000.00
Current Year Cost	\$
Subsequent Year(s) Cost	\$

**Narrative**

This was reserved in the CIP as a planned project.

<b>Amount</b>	<b>Budget Account</b>
Expense \$ 550,000.00	# 4320.43290.94350.56501.10111
Select \$	#
Select \$	#
Select \$	#
\$	#
\$	#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	ARRINGTON, KYLE
<b><u>Division Director</u></b>	FEIST, MARLENE
<b><u>Accounting Manager</u></b>	ALBIN-MOORE, ANGELA
<b><u>Legal</u></b>	HARRINGTON,
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**

<b><u>PURCHASING</u></b>	PRINCE, THEA

**Distribution List**

lucas.huck@jacobs.com; kristen.griebel@jacobs.com	hbarnhart@spokanecity.org
kkeck@spokanecity.org	mmurray@spokanecity.org
Tax & Licenses	rpwrfaccounting@spokanecity.org
cwahl@spokanecity.org	cpeterschmidt@spokanecity.org

## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	Wastewater Management/RPWRF
<b>Contact Name</b>	Chris Peterschmidt
<b>Contact Email &amp; Phone</b>	<a href="mailto:cpeterschmidt@spokanecity.org">cpeterschmidt@spokanecity.org</a>
<b>Council Sponsor(s)</b>	CP Wilkerson, CM Bingle, CM Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Consent to award engineering and architectural services contract with Jacobs Engineering.
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	Request for Qualifications #6259-24 was issued for the building exterior rehabilitation and improvement design services for RPWRF to procure engineering and architectural services to design the reskinning and reroofing of the process building at RPWRF. This building is multi-story, 30,000 sq.ft., and houses vital processing equipment. The roof and cladding need repair/replacement and this contract will achieve that design.  Jacobs was chosen by the review committee from multiple respondents as the most qualified and advantageous to the city.
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$550,000.00</u></p> <p>    Current year cost: \$550,000.00</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> <u>This was planned for in the CIP.</u></p> <p><b>Funding Source</b>    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans.</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A</li> </ul>	

- How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

### **Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.



**City of Spokane**  
**CONSULTANT AGREEMENT**  
**Title: REHABILITATION AND IMPROVEMENT  
DESIGN SERVICES**

This Consultant Agreement is made and entered into by and between the **CITY OF SPOKANE** as (“City”), a Washington municipal corporation, and **JACOBS ENGINEERING GROUP INC.**, whose address is 999 West Riverside Avenue, Suite 500, Spokane, Washington 99201 as (“Consultant”), individually hereafter referenced as a “Party”, and together as the “Parties”.

*WHEREAS, the purpose of this Agreement is for the Consultant to provide Exterior Building Rehabilitation and Improvement Design Services for the Riverside Park Water Reclamation Facility, in accordance with RFQu #6259-24; and*

*WHEREAS, the Consultant was selected from RFQu #6259-24.*

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

**1. TERM OF AGREEMENT.**

The term of this Agreement begins on January 1, 2025, and ends on December 31, 2026, unless amended by written agreement or terminated earlier under the provisions.

**2. TIME OF BEGINNING AND COMPLETION.**

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

**3. SCOPE OF WORK.**

The General Scope of Work for this Agreement is described in the Consultant’s RFQu No. 6259-24 Response dated November 4, 2024, attached as Exhibit B. In the event of a conflict or discrepancy in the contract documents, this City Agreement controls.

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

**4. COMPENSATION.**

Total compensation for Consultant’s services under this Agreement shall not exceed **FIVE HUNDRED FIFTY THOUSAND AND NO/100 DOLLARS (\$550,000.00)**, plus sales tax if applicable,

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

## 5. PAYMENT.

The Consultant shall submit its applications for payment to Riverside Park Water Reclamation Facility, via email to: [hbarnhart@spokanecity.org](mailto:hbarnhart@spokanecity.org) Attn: Heather Barnhart. **Payment will be made via direct deposit/ACH** within thirty (30) days after receipt of the Consultant's application except as provided by state law. If the City objects to all or any portion of the invoice, it shall notify the Consultant and pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount.

## 6. REIMBURSABLES

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

- A. City will reimburse the Consultant at actual cost for expenditures that are pre-approved by the City in writing and are necessary and directly applicable to the work required by this Contract provided that similar direct project costs related to the contracts of other clients are consistently accounted for in a like manner. Such direct project costs may not be charged as part of overhead expenses or include a markup. Other direct charges may include, but are not limited to the following types of items: travel, printing, cell phone, supplies, materials, computer charges, and fees of subconsultants.
- B. The billing for third party direct expenses specifically identifiable with this project shall be an itemized listing of the charges supported by copies of the original bills, invoices, expense accounts, subconsultant paid invoices, and other supporting documents used by the Consultant to generate invoice(s) to the City. The original supporting documents shall be available to the City for inspection upon request. All charges must be necessary for the services provided under this Contract.
- C. The City will reimburse the actual cost for travel expenses incurred as evidenced by copies of receipts (excluding meals) supporting such travel expenses, and in accordance with the City of Spokane Travel Policy, details of which can be provided upon request.
- D. **Airfare:** Airfare will be reimbursed at the actual cost of the airline ticket. The City will reimburse for Economy or Coach Fare only. Receipts detailing each airfare are required.
- E. **Meals:** Meals will be reimbursed at the Federal Per Diem daily meal rate for the city in which the work is performed. *Receipts are not required as documentation.* The invoice shall state "the meals are being billed at the Federal Per Diem daily meal rate", and shall detail how many of each meal is being billed (e.g. the number of breakfasts, lunches, and dinners). The City will not reimburse for alcohol at any time.
- F. **Lodging:** Lodging will be reimbursed at actual cost incurred up to a maximum of the published General Services Administration (GSA) Index for the city in which the work is performed (*the current maximum allowed reimbursement amount can be provided upon request*). Receipts detailing each day / night lodging are required. The City will not reimburse for ancillary expenses charged to the room (e.g. movies, laundry, mini bar, refreshment center, fitness center, sundry items, etc.)
- G. **Vehicle mileage:** Vehicle mileage will be reimbursed at the Federal Internal Revenue Service Standard Business Mileage Rate in affect at the time the mileage expense is incurred. Please note: payment for mileage for long distances traveled will not be more than an equivalent trip round-trip airfare of a common carrier for a coach or economy class ticket.
- H. **Rental Car:** Rental car expenses will be reimbursed at the actual cost of the rental. Rental car receipts are required for all rental car expenses. The City will reimburse for a standard

car of a mid-size class or less. The City will not reimburse for ancillary expenses charged to the car rental (e.g. GPS unit).

- I. **Miscellaneous Travel** (e.g. parking, rental car gas, taxi, shuttle, toll fees, ferry fees, etc.): Miscellaneous travel expenses will be reimbursed at the actual cost incurred. Receipts are required for each expense of \$10.00 or more.
- J. **Miscellaneous other business expenses** (e.g. printing, photo development, binding): Other miscellaneous business expenses will be reimbursed at the actual cost incurred and may not include a markup. Receipts are required for all miscellaneous expenses that are billed.

**Subconsultant:** Subconsultant expenses will be reimbursed at the actual cost incurred and a four percent (4%) markup. Copies of all Subconsultant invoices that are rebilled to the City are required.

## **7. TAXES, FEES AND LICENSES.**

- A. Consultant shall pay and maintain in current status, all necessary licenses, fees, assessments, permit charges, etc. necessary to conduct the work included under this Agreement. It is the Consultant's sole responsibility to monitor and determine changes or the enactment of any subsequent requirements for said fees, assessments, or changes and to immediately comply.
- B. Where required by state statute, ordinance or regulation, Consultant shall pay and maintain in current status all taxes necessary for performance. Consultant shall not charge the City for federal excise taxes. The City will furnish Consultant an exemption certificate where appropriate.
- C. The Director of Finance and Administrative Services may withhold payment pending satisfactory resolution of unpaid taxes and fees due the City.
- D. The cost of any permits, licenses, fees, etc. arising as a result of the projects included in this Agreement shall be included in the project budgets.

## **8. CITY OF SPOKANE BUSINESS LICENSE.**

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Consultant shall be responsible for contacting the State of Washington Business License Services at [www.dor.wa.gov](http://www.dor.wa.gov) or 360-705-6741 to obtain a business registration. If the Contractor does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.

## **9. SOCIAL EQUITY REQUIREMENTS.**

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Agreement because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. Consultant agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Consultant. Consultant shall seek inclusion of woman and minority business for subcontracting. A woman or minority business is one that self-identifies to be at least 51% owned by a woman and/or minority. Such firms do not have to be certified by the State of Washington.

## **10. INDEMNIFICATION.**

The Consultant shall indemnify, and hold the City and its officers and employees harmless from all claims, demands, or suits at law or equity asserted by third parties for bodily injury (including death) and/or property damage to the extent caused by the Consultant's negligence or willful misconduct under this Agreement, including attorneys' fees and litigation costs; provided that nothing herein shall require a Consultant to indemnify the City against and hold harmless the City from claims, demands



or suits based solely upon the negligence of the City, its agents, officers, and employees. If a claim or suit is caused by or results from the concurrent negligence of the Consultant's agents or employees and the City, its agents, officers and employees, this indemnity provision shall be valid and enforceable to the extent of the negligence of the Consultant, its agents or employees. The Consultant specifically assumes liability and agrees to defend, indemnify, and hold the City harmless for actions brought by the Consultant's own employees against the City and, solely for the purpose of this indemnification and defense, the Consultant specifically waives any immunity under the Washington State industrial insurance law, or Title 51 RCW. The Consultant recognizes that this waiver was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. The indemnity and agreement to defend and hold the City harmless provided for in this section shall survive any termination or expiration of this agreement.

## **11. INSURANCE.**

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

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

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

- i. Acceptable supplementary Umbrella coverage in combination with Commercial General Liability policy shall be a minimum of \$2M in order to meet the minimum insurance coverages required under this contract;

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

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

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without thirty (30) days written notice from the Consultant or its insurer(s) to the City. As evidence of the insurance coverage(s) required by this Agreement, the Consultant shall furnish acceptable Certificates Of Insurance (COI) to the City at the time it returns this signed Agreement. The certificate shall specify the City of Spokane as "Additional Insured" specifically for Consultant's services under this Agreement, as well as all of the parties who are additional insureds, and include applicable policy endorsements, the thirty (30) day cancellation clause, and the deduction or retention level. The Consultant shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

## **12. DEBARMENT AND SUSPENSION.**

The Consultant has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and “Debarment and Suspension”, codified at 29 CFR part 98.

## **13. AUDIT.**

Upon request, the Consultant shall permit the City and any other governmental agency (“Agency”) involved in the funding of the Work to inspect and audit all pertinent books and records. This includes work of the Consultant, any subconsultant, or any other person or entity that performed connected or related Work. Such books and records shall be made available upon reasonable notice of a request by the City, including up to three (3) years after final payment or release of withheld amounts. Such inspection and audit shall occur in Spokane County, Washington, or other reasonable locations mutually agreed to by the parties. The Consultant shall permit the City to copy such books and records at its own expense. The Consultant shall ensure that inspection, audit and copying rights of the City is a condition of any subcontract, agreement or other arrangement under which any other persons or entity may perform Work under this Agreement.

## **14. INDEPENDENT CONSULTANT.**

- A. The Consultant is an independent Consultant. This Agreement does not intend the Consultant to act as a City employee. The City has neither direct nor immediate control over the Consultant nor the right to control the manner or means by which the Consultant works. Neither the Consultant nor any Consultant employee shall be an employee of the City. This Agreement prohibits the Consultant to act as an agent or legal representative of the City. The Consultant is not granted express or implied rights or authority to assume or create any obligation or responsibility for or in the name of the City, or to bind the City. The City is not liable for or obligated to pay sick leave, vacation pay, or any other benefit of employment, nor to pay social security or other tax that may arise from employment. The Consultant shall pay all income and other taxes as due. The Consultant may perform work for other parties; the City is not the exclusive user of the services that the Consultant provides.
- B. If the City needs the Consultant to Work on City premises and/or with City equipment, the City may provide the necessary premises and equipment. Such premises and equipment are exclusively for the Work and not to be used for any other purpose.
- C. If the Consultant works on the City premises using City equipment, the Consultant remains an independent Consultant and not a City employee. The Consultant will notify the City Project Manager if s/he or any other Workers are within ninety (90) days of a consecutive 36-month placement on City property. If the City determines using City premises or equipment is unnecessary to complete the Work, the Consultant will be required to work from its own office space or in the field. The City may negotiate a reduction in Consultant fees or charge a rental fee based on the actual costs to the City, for City premises or equipment.

## **15. KEY PERSONS.**

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

## **16. ASSIGNMENT AND SUBCONTRACTING.**

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

## **17. CITY ETHICS CODE.**

- A. Consultant shall promptly notify the City in writing of any person expected to be a Consultant Worker (including any Consultant employee, subconsultant, principal, or owner) and was a former City officer or employee within the past twelve (12) months.
- B. Consultant shall ensure compliance with the City Ethics Code by any Consultant Worker when the Work or matter related to the Work is performed by a Consultant Worker who has been a City officer or employee within the past two (2) years.
- C. Consultant shall not directly or indirectly offer anything of value (such as retainers, loans, entertainment, favors, gifts, tickets, trips, favors, bonuses, donations, special discounts, work or meals) to any City employee, volunteer or official that is intended, or may appear to a reasonable person to be intended, to obtain or give special consideration to the Consultant. Promotional items worth less than \$25 may be distributed by the Consultant to a City employee if the Consultant uses the items as routine and standard promotional materials. Any violation of this provision may cause termination of this Agreement. Nothing in this Agreement prohibits donations to campaigns for election to City office, so long as the donation is disclosed as required by the election campaign disclosure laws of the City and of the State.

## **18. NO CONFLICT OF INTEREST.**

Consultant confirms that the Consultant or workers have no business interest or a close family relationship with any City officer or employee who was or will be involved in the consultant selection, negotiation, drafting, signing, administration or evaluation of the Consultant's work. As used in this Section, the term Consultant includes any worker of the Consultant who was, is, or will be, involved in negotiation, drafting, signing, administration or performance of the Agreement. The term "close family relationship" refers to: spouse or domestic partner, any dependent parent, parent-in-law, child, son-in-law, daughter-in-law; or any parent, parent in-law, sibling, uncle, aunt, cousin, niece or nephew residing in the household of a City officer or employee described above.

## **19. ERRORS AND OMISSIONS, CORRECTIONS.**

Consultant is responsible for professional quality, technical accuracy, and the coordination of all designs, drawings, specifications, and other services furnished by or on the behalf of the Consultant under this Agreement in the delivery of a final work product. The standard of care applicable to Consultant's services will be the degree of skill and diligence normally employed by professional engineers or Consultants performing the same or similar services at the time said services are performed. The Final Work Product is defined as a stamped, signed work product. Consultant, without additional compensation, shall correct or revise errors or mistakes in designs, drawings, specifications, and/or other consultant services immediately upon notification by the City. The obligation provided for in this Section regarding acts or omissions resulting from this Agreement survives Agreement termination or expiration.

## **20. INTELLECTUAL PROPERTY RIGHTS.**

- A. Copyrights. The Consultant shall retain the copyright (including the right of reuse) to all materials and documents prepared by the Consultant for the Work, whether or not the Work is completed. The Consultant grants to the City a non-exclusive, irrevocable, unlimited, royalty-free license to use copy and distribute every document and all the materials prepared by the Consultant for the City under this Agreement. If requested by the City, a copy of all drawings, prints, plans, field notes, reports, documents, files, input materials, output materials, the media upon which they are located (including cards, tapes, discs, and other storage facilities), software program or packages (including source code or codes, object codes, upgrades, revisions, modifications, and any related materials) and/or any other related documents or materials developed solely for and paid for by the City to perform the Work, shall be promptly delivered to the City.
- B. Patents: The Consultant assigns to the City all rights in any invention, improvement, or discovery, with all related information, including but not limited to designs, specifications, data, patent rights and findings developed with the performance of the Agreement or any subcontract. Notwithstanding the above, the Consultant does not convey to the City, nor does the City obtain, any right to any document or material utilized by the Consultant created or produced separate from the Agreement or was pre-existing material (not already owned by the City), provided that the Consultant has identified in writing such material as pre-existing prior to commencement of the Work. If pre-existing materials are incorporated in the work, the Consultant grants the City an irrevocable, non-exclusive right and/or license to use, execute, reproduce, display and transfer the pre-existing material, but only as an inseparable part of the work.
- C. The City may make and retain copies of such documents for its information and reference with their use on the project. The Consultant does not represent or warrant that such documents are suitable for reuse by the City or others, on extensions of the project or on any other project, and the City releases the Consultant from liability for any unauthorized reuse of such documents.

## **21. CONFIDENTIALITY.**

Notwithstanding anything to the contrary, City will maintain the confidentiality of Consultant's materials and information only to the extent that is legally allowed in the State of Washington. City is bound by the State Public Records Act, RCW Ch. 42.56. That law presumptively makes all records in the possession of the City public records which are freely available upon request by anyone. In the event that City gets a valid public records request for Consultant's materials or information and the City determines there are exemptions only the Consultant can assert, City will endeavor to give Consultant notice. Consultant will be required to go to Court to get an injunction preventing the release of the requested records. In the event that Consultant does not get a timely injunction preventing the release of the records, the City will comply with the Public Records Act and release the records.

## **22. DISPUTES.**

Any dispute or misunderstanding that may arise under this Agreement, concerning the Consultant's performance, shall first be through negotiations, if possible, between the Consultant's Project Manager and the City's Project Manager. It shall be referred to the Director and the Consultant's senior executive(s). If such officials do not agree upon a decision within a reasonable period of time, either party may decline or discontinue such discussions and may then pursue the legal means to resolve such disputes, including but not limited to mediation, arbitration and/or alternative dispute resolution processes. Nothing in this dispute process shall mitigate the rights of the City to terminate the Agreement. Notwithstanding all of the above, if the City believes in good faith that some portion of the Work has not been completed satisfactorily, the City may require the Consultant to correct such work prior to the City payment. The City will provide to the Consultant an explanation of the concern and the remedy that the City expects. The City may withhold from any payment otherwise due, an amount that the City in good faith finds to be under dispute, or if the Consultant provides no

sufficient remedy, the City may retain the amount equal to the cost to the City for otherwise correcting or remedying the work not properly completed. Waiver of any of these rights is not deemed a future waiver of any such right or remedy available at law, contract or equity.

### **23. TERMINATION.**

- A. For Cause: The City or Consultant may terminate the Agreement if the other party is in material breach of this Agreement, and such breach has not been corrected to the other party's reasonable satisfaction in a timely manner. Notice of termination under this Section shall be given by the party terminating this Agreement to the other, not fewer than thirty (30) business days prior to the effective date of termination.
- B. For Reasons Beyond Control of Parties: Either party may terminate this Agreement without recourse by the other where performance is rendered impossible or impracticable for reasons beyond such party's reasonable control, such as, but not limited to, an act of nature, war or warlike operation, civil commotion, riot, labor dispute including strike, walkout or lockout, except labor disputes involving the Consultant's own employees, sabotage, or superior governmental regulation or control. Notice of termination under this Section shall be given by the party terminating this Agreement to the other, not fewer than thirty (30) business days prior to the effective date of termination.
- C. For Convenience: Either party may terminate this Agreement without cause, upon thirty (30) days written notice to the other party.
- D. Actions upon Termination: if termination occurs not the fault of the Consultant, the Consultant shall be paid for the services properly performed prior to the actual termination date, with any reimbursable expenses then due, but such compensation shall not exceed the maximum compensation to be paid under the Agreement. The Consultant agrees this payment shall fully and adequately compensate the Consultant and all subconsultants for all profits, costs, expenses, losses, liabilities, damages, taxes and charges of any kind (whether foreseen or unforeseen) attributable to the termination of this Agreement.
- E. Upon termination, the Consultant shall provide the City with the most current design documents, contract documents, writings and other products the Consultant has produced to termination, along with copies of all project-related correspondence and similar items. The City shall have the same rights to use these materials as if termination had not occurred; provided however, that the City shall indemnify and hold the Consultant harmless from any claims, losses, or damages to the extent caused by modifications made by the City to the Consultant's work product.

### **24. EXPANSION FOR NEW WORK.**

This Agreement scope may be expanded for new work. Any expansion for New Work (work not specified within the original Scope of Work Section of this Agreement, and/or not specified in the original RFP as intended work for the Agreement) must comply with all the following limitations and requirements: (a) the New Work is not reasonable to solicit separately; (b) the New Work is for reasonable purpose; (c) the New Work was not reasonably known to either the City or Consultant at time of contract or else was mentioned as a possibility in the solicitation (such as future phases of work, or a change in law); (d) the New Work is not significant enough to be reasonably regarded as an independent body of work; (e) the New Work would not have attracted a different field of competition; and (f) the change does not vary the essential identified or main purposes of the Agreement. The City may make exceptions for immaterial changes, emergency or sole source conditions, or other situations required in City opinion. Certain changes are not New Work subject to these limitations, such as additional phases of Work anticipated at the time of solicitation, time extensions, Work Orders issued on an On-Call contract, and similar. New Work must be mutually agreed and issued by the City through written Addenda. New Work performed before an authorizing Amendment may not be eligible for payment.

## **25. MISCELLANEOUS PROVISIONS.**

- A. Amendments: No modification of this Agreement shall be effective unless in writing and signed by an authorized representative of each of the parties hereto.
- B. Binding Agreement: This Agreement shall not be binding until signed by both parties. The provisions, covenants and conditions in this Agreement shall bind the parties, their legal heirs, representatives, successors and assigns.
- C. Americans with Disabilities Act (ADA): Specific attention by the designer is required in association with the Americans with Disabilities Act (ADA) 42 U.S.C. 12101-12213 and 47 U.S.C. 225 and 611, its requirements, regulations, standards and guidelines, which were updated in 2010 and are effective and mandatory for all State and local government facilities and places of public accommodation for construction projects including alteration of existing facilities, as of March 15, 2012. The City advises that the requirements for accessibility under the ADA, may contain provisions that differ substantively from accessibility provisions in applicable State and City codes, and if the provisions of the ADA impose a greater or equal protection for the rights of individuals with disabilities or individuals associated with them than the adopted local codes, the ADA prevail unless approval for an exception is obtained by a formal documented process. Where local codes provide exceptions from accessibility requirements that differ from the ADA Standards; such exceptions may not be permitted for publicly owned facilities subject to Title II requirements unless the same exception exists in the Title II regulations. It is the responsibility of the designer to determine the code provisions.
- D. The Consultant, at no expense to the City, shall comply with all laws of the United States and Washington, the Charter and ordinances of the City of Spokane; and rules, regulations, orders and directives of their administrative agencies and officers. Without limiting the generality of this paragraph, the Consultant shall comply with the requirements of this Section.
- E. This Agreement shall be construed and interpreted under the laws of Washington. The venue of any action brought shall be in the Superior Court of Spokane County.
- F. Remedies Cumulative: Rights under this Agreement are cumulative and nonexclusive of any other remedy of law or in equity.
- G. Captions: The titles of sections or subsections are for convenience only and do not define or limit the contents.
- H. Severability: If any term or provision is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall not be affected, and each term and provision shall be valid and enforceable to the fullest extent permitted by law.
- I. Waiver: No covenant, term or condition or the breach shall be deemed waived, except by written consent of the party against whom the waiver is claimed, and any waiver of the breach of any covenant, term or condition shall not be deemed a waiver of any preceding or succeeding breach of the same or any other covenant, term of condition. Neither the acceptance by the City of any performance by the Consultant after the time the same shall have become due nor payment to the Consultant for any portion of the Work shall constitute a waiver by the City of the breach or default of any covenant, term or condition unless otherwise expressly agreed to by the City in writing.
- J. Additional Provisions: This Agreement may be modified by additional terms and conditions ("Special Conditions") which shall be attached to this Agreement as an Exhibit. The parties agree that the Special Conditions shall supplement the terms and conditions of the Agreement, and in the event of ambiguity or conflict with the terms and conditions of the Agreement, these Special Conditions shall govern.
- K. Entire Agreement: This document along with any exhibits and all attachments, and subsequently issued addenda, comprises the entire agreement between the City and the Consultant. If conflict occurs between contract documents and applicable laws, codes, ordinances or regulations, the

most stringent or legally binding requirement shall govern and be considered a part of this contract to afford the City the maximum benefits.

- L. Negotiated Agreement: The parties acknowledge this is a negotiated agreement, that they have had this Agreement reviewed by their respective legal counsel, and that the terms and conditions of this Agreement are not to be construed against any party on the basis of such party's draftsmanship.
- M. No personal liability: No officer, agent or authorized employee of the City shall be personally responsible for any liability arising under this Agreement, whether expressed or implied, nor for any statement or representation made or in any connection with this Agreement.

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

**JACOBS ENGINEERING GROUP, 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:**

Exhibit A – Certificate Regarding Debarment

Exhibit B – Consultant's Proposal dated November 4, 2024

**EXHIBIT A**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

_____ Name of Subrecipient / Contractor / Consultant (Type or Print)	_____ Program Title (Type or Print)
_____ Name of Certifying Official (Type or Print)	_____ Signature
_____ Title of Certifying Official (Type or Print)	_____ Date (Type or Print)



## EXHIBIT B



< Business Lookup

**License Information:**

[New search](#) [Back to results](#)

**Entity name:** JACOBS ENGINEERING GROUP INC.

**Business name:** JACOBS ENGINEERING GROUP INC.

**Entity type:** [Profit Corporation](#)

**UBI #:** 601-008-037

**Business ID:** 001

**Location ID:** 0005

**Location:** Active

**Location address:** 999 W RIVERSIDE AVE  
STE 500  
SPOKANE WA 99201-1005

**Mailing address:** 6312 S FIDDLERS GREEN CIR  
STE 300N  
GREENWOOD VILLAGE CO 80111-4927

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

**Endorsements**



Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
Spokane General Business				Active	Feb-28-2025	Oct-30-2018

## Governing People May include governing people not registered with Secretary of State

Governing people	Title
BANGE, SCOTT	
HANBICKI, EDWARD	
HSU, CHIN CHANG (MIKE)	
JOHNSON, JUSTIN	
PRAGADA, ROBERT V.	

[View Additional Locations](#)

The Business Lookup information is updated nightly. Search date and time: 11/13/2024 11:27:23 AM

### Contact us

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**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/11/2024

**Clerk's File #** OPR 2022-0412

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

**Submitting Dept** INFORMATION TECHNOLOGY

**Bid #**

**Contact Name/Phone** PEGGY LUND 6954

**Requisition #** MASTER

**Contact E-Mail** KLUND@SPOKANECITY.ORG

**Agenda Item Type** Contract Item

**Council Sponsor(s)** MCATHCART JBINGLE ZZAPPONE

**Agenda Item Name** 5300 - AMENDMENT FOR ADDITIONAL FUNDS VOLT MANAGEMENT

**Agenda Wording**

Contract Amendment with VOLT WORKFORCE SOLUTIONS, a division of VOLT MANAGEMENT, CORP. (Orange, California) for additional funds to complete the contract period from May 1, 2024, though April 30, 2025.

**Summary (Background)**

The PMO, CHHS and ITSD currently manages several projects that occasionally require augmentation to City resources. Specific contracting needs will be in the areas of Project Management, Business Analysis, Software Development and Infrastructure support. Volt Management, was a successful bidder under RFP 5435-21 to be contracted for various PMO and ITSD projects. Current term is May 1, 2024 - April 30, 2025, for \$150,000. This is a contract amendment needed to cover the remainder of the contract

Lease? NO Grant related? YES Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ \$160,000

Current Year Cost \$ \$160,000

Subsequent Year(s) Cost \$ \$150,000

**Narrative**

This request is for professional services in support of PMO and ITSD funded projects.

**Amount**

**Budget Account**

Expense \$ 160,000

# VARIOUS (including ARPA)

Select \$

#

Select \$

#

Select \$

#

Select \$

#

Select \$

#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

contract through April for \$160,000. The overage is due to above normal contract work for the PMO and Web teams as they are currently working on critical projects associated to Legal Case Management projects and the language Translation Tool in support of Council Ordinance C36449.

<b>Approvals</b>		<b>Additional Approvals</b>	
<b><u>Dept Head</u></b>	MARTINEZ, LAZ	<b><u>ACCOUNTING -</u></b>	MURRAY, MICHELLE
<b><u>Division Director</u></b>		<b><u>PURCHASING</u></b>	NECHANICKY, JASON
<b><u>Accounting Manager</u></b>	BUSTOS, KIM		
<b><u>Legal</u></b>	HARRINGTON,		
<b><u>For the Mayor</u></b>	PICCOLO, MIKE		

**Distribution List**

Jeffrey DeWitt jdewitt@volt.com	Accounting - ywang@spokanecity.org
Contract Accounting - ddaniels@spokanecity.org	Legal - mharrington@spokanecity.org
Purchasing - cwahl@spokanecity.org	IT - itadmin@spokanecity.org
Tax & Licenses	

## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	IT
<b>Contact Name</b>	Peggy Lund
<b>Contact Email &amp; Phone</b>	<a href="mailto:klund@spokanecity.org">klund@spokanecity.org</a> 625-6954
<b>Council Sponsor(s)</b>	<u>CM Cathcart, CP Wilkerson, CM Zappone</u>
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	5300 - AMENDMENT FOR ADDITIONAL FUNDS VOLT MANAGEMENT
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	The PMO, CHHS and ITSD currently manages several projects that occasionally require augmentation to City resources. Specific contracting needs will be in the areas of Project Management, Business Analysis, Software Development and Infrastructure support. Volt Management, was a successful bidder under RFP 5435-21 to be contracted for various PMO and ITSD projects. Current term is May 1, 2024 – April 30, 2025 for \$150,000. This is a contract amendment needed to cover the remainder of the contract through April for \$160,000. The overage is due to above normal contract work for the PMO and Web teams as they are currently working on critical projects associated to Legal Case Management projects and the language Translation Tool in support of Council Ordinance C36449.
<b>Fiscal Impact</b> <b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <u>\$160,000</u> Current year cost: \$160,000 Subsequent year(s) cost: \$150,000  <b>Narrative:</b> This request is for professional services in support of PMO and ITSD funded projects.  <b>Funding Source</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Select Funding Source* Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a>  <b>Expense Occurrence</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	
Not applicable – annual contracting services	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?	
Not applicable – annual contracting services	

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

Not applicable – annual contracting services

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This service aligns with the Sustainable Resources strategic initiative based on sound financial objectives, and quality customer service for our contract with Volt for technical services.



**City of Spokane**  
**CONTRACT AMENDMENT**  
**Title: TECHNICAL RESOURCES**

This Contract Amendment is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **VOLT WORKFORCE SOLUTIONS, a division of VOLT MANAGEMENT, CORP.**, whose address is 2401 N. Glassell St., Orange, California 92865, 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 Technical Resources for the Project Management Office, CHHS, and Innovation and Technology Services Division; and,*

*WHEREAS, additional funds are required to complete the end of the contract period, 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 original Contract, effective May 1, 2022, any previous amendments, renewals and / or extensions / thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

**2. EFFECTIVE TERM.**

This Contract Amendment shall become effective on May 1, 2024 and shall run through April 30, 2025.

**3. COMPENSATION.**

The City shall pay an additional amount not to exceed **ONE HUNDRED SIXTY THOUSAND AND NO/100 DOLLARS (\$160,000.00)** plus sales tax if applicable, 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.



**VOLT WORKFORCE SOLUTIONS, a division  
of VOLT MANAGEMENT, CORP.**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature                      Date

By \_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

**Attachments that are part of this Agreement:**

N/A

24-244a

**ATTACHMENT – ARP/CSLFRF CFDA 21.027 FUNDING**  
American Rescue Plan (ARP)  
Coronavirus State and Local Fiscal Recovery Funds (CSLFRF)  
Funding Authority: U.S. Department of Treasury  
CFDA# 21.027 – Coronavirus State and Local Fiscal Recovery Funds

The Contractor specifically agrees to comply with all applicable state and federal laws, rules, regulations, requirements, program guidance, including but not limited to the following:

All applicable federal, state, and local laws, regulations, executive orders, OMB Circulars, and/or policies including, but not limited to:

Nondiscrimination laws and/or policies, and safety and health regulations.  
Americans with Disabilities Act (ADA), Age Discrimination Act of 1975,  
Title VI of the Civil Rights Act of 1964, Civil Rights Act of 1968,  
Provisions in Buildings for Aged and Handicapped Persons (RCW 70.92).  
Robert T. Stafford Disaster Relief and Emergency Assistance Act (PL 93-288, as amended),  
Ethics in Public Services (RCW 42.52),  
Covenant Against Contingent Fees (48 CFR Section 52.203-5),  
Public Records Act (RCW 42.56),  
Prevailing Wages on Public Works (RCW 39.12),  
State Environmental Policy Act (RCW 43.21C),  
Shoreline Management Act of 1971 (RCW 90.58),  
State Building Code (RCW 19.27),  
Energy Policy and Conservation Act (PL 94-163, as amended),  
Energy Related Building Standards (RCW 19.27A),

Comply with all procurement requirements of 2 CFR Part 200.317 - 200.327. All sole source contracts expected to exceed \$50,000 must be submitted to Spokane City Purchasing for review and approval prior to the award and execution of a contract.

Any contract awarded to the successful Contractor must contain and/or comply with the following procurement provisions in accordance with 2 CFR Part 200.317 - 200.327:

Contractor must maintain a Conflict of Interest Policy consistent with 2 CFR 200.318(c) that is applicable to all activities funded with the award. All potential conflicts of interest related to this award must be reported to Spokane City and/or U.S. Treasury

- Administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as may be appropriate;
- Compliance with Executive Order 11246, “Equal Employment Opportunity,” (30 FR 12319, 12935, 3 CFR Part 1964-1965 Comp., p. 339), as amended by Executive Order 11375, as supplemented in Department of Labor regulations (41 CFR Chapter 60);
- For Capital Expenditures that involve the employment of mechanics of laborers: Compliance with the Contract Work Hours and Safety Standards Act (40 USC 3702 and 3704) as supplemented by Department of Labor Regulations (29 CFR Part 5);
- For all contracts in excess of \$100,000 with respect to water, sewer, or broadband that involve the employment of mechanics of laborers: Compliance with the Contract Work Hours and Safety Standards Act (40 USC 3702 and 3704) as supplemented by Department of Labor Regulations (29 CFR Part 5);
- For construction or repair contracts: Compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145) as supplemented by Department of Labor regulations (29 CFR part 3);
- For construction contracts in excess of \$2,000 when required by Federal grant program legislation:

Compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144 and 3146-3148) as supplemented by Department of Labor regulations (29 CFR part 5); Davis Bacon Act—Does **not** apply to projects funded **solely** with ARPA/CSLFRF CFDA 21.027 funds. However, if other federal funds are also used for the construction project in addition to FRF, and those federal funds require Davis-Bacon compliance, all prime construction contracts in excess of \$2,000 must follow Davis-Bacon Act;

- For construction contracts in excess of \$100,000 that involve the employment of mechanics and laborers: Compliance with the Contract Work Hours and Safety Standard Act (40 U.S.C. 3701-3708) as supplemented by Department of Labor regulations (29 CFR Part 5);
- Compliance with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency
- For contracts in excess of \$150,000: Compliance with all applicable standards, orders or requirements issued under the Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387) as amended;
- Compliance with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act;
- Notice of awarding agency requirements and regulations pertaining to reporting;
- Federal awarding agency requirements and regulations pertaining to copyrights and rights in data;
- Access by Spokane City, the Federal awarding agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers and records, sub-agreements, leases, subcontracts, arrangements, or other third-party agreements of any type, and supporting materials related to those records of the Contractor, which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts and transcriptions;
- Retention of all required records for **six years** after Spokane City makes final payment and all other pending matters are closed;
- Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871);
- Notice of awarding agency requirements and regulations governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards (37 C.F.R. Part 401) and the standard patent rights clause (37 C.F.R. section 401.14);
- Compliance with Executive Order 13858 “Strengthening Buy-American Preferences for Infrastructure Projects” as appropriate and to the extent consistent with law; and
- Compliance with 2 C.F.R. § 200.216, prohibitions regarding certain telecommunications and video surveillance services or equipment are mandated by section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (FY 2019 NDAA), Pub. L. No. 115-232 (2018).

Any contract awarded to the successful Contractor must contain and/or comply with the following provisions in accordance with 2 CFR Part 200.332(a) - 200.332(a)(1)-200.332(a)(6) Requirements for pass-through entities:

- Identify as a Subaward (2 CFR 200.332(a));
- Federal Award Identification (2 CFR 200.332(a)(1));
- Terms and conditions from ARP/CLFRF (2 CFR 200.332(a)(2));
- Additional City of Spokane imposed requirements based on risk assessment (2 CFR 200.332(a)(3));
- Indirect cost rate (2 CFR 200.332(a)(4));
- Records access & retention (2 CFR 200.332(a)(5));
- Closeout provisions (2 CFR 200.332(a)(6)).

Any contract awarded to the successful Contractor must contain and/or comply with the following provisions in accordance with 2 CFR Part 200.501(a)-200.501(h) Audit Requirements:

- Audit required. A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provision of this part (2 CFR 200.501(a));
- Single Audit (2 CFR 200.501(b));
- Program-specific audit election (2 CFR 200.501(c));
- Exemption when Federal awards expended are less than \$750,000(2 CFR 200.501(d));
- Federally Funded Research and Development Centers (2 CFR 200.501(e));
- Subrecipients and contractors (2 CFR 200.501(f));
- Compliance responsibility for contractors (2 CFR 200.501(g));
- For-profit subrecipient (2 CFR 200.501(h)).

Contractor must comply with Executive Orders 12549 and 12689 and 2 C.F.R. Part 180, which restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities. Contractor must certify that it is not presently debarred, suspended or proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency.

Contractor must comply with the requirements of 31 U.S.C. § 3729-3733 which prohibits the submission of false or fraudulent claims for payment to the Federal Government. See also 31 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made.

Contractor is required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129.

Contractor's costs must be compliant with 2 CFR Part 200 Subpart E Cost Principles.

Contractor must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under an award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, Member of Congress, an officer, or employee of Congress, or an employee of a Member of Congress in connection with any Federal action concerning an award, making of any federal grant, federal loan, continuation, renewal, amendment or modification of any federal contract, grant loan, or cooperative agreement, and that if any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this award, the Contractor will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

In the event of the Contractor's noncompliance or refusal to comply with any applicable law, regulation, executive order, OMB Circular or policy, Spokane City may rescind, cancel, or terminate the contract in whole or in part in its sole discretion. The Contractor is responsible for all costs or liability arising from its failure to comply with applicable laws, regulations, executive orders, OMB Circulars, or policies.

## CERTIFICATION

---

Signature, Administrator, or Applicant Agency

---

Date

---

print name and title



< Business Lookup

### License Information:

[New search](#) [Back to results](#)

**Entity name:** VOLT MANAGEMENT CORP.

**Business name:** VOLT MANAGEMENT CORP

**Entity type:** [Profit Corporation](#)

**UBI #:** 601-516-248

**Business ID:** 001

**Location ID:** 0023

**Location:** Active

**Location address:** 1420 N MULLAN RD  
STE 110  
SPOKANE VALLEY WA 99206-4333

**Mailing address:** TAX DEPT  
PO BOX 13500  
ORANGE CA 92857-8500

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

### Endorsements

Endorsements held at this locati	License #	Count	Details	Status	Expiration date	First issuance date
<a href="#">Spokane General Business - Non-Resident</a>	T12033544BUS			Active	Dec-31-2024	Oct-15-2012
<a href="#">Spokane Valley General Business</a>				Active	Dec-31-2024	May-05-2016

### Governing People May include governing people not registered with Secretary of State

Governing people	Title
ESCOFFERY, RICHARD	
GOEL, PANKAJ	
HOWELL, DIANE	
SARDANA, RAJIV	



## Registered Trade Names

Registered trade names	Status	First issued
VOLT SERVICES GROUP	Active	Jul-14-1994
VOLT WORKFORCE SOLUTIONS	Active	Jun-06-2007

[View Additional Locations](#)

The Business Lookup information is updated nightly. Search date and time: 12/28/2023 2:18:48 PM

### Contact us

How are we doing?

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**Check if your browser is supported**





# CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)  
04/05/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Aon Risk Services Northeast, Inc. New York NY Office One Liberty Plaza 165 Broadway, Suite 3201 New York NY 10006 USA	<b>CONTACT NAME:</b> PHONE (A/C. No. Ext): (866) 283-7122      FAX (A/C. No.): (800) 363-0105		
	<b>E-MAIL ADDRESS:</b>		
<b>INSURED</b> Sardana Enterprises, Inc. Volt workforce Solutions a division of Volt Management Corp. 2400 Meadowbrook Parkway Duluth GA 30096 USA	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> National Union Fire Ins Co of Pittsburgh		19445
	<b>INSURER B:</b> AIU Insurance Company		19399
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

**COVERAGES**      **CERTIFICATE NUMBER:** 570104988726      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS. **Limits shown are as requested**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		GL9952706	03/31/2024	03/31/2025	EACH OCCURRENCE	\$2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$250,000
							MED EXP (Any one person)	\$10,000
							PERSONAL & ADV INJURY	\$2,000,000
							GENERAL AGGREGATE	\$2,000,000
							PRODUCTS - COMP/OP AGG	
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y		AL9812738	03/31/2024	03/31/2025	COMBINED SINGLE LIMIT (Ea accident)	\$3,000,000
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE	
							AGGREGATE	
B	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N		wc020396016	03/31/2024	03/31/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
B		N	N/A	Work Comp - AOS	03/31/2024	03/31/2025	E.L. EACH ACCIDENT	\$1,000,000
				wc020396015			E.L. DISEASE-EA EMPLOYEE	\$1,000,000
				Work Comp - CA			E.L. DISEASE-POLICY LIMIT	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: City of Spokane, Snapshot CON000000012854. The City of Spokane its officers and employees are included as Additional Insured in accordance with the policy provisions of the General Liability and Automobile Liability policies.

<b>CERTIFICATE HOLDER</b>  City of Spokane 808 W. Spokane Falls Blvd. Spokane WA 99201 USA	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b>  

Holder Identifier :

570104988726

Certificate No :





# ADDITIONAL REMARKS SCHEDULE

AGENCY Aon Risk Services Northeast, Inc.		NAMED INSURED Sardana Enterprises, Inc.	
POLICY NUMBER See Certificate Numbe 570104988726		EFFECTIVE DATE:	
CARRIER See Certificate Numbe 570104988726	NAIC CODE		

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**  
**FORM NUMBER:** ACORD 25 **FORM TITLE:** Certificate of Liability Insurance

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER	
INSURER	
INSURER	
INSURER	

**ADDITIONAL POLICIES**

If a policy below does not include limit information, refer to the corresponding policy on the ACORD certificate form for policy limits.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE <small>(MM/DD/YYYY)</small>	POLICY EXPIRATION DATE <small>(MM/DD/YYYY)</small>	LIMITS
	WORKERS COMPENSATION						
B		N/A		wc020396017 Work Comp - WI	03/31/2024	03/31/2025	





**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/8/2024

**Clerk's File #** OPR 2022-0147

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	INFORMATION TECHNOLOGY	<b>Bid #</b>	RFP 5435-21
------------------------	------------------------	--------------	-------------

<b>Contact Name/Phone</b>	PEGGY LUND 6954	<b>Requisition #</b>	MASTER
---------------------------	-----------------	----------------------	--------

<b>Contact E-Mail</b>	KLUND@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	JBINGLE		
---------------------------	---------	--	--

<b>Agenda Item Name</b>	5300 - CONTRACT FOR TECHNICAL SERVICES FOR PMO AND ITSD PROJECTS		
-------------------------	--	--	--

**Agenda Wording**

Contract Renewal 2 of 3 with Infinite Innovations (Hayden, Idaho) for As-Needed Technical Resources for the Innovation and Technology Services Division and Project Management Office from February 1, 2025, through January 31, 2026-\$150,000 (excl. tax)

**Summary (Background)**

The PMO and ITSD currently manages several projects that occasionally require augmentation to City resources. Specific contracting needs will be in the areas of Project Management, Business Analysis, Software Development and Infrastructure support. Infinite Innovations was a successful bidder under RFP 5435-21 to be contracted for various PMO and ITSD projects. Term is 2/1/2025 through 1/31/2026, up to \$150,000.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ \$150,000
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Current Year Cost	\$ \$150,000
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Subsequent Year(s) Cost	\$ \$150,000
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**Narrative**

<b>Amount</b>	<b>Budget Account</b>
---------------	-----------------------

Expense \$ 150,000	# Various Accounts
--------------------	--------------------

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

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

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

\$	#
----	---

\$	#
----	---



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	MARTINEZ, LAZ
<b><u>Division Director</u></b>	
<b><u>Accounting Manager</u></b>	BUSTOS, KIM
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**

<b><u>PURCHASING</u></b>	NECHANICKY, JASON

**Distribution List**

Dennis Bork Jr. dennis@infinnovations.tech	Accounting - ywang@spokanecity.org
Contract Accounting - ddaniels@spokanecity.org	Legal - mharrington@spokanecity.org
Purchasing - cwahl@spokanecity.org	IT - itadmin@spokanecity.org
Tax & Licenses	

## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	ITSD
<b>Contact Name</b>	Peggy Lund
<b>Contact Email &amp; Phone</b>	<a href="mailto:klund@spokanecity.org">klund@spokanecity.org</a> 625-6954
<b>Council Sponsor(s)</b>	Please enter the name of the Council Sponsor(s)
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Contract for Technical Services for PMO and ITSD Projects
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	The PMO and ITSD currently manages several projects that occasionally require augmentation to City resources. Specific contracting needs will be in the areas of Project Management, Business Analysis, Software Development and Infrastructure support. Infinite Innovations was a successful bidder under RFP 5435-21 to be contracted for various PMO and ITSD projects. Term is 2/1/2025 through 1/31/2026, up to \$150,000.
*use the Fiscal Impact box below for relevant financial information	<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$150,000</u></p> <p>    Current year cost: \$150,000</p> <p>    Subsequent year(s) cost: \$150,000</p> <p><b>Narrative:</b> This request is for professional services in support of PMO and ITSD funded projects.</p> <p><b>Funding Source</b>            <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	
Not applicable – annual professional services	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?	
Not applicable – annual professional services	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?	
Not applicable – annual professional services	

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This service aligns with the Sustainable Resources strategic initiative based on sound financial objectives, and quality customer service for our contract with Infinite Innovations for technical services.



**City of Spokane**

**MASTER CONSULTANT AGREEMENT  
RENEWAL 2 OF 3**

**Title: AS-NEEDED TECHNICAL RESOURCES FOR  
THE INNOVATION AND TECHNOLOGY SERVICES  
DIVISION AND PROJECT MANAGEMENT OFFICE**

This Contract Renewal is made and entered into by and between the **CITY OF SPOKANE**, as ("City"), a Washington municipal corporation, and **INFINITE INNOVATIONS**, whose address is 9030 N Hess St #442, Hayden, Idaho 83835 as ("Consultant"), individually hereafter referenced as a "Party", and together as the "Parties".

*WHEREAS, the parties entered into a Contract wherein the Consultant agreed to provide As-Needed Technical Resources for the Innovation and Technology Services Division and Project Management Office; and*

*WHEREAS, the initial contract provided for three (3) additional one-year renewals, with this being the second of those renewals.*

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

**1. CONTRACT DOCUMENTS.**

The original Contract, dated March 9, 2022 and March 11, 2022, any previous amendments, renewals and / or extensions / thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

**2. EFFECTIVE DATE.**

This Contract Renewal shall become effective on February 1, 2025, and shall run through January 31, 2026.

**3. COMPENSATION.**

The City shall pay an estimated maximum annual cost not to exceed **ONE HUNDRED FIFTY THOUSAND AND 00/100 (\$150,000.00)** excluding applicable sales tax, for everything furnished and done under this Contract Renewal. This is the maximum amount to be paid under this Renewal, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this Renewal document.

**4. DEBARMENT AND SUSPENSION.**

The Consultant has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and "Debarment and Suspension", codified at 29 CFR part 98.

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

**INFINITE INNOVATIONS**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature                      Date

By \_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

**Attachments that are part of this Agreement:**

Certificate of Debarment

24-248

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
  
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
  
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

_____ Name of Subrecipient / Contractor / Consultant (Type or Print)	_____ Program Title (Type or Print)
_____ Name of Certifying Official (Type or Print)	_____ Signature
_____ Title of Certifying Official (Type or Print)	_____ Date (Type or Print)



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/13/2024

**Clerk's File #** OPR 2017-0005

**Cross Ref #** OPR 2018-0598

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	INFORMATION TECHNOLOGY	<b>Bid #</b>	RFP #4196-16
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<b>Contact Name/Phone</b>	PEGGY LUND 6954	<b>Requisition #</b>	2025 FUNDS
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<b>Contact E-Mail</b>	KLUND@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	JBINGLE MCATHCART		
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<b>Agenda Item Name</b>	5300 - PMWEB ANNUAL SOFTWARE SUBSCRIPTION AND SUPPORT		
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**Agenda Wording**

Contract Renewal with PMWeb, Inc. (Aventura, Florida) for Capitol Project Management Software and Implementation from February 1, 2025, through January 31, 2026, for a total cost not to exceed \$105,000.00 (plus tax).

**Summary (Background)**

The City selected PMWeb, Inc through RFP #4196-16 (OPR 2017-0005) to provide Capital Project Management and engineering software. PMWeb is a SaaS (Software as a Service) solution, which is hosted and maintained by PMWeb. This software provides for an all-in-one modular solution for the entire Plan, Build, and Capital Construction Operating Lifecycle. Last year's total was \$110,100 plus tax. This year's total is \$105,000 plus tax. The term is 2/1/2025 - 1/31/2026. The cost difference is due to a

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ 105,000 before sales tax
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Current Year Cost	\$ 110,100
-------------------	------------

Subsequent Year(s) Cost	\$ TBD
-------------------------	--------

**Narrative**

<b>Amount</b>	<b>Budget Account</b>
Expense \$ 114,555	# 5300-73300-18850-54214-99999 with 9.1% sales
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#





**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

reduction in licenses.

**Approvals**

<b><u>Dept Head</u></b>	MARTINEZ, LAZ
<b><u>Division Director</u></b>	
<b><u>Accounting Manager</u></b>	BUSTOS, KIM
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**

<b><u>PURCHASING</u></b>	NECHANICKY, JASON

**Distribution List**

Michael Vernon michael.vernon@pmweb.com	Accounting - ywang@spokanecity.org
Contract Accounting - ddaniels@spokanecity.org	Legal - mharrington@spokanecity.org
Purchasing - cwahl@spokanecity.org	IT - itadmin@spokanecity.org
Tax & Licenses	

## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	ITSD
<b>Contact Name</b>	Laz Martinez
<b>Contact Email &amp; Phone</b>	<a href="mailto:lmartinez@spokanecity.org">lmartinez@spokanecity.org</a> 625-6979
<b>Council Sponsor(s)</b>	Please enter the name of the Council Sponsor(s)
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	PMWeb Annual Software Subscription and Support
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>The City selected PMWeb, Inc through RFP #4196-16 (OPR 2017-0005) to provide Capital Project Management and engineering software. PMWeb is a SaaS (Software as a Service) solution, which is hosted and maintained by PMWeb. This software provides for an all-in-one modular solution for the entire Plan, Build, and Capital Construction Operating Lifecycle. Last year's total was \$110,100 plus tax. This year's total is \$105,000 plus tax. The term is 2/1/2025 – 1/31/2026. The cost difference is due to a reduction in licenses.</p> <p>*use the Fiscal Impact box below for relevant financial information</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$105,000 plus taxes</u></p> <p style="padding-left: 20px;">Current year cost: \$105,000 plus taxes</p> <p style="padding-left: 20px;">Subsequent year(s) cost: \$105,000 plus taxes</p> <p><b>Narrative:</b> This request is for software maintenance and support which is contractually required by the software vendor.</p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	
Not applicable – annual software subscription	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?	
Not applicable – annual software subscription	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?	

Not applicable – annual software subscription

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This service aligns with the Sustainable Resources strategic initiative based on sound financial objectives, and quality customer service for our Capital Project Management and Engineering software.



**City of Spokane**  
**CONTRACT RENEWAL**  
**Title: CAPITOL PROJECT MANAGEMENT  
SOFTWARE AND IMPLEMENTATION**

This Contract Renewal is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **PMWEB, INC.**, whose address is 2875 NE 191<sup>st</sup> Street, PH6, Aventura, FL 33180 as ("Consultant"), individually hereafter referenced as a "Party", and together as the "Parties".

*WHEREAS, the parties entered into a Contract wherein the Consultant agreed to provide for the City Capitol Management Software and Implementation Services for the Public Works Division; and*

*WHEREAS, the Parties wish to continue these services, therefore the original Contracts needs to be formally renewed by this written Contract Renewal document; and*

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

**1. CONTRACT DOCUMENTS.**

The original Contract, dated January 23, 2017, any previous amendments, renewals and / or extensions / thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

**2. EFFECTIVE DATE.**

This Contract Renewal shall become effective on February 1, 2025, and shall end January 31, 2026.

**3. COMPENSATION.**

The City shall pay an additional amount not to exceed **ONE HUNDRED FIVE THOUSAND AND 00/100 (\$105,000.00)**, plus applicable sales tax, in accordance with Consultant's November 12, 2024, Invoice #11822502, attached hereto, for everything furnished and done under this Contract Renewal. This is the maximum amount to be paid under this Renewal, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this Renewal document.

**4. DEBARMENT AND SUSPENSION.**

The Consultant has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or

ineligible from participation in Federal Assistance Programs under Executive Order 12549 and “Debarment and Suspension”, codified at 29 CFR part 98.

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

**PMWEB, INC.**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature Date

By \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

**Attachments that are part of this Agreement:**

- Attachment A - Certificate of Debarment
- Attachment B – Consultant’s Invoice #11822502 dated November 12, 2024.

24-239b

**ATTACHMENT A**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
  
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
  
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

<hr/> Name of Subrecipient / Contractor / Consultant (Type or Print)	<hr/> Program Title (Type or Print)
<hr/> Name of Certifying Official (Type or Print)	<hr/> Signature
<hr/> Title of Certifying Official (Type or Print)	<hr/> Date (Type or Print)

**ATTACHMENT B**



PMWeb, Inc.  
 2875 NE 191st Street, PH6  
 Aventura, FL 33180  
 (617) 207-7080

www.PMWeb.com

# Invoice

**Invoice #:** 11822502  
**Invoice Date:** 11/12/2024  
**PO Number:**  
**Payment Terms:** See Due Date  
**Due Date:** 1/31/2025

**Bill To:**

City of Spokane  
 INFORMATION TECHNOLOGY DEPARTMENT  
 Seventh Floor, City Hall, 808 West Spokane Falls Blvd  
 Spokane, WA 99201

PMWeb Annual SaaS: 2/1/2025 - 1/31/2026

Description	Qty	U/M	Rate	Amount
<b>PMWeb Toolbox</b>				
Basic User Pool S&M Renewal (Discounted 100%)	1	Y	0.00	0.00
<b>Subtotal: Toolbox</b>	<b>1</b>			<b>0.00</b>
<b>PMWeb SaaS</b>				
Dedicated Server Renewal	2	Y	6,000.00	12,000.00
SaaS Full User License Fee	25	Y	1,500.00	37,500.00
SaaS Guest Concurrent User License Fee	30	Y	1,200.00	36,000.00
SaaS Guest Named User License Fee	30	Y	600.00	18,000.00
<b>Subtotal: SaaS</b>	<b>87</b>			<b>103,500.00</b>
<b>PMWeb Other</b>				
Additional Database	2	Y	750.00	1,500.00
<b>Subtotal: Other</b>	<b>2</b>			<b>1,500.00</b>
			<b>Grand Total</b>	<b>\$105,000.00</b>

Product and Services Subject to Terms & Conditions as set forth within PMWeb Agreements		<b>Total Due</b>	<b>\$105,000.00</b>
Please Remit Payment To: You may remit payment using the bank wire information below:  PMWeb Accounts Receivable 1 Pope Street Wakefield, MA 01880  EIN: 86-1875341		***All amounts are shown in Dollars (USD)***  You may remit payment via EFT using the information to the left or by check to the address at the top of this Invoice.	
Full Company Name: PMWeb, Inc. Bank Name: Bank of America Account#: 898114191758 Swift Code: BOFAUS3N Wire Transfer #: 026009593 ACH Transfer #: 063000047			





< Business Lookup

### License Information:

[New search](#) [Back to results](#)

**Entity name:** PMWEB. INC.

**Business name:** PMWEB

**Entity type:** [Corporation](#)

**UBI #:** 604-755-303

**Business ID:** 001

**Location ID:** 0001

**Location:** Active

**Location address:** 2875 NE 191ST ST  
PH 6  
AVENTURA FL 33180-2894

**Mailing address:** 1 POPE ST  
WAKEFIELD MA 01880-2179

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

### Endorsements

Endorsements held at this locati	License #	Count	Details	Status	Expiration date	First issuance d
<a href="#">SeaTac General Business - Non-Resident</a>				Active	May-31-2025	May-10-2021
<a href="#">Spokane General Business - Non-Resident</a>				Active	May-31-2025	May-07-2021

### Governing People May include governing people not registered with Secretary of State

Governing people	Title
VERNON, MICHAEL	

### Registered Trade Names

Registered trade names	Status	First issued
PMWEB	Active	May-04-2021

The Business Lookup information is updated nightly. Search date and time: 5/14/2024 8:22:15 AM

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**Check if your browser is supported**





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/9/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> World Insurance Associates, LLC 442 Water St. Wakefield, MA 01880	<b>CONTACT NAME:</b> Joshua Pratt <b>PHONE (A/C, No, Ext):</b> <b>FAX (A/C, No):</b>
	<b>E-MAIL ADDRESS:</b> joshuapratt@worldinsurance.com
	<b>INSURER(S) AFFORDING COVERAGE</b>
	<b>INSURER A :</b> Hartford Underwriters Insurance Company <b>30104</b>
	<b>INSURER B :</b> Travelers Home & Marine Insurance Co. <b>27998</b>
	<b>INSURER C :</b>
	<b>INSURER D :</b>
	<b>INSURER E :</b>
	<b>INSURER F :</b>

<b>INSURED</b>  PMWeb, Inc. 1 Pope Street Wakefield, MA 01880	

### COVERAGES

### CERTIFICATE NUMBER:

### REVISION NUMBER:


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		X	08SBMAL5KWN	5/7/2024	5/7/2025	EACH OCCURRENCE \$ <b>2,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ <b>10,000</b> PERSONAL & ADV INJURY \$ <b>2,000,000</b> GENERAL AGGREGATE \$ <b>4,000,000</b> PRODUCTS - COMP/OP AGG \$ <b>4,000,000</b> \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			08SBMAL5KWN	5/7/2024	5/7/2025	COMBINED SINGLE LIMIT (Ea accident) \$ <b>2,000,000</b> BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ <b>10,000</b>			08SBMAL5KWN	5/7/2024	5/7/2025	EACH OCCURRENCE \$ <b>4,000,000</b> AGGREGATE \$ <b>Umbrella Covera</b> \$ <b>4,000,000</b> PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Crime			0106900309LB	4/3/2024	4/3/2025	Crime <b>1,000,000</b>
B	Crime			0106900309LB	4/3/2024	4/3/2025	Computer Fraud <b>1,000,000</b>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
The City of Spokane is included as an additional insured with respect to the Named Insured's Liability policies when required by a written contract or agreement. Blanket Waiver of Subrogation applies in favor of the Certificate Holder per the Waiver of Our Right to Recover from Others Endorsement WC000313, attached to this policy.

### CERTIFICATE HOLDER

### CANCELLATION

City of Spokane 808 W Spokane Falls Blvd Spokane, WA 99201	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
--	---

**Agenda Sheet for City Council:****Committee:** Finance & Administration **Date:** 11/25/2024**Committee Agenda type:** Consent**Council Meeting Date:** 12/09/2024

		<b>Date Rec'd</b>	11/13/2024
		<b>Clerk's File #</b>	OPR 2024-1057
		<b>Cross Ref #</b>	
		<b>Project #</b>	
<b>Submitting Dept</b>	INFORMATION TECHNOLOGY	<b>Bid #</b>	OMNIA R200901
<b>Contact Name/Phone</b>	LANCE ROMINE 625-6966	<b>Requisition #</b>	MASTER
<b>Contact E-Mail</b>	LROMINE@SPOKANECITY.ORG		
<b>Agenda Item Type</b>	Contract Item		
<b>Council Sponsor(s)</b>	JBINGLE		
<b>Agenda Item Name</b>	5300 - MASTER SERVICES AGREEMENT WITH GRANITE		

**Agenda Wording**

Contract Services Agreement Addendum with Granite Communications, Inc. (Quincy, Massachusetts) for telecommunication services from December 1, 2024, through November 30, 2027, for an amount not to exceed \$320,960.10 (plus applicable taxes).

**Summary (Background)**

This contract is to transition our standard voice telephone lines (commonly referred to as POTS or plain old telephone service) away from CenturyLink/Lumen to Granite Telecommunications. This transition lowers our monthly cost for each installed line and reduces our annual cost for the POTS services by \$28,928. This contract also alleviates the risk of long-term agreements that our current provider requires. All services are month-to-month with no long-term contract required. The cost savings

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget?

Total Cost \$ 320,960.10 before applicable taxes

Current Year Cost \$ 111,308.82 before applicable taxes

Subsequent Year(s) Cost \$ 104,825.64 x2 before applicable taxes

**Narrative**

This request is for a 3-year contract for voice grade telephone services.

<b>Amount</b>	<b>Budget Account</b>
Expense \$ 320,960.10	# Various
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

for the guaranteed portion of the contract is \$86,784. Through OMNIA Partners Contract No. R200901

**Approvals**

<b><u>Dept Head</u></b>	MARTINEZ, LAZ
<b><u>Division Director</u></b>	
<b><u>Accounting Manager</u></b>	BUSTOS, KIM
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**

<b><u>PURCHASING</u></b>	NECHANICKY, JASON

**Distribution List**

TBD	Accounting - ywang@spokanecity.org
Contract Accounting - ddaniels@spokanecity.org	Legal - mharrington@spokanecity.org
Purchasing - cwahl@spokanecity.org	IT - itadmin@spokanecity.org
Tax & Licenses	

## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	11/25/2024
<b>Submitting Department</b>	IT
<b>Contact Name</b>	Lance Romine
<b>Contact Email &amp; Phone</b>	lromine@spokanecity.org 625-6966
<b>Council Sponsor(s)</b>	<u>CM Cathcart, CP Wilkerson, CM Zappone</u>
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	5300 Granite _____
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>This contract is to transition our standard voice telephone lines (commonly referred to as POTS or plain old telephone service) away from CenturyLink/Lumen to Granite Telecommunications. This transition lowers our monthly cost for each installed line and reduces our annual cost for the POTS services by \$28,928. This contract also alleviates the risk of long-term agreements that our current provider requires. All services are month-to-month with no long-term contract required. The cost savings for the guaranteed portion of the contract is \$86,784. Through OMNIA Partners Contract No. R200901.</p> <p>*use the Fiscal Impact box below for relevant financial information</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$320,960.10 plus tax</u></p> <p>    Current year cost: \$111,308.82 plus tax</p> <p>    Subsequent year(s) cost: Year 2 - \$104,825.64    Year 3 - \$104,825.64 (also plus tax)</p> <p><b>Narrative:</b> <u>This request is for a 3-year contract for voice grade telephone services.</u></p> <p><b>Funding Source</b>            <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>This is funded by various departments across the city.</p> <p>Is this funding source sustainable for future years, months, etc? Yes</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	
<u>Not applicable – Annual costs for telephone services</u>	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?	
<u>Not applicable – Annual costs for telephone services</u>	

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

Not applicable – Annual costs for telephone services

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This service aligns with the Sustainable Resources strategic initiative based on sound financial objectives, and quality customer service for our annual costs for telephone services.



**City of Spokane**  
**MASTER CONTRACT**  
**TELECOMMUNICATION SERVICES**  
**AGREEMENT**

This Master Services Agreement (the "Agreement") is between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **GRANITE TELECOMMUNICATIONS, INC.**, whose address is 1 Heritage Drive, Quincy, Massachusetts 02171-1759, as ("Company"), individually hereafter referenced as a "party", and together as the "parties".

The parties agree as follows:

1. **PERFORMANCE.** The Company will provide Telecommunication Services (the "Services"), to the City of Spokane in accordance with Company's Quote attached as Exhibit B and selected through OMNIA Partners Contract No. R200901. In the event of a discrepancy between the documents, In the event of conflict between this Agreement and the LOA within Exhibit B, this Agreement shall control with respect to the terms set forth herein, as it pertains to the Services, the LOA within Exhibit B shall control.

2. **CONTRACT TERMS.** The Contract shall begin December 1, 2024, and run through November 30, 2027, unless amended by written agreement or terminated earlier under the provisions. Notwithstanding the foregoing the Services received under this Agreement shall be subject to its respective Service Terms and shall continue until the City terminates the Services.

3. **COMPENSATION.** Total compensation under this Contract shall not exceed **THREE HUNDRED TWENTY THOUSAND NINE HUNDRED SIXTY AND 10/100 DOLLARS (\$320,960.10)**, plus applicable federal, state, and local taxes; payable as follows:

- \$89,005.44 POTS annual cost (\$7,417.12 x 12)
- \$28,593.36 POTS estimated annual taxes (\$ 2,382.78 x 12)
- \$15,820.20 EPIK annual cost (\$ 1,318.35 x 12)
- \$4,340.28 EPIK estimated annual taxes (\$ 361.69 x 12)
- \$6,483.18 Estimated one-time standard installation cost (\$196.46 x 33 EPIK sites)
- \$144,242.46 Year 1 total

\$137,759.28 Year 2 total (excluding estimated annual taxes \$104,825.64)

\$137,759.28 Year 3 total (excluding estimated annual taxes \$104,825.64)

This is the maximum amount to be paid under this Contract for the work described in Section 1 above and shall not be exceeded without the prior written authorization of the City in the form of an executed amendment to this Contract.

4. **PAYMENT.** The Company shall send its monthly invoice for payment to Information Technology, Administration Office, Seventh Floor, City Hall, 808 West Spokane Falls Boulevard,



Spokane, Washington 99201. **Payment will be made via direct deposit/ACH** within thirty (30) days after receipt of the Company's invoice except as provided by state law. The City may dispute in good faith any charge by contacting a Granite account representative in writing or by e-mail of the specific nature and amount of the dispute ("Billing Dispute Notification"). The City must pay all amounts, whether or not in dispute, by the due date. All claims must be submitted to Granite within ninety (90) days of the date of receipt of application for which charges are disputed, or the billing shall be deemed correct and the City waives all right to file a claim. Upon receipt of a Billing Dispute Notification, Granite shall promptly commence an investigation of the dispute and will use commercially reasonable effort to resolved such dispute within thirty (30) days. No interest, credits or penalties will apply with respect to the disputed amounts during the pendency of the dispute. If Granite determines the City is entitled to a credit, City shall receive a credit on City's next invoice. Notwithstanding the foregoing, this section shall also apply to any amount which City disputes in good faith that are ultimately determined to have been due and payable to Granite.

5. COMPLIANCE WITH LAWS. Each party shall comply with all applicable federal, state, and local laws and regulations.
6. ASSIGNMENTS. This Contract is binding on the parties and their heirs, successors, and assigns. Neither party may assign, transfer or subcontract its interest, in whole or in part, without the other party's prior written consent.
7. AMENDMENTS. This Contract may be amended at any time by mutual written agreement.
8. ANTI-KICKBACK. No officer or employee of the City of Spokane, having the power or duty to perform an official act or action related to this Contract shall have or acquire any interest in the Contract, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from or to any person involved in this Contract.
9. TERMINATION. Either party may terminate this Contract by thirty (30) days' written notice to the other party. In the event of such termination, the City shall pay the Company for all work previously authorized and performed prior to the termination date. Notwithstanding the foregoing, the Services received under this Agreement shall be subject to its respective Service Terms and shall continue until the City terminates the Services. In the event of termination, the City remains responsible for Services rendered through the date of termination *plus* City will reimburse the Company for any termination fees or charges that Company may incur from its Service providers as a result of such termination.
10. INSURANCE. During the term of the Agreement, the Company shall maintain in force at its own expense, the following insurance coverages:
  - A. Worker's Compensation Insurance in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers; and
  - B. General Liability Insurance on an occurrence basis, with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for the indemnity provided under this contract. It shall provide that the City, its officers and employees are additional insureds, but only with respect to the Company's services to be provided under this contract;

- i. Acceptable supplementary Umbrella coverage in combination with Commercial General Liability policy shall be a minimum of \$2,000,000 in order to meet the minimum insurance coverages required under this contract;
- C. Automobile Liability Insurance with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without sixty (60) days written notice from the Company or its insurer(s) to the City. As evidence of the insurance coverage(s) required by this Agreement, the Company shall furnish acceptable Certificates of Insurance (COI) to the City at the time it returns this signed Agreement. **The certificate shall specify the City of Spokane as “Additional Insured”** specifically for Company’s services under this Agreement, as well as all of the parties who are additional insureds, and include applicable policy endorsements, the sixty (60) day cancellation clause, and the deduction or retention level. The Company shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

11. **INDEMNIFICATION.** The Company shall defend, indemnify, and hold the City and its officers and employees harmless from all claims, demands, or suits at law or equity asserted by third parties for bodily injury (including death) and/or property damage which arise from the Company’s negligence or willful misconduct under this Agreement, including attorneys’ fees and litigation costs; provided that nothing herein shall require a Company to indemnify the City against and hold harmless the City from claims, demands or suits based solely upon the negligence of the City, its agents, officers, and employees. If a claim or suit is caused by or results from the concurrent negligence of the Company’s agents or employees and the City, its agents, officers and employees, this indemnity provision shall be valid and enforceable to the extent of the negligence of the Company, its agents or employees. The Company specifically assumes liability and agrees to defend, indemnify, and hold the City harmless for actions brought by the Company’s own employees against the City and, solely for the purpose of this indemnification and defense, the Company specifically waives any immunity under the Washington State industrial insurance law, or Title 51 RCW. The Company recognizes that this waiver was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. The indemnity and agreement to defend and hold the City harmless provided for in this section shall survive any termination or expiration of this agreement.

12. **DEBARMENT AND SUSPENSION.** The Company has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and “Debarment and Suspension”, codified at 29 CFR part 98.

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

14. **STANDARD OF PERFORMANCE.** The silence or omission in the Contract regarding any detail required for the proper performance of the work, means that the Company shall perform the best general practice.

15. **NONDISCRIMINATION.** No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in

connection with this Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Company agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Company.

16. BUSINESS REGISTRATION REQUIREMENT. Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Company shall be responsible for contacting the State of Washington Business License Services at [www.dor.wa.gov](http://www.dor.wa.gov) or 360-705-6741 to obtain a business registration. If the Company does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.

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

18. CONFIDENTIALITY/PUBLIC RECORDS. Notwithstanding anything to the contrary, City will maintain the confidentiality of Company's materials and information only to the extent that is legally allowed in the State of Washington. City is bound by the State Public Records Act, RCW Ch. 42.56. That law presumptively makes all records in the possession of the City public records which are freely available upon request by anyone. In the event that City gets a valid public records request for Company's materials or information and the City determines there are exemptions only the Company can assert, City will give Company notice. Company, at its own expense, will be required to go to Court to get an injunction preventing the release of the requested records. In the event that Company does not get a timely injunction preventing the release of the records, the City will comply with the Public Records Act and release the records. The City agrees that Company owns and retains all right, title and interest in and to all of Company's owned or licensed intellectual property; including but not limited to, any and all derivative or collateral thereof ("Granite IP") and acknowledges that Granite IP and the registration thereof are good, valid and enforceable in law and equity.

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

**GRANITE TELECOMMUNICATIONS, INC.**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature                      Date

By \_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

Attachments that are part of this Agreement:  
Exhibit A – Certificate Regarding Debarment  
Exhibit B – Company’s Quote

24-178d

**EXHIBIT A  
CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

<hr/> Name of Subrecipient / Contractor / Consultant (Type or Print)	<hr/> Program Title (Type or Print)
<hr/> Name of Certifying Official (Type or Print)	<hr/> Signature
<hr/> Title of Certifying Official (Type or Print)	<hr/> Date (Type or Print)

## EXHIBIT B

### Why Granite

Many companies still depend on POTS for alarm circuits, POS, Fax Machines and other critical business functions. Granite offers an array of POTS options that can address these needs—and now we’ve added Granite EPIK as an alternative. Granite EPIK is an exciting new option, with patented technology that makes it an ideal replacement for traditional copper circuits – meeting or exceeding the reliability and compatibility of POTS at a cost savings of up to 30%, with quick availability across the US. With Granite EPIK, you’ll benefit from:

- Compatibility with all existing analog line devices, including alarm panels, POS, elevators, fax and specialty devices
- Fire & building code compliance (NPFA 72, MFVN) for alarm communications
- Reliability with 24-hour built-in batter backup and options for dual SIMs for multi-carrier redundancy
- PCI compliant solution for payments, POS and other financial transactions
- Built-in support for up to 8 analog lines
- Universal availability across the US – even in locations where traditional POTS lines are hard-to-get or have very long lead times

### Your Benefits and Savings with Granite

Granite Services	Granite Benefits	Total Savings
<p><b>2 Carrier</b>  <b>33 EPIK lines</b>  <b>151 Voice-Analog lines</b></p>	<p><b>Single</b> National Account Manager  <b>One</b> customized bill with standard accounting software integration  <b>Customer portal</b> offering extensive data analytics  <b>Premier Support Team</b> to support you and help manage your account 24x7x365</p>	<p><b>\$28,928</b>                      Annually    <b>\$2,411</b>                      Monthly</p>

### About Granite

Granite delivers advanced communications and technology solutions to businesses and government agencies throughout the United States and Canada. The \$1.8 billion company serves more than two-thirds of Fortune 100 companies and has 1.75 million voice and data lines under management, supporting more than 650,000 locations. Founded in 2002, Granite has grown to be one of the largest competitive telecommunications carriers in the U.S. by simplifying sourcing and management of voice, data and cellular service with a single point of contact and consolidated invoicing for all locations nationwide. Today, Granite supports clients with a wide range of services, including access, UCaaS, mobile voice and data, and MSP solutions for SD-WAN, monitoring and network management. Granite employs more than 2,250 people at its headquarters in Quincy, Massachusetts, and 11 regional offices nationwide. For more information, visit [granitenet.com](http://granitenet.com).

# City of Spokane

69673

## Epik Edge Site Summary

Address	City	State	Zip	Current Product	Analog Quantity	Current Amount	Product	Term	Install	Quantity	Monthly Recurring Charge			Total MRC	
											EPIK Lines	1 GB LTE Plan	Wireless Managed Service		
915 N Nelson St	Spokane	WA	99202	Business Access Flat	4	\$257.92	EPIK – Voice	3 Year(s)	Up to 1.5 hour(s) included	4	39.95	Included	Included	\$159.80	
5208 N Market St	Spokane	WA	99217	Business Access Flat	1	\$60.49	EPIK – Voice	3 Year(s)	Up to 1.5 hour(s) included	1	\$39.95	Included	Included	\$39.95	
1100 W Mallon Ave	Spokane	WA	99260	Business Access Flat	4	\$241.96	EPIK – Voice	3 Year(s)	Up to 1.5 hour(s) included	4	\$39.95	Included	Included	\$159.80	
808 W Spokane Falls Blvd	Spokane	WA	99201	Business Access Flat	11	\$665.39	EPIK – Voice	3 Year(s)	Up to 1.5 hour(s) included	11	\$39.95	Included	Included	\$439.45	
1515 W 1st Ave	Spokane	WA	99201	Business Access Flat	1	\$60.49	EPIK – Voice	3 Year(s)	Up to 1.5 hour(s) included	1	\$39.95	Included	Included	\$39.95	
2900 S Geiger Blvd	Spokane	WA	99224	Business Access Flat	2	\$120.98	EPIK – Voice	3 Year(s)	Up to 1.5 hour(s) included	2	\$39.95	Included	Included	\$79.90	
812 S West Dr	Spokane	WA	99204	Business Access Flat	1	\$60.49	EPIK – Voice	3 Year(s)	Up to 1.5 hour(s) included	1	\$39.95	Included	Included	\$39.95	
4401 N Aubrey L White Pkwy	Spokane	WA	99205	Business Access Flat	1	\$60.49	EPIK – Voice	3 Year(s)	Up to 1.5 hour(s) included	1	\$39.95	Included	Included	\$39.95	
510 N Howard St	Spokane	WA	99201	Business Access Flat	3	\$181.47	EPIK – Voice	3 Year(s)	Up to 1.5 hour(s) included	3	\$39.95	Included	Included	\$119.85	
901 N Nelson St	Spokane	WA	99202	Business Access Flat	1	\$60.49	EPIK – Voice	3 Year(s)	Up to 1.5 hour(s) included	1	\$39.95	Included	Included	\$39.95	
44 W Riverside Ave	Spokane	WA	99201	Business Access Flat	2	\$120.98	EPIK – Voice	3 Year(s)	Up to 1.5 hour(s) included	2	\$39.95	Included	Included	\$79.90	
1807 S Ray St	Spokane	WA	99223	Business Access Flat	1	\$60.49	EPIK – Voice	3 Year(s)	Up to 1.5 hour(s) included	1	\$39.95	Included	Included	\$39.95	
37 E Cozza Dr	Spokane	WA	99208	Business Access Flat	1	\$60.49	EPIK – Voice	3 Year(s)	Up to 1.5 hour(s) included	1	\$39.95	Included	Included	\$39.95	
					<b>33</b>	<b>\$2,012.13</b>						<b>33</b>	<b>Proposed Monthly Total</b>		<b>\$1,318.35</b>
														Monthly Savings	\$693.78
														Percentage Savings	34%
														Proposed Install Total	\$0.00
														Proposed Shipping Total	\$0.00
														Additional Technician Time per Site Applicable	\$196.46
														Estimated Taxes	\$361.69

Prepared On: 10/02/2024  
 Expires On: 03/31/2025  
 Quote Request - 69673

Applicable taxes and fees are not included.

Shipping waived under OMNIA Partners Pricing #R200901.

Pricing includes: (1) a basic site survey of up to 2 hours on-site, if necessary; and (2) installation of up to 1.5 hour(s). For any site where additional technician time is needed for inside wiring/installation, a one-time charge of \$196.46 will apply per location. Customer may elect to self-install without additional charge.

Basic site survey consists of inspection of POTS lines / services being replaced with EPIK services. Further services, such as a comprehensive inventory of unrelated communications lines or systems, are not included in the basic site survey.

Additional lines/line sharing may incur an additional charge (\$39.95 per port). All services are subject to the Terms and Conditions of Service set forth in OMNIA Partners Pricing #R200901 or at [www.granitenet.com/legal](http://www.granitenet.com/legal) (as such may be modified from time to time). This Quote contains confidential and proprietary information. Data plans dependent on coverage and availability, some restrictions apply.

EPIK includes dual SIM cards and diverse cellular connections. Certain jurisdictions may require wireline connections for certain applications (Fire / Life Safety) and wireline connections may be necessary to furnish service at certain locations.

Customer shall be responsible for providing the following to Granite at least 7 days prior to installation (if applicable):

- Panel manufacturer, model, mode, and receiver type.
- Read-only access to any monitoring portal interface.

Granite Guardian includes 24x7 monitoring and emergency replacement.



# City of Spokane

## Analog TN Summary

Carrier	Location	TN	Monthly Spend		Savings
			Current	Granite	
QWEST LOCAL	22123 N Elk Chattaroy Rd	5092384469	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>22123 N Elk Chattaroy Rd Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	7202 W Nine Mile Rd	5093251735	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>7202 W Nine Mile Rd Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	824 N Monroe St	5093248735	\$60.49	\$49.12	\$11.37
QWEST LOCAL	824 N Monroe St	5093259658	\$60.49	\$49.12	\$11.37
QWEST LOCAL	824 N Monroe St	5093259673	\$60.49	\$49.12	\$11.37
QWEST LOCAL	824 N Monroe St	5093277246	\$60.49	\$49.12	\$11.37
QWEST LOCAL	824 N Monroe St	5093248724	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>824 N Monroe St Total</b>		<b>\$302.45</b>	<b>\$245.60</b>	<b>\$56.85</b>
QWEST LOCAL	1100 W Mallon Ave	5093278690	\$60.49	\$49.12	\$11.37
QWEST LOCAL	1100 W Mallon Ave	5093250875	\$60.49	\$49.12	\$11.37
QWEST LOCAL	1100 W Mallon Ave	5093252872	\$60.49	\$49.12	\$11.37
QWEST LOCAL	1100 W Mallon Ave	5093253937	\$60.49	\$49.12	\$11.37
QWEST LOCAL	1100 W Mallon Ave	5093260229	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1100 W Mallon Ave Total</b>		<b>\$302.45</b>	<b>\$245.60</b>	<b>\$56.85</b>
QWEST LOCAL	3225 N Columbia Cir	5093259195	\$60.49	\$49.12	\$11.37
QWEST LOCAL	3225 N Columbia Cir	5093280919	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>3225 N Columbia Cir Total</b>		<b>\$120.98</b>	<b>\$98.24</b>	<b>\$22.74</b>
QWEST LOCAL	720 W Mallon Ave	5093282044	\$60.49	\$49.12	\$11.37
QWEST LOCAL	720 W Mallon Ave	5093282066	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>720 W Mallon Ave Total</b>		<b>\$120.98</b>	<b>\$98.24</b>	<b>\$22.74</b>
QWEST LOCAL	814 N Monroe St	5093282274	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>814 N Monroe St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	9000 W Airport Dr	5094556760	\$60.49	\$49.12	\$11.37
QWEST LOCAL	9000 W Airport Dr	5094556866	\$60.49	\$49.12	\$11.37
QWEST LOCAL	9000 W Airport Dr	5098388152	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>9000 W Airport Dr Total</b>		<b>\$181.47</b>	<b>\$147.36</b>	<b>\$34.11</b>
QWEST LOCAL	808 W Spokane Falls Blvd	5094564989	\$60.49	\$49.12	\$11.37
QWEST LOCAL	808 W Spokane Falls Blvd	5094565228	\$60.49	\$49.12	\$11.37
QWEST LOCAL	808 W Spokane Falls Blvd	5094590090	\$60.49	\$49.12	\$11.37
QWEST LOCAL	808 W Spokane Falls Blvd	5094590091	\$60.49	\$49.12	\$11.37
QWEST LOCAL	808 W Spokane Falls Blvd	5098388236	\$60.49	\$49.12	\$11.37
QWEST LOCAL	808 W Spokane Falls Blvd	5098388252	\$60.49	\$49.12	\$11.37
QWEST LOCAL	808 W Spokane Falls Blvd	5094565994	\$60.49	\$49.12	\$11.37
QWEST LOCAL	808 W Spokane Falls Blvd	5094566089	\$60.49	\$49.12	\$11.37
QWEST LOCAL	808 W Spokane Falls Blvd	5097479813	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>808 W Spokane Falls Blvd Total</b>		<b>\$544.41</b>	<b>\$442.08</b>	<b>\$102.33</b>
QWEST LOCAL	334 W Spokane Falls Blvd	5094564384	\$60.49	\$49.12	\$11.37
QWEST LOCAL	334 W Spokane Falls Blvd	5094565493	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>334 W Spokane Falls Blvd Total</b>		<b>\$120.98</b>	<b>\$98.24</b>	<b>\$22.74</b>
QWEST LOCAL	44 W Riverside Ave	5094566292	\$60.49	\$49.12	\$11.37
QWEST LOCAL	44 W Riverside Ave	5094566093	\$60.49	\$49.12	\$11.37
QWEST LOCAL	44 W Riverside Ave	5096249092	\$60.49	\$49.12	\$11.37
QWEST LOCAL	44 W Riverside Ave	5094563202	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>44 W Riverside Ave Total</b>		<b>\$241.96</b>	<b>\$196.48</b>	<b>\$45.48</b>
QWEST LOCAL	2900 S Geiger Blvd	5094591618	\$60.49	\$49.12	\$11.37
QWEST LOCAL	2900 S Geiger Blvd	5098386528	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>2900 S Geiger Blvd Total</b>		<b>\$120.98</b>	<b>\$98.24</b>	<b>\$22.74</b>
QWEST LOCAL	3933 E Courtland Ave	5094831889	\$60.49	\$49.12	\$11.37

# City of Spokane

## Analog TN Summary

Carrier	Location	TN	Monthly Spend		Savings
			Current	Granite	
QWEST LOCAL	3933 E Courtland Ave	5094834473	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>3933 E Courtland Ave Total</b>		<b>\$120.98</b>	<b>\$98.24</b>	<b>\$22.74</b>
QWEST LOCAL	914 E North Foothills Dr	5094893858	\$60.49	\$49.12	\$11.37
QWEST LOCAL	914 E North Foothills Dr	5094822903	\$60.49	\$49.12	\$11.37
QWEST LOCAL	914 E North Foothills Dr	5094874983	\$60.49	\$49.12	\$11.37
QWEST LOCAL	914 E North Foothills Dr	5094845073	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>914 E North Foothills Dr Total</b>		<b>\$241.96</b>	<b>\$196.48</b>	<b>\$45.48</b>
QWEST LOCAL	500 S Stone St	5095342799	\$60.49	\$49.12	\$11.37
QWEST LOCAL	500 S Stone St	5095342838	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>500 S Stone St Total</b>		<b>\$120.98</b>	<b>\$98.24</b>	<b>\$22.74</b>
QWEST LOCAL	909 E Sprague Ave	5095344784	\$60.49	\$49.12	\$11.37
QWEST LOCAL	909 E Sprague Ave	5095344801	\$60.49	\$49.12	\$11.37
QWEST LOCAL	909 E Sprague Ave	5095356082	\$60.49	\$49.12	\$11.37
QWEST LOCAL	909 E Sprague Ave	5095353658	\$60.49	\$49.12	\$11.37
QWEST LOCAL	909 E Sprague Ave	5095356090	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>909 E Sprague Ave Total</b>		<b>\$302.45</b>	<b>\$245.60</b>	<b>\$56.85</b>
QWEST LOCAL	3507 S Spotted Rd	5096243618	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>3507 S Spotted Rd Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	1000 S Assembly Rd	5096247067	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1000 S Assembly Rd Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	221 W 1st Ave	5094556161	\$60.49	\$49.12	\$11.37
QWEST LOCAL	221 W 1st Ave	5097470964	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>221 W 1st Ave Total</b>		<b>\$120.98</b>	<b>\$98.24</b>	<b>\$22.74</b>
QWEST LOCAL	5701 N Assembly St	5093252725	\$60.49	\$49.12	\$11.37
QWEST LOCAL	5701 N Assembly St	5093261812	\$60.49	\$49.12	\$11.37
QWEST LOCAL	5701 N Assembly St	5093252408	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>5701 N Assembly St Total</b>		<b>\$181.47</b>	<b>\$147.36</b>	<b>\$34.11</b>
QWEST LOCAL	901 N Nelson St	5095351520	\$60.49	\$49.12	\$11.37
QWEST LOCAL	901 N Nelson St	5095328253	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>901 N Nelson St Total</b>		<b>\$120.98</b>	<b>\$98.24</b>	<b>\$22.74</b>
QWEST LOCAL	1515 W 1st Ave	5096249031	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1515 W 1st Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	3229 N Columbia Cir	5093230016	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>3229 N Columbia Cir Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230266	\$60.49	\$49.12	\$11.37
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230267	\$60.49	\$49.12	\$11.37
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230268	\$60.49	\$49.12	\$11.37
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093250979	\$60.49	\$49.12	\$11.37
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093251178	\$60.49	\$49.12	\$11.37
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093268130	\$60.49	\$49.12	\$11.37
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093253153	\$60.49	\$49.12	\$11.37
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093257154	\$60.49	\$49.12	\$11.37
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093277565	\$60.49	\$49.12	\$11.37
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093280197	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>4401 N Aubrey L White Pkwy Total</b>		<b>\$604.90</b>	<b>\$491.20</b>	<b>\$113.70</b>
QWEST LOCAL	1427 W Gardner Ave	5093248637	\$60.49	\$49.12	\$11.37
QWEST LOCAL	1427 W Gardner Ave	5093265307	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1427 W Gardner Ave Total</b>		<b>\$120.98</b>	<b>\$98.24</b>	<b>\$22.74</b>
QWEST LOCAL	901 N Monroe St	5093249184	\$60.49	\$49.12	\$11.37

# City of Spokane

## Analog TN Summary

Carrier	Location	TN	Monthly Spend		Savings
			Current	Granite	
QWEST LOCAL	901 N Monroe St	5093249187	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>901 N Monroe St Total</b>		<b>\$120.98</b>	<b>\$98.24</b>	<b>\$22.74</b>
QWEST LOCAL	3303 W Riverview Dr	5093254492	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>3303 W Riverview Dr Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	1118 W Wellesley Ave	5093262184	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1118 W Wellesley Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	4918 W Everett Ave	5093264691	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>4918 W Everett Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	1001 W Summit Pkwy	5093266274	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1001 W Summit Pkwy Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	6209 N Assembly St	5093272423	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>6209 N Assembly St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	5225 N Assemby St	5093275482	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>5225 N Assemby St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	517 N Lincoln St	5093277357	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>517 N Lincoln St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	1802 N River Vis	5093280154	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1802 N River Vis Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	3792 W Northwest Blvd	5093280603	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>3792 W Northwest Blvd Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	2911 W Whistalks Way	5093281358	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>2911 W Whistalks Way Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	4404 N Belt St	5093281840	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>4404 N Belt St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	1713 W Indiana Ave	5093288810	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1713 W Indiana Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	510 N Howard St	5093404533	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>510 N Howard St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	1725 W Main Ave	5094564675	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1725 W Main Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	1717 E Lincoln Rd	5094650680	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1717 E Lincoln Rd Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	908 E Saint Thomas Moore	5094652293	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>908 E Saint Thomas Moore Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	5121 W Lowell Ave	5094670795	\$60.49	\$49.12	\$11.37
QWEST LOCAL	5121 W Lowell Ave	5094670802	\$60.49	\$49.12	\$11.37
QWEST LOCAL	5121 W Lowell Ave	5094670812	\$60.49	\$49.12	\$11.37
QWEST LOCAL	5121 W Lowell Ave	5094674878	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>5121 W Lowell Ave Total</b>		<b>\$241.96</b>	<b>\$196.48</b>	<b>\$45.48</b>
QWEST LOCAL	4621 E Upriver Dr	5094847209	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>4621 E Upriver Dr Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	2120 E Wellesley Ave	5094871115	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>2120 E Wellesley Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>

# City of Spokane

## Analog TN Summary

Carrier	Location	TN	Monthly Spend		Savings
			Current	Granite	
QWEST LOCAL	120 E Lincoln Rd	5094871766	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>120 E Lincoln Rd Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	3802 E Upriver Dr	5094873150	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>3802 E Upriver Dr Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	1001 E North Foothills Dr	5094876081	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1001 E North Foothills Dr Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	810 N Stone St	5095320320	\$60.49	\$49.12	\$11.37
QWEST LOCAL	810 N Stone St	5095320321	\$60.49	\$49.12	\$11.37
QWEST LOCAL	810 N Stone St	5095320699	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>810 N Stone St Total</b>		<b>\$181.47</b>	<b>\$147.36</b>	<b>\$34.11</b>
QWEST LOCAL	1004 E 5th Ave	5095322196	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1004 E 5th Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	1618 N Rebecca St	5095328028	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1618 N Rebecca St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	2302 N Waterworks St	5095331582	\$60.49	\$49.12	\$11.37
QWEST LOCAL	2302 N Waterworks St	5095331598	\$60.49	\$49.12	\$11.37
QWEST LOCAL	2302 N Waterworks St	5095348027	\$60.49	\$49.12	\$11.37
QWEST LOCAL	2302 N Waterworks St	5095350397	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>2302 N Waterworks St Total</b>		<b>\$241.96</b>	<b>\$196.48</b>	<b>\$45.48</b>
QWEST LOCAL	2910 E Hartson Ave	5095341689	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>2910 E Hartson Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	1024 S Southeast Blvd	5095342628	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1024 S Southeast Blvd Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	1901 E 1st Ave	5095347377	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1901 E 1st Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	1608 N Rebecca St	5095340096	\$60.49	\$49.12	\$11.37
QWEST LOCAL	1608 N Rebecca St	5095347719	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1608 N Rebecca St Total</b>		<b>\$120.98</b>	<b>\$98.24</b>	<b>\$22.74</b>
QWEST LOCAL	1801 E South Riverton Ave	5095353996	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1801 E South Riverton Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	2603 E South Riverton Ave	5095354089	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>2603 E South Riverton Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	121 S Arthur St	5095354404	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>121 S Arthur St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	2100 S Ray St	5095354563	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>2100 S Ray St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	607 S Ray St	5095360051	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>607 S Ray St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	2308 S Ray St	5095360926	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>2308 S Ray St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	1807 S Ray St	5095363855	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1807 S Ray St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	2702 W Riverside Ave	5096241831	\$60.49	\$49.12	\$11.37

# City of Spokane

## Analog TN Summary

Carrier	Location	TN	Monthly Spend		Savings
			Current	Granite	
<b>QWEST LOCAL</b>	<b>2702 W Riverside Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	2414 W Clarke Ave	5096243172	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>2414 W Clarke Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	820 E 43rd Ave	5096244479	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>820 E 43rd Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	1405 W Riverside Ave	5096245403	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1405 W Riverside Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	1722 S Bernard St	5097470910	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1722 S Bernard St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	3214 S Perry St	5097470936	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>3214 S Perry St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	8518 W Electric Ave	5097476272	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>8518 W Electric Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	3519 S Manito Blvd	5098386735	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>3519 S Manito Blvd Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	507 W 7th Ave	5094555363	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>507 W 7th Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	1615 S Spotted Rd	5094553579	\$60.49	\$49.12	\$11.37
QWEST LOCAL	1615 S Spotted Rd	5094553585	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1615 S Spotted Rd Total</b>		<b>\$120.98</b>	<b>\$98.24</b>	<b>\$22.74</b>
QWEST LOCAL	1610 N Rebecca St	5095342504	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>1610 N Rebecca St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	2718 S Ray St	5095344935	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>2718 S Ray St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	507 N Howard St	5094552354	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>507 N Howard St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	909 N Nelson St	5095331254	\$60.49	\$49.12	\$11.37
QWEST LOCAL	909 N Nelson St	5095331256	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>909 N Nelson St Total</b>		<b>\$120.98</b>	<b>\$98.24</b>	<b>\$22.74</b>
QWEST LOCAL	902 E Sprague Ave	5095340312	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>902 E Sprague Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	2110 E Riverside Ave	5095345025	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>2110 E Riverside Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	101 N Napa St	5095350074	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>101 N Napa St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	513 N Erie St	5095350532	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>513 N Erie St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	10 S Adams St	5096242539	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>10 S Adams St Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	2008 N Pettet Dr	5093260390	\$60.49	\$49.12	\$11.37
<b>QWEST LOCAL</b>	<b>2008 N Pettet Dr Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	201 W Sprague Ave	5096244864	\$60.49	\$49.12	\$11.37

# City of Spokane

## Analog TN Summary

Carrier	Location	TN	Monthly Spend		Savings
			Current	Granite	
QWEST LOCAL	201 W Sprague Ave	5096244903	\$60.49	\$49.12	\$11.37
QWEST LOCAL	<b>201 W Sprague Ave Total</b>		<b>\$120.98</b>	<b>\$98.24</b>	<b>\$22.74</b>
QWEST LOCAL	4010 E Alki Ave	5094568036	\$60.49	\$49.12	\$11.37
QWEST LOCAL	<b>4010 E Alki Ave Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
QWEST LOCAL	3102 E Diamond Ave	5094825279	\$60.49	\$49.12	\$11.37
QWEST LOCAL	3102 E Diamond Ave	5094825768	\$60.49	\$49.12	\$11.37
QWEST LOCAL	<b>3102 E Diamond Ave Total</b>		<b>\$120.98</b>	<b>\$98.24</b>	<b>\$22.74</b>
QWEST LOCAL	1620 N Rebecca St	5095342377	\$60.49	\$49.12	\$11.37
QWEST LOCAL	1620 N Rebecca St	5095354553	\$60.49	\$49.12	\$11.37
QWEST LOCAL	<b>1620 N Rebecca St Total</b>		<b>\$120.98</b>	<b>\$98.24</b>	<b>\$22.74</b>
QWEST LOCAL	7202 N Nine Mile Rd	5093261373	\$60.49	\$49.12	\$11.37
QWEST LOCAL	<b>7202 N Nine Mile Rd Total</b>		<b>\$60.49</b>	<b>\$49.12</b>	<b>\$11.37</b>
Total			\$9,133.99	\$7,417.12	

Monthly Savings	<b>\$1,716.87</b>
Percentage Savings	<b>19%</b>
Estimated Taxes	<b>\$2,382.78</b>

Prepared On: 10/02/2024  
 Expires On: 12/31/2024  
 Quote Request: 69673

*Pricing is subject to availability.  
 All Services are subject to the General Terms and Conditions of Service set forth at [www.granitenet.com](http://www.granitenet.com).  
 The information contained herein is confidential and proprietary.  
 Some taxes, surcharges, regulatory fees and non-recurring charges may be included, additional may apply.*

Analog USOC Summary

Carrier	Location	TN	Description	Monthly Spend		Savings
				Current	Granite	
QWEST LOCAL	22123 N Elk Chattaroy Rd	5092384469	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	22123 N Elk Chattaroy Rd	5092384469	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	22123 N Elk Chattaroy Rd	5092384469	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	22123 N Elk Chattaroy Rd	5092384469	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	22123 N Elk Chattaroy Rd	5092384469	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	7202 W Nine Mile Rd	5093251735	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	7202 W Nine Mile Rd	5093251735	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	7202 W Nine Mile Rd	5093251735	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	7202 W Nine Mile Rd	5093251735	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	7202 W Nine Mile Rd	5093251735	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	824 N Monroe St	5093248735	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	824 N Monroe St	5093248735	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	824 N Monroe St	5093248735	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	824 N Monroe St	5093248735	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	824 N Monroe St	5093248735	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	824 N Monroe St	5093259658	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	824 N Monroe St	5093259658	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	824 N Monroe St	5093259658	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	824 N Monroe St	5093259658	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	824 N Monroe St	5093259658	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	824 N Monroe St	5093259673	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	824 N Monroe St	5093259673	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	824 N Monroe St	5093259673	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	824 N Monroe St	5093259673	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	824 N Monroe St	5093259673	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	824 N Monroe St	5093277246	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	824 N Monroe St	5093277246	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	824 N Monroe St	5093277246	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	824 N Monroe St	5093277246	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	824 N Monroe St	5093277246	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1100 W Mallon Ave	5093278690	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1100 W Mallon Ave	5093278690	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1100 W Mallon Ave	5093278690	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1100 W Mallon Ave	5093278690	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1100 W Mallon Ave	5093278690	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	3225 N Columbia Cir	5093259195	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	3225 N Columbia Cir	5093259195	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	3225 N Columbia Cir	5093259195	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	3225 N Columbia Cir	5093259195	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	3225 N Columbia Cir	5093259195	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	3225 N Columbia Cir	5093280919	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	3225 N Columbia Cir	5093280919	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	3225 N Columbia Cir	5093280919	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	3225 N Columbia Cir	5093280919	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	3225 N Columbia Cir	5093280919	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	720 W Mallon Ave	5093282044	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	720 W Mallon Ave	5093282044	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	720 W Mallon Ave	5093282044	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	720 W Mallon Ave	5093282044	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	720 W Mallon Ave	5093282044	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	720 W Mallon Ave	5093282066	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	720 W Mallon Ave	5093282066	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	720 W Mallon Ave	5093282066	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	720 W Mallon Ave	5093282066	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	720 W Mallon Ave	5093282066	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	814 N Monroe St	5093282274	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	814 N Monroe St	5093282274	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	814 N Monroe St	5093282274	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	814 N Monroe St	5093282274	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	814 N Monroe St	5093282274	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	9000 W Airport Dr	5094556760	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	9000 W Airport Dr	5094556760	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	9000 W Airport Dr	5094556760	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	9000 W Airport Dr	5094556760	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	9000 W Airport Dr	5094556760	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	9000 W Airport Dr	5094556866	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50

Analog USOC Summary

Carrier	Location	TN	Description	Monthly Spend		
				Current	Granite	Savings
QWEST LOCAL	9000 W Airport Dr	5094556866	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	9000 W Airport Dr	5094556866	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	9000 W Airport Dr	5094556866	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	9000 W Airport Dr	5094556866	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	808 W Spokane Falls Blvd	5094564989	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	808 W Spokane Falls Blvd	5094564989	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	808 W Spokane Falls Blvd	5094564989	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	808 W Spokane Falls Blvd	5094564989	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	808 W Spokane Falls Blvd	5094564989	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	808 W Spokane Falls Blvd	5094565228	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	808 W Spokane Falls Blvd	5094565228	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	808 W Spokane Falls Blvd	5094565228	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	808 W Spokane Falls Blvd	5094565228	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	808 W Spokane Falls Blvd	5094565228	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	334 W Spokane Falls Blvd	5094564384	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	334 W Spokane Falls Blvd	5094564384	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	334 W Spokane Falls Blvd	5094564384	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	334 W Spokane Falls Blvd	5094564384	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	334 W Spokane Falls Blvd	5094564384	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	334 W Spokane Falls Blvd	5094565493	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	334 W Spokane Falls Blvd	5094565493	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	334 W Spokane Falls Blvd	5094565493	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	334 W Spokane Falls Blvd	5094565493	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	334 W Spokane Falls Blvd	5094565493	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	44 W Riverside Ave	5094566292	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	44 W Riverside Ave	5094566292	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	44 W Riverside Ave	5094566292	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	44 W Riverside Ave	5094566292	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	44 W Riverside Ave	5094566292	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	808 W Spokane Falls Blvd	5094590090	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	808 W Spokane Falls Blvd	5094590090	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	808 W Spokane Falls Blvd	5094590090	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	808 W Spokane Falls Blvd	5094590090	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	808 W Spokane Falls Blvd	5094590090	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	808 W Spokane Falls Blvd	5094590091	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	808 W Spokane Falls Blvd	5094590091	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	808 W Spokane Falls Blvd	5094590091	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	808 W Spokane Falls Blvd	5094590091	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	808 W Spokane Falls Blvd	5094590091	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2900 S Geiger Blvd	5094591618	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	2900 S Geiger Blvd	5094591618	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2900 S Geiger Blvd	5094591618	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2900 S Geiger Blvd	5094591618	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2900 S Geiger Blvd	5094591618	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	3933 E Courtland Ave	5094831889	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	3933 E Courtland Ave	5094831889	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	3933 E Courtland Ave	5094831889	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	3933 E Courtland Ave	5094831889	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	3933 E Courtland Ave	5094831889	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	3933 E Courtland Ave	5094834473	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	3933 E Courtland Ave	5094834473	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	3933 E Courtland Ave	5094834473	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	3933 E Courtland Ave	5094834473	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	3933 E Courtland Ave	5094834473	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	914 E North Foothills Dr	5094893858	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	914 E North Foothills Dr	5094893858	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	914 E North Foothills Dr	5094893858	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	914 E North Foothills Dr	5094893858	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	914 E North Foothills Dr	5094893858	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	500 S Stone St	5095342799	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	500 S Stone St	5095342799	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	500 S Stone St	5095342799	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	500 S Stone St	5095342799	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	500 S Stone St	5095342799	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	500 S Stone St	5095342838	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	500 S Stone St	5095342838	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	500 S Stone St	5095342838	ARC	\$4.88	\$5.57	(\$0.69)



Analogue USOC Summary

Carrier	Location	TN	Description	Monthly Spend		
				Current	Granite	Savings
QWEST LOCAL	500 S Stone St	5095342838	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	500 S Stone St	5095342838	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	909 E Sprague Ave	5095344784	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	909 E Sprague Ave	5095344784	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	909 E Sprague Ave	5095344784	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	909 E Sprague Ave	5095344784	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	909 E Sprague Ave	5095344784	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	909 E Sprague Ave	5095344801	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	909 E Sprague Ave	5095344801	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	909 E Sprague Ave	5095344801	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	909 E Sprague Ave	5095344801	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	909 E Sprague Ave	5095344801	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	909 E Sprague Ave	5095356082	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	909 E Sprague Ave	5095356082	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	909 E Sprague Ave	5095356082	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	909 E Sprague Ave	5095356082	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	909 E Sprague Ave	5095356082	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	3507 S Spotted Rd	5096243618	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	3507 S Spotted Rd	5096243618	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	3507 S Spotted Rd	5096243618	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	3507 S Spotted Rd	5096243618	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	3507 S Spotted Rd	5096243618	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1000 S Assembly Rd	5096247067	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1000 S Assembly Rd	5096247067	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1000 S Assembly Rd	5096247067	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1000 S Assembly Rd	5096247067	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1000 S Assembly Rd	5096247067	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	221 W 1st Ave	5094556161	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	221 W 1st Ave	5094556161	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	221 W 1st Ave	5094556161	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	221 W 1st Ave	5094556161	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	221 W 1st Ave	5094556161	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	221 W 1st Ave	5097470964	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	221 W 1st Ave	5097470964	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	221 W 1st Ave	5097470964	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	221 W 1st Ave	5097470964	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	221 W 1st Ave	5097470964	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	9000 W Airport Dr	5098388152	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	9000 W Airport Dr	5098388152	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	9000 W Airport Dr	5098388152	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	9000 W Airport Dr	5098388152	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	9000 W Airport Dr	5098388152	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	808 W Spokane Falls Blvd	5098388236	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	808 W Spokane Falls Blvd	5098388236	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	808 W Spokane Falls Blvd	5098388236	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	808 W Spokane Falls Blvd	5098388236	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	808 W Spokane Falls Blvd	5098388236	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	808 W Spokane Falls Blvd	5098388252	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	808 W Spokane Falls Blvd	5098388252	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	808 W Spokane Falls Blvd	5098388252	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	808 W Spokane Falls Blvd	5098388252	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	808 W Spokane Falls Blvd	5098388252	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	5701 N Assembly St	5093252725	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	5701 N Assembly St	5093252725	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	5701 N Assembly St	5093252725	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	5701 N Assembly St	5093252725	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	5701 N Assembly St	5093252725	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2900 S Geiger Blvd	5098386528	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	2900 S Geiger Blvd	5098386528	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2900 S Geiger Blvd	5098386528	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2900 S Geiger Blvd	5098386528	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2900 S Geiger Blvd	5098386528	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	901 N Nelson St	5095351520	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	901 N Nelson St	5095351520	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	901 N Nelson St	5095351520	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	901 N Nelson St	5095351520	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	901 N Nelson St	5095351520	PICC	\$0.00	\$4.88	(\$4.88)

Analog USOC Summary

Carrier	Location	TN	Description	Monthly Spend		
				Current	Granite	Savings
QWEST LOCAL	808 W Spokane Falls Blvd	5094565994	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	808 W Spokane Falls Blvd	5094565994	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	808 W Spokane Falls Blvd	5094565994	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	808 W Spokane Falls Blvd	5094565994	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	808 W Spokane Falls Blvd	5094565994	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	808 W Spokane Falls Blvd	5094566089	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	808 W Spokane Falls Blvd	5094566089	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	808 W Spokane Falls Blvd	5094566089	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	808 W Spokane Falls Blvd	5094566089	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	808 W Spokane Falls Blvd	5094566089	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	808 W Spokane Falls Blvd	5097479813	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	808 W Spokane Falls Blvd	5097479813	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	808 W Spokane Falls Blvd	5097479813	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	808 W Spokane Falls Blvd	5097479813	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	808 W Spokane Falls Blvd	5097479813	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1515 W 1st Ave	5096249031	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1515 W 1st Ave	5096249031	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1515 W 1st Ave	5096249031	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1515 W 1st Ave	5096249031	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1515 W 1st Ave	5096249031	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	3229 N Columbia Cir	5093230016	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	3229 N Columbia Cir	5093230016	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	3229 N Columbia Cir	5093230016	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	3229 N Columbia Cir	5093230016	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	3229 N Columbia Cir	5093230016	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230266	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230266	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230266	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230266	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230266	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230267	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230267	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230267	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230267	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230267	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230268	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230268	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230268	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230268	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093230268	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1427 W Gardner Ave	5093248637	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1427 W Gardner Ave	5093248637	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1427 W Gardner Ave	5093248637	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1427 W Gardner Ave	5093248637	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1427 W Gardner Ave	5093248637	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	824 N Monroe St	5093248724	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	824 N Monroe St	5093248724	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	824 N Monroe St	5093248724	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	824 N Monroe St	5093248724	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	824 N Monroe St	5093248724	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	901 N Monroe St	5093249184	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	901 N Monroe St	5093249184	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	901 N Monroe St	5093249184	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	901 N Monroe St	5093249184	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	901 N Monroe St	5093249184	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	901 N Monroe St	5093249187	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	901 N Monroe St	5093249187	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	901 N Monroe St	5093249187	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	901 N Monroe St	5093249187	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	901 N Monroe St	5093249187	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1100 W Mallon Ave	5093250875	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1100 W Mallon Ave	5093250875	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1100 W Mallon Ave	5093250875	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1100 W Mallon Ave	5093250875	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1100 W Mallon Ave	5093250875	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093250979	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093250979	EUCL	\$7.11	\$8.19	(\$1.08)

Analogue USOC Summary

Carrier	Location	TN	Description	Monthly Spend		
				Current	Granite	Savings
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093250979	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093250979	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093250979	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093251178	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093251178	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093251178	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093251178	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093251178	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093268130	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093268130	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093268130	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093268130	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093268130	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093253153	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093253153	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093253153	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093253153	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093253153	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	3303 W Riverview Dr	5093254492	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	3303 W Riverview Dr	5093254492	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	3303 W Riverview Dr	5093254492	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	3303 W Riverview Dr	5093254492	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	3303 W Riverview Dr	5093254492	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093257154	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093257154	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093257154	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093257154	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093257154	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1118 W Wellesley Ave	5093262184	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1118 W Wellesley Ave	5093262184	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1118 W Wellesley Ave	5093262184	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1118 W Wellesley Ave	5093262184	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1118 W Wellesley Ave	5093262184	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	4918 W Everett Ave	5093264691	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	4918 W Everett Ave	5093264691	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	4918 W Everett Ave	5093264691	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	4918 W Everett Ave	5093264691	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	4918 W Everett Ave	5093264691	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1001 W Summit Pkwy	5093266274	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1001 W Summit Pkwy	5093266274	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1001 W Summit Pkwy	5093266274	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1001 W Summit Pkwy	5093266274	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1001 W Summit Pkwy	5093266274	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	6209 N Assembly St	5093272423	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	6209 N Assembly St	5093272423	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	6209 N Assembly St	5093272423	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	6209 N Assembly St	5093272423	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	6209 N Assembly St	5093272423	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	5225 N Assembly St	5093275482	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	5225 N Assembly St	5093275482	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	5225 N Assembly St	5093275482	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	5225 N Assembly St	5093275482	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	5225 N Assembly St	5093275482	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	517 N Lincoln St	5093277357	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	517 N Lincoln St	5093277357	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	517 N Lincoln St	5093277357	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	517 N Lincoln St	5093277357	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	517 N Lincoln St	5093277357	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093277565	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093277565	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093277565	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093277565	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093277565	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1802 N River Vis	5093280154	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1802 N River Vis	5093280154	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1802 N River Vis	5093280154	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1802 N River Vis	5093280154	LNP	\$0.00	\$0.48	(\$0.48)

Analog USOC Summary

Carrier	Location	TN	Description	Monthly Spend		
				Current	Granite	Savings
QWEST LOCAL	1802 N River Vis	5093280154	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093280197	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093280197	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093280197	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093280197	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	4401 N Aubrey L White Pkwy	5093280197	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	3792 W Northwest Blvd	5093280603	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	3792 W Northwest Blvd	5093280603	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	3792 W Northwest Blvd	5093280603	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	3792 W Northwest Blvd	5093280603	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	3792 W Northwest Blvd	5093280603	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2911 W Whistalks Way	5093281358	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	2911 W Whistalks Way	5093281358	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2911 W Whistalks Way	5093281358	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2911 W Whistalks Way	5093281358	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2911 W Whistalks Way	5093281358	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	4404 N Belt St	5093281840	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	4404 N Belt St	5093281840	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	4404 N Belt St	5093281840	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	4404 N Belt St	5093281840	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	4404 N Belt St	5093281840	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1713 W Indiana Ave	5093288810	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1713 W Indiana Ave	5093288810	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1713 W Indiana Ave	5093288810	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1713 W Indiana Ave	5093288810	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1713 W Indiana Ave	5093288810	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	510 N Howard St	5093404533	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	510 N Howard St	5093404533	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	510 N Howard St	5093404533	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	510 N Howard St	5093404533	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	510 N Howard St	5093404533	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1725 W Main Ave	5094564675	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1725 W Main Ave	5094564675	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1725 W Main Ave	5094564675	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1725 W Main Ave	5094564675	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1725 W Main Ave	5094564675	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	44 W Riverside Ave	5094566093	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	44 W Riverside Ave	5094566093	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	44 W Riverside Ave	5094566093	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	44 W Riverside Ave	5094566093	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	44 W Riverside Ave	5094566093	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	44 W Riverside Ave	5096249092	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	44 W Riverside Ave	5096249092	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	44 W Riverside Ave	5096249092	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	44 W Riverside Ave	5096249092	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	44 W Riverside Ave	5096249092	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1717 E Lincoln Rd	5094650680	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1717 E Lincoln Rd	5094650680	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1717 E Lincoln Rd	5094650680	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1717 E Lincoln Rd	5094650680	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1717 E Lincoln Rd	5094650680	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	908 E Saint Thomas Moore	5094652293	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	908 E Saint Thomas Moore	5094652293	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	908 E Saint Thomas Moore	5094652293	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	908 E Saint Thomas Moore	5094652293	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	908 E Saint Thomas Moore	5094652293	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	5121 W Lowell Ave	5094670795	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	5121 W Lowell Ave	5094670795	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	5121 W Lowell Ave	5094670795	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	5121 W Lowell Ave	5094670795	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	5121 W Lowell Ave	5094670795	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	5121 W Lowell Ave	5094670802	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	5121 W Lowell Ave	5094670802	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	5121 W Lowell Ave	5094670802	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	5121 W Lowell Ave	5094670802	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	5121 W Lowell Ave	5094670802	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	5121 W Lowell Ave	5094670812	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50

Analog USOC Summary

Carrier	Location	TN	Description	Monthly Spend		
				Current	Granite	Savings
QWEST LOCAL	5121 W Lowell Ave	5094670812	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	5121 W Lowell Ave	5094670812	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	5121 W Lowell Ave	5094670812	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	5121 W Lowell Ave	5094670812	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	5121 W Lowell Ave	5094674878	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	5121 W Lowell Ave	5094674878	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	5121 W Lowell Ave	5094674878	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	5121 W Lowell Ave	5094674878	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	5121 W Lowell Ave	5094674878	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	914 E North Foothills Dr	5094822903	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	914 E North Foothills Dr	5094822903	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	914 E North Foothills Dr	5094822903	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	914 E North Foothills Dr	5094822903	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	914 E North Foothills Dr	5094822903	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	914 E North Foothills Dr	5094874983	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	914 E North Foothills Dr	5094874983	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	914 E North Foothills Dr	5094874983	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	914 E North Foothills Dr	5094874983	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	914 E North Foothills Dr	5094874983	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	914 E North Foothills Dr	5094845073	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	914 E North Foothills Dr	5094845073	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	914 E North Foothills Dr	5094845073	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	914 E North Foothills Dr	5094845073	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	914 E North Foothills Dr	5094845073	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	4621 E Upriver Dr	5094847209	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	4621 E Upriver Dr	5094847209	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	4621 E Upriver Dr	5094847209	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	4621 E Upriver Dr	5094847209	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	4621 E Upriver Dr	5094847209	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2120 E Wellesley Ave	5094871115	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	2120 E Wellesley Ave	5094871115	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2120 E Wellesley Ave	5094871115	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2120 E Wellesley Ave	5094871115	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2120 E Wellesley Ave	5094871115	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	120 E Lincoln Rd	5094871766	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	120 E Lincoln Rd	5094871766	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	120 E Lincoln Rd	5094871766	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	120 E Lincoln Rd	5094871766	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	120 E Lincoln Rd	5094871766	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	3802 E Upriver Dr	5094873150	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	3802 E Upriver Dr	5094873150	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	3802 E Upriver Dr	5094873150	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	3802 E Upriver Dr	5094873150	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	3802 E Upriver Dr	5094873150	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1001 E North Foothills Dr	5094876081	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1001 E North Foothills Dr	5094876081	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1001 E North Foothills Dr	5094876081	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1001 E North Foothills Dr	5094876081	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1001 E North Foothills Dr	5094876081	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	810 N Stone St	5095320320	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	810 N Stone St	5095320320	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	810 N Stone St	5095320320	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	810 N Stone St	5095320320	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	810 N Stone St	5095320320	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	810 N Stone St	5095320321	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	810 N Stone St	5095320321	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	810 N Stone St	5095320321	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	810 N Stone St	5095320321	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	810 N Stone St	5095320321	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	810 N Stone St	5095320699	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	810 N Stone St	5095320699	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	810 N Stone St	5095320699	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	810 N Stone St	5095320699	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	810 N Stone St	5095320699	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1004 E 5th Ave	5095322196	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1004 E 5th Ave	5095322196	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1004 E 5th Ave	5095322196	ARC	\$4.88	\$5.57	(\$0.69)

Analogue USOC Summary

Carrier	Location	TN	Description	Monthly Spend		
				Current	Granite	Savings
QWEST LOCAL	1004 E 5th Ave	5095322196	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1004 E 5th Ave	5095322196	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1618 N Rebecca St	5095328028	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1618 N Rebecca St	5095328028	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1618 N Rebecca St	5095328028	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1618 N Rebecca St	5095328028	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1618 N Rebecca St	5095328028	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2302 N Waterworks St	5095331582	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	2302 N Waterworks St	5095331582	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2302 N Waterworks St	5095331582	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2302 N Waterworks St	5095331582	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2302 N Waterworks St	5095331582	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2302 N Waterworks St	5095331598	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	2302 N Waterworks St	5095331598	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2302 N Waterworks St	5095331598	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2302 N Waterworks St	5095331598	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2302 N Waterworks St	5095331598	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2910 E Hartson Ave	5095341689	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	2910 E Hartson Ave	5095341689	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2910 E Hartson Ave	5095341689	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2910 E Hartson Ave	5095341689	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2910 E Hartson Ave	5095341689	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1024 S Southeast Blvd	5095342628	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1024 S Southeast Blvd	5095342628	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1024 S Southeast Blvd	5095342628	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1024 S Southeast Blvd	5095342628	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1024 S Southeast Blvd	5095342628	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1901 E 1st Ave	5095347377	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1901 E 1st Ave	5095347377	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1901 E 1st Ave	5095347377	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1901 E 1st Ave	5095347377	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1901 E 1st Ave	5095347377	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1608 N Rebecca St	5095340096	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1608 N Rebecca St	5095340096	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1608 N Rebecca St	5095340096	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1608 N Rebecca St	5095340096	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1608 N Rebecca St	5095340096	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1608 N Rebecca St	5095347719	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1608 N Rebecca St	5095347719	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1608 N Rebecca St	5095347719	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1608 N Rebecca St	5095347719	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1608 N Rebecca St	5095347719	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1801 E South Riverton Ave	5095353996	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1801 E South Riverton Ave	5095353996	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1801 E South Riverton Ave	5095353996	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1801 E South Riverton Ave	5095353996	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1801 E South Riverton Ave	5095353996	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2603 E South Riverton Ave	5095354089	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	2603 E South Riverton Ave	5095354089	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2603 E South Riverton Ave	5095354089	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2603 E South Riverton Ave	5095354089	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2603 E South Riverton Ave	5095354089	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	121 S Arthur St	5095354404	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	121 S Arthur St	5095354404	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	121 S Arthur St	5095354404	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	121 S Arthur St	5095354404	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	121 S Arthur St	5095354404	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2100 S Ray St	5095354563	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	2100 S Ray St	5095354563	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2100 S Ray St	5095354563	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2100 S Ray St	5095354563	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2100 S Ray St	5095354563	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	909 E Sprague Ave	5095353658	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	909 E Sprague Ave	5095353658	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	909 E Sprague Ave	5095353658	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	909 E Sprague Ave	5095353658	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	909 E Sprague Ave	5095353658	PICC	\$0.00	\$4.88	(\$4.88)

Analogue USOC Summary

Carrier	Location	TN	Description	Monthly Spend		
				Current	Granite	Savings
QWEST LOCAL	909 E Sprague Ave	5095356090	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	909 E Sprague Ave	5095356090	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	909 E Sprague Ave	5095356090	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	909 E Sprague Ave	5095356090	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	909 E Sprague Ave	5095356090	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	607 S Ray St	5095360051	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	607 S Ray St	5095360051	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	607 S Ray St	5095360051	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	607 S Ray St	5095360051	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	607 S Ray St	5095360051	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2308 S Ray St	5095360926	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	2308 S Ray St	5095360926	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2308 S Ray St	5095360926	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2308 S Ray St	5095360926	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2308 S Ray St	5095360926	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1807 S Ray St	5095363855	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1807 S Ray St	5095363855	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1807 S Ray St	5095363855	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1807 S Ray St	5095363855	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1807 S Ray St	5095363855	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2702 W Riverside Ave	5096241831	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	2702 W Riverside Ave	5096241831	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2702 W Riverside Ave	5096241831	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2702 W Riverside Ave	5096241831	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2702 W Riverside Ave	5096241831	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2414 W Clarke Ave	5096243172	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	2414 W Clarke Ave	5096243172	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2414 W Clarke Ave	5096243172	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2414 W Clarke Ave	5096243172	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2414 W Clarke Ave	5096243172	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	820 E 43rd Ave	5096244479	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	820 E 43rd Ave	5096244479	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	820 E 43rd Ave	5096244479	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	820 E 43rd Ave	5096244479	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	820 E 43rd Ave	5096244479	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1405 W Riverside Ave	5096245403	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1405 W Riverside Ave	5096245403	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1405 W Riverside Ave	5096245403	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1405 W Riverside Ave	5096245403	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1405 W Riverside Ave	5096245403	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1722 S Bernard St	5097470910	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1722 S Bernard St	5097470910	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1722 S Bernard St	5097470910	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1722 S Bernard St	5097470910	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1722 S Bernard St	5097470910	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	3214 S Perry St	5097470936	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	3214 S Perry St	5097470936	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	3214 S Perry St	5097470936	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	3214 S Perry St	5097470936	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	3214 S Perry St	5097470936	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	8518 W Electric Ave	5097476272	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	8518 W Electric Ave	5097476272	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	8518 W Electric Ave	5097476272	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	8518 W Electric Ave	5097476272	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	8518 W Electric Ave	5097476272	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	3519 S Manito Blvd	5098386735	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	3519 S Manito Blvd	5098386735	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	3519 S Manito Blvd	5098386735	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	3519 S Manito Blvd	5098386735	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	3519 S Manito Blvd	5098386735	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	507 W 7th Ave	5094555363	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	507 W 7th Ave	5094555363	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	507 W 7th Ave	5094555363	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	507 W 7th Ave	5094555363	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	507 W 7th Ave	5094555363	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1615 S Spotted Rd	5094553579	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1615 S Spotted Rd	5094553579	EUCL	\$7.11	\$8.19	(\$1.08)

Analog USOC Summary

Carrier	Location	TN	Description	Monthly Spend		
				Current	Granite	Savings
QWEST LOCAL	1615 S Spotted Rd	5094553579	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1615 S Spotted Rd	5094553579	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1615 S Spotted Rd	5094553579	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1615 S Spotted Rd	5094553585	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1615 S Spotted Rd	5094553585	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1615 S Spotted Rd	5094553585	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1615 S Spotted Rd	5094553585	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1615 S Spotted Rd	5094553585	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	44 W Riverside Ave	5094563202	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	44 W Riverside Ave	5094563202	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	44 W Riverside Ave	5094563202	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	44 W Riverside Ave	5094563202	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	44 W Riverside Ave	5094563202	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1610 N Rebecca St	5095342504	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1610 N Rebecca St	5095342504	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1610 N Rebecca St	5095342504	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1610 N Rebecca St	5095342504	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1610 N Rebecca St	5095342504	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2718 S Ray St	5095344935	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	2718 S Ray St	5095344935	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2718 S Ray St	5095344935	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2718 S Ray St	5095344935	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2718 S Ray St	5095344935	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	5701 N Assembly St	5093261812	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	5701 N Assembly St	5093261812	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	5701 N Assembly St	5093261812	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	5701 N Assembly St	5093261812	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	5701 N Assembly St	5093261812	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	507 N Howard St	5094552354	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	507 N Howard St	5094552354	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	507 N Howard St	5094552354	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	507 N Howard St	5094552354	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	507 N Howard St	5094552354	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	901 N Nelson St	5095328253	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	901 N Nelson St	5095328253	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	901 N Nelson St	5095328253	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	901 N Nelson St	5095328253	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	901 N Nelson St	5095328253	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	909 N Nelson St	5095331254	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	909 N Nelson St	5095331254	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	909 N Nelson St	5095331254	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	909 N Nelson St	5095331254	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	909 N Nelson St	5095331254	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	909 N Nelson St	5095331256	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	909 N Nelson St	5095331256	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	909 N Nelson St	5095331256	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	909 N Nelson St	5095331256	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	909 N Nelson St	5095331256	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	902 E Sprague Ave	5095340312	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	902 E Sprague Ave	5095340312	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	902 E Sprague Ave	5095340312	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	902 E Sprague Ave	5095340312	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	902 E Sprague Ave	5095340312	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2110 E Riverside Ave	5095345025	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	2110 E Riverside Ave	5095345025	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2110 E Riverside Ave	5095345025	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2110 E Riverside Ave	5095345025	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2110 E Riverside Ave	5095345025	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	101 N Napa St	5095350074	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	101 N Napa St	5095350074	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	101 N Napa St	5095350074	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	101 N Napa St	5095350074	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	101 N Napa St	5095350074	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	513 N Erie St	5095350532	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	513 N Erie St	5095350532	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	513 N Erie St	5095350532	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	513 N Erie St	5095350532	LNP	\$0.00	\$0.48	(\$0.48)



Analog USOC Summary

Carrier	Location	TN	Description	Monthly Spend		
				Current	Granite	Savings
QWEST LOCAL	513 N Erie St	5095350532	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	10 S Adams St	5096242539	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	10 S Adams St	5096242539	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	10 S Adams St	5096242539	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	10 S Adams St	5096242539	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	10 S Adams St	5096242539	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2008 N Pettet Dr	5093260390	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	2008 N Pettet Dr	5093260390	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2008 N Pettet Dr	5093260390	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2008 N Pettet Dr	5093260390	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2008 N Pettet Dr	5093260390	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	201 W Sprague Ave	5096244864	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	201 W Sprague Ave	5096244864	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	201 W Sprague Ave	5096244864	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	201 W Sprague Ave	5096244864	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	201 W Sprague Ave	5096244864	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	201 W Sprague Ave	5096244903	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	201 W Sprague Ave	5096244903	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	201 W Sprague Ave	5096244903	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	201 W Sprague Ave	5096244903	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	201 W Sprague Ave	5096244903	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	5701 N Assembly St	5093252408	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	5701 N Assembly St	5093252408	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	5701 N Assembly St	5093252408	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	5701 N Assembly St	5093252408	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	5701 N Assembly St	5093252408	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1100 W Mallon Ave	5093252872	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1100 W Mallon Ave	5093252872	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1100 W Mallon Ave	5093252872	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1100 W Mallon Ave	5093252872	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1100 W Mallon Ave	5093252872	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1100 W Mallon Ave	5093253937	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1100 W Mallon Ave	5093253937	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1100 W Mallon Ave	5093253937	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1100 W Mallon Ave	5093253937	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1100 W Mallon Ave	5093253937	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1100 W Mallon Ave	5093260229	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1100 W Mallon Ave	5093260229	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1100 W Mallon Ave	5093260229	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1100 W Mallon Ave	5093260229	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1100 W Mallon Ave	5093260229	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1427 W Gardner Ave	5093265307	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1427 W Gardner Ave	5093265307	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1427 W Gardner Ave	5093265307	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1427 W Gardner Ave	5093265307	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1427 W Gardner Ave	5093265307	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	4010 E Alki Ave	5094568036	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	4010 E Alki Ave	5094568036	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	4010 E Alki Ave	5094568036	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	4010 E Alki Ave	5094568036	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	4010 E Alki Ave	5094568036	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	3102 E Diamond Ave	5094825279	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	3102 E Diamond Ave	5094825279	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	3102 E Diamond Ave	5094825279	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	3102 E Diamond Ave	5094825279	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	3102 E Diamond Ave	5094825279	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	3102 E Diamond Ave	5094825768	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	3102 E Diamond Ave	5094825768	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	3102 E Diamond Ave	5094825768	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	3102 E Diamond Ave	5094825768	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	3102 E Diamond Ave	5094825768	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1620 N Rebecca St	5095342377	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1620 N Rebecca St	5095342377	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1620 N Rebecca St	5095342377	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1620 N Rebecca St	5095342377	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1620 N Rebecca St	5095342377	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2302 N Waterworks St	5095348027	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50

Proposal to deliver simplicity, efficiency and savings for:

City of Spokane



Analog USOC Summary

Carrier	Location	TN	Description	Monthly Spend		
				Current	Granite	Savings
QWEST LOCAL	2302 N Waterworks St	5095348027	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2302 N Waterworks St	5095348027	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2302 N Waterworks St	5095348027	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2302 N Waterworks St	5095348027	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	2302 N Waterworks St	5095350397	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	2302 N Waterworks St	5095350397	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	2302 N Waterworks St	5095350397	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	2302 N Waterworks St	5095350397	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	2302 N Waterworks St	5095350397	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	1620 N Rebecca St	5095354553	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	1620 N Rebecca St	5095354553	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	1620 N Rebecca St	5095354553	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	1620 N Rebecca St	5095354553	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	1620 N Rebecca St	5095354553	PICC	\$0.00	\$4.88	(\$4.88)
QWEST LOCAL	7202 N Nine Mile Rd	5093261373	Flat Rate Business Line - Single	\$48.50	\$30.00	\$18.50
QWEST LOCAL	7202 N Nine Mile Rd	5093261373	EUCL	\$7.11	\$8.19	(\$1.08)
QWEST LOCAL	7202 N Nine Mile Rd	5093261373	ARC	\$4.88	\$5.57	(\$0.69)
QWEST LOCAL	7202 N Nine Mile Rd	5093261373	LNP	\$0.00	\$0.48	(\$0.48)
QWEST LOCAL	7202 N Nine Mile Rd	5093261373	PICC	\$0.00	\$4.88	(\$4.88)
<b>Total</b>				<b>\$9,133.99</b>	<b>\$7,417.12</b>	

Monthly Savings	<b>\$1,716.87</b>
Percentage Savings	<b>19%</b>
Estimated Taxes	<b>\$2,382.78</b>

Prepared On: 10/02/2024  
 Expires On: 12/31/2024  
 Quote Request: 69673

Pricing is subject to availability.  
 All Services are subject to the General Terms and Conditions of Service set forth at [www.granitenet.com](http://www.granitenet.com).  
 The information contained herein is confidential and proprietary.

Proposal to deliver simplicity, efficiency and savings for:

City of Spokane



Analog USOC Summary

Carrier	Location	TN	Description	Monthly Spend		Savings
				Current	Granite	

*Some taxes, surcharges, regulatory fees and non-recurring charges may be included, additional may apply.*



**GOVERNMENT ACCOUNT FORM AND LETTER OF AGENCY**  
**Multi-Services**

Sales Rep: Jett Heukensfeld

Order Date: 10/2/2024

**CUSTOMER INFORMATION**

Government Entity Name ("Customer"):	City of Spokane
Government Contract Vehicle:	OMNIA Partners Pricing
Contract Number:	R200901
Billing Telephone Number:	
Designated Contact:	
Contact Phone Number:	
Service Address (Street/Suite): See Appendix A-1	
Mailing/Billing Address (Street/Suite):	
City:	
State/Zip Code:	
Additional Comments/Notes (if any):	

**AGREEMENT AND AUTHORIZATION**

By signing this Government Account Form and Letter of Agency ("LOA"), Customer hereby (a) engages Granite Telecommunications, LLC and/or its affiliates ("Granite") to provide Services as set forth in Appendix A, attached hereto and incorporated herein, and such other Services as Customer may order from time to time after the date hereof and (b) authorizes and appoints Granite to act as its agent solely for the purposes of handling all arrangements for establishing, converting, ordering, changing and/or maintaining such Services, and to take such other actions as are reasonably necessary to provide such Services and as Customer may request from time to time. Customer directs its current service provider(s), if any, to work with Granite to affect these changes.

Customer agrees to all of the Terms and Conditions of Service as set forth at [www.granitenet.com/legal](http://www.granitenet.com/legal) (as such may be modified from time to time, the "Terms of Service"), including, without limitation, the additional terms and conditions of service specifically applicable to a specific service.

Services under this Agreement shall be for 3 years.

The Terms of Service set forth rights and responsibilities of Customer and Granite concerning Services to be provided and in regards to other important topics. If Customer does not agree to the Terms of Service, the authorized representative of Customer should not sign this LOA. All terms and conditions of the Terms of Service are incorporated herein by reference. ***The Customer Disclosures attached hereto are an integral part of this LOA. This LOA is confidential and may not be disclosed to third parties except as required by applicable law.***

**SIGNATURE**

The undersigned is authorized to sign on behalf of Customer and Customer agrees to be bound by the Terms of Service. This LOA is effective as of the date of execution below.

**Customer:**

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

*Signing this Government Account Form and Letter of Agency will result in a change of service provider(s).*



## CUSTOMER DISCLOSURES INTERNET BASED SERVICES

Customer acknowledges and agrees that certain Internet Based Services (which for purposes of this Customer Disclosure, includes, but is not limited to, Hosted PBX, SIP Trunking, SIP PRI, Hosted Voice, Virtual Auto Attendant and Virtual Voicemail Services), ordered through Granite may not operate in the same manner as traditional wireline phone service and that the following terms and conditions apply with respect to such Internet-Based Services: (a) such services are designed only for use with a compatible PBX or similar advanced telephone system; (b) such services only support Granite's local, intralata toll, interstate long distance and international voice services;

(c) such services DO NOT support auto dialers, predictive dialers, telemarketing applications, modems, credit card process, heavy faxing lines and elevator lines (only POTS lines should be used for these purposes); (d) a qualified vendor must install the equipment and service at Customer's sole expense and Granite will not process any order without a qualified vendor involved in the installation process; and (e) Granite requires that Customer provide a complete list of all phone numbers to be ported, any numbers omitted from the list may result in those numbers not being ported at the time of circuit turn-up. Granite will attempt to retrieve CSRs from the existing carrier(s), but cannot guarantee its ability to obtain such CSRs. Customer agrees to provide Granite with complete CSRs, if requested.

CUSTOMER ACKNOWLEDGES AND AGREES THAT SOME OF THE SERVICES PROVIDED BY GRANITE ARE INTERNET-BASED SERVICES AND THAT 911 SERVICES ON INTERNET-BASED SERVICES ARE DIFFERENT THAN THAT OF TRADITIONAL WIRELINE SERVICE. FOR BASIC 911 OR E911 TO BE ACCURATELY ROUTED TO THE APPROPRIATE EMERGENCY RESPONDER, CUSTOMER MUST PROVIDE GRANITE WITH THE TELEPHONE NUMBER(S) ASSOCIATED WITH SUCH INTERNET-BASED SERVICES FOR THE REGISTERED ADDRESS.

CUSTOMER ACKNOWLEDGES THAT INTERNET-BASED SERVICES PROVIDED BY GRANITE MAY NOT SUPPORT BASIC 911 OR E911 DIALING IN THE SAME MANNER AS TRADITIONAL WIRELINE PHONE SERVICE. CUSTOMER AGREES TO INFORM THIRD PARTIES OF THE POTENTIAL COMPLICATIONS ARISING FROM BASIC 911 OR E911 DIALING. SPECIFICALLY, CUSTOMER ACKNOWLEDGES AND AGREES TO INFORM ALL EMPLOYEES, GUESTS, AND OTHER THIRD PERSONS WHO MAY USE SUCH INTERNET-BASED SERVICES THAT BASIC 911 AND E911 SERVICES WILL NOT FUNCTION IN THE CASE OF A SERVICE FAILURE FOR ANY OF THE FOLLOWING REASONS: (A) POWER FAILURES; (B) SUSPENDED OR TERMINATED INTERNET ACCESS SERVICE; (C) SUSPENSION OF SERVICES DUE TO BILLING ISSUES; AND/OR (D) ANY OTHER SERVICE OUTAGES NOT DESCRIBED HEREIN. CUSTOMER FURTHER ACKNOWLEDGES AND AGREES THAT FAILURE TO PROVIDE A CORRECT PHYSICAL ADDRESS IN THE REQUISITE FORMAT MAY CAUSE ALL BASIC 911 OR E911 CALLS TO BE ROUTED TO THE INCORRECT LOCAL EMERGENCY SERVICE PROVIDER. FURTHERMORE, CUSTOMER RECOGNIZES THAT USE OF SUCH INTERNET-BASED SERVICES FROM A LOCATION OTHER THAN THE LOCATION TO WHICH SUCH SERVICE WAS ORDERED, I.E., THE "REGISTERED ADDRESS," MAY RESULT IN BASIC 911 OR E911 CALLS BEING ROUTED TO THE INCORRECT LOCAL EMERGENCY SERVICE PROVIDER. CUSTOMER IS REQUIRED TO REGISTER THE PHYSICAL LOCATION OF THEIR EQUIPMENT (I.E., IP PHONE, SOFTPHONE, DIGITAL TELEPHONE ADAPTER OR VIDEOPHONE, ETC.) WITH GRANITE AND AGREES TO UPDATE, AND PROVIDE PRIOR WRITTEN NOTICE TO, GRANITE OF THE LOCATION OF SUCH EQUIPMENT WHENEVER THE PHYSICAL LOCATION OF SERVICE FOR A PARTICULAR TELEPHONE NUMBER CHANGES. TO THE EXTENT THAT GRANITE PROVIDES INTERNET-BASED SERVICES WHICH CUSTOMER UTILIZES FOR TRANSMISSION OF ALARM SYSTEM SIGNALS, CUSTOMER ACKNOWLEDGES THAT GRANITE IS NOT RESPONSIBLE FOR THE FUNCTIONALITY OF SUCH ALARM SYSTEMS AND SIGNALS. CUSTOMER UNDERSTANDS THAT INTERNET-BASED SERVICES ARE NOT INFALLIBLE. CUSTOMER SPECIFICALLY ACKNOWLEDGES THAT GRANITE DOES NOT REPRESENT OR WARRANT THAT THE TRANSMISSION OF ALARM SIGNALS WILL NOT BE INTERRUPTED, CIRCUMVENTED OR COMPROMISED. IF INTERNET BASED SERVICES ARE NOT OPERATIVE, NO ALARM SIGNALS CAN BE RECEIVED BY THE MONITORING STATION. CUSTOMER UNDERSTANDS THAT INTERNET-BASED SERVICES MAY BE IMPAIRED OR INTERRUPTED BY ATMOSPHERIC CONDITIONS, INCLUDING ELECTRICAL STORMS, POWER FAILURES OR OTHER CONDITIONS AND EVENTS BEYOND GRANITE'S CONTROL. THE USE OF INTERNET-BASED SERVICES MAY PREVENT FROM THE TRANSMISSION OF ALARM SIGNALS AT ANY TIME, AND/OR INTERFERE WITH THE TELEPHONE LINE-SEIZURE FEATURES OF CUSTOMER'S ALARM SYSTEM. IN THE EVENT CUSTOMER ELECTS TO USE INTERNET-BASED SERVICES FOR ALARM LINES; CUSTOMER IS RESPONSIBLE FOR HAVING THESE SERVICES TESTED BY AN AUTHORIZED ALARM INSPECTION COMPANY TO ENSURE SIGNAL TRANSMISSION FEATURES ARE OPERATIONAL. THESE FEATURES INCLUDE BUT ARE NOT LIMITED TO PROPER FUNCTIONING OF LINE SEIZURE AND THE SUCCESSFUL TRANSMISSION OF SIGNALS TO THE MONITORING STATION. CUSTOMER ACCEPTS FULL RESPONSIBILITY FOR ALARM SYSTEM COMPLIANCE WITH THE AUTHORITY HAVING JURISDICTION.

CUSTOMER ACKNOWLEDGES AND AGREES THAT CUSTOMER SHALL BEAR THE SOLE RESPONSIBILITY OF INFORMING THIRD-PARTIES OF POTENTIAL CALL RECORDING USING THE INTERNET-BASED SERVICES.

Initialed by Authorized Signer

### Appendix A Services Selected

- Voice Services (POTS, Long Distance, Local and LD T1 and PRI) (See Note 1)
- Broadband Services
- MPLS and/or Dedicated Internet Access Services
- VoIP Services (Hosted PBX, SIP Trunking, SIP PRI, Hosted Voice, Voice over Cable, Virtual Auto Attendant and Virtual Voicemail Services)
- Mobility Services (Mobility Data and Mobility Voice)
- Granite Grid Services
- Conferencing Services (Audio Conferencing and Web Conferencing)
- Managed Services
- Monitoring Services
- Other Services (List): \_\_\_\_\_

Note 1: Unless otherwise noted herein, in addition to these rates and charges set forth in this LOA (a) certain other rates and charges may apply, as provided for by tariff, the FCC or other governmental entity, or other regulation or requirements and (b) Customer will pay to Granite all applicable taxes (including sales, use and excise taxes). In the event that Customer elects additional services, additional fees may apply. Customer acknowledges that it will be charged in accordance with the rates and plans listed on Appendix A-1, attached hereto and incorporated herein, plus any and all additional charges as may be set forth in the Terms of Service.

Note 2: See quote and other documents attached hereto as Appendix A-1 for specific details related to Services ordered.

### Appendix A-1

Service Locations and Specifics



GOVERNMENT ACCOUNT FORM AND LETTER OF AGENCY
POTS ONLY

Sales Rep: Jett Heukensfeld

Order Date: 5/6/2024

CUSTOMER INFORMATION

Table with 2 columns: Field Name and Value. Fields include Government Entity Name, Government Contract Vehicle, Contract Number, Billing Telephone Number, Designated Contact, Contact Phone Number, Service Address, Mailing/Billing Address, City, State/Zip Code, and Additional Comments/Notes.

AGREEMENT AND AUTHORIZATION

By signing this Government Account Form and Letter of Agency ("LOA"), Customer hereby (a) engages Granite Telecommunications, LLC and/or its affiliates ("Granite") to provide Services as set forth in Appendix A, attached hereto and incorporated herein, and such other Services as Customer may order from time to time after the date hereof and (b) authorizes and appoints Granite to act as its agent solely for the purposes of handling all arrangements for establishing, converting, ordering, changing and/or maintaining such Services, and to take such other actions as are reasonably necessary to provide such Services and as Customer may request from time to time.

SIGNATURE

The undersigned is authorized to sign on behalf of Customer and Customer agrees to be bound by the Terms of Service. This LOA is effective as of the date of execution below.

Customer:

By:

Print Name:

Title:

Date:

Signing this Government Account Form and Letter of Agency will result in a change of service provider(s).

Appendix A
Services Selected

- Checked: Voice Services (POTS, Long Distance, Local and LD T1 and PRI) (See Note 1)
Unchecked: Broadband Services, MPLS and/or Dedicated Internet Access Services, VoIP Services, Mobility Services, Granite Grid Services, Conferencing Services, Managed Services, Monitoring Services, Other Services (List):

Note 1: Unless otherwise noted herein, in addition to these rates and charges set forth in this LOA (a) certain other rates and charges may apply, as provided for by tariff, the FCC or other governmental entity, or other regulation or requirements and (b) Customer will pay to Granite all applicable taxes (including sales, use and excise taxes).

Note 2: See quote and other documents attached hereto as Appendix A-1 for specific details related to Services ordered.

Appendix A-1

Service Locations and Specifics



STATE OF WASHINGTON

# BUSINESS LICENSE

Limited Liability Company

GRANITE TELECOMMUNICATIONS, LLC  
100 NEWPORT AVENUE EXT  
QUINCY MA 02171-1759

UNEMPLOYMENT INSURANCE - ACTIVE  
TAX REGISTRATION - ACTIVE

INDUSTRIAL INSURANCE - ACTIVE

Issue Date: Aug 23, 2024

Unified Business ID #: 602317033

Business ID #: 001

Location: 0001

Expires: Aug 31, 2025

### CITY/COUNTY ENDORSEMENTS:

- KELSO GENERAL BUSINESS - NON-RESIDENT #C090015 - ACTIVE
- BATTLE GROUND GENERAL BUSINESS - NON-RESIDENT (EXPIRES 12/31/2024) - ACTIVE
- EAST WENATCHEE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- SHELTON GENERAL BUSINESS - NON-RESIDENT #0072960 - ACTIVE
- KIRKLAND GENERAL BUSINESS - NON-RESIDENT #OBL-0004075 - ACTIVE
- ISSAQUAH GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- KENNEWICK GENERAL BUSINESS - NON-RESIDENT #108952 - ACTIVE
- LONG BEACH GENERAL BUSINESS - NON-RESIDENT #580 - ACTIVE
- LONGVIEW GENERAL BUSINESS - NON-RESIDENT #297863 - ACTIVE
- NORTH BEND GENERAL BUSINESS - NON-RESIDENT #009109.0 - ACTIVE
- OLYMPIA GENERAL BUSINESS - NON-RESIDENT #26134 - ACTIVE
- PULLMAN GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- VANCOUVER GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- SPOKANE GENERAL BUSINESS - NON-RESIDENT #T11045486BUS - ACTIVE
- BLACK DIAMOND GENERAL BUSINESS - NON-RESIDENT #BUS13-0073 - ACTIVE

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 602317033 001 0001

GRANITE TELECOMMUNICATIONS, LLC  
100 NEWPORT AVENUE EXT  
QUINCY MA 02171-1759

UNEMPLOYMENT INSURANCE - ACTIVE  
 INDUSTRIAL INSURANCE - ACTIVE  
 TAX REGISTRATION - ACTIVE  
 KELSO GENERAL BUSINESS - NON-RESIDENT #C090015 - ACTIVE  
 BATTLE GROUND GENERAL BUSINESS - NON-RESIDENT (EXPIRES 12/31/2024) - ACTIVE  
 EAST WENATCHEE GENERAL BUSINESS - NON-RESIDENT - ACTIVE  
 SHELTON GENERAL BUSINESS - NON-RESIDENT #0072960 - ACTIVE  
 KIRKLAND GENERAL BUSINESS -

STATE OF WASHINGTON

Expires: Aug 31, 2025

Director, Department of Revenue



STATE OF WASHINGTON

# BUSINESS LICENSE

Limited Liability Company

GRANITE TELECOMMUNICATIONS, LLC  
100 NEWPORT AVENUE EXT  
QUINCY MA 02171-1759

CITY/COUNTY ENDORSEMENTS:

- LYNNWOOD GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- ROY GENERAL BUSINESS - NON-RESIDENT #1875 - ACTIVE
- RAYMOND GENERAL BUSINESS - NON-RESIDENT #195.4 - ACTIVE
- YACOLT GENERAL BUSINESS - NON-RESIDENT #5085 - ACTIVE
- LYNDEN GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- BRIER GENERAL BUSINESS - NON-RESIDENT #BN20-107 - ACTIVE
- HOQUIAM GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- REDMOND GENERAL BUSINESS - NON-RESIDENT #RED14-000471 - ACTIVE
- CATHLAMET GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- ABERDEEN GENERAL BUSINESS - NON-RESIDENT #214124 - ACTIVE
- BREMERTON GENERAL BUSINESS - NON-RESIDENT #27502 - ACTIVE
- PACIFIC GENERAL BUSINESS - NON-RESIDENT #3499 - ACTIVE
- WOODLAND GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- SUMAS GENERAL BUSINESS - NON-RESIDENT #94 - ACTIVE
- OAK HARBOR GENERAL BUSINESS - NON-RESIDENT #BL-004843 - ACTIVE
- AUBURN GENERAL BUSINESS - NON-RESIDENT #BUS-39684 - ACTIVE
- SNOQUALMIE GENERAL BUSINESS - NON-RESIDENT - ACTIVE

LICENSING RESTRICTIONS:

Issue Date: Aug 23, 2024

Unified Business ID #: 602317033

Business ID #: 001

Location: 0001

Expires: Aug 31, 2025

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 602317033 001 0001

STATE OF WASHINGTON

Expires: Aug 31, 2025

GRANITE TELECOMMUNICATIONS, LLC  
100 NEWPORT AVENUE EXT  
QUINCY MA 02171-1759

- UNEMPLOYMENT INSURANCE - ACTIVE
- INDUSTRIAL INSURANCE - ACTIVE
- TAX REGISTRATION - ACTIVE
- KELSO GENERAL BUSINESS - NON-RESIDENT #C090015 - ACTIVE
- BATTLE GROUND GENERAL BUSINESS - NON-RESIDENT (EXPIRES 12/31/2024) - ACTIVE
- EAST WENATCHEE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- SHELTON GENERAL BUSINESS - NON-RESIDENT #0072960 - ACTIVE
- KIRKLAND GENERAL BUSINESS -

Director, Department of Revenue





STATE OF WASHINGTON

# BUSINESS LICENSE

Limited Liability Company

GRANITE TELECOMMUNICATIONS, LLC  
100 NEWPORT AVENUE EXT  
QUINCY MA 02171-1759

Aberdeen city license valid until canceled by either party.

No person, or business, or those under their control, shall cause or allow the discharge of unauthorized pollutants (e.g. chemicals, oils, detergents, or wastewater) into a City of Redmond storm water drainage system, surface water bodies or groundwater.

Not licensed to hire minors without a Minor Work Permit.

Issue Date: Aug 23, 2024

Unified Business ID #: 602317033

Business ID #: 001

Location: 0001

Expires: Aug 31, 2025

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 602317033 001 0001

GRANITE TELECOMMUNICATIONS, LLC  
100 NEWPORT AVENUE EXT  
QUINCY MA 02171-1759

STATE OF WASHINGTON

UNEMPLOYMENT INSURANCE - ACTIVE  
INDUSTRIAL INSURANCE - ACTIVE  
TAX REGISTRATION - ACTIVE  
KELSO GENERAL BUSINESS - NON-RESIDENT #C090015 - ACTIVE  
BATTLE GROUND GENERAL BUSINESS - NON-RESIDENT (EXPIRES 12/31/2024) - ACTIVE  
EAST WENATCHEE GENERAL BUSINESS - NON-RESIDENT - ACTIVE  
SHELTON GENERAL BUSINESS - NON-RESIDENT #0072960 - ACTIVE  
KIRKLAND GENERAL BUSINESS -

Expires: Aug 31, 2025

Director, Department of Revenue

## IMPORTANT!

### PLEASE READ THE FOLLOWING INFORMATION CAREFULLY BEFORE POSTING THIS LICENSE

#### General Information

Post this Business License in a visible location at your place of business.

If you were issued a Business License previously, **destroy the old one and post this one in its place.**

Login to My DOR at [dor.wa.gov](http://dor.wa.gov) if you need to make changes to your business name, location, mailing address, telephone number, or business ownership.

Telephone: 360-705-6741

#### Endorsements

All endorsements should be renewed by the expiration date that appears on the front of this license to avoid any late fees.

If there is no expiration date, the endorsements remain active as long as you continue required reporting. Tax Registration, Unemployment Insurance, and Industrial Insurance endorsements require you to submit periodic reports. Each agency will send you the necessary reporting forms and instructions.

For assistance or to request this document in an alternate format, visit <http://business.wa.gov/BLS> or call (360) 705-6741. Teletype (TTY) users may use the Washington Relay Service by calling 711.

BLS-700-107 (07/27/20)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/1/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Arthur J. Gallagher Risk Management Services, LLC 470 Atlantic Avenue Boston MA 02210	<b>CONTACT NAME:</b> Kharis Goodridge <b>PHONE (A/C, No, Ext):</b> 617-261-6700 <b>E-MAIL ADDRESS:</b>		<b>FAX (A/C, No):</b> 617-646-0400													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Hartford Fire Insurance Company</td> <td>19682</td> </tr> <tr> <td>INSURER B : Hartford Casualty Insurance Company</td> <td>29424</td> </tr> <tr> <td>INSURER C : Hartford Accident and Indemnity Company</td> <td>22357</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>			INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Hartford Fire Insurance Company	19682	INSURER B : Hartford Casualty Insurance Company	29424	INSURER C : Hartford Accident and Indemnity Company	22357	INSURER D :		INSURER E :		INSURER F :
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INSURER C : Hartford Accident and Indemnity Company	22357															
INSURER D :																
INSURER E :																
INSURER F :																
<b>INSURED</b> Granite Telecommunications, LLC 100 Newport Avenue Extension Quincy MA 02171	GRANTEL-01															

**COVERAGES**

CERTIFICATE NUMBER: 1088188244


REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> INCL CONTRACTUAL <input type="checkbox"/> LIAB GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			08UUNBA4030	6/30/2024	6/30/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 DED/SIR \$ No DED/SIR
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			08UENBA4076 08UENBA4392	6/30/2024 6/30/2024	6/30/2025 6/30/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			08RHUBA4008	6/30/2024	6/30/2025	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000 \$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	08WBAD4PM3	6/30/2024	6/30/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

Evidence of Insurance	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/8/2024

**Clerk's File #** OPR 2024-0102

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	INFORMATION TECHNOLOGY	<b>Bid #</b>	DES/NASPO
------------------------	------------------------	--------------	-----------

<b>Contact Name/Phone</b>	DAN WORDELL 6456	<b>Requisition #</b>	2025 FUNDS
---------------------------	------------------	----------------------	------------

<b>Contact E-Mail</b>	DWORDELL@SPOKANECITY.ORG		
-----------------------	--------------------------	--	--

<b>Agenda Item Type</b>	Contract Item		
-------------------------	---------------	--	--

<b>Council Sponsor(s)</b>	JBINGLE MCATHCART		
---------------------------	-------------------	--	--

<b>Agenda Item Name</b>	5300 - SHI CO-MANAGED LOGRHYTHM SERVICES		
-------------------------	--	--	--

**Agenda Wording**

Contract Renewal 1 of 3 with Software House International (SHI) (Somerset, New Jersey) for co-managed LogRhythm services from January 1, 2025, through December 31, 2025, for \$72,908.52 (before tax).

**Summary (Background)**

Contract with Software House International (SHI) for the purchase of Co-Managed LogRhythm Professional Services. Contract term to begin January 1, 2025 through December 31, 2025 for a total amount of \$72,908.52 (not including taxes). Utilizing DES Contract No. 14922-01/NASPO Contract No. CTR060028.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ \$72,908.52 before tax
------------	---------------------------

Current Year Cost	\$
-------------------	----

Subsequent Year(s) Cost	\$
-------------------------	----

**Narrative**

<b>Amount</b>	<b>Budget Account</b>
Expense \$ \$72,908.52	# 5300-73150-18880-54201
Select \$	#
Select \$	#
Select \$	#
\$	#
\$	#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	MARTINEZ, LAZ
<b><u>Division Director</u></b>	
<b><u>Accounting Manager</u></b>	BUSTOS, KIM
<b><u>Legal</u></b>	HARRINGTON,
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**

<b><u>PURCHASING</u></b>	NECHANICKY, JASON

**Distribution List**

Kristina Mann kristina_mann@shi.com	Accounting - ywang@spokanecity.org
Contract Accounting - ddaniels@spokanecity.org	Legal - mharrington@spokanecity.org
Purchasing - cwahl@spokanecity.org	IT - itadmin@spokanecity.org
Tax & Licenses	kirk_truong@shi.com
kbustos@spokanecity.org	

## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	November 25 <sup>th</sup> 2024
<b>Submitting Department</b>	IT
<b>Contact Name</b>	Dan Wordell
<b>Contact Email &amp; Phone</b>	<a href="mailto:dwordesll@spokanecity.org">dwordesll@spokanecity.org</a> & 6456
<b>Council Sponsor(s)</b>	Please enter the name of the Council Sponsor(s)
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	SHI – CO-Managed LogRhythm Services
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	Contract with Software House International (SHI) for the purchase of Co-Managed LogRhythm Professional Services. Contract term to begin January 1, 2025 through December 31, 2025 for a total amount of \$72,908.52 (no tax professional services). Utilizing DES Contract No. 14922-01 and NASPO Contract No. CTR060028.
<p><b>Fiscal Impact</b>    \$72,908.52</p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$72,908.52</u></p> <p style="padding-left: 40px;">Current year cost: \$72,908.52</p> <p style="padding-left: 40px;">Subsequent year(s) cost:</p> <p><b>Narrative:</b> <u>Co-managed professional services provide LogRhythm application administration and 7x24x365 monitoring for all critical city systems.</u></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts</b> (If N/A, please give a brief description as to why)	
What impacts would the proposal have on historically excluded communities?	
Not Applicable – cybersecurity professional services	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?	
Not applicable – cybersecurity professional services	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?	
Not applicable – cybersecurity professional services	

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

Not applicable – cybersecurity professional services



**CITY OF SPOKANE**  
**CONTRACT RENEWAL**  
**1 of 3**  
**Title: CO-MANAGED LOGRHYHM SERVICES**

This Contract Renewal is made and entered into by and between the **CITY OF SPOKANE** as (“City”), a Washington municipal corporation, and **SHI INTERNATIONAL CORP.**, whose address is 290 Davidson Avenue, Somerset, New Jersey 08873 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 resell Co-Managed LogRhyhm Services in accordance with the Company’s Pricing Proposal dated December 18, 2023, and pursuant to the terms and conditions of Sourcewell Contract #081419-SHI; and

WHEREAS, the initial contract provided for three (3) additional one (1) year renewals, with this being the first of those renewals.

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

**1. CONTRACT DOCUMENTS.**

The original Contract, dated February 14, 2024, and February 15, 2024, any previous amendments, renewals and / or extensions / thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

**2. EFFECTIVE DATE.**

This Contract Renewal shall become effective on January 1, 2025, and shall end December 31, 2025.

**3. COMPENSATION.**

The City shall pay an additional amount not to exceed **SEVENTY-TWO THOUSAND NINE HUNDRED EIGHT AND 52/100 DOLLARS (\$72,908.52)**, plus sales tax, in accordance with Company’s Quote Number #25410561, dated October 10, 2024, for everything furnished and done under this Contract Renewal. This is the maximum amount to be paid under this Renewal, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this Renewal document.

**4. DEBARMENT AND SUSPENSION.**

The Company has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or



ineligible from participation in Federal Assistance Programs under Executive Order 12549 and “Debarment and Suspension”, codified at 29 CFR part 98.

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

**SHI INTERNATIONAL CORP.**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature Date

By \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

**Attachments that are part of this Agreement:**  
Attachment A – Certification Regarding Debarment  
Attachment B - Company’s Quote Number #25410561, dated October 10, 2024

**ATTACHMENT A  
CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
  
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
  
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

<hr/> Name of Subrecipient / Contractor / Consultant (Type or Print)	<hr/> Program Title (Type or Print)
<hr/> Name of Certifying Official (Type or Print)	<hr/> Signature
<hr/> Title of Certifying Official (Type or Print)	<hr/> Date (Type or Print)

**ATTACHMENT B**



Pricing Proposal  
Quotation #: 25410561  
Created On: 10/10/2024  
Valid Until: 12/31/2024

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## WA-City of Spokane

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### Carlos Plascencia

808 W. SPOKANE FALLS BLVD  
ATTN: AP  
SPOKANE, WA 99201  
United States  
Phone: 509.625.6399  
Fax:  
Email: cplascencia@spokanecity.org

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## Inside Account Manager

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### Kirk Truong

290 Davidson Ave  
Somerset, NJ 08873  
Phone: 732-209-6200  
Fax:  
Email: kirk\_truong@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Co-Managed LogRhythm Services @ 2,500 MPS, 12 Month Term NDM - Part#: NPN-NDM-PREPAIDLOGRHYTHM Contract Name: NASPO SOFTWARE VALUE ADDED RESELLER (SVAR) Contract #: CTR060028 Subcontract #: 14922 Coverage Term: 1/1/2025 – 12/31/2025 <b>Note:</b> Software,ESD	12	\$6,075.71	\$72,908.52

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*Tax	\$6,561.77
<b>Total</b>	<b>\$79,470.29</b>

\*Tax is estimated. Invoice will include the full and final tax due.

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## Additional Comments

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Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

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*The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.*



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/14/2024

**Clerk's File #** OPR 2020-0506

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	MAYOR	<b>Bid #</b>	
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<b>Contact Name/Phone</b>	ADAM 6779	<b>Requisition #</b>	2025 FUNDS
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<b>Contact E-Mail</b>	AMCDANIEL@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	MCATHCART BWILKERSON ZZAPPONE		
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<b>Agenda Item Name</b>	0320 EXTENSION OF CONTRACT FOR FEDERAL LOBBYING SERVICES		
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**Agenda Wording**

This contract amendment extends the existing contract with Desimone Consulting Group (OPR 2020-0506) for federal lobbying services. The term of the contract is from January 1, 2025 to March 31, 2025. The contract extension is for \$30,000.

**Summary (Background)**

This contract extension provides continuity of federal lobbying services while allowing for sufficient time to conduct an RFP process.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 30,000

Current Year Cost \$ 30,000

Subsequent Year(s) Cost \$

**Narrative**

A total of \$309,000 has been spent thru 2024 (estimated) for federal lobbying services under this contract.

<b>Amount</b>	<b>Budget Account</b>
Expense \$ 30,000	# 0320-36100-11600-54101-99999
Select \$	#
Select \$	#
Select \$	#
\$	#
\$	#



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

<u>Dept Head</u>	SCOTT, ALEXANDER	<b>Additional Approvals</b>	
<u>Division Director</u>		<u>PURCHASING</u>	NECHANICKY, JASON
<u>Accounting Manager</u>	BUSTOS, KIM		
<u>Legal</u>	SCHOEDEL, ELIZABETH		
<u>For the Mayor</u>	PICCOLO, MIKE		

#### **Distribution List**

amcdaniel@spokanecity.org

## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	Mayor's Office
<b>Contact Name</b>	Adam McDaniel
<b>Contact Email &amp; Phone</b>	amcdaniel@spokanecity.org
<b>Council Sponsor(s)</b>	<u>CM Cathcart, CP Wilkerson, CM Zappone</u>
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested 0 minutes
<b>Agenda Item Name</b>	Extension of Contract for Federal Lobbying Services
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>This contract amendment extends the existing contract with Desimone Consulting Group (OPR 2020-0506) for federal lobbying services. The term of the contract is from January 1, 2025, to March 31, 2025. The contract extension is for \$30,000.</p> <p>*use the Fiscal Impact box below for relevant financial information</p> <p>This contract extension provides continuity of federal lobbying services while allowing for sufficient time to conduct an RFP process.</p>
<b>Fiscal Impact</b>	
<b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <a href="#">Click or tap here to enter text.</a> Current year cost: \$30,000 Subsequent year(s) cost:	
<b>Narrative:</b> Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue	
<b>Funding Source</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A Specify funding source: Reallocation Is this funding source sustainable for future years, months, etc?	
<b>Expense Occurrence</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities? N/A	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution? N/A	
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?	

Federal lobbying services help the City prepare and support congressionally directed spending (earmark) requests including the active congressionally directed spending request for mobile alternative response teams. Federal lobbying services also help the City Council and Administration develop and advocate for federal priorities as adopted in Resolution 2024-0055.





**City of Spokane**  
**CONTRACT EXTENSION**  
Title: FEDERAL LOBBYING SERVICES

This Contract Extension is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **DESIMONE CONSULTING GROUP**, whose address is 1301 Second Avenue, Suite 2850, Seattle, Washington 98101, as ("Consultant"), individually hereafter referenced as a "Party", and together as the "Parties".

*WHEREAS, the parties entered into a Contract wherein the Consultant agreed to provide Federal Lobbying Services to the City; and*

*WHEREAS, a three month extension is required in order to put out a new RFP, 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 April 10, 2020, and May 6, 2020, 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, 2025 and shall run through March 31, 2025.

**3. COMPENSATION.**

The City shall pay an additional amount not to exceed **THIRTY THOUSAND AND NO/100 DOLLARS (\$30,000.00)**, plus applicable sales tax, for everything furnished and done under this Contract Extension.

**4. DEBARMENT AND SUSPENSION.**

The Company has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and "Debarment and Suspension", codified at 29 CFR part 98.

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.

**DESIMONE CONSULTING GROUP**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature                      Date

By \_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

**Attachments that are part of this Agreement:**  
Certification Regarding Debarment

24-252

**ATTACHMENT A  
CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
  
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
  
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Name of Subrecipient / Contractor / Consultant (Type or Print)	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Program Title (Type or Print)
<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Name of Certifying Official (Type or Print)	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Signature
<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Title of Certifying Official (Type or Print)	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Date (Type or Print)

## IMPORTANT!

### PLEASE READ THE FOLLOWING INFORMATION CAREFULLY BEFORE POSTING THIS LICENSE

#### General Information

Post this Business License in a visible location at your place of business.

If you were issued a Business License previously, **destroy the old one and post this one in its place.**

Login to My DOR at [dor.wa.gov](http://dor.wa.gov) if you need to make changes to your business name, location, mailing address, telephone number, or business ownership.

Telephone: 360-705-6741

#### Endorsements

All endorsements should be renewed by the expiration date that appears on the front of this license to avoid any late fees.

If there is no expiration date, the endorsements remain active as long as you continue required reporting. Tax Registration, Unemployment Insurance, and Industrial Insurance endorsements require you to submit periodic reports. Each agency will send you the necessary reporting forms and instructions.

For assistance or to request this document in an alternate format, visit <http://business.wa.gov/BLS> or call (360) 705-6741. Teletype (TTY) users may use the Washington Relay Service by calling 711.

BLS-700-107 (07/27/20)



STATE OF WASHINGTON

# BUSINESS LICENSE

Issue Date: Oct 18, 2024

Unified Business ID #: 603162296

Business ID #: 001

Location: 0001

Expires: Nov 30, 2025

Limited Liability Company

DESIMONE CONSULTING LLC  
DESIMONE CONSULTING, LLC  
STE 1400  
701 PIKE ST  
SEATTLE WA 98101-3927

UNEMPLOYMENT INSURANCE - ACTIVE  
TAX REGISTRATION - ACTIVE

INDUSTRIAL INSURANCE - ACTIVE

CITY/COUNTY ENDORSEMENTS:

OLYMPIA GENERAL BUSINESS - NON-RESIDENT #49885 - ACTIVE  
SPOKANE GENERAL BUSINESS - NON-RESIDENT - ACTIVE

LICENSING RESTRICTIONS:

Not licensed to hire minors without a Minor Work Permit.

REGISTERED TRADE NAMES:

DESIMONE CONSULTING GROUP

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 603162296 001 0001

DESIMONE CONSULTING LLC  
DESIMONE CONSULTING, LLC  
STE 1400  
701 PIKE ST  
SEATTLE WA 98101-3927

STATE OF WASHINGTON

FOLD HERE

FOLD HERE

UNEMPLOYMENT INSURANCE - ACTIVE  
INDUSTRIAL INSURANCE - ACTIVE  
TAX REGISTRATION - ACTIVE  
OLYMPIA GENERAL BUSINESS - NON-RESIDENT #49885 - ACTIVE  
SPOKANE GENERAL BUSINESS - NON-RESIDENT - ACTIVE

Expires: Nov 30, 2025

Director, Department of Revenue



THE HARTFORD  
BUSINESS SERVICE CENTER  
3600 WISEMAN BLVD  
SAN ANTONIO TX 78251

November 12, 2024

City of Spokane  
808 W SPOKANE FALLS BLVD  
SPOKANE WA 99201

**Account Information:**

<b>Policy Holder Details :</b>	<b>DESIMONE CONSULTING LLC</b>
--------------------------------	--------------------------------



**Contact Us**

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**Need Help?**

Chat online or call us at  
(866) 467-8730.

We're here Monday - Friday.

Enclosed please find a Certificate Of Insurance for the above referenced Policyholder. Please contact us if you have any questions or concerns.

Sincerely,

Your Hartford Service Team



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
11/12/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> HOWARD INSURANCE AGENCY INC 42620132 3140 CHAPARRAL DR BLD C 101 ROANOKE VA 24018	<b>CONTACT NAME:</b>	
	PHONE (301) 652-2500 (A/C, No, Ext):	FAX (A/C, No):
	<b>E-MAIL ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	INSURER A : Hartford Underwriters Insurance Company	
	NAIC# 30104	
<b>INSURED</b> DESIMONE CONSULTING LLC 78 ORCHARD RD TACOMA WA 98406-7618	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE		ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/Y YYY)	LIMITS		
A	<input checked="" type="checkbox"/>	COMMERCIAL GENERAL LIABILITY			42 SBA AZ2YCF	02/14/2024	02/14/2025	EACH OCCURRENCE	\$1,000,000	
		<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000	
		General Liability						MED EXP (Any one person)	\$10,000	
		GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						PERSONAL & ADV INJURY	\$1,000,000	
								GENERAL AGGREGATE	\$2,000,000	
								PRODUCTS - COMP/OP AGG	\$2,000,000	
A	<input checked="" type="checkbox"/>	AUTOMOBILE LIABILITY			42 SBA AZ2YCF	02/14/2024	02/14/2025	COMBINED SINGLE LIMIT (Ea accident)		
		ANY AUTO						BODILY INJURY (Per person)		
		ALL OWNED AUTOS HIRED AUTOS						SCHEDULED AUTOS NON-OWNED AUTOS	BODILY INJURY (Per accident)	
		PROPERTY DAMAGE (Per accident)								
A	<input checked="" type="checkbox"/>	UMBRELLA LIAB EXCESS LIAB			42 SBA AZ2YCF	02/14/2024	02/14/2025	EACH OCCURRENCE	\$1,000,000	
		<input checked="" type="checkbox"/> OCCUR CLAIMS-MADE						AGGREGATE	\$1,000,000	
		DED RETENTION \$ 10,000								
A	<input type="checkbox"/>	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		N/A				PER STATUTE	OTH-ER	
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						Y/N		
								E.L. EACH ACCIDENT		
								E.L. DISEASE -EA EMPLOYEE		
								E.L. DISEASE - POLICY LIMIT		
A		Employment Practices Liability Insurance			42 SBA AZ2YCF	02/14/2024	02/14/2025	Each Claim Limit	\$25,000	
								Annual Aggregate Limit	\$25,000	

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Those usual to the Insured's Operations.

<b>CERTIFICATE HOLDER</b> City of Spokane 808 W SPOKANE FALLS BLVD SPOKANE WA 99201	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Susan L. Castaneda</i>

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**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/14/2024

**Clerk's File #** OPR 2019-1096

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	MAYOR	<b>Bid #</b>	
------------------------	-------	--------------	--

<b>Contact Name/Phone</b>	ADAM 6779	<b>Requisition #</b>	
---------------------------	-----------	----------------------	--

<b>Contact E-Mail</b>	AMCDANIEL@SPOKANECITY.ORG		
-----------------------	---------------------------	--	--

<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	MCATHCART BWILKERSON ZZAPPONE		
---------------------------	-------------------------------	--	--

<b>Agenda Item Name</b>	AMENDMENT TO AMEND OPR 2019-1096 (SPOKANE ARTS FUND AND ARTS		
-------------------------	--	--	--

**Agenda Wording**

This contract amendment extends the existing contract with (OPR 2019-1096) for arts services. The term of the contract is from January 1, 2025, to December 31, 2025.

**Summary (Background)**

This contract amendment provides continuity of arts services while working with the Spokane Arts Fund and Arts Commission to explore transitioning certain programming and arts services within the City administration.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

33% of the revenues from the City's prior year Admissions Tax is distributed to the Spokane Arts Fund.

<b>Amount</b>	<b>Budget Account</b>
Select \$ 459,816	#
Select \$	#
Select \$	#
Select \$	#
\$	#
\$	#





**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

**Dept Head**

SCOTT, ALEXANDER

**Division Director**

**Accounting Manager**

BUSTOS, KIM

**Legal**

SCHOEDEL, ELIZABETH

**For the Mayor**

PICCOLO, MIKE

**Additional Approvals**

**Distribution List**

amcdaniel@spokanecity.org

## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	Mayor's Office
<b>Contact Name</b>	Adam McDaniel
<b>Contact Email &amp; Phone</b>	amcdaniel@spokanecity.org
<b>Council Sponsor(s)</b>	<u>CM Cathcart, CP Wilkerson, CM Zappone</u>
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested 0 minutes
<b>Agenda Item Name</b>	Amendment to amend OPR 2019-1096 (Spokane Arts Fund and Arts Commission)
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>This contract amendment extends the existing contract with (OPR 2019-1096) for arts services. The term of the contract is from January 1, 2025, to December 31, 2025.</p> <p>*use the Fiscal Impact box below for relevant financial information</p> <p>This contract amendment provides continuity of arts services while working with the Spokane Arts Fund and Arts Commission to explore transitioning certain programming and arts services within the City administration.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>Click or tap here to enter text.</u></p> <p>Current year cost:</p> <p>Subsequent year(s) cost:</p> <p><b>Narrative:</b> <u>33% of the revenues from the City's prior year Admissions Tax is distributed to the Spokane Arts Fund.</u></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Specify funding source: Reallocation</p> <p>Is this funding source sustainable for future years, months, etc?</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities? N/A	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution? N/A	
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others? N/A	



**CITY OF SPOKANE**  
**CONTRACT AMENDMENT / EXTENSION**  
**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN CITY OF SPOKANE AND**  
**SPOKANE ARTS COMMISSION AND**  
**SPOKANE ARTS FUND**

This Contract Amendment / Extension is made and entered into by and between the **CITY OF SPOKANE** as (“City”), a Washington municipal corporation, located at City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington 99201; and the **SPOKANE ARTS COMMISSION**, organized pursuant to chapter 4.05 of the Spokane Municipal Code, located at 801 West Riverside Avenue, Suite 100, Spokane, Washington 99201 (“Spokane Arts Commission”); and the **SPOKANE ARTS FUND**, a non-profit corporation located at PO Box 8737, Spokane, Washington 99203-0737 (“Spokane Arts Fund”), individually hereafter referenced as a “party”, and together as the “parties”.

WHEREAS, the parties entered into a Memorandum of Understanding for the general purpose of providing a structure within local government to promote and enhance the quality, accessibility and presence of the arts in Spokane, the City established the Spokane Arts Commission, to advise and make recommendations to the City regarding policies, programs, planning, budgets, staffing and other matters relating to the quality of life of Spokane arts audience members, artists, arts organizations, arts businesses and to advise the City in planning for and creating, maintaining and promoting works of public art; and

WHEREAS, changes have been requested, and the Contract time for performance needs to be extended, thus, the original Contract needs to be formally Amended and Extended by this written document; and

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

**1. CONTRACT DOCUMENTS.**

The Contract, dated December 31, 2019 and February 12, 2020, 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, 2025 and shall run through December 31, 2025.

**3. AMENDMENT.**

The following sections of the original Contract are Amended as referenced below:

SECTION	FROM ORIGINAL CONTRACT:	AMENDED TO:
3	TERM. This Memorandum shall take effect January 1, 2020 and shall terminate on <del>December 31, 2024</del> .	TERM. This Memorandum shall take effect January 1, 2025 and shall <b>terminate December 31, 2025</b> .
4.B.1	CITY. The Director of <del>Neighborhood and Business Services</del> acts as staff representative for day-to-day administrative functions as they relate to the Memorandum.	CITY. The Director of <b>Communications</b> acts as staff representative for day-to-day administrative functions as they relate to the Memorandum.
6	PAYMENT. The Spokane Arts Fund shall submit quarterly applications for payment to the <del>Department of Neighborhood and Business Services, Administration Office, Third Floor</del> – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington 99201. Payment shall be made within thirty (30) days of receipt of payment application.	PAYMENT. The Spokane Arts Fund shall submit quarterly applications for payment to <b>the Office of Neighborhood Services</b> , Sixth Floor – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington 99201. Payment shall be made within thirty (30) days of receipt of payment application.

**4. COMPENSATION.**

The City shall pay an additional amount not to exceed **FOUR HUNDRED FIFTY-NINE THOUSAND EIGHT HUNDRED SIXTEEN AND NO/100 DOLLARS (\$459,816.00)**, an amount equal to 33% of the prior full year's admissions tax revenue by the City per SMC 08.03.122, for everything furnished and done under this Contract Amendment / Extension. This is the maximum amount to be paid under this Amendment / Extension, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this document.

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

**[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]**

**SPOKANE ARTS COMMISSION**

By \_\_\_\_\_  
Signature                      Date

Skyler Oberst  
Type or Print Name

Executive Director  
Title

**SPOKANE ARTS FUND**

By \_\_\_\_\_  
Signature                      Date

Skyler Oberst  
Type or Print Name

Executive Director  
Title

Attest:

\_\_\_\_\_  
City Clerk

**Attachments that are part of this Agreement:**

None

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

Approved as to form:

\_\_\_\_\_  
Assistant City Attorney



< Business Lookup

### License Information:

[New search](#) [Back to results](#)

**Entity name:** SPOKANE ARTS FUND

**Business name:** SPOKANE ARTS FUND

**Entity type:** [Nonprofit Corporation](#)

**UBI #:** 601-792-904

**Business ID:** 001

**Location ID:** 0001

**Location:** Active

**Location address:** 801 W RIVERSIDE AVE  
STE 100  
SPOKANE WA 99201-0908

**Mailing address:** PO BOX 978  
SPOKANE WA 99210-0978



**Excise tax and reseller permit status:**

[Click here](#)

**Secretary of State status:**

[Click here](#)

## Endorsements

Endorsements held at this lo	License #	Count	Details	Status	Expiration da	First issuance
<a href="#">Spokane Nonprofit Business</a>				Active	Apr-30-2025	Dec-20-2013

## Governing People May include governing people not registered with Secretary of State

Governing people	Title
HOOKER, ELIZABETH	
OBERST, R SKYLER	
SWENSEID, ANGELA	

## Registered Trade Names

Registered trade names	Status	First issued
SPOKANE ARTS	Active	Apr-26-2018



The Business Lookup information is updated nightly. Search date and time:  
11/15/2024 9:41:40 AM

**Contact us**

How are we doing?

**Take our survey!**

Don't see what you expected?

**Check if your browser is supported**







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
09/05/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>  <b>CS&amp;S/HUB INTERNATIONAL NORTHWEST LLC</b>  <b>PO BOX 958489</b>  <b>Lake Mary, FL 32746-8989</b>  <b>1-877-724-2669</b>	<b>CONTACT NAME:</b> _____														
	<b>PHONE (A/C. No. Ext):</b> _____	<b>FAX (A/C. No):</b> _____													
	<b>EMAIL ADDRESS:</b> _____														
	<table border="1"> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: <b>National Fire Insurance of Hartford</b></td> <td><b>20478</b></td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: <b>National Fire Insurance of Hartford</b>	<b>20478</b>	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: <b>National Fire Insurance of Hartford</b>	<b>20478</b>														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

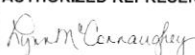
<b>INSURED</b>	<b>CERTIFICATE NUMBER:</b>	<b>REVISION NUMBER:</b>
----------------	----------------------------	-------------------------

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YY)	POLICY EXP (MM/DD/YY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER: _____	Y		5085512562	10/16/24	10/16/25	EACH OCCURRENCE \$ <b>2,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>1,000,000</b> MED EXP (Any one person) \$ <b>10,000</b> PERSONAL & ADV INJURY \$ <b>2,000,000</b> GENERAL AGGREGATE \$ <b>4,000,000</b> PRODUCTS - COMP/OP AGG \$ <b>4,000,000</b>
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			5085512562	10/16/24	10/16/25	COMBINED SINGLE LIMIT (Ea accident) \$ <b>1,000,000</b> BODILY INJURY(Per person) \$ _____ BODILY INJURY(Per accident) \$ _____ PROPERTY DAMAGE (Per accident) \$ _____ _____ \$ _____
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED _____ RETENTION \$ _____						EACH OCCURRENCE \$ _____ AGGREGATE \$ _____ _____ \$ _____
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ _____ E.L. DISEASE - EA EMPLOYEE \$ _____ E.L. DISEASE - POLICY LIMIT \$ _____
	<b>OTHER</b>						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ _____ E.L. DISEASE - EA EMPLOYEE \$ _____ E.L. DISEASE - POLICY LIMIT \$ _____

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Acord 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder is named as Designated Person  
 Location #1 801 W Riverside Ave #301, SPOKANE, WA, 99201

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
<b>CITY OF SPOKANE BUSINESS IMPROVEMENT DISTRICT</b>  <b>808 W Spokane Falls Blvd</b>  <b>SPOKANE, WA 99201</b>	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <b>AUTHORIZED REPRESENTATIVE</b> 



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

<b>Date Rec'd</b>	11/14/2024
<b>Clerk's File #</b>	OPR 2024-0492
<b>Cross Ref #</b>	CR26935
<b>Project #</b>	

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	FLEET SERVICES	<b>Bid #</b>	
<b>Contact Name/Phone</b>	RICK GIDDINGS 625-7706	<b>Requisition #</b>	
<b>Contact E-Mail</b>	RGIDDINGS@SPOKANECITY.ORG		
<b>Agenda Item Type</b>	Contract Item		
<b>Council Sponsor(s)</b>	BWILKERSON MCATHCART ZZAPPONE		
<b>Agenda Item Name</b>	5100 - CONTRACT AMENDMENT WITH CUMMINS SPOKANE		

**Agenda Wording**

Fleet would like to amend our contract with Cummins Spokane to add \$300,000 to 2024 expenditures increasing total to \$500,000.

**Summary (Background)**

Fleet would like to amend our contract with Cummins Spokane to add \$300,000 to 2024 expenditures increasing total to \$500,000. Increase will be funded by reducing encumbrances for Dobb's Peterbilt and Racom contracts by \$150,000 each. Amendment will be budget neutral.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 0

Current Year Cost \$ 0

Subsequent Year(s) Cost \$ 0

**Narrative**

Cummins has earned a larger share of the City HD vehicle repair budget by being efficient, capable and cost effective. Since funding will come from reductions in other expenditures, amendment will be budget neutral.

<b>Amount</b>	<b>Budget Account</b>
Neutral \$ 300,000.00	# 5100-30210-48341-54803-99999
Select \$	#
Select \$	#
Select \$	#
\$	#
\$	#



# Continuation of Wording, Summary, Approvals, and Distribution

## Agenda Wording

## Summary (Background)

### **Approvals**

<b><u>Dept Head</u></b>	GIDDINGS, RICHARD
<b><u>Division Director</u></b>	BOSTON, MATTHEW
<b><u>Accounting Manager</u></b>	ORLOB, KIMBERLY
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

### **Additional Approvals**


### **Distribution List**

Cory Chyczewski corey.chyczewski@cummins.com	rgiddings@spokanecity.org
atrussell@spokanecity.org	tprince@spokanecity.org
tbrazington@spokanecity.org	jrhall@spokanecity.org

## Council Briefing Paper Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	Fleet Services
<b>Contact Name</b>	Rick Giddings
<b>Contact Email &amp; Phone</b>	509-625-7706 - rgiddings@spokanecity.org
<b>Council Sponsor(s)</b>	Cathcart, Wilkerson, Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	5100 – Contract amendment with Cummins Spokane
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	Fleet would like to amend our contract with Cummins Spokane to add \$300,000 to 2024 expenditures increasing total to \$500,000. Increase will be funded by reducing encumbrances for Dobb’s Peterbilt and Racom contracts by \$150,000 each. Amendment will be budget neutral.
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: \$0              Current year cost: \$0              Subsequent year(s) cost: \$0</p> <p><b>Narrative:</b> <u>Cummins has earned a larger share of the City HD vehicle repair budget by being efficient, capable and cost effective. Since funding will come from reductions in other expenditures, amendment will be budget neutral.</u></p> <p><b>Funding Source</b>    <input checked="" type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A          Specify funding source: Program revenue          Is this funding source sustainable for future years, months, etc? Yes</p> <p><b>Expense Occurrence</b>    <input checked="" type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? None Identified.</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? Data will not be collected.</li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution? Fleet collects price and service data to ensure the city is receiving fair value from this vendor.</li> </ul>	

**COUNCIL RULES – ATTACHMENT B 1 (STANDARD BRIEFING PAPER)**

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others? Aligns with Centralized Fleet Policy and Purchasing Rules.

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not. No subcommittee for this topic.



**City of Spokane**  
**CONTRACT AMENDMENT**  
**Title: GENERAL REPAIR AND AINTENANCE OF  
MEDIUM/HEAVY DUTY TRUCKS AND EQUIPMENT**

This Contract Amendment is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **CUMMINS, INC.**, whose address is 11134 West Westbow Blvd., Spokane, Washington 99224 as ("Company"), individually hereafter referenced as a "Party", and together as the "Parties".

*WHEREAS, the parties entered into a Contract wherein the Company agreed provide General Repair and Maintenance of Medium and Heavy Duty Trucks and Equipment, in accordance with RFP 6037-24, to the Fleet Department; and*

*WHEREAS, additional funds are needed, 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 original Contract, dated July 11, 2024, any previous amendments, renewals and / or extensions / thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

**2. EFFECTIVE DATE.**

This Contract Amendment shall become effective on November 1, 2024, and shall run through December 31, 2024.

**3. COMPENSATION.**

The City shall pay an additional amount not to exceed **THREE HUNDRED THOUSAND AND NO/100 DOLLARS (\$300,000.00)**, 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. The total amount under the original contract, and this Amendment is **FIVE HUNDRED THOUSAND AND NO/100 (\$500,000.00)**.

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.

**CUMMINS, INC.**

By \_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

Attest:

\_\_\_\_\_  
City Clerk

23-245a

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

Approved as to form:

\_\_\_\_\_  
Assistant City Attorney



STATE OF WASHINGTON

# BUSINESS LICENSE

Profit Corporation

CUMMINS INC.  
11134 W WESTBOW BLVD  
SPOKANE WA 99224-9475

UNEMPLOYMENT INSURANCE - ACTIVE  
TAX REGISTRATION - ACTIVE

INDUSTRIAL INSURANCE - ACTIVE

Issue Date: Oct 11, 2024

Unified Business ID #: 600414931

Business ID #: 001

Location: 0003

Expires: Oct 31, 2025

### CITY/COUNTY ENDORSEMENTS:

- CENTRALIA GENERAL BUSINESS - NON-RESIDENT #7648 - ACTIVE
- SHELTON GENERAL BUSINESS - NON-RESIDENT #0083280 - ACTIVE
- BELLINGHAM GENERAL BUSINESS #055465 - ACTIVE
- ISSAQUAH GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- LACEY GENERAL BUSINESS - NON-RESIDENT #25514 - ACTIVE
- OLYMPIA GENERAL BUSINESS - NON-RESIDENT #28862 - ACTIVE
- PORT ORCHARD GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- PORT TOWNSEND GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- SPOKANE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- OCEAN SHORES GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- HOQUIAM GENERAL BUSINESS - NON-RESIDENT #601866 - ACTIVE
- ABERDEEN GENERAL BUSINESS - NON-RESIDENT #215572 - ACTIVE

### LICENSING RESTRICTIONS:

Aberdeen city license valid until canceled by either party.

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 600414931 001 0003

CUMMINS INC.  
11134 W WESTBOW BLVD  
SPOKANE WA 99224-9475

STATE OF WASHINGTON

FOLD HERE

FOLD HERE

- UNEMPLOYMENT INSURANCE - ACTIVE
- INDUSTRIAL INSURANCE - ACTIVE
- TAX REGISTRATION - ACTIVE
- CENTRALIA GENERAL BUSINESS - NON-RESIDENT #7648 - ACTIVE
- SHELTON GENERAL BUSINESS - NON-RESIDENT #0083280 - ACTIVE
- BELLINGHAM GENERAL BUSINESS #055465 - ACTIVE
- ISSAQUAH GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- LACEY GENERAL BUSINESS - NON-RESIDENT #25514 - ACTIVE
- OLYMPIA GENERAL BUSINESS -

Expires: Oct 31, 2025

Director, Department of Revenue





STATE OF WASHINGTON

# BUSINESS LICENSE

Profit Corporation

CUMMINS INC.  
11134 W WESTBOW BLVD  
SPOKANE WA 99224-9475

Not licensed to hire minors without a Minor Work Permit.

Issue Date: Oct 11, 2024

Unified Business ID #: 600414931

Business ID #: 001

Location: 0003

Expires: Oct 31, 2025

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 600414931 001 0003

CUMMINS INC.  
11134 W WESTBOW BLVD  
SPOKANE WA 99224-9475

STATE OF WASHINGTON

FOLD HERE

FOLD HERE

UNEMPLOYMENT INSURANCE - ACTIVE  
INDUSTRIAL INSURANCE - ACTIVE  
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CENTRALIA GENERAL BUSINESS - NON-RESIDENT #7648 - ACTIVE  
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BELLINGHAM GENERAL BUSINESS #055465 - ACTIVE  
ISSAQUAH GENERAL BUSINESS - NON-RESIDENT - ACTIVE  
LACEY GENERAL BUSINESS - NON-RESIDENT #25514 - ACTIVE  
OLYMPIA GENERAL BUSINESS -

Expires: Oct 31, 2025

Director, Department of Revenue

## IMPORTANT!

### PLEASE READ THE FOLLOWING INFORMATION CAREFULLY BEFORE POSTING THIS LICENSE

#### General Information

Post this Business License in a visible location at your place of business.

If you were issued a Business License previously, **destroy the old one and post this one in its place.**

Login to My DOR at [dor.wa.gov](http://dor.wa.gov) if you need to make changes to your business name, location, mailing address, telephone number, or business ownership.

Telephone: 360-705-6741

#### Endorsements

All endorsements should be renewed by the expiration date that appears on the front of this license to avoid any late fees.

If there is no expiration date, the endorsements remain active as long as you continue required reporting. Tax Registration, Unemployment Insurance, and Industrial Insurance endorsements require you to submit periodic reports. Each agency will send you the necessary reporting forms and instructions.

For assistance or to request this document in an alternate format, visit <http://business.wa.gov/BLS> or call (360) 705-6741. Teletype (TTY) users may use the Washington Relay Service by calling 711.

BLS-700-107 (07/27/20)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/22/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Aon Risk Services Central Inc. 200 E Randolph St. Chicago, IL 60601	<b>CONTACT NAME:</b> A. I. King Insurance Agency, Inc. <b>PHONE (A/C, No, Ext):</b> 317-841-6004 <b>E-MAIL ADDRESS:</b> cummins@aikinginsurance.com	<b>FAX (A/C, No):</b> 317-841-6006
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Cummins Inc. 500 Jackson Street Mail Code 91676 Columbus IN 47201-6258	<b>INSURER A:</b> Swiss Re Corporate Solutions Elite Ins	
	<b>INSURER B:</b> Old Republic Insurance Company	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES** **CERTIFICATE NUMBER:** 81062199 **REVISION NUMBER:**


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>		CGP0000001-02	8/1/2024	8/1/2025	EACH OCCURRENCE \$5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$5,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$5,000,000 GENERAL AGGREGATE \$5,000,000 PRODUCTS - COMP/OP AGG \$5,000,000 \$
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	<input checked="" type="checkbox"/>		MWTB 317015 24	8/1/2024	8/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PHYSICAL DAMAGE \$ SELF-INSURED
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			CGU0000001-02	8/1/2024	8/1/2025	EACH OCCURRENCE \$20,000,000 AGGREGATE \$20,000,000 \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	MWC 314311-24	8/1/2024	8/1/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$2,000,000 E.L. DISEASE - EA EMPLOYEE \$2,000,000 E.L. DISEASE - POLICY LIMIT \$2,000,000
B	Excess Auto Liability			MWZX 317016 24	8/1/2024	8/1/2025	Limit 3,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

City of Spokane, its officers and employees are listed as Additional Insured as respects to General and Auto liability, as required by written contract, subject to the terms and conditions of the policy.

**CERTIFICATE HOLDER** **CANCELLATION**

City of Spokane 915 North Nelson Spokane WA 99202	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  Al King

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ACORD 25 (2016/03)

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

# ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

### SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)
All persons or organizations as required by written contract or agreement
Location And Description Of Completed Operations
All locations on file with the Company
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".  
However:

- 1.The insurance afforded to such additional insured only applies to the extent permitted by law; and
- 2.If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.**With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**  
If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

- 1.Required by the contract or agreement; or
- 2.Available under the applicable limits of insurance;

whichever is less.  
This endorsement shall not increase the applicable limits of insurance.

## ***Swiss Re Corporate Solutions Elite Insurance Company***

All other terms and conditions of this policy shall remain unchanged.

This endorsement forms a part of the policy to which attached, effective on the inception date of the policy unless otherwise stated herein.

(The information below is required only when this endorsement is issued subsequent to the preparation of the policy.)

Policy Number: CGP0000001-02

Endorsement Effective Date: 08/01/2024

Named Insured: Cummins Inc.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
All persons or organizations as required by written contract or agreement	All locations on file with the Company
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

## Swiss Re Corporate Solutions Elite Insurance Company

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable limits of insurance; whichever is less.

This endorsement shall not increase the applicable limits of insurance.

All other terms and conditions of this policy shall remain unchanged.

This endorsement forms a part of the policy to which attached, effective on the inception date of the policy unless otherwise stated herein.

(The information below is required only when this endorsement is issued subsequent to the preparation of the policy.)

Policy Number: CGP0000001-02

Endorsement Effective Date: 08/01/2024

Named Insured: Cummins Inc.

## IL 10 (12/06) OLD REPUBLIC INSURANCE COMPANY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

### ADDITIONAL INSURED AND PRIMARY AND NON-CONTRIBUTORY ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM  
MOTOR CARRIER COVERAGE FORM

#### SCHEDULE

Designated Person(s) or Organization(s):

All persons or organizations where required by written contract.

- A. **SECTION II – COVERED AUTOS LIABILITY COVERAGE**, paragraph 1. **Who Is An Insured** is amended to include the person(s) or organization(s) shown in the above Schedule as an additional "insured", but only with respect to "accidents" arising out of your work while being performed for such person(s) or organization(s).
- B. The following is added to the **Other Insurance Condition** in the Business Auto Coverage Form and the **Other Insurance – Primary And Excess Insurance Provisions** in the Motor Carrier Coverage Form and supersedes any provision to the contrary:

This policy's Covered Autos Liability Coverage is primary to and will not seek contribution from any other insurance available to the "insured" person(s) or organization(s) shown in the above Schedule provided that:

1. Such "insured" is a Named Insured under such other insurance; and
2. You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to such "insured".

PCA 048 09 18

Page 1 of 1

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**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/14/2024

**Clerk's File #** OPR 2024-1058

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	FLEET SERVICES	<b>Bid #</b>	IRFP# 6253-24
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<b>Contact Name/Phone</b>	RICK GIDDINGS 625-7706	<b>Requisition #</b>	2025 FUNDS
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<b>Contact E-Mail</b>	RGIDDINGS@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON MCATHCART ZZAPPONE		
---------------------------	-------------------------------	--	--

<b>Agenda Item Name</b>	5100 - CONTRACT WITH VALENCEMCT FOR BACKUP VEHICLE		
-------------------------	--	--	--

**Agenda Wording**

Fleet would like to contract with Valence Mission Critical Technologies for backup vehicle commissioning services. Yearly expenditure is not to exceed \$75,000 per year. Contract term is January 1, 2025, to December 31, 2029.

**Summary (Background)**

Fleet would like to contract with Valence Mission Critical Technologies for backup vehicle commissioning services. Yearly expenditure is not to exceed \$75,000 per year. Contract term is January 1, 2025, to December 31, 2029.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ \$375,000.00
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Current Year Cost	\$ \$75,000.00
-------------------	----------------

Subsequent Year(s) Cost	\$ \$75,000.00
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**Narrative**

IRFP 6253-24 was issued in October garnering responses from 3 vendors. A multi-department selection committee unanimously selected Valence based on cost and capability.

<b>Amount</b>	<b>Budget Account</b>
Expense \$ \$75,000.00	# 5100-30210-48341-54803-99999
Select \$	#
Select \$	#
Select \$	#
\$	#
\$	#



# Continuation of Wording, Summary, Approvals, and Distribution

## Agenda Wording

## Summary (Background)

### **Approvals**

<b><u>Dept Head</u></b>	RUSSELL, ADAM T.
<b><u>Division Director</u></b>	BOSTON, MATTHEW
<b><u>Accounting Manager</u></b>	ORLOB, KIMBERLY
<b><u>Legal</u></b>	HARRINGTON,
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

### **Additional Approvals**

<b><u>PURCHASING</u></b>	PRINCE, THEA

### **Distribution List**

Michael Deakins michaeld@valencemct.com	rgiddings@spokanecity.org
atrussell@spokanecity.org	tbrazington@spokanecity.org
tprince@spokanecity.org	jrhall@spokanecity.org

## Council Briefing Paper Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	Fleet Services
<b>Contact Name</b>	Rick Giddings
<b>Contact Email &amp; Phone</b>	<a href="mailto:rgiddings@spokanecity.org">rgiddings@spokanecity.org</a> 509-625-7706
<b>Council Sponsor(s)</b>	Cathcart, Wilkerson, Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	5100 - Contract With Valence MCT for Backup Vehicle Commissioning
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	Fleet would like to contract with Valence Mission Critical Technologies for backup vehicle commissioning services. Yearly expenditure is not to exceed \$75,000 per year. Contract term is January 1, 2025, to December 31, 2029.
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$375,000</u></p> <p style="padding-left: 20px;">Current year cost: \$75,000</p> <p style="padding-left: 20px;">Subsequent year(s) cost: \$75,000</p> <p><b>Narrative:</b> <u>IRFP 6253-24 was issued in October garnering responses from 3 vendors. A multi-department selection committee unanimously selected Valence based on cost and capability.</u></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc? Yes</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? None identified.</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? Data will not be collected.</li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution? Cost and quality information will be collected for future evaluation.</li> </ul>	

**COUNCIL RULES – ATTACHMENT B 1 (STANDARD BRIEFING PAPER)**

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others? Aligns with City Centralized Fleet Management Policy.

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not. No subcommittee for this topic.



**CITY OF SPOKANE**  
**PURCHASED SERVICE CONTRACT**  
**Title: Installation Commissioning, Radio and Electrical Equipment in Vehicles**

This Contract is made and entered into by and between the **CITY OF SPOKANE** as (“City”), a Washington municipal corporation, and **VALENCE, INC., VALENCE MISSION CRITICAL TECHNOLOGIES**, whose address is 17816 East Sprague Avenue, Spokane Valley, Washington 99016 as (“Company”), individually hereafter referenced as a “Party”, and together as the “Parties”.

*WHEREAS, the Company was chosen through IRFP #6253-24; and*

*WHEREAS, the City is authorized to expend ARPA funds for this contract in accordance with Ordinance C36494, amended and passed February 23, 2024 (Section 1(A)); and*

*WHEREAS, the Company agrees to comply with the attached General Terms and Conditions;*

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

**1. PERFORMANCE/SCOPE OF WORK.**

The Company will do all work, furnish all labor, materials, tools, equipment, transportation, supplies, supervision, organization and other items of work and costs necessary for the proper execution and completion of the work described in the specifications entitled Installation of Commissioning, Radio and Electrical Equipment in Emergency and Municipal Vehicles, IRFP #6253-24, and Company’s Response to IRFP which is attached as Exhibit B. In the event of a conflict or discrepancy in the Contract documents, this City Purchased Service Contract controls.

**2. TERM OF CONTRACT.**

The term of this Contract begins on January 1, 2025, and shall run through December 31, 2030, unless amended by written agreement or terminated earlier under the provisions.

**3. TERMINATION.**

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

**4. COMPENSATION / PAYMENT.**

Total compensation for Company’s services annually under this Contract shall not exceed **SEVENTY-FIVE THOUSAND AND NO/100 DOLLARS (\$75,000.00)**, including sales tax, in

accordance with Company's Cost Proposal as set forth in Exhibit B, unless modified by a written amendment to this Contract. This is the maximum amount to be paid under this Contract for the work described in Section 1 above and shall not be exceeded without the prior written authorization of the City in the form of an executed amendment to this Contract.

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

## **5. INSURANCE.**

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

- A. Worker's Compensation Insurance in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000;
- B. General Liability Insurance on an occurrence basis, with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for the indemnity provided under this Contract. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Company's services to be provided under this Contract;
  - i Acceptable supplementary Umbrella coverage in combination with Commercial General Liability policy shall be a minimum of \$2,000,000 order to meet the minimum insurance coverages required under this contract;
- C. Automobile Liability Insurance with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles; and
- D. Property Insurance if materials and supplies are furnished by the Company. The amount of the insurance coverage shall be the value of the materials and supplies of the completed value of improvement. Hazard or XCU (explosion, collapse, underground) insurance should be provided if any hazard exists.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without thirty (30) days written notice from the Company or its insurer(s) to the City. As evidence of the insurance coverage(s) required by this Contract, the Company shall furnish acceptable Certificates of Insurance (COI) to the City at the time it returns this signed Contract. **The certificate shall specify the City of Spokane as "Additional Insured"** specifically for Company's services under this Contract, as well as all of the parties who are additional insureds, and include applicable policy endorsements, the thirty (30) day cancellation clause, and the deduction or retention level. The Company shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

**6. INDEMNIFICATION.**

The Company shall defend, indemnify, and hold the City and its officers and employees harmless from all claims, demands, or suits at law or equity asserted by third parties for bodily injury (including death) and/or property damage which arise from the Company's negligence or willful misconduct under this Contract, including attorneys' fees and litigation costs; provided that nothing herein shall require a Company to indemnify the City against and hold harmless the City from claims, demands or suits based solely upon the negligence of the City, its agents, officers, and employees. If a claim or suit is caused by or results from the concurrent negligence of the Company's agents or employees and the City, its agents, officers and employees, this indemnity provision shall be valid and enforceable to the extent of the negligence of the Company, its agents or employees. The Company specifically assumes liability and agrees to defend, indemnify, and hold the City harmless for actions brought by the Company's own employees against the City and, solely for the purpose of this indemnification and defense, the Company specifically waives any immunity under the Washington State industrial insurance law, or Title 51 RCW. The Company recognizes that this waiver was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. The indemnity and agreement to defend and hold the City harmless provided for in this section shall survive any termination or expiration of this Contract.

**7. TAXES, FEES AND LICENSES.**

A. Company shall pay and maintain in current status, all necessary licenses, fees, assessments, permit charges, etc. necessary to conduct the work included under this Contract. It is the Company's sole responsibility to monitor and determine changes or the enactment of any subsequent requirements for said fees, assessments, or changes and to immediately comply.

B. The cost of any permits, licenses, fees, etc. arising as a result of the projects included in this Contract shall be included in the project budgets.

**8. CITY OF SPOKANE BUSINESS LICENSE.**

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Company shall be responsible for contacting the State of Washington Business License Services at [www.dor.wa.gov](http://www.dor.wa.gov) or 360-705-6741 to obtain a business registration. If the Company does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.

**9. SOCIAL EQUITY REQUIREMENTS / NON-DISCRIMINATION.**

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

**10. DEBARMENT AND SUSPENSION.**

The Company has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and "Debarment and Suspension", codified at 29 CFR part 98.

**11. AUDIT.**

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

**12. ASSIGNMENT AND SUBCONTRACTING.**

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

**13. STANDARD OF PERFORMANCE.**

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

**14. OWNERSHIP AND USE OF RECORDS AND DOCUMENTS.**

Original documents, drawings, designs, reports, or any other records developed or created under this Contract shall belong to and become the property of the City. All records submitted by the City to the Company shall be safeguarded by the Company. The Company shall make such data, documents and files available to the City upon the City's request. If the City's use of the Company's records or data is not related to this project, it shall be without liability or legal exposure to the Company.

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

**15. ANTI KICK-BACK.**

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

**16. MISCELLANEOUS PROVISIONS.**

A. **Amendments/Modifications:** This Contract may be modified by the City in writing when necessary, and no modification or Amendment of this Contract shall be effective unless signed by an authorized representative of each of the parties hereto.



B. The Company, at no expense to the City, shall comply with all laws of the United States and Washington, the Charter and ordinances of the City of Spokane; and rules, regulations, orders and directives of their administrative agencies and officers. Without limiting the generality of this paragraph, the Company shall comply with the requirements of this Section.

C. This Contract shall be construed and interpreted under the laws of Washington. The venue of any action brought shall be in a court of competent jurisdiction, located in Spokane County, Washington.

D. **Captions:** The titles of sections or subsections are for convenience only and do not define or limit the contents.

E. **Severability:** If any term or provision is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Contract shall not be affected, and each term and provision shall be valid and enforceable to the fullest extent permitted by law.

F. **Waiver:** No covenant, term or condition or the breach shall be deemed waived, except by written consent of the party against whom the waiver is claimed, and any waiver of the breach of any covenant, term or condition shall not be deemed a waiver of any preceding or succeeding breach of the same or any other covenant, term or condition. Neither the acceptance by the City of any performance by the Company after the time the same shall have become due nor payment to the Company for any portion of the Work shall constitute a waiver by the City of the breach or default of any covenant, term or condition unless otherwise expressly agreed to by the City in writing.

G. **Entire Contract:** This document along with any exhibits and all attachments, and subsequently issued addenda, comprises the entire Contract between the City and the Company. If conflict occurs between Contract documents and applicable laws, codes, ordinances or regulations, the most stringent or legally binding requirement shall govern and be considered a part of this Contract to afford the City the maximum benefits.

H. **No personal liability:** No officer, agent or authorized employee of the City shall be personally responsible for any liability arising under this Contract, whether expressed or implied, nor for any statement or representation made or in any connection with this Contract.

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 by having legally-binding representatives affix their signatures below.

**VALENCE., INC., / VALENCE MISSION  
CRITICAL TECHNOLOGIES**

**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:**

- Exhibit A – Federal Certification Regarding Debarment
- Exhibit B - Company’s Response to IRFP #6253-24 dated October 10, 2024.
- Attachment – ARP-CLFRF CFDA 21.027 Funding
- Attachment – General Terms and Conditions

24-232

ATTACHMENT A - CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION AND FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) CERTIFICATION

**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 2 CFR Part 180.

(1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this Agreement had one or more public transactions (Federal, State, or local) terminated for cause or default.

(2) The undersigned agrees by signing this Agreement that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.

(3) The undersigned further agrees by signing this Agreement that it will include the following required certification, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(4) The undersigned shall notify the City immediately that if it or a lower tier contractor become debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency during the period of performance of this Agreement.

(5) The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, person, primary covered transaction, principal, and voluntarily excluded, as used in this exhibit, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. The undersigned may contact the City for assistance in obtaining a copy of these regulations.

(6) I understand that a false statement of this certification may be grounds for termination of the Agreement.

**By signing this Attachment, the Grantee indicates acceptance of and compliance with all requirements described above.**

ATTACHMENT A - CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION  
AND FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) CERTIFICATION

**Federal Funding Accountability and Transparency Act (FFATA) Certification**

**The Federal Funding Accountability and Transparency Act (FFATA) seeks to provide the public with greater access to Federal spending information. Due to FFATA requirements, you are required to provide the following information which will be used by the City to comply with federal reporting requirements.**

If certain conditions are met, Grantee must provide names and total compensation of the top five highly compensated Executives. Please answer question 1, and follow the instructions. If directed to question 2, please answer and follow instructions.

1. In Grantee's previous fiscal year, did Grantee receive (a) 80% or more of Grantee's annual gross revenues in U.S. Federal contracts and subcontracts and other Federal financial assistance subject to the Transparency Act, as defined in 2 CFR 170.320; AND (b) \$25,000,000 or more in annual gross revenues from contracts and subcontracts and other Federal financial assistance subject to the Transparency Act, as defined in 2 CFR 170.320?

Yes  If yes, answer question 2 below.  
 No  If no, stop, you are not required to report names and compensation. Please sign and submit form with the Agreement.

2. Does the public have access to information about the compensation of Grantee's Executives through periodic reports filed under section 13(a) or 15(d) of the Security Exchange Act of 1934 (15 U.S.C. 78(m)(a), 78o(d)), or section 6104 of the Internal Revenue Code of 1986?

Yes  If yes, stop, you are not required to report names and compensation. Please sign and submit form with the Agreement.  
 No  If no, you are required to report names and compensation. Please fill out the remainder of this form.

Please provide the names and Total Compensation of the top five most highly compensated Executives in the space below.

Name:	Total Compensation:
Name:	Total Compensation:
Name:	Total Compensation:
Name:	Total Compensation:
Name:	Total Compensation:

**The Grantee certifies that the information contained on this form is true and accurate.**

**By:**  
**Title:**  
**Date:**

## EXHIBIT B

**ATTACHMENT A– ARP/CSLFRF CFDA 21.027 FUNDING**  
American Rescue Plan (ARP)  
Coronavirus State and Local Fiscal Recovery Funds (CSLFRF)  
Funding Authority: U.S. Department of Treasury  
CFDA# 21.027 – Coronavirus State and Local Fiscal Recovery Funds

The Contractor specifically agrees to comply with all applicable state and federal laws, rules, regulations, requirements, program guidance, including but not limited to the following:

All applicable federal, state, and local laws, regulations, executive orders, OMB Circulars, and/or policies including, but not limited to:

Nondiscrimination laws and/or policies, and safety and health regulations.  
Americans with Disabilities Act (ADA), Age Discrimination Act of 1975,  
Title VI of the Civil Rights Act of 1964, Civil Rights Act of 1968,  
Provisions in Buildings for Aged and Handicapped Persons (RCW 70.92).  
Robert T. Stafford Disaster Relief and Emergency Assistance Act (PL 93-288, as amended),  
Ethics in Public Services (RCW 42.52),  
Covenant Against Contingent Fees (48 CFR Section 52.203-5),  
Public Records Act (RCW 42.56),  
Prevailing Wages on Public Works (RCW 39.12),  
State Environmental Policy Act (RCW 43.21C),  
Shoreline Management Act of 1971 (RCW 90.58),  
State Building Code (RCW 19.27),  
Energy Policy and Conservation Act (PL 94-163, as amended),  
Energy Related Building Standards (RCW 19.27A),

Comply with all procurement requirements of 2 CFR Part 200.317 - 200.327. All sole source contracts expected to exceed \$50,000 must be submitted to Spokane City Purchasing for review and approval prior to the award and execution of a contract.

Any contract awarded to the successful Contractor must contain and/or comply with the following procurement provisions in accordance with 2 CFR Part 200.317 - 200.327:

Contractor must maintain a Conflict of Interest Policy consistent with 2 CFR 200.318(c) that is applicable to all activities funded with the award. All potential conflicts of interest related to this award must be reported to Spokane City and/or U.S. Treasury

- Administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as may be appropriate;
- Compliance with Executive Order 11246, “Equal Employment Opportunity,” (30 FR 12319, 12935, 3 CFR Part 1964-1965 Comp., p. 339), as amended by Executive Order 11375, as supplemented in Department of Labor regulations (41 CFR Chapter 60);
- For Capital Expenditures that involve the employment of mechanics of laborers: Compliance with the Contract Work Hours and Safety Standards Act (40 USC 3702 and 3704) as supplemented by Department of Labor Regulations (29 CFR Part 5);
- For all contracts in excess of \$100,000 with respect to water, sewer, or broadband that involve the employment of mechanics of laborers: Compliance with the Contract Work Hours and Safety Standards Act (40 USC 3702 and 3704) as supplemented by Department of Labor Regulations (29 CFR Part 5);
- For construction or repair contracts: Compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145) as supplemented by Department of Labor regulations (29 CFR part 3);
- For construction contracts in excess of \$2,000 when required by Federal grant program legislation:

Compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144 and 3146-3148) as supplemented by Department of Labor regulations (29 CFR part 5); Davis Bacon Act—Does **not** apply to projects funded **solely** with ARPA/CSLFRF CFDA 21.027 funds. However, if other federal funds are also used for the construction project in addition to FRF, and those federal funds require Davis-Bacon compliance, all prime construction contracts in excess of \$2,000 must follow Davis-Bacon Act;

- For construction contracts in excess of \$100,000 that involve the employment of mechanics and laborers: Compliance with the Contract Work Hours and Safety Standard Act (40 U.S.C. 3701-3708) as supplemented by Department of Labor regulations (29 CFR Part 5);
- Compliance with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency
- For contracts in excess of \$150,000: Compliance with all applicable standards, orders or requirements issued under the Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387) as amended;
- Compliance with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act;
- Notice of awarding agency requirements and regulations pertaining to reporting;
- Federal awarding agency requirements and regulations pertaining to copyrights and rights in data;
- Access by Spokane City, the Federal awarding agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers and records, sub-agreements, leases, subcontracts, arrangements, or other third-party agreements of any type, and supporting materials related to those records of the Contractor, which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts and transcriptions;
- Retention of all required records for **six years** after Spokane City makes final payment and all other pending matters are closed;
- Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871);
- Notice of awarding agency requirements and regulations governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards (37 C.F.R. Part 401) and the standard patent rights clause (37 C.F.R. section 401.14);
- Compliance with Executive Order 13858 “Strengthening Buy-American Preferences for Infrastructure Projects” as appropriate and to the extent consistent with law; and
- Compliance with 2 C.F.R. § 200.216, prohibitions regarding certain telecommunications and video surveillance services or equipment are mandated by section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (FY 2019 NDAA), Pub. L. No. 115-232 (2018).

Any contract awarded to the successful Contractor must contain and/or comply with the following provisions in accordance with 2 CFR Part 200.332(a) - 200.332(a)(1)-200.332(a)(6) Requirements for pass-through entities:

- Identify as a Subaward (2 CFR 200.332(a));
- Federal Award Identification (2 CFR 200.332(a)(1));
- Terms and conditions from ARP/CLFRF (2 CFR 200.332(a)(2));
- Additional City of Spokane imposed requirements based on risk assessment (2 CFR 200.332(a)(3));
- Indirect cost rate (2 CFR 200.332(a)(4));
- Records access & retention (2 CFR 200.332(a)(5));
- Closeout provisions (2 CFR 200.332(a)(6)).

Any contract awarded to the successful Contractor must contain and/or comply with the following provisions in accordance with 2 CFR Part 200.501(a)-200.501(h) Audit Requirements:

- Audit required. A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provision of this part (2 CFR 200.501(a));
- Single Audit (2 CFR 200.501(b));
- Program-specific audit election (2 CFR 200.501(c));
- Exemption when Federal awards expended are less than \$750,000(2 CFR 200.501(d));
- Federally Funded Research and Development Centers (2 CFR 200.501(e));
- Subrecipients and contractors (2 CFR 200.501(f));
- Compliance responsibility for contractors (2 CFR 200.501(g));
- For-profit subrecipient (2 CFR 200.501(h)).

Contractor must comply with Executive Orders 12549 and 12689 and 2 C.F.R. Part 180, which restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities. Contractor must certify that it is not presently debarred, suspended or proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency.

Contractor must comply with the requirements of 31 U.S.C. § 3729-3733 which prohibits the submission of false or fraudulent claims for payment to the Federal Government. See also 31 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made.

Contractor is required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129.

Contractor's costs must be compliant with 2 CFR Part 200 Subpart E Cost Principles.

Contractor must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under an award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, Member of Congress, an officer, or employee of Congress, or an employee of a Member of Congress in connection with any Federal action concerning an award, making of any federal grant, federal loan, continuation, renewal, amendment or modification of any federal contract, grant loan, or cooperative agreement, and that if any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this award, the Contractor will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

In the event of the Contractor's noncompliance or refusal to comply with any applicable law, regulation, executive order, OMB Circular or policy, Spokane City may rescind, cancel, or terminate the contract in whole or in part in its sole discretion. The Contractor is responsible for all costs or liability arising from its failure to comply with applicable laws, regulations, executive orders, OMB Circulars, or policies.

## **CERTIFICATION**

\_\_\_\_\_  
Signature, Administrator, or Applicant Agency

\_\_\_\_\_  
Date

\_\_\_\_\_  
print name and title



## **General Terms & Conditions**

### **1. CONTRACTING WITH CURRENT OR FORMER CITY EMPLOYEES**

Specific restrictions apply to contracting with current or former City officers and employees pursuant to the Code of Ethics in chapter 1.04A of the Spokane Municipal Code. Proposers shall familiarize themselves with the requirements prior to submitting a Proposal that includes current or former City officers or employees.

### **2. PROPRIETARY INFORMATION / PUBLIC DISCLOSURE**

All materials submitted to the City in responses to this competitive procurement shall become the property of the City.

All materials received by the City are public records and are subject to being released pursuant to a valid public records request. Washington state law mandates that all documents used, received or produced by a governmental entity are presumptively public records, and there are few exemptions. Chapter 41.56 RCW.

When responding to this competitive procurement, please consider that what you submit will be a public record. If you believe that some part of your response constitutes legally protected proprietary information, you MUST submit those portions of your response as a separate part of your response, and you MUST label it as "PROPRIETARY INFORMATION." If a valid public records request is then received by the City for this information, you will be given notice and a 10-day opportunity to go to court to obtain an injunction to prevent the City from releasing this part of your response. If no injunction is obtained, the City is legally required to release the records.

The City will neither look for nor honor any claims of "proprietary information" that are not within the separate part of your response.

### **3. OWNERSHIP OF DOCUMENTS**

Any and all data, reports, analyses, documents, photographs, pamphlets, plans, specifications, surveys, films or any other material created, prepared, produced, constructed, assembled, made, performed or otherwise produced by the Firm or the Firm's subcontractors or consultants for delivery to the City under this Agreement shall be the sole and absolute property of the City. Such property shall constitute "work made for hire" as defined by U.S. Copyright Act of 1976, 17 U.S.C. § 101, and the ownership of the copyright and any other intellectual property rights in such property shall vest in the City at the time of its creation. Ownership of the intellectual property includes the right to copyright, patent, and register, and the ability to transfer these rights. Material which the Firm uses to perform this Agreement, but is not created, prepared, constructed, assembled, made, performed or otherwise produced for, or paid for, by the City is owned by the Firm and is not "work made for hire" within the terms of this Agreement.

### **4. ACCEPTANCE PERIOD**

Proposals shall remain in effect for ninety (90) days for acceptance by the City from the due date for receipt of Proposals.

### **5. COSTS TO PROPOSE**

The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this RFP, in conduct of a presentation, or any other activities related to responding to this RFP.

## **6. INTERLOCAL PURCHASE AGREEMENTS**

The City of Spokane has entered into Interlocal Purchase Agreements with other public agencies pursuant to Chapter 39.34 RCW. In submitting a response, the Proposer agrees to provide its services to other public agencies at the same contracted price, terms and conditions it is providing to the City of Spokane, contingent upon the Firm's review and approval at the time of a requested contract. The Firm's right to refuse to enter into a contract with another public agency at the time of request shall be absolute.

## **7. DEBRIEFING OF UNSUCCESSFUL PROPOSERS**

Upon request, a debriefing conference will be scheduled with an unsuccessful Proposer. Discussion will be limited to a critique of the requesting Firm's Proposal. Debriefing conferences may be conducted in person or on the telephone.

## **8. MINORITY & WOMEN-OWNED BUSINESS PARTICIPATION**

The City encourages participation in all of its contracts by Firms certified by the Washington State Office of Minority and Women's Business Enterprises (OMWBE). Proposers may contact OMWBE at (360)753- 9693 to obtain information on certified Firms.

## **9. NONDISCRIMINATION**

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

## **10. BUSINESS REGISTRATION REQUIREMENT**

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained and currently being the holder of a valid annual business registration or temporary business registration as provided in this chapter. The Firm shall be responsible for contacting the State of Washington Business License Services at <http://dor.wa.gov> or 1-360-705-6741 to obtain a business registration. If the Firm does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at 509-625-6070 to request an exemption status determination.

## **11. PAYMENT**

Payment will be made via direct deposit/ACH except as provided by state law. A completed ACH application is required before a City Order will be issued. If the City objects to all or any portion of the invoice, it shall notify the Company and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount.

## **12. ANTI-KICKBACK**

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

## **13. DISPUTES**

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

## **14. TERMINATION**

A. For Cause: The City or Consultant may terminate the Agreement if the other party is in material breach of this Agreement, and such breach has not been corrected to the other party's reasonable satisfaction in a timely manner. Notice of termination under this Section shall be given by the party terminating this Agreement to the other, not fewer than thirty (30) business days prior to the effective date of termination.

B. For Reasons Beyond Control of Parties: Either party may terminate this Agreement without recourse by the other where performance is rendered impossible or impracticable for reasons beyond such party's reasonable control, such as, but not limited to, an act of nature, war or warlike operation, civil commotion, riot, labor dispute including strike, walkout or lockout, except labor disputes involving the Consultant's own employees, sabotage, or superior governmental regulation or control. Notice of termination under this Section shall be given by the party terminating this Agreement to the other, not fewer than thirty (30) business days prior to the effective date of termination.

C. For Convenience: Either party may terminate this Agreement without cause, upon thirty (30) days written notice to the other party.

D. Actions upon Termination: if termination occurs not the fault of the Consultant, the Consultant shall be paid for the services properly performed prior to the actual termination date, with any reimbursable expenses then due, but such compensation shall not exceed the maximum compensation to be paid under the Agreement. The Consultant agrees this payment shall fully and adequately compensate the Consultant and all subconsultants for all profits, costs, expenses, losses, liabilities, damages, taxes, and charges of any kind (whether foreseen or unforeseen) attributable to the termination of this Agreement.

E. Upon termination, the Consultant shall provide the City with the most current design documents, contract documents, writings, and other products the Consultant has produced to termination, along with copies of all project-related correspondence and similar items. The City shall have the same rights to use these materials as if termination had not occurred; provided however, that the City shall indemnify and hold the Consultant harmless from any claims, losses, or damages to the extent caused by modifications made by the City to the Consultant's work product.

## **15. LIABILITY**

The Firm shall indemnify, defend, and hold harmless the City, its officers, and employees from all claims, demands, or suits in law or equity arising from the Firm's negligence or breach or its obligations under the contract. The Firm's duty to indemnify shall not apply to liability caused by the sole negligence of the City, its officers, and employees. The Firm's duty to indemnify for liability arising from the concurrent negligence of the City, its officers and employees and the Firm, its

officers and employees shall apply only to the extent of the negligence of the Firm, its officers and employees. The Firm's duty to indemnify shall survive termination or expiration of the contract. The Firm waives, with respect to the City only, its immunity under RCW Title 51, Industrial Insurance.

## **16. INSURANCE COVERAGE**

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

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

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

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

D. Professional Liability Insurance with a combined single limit of not less than \$1,000,000 each claim, incident, or occurrence. This is to cover damages caused by the error, omission, or negligent acts related to the professional services to be provided under this contract. The coverage must remain in effect for at least three (3) years after the contract is completed.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without forty-five (45) days written notice from the Firm or its insurer(s) to the City.

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

## **SPECIFIC GRANT RELATED LANGUAGE**

### **17. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELEGIBILITY AND VOLUNTARY EXCLUSION**

A certification form will accompany the contract to be signed confirming that, to the best of its knowledge and belief, Firm, and its principals:

A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency.

B. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with

obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice.

C. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification.

D. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.

## **18. CERTIFICATION REGARDING LOBBYING**

Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) – Firms who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose any lobbying in non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.

A Certification Form is attached and included in this Request for Proposal by reference as Attachment A "Certification Regarding Lobbying". The Proposer is required to sign and submit this Form with Proposal. The Proposer certifies by signing and submitting this Proposal, to the best of his or her knowledge and belief, that:

A. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with the awarding of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.

B. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

C. The Proposer also agrees by submitting his or her Proposal, that he or she shall require that the language of this certification be included in all lower tier subcontracts. Which exceed \$100,000 and that all such sub-recipients shall certify and disclose accordingly.

D. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, United States Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

## **19. DOMESTIC PREFERENCE**

200.322 (a) As appropriate and to the extent consistent with law, the non-Federal entity should to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products).

## **20. CLEAN AIR ACT**

Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.), as amended – Firms and subgrants of amounts in excess of \$100,000 shall contain a provision that requires the recipient to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 et seq.) Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

## **21. CONFORMANCE WITH FEDERAL, STATE, AND LOCAL LAWS**

Federal, State and Local Laws: Services of a project as a result of the use of a Firm's services including the letting of subcontracts in connection with any project work related to this RFQ may be required to conform to the applicable requirements of Federal, State and local laws and ordinances. The City stipulates that Federal funds may be involved.

## **22. MAINTENANCE OF RECORDS**

Federal, State and Local Laws: Services of a project as a result of the use of a Firm's services including the letting of subcontracts in connection with any project work related to this RFQ may be required to conform to the applicable requirements of Federal, State and local laws and ordinances. The City stipulates that Federal funds may be involved.

## **23. CONFERENCE ROOMS**

Conference Rooms: All space used for conferences, meetings, conventions, or training seminars funded in whole or in part with federal funds under this contract must comply with the protection and controlling guidelines of the Hotel and Motel Fire Safety Act (PL 101-391, as amended).

## **24. AMERICANS WITH DISABILITIES ACT INFORMATION (ADA)**

Americans with Disabilities Act (42 U.S.C. 12101, et seq.). The Applicant shall comply with the provisions of the Americans with Disabilities Act, 42 U.S.C. 12101, et. seq. That Act provides a comprehensive national mandate to eliminate discrimination against individuals with disabilities. The Act may impose requirements on the Applicant in four principle ways: 1) with respect to employment; 2) with respect to the provision of public services; 3) with respect to transportation; 4) with respect to existing facilities and new construction.

The City in accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) commits to nondiscrimination in all of its programs and activities. The Firm agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Firm.

Law Against Discrimination, Chapter 49.60 RCW. The Applicant shall comply with the provisions of Chapter 49.60 RCW in all activities relating to this Grant Agreement.

This material can be made available in an alternate format by request through ProcureWare question tab or by calling (509) 625-6400.

## **25. TITLE VI STATEMENT**

The City of Spokane in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all Proposers that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit Proposals in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

Public Law 88 - 352, Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.) (24 CFR Part 1). The Applicant must comply with the provisions of "Public Law 88 - 352," which refers to Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.). The law provides that no person in the United States shall, on the grounds of race, color or national origin, be denied the benefits of, be excluded from participation in, or be subjected to discrimination under any program or activity receiving federal financial assistance.

## Bid Response Summary

**Bid Number** IRFP 6150-24  
**Bid Title** Installation of Commissioning, Radio & Electrical Equipment in Vehicles  
**Due Date** Monday, June 10, 2024 3:00:00 PM [(UTC-08:00) Pacific Time (US & Canada)]  
**Bid Status** Closed to Bidding  
**Company** Valence MCT  
**Submitted By** Benjamin Deakins - Sunday, June 9, 2024 7:31:19 PM [(UTC-08:00) Pacific Time (US & Canada)]  
 benjamin@valencemct.com 5099274777

### Comments

### Question Responses

Group	Reference Number	Question	Response
Introduction			
	1. Background and Purpose	The City of Spokane, through its Fleet Services Department (hereinafter "City") is initiating this Informal Request for Proposals (IRFP) to solicit Proposals from companies interested in providing installation of commissioning, radios, consoles, emergency lighting, sirens and specialty electrical and electronic equipment and related power supply systems on Emergency Vehicles. Through this IRFP, the City intends to select one or more companies to provide installation services of equipment on vehicles. Final terms of the contract, fees and operating requirements will be determined through the contract negotiation process.	I Acknowledge
	2. Minimum Qualifications	Equipment will be supplied by the City of Spokane Fleet Services. Company must be familiar with the installation of Whelen WeCan components and controllers. Company must be experienced in the installation of visible and audible warning systems on Emergency Vehicles and knowledgeable in State and Federal guidelines and requirements pertaining to Emergency Vehicle Visibility and Conspicuity. Company must be able to begin work within two (2) weeks of contract being put into place. Vehicles must be complete within two (2) weeks from the delivery of the vehicle to Company. Company must certify that they have capacity to complete ten (10) vehicles within ninety (90) days of the contract being put into place. The Firm must be licensed to do business in the State of Washington and secure a City of Spokane business license.	I Acknowledge
	3. Period of Performance	Subject to the terms of the contract, the period of performance of any contract resulting from this IRFP is tentatively scheduled to begin on or about June 15, 2024 and to end June 15, 2025.	I Acknowledge
	4. Definitions	Definitions for the purposes of this IRFP include:	I Acknowledge
	4a. City	The City of Spokane, a Washington State municipal corporation, the agency issuing this IRFP.	I Acknowledge



4b. Firm or Company	Individual or company whose Proposal has been accepted by the City and is awarded a fully executed, written contract.	I Acknowledge
4c. Proposal	A formal offer submitted in response to this solicitation.	I Acknowledge
4d. Proposer	Individual or Firm submitting a Proposal in order to attain a contract with the City.	I Acknowledge
4e. Informal Request for Proposals (IRFP)	Informal procurement document in which a service or need is identified but no specific method to achieve it has been chosen.	I Acknowledge
5. Addenda	It is the responsibility of the Proposer to check the City of Spokane's online procurement system at <a href="https://spokane.ProcureWare.com">https://spokane.ProcureWare.com</a> for Addenda and any other additional information that may be posted regarding this Informal Request for Proposal.	I Acknowledge
6. Contracting With Current or Former City Employees	Specific restrictions apply to contracting with current or former City officers and employees pursuant to the Code of Ethics in chapter 1.04 of the Spokane Municipal Code. Proposers should familiarize themselves with the requirements prior to submitting a Proposal that includes current or former City officers or employees.	I Acknowledge
Scope of Services		
1. Scope of Services	The City of Spokane, through the Fleet Services Department (hereinafter "City") is initiating this Informal Request for Proposals (IRFP) to solicit Proposals from companies interested in providing installation of commissioning, radios, consoles, emergency lighting, sirens, specialty electrical, electronic equipment, vehicle equipment, and related power supply systems on Vehicles. Company would be responsible for transporting vehicles to their shop for work to be done. Vehicles to be completed within two (2) weeks of receiving vehicle. Work to start within two (2) weeks of contract being put into place and a minimum of ten (10) vehicles completed within ninety (90) days of start of contract.	I Acknowledge
General Information		
1. Communications Regarding IRFP	Please submit ALL questions through the "Clarifications: tab in the ProcureWare system. Any other communications will be considered unofficial and non-binding on the City. Firms are to rely on written statements issued by the City of Spokane. Communication directed to parties other than through the ProcureWare system may result in disqualification of the Firm.	I Acknowledge
2. Estimated Schedule of Procurement Activities	The City reserves the right to revise the above schedule.	I Acknowledge

2a. Issue Informal Request for Proposals	May 29, 2024	I Acknowledge
2b. Question and Answer Period	May 29 - June 6, 2024	I Acknowledge
2c. Last Date for IRFP Questions Requiring an Addendum	June 6, 2024	I Acknowledge
2d. Proposals Due	June 10, 2024	I Acknowledge
2e. Evaluate Proposals	June 11, 2024	I Acknowledge
2f. Negotiate Contract	Week of June 10, 2024	I Acknowledge
2g. Begin Contract Work	June 15, 2024	I Acknowledge
3. Submission of Proposals	Proposals shall be submitted using ProcureWare. Any questions need to be submitted using the Clarifications Tab.	I Acknowledge
3a. Submission of Proposals	Proposals shall be submitted electronically through the City of Spokane's bidding portal: <a href="https://spokane.ProcureWare.com">https://spokane.ProcureWare.com</a> on or before the Due Date and time mentioned above. Hard, emailed, or faxed copies and/or late bids will not be accepted.	I Acknowledge
3b. Due Date	It is the responsibility of the Proposer to be sure its Proposal is submitted on time. Proposal is due June 10, 2024, no later than 3:00 p.m.	I Acknowledge
4. Proprietary Information/Public Disclosure	Materials submitted in response to this competitive procurement shall become the property of the City. All received Proposals shall remain confidential until the award of contract recommendation has been filed with the applicable Council Committee or the City Clerk for City Council action. Thereafter, the Proposals shall be deemed public records as defined in RCW 42.56, "Public Records." Any information in the Proposal that the Proposer desires to claim as proprietary and thus exempt from disclosure under the provisions of existing state law, shall be clearly designated. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on it. Marking the entire Proposal exempt from disclosure will not be honored. The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon state law and regulations. If any information is marked as proprietary in the Proposal, it will not be made available until the affected Proposer has been given an opportunity to seek a court injunction against the requested disclosure. All requests for information must be directed through ProcureWare using the Clarifications Tab.	I Acknowledge

5. Revisions to the IRFP	<p>In the event it becomes necessary to revise any part of this IRFP or provide any other pertinent information, it shall be posted as an addendum. Proposers will receive notification of the Addenda through ProcureWare. The City also reserves the right to cancel or reissue the IRFP in whole or in part, prior to final award of a contract.</p>	I Acknowledge
6. Minority & Women Owned Business Participation	<p>The City encourages participation in all of its contracts by Firms certified by the Washington State Office of Minority and Women's Business Enterprises (OMWBE). Proposers may contact OMWBE at (360)753-9693 to obtain information on certified Firms.</p>	I Acknowledge
7. Acceptance Period	<p>Proposals shall remain in effect for sixty (60) days for acceptance by the City from the due date for receipt of Proposals.</p>	I Acknowledge
8. Responsiveness	<p>The Proposer is specifically notified that failure to comply with any part of the IRFP may result in rejection of its Proposal as non-responsive. The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities.</p>	I Acknowledge
9. Most Favorable Terms	<p>The City reserves the right to make an award without further discussion of the Proposal submitted. Therefore, the Proposal should be submitted initially with the most favorable terms that can be proposed. There will be no best and final offer procedure. The City reserves the right to contact a Proposer for clarification of its Proposal. The Proposer should be prepared to accept this IRFP for incorporation into a contract resulting from this IRFP. Contract negotiations may incorporate some or all of the Proposal.</p>	I Acknowledge
10. Costs to Propose	<p>The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this IRFP, in conduct of a presentation, or any other activities related to responding to this IRFP.</p>	I Acknowledge
11. No Obligation to Contract	<p>This IRFP does not obligate the City to contract for services specified herein.</p>	I Acknowledge
12. Rejection of Proposals	<p>The City reserves the right at its sole discretion to reject any and all Proposals received without penalty and to not issue a contract as a result of this IRFP.</p>	I Acknowledge
13. Interlocal Purchase Agreements	<p>The City of Spokane has entered into Interlocal Purchase Agreements with other public agencies pursuant to RCW chapter 39.34. In submitting a response, the Proposer agrees to provide its services to other public agencies at the same contracted price, terms and conditions it is providing to the City of Spokane, contingent upon the Firm's review and approval at the time of a requested contract. The Firm's right to refuse to enter into a contract with another public agency at the time of request shall be absolute.</p>	I Acknowledge

ARPA Funding			
	1. General Terms & Conditions	I have read, understand and agree with the General Terms & Conditions in the Documents section of this project	Yes
	2. ARP-CLFRF Form	Print, sign and upload the ARP-CLERF form in the Documents section of this project.	IRFP #6150-24 ATTACHMENT - ARP-CLFRF CFDA 21.027 FUNDING (1).pdf
Proposal Contents			
	1. Preparation of Proposal	The major sections of the Proposal are to be submitted in the order noted: 1. Letter of Submittal; 2. Technical Proposal; 3. Management Proposal; 4. Cost Proposal. Proposals shall provide information in the same order as presented in this document with the same headings. This will not only be helpful to the evaluators of the Proposal, but should assist the Proposer in preparing a thorough response. Proposals shall not exceed twenty (20) pages.	I Acknowledge
	2. Letter of Submittal	The Letter of Submittal shall be signed and dated by a person authorized to legally bind the Firm to a contractual relationship, e.g., the president or executive director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship. Along with introductory remarks, the Letter of Submittal is to include the following information about the Firm and any proposed subcontractors: 1. Name, address, principal place of business, telephone number, and fax number/e-mail address of legal entity or individual with whom contract would be written; 2. Legal status of the Firm (sole proprietorship, partnership, corporation, etc.); 3. Location of the facility from which the Firm would operate; 4. Identify any current or former City employees employed by or on the Firm's governing board as of the date of the Proposal or during the previous twelve (12) months; and 5. Acknowledgement that the Firm will comply with all terms and conditions set forth in the Informal Request for Proposals, unless otherwise agreed by the City.	I Acknowledge

<p>3. Technical Proposal</p>	<p>The Technical Proposal shall contain a comprehensive description of services including the following elements: 1. PROJECT APPROACH AND METHODOLOGY - Include a complete description of the Company's proposed approach and methodology for the project. 2. WORK PLAN – Include all project requirements and the proposed tasks, services, activities, etc. necessary to accomplish the scope of the project. Convey sufficient detail to show the Company's knowledge of the subjects and skills necessary to successfully complete the project. Include what type of Quality Controls are built into your processes. Include any required involvement of City staff. The Company may also present any creative approaches that might be appropriate and may provide any pertinent supporting documentation. 3. Project Management: 3a. PROJECT TEAM STRUCTURE / INTERNAL CONTROLS - Provide a description of the proposed project team structure. Include who within the firm will have prime responsibility and final authority for the work. 3b. STAFF QUALIFICATIONS / EXPERIENCE – Identify staff who will be assigned to the potential contract, indicating their responsibilities and qualifications, and include the amount of time each will be assigned to the project. The Company shall commit that staff identified in its Proposal will actually perform the assigned work.</p>	<p>I Acknowledge</p>
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<p>4. Management Proposal</p>	<p>1. Program Management</p>	<p>I Acknowledge</p>
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4a. Program Management	<p>1. PROJECT TEAM STRUCTURE – Provide a description of the proposed project team structure controls to be used during the course of the project, including any subcontractors. Provide an organizational chart of the Firm indicating lines of authority for personnel involved in performance of this potential contract and relationships of this staff to other programs or functions of the Firm. This chart must also show lines of authority to the next senior level of management. Include who within the Firm will have prime responsibility and final authority for the day to day management of the services being provided. Identify staff, including subcontractors, who will be assigned to the potential contract, indicating the responsibilities and qualifications of such personnel, and include the amount of time each has worked for the firm or within the industry. 2. OPERATIONS / INTERNAL CONTROLS / CUSTOMER SERVICE – Discuss the Firm’s regular operating procedures. Discuss the Firm’s internal controls, quality controls related to the services that will be provided. Discuss the Firm’s customer service procedures and staff resources related to addressing customer complaints regarding operational problems with the Firm’s services being provided. Identify the firm’s approach and staff resources dedicated to responding to and addressing complaints from the City on services being provided.</p>	I Acknowledge
5. Cost Proposal	<p>Complete the Build Sheets in the Document section and upload as a part of your response to this IRFP. Also include hourly rate for other installations, including regular hourly rate, overtime hourly rate, holiday hourly rate and after hour hourly rate as well as price markup from list for any parts not provided by the City. Companies are required to collect and pay Washington state sales tax, if applicable.</p>	I Acknowledge
Evaluation		
1. Evaluation Procedure	<p>Responsive Proposals will be evaluated in accordance with the requirements stated in this solicitation and any addenda issued. Evaluation of Proposals shall be accomplished by an evaluation team, to be designated by the City, which will determine the ranking of the Proposals. An oral presentation is not anticipated, however, the City, at its sole discretion, may elect to select the top-scoring Firms as finalists for an oral presentation. The IRFP Coordinator may contact the Firm for clarification of any portion of the Firm’s Proposal.</p>	I Acknowledge
2. Evaluation Weighting and Scoring	<p>The following weighting and points will be assigned to the Proposal for evaluation purposes:</p>	I Acknowledge

2a. Technical Proposal-120 Max Points	Project Approach/Methodology: 40 points; Work Plan: 40 points; Project Management: Project Team Structure 20 points and Staff Qualifications 20 points.	I Acknowledge
2b. Management Proposal	Program Management: Project Team Structure 20 points and Operations/Customer Service 20 points	I Acknowledge
2c. Cost Proposal	Cost Proposal: 15 points.	I Acknowledge
3. Oral Presentations May Be Required	Written submittals and oral presentations, if considered necessary, will be utilized in selecting the winning Proposal. The City, at its sole discretion, may elect to select the top scoring finalists from the written evaluation for an oral presentation and final determination of contract award. Should the City elect to hold oral presentations, it will contact the top-scoring Firm(s) to schedule a date, time and location. Commitments made by the Firm at the oral interview, if any, will be considered binding.	I Acknowledge
4. Award of Contract	This IRFP does not obligate the City to award a contract. The City of Spokane reserves the option of awarding this contract in any manner most advantageous for the City. More than one contract may be awarded. Award of contract, when made, will be to the proposer whose Proposal is the most favorable to the City, taking into consideration the evaluation factors. The City Council shall make the award of contract or purchase.	I Acknowledge
5. Debriefing of Unsuccessful Proposers	Upon request, a debriefing conference will be scheduled with an unsuccessful Proposer. Discussion will be limited to a critique of the requesting Firm's Proposal. Comparisons between Proposals or evaluations of the other Proposals will not be allowed. Debriefing conferences may be conducted in person or on the telephone.	I Acknowledge
<b>Contract Terms</b>		
1. Contract Terms	Contract terms are as follows:	I Acknowledge
1a. Business Registration Requirement	Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid business registration. The Firm shall be responsible for contacting the State of Washington Business License Services at <a href="http://bls.dor.wa.gov">http://bls.dor.wa.gov</a> or 1-800-451-7985 to obtain a business registration. If the Firm does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.	I Acknowledge
1b. Anti-Kickback	No officer or employee of the City of Spokane, having the power or duty to perform an official act or action related to this contract shall have or acquire any interest in the contract, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from or to any person involved in the contract.	I Acknowledge

1c. Disputes	This contract shall be performed under the laws of Washington State. Any litigation to enforce this contract or any of its provisions shall be brought in Spokane County, Washington.	I Acknowledge
1d. Nondiscrimination	No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this agreement because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities.	I Acknowledge
1e. Assignments	The provisions or monies due under the contract shall be assignable only with the prior consent of Purchasing.	I Acknowledge
1f. Non-Exclusive	This contract is non-exclusive.	I Acknowledge
1g. Termination	Either party may terminate this contract by 60 days written notice to the other party.	I Acknowledge
1h. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion	A Certification form will accompany the contract to be signed confirming that, to the best of its knowledge and belief, Firm and its principals; A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency; B. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; C. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and, D. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.	I Acknowledge



<p>1i. Liability</p>	<p>The Firm shall indemnify, defend and hold harmless the City, its officers and employees from all claims, demands, or suits in law or equity arising from the Firm's negligence or breach or its obligations under the contract. The Firm's duty to indemnify shall not apply to liability caused by the sole negligence of the City, its officers and employees. The Firm's duty to indemnify for liability arising from the concurrent negligence of the City, its officers and employees and the Firm, its officers and employees shall apply only to the extent of the negligence of the Firm, its officers and employees. The Firm's duty to indemnify shall survive termination or expiration of the contract. The Firm waives, with respect to the City only, its immunity under RCW Title 51, Industrial Insurance.</p>	<p>I Acknowledge</p>
<p>1j. Insurance Coverage</p>	<p>During the period of the Agreement, the Company shall maintain in force at its own expense, each insurance noted below with companies or through sources approved by the State Insurance Commissioner pursuant to Title 48 RCW: A. Worker's Compensation Insurance in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000. B. General Liability Insurance on an occurrence basis, with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for the indemnity provided under this Agreement. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Company's services to be provided under this Agreement. i. Acceptable supplementary Umbrella insurance coverage combined with Company's General Liability insurance policy must be a minimum of \$1,000,000, in order to meet the insurance coverage limits required in this Agreement; and C. Automobile Liability Insurance with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.</p>	<p>I Acknowledge</p>

<p>1j. Insurance Coverage</p>	<p>There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without thirty (30) days written notice from the Company or its insurer(s) to the City. As evidence of the insurance coverage(s) required by this Agreement, the Company shall furnish acceptable Certificates of Insurance (COI) upon request by the City. The certificate shall specify the City of Spokane as “Additional Insured” specifically for Company’s services under this Agreement, as well as all of the parties who are additional insureds, and include applicable policy endorsements, the thirty (30) day cancellation clause, and the deduction or retention level. The Company shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.</p>	<p>I Acknowledge</p>
<p>Proposal Submittal</p>		
<p>1. Proposal Submittal</p>	<p>Please use this line to submit your Proposal. All your submittal documents must be combined into one PDF document before uploading.</p>	<p>City of Spokane_IFRP 6150_24.pdf</p>
<p>Pre-Bid Meeting</p>		
<p>1. Pre-Bid Meeting</p>	<p>A Pre-Bid meeting has been set up for Thursday, June 6, 2024, at 9:00 am. The location of the meeting is Fleet Services, 915 N Nelson St., Spokane, WA 99202.</p>	<p>I Acknowledge</p>



## Letter Of Submittal

Valence Mission Critical Technologies  
S-Corporation  
Tax ID # 72-1550525

17816 E Sprague Ave  
Spokane Valley, WA 99016

Michael Deakins – President, Valence MCT  
[michaeld@valenceMCT.com](mailto:michaeld@valenceMCT.com)  
509-927-4777 x 115  
[www.valencemct.com](http://www.valencemct.com)

Valence Mission Critical Technologies agrees to comply with all terms and conditions set forth in IRFP #6150-24, unless otherwise agreed upon by the City of Spokane.

X *Michael J Deakins*

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Michael Deakins  
President





City Of Spokane Fleet Services Department

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- Installation of Commissioning  
Radio & Electrical Equipment in Vehicles –  
IFRP # 6150-24

Prepared by:  
Benjamin Deakins – Vice President Business Development  
Valence MCT

509-927-4777

[Benjamin@valencemct.com](mailto:Benjamin@valencemct.com)

**Valence Inc.**  
**17816 E. Sprague Ave.**  
**Greenacres, WA 99016**  
**June 6th, 2023**



June 6th, 2024

City Of Spokane  
Fleet Services Department

To whom it may concern,

Please find attached the response to IFRP #6150-24 from Valence Mission Critical Technologies. We are pleased to present this proposal for your review and appreciate your consideration.

Valence Mission Critical Technologies is a Spokane based, veteran-owned communications company with over 22 years of designing, programming, installing, and maintaining sophisticated communications equipment in vehicles. We believe our abilities are second to none, and that our vehicle installation skills align perfectly with the city's needs.

Although Valence is the smallest of the vendors available to the City of Spokane, our skill level is far from small. Valence has a long history of vehicle upfitting, and we take pride in our attention to detail and the quality we put into every vehicle we build. Many of the customers on the provided list have come to us to repair or replace what our competitors were not able to successfully implement, and after major delays, failures, and frustration, we have compiled a long list of satisfied vehicle customers. We look forward to adding the City of Spokane to that list.

Further, we have an expansive knowledge of Whelen WeCan systems and components and use them as a preferred solution for all our vehicle upfitting. We are the only local veteran-owned company offering vehicle installation work and take pride in the meticulous work we perform.

If there are any clarifications to the bid, please feel free to reach out to me directly. We strive to be a great partner and are always available for any questions you may have if needed.

Kind regards,

Benjamin Deakins

Vice President - Business Development  
Valence Mission Critical Technologies  
(509) 570-4041



## 1&2 - Project Approach and Work Plan

### Initial Consultation

- Sales advisors and Technicians engage in detailed discussions with the client to understand expectations, needs, and vehicle capabilities. The city detailed list of equipment is understood and will be reviewed and assured that all equipment is accounted and equipment meets installation requirements and is complete.

### Pre-Installation Preparation

- Prior to installation, equipment is meticulously itemized and discussed with a second technician for verification.
- Equipment is organized and prepared for installation, including programming, staging, and tuning.
- OEM modifier guides are verified and reviewed as needed.
- As needed, Individual vehicle specifications are reviewed, and installation location is considered based on existing vehicle equipment (airbags, infotainment systems, consoles) as well as customer specifications (comfort, safety, productivity, budget)

### Installation Process – 1 week completion timeline

- Remove all necessary factory parts from the vehicle for installation, such as seats, headliner, trim, fascia, and panels.
- Determine equipment mounting locations based on client preferences and vehicle limitations, following the technician's proposed course of action.
- Route wiring and coaxial cable from the center console and mounted equipment along factory wiring channels whenever feasible. Utilize protected and hidden routes when necessary.
- Perform any required alterations to the vehicle's factory wiring.
- Terminate aftermarket wiring at appropriate distribution points determined by the scope of the build, including fuse blocks, circuit breakers, charge-guards, and switches.
- Select appropriate wire gauge, type, and color based on wire length, identification needs, and amperage specifications. Fuse at 125% of the factory specified equipment maximum power draw, placing fuses as close to the point of power origination as feasible.
- Weatherize all exterior wiring splices and termination points with heat shrink or sealed crimps. Bundle wiring into abrasion-resistant wire loom and route it in the most protected and dry manner possible.



- Install the center console, if applicable, along with any electrical hardware destined for inside mounting.
- Mount any other electrical hardware designated for installation outside of the center console, such as light bars, flashers, sirens, portable radio chargers, and accessory power outlets.
- Terminate previously installed wiring routes to electrical equipment and label them directly on the wire, when possible, and in a wiring diagram.

### Quality Assurance and Compliance

- Initial testing of equipment functionality after completing wiring and power distribution. Make any necessary changes or alterations at this stage.
- Conduct final comprehensive functional tests on all installed equipment to verify proper operation, including radio communication, lighting patterns, siren functionality, and power supply systems. Test to ensure compliance with relevant regulatory standards, such as Federal Motor Vehicle Safety Standards (FMVSS) and National Fire Protection Association (NFPA) guidelines.
- Re-install any factory vehicle parts that were previously removed during the installation process.
- Conduct an additional round of testing on the vehicle after finalizing all equipment installations.

### Documentation and Acceptance

- All programming, wire routes, and fuse specifications are meticulously documented and archived by installers for client access.
- Final testing is conducted in collaboration with the client to ensure acceptance and approval of the installation.
- Provide training to emergency responders on the operation and maintenance of installed equipment, emphasizing safety procedures and best practices for maximizing effectiveness in the field.



## 3 – Project management

Jacob Deakins will serve as the project lead for the upfitting and installation of equipment on City of Spokane emergency vehicles. The proposed project team structure will include:

1. Jacob Deakins (Journeyman Technician & Lead Installer) - Project Lead:

- Prime responsibility for overseeing all aspects of the project, including planning, coordination, installation, and quality assurance.
- Final authority for decision-making regarding project execution, resource allocation, and adherence to project timelines and specifications.

2. Supporting Technicians: A team of supporting technicians with varying levels of experience and expertise will assist Jacob Deakins in the execution of the project; David Stratton and Brian Romero will be assigned as support technicians.

- Responsibilities may include equipment installation, wiring, cable management, quality assurance testing, and compliance verification.

3. Administrative Support:

- Administrative staff will provide logistical support, including procurement of equipment, scheduling of installations, documentation management, and communication with stakeholders.
- Although not directly involved in the installation process, Michel Deakins, Owner and President of Valence MCT, will be aware of project deadlines, progress and difficulties. In the event any difficulties arise with installation process, or between customer and Valence MCT, Michael will be immediately involved to help with resolution in any way, or until the point a satisfactory outcome is achieved.





## Staff Qualifications/Experience

- Jacob Deakins – Communication Systems Technician – 5 years people management and 5 years Industry experience – 100%-time allocation

Electronics certification course through the Cleveland Institute of Electronics as well as a communications Technician course through Phase 4 Design, which administers training to the US Fish and Wildlife and US Forest Service technicians. Jake is the lead technician for vehicle up-fitting and tower work. In addition, he has participated in numerous large projects including a turn-key radio system for a large utility client and radio command and control projects for several counties. He is a certified tower trainer and was the main “on-tower” lead on dozens of tower projects in 2019.

- David Stratton –Communication Systems technician – 10 years electrical and 3 Years Industry – 40% support time allocation.

Phone and network technician for a company specializing in DSL and fiber optics. Commercial Electrician with the IBEW from 2017 to 2020. He served in the Army National Guard as a chemical soldier and electrician for 8 years from 2011 to 2019 and served one tour of duty in Iraq. He graduated with honors from both the Army Chemical School and the National Guard’s Engineer School and became certified as an electrician for the U.S. Army. David completed coursework at Washington State University in Pullman, WA for a BS in Pre-Med with a minor in Chemistry.

- Brian Romero – Communication Systems Technician – 10 years communications and 1 year Industry – 40% support time allocation

Brian came to Valence MCT from an adjacent and applicable communications field. With a B.S. in multimedia and PC programming from Eastern Washington University. He spent many years working as a Master Control Operator at local television networks, including electronics repair specializing in LED malfunction.



## 4. Experience of the Vendor

Valence Mission Critical Technologies has been upfitting vehicles since its formation in 2002. The following list is a partial list of customers for whom vehicle installation work has been completed:

- BOUNDARY CO SHERIFF
- LINCOLN CO SHERIFF
- LATAH CO SHERIFF
- FAIRCHILD AFB – FIRE CRASH DEPT
- SHOSHONE CO SHERIFF
- WHITMAN COUNTY
- BLM – WASHINGTON & IDAHO
- PEAK SAND & GRAVEL
- NORTHERN LIGHTS
- KALISPEL TRIBE OF INDIANS
- KALISPEL TRIBE POLICE DEPARTMENT
- KENDRICK JOINT SCHOOL DIST
- DURHAM BUS COMPANY
- KOOTENAI TRIBE POLICE DEPT
- NNAC CONSTRUCTION
- PEND OREILLE FIRE DIST #4
- GARFIELD CO SHERIFF
- STEVENS CO SHERIFFS AMBULANCE
- PINEHURST POLICE DEPARTMENT
- KELOGG POLICE DEPARTMENT
- OSBURN POLICE DEPARTMENT
- YAKIMA TRIBAL POLICE DEPARTMENT



## 5. References

### Boundary Co Sheriff

2022 Tahoe Complete Police Vehicle Upfit - Nov 30<sup>th</sup>, 2022 &

2021 Tahoe Complete Police Vehicle Upfit - April 13<sup>th</sup>, 2022

Build components used:

- Whelen WeCanX C399 -  
200-Watt Amplifier Control Module, Flashing Outputs, includes 3 CANport™ Signals, and Controls up to 99 Devices/Remote Modules, Control Heads
- Whelen WeCan Liberty Lightbar, Whelen Ion exterior lighting, Whelen SA315 & Howler Sirens
- Havis Console & Havis K9/prisoner partition, Setina push bumper, Harris mobile radio, vehicle repeater, cell booster, docking station, printer, gun lock, and many other accessories.

Rich Stephens (Undersheriff) [rstephens@boundarysheriff.org](mailto:rstephens@boundarysheriff.org) 208-267-3151

### Lincoln Co Sheriff

Emergency Command Trailer Build - Feb 1<sup>st</sup>, 2023

Repeater, Duplexer, Battery Charger, Repeater Antenna system, Radio

(2) Ford Interceptor Police Vehicle Upfits - June 29<sup>th</sup>, 2022

Build components used:

- Whelen WeCanX C399 -  
200-Watt Amplifier Control Module, Flashing Outputs, includes 3 CANport™ Signals, and Controls up to 99 Devices/Remote Modules, Control Heads
- Whelen WeCan Liberty Lightbar, Whelen Ion exterior lighting, Whelen SA315 & Howler Sirens
- Havis Console & Havis K9/prisoner partition, Setina push bumper, Harris mobile radio, vehicle repeater, cell booster, docking station, printer, gun lock, and many other accessories.

Denise Liebing (Chief Civil Deputy) [dmliebing@co.lincoln.wa.us](mailto:dmliebing@co.lincoln.wa.us)

509-725-9263



## Kalispell Tribe Police Department

2023 Dodge Durango Vehicle Upfits - September 2023

2023 Dodge Durango Build - August 2023

### Build components used:

- Whelen WeCanX C399 -  
200 Watt Amplifier Control Module, Flashing Outputs, Includes 3 CANport™ Signals, and Controls up to 99 Devices/Remote Modules, Control Heads
- Whelen WeCan Liberty Lightbar, Whelen Ion exterior lighting, Whelen SA315 & Howler Sirens
- Havis Console & Havis K9/prisoner partition, Setina push bumper, Harris mobile radio, vehicle repeater, cell booster, docking station, printer, gun lock, and many other accessories.

Contact: Bret Pierson

Email: [bpiereson@kalispeltribe.com](mailto:bpiereson@kalispeltribe.com)

Phone:509-447-7152















## Cost Proposal

- All Vehicle builds will be charged at an hourly rate of \$165/hr.
- The scope of installation specified by the City of Spokane for K8A and F150 Responders will require 12 to 16 hours of labor for completion respectively. Tax will be collected as required in addition to hourly rate.
- Valence has immediate availability to commence builds and capacity for two vehicles simultaneously as needed.
- Afterhours rate of \$248/hr (between the hours of 6pm and 7am).
- Miscellaneous wiring, connectors, and shop supplies are included in the base labor rate.
  - 12 hrs = \$1980 plus tax as required
  - 16 hrs = \$2640 plus tax as required

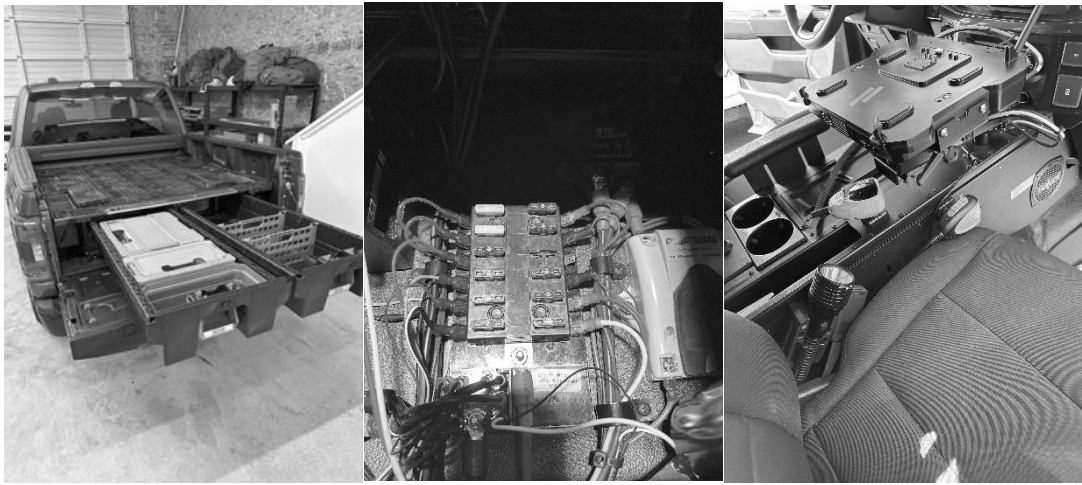
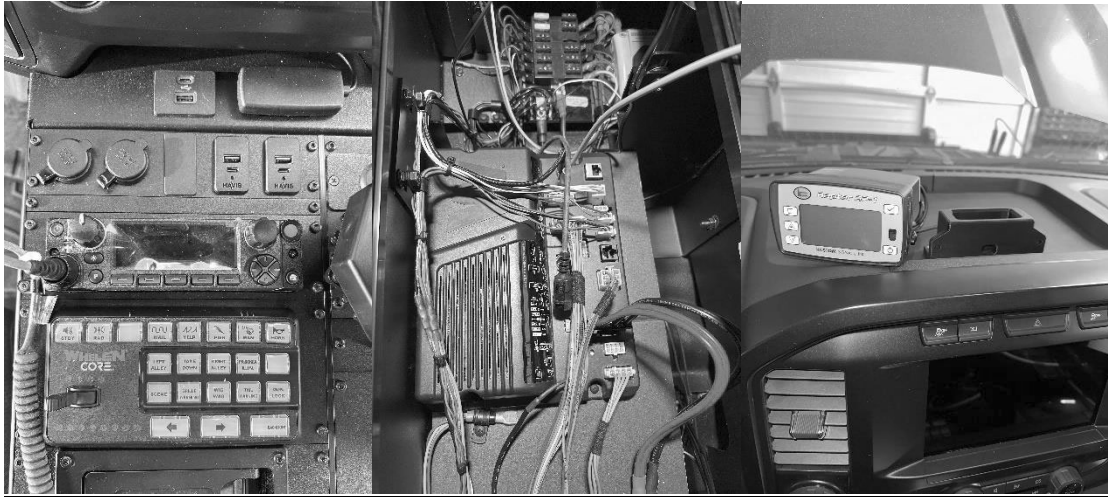


Valence MCT Premier Partners



# Examples of work performed









**ATTACHMENT – ARP/CSLFRF CFDA 21.027 FUNDING**  
American Rescue Plan (ARP)  
Coronavirus State and Local Fiscal Recovery Funds (CSLFRF)  
Funding Authority: U.S. Department of Treasury  
CFDA# 21.027 – Coronavirus State and Local Fiscal Recovery Funds

The Contractor specifically agrees to comply with all applicable state and federal laws, rules, regulations, requirements, program guidance, including but not limited to the following:

All applicable federal, state, and local laws, regulations, executive orders, OMB Circulars, and/or policies including, but not limited to:

Nondiscrimination laws and/or policies, and safety and health regulations.  
Americans with Disabilities Act (ADA), Age Discrimination Act of 1975,  
Title VI of the Civil Rights Act of 1964, Civil Rights Act of 1968,  
Provisions in Buildings for Aged and Handicapped Persons (RCW 70.92).  
Robert T. Stafford Disaster Relief and Emergency Assistance Act (PL 93-288, as amended),  
Ethics in Public Services (RCW 42.52),  
Covenant Against Contingent Fees (48 CFR Section 52.203-5),  
Public Records Act (RCW 42.56),  
Prevailing Wages on Public Works (RCW 39.12),  
State Environmental Policy Act (RCW 43.21C),  
Shoreline Management Act of 1971 (RCW 90.58),  
State Building Code (RCW 19.27),  
Energy Policy and Conservation Act (PL 94-163, as amended),  
Energy Related Building Standards (RCW 19.27A),

Comply with all procurement requirements of 2 CFR Part 200.317 - 200.327. All sole source contracts expected to exceed \$50,000 must be submitted to Spokane City Purchasing for review and approval prior to the award and execution of a contract.

Any contract awarded to the successful Contractor must contain and/or comply with the following procurement provisions in accordance with 2 CFR Part 200.317 - 200.327:

Contractor must maintain a Conflict of Interest Policy consistent with 2 CFR 200.318(c) that is applicable to all activities funded with the award. All potential conflicts of interest related to this award must be reported to Spokane City and/or U.S. Treasury

- Administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as may be appropriate;
- Compliance with Executive Order 11246, “Equal Employment Opportunity,” (30 FR 12319, 12935, 3 CFR Part 1964-1965 Comp., p. 339), as amended by Executive Order 11375, as supplemented in Department of Labor regulations (41 CFR Chapter 60);
- For Capital Expenditures that involve the employment of mechanics of laborers: Compliance with the Contract Work Hours and Safety Standards Act (40 USC 3702 and 3704) as supplemented by Department of Labor Regulations (29 CFR Part 5);
- For all contracts in excess of \$100,000 with respect to water, sewer, or broadband that involve the employment of mechanics of laborers: Compliance with the Contract Work Hours and Safety Standards Act (40 USC 3702 and 3704) as supplemented by Department of Labor Regulations (29 CFR Part 5);
- For construction or repair contracts: Compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145) as supplemented by Department of Labor regulations (29 CFR part 3);
- For construction contracts in excess of \$2,000 when required by Federal grant program legislation:

Compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144 and 3146-3148) as supplemented by Department of Labor regulations (29 CFR part 5); Davis Bacon Act—Does **not** apply to projects funded **solely** with ARPA/CSLFRF CFDA 21.027 funds. However, if other federal funds are also used for the construction project in addition to FRF, and those federal funds require Davis-Bacon compliance, all prime construction contracts in excess of \$2,000 must follow Davis-Bacon Act;

- For construction contracts in excess of \$100,000 that involve the employment of mechanics and laborers: Compliance with the Contract Work Hours and Safety Standard Act (40 U.S.C. 3701-3708) as supplemented by Department of Labor regulations (29 CFR Part 5);
- Compliance with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency
- For contracts in excess of \$150,000: Compliance with all applicable standards, orders or requirements issued under the Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387) as amended;
- Compliance with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act;
- Notice of awarding agency requirements and regulations pertaining to reporting;
- Federal awarding agency requirements and regulations pertaining to copyrights and rights in data;
- Access by Spokane City, the Federal awarding agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers and records, sub-agreements, leases, subcontracts, arrangements, or other third-party agreements of any type, and supporting materials related to those records of the Contractor, which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts and transcriptions;
- Retention of all required records for **six years** after Spokane City makes final payment and all other pending matters are closed;
- Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871);
- Notice of awarding agency requirements and regulations governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards (37 C.F.R. Part 401) and the standard patent rights clause (37 C.F.R. section 401.14);
- Compliance with Executive Order 13858 “Strengthening Buy-American Preferences for Infrastructure Projects” as appropriate and to the extent consistent with law; and
- Compliance with 2 C.F.R. § 200.216, prohibitions regarding certain telecommunications and video surveillance services or equipment are mandated by section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (FY 2019 NDAA), Pub. L. No. 115-232 (2018).

Any contract awarded to the successful Contractor must contain and/or comply with the following provisions in accordance with 2 CFR Part 200.332(a) - 200.332(a)(1)-200.332(a)(6) Requirements for pass-through entities:

- Identify as a Subaward (2 CFR 200.332(a));
- Federal Award Identification (2 CFR 200.332(a)(1));
- Terms and conditions from ARP/CLFRF (2 CFR 200.332(a)(2));
- Additional City of Spokane imposed requirements based on risk assessment (2 CFR 200.332(a)(3));
- Indirect cost rate (2 CFR 200.332(a)(4));
- Records access & retention (2 CFR 200.332(a)(5));
- Closeout provisions (2 CFR 200.332(a)(6)).

Any contract awarded to the successful Contractor must contain and/or comply with the following provisions in accordance with 2 CFR Part 200.501(a)-200.501(h) Audit Requirements:

- Audit required. A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provision of this part (2 CFR 200.501(a));
- Single Audit (2 CFR 200.501(b));
- Program-specific audit election (2 CFR 200.501(c));
- Exemption when Federal awards expended are less than \$750,000(2 CFR 200.501(d));
- Federally Funded Research and Development Centers (2 CFR 200.501(e));
- Subrecipients and contractors (2 CFR 200.501(f));
- Compliance responsibility for contractors (2 CFR 200.501(g));
- For-profit subrecipient (2 CFR 200.501(h)).

Contractor must comply with Executive Orders 12549 and 12689 and 2 C.F.R. Part 180, which restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities. Contractor must certify that it is not presently debarred, suspended or proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency.

Contractor must comply with the requirements of 31 U.S.C. § 3729-3733 which prohibits the submission of false or fraudulent claims for payment to the Federal Government. See also 31 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made.

Contractor is required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129.

Contractor's costs must be compliant with 2 CFR Part 200 Subpart E Cost Principles.

Contractor must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under an award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, Member of Congress, an officer, or employee of Congress, or an employee of a Member of Congress in connection with any Federal action concerning an award, making of any federal grant, federal loan, continuation, renewal, amendment or modification of any federal contract, grant loan, or cooperative agreement, and that if any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this award, the Contractor will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

In the event of the Contractor's noncompliance or refusal to comply with any applicable law, regulation, executive order, OMB Circular or policy, Spokane City may rescind, cancel, or terminate the contract in whole or in part in its sole discretion. The Contractor is responsible for all costs or liability arising from its failure to comply with applicable laws, regulations, executive orders, OMB Circulars, or policies.

**CERTIFICATION**

Michael J Deakins Valence Mission Critical Technologies 06/06/2024  
Signature, Administrator, or Applicant Agency Date

Michael J Deakins - President  
print name and title



STATE OF WASHINGTON

# BUSINESS LICENSE

Profit Corporation

Issue Date: Mar 22, 2024

Unified Business ID #: 602271419

Business ID #: 001

Location: 0001

Expires: Feb 28, 2025

VALENCE, INC.  
VALENCE MISSION CRITICAL TECHNOLOGIES  
17816 E SPRAGUE AVE  
SPOKANE VALLEY WA 99016-8700

UNEMPLOYMENT INSURANCE - ACTIVE  
TAX REGISTRATION - ACTIVE

INDUSTRIAL INSURANCE - ACTIVE

**CITY/COUNTY ENDORSEMENTS:**

SPOKANE VALLEY GENERAL BUSINESS #02924 - ACTIVE  
SPOKANE GENERAL BUSINESS - NON-RESIDENT #T12052884BUS - ACTIVE

**LICENSING RESTRICTIONS:**

Not licensed to hire minors without a Minor Work Permit.

**REGISTERED TRADE NAMES:**

VALENCE COMMUNICATIONS  
VALENCE MISSION CRITICAL TECHNOLOGIES  
VALENCE WIRELESS

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

STATE OF WASHINGTON

UBI: 602271419 001 0001

Expires: Feb 28, 2025

VALENCE, INC.  
VALENCE MISSION CRITICAL TECHNOLOGIES  
17816 E SPRAGUE AVE  
SPOKANE VALLEY WA 99016-8700

UNEMPLOYMENT INSURANCE - ACTIVE  
INDUSTRIAL INSURANCE - ACTIVE  
TAX REGISTRATION - ACTIVE  
SPOKANE VALLEY GENERAL BUSINESS #02924 - ACTIVE  
SPOKANE GENERAL BUSINESS - NON-RESIDENT #T12052884BUS - ACTIVE

Director, Department of Revenue



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
6/18/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>USI Insurance Services LLC</b> 601 Union Street, Suite 1000 Seattle, WA 98101 206 441-6300	<b>CONTACT NAME:</b> Renee Soderberg <b>PHONE (A/C, No, Ext):</b> 877 678-5842 <b>E-MAIL ADDRESS:</b> renee.soderberg@usi.com	<b>FAX (A/C, No):</b> 610-362-8530
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> <b>Valence, Inc.</b> PO Box 966 Otis Orchards, WA 99027	<b>INSURER A :</b> Western National Mutual Insurance Co	
	<b>INSURER B :</b>	
	<b>INSURER C :</b>	
	<b>INSURER D :</b>	
	<b>INSURER E :</b>	
	<b>INSURER F :</b>	

<b>COVERAGES</b>	<b>CERTIFICATE NUMBER:</b>	<b>REVISION NUMBER:</b>
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CPP115766907	02/23/2024	02/23/2025	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CPP115673707	02/23/2024	02/23/2025	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED RETENTION \$			UMB102640207	02/23/2024	02/23/2025	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000 \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	CPP115766907	02/23/2024	02/23/2025	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
**Re insured's operations, the following are included as Additional Insured: the City, its officers and employees.**

<b>CERTIFICATE HOLDER</b> City of Spokane 808 W Spokane Falls Blvd Spokane, WA 99201	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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**Agenda Sheet for City Council:****Committee:** Finance & Administration **Date:** 11/25/2024**Committee Agenda type:** Consent**Date Rec'd**

11/13/2024

**Clerk's File #**

OPR 2022-0803

**Cross Ref #****Project #****Council Meeting Date:** 12/09/2024**Submitting Dept**

CONTRACTS &amp; PURCHASING

**Bid #**

IPWQ #5731-22

**Contact Name/Phone**

JASON 232-8841

**Requisition #**

MASTER

**Contact E-Mail**

JNECHANICKY@SPOKANECITY.ORG

**Agenda Item Type**

Contract Item

**Council Sponsor(s)**

BWILKERSON JBINGLE KKLITZKE

**Agenda Item Name**

5500 - AMENDMENT &amp; RENEWAL OF MASTER SERVICE CONTRACT FOR FIRE

**Agenda Wording**

Amendment & Renewal #2 of 3 for the Master Service Contract with Performance Systems Integration, LLC for Fire Extinguisher and Fire Suppression Services and On-Call Maintenance.

**Summary (Background)**

Amendment & Renewal #2 of 3 for the Master Service Contract with Performance Systems Integration, LLC for Fire Extinguisher and Fire Suppression Services and On-Call Maintenance. This amendment changes the pricing from cost + to firm/fixed pricing and adds the Fire Suppression service and On-Call Maintenance. NOTE: The prevailing wage rate is correct as shown. This is the rate PSI will invoice the City, although they will pay the appropriate L&I prevailing wage to their employees.

Lease? NO Grant related? NO Public Works? YES

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 100,000.00

Current Year Cost \$ 100,000.00

Subsequent Year(s) Cost \$ 0

**Narrative**

The COS has a need for Fire Extinguisher & Fire Suppression Services and on-call maintenance. IPWQ #5731-22 was put out through the City's procurement portal and two (2) responses were received with PSI, LLC being lowest responsive, responsible vendor.

**Amount****Budget Account**

Expense \$ 100,000.00

# Varies by department

Select \$

#

Select \$

#

Select \$

#

\$

#

\$

#





## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	Purchasing & Contracts
<b>Contact Name</b>	Jason Nechanicky
<b>Contact Email &amp; Phone</b>	<a href="mailto:jnechanicky@spokanecity.org">jnechanicky@spokanecity.org</a> 232-8841
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Amendment & Renewal of Master Service Contract for Fire Extinguisher & Fire Suppression On Call Maintenance and service
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	Amendment & Renewal #2 of 3 for the Master Service Contract with Performance Systems Integration, LLC for Fire Extinguisher and Fire Suppression Services and On-Call Maintenance.  This amendment changes the pricing from cost + to firm/fixed pricing and adds the Fire Suppression service and On-Call Maintenance.
<b>Fiscal Impact</b> <b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <u>NTE 100,000 annually</u> Current year cost: \$100,000 Subsequent year(s) cost:	
<b>Narrative:</b> The City of Spokane has a need for Fire Extinguisher & Fire Suppression Services and on-call maintenance. IPWQ #5731-22 was put out through the City's procurement portal and two (2) responses were received with Performance Systems Integration, LLC being the lowest responsive, responsible vendor. In that IPWQ Three (3) one-year renewals were available – this is #2 of 3 optional renewals.	
<b>Funding Source</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Select Funding Source* Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a>	
<b>Expense Occurrence</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? N/A</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A</li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?</li> <li>• N/A</li> </ul>	

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.



**City of Spokane**  
**MASTER CONTRACT  
RENEWAL #2 OF 3 AND AMENDMENT**  
**Title: Maintenance Agreement**

This Contract Renewal and Amendment is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **PERFORMANCE SYSTEMS INTEGRATION, LLC.**, whose address is 7324 SW Durham Road, Portland, Oregon 97224 as ("Contractor"), individually hereafter referenced as a "Party", and together as the "Parties".

*WHEREAS, the parties entered into an Agreement wherein the Contractor agreed to provide Annual Services On-Call Fire Extinguisher Services at various City of Spokane locations and Vehicles, and*

*WHEREAS, the initial contract provided for three (3) additional one (1) year renewals, with this being the second of those renewals; and*

*WHEREAS, a change or revision of the Work has been requested, 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 original Agreement, dated November 2, 2022, 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 Renewal and Amendment shall become effective on October 10, 2024, and shall run through October 9, 2025.

**3. ADDITIONAL WORK.**

The Scope of Work in the original Contract is revised to include the following:

**Pricing change to firm/fixed pricing and adding Fire Suppression Services and On-Call Fire Suppression Services.**

**4. COMPENSATION.**

The City shall pay an additional annual amount not to exceed **ONE HUNDRED THOUSAND AND NO/100 DOLLARS (\$100,000.00)** including sales tax, for everything furnished and done under this Contract Renewal and Amendment, in accordance with the Pricing List attached. 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.

**5. DEBARMENT AND SUSPENSION.**

The Company has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and "Debarment and Suspension", codified at 29 CFR part 98.

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

**PERFORMANCE SYSTEMS  
INTEGRATION, 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 Agreement:**

Certification Regarding Debarment  
Pricing List

24-221a

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

_____ Name of Subrecipient / Contractor / Consultant (Type or Print)	_____ Program Title (Type or Print)
_____ Name of Certifying Official (Type or Print)	_____ Signature
_____ Title of Certifying Official (Type or Print)	_____ Date (Type or Print)

**COMMON EXTINGUISHER PRICING**

	<b>Standard Price</b>	<b>Current City</b>	<b>Renewal</b>
B417T - 2.5# ABC	\$ 65.87	\$ 41.50	\$ 53.90
B402 & B402T - 5# ABC	\$ 92.51	\$ 60.21	\$ 78.19
B456 - 10# ABC with Wall Hangar	\$ 118.94	\$ 83.30	\$ 108.13
B441 - 10# ABC - Brass Valve	\$ 197.33	\$ 124.32	\$ 161.45
720 - 10# ABC HF	\$ 250.82	\$ 175.57	\$ 228.02
722 - Purple K High Flow	\$ 254.22	\$ 177.95	\$ 231.11

**EXTINGUISHER SERVICES**

	<b>Standard Price</b>	<b>2025 Price</b>
6 Year - Dry Chemical Extinguisher - 2.5lb	\$ 32.00	\$ 27.20
6 Year - Dry Chemical Extinguisher - 5lb	\$ 39.00	\$ 33.15
6 Year - Dry Chemical Extinguisher - 10lb	\$ 52.00	\$ 44.20
6 Year - Dry Chemical Extinguisher - 20lb	\$ 65.00	\$ 55.25
6 Year - Dry Chemical Extinguisher - 30lb	\$ 70.00	\$ 59.50
6 Year - Dry Chemical Extinguisher - 50lb	\$ 175.00	\$ 148.75
6 Year - Dry Chemical Extinguisher - 125lb	\$ 315.00	\$ 267.75
6 Year - Dry Chemical Extinguisher - 145lb	\$ 330.00	\$ 280.50
6 Year - Dry Chemical Extinguisher - 150lb	\$ 335.00	\$ 284.75
6 Year - Dry Chemical Extinguisher - 300lb	\$ 675.00	\$ 573.75
6 Year - Halon/Halotron Extinguisher - 2.5lb	\$ 127.00	\$ 107.95
6 Year - Halon/Halotron Extinguisher - 5lb	\$ 150.75	\$ 128.14
6 Year - Halon/Halotron Extinguisher - 9lb	\$ 242.00	\$ 205.70
6 Year - Halon/Halotron Extinguisher - 13lb	\$ 251.50	\$ 213.78
6 Year - Halon/Halotron Extinguisher - 15lb	\$ 261.00	\$ 221.85
6 Year - Halon/Halotron Extinguisher - 65lb	\$ 1,125.00	\$ 956.25
6 Year - Halon/Halotron Extinguisher - 150lb	\$ 2,520.00	\$ 2,142.00
6 Year - CleanGuard - 2.5lb	\$ 157.00	\$ 133.45
6 Year - CleanGuard - 4.75lb	\$ 188.25	\$ 160.01
6 Year - CleanGuard - 9.5lb	\$ 302.00	\$ 256.70
6 Year - CleanGuard - 13.25lb	\$ 314.50	\$ 267.33
Hydro Test - Dry Chemical Extinguisher - 2.5lb	\$ 44.00	\$ 37.40
Hydro Test - Dry Chemical Extinguisher - 5lb	\$ 63.00	\$ 53.55
Hydro Test - Dry Chemical Extinguisher - 10lb	\$ 78.00	\$ 66.30
Hydro Test - Dry Chemical Extinguisher - 20lb	\$ 93.00	\$ 79.05
Hydro Test - Dry Chemical Extinguisher - 30lb	\$ 102.00	\$ 86.70
Hydro Test - Dry Chemical Extinguisher - 50lb	\$ 415.00	\$ 352.75
Hydro Test - Dry Chemical Extinguisher - 125lb	\$ 555.00	\$ 471.75
Hydro Test - Dry Chemical Extinguisher - 145lb	\$ 575.00	\$ 488.75
Hydro Test - Dry Chemical Extinguisher - 150lb	\$ 590.00	\$ 501.50
Hydro Test - Dry Chemical Extinguisher - 300lb	\$ 930.00	\$ 790.50
Hydro Test - Halon/Halotron Extinguisher - 2.5lb	\$ 139.00	\$ 118.15
Hydro Test - Halon/Halotron Extinguisher - 5lb	\$ 174.75	\$ 148.54

Hydro Test - Halon/Halotron Extinguisher - 9lb	\$ 268.00	\$ 227.80
Hydro Test - Halon/Halotron Extinguisher - 13lb	\$ 277.50	\$ 235.88
Hydro Test - Halon/Halotron Extinguisher - 15lb	\$ 287.00	\$ 243.95
Hydro Test - Halon/Halotron Extinguisher - 65lb	\$ 1,365.00	\$ 1,160.25
Hydro Test - Halon/Halotron Extinguisher - 150lb	\$ 2,775.00	\$ 2,358.75
Hydro Test - CleanGuard - 2.5lb	\$ 169.00	\$ 143.65
Hydro Test - CleanGuard - 4.75lb	\$ 212.25	\$ 180.41
Hydro Test - CleanGuard - 9.5lb	\$ 328.00	\$ 278.80
Hydro Test - CleanGuard - 13.25lb	\$ 340.50	\$ 289.43
Hydro Test - CO2 Extinguisher - 5lb	\$ 160.00	\$ 136.00
Hydro Test - CO2 Extinguisher - 10lb	\$ 185.00	\$ 157.25
Hydro Test - CO2 Extinguisher - 15lb	\$ 205.00	\$ 174.25
Hydro Test - CO2 Extinguisher - 20lb	\$ 225.00	\$ 191.25
Hydro Test - CO2 Extinguisher - 50lb	\$ 330.00	\$ 280.50
Hydro Test - CO2 Extinguisher - 100lb	\$ 575.00	\$ 488.75
Hydro Test - Ansul K-Class Extinguisher - 1.8G (6L)	\$ 215.00	\$ 182.75
Hydro Test - Amerex K-Class Extinguisher - 1.8G (6L)	\$ 185.00	\$ 157.25
Hydro Test - Amerex K-Class Extinguisher - 2.5G	\$ 235.00	\$ 199.75
Hydro Test - Water Mist Extinguisher - 6L (1.8G)	\$ 125.00	\$ 106.25
Hydro Test - Water Mist Extinguisher - 2.5G	\$ 140.00	\$ 119.00
Hydro Test - Water	\$ 55.00	\$ 46.75
Annual - Hand Portable	\$ 12.00	\$ 8.00
Annual - Cartridge Operated	\$ 25.00	\$ 20.00
Annual - CO2 - Includes Conductivity Test	\$ 18.00	\$ 15.00
Annual - Pressure Transfer - Wheeled Unit	\$ 308.00	\$ 261.80
Annual - Stored Pressure - Wheeled Unit	\$ 220.00	\$ 187.00
Fire Extinguisher Disposal Fee	\$ 15.00	\$ 10.00
Fire Extinguisher Service Call	\$ 65.00	\$ 45.00
Fire Extinguisher Service Fuel Surcharge	\$ 25.00	\$ 10.00
Prevailing Wage	\$ 145.00	\$ 45.00

**SUPPRESSION SYSTEM SERVICES**

**Standard Price**

**2025 Price**

SUPP-INSP-SEMISUPPRESS	\$ 250.00	\$ 220.00
SUPP-INSP-ADDSUPPRESS	\$ 220.00	\$ 190.00
SUPP-INSP-ADDCYL	\$ 90.00	\$ 75.00
SUPP-SVC-SYSHYDRO	Varies	\$ 55.00
SUPP-FILINGFEE	\$ 39.00	\$ 39.00
SUPP-SVC-SERVICECALL	\$ 65.00	\$ 45.00
SUPP-SVC-FUELCHARGE	\$ 25.00	\$ 10.00

Prevailing Wage	\$	145.00	\$	45.00
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**SUPPRESSION SYSTEM PARTS & CHEMICALS**

	<b>Standard Price</b>	<b>Current City</b>	<b>Renewal</b>
443325 - Ansul Nozzle 2w	\$ 73.85	\$ 41.36	\$ 53.71
A79372 - Ansulex 3 Gallong Chemical	\$ 372.60	\$ 208.66	\$ 270.98
5373 - Ansul Cartridge Nitrogen	\$ 233.30	\$ 130.65	\$ 169.67





STATE OF WASHINGTON

# BUSINESS LICENSE

Issue Date: May 17, 2024

Limited Liability Company

Unified Business ID #: 604486615  
Business ID #: 001  
Location: 0003  
Expires: Jul 31, 2025

PERFORMANCE SYSTEMS INTEGRATION, LLC  
STE C  
12521 EVERGREEN DR  
MUKILTEO WA 98275-5709

TAX REGISTRATION - ACTIVE

### CITY/COUNTY ENDORSEMENTS:

- FIFE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- ELLENSBURG GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- WALLA WALLA GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- MUKILTEO GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- PASCO GENERAL BUSINESS - NON-RESIDENT #39558 - ACTIVE
- PUYALLUP GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- LAKEWOOD GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- BAINBRIDGE ISLAND GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- YELM GENERAL BUSINESS - NON-RESIDENT #12096 - ACTIVE
- KIRKLAND GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- BELLINGHAM GENERAL BUSINESS #066921 - ACTIVE
- BONNEY LAKE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- COVINGTON GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- DUPONT GENERAL BUSINESS - NON-RESIDENT #5073 - ACTIVE
- ENUMCLAW GENERAL BUSINESS - NON-RESIDENT #BUS2019-0393 - ACTIVE
- GIG HARBOR GENERAL BUSINESS - NON-RESIDENT - ACTIVE

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 604486615 001 0003

PERFORMANCE SYSTEMS  
INTEGRATION, LLC  
STE C  
12521 EVERGREEN DR  
MUKILTEO WA 98275-5709

FOLD HERE

STATE OF WASHINGTON

FOLD HERE

- TAX REGISTRATION - ACTIVE
- FIFE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- ELLENSBURG GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- WALLA WALLA GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- MUKILTEO GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- PASCO GENERAL BUSINESS - NON-RESIDENT #39558 - ACTIVE
- PUYALLUP GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- LAKEWOOD GENERAL BUSINESS - NON-RESIDENT - ACTIVE

Expires: Jul 31, 2025

Director, Department of Revenue



STATE OF WASHINGTON

# BUSINESS LICENSE

Limited Liability Company

PERFORMANCE SYSTEMS INTEGRATION, LLC  
STE C  
12521 EVERGREEN DR  
MUKILTEO WA 98275-5709

CITY/COUNTY ENDORSEMENTS:

- ISSAQUAH GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- KENNEWICK GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- LACEY GENERAL BUSINESS - NON-RESIDENT #182801 - ACTIVE
- LAKE STEVENS GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- LIBERTY LAKE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- LONGVIEW GENERAL BUSINESS - NON-RESIDENT #612645 - ACTIVE
- MAPLE VALLEY GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- MARYSVILLE GENERAL BUSINESS - NON-RESIDENT #2222CON1019 - ACTIVE
- MONROE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- NEWCASTLE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- OLYMPIA GENERAL BUSINESS - NON-RESIDENT #39520 - ACTIVE
- PORT ORCHARD GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- PORT TOWNSEND GENERAL BUSINESS - NON-RESIDENT #007583 - ACTIVE
- POULSBO GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- PULLMAN GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- RICHLAND GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- SAMMAMISH GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- SEDRO WOOLLEY GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- SEQUIM GENERAL BUSINESS - NON-RESIDENT - ACTIVE

Issue Date: May 17, 2024

Unified Business ID #: 604486615

Business ID #: 001

Location: 0003

Expires: Jul 31, 2025

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 604486615 001 0003

PERFORMANCE SYSTEMS  
INTEGRATION, LLC  
STE C  
12521 EVERGREEN DR  
MUKILTEO WA 98275-5709

FOLD HERE

STATE OF WASHINGTON

FOLD HERE

- TAX REGISTRATION - ACTIVE
- FIFE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- ELLENSBURG GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- WALLA WALLA GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- MUKILTEO GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- PASCO GENERAL BUSINESS - NON-RESIDENT #39558 - ACTIVE
- PUYALLUP GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- LAKEWOOD GENERAL BUSINESS - NON-RESIDENT - ACTIVE

Expires: Jul 31, 2025

Director, Department of Revenue



STATE OF WASHINGTON

# BUSINESS LICENSE

Limited Liability Company

PERFORMANCE SYSTEMS INTEGRATION, LLC  
STE C  
12521 EVERGREEN DR  
MUKILTEO WA 98275-5709

CITY/COUNTY ENDORSEMENTS:

- SKYKOMISH GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- SPOKANE VALLEY GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- SUMNER GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- TUMWATER GENERAL BUSINESS - NON-RESIDENT #R-016788 - ACTIVE
- UNIVERSITY PLACE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- WOODINVILLE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- SPOKANE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- TUKWILA GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- BURLINGTON GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- EDMONDS GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- MOSES LAKE GENERAL BUSINESS - NON-RESIDENT #BL2022-0997 - ACTIVE
- SEATAC GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- SPRINGDALE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- AIRWAY HEIGHTS GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- CHENEY GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- MERCER ISLAND GENERAL BUSINESS - NON-RESIDENT #190629 - ACTIVE
- FEDERAL WAY GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- WENATCHEE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- LYNNWOOD GENERAL BUSINESS - NON-RESIDENT - ACTIVE

Issue Date: May 17, 2024

Unified Business ID #: 604486615

Business ID #: 001

Location: 0003

Expires: Jul 31, 2025

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 604486615 001 0003

PERFORMANCE SYSTEMS  
INTEGRATION, LLC  
STE C  
12521 EVERGREEN DR  
MUKILTEO WA 98275-5709

STATE OF WASHINGTON

FOLD HERE

FOLD HERE

- TAX REGISTRATION - ACTIVE
- FIFE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- ELLENSBURG GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- WALLA WALLA GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- MUKILTEO GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- PASCO GENERAL BUSINESS - NON-RESIDENT #39558 - ACTIVE
- PUYALLUP GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- LAKEWOOD GENERAL BUSINESS - NON-RESIDENT - ACTIVE

Expires: Jul 31, 2025

Director, Department of Revenue



STATE OF WASHINGTON

# BUSINESS LICENSE

Limited Liability Company

PERFORMANCE SYSTEMS INTEGRATION, LLC  
STE C  
12521 EVERGREEN DR  
MUKILTEO WA 98275-5709

CITY/COUNTY ENDORSEMENTS:

- MOUNTLAKE TERRACE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- CLARKSTON GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- YAKIMA GENERAL BUSINESS - NON-RESIDENT #BLS221231 - ACTIVE
- BURIEN GENERAL BUSINESS - NON-RESIDENT #14131 - ACTIVE
- MILL CREEK GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- GOLDENDALE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- REDMOND GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- BREMERTON GENERAL BUSINESS - NON-RESIDENT #33837 - ACTIVE
- MOXEE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- PACIFIC GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- WOODLAND GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- OAK HARBOR GENERAL BUSINESS - NON-RESIDENT #BL-006852 - ACTIVE
- BOTHELL GENERAL BUSINESS - NON-RESIDENT #13803 - ACTIVE
- SNOQUALMIE GENERAL BUSINESS - NON-RESIDENT - ACTIVE

LICENSING RESTRICTIONS:

No person, or business, or those under their control, shall cause or allow the discharge of unauthorized pollutants (e.g. chemicals, oils, detergents, or wastewater) into a City of Redmond storm water drainage system, surface water bodies or groundwater.

Issue Date: May 17, 2024

Unified Business ID #: 604486615

Business ID #: 001

Location: 0003

Expires: Jul 31, 2025

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 604486615 001 0003

PERFORMANCE SYSTEMS  
INTEGRATION, LLC  
STE C  
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MUKILTEO WA 98275-5709

FOLD HERE

STATE OF WASHINGTON

FOLD HERE

- TAX REGISTRATION - ACTIVE
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- PASCO GENERAL BUSINESS - NON-RESIDENT #39558 - ACTIVE
- PUYALLUP GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- LAKEWOOD GENERAL BUSINESS - NON-RESIDENT - ACTIVE

Expires: Jul 31, 2025

Director, Department of Revenue



STATE OF WASHINGTON

# BUSINESS LICENSE

Limited Liability Company

PERFORMANCE SYSTEMS INTEGRATION, LLC  
STE C  
12521 EVERGREEN DR  
MUKILTEO WA 98275-5709

Issue Date: May 17, 2024

Unified Business ID #: 604486615

Business ID #: 001

Location: 0003

Expires: Jul 31, 2025

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 604486615 001 0003

PERFORMANCE SYSTEMS  
INTEGRATION, LLC  
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STATE OF WASHINGTON

FOLD HERE

FOLD HERE

TAX REGISTRATION - ACTIVE  
FIFE GENERAL BUSINESS -  
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NON-RESIDENT - ACTIVE  
WALLA WALLA GENERAL BUSINESS  
- NON-RESIDENT - ACTIVE  
MUKILTEO GENERAL BUSINESS -  
NON-RESIDENT - ACTIVE  
PASCO GENERAL BUSINESS -  
NON-RESIDENT #39558 - ACTIVE  
PUYALLUP GENERAL BUSINESS -  
NON-RESIDENT - ACTIVE  
LAKEWOOD GENERAL BUSINESS -  
NON-RESIDENT - ACTIVE

Expires: Jul 31, 2025

Director, Department of Revenue

## IMPORTANT!

### PLEASE READ THE FOLLOWING INFORMATION CAREFULLY BEFORE POSTING THIS LICENSE

#### General Information

Post this Business License in a visible location at your place of business.

If you were issued a Business License previously, **destroy the old one and post this one in its place.**

Login to My DOR at [dor.wa.gov](http://dor.wa.gov) if you need to make changes to your business name, location, mailing address, telephone number, or business ownership.

Telephone: 360-705-6741

#### Endorsements

All endorsements should be renewed by the expiration date that appears on the front of this license to avoid any late fees.

If there is no expiration date, the endorsements remain active as long as you continue required reporting. Tax Registration, Unemployment Insurance, and Industrial Insurance endorsements require you to submit periodic reports. Each agency will send you the necessary reporting forms and instructions.

For assistance or to request this document in an alternate format, visit <http://business.wa.gov/BLS> or call (360) 705-6741. Teletype (TTY) users may use the Washington Relay Service by calling 711.

BLS-700-107 (07/27/20)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/17/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> PCF Insurance Services 2200 Rimland DR, STE 305  Bellingham WA 98226		<b>CONTACT NAME:</b> Mallory Visser <b>PHONE (A/C, No, Ext):</b> (360) 734-1161 <b>FAX (A/C, No):</b> (360) 734-1173 <b>E-MAIL ADDRESS:</b> malloryv@riceinsurance.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> Lloyds of London	<b>NAIC #</b> AA1122000
		<b>INSURER B:</b> Zurich American Insurance Company of Illinois	27855
		<b>INSURER C:</b> Zurich American Insurance Company	16535
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	
<b>INSURED</b> Performance Systems Integration, LLC 7324 SW Durham Rd  Portland OR 97224			

**COVERAGES**

CERTIFICATE NUMBER: CL2481225451

REVISION NUMBER:


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b>	Y	Y	SARPG00050100	08/12/2024	08/12/2025	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
	Deductible - \$15,000						MED EXP (Any one person)	\$ 15,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						PERSONAL & ADV INJURY	\$ 1,000,000
	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b>	Y	Y	SARPGUMB00050100	08/12/2024	08/12/2025	GENERAL AGGREGATE	\$ 2,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB						PRODUCTS - COMP/OP AGG	\$ 2,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						Professional Liability	\$ 1,000,000
							Comp/Coll Deductible	\$ 1,000/\$1,000
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b>	Y	Y	BAP092222401	08/12/2024	08/12/2025	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
A	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>	N/A	Y	WC253423601	08/12/2024	08/12/2025	PER STATUTE	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
A	Excess Liability over \$5M Umbrella			SARPGXS00001600	08/12/2024	08/12/2025	Occurrence Limit	\$5,000,000
							Aggregate Limit	\$5,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

See page two for Additional Insureds and Project Information, if applicable. Certificate Holder is Additional Insured for General Liability for Ongoing Operations per form CG2010 0413 and CG2033 0413 and Completed Operations per form CG2037 0413. Coverage is Primary and Non-Contributory per form SARPG-CGL-PNC 0714. Waiver of Subrogation applies per form CG2404 1219. Per Project Aggregate applies per form CG2503 0509. Business Auto Additional Insured and Waiver of Subrogation apply per form U-CA-424-H-CW. Waiver of subrogation on the Workers Comp policy applies per form WC00 0313 and WC04 0306. Workers Comp policy includes WA Stop Gap coverage and WA USL&H coverage. All endorsements apply per written contract. Umbrella policy extends over underlying General Liability, Auto Liability, and Employers Liability.

**CERTIFICATE HOLDER****CANCELLATION**

City of Spokane 808 W. Spokane Falls Blvd.  Spokane WA 99201	<b>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</b>  <b>AUTHORIZED REPRESENTATIVE</b>  
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AGENCY CUSTOMER ID: 00074490

LOC #: \_\_\_\_\_



## ADDITIONAL REMARKS SCHEDULE

Page \_\_\_\_ of \_\_\_\_

AGENCY PCF Insurance Services		NAMED INSURED Performance Systems Integration, LLC, DBA: Fire King of Seattle	
POLICY NUMBER			
CARRIER	NAIC CODE	EFFECTIVE DATE:	

### ADDITIONAL REMARKS

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**  
**FORM NUMBER:** 25      **FORM TITLE:** Certificate of Liability Insurance: Notes

Those usual to the Insured's operation. City of Spokane is hereby an additional insured.



AGENCY CUSTOMER ID: \_\_\_\_\_

LOC #: \_\_\_\_\_



# ADDITIONAL REMARKS SCHEDULE

Page \_\_\_\_ of \_\_\_\_

AGENCY PCF Insurance Services		NAMED INSURED Performance Systems Integration, LLC	
POLICY NUMBER			
CARRIER	NAIC CODE	EFFECTIVE DATE:	

## ADDITIONAL REMARKS

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**

**FORM NUMBER:** 25      **FORM TITLE:** Certificate of Liability Insurance: Notes

Pollution Liability  
 Policy #: G71671240001  
 Insurer: Westchester Surplus Lines Insurance Company  
 Effective Dates: 08/12/2024-08/12/2025  
 Limits: \$5,000,000 Aggregate \$5,000,000 Occurrence  
 Deductible: \$5,000

Crime Policy  
 Policy #: C4M0D223691MLPSME2024  
 Insurer: Arch Specialty Insurance Company  
 Effective Dates: 08/12/2024-08/12/2025  
 Employee Dishonesty Limits: \$1,000,000 Aggregate \$1,000,000 Occurrence  
 Deductible: \$10,000

Cyber Liability  
 Policy #: C5165028926CYBER2024  
 Insurer: Lloyds of London  
 Effective Dates: 08/12/2024-08/12/2025  
 Occurrence: \$2,000,000  
 Aggregate \$2,000,000  
 Deductible: \$25,000

## Additional Named Insureds

### Other Named Insureds

Basic Fire, LLC	Additional Named Insured
Carter's Fire Sprinkler Maintenance and Piping LLC	Additional Named Insured
Fire King of Seattle	Doing Business As
Fire Safety Pros	Doing Business As
Integrated Fire Systems Inc	Doing Business As
Performance Systems Integration Inc	Additional Named Insured
PSI Advance Fire & Safety LLC	Additional Named Insured
PSI Evergreen Fire & Safety LLC	Additional Named Insured
PSI Fire & Wholesale LLC	Additional Named Insured
PSI Fire Safety Pros, LLC	Additional Named Insured
PSI Fire Systems LLC	Additional Named Insured
PSI General Fire LLC	Additional Named Insured
PSI Group Acquisition Company, LLC	Additional Named Insured
PSI Group Holdco Inc	Additional Named Insured
PSI Group Holding Company, LLC	Additional Named Insured
Schuler Bros. Investments, Inc., a Washington corporation	Additional Named Insured
ALEXANDER GOW FIRE EQUIPMENT - OREGON, LLC	Additional Named Insured
ALEXANDER GOW FIRE EQUIPMENT - HAWAII, LLC	Additional Named Insured
PSI Backflow, LLC	Additional Named Insured
PSI Action Technology LLC	Additional Named Insured

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE	
Name of Additional Insured Person(s) or Organization(s):	Location(s) of Covered Operations:
As required by written contract or agreement	As required by written contract or agreement
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**A. Section II – Who is an Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but on with respect to liability for “bodily injury”, “property damage” or “personal and advertising injury” caused, in whole or part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

In the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contractor agreement to provide such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to “bodily injury” or “property damage” occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
  2. That portion of “your work” out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.
- C.** With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits of Insurance:

If coverage provided to the additional insured is required by contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE	
Name of Additional Insured Person(s) or Organization(s):	Location and Description of Completed Operations:
As required by written contract or agreement	As required by written contract or agreement
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

- A. **Section II - Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

- B. With respect to the insurance afforded to these additional insureds, the following is added to Section III - Limits Of Insurance:  
If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

**PRIMARY AND NON-CONTRIBUTORY ENDORSEMENT**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART**

<b>SCHEDULE</b>
<b>Name of Additional Insured Person(s) or Organization(s):</b>
As required by written contract or agreement

- A. Section IV – Commercial General Liability Conditions, 4. Other Insurance is amended, only with respect to the above scheduled entity or operations by adding:
  - c. Notwithstanding any other provision to the contrary in this policy, or in a policy issued to the scheduled additional insured(s), the insurance afforded by this endorsement shall be primary and non contributory with respect to liability arising out of work performed by or for the Named Insured provided that:
    - 1) The additional insured is a Named Insured under such other insurance; and
    - 2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured; and
    - 3) The additional insured is not a subcontractor for you; and
    - 4) The loss does not arise out of bodily injury or personal injury to your employees, volunteers or subcontractors.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR  
CONTRACTORS – AUTOMATIC STATUS WHEN  
REQUIRED IN CONSTRUCTION AGREEMENT WITH YOU**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**A. Section II – Who Is An Insured** is amended to include as an additional insured any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured.

However, the insurance afforded to such additional insured:

1. Only applies to the extent permitted by law; and
2. Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

1. "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:
  - a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
  - b. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional architectural, engineering or surveying services.

2. "Bodily injury" or "property damage" occurring after:
- a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
  - b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

- C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

The most we will pay on behalf of the additional insured is the amount of insurance:

- 1. Required by the contract or agreement you have entered into with the additional insured; or
- 2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.



**WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT**

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

## Schedule

ALL PERSONS AND/OR ORGANIZATIONS THAT ARE REQUIRED BY WRITTEN CONTRACT OR AGREEMENT WITH THE INSURED, EXECUTED PRIOR TO THE ACCIDENT OR LOSS, THAT WAIVER OF SUBROGATION BE PROVIDED UNDER THIS POLICY FOR WORK PERFORMED BY YOU FOR THAT PERSON AND/OR ORGANIZATION.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.  
(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective **08/12/2024** Policy No. **WC253423601** Endorsement No.  
Insured **Performance Systems Integration, LLC** Premium \$  
Insurance Company **Zurich American Insurance Company**

Countersigned By \_\_\_\_\_

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**WAIVER OF OUR RIGHT TO RECOVER FROM  
OTHERS ENDORSEMENT - CALIFORNIA**

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be \_\_\_\_\_ % of the California workers' compensation premium otherwise due on such remuneration.

**SCHEDULE**

**Person or Organization**

**Job Description**

ALL CA Operations

Countersigned by \_\_\_\_\_  
Authorized Representative

## COMMERCIAL GENERAL LIABILITY UMBRELLA COVERAGE FORM

### SARPG-CU07

Various provisions in this policy restrict coverage. Read the entire policy carefully to determine rights, duties and what is and is not covered.

Throughout this policy the words “you” and “your” refer to the Named Insured shown in the Declarations, and any other person or organization qualifying as a Named Insured under this policy. The words “we”, “us” and “our” refer to the company providing this insurance.

The word “insured” mean any person or organization qualifying as such under Section II – Who Is An Insured. Other words and phrases that appear in quotation marks have special meaning. Refer to Section V – Definitions.

## SECTION I – COVERAGES

### COVERAGE A – BODILY INUURY AND PROPERTY DAMAGE LIABILITY

#### 1. Insuring Agreement

- a. We will pay on behalf of the insured the “ultimate net loss” in excess of the “retained limit” because of “bodily injury” or “property damage” to which this insurance applies. We will have the right and duty to defend the insured against any “suit” seeking damages for such “bodily injury” or “property damage” when the “underlying insurance” does not provide coverage or the limits of “underlying insurance” have been exhausted. When we have no duty to defend, we will have the right to defend, or to participate in the defense of, the insured against any other “suit” seeking damages to which this insurance may apply. However, we will have no duty to defend the insured against any “suit” seeking damages for “bodily injury” or “property damage” to which this insurance does not apply. At our discretion, we may investigate any “occurrence” that may involve this insurance and settle any resultant claim or “suit”, for which we have the duty to defend. But:

- (1) The amount we will pay for the “ultimate net loss” is limited as described in Section III – Limits of Insurance; and

- (2) Our right and duty to defend end when we have used up the applicable limit of insurance in the payment of judgments or settlements under Coverages A or B.

No other obligation or liability to pay sums or perform acts or services is covered unless explicitly provided for under Supplementary Payments – Coverages A and B.

- b. This insurance applies to “personal and advertising injury” caused by an offense arising out of your business but only if the offense was committed in the “coverage territory” during the policy period.

#### 2. Exclusions

This insurance does not apply to:

- a. “Personal and advertising injury”:

- (1) **Knowing Violation of Rights of Another**

Caused by or at the direction of the insured with the knowledge that the act would violate the rights of another and would inflict “personal and advertising injury”.

- (2) **Material Published With Knowledge of Falsity**

Arising out of oral or written publication of material, if done by or at the direction of the insured with knowledge of its falsity.

- (3) **Material Published Prior to Policy Period**

Arising out of oral or written publication of material whose first publication took place before the beginning of the policy period.

**(4) Criminal Acts**

Arising out of a criminal act committed by or at the direction of the insured.

**(5) Contractual Liability**

For which the insured has assumed liability in a contract or agreement. This exclusion does not apply to:

- a) Liability for damages that the insured would have in the absence of the contract or agreement.
- b) Liability for false arrest, detention or imprisonment assumed in a contract or agreement.

**(6) Breach of Contract**

Arising out of a breach of contract, except an implied contract to use another's advertising idea in your "advertisement".

**(7) Quality Or Performance Of Goods – Failure to Conform To Statements**

Arising out of the failure of goods, produces or services to conform with any statement of quality or performance made in your "advertisement"

**(8) Wrong Description of Prices**

Arising out of the wrong description of the price of goods, produces or services stated in your "advertisement".

**(9) Infringement Of Copyright, Patent, Trademark Or Trade Secret**

Arising out of the infringement of copyright, patent, trademark, trade secret or other intellectual property rights.

However, this exclusion does not apply to infringement, in your "advertisement", of copyright, trade dress or slogan.

**(10) Insured In Media And Internet Type Businesses**

Committed by an insured whose business is:

- a) Advertising, broadcasting, publishing or telecasting;
- b) Designing or determining content of websites for others; or
- c) An Internet search, access, content or service provider.

However, this exclusion does not apply to Paragraphs 14. a., b. and c. of "Personal and Advertising Injury" under the Definitions Section.

For the purposes of this exclusion, the placing of frames, borders or links, or advertising, for you or others anywhere on the Internet, is not by itself, considered the business of advertising, broadcasting, publishing or telecasting.

**(11) Electronic Chatrooms or Bulletin Boards**

Arising out of an electronic chatroom or bulletin board the insured hosts, owns or over which the insured exercises control.

**(12) Unauthorized Use Of Another's Name Or Product**

Arising out of the unauthorized use of another's name or product in your e-mail address, domain name or metatag, or any other similar tactics to mislead another's potential customers.

**(13) Pollution**

Arising out of the actual, alleged or threatened discharge, dispersal, seepage, migration, release or

escape of “pollutants” at any time.

**(14)Employment-Related Practices**

To:

- a) A person arising out of any:
  - i. Refusal to employ that person;
  - ii. Termination of that person’s employment; or
  - iii. Employment-related practices, policies, acts or omissions, such as coercion, demotion, evaluation, reassignment, discipline, defamation, harassment, humiliation or discrimination directed at that person; or
  
- b) The spouse, child, parent, brother or sister of that person as a consequence of “personal and advertising injury” to that person at whom any of the employment-related practices described in Paragraphs (i), (ii), or (iii) above is directed.

This exclusion applies whether the insured may be liable as an employer or in any other capacity, and to any obligation to share damages with or repay someone else who may pay damages because of the injury.

**(15)War**

“Personal and advertising injury”, however caused, arising, directly or indirectly, out of:

- a) War, including undeclared or civil war;
  - b) Warlike action by a military force, including action in hindering or defending against an actual or expected attack, by any government , sovereign or other authority using military personnel or other agents; or
  - c) Insurrection, rebellion revolution, usurped power, or action taken by governmental authority in hindering or defending against any of these.
- b. “Pollution cost or expense”

**SUPPLEMENTARY PAYMENTS – COVERAGES A AND B**

- 1. We will pay, with respect to any claim we investigate or settle, or any “suit” against an insured we defend, when the duty to defend exists:
  - a. All expenses we incur.
  - b. The cost of bonds to release attachments, but only for bond amounts within the applicable limit of insurance. We do not have to furnish these bonds.  
of insurance. We do not have to furnish these bonds.
  - c. All costs taxed against the insured in the “suit”.
  - d. Prejudgment interest awarded against the insured on that part of the judgment we pay. If we make an offer to pay the applicable limit of insurance, we will not pay any prejudgment that is within the applicable limit of insurance.

These payments will not reduce the limits of insurance.

- 2. When we have the right but not the duty to defend the insured and elect to participate in the defense, we will pay our own expenses but will not contribute to the expenses of the insured or the “underlying insurer”.
  
- 3. If we defend an insured against a “suit” and an indemnitee of the insured is also named as a party to the “suit”, we will defend that indemnitee if all of the following conditions are met:

- a. The “suit” against the indemnitee seeks damages for which the insured has assumed the liability of the indemnitee in the contract or agreement that is an “insured contract”;
- b. This insurance applies to such liability assumed by the insured;
- c. The obligation to defend, or the cost of the defense of, that indemnitee, has also been assumed by the insured in the same “insured contract”;
- d. The allegations in the “suit” and the information we know about the “occurrence” are such that no conflict appears to exist between the interests of the insured and the interests of the indemnitee;
- e. The indemnitee and the insured ask us to conduct and control the defense of that indemnitee against such “suit” and agree that we can assign the same counsel to defend the insured and the indemnitee; and
- f. The indemnitee:
  - (1) Agrees in writing to:
    - a) Cooperate with us in the investigation, settlement or defense of the “suit”;
    - b) Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the “suit”;
    - c) Notify any other insurer whose coverage is available to the indemnitee; and
    - d) Cooperate with us with respect to coordinating other applicable insurance available to the indemnitee; and
  - (2) Provides us with written authorization to:
    - a) Obtain record and other information related to the “suit”; and
    - b) Conduct and control the defense of the indemnitee in such “suit”.

So long as the above conditions are met, attorneys’ fees incurred by us in the defense of that indemnitee, necessary litigation expenses incurred by us and necessary litigation expenses incurred by the indemnitee at our request will be paid as Supplementary Payments. Notwithstanding the provisions of Paragraph 2.b.(2) of Section I – Coverage A – Bodily Injury And Property Damage Liability, such payments will not be deemed to be damages for “bodily injury” and “property damage” and will not reduce the limits of insurance.

Our obligation to defend an insured’s indemnitee and to pay for attorneys’ fees and necessary litigation expenses as Supplementary Payments ends when we have used up the applicable limit of insurance in the payment of judgments, or settlements, or the conditions set forth above, or the terms of the agreement described in Paragraph f. above, are no longer met.

## **SECTION II – WHO IS AN INSURED**

1. Except for liability arising out of the ownership, maintenance, or use of “covered autos”:
  - a. If you are designated in the Declarations as:
    - 1) An individual, you and your spouse are insureds, but only with respect to the conduct of a business of which you are the sole owner.
    - 2) A partnership or joint venture, you are an insured. Your members, your partners, and their spouses are also insureds but only with respect to the conduct of your business.
    - 3) A limited liability company, you are an insured. Your members are also insured, but only with respect to the conduct of your business. Your managers are insureds, but only with respect to their duties as your managers.
    - 4) An organization other than a partnership, joint venture or limited liability company, you are an insured. Your “executive officers” and directors are insureds, but only with respect to their duties as your officers or directors. Your stockholders are also insureds, but only with respect to their liability as stockholders.

- 5) A trust, you are insured. Your trustees are also insureds, but only with respect to their duties as trustees.
- b. Each of the following is also an insured:
- 1) Your “volunteer workers” only while performing duties related to the conduct of your business, your “employees”, other than either your “executive officers” (if you are an organization other than a partnership, joint venture or limited liability company) or your managers (if you are a limited liability company), but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business. However, none of these “employees” or “volunteer workers” are insured for:
    - a) “Bodily injury” or “personal and advertising injury”:
      - i. To you, to your partners or members (if you are a partnership or joint venture), to your members (if you are a limited liability company), to a co-“employee” in the course of his or her employment or performing duties related to the conduct of your business or to your other “volunteer workers” while performing duties related to the conduct of your business;
      - ii. To the spouse, child, parent, brother or sister of that co-“employee” or “volunteer worker” as a consequence of Paragraph (a)(i) above; or
    - b) “Property Damage” to property:
      - i. Owned, occupied or used by;
      - ii. Rented to, in the care, custody or control of, or over which physical control is being exercised for any purpose by you, any of your “employees”, “volunteer workers”, any partner or member (if you are a partnership or joint venture), or any member (if you are limited liability company).
  - 2) Any person (other than your “employee” or “volunteer worker”), or any organization while acting as your real estate manager.
  - 3) Any person or organization having proper temporary custody of your property if you die, but only:
    - a) With respect to liability arising out of the maintenance or use of that property; and
    - b) Until your legal representative has been appointed
  - 4) Your legal representative if you die, but only with respect to duties as such. That representative will have all rights and duties under this Coverage Part.
- c. With respect to “mobile equipment” registered in your name under any motor vehicle registration law, any person is an insured while driving such equipment along a public highway with your permission. Any other person or organization responsible for the conduct of such person is also an insured, but only with respect to liability arising out of the operations of the equipment, and only if no other insurance of any kind is available to that person or organization for this liability. However, no person or organization is an insured with respect to:
- 1) “Bodily injury” to a co-“employee” of the person driving the equipment; or
  - 2) “Property Damage” to property owned by, rented to, in the charge of or occupied by you or the employer of any person who is an insured under this provision.
- d. Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and over which you maintain ownership or majority interest, will qualify as a Named Insured if

there is no other similar insurance available to that organization. However:

- 1) Coverage under this provision is afforded only until the 90<sup>th</sup> day after you acquire or form the organization or the end of the policy period, whichever is earlier;
  - 2) Coverage A does not apply to “bodily injury” or “property damage” that occurred before you acquired or formed the organization; and
  - 3) Coverage B does not apply to “personal and advertising injury” arising out of an offense committed before you acquired or formed the organization.
2. Only with respect to liability arising out of the ownership, maintenance, or use of “covered autos”:
- a. You are an insured.
  - b. Anyone else while using with your permission a “covered auto” you own, hire, or borrow is also an insured except:
    - 1) The owner or anyone else from whom you hire or borrow a “covered auto”. This exception does not apply if the “covered auto” is a trailer or semi-trailer connected to a “covered auto” you own.
    - 2) Your “employee” if the “covered auto” is owned by that “employee” or a member of his or her household.
    - 3) Someone using a “covered auto” while he or she is working in the business of selling, servicing, repairing, parking or storing “autos” unless that business is yours.
    - 4) Anyone other than your “employees”, partners (if you are a partnership), members (if you are a limited liability company), or a lessee or borrower or any of their “employees”, while moving property to or from a “covered auto”.
    - 5) A partner (if you are a partnership), or a member (if you are a limited liability company) for a “covered auto” owned by him or her or a member of his or her household.
    - 6) “Employees” with respect to “bodily injury” to any fellow “employee” of the insured arising out of and in the course of the fellow “employee’s” employment or while performing duties related to the conduct of your business.
  - c. Anyone liable for the conduct of an insured described above is also an insured, but only to the extent of that liability.
3. Any additional insured under the scheduled underlying general liability and professional errors and omissions policy issued by Security America RRG will automatically be an insured under this insurance.

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance required by the contract, less any amounts payable by any “underlying insurance”.

Additional insured coverage provided by this insurance will not be broader than the coverage provided by the “underlying insurance”.

No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations.

### **SECTION III – LIMITS OF INSURANCE**

1. The Limits of Insurance shown in the Declarations and the rules below fix the most we will pay regardless of the number of:
  - a. Insureds;



- b. Claims made, "suits" brought, or number of vehicles involved; or
  - c. Persons or organizations making claims or bringing "suits".
2. The Aggregate Limit is the most we will pay for the sum of all "ultimate net loss" under:
    - a. Coverage A, except "ultimate net loss" because of "bodily injury" or "property damage" arising out of the ownership, maintenance or use of a "covered auto"; and
    - b. Coverage B
  3. Subject to 2. above, the Each Occurrence Limit is the most we will pay for the sum of all "ultimate net loss" under Coverage A because of all "bodily injury" and "property damage" arising out of any one "occurrence".
  4. Subject to 2. above, the Personal and Advertising Injury Limit is the most we will pay under Coverage B for the sum of all "ultimate net loss" because of all "personal and advertising injury" sustained by any one person or organization.
  5. Subject to 2. above, the Damage to Premises Rented to You Limit is the most we will pay under Coverage A for damages because of "property damage" to any one premises, while rented to you, or in the case of damage by fire, while rented to you or temporarily occupied by you with permission of the owner.

The Aggregate Limit, as described in Paragraph 2. above, applies separately to each consecutive annual period and to any remaining period of less than 12 months, starting with the beginning of the policy period shown in the Declarations, unless the policy period is extended after issuance for an additional period of less than 12 months. In that case, the additional period will be deemed part of the last preceding period for purposes of determining the Limits of Insurance.

## SECTION IV – CONDITIONS

### 1. Appeals

If the "underlying insurer" or insured elects not to appeal a judgment in excess of the "retained limit", we may do so at our own expense. We will be liable for taxable costs, pre- and post judgment interest and disbursements.

### 2. Bankruptcy

#### a. Bankruptcy Of Insured

Bankruptcy or insolvency of the insured or of the insured's estate will not relieve us of our obligations under this Coverage Part.

#### b. Bankruptcy Of Underlying Insurer

Bankruptcy of the "underlying insurer" will not relieve us of our obligations under this Coverage Part.

However, this insurance will not replace the "underlying insurance" in the event of bankruptcy or insolvency of the "underlying insurer". This insurance will apply as if the "underlying insurance" were in full effect.

### 3. Duties In The Event Of Occurrence, Offense, Claim Or Suit

- a. You must see to it that we are notified as soon as practicable of an "occurrence" or an offense, regardless of the amount, which may result in a claim. To the extent possible, notice should include:
  - 1) How, when and where the "occurrence" or offense took place;
  - 2) The names and addresses of any injured persons and witnesses; and
  - 3) The nature and location of any injury or damage arising out of the "occurrence" or offense.

- b. If a claim is made or "suit" is brought against any insured, you must:
  - 1) Immediately record the specifics of the claim or "suit" and the date received; and
  - 2) Notify us as soon as practicable.

You must see to it that we receive written notice of the claim or "suit" as soon as practicable.

- c. You and any other involved insured must:
  - 1) Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the claim or "suit";
  - 2) Authorize us to obtain records and other information
  - 3) Cooperate with us in the investigation or settlement of the claim or defense against the "suit"; and
  - 4) Assist us, upon our request, in the enforcement of any right against any person or organization which may be liable to the insured because of injury or damage to which this insurance may also apply.
- d. No insured will, except at that insured's won cost, voluntarily make a payment, assume any obligation, or incur any expense, other than for first aid, without our consent.

#### **4. Legal Action Against Us**

No person or organization has a right under this Coverage Part:

- a. To join us as a party or otherwise bring us into a "suit" asking for damages from an insured; or
- b. To sue us on this Coverage Part unless all of its terms have been fully complied with.

A person or organization may sue us to recover on an agreed settlement or on a final judgment against an insured; but we will not be liable for damages that are not payable under the terms of this Coverage Part or that are in excess of the applicable limit of insurance. An agreed settlement means a settlement and release of liability signed by us, the insured and the claimant or the claimant's legal representative.

#### **5. Other Insurance**

- a. This insurance is excess over, and shall not contribute with any of the other insurance, whether primary, excess, contingent or on any other basis. This condition will not apply to insurance specifically written as excess over this Coverage Part.

When this insurance is excess, we will have no duty under Coverage A or B to defend the Insured against any "suit" if any other insurer has a duty to defend against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

- b. When this insurance is excess over other insurance we will pay only for our share of the "ultimate net loss" that exceeds the sum of:
  - 1) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
  - 2) The total of all deductible and self-insured amounts under all that other insurance.

#### **6. Premium Audit**

- a. We will compute all premiums for this Coverage Part in accordance with our rules and rates.
- b. Premium shown in this Coverage Part as advance premium is a deposit premium only. At the close of each audit premium we will compute the earned premium for that period and send notice to the first Named Insured. The due date for the audit and retrospective premiums is the date shown as the due date on the bill. If the sum of the advance and audit premiums paid for

the policy period is greater than the earned premium, we will return the excess to the first Named Insured.

- c. The first Named Insured must keep records of the information we need for premium computation, and send us copies at such times as we may request.

#### **7. Representations Or Fraud**

By accepting this policy, you agree:

- a. The statements in the Declarations are accurate and complete;
- b. Those statements are based upon representations you made to us;
- c. We have issued this policy in reliance upon your representations; and
- d. This policy is void in any case of fraud by you as it relates to this policy or any claim under this policy.

#### **8. Separation Of Insureds**

Except with respect to the Limits of Insurance, and any rights or duties specifically assigned in this Coverage Part to the first Named Insured, this insurance applies:

- a. As if each Named Insured were the only Named Insured; and
- b. Separately to each insured against whom claim is made or "suit" is brought.

#### **9. Transfer Of Rights Of Recovery Against Others To Us**

If the insured has rights to recover all or part of any payment we have made under this Coverage Part, those rights are transferred to us. The insured must do nothing after loss to impair them. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce them.

#### **10. When We Do Not Renew**

If we decide not to renew this Coverage Part, we will mail or deliver to the first Named Insured shown in the Declarations written notice of the nonrenewal not less than 30 days before the expiration date. If notice is mailed, proof of mailing will be sufficient proof of notice.

#### **11. Loss Payable**

Liability under this Coverage Part shall not apply unless and until the insured or insured' "underlying insurer" has become obligated to pay the "retained limit". Such obligation by the insured to pay part of the "ultimate net loss" shall have been previously determined by a final settlement or judgment after an actual trial or written agreement between the insured, claimant, and us.

#### **12. Transfer Of Defense**

When the underlying limits of insurance have been used up in the payment of judgments or settlements, the duty to defend will be transferred to us. We will cooperate in the transfer of control to us of any outstanding claims or "suits" seeking damages to which this insurance applies which would have been covered by the "underlying insurance" had the applicable limit not been used up.

#### **13. Maintenance Of Underlying Insurance**

The "underlying insurance" listing in the schedule of "underlying insurance" in the declarations shall remain in full effect throughout the policy period except for reduction of the aggregate limit due to payment of claims, settlement, or judgments.

Failure to maintain "underlying insurance" will not invalidate this insurance. However, this insurance will apply as if the "underlying insurance" were in full effect.

You must notify us as soon as practicable when any "underlying insurance" is no longer in effect.

### **SECTION V – DEFINITIONS**

1. "Advertisement" means a notice that is broadcast or published to the general public or specific market segments about your goods, products or services for the purpose of attracting customers or supporters. For the purposes of this definition:
  - a. Notices that are published include material placed on the Internet or on similar electronic means of communication; and
  - b. Regarding websites, only that part of a website that is about your goods, products or services for the purposes of attracting customers or supporters is considered an advertisement.
2. "Auto" means:
  - a. A land motor vehicle, trailer or semitrailer designed for travel on public roads, including any attached machinery or equipment; or
  - b. Any other land vehicle that is subject to a compulsory or financial responsibility law or other motor vehicle insurance law where it is licensed or principally garaged.

However, "auto" does not include "mobile equipment".

3. "Bodily injury" means bodily injury, disability, sickness, or disease sustained by a person, including death resulting from any of these at any time. "Bodily injury" includes mental anguish or other mental injury resulting from "bodily injury".
4. "Coverage territory" means:
  - a. The United States of America (including its territories and possessions), Puerto Rico and Canada;
  - b. International waters or airspace, but only if the injury or damage occurs in the course of travel or transportation between any places included in a. above; or
  - c. All other parts of the world if the injury or damage arises out of:
    - 1) Goods or products made or sold by you in the territory described in a. above
    - 2) The activities of a person whose home is in the territory described in a. above, but is away for a short time on your business; or
    - 3) "Personal and advertising injury" offenses that take place through the Internet or similar electronic means of communication provided the insured's responsibility to pay damages is determined in a "suit" on the merits, in the territory described in a. above or in a settlement we agree to.
5. "Covered auto" means only those "autos" to which "underlying insurance" applies.
6. "Employee" includes a "leased worker". "Employee" does not include a "temporary worker".
7. "Executive officer" means a person holding any of the officer positions created by your charter, constitution, bylaws or any other similar governing document.
8. "Impaired property" means tangible property, other than "your product" or "your work", that cannot be used or is less useful because:
  - a. It incorporates "your product" or "your work" that is known or thought to be defective, deficient, inadequate or dangerous; or
  - b. You have failed to fulfill the terms of a contract or agreement;

if such property can be restored to use by the repair, replacement, adjustment or removal of "your product" or "your work", or your fulfilling the terms of the contract or agreement.
9. "Insured contract" means:
  - a. A contract for a lease of premises. However, that portion of the contract for a lease of premises that indemnifies any person or organization for damage by fire to premises while rented to you or temporarily occupied by you with permission of the owner is not an "insured contract";

- b. A sidetrack agreement;
  - c. Any easement or license agreement, except in connection with construction or demolition operations on or within 50 feet of a railroad;
  - d. An obligation, as required by ordinance, to indemnify a municipality, except in connection with work for a municipality;
  - e. An elevator maintenance agreement;
  - f. That part of any contract or agreement entered into, as part of your business, pertaining to the rental or lease, by you or any of your "employees", of any "auto". However, such contract or agreement shall not be considered an "insured contract" to the extent that it obligates you or any of your "employees" to pay for "property damage" to any "auto" rented or leased by you or any of your "employees".
- g.** That part of any other contract or agreement pertaining to your business (including an indemnification of a municipality in connection with work performed for a municipality) under which you assume the tort liability of another party to pay for "bodily injury" or "property damage" to a third person or organization. Tort liability means a liability that would be imposed by law in the absence of any contractor agreement. Paragraphs **f.** and **g.** do not include that part of any contract agreement:
- 1) That indemnifies a railroad for "bodily injury" or "property damage" arising out of construction or demolition operations, within 50 feet of any railroad property and affecting any railroad bridge or trestle, tracks, road-beds, tunnel, underpass or crossing;
  - 2) That indemnified an architect, engineer or surveyor for injury or damage arising out of:
    - a) Preparing, approving, or failing to prepare or approve, plans, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
    - b) Giving directions or instructions, or failing to give them, if that is the primary cause of the injury or damage; or
    - c) Under which the insured, if an architect, engineer or surveyor, assumes liability for an injury or damage arising out of the insured's rendering or failure to render professional services, including those listed in (2) above and supervisory, inspection, architectural or engineering activities.
  - 3) That pertains to the loan, lease or rental of an "auto" to you or any of your "employees", if the "auto" is loaned, leased or rented with a driver; or
  - 4) That holds a person or organization engaged in the business of transporting property by "auto" for hire harmless for your use of a "covered auto" over a route or territory that person or organization is authorized to serve by public authority.
- 10.** "Leased worker" means a person leased to you by a labor leasing firm under an agreement between you and the labor leasing firm, to perform duties related to the conduct of your business. "Leased worker" does not include a "temporary worker".
- 11.** "Loading or unloading" means the handling of property:
- a. After it is moved from the place where it is accepted for movement into or onto an aircraft or watercraft;
  - b. While it is in or on an aircraft or watercraft; or
  - c. While it is being moved from an aircraft or watercraft to the place where it is finally delivered; but "loading or unloading" does not include the movement of property by means of a mechanical device, other than a hand truck, that is not attached to the aircraft or watercraft.
- 12.** "Mobile equipment" means any of the following types of land vehicles, including any attached machinery or equipment:
- a. Bulldozers, farm machinery, forklifts and other vehicles designed for use principally off public roads;
  - b. Vehicles maintained for use solely on or next to premises you own or rent;

- c. Vehicles that travel on crawler treads;
- d. Vehicles, whether self-propelled or not, maintained primarily to provide mobility to permanently mounted:
  - 1) Power cranes, shovels, loaders, diggers or drills; or
  - 2) Road construction or resurfacing equipment such as graders, scrapers or rollers;
- e. Vehicles not described in a., b., c. or d. above that are not self-propelled and are maintained primarily to provide mobility to permanently attached equipment of the following types:
  - 1) Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment; or
  - 2) Cherry pickers and similar devices used to raise or lower workers;
- f. Vehicles not described in a., b., c. or d. above maintained primarily for purposes other than the transportation of persons or cargo.

However, self-propelled vehicles with the following types of permanently attached equipment are not "mobile equipment" but will be considered "autos":

- 1) Equipment designed primarily for:
  - a) Snow removal;
  - b) Road maintenance, but not construction or resurfacing; or
  - c) Street cleaning;
- 2) Cherry pickers and similar devices mounted on automobile or truck chassis and used to raise or lower workers; and
- 3) Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment.

However, "mobile equipment" does not include land vehicles that are subject to a compulsory or financial responsibility law or other motor vehicle insurance law where it is licensed or principally garaged. Land vehicles subject to a compulsory or financial responsibility law or other motor vehicle insurance law are considered "autos".

- 13. "Occurrence" means an accident, including continuous or repeated exposure to substantially the same general harmful conditions.
- 14. "Personal and advertising injury" means injury, including consequential "bodily injury", arising out of one or more of the following offenses:
  - a. False arrest, detention or imprisonment;
  - b. Malicious prosecution;
  - c. The wrongful eviction from, wrongful entry into, or invasion of the right of private occupancy of a room, dwelling or premises that a person occupies, committed by or on behalf of its owner, landlord or lessor;
  - d. Oral or written publication, in any manner, of material that slanders or libels a person or organization or disparages a person's or organization's goods, products or services;
  - e. Oral or written publication, in any manner, of material that violates a person's right of privacy;
  - f. The use of another's advertising idea in your "advertisement"; or
  - g. Infringing upon another's copyright, trade dress or slogan in your "advertisement".
- 15. "Pollutants" mean any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, fumes, acids, alkalis, chemicals and waste. Waste includes materials to be recycled, reconditioned or reclaimed.
- 16. "Pollution cost or expense" means any loss, cost or expense arising out of any:
  - a. Request, demand, order or statutory or regulatory requirement that any insured or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of "pollutants"; or
  - b. Claim or suit by or on behalf of a governmental authority for damages because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding,

assessing the effects of, "pollutants".

**17. "Products-completed operations hazard":**

- a. Includes all "bodily injury" and "property damage" occurring away from premises you own or rent and arising out of "your product" or "your work" except:
  - 1) Products that are still in your physical possession; or
  - 2) Work that has not yet been completed or abandoned. However, "your work" will be deemed completed at the earliest of the following times:
    - a) When all of the work called for in your contract has been completed.
    - b) When all of the work to be done at the job site has been completed if your contract calls for work at more than one job site.
    - c) When that part of the work done at a job site has been put to its intended use by any person or organization other than another contractor or subcontractor working on the same project. Work that may need service, maintenance, correction, repair or replacement, but which is otherwise complete, will be treated as completed.
- b. Does not include "bodily injury" or "property damage" arising out of:
  - 1) The transportation of property, unless the injury or damage arises out of a condition in or on a vehicle not owned or operated by you, and that condition was created by the "loading or unloading" of that vehicle by any insured; or
  - 2) The existence of tools, uninstalled equipment or abandoned or unused materials.

**18. "Property damage" means:**

- a. Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use shall be deemed to occur at the time of the physical injury that caused it; or
- b. Loss of use of tangible property that is not physically injured. All such loss of use shall be deemed to occur at the time of the "occurrence" that caused it.

With respect to "covered autos", property damage also includes "pollution cost or expense", but only to the extent that coverage exists under the "underlying insurance" or would have existed but for the exhaustion of the underlying limits.

For the purposes of this insurance, electronic data is not tangible property.

As used in this definition, electronic data means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software (including systems and applications software), hard or floppy disks, CD-ROMS, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.

- 19. "Retained limit" means the available limits of "underlying insurance" scheduled in the declarations or the "selfinsured retention", whichever applies.**
- 20. "Self-insured retention" means the dollar amount listed in the declarations that will be paid by the insured before this insurance becomes applicable only with respect to "occurrences" or offenses not covered by the "underlying insurance". The "self-insured retention" does not apply to "occurrences" or offenses which would have been covered by "underlying insurance" but for the exhaustion of applicable limits.**
- 21. "Suit" means a civil proceeding in which damages because of "bodily injury", "property damage" or "personal and advertising injury" to which this insurance applies are alleged. "Suit" includes:**
  - a. An arbitration proceeding in which such damages are claimed and to which the insured must submit or does submit with our consent; or

22. Any other alternative dispute resolution proceeding in which such damages are claimed and to which the insured submits with our consent or the "underlying insurer's" consent.
23. "Temporary worker" means a person who is furnished to you to substitute for a permanent "employee" on leave or to meet seasonal or short-term workload conditions.
24. "Ultimate net loss" means the total sum, after reduction for recoveries or salvages collectible, that the insured becomes legally obligated to pay as damages by reason of settlement or judgments or any arbitration or other alternate dispute method entered into with our consent or the "underlying insurer's" consent.
25. "Underlying insurance" means any policies of insurance listed in the declarations under the schedule of "underlying insurance".
26. "Underlying insurer" means any insurer who provides any policy of insurance listed in the schedule of "underlying insurance".
27. "Volunteer worker" means a person who is not your "employee", and who donates his or her work and acts at the direction of and within the scope of duties determined by you, and is not paid a fee, salary or other compensation by you or anyone else for their work performed for you.
28. "Your product":
- a. Means:
    - 1) Any goods or products, other than real property, manufactured, sold, handled, distributed or disposed of by:
      - a) You;
      - b) Others trading under your name; or
      - c) A person or organization whose business or assets you have acquired; and
    - 2) Containers (other than vehicles), materials, parts or equipment furnished in connection with such goods or products.
  - b. Includes:
    - 1) Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your product"; and
    - 2) The providing of or failure to provide warnings or instructions.
  - c. Does not include vending machines or other property rented to or located for the use of others but not sold.
29. "Your work":
- a. Means:
    - 1) Work or operations performed by you or on your behalf; and
    - 2) Materials, parts or equipment furnished in connection with such work or operations.
  - b. Includes:
    - 1) Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your work", and
    - 2) The providing of or failure to provide warnings or instructions.



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**WAIVER OF TRANSFER OF RIGHTS OF RECOVERY  
AGAINST OTHERS TO US (WAIVER OF SUBROGATION)**

This endorsement modifies insurance provided under the following:

- COMMERCIAL GENERAL LIABILITY COVERAGE PART
- ELECTRONIC DATA LIABILITY COVERAGE PART
- LIQUOR LIABILITY COVERAGE PART
- POLLUTION LIABILITY COVERAGE PART DESIGNATED SITES
- POLLUTION LIABILITY LIMITED COVERAGE PART DESIGNATED SITES
- PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
- RAILROAD PROTECTIVE LIABILITY COVERAGE PART
- UNDERGROUND STORAGE TANK POLICY DESIGNATED TANKS

**SCHEDULE**

<p><b>Name Of Person(s) Or Organization(s):</b> As required by written contract or agreement.</p>
<p>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</p>

The following is added to Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us** of **Section IV – Conditions**:

We waive any right of recovery against the person(s) or organization(s) shown in the Schedule above because of payments we make under this Coverage Part. Such waiver by us applies only to the extent that the insured has waived its right of recovery against such person(s) or organization(s) prior to loss. This endorsement applies only to the person(s) or organization(s) shown in the Schedule above.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **DESIGNATED CONSTRUCTION PROJECT(S) GENERAL AGGREGATE LIMIT**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

### **SCHEDULE**

**Designated Construction Project(s):**  
**As required by written contract or agreement**

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- A.** For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under Section **I** – Coverage **A**, and for all medical expenses caused by accidents under Section **I** – Coverage **C**, which can be attributed only to ongoing operations at a single designated construction project shown in the Schedule above:
  - 1.** A separate Designated Construction Project General Aggregate Limit applies to each designated construction project, and that limit is equal to the amount of the General Aggregate Limit shown in the Declarations.
  - 2.** The Designated Construction Project General Aggregate Limit is the most we will pay for the sum of all damages under Coverage **A**, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard", and for medical expenses under Coverage **C** regardless of the number of:
    - a.** Insureds;
    - b.** Claims made or "suits" brought; or
    - c.** Persons or organizations making claims or bringing "suits".
- 3.** Any payments made under Coverage **A** for damages or under Coverage **C** for medical expenses shall reduce the Designated Construction Project General Aggregate Limit for that designated construction project. Such payments shall not reduce the General Aggregate Limit shown in the Declarations nor shall they reduce any other Designated Construction Project General Aggregate Limit for any other designated construction project shown in the Schedule above.
- 4.** The limits shown in the Declarations for Each Occurrence, Damage To Premises Rented To You and Medical Expense continue to apply. However, instead of being subject to the General Aggregate Limit shown in the Declarations, such limits will be subject to the applicable Designated Construction Project General Aggregate Limit. **G**

- B.** For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under Section I – Coverage **A**, and for all medical expenses caused by accidents under Section I – Coverage **C**, which cannot be attributed only to ongoing operations at a single designated construction project shown in the Schedule above:
  - 1.** Any payments made under Coverage **A** for damages or under Coverage **C** for medical expenses shall reduce the amount available under the General Aggregate Limit or the Products-completed Operations Aggregate Limit, whichever is applicable; and
  - 2.** Such payments shall not reduce any Designated Construction Project General Aggregate Limit.
- C.** When coverage for liability arising out of the "products-completed operations hazard" is provided, any payments for damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard" will reduce the Products-completed Operations Aggregate Limit, and not reduce the General Aggregate Limit nor the Designated Construction Project General Aggregate Limit.
- D.** If the applicable designated construction project has been abandoned, delayed, or abandoned and then restarted, or if the authorized contracting parties deviate from plans, blueprints, designs, specifications or timetables, the project will still be deemed to be the same construction project.
- E.** The provisions of Section III – Limits Of Insurance not otherwise modified by this endorsement shall continue to apply as stipulated.

ADDITIONAL INSURED ENDORSEMENT – ONGOING WORK OR OPERATIONS

Named Insured Performance Systems Integration, LLC			Endorsement Number
Policy Symbol CPW	Policy Number G71671240 001	Policy Period 8/12/2024 To 8/12/2025	Effective Date of Endorsement 8/12/2024
Issued By (Name of Insurance Company) Westchester Surplus Lines Insurance Company			

Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

THIS ENDORSEMENT MODIFIES INSURANCE PROVIDED UNDER THE FOLLOWING:

CONTRACTORS POLLUTION LIABILITY COVERAGE PART

SCHEDULE:

<p><u>Name of Person(s) or Organization(s):</u></p> <p>As required by written contract, prior to a loss to which this insurance applies</p>
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(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

A. SECTION II - WHO IS AN INSURED is amended to include as an additional insured the persons or organizations shown in the Schedule, but only with respect to liability for injury or damage, to which this insurance applies, caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insureds.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following exclusion is added:

Exclusions

This insurance does not apply to injury or damage occurring after:

- a. All work or operations, including materials, parts or equipment furnished in connection with such work or operations, on the project (other than service, maintenance or repairs) to be performed by you or on your behalf at the site of the covered operations has been completed; or

- b. That portion of your work out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for the additional insured as a part of the same project.
- C. With respect to the insurance afforded to these additional insureds, the following is added to SECTION III – LIMITS OF INSURANCE:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

All other terms and conditions of this policy remain unchanged.

ADDITIONAL INSURED ENDORSEMENT – PRODUCTS-COMPLETED OPERATIONS HAZARD

Named Insured Performance Systems Integration, LLC			Endorsement Number
Policy Symbol CPW	Policy Number G71671240 001	Policy Period 8/12/2024 To 8/12/2025	Effective Date of Endorsement 8/12/2024
Issued By (Name of Insurance Company) Westchester Surplus Lines Insurance Company			

Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

THIS ENDORSEMENT MODIFIES INSURANCE PROVIDED UNDER THE FOLLOWING:

CONTRACTORS POLLUTION LIABILITY COVERAGE PART

SCHEDULE

<p><u>Name of Person or Organization:</u></p> <p>As required by written contract, prior to a loss to which this insurance applies</p>
---

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

A. SECTION II – WHO IS AN INSURED is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for injury or damage, to which this insurance applies, caused by or resulting from your work performed for that additional insured and included in the products-completed operations hazard, and only to the extent that such injury or damage is caused, in whole or in part, by your negligence or the negligence of those acting on your behalf.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to SECTION III - LIMITS OF INSURANCE:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
  2. Available under the applicable Limits of Insurance shown in the Declarations;
- whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

All other terms and conditions of this policy remain unchanged.

PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION

Named Insured Performance Systems Integration, LLC			Endorsement Number
Policy Symbol CPW	Policy Number G71671240 001	Policy Period 8/12/2024 To 8/12/2025	Effective Date of Endorsement 8/12/2024
Issued By (Name of Insurance Company) Westchester Surplus Lines Insurance Company			

Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

THIS ENDORSEMENT MODIFIES INSURANCE PROVIDED UNDER THE FOLLOWING:

CONTRACTOR'S POLLUTION LIABILITY COVERAGE PART

The following is added to the Other Insurance Condition and supersedes any provision to the contrary:

Primary and Noncontributory Insurance

This policy is primary to, and will not seek contribution from, any other insurance available to an additional insured under this policy, provided that:

- a. The additional insured is a named insured under such other insurance; and
- b. The named insured has agreed in a written contract or agreement that this insurance would:
  - (1) act as primary insurance; and
  - (2) would not seek contribution from any other insurance available to the additional insured.

All other terms and conditions of this policy remain unchanged.

**WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US**

Named Insured <b>Performance Systems Integration, LLC</b>			Endorsement Number
Policy Symbol <b>CPW</b>	Policy Number <b>G71671240 001</b>	Policy Period <b>8/12/2024 To 8/12/2025</b>	Effective Date of Endorsement <b>8/12/2024</b>
Issued By (Name of Insurance Company) <b>Westchester Surplus Lines Insurance Company</b>			

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART  
CONTRACTORS POLLUTION LIABILITY COVERAGE PART**

**SCHEDULE**

<p><u>Name of Person or Organization:</u> As required by written contract, prior to a loss to which this insurance applies</p>
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(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

The **TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US Condition** is amended by the addition of the following:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or **your work** done under a contract with that person or organization and included in the **products-completed operations hazard**. This waiver applies only to the person or organization shown in the Schedule above.

All other terms and conditions remain the same.





# Coverage Extension Endorsement

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

Policy No. BAP092222401

Effective Date: 08/12/2024

This endorsement modifies insurance provided under the:

**Business Auto Coverage Form**  
**Motor Carrier Coverage Form**

## A. Amended Who Is An Insured

1. The following is added to the **Who Is An Insured** Provision in **Section II – Covered Autos Liability Coverage**:

The following are also "insureds":

- a. Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow for acts performed within the scope of employment by you. Any "employee" of yours is also an "insured" while operating an "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while performing duties related to the conduct of your business.
- b. Anyone volunteering services to you is an "insured" while using a covered "auto" you don't own, hire or borrow to transport your clients or other persons in activities necessary to your business.
- c. Anyone else who furnishes an "auto" referenced in Paragraphs **A.1.a.** and **A.1.b.** in this endorsement.
- d. Where and to the extent permitted by law, any person(s) or organization(s) where required by written contract or written agreement with you executed prior to any "accident", including those person(s) or organization(s) directing your work pursuant to such written contract or written agreement with you, provided the "accident" arises out of operations governed by such contract or agreement and only up to the limits required in the written contract or written agreement, or the Limits of Insurance shown in the Declarations, whichever is less.

2. The following is added to the **Other Insurance** Condition in the Business Auto Coverage Form and the **Other Insurance – Primary and Excess Insurance Provisions Condition** in the Motor Carrier Coverage Form:

Coverage for any person(s) or organization(s), where required by written contract or written agreement with you executed prior to any "accident", will apply on a primary and non-contributory basis and any insurance maintained by the additional "insured" will apply on an excess basis. However, in no event will this coverage extend beyond the terms and conditions of the Coverage Form.

## B. Amendment – Supplementary Payments

Paragraphs **a.(2)** and **a.(4)** of the **Coverage Extensions** Provision in **Section II – Covered Autos Liability Coverage** are replaced by the following:

- (2) Up to \$5,000 for the cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.
- (4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to \$500 a day because of time off from work.

## C. Fellow Employee Coverage

The **Fellow Employee** Exclusion contained in **Section II – Covered Autos Liability Coverage** does not apply.

#### **D. Driver Safety Program Liability and Physical Damage Coverage**

1. The following is added to the **Racing** Exclusion in **Section II – Covered Autos Liability Coverage**:

This exclusion does not apply to covered "autos" participating in a driver safety program event, such as, but not limited to, auto or truck rodeos and other auto or truck agility demonstrations.

2. The following is added to Paragraph 2. in **B. Exclusions** of **Section III – Physical Damage Coverage** of the Business Auto Coverage Form and Paragraph 2.b. in **B. Exclusions** of **Section IV – Physical Damage Coverage** of the Motor Carrier Coverage Form:

This exclusion does not apply to covered "autos" participating in a driver safety program event, such as, but not limited to, auto or truck rodeos and other auto or truck agility demonstrations.

#### **E. Lease or Loan Gap Coverage**

The following is added to the **Coverage** Provision of the **Physical Damage Coverage** Section:

##### **Lease Or Loan Gap Coverage**

In the event of a total "loss" to a covered "auto", we will pay any unpaid amount due on the lease or loan for a covered "auto", less:

- a. Any amount paid under the **Physical Damage Coverage** Section of the Coverage Form; and
- b. Any:
  - (1) Overdue lease or loan payments at the time of the "loss";
  - (2) Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage;
  - (3) Security deposits not returned by the lessor;
  - (4) Costs for extended warranties, credit life insurance, health, accident or disability insurance purchased with the loan or lease; and
  - (5) Carry-over balances from previous leases or loans.

#### **F. Towing and Labor**

Paragraph **A.2.** of the **Physical Damage Coverage** Section is replaced by the following:

We will pay up to \$75 for towing and labor costs incurred each time a covered "auto" that is a "private passenger type", light truck or medium truck is disabled. However, the labor must be performed at the place of disablement.

As used in this provision, "private passenger type" means a private passenger or station wagon type "auto" and includes an "auto" of the pickup or van type if not used for business purposes.

#### **G. Extended Glass Coverage**

The following is added to Paragraph **A.3.a.** of the **Physical Damage Coverage** Section:

If glass must be replaced, the deductible shown in the Declarations will apply. However, if glass can be repaired and is actually repaired rather than replaced, the deductible will be waived. You have the option of having the glass repaired rather than replaced.

#### **H. Hired Auto Physical Damage – Increased Loss of Use Expenses**

The **Coverage Extension** for **Loss Of Use Expenses** in the **Physical Damage Coverage** Section is replaced by the following:

##### **Loss Of Use Expenses**

For Hired Auto Physical Damage, we will pay expenses for which an "insured" becomes legally responsible to pay for loss of use of a vehicle rented or hired without a driver under a written rental contract or written rental agreement. We will pay for loss of use expenses if caused by:

- (1) Other than collision only if the Declarations indicate that Comprehensive Coverage is provided for any covered "auto";

- (2) Specified Causes Of Loss only if the Declarations indicate that Specified Causes Of Loss Coverage is provided for any covered "auto"; or
  - (3) Collision only if the Declarations indicate that Collision Coverage is provided for any covered "auto".
- However, the most we will pay for any expenses for loss of use is \$100 per day, to a maximum of \$3000.

#### I. Personal Effects Coverage

The following is added to the **Coverage** Provision of the **Physical Damage Coverage** Section:

##### Personal Effects Coverage

- a. We will pay up to \$750 for "loss" to personal effects which are:
  - (1) Personal property owned by an "insured"; and
  - (2) In or on a covered "auto".
- b. Subject to Paragraph a. above, the amount to be paid for "loss" to personal effects will be based on the lesser of:
  - (1) The reasonable cost to replace; or
  - (2) The actual cash value.
- c. The coverage provided in Paragraphs a. and b. above, only applies in the event of a total theft of a covered "auto". No deductible applies to this coverage. However, we will not pay for "loss" to personal effects of any of the following:
  - (1) Accounts, bills, currency, deeds, evidence of debt, money, notes, securities, or commercial paper or other documents of value.
  - (2) Bullion, gold, silver, platinum, or other precious alloys or metals; furs or fur garments; jewelry, watches, precious or semi-precious stones.
  - (3) Paintings, statuary and other works of art.
  - (4) Contraband or property in the course of illegal transportation or trade.
  - (5) Tapes, records, discs or other similar devices used with audio, visual or data electronic equipment.

Any coverage provided by this Provision is excess over any other insurance coverage available for the same "loss".

#### J. Tapes, Records and Discs Coverage

- 1. The Exclusion in Paragraph B.4.a. of **Section III – Physical Damage Coverage** in the Business Auto Coverage Form and the Exclusion in Paragraph B.2.c. of **Section IV – Physical Damage Coverage** in the Motor Carrier Coverage Form does not apply.
- 2. The following is added to Paragraph 1.a. **Comprehensive Coverage** under the **Coverage** Provision of the **Physical Damage Coverage** Section:

We will pay for "loss" to tapes, records, discs or other similar devices used with audio, visual or data electronic equipment. We will pay only if the tapes, records, discs or other similar audio, visual or data electronic devices:

- (a) Are the property of an "insured"; and
- (b) Are in a covered "auto" at the time of "loss".

The most we will pay for such "loss" to tapes, records, discs or other similar devices is \$500. The **Physical Damage Coverage Deductible** Provision does not apply to such "loss".

#### K. Airbag Coverage

The Exclusion in Paragraph B.3.a. of **Section III – Physical Damage Coverage** in the Business Auto Coverage Form and the Exclusion in Paragraph B.4.a. of **Section IV – Physical Damage Coverage** in the Motor Carrier Coverage Form does not apply to the accidental discharge of an airbag.

#### L. Two or More Deductibles

The following is added to the **Deductible** Provision of the **Physical Damage Coverage** Section:

If an accident is covered both by this policy or Coverage Form and by another policy or Coverage Form issued to you by us, the following applies for each covered "auto" on a per vehicle basis:

1. If the deductible on this policy or Coverage Form is the smaller (or smallest) deductible, it will be waived; or
2. If the deductible on this policy or Coverage Form is not the smaller (or smallest) deductible, it will be reduced by the amount of the smaller (or smallest) deductible.

#### **M. Temporary Substitute Autos – Physical Damage**

1. The following is added to **Section I – Covered Autos**:

##### **Temporary Substitute Autos – Physical Damage**

If Physical Damage Coverage is provided by this Coverage Form on your owned covered "autos", the following types of vehicles are also covered "autos" for Physical Damage Coverage:

Any "auto" you do not own when used with the permission of its owner as a temporary substitute for a covered "auto" you do own but is out of service because of its:

1. Breakdown;
  2. Repair;
  3. Servicing;
  4. "Loss"; or
  5. Destruction.
2. The following is added to the Paragraph **A. Coverage** Provision of the **Physical Damage Coverage** Section:

##### **Temporary Substitute Autos – Physical Damage**

We will pay the owner for "loss" to the temporary substitute "auto" unless the "loss" results from fraudulent acts or omissions on your part. If we make any payment to the owner, we will obtain the owner's rights against any other party.

The deductible for the temporary substitute "auto" will be the same as the deductible for the covered "auto" it replaces.

#### **N. Amended Duties In The Event Of Accident, Claim, Suit Or Loss**

Paragraph **a.** of the **Duties In The Event Of Accident, Claim, Suit Or Loss** Condition is replaced by the following:

- a.** In the event of "accident", claim, "suit" or "loss", you must give us or our authorized representative prompt notice of the "accident", claim, "suit" or "loss". However, these duties only apply when the "accident", claim, "suit" or "loss" is known to you (if you are an individual), a partner (if you are a partnership), a member (if you are a limited liability company) or an executive officer or insurance manager (if you are a corporation). The failure of any agent, servant or employee of the "insured" to notify us of any "accident", claim, "suit" or "loss" shall not invalidate the insurance afforded by this policy.

Include, as soon as practicable:

- (1)** How, when and where the "accident" or "loss" occurred and if a claim is made or "suit" is brought, written notice of the claim or "suit" including, but not limited to, the date and details of such claim or "suit";
- (2)** The "insured's" name and address; and
- (3)** To the extent possible, the names and addresses of any injured persons and witnesses.

If you report an "accident", claim, "suit" or "loss" to another insurer when you should have reported to us, your failure to report to us will not be seen as a violation of these amended duties provided you give us notice as soon as practicable after the fact of the delay becomes known to you.

#### **O. Waiver of Transfer Of Rights Of Recovery Against Others To Us**

The following is added to the **Transfer Of Rights Of Recovery Against Others To Us** Condition:

This Condition does not apply to the extent required of you by a written contract, executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of operations contemplated by such contract. This waiver only applies to the person or organization designated in the contract.

**P. Employee Hired Autos – Physical Damage**

Paragraph **b.** of the **Other Insurance** Condition in the Business Auto Coverage Form and Paragraph **f.** of the **Other Insurance – Primary and Excess Insurance Provisions** Condition in the Motor Carrier Coverage Form are replaced by the following:

For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

- (1) Any covered "auto" you lease, hire, rent or borrow; and
- (2) Any covered "auto" hired or rented under a written contract or written agreement entered into by an "employee" or elected or appointed official with your permission while being operated within the course and scope of that "employee's" employment by you or that elected or appointed official's duties as respect their obligations to you.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

**Q. Unintentional Failure to Disclose Hazards**

The following is added to the **Concealment, Misrepresentation Or Fraud** Condition:

However, we will not deny coverage under this Coverage Form if you unintentionally:

- (1) Fail to disclose any hazards existing at the inception date of this Coverage Form; or
- (2) Make an error, omission, improper description of "autos" or other misstatement of information.

You must notify us as soon as possible after the discovery of any hazards or any other information that was not provided to us prior to the acceptance of this policy.

**R. Hired Auto – World Wide Coverage**

Paragraph **7.b.(5)** of the **Policy Period, Coverage Territory** Condition is replaced by the following:

- (5) Anywhere else in the world if a covered "auto" is leased, hired, rented or borrowed for a period of 60 days or less,

**S. Bodily Injury Redefined**

The definition of "bodily injury" in the **Definitions** Section is replaced by the following:

"Bodily injury" means bodily injury, sickness or disease, sustained by a person including death or mental anguish, resulting from any of these at any time. Mental anguish means any type of mental or emotional illness or disease.

**T. Expected Or Intended Injury**

The **Expected Or Intended Injury** Exclusion in Paragraph **B. Exclusions** under **Section II – Covered Auto Liability Coverage** is replaced by the following:

**Expected Or Intended Injury**

"Bodily injury" or "property damage" expected or intended from the standpoint of the "insured". This exclusion does not apply to "bodily injury" or "property damage" resulting from the use of reasonable force to protect persons or property.

**U. Physical Damage – Additional Temporary Transportation Expense Coverage**

Paragraph **A.4.a.** of **Section III – Physical Damage Coverage** is replaced by the following:

**4. Coverage Extensions**

**a. Transportation Expenses**

We will pay up to \$50 per day to a maximum of \$1,000 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type. We will pay only for those covered "autos" for which you carry either Comprehensive or Specified Causes of Loss Coverage. We will pay for temporary transportation expenses incurred during the period beginning 48 hours after the theft and ending, regardless of the policy's expiration, when the covered "auto" is returned to use or we pay for its "loss".

#### **V. Replacement of a Private Passenger Auto with a Hybrid or Alternative Fuel Source Auto**

The following is added to Paragraph **A. Coverage** of the **Physical Damage Coverage** Section:

In the event of a total "loss" to a covered "auto" of the private passenger type that is replaced with a hybrid "auto" or "auto" powered by an alternative fuel source of the private passenger type, we will pay an additional 10% of the cost of the replacement "auto", excluding tax, title, license, other fees and any aftermarket vehicle upgrades, up to a maximum of \$2500. The covered "auto" must be replaced by a hybrid "auto" or an "auto" powered by an alternative fuel source within 60 calendar days of the payment of the "loss" and evidenced by a bill of sale or new vehicle lease agreement.

To qualify as a hybrid "auto", the "auto" must be powered by a conventional gasoline engine and another source of propulsion power. The other source of propulsion power must be electric, hydrogen, propane, solar or natural gas, either compressed or liquefied. To qualify as an "auto" powered by an alternative fuel source, the "auto" must be powered by a source of propulsion power other than a conventional gasoline engine. An "auto" solely propelled by biofuel, gasoline or diesel fuel or any blend thereof is not an "auto" powered by an alternative fuel source.

#### **W. Return of Stolen Automobile**

The following is added to the **Coverage Extension** Provision of the **Physical Damage Coverage** Section:

If a covered "auto" is stolen and recovered, we will pay the cost of transport to return the "auto" to you. We will pay only for those covered "autos" for which you carry either Comprehensive or Specified Causes of Loss Coverage.

All other terms, conditions, provisions and exclusions of this policy remain the same.



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/13/2024

**Clerk's File #** OPR 2024-1059

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	CONTRACTS & PURCHASING	<b>Bid #</b>	PWITB #6201-24
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<b>Contact Name/Phone</b>	JASON 232-8841	<b>Requisition #</b>	MASTER
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<b>Contact E-Mail</b>	JNECHANICKY@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON JBINGLE KKLITZKE		
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<b>Agenda Item Name</b>	5500 - THE F.A. BARTLETT TREE EXPERT FOR ON-CALL ARBORIST SERVICES		
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**Agenda Wording**

Five (5) year PW Master Service Contract for Arborist On-Call Services with The F.A. Bartlett Tree Expert Company (Spokane Valley, WA) for NTE \$150,000 annually including sales tax.

**Summary (Background)**

Purchasing sent out for bid and The F.A. Bartlett was the lowest responsible bid.

Lease? NO Grant related? NO Public Works? YES

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 600,000

Current Year Cost \$ 150,000

Subsequent Year(s) Cost \$ 450,000

**Narrative**

The City of Spokane has a need for On-Call Arborist Services. PW ITB #6201-24 was put out through the City's procurement portal and four (4) responses were received with The F.A. Bartlett Tree Expert Company being the lowest responsive, responsible vendor

**Amount**

**Budget Account**

Expense	\$ 150,000.00	#	Varies by department
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Select	\$	#	
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Select	\$	#	
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Select	\$	#	
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	\$	#	
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	\$	#	
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## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	Purchasing & Contracts
<b>Contact Name</b>	Jason Nechanicky
<b>Contact Email &amp; Phone</b>	<a href="mailto:jnechanicky@spokanecity.org">jnechanicky@spokanecity.org</a> 232-8841
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	PW Master Service Contract for Arborist On Call Services
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	Five (5) year PW Master Service Contract for Arborist On Call Services with The F.A. Bartlett Tree Expert Company (Spokane Valley, WA) for NTE \$150,000 annually including sales tax.  *use the Fiscal Impact box below for relevant financial information
<b>Fiscal Impact</b>	
<b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <u>NTE \$150,000 annually</u> Current year cost: \$150,000 Subsequent year(s) cost: \$150,000	
<b>Narrative:</b> The City of Spokane has a need for On-Call Arborist Services. PW ITB #6201-24 was put out through the City's procurement portal and four (4) responses were received with The F.A. Bartlett Tree Expert Company being the lowest responsive, responsible vendor.	
<b>Funding Source</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Select Funding Source* Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a>	
<b>Expense Occurrence</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
<ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? N/A</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A</li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution? N/A</li> <li>• Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?</li> </ul>	

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.



**City of Spokane**  
**CITY WIDE PUBLIC WORKS MAINTENANCE  
MASTER CONTRACT**  
**Title: ON CALL ARBORIST SERVICES**

This Agreement is made and entered into by and between the **CITY OF SPOKANE** as (“City”), a Washington municipal corporation, and **F.A. BARTLETT TREE EXPERT COMPANY.**, whose address is 11120 East Empire Avenue, #3, Spokane Valley, Washington 99206 as (“Contractor”), individually hereafter referenced as a “Party”, and together as the “Parties”.

*WHEREAS, the purpose of this Agreement is to provide On-Call Arborist Services City Wide; and*

*WHEREAS, the Contractor acknowledges part of the project may be funded by FEMA Funds; and*

*WHEREAS, the Contractor acknowledges parts of this project may be funded by funds received through the United States Department of Treasury under the American Rescue Plan (ARP/Coronavirus State and Local Fiscal Recovery Funds (CSLFRF)); and*

*WHEREAS, the Contractor agrees to comply with the attached ARP/CSLFRF CFDA 21.027 General Terms and Conditions; and*

*WHEREAS, the Contractor was selected from PW ITB 6201-24.*

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

**1. TERM OF AGREEMENT.**

The term of this Agreement begins on October 1, 2024, and ends on September 30, 2029, unless amended by written agreement or terminated earlier under the provisions.

**2. TIME OF BEGINNING AND COMPLETION.**

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

**3. SCOPE OF WORK.**

The Contractor’s General Scope of Work for this Agreement is described in the City’s PW ITB #6201-24 and Pricing Response which is attached as Attachment C and made a part of this Agreement. In the event of a conflict or discrepancy in the Agreement documents, this City Agreement controls.

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

#### **4. COMPENSATION / PAYMENT.**

Total annual compensation for Contractor's services under this unit priced Agreement shall be a maximum amount not to exceed **ONE HUNDRED FIFTY THOUSAND AND NO/100 DOLLARS (\$150,000.00)**, annually including sales tax, and in accordance with the Pricing Response in Attachment C, unless modified by a written amendment to this Agreement, unless modified by a written amendment to this Agreement. This is the maximum amount to be paid under this Agreement for the work described in Section 3 above and shall not be exceeded without the prior written authorization of the City in the form of an executed amendment to this Agreement.

The Contractor shall submit its applications for payment to **Individual City Department requesting service**. All invoices should include the City Clerk's File No. "OPR 2024-XXXX" and an approved L & I Intent to Pay Prevailing Wage number. The final invoice should include an approved Affidavit of Wages Paid number. Payment will not be made without this documentation included on the invoice. **Payment will be made via direct deposit/ACH** within thirty (30) days after receipt of the Company's application except as provided by state law. If the City objects to all or any portion of the invoice, it shall notify the Company and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount.

The Contractor agrees that in instances of work related to storm or other emergency events in which FEMA or other federal funding may be used that the following additional terms apply.

##### **A. REMEDIES.**

In the event of a breach by either party, of any of their obligations under this Agreement, each party, in addition to being entitled to exercise all rights granted by law and under this Agreement, including recovery of damages, will be entitled to specific performance of its rights under this Agreement. The parties agree that monetary damages would not provide adequate compensation for any losses incurred by reason of a breach of any of the provisions of this Agreement and hereby further agree that, in the event of any action for specific performance in respect of such breach, it shall waive the defense that a remedy at law would be adequate.

##### **B. TERMINATION FOR CAUSE AND CONVENIENCE.**

In accordance with 2 CFR 200.338 and 200.339, the CITY may suspend or terminate this Agreement if the CONTRACTOR materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:

- i. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and FEMA guidelines, policies or directives as may become applicable at any time;
- ii. Failure, for any reason, of the CONTRACTOR to fulfill in a timely and proper manner its obligations under this Agreement;
- iii. Ineffective or improper use of funds provided under this Agreement; or
- iv. Submission by the CONTRACTOR to the CITY reports that are incorrect or incomplete in any material respect.
- v. In accordance with 2 CFR 200.339, this Agreement may also be terminated for convenience by either the CITY or the CONTRACTOR, in whole or in part, by setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if in the case of a partial termination, the CITY determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the CITY may terminate the award in its entirety.

- vi. If the Agreement is terminated or partially terminated, both the CITY and CONTRACTOR remain responsible for compliance with the requirements in 2 CFR 200.343 Closeout and 200.344 Post-closeout adjustments and continuing responsibilities. In addition, CITY shall report any terminations for the Contractor's material failure to comply with the Federal statutes, regulations, or terms and conditions of the Federal award into the Office of Management and Budget ("OMB") designated integrity and performance system accessible through the System for Award Management (currently FAPIIS) as required under 2 CFR 200.340.

C. EQUAL EMPLOYMENT OPPORTUNITY.

During the performance of this contract, the CONTRACTOR agrees as follows:

- i. The CONTRACTOR will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- ii. The CONTRACTOR will, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
- iii. The CONTRACTOR will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the Contractor's legal duty to furnish information.
- iv. The CONTRACTOR will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the Contractor's commitments under section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- v. The CONTRACTOR will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- vi. The CONTRACTOR will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- vii. In the event of the Contractor's non-compliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the CONTRACTOR may be declared

ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

- viii. The CONTRACTOR will include the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The CONTRACTOR will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the CONTRACTOR becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the CONTRACTOR may request the United States to enter into such litigation to protect the interests of the United States.
- ix. The applicant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, That if the applicant so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.
- x. The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.
- xi. The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings.

#### D. CLEAN AIR ACT AND THE FEDERAL WATER POLLUTION CONTROL ACT.

##### Clean Air Act

- i. The contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.
- ii. The contractor agrees to report each violation to the CITY and understands and agrees that the CONTRACTOR will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
- iii. The contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

Federal Water Pollution Control Act

- i. The contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.
- ii. The contractor agrees to report each violation to the CITY and understands and agrees that the CONTRACTOR will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
- iii. The contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA).

E. LOBBYING.

The CONTRACTOR hereby certifies that:

Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352 (as amended)

Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the awarding agency.

- i. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement; and
- ii. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
- iii. It will require that the language of paragraph (d) [below] of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly; and

iv. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

By signing this document, the CONTRACTOR certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any.

F. PROCUREMENT OF RECOVERED MATERIALS.

In the performance of this Agreement, the CONTRACTOR shall make maximum use of products containing recovered materials that are Environmental Protection Agency (“EPA”) designated items unless the product cannot be acquired:

- i. Competitively within a timeframe providing for compliance with the Agreement performance schedule;
- ii. Meeting Agreement performance requirements; or
- iii. At a reasonable price.

Information about this requirement, along with the list of EPA-designated items, is available at EPA’s Comprehensive Procurement Guidelines web site, <https://www.epa.gov/smm/comprehensive-procurement-guidelines-cpg-program>.

The CONTRACTOR also agrees to comply with all other applicable requirements of Section 6002 of the Solid Waste Disposal Act.

**G. ACCESS TO RECORDS.**

The following access to records requirements apply to this Agreement:

- i. The CONTRACTOR agrees to provide the CITY, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the CONTRACTOR which are directly pertinent to this Agreement for the purposes of making audits, examinations, excerpts, and transcriptions.
- ii. The CONTRACTOR agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
- iii. The CONTRACTOR agrees to provide the FEMA Administrator or authorized representatives access to construction or other work sites pertaining to the work being completed under the Agreement.
- iv. In compliance with the Disaster Recovery Act of 2018, the CITY and the CONTRACTOR acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States.

**H. U.S. DEPARTMENT OF HOMELAND SECURITY SEAL, LOGO, AND FLAGS.**

The CONTRACTOR shall not use the U.S. Department of Homeland Security (“DHS”) seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval.

**I. COMPLIANCE WITH FEDERAL LAW, REGULATIONS, AND EXECUTIVE ORDERS.**

This is an acknowledgement that FEMA financial assistance may be used to fund all or a portion of the Agreement. The CONTRACTOR will comply with all applicable Federal law, regulations, executive orders, FEMA policies, procedures, and directives.

**J. NO OBLIGATION BY FEDERAL GOVERNMENT.**

The Federal Government is not a party to this Agreement and is not subject to any obligations or liabilities to the CITY, CONTRACTOR, or any other party pertaining to any matter resulting from the Agreement.

**K. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS.**

The CONTRACTOR acknowledges that 31 U.S. Code Chapter 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor’s actions pertaining to this Agreement.

**L. DOMESTIC PREFERENCE.**



As appropriate and to the extent consistent with law, the CONTRACTOR should to the greatest extent practicable, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirement of this sections must be included in all subawards including all contracts and purchase orders for work or products under this award.

## **5. TAXES, FEES AND LICENSES.**

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

## **6. PUBLIC WORKS MAINTENANCE.**

The following Public Works Maintenance requirements apply to the Work under this Agreement:

- A. The Contractor shall pay state prevailing wages. The Contractor and all subcontractors will submit a "Statement of Intent to Pay Prevailing Wages," certified by the industrial statistician of the Department of Labor and Industries, prior to any payments. The "Statement of Intent to Pay Prevailing Wages" shall include: (1) the Contractor's registration number; and (2) the prevailing wages under RCW 39.12.020 and the number of workers in each classification. Each voucher claim submitted by a Contractor for payment on a project estimate shall state that the prevailing wages have been paid in accordance with the pre-filed statement or statements of intent to pay prevailing wages on file with the City. At the end of the work, the Contractor and subcontractors must submit an "Affidavit of Wages Paid," certified by the industrial statistician.
- B. **STATEMENT OF INTENT TO PAY PREVAILING WAGES TO BE POSTED.** For contracts in excess of \$10,000, the Contractor and each subcontractor required to pay the prevailing rate of wages shall post in a location readily visible at the job site: (1) a copy of a "Statement of Intent to Pay Prevailing Wages" approved by the industrial statistician of the Washington State Department of Labor and Industries (L & I); and (2) the address and telephone number of the industrial statistician of the Department of Labor and Industries where a complaint or inquiry concerning prevailing wages may be made.
- C. **PREVAILING WAGES MULTI-YEAR CONTRACTS AND EXTENSIONS.** For multiyear contracts and/or contract extensions, prevailing wage rates must be updated annually, using the rates in effect at the beginning of each contract year (not calendar year), and intents and affidavits for prevailing wages paid must be submitted annually for all work completed during the previous 12 months. RCW 35.22.620.
- D. A payment/performance bond is NOT required.
- E. Statutory retainage is NOT required.

## **7. CITY OF SPOKANE BUSINESS LICENSE.**

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Contractor shall be responsible for contacting the State of Washington Business License Services at [www.dor.wa.gov](http://www.dor.wa.gov) or 360-705-6741 to obtain a business registration. If the Contractor does not

believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.

## **8. SOCIAL EQUITY REQUIREMENTS / NON-DISCRIMINATION.**

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

## **9. INDEMNIFICATION.**

The Contractor shall defend, indemnify, and hold the City and its officers and employees harmless from all claims, demands, or suits at law or equity-asserted by third parties for bodily injury (including death) and/or property damage which arise from the Contractor's negligence or willful misconduct under this Agreement, including attorneys' fees and litigation costs; provided that nothing herein shall require a Contractor to indemnify the City against and hold harmless the City from claims, demands or suits based solely upon the negligence of the City, its agents, officers, and employees. If a claim or suit is caused by or results from the concurrent negligence of the Contractor's agents or employees and the City, its agents, officers and employees, this indemnity provision shall be valid and enforceable to the extent of the negligence of the Contractor, its agents or employees. The Contractor specifically assumes liability and agrees to defend, indemnify, and hold the City harmless for actions brought by the Contractor's own employees against the City and, solely for the purpose of this indemnification and defense, the Contractor specifically waives any immunity under the Washington State industrial insurance law, or Title 51 RCW. The Consultant/Contractor/Company recognizes that this waiver was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. The indemnity and agreement to defend and hold the City harmless provided for in this section shall survive any termination or expiration of this agreement.

## **10. INSURANCE.**

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

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

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

- i. Acceptable supplementary Umbrella coverage in combination with Commercial General Liability policy shall be a minimum of \$2M in order to meet the minimum insurance coverages required under this contract;

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

D. **Property Insurance** if materials and supplies are furnished by the Contractor. The amount of the insurance coverage shall be the value of the materials and supplies of the completed value of improvement. Hazard or XCU (explosion, collapse, underground) insurance should be provided if any hazard exists.

There shall be no cancellation, material change, or intent not to renew the insurance coverage(s) without thirty (30) days written notice from the Contractor or its insurer(s) or insurers authorized representative to the City. As evidence of the insurance coverages required by this Agreement, the Contractor shall furnish ACORD form insurance certificates to the City at the time it returns the signed Agreement. The certificate shall specify all of the parties who are additional insureds to the extent of Company's indemnify obligations, and include applicable blanket-form policy endorsements, including the blanket-form notice of cancellation endorsements (30 days). The Contractor shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

#### **11. SUBCONTRACTOR RESPONSIBILITY.**

The Contractor must verify responsibility criteria for each first-tier subcontractor, and a subcontractor of any tier that hires other subcontractors must verify responsibility criteria for each of its subcontractors. Verification shall include that each subcontractor, at the time of subcontract execution, meets the responsibility criteria listed in RCW 39.04.350(1) and possesses an electrical contractor license, if required by chapter 19.28 RCW, or an elevator contractor license, if required by chapter 70.87 RCW.

#### **12. INDEPENDENT CONTRACTOR.**

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

#### **13. ASSIGNMENT AND SUBCONTRACTING.**

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

#### **14. TERMINATION.**

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

## **15. STANDARD OF PERFORMANCE.**

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

## **16. ANTI KICK-BACK.**

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

## **17. CONSTRUAL.**

The Contractor acknowledges receipt of a copy of the Agreement documents and agrees to comply with them. The silence or omission in the Agreement documents concerning any detail required for the proper execution and completion of the work means that only the best general practice is to prevail and that only material and workmanship of the best quality are to be used. This Contract shall be construed neither in favor of nor against either party.

## **18. DEBARMENT AND SUSPENSION.**

The Contractor has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and "Debarment and Suspension", codified at 29 CFR part 98.

## **19. CONTRACTOR'S ACKNOWLEDGEMENT AND WARRANTY.**

The Contractor acknowledges that it has visited the site of the work, has examined it, and is qualified to perform the work required by this Agreement.

The Contractor guarantees and warranties all work, labor and materials under this Agreement for one (1) year following final acceptance. If any unsatisfactory condition or defect develops within that time, the Contractor will immediately place the work in a condition satisfactory to the City and repair all damage caused by the condition or defect. The Contractor will repair or restore to the City's satisfaction, in accordance with the contract documents and at its expense, all property damaged by his performance under this Agreement. This warranty is in addition to any manufacturers' or other warranty in the Agreement documents.

## **20. MISCELLANEOUS PROVISIONS.**

- A. **Amendments/Modifications:** The City may modify this Agreement and order changes in the work whenever necessary or advisable. The Contractor will accept modifications when ordered in writing by the City, and the Agreement time and compensation will be adjusted accordingly.
- B. The Contractor, at no expense to the City, shall comply with all laws of the United States and Washington, the Charter and ordinances of the City of Spokane; and rules, regulations, orders and directives of their administrative agencies and officers.
- C. This Agreement shall be construed and interpreted under the laws of Washington. The venue of any action brought shall be in a court of competent jurisdiction, located in Spokane County, Washington.
- D. **Captions:** The titles of sections or subsections are for convenience only and do not define or limit the contents.
- E. **Severability:** If any term or provision is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall not be affected, and each term and provision shall be valid and enforceable to the fullest extent permitted by law.

- F. **Waiver:** No covenant, term or condition or the breach shall be deemed waived, except by written consent of the party against whom the waiver is claimed, and any waiver of the breach of any covenant, term or condition shall not be deemed a waiver of any preceding or succeeding breach of the same or any other covenant, term of condition. Neither the acceptance by the City of any performance by the Contractor after the time the same shall have become due nor payment to the Contractor for any portion of the Work shall constitute a waiver by the City of the breach or default of any covenant, term or condition unless otherwise expressly agreed to by the City in writing.
- G. **Entire Agreement:** This document along with any exhibits and all attachments, and subsequently issued addenda, comprises the entire agreement between the City and the Contractor. If conflict occurs between Agreement documents and applicable laws, codes, ordinances or regulations, the most stringent or legally binding requirement shall govern and be considered a part of this Agreement to afford the City the maximum benefits.
- H. **No personal liability:** No officer, agent or authorized employee of the City shall be personally responsible for any liability arising under this Agreement, whether expressed or implied, nor for any statement or representation made or in any connection with this Agreement.
- I. Under Washington State Law (reference RCW Chapter 42.56, the *Public Records Act* [PRA]) all materials received or created by the City of Spokane are **public records** and are available to the public for viewing via the City Clerk's Records (online) or a valid Public Records Request (PRR).

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

**F.A. BARTLETT TREE EXPERT COMPANY**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature Date

By \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

- Attachments that are part of this Agreement:**  
Attachment A – Federal Debarment Certification  
Attachment C – Pricing Response to PW ITB 6201-24  
Attachment – ARP/CSLFRF CFDA 21.027 Funding  
Attachment – General Terms and Conditions

ATTACHMENT A - CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION AND FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) CERTIFICATION

**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 2 CFR Part 180.

(1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:

- (a) Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this Agreement had one or more public transactions (Federal, State, or local) terminated for cause or default.

(2) The undersigned agrees by signing this Agreement that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.

(3) The undersigned further agrees by signing this Agreement that it will include the following required certification, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(4) The undersigned shall notify the City immediately that if it or a lower tier contractor become debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency during the period of performance of this Agreement.

(5) The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, person, primary covered transaction, principal, and voluntarily excluded, as used in this exhibit, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. The undersigned may contact the City for assistance in obtaining a copy of these regulations.

(6) I understand that a false statement of this certification may be grounds for termination of the Agreement.

**By signing this Attachment, the Grantee indicates acceptance of and compliance with all requirements described above.**

**ATTACHMENT A - CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION  
AND FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) CERTIFICATION**

<b>Federal Funding Accountability and Transparency Act (FFATA) Certification</b>	
<b>The Federal Funding Accountability and Transparency Act (FFATA) seeks to provide the public with greater access to Federal spending information. Due to FFATA requirements, you are required to provide the following information which will be used by the City to comply with federal reporting requirements.</b>	
If certain conditions are met, Grantee must provide names and total compensation of the top five highly compensated Executives. Please answer question 1, and follow the instructions. If directed to question 2, please answer and follow instructions.	
1. In Grantee's previous fiscal year, did Grantee receive (a) 80% or more of Grantee's annual gross revenues in U.S. Federal contracts and subcontracts and other Federal financial assistance subject to the Transparency Act, as defined in 2 CFR 170.320; AND (b) \$25,000,000 or more in annual gross revenues from contracts and subcontracts and other Federal financial assistance subject to the Transparency Act, as defined in 2 CFR 170.320?	
Yes <input type="checkbox"/> If yes, answer question 2 below.	
No <input type="checkbox"/> If no, stop, you are not required to report names and compensation. Please sign and submit form with the Agreement.	
2. Does the public have access to information about the compensation of Grantee's Executives through periodic reports filed under section 13(a) or 15(d) of the Security Exchange Act of 1934 (15 U.S.C. 78(m)(a), 78o(d)), or section 6104 of the Internal Revenue Code of 1986?	
Yes <input type="checkbox"/> If yes, stop, you are not required to report names and compensation. Please sign and submit form with the Agreement.	
No <input type="checkbox"/> If no, you are required to report names and compensation. Please fill out the remainder of this form.	
Please provide the names and Total Compensation of the top five most highly compensated Executives in the space below.	
Name:	Total Compensation:
Name:	Total Compensation:
Name:	Total Compensation:
Name:	Total Compensation:
Name:	Total Compensation:
<b>The Grantee certifies that the information contained on this form is true and accurate.</b>	
<b>By:</b>	
<b>Title:</b>	
<b>Date:</b>	

**ATTACHMENT C**



**ATTACHMENT A– ARP/CSLFRF CFDA 21.027 FUNDING**  
American Rescue Plan (ARP)  
Coronavirus State and Local Fiscal Recovery Funds (CSLFRF)  
Funding Authority: U.S. Department of Treasury  
CFDA# 21.027 – Coronavirus State and Local Fiscal Recovery Funds

The Contractor specifically agrees to comply with all applicable state and federal laws, rules, regulations, requirements, program guidance, including but not limited to the following:

All applicable federal, state, and local laws, regulations, executive orders, OMB Circulars, and/or policies including, but not limited to:

Nondiscrimination laws and/or policies, and safety and health regulations.  
Americans with Disabilities Act (ADA), Age Discrimination Act of 1975,  
Title VI of the Civil Rights Act of 1964, Civil Rights Act of 1968,  
Provisions in Buildings for Aged and Handicapped Persons (RCW 70.92).  
Robert T. Stafford Disaster Relief and Emergency Assistance Act (PL 93-288, as amended),  
Ethics in Public Services (RCW 42.52),  
Covenant Against Contingent Fees (48 CFR Section 52.203-5),  
Public Records Act (RCW 42.56),  
Prevailing Wages on Public Works (RCW 39.12),  
State Environmental Policy Act (RCW 43.21C),  
Shoreline Management Act of 1971 (RCW 90.58),  
State Building Code (RCW 19.27),  
Energy Policy and Conservation Act (PL 94-163, as amended),  
Energy Related Building Standards (RCW 19.27A),

Comply with all procurement requirements of 2 CFR Part 200.317 - 200.327. All sole source contracts expected to exceed \$50,000 must be submitted to Spokane City Purchasing for review and approval prior to the award and execution of a contract.

Any contract awarded to the successful Contractor must contain and/or comply with the following procurement provisions in accordance with 2 CFR Part 200.317 - 200.327:

Contractor must maintain a Conflict of Interest Policy consistent with 2 CFR 200.318(c) that is applicable to all activities funded with the award. All potential conflicts of interest related to this award must be reported to Spokane City and/or U.S. Treasury

- Administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as may be appropriate;
- Compliance with Executive Order 11246, “Equal Employment Opportunity,” (30 FR 12319, 12935, 3 CFR Part 1964-1965 Comp., p. 339), as amended by Executive Order 11375, as supplemented in Department of Labor regulations (41 CFR Chapter 60);
- For Capital Expenditures that involve the employment of mechanics of laborers: Compliance with the Contract Work Hours and Safety Standards Act (40 USC 3702 and 3704) as supplemented by Department of Labor Regulations (29 CFR Part 5);
- For all contracts in excess of \$100,000 with respect to water, sewer, or broadband that involve the employment of mechanics of laborers: Compliance with the Contract Work Hours and Safety Standards Act (40 USC 3702 and 3704) as supplemented by Department of Labor Regulations (29 CFR Part 5);
- For construction or repair contracts: Compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145) as supplemented by Department of Labor regulations (29 CFR part 3);
- For construction contracts in excess of \$2,000 when required by Federal grant program legislation: Compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144 and 3146-3148) as supplemented by Department of Labor regulations (29 CFR part 5); Davis Bacon Act–Does **not** apply to projects funded **solely** with

ARPA/CSLFRF CFDA 21.027 funds. However, if other federal funds are also used for the construction project in addition to FRF, and those federal funds require Davis-Bacon compliance, all prime construction contracts in excess of \$2,000 must follow Davis-Bacon Act;

- For construction contracts in excess of \$100,000 that involve the employment of mechanics and laborers: Compliance with the Contract Work Hours and Safety Standard Act (40 U.S.C. 3701-3708) as supplemented by Department of Labor regulations (29 CFR Part 5);
- Compliance with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency
- For contracts in excess of \$150,000: Compliance with all applicable standards, orders or requirements issued under the Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387) as amended;
- Compliance with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act;
- Notice of awarding agency requirements and regulations pertaining to reporting;
- Federal awarding agency requirements and regulations pertaining to copyrights and rights in data;
- Access by Spokane City, the Federal awarding agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers and records, sub-agreements, leases, subcontracts, arrangements, or other third-party agreements of any type, and supporting materials related to those records of the Contractor, which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts and transcriptions;
- Retention of all required records for **six years** after Spokane City makes final payment and all other pending matters are closed;
- Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871);
- Notice of awarding agency requirements and regulations governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards (37 C.F.R. Part 401) and the standard patent rights clause (37 C.F.R. section 401.14);
- Compliance with Executive Order 13858 “Strengthening Buy-American Preferences for Infrastructure Projects” as appropriate and to the extent consistent with law; and
- Compliance with 2 C.F.R. § 200.216, prohibitions regarding certain telecommunications and video surveillance services or equipment are mandated by section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (FY 2019 NDAA), Pub. L. No. 115-232 (2018).

Any contract awarded to the successful Contractor must contain and/or comply with the following provisions in accordance with 2 CFR Part 200.332(a) - 200.332(a)(1)-200.332(a)(6) Requirements for pass-through entities:

- Identify as a Subaward (2 CFR 200.332(a));
- Federal Award Identification (2 CFR 200.332(a)(1));
- Terms and conditions from ARP/CLFRF (2 CFR 200.332(a)(2));
- Additional City of Spokane imposed requirements based on risk assessment (2 CFR 200.332(a)(3));
- Indirect cost rate (2 CFR 200.332(a)(4));
- Records access & retention (2 CFR 200.332(a)(5));
- Closeout provisions (2 CFR 200.332(a)(6)).

Any contract awarded to the successful Contractor must contain and/or comply with the following provisions in accordance with 2 CFR Part 200.501(a)-200.501(h) Audit Requirements:

- Audit required. A non-Federal entity that expends \$750,000 or more during the non-Federal entity’s fiscal

year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provision of this part (2 CFR 200.501(a));

- Single Audit (2 CFR 200.501(b));
- Program-specific audit election (2 CFR 200.501(c));
- Exemption when Federal awards expended are less than \$750,000(2 CFR 200.501(d));
- Federally Funded Research and Development Centers (2 CFR 200.501(e));
- Subrecipients and contractors (2 CFR 200.501(f));
- Compliance responsibility for contractors (2 CFR 200.501(g));
- For-profit subrecipient (2 CFR 200.501(h)).

Contractor must comply with Executive Orders 12549 and 12689 and 2 C.F.R. Part 180, which restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities. Contractor must certify that it is not presently debarred, suspended or proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency.

Contractor must comply with the requirements of 31 U.S.C. § 3729-3733 which prohibits the submission of false or fraudulent claims for payment to the Federal Government. See also 31 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made.

Contractor is required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129.

Contractor's costs must be compliant with 2 CFR Part 200 Subpart E Cost Principles.

Contractor must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under an award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, Member of Congress, an officer, or employee of Congress, or an employee of a Member of Congress in connection with any Federal action concerning an award, making of any federal grant, federal loan, continuation, renewal, amendment or modification of any federal contract, grant loan, or cooperative agreement, and that if any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this award, the Contractor will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

In the event of the Contractor's noncompliance or refusal to comply with any applicable law, regulation, executive order, OMB Circular or policy, Spokane City may rescind, cancel, or terminate the contract in whole or in part in its sole discretion. The Contractor is responsible for all costs or liability arising from its failure to comply with applicable laws, regulations, executive orders, OMB Circulars, or policies.

## **CERTIFICATION**

\_\_\_\_\_  
Signature, Administrator, or Applicant Agency

\_\_\_\_\_  
Date

\_\_\_\_\_  
print name and title

## **General Terms & Conditions**

### **1. CONTRACTING WITH CURRENT OR FORMER CITY EMPLOYEES**

Specific restrictions apply to contracting with current or former City officers and employees pursuant to the Code of Ethics in chapter 1.04A of the Spokane Municipal Code. Proposers shall familiarize themselves with the requirements prior to submitting a Proposal that includes current or former City officers or employees.

### **2. PROPRIETARY INFORMATION / PUBLIC DISCLOSURE**

All materials submitted to the City in responses to this competitive procurement shall become the property of the City.

All materials received by the City are public records and are subject to being released pursuant to a valid public records request. Washington state law mandates that all documents used, received or produced by a governmental entity are presumptively public records, and there are few exemptions. Chapter 41.56 RCW.

When responding to this competitive procurement, please consider that what you submit will be a public record. If you believe that some part of your response constitutes legally protected proprietary information, you MUST submit those portions of your response as a separate part of your response, and you MUST label it as "PROPRIETARY INFORMATION." If a valid public records request is then received by the City for this information, you will be given notice and a 10-day opportunity to go to court to obtain an injunction to prevent the City from releasing this part of your response. If no injunction is obtained, the City is legally required to release the records.

The City will neither look for nor honor any claims of "proprietary information" that are not within the separate part of your response.

### **3. OWNERSHIP OF DOCUMENTS**

Any and all data, reports, analyses, documents, photographs, pamphlets, plans, specifications, surveys, films or any other material created, prepared, produced, constructed, assembled, made, performed or otherwise produced by the Firm or the Firm's subcontractors or consultants for delivery to the City under this Agreement shall be the sole and absolute property of the City. Such property shall constitute "work made for hire" as defined by U.S. Copyright Act of 1976, 17 U.S.C. § 101, and the ownership of the copyright and any other intellectual property rights in such property shall vest in the City at the time of its creation. Ownership of the intellectual property includes the right to copyright, patent, and register, and the ability to transfer these rights. Material which the Firm uses to perform this Agreement, but is not created, prepared, constructed, assembled, made, performed or otherwise produced for, or paid for, by the City is owned by the Firm and is not "work made for hire" within the terms of this Agreement.

#### **4. ACCEPTANCE PERIOD**

Proposals shall remain in effect for ninety (90) days for acceptance by the City from the due date for receipt of Proposals.

#### **5. COSTS TO PROPOSE**

The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this RFP, in conduct of a presentation, or any other activities related to responding to this RFP.

#### **6. INTERLOCAL PURCHASE AGREEMENTS**

The City of Spokane has entered into Interlocal Purchase Agreements with other public agencies pursuant to Chapter 39.34 RCW. In submitting a response, the Proposer agrees to provide its services to other public agencies at the same contracted price, terms and conditions it is providing to the City of Spokane, contingent upon the Firm's review and approval at the time of a requested contract. The Firm's right to refuse to enter into a contract with another public agency at the time of request shall be absolute.

#### **7. DEBRIEFING OF UNSUCCESSFUL PROPOSERS**

Upon request, a debriefing conference will be scheduled with an unsuccessful Proposer. Discussion will be limited to a critique of the requesting Firm's Proposal. Debriefing conferences may be conducted in person or on the telephone.

#### **8. MINORITY & WOMEN-OWNED BUSINESS PARTICIPATION**

The City encourages participation in all of its contracts by Firms certified by the Washington State Office of Minority and Women's Business Enterprises (OMWBE). Proposers may contact OMWBE at (360)753-9693 to obtain information on certified Firms.

#### **9. NONDISCRIMINATION**

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

#### **10. BUSINESS REGISTRATION REQUIREMENT**

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained and currently being the holder of a valid annual business

registration or temporary business registration as provided in this chapter. The Firm shall be responsible for contacting the State of Washington Business License Services at <http://dor.wa.gov> or 1-360-705-6741 to obtain a business registration. If the Firm does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at 509-625-6070 to request an exemption status determination.

## **11. PAYMENT**

Payment will be made via direct deposit/ACH except as provided by state law. A completed ACH application is required before a City Order will be issued. If the City objects to all or any portion of the invoice, it shall notify the Company and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount.

## **12. ANTI-KICKBACK**

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

## **13. DISPUTES**

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

## **14. TERMINATION**

A. For Cause: The City or Consultant may terminate the Agreement if the other party is in material breach of this Agreement, and such breach has not been corrected to the other party's reasonable satisfaction in a timely manner. Notice of termination under this Section shall be given by the party terminating this Agreement to the other, not fewer than thirty (30) business days prior to the effective date of termination.

B. For Reasons Beyond Control of Parties: Either party may terminate this Agreement without recourse by the other where performance is rendered impossible or impracticable for reasons beyond such party's reasonable control, such as, but not limited to, an act of nature, war or warlike operation, civil commotion, riot, labor dispute including strike, walkout or lockout, except labor disputes involving the Consultant's own employees, sabotage, or superior governmental regulation or control. Notice of termination under this Section shall be given by the party terminating this Agreement to the other, not fewer than thirty (30) business days prior to the effective date of termination.

C. For Convenience: Either party may terminate this Agreement without cause, upon thirty (30) days written notice to the other party.

D. Actions upon Termination: if termination occurs not the fault of the Consultant, the Consultant shall be paid for the services properly performed prior to the actual termination date, with any reimbursable expenses then due, but such compensation shall not exceed the maximum

compensation to be paid under the Agreement. The Consultant agrees this payment shall fully and adequately compensate the Consultant and all subconsultants for all profits, costs, expenses, losses, liabilities, damages, taxes, and charges of any kind (whether foreseen or unforeseen) attributable to the termination of this Agreement.

E. Upon termination, the Consultant shall provide the City with the most current design documents, contract documents, writings, and other products the Consultant has produced to termination, along with copies of all project-related correspondence and similar items. The City shall have the same rights to use these materials as if termination had not occurred; provided however, that the City shall indemnify and hold the Consultant harmless from any claims, losses, or damages to the extent caused by modifications made by the City to the Consultant's work product.

## **15. LIABILITY**

The Firm shall indemnify, defend, and hold harmless the City, its officers, and employees from all claims, demands, or suits in law or equity arising from the Firm's negligence or breach or its obligations under the contract. The Firm's duty to indemnify shall not apply to liability caused by the sole negligence of the City, its officers, and employees. The Firm's duty to indemnify for liability arising from the concurrent negligence of the City, its officers and employees and the Firm, its officers and employees shall apply only to the extent of the negligence of the Firm, its officers and employees. The Firm's duty to indemnify shall survive termination or expiration of the contract. The Firm waives, with respect to the City only, its immunity under RCW Title 51, Industrial Insurance.

## **16. INSURANCE COVERAGE**

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

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

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

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

D. Professional Liability Insurance with a combined single limit of not less than \$1,000,000 each claim, incident, or occurrence. This is to cover damages caused by the error, omission, or negligent acts related to the professional services to be provided under this contract. The coverage must remain in effect for at least three (3) years after the contract is completed.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without forty-five (45) days written notice from the Firm or its insurer(s) to the City.

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

## **SPECIFIC GRANT RELATED LANGUAGE**

### **17. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION**

A certification form will accompany the contract to be signed confirming that, to the best of its knowledge and belief, Firm, and its principals:

A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency.

B. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice.

C. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification.

D. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.

### **18. CERTIFICATION REGARDING LOBBYING**

Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) – Firms who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose any



lobbying in non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.

A Certification Form is attached and included in this Request for Proposal by reference as Attachment A "Certification Regarding Lobbying". The Proposer is required to sign and submit this Form with Proposal. The Proposer certifies by signing and submitting this Proposal, to the best of his or her knowledge and belief, that:

A. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with the awarding of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.

B. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

C. The Proposer also agrees by submitting his or her Proposal, that he or she shall require that the language of this certification be included in all lower tier subcontracts. Which exceed \$100,000 and that all such sub-recipients shall certify and disclose accordingly.

D. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, United States Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

## **19. DOMESTIC PREFERENCE**

200.322 (a) As appropriate and to the extent consistent with law, the non-Federal entity should to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products).

## **20. CLEAN AIR ACT**

Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.), as amended – Firms and subgrants of amounts in excess of \$100,000 shall contain a provision that requires the recipient to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 et seq.) Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

## **21. CONFORMANCE WITH FEDERAL, STATE, AND LOCAL LAWS**

Federal, State and Local Laws: Services of a project as a result of the use of a Firm's services including the letting of subcontracts in connection with any project work related to this RFQ may be required to conform to the applicable requirements of Federal, State and local laws and ordinances. The City stipulates that Federal funds may be involved.

## **22. MAINTENANCE OF RECORDS**

Federal, State and Local Laws: Services of a project as a result of the use of a Firm's services including the letting of subcontracts in connection with any project work related to this RFQ may be required to conform to the applicable requirements of Federal, State and local laws and ordinances. The City stipulates that Federal funds may be involved.

## **23. CONFERENCE ROOMS**

Conference Rooms: All space used for conferences, meetings, conventions, or training seminars funded in whole or in part with federal funds under this contract must comply with the protection and controlling guidelines of the Hotel and Motel Fire Safety Act (PL 101-391, as amended).

## **24. AMERICANS WITH DISABILITIES ACT INFORMATION (ADA)**

Americans with Disabilities Act (42 U.S.C. 12101, et seq.). The Applicant shall comply with the provisions of the Americans with Disabilities Act, 42 U.S.C. 12101, et. seq. That Act provides a comprehensive national mandate to eliminate discrimination against individuals with disabilities. The Act may impose requirements on the Applicant in four principle ways: 1) with respect to employment; 2) with respect to the provision of public services; 3) with respect to transportation; 4) with respect to existing facilities and new construction.

The City in accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) commits to nondiscrimination in all of its programs and activities. The Firm agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Firm.

Law Against Discrimination, Chapter 49.60 RCW. The Applicant shall comply with the provisions of Chapter 49.60 RCW in all activities relating to this Grant Agreement.

This material can be made available in an alternate format by request through ProcureWare question tab or by calling (509) 625-6400.

## **25. TITLE VI STATEMENT**

The City of Spokane in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all Proposers that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged

business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit Proposals in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

Public Law 88 - 352, Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.) (24 CFR Part 1). The Applicant must comply with the provisions of "Public Law 88 - 352," which refers to Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.). The law provides that no person in the United States shall, on the grounds of race, color or national origin, be denied the benefits of, be excluded from participation in, or be subjected to discrimination under any program or activity receiving federal financial assistance.

# Exhibit C

## On-Call Arborist Pricing Response

### REGULAR RATES - LABOR

#1	Power Line Clearance Tree Trimmer	Base	Hourly	1	\$100.10
#2	Fall & Bucker, chainsaw	Base	Hourly	1	\$80.30
#3	Topper	Base	Hourly	1	\$100.10
#4	Climber	Base	Hourly	1	\$100.10
#5	Choker Setter	Base	Hourly	1	\$0.00
#6	Supervisor	Base	Hourly	1	\$100.10
#7	Flagger, traffic	Base	Hourly	1	\$0.00
#8	Power Equipment Operator	Base	Hourly	1	\$80.30
#9	General Laborer	Base	Hourly	1	\$80.30
#10	Equipment Operator, large	Base	Hourly	1	\$80.30
#11	Truck Driver	Base	Hourly	1	\$80.30
#12	Stump Grinder, Operator	Base	Hourly	1	\$100.10
#13	Stump Removal, Laborer 10 ton & under Boom Truck	Base	Hourly	1	\$80.30
#14	Operator	Base	Hourly	1	\$100.10
#15	Air Spading	Base	Hourly	1	\$100.10

### EMERGENCY RATES - LABOR

#1	Power Line Clearance Tree Trimmer	Base	Hourly	1	\$148.50
#2	Fall & Bucker, chainsaw	Base	Hourly	1	\$118.80
#3	Topper	Base	Hourly	1	\$148.50
#4	Climber	Base	Hourly	1	\$148.50
#5	Choker Setter	Base	Hourly	1	\$0.00
#6	Supervisor	Base	Hourly	1	\$148.50
#7	Flagger, traffic	Base	Hourly	1	\$0.00
#8	Power Equipment Operator	Base	Hourly	1	\$118.80
#9	General Laborer	Base	Hourly	1	\$118.80
#10	Equipment Operator, large	Base	Hourly	1	\$118.80
#11	Truck Driver	Base	Hourly	1	\$118.80
#12	Stump Grinder, Operator	Base	Hourly	1	\$148.50

# Exhibit C

## On-Call Arborist Pricing Response

#13	Stump Removal, Laborer 10 ton & under Boom Truck	Base	Hourly	1	\$118.80
#14	Operator	Base	Hourly	1	\$148.50

**REGULAR RATES - EQUIPMENT**

#1	Stump Grinder	Base	Hourly	1	\$26.40
#2	Chipper	Base	Hourly	1	\$26.40
#3	Boom Truck	Base	Hourly	1	\$51.70
#4	Dump Truck	Base	Hourly	1	\$38.50
#5	8-Ton Knuckle Boom Crane	Base	Hourly	1	\$0.00
#6	Mini Excavator	Base	Hourly	1	\$46.20
#7	Pickup Truck	Base	Hourly	1	\$26.40
#8	Compressor	Base	Hourly	1	\$26.40

**EMERGENCY RATES - EQUIPMENT**

#1	Stump Grinder	Base	Hourly	1	\$26.40
#2	Chipper	Base	Hourly	1	\$26.40
#3	Boom Truck	Base	Hourly	1	\$82.50
#4	Dump Truck	Base	Hourly	1	\$38.50
#5	8-ton Knuckle Boom Crane	Base	Hourly	1	\$0.00
#6	Mini Excavator	Base	Hourly	1	\$46.20
#7	Pickup Truck	Base	Hourly	1	\$26.40
#8	Compressor	Base	Hourly	1	\$26.40

**TREE EVALUATION**

#1	Arborist, Tree Evaluation	Base	Hourly	1	\$137.50
#2	Single Tree - Lump Sum, Fixed Fee	Base	Sum	1	\$325.00
#3	Group of Trees - Lump Sum, Fixed Fee	Base	Hourly	1	\$137.50

**Dump Fees - If not by Ton indicate in comment how you bill for Dump Fees and how much**

#1	Dump Fees	Base	Ton	1	\$15.00
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**Traffic Control - Arterial**

#1	Traffic Control in Arterials	Base	Daily	1	\$1,600.00
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## Bid Response Summary

**Bid Number** PW ITB 6201-24  
**Bid Title** Arborist On Call Services  
**Due Date** Monday, September 23, 2024 1:00:00 PM [(UTC-08:00) Pacific Time (US & Canada)]  
**Bid Status** Closed to Bidding  
**Company** The F.A. Bartlett Tree Expert Company  
**Submitted By** Joseph Zubaly - Monday, September 23, 2024 12:03:48 PM [(UTC-08:00) Pacific Time (US & Canada)]  
 jzubaly@bartlett.com

**Comments**

**Question Responses**

Group	Reference Number	Question	Response
Default Item Group			
	BACKGROUND	The City of Spokane is seeking a contractor for tree evaluation, trimming and removal services throughout the City. To be pro-active, the City seeks the services of a tree service provider to evaluate and potentially remove hazardous trees that are likely to cause damage to property or are impeding the public right of way. Services are requested on an as needed basis.	I acknowledge
	CONTRACTOR'S REPRESENTATION	The Contractor by making its Bid represents that it has read and understands the specifications.	I acknowledge
	QUALIFICATION	Prior to the award of Contract, the Contractor shall be required to submit evidence of sufficient facilities, equipment, experience and financial ability to insure completion of the Work, unless waived by the City.	I acknowledge
	AWARD OF CONTRACT	Award of Contract, when made by the City, will be to lowest responsive responsible bidder based on rates and most favorable service completion timeline. Unsuccessful Contractors will not automatically be notified of results. The contract that is awarded from this Request for Bids will be through the end of August, 2029. Pricing will remain fixed for the first twelve (12) months of this contract. Price changes can be submitted with justification for any increases annually in the anniversary month of the creation of the contract.	I acknowledge
	MULTI-YEAR CONTRACT	For multi-year contracts and/or contract renewals, prevailing wage rates must be updated annually, using the rates in effect at the beginning of each contract year (not calendar year), and intents and affidavits for prevailing wages paid must be submitted annually for all work completed during the previous 12 months. RCW 35.22.620	I understand and I agree
	EXECUTION OF CONTRACT	Within ten (10) days of contract award, the Contractor shall sign and return to the City an executed copy of the contract and approved evidence of insurance unless otherwise mutually agreed by the City and Contractor.	I acknowledge

GUARANTEE	The Contractor guarantees all work, labor and materials for one (1) year following final acceptance. If any unsatisfactory condition or defect develops within that time, the Contractor shall immediately place the work in a satisfactory condition, and further repair all damage caused by the condition or defect at its sole expense. This guarantee shall not apply to work which has been abused or neglected by the City.	I acknowledge
PAYMENT	Payment will be made via direct deposit/ACH after receipt of the Contractor's application except as provided by state law. If the City objects to all or any portion of the invoice, it shall notify the Contractor and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount.	I acknowledge
REJECTION OF BIDS	The City reserves the right to reject any or all Bids, to waive minor deviations from the specifications, to waive minor informalities in Bid process whenever it is in the City's best interest, and to accept or reject all or part of this Request for Bids, at the prices shown.	I acknowledge
CONTRACTOR REGISTRATION	The Contractor shall be a Washington State registered or licensed contractor at time of Bid submittal.	I acknowledge
EMPLOYEES PER JOB	Please indicate how many employees the contractor feels is standard to perform each job.	3-4 depending on the size of the trees being worked on
LIQUIDATED DAMAGES	If the Work is not completed within the stated completion time, the Contractor agrees to pay to the City Liquidated Damages (LD's) in the amount of ZERO (\$0.00) for each and every day the Work remains uncompleted.	I acknowledge
CONTRACTOR CONTACT INFORMATION	Please indicate Name, Telephone Number and E-Mail address for person submitting this bid response.	Joseph R. Zubaly 208-640-6401 jzubaly@bartlett.com
CONTACT INFORMATION	Enter the name and email address of the person authorized to sign a contract with the City of Spokane.	Dave Marren dmarren@bartlett.com contracts@bartlett.com Please send to both addresses above
ADDITIONAL INFORMATION	If you have additional information/documents to submit, upload them here.	
<b>PUBLIC WORKS REQUIREMENTS</b>		
A.	The work under this contract is classified as routine maintenance under state law.	I acknowledge
1.	A payment/performance bond is NOT required	I acknowledge
2.	Statutory retainage is NOT required	I acknowledge
B.	Prevailing Wage	Yes
1.	The State prevailing rate of wages to be paid to all workmen, laborers or mechanics employed in the performance of any part of this Contract shall be in accordance with the provisions of Chapter 39.12 of the Revised Code of Washington (RCW) and the rules and regulations of the Washington State Department of Labor and Industries (L & I).	I acknowledge

2.	<p>The State of Washington prevailing wage rates applicable for this public works project, which is located in Spokane County, may be found at the following website address of the Department of Labor and Industries:  <a href="https://fortress.wa.gov/lni/wagelookup/prvWagelookup.aspx">https://fortress.wa.gov/lni/wagelookup/prvWagelookup.aspx</a>.  Prevailing wages for all work performed pursuant to each work order must be the prevailing wage rates in effect at the beginning date for each contract year. On call contracts must have prevailing wage rates updated annually. Intents and affidavits for prevailing wages paid must be submitted annually for all work completed within the previous twelve-month period of the unit priced contract. (RCW 35.22.620) Upon the anniversary date of the contract, labor rates may be adjusted according to the revised prevailing wages adopted by the Department of Labor and Industries at that time. In order to calculate the change in prevailing wages due to the Contractor, the Contractor shall provide to the City of Spokane a breakdown of the fully loaded labor rates for each classification of labor including hourly wage rates, fringe benefits, overhead and profit. The City of Spokane shall not pay for any price escalation for overhead, profit, equipment, material, or any other costs except for changes in the prevailing wages. The revised prevailing wages shall be effective for any Work issued after the anniversary date of the contract. The basis of modified prevailing wage rates applicable for the contract shall be calculated and issued in writing by the City of Spokane, but such changes shall not be included in a change order. To the extent that the contract sum changes, a change order will be issued as appropriate.</p>	I acknowledge
C.	Apprenticeship	Yes
1.	If apprentices are to be used, they must be registered with the State Apprenticeship Council; otherwise, they are to be paid State prevailing journeyman wages.	I acknowledge
D.	Statement of Intent	Yes
1.	<p>The Contractor and subcontractors will submit a "Statement of Intent to Pay Prevailing Wages" certified by the industrial statistician of the Department of Labor and Industries, prior to any work or payments. The "Statement of Intent to Pay Prevailing Wages" shall include: (1) the Contractor's registration number; and (2) the prevailing wages under RCW 39.12.020 and the number of workers in each classification. Prior to payment of funds held under RCW 39.12.040, the Contractor and subcontractors must submit an "Affidavit of Wages Paid" certified by the industrial statistician annually for all work completed within the previous twelve-month period of the unit priced contract (RCW 35.22.620).</p>	I acknowledge
E.	Filing Fees	Yes
1.	<p>The fee for the approval of 1) "Statements of Intent to Pay Prevailing Wages" and 2) "Affidavits of Wages Paid" is forty dollars (\$40) for each form. The Contractor is responsible for payment of these fees and shall make all applications directly to L &amp; I.</p>	I acknowledge



F.	Department of Labor and Industries' Public Works and Prevailing Wage Training	Yes
1.	As of July 1, 2019 contractors must have fulfilled the Department of Labor and Industries' Public Works and Prevailing Wage Training Requirement before bidding and/or performing work on public works projects under RCW 39.04.350 and RCW 39.06.020	I acknowledge
GENERAL CONDITIONS		
#1	Contractor acknowledges that they have read and understand the General Conditions Document in the "Documents" tab.	I acknowledge
TECHNICAL REQUIREMENTS		
Performance	Unless otherwise stated, the Contractor will be responsible for the furnishing of all labor, supervision, materials, tools, construction equipment, transportation, and other items of work and costs necessary for the proper performance and completion of the described Work. The apparent silence or omission as to any detail of any Work to be done or materials to be furnished and required for the proper performance of the Work, shall be regarded as meaning that the best general practice is to prevail, and that material and workmanship of the best quality are to be used, and interpretation of the scope of work shall be made upon this basis.	I acknowledge
Scope of Work	On call Arborist services for multiple City of Spokane departments.	I acknowledge
Scope of Work	Strong customer service and communication by telephone, email, or some combination thereof.	I acknowledge
Scope of Work	Coordination of projects across multiple City departments - Projects are department specific and the Contractor shall communicate with and invoice each department separately, though actual work may be completed in tandem, as the Contractor sees fit.	I acknowledge
Scope of Work	Completion of work, whenever possible, in the most timely and cost efficient manner for the citizens of Spokane. If projects across multiple departments may be combined to achieve reductions in timeline and/or price, the Contractor shall make every reasonable effort to do so.	I acknowledge
Scope of Work	The Contractor shall be responsible for obtaining at its expense any related or necessary permits required by regulatory agencies.	I acknowledge
Scope of Work	The winning Contractor shall receive a unit priced contract and, upon complete and accepted performance by the Contractor, the City shall issue payment in the applicable amount set forth on the Pricing Tab for the actual volume performed.	I acknowledge

Service Completion Timeline	Specify the standard number of calendar days required to complete projects from Notice to Proceed	2 days standard <24 hours emergency work We have 2-3 times the staff and equipment than all other companies currently in the bidders list. This allows us to respond quickly to projects that are time critical. Our experience as the On-Call Arborist in the past gives us a distinct advantage in being able to perform the projects safely, efficiently and on the time schedule the City requires, including emergency work which would require an even shorter response time.
Professionalism	Successful vendor will fulfill contract in a responsible, professional manner at all times. Representatives shall dress appropriately and use acceptable health and safety practices.	I acknowledge
Emergency Calls	Emergency calls, contractor shall be onsite within 4 hour of notification. On average it is estimated that there are 3 Emergency calls per year that could result in an estimated annual total of 6 hours more or less (These numbers are just estimates for evaluation purposes)	I acknowledge
Non-Emergency Calls	Non-emergency repairs, contractor shall be onsite within 24 hours of notification. On average it is estimated that there are 7 calls per year that could result in an estimated annual total of 14 hours more or less. (These numbers are just estimates for evaluation purposes)	I acknowledge
Tree Trimming & Removal Services	Work will be performed at various locations throughout the City of Spokane, within Rights of Ways, easements, City parks or lands within or outside of the City limits. The contractor is expected to provide the following general tree services:	Yes
a.	The ability to remove trees considered as hazardous that include those that are or have the potential of overhanging power lines, towers, transmission lines, houses, structures, bridges, roadways, buildings or that may endanger the public or facilities that serve the public;	I acknowledge
b.	Remove any size tree section-by-section lowering each section to the ground by rope without felling the tree;	I acknowledge
c.	Chipping limbs and debris as requested;	I acknowledge
d.	Falling trees within limited distances between structures or in open spaces;	I acknowledge
e.	Provide services in limited access work locations where heavy machinery may not be able to reach the job site;	I acknowledge

f.	Provide chipper service and equipment to chip tree and brush as required;	I acknowledge
g.	Provide trimming, dead wood removal or other related tree service as necessary;	I acknowledge
h.	Stump removal and grinding	I acknowledge
Clean-Up and Disposal	The City expects the following:	Yes
a.	Debris from tree trimming, tree removal, and stump operations shall be cleaned up each day before the work crew leaves the site unless otherwise authorized by the City.	I acknowledge
b.	Lawn areas shall be raked, streets and sidewalks shall be swept and brush, branches and logs shall be removed from the site.	I acknowledge
c.	In open areas the tree clean-up may be established to chip in place limbs, cut tree into lengths chip piles and stacked wood temporarily left on site as approved by the City.	I acknowledge
d.	Materials left on site temporarily must be secured in a manner such that it does not present a hazard to the public.	I acknowledge
e.	Final clean-up areas are to be left in a condition equal to that which existed prior to the commencement of forestry operations	I acknowledge
f.	Disposal must be at a legal site with the proper permits for handling such waste.	I acknowledge
Supplier's Responsibilities	The Contractor must provide:	Yes
a.	Obtain all necessary licenses and permits needed to conduct the work required under the terms of this contract at their expense.	I acknowledge
b.	Obtain all necessary lane closure, property owner access and other needed authorization to conduct tree maintenance operations on right-of-way, easements or city owned property.	I acknowledge
c.	Provide any and all necessary formal notices required in conjunction with the execution of work.	I acknowledge
d.	Provide all supervision, labor, tools, equipment, material, supplies, traffic control, safety measures, and services.	I acknowledge
Tree Evaluation Services	The successful proposer will assess various trees located on the public rights-of-way and other public properties as designated by the City of Spokane. At a minimum, the information collected for each tree must include:	Yes
a.	Address and Location - Identify the location of each tree or stump site by one of the following attributes:	I acknowledge
*	Address. House address	I acknowledge
*	On Street. The street on which the tree is physically located.	I acknowledge
*	Side. The side of the house on which the tree stands in relation to the physical address.	I acknowledge
*	Park Name. If the tree is in a Park - the name of the park is recorded.	I acknowledge
b.	Species - Trees are identified by genus and species using both botanical and common names, and by cultivars where appropriate.	I acknowledge

c.	Tree Size - Diameter is measured to the nearest inch in 1-inch size classes at 4-1/2 feet above the ground, or diameter at breast height (DBH), using a Biltmore Stick.	I acknowledge
d.	Condition - A general note on the health of the tree. Signs of stress, poor structure, mechanical damage, soil and root problems, disease, and pests are all considerations in the assessment of tree condition using the following guidelines	I acknowledge
*	Good. A good tree shows no major problems	I acknowledge
*	Fair. A fair tree has minor problems that may be corrected with time or corrective action.	I acknowledge
*	Poor. A poor tree has major problems that are irrecoverable.	I acknowledge
*	Dead. A dead tree shows no sign of life.	I acknowledge
e.	Maintenance - The following maintenance actions will be reported:	I acknowledge
*	Remove. Trees designated for removal have defects that cannot be practically or cost-effectively treated. The majority of trees in this category have a large percentage of dead crown.	I acknowledge
*	Prune. This is the removal of one or more limbs, needed to reduce risk, provide clearance, and restore the tree.	I acknowledge
*	Train. Pruning of young or medium aged trees to improve tree and branch architecture.	I acknowledge
*	Discretionary. The client may opt to prune to manage for tree health or aesthetic appearance.	I acknowledge
*	Stump Removal. This category indicates a stump that should be removed.	I acknowledge
f.	Risk Rating - Evaluate risk and assign a risk rating based on an assessment of the failure mode i.e., brand, whole tree, co-dominant stem with the greatest risk. The specified period for the risk assessment is one year. The risk component of this assessment and evaluation is to maintain compliance with the most recent standards and practices in the arboricultural industry. At minimum, each tree must be assigned a risk rating of Low, Moderate, High or Extreme and provide the definition of each risk rating.	I acknowledge
g.	Overhead Utilities. For each tree or site, overhead utilities will be recorded if lines are:	Yes
*	Present and not conflicting;	I acknowledge
*	Present and conflicting; or	I acknowledge
*	Not present	I acknowledge
h.	Date of Assessment - The date data is collected and the name of the arborists is recorded	I acknowledge
Quality Control	All assessment arborists must be Certified Arborists through the International Society of Arboriculture; no students or temporary employees will be allowed. At least one person associated with the project and on-site for project duration shall have the Tree Risk Assessment Qualification (TRAQ) through the International Society of Arboriculture.	I acknowledge
Quality Control	Upload the TRAQ certificate for the individuals in your company here. Make sure to combine all documents into one document since only one document can be uploaded here.	TRAQ Certificates.pdf

Safety Standards	<p>All equipment utilized in the work performed shall be in full compliance with the most current revision of the American National Standards Institute, Standard Z-133.1 - Safety Requirements for Pruning, Trimming, Repairing, Maintaining, Removing Trees and for Cutting Brush; and L&amp;I requirements. The Contractor will be solely responsible for private and public property, pedestrian and vehicular safety and control, and must provide the necessary warning devices , barricades, and ground personnel needed to provide safety, protection and warning to persons and vehicular traffic within the work site. Contractor must provide qualified supervision of each crew at all times while working under this contract.</p>	I acknowledge
a.	<p>Working in Proximity to Electrical Hazards - The Contractor's tree worker and the supervisor shall perform an inspection to determine whether an electrical conductor passes through the tree or passes within reaching distance of the tree prior to any tree worker climbing, entering, or working around any tree. Contractor must take all prudent electrical safety measures that include shielding, de-energizing the line, or utilizing a qualified line clearance tree trimmer.</p>	I acknowledge
b.	<p>Protection of Overhead Utilities - Tree trimming and removal operations may be conducted in areas where overhead electric, telephone and cable television facilities exist. Contractor must implement all prudent safety related measures to protect all utilities from damage, and must immediately contact the appropriate utility if damage should occur, and shall be responsible for all claims of damage due to the Contractor's operations. The Contractor shall make arrangements with all overhead utilities (including but not limited to electrical) for removal of all necessary limbs and branches that may conflict with or create injury hazard in conducting the operations of their work.</p>	I acknowledge
c.	<p>Protection of Underground Utilities - The Contractor shall be responsible for contacting the appropriate utility to locate underground utilities or services (including but not limited to electrical) in the work area that may be damaged by the Contractor's operation; in particular for any excavation stump grinding work. The Contractor will also locate and protect all utilities in the fall area or work zone.</p>	I acknowledge
Traffic Control	<p>The City may provide traffic control as mutually agreed upon. Closure of public streets will not be permitted unless prior arrangements have been approved by the City of Spokane Traffic Engineer. Traffic control must be accomplished in accordance with the Manual on Uniform Traffic Control Devices (MUTCD), <a href="https://mutcd.fhwa.dot.gov/">https://mutcd.fhwa.dot.gov/</a></p>	I acknowledge
Working Hours	<p>Work performed by the Contractor must be in compliance with the City of Spokane Noise Ordinance SMC 10.08D and related sections. The City may authorize work outside these hours when necessary for emergency tree maintenance.</p>	I acknowledge
FEMA REQUIREMENTS		

#1	Parts of this Project may be funded by FEMA Funds. I have read, understand and agree with the document titled FEMA LANGUAGE in the Documents Tab	Yes
ARPA FUNDING		
***	Parts of this project may be funded by funds received through the United States Department of Treasury under the American Rescue Plan (ARP/Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) – Catalog of Federal Domestic Assistance (CFDA) number 21.027. Submitting a proposal indicates acceptance of all requirements listed within ARP/CSLFRF CFDA 21.027 Funds document.	I understand and I agree
#1. General Terms & Conditions	I have read, understood and agree with the general terms & conditions in the Documents section of this project.	I understand and I agree
#1. ARP-CLERF Form	Print, sign and upload the ARP_CLERF Form in the Documents section of this project	Attachment A.pdf
#3. ARPA Debarment Certification	I have read the ARPA Debarment Certification in the Documents section and understand that if awarded this contract I will be required to sign this document.	I understand and I agree
BID		
Bid Offer	The price(s) listed on the pricing page of this project is tendered as an offer to furnish all labor, materials, equipment and supervision required to complete the proposed project in strict accordance with the contract documents.	I acknowledge
Addenda	Indicate how many Addenda the Contractor acknowledges receipt of and agrees that its requirements have been included in this Bid.	No addenda have been submitted by the City for this project
Withdrawal of Bid	The Contractor agrees that its Bid will NOT be withdrawn for a minimum of sixty (60) calendar days after the stated submittal date.	I acknowledge
Subcontractors	Download and complete the Subcontractor List in the "Documents" tab and upload it.	Subcontractor List under \$1M - On Call.docx
CONTRACTOR RESPONSIBILITY		
#1	Provide Washington State Contractor's Registration No.	FABARBT921MW
#2	Provide Contractor's U.B.I. Number	602831916
#3	Provide Contractor's Washington Employment Security Department Number	15989500
#4	Provide Contractor's Washington Excise Tax Registration Number	602831916
#5	Provide Contractor's City of Spokane Business Registration Number	T19000197CTL
CERTIFICATION OF COMPLIANCE WITH WAGE PAYMENT STATUS		

#1	<p>The Contractor hereby certifies that, within the three-year period immediately preceding the bid solicitation date for this Project, the contractor is not a “willful” violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction. I certify (or declare) under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.</p>	I acknowledge
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**Pricing Responses**

Group	Reference Number	Description	Type	Unit Of Measure	Quantity	Unit Price	Ext Base Price	Comment
Regular Hourly Rate - Labor								
	#1	Power Line Clearance Tree Trimmer	Base	Hourly	1.00	\$100.10	\$100.10	all labor rates are port to port
	#2	Fall & Bucker, chainsaw	Base	Hourly	1.00	\$80.30	\$80.30	all labor rates are port to port
	#3	Topper	Base	Hourly	1.00	\$100.10	\$100.10	all labor rates are port to port
	#4	Climber	Base	Hourly	1.00	\$100.10	\$100.10	all labor rates are port to port
	#5	Choker Setter	Base	Hourly	1.00	\$0.00	\$0.00	
	#6	Supervisor	Base	Hourly	1.00	\$100.10	\$100.10	all labor rates are port to port
	#7	Flagger, traffic	Base	Hourly	1.00	\$0.00	\$0.00	
	#8	Power Equipment Operator	Base	Hourly	1.00	\$80.30	\$80.30	all labor rates are port to port
	#9	General Laborer	Base	Hourly	1.00	\$80.30	\$80.30	all labor rates are port to port
	#10	Equipment Operator, large	Base	Hourly	1.00	\$80.30	\$80.30	all labor rates are port to port
	#11	Truck Driver	Base	Hourly	1.00	\$80.30	\$80.30	all labor rates are port to port
	#12	Stump Grinder, Operator	Base	Hourly	1.00	\$100.10	\$100.10	all labor rates are port to port
	#13	Stump Removal, Laborer	Base	Hourly	1.00	\$80.30	\$80.30	all labor rates are port to port

#14	10 ton & under Boom Truck Operator	Base	Hourly	1.00	\$100.10	\$100.10	all labor rates are port to port
#15	Other	Base	Hourly	1.00	\$100.10	\$100.10	air spading
#16	Other	Base	Hourly	1.00	\$0.00	\$0.00	
Emergency Hourly Rate - Labor							
#1	Power Line Clearance Tree Trimmer	Base	Hourly	1.00	\$148.50	\$148.50	all labor rates are port to port
#2	Fall & Bucker, chainsaw	Base	Hourly	1.00	\$118.80	\$118.80	all labor rates are port to port
#3	Topper	Base	Hourly	1.00	\$148.50	\$148.50	all labor rates are port to port
#4	Climber	Base	Hourly	1.00	\$148.50	\$148.50	all labor rates are port to port
#5	Choker Setter	Base	Hourly	1.00	\$0.00	\$0.00	
#6	Supervisor	Base	Hourly	1.00	\$148.50	\$148.50	all labor rates are port to port
#7	Flagger, traffic	Base	Hourly	1.00	\$0.00	\$0.00	all labor rates are port to port
#8	Power Equipment Operator	Base	Hourly	1.00	\$118.80	\$118.80	all labor rates are port to port
#9	General Laborer	Base	Hourly	1.00	\$118.80	\$118.80	all labor rates are port to port
#10	Equipment Operator, large	Base	Hourly	1.00	\$118.80	\$118.80	all labor rates are port to port
#11	Truck Driver	Base	Hourly	1.00	\$118.80	\$118.80	all labor rates are port to port
#12	Stump Grinder, Operator	Base	Hourly	1.00	\$148.50	\$148.50	all labor rates are port to port
#13	Stump Removal, Laborer	Base	Hourly	1.00	\$118.80	\$118.80	all labor rates are port to port
#14	10 ton & under Boom Truck Operator	Base	Hourly	1.00	\$148.50	\$148.50	all labor rates are port to port
#15	Other	Base	Hourly	1.00	\$0.00	\$0.00	
#16	Other	Base	Hourly	1.00	\$0.00	\$0.00	
Regular Hourly Rate - Equipment							



#1	Stump Grinder	Base	Hourly	1.00	\$26.40	\$26.40	all equipment rates are port to port
#2	Chipper	Base	Hourly	1.00	\$26.40	\$26.40	all equipment rates are port to port
#3	Boom Truck	Base	Hourly	1.00	\$51.70	\$51.70	all equipment rates are port to port
#4	Dump Truck	Base	Hourly	1.00	\$38.50	\$38.50	all equipment rates are port to port
#5	8-Ton Knuckle Boom Crane	Base	Hourly	1.00	\$0.00	\$0.00	all equipment rates are port to port
#6	Mini Excavator	Base	Hourly	1.00	\$46.20	\$46.20	also applies to skid steer w/grapples
#7	Other	Base	Hourly	1.00	\$26.40	\$26.40	pickup truck
#8	Other	Base	Hourly	1.00	\$26.40	\$26.40	compressor
Emergency Hourly Rate - Equipment							
#1	Stump Grinder	Base	Hourly	1.00	\$26.40	\$26.40	all equipment rates are port to port
#2	Chipper	Base	Hourly	1.00	\$26.40	\$26.40	all equipment rates are port to port
#3	Boom Truck	Base	Hourly	1.00	\$82.50	\$82.50	all equipment rates are port to port
#4	Dump Truck	Base	Hourly	1.00	\$38.50	\$38.50	all equipment rates are port to port
#5	8-ton Knuckle Boom Crane	Base	Hourly	1.00	\$0.00	\$0.00	
#6	Mini Excavator	Base	Hourly	1.00	\$46.20	\$46.20	all equipment rates are port to port
#7	Other	Base	Hourly	1.00	\$26.40	\$26.40	pickup
#8	Other	Base	Hourly	1.00	\$26.40	\$26.40	compressor
Tree Evaluation							
#1	Arborist, Tree Evaluation	Base	Hourly	1.00	\$137.50	\$137.50	
#2	Single Tree - Lump Sum, Fixed Fee	Base	Lump Sum	1.00	\$325.00	\$325.00	
#3	Group of Trees - Lump Sum, Fixed Fee	Base	Lump Sum	1.00	\$137.50	\$137.50	only done by the hour

Dump Fees - If not by Ton indicate in comment how you bill for Dump Fees and how much								
	#1	Dump Fees	Base	Ton	1.00	\$15.00	\$15.00	per yard
Traffic Control - Arterial								
	#1	Traffic Control in Arterials	Base	per day	1.00	\$1,600.00	\$1,600.00	this is a variable cost and should be billed as such
<b>Total Base Bid</b>	\$5,516.10							

**SUBCONTRACTOR LIST**

**PROJECT NAME:** On Call Arborist 2024

**IMPORTANT: REFER TO SECTION 5.2.1 OF THE SUPPLEMENTAL CONDITIONS FOR INSTRUCTIONS ON COMPLETING THE SUBCONTRACTOR LIST** *(use additional pages if necessary):*

**CONTRACTOR/SUPPLIER** Bauherr Crane

TYPE OF WORK/BID ITEM Crane Work

AMOUNT Hourly – Price depends on size of crane needed

CONTRACTOR'S REGISTRATION NO. None required as they are considered a crane rental that comes with an operator. They are based in Idaho

**CONTRACTOR/SUPPLIER** Northwest Traffic Control

TYPE OF WORK/BID ITEM Traffic Control

AMOUNT per project or hourly rates based on project

CONTRACTOR'S REGISTRATION NO. 602-039-166

**CONTRACTOR/SUPPLIER** \_\_\_\_\_

TYPE OF WORK/BID ITEM \_\_\_\_\_

AMOUNT \_\_\_\_\_

CONTRACTOR'S REGISTRATION NO. \_\_\_\_\_

**CONTRACTOR/SUPPLIER** \_\_\_\_\_

TYPE OF WORK/BID ITEM \_\_\_\_\_

AMOUNT \_\_\_\_\_

CONTRACTOR'S REGISTRATION NO. \_\_\_\_\_

           NO SUBCONTRACTORS WILL BE USED ON THIS PROJECT



# The International Society of Arboriculture

Hereby Announces That

*Joseph Richard Zubaly*

Has Earned the Credential

## ISA Tree Risk Assessment Qualification®

By successfully meeting ISA Tree Risk Assessment Qualification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

*Caitlyn Pollihan*

Caitlyn Pollihan  
CEO & Executive Director

28 March 2018

28 March 2028

Issue Date

Expiration Date



# The International Society of Arboriculture

Hereby Announces That

*Kevin E. Bulla*

Has Earned the Credential

## ISA Tree Risk Assessment Qualification

By successfully meeting ISA Tree Risk Assessment Qualification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

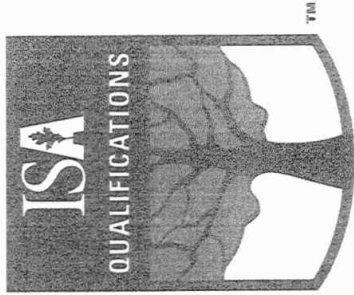
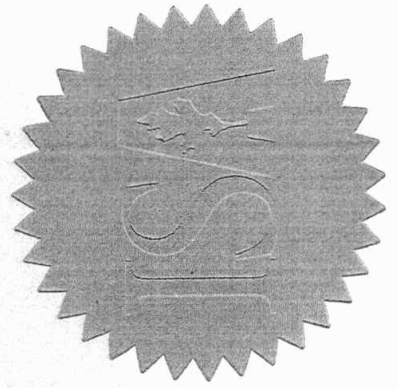
*Caitlyn Pollihan*  
Caitlyn Pollihan  
CEO & Executive Director

04 May 2018

Issue Date

04 May 2028

Expiration Date



# The International Society of Arboriculture

Hereby Announces That

*Levi James Zeik*

Has Earned the Credential

## ISA Tree Risk Assessment Qualification

By successfully meeting ISA Tree Risk Assessment Qualification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

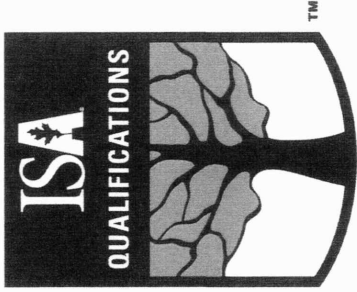
*Caitlyn Pollihan*  
Caitlyn Pollihan  
CEO & Executive Director

18 November 2020

Issue Date

18 November 2025

Expiration Date



# The International Society of Arboriculture

Hereby Announces That

*Styler Lyon*

Has Earned the Credential

## ISA Tree Risk Assessment Qualification®

By successfully meeting ISA Tree Risk Assessment Qualification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

*Caitlyn Pollihan*

Caitlyn Pollihan  
CEO & Executive Director

11 December 2014

11 December 2029

Issue Date

Expiration Date



## **ATTACHMENT A– ARP/CSLFRF CFDA 21.027 FUNDING**

American Rescue Plan (ARP)  
Coronavirus State and Local Fiscal Recovery Funds (CSLFRF)  
Funding Authority: U.S. Department of Treasury  
CFDA# 21.027 – Coronavirus State and Local Fiscal Recovery Funds

The Contractor specifically agrees to comply with all applicable state and federal laws, rules, regulations, requirements, program guidance, including but not limited to the following:

All applicable federal, state, and local laws, regulations, executive orders, OMB Circulars, and/or policies including, but not limited to:

Nondiscrimination laws and/or policies, and safety and health regulations.  
Americans with Disabilities Act (ADA), Age Discrimination Act of 1975,  
Title VI of the Civil Rights Act of 1964, Civil Rights Act of 1968,  
Provisions in Buildings for Aged and Handicapped Persons (RCW 70.92).  
Robert T. Stafford Disaster Relief and Emergency Assistance Act (PL 93-288, as amended),  
Ethics in Public Services (RCW 42.52),  
Covenant Against Contingent Fees (48 CFR Section 52.203-5),  
Public Records Act (RCW 42.56),  
Prevailing Wages on Public Works (RCW 39.12),  
State Environmental Policy Act (RCW 43.21C),  
Shoreline Management Act of 1971 (RCW 90.58),  
State Building Code (RCW 19.27),  
Energy Policy and Conservation Act (PL 94-163, as amended),  
Energy Related Building Standards (RCW 19.27A),

Comply with all procurement requirements of 2 CFR Part 200.317 - 200.327. All sole source contracts expected to exceed \$50,000 must be submitted to Spokane City Purchasing for review and approval prior to the award and execution of a contract.

Any contract awarded to the successful Contractor must contain and/or comply with the following procurement provisions in accordance with 2 CFR Part 200.317 - 200.327:

Contractor must maintain a Conflict of Interest Policy consistent with 2 CFR 200.318(c) that is applicable to all activities funded with the award. All potential conflicts of interest related to this award must be reported to Spokane City and/or U.S. Treasury

- Administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as may be appropriate;
- Compliance with Executive Order 11246, "Equal Employment Opportunity," (30 FR 12319, 12935, 3 CFR Part 1964-1965 Comp., p. 339), as amended by Executive Order 11375, as supplemented in Department of Labor regulations (41 CFR Chapter 60);
- For Capital Expenditures that involve the employment of mechanics of laborers: Compliance with the Contract Work Hours and Safety Standards Act (40 USC 3702 and 3704) as supplemented by Department of Labor Regulations (29 CFR Part 5);
- For all contracts in excess of \$100,000 with respect to water, sewer, or broadband that involve the employment of mechanics of laborers: Compliance with the Contract Work Hours and Safety Standards Act (40 USC 3702 and 3704) as supplemented by Department of Labor Regulations (29 CFR Part 5);
- For construction or repair contracts: Compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145) as supplemented by Department of Labor regulations (29 CFR part 3);
- For construction contracts in excess of \$2,000 when required by Federal grant program legislation:



Compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144 and 3146-3148) as supplemented by Department of Labor regulations (29 CFR part 5); Davis Bacon Act—Does **not** apply to projects funded **solely** with ARPA/CSLFRF CFDA 21.027 funds. However, if other federal funds are also used for the construction project in addition to FRF, and those federal funds require Davis-Bacon compliance, all prime construction contracts in excess of \$2,000 must follow Davis-Bacon Act;

- For construction contracts in excess of \$100,000 that involve the employment of mechanics and laborers: Compliance with the Contract Work Hours and Safety Standard Act (40 U.S.C. 3701-3708) as supplemented by Department of Labor regulations (29 CFR Part 5);
- Compliance with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency
- For contracts in excess of \$150,000: Compliance with all applicable standards, orders or requirements issued under the Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387) as amended;
- Compliance with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act;
- Notice of awarding agency requirements and regulations pertaining to reporting;
- Federal awarding agency requirements and regulations pertaining to copyrights and rights in data;
- Access by Spokane City, the Federal awarding agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers and records, sub-agreements, leases, subcontracts, arrangements, or other third-party agreements of any type, and supporting materials related to those records of the Contractor, which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts and transcriptions;
- Retention of all required records for **six years** after Spokane City makes final payment and all other pending matters are closed;
- Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871);
- Notice of awarding agency requirements and regulations governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards (37 C.F.R. Part 401) and the standard patent rights clause (37 C.F.R. section 401.14);
- Compliance with Executive Order 13858 “Strengthening Buy-American Preferences for Infrastructure Projects” as appropriate and to the extent consistent with law; and
- Compliance with 2 C.F.R. § 200.216, prohibitions regarding certain telecommunications and video surveillance services or equipment are mandated by section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (FY 2019 NDAA), Pub. L. No. 115-232 (2018).

Any contract awarded to the successful Contractor must contain and/or comply with the following provisions in accordance with 2 CFR Part 200.332(a) - 200.332(a)(1)-200.332(a)(6) Requirements for pass-through entities:

- Identify as a Subaward (2 CFR 200.332(a));
- Federal Award Identification (2 CFR 200.332(a)(1));
- Terms and conditions from ARP/CLFRF (2 CFR 200.332(a)(2));
- Additional City of Spokane imposed requirements based on risk assessment (2 CFR 200.332(a)(3));
- Indirect cost rate (2 CFR 200.332(a)(4));
- Records access & retention (2 CFR 200.332(a)(5));
- Closeout provisions (2 CFR 200.332(a)(6)).

Any contract awarded to the successful Contractor must contain and/or comply with the following provisions in accordance with 2 CFR Part 200.501(a)-200.501(h) Audit Requirements:

- Audit required. A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provision of this part (2 CFR 200.501(a));
- Single Audit (2 CFR 200.501(b));
- Program-specific audit election (2 CFR 200.501(c));
- Exemption when Federal awards expended are less than \$750,000(2 CFR 200.501(d));
- Federally Funded Research and Development Centers (2 CFR 200.501(e));
- Subrecipients and contractors (2 CFR 200.501(f));
- Compliance responsibility for contractors (2 CFR 200.501(g));
- For-profit subrecipient (2 CFR 200.501(h)).

Contractor must comply with Executive Orders 12549 and 12689 and 2 C.F.R. Part 180, which restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities. Contractor must certify that it is not presently debarred, suspended or proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency.

Contractor must comply with the requirements of 31 U.S.C. § 3729-3733 which prohibits the submission of false or fraudulent claims for payment to the Federal Government. See also 31 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made.

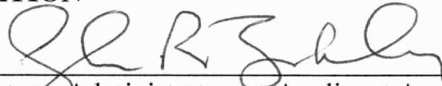
Contractor is required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129.

Contractor's costs must be compliant with 2 CFR Part 200 Subpart E Cost Principles.

Contractor must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under an award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, Member of Congress, an officer, or employee of Congress, or an employee of a Member of Congress in connection with any Federal action concerning an award, making of any federal grant, federal loan, continuation, renewal, amendment or modification of any federal contract, grant loan, or cooperative agreement, and that if any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this award, the Contractor will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

In the event of the Contractor's noncompliance or refusal to comply with any applicable law, regulation, executive order, OMB Circular or policy, Spokane City may rescind, cancel, or terminate the contract in whole or in part in its sole discretion. The Contractor is responsible for all costs or liability arising from its failure to comply with applicable laws, regulations, executive orders, OMB Circulars, or policies.

**CERTIFICATION**

  
\_\_\_\_\_  
Signature, Administrator, or Applicant Agency

9/23/2024  
\_\_\_\_\_  
Date

Joseph R. Whaley Arboretum Representative  
\_\_\_\_\_  
print name and title

**CITY OF SPOKANE**

**Taxes & Licenses**

808 W Spokane Falls Blvd • Spokane WA 99201-3336

Phone (509) 625-6070 • Fax (509) 625-6990

**ROBERT BARTLETT**

**THE F A BARTLETT TREE EXPERT COMPANY**

**11120 E EMPIRE AVE STE 3**

**SPOKANE VALLEY, WA 99206**

**COMMERCIAL TREE SERVICE LICENSE  
CITY OF SPOKANE, WASHINGTON**

License No: **T24000352CTL** Expiration Date: **March 18, 2025**

Name of Licensee: **THE FA BARTLETT TREE EXPERT COMPANY**

Licensee Address: **11120 E EMPIRE  
AVE SPOKANE  
VALLEY, WA 99206**

Licensed to perform commercial tree work on public/street trees in the City of Spokane, Washington as defined in SMC 10.25.010.

**DO NOT PHOTOCOPY THIS DOCUMENT**

**DISPLAY THIS DOCUMENT IN PLAIN VIEW AT YOUR PLACE OF BUSINESS.**



STATE OF WASHINGTON

# BUSINESS LICENSE

Profit Corporation

THE F.A. BARTLETT TREE EXPERT COMPANY  
BARTLETT TREE EXPERTS  
STE 3  
11120 E EMPIRE AVE  
SPOKANE VALLEY WA 99206-4583

UNEMPLOYMENT INSURANCE - ACTIVE  
TAX REGISTRATION - ACTIVE

INDUSTRIAL INSURANCE - ACTIVE

Issue Date: Mar 22, 2024

Unified Business ID #: 602831916

Business ID #: 001

Location: 0003

Expires: May 31, 2025

CITY/COUNTY ENDORSEMENTS:

- SPOKANE VALLEY GENERAL BUSINESS - ACTIVE
- SPOKANE GENERAL BUSINESS - NON-RESIDENT - ACTIVE

LICENSING RESTRICTIONS:

Not licensed to hire minors without a Minor Work Permit.

REGISTERED TRADE NAMES:

BARTLETT TREE EXPERTS

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

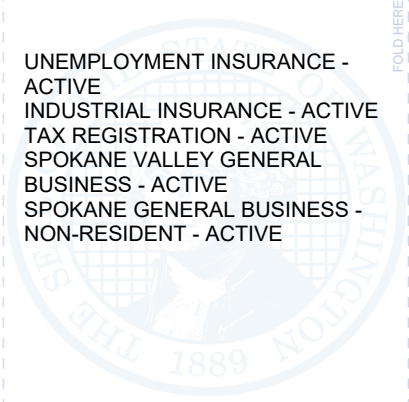
UBI: 602831916 001 0003

STATE OF WASHINGTON

Expires: May 31, 2025

THE F.A. BARTLETT TREE EXPERT  
COMPANY  
BARTLETT TREE EXPERTS  
STE 3  
11120 E EMPIRE AVE  
SPOKANE VALLEY WA 99206-4583

UNEMPLOYMENT INSURANCE - ACTIVE  
INDUSTRIAL INSURANCE - ACTIVE  
TAX REGISTRATION - ACTIVE  
SPOKANE VALLEY GENERAL BUSINESS - ACTIVE  
SPOKANE GENERAL BUSINESS - NON-RESIDENT - ACTIVE



Director, Department of Revenue

## IMPORTANT!

### PLEASE READ THE FOLLOWING INFORMATION CAREFULLY BEFORE POSTING THIS LICENSE

#### General Information

Post this Business License in a visible location at your place of business.

If you were issued a Business License previously, **destroy the old one and post this one in its place.**

Login to My DOR at [dor.wa.gov](http://dor.wa.gov) if you need to make changes to your business name, location, mailing address, telephone number, or business ownership.

Telephone: 360-705-6741

#### Endorsements

All endorsements should be renewed by the expiration date that appears on the front of this license to avoid any late fees.

If there is no expiration date, the endorsements remain active as long as you continue required reporting. Tax Registration, Unemployment Insurance, and Industrial Insurance endorsements require you to submit periodic reports. Each agency will send you the necessary reporting forms and instructions.

For assistance or to request this document in an alternate format, visit <http://business.wa.gov/BLS> or call (360) 705-6741. Teletype (TTY) users may use the Washington Relay Service by calling 711.

BLS-700-107 (07/27/20)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/18/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> York International Agency, LLC Attn. bartlettcert@yorkintl.com 500 Mamaroneck Avenue Harrison NY 10528	<b>CONTACT NAME:</b> PHONE (A/C. No. Ext): 914-376-2200	FAX (A/C. No): 914-376-2891
	<b>E-MAIL ADDRESS:</b> info@yorkintl.com	
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURER A:</b> Federal Insurance Company		20281
<b>INSURER B:</b> Travelers Property Casualty Company of America		25674
<b>INSURER C:</b> The Travelers Indemnity Company		25658
<b>INSURER D:</b>		
<b>INSURER E:</b>		
<b>INSURER F:</b>		

**INSURED**  
 The F.A. Bartlett Tree Expert Company  
 1290 East Main Street  
 Stamford CT 06902

**COVERAGES**

CERTIFICATE NUMBER: 522174172

REVISION NUMBER:

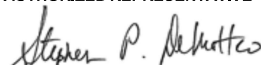
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> contractual liab GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			TC2J-GLSA-1005A129-TIL-23	12/1/2023	12/1/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			TC2J-CAP-1005A130-TIL-23	12/1/2023	12/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 3,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			79752542	12/1/2023	12/1/2024	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
C B	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB-7N673715-23-51-R UB-7N781486-23-51-K	12/1/2023 12/1/2023	12/1/2024 12/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

City of Spokane is included as an additional insured with respect to Commercial General Liability, Automobile Liability, and Umbrella Liability for work performed by The F.A. Bartlett Tree Expert Company where required by written contract. Coverage is primary and non-contributory. Waiver of Subrogation applies in favor of the additional insureds.

**CERTIFICATE HOLDER****CANCELLATION**

City of Spokane 808 W Spokane Falls Blvd Spokane WA 99205	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/15/2024

**Clerk's File #** OPR 2024-1060

**Cross Ref #**

**Project #** 2023107

**Council Meeting Date:** 12/09/2024

**Submitting Dept** ENGINEERING SERVICES **Bid #**

**Contact Name/Phone** DAN BULLER 6391 **Requisition #**

**Contact E-Mail** DBULLER@SPOKANECITY.ORG

**Agenda Item Type** Contract Item

**Council Sponsor(s)** BWILKERSON JBINGLE KKLITZKE

**Agenda Item Name** 0370 - FISH LAKE TRAIL CONNECTION TO CENTENNIAL TRAIL PHASE 2 2023071

**Agenda Wording**

Consultant agreement for the design of Fish Lake Trail Connection Phase 2 with Parametrix (Spokane, WA) for \$530,000.00 plus 10% administrative reserve.

**Summary (Background)**

The City received grant funding for construction of Fish Lake Trail to connect existing Fish Lake Trail to the Centennial Trail. Because of the high number of projects relative to staffing levels, Engineering Services sought a consultant to design this project. Parametrix was selected via RFQ as the firm best suited to design both phase 1 phase 2 of this project and are already under contract working on phase 1 design. Total contract amount is \$530,000.00 plus \$53,000.00 administrative reserve.

Lease? NO Grant related? NO Public Works? YES

**Fiscal Impact**

Approved in Current Year Budget? NO

Total Cost \$ 583,000.00

Current Year Cost \$ 0

Subsequent Year(s) Cost \$ 530,000.00

**Narrative**

<b>Amount</b>	<b>Budget Account</b>
Expense \$ 530,000.00	# 11
Select \$	#
Select \$	#
Select \$	#
\$	#
\$	#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

**Dept Head**

BULLER, DAN

**Division Director**

FEIST, MARLENE

**Accounting Manager**

ORLOB, KIMBERLY

**Legal**

HARRINGTON,

**For the Mayor**

PICCOLO, MIKE

**Additional Approvals**

**Distribution List**

jrhall@spokanecity.org

Tax&licenses@spokanecity.org

eraea@spokanecity.org

dbuller@spokanecity.org

publicworksaccounting@spokanecity.org



## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	11-25-24
<b>Submitting Department</b>	Engineering Services
<b>Contact Name</b>	Dan Buller
<b>Contact Email &amp; Phone</b>	<a href="mailto:dbuller@spokanecity.org">dbuller@spokanecity.org</a> , 625-6391
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Fish Lake Trail Ph 2 Design
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<ul style="list-style-type: none"> <li>The City has received grant funding for construction of Fish Lake Trail connecting the existing Fish Lake Trail at approximately Sunset Blvd &amp; Gov't Way to the Centennial Trail where indicated on the attached exhibit.</li> <li>Due staffing limitations, Engineering Services advertised a request for qualifications (RFQ) for the design of this project in accordance with RCW 39 and Parametrix was selected as the firm best suited to design both phase 1 phase 2 of this project. They are already under contract and working on phase 1 design.</li> <li>See attached exhibit for location of both phase 1 and phase 2 of the project.</li> <li>Construction of both phases of the project is slated for 2026.</li> <li>This briefing paper pertains to the proposed design contract with Parametrix.</li> <li>This project design will be paid with approximately 75% grant funding and 25% local funding. Construction funds are not yet in hand.</li> </ul>
<b>Fiscal Impact</b> <b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <u>\$0M</u> Current year cost: 0 Subsequent year(s) cost: \$530,000  <b>Narrative:</b> Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue  <b>Funding Source</b> <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Select Funding Source* Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a>  <b>Expense Occurrence</b> <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b> <ul style="list-style-type: none"> <li>What impacts would the proposal have on historically excluded communities? Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans.</li> </ul>	

- How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

N/A

- How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

### **Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.



# Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement

Agreement Number: LA10650

Firm/Organization Legal Name (do not use dba's): <b>Parametrix Inc.</b>	
Address 835 N. Post Street, Suite 201Spokane, WA 99201	Federal Aid Number <b>CRPUL-1220(045)</b>
UBI Number <b>600-135-349</b>	Federal TIN <b>91-0914810</b>
Execution Date <b>November 11, 2024</b>	Completion Date <b>October 20, 2025</b>
1099 Form Required <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Federal Participation <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Project Title <b>2023107 - Fish Lake Trail Phase 2</b>	
Description of Work <p>This project is to provide design services and bidding assistance for a 12' wide shared-use trail from the end of the phase 1 limits near the intersection of 5th Ave and Government Way to People's Park. The project will include ADA curb ramp retrofits, marked crosswalks, retaining walls, trail lighting, landscaping, environmental permitting, and a bridge evaluation.</p>	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No DBE Participation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No MBE Participation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No WBE Participation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No SBE Participation	Maximum Amount Payable: 530,000.00

## Index of Exhibits

<a href="#">Exhibit A</a>	Scope of Work
<a href="#">Exhibit B</a>	DBE Participation
<a href="#">Exhibit C</a>	Preparation and Delivery of Electronic Engineering and Other Data
<a href="#">Exhibit D</a>	Prime Consultant Cost Computations
<a href="#">Exhibit E</a>	Sub-consultant Cost Computations
<a href="#">Exhibit F</a>	Title VI Assurances
<a href="#">Exhibit G</a>	Certification Documents
<a href="#">Exhibit H</a>	Liability Insurance Increase
<a href="#">Exhibit I</a>	Alleged Consultant Design Error Procedures
<a href="#">Exhibit J</a>	Consultant Claim Procedures

THIS AGREEMENT, made and entered into as shown in the “Execution Date” box on page one (1) of this AGREEMENT, between the City of Spokane, hereinafter called the “AGENCY,” and the “Firm / Organization Name” referenced on page one (1) of this AGREEMENT, hereinafter called the “CONSULTANT.”

WHEREAS, the AGENCY desires to accomplish the work referenced in “Description of Work” on page one (1) of this AGREEMENT and hereafter called the “SERVICES;” and does not have sufficient staff to meet the required commitment and therefore deems it advisable and desirable to engage the assistance of a CONSULTANT to provide the necessary SERVICES; and

WHEREAS, the CONSULTANT represents that they comply with the Washington State Statutes relating to professional registration, if applicable, and has signified a willingness to furnish consulting services to the AGENCY.

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

## **I. General Description of Work**

The work under this AGREEMENT shall consist of the above-described SERVICES as herein defined, and necessary to accomplish the completed work for this project. The CONSULTANT shall furnish all services, labor, and related equipment and, if applicable, sub-consultants and subcontractors necessary to conduct and complete the SERVICES as designated elsewhere in this AGREEMENT.

## **II. General Scope of Work**

The Scope of Work and projected level of effort required for these SERVICES is described in Exhibit “A” attached hereto and by this reference made a part of this AGREEMENT. The General Scope of Work was developed utilizing performance based contracting methodologies.

## **III. General Requirements**

All aspects of coordination of the work of this AGREEMENT with outside agencies, groups, or individuals shall receive advance approval by the AGENCY. Necessary contacts and meetings with agencies, groups, and/or individuals shall be coordinated through the AGENCY. The CONSULTANT shall attend coordination, progress, and presentation meetings with the AGENCY and/or such State, Federal, Community, City, or County officials, groups or individuals as may be requested by the AGENCY. The AGENCY will provide the CONSULTANT sufficient notice prior to meetings requiring CONSULTANT participation. The minimum required hours or days’ notice shall be agreed to between the AGENCY and the CONSULTANT and shown in Exhibit “A.”

The CONSULTANT shall prepare a monthly progress report, in a form approved by the AGENCY, which will outline in written and graphical form the various phases and the order of performance of the SERVICES in sufficient detail so that the progress of the SERVICES can easily be evaluated.

The CONSULTANT, any sub-consultants, and the AGENCY shall comply with all Federal, State, and local laws, rules, codes, regulations, and all AGENCY policies and directives, applicable to the work to be performed under this AGREEMENT. This AGREEMENT shall be interpreted and construed in accordance with the laws of the State of Washington.

Participation for Disadvantaged Business Enterprises (DBE) or Small Business Enterprises (SBE), if required, per 49 CFR Part 26, shall be shown on the heading of this AGREEMENT. If DBE firms are utilized at the commencement of this AGREEMENT, the amounts authorized to each firm and their certification number will be shown on Exhibit “B” attached hereto and by this reference made part of this AGREEMENT. If the Prime CONSULTANT is, a DBE certified firm they must comply with the Commercial Useful Function (CUF) regulation outlined in the AGENCY’s “DBE Program Participation Plan” and perform a minimum of 30% of the total amount of this AGREEMENT. It is recommended, but not required, that non-DBE Prime CONSULTANTS perform a minimum of 30% of the total amount of this AGREEMENT.

In the absence of a mandatory DBE goal, a voluntary SBE goal amount of ten percent of the Consultant Agreement is established. The Consultant shall develop a SBE Participation Plan prior to commencing work. Although the goal is voluntary, the outreach efforts to provide SBE maximum practicable opportunities are not.

The CONSULTANT, on a monthly basis, shall enter the amounts paid to all firms (including Prime) involved with this AGREEMENT into the [wsdot.diversitycompliance.com](http://wsdot.diversitycompliance.com) program. Payment information shall identify any DBE Participation.

All Reports, PS&E materials, and other data furnished to the CONSULTANT by the AGENCY shall be returned. All electronic files, prepared by the CONSULTANT, must meet the requirements as outlined in Exhibit “C – Preparation and Delivery of Electronic Engineering and other Data.”

All designs, drawings, specifications, documents, and other work products, including all electronic files, prepared by the CONSULTANT prior to completion or termination of this AGREEMENT are instruments of service for these SERVICES, and are the property of the AGENCY. Reuse by the AGENCY or by others, acting through or on behalf of the AGENCY of any such instruments of service, not occurring, as a part of this SERVICE, shall be without liability or legal exposure to the CONSULTANT.

Any and all notices or requests required under this AGREEMENT shall be made in writing and sent to the other party by (i) certified mail, return receipt requested, or (ii) by email or facsimile, to the address set forth below:

If to AGENCY:

Name: Dan Buller  
Agency: City of Spokane  
Address: 808 W. Spokane Falls Blvd.  
City: Spokane State: WA Zip: 99201  
Email: [dbuller@spokanecity.org](mailto:dbuller@spokanecity.org)  
Phone: 509-625-6700  
Facsimile:

If to CONSULTANT:

Name: KJ Hanley  
Agency: Parametrix Inc.  
Address: 835 North Post St., Suite 201  
City: Spokane State: WA Zip: 99201  
Email: [khanley@parametrix.com](mailto:khanley@parametrix.com)  
Phone: 509-381-6166  
Facsimile:

#### **IV. Time for Beginning and Completion**

The CONSULTANT shall not begin any work under the terms of this AGREEMENT until authorized in writing by the AGENCY. All work under this AGREEMENT shall conform to the criteria agreed upon detailed in the AGREEMENT documents. These SERVICES must be completed by the date shown in the heading of this AGREEMENT titled “Completion Date.”

The established completion time shall not be extended because of any delays attributable to the CONSULTANT, but may be extended by the AGENCY in the event of a delay attributable to the AGENCY, or because of unavoidable delays caused by an act of GOD, governmental actions, or other conditions beyond the control of the CONSULTANT. A prior supplemental AGREEMENT issued by the AGENCY is required to extend the established completion time.

## V. Payment Provisions

The CONSULTANT shall be paid by the AGENCY for completed SERVICES rendered under this AGREEMENT as provided hereinafter. Such payment shall be full compensation for SERVICES performed or SERVICES rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete SERVICES. The CONSULTANT shall conform to all applicable portions of 48 CFR Part 31 ([www.ecfr.gov](http://www.ecfr.gov)).

- A. Hourly Rates: Hourly rates are comprised of the following elements - Direct (Raw) Labor, Indirect Cost Rate, and Fee (Profit). The CONSULTANT shall be paid by the AGENCY for work done, based upon the negotiated hourly rates shown in Exhibits “D” and “E” attached hereto and by reference made part of this AGREEMENT. These negotiated hourly rates will be accepted based on a review of the CONSULTANT’s direct labor rates and indirect cost rate computations and agreed upon fee. The accepted negotiated rates shall be memorialized in a final written acknowledgment between the parties. Such final written acknowledgment shall be incorporated into, and become a part of, this AGREEMENT. The initially accepted negotiated rates shall be applicable from the approval date, as memorialized in a final written acknowledgment, to 180 days following the CONSULTANT’s fiscal year end (FYE) date.

The direct (raw) labor rates and classifications, as shown on Exhibits “D” and “E” shall be subject to renegotiations for each subsequent twelve (12) month period (180 days following FYE date to 180 days following FYE date) upon written request of the CONSULTANT or the AGENCY. The written request must be made to the other party within ninety (90) days following the CONSULTANT’s FYE date. If no such written request is made, the current direct (raw) labor rates and classifications as shown on Exhibits “D” and “E” will remain in effect for the twelve (12) month period.

Conversely, if a timely request is made in the manner set forth above, the parties will commence negotiations to determine the new direct (raw) labor rates and classifications that will be applicable for the twelve (12) month period. Any agreed to renegotiated rates shall be memorialized in a final written acknowledgment between the parties. Such final written acknowledgment shall be incorporated into, and become a part of, this AGREEMENT. If requested, the CONSULTANT shall provide current payroll register and classifications to aid in negotiations. If the parties cannot reach an agreement on the direct (raw) labor rates and classifications, the AGENCY shall perform an audit of the CONSULTANT’s books and records to determine the CONSULTANT’s actual costs. The audit findings will establish the direct (raw) labor rates and classifications that will be applicable for the twelve (12) month period.

The fee as identified in Exhibits “D” and “E” shall represent a value to be applied throughout the life of the AGREEMENT.

The CONSULTANT shall submit annually to the AGENCY an updated indirect cost rate within 180 days of the close of its fiscal year. An approved updated indirect cost rate shall be included in the current fiscal year rate under this AGREEMENT, even if/when other components of the hourly rate are not renegotiated. These rates will be applicable for the twelve (12) month period. At the AGENCY’s option, a provisional and/or conditional indirect cost rate may be negotiated. This provisional or conditional indirect rate shall remain in effect until the updated indirect cost rate is completed and approved. Indirect cost rate costs incurred during the provisional or conditional period will not be adjusted. The CONSULTANT may request an extension of the last approved indirect cost rate for the twelve (12) month period. These requests for provisional indirect cost rate and/or extension will be considered on a case-by-case basis, and if granted, will be memorialized in a final written acknowledgment.

The CONSULTANT shall maintain and have accessible support data for verification of the components of the hourly rates, i.e., direct (raw) labor, indirect cost rate, and fee (profit) percentage. The CONSULTANT shall bill each employee’s actual classification, and actual salary plus indirect cost rate plus fee.

- A. Direct Non-Salary Costs: Direct Non-Salary Costs will be reimbursed at the actual cost to the CONSULTANT. These charges may include, but are not limited to, the following items: travel, printing, long distance telephone, supplies, computer charges, and fees of sub-consultants. Air or train travel will be reimbursed only to lowest price available, unless otherwise approved by the AGENCY. The CONSULTANT shall comply with the rules and regulations regarding travel costs (excluding air, train, and rental car costs) in accordance with the WSDOT's Accounting Manual M 13-82, Chapter 10 – Travel Rules and Procedures, and all revisions thereto. Air, train, and rental car costs shall be reimbursed in accordance with 48 Code of Federal Regulations (CFR) Part 31.205-46 "Travel Costs." The billing for Direct Non-salary Costs shall include an itemized listing of the charges directly identifiable with these SERVICES. The CONSULTANT shall maintain the original supporting documents in their office. Copies of the original supporting documents shall be supplied to the STATE upon request. All above charges must be necessary for the SERVICES provided under this AGREEMENT.
- B. Maximum Amount Payable: The Maximum Amount Payable by the AGENCY to the CONSULTANT under this AGREEMENT shall not exceed the amount shown in the heading of this AGREEMENT on page one (1.) The Maximum Amount Payable does not include payment for extra work as stipulated in section XIII, "Extra Work." No minimum amount payable is guaranteed under this AGREEMENT.
- C. Monthly Progress Payments: Progress payments may be claimed on a monthly basis for all costs authorized in A and B above. Detailed statements shall support the monthly billings for hours expended at the rates established in Exhibit "D," including names and classifications of all employees, and billings for all direct non-salary expenses. To provide a means of verifying the billed salary costs for the CONSULTANT's employees, the AGENCY may conduct employee interviews. These interviews may consist of recording the names, titles, salary rates, and present duties of those employees performing work on the SERVICES at the time of the interview.
- D. Final Payment: Final Payment of any balance due the CONSULTANT of the gross amount earned will be made promptly upon its verification by the AGENCY after the completion of the SERVICES under this AGREEMENT, contingent upon receipt of all PS&E, plans, maps, notes, reports, electronic data, and other related documents, which are required to be furnished under this AGREEMENT. Acceptance of such Final Payment by the CONSULTANT shall constitute a release of all claims for payment, which the CONSULTANT may have against the AGENCY unless such claims are specifically reserved in writing and transmitted to the AGENCY by the CONSULTANT prior to its acceptance. Said Final Payment shall not, however, be a bar to any claims that the AGENCY may have against the CONSULTANT or to any remedies the AGENCY may pursue with respect to such claims.

The payment of any billing will not constitute agreement as to the appropriateness of any item and at the time of final audit all required adjustments will be made and reflected in a final payment. In the event that such final audit reveals an overpayment to the CONSULTANT, the CONSULTANT will refund such overpayment to the AGENCY within thirty (30) calendar days of notice of the overpayment. Such refund shall not constitute a waiver by the CONSULTANT for any claims relating to the validity of a finding by the AGENCY of overpayment. Per WSDOT's "Audit Guide for Consultants," Chapter 23 "Resolution Procedures," the CONSULTANT has twenty (20) working days after receipt of the final Post Audit to begin the appeal process to the AGENCY for audit findings

E. Inspection of Cost Records: The CONSULTANT and their sub-consultants shall keep available for inspection by representatives of the AGENCY and the United States, for a period of six (6) years after receipt of final payment, the cost records and accounts pertaining to this AGREEMENT and all items related to or bearing upon these records with the following exception: if any litigation, claim or audit arising out of, in connection with, or related to this AGREEMENT is initiated before the expiration of the six (6) year period, the cost records and accounts shall be retained until such litigation, claim, or audit involving the records is completed. An interim or post audit may be performed on this AGREEMENT. The audit, if any, will be performed by the State Auditor, WSDOT's Internal Audit Office and /or at the request of the AGENCY's Project Manager.



## **VI. Sub-Contracting**

The AGENCY permits subcontracts for those items of SERVICES as shown in Exhibit "A" attached hereto and by this reference made part of this AGREEMENT.

The CONSULTANT shall not subcontract for the performance of any SERVICE under this AGREEMENT without prior written permission of the AGENCY. No permission for subcontracting shall create, between the AGENCY and sub-consultant, any contract or any other relationship.

Compensation for this sub-consultant SERVICES shall be based on the cost factors shown on Exhibit "E" attached hereto and by this reference made part of this AGREEMENT.

The SERVICES of the sub-consultant shall not exceed its maximum amount payable identified in each sub consultant cost estimate unless a prior written approval has been issued by the AGENCY.

All reimbursable direct labor, indirect cost rate, direct non-salary costs and fee costs for the sub-consultant shall be negotiated and substantiated in accordance with section V "Payment Provisions" herein and shall be memorialized in a final written acknowledgment between the parties

All subcontracts shall contain all applicable provisions of this AGREEMENT, and the CONSULTANT shall require each sub-consultant or subcontractor, of any tier, to abide by the terms and conditions of this AGREEMENT. With respect to sub-consultant payment, the CONSULTANT shall comply with all applicable sections of the STATE's Prompt Payment laws as set forth in RCW 39.04.250 and RCW 39.76.011.

The CONSULTANT, sub-recipient, or sub-consultant shall not discriminate on the basis of race, color, national origin, or sex in the performance of this AGREEMENT. The CONSULTANT shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the CONSULTANT to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the recipient deems appropriate.

## **VII. Employment and Organizational Conflict of Interest**

The CONSULTANT warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this agreement. For breach or violation of this warrant, the AGENCY shall have the right to annul this AGREEMENT without liability or, in its discretion, to deduct from this AGREEMENT price or consideration or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

Any and all employees of the CONSULTANT or other persons while engaged in the performance of any work or services required of the CONSULTANT under this AGREEMENT, shall be considered employees of the CONSULTANT only and not of the AGENCY, and any and all claims that may arise under any Workmen's Compensation Act on behalf of said employees or other persons while so engaged, and any and all claims made by a third party as a consequence of any act or omission on the part of the CONSULTANT's employees or other persons while so engaged on any of the work or services provided to be rendered herein, shall be the sole obligation and responsibility of the CONSULTANT.

The CONSULTANT shall not engage, on a full- or part-time basis, or other basis, during the period of this AGREEMENT, any professional or technical personnel who are, or have been, at any time during the period of this AGREEMENT, in the employ of the United States Department of Transportation or the AGENCY, except regularly retired employees, without written consent of the public employer of such person if he/she will be working on this AGREEMENT for the CONSULTANT.

Agreement Number:

LA10650

## VIII. Nondiscrimination

During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees, sub-consultants, subcontractors and successors in interest, agrees to comply with the following laws and regulations:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. Chapter 21 Subchapter V § 2000d through 2000d-4a)
- Federal-aid Highway Act of 1973 (23 U.S.C. Chapter 3 § 324)
- Rehabilitation Act of 1973 (29 U.S.C. Chapter 16 Subchapter V § 794)
- Age Discrimination Act of 1975 (42 U.S.C. Chapter 76 § 6101 *et. seq.*)
- Civil Rights Restoration Act of 1987 (Public Law 100-259)
- American with Disabilities Act of 1990 (42 U.S.C. Chapter 126 § 12101 *et. seq.*)
- 23 CFR Part 200
- 49 CFR Part 21
- 49 CFR Part 26
- RCW 49.60.180

In relation to Title VI of the Civil Rights Act of 1964, the CONSULTANT is bound by the provisions of Exhibit “F” attached hereto and by this reference made part of this AGREEMENT, and shall include the attached Exhibit “F” in every sub-contract, including procurement of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto.

## IX. Termination of Agreement

The right is reserved by the AGENCY to terminate this AGREEMENT at any time with or without cause upon ten (10) days written notice to the CONSULTANT.

In the event this AGREEMENT is terminated by the AGENCY, other than for default on the part of the CONSULTANT, a final payment shall be made to the CONSULTANT for actual hours charged at the time of termination of this AGREEMENT, plus any direct non-salary costs incurred up to the time of termination of this AGREEMENT.

No payment shall be made for any SERVICES completed after ten (10) days following receipt by the CONSULTANT of the notice to terminate. If the accumulated payment made to the CONSULTANT prior to Notice of Termination exceeds the total amount that would be due when computed as set forth in paragraph two (2) of this section, then no final payment shall be due and the CONSULTANT shall immediately reimburse the AGENCY for any excess paid.

If the services of the CONSULTANT are terminated by the AGENCY for default on the part of the CONSULTANT, the above formula for payment shall not apply.

In the event of a termination for default, the amount to be paid to the CONSULTANT shall be determined by the AGENCY with consideration given to the actual costs incurred by the CONSULTANT in performing SERVICES to the date of termination, the amount of SERVICES originally required which was satisfactorily completed to date of termination, whether that SERVICE is in a form or a type which is usable to the AGENCY at the time of termination, the cost to the AGENCY of employing another firm to complete the SERVICES required and the time which may be required to do so, and other factors which affect the value to the AGENCY of the SERVICES performed at the time of termination. Under no circumstances shall payment made under this subsection exceed the amount, which would have been made using the formula set forth in paragraph two (2) of this section.

If it is determined for any reason, that the CONSULTANT was not in default or that the CONSULTANT’s failure to perform is without the CONSULTANT’s or its employee’s fault or negligence, the termination shall be deemed to be a termination for the convenience of the AGENCY. In such an event, the CONSULTANT would be reimbursed for actual costs in accordance with the termination for other than default clauses listed previously.

The CONSULTANT shall, within 15 days, notify the AGENCY in writing, in the event of the death of any member, partner, or officer of the CONSULTANT or the death or change of any of the CONSULTANT's supervisory and/or other key personnel assigned to the project or disaffiliation of any principally involved CONSULTANT employee.

The CONSULTANT shall also notify the AGENCY, in writing, in the event of the sale or transfer of 50% or more of the beneficial ownership of the CONSULTANT within 15 days of such sale or transfer occurring. The CONSULTANT shall continue to be obligated to complete the SERVICES under the terms of this AGREEMENT unless the AGENCY chooses to terminate this AGREEMENT for convenience or chooses to renegotiate any term(s) of this AGREEMENT. If termination for convenience occurs, final payment will be made to the CONSULTANT as set forth in the second and third paragraphs of this section.

Payment for any part of the SERVICES by the AGENCY shall not constitute a waiver by the AGENCY of any remedies of any type it may have against the CONSULTANT for any breach of this AGREEMENT by the CONSULTANT, or for failure of the CONSULTANT to perform SERVICES required of it by the AGENCY.

Forbearance of any rights under the AGREEMENT will not constitute waiver of entitlement to exercise those rights with respect to any future act or omission by the CONSULTANT.

## **X. Changes of Work**

The CONSULTANT shall make such changes and revisions in the completed work of this AGREEMENT as necessary to correct errors appearing therein, without additional compensation thereof. Should the AGENCY find it desirable for its own purposes to have previously satisfactorily completed SERVICES or parts thereof changed or revised, the CONSULTANT shall make such revisions as directed by the AGENCY. This work shall be considered as Extra Work and will be paid for as herein provided under section XIII "Extra Work."

## **XI. Disputes**

Any disputed issue not resolved pursuant to the terms of this AGREEMENT shall be submitted in writing within 10 days to the Director of Public Works or AGENCY Engineer, whose decision in the matter shall be final and binding on the parties of this AGREEMENT; provided however, that if an action is brought challenging the Director of Public Works or AGENCY Engineer's decision, that decision shall be subject to judicial review. If the parties to this AGREEMENT mutually agree, disputes concerning alleged design errors will be conducted under the procedures found in Exhibit "J". In the event that either party deem it necessary to institute legal action or proceeding to enforce any right or obligation under this AGREEMENT, this action shall be initiated in the Superior Court of the State of Washington, situated in the county in which the AGENCY is located. The parties hereto agree that all questions shall be resolved by application of Washington law and that the parties have the right of appeal from such decisions of the Superior Court in accordance with the laws of the State of Washington. The CONSULTANT hereby consents to the personal jurisdiction of the Superior Court of the State of Washington, situated in the county in which the AGENCY is located.

## **XII. Legal Relations**

The CONSULTANT, any sub-consultants, and the AGENCY shall comply with all Federal, State, and local laws, rules, codes, regulations and all AGENCY policies and directives, applicable to the work to be performed under this AGREEMENT. This AGREEMENT shall be interpreted and construed in accordance with the laws of the State of Washington.

The CONSULTANT shall defend, indemnify, and hold the State of Washington (STATE) and the AGENCY and their officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the negligence of, or the breach of any obligation under this AGREEMENT by, the CONSULTANT or the CONSULTANT's agents, employees, sub consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable; provided that nothing herein shall require a CONSULTANT

to defend or indemnify the STATE and the AGENCY and their officers and employees against and hold harmless the STATE and the AGENCY and their officers and employees from claims, demands or suits based solely upon the negligence of, or breach of any obligation under this AGREEMENT by the STATE and the AGENCY, their agents, officers, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the STATE and /or the AGENCY may be legally liable; and provided further that if the claims or suits are caused by or result from the concurrent negligence of (a) the CONSULTANT or the CONSULTANT's agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT is legally liable, and (b) the STATE and/or AGENCY, their agents, officers, employees, sub-consultants, subcontractors and or vendors, of any tier, or any other persons for whom the STATE and/or AGENCY may be legally liable, the defense and indemnity obligation shall be valid and enforceable only to the extent of the CONSULTANT's negligence or the negligence of the CONSULTANT's agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable. This provision shall be included in any AGREEMENT between CONSULTANT and any sub-consultant, subcontractor and vendor, of any tier.

The CONSULTANT shall also defend, indemnify, and hold the STATE and the AGENCY and their officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions by the CONSULTANT or the CONSULTANT's agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable, in performance of the Work under this AGREEMENT or arising out of any use in connection with the AGREEMENT of methods, processes, designs, information or other items furnished or communicated to STATE and/or the AGENCY, their agents, officers and employees pursuant to the AGREEMENT; provided that this indemnity shall not apply to any alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions resulting from STATE and/or AGENCY's, their agents', officers and employees' failure to comply with specific written instructions regarding use provided to STATE and/or AGENCY, their agents, officers and employees by the CONSULTANT, its agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable.

The CONSULTANT's relation to the AGENCY shall be at all times as an independent contractor.

Notwithstanding any determination by the Executive Ethics Board or other tribunal, the AGENCY may, in its sole discretion, by written notice to the CONSULTANT terminate this AGREEMENT if it is found after due notice and examination by the AGENCY that there is a violation of the Ethics in Public Service Act, Chapter 42.52 RCW; or any similar statute involving the CONSULTANT in the procurement of, or performance under, this AGREEMENT.

The CONSULTANT specifically assumes potential liability for actions brought by the CONSULTANT's own employees or its agents against the STATE and/or the AGENCY and, solely for the purpose of this indemnification and defense, the CONSULTANT specifically waives any immunity under the state industrial insurance law, Title 51 RCW. The Parties have mutually negotiated this waiver.

Unless otherwise specified in this AGREEMENT, the AGENCY shall be responsible for administration of construction contracts, if any, on the project. Subject to the processing of a new sole source, or an acceptable supplemental AGREEMENT, the CONSULTANT shall provide On-Call assistance to the AGENCY during contract administration. By providing such assistance, the CONSULTANT shall assume no responsibility for proper construction techniques, job site safety, or any construction contractor's failure to perform its work in accordance with the contract documents.

The CONSULTANT shall obtain and keep in force during the terms of this AGREEMENT, or as otherwise required, the following insurance with companies or through sources approved by the State Insurance Commissioner pursuant to Title 48 RCW.

## Insurance Coverage

- A. Worker's compensation and employer's liability insurance as required by the STATE.
- B. Commercial general liability insurance written under ISO Form CG 00 01 12 04 or its equivalent with minimum limits of one million dollars (\$1,000,000.00) per occurrence and two million dollars (\$2,000,000.00) in the aggregate for each policy period.
- C. Business auto liability insurance written under ISO Form CG 00 01 10 01 or equivalent providing coverage for any "Auto" (Symbol 1) used in an amount not less than a one million dollar (\$1,000,000.00) combined single limit for each occurrence.

Excepting the Worker's Compensation Insurance and any Professional Liability Insurance, the STATE and AGENCY, their officers, employees, and agents will be named on all policies of CONSULTANT and any sub-consultant and/or subcontractor as an additional insured (the "AIs"), with no restrictions or limitations concerning products and completed operations coverage. This coverage shall be primary coverage and non-contributory and any coverage maintained by the AIs shall be excess over, and shall not contribute with, the additional insured coverage required hereunder. The CONSULTANT's and the sub-consultant's and/or subcontractor's insurer shall waive any and all rights of subrogation against the AIs. The CONSULTANT shall furnish the AGENCY with verification of insurance and endorsements required by this AGREEMENT. The AGENCY reserves the right to require complete, certified copies of all required insurance policies at any time.

All insurance shall be obtained from an insurance company authorized to do business in the State of Washington. The CONSULTANT shall submit a verification of insurance as outlined above within fourteen (14) days of the execution of this AGREEMENT to:

Name: Engineering Services  
Agency: City of Spokane  
Address: 808 West Spokane Falls Blvd.  
City: Spokane State: WA Zip: 99201  
Email: eraea@spokanecity.org  
Phone: 509-625-6700  
Facsimile:

No cancellation of the foregoing policies shall be effective without thirty (30) days prior notice to the AGENCY.

The CONSULTANT's professional liability to the AGENCY, including that which may arise in reference to section IX "Termination of Agreement" of this AGREEMENT, shall be limited to the accumulative amount of the authorized AGREEMENT or one million dollars (\$1,000,000.00), whichever is greater, unless the limit of liability is increased by the AGENCY pursuant to Exhibit H. In no case shall the CONSULTANT's professional liability to third parties be limited in any way.

The parties enter into this AGREEMENT for the sole benefit of the parties, and to the exclusion of any third party, and no third party beneficiary is intended or created by the execution of this AGREEMENT.

The AGENCY will pay no progress payments under section V "Payment Provisions" until the CONSULTANT has fully complied with this section. This remedy is not exclusive; and the AGENCY may take such other action as is available to it under other provisions of this AGREEMENT, or otherwise in law.

### **XIII. Extra Work**

- A. The AGENCY may at any time, by written order, make changes within the general scope of this AGREEMENT in the SERVICES to be performed.
- B. If any such change causes an increase or decrease in the estimated cost of, or the time required for, performance of any part of the SERVICES under this AGREEMENT, whether or not changed by the order, or otherwise affects any other terms and conditions of this AGREEMENT, the AGENCY shall make an equitable adjustment in the: (1) maximum amount payable; (2) delivery or completion schedule, or both; and (3) other affected terms and shall modify this AGREEMENT accordingly.
- C. The CONSULTANT must submit any “request for equitable adjustment,” hereafter referred to as “CLAIM,” under this clause within thirty (30) days from the date of receipt of the written order. However, if the AGENCY decides that the facts justify it, the AGENCY may receive and act upon a CLAIM submitted before final payment of this AGREEMENT.
- D. Failure to agree to any adjustment shall be a dispute under the section XI “Disputes” clause. However, nothing in this clause shall excuse the CONSULTANT from proceeding with the AGREEMENT as changed.
- E. Notwithstanding the terms and conditions of paragraphs (A.) and (B.) above, the maximum amount payable for this AGREEMENT, shall not be increased or considered to be increased except by specific written supplement to this AGREEMENT.

### **XIV. Endorsement of Plans**

If applicable, the CONSULTANT shall place their endorsement on all plans, estimates, or any other engineering data furnished by them.

### **XV. Federal Review**

The Federal Highway Administration shall have the right to participate in the review or examination of the SERVICES in progress.

### **XVI. Certification of the Consultant and the Agency**

Attached hereto as Exhibit “G-1(a and b)” are the Certifications of the CONSULTANT and the AGENCY, Exhibit “G-2” Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions, Exhibit “G-3” Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying and Exhibit “G-4” Certificate of Current Cost or Pricing Data. Exhibit “G-3” is required only in AGREEMENTS over one hundred thousand dollars (\$100,000.00) and Exhibit “G-4” is required only in AGREEMENTS over five hundred thousand dollars (\$500,000.00.) These Exhibits must be executed by the CONSULTANT, and submitted with the master AGREEMENT, and returned to the AGENCY at the address listed in section III “General Requirements” prior to its performance of any SERVICES under this AGREEMENT.

### **XVII. Complete Agreement**

This document and referenced attachments contain all covenants, stipulations, and provisions agreed upon by the parties. No agent, or representative of either party has authority to make, and the parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein. No changes, amendments, or modifications of the terms hereof shall be valid unless reduced to writing and signed by the parties as a supplement to this AGREEMENT.

### **XVIII. Execution and Acceptance**

This AGREEMENT may be simultaneously executed in several counterparts, each of which shall be deemed to be an original having identical legal effect. The CONSULTANT does hereby ratify and adopt all statements, representations, warranties, covenants, and AGREEMENT’s contained in the proposal, and the supporting material submitted by the CONSULTANT, and does hereby accept this AGREEMENT and agrees to all of the terms and conditions thereof.

## **XIX. Protection of Confidential Information**

The CONSULTANT acknowledges that some of the material and information that may come into its possession or knowledge in connection with this AGREEMENT or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either chapter 42.56 RCW or other local, state, or federal statutes (“State’s Confidential Information”). The “State’s Confidential Information” includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles credit card information, driver’s license numbers, medical data, law enforcement records (or any other information identifiable to an individual), STATE and AGENCY source code or object code, STATE and AGENCY security data, non-public Specifications, STATE and AGENCY non-publicly available data, proprietary software, STATE and AGENCY security data, or information which may jeopardize any part of the project that relates to any of these types of information. The CONSULTANT agrees to hold the State’s Confidential Information in strictest confidence and not to make use of the State’s Confidential Information for any purpose other than the performance of this AGREEMENT, to release it only to authorized employees, sub-consultants or subcontractors requiring such information for the purposes of carrying out this AGREEMENT, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make it known to any other party without the AGENCY’s express written consent or as provided by law. The CONSULTANT agrees to release such information or material only to employees, sub-consultants or subcontractors who have signed a nondisclosure AGREEMENT, the terms of which have been previously approved by the AGENCY. The CONSULTANT agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to the State’s Confidential Information.

Immediately upon expiration or termination of this AGREEMENT, the CONSULTANT shall, at the AGENCY’s option: (i) certify to the AGENCY that the CONSULTANT has destroyed all of the State’s Confidential Information; or (ii) returned all of the State’s Confidential Information to the AGENCY; or (iii) take whatever other steps the AGENCY requires of the CONSULTANT to protect the State’s Confidential Information.

As required under Executive Order 00-03, the CONSULTANT shall maintain a log documenting the following: the State’s Confidential Information received in the performance of this AGREEMENT; the purpose(s) for which the State’s Confidential Information was received; who received, maintained, and used the State’s Confidential Information; and the final disposition of the State’s Confidential Information. The CONSULTANT’s records shall be subject to inspection, review, or audit upon reasonable notice from the AGENCY.

The AGENCY reserves the right to monitor, audit, or investigate the use of the State’s Confidential Information collected, used, or acquired by the CONSULTANT through this AGREEMENT. The monitoring, auditing, or investigating may include, but is not limited to, salting databases.

Violation of this section by the CONSULTANT or its sub-consultants or subcontractors may result in termination of this AGREEMENT and demand for return of all State’s Confidential Information, monetary damages, or penalties

It is understood and acknowledged that the CONSULTANT may provide the AGENCY with information, which is proprietary and/or confidential during the term of this AGREEMENT. The parties agree to maintain the confidentiality of such information during the term of this AGREEMENT and afterwards. All materials containing such proprietary and/or confidential information shall be clearly identified and marked as “Confidential” and shall be returned to the disclosing party at the conclusion of the SERVICES under this AGREEMENT.

The CONSULTANT shall provide the AGENCY with a list of all information and materials it considers confidential and/or proprietary in nature: (a) at the commencement of the term of this AGREEMENT, or (b) as soon as such confidential or proprietary material is developed. "Proprietary and/or confidential information" is not meant to include any information which, at the time of its disclosure: (i) is already known to the other party; (ii) is rightfully disclosed to one of the parties by a third party that is not acting as an agent or representative for the other party; (iii) is independently developed by or for the other party; (iv) is publicly known; or (v) is generally utilized by unaffiliated third parties engaged in the same business or businesses as the CONSULTANT.

The parties also acknowledge that the AGENCY is subject to Washington State and federal public disclosure laws. As such, the AGENCY shall maintain the confidentiality of all such information marked proprietary and or confidential or otherwise exempt, unless such disclosure is required under applicable state or federal law. If a public disclosure request is made to view materials identified as "Proprietary and/or confidential information" or otherwise exempt information, the AGENCY will notify the CONSULTANT of the request and of the date that such records will be released to the requester unless the CONSULTANT obtains a court order from a court of competent jurisdiction enjoining that disclosure. If the CONSULTANT fails to obtain the court order enjoining disclosure, the AGENCY will release the requested information on the date specified.

The CONSULTANT agrees to notify the sub-consultant of any AGENCY communication regarding disclosure that may include a sub-consultant's proprietary and/or confidential information. The CONSULTANT notification to the sub-consultant will include the date that such records will be released by the AGENCY to the requester and state that unless the sub-consultant obtains a court order from a court of competent jurisdiction enjoining that disclosure the AGENCY will release the requested information. If the CONSULTANT and/or sub-consultant fail to obtain a court order or other judicial relief enjoining the AGENCY by the release date, the CONSULTANT shall waive and release and shall hold harmless and indemnify the AGENCY from all claims of actual or alleged damages, liabilities, or costs associated with the AGENCY's said disclosure of sub-consultants' information.

## **XX. Records Maintenance**

During the progress of the Work and SERVICES provided hereunder and for a period of not less than six (6) years from the date of final payment to the CONSULTANT, the CONSULTANT shall keep, retain, and maintain all "documents" pertaining to the SERVICES provided pursuant to this AGREEMENT. Copies of all "documents" pertaining to the SERVICES provided hereunder shall be made available for review at the CONSULTANT's place of business during normal working hours. If any litigation, claim, or audit is commenced, the CONSULTANT shall cooperate with AGENCY and assist in the production of all such documents. "Documents" shall be retained until all litigation, claims or audit findings have been resolved even though such litigation, claim, or audit continues past the six (6) year retention period.

For purposes of this AGREEMENT, "documents" means every writing or record of every type and description, including electronically stored information ("ESI"), that is in the possession, control, or custody of the CONSULTANT, including, without limitation, any and all correspondences, contracts, AGREEMENTS, appraisals, plans, designs, data, surveys, maps, spreadsheets, memoranda, stenographic or handwritten notes, reports, records, telegrams, schedules, diaries, notebooks, logbooks, invoices, accounting records, work sheets, charts, notes, drafts, scribbles, recordings, visual displays, photographs, minutes of meetings, tabulations, computations, summaries, inventories, and writings regarding conferences, conversations or telephone conversations, and any and all other taped, recorded, written, printed or typed matters of any kind or description; every copy of the foregoing whether or not the original is in the possession, custody, or control of the CONSULTANT, and every copy of any of the foregoing, whether or not such copy is a copy identical to an original, or whether or not such copy contains any commentary or notation whatsoever that does not appear on the original.



For purposes of this AGREEMENT, “ESI” means any and all computer data or electronic recorded media of any kind, including “Native Files”, that are stored in any medium from which it can be retrieved and examined, either directly or after translation into a reasonably useable form. ESI may include information and/or documentation stored in various software programs such as Email, Outlook, Word, Excel, Access, Publisher, PowerPoint, Adobe Acrobat, SQL databases, or any other software or electronic communication programs or databases that the CONSULTANT may use in the performance of its operations. ESI may be located on network servers, backup tapes, smart phones, thumb drives, CDs, DVDs, floppy disks, work computers, cell phones, laptops, or any other electronic device that CONSULTANT uses in the performance of its Work or SERVICES hereunder, including any personal devices used by the CONSULTANT or any sub-consultant at home.

“Native files” are a subset of ESI and refer to the electronic format of the application in which such ESI is normally created, viewed, and /or modified

The CONSULTANT shall include this section XX “Records Maintenance” in every subcontract it enters into in relation to this AGREEMENT and bind the sub-consultant to its terms, unless expressly agreed to otherwise in writing by the AGENCY prior to the execution of such subcontract.

In witness whereof, the parties hereto have executed this AGREEMENT as of the day and year shown in the “Execution Date” box on page one (1) of this AGREEMENT.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*Any modification, change, or reformation of this AGREEMENT shall require approval as to form by the Office of the Attorney General.*

**Exhibit A**  
**Scope of Work**

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Project No. CRPUL-1220(045)

See attached.

# Exhibit A Scope of Work

**Project:** Fish Lake Trail – Phase 2  
Final Design and Bidding  
**Owner:** City of Spokane Project No. 2023107  
**Consultant:** Parametrix Inc.

## General Description

The Owner’s objective in this Agreement is for the Consultant to provide design services and bidding assistance for a 12’ wide shared-use trail from the end of the phase 1 limits near the intersection of 5<sup>th</sup> Ave and Government Way to People’s Park. The project will include ADA curb ramp retrofits, marked crosswalks, retaining walls, trail lighting, landscaping, environmental permitting, and a bridge evaluation.

The City has completed a topographic survey of the project area and will provide this information to the Consultant. Based on an initial review of the supplied survey, additional survey will be required. Consultant will prepare plans and specifications necessary to bid the project, with direction, review, and support provided by the City. The Consultant will hold public meetings during the early design process to allow for public comment and input. The Contract plans and provisions (bid package) will be prepared in conformance with local and state/federal requirements for public works projects.

## Schedule

Below is a summary of the anticipated project design schedule:

Permitting, Public Involvement and Coordination (16 week Duration)	November 11, 2024 - March 3, 2025
60% Design Submittal (12 Week Duration)	May 26, 2025
90% Design Submittal (10 Week Duration)	August 4, 2025
100% Design Submittal (8 Week Duration)	September 29, 2025
Advertisement (3 Week Duration)	October 20, 2025
Bid Opening	October 20, 2025

The above schedule is based on an anticipated Notice to Proceed date on or before November 11, 2024, and City of Spokane submittal review time of approximately 2 weeks for the 60% design submittal and 4 weeks for the City and WSDOT review of the 90% Design Submittal. If the Notice to Proceed is received after November 11, 2024, the design schedule may need to shift accordingly. The Consultant will keep the City informed of issues that could impact the schedule. The schedule also assumes no additional time required for property acquisition or permitting delays.

## Project Scope

The Consultant shall provide the following services for the Fish Lake Trail – Phase 2 project:

### 1. PERMITTING, PUBLIC INVOLVEMENT AND COORDINATION

- 1.1 Review and Prepare Base Map:** A surveying consultant to The City of Spokane has conducted a topographic field survey of the existing roadway and adjacent improvements and has prepared a background survey basemap. The City will provide those data files and survey basemap to the Consultant in AutoCAD “.dwg” format. It is assumed that the City’s consultant’s survey work has been conducted with the standard degree of skill and diligence normally performed for similar projects at the time said services were performed, including:
- a. Field locates of all monumentation;
  - b. Initial right-of-way mapping summarizing research of Records of Survey and plats in the area, and based on found monuments;
  - c. Vertical control based on NAVD 88 datum;
  - d. Temporary benchmarks/control points set every 400 to 600 LF.
  - e. Field surveying of pertinent ground features, and
  - f. Preparation of electronic AutoCAD transferable data.

The Consultant will visually verify dimensions of existing features (lane widths, sidewalks, catch basins, curb ramps, etc.) and verify and complete the linework, utility research, and mapping. Consultant will supplement the provided survey with additional topographic survey of the remaining areas needed for the design including surveying the W Riverside Ave bridge deck and substructure, Riverside Ave North of the bridge and the connection to People’s Place Park.

- 1.2 Project Kick-Off/Coordination Meeting:** A project “kick-off/coordination” meeting will be held with the Consultant and the City to discuss the project scope and objectives and required coordination efforts between Parametrix and City staff. This kickoff meeting will be held virtually and a secondary in person meeting will be held on site at a separate time to walk the project route and discuss key project components. The in-person meeting will be attended by those local to the area plus the lead structural designer.

- 1.3 Verify and Collect Available Data:** Consultant will verify existing data provided in the basemap and will collect missing data, if needed, from prior surveys and from existing utilities in the project area and will incorporate pertinent information into the base map.

**1.3.1 Existing Utilities:** The City will provide the available existing utility information from the surveyors. The reviewed and collected utility data will be verified and incorporate into the base map.

**1.3.2 Plat Maps, Records of Survey and ROW verification:** Consultant will collect record plat and survey maps adjacent to the project; review the maps and incorporate relevant discovered data into the base map. Consultant will also verify City provided ROW and make updates as necessary.

**1.3.3 Geotechnical Investigation:** Consultant will coordinate with selected teaming partner Budinger and Associates for the preparation of a geotechnical report which provides recommendations on pavement design, infiltration rates, and soil structural characteristics for pole foundations, slope stability and retaining walls as required. Consultant will provide completed geotechnical report to the City for review and record keeping. See attached Scope and Fee from Budinger and Associates.

- 1.4 Updated Design Layout:** Based on the work performed in Tasks 1.1 – 1.4, the previously prepared 30% design (by others) and the current project charter; the consultant will prepare

preliminary design exhibits depicting the proposed horizontal design layout and project limits. The design exhibits will be forwarded to the City for review and comment. The updated design will be utilized for the public input meetings. As a component of the updated design layout, an illumination assumption tech memo will be prepared to outline the design parameters. Consultant will coordinate with City Streets Department for signal and striping plan assumptions.

## **1.5 Permits and Environmental Documents:**

**1.5.1 DOE Construction Stormwater General Permit Notice of Intent (NOI):** Land disturbance within the project limits is anticipated to be greater than 1 acre and therefore a DOE Construction Stormwater General Permit (CSGP) will most likely be required for this project. The City will prepare the Notice of Intent (NOI) for the CSGP and the Consultant will provide the City with input as needed to complete the NOI documents. The City will advertise the required 2 legal notices and be responsible for Department of Ecology permit fees. The Contractor will be required to transfer the Stormwater General Permit from the City to itself and terminate the permit following construction. The Contractor will also be required to prepare a Stormwater Pollution Prevention Plan (SWPPP) for the project prior to the start of any construction activities. A bid item will be added to the Contract Documents to reimburse the Contractor for the SWPPP preparation.

**1.5.2 SEPA/NEPA Environmental Checklist:** See attached scope and fee from Anderson Environmental. Consultant will support Anderson Environmental in the preparation of the SEPA and NEPA documentation as required.

**1.6 Coordination Meetings (up to 6):** Attend/hold approximately 6 (six) virtual meetings with the City (streets, wastewater, parks and traffic) to present and discuss plans for the project. Meetings shall be held to review progress, complete coordination items, and review preliminary alternatives regarding alignment, sewer system relocation, roadway features, stormwater system design and traffic coordination.

**1.7 Cultural Coordination:** See attached scope and fee from Historical Research Associates. Consultant will coordinate with Historical Research Associates in their efforts to prepare and submit the cultural resources inventory tech memo.

**1.8 Traffic Data Collection:** See attached scope and fee from Quality Counts. Consultant will coordinate with Quality Counts in their efforts to collect and tabulate traffic data.

## **2. 60% DESIGN SUBMITTAL**

**2.1 Dry Utility Coordination:** The Consultant will help the City prepare notification letters for “dry utility” utility purveyors (i.e., natural gas, power, communications, fiber optics, etc.) that have utilities located within the project limits. The list of appropriate utilities to send the letter to and distribution of the letter will be completed by the City. The letter will include project scoping exhibits and anticipated project schedules and will include a project overview to assist the purveyors in determining any needs to construct, relocate, and/or otherwise modify their facilities in conjunction with this project. The Consultant will meet with the purveyors as necessary to clarify the proposed work. If it is deemed necessary for a formal

directive to be issued to require any of the dry utility systems to be moved, lowered, or relocated (within the public right of way per franchise agreements), the Consultant will help the City prepare the letter, which will be signed and mailed by the City. The Consultant may request field investigations be performed by the purveyors to locate the existing utilities more accurately.

**2.2 60% Construction Plans:** The 60% construction plan sheets listed below will be submitted to the City for review and comments:

**2.2.1 60% Trail Plan Sheets:** The 60% trail plans will include existing utilities, existing rights-of-way and anticipated right of way and easement acquisitions, new curb, trail and driveway locations, grading/construction limits, temporary erosion control measures, typical cross-sections and HMA patching limits. Proposed accessible ramp locations will be shown, but sections and details will not be provided. This task will also include the preparation of a cover sheet for the overall plan set, showing the project name, project vicinity map and list of plan sheets included.

**2.2.2 60% Stormwater Plan Sheets and Tech Memo:** The 60% stormwater plans will include existing utilities, provided right-of-way and existing storm piping and structures along the trail. These plans will show the proposed locations for new drainage structures and piping along with existing structures and/or piping that will need to be removed, abandoned or protected in place. Proposed piping sizes, inverts and slopes will be shown in plan view to help identify potential conflicts. A portion of this submittal will be a drainage tech memo addressing the assumptions, design parameters and approach. It is assumed that the drainage design will show no net increase in PGIS, and no additional stormwater treatment systems will be incorporated.

**2.2.3 60% Sanitary Sewer Plan Sheets:** The 60% sanitary sewer plans will include the layout in plan and profile for the sanitary sewer relocation necessary to construct the new trail. These plans will show the existing utilities, crossings and draft profile information for the sewer pipeline and structures.

**2.2.4 60% Illumination Plan Sheets:** The 60% plans will include plan sheets for illumination. No signalization sheets will be provided. No RRFB's are planned to be included in plan sheets.

At 60%, the illumination plans will include basic pole and fixture information and pole/fixture layout. The illumination plans will also show the recommended service location(s). Schedules and details will not be provided.

Consultant will prepare Public Interest Finding (PIF) documentation for proprietary illumination equipment as part of 90% submittal.

**2.2.4 Assumptions:**

- *City will lead coordination for utility power connection.*
- *Illumination design will include the following:*
  - *Continuous trail illumination along full trail extents*
  - *Illumination of trail crossings, crossing existing roadways*
  - *City would like a decorative luminaire for illumination on the trail*

**2.2.5 60% Traffic Control Plan Sheets:** The 60% plans will include sheets for permanent traffic control signage and striping to address road and trail signage and road striping modifications. Consultant will coordinate with Spokane Transit Authority (STA) to relocate or add bus stops as required. Additional sheets will be developed for temporary traffic control to address detour routing, road and sidewalk closures and STA bus stop temporary relocations.

**2.2.6 60% Technical Memorandum for Bridge Evaluation:** The Consultant will provide a technical memorandum for evaluating safety upgrades on the existing Marne bridge. The technical memorandum will include the following:

- **Marne Bridge:**
  - Evaluate existing bridge to determine if retrofit or replacement of the existing traffic barriers is feasible.
  - Evaluate reconfiguration of existing channelization for lane modifications and addition of curb or surface mounted candle sticks for separation of pedestrians and vehicular traffic.

Assumptions:

- Bridge as-builts, load ratings and inspection reports to be provided by the City if available.
- Modifications to the existing bridge will be considered minor and will follow the “Do No Harm” policy described in sections 4.3.2A and 4.3.3 of the WSDOT Bridge Design Manual. This requirement allows up to a 10% increase in superstructure mass through traffic barrier replacements and sidewalk addition/rehabilitation without the need for a seismic evaluation or retrofit of the structure.
- Evaluation of bridge capacity, as required, will adhere to the live loads specified in the as-builts, or the AASHTO Standard Specifications if as-built information is unavailable.

After the Client reviews the Technical Memorandum, which will indicate recommendations by the Consultant, the Client will provide comments indicating direction for the 60% Plans. Additional services may be required and will be addressed via addendum.

**2.2.7 60% Structural Plan Sheets:** The Consultant will develop a 60% set of retaining wall plans to include plan views, elevations, and typical sections. If the Client indicates changes to the existing Marne Bridge, the Consultant will develop plans based on the responses from the Bridge Evaluation Technical Memorandum from Section 2.2.6.

Retaining Wall Assumptions:

- 3 retaining walls are located based on the 30% Design and are identified as Mechanically Stabilized Earth (MSE) Walls. The extent of retaining walls will need to be confirmed based on the trail alignments determined in the 60% submittal.
- Retaining wall design will be based on the latest editions of the WSDOT BDM, AASHTO LRFD design criteria, and recommendations from the geotechnical engineer according to the Phase II Geotechnical Engineering Report. If the Phase II Report identifies the retaining walls are required to be Soldier Pile Walls, then an amendment to the engineering fee may be incurred.

- Consultant assumes there will be aesthetic treatment on the walls in coordination with the City as shown on the retaining wall plans.

**2.3 Construction Cost Estimate:** Consultant will estimate Construction Cost on the approximate quantities of work identified in the 60% drawings. This task will include an itemized cost estimate with all the anticipated unit bid items required to perform the work. Consultant will apply an estimated unit cost to each item and will add a contingency amount appropriate to the completion status.

**2.4 Coordination Meetings:** Attend approximately 6 (six) virtual meetings with the City (streets, wastewater, parks, and traffic) to present and discuss plans for the project. Meetings shall be held to review progress, complete coordination items, and review alternatives regarding alignment, roadway features, sanitary and stormwater system design and traffic coordination.

**2.5 Submit 60% PS&E Package:** Consultant will prepare and submit one PDF copy of the 60% Plans, and Engineer's Estimate. The scales to be used, the lettering, and the general delineation of the plans shall be as such to provide legible reproduction when the plans are reduced to 1/2 of their original size.

**2.6 Public Involvement:** Consultant will meet with the West Hills, West Central, and Browne's Addition Neighborhood Council and the Bicycle Advisory Board (4 total meetings) utilizing the information and exhibits from Tasks 1.1 – 1.5 as well as some exhibits to show concept sections and layouts for public review. If the City deems it necessary, the Consultant will attend an open house at a to be determined location and time to discuss project specifics with the public. Public Comments will be evaluated, and any changes coordinated with the City. A maximum of 2 local staff will attend the meetings and the open house, and no travel is included. Consultant will also coordinate with business and property owners directly adjacent to the project alignment.

### **3. 90% DESIGN SUBMITTAL**

**3.1 Coordination Meetings:** Attend approximately 6 (six) virtual meetings with the City (streets, wastewater, parks, and traffic) to coordinate the overall project design as it progresses. This task includes a 60% plan review meeting with the City to discuss City comments from their review of the 60% PS&E submittal package.

**3.2 Quantity Calculations and Cost Estimates:** Consultant shall prepare a bid schedule including anticipated bid items. Consultant shall apply an estimated unit cost of construction to the computed quantities. Consultant will complete a summary of quantities tabulation and develop unit prices for each item based on recent City of Spokane bid history, WSDOT unit bid analysis and engineering judgment. This task includes the preparation of an earthwork analysis to estimate the earthwork quantities that will need to be removed from the project site in support of the proposed improvements.

**3.3 Specifications:** The WSDOT 2025 Standard Specifications and the City's General Special Provisions (GSP's) and WSDOT Local Program checklist for federally-funded projects shall form the basis of the specifications. The City will provide the Consultant with an editable



electronic copy (Microsoft Word version) of their latest GSP's. Consultant will review GSP's and GSP Instructions provided by the City and will modify and prepare additional special provisions for the items pertaining to the Consultants design plans as required for the project. Consultant will incorporate special provisions, plans and proposal into the Contract Provisions book (bid documents). The consultant will also include federal "Buy America, Build America Act" requirements in the specification documents. The City shall provide frontal documents for the Contract Provisions package.

- 3.4 Prepare 90% Construction Plans:** Consultant will progress the project design to the 90% level and will incorporate the City's 60% review comments. Below is a list of the plan sheets that are anticipated to be included in the 90% plan set:

- Cover Sheet with Vicinity Map (1 Sheet)
- Abbreviations, Legend and Construction Notes (1 Sheet)
- Demolition and TESC Plan Sheets (6 sheets)
- Erosion and Sediment Control Details (1 Sheet)
- Trail Plan and Profile Sheets (6 Sheets)
- Typical Roadway Sections (1 Sheet)
- ADA Ramp Details (2 Sheets)
- Stormwater Plan Sheets (6 Sheets)
- Stormwater Details (1 Sheet)
- Sanitary Sewer Plan Sheets (2 Sheets)
- Sanitary Sewer Details (1 Sheet)
- Bridge Plans (if applicable, 2 Sheets)
- Retaining Wall Plans (5 Sheets)
- Fall Protection Details (2 Sheets)
- Illumination Plans (6 Sheets)
- Illumination Details (4 Sheets)
- Striping & Signage Plans (3 Sheets)
- Temporary Traffic Control Plans (3 Sheets)

**Total: 53 Plan Sheets**

- 3.5 Submit 90% PS&E Package:** Consultant will prepare and submit one PDF copy of the 90% Plans, Specifications, and Engineer's Estimate to the City and to WSDOT for review and comments. The consultant will incorporate the City prepared plan sheets and GSP's into the overall bid document package.

#### **4. 100% DESIGN SUBMITTAL**

- 4.1 Coordination Meetings:** Attend approximately 6 (six) meetings with the City (streets, wastewater, parks, and traffic) to coordinate the final overall project design. This task includes a 90% plan review meeting with the City to discuss all of the City and WSDOT comments from their review of the 90% PS&E submittal package.

- 4.2 Prepare "Remove Notice Letters":** Consultant will prepare "Remove Notice Letters" to send to property owners where existing frontage improvements will need to be removed. The Consultant will prepare the letter using the format and documents provided by the City and the City will print the letters on city letterhead, sign the letters and mail them out to the property owners.

- 4.3 Final PS&E Revisions:** Consultant will incorporate final City review comments and update the plans, specifications and cost estimate prepared for the 90% review submittal. The final City prepared plans and specifications will be incorporated into the final bid document package. Consultant will also submit certified structural design calculations for any site-specific retaining walls.
- 4.4 Final (100%) Submittal:** Submit final plans specifications, and cost estimate to the City for signature / final approval and printing. Each of the bid drawings will include a “Bid Drawing Not for Construction” watermark in conformance the City’s current protocols. Consultant will provide one (1) electronic copy of the bid documents in PDF format.

## **5 BIDDING PHASE**

- 5.1 Issue Bid Packages:** Coordinate with the City to provide and issue pdf copies of the final signed “Issued for Bid” documents for prospective Bidders.
- 5.2 Support during Ad, Bid, and Award:** The City will field questions from prospective bidders during the advertisement period, and forward technical questions to the Consultant. Consultant will provide responses to the City and will prepare draft addendum documents for the City’s review and distribution. City will tabulate bids. City will review bids, verify Contractor debarment status and recommend award.
- 5.3 Issue Construction Documents:** Consultant will update the plans and specifications to include any revisions or changes issued via addenda and will submit to the City in pdf format. Each of the plan sheets in this package will include a “Construction Drawing Not As-Built” watermark in conformance with the City’s current protocols. The City will make the necessary hard copies of the “Issued for Construction” documents for the successful Bidder.

## **DESIGN CRITERIA**

To the extent feasible, the design will be developed in accordance with the following:

1. City of Spokane Design Standards, Feb 2007, including Amendment No. 2 dated September 2010 and edits to Chapter 3 dated Nov. 2020.
2. City of Spokane Standard Plans.
3. City of Spokane General Special Provisions (latest version).
4. Spokane Regional Stormwater Manual, April 2008.
5. Criteria For Sewage Works Design, May 2023.
6. Manual on Uniform Traffic Control Devices (MUTCD), 11<sup>th</sup> edition.
7. A Policy on Geometric Design of Highways and Streets. (AASHTO “Green Book”)
8. WSDOT Standard Specifications for Road and Bridge Construction. (2025 version)
9. WSDOT Design Manual, Oct. 2023.
10. Public Right of Way Accessibility Guidelines, Aug. 2023.
11. WSDOT Bridge Design Manual, Sept. 2023.
12. AASHTO LRFD Bridge Design Specifications, 9<sup>th</sup> Ed. 2020
13. Federal Highway Administration Lighting Handbook, 2023

## **DOCUMENTS TO BE FURNISHED BY THE CONSULTANT**

Consultant shall furnish the following documents, exhibits, or presentations for the work covered by this Agreement. All such material used in the project shall become and remain the property of the City:

1. Geotechnical Engineering Report. (pdf) (Prepared by Budinger and Associates)
2. Public Meeting/Open House Exhibits (pdf and hard copy)
3. Bridge Evaluation Tech Memo (pdf)
4. 60% Plans and Cost Estimate. (pdf)
5. 90% Plans, Specifications, and Cost Estimate. (pdf)
  - a) Public Interest Finding. (pdf)
6. 100% Plans, Specifications, and Cost Estimate. (pdf)
  - a) Structural Calculations (pdf)
7. "Remove Notice Letters" (word and pdf)
8. Upon final acceptance of the design:
  - a) Electronic (pdf) copies of the final signed Plans and Specifications.
  - b) One copy of the final construction cost estimate. (pdf)
9. "Issued for Construction" Plans and Specifications. (pdf)
10. AutoCAD files for City provided design tasks.

## **DATA TO BE FURNISHED BY THE CITY**

The City shall make the following data available to the Consultant:

1. Topographic survey results, electronic version with paper copies of field notes, point lists, and line work, and storm drainage structure dips;
2. As-built drawings of existing roadway, water distribution main, sanitary sewer and storm drain lines, bridge, and traffic control signals if available;
3. Copy of the hot mix asphalt pavement section that the City would like to use for this design;
4. Plans, reports, and other pertinent information for proposed developments along the project corridor;
5. City of Spokane General Special Provisions (GSP's) in an editable electronic format (MS Word);
6. Right of Way acquisition information for properties adjacent to the project.
7. Contract Provisions "frontal" documents.
8. Landscaping plans (PDF)

## **EXTRA SERVICES:**

In addition to the foregoing specific services, the following special services may be added upon written agreement of the parties by executing an Amendment to this Agreement:

1. Redesigns ordered by the City after final plans have been accepted.
2. Special Inspections not specifically described above.
3. Biological Assessment.
4. Structural engineering (including retaining walls) outside of those identified above.
5. Title Company, Utility Company, agency and processing fees.
6. Environmental studies or reports not specifically described above.
7. Construction staking.

8. Construction management and inspection services.

**ASSUMPTIONS:**

The following assumptions were used when preparing this scope of work:

1. The alignment for the project will generally follow the alignment established in the preliminary design phase.
2. The trail will end at the parking lot near People's Park.
3. Coordination with WSDOT and BNSF is not included with this scope of services as no properties owned by these entities have been identified.
4. There will be overlap with the scope of phase 1 of Fish Lake Trail, primarily where the two phases connect. This scope will be jointly coordinated between the two projects.
5. The existing project website may be used for this project and no separate domain will be required.
6. All public meetings will be held in person, and all design coordination meetings will be virtual.
7. Landscape plans will be designed and provided by City of Spokane forces.
8. The City will schedule, advertise and provide a location for a public open house if deemed necessary by the City.

1/18/2024

Date Prepared: Parametrix Project No:

CONSULTANT LABOR COSTS

Owner: City of Spokane  
Project Title: Fish Lake Trail Connection to Centennial- Phase 2 City Project #2023107

TASK NO.	PROFESSIONAL CLASSIFICATION	TASK DESCRIPTION	PERMITTING PUBLIC INVOLVEMENT AND COORDINATION													Totals		
			Princ	PM	YH	DPM	TJ	AG	PE2	SM	SUR3	SE	SE	SD	EE	E4	SE	ADMIN
			KH	YH	YH	TJ	AG	AG	JN	DN	MC	AM	AV	IKK	DD	CS	DPF	
1.0			\$75.00	\$80.64	\$81.68	\$51.68	\$37.69	\$37.69	\$70.07	\$36.82	\$67.01	\$55.37	\$67.04	\$44.09	\$68.36	\$80.31	\$37.43	
1.1		Review and Prepare Basemap		2	16	8	24											1,881
1.2		Project Kick-Off/Coordination Meeting			8						8				2			600.00
1.3		Survey and Basemap Preparation			12	20												1,374
1.3.1		Existing Utilities			8	16												6,604
1.3.2		Updated Design Layout		6	40	140								12	20			11,200
1.4		Permits and Environmental Documents			8													413
1.5		DOE Construction Stormwater General Permit NOI		2	16													1,146
1.5.1		SEPA/NEPA Environmental Checklist		6	3	12	6				6			6				2,809
1.5.2		Coordination Meetings (up to 6)		2		6												468
1.6		Cultural Coordination			2													103
1.7		Traffic Data Collection			128	206	24	40	60	0	14	18	28	18	28			28,069.70
1.8				22	15	128	206	24	40	60	0	14	18	28	28			563 \$ 600.00 \$ 28,069.70

TASK NO.	PROFESSIONAL CLASSIFICATION	TASK DESCRIPTION	Princ	PM	YH	DPM	TJ	AG	PE2	SM	SUR3	SE	SE	SD	EE	E4	SE	ADMIN	INDIVIDUAL PHASE COST
2.0																			
2.1		Div Utility Coordination			8	12													866
2.2		60% Design Submittal		6	8	34	80												5,891
2.2.1		60% Trail Plan Sheets		4	30	40													3,374
2.2.2		60% Stormwater Plan Sheets and Tech Memo		8	26	48													3,785
2.2.3		60% Sanitary Sewer Plan Sheets			24	40													5,349
2.2.4		60% Illumination Plan Sheets		2	10	24	40												2,748
2.2.5		60% Traffic Control Plan Sheets			8	24	8												2,540
2.2.6		60% Technical Memorandum for Bridge Evaluation		2	10	36	10												9,884
2.2.7		60% Structural Plan Sheets		2	8	16	16												2,769
2.3		Construction Cost Estimate		6	4	12	6												2,890
2.4		Coordination Meetings (up to 6)		4	8	12	4												1,941
2.5		Submit 60% PS&E Package		8	2	18	24												2,628
2.6		Public Involvement		40	14	188	278	0	0	32	74	90	30	66	8				44,864.59

TASK NO.	PROFESSIONAL CLASSIFICATION	TASK DESCRIPTION	Princ	PM	YH	DPM	TJ	AG	PE2	SM	SUR3	SE	SE	SD	EE	E4	SE	ADMIN	INDIVIDUAL PHASE COST	
3.0																				
3.1		Coordination Meetings (up to 6)		4	4	12	6													2,732
3.2		Quantity Calculations and Cost Estimates		8	4	8	8													2,102
3.3		Specifications		8	24	18	8													5,516
3.4		Prepare 90% Construction Plans		10	4	80	140	24												19,604
3.5		Submit 90% PS&E Package		8	8	12	4													2,024
				28	10	128	166	0	0	26	54	30	48	66	8					31,978.84

TASK NO.	PROFESSIONAL CLASSIFICATION	TASK DESCRIPTION	Princ	PM	YH	DPM	TJ	AG	PE2	SM	SUR3	SE	SE	SD	EE	E4	SE	ADMIN	INDIVIDUAL PHASE COST	
4.0																				
4.1		Coordination Meetings (up to 6)		4	4	12	6													2,732
4.2		Prepare "Remove Notice" Letters		2	8	8	8													571
4.3		Final PS&E Revisions		6	4	40	80	16												11,268
4.4		Final (100%) Submittal		2	12	16	4													2,065
				14	8	72	102	20	12	20	30	4	4	2						16,637.50

TASK NO.	PROFESSIONAL CLASSIFICATION	TASK DESCRIPTION	Princ	PM	YH	DPM	TJ	AG	PE2	SM	SUR3	SE	SE	SD	EE	E4	SE	ADMIN	INDIVIDUAL PHASE COST	
5.0																				
5.1		Issue Bid Packages		4		8	8													1,889
5.2		Support During AD, Bid and Award		4		8	4													1,430
5.3		Issue Construction Documents		4	0	24	20	0	0	0	0	0	0	0	0	0	0	0		1,614
				108	47	540	772	24	40	60	70	172	146	128	200	24				5,133.58

TOTAL	LABOR HOURS	EXPENSES	INDIVIDUAL PHASE COST
Parametrix Design	2,345	\$ 600	\$ 126,484.20
Parametrix Overhead (173.46%)			\$ 219,399.49
Fixed Fee (25.9%)			\$ 32,759.41
<b>Total:</b>			\$ 378,643.10
<b>Subconsultants:</b>			
Budinger and Associates			\$ 36,084.45
Historical Research Associates			\$ 16,627.00
Quality Counts			\$ 520.00
Anderson Environmental (DBE)			\$ 94,882.11
<b>Total</b>			\$ 528,756.66
% DBE			17.94%



# Appendix AA Consultant Fee Calculation Worksheet

## AA.1 Consultant Fee Calculation Worksheet

This technique will ensure consideration of the relative value of the appropriate factor in the establishment of a fee objective in the conduct of negotiating and provide a basis of documentation of the fee objective.

In negotiating a fee as an element of price, a reasonable fee shall be negotiated or determined for each agreement by using the following procedure as a guide:

Weighted Guidelines			
Factor	Rate	Weight	Value
Degree of Risk	25	0.23	5.75
Relative Difficulty of Work	20	0.21	4.2
Size of Job	15	0.31	4.65
Period of Performance	15	0.35	5.25
Assistance by the State	15	0.2	3
Sub-consulting	10	0.3	3
Total			25.9

Based on the circumstances of each agreement and/or supplement, each of the above factors shall be weighted from .17 to .35 as indicated below. The value shall be obtained by multiplying the rate by the weight. The value column, when totaled, indicates the fair and reasonable fixed fee and/or profit percentage of direct (raw) labor costs for the agreement and/or supplement.

## AA.2 Description of Calculation of Fee Factors

**Degree of Risk:** Where the design involves no risk, or the degree of risk is very small, the weighting should be .17; as the degree of risk increases, the weighting should be increased up to a maximum of .35. Agreements with options will have, generally, a higher weighted value than agreements without options for which quantities are provided. Other things to consider: nature of the design, responsibility for design, reasonableness of negotiated costs, amount and type of labor included in costs, amount of executive management/principal time required.

**Relative Difficulty of Design:** If the design is most difficult and complex, the weighting should be .35 and should be proportionally reduced to .17 on the simplest of jobs. This factor is tied in, to some extent, with the degree of risk. Some things to consider: the nature of the design; what is the time schedule; etc., and whether it is rehabilitation or new work.

**Size of Job:** All agreement (estimated) total costs less than \$100,000 shall be weighted at .35. The fixed fee percentage should be proportionately weighted for those projects between \$100,000 and \$5,000,000 from .34 to .21. Agreements from \$5,000,000 to \$10,000,000 may be proportionately weighted from .21 to .17, and work more than \$10,000,000 at .17.

**Period of Performance:** Agreements and/or supplements that are 24 months or longer are to be weighted at .35. Agreements and/or supplements of lesser duration are to be proportionately weighted to a minimum of .17 for work less than 2 months.

**Assistance by the State:** To be weighted from .35 in those situations where few items are provided by the state to .17 in those situations where the state provides many items. Things to consider: existing or provided design or plans, mapping, quantities, surveys, geotechnical information, etc.

**Sub-Consulting:** To be weighted in proportion to the amount of sub-consulting. Where 40% (40 percent) or more of the design is to be done by subconsultants, the weighting is to be .35. The weighting is proportionally decreased to .17 where all the design is performed by the consultant's own forces.



Development Division  
Contract Services Office  
PO Box 47408  
Olympia, WA 98504-7408  
7345 Linderson Way SW  
Tumwater, WA 98501-6504

TTY: 1-800-833-6388  
[www.wsdot.wa.gov](http://www.wsdot.wa.gov)

May 1, 2024

Parametrix, Inc.  
1019 39<sup>th</sup> Ave SE, Suite 100  
Puyallup, WA 98374-2215

Subject: Acceptance FYE 2023 ICR – Cognizant Review

Dear Brent Diemer:

We have accepted your firms FYE 2023 Indirect Cost Rate (ICR) of direct labor based on the “Cognizant Review” from WSDOT who accepted the audit performed by Clark Nuber, P.S. as follows:

- Combined/Corporate: 172.98%
- Facilities Capital Cost of Money (FCCM): 0.47%

This rate will be applicable for WSDOT Agreements and Local Agency Contracts in Washington only. This rate may be subject to additional review if considered necessary by WSDOT. Your ICR must be updated on an annual basis.

Costs billed to agreements/contracts will still be subject to audit of actual costs, based on the terms and conditions of the respective agreement/contract.

Any other entity contracting with your firm is responsible for determining the acceptability of the ICR.

If you have any questions, feel free to contact our office at (360) 704-6397 or via email [consultanrates@wsdot.wa.gov](mailto:consultanrates@wsdot.wa.gov).

Regards,

*Schatzie Harvey*

[Schatzie Harvey \(May 2, 2024 05:51 PDT\)](#)

SCHATZIE HARVEY, CPA  
Contract Services Manager

173.46%

SH:sms





Proudly serving the Inland Northwest for over 40 years

Geotechnical Engineering  
Environmental Engineering  
Construction Materials Testing  
Subsurface Exploration  
Special Inspection

Tom Jordan, PE  
Parametrix  
835 N Post Street, #201  
Spokane, WA 99201

August 1, 2024  
*Revised from July 25, 2024*

Project S-231158A1

**Project:** Fish Lake Trail Connection to Centennial Trail - Phase 2, Spokane, WA  
**Subject:** Proposed Geotechnical Exploration & Analysis

Mr. Jordan,

Thank you for the opportunity to propose geotechnical services for the Fish Lake Trail Connection to Centennial Trail - Phase 2. This proposal presents a scope of services and cost estimate for geotechnical exploration and analysis for the proposed trail alignment.

**Project:**

Phase 2 of the Fish Lake Trail Connection will extend from the existing gravel parking area near the corner of S. Government Way and 5<sup>th</sup> Avenue downslope through High Bridge Park making several switchbacks. From High Bridge Park (road) the trail extends northwest crossing the Riverside Avenue Bridge and ending at the existing People's Park trailhead. We anticipate project will require cuts/fill and retaining walls to meet proposed lines and grades. Retaining wall locations and dimensions have not been determined at this time.

**Scope:**

Research available geologic, topographic, and soil mapping for the site. Perform field reconnaissance to identify existing surface conditions including topographic features, vegetation, rock outcrops, and indications of erosion.

Advance four test borings using air rotary drilling methods to a maximum depth of 25 feet or 5 feet into rock, whichever is less. Approximate test boring locations are shown on the *Exploration Plan*. Split-spoon samples and penetration resistance testing will be conducted in soil at 2.5-to-5-foot intervals.

We will perform up to three hand operated dynamic cone penetration tests (DCPs) on the slope above the High Bridge Dog Park to characterize surficial soil densities where drill rig access is not feasible. We have budgeted for two additional DCPs along the trail alignment between High Bridge Pk and the north side of the Riverside Bridge, pending results of cultural resources evaluation by others.

Characterize the subsurface conditions encountered in the borings including:

- Layering (stratification)
- Soil texture and classification
- Soil consistency/relative density
- Soil moisture and depth to ground water

1101 North Fancher Rd.  
Spokane Valley, WA 99212  
Tel: 509.535.8841  
Fax: 509.535.9589

Conduct laboratory testing of recovered samples including moisture content, gradation, and plasticity to classify subsurface materials.

Prepare geotechnical engineering report summarizing results, conclusions, and recommendations for the project including:

- Surface preparation and fill placement
- Feasibility of reusing on-site soils as fill
- Temporary and permanent slope recommendations
- Lateral earth pressures (equivalent fluid pressures) and lateral resistance (friction coefficients)
- Retaining wall recommendations
- Seismic considerations including site class and spectral acceleration parameters
- Drainage and stormwater infiltration considerations
- Pavement layer thicknesses

**Assumptions:**

We assume legal and physical access to site will be provided. We will mark desired boring locations and submit a "call before you dig" request. We will not explore in the vicinity of marked utilities; however, we will not be responsible for improperly located or unlocated services. We assume the borings will be accessible using a truck mounted drill. We assume drill cuttings will be dispersed on site.

Appended to this proposal is a document titled *Important Information about This Geotechnical Proposal* that we recommend you review carefully.

**Schedule:**

We anticipate beginning the field within three weeks of receiving notice to proceed. Estimated draft report completion date is four weeks following the field work. The final geotechnical conditions report will follow the receipt of the draft report comments by no more than one week.

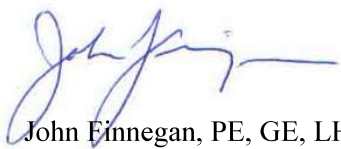
**Fees:**

Fees will be incurred on a unit price basis in accordance with the attached cost estimate as well as our schedule of fees. The estimate will not be exceeded without your approval and specific request for additional services.

We appreciate the opportunity to provide this proposal and look forward to assisting you in completing a successful project.

Prepared by:

Budinger & Associates, Inc.



John Finnegan, PE, GE, LHG  
Senior Geotechnical Engineer and Principal

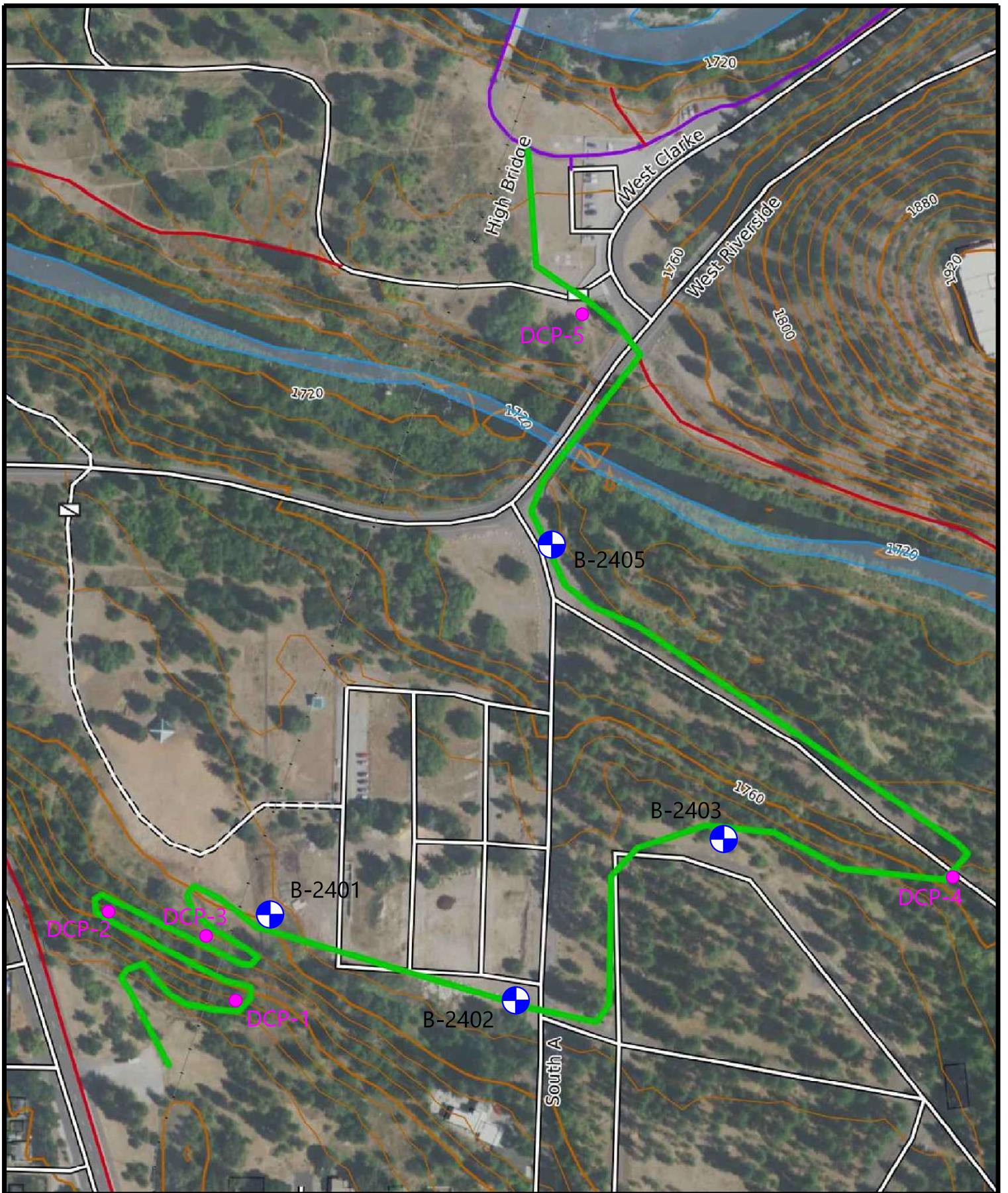
Collin McCormick, PE  
Geotechnical Engineer IV



*Budinger & Associates, Inc.  
Geotechnical and Environmental Engineers  
Construction Materials Testing & Special Inspection*

## S-231158 Fish Lake Trail Connection to Centennial Trail – Phase 2

### Attachments

- *Exploration Plan*
- *S-231158A1 Cost Estimate*
- *Important Information about This Geotechnical Proposal*



-  Proposed Boring Location
-  Proposed DCP Location



0 100 200  
SCALE: 1"=200'



**Budinger & Associates**

**EXPLORATION PLAN**

FISH LAKE TRAIL CONNECTION - PH2  
SPOKANE, WASHINGTON

**FIGURE 1**

PROJECT # S231158A1

DATE: 8/2024

Budinger & Associates, Inc.  
 1101 N. Fancher Road  
 Spokane, WA 99212  
 509-535-8841

Fish Lake Trail (Phase 2)

	hours	direct labor	cost
Principal Engineer	10	\$90.00	\$900.00
Engineer IV	38	\$67.00	\$2,546.00
Exploration Professional IV	18	\$40.00	\$720.00
Exploration Technician III	16	\$37.00	\$592.00
Exploration Technician III	20	\$37.00	\$740.00
Geologist III - field	28	\$42.00	\$1,176.00
Geologist III - office	42	\$42.00	\$1,764.00
Administrator IV	4	\$37.00	\$148.00

Subtotal	102		<b>\$8,586.00</b>
----------	-----	--	-------------------

Overhead	1.5807		<b>\$13,571.89</b>
Fixed Fee	0.3		<b>\$2,575.80</b>

Reimbursables

A - Sampling and testing expenses		\$8,760.76	
B - Laboratory testing expenses		\$2,590.00	
C - Outside consultant expenses		\$0.00	
		<b>\$11,350.76</b>	
		<b>Subtotal</b>	<b>\$36,084.45</b>

## Summary of reimbursables

### A - Sampling and testing expenses

*	Mobilization, demobilization	1	lump sum	\$2,000.00	\$2,000.00
*	Geoprobe 7822	14	hours	\$276.34	\$3,868.76
*	Air rotary tooling	12	hours	\$125.00	\$1,500.00
*	HQ3 core tooling	2	hours	\$125.00	\$250.00
*	DCP Equipment	4	hours	\$75.00	\$300.00
*	On-highway light duty support truck	16	hours	\$27.00	\$432.00
*	Bentonite chips 3/8"	20	each	\$11.50	\$230.00
*	Asphalt patch	2	each	\$15.00	\$30.00
*	Right-of-Way Permit	1	each	\$150.00	\$150.00
	<b>Sampling and testing expenses total</b>				<b>\$8,760.76</b>

### B - Laboratory testing

*	Sieve analysis	8	each	\$140.00	\$1,120.00
*	Moisture content	12	each	\$30.00	\$360.00
*	Atterberg Limits	6	each	\$185.00	\$1,110.00
	<b>Laboratory testing total</b>				<b>\$2,590.00</b>

### C - Outside Consultant Expenses

	<b>Outside Consultant total</b>				<b>\$0.00</b>
--	---------------------------------	--	--	--	---------------

**Reimbursables Total** **\$11,350.76**

# Important Information about This Geotechnical Engineering Proposal

*Subsurface problems are a principal cause of construction delays, cost overruns, claims, and disputes.*

*While you cannot eliminate all such risks, you can manage them. The following information is provided to help.*

## **Participate in Development of the Subsurface Exploration Plan**

Geotechnical engineering begins with the creation of an effective subsurface exploration plan. This proposal starts the process by presenting an initial plan. While that plan may consider the unique physical attributes of the site and the improvements you have in mind, it probably does not consider your unique goals, objectives, and risk management preferences. Subsurface exploration plans that are finalized without considering such factors presuppose that clients' needs are unimportant, or that all clients have the same needs. *Avoid the problems that can stem from such assumptions* by finalizing the plan and other scope elements directly with the geotechnical engineer you feel is best qualified for the project, along with the other project professionals whose plans are affected by the geotechnical engineer's findings and recommendations. If you have been told that this step is unnecessary; that client preferences do not influence the scope of geotechnical engineering service or that someone else can articulate your needs as well as you, you have been told wrong. No one else can discuss your geotechnical options better than an experienced geotechnical engineer, and no one else can provide the input you can. Thus, while you certainly are at liberty to accept a proposed scope "as is," recognize that it could be a unilateral scope developed without direct client/engineer discussion; that authorizing a unilateral scope will force the geotechnical engineer to accept all assumptions it contains; that assumptions create risk. *Manage your risk. Get involved.*

## **Expect the Unexpected**

The nature of geotechnical engineering is such that planning needs to *anticipate the unexpected*. During the design phase of a project, more or deeper borings may be required, additional tests may become necessary, or someone associated with your organization may request a service that was not included in the final scope. During the construction phase, additional services may be needed to respond quickly to unanticipated conditions. In the past, geotechnical engineers commonly did

whatever was required to oblige their clients' representatives and safeguard their clients' interests, taking it on faith that their clients wanted them to do so. But some, evidently, did not, and refused to pay for legitimate extras on the ground that the engineer proceeded without proper authorization, or failed to submit notice in a timely manner, or failed to provide proper documentation. *What are your preferences? Who is permitted to authorize additional geotechnical services on your project? What type of documentation do you require? To whom should it be sent? When? How?* By addressing these and similar issues sooner rather than later, you and your geotechnical engineer will be prepared for the unexpected, to help prevent molehills from growing into mountains.

## **Have Realistic Expectations; Apply Appropriate Preventives**

The recommendations included in a geotechnical engineering report are *not final*, because they are based on opinions that can be verified only during construction. For that reason, most geotechnical engineering proposals offer the construction observation services that permit the geotechnical engineer of record to confirm that subsurface conditions are what they were expected to be, or to modify recommendations when actual conditions were not anticipated. *An offer to provide construction observation is an offer to better manage your risk.* Clients who do not take advantage of such an offer; clients who retain a second firm to observe construction, can create a high-risk "Catch-22" situation for themselves. *The geotechnical engineer of record cannot assume responsibility or liability for a report's recommendations when another firm performs the services needed to evaluate the recommendations' adequacy.* The second firm is also likely to disavow liability for the recommendations, because of the substantial and possibly uninsurable risk of assuming responsibility for services it did not perform. Recognize, too, that no firm other than the geotechnical engineer of record can possibly have as intimate an understanding of your project's geotechnical issues. As such, reliance on a second firm to perform construction observation can elevate risk still more, because its personnel may not

have the wherewithal to recognize subtle, but sometimes critically important unanticipated conditions, or to respond to them in a manner consistent with your goals, objectives, and risk management preferences.

### **Realize That Geoenvironmental Issues Have Not Been Covered**

The equipment, techniques, and personnel used to perform a geoenvironmental study differ significantly from those used to perform a geotechnical study. *Geoenvironmental services are not being offered in this proposal. The report that results will not relate any geoenvironmental findings, conclusions, or recommendations.* Unanticipated environmental problems have led to numerous project failures. If you have not yet obtained your own geoenvironmental information, ask your geotechnical consultant for risk management guidance. *Do not rely on an environmental report prepared for someone else.*

### **Obtain Professional Assistance To Deal with Mold**

Diverse strategies can be applied during building design, construction, operation, and maintenance to prevent significant amounts of mold from growing on indoor surfaces. To be effective, all such strategies should be devised for the express purpose of mold prevention, integrated into a comprehensive plan, and executed with diligent oversight by a professional mold prevention consultant. Because just a small amount of water or moisture can lead to the development of severe mold infestations, a number of mold prevention strategies focus on keeping building surfaces dry. While groundwater, water infiltration, and similar issues may be addressed as part of the geotechnical engineering study described in this proposal, the geotechnical engineer who would lead this project ***is not a mold prevention consultant; none of the services being offered have been designed or proposed for the purpose of mold prevention.***

### **Have the Geotechnical Engineer Work with Other Design Professionals and Constructors**

Other design team members' misinterpretation of a geotechnical engineering report has resulted in costly problems. Manage that risk by hav-

ing your geotechnical engineer confer with appropriate members of the design team before finalizing the scope of geotechnical service (as suggested above), and, again, after submitting the report. *Also retain your geotechnical engineer to review pertinent elements of the design team members' plans and specifications.*

Reduce the risk of unanticipated conditions claims that can occur when constructors misinterpret or misunderstand the purposes of a geotechnical engineering report. Use appropriate language in your contract documents. Retain your geotechnical engineer to participate in prebid and preconstruction conferences, and to perform construction observation.

### **Read Responsibility Provisions Closely**

Clients, design professionals, and constructors who do not recognize that geotechnical engineering is far less exact than other engineering disciplines can develop unrealistic expectations. Unrealistic expectations can lead to disappointments, claims, and disputes. To help reduce the risk of such outcomes, geotechnical engineers commonly include a variety of explanatory provisions in their proposals. Sometimes labeled "limitations," many of these provisions indicate where geotechnical engineers' responsibilities begin and end, to help others recognize their own responsibilities and risks, thus to encourage more effective scopes of service. *Read this proposal's provisions closely.* Ask questions. Your geotechnical engineer should respond fully and frankly.

### **Rely on Your ASFE-Member Geotechnical Engineer for Additional Assistance**

Membership in ASFE/The Best People on Earth exposes geotechnical engineers to a wide array of risk management techniques that can be of genuine benefit to everyone involved with a construction project. Confer with an ASFE member geotechnical engineer for more information. Confirm a firm's membership in ASFE by contacting ASFE directly or at its website.



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Telephone: 301/565-2733 Facsimile: 301/589-2017  
e-mail: [info@asfe.org](mailto:info@asfe.org) [www.asfe.org](http://www.asfe.org)

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HISTORICAL  
RESEARCH  
ASSOCIATES, INC.

## Scope of Work: Fish Lake Trail Project - Phase 2

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Historical Research Associates, Inc. (HRA), is pleased to submit the following scope of work (SOW) and cost proposal to Parametrix to provide cultural resources investigations in support of Phase 2 of the Fish Lake Trail Project [the project]. The project is being conducted by the City of Spokane (City) and is on public land within Spokane, Washington. The project will use Federal Highway Administration (FHWA) funds, making it subject to Section 106 of the National Historic Preservation Act (NHPA) and its implementing regulations (36 CFR Part 800). HRA conducted the initial cultural resources survey for the Fish Lake Trail project in 2018, but the report was not submitted to the Washington Department of Archaeology and Historic Preservation (DAHP) until September 2024. Edits are needed to the report, and Parametrix has asked HRA to split the report into two documents (Phase 1 and Phase 2). Under this scope, HRA will revise the report and tailor it to Phase 2 of the Fish Lake Trail Project. Phase 1 work will occur under a separate SOW and cost proposal. Phase 2 of the project will extend the Fish Lake Trail from West 5<sup>th</sup> Avenue to People's Park. A section of the proposed trail in the High Bridge area will need to be realigned to avoid a known archaeological site (Site 45SP950). This location, measuring less than 2 acres, requires additional archaeological survey (see Task 3).

The following scope details the tasks, assumptions, and schedule based on HRA's current understanding of the project.

### **Task 1. Project Management**

Project management includes those items necessary for completion of tasks such as project setup and closeout, internal and client planning meetings and communications, review of invoicing, and updates on progress to the client. HRA values open communication with our clients, which is essential to establishing and meeting expectations throughout a project.

### **Task 2. Background Research**

Background research will be limited and include only review of the State Historic Preservation Office (SHPO) site and survey databases to determine if any newly recorded resources or cultural resource surveys have been recorded within 1 mi of the project area since the original report was drafted. HRA staff will not review historic General Land Office (GLO), U.S. Geological Survey (USGS), and Sanborn maps; Tax Assessor data; soils and wetland data; and any other pertinent literature, records, documents, maps, and reports related to the project area's natural and cultural

history – and assumes that the previous research conducted in 2018 will be sufficient for the new report.

## Task 3. Field Investigations

The field investigations will take place after completion of appropriate utility locates, and following property access coordination. All work will be supervised by staff who meet the Secretary of Interior’s Professional Qualifications Standards for their respective fields (36 CFR Part 61).

Prior to initiating fieldwork, an HRA Health and Safety Manager will prepare a Health and Safety Plan (HASP) to be followed by HRA employees while in the field. The HASP will include reference to HRA’s established protocols that meet or exceed local, state, and federal guidelines.

### Archaeological Survey

The archaeological survey will consist of pedestrian survey of less than 2 acres supplemented by limited shovel probe excavations. HRA will conduct a pedestrian survey of the entirety of the survey area. Archaeologists will walk transects spaced at intervals of 20 meters or less. During this survey, archaeologists will seek out and examine ground exposures (e.g., ditches, cut banks, plowed fields, rodent hole back-dirt piles, other erosional exposures) looking for exposed archaeological materials. The HRA crew will record their observations on standardized field forms and in field notebooks. Survey areas will be marked on field maps, recorded with GPS technology, and photo-documented using a standardized photographic log. Upon encountering evidence of archaeological artifacts and/or features within the survey area, HRA field personnel will document the archaeological resource(s) in a manner that meets SHPO standards. To the extent possible, they will be identified as to type, material, function, and cultural and chronological association. Diagnostic materials will be photographed. Site boundary polygons and the locations of all features shall be recorded using GPS technology and on a site sketch map.

HRA will excavate shovel probes in high probability areas where there may be project impacts and to delineate archaeological resources within the survey area. (As noted, prior to excavations, HRA will coordinate utility locates as required.) Shovel probes will be 30 centimeters (cm) in diameter; at least 50 cm in depth and, assuming there is potential for archaeological deposits to be deeper, to the depth of proposed project disturbances as feasible; and terminated after two culturally sterile 10-cm levels. No probes will be dug intentionally within site boundaries. Select shovel probes may be extended in depth with an auger. Soils will be screened through 1/4-inch hardware mesh. Shovel probes will be backfilled and plotted using a GPS instrument. HRA will take general survey notes (locations, setting, disturbances, etc.), as well detailed notes about shovel probes and identified cultural resources.

No artifacts will be collected.

## Task 4. Reporting

Using portions of the previous draft report, HRA will prepare a cultural resources technical report tailored to Phase 2 of the Fish Lake Trail Project that meets SHPO standards and guidelines and incorporates the results of the previously conducted archaeological and architectural surveys.

Minimally, the report will include a SHPO coversheet, management summary, introduction and project description, cultural and environmental context, background research, methods, results of the field investigations, conclusions and recommendations, and an assessment of project effects on historic properties (to the extent possible). The report will also include National Register of Historic Places (NRHP) eligibility recommendations for each resource (eligible, not eligible, or, for resources with limited available data, unevaluated), recommendations for further work (if any), resource forms (as needed), and appropriate maps, figures, and photographs. HRA anticipates an update to the site form for previously recorded site 45SP950 will be required if the survey determines the site boundary has been extended.

An electronic draft of the report will be submitted in both Word (.docx) and Adobe (.pdf) format to the client for review and comment. Following one round of review by the client, HRA will make any necessary revisions to the draft and provide a final report in electronic (.pdf) format. At the request of the client, HRA can submit the final report to SHPO, appropriate Tribes, and/or other consulting parties as appropriate.

### **Deliverables**

HRA will submit electronic versions of the draft report for review, one in Word (.docx) and one in Adobe (.pdf) format. Upon receipt of one set of combined comments, HRA will provide one (1) electronic (.pdf) copy of the final documents, inclusive of all appropriate SHPO data (report cover sheet, GIS shapefiles, and resource forms).

**Final Deliverables:** 1 electronic copy in Adobe (.pdf) format  
1 SHPO cover sheet in Adobe (.pdf) format  
GIS shapefiles for SHPO submission

## Schedule

HRA will begin background research and revising the report within two weeks of receipt of a fully executed contract (i.e., notice to proceed [NTP]). Weather permitting, fieldwork will be completed within 8 weeks of NTP. A draft report will be completed within six weeks of completion of fieldwork. HRA will submit the final technical report within four weeks of receiving comments on the draft.

# Cost and Assumptions

HRA's total cost for tasks outlined in this scope of work (SOW) is \$18,627, to be billed on a time and materials basis.

HRA's cost proposal is made with the following assumptions in mind, deviations from which may require a scope or cost modification:

- The survey area measures less than 2 acres.
- The services included in this SOW are for survey-level investigations. Identified archaeological resources may require additional investigations to determine their NRHP eligibility and/or the project's potential impacts; such work would require a scope and cost modification.
- This cost estimate and schedule is valid for up to 30 days. Any delays in accepting the bid and executing a contract could result in changes to the cost estimate and schedule.
- HRA will inform the appropriate Tribes of our schedule, invite them to participate in the survey. HRA's tribal notifications do not constitute consultation under 36 CFR Part; consultation is the responsibility of the lead agency.
- The City will provide access to the property, coordinate safe access to the project area, clear any modern debris that obscures the ground surface, and provide a line of communication with safety personnel while HRA conducts field efforts, as needed and appropriate.
- Field investigations associated with shovel probes will require utility locates. HRA will coordinate public utility locates only. Should private locates be advisable, a scope modification may be required.
- Field investigations may necessitate special accommodations to ensure the health and safety of our staff, including requiring staff to travel in separate vehicles, providing appropriate cleaning supplies for equipment, and enacting protocols and procedures by the Field Director and HRA's Health and Safety Manager. HRA reserves the right to delay field investigations for a reasonable amount of time due to health and safety-related impediments beyond our control, for example, extreme weather, mandates restricting travel, or outbreaks of contagion in the project area that put our staff at elevated health and safety risks. HRA will remain in close contact with Parametrix and the City throughout the fieldwork planning and execution stages to ensure any potential delays are communicated early, thoroughly, and with complete transparency.
- Soils and sediments in the project vicinity are not known to have increased likelihoods of containing regulated hazardous materials. As a result, this SOW assumes that no HAZWOPER training is required; that personal protective equipment (PPE) beyond basic Level D protection is not required; and that a HAZWOPER-level Health and Safety Plan (HASP) will not be necessary. If conditions change and/or these items are required, HRA will approach the City for a change order and will be given up to 10 days to prepare a HAZWOPER HASP. If a HAZWOPER HASP is needed, the City will furnish all information necessary for HRA's contracted industrial hygienist to prepare the document within 5 days.

- No architectural/built environment survey will be required.
- No archaeological permits will be required.
- HRA will record up to 2 archaeological resources (sites or isolates) including 1 known resource.
- HRA will excavate up to 10 shovel probes.
- No human remains, archaeological resources, or potential archaeological resources requiring additional investigations, permits, or treatment will be investigated under this contract. Should such resources be identified during monitoring activities, all work in the immediate vicinity will stop until the potential impact can be resolved. Any additional archaeological investigation that may be needed to resolve the project's potential impact will require a contract modification or new contract.
- The project will be completed prior to July 1, 2025. If the project extends beyond this, additional funding will be required to account for WSDOT approved rate changes.
- This cost estimate and schedule is valid for up to 30 days. Any delays in accepting the bid and executing a contract could result in changes to the cost estimate and schedule.
- HRA's investigations do not include identifying Traditional Cultural Properties (TCPs), Traditional Cultural Landscapes, and/or Historic Properties of Religious and Cultural Significance (HPRCST).
- There will be no in-person or virtual meetings with Tribes or SHPO.
- Any of HRA's communication or meetings with Tribe does not constitute consultation under 36 CFR Part 800; consultation is the responsibility of the lead agency.

**HISTORICAL RESEARCH ASSOCIATES, INC**

**Cost Estimate**

**Fish Lake Trail Project - Phase 2**

Labor Category	Task 1		Task 2		Task 3		Task 4		PROJECT TOTAL		
	Project Management	Background Research	Field Investigations	Reporting	Hours	Total	Hours	Total	Hours	Total	
	Rate	Hours	Total	Hours	Total	Hours	Total	Hours	Total	Hours	Total
Transportation Planning Specialist 5 - E Ragsdale	\$186.95	1	\$187								
Transportation Planning Specialist 3 - K Derr	\$145.65	8	\$1,165								
Transportation Planning Specialist 3 - C Beckner	\$145.65			1	\$146	1	\$146	2	\$291	2	\$291
Transportation Engineer 2 - F Haney	\$127.55			4	\$510	2	\$255	40	\$5,102	46	\$5,867
Transportation Engineer 2 - G Frazier	\$127.55					2	\$255	6	\$765	8	\$1,020
Transportation Engineer 2 - K Burk-Hise	\$127.55			2	\$255			4	\$510	6	\$765
Transportation Planning Specialist 1 - M McKenna	\$82.09					16	\$1,313			16	\$1,313
Transportation Planning Specialist 1 - S Thiel	\$82.09					16	\$1,313	16	\$1,313	32	\$2,627
Transportation Planning Specialist 3 - J Gilpin	\$145.65					2	\$291			2	\$291
Administrative Assistant 5 - J Gebhardt	\$102.66					2	\$205			2	\$205
Administrative Assistant 5 - M Stoll	\$102.66	5	\$513							5	\$513
Administrative Assistant 5 - D Vogel	\$102.66							4	\$411	4	\$411
Administrative Assistant 3 - J Frank	\$86.59							4	\$346	4	\$346
Administrative Assistant 3 - C Challain	\$86.59	2	\$173							2	\$173
IT Specialist 3 - D Muir	\$136.91	2	\$274							2	\$274
Transportation Planning Specialist 5 - B Bowden	\$186.95	1	\$187							1	\$187
<b>Labor Subtotal</b>		19	<b>\$2,499</b>	7	<b>\$911</b>	41	<b>\$3,779</b>	90	<b>\$10,861</b>	157	<b>\$18,051</b>
<b>Reimbursable Expense</b>	<b>Rate</b>	<b>Units</b>	<b>Total</b>	<b>Units</b>	<b>Total</b>	<b>Units</b>	<b>Total</b>	<b>Units</b>	<b>Total</b>	<b>Units</b>	<b>Total</b>
Travel											
Rental Car Standard	\$105.00					3	\$315			3	\$315
Rental Car Operating Exp/Mile	\$0.50					50	\$25			50	\$25
Trimble R1/Tablet / Day	\$100.00					2	\$200			2	\$200
Digital Camera Use / Day	\$2.00					2	\$4			2	\$4
Photocopy (in-house)	\$0.12					40	\$5			40	\$5
Administrative Fee	5%						\$27				\$27
<b>Direct Subtotal</b>			<b>\$2,499</b>		<b>\$911</b>		<b>\$576</b>		<b>\$10,861</b>		<b>\$18,827</b>

Fiscal review:



Clark Chatlain  
Submitted by:



Kelly Derr

**\$18,627**

**Project Total**

Submitted on October 15, 2024

Estimates are good for up to 90 days. Rates are subject to change annually (or sooner if inflation requires it).

Direct Costs are estimates.

\*Per diem will be paid according to IRS regulations.

# ESTIMATE



WCM:WA

BILL TO : Parametrix  
835 N Post, Suite 201  
Spokane, WA 99201  
(509) 328-3371

CLIENT PROJECT # :

ESTIMATE DATE : 9/27/2024

ORDER DATE : 9/24/2024

ORDER No	PROJECT NAME	PAYMENT TERMS	ORDER BY
167770	Fish Lake Trail Phase 2	PWP	Tom Jordan

QTY	DESCRIPTION	RATE	TOTAL
2	<b>1-3 Lanes-Speed, Volume</b>	\$260.00	\$520.00
	2 Location(s) for time period(s): 1 Days (Speed, Volume)		
	-W Riverside Ave West of Clarke Ave, Spokane, WA		
	-S A St south of High Bridge Pk, Spokane, WA		
		<b>TOTAL</b>	<b>\$520.00</b>

Balances unpaid by end of Payment term (listed above) will be charged 1.5% interest per month

Quality Counts, LLC  
15615 SW 74th Ave #100  
Tigard, OR 97224  
(877) 580-2212  
qualitycounts.net

**CITY OF SPOKANE, WA**  
**FISH LAKE TRAIL PHASE 2**

**ENVIRONMENTAL SERVICES**

**SCOPE OF WORK AND ESTIMATE**

*October 29, 2024*

PREPARED FOR:

PARAMETRIX

TOM JORDAN, P.E.

ENGINEER IV

[TJORDAN@PARAMETRIX.COM](mailto:TJORDAN@PARAMETRIX.COM);

509-381-6169

PREPARED BY:

Michelle C. Anderson

**Anderson Environmental Consulting LLC**



ANDERSON ENVIRONMENTAL CONSULTING

707 N Cedar Street, Suite 1B.

Spokane, WA 99001

Tel: 509.467.2011: Cell: 509.220.0045

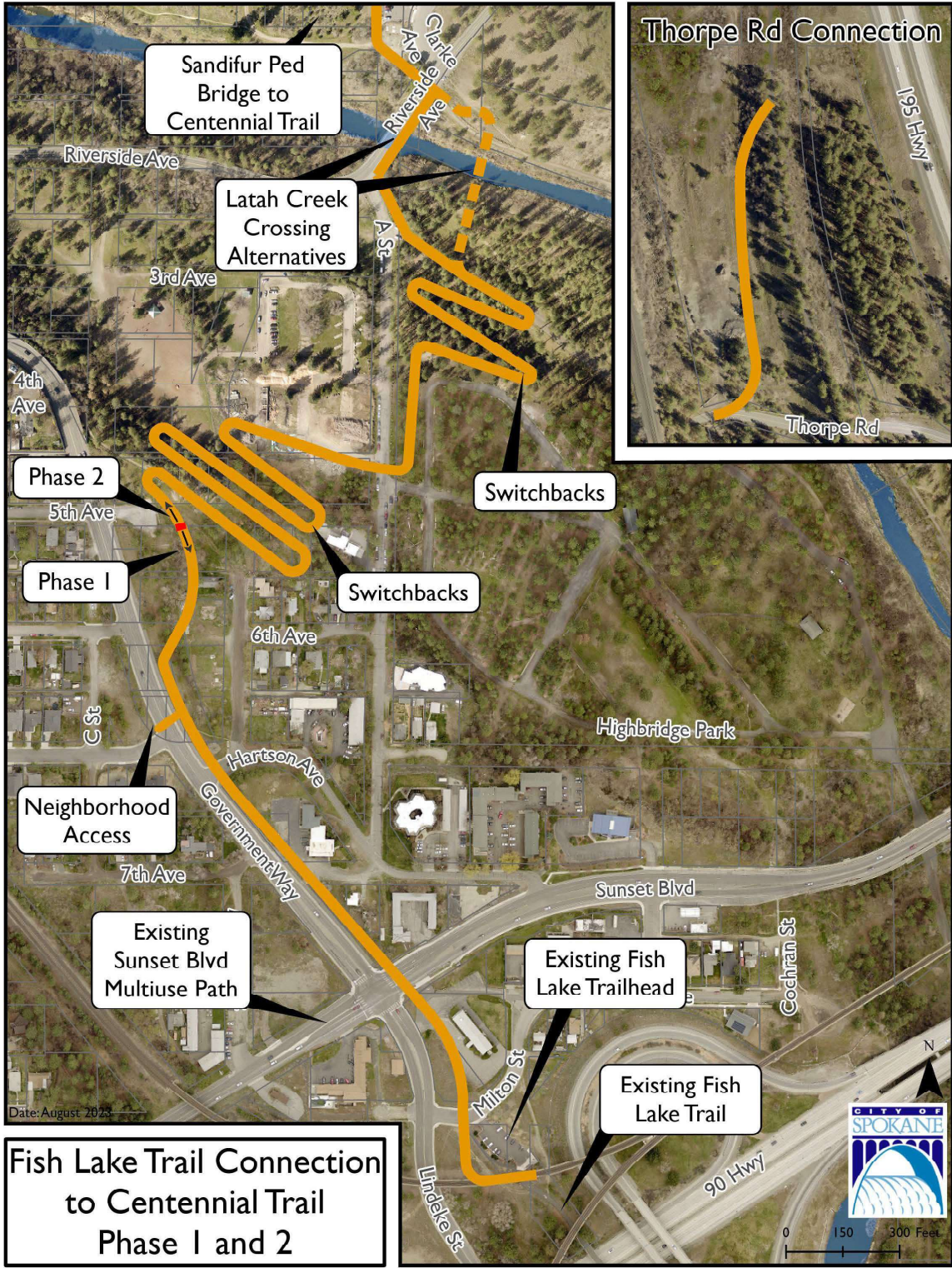
Mca@aec-enviro.com



## PROJECT DESCRIPTION

The City of Spokane, through its Department of Engineering Services (hereinafter “City”) with federal funding is proposing to design and construct the Fish Lake Trail Connection to Centennial Trail Phase 2.

The limits of this phase will include the trail alignment from approximately 5th/Government Way down the hill next to the High Bridge Dog Park, crossing A Street, then continuing through High Bridge Park to Riverside Avenue, crossing Latah Creek, then into People’s Park to connect to the Centennial Trail (via Sandifur Bridge) and the South Gorge Trail. The bridge will be restriped and jersey barrier removed; however no substantial improvements will be made to the bridge.



The project objective is to meet the environmental requirements of the Federal funding agency, Federal Highway Administration (FHWA) and the administering agency WSDOT. This will involve ensuring the project complies with the National Environmental Policy Act (NEPA), the Endangered Species Act, the Clean Water Act, Section 106 of the National Historic Preservation Act and other applicable federal laws and regulations.

The scope of work is anticipated to include:

1. Project Management, Administration and Meetings
  - a. Administration and Invoicing
  - b. Kickoff meeting includes a walking tour of the route.
  - c. Team Meetings
  - d. Public and Agency Involvement (NEPA Kickoff, Tribal coordination and Preapplication meeting) and Design Coordination through Preliminary, Final and PS&E
2. National Environmental Policy Act (NEPA) Categorical Exclusion Documentation
  - a. Categorical Exclusion Form and Supporting Documentation
  - b. Endangered Species Act Documentation
3. 4(f) Evaluation/De minimis Documentation
4. Wetland and Stream Assessment
5. Environmental Permitting
  - a. JARPA
  - b. HPA
  - c. Habitat Management Plan/Shoreline Impact Assessment & Shoreline Exemption

### Task 1. Project Management and Administration

Perform general administrative duties, project meetings, agency coordination, and invoicing and reporting. This will also include environmental coordination meetings with the City of Spokane.

#### Consultant Tasks

- 1.1. **General Administration.** Include setting up contract in accounting system, filing, correspondence and preparing schedule of environmental tasks. The project is expected to last approximately 18 months.
- 1.2. **Project Meetings.** AEC will participate in:
  - One (1) NEPA kickoff meeting
  - Bi-weekly meetings over 18 months. Each meeting will be approximately 1 hour and will involve reviewing design, status of environmental tasks, schedule and coordinating required information for project delivery. AEC will participate in all meetings via conference call.
  - Three (3) Agency meetings (NEPA Kickoff, Tribal coordination meeting and Preapplication meeting on-site)

- 1.3. **Invoicing and Reporting.** Prepare monthly invoices and progress reports to accompany each invoice. This will involve providing back-up documentation and will meet the requirements for WSDOT/Federal aid projects. AEC will also complete the DBE compliance reports online monthly.

#### **Assumptions**

- The project will have up to an 18-month duration
- Up to 18 invoices will be prepared

#### **Deliverables**

- 18 invoices
- Agendas, meeting materials and meeting minutes for 3 meetings

### **Task 2. NEPA Documentation**

#### **Consultant Tasks**

- 2.1 **Site Visit-** One AEC staff will conduct up to one (1) general site visit to collect data, photos and inventory resources for the CE form.
- 2.2 **CE Form-** Prepare 1 CE form per WSDOT LAG Categorical Exclusion Instructions. This will involve reviewing previous reports, design coordination. AEC will utilize a previously prepared Cultural Resource Survey (prepared by HRA) and the final effect determinations..
- 2.3 **Review Databases-** Available agency databases, documents, maps and studies for information regarding floodplains, hazardous materials, air quality, water quality, socioeconomic impacts and other potential impacts, IPaC report and STIP. Collect US Census data and contact alternate sources to confirm presence of low income or minority populations as applicable, to support the Environmental Justice (EJ) requirements.
- 2.4 **Hazardous Materials Memo-** AEC will conduct an administrative review of Hazardous Materials during the concept phase that provided the results of a database search of the Washington State Department of Ecology (Ecology), Environmental Protection Agency (EPA) and other databases to identify listed hazardous material sites within a 1/2 mile of the project locations. It also identified other sites with potentially hazardous materials and risks associated with the proposed project. This information will be updated. A map and table of the listed and potential hazardous sites will be provided. A windshield survey will be completed to verify sites and identify unlisted hazardous materials. Suggested measures will also be incorporated into the memo. This will be submitted with the CE Package for review.
- 2.5 **Environmental Justice/Socio Economic Impacts-**Complete a Socio-economic checklist, prepare an EJ Screen Report and determine impacts as a result of the project. This may include additional coordination regarding the Indian Community Center, unhoused population and other potential populations.

**2.6 Reviews and Revisions-** The CEs and supporting documentation will be reviewed by the City of Spokane, WSDOT Local Programs and WSDOT Highways and Local Programs (HQ) and FHWA. AEC will address up to 4 sets of comments.

### **Assumptions**

- The design will be in accordance with WSDOT Design Standards, the Highway Runoff Manual and the WSDOT Local Agency Guidelines (LAG). Waste sites, materials source sites, stormwater treatment and other design features will be identified at the time of the CE.
- The environmental documentation level is assumed to be a Categorical Exclusion (CE); however, this assumption is not meant to imply that the final document will be as pre-determined. If the National Environmental Policy Act (NEPA) process determines that a document other than that identified is appropriate, changes to the scope of work and/or scope of work tasks will be necessary.
- The design team will provide the limits of soil disturbance, impervious surface, depth of disturbances and other impact calculations.
- The cultural resource survey is already partially completed and any additional cultural resource survey work will be completed by others.
- Technical Reports. There are no other additional studies or reports that are not described in this scope of work. There will be no Noise Analysis, air quality analysis, mitigation plan, or visual quality assessment.
- The vacation of 7<sup>th</sup> Ave is not part of the project and will not be addressed in this scope of work.
- Since the City of Spokane owns the Right of way, no new Right of way is needed.
- There will be no effect to threatened or endangered species and designated critical habitat.
- Review comments will be received from City of Spokane, WSDOT Local Programs, and WSDOT Highways and Local Programs (HQ) and FHWA. There will be no more than four sets of revisions to the CE.
- All submittals will be electronic.

### **Deliverables**

- **3 Drafts and 1 Final CE (electronic)**

### **Task 3 Section 4(f) Evaluation**

#### **Consultant Tasks**

**3.1 Prepare Draft 4(f) Evaluation-**The Project will have permanent impacts to High Bridge Park, the Disc course and the Dog Park which would result in a Section 4(f) use. Therefore a Section 4(f) Evaluation will be required and will be approved by FHWA. The 4(f) evaluation will outline the project purpose and need, methodology, characterize the resources, and evaluate alternatives.

It will make a determination of feasibility and prudence and describe avoidance and minimization measures. Up to 4 maps will be prepared.

3.2 **De Minimis Document** -AEC will also prepare Section 4(f) de minimis document for the impacts from tying in the new trail to the existing Fish Lake Trail.. There would be no impacts to NRHP eligible resources. This will also require reviewing the effect determinations for the Cultural resources and also coordinating with City Parks to determine impacts to park facilities, temporary and permanent impacts, mitigation, significance of impacts and to obtain letters.

3.3 **Reviews and revisions**- The documents will be reviewed by the Design Team, City of Spokane, WSDOT Local Programs, WSDOT Highways and Local Programs and FHWA.

### **Assumptions**

- There will be a Section 4(f) use as a result of the project but a Programmatic 4(f) is applicable either for minor impacts to Parks or Net benefit.
- Alternatives from the concept report will be used and there will not be additional alternatives presented.
- Calculations of impacts and quantities will be provided by the consultant design team.
- The Section 4(f) de minimis document will be for the impacts to the Fish Lake Trail.

### **Deliverables**

- 4 Drafts and 1 final Section 4(f) Evaluation
- 3 Drafts and 1 final 4(f) De minimis document

### **Task 4 Wetland and Stream Assessment Report (WSAR)**

A Wetland Delineation and Stream Assessment Report will be prepared describing the methods used, jurisdictional and non-jurisdictional wetlands and waters of the US identified, and general characteristics of vegetation, soil, and hydrology in the vicinity. The WSAR will be prepared consistent with the WSDOT WSAR template.

### **Consultant Tasks**

- 4.1 Background Information. Collect Background Information regarding expected soils, hydrology, National Wetland Inventory (NWI), rainfall, floodplains, gages, and other information.
- 4.2 Fieldwork. Conduct wetland delineation in accordance with the USACE 1987 Manual and applicable Western Mountains Valleys and Coast Supplement. There will be up to 2 wetlands delineated and the ordinary high-water mark of Latah Creek will be delineated. No more than 6 data points for wetlands and 10 data points for OHWM will be collected. The ordinary high water mark as well as the wetland boundaries and soil pits will be recorded using a handheld GPS with sub foot accuracy. Up to 2 field days for 2 biological staff will be required to complete the wetland delineation and delineate the OHWM and collect GPS data.

- 4.3 Wetland Rating. Up to 1 wetland will be rated using the Ecology Eastern Washington Rating System. This will be documented in the Wetland Delineation and Stream Assessment Report. It will have a summary of the ratings, one map in the narrative and the ratings with the appropriate mapping and support documentation. Wetland boundaries and data points will be flagged in the field and surveyed by the Professional Surveyor. It will include information regarding WDFW Priority Habitat and Species, Threatened and endangered species, 303(d) listed waters, TMDLs, water quality and surrounding land use.
- 4.4 Mapping and GPS. Prepare maps of wetlands, creeks, OHWM, and data points overlaid on aerial photography using ArcGIS. AEC will download the GPS information and use it to prepare the wetland boundary maps. Up to 3 maps will be prepared.
- 4.5 Wetland Delineation and Stream Assessment Report (Wetland Report) that meets the USACE Wetland Delineation Manual and Applicable Supplements and the WSDOT WSAR Template. The report will include maps or aerial photos of the study area with the identified wetland areas.
- 4.6 Reviews and Revisions. The report will be reviewed by City of Spokane, WSDOT Local Programs and HQ staff, the USACE, Ecology. Up to 3 sets of comments will be attached. The wetland delineation report and maps will be revised to reflect any changes due to the spring site visit.

#### **Assumptions**

- A wetland delineation report is required.

#### **Deliverables**

- 3 draft and 1 final WSAR

#### **Task 5. Permitting**

AEC will coordinate with agencies and prepare permit applications for construction of the project including the following:

- WSDOT and Agency coordination
- JARPA Application
- HPA Apps Online
- Critical Areas and Shoreline Compliance

#### **Consultant Tasks**

**5.1 WSDOT and Agency Coordination-** AEC will participate in approximately 2 agency meetings through the project duration. There will be 1 on-site meeting that may involve staff from US Army Corps of Engineers, Washington Department of Ecology, Washington Department of Fish and Wildlife and Tribes. The second meeting will be via conference call. AEC will schedule and prepare agendas, minutes and meeting materials for each meeting. Designs will be provided by the design team.

**5.2 JARPA-** Prepare JARPA application and assist with the preparation of plan sheets to meet agency requirements for the Shoreline and Critical Area Ordinance compliance. AEC will respond to

agency information requests and coordinate with agency personnel regarding the JARPA application.

**5.3 Critical Areas Ordinance and Shorelines Compliance-** AEC will coordinate with City Planning to determine the approach for SEPA and compliance, the Critical Areas Ordinance and the Shoreline Master Program. AEC anticipates a Habitat Management Plan (HMP) /Shoreline Impact Assessment (SIA) and Shoreline Exemption will be required.

A HMP/SIA will be prepared that will require a detailed project description, quantification of impacts to wetlands, streams, shoreline jurisdiction and their buffers. It will also include impacts to floodplains, as applicable. A formal USACE Mitigation plan is not anticipated. It is assumed there will be less than 1/10 acre of impact to wetlands and less than 3/100 acre of streambed. Mitigation will be required for critical areas and shoreline compliance. Any mitigation will be on site and within the original APE/study area that was evaluated as part of the NEPA CE and Cultural Resource Survey Report. It will be conducted in accordance with the City of Spokane's Critical Areas Ordinance and will include the following information:

- Regulations
- Methodology
- Project description
- Existing conditions (priority species, habitats, critical areas, vegetation)
- Impacts to priority habitat and species, vegetation, and ecological function
- Mitigation (Avoidance, Minimization and Compensatory mitigation)
- Maintenance and Monitoring

**5.4 HPA Apps Online-**AEC will prepare an online application for work in or over the river that could affect fish life. This will use much of the information from the JARPA application. AEC will also distribute the Authorized agent form for signature and respond to requests for more information.

**5.5 Agency Coordination and Communications -** AEC will prepare draft and final cover letters for each of the permit applications as needed and will submit the applications to agencies, respond to information requires, follow up with agency staff and finalize applications.

**Assumptions:**

- A cultural resource survey is already completed and any remaining work will be completed by others.
- No other plans, reports or permits will be covered by this scope of work.
- There will be no substantial changes to the project design that will require resubmittal of the plans and permits after they are drafted.
- Plan sheets and quantities will be provided by others
- The SEPA checklist and processing will be prepared by the City of Spokane. A SEPA checklist is the appropriate level of documentation and a SEPA DNS is anticipated.



- The project will disturb more than 1 acre therefore an NPDES permit, and SWPPP are required. The City of Spokane will prepare the NPDES NOI and SWPPP.
- All permit application fees, public notice expenses, cost of signage, public meeting facility costs, and newspaper publication fees, will be the responsibility of the client.
- Grading and building plans and calculations will be provided by others.
- Site plans depicting the OHWM, in-water work, proposed and existing facilities and impacts that will be used for permit applications, including those prepared according to the Corps requirements will be prepared by others.
- There would be no work below OHWM or in wetlands; however, it is unknown if wetlands will be impacted at this time; but is assumed they may be avoided. Since there is no in-water work, 404 and 401 Water Quality Certification are not required.
- An HPA is required because there is anticipated work on the bridge over the water.
- A wetland mitigation plan for the Corps of Engineers will not be required since there will be less than 1/10 acre of wetland impacts and no in stream work.
- AEC will not prepare a Floodplain Development permit application or hydraulic analysis if needed as this must be performed by an engineer. Floodplain Permit and Engineering analysis for floodplain/no rise certification will be performed by others.
- A Biological Assessment, Noise Analysis, or other reports not specifically outlined in this scope will not be prepared under this scope. The project ESA documentation is assumed to be a No Effect and covered by the CE. If additional reports or permits are required, it will be covered by a supplemental agreement.

**Deliverables:**

3 drafts and 1 final of the following:

- JARPA Application
- Critical Areas Ordinance and Shoreline Impact Assessment Compliance Documents (HMP/SIA)
- HPA Apps Online
- 1 draft and 1 final agency cover letters



\* As per the "FEDERAL PER DIEM RATES"

\*\* See attached Subconsultant's Summary

\*\*\* Negotiated % Fee

**AEC-Labor Estimate  
Fish Lake Trail Ph 2**

Task #	Task Description	Sr. Biologist	Biologist/Planner	Biological Tech/ GIS	Total Hours
<b>Task 1</b>	<b>Project Management and Administration</b>				
1.1	General Administration	18			18
1.2	Project Meetings and kickoff	36	9		45
1.3	Invoicing and Reporting	18			18
	<b>Task 1 - Subtotal Hours</b>	<b>72</b>	<b>9</b>	<b>0</b>	<b>81</b>
<b>Task 2</b>	<b>NEPA Documentation</b>				
2.1	Site Visit		8		8
2.2	CE Form	28	16	2	46
2.3	Review Databases	6	14		20
2.4	Hazardous Material Memo	2	10		12
2.5	EJ/Socio Economic	2	8		10
2.6	Reviews and Revisions	8	14	2	24
	<b>Task 2 - Subtotal Hours</b>	<b>46</b>	<b>70</b>	<b>4</b>	<b>120</b>
<b>Task 3</b>	<b>Section 4(f) Evaluation</b>				
3.1	Prepare Draft 4(f) Evaluation	50	60		110
3.2	De Minimis Document	8	14		22
3.3	Reviews and Revisions	20	20		40
	<b>Task 3 - Subtotal Hours</b>	<b>78</b>	<b>94</b>	<b>0</b>	<b>172</b>
<b>Task 4</b>	<b>Wetland and Stream Assessment Report (WSAR)</b>				
4.1	Background info		4		4
4.2	Fieldwork	10	10		20
4.3	Wetland Rating	4	8	2	14
4.4	Mapping and GPS	2	2	8	12
4.5	Wetland and Stream Assessment Report (WSAR)	14	30	6	50
4.6	Reviews and Revisions	8	12	2	22
	<b>Task 4 - Subtotal Hours</b>	<b>38</b>	<b>66</b>	<b>18</b>	<b>122</b>
<b>Task 5</b>	<b>Permitting</b>				
5.1	WSDOT and Agency Coordination	8			8
5.2	JARPA	6	16		22
5.3	Critical Areas and HMP/Shorline Impact Assessment & Pe	50	40	8	98
5.4	HPA Apps Online	4	6		10
5.5	Agency Coordination and communication	8	8	4	20
	<b>Task 5 - Subtotal Hours</b>	<b>76</b>	<b>70</b>	<b>12</b>	<b>158</b>
	<b>Total Hours</b>	<b>310</b>	<b>309</b>	<b>34</b>	<b>653</b>





**Development Division**  
Contract Services Office  
PO Box 47408  
Olympia, WA 98504-7408  
7345 Linderson Way SW  
Tumwater, WA 98501-6504

TTY: 1-800-833-6388  
[www.wsdot.wa.gov](http://www.wsdot.wa.gov)

November 1, 2023

Anderson Environmental Consulting  
14234 North Tormey Road  
Nine Mile Falls, WA 99026

Subject: Acceptance FYE 2022 ICR – CPA Report

Dear Noreen Iliff:


We have accepted your firms FYE 2022 Indirect Cost Rate (ICR) of 127.37% of direct labor (rate includes 0.46% Facilities Capital Cost of Money). based on the “Independent CPA Report,” prepared by Magnuson, McHugh, Dougherty CPAs. This rate will be applicable for WSDOT Agreements and Local Agency Contracts in Washington only. This rate may be subject to additional review if considered necessary by WSDOT. Your ICR must be updated on an annual basis.

Costs billed to agreements/contracts will still be subject to audit of actual costs, based on the terms and conditions of the respective agreement/contract.

This was not a cognizant review. Any other entity contracting with the firm is responsible for determining the acceptability of the ICR.

If you have any questions, feel free to contact our office at **(360) 704-6397** or via email [consultanrates@wsdot.wa.gov](mailto:consultanrates@wsdot.wa.gov).

Regards,

  
Schatzie Harvey  
Schatzie Harvey (Nov 1, 2023 16:03 PDT)

SCHATZIE HARVEY, CPA  
Contract Services Manager

SH:leg

## ***Exhibit B*** ***DBE Participation Plan***

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In the absents of a mandatory DBE goal, a voluntary SBE goal amount of ten percent of the Consultant Agreement is established. The Consultant shall develop a SBE Participation Plan prior to commencing work. Although the goal is voluntary, the outreach efforts to provide SBE maximum practicable opportunities are not.

See attached.

August 9, 2023

Ms. Marlene Feist  
Director, Public Works and Utilities  
City of Spokane  
808 West Spokane Falls Blvd., 2<sup>nd</sup> Floor  
Spokane, Washington 99201

**City of Spokane  
Fish Lake Trail Phase 2  
CRPUL-1220(045)  
DBE Goal**

Dear Ms. Feist:

The WSDOT Disadvantaged Business Enterprise (DBE) and Training program, approved by FHWA, requires the evaluation of each local agency project to determine the feasibility of including goals (See chapter 26 of the Local Agency Guidelines (LAG) manual).

This office applied the criteria and established a **Seventeen percent mandatory** DBE goal for consultants on this project. This evaluation of the DBE goal will remain in effect for 180 days from the date of this letter. If the consultant advertisement date exceeds the 180 days or the cost estimate changes more than twenty percent, the reevaluation of the DBE goal is required.

Please note that failure to receive concurrence to award from Local Programs in accordance with the LAG manual may result in loss of federal participation.

If you have any questions about the goal set, you can contact Nina Jones at 360.947.6788, or by email at [jonesni@wsdot.wa.gov](mailto:jonesni@wsdot.wa.gov).

Sincerely,

Michele L. Britton  
Asst. State Local Programs Engineer  
Local Programs

MLB:jd:ml

cc: Mark Allen, Eastern Region Local Programs Engineer



**Preparation and Delivery of Electronic Engineering and Other Data**

In this Exhibit the agency, as applicable, is to provide a description of the format and standards the consultant is to use in preparing electronic files for transmission to the agency. The format and standards to be provided may include, but are not limited to, the following:

I. Surveying, Roadway Design & Plans Preparation Section

A. Survey Data

Civil 3D/AutoCAD/PDF as appropriate

B. Roadway Design Files

Civil 3D/AutoCAD/PDF as appropriate

C. Computer Aided Drafting Files

Civil 3D/AutoCAD/PDF as appropriate

D. Specify the Agency's Right to Review Product with the Consultant

As requested by Agency

E. Specify the Electronic Deliverables to Be Provided to the Agency

All items to be delivered electronic

F. Specify What Agency Furnished Services and Information Is to Be Provided

Varies by project, see attached scope

II. Any Other Electronic Files to Be Provided

As needed

III. Methods to Electronically Exchange Data

Email or FTP

A. Agency Software Suite

Industry Standard

B. Electronic Messaging System

Industry Standard

C. File Transfers Format

Civil 3D/AutoCAD/PDF as appropriate

**Exhibit D**  
**Prime Consultant Cost Computations**

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See attached

CONSULTANT LABOR COSTS

TASK NO.	PROFESSIONAL CLASSIFICATION	Initials	Rate
<b>PERMITTING PUBLIC INVOLVEMENT AND COORDINATION</b>			
1.1	Review and Prepare Basemap		
1.2	Project Kick-Off/Coordination Meeting		
1.3	Survey and Basemap Preparation		
1.3.1	Existing Utilities		
1.3.2	Additional Survey, Plat Maps, Records of Survey and ROW Verification		
1.4	Updated Design Layout		
1.5	Permits and Environmental Documents		
1.5.1	DOE Construction Stormwater General Permit NOI		
1.5.2	SEPA/NEPA Environmental Checklist		
1.6	Coordination Meetings (up to 6)		
1.7	Cultural Coordination		
1.8	Traffic Data Collection		
<b>SUBTOTAL TASK 1</b>			

TASK NO.	PROFESSIONAL CLASSIFICATION	Initials	Rate
<b>60% DESIGN SUBMITTAL</b>			
2.1	Div Utility Coordination		
2.2	60% Construction Plans		
2.2.1	60% Trail Plan Sheets		
2.2.2	60% Stormwater Plan Sheets and Tech Memo		
2.2.3	60% Sanitary Sewer Plan Sheets		
2.2.4	60% Illumination Plan Sheets		
2.2.5	60% Traffic Control Plan Sheets		
2.2.6	60% Technical Memorandum for Bridge Evaluation		
2.2.7	60% Structural Plan Sheets		
2.3	Construction Cost Estimate		
2.4	Coordination Meetings (up to 6)		
2.5	Submit 60% PS&E Package		
2.6	Public Involvement		
<b>SUBTOTAL TASK 2</b>			

TASK NO.	PROFESSIONAL CLASSIFICATION	Initials	Rate
<b>90% DESIGN SUBMITTAL</b>			
3.1	Coordination Meetings (up to 6)		
3.2	Quantity Calculations and Cost Estimates		
3.3	Specifications		
3.4	Prepare 90% Construction Plans		
3.5	Submit 90% PS&E Package		
<b>SUBTOTAL TASK 3</b>			

TASK NO.	PROFESSIONAL CLASSIFICATION	Initials	Rate
<b>100% DESIGN SUBMITTAL</b>			
4.1	Coordination Meetings (up to 6)		
4.2	Prepare "Remove Notice" Letters		
4.3	Final PS&E Revisions		
4.4	Final (100%) Submittal		
<b>SUBTOTAL TASK 4</b>			

TASK NO.	PROFESSIONAL CLASSIFICATION	Initials	Rate
<b>BIDDING PHASE</b>			
5.1	Issue Bid Packages		
5.2	Support During AD, Bid and Award		
5.3	Issue Construction Documents		
<b>SUBTOTAL TASK 5</b>			

TOTAL

Parametrix, Inc.	PM	DPM	PE2	SM	SUR3	SE	SD	EE	E4	SE	ADMIN
Princ	YH	TJ	AG	JM	DN	MC	AV	BK	DD	CS	DF
\$75.00	\$80.64	\$51.68	\$37.69	\$70.07	\$36.82	\$67.01	\$67.04	\$44.09	\$68.36	\$80.31	\$37.43
4	2	16	24								
		8				8			2		
2		12	20								
		8	16	24	40	60					
6	8	40	140					12	20		
2	2	16									
6	3	12	6			6		6			
2		6									
		2									
22	15	128	206	24	40	0	14	18	28	4	4

Parametrix, Inc.	PM	DPM	PE2	SM	SUR3	SE	SD	EE	E4	SE	ADMIN
		8	12								
6	8	34	80								
4	30	40									
8	26	48									
24	24	40									
2	10										
	8	16									
2	4	12	6			6		6			
4	8	12						4			
8	2	18	24								
40	14	188	278	0	0	32	74	90	30	66	8

Parametrix, Inc.	PM	DPM	PE2	SM	SUR3	SE	SD	EE	E4	SE	ADMIN
		4	6								
4	12	6									
8	4	8									
24	18	8									
10	4	80	140								
8	8	12									
28	10	128	166	0	0	26	54	30	48	66	8

Parametrix, Inc.	PM	DPM	PE2	SM	SUR3	SE	SD	EE	E4	SE	ADMIN
		4	6								
2	8										
6	40	80									
2	12	16									
14	8	72	102	0	0	12	20	16	22	30	4

Parametrix, Inc.	PM	DPM	PE2	SM	SUR3	SE	SD	EE	E4	SE	ADMIN
		8	8								
4	8	4									
8	4	8									
24	24	20									
108	47	540	772	24	40	70	172	146	128	200	24

TOTAL	LABOR HOURS	EXPENSES	INDIVIDUAL PHASE COST
44	24	\$ 600.00	\$ 1,881
32			\$ 2,070
230			\$ 1,374
			\$ 6,604
8			\$ 11,200
8			\$ 413
20			\$ 1,146
45			\$ 2,809
8			\$ 468
2			\$ 103
<b>553</b>	<b>\$ 600.00</b>	<b>\$ 28,069.70</b>	
20			\$ 866
128			\$ 5,891
74			\$ 3,374
82			\$ 3,785
72			\$ 5,349
64			\$ 2,748
44			\$ 2,540
156			\$ 9,884
50			\$ 2,769
46			\$ 2,890
36			\$ 1,941
52			\$ 2,628
<b>824</b>	<b>\$ -</b>	<b>\$ 44,864.69</b>	
44			\$ 2,732
36			\$ 2,102
84			\$ 5,516
366			\$ 19,604
36			\$ 2,024
<b>966</b>	<b>\$ -</b>	<b>\$ 31,978.84</b>	
44			\$ 2,732
10			\$ 571
208			\$ 11,268
40			\$ 2,066
<b>302</b>	<b>\$ -</b>	<b>\$ 16,637.50</b>	
34			\$ 1,889
24			\$ 1,430
32			\$ 1,614
<b>90</b>	<b>\$ -</b>	<b>\$ 5,133.58</b>	
2345	\$ 600	\$ 126,484.20	
Parametrix Design		\$ 126,484.20	
Overhead (173.46%)		\$ 219,399.49	
Fixed Fee (25.9%)		\$ 32,759.41	
<b>Total:</b>		<b>\$ 378,643.10</b>	
<b>Subconsultants</b>			
Budinger and Associates		\$ 36,084.45	
Historical Research Associates		\$ 16,627.00	
Quality Counts		\$ 520.00	
Anderson Environmental (DBE)		\$ 94,882.11	
<b>Total</b>		<b>\$ 528,756.66</b>	
		<b>17.94%</b>	



**Exhibit E**  
**Sub-consultant Cost Computations**

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If no sub-consultant participation listed at this time. The CONSULTANT shall not sub-contract for the performance of any work under this AGREEMENT without prior written permission of the AGENCY. Refer to section VI "Sub-Contracting" of this AGREEMENT.

See attached



Proudly serving the Inland Northwest for over 40 years

Geotechnical Engineering  
Environmental Engineering  
Construction Materials Testing  
Subsurface Exploration  
Special Inspection

Tom Jordan, PE  
Parametrix  
835 N Post Street, #201  
Spokane, WA 99201

August 1, 2024  
*Revised from July 25, 2024*

Project S-231158A1

**Project:** Fish Lake Trail Connection to Centennial Trail - Phase 2, Spokane, WA  
**Subject:** Proposed Geotechnical Exploration & Analysis

Mr. Jordan,

Thank you for the opportunity to propose geotechnical services for the Fish Lake Trail Connection to Centennial Trail - Phase 2. This proposal presents a scope of services and cost estimate for geotechnical exploration and analysis for the proposed trail alignment.

**Project:**

Phase 2 of the Fish Lake Trail Connection will extend from the existing gravel parking area near the corner of S. Government Way and 5<sup>th</sup> Avenue downslope through High Bridge Park making several switchbacks. From High Bridge Park (road) the trail extends northwest crossing the Riverside Avenue Bridge and ending at the existing People's Park trailhead. We anticipate project will require cuts/fill and retaining walls to meet proposed lines and grades. Retaining wall locations and dimensions have not been determined at this time.

**Scope:**

Research available geologic, topographic, and soil mapping for the site. Perform field reconnaissance to identify existing surface conditions including topographic features, vegetation, rock outcrops, and indications of erosion.

Advance four test borings using air rotary drilling methods to a maximum depth of 25 feet or 5 feet into rock, whichever is less. Approximate test boring locations are shown on the *Exploration Plan*. Split-spoon samples and penetration resistance testing will be conducted in soil at 2.5-to-5-foot intervals.

We will perform up to three hand operated dynamic cone penetration tests (DCPs) on the slope above the High Bridge Dog Park to characterize surficial soil densities where drill rig access is not feasible. We have budgeted for two additional DCPs along the trail alignment between High Bridge Pk and the north side of the Riverside Bridge, pending results of cultural resources evaluation by others.

Characterize the subsurface conditions encountered in the borings including:

- Layering (stratification)
- Soil texture and classification
- Soil consistency/relative density
- Soil moisture and depth to ground water

1101 North Fancher Rd.  
Spokane Valley, WA 99212  
Tel: 509.535.8841  
Fax: 509.535.9589



Conduct laboratory testing of recovered samples including moisture content, gradation, and plasticity to classify subsurface materials.

Prepare geotechnical engineering report summarizing results, conclusions, and recommendations for the project including:

- Surface preparation and fill placement
- Feasibility of reusing on-site soils as fill
- Temporary and permanent slope recommendations
- Lateral earth pressures (equivalent fluid pressures) and lateral resistance (friction coefficients)
- Retaining wall recommendations
- Seismic considerations including site class and spectral acceleration parameters
- Drainage and stormwater infiltration considerations
- Pavement layer thicknesses

**Assumptions:**

We assume legal and physical access to site will be provided. We will mark desired boring locations and submit a "call before you dig" request. We will not explore in the vicinity of marked utilities; however, we will not be responsible for improperly located or unlocated services. We assume the borings will be accessible using a truck mounted drill. We assume drill cuttings will be dispersed on site.

Appended to this proposal is a document titled *Important Information about This Geotechnical Proposal* that we recommend you review carefully.

**Schedule:**

We anticipate beginning the field within three weeks of receiving notice to proceed. Estimated draft report completion date is four weeks following the field work. The final geotechnical conditions report will follow the receipt of the draft report comments by no more than one week.

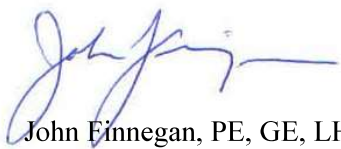
**Fees:**

Fees will be incurred on a unit price basis in accordance with the attached cost estimate as well as our schedule of fees. The estimate will not be exceeded without your approval and specific request for additional services.

We appreciate the opportunity to provide this proposal and look forward to assisting you in completing a successful project.

Prepared by:

Budinger & Associates, Inc.



John Finnegan, PE, GE, LHG  
Senior Geotechnical Engineer and Principal

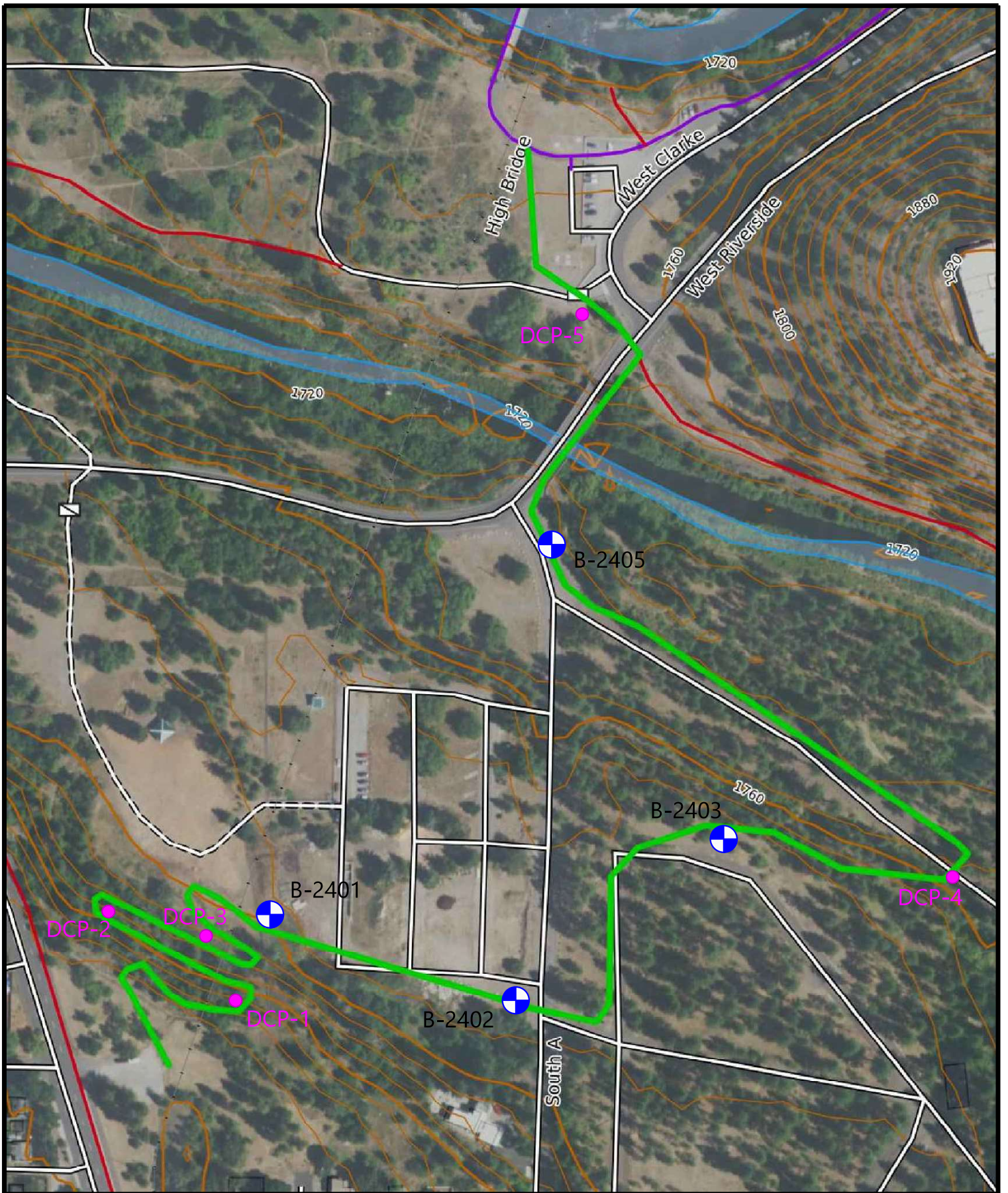
Collin McCormick, PE  
Geotechnical Engineer IV

*Budinger & Associates, Inc.  
Geotechnical and Environmental Engineers  
Construction Materials Testing & Special Inspection*

## S-231158 Fish Lake Trail Connection to Centennial Trail – Phase 2

### Attachments

- *Exploration Plan*
- *S-231158A1 Cost Estimate*
- *Important Information about This Geotechnical Proposal*



 Proposed Boring Location

 Proposed DCP Location



0 100 200  
 SCALE: 1"=200'



**Budinger  
& Associates**

**EXPLORATION PLAN**

FISH LAKE TRAIL CONNECTION - PH2  
 SPOKANE, WASHINGTON

**FIGURE 1**

PROJECT # S231158A1

DATE: 8/2024

Budinger & Associates, Inc.  
1101 N. Fancher Road  
Spokane, WA 99212  
509-535-8841

Fish Lake Trail (Phase 2)

	hours	direct labor	cost
Principal Engineer	10	\$90.00	\$900.00
Engineer IV	38	\$67.00	\$2,546.00
Exploration Professional IV	18	\$40.00	\$720.00
Exploration Technician III	16	\$37.00	\$592.00
Exploration Technician III	20	\$37.00	\$740.00
Geologist III - field	28	\$42.00	\$1,176.00
Geologist III - office	42	\$42.00	\$1,764.00
Administrator IV	4	\$37.00	\$148.00

Subtotal 102 **\$8,586.00**

Overhead 1.5807 **\$13,571.89**  
Fixed Fee 0.3 **\$2,575.80**

Reimbursables

A - Sampling and testing expenses \$8,760.76  
B - Laboratory testing expenses \$2,590.00  
C - Outside consultant expenses \$0.00  
**\$11,350.76**  
Subtotal **\$36,084.45**

## Summary of reimbursables

### A - Sampling and testing expenses

*	Mobilization, demobilization	1	lump sum	\$2,000.00	\$2,000.00
*	Geoprobe 7822	14	hours	\$276.34	\$3,868.76
*	Air rotary tooling	12	hours	\$125.00	\$1,500.00
*	HQ3 core tooling	2	hours	\$125.00	\$250.00
*	DCP Equipment	4	hours	\$75.00	\$300.00
*	On-highway light duty support truck	16	hours	\$27.00	\$432.00
*	Bentonite chips 3/8"	20	each	\$11.50	\$230.00
*	Asphalt patch	2	each	\$15.00	\$30.00
*	Right-of-Way Permit	1	each	\$150.00	\$150.00
	<b>Sampling and testing expenses total</b>				<b>\$8,760.76</b>

### B - Laboratory testing

*	Sieve analysis	8	each	\$140.00	\$1,120.00
*	Moisture content	12	each	\$30.00	\$360.00
*	Atterberg Limits	6	each	\$185.00	\$1,110.00
	<b>Laboratory testing total</b>				<b>\$2,590.00</b>

### C - Outside Consultant Expenses

	<b>Outside Consultant total</b>				<b>\$0.00</b>
--	---------------------------------	--	--	--	---------------

**Reimbursables Total** **\$11,350.76**

# Important Information about This Geotechnical Engineering Proposal

*Subsurface problems are a principal cause of construction delays, cost overruns, claims, and disputes.*

*While you cannot eliminate all such risks, you can manage them. The following information is provided to help.*

## **Participate in Development of the Subsurface Exploration Plan**

Geotechnical engineering begins with the creation of an effective subsurface exploration plan. This proposal starts the process by presenting an initial plan. While that plan may consider the unique physical attributes of the site and the improvements you have in mind, it probably does not consider your unique goals, objectives, and risk management preferences. Subsurface exploration plans that are finalized without considering such factors presuppose that clients' needs are unimportant, or that all clients have the same needs. *Avoid the problems that can stem from such assumptions* by finalizing the plan and other scope elements directly with the geotechnical engineer you feel is best qualified for the project, along with the other project professionals whose plans are affected by the geotechnical engineer's findings and recommendations. If you have been told that this step is unnecessary; that client preferences do not influence the scope of geotechnical engineering service or that someone else can articulate your needs as well as you, you have been told wrong. No one else can discuss your geotechnical options better than an experienced geotechnical engineer, and no one else can provide the input you can. Thus, while you certainly are at liberty to accept a proposed scope "as is," recognize that it could be a unilateral scope developed without direct client/engineer discussion; that authorizing a unilateral scope will force the geotechnical engineer to accept all assumptions it contains; that assumptions create risk. *Manage your risk. Get involved.*

## **Expect the Unexpected**

The nature of geotechnical engineering is such that planning needs to *anticipate the unexpected*. During the design phase of a project, more or deeper borings may be required, additional tests may become necessary, or someone associated with your organization may request a service that was not included in the final scope. During the construction phase, additional services may be needed to respond quickly to unanticipated conditions. In the past, geotechnical engineers commonly did

whatever was required to oblige their clients' representatives and safeguard their clients' interests, taking it on faith that their clients wanted them to do so. But some, evidently, did not, and refused to pay for legitimate extras on the ground that the engineer proceeded without proper authorization, or failed to submit notice in a timely manner, or failed to provide proper documentation. *What are your preferences? Who is permitted to authorize additional geotechnical services on your project? What type of documentation do you require? To whom should it be sent? When? How?* By addressing these and similar issues sooner rather than later, you and your geotechnical engineer will be prepared for the unexpected, to help prevent molehills from growing into mountains.

## **Have Realistic Expectations; Apply Appropriate Preventives**

The recommendations included in a geotechnical engineering report are *not final*, because they are based on opinions that can be verified only during construction. For that reason, most geotechnical engineering proposals offer the construction observation services that permit the geotechnical engineer of record to confirm that subsurface conditions are what they were expected to be, or to modify recommendations when actual conditions were not anticipated. *An offer to provide construction observation is an offer to better manage your risk.* Clients who do not take advantage of such an offer; clients who retain a second firm to observe construction, can create a high-risk "Catch-22" situation for themselves. *The geotechnical engineer of record cannot assume responsibility or liability for a report's recommendations when another firm performs the services needed to evaluate the recommendations' adequacy.* The second firm is also likely to disavow liability for the recommendations, because of the substantial and possibly uninsurable risk of assuming responsibility for services it did not perform. Recognize, too, that no firm other than the geotechnical engineer of record can possibly have as intimate an understanding of your project's geotechnical issues. As such, reliance on a second firm to perform construction observation can elevate risk still more, because its personnel may not

have the wherewithal to recognize subtle, but sometimes critically important unanticipated conditions, or to respond to them in a manner consistent with your goals, objectives, and risk management preferences.

### **Realize That Geoenvironmental Issues Have Not Been Covered**

The equipment, techniques, and personnel used to perform a geoenvironmental study differ significantly from those used to perform a geotechnical study. *Geoenvironmental services are not being offered in this proposal. The report that results will not relate any geoenvironmental findings, conclusions, or recommendations.* Unanticipated environmental problems have led to numerous project failures. If you have not yet obtained your own geoenvironmental information, ask your geotechnical consultant for risk management guidance. *Do not rely on an environmental report prepared for someone else.*

### **Obtain Professional Assistance To Deal with Mold**

Diverse strategies can be applied during building design, construction, operation, and maintenance to prevent significant amounts of mold from growing on indoor surfaces. To be effective, all such strategies should be devised for the express purpose of mold prevention, integrated into a comprehensive plan, and executed with diligent oversight by a professional mold prevention consultant. Because just a small amount of water or moisture can lead to the development of severe mold infestations, a number of mold prevention strategies focus on keeping building surfaces dry. While groundwater, water infiltration, and similar issues may be addressed as part of the geotechnical engineering study described in this proposal, the geotechnical engineer who would lead this project ***is not a mold prevention consultant; none of the services being offered have been designed or proposed for the purpose of mold prevention.***

### **Have the Geotechnical Engineer Work with Other Design Professionals and Constructors**

Other design team members' misinterpretation of a geotechnical engineering report has resulted in costly problems. Manage that risk by hav-

ing your geotechnical engineer confer with appropriate members of the design team before finalizing the scope of geotechnical service (as suggested above), and, again, after submitting the report. *Also retain your geotechnical engineer to review pertinent elements of the design team members' plans and specifications.*

Reduce the risk of unanticipated conditions claims that can occur when constructors misinterpret or misunderstand the purposes of a geotechnical engineering report. Use appropriate language in your contract documents. Retain your geotechnical engineer to participate in prebid and preconstruction conferences, and to perform construction observation.

### **Read Responsibility Provisions Closely**

Clients, design professionals, and constructors who do not recognize that geotechnical engineering is far less exact than other engineering disciplines can develop unrealistic expectations. Unrealistic expectations can lead to disappointments, claims, and disputes. To help reduce the risk of such outcomes, geotechnical engineers commonly include a variety of explanatory provisions in their proposals. Sometimes labeled "limitations," many of these provisions indicate where geotechnical engineers' responsibilities begin and end, to help others recognize their own responsibilities and risks, thus to encourage more effective scopes of service. *Read this proposal's provisions closely.* Ask questions. Your geotechnical engineer should respond fully and frankly.

### **Rely on Your ASFE-Member Geotechnical Engineer for Additional Assistance**

Membership in ASFE/The Best People on Earth exposes geotechnical engineers to a wide array of risk management techniques that can be of genuine benefit to everyone involved with a construction project. Confer with an ASFE member geotechnical engineer for more information. Confirm a firm's membership in ASFE by contacting ASFE directly or at its website.



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Telephone: 301/565-2733 Facsimile: 301/589-2017  
e-mail: [info@asfe.org](mailto:info@asfe.org) [www.asfe.org](http://www.asfe.org)

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HISTORICAL  
RESEARCH  
ASSOCIATES, INC.

## Scope of Work: Fish Lake Trail Project - Phase 2

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Historical Research Associates, Inc. (HRA), is pleased to submit the following scope of work (SOW) and cost proposal to Parametrix to provide cultural resources investigations in support of Phase 2 of the Fish Lake Trail Project [the project]. The project is being conducted by the City of Spokane (City) and is on public land within Spokane, Washington. The project will use Federal Highway Administration (FHWA) funds, making it subject to Section 106 of the National Historic Preservation Act (NHPA) and its implementing regulations (36 CFR Part 800). HRA conducted the initial cultural resources survey for the Fish Lake Trail project in 2018, but the report was not submitted to the Washington Department of Archaeology and Historic Preservation (DAHP) until September 2024. Edits are needed to the report, and Parametrix has asked HRA to split the report into two documents (Phase 1 and Phase 2). Under this scope, HRA will revise the report and tailor it to Phase 2 of the Fish Lake Trail Project. Phase 1 work will occur under a separate SOW and cost proposal. Phase 2 of the project will extend the Fish Lake Trail from West 5<sup>th</sup> Avenue to People's Park. A section of the proposed trail in the High Bridge area will need to be realigned to avoid a known archaeological site (Site 45SP950). This location, measuring less than 2 acres, requires additional archaeological survey (see Task 3).

The following scope details the tasks, assumptions, and schedule based on HRA's current understanding of the project.

### Task 1. Project Management

Project management includes those items necessary for completion of tasks such as project setup and closeout, internal and client planning meetings and communications, review of invoicing, and updates on progress to the client. HRA values open communication with our clients, which is essential to establishing and meeting expectations throughout a project.

### Task 2. Background Research

Background research will be limited and include only review of the State Historic Preservation Office (SHPO) site and survey databases to determine if any newly recorded resources or cultural resource surveys have been recorded within 1 mi of the project area since the original report was drafted. HRA staff will not review historic General Land Office (GLO), U.S. Geological Survey (USGS), and Sanborn maps; Tax Assessor data; soils and wetland data; and any other pertinent literature, records, documents, maps, and reports related to the project area's natural and cultural



history – and assumes that the previous research conducted in 2018 will be sufficient for the new report.

## Task 3. Field Investigations

The field investigations will take place after completion of appropriate utility locates, and following property access coordination. All work will be supervised by staff who meet the Secretary of Interior’s Professional Qualifications Standards for their respective fields (36 CFR Part 61).

Prior to initiating fieldwork, an HRA Health and Safety Manager will prepare a Health and Safety Plan (HASP) to be followed by HRA employees while in the field. The HASP will include reference to HRA’s established protocols that meet or exceed local, state, and federal guidelines.

### Archaeological Survey

The archaeological survey will consist of pedestrian survey of less than 2 acres supplemented by limited shovel probe excavations. HRA will conduct a pedestrian survey of the entirety of the survey area. Archaeologists will walk transects spaced at intervals of 20 meters or less. During this survey, archaeologists will seek out and examine ground exposures (e.g., ditches, cut banks, plowed fields, rodent hole back-dirt piles, other erosional exposures) looking for exposed archaeological materials. The HRA crew will record their observations on standardized field forms and in field notebooks. Survey areas will be marked on field maps, recorded with GPS technology, and photo-documented using a standardized photographic log. Upon encountering evidence of archaeological artifacts and/or features within the survey area, HRA field personnel will document the archaeological resource(s) in a manner that meets SHPO standards. To the extent possible, they will be identified as to type, material, function, and cultural and chronological association. Diagnostic materials will be photographed. Site boundary polygons and the locations of all features shall be recorded using GPS technology and on a site sketch map.

HRA will excavate shovel probes in high probability areas where there may be project impacts and to delineate archaeological resources within the survey area. (As noted, prior to excavations, HRA will coordinate utility locates as required.) Shovel probes will be 30 centimeters (cm) in diameter; at least 50 cm in depth and, assuming there is potential for archaeological deposits to be deeper, to the depth of proposed project disturbances as feasible; and terminated after two culturally sterile 10-cm levels. No probes will be dug intentionally within site boundaries. Select shovel probes may be extended in depth with an auger. Soils will be screened through 1/4-inch hardware mesh. Shovel probes will be backfilled and plotted using a GPS instrument. HRA will take general survey notes (locations, setting, disturbances, etc.), as well detailed notes about shovel probes and identified cultural resources.

No artifacts will be collected.

## Task 4. Reporting

Using portions of the previous draft report, HRA will prepare a cultural resources technical report tailored to Phase 2 of the Fish Lake Trail Project that meets SHPO standards and guidelines and incorporates the results of the previously conducted archaeological and architectural surveys.

Minimally, the report will include a SHPO coversheet, management summary, introduction and project description, cultural and environmental context, background research, methods, results of the field investigations, conclusions and recommendations, and an assessment of project effects on historic properties (to the extent possible). The report will also include National Register of Historic Places (NRHP) eligibility recommendations for each resource (eligible, not eligible, or, for resources with limited available data, unevaluated), recommendations for further work (if any), resource forms (as needed), and appropriate maps, figures, and photographs. HRA anticipates an update to the site form for previously recorded site 45SP950 will be required if the survey determines the site boundary has been extended.

An electronic draft of the report will be submitted in both Word (.docx) and Adobe (.pdf) format to the client for review and comment. Following one round of review by the client, HRA will make any necessary revisions to the draft and provide a final report in electronic (.pdf) format. At the request of the client, HRA can submit the final report to SHPO, appropriate Tribes, and/or other consulting parties as appropriate.

### **Deliverables**

HRA will submit electronic versions of the draft report for review, one in Word (.docx) and one in Adobe (.pdf) format. Upon receipt of one set of combined comments, HRA will provide one (1) electronic (.pdf) copy of the final documents, inclusive of all appropriate SHPO data (report cover sheet, GIS shapefiles, and resource forms).

**Final Deliverables:** 1 electronic copy in Adobe (.pdf) format  
1 SHPO cover sheet in Adobe (.pdf) format  
GIS shapefiles for SHPO submission

## Schedule

HRA will begin background research and revising the report within two weeks of receipt of a fully executed contract (i.e., notice to proceed [NTP]). Weather permitting, fieldwork will be completed within 8 weeks of NTP. A draft report will be completed within six weeks of completion of fieldwork. HRA will submit the final technical report within four weeks of receiving comments on the draft.

# Cost and Assumptions

HRA's total cost for tasks outlined in this scope of work (SOW) is \$18,627, to be billed on a time and materials basis.

HRA's cost proposal is made with the following assumptions in mind, deviations from which may require a scope or cost modification:

- The survey area measures less than 2 acres.
- The services included in this SOW are for survey-level investigations. Identified archaeological resources may require additional investigations to determine their NRHP eligibility and/or the project's potential impacts; such work would require a scope and cost modification.
- This cost estimate and schedule is valid for up to 30 days. Any delays in accepting the bid and executing a contract could result in changes to the cost estimate and schedule.
- HRA will inform the appropriate Tribes of our schedule, invite them to participate in the survey. HRA's tribal notifications do not constitute consultation under 36 CFR Part; consultation is the responsibility of the lead agency.
- The City will provide access to the property, coordinate safe access to the project area, clear any modern debris that obscures the ground surface, and provide a line of communication with safety personnel while HRA conducts field efforts, as needed and appropriate.
- Field investigations associated with shovel probes will require utility locates. HRA will coordinate public utility locates only. Should private locates be advisable, a scope modification may be required.
- Field investigations may necessitate special accommodations to ensure the health and safety of our staff, including requiring staff to travel in separate vehicles, providing appropriate cleaning supplies for equipment, and enacting protocols and procedures by the Field Director and HRA's Health and Safety Manager. HRA reserves the right to delay field investigations for a reasonable amount of time due to health and safety-related impediments beyond our control, for example, extreme weather, mandates restricting travel, or outbreaks of contagion in the project area that put our staff at elevated health and safety risks. HRA will remain in close contact with Parametrix and the City throughout the fieldwork planning and execution stages to ensure any potential delays are communicated early, thoroughly, and with complete transparency.
- Soils and sediments in the project vicinity are not known to have increased likelihoods of containing regulated hazardous materials. As a result, this SOW assumes that no HAZWOPER training is required; that personal protective equipment (PPE) beyond basic Level D protection is not required; and that a HAZWOPER-level Health and Safety Plan (HASP) will not be necessary. If conditions change and/or these items are required, HRA will approach the City for a change order and will be given up to 10 days to prepare a HAZWOPER HASP. If a HAZWOPER HASP is needed, the City will furnish all information necessary for HRA's contracted industrial hygienist to prepare the document within 5 days.

- No architectural/built environment survey will be required.
- No archaeological permits will be required.
- HRA will record up to 2 archaeological resources (sites or isolates) including 1 known resource.
- HRA will excavate up to 10 shovel probes.
- No human remains, archaeological resources, or potential archaeological resources requiring additional investigations, permits, or treatment will be investigated under this contract. Should such resources be identified during monitoring activities, all work in the immediate vicinity will stop until the potential impact can be resolved. Any additional archaeological investigation that may be needed to resolve the project's potential impact will require a contract modification or new contract.
- The project will be completed prior to July 1, 2025. If the project extends beyond this, additional funding will be required to account for WSDOT approved rate changes.
- This cost estimate and schedule is valid for up to 30 days. Any delays in accepting the bid and executing a contract could result in changes to the cost estimate and schedule.
- HRA's investigations do not include identifying Traditional Cultural Properties (TCPs), Traditional Cultural Landscapes, and/or Historic Properties of Religious and Cultural Significance (HPRCST).
- There will be no in-person or virtual meetings with Tribes or SHPO.
- Any of HRA's communication or meetings with Tribe does not constitute consultation under 36 CFR Part 800; consultation is the responsibility of the lead agency.

# HISTORICAL RESEARCH ASSOCIATES, INC

## Cost Estimate

### Fish Lake Trail Project - Phase 2

Labor Category	Task 1		Task 2		Task 3		Task 4		PROJECT TOTAL		
	Project Management		Background Research		Field Investigations		Reporting				
	Hours	Total	Hours	Total	Hours	Total	Hours	Total	Hours	Total	
Transportation Planning Specialist 5 - E Ragsdale	1	\$187									
Transportation Planning Specialist 3 - K Derr	8	\$1,165	1	\$146	1	\$146	2	\$374	3	\$561	
Transportation Planning Specialist 3 - C Beckner							12	\$1,748	22	\$3,204	
Transportation Engineer 2 - F Haney			4	\$510	2	\$255	40	\$5,102	46	\$5,867	
Transportation Engineer 2 - G Frazier					2	\$255	6	\$765	8	\$1,020	
Transportation Engineer 2 - K Burk-Hise			2	\$255			4	\$510	6	\$765	
Transportation Planning Specialist 1 - M McKenna					16	\$1,313			16	\$1,313	
Transportation Planning Specialist 1 - S Thiel					16	\$1,313	16	\$1,313	32	\$2,627	
Transportation Planning Specialist 3 - J Gilpin					2	\$291			2	\$291	
Administrative Assistant 5 - J Gebhardt					2	\$205			2	\$205	
Administrative Assistant 5 - M Stoll	5	\$513							2	\$205	
Administrative Assistant 5 - D Vogel							4	\$411	5	\$513	
Administrative Assistant 3 - J Frank	2	\$173					4	\$346	4	\$411	
Administrative Assistant 3 - C Challain	2	\$274							4	\$346	
IT Specialist 3 - D Muir	1	\$187							2	\$274	
Transportation Planning Specialist 5 - B Bowden	19	\$2,499	7	\$911	41	\$3,779	90	\$10,861	157	\$18,051	
<b>Labor Subtotal</b>											
	Units	Total	Units	Total	Units	Total	Units	Total	Units	Total	
<b>Reimbursable Expense</b>											
Travel											
Rental Car Standard		\$105.00			3	\$315			3	\$315	
Rental Car Operating Exp/Mile		\$0.50			50	\$25			50	\$25	
Trimble R1/Tablet / Day		\$100.00			2	\$200			2	\$200	
Digital Camera Use / Day		\$2.00			2	\$4			2	\$4	
Photocopy (in-house)		\$0.12			40	\$5			40	\$5	
Administrative Fee		5%				\$27				\$27	
<b>Direct Subtotal</b>											
						\$576				\$576	
<b>TASK TOTAL</b>											
		\$2,499		\$911		\$4,356		\$10,861		\$18,627	

Fiscal review:



Clark Chatlain  
Submitted by:



Kelly Derr

**\$18,627**

**Project Total**

Submitted on October 15, 2024

Estimates are good for up to 90 days. Rates are subject to change annually (or sooner if inflation requires it).

Direct Costs are estimates.

\*Per diem will be paid according to IRS regulations.

# ESTIMATE



WCM:WA

BILL TO : Parametrix  
835 N Post, Suite 201  
Spokane, WA 99201  
(509) 328-3371

CLIENT PROJECT # :

ESTIMATE DATE : 9/27/2024

ORDER DATE : 9/24/2024

ORDER No	PROJECT NAME	PAYMENT TERMS	ORDER BY
167770	Fish Lake Trail Phase 2	PWP	Tom Jordan

QTY	DESCRIPTION	RATE	TOTAL
2	<b>1-3 Lanes-Speed, Volume</b>	\$260.00	\$520.00
	2 Location(s) for time period(s): 1 Days (Speed, Volume)		
	-W Riverside Ave West of Clarke Ave, Spokane, WA		
	-S A St south of High Bridge Pk, Spokane, WA		
		<b>TOTAL</b>	<b>\$520.00</b>

Balances unpaid by end of Payment term (listed above) will be charged 1.5% interest per month

Quality Counts, LLC  
15615 SW 74th Ave #100  
Tigard, OR 97224  
(877) 580-2212  
qualitycounts.net

**CITY OF SPOKANE, WA**  
**FISH LAKE TRAIL PHASE 2**

**ENVIRONMENTAL SERVICES**

**SCOPE OF WORK AND ESTIMATE**

*October 29, 2024*

PREPARED FOR:

PARAMETRIX

TOM JORDAN, P.E.

ENGINEER IV

[TJORDAN@PARAMETRIX.COM](mailto:TJORDAN@PARAMETRIX.COM);

509-381-6169

PREPARED BY:

Michelle C. Anderson

**Anderson Environmental Consulting LLC**



ANDERSON ENVIRONMENTAL CONSULTING

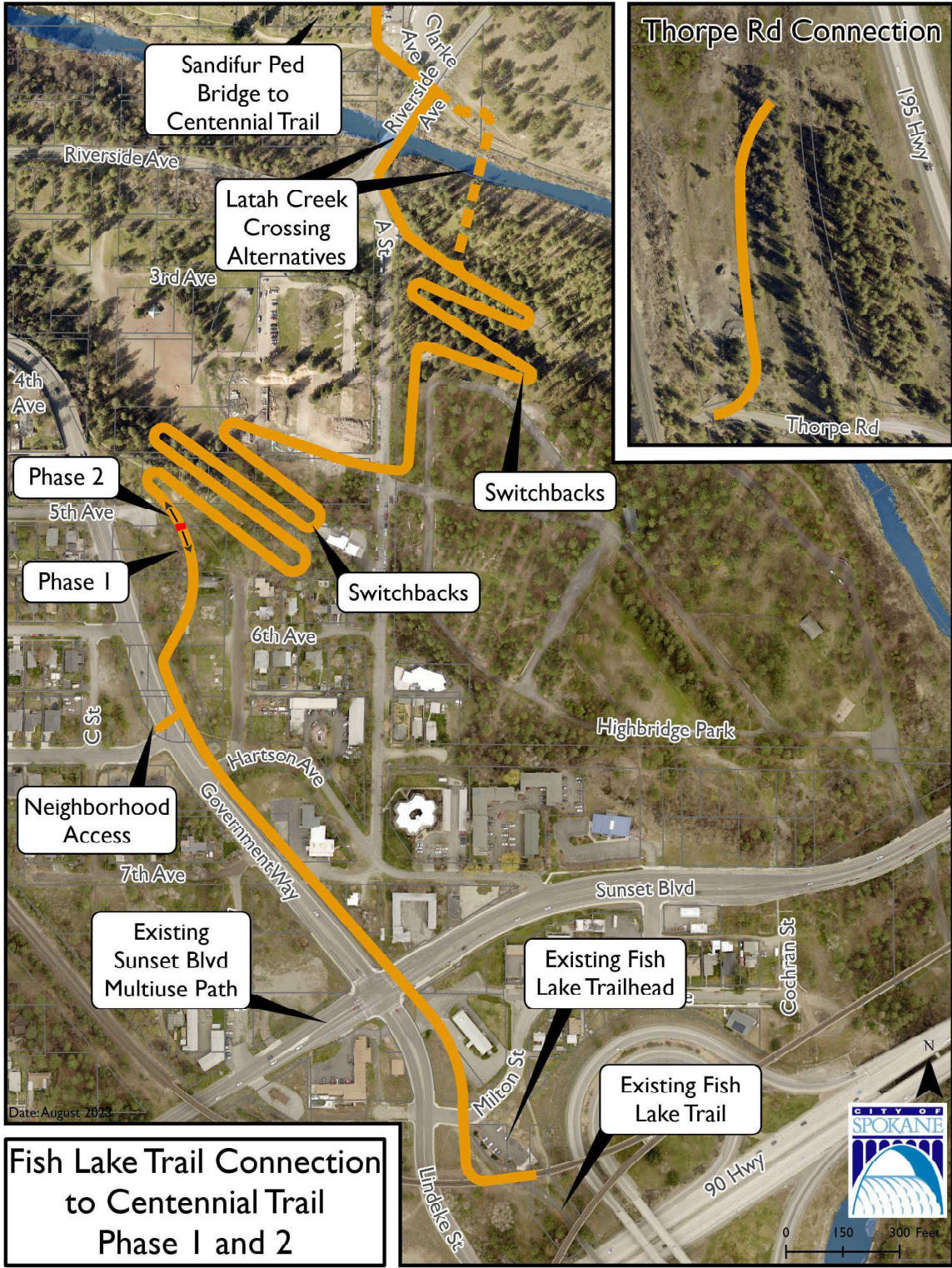
707 N Cedar Street, Suite 1B.  
Spokane, WA 99001  
Tel: 509.467.2011: Cell: 509.220.0045  
Mca@aec-enviro.com

## PROJECT DESCRIPTION

The City of Spokane, through its Department of Engineering Services (hereinafter “City”) with federal funding is proposing to design and construct the Fish Lake Trail Connection to Centennial Trail Phase 2.

The limits of this phase will include the trail alignment from approximately 5th/Government Way down the hill next to the High Bridge Dog Park, crossing A Street, then continuing through High Bridge Park to Riverside Avenue, crossing Latah Creek, then into People’s Park to connect to the Centennial Trail (via Sandifur Bridge) and the South Gorge Trail. The bridge will be restriped and jersey barrier removed; however no substantial improvements will be made to the bridge.





The project objective is to meet the environmental requirements of the Federal funding agency, Federal Highway Administration (FHWA) and the administering agency WSDOT. This will involve ensuring the project complies with the National Environmental Policy Act (NEPA), the Endangered Species Act, the Clean Water Act, Section 106 of the National Historic Preservation Act and other applicable federal laws and regulations.

The scope of work is anticipated to include:

1. Project Management, Administration and Meetings
  - a. Administration and Invoicing
  - b. Kickoff meeting includes a walking tour of the route.
  - c. Team Meetings
  - d. Public and Agency Involvement (NEPA Kickoff, Tribal coordination and Preapplication meeting) and Design Coordination through Preliminary, Final and PS&E
2. National Environmental Policy Act (NEPA) Categorical Exclusion Documentation
  - a. Categorical Exclusion Form and Supporting Documentation
  - b. Endangered Species Act Documentation
3. 4(f) Evaluation/De minimis Documentation
4. Wetland and Stream Assessment
5. Environmental Permitting
  - a. JARPA
  - b. HPA
  - c. Habitat Management Plan/Shoreline Impact Assessment & Shoreline Exemption

### **Task 1. Project Management and Administration**

Perform general administrative duties, project meetings, agency coordination, and invoicing and reporting. This will also include environmental coordination meetings with the City of Spokane.

#### **Consultant Tasks**

- 1.1. **General Administration.** Include setting up contract in accounting system, filing, correspondence and preparing schedule of environmental tasks. The project is expected to last approximately 18 months.
- 1.2. **Project Meetings.** AEC will participate in:
  - One (1) NEPA kickoff meeting
  - Bi-weekly meetings over 18 months. Each meeting will be approximately 1 hour and will involve reviewing design, status of environmental tasks, schedule and coordinating required information for project delivery. AEC will participate in all meetings via conference call.
  - Three (3) Agency meetings (NEPA Kickoff, Tribal coordination meeting and Preapplication meeting on-site)

- 1.3. **Invoicing and Reporting.** Prepare monthly invoices and progress reports to accompany each invoice. This will involve providing back-up documentation and will meet the requirements for WSDOT/Federal aid projects. AEC will also complete the DBE compliance reports online monthly.

#### **Assumptions**

- The project will have up to an 18-month duration
- Up to 18 invoices will be prepared

#### **Deliverables**

- 18 invoices
- Agendas, meeting materials and meeting minutes for 3 meetings

### **Task 2. NEPA Documentation**

#### **Consultant Tasks**

- 2.1 **Site Visit-** One AEC staff will conduct up to one (1) general site visit to collect data, photos and inventory resources for the CE form.
- 2.2 **CE Form-** Prepare 1 CE form per WSDOT LAG Categorical Exclusion Instructions. This will involve reviewing previous reports, design coordination. AEC will utilize a previously prepared Cultural Resource Survey (prepared by HRA) and the final effect determinations..
- 2.3 **Review Databases-** Available agency databases, documents, maps and studies for information regarding floodplains, hazardous materials, air quality, water quality, socioeconomic impacts and other potential impacts, IPaC report and STIP. Collect US Census data and contact alternate sources to confirm presence of low income or minority populations as applicable, to support the Environmental Justice (EJ) requirements.
- 2.4 **Hazardous Materials Memo-** AEC will conduct an administrative review of Hazardous Materials during the concept phase that provided the results of a database search of the Washington State Department of Ecology (Ecology), Environmental Protection Agency (EPA) and other databases to identify listed hazardous material sites within a 1/2 mile of the project locations. It also identified other sites with potentially hazardous materials and risks associated with the proposed project. This information will be updated. A map and table of the listed and potential hazardous sites will be provided. A windshield survey will be completed to verify sites and identify unlisted hazardous materials. Suggested measures will also be incorporated into the memo. This will be submitted with the CE Package for review.
- 2.5 **Environmental Justice/Socio Economic Impacts-**Complete a Socio-economic checklist, prepare an EJ Screen Report and determine impacts as a result of the project. This may include additional coordination regarding the Indian Community Center, unhoused population and other potential populations.

**2.6 Reviews and Revisions-** The CEs and supporting documentation will be reviewed by the City of Spokane, WSDOT Local Programs and WSDOT Highways and Local Programs (HQ) and FHWA. AEC will address up to 4 sets of comments.

### **Assumptions**

- The design will be in accordance with WSDOT Design Standards, the Highway Runoff Manual and the WSDOT Local Agency Guidelines (LAG). Waste sites, materials source sites, stormwater treatment and other design features will be identified at the time of the CE.
- The environmental documentation level is assumed to be a Categorical Exclusion (CE); however, this assumption is not meant to imply that the final document will be as pre-determined. If the National Environmental Policy Act (NEPA) process determines that a document other than that identified is appropriate, changes to the scope of work and/or scope of work tasks will be necessary.
- The design team will provide the limits of soil disturbance, impervious surface, depth of disturbances and other impact calculations.
- The cultural resource survey is already partially completed and any additional cultural resource survey work will be completed by others.
- Technical Reports. There are no other additional studies or reports that are not described in this scope of work. There will be no Noise Analysis, air quality analysis, mitigation plan, or visual quality assessment.
- The vacation of 7<sup>th</sup> Ave is not part of the project and will not be addressed in this scope of work.
- Since the City of Spokane owns the Right of way, no new Right of way is needed.
- There will be no effect to threatened or endangered species and designated critical habitat.
- Review comments will be received from City of Spokane, WSDOT Local Programs, and WSDOT Highways and Local Programs (HQ) and FHWA. There will be no more than four sets of revisions to the CE.
- All submittals will be electronic.

### **Deliverables**

- **3 Drafts and 1 Final CE (electronic)**

### **Task 3 Section 4(f) Evaluation**

#### **Consultant Tasks**

**3.1 Prepare Draft 4(f) Evaluation-**The Project will have permanent impacts to High Bridge Park, the Disc course and the Dog Park which would result in a Section 4(f) use. Therefore a Section 4(f) Evaluation will be required and will be approved by FHWA. The 4(f) evaluation will outline the project purpose and need, methodology, characterize the resources, and evaluate alternatives.

It will make a determination of feasibility and prudence and describe avoidance and minimization measures. Up to 4 maps will be prepared.

3.2 **De Minimis Document** -AEC will also prepare Section 4(f) de minimis document for the impacts from tying in the new trail to the existing Fish Lake Trail.. There would be no impacts to NRHP eligible resources. This will also require reviewing the effect determinations for the Cultural resources and also coordinating with City Parks to determine impacts to park facilities, temporary and permanent impacts, mitigation, significance of impacts and to obtain letters.

3.3 **Reviews and revisions**- The documents will be reviewed by the Design Team, City of Spokane, WSDOT Local Programs, WSDOT Highways and Local Programs and FHWA.

### **Assumptions**

- There will be a Section 4(f) use as a result of the project but a Programmatic 4(f) is applicable either for minor impacts to Parks or Net benefit.
- Alternatives from the concept report will be used and there will not be additional alternatives presented.
- Calculations of impacts and quantities will be provided by the consultant design team.
- The Section 4(f) de minimis document will be for the impacts to the Fish Lake Trail.

### **Deliverables**

- 4 Drafts and 1 final Section 4(f) Evaluation
- 3 Drafts and 1 final 4(f) De minimis document

### **Task 4 Wetland and Stream Assessment Report (WSAR)**

A Wetland Delineation and Stream Assessment Report will be prepared describing the methods used, jurisdictional and non-jurisdictional wetlands and waters of the US identified, and general characteristics of vegetation, soil, and hydrology in the vicinity. The WSAR will be prepared consistent with the WSDOT WSAR template.

### **Consultant Tasks**

- 4.1 Background Information. Collect Background Information regarding expected soils, hydrology, National Wetland Inventory (NWI), rainfall, floodplains, gages, and other information.
- 4.2 Fieldwork. Conduct wetland delineation in accordance with the USACE 1987 Manual and applicable Western Mountains Valleys and Coast Supplement. There will be up to 2 wetlands delineated and the ordinary high-water mark of Latah Creek will be delineated. No more than 6 data points for wetlands and 10 data points for OHWM will be collected. The ordinary high water mark as well as the wetland boundaries and soil pits will be recorded using a handheld GPS with sub foot accuracy. Up to 2 field days for 2 biological staff will be required to complete the wetland delineation and delineate the OHWM and collect GPS data.

- 4.3 Wetland Rating. Up to 1 wetland will be rated using the Ecology Eastern Washington Rating System. This will be documented in the Wetland Delineation and Stream Assessment Report. It will have a summary of the ratings, one map in the narrative and the ratings with the appropriate mapping and support documentation. Wetland boundaries and data points will be flagged in the field and surveyed by the Professional Surveyor. It will include information regarding WDFW Priority Habitat and Species, Threatened and endangered species, 303(d) listed waters, TMDLs, water quality and surrounding land use.
- 4.4 Mapping and GPS. Prepare maps of wetlands, creeks, OHWM, and data points overlaid on aerial photography using ArcGIS. AEC will download the GPS information and use it to prepare the wetland boundary maps. Up to 3 maps will be prepared.
- 4.5 Wetland Delineation and Stream Assessment Report (Wetland Report) that meets the USACE Wetland Delineation Manual and Applicable Supplements and the WSDOT WSAR Template. The report will include maps or aerial photos of the study area with the identified wetland areas.
- 4.6 Reviews and Revisions. The report will be reviewed by City of Spokane, WSDOT Local Programs and HQ staff, the USACE, Ecology. Up to 3 sets of comments will be attached. The wetland delineation report and maps will be revised to reflect any changes due to the spring site visit.

#### **Assumptions**

- A wetland delineation report is required.

#### **Deliverables**

- 3 draft and 1 final WSAR

#### **Task 5. Permitting**

AEC will coordinate with agencies and prepare permit applications for construction of the project including the following:

- WSDOT and Agency coordination
- JARPA Application
- HPA Apps Online
- Critical Areas and Shoreline Compliance

#### **Consultant Tasks**

**5.1 WSDOT and Agency Coordination-** AEC will participate in approximately 2 agency meetings through the project duration. There will be 1 on-site meeting that may involve staff from US Army Corps of Engineers, Washington Department of Ecology, Washington Department of Fish and Wildlife and Tribes. The second meeting will be via conference call. AEC will schedule and prepare agendas, minutes and meeting materials for each meeting. Designs will be provided by the design team.

**5.2 JARPA-** Prepare JARPA application and assist with the preparation of plan sheets to meet agency requirements for the Shoreline and Critical Area Ordinance compliance. AEC will respond to

agency information requests and coordinate with agency personnel regarding the JARPA application.

**5.3 Critical Areas Ordinance and Shorelines Compliance-** AEC will coordinate with City Planning to determine the approach for SEPA and compliance, the Critical Areas Ordinance and the Shoreline Master Program. AEC anticipates a Habitat Management Plan (HMP) /Shoreline Impact Assessment (SIA) and Shoreline Exemption will be required.

A HMP/SIA will be prepared that will require a detailed project description, quantification of impacts to wetlands, streams, shoreline jurisdiction and their buffers. It will also include impacts to floodplains, as applicable. A formal USACE Mitigation plan is not anticipated. It is assumed there will be less than 1/10 acre of impact to wetlands and less than 3/100 acre of streambed. Mitigation will be required for critical areas and shoreline compliance. Any mitigation will be on site and within the original APE/study area that was evaluated as part of the NEPA CE and Cultural Resource Survey Report. It will be conducted in accordance with the City of Spokane's Critical Areas Ordinance and will include the following information:

- Regulations
- Methodology
- Project description
- Existing conditions (priority species, habitats, critical areas, vegetation)
- Impacts to priority habitat and species, vegetation, and ecological function
- Mitigation (Avoidance, Minimization and Compensatory mitigation)
- Maintenance and Monitoring

**5.4 HPA Apps Online-**AEC will prepare an online application for work in or over the river that could affect fish life. This will use much of the information from the JARPA application. AEC will also distribute the Authorized agent form for signature and respond to requests for more information.

**5.5 Agency Coordination and Communications -** AEC will prepare draft and final cover letters for each of the permit applications as needed and will submit the applications to agencies, respond to information requires, follow up with agency staff and finalize applications.

**Assumptions:**

- A cultural resource survey is already completed and any remaining work will be completed by others.
- No other plans, reports or permits will be covered by this scope of work.
- There will be no substantial changes to the project design that will require resubmittal of the plans and permits after they are drafted.
- Plan sheets and quantities will be provided by others
- The SEPA checklist and processing will be prepared by the City of Spokane. A SEPA checklist is the appropriate level of documentation and a SEPA DNS is anticipated.

- The project will disturb more than 1 acre therefore an NPDES permit, and SWPPP are required. The City of Spokane will prepare the NPDES NOI and SWPPP.
- All permit application fees, public notice expenses, cost of signage, public meeting facility costs, and newspaper publication fees, will be the responsibility of the client.
- Grading and building plans and calculations will be provided by others.
- Site plans depicting the OHWM, in-water work, proposed and existing facilities and impacts that will be used for permit applications, including those prepared according to the Corps requirements will be prepared by others.
- There would be no work below OHWM or in wetlands; however, it is unknown if wetlands will be impacted at this time; but is assumed they may be avoided. Since there is no in-water work, 404 and 401 Water Quality Certification are not required.
- An HPA is required because there is anticipated work on the bridge over the water.
- A wetland mitigation plan for the Corps of Engineers will not be required since there will be less than 1/10 acre of wetland impacts and no in stream work.
- AEC will not prepare a Floodplain Development permit application or hydraulic analysis if needed as this must be performed by an engineer. Floodplain Permit and Engineering analysis for floodplain/no rise certification will be performed by others.
- A Biological Assessment, Noise Analysis, or other reports not specifically outlined in this scope will not be prepared under this scope. The project ESA documentation is assumed to be a No Effect and covered by the CE. If additional reports or permits are required, it will be covered by a supplemental agreement.

**Deliverables:**

3 drafts and 1 final of the following:

- JARPA Application
- Critical Areas Ordinance and Shoreline Impact Assessment Compliance Documents (HMP/SIA)
- HPA Apps Online
- 1 draft and 1 final agency cover letters



CONSULTANT (or subconsultant) NAME AEC LLC

PROJECT NAME Fish Lake Trail Phase 2

PROJECT NUMBER

**A. SUMMARY ESTIMATED MAN-DAY COSTS**

	Man-Days	Man-Hours	Hrly Rate	Raw Labor Cost
1 SR. BIOLOGIST	38.75 =	310 @	\$78.00 =	\$ 24,180.00
2 PLANNER/BIOLOGIST	38.625 =	309 @	\$38.00 =	\$ 11,742.00
4 BIOLOGICAL TECH/GIS	4.25 =	34 @	\$27.00 =	\$ 918.00
5	0 =	@	\$28.50 =	\$ -
6	=	0 @	\$0.00 =	\$ -
7 etc	=	@	=	=
<b>TOTAL RAW LABOR COST</b>		653	=	<b>\$ 36,840.00</b>

**B. PAYROLL, FRINGE BENEFIT COSTS & OVERHEAD**

Total Raw Labor Cost Approved Overhead Rate  
\$ 36,840.00 X 127.37% = \$46,923.11

**C. NET FEE**

Total Raw Labor & Overhead NET FEE\*\*\*  
\$36,840.00 X 30% = \$11,052.00

**D. FCCM**

Total Raw Labor Cost Approved FCCM Rate  
\$ 36,840.00 X \$0.00

**TOTAL LABOR \$ 94,815.11**

**E. OUT-OF-POCKET EXPENSE SUMMARY**

	Estimated Amount	Unit Cost	Estimated Expense
1 * MILEAGE (miles)	100	@ \$ 0.670 =	\$ 67.00
2 DOCUMENT FORMATTING/E		@ \$ 200.00 =	\$ -
3 Lodging	0	@ \$ 96.00 =	\$ -
4 * M&IE First and last (Days)		@ \$ 41.25 =	\$ -
5 RECORD SEARCH/RESEAI		@ \$ 60.00 =	\$ -
5 IFWIS/Research FE		@ \$ 200.00 =	\$ -
6 Mailings		@ \$ 25.00 =	\$ -
<b>TOTAL ESTIMATED EXPENSE</b>		=	<b>\$ 67.00</b>

**F. SUBCONSULTANTS**

1 \*\* =  
2 \*\* =

<b>TOTAL = \$94,882.11</b>
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\* As per the "FEDERAL PER DIEM RATES"

\*\* See attached Subconsultant's Summary

\*\*\* Negotiated % Fee

**AEC-Labor Estimate  
Fish Lake Trail Ph 2**

Task #	Task Description	Sr. Biologist	Biologist/Planner	Biological Tech/ GIS	Total Hours
<b>Task 1</b>	<b>Project Management and Administration</b>				
1.1	General Administration	18			18
1.2	Project Meetings and kickoff	36	9		45
1.3	Invoicing and Reporting	18			18
	<b>Task 1 - Subtotal Hours</b>	<b>72</b>	<b>9</b>	<b>0</b>	<b>81</b>
<b>Task 2</b>	<b>NEPA Documentation</b>				
2.1	Site Visit		8		8
2.2	CE Form	28	16	2	46
2.3	Review Databases	6	14		20
2.4	Hazardous Material Memo	2	10		12
2.5	EJ/Socio Economic	2	8		10
2.6	Reviews and Revisions	8	14	2	24
	<b>Task 2 - Subtotal Hours</b>	<b>46</b>	<b>70</b>	<b>4</b>	<b>120</b>
<b>Task 3</b>	<b>Section 4(f) Evaluation</b>				
3.1	Prepare Draft 4(f) Evaluation	50	60		110
3.2	De Minimis Document	8	14		22
3.3	Reviews and Revisions	20	20		40
	<b>Task 3 - Subtotal Hours</b>	<b>78</b>	<b>94</b>	<b>0</b>	<b>172</b>
<b>Task 4</b>	<b>Wetland and Stream Assessment Report (WSAR)</b>				
4.1	Background info		4		4
4.2	Fieldwork	10	10		20
4.3	Wetland Rating	4	8	2	14
4.4	Mapping and GPS	2	2	8	12
4.5	Wetland and Stream Assessment Report (WSAR)	14	30	6	50
4.6	Reviews and Revisions	8	12	2	22
	<b>Task 4 - Subtotal Hours</b>	<b>38</b>	<b>66</b>	<b>18</b>	<b>122</b>
<b>Task 5</b>	<b>Permitting</b>				
5.1	WSDOT and Agency Coordination	8			8
5.2	JARPA	6	16		22
5.3	Critical Areas and HMP/Shorline Impact Assessment & Pe	50	40	8	98
5.4	HPA Apps Online	4	6		10
5.5	Agency Coordination and communication	8	8	4	20
	<b>Task 5 - Subtotal Hours</b>	<b>76</b>	<b>70</b>	<b>12</b>	<b>158</b>
	<b>Total Hours</b>	<b>310</b>	<b>309</b>	<b>34</b>	<b>653</b>

**CONSULTANT NAME** Anderson Environmental Consulting LLC  
**PROJECT NAME** Fish Lake Trail Phase 2  
**PROJECT NUMBER**

EMPLOYEE NAME	** CERT. WAGE RATE	Sr. Biologist		Biologist/Planner		Archaeologist		Biological Tech		Arch Tech		CLERICAL	
		% of Cat. Time	Adj. Wage	% of Cat. Time	Adj. Wage	% of Cat. Time	Adj. Wage	% of Cat. Time	Adj. Wage	% of Cat. Time	Adj. Wage	% of Cat. Time	Adj. Wage
Michelle Anderson	\$ 78.00	100%	\$78.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
Jessica Klauschie	\$ 38.00		\$0.00	100%	\$38.00		\$0.00		\$0.00		\$0.00		\$0.00
Jennifer Allen	\$ 39.00		\$0.00		\$0.00	100%	\$39.00		\$0.00		\$0.00		\$0.00
Brady Staples	\$ 27.00		\$0.00		\$0.00		\$0.00	100%	\$27.00		\$0.00		\$0.00
Aubrie Powell	\$ 28.50		\$0.00		\$0.00		\$0.00		\$0.00	100%	\$28.50		\$0.00
			\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
			\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
			\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
			\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
<b>HOURLY RATE</b>			<b>\$78.00</b>		<b>\$38.00</b>		<b>\$39.00</b>		<b>\$27.00</b>		<b>\$28.50</b>		<b>\$0.00</b>

\* The undersigned hereby certifies the above labor rates are true and correct rates paid to the employees as of (date).

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

MICHELLE ANDERSON, PRESIDENT

\* Based on 2,080 hr/year if salaried employee.

\*\* Capped hourly rate.



**Development Division**  
Contract Services Office  
PO Box 47408  
Olympia, WA 98504-7408  
7345 Linderson Way SW  
Tumwater, WA 98501-6504

TTY: 1-800-833-6388  
[www.wsdot.wa.gov](http://www.wsdot.wa.gov)

November 1, 2023

Anderson Environmental Consulting  
14234 North Tormey Road  
Nine Mile Falls, WA 99026

Subject: Acceptance FYE 2022 ICR – CPA Report

Dear Noreen Iliff:


We have accepted your firms FYE 2022 Indirect Cost Rate (ICR) of 127.37% of direct labor (rate includes 0.46% Facilities Capital Cost of Money). based on the “Independent CPA Report,” prepared by Magnuson, McHugh, Dougherty CPAs. This rate will be applicable for WSDOT Agreements and Local Agency Contracts in Washington only. This rate may be subject to additional review if considered necessary by WSDOT. Your ICR must be updated on an annual basis.

Costs billed to agreements/contracts will still be subject to audit of actual costs, based on the terms and conditions of the respective agreement/contract.

This was not a cognizant review. Any other entity contracting with the firm is responsible for determining the acceptability of the ICR.

If you have any questions, feel free to contact our office at **(360) 704-6397** or via email [consultanrates@wsdot.wa.gov](mailto:consultanrates@wsdot.wa.gov).

Regards,

  
Schatzie Harvey  
Schatzie Harvey (Nov 1, 2023 16:03 PDT)

SCHATZIE HARVEY, CPA  
Contract Services Manager

SH:leg

# **Exhibit F - Title VI Assurances Appendix A & E**

## **APPENDIX A**

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, (*Federal Highway Administration*), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21. *[Include Washington State Department of Transportation specific program requirements.]*
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin. *[Include Washington State Department of Transportation specific program requirements.]*
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the (*Federal Highway Administration*) to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the (*Federal Highway Administration*), as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non- discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the (*Federal Highway Administration*) may determine to be appropriate, including, but not limited to:
  - a. withholding payments to the contractor under the contract until the contractor complies; and/or
  - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the (*Federal Highway Administration*) may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

# ***Exhibit F - Title VI Assurances Appendix A & E***

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## APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

### **Pertinent Non-Discrimination Authorities:**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

**Exhibit G**  
**Certification Document**

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- Exhibit G-1(a) Certification of Consultant
- Exhibit G-1(b) Certification of Public Works Director
- Exhibit G-2 Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions
- Exhibit G-3 Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying
- Exhibit G-4 Certificate of Current Cost or Pricing Data



## Exhibit G-1(a) Certification of Consultant

I hereby certify that I am the and duly authorized representative of the firm of  
Parametrix Inc

---

whose address is

835 North Post St., Suite 201, Spokane, WA 99201

---

and that neither the above firm nor I have

- a) Employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above CONSULTANT) to solicit or secure this AGREEMENT;
- b) Agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any firm or person in connection with carrying out this AGREEMENT; or
- c) Paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above CONSULTANT) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out this AGREEMENT; except as hereby expressly stated (if any);

I acknowledge that this certificate is to be furnished to the City of Spokane

and the Federal Highway Administration, U.S. Department of Transportation in connection with this AGREEMENT involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

**Parametrix Inc.**

---

Consultant (Firm Name)

\_\_\_\_\_  
Signature (Authorized Official of Consultant)

\_\_\_\_\_  
Date

**Exhibit G-1(b) Certification of Public Works Director**

I hereby certify that I am the:

Public Works Director

Other

of the \_\_\_\_\_, and \_\_\_\_\_

or its representative has not been required, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this AGREEMENT to:

- a) Employ or retain, or agree to employ to retain, any firm or person; o
- b) Pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind; except as hereby expressly stated (if any):

I acknowledge that this certificate is to be furnished to the Washington State Department of Transportation and the Federal Highway Administration, U.S. Department of Transportation, in connection with this AGREEMENT involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Exhibit G-2 Certification Regarding Debarment Suspension and Other Responsibility Matters - Primary Covered Transactions

- I. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
  - A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - B. Have not within a three (3) year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statues or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - C. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; an
  - D. Have not within a three (3) year period preceding this application / proposal had one or more public transactions (Federal, State and local) terminated for cause or default.
- II. Where the prospective primary participant is unable to certify to any of the statements in this certification such prospective participant shall attach an explanation to this proposal.

**Parametrix Inc.**

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Consultant (Firm Name)

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Signature (Authorized Official of Consultant)

---

Date

## Exhibit G-3 Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying

The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative AGREEMENT, and the extension, continuation, renewal, amendment, or modification of Federal contract, grant, loan or cooperative AGREEMENT.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative AGREEMENT, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the require certification shall be subject to a civil penalty of not less than \$10,000.00, and not more than \$100,000.00 for each such failure.

The prospective participant also agrees by submitting his or her bid or proposal that he or she shall require that the language of this certification be included in all lower tier sub-contracts, which exceed \$100,000 and that all such sub-recipients shall certify and disclose accordingly.

**Parametrix Inc.**

---

Consultant (Firm Name)

---

Signature (Authorized Official of Consultant)

---

Date

## Exhibit G-4 Certification of Current Cost or Pricing Data

This is to certify that, to the best of my knowledge and belief, the cost or pricing data (as defined in section of the Federal Acquisition Regulation (FAR) and required under FAR subsection 15.403-4) submitted, either actually or by specific identification in writing, to the Contracting Officer or to the Contracting Officer's representative in support of Fish Lake Trail Phase 2 \* are accurate, complete, and current as of November 21, 2024 \*\*.

This certification includes the cost or pricing data supporting any advance AGREEMENT's and forward pricing rate AGREEMENT's between the offer or and the Government that are part of the proposal.

Firm: Parametrix Inc.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

Date of Execution \_\_\_\_\_ \*\*.\*

\_\_\_\_\_  
\*Identify the proposal, quotation, request for pricing adjustment, or other submission involved, giving the appropriate identifying number (e.g. project title.)

\*\*Insert the day, month, and year, when price negotiations were concluded and price AGREEMENT was reached.

\*\*\*Insert the day, month, and year, of signing, which should be as close as practicable to the date when the price negotiations were concluded and the contract price was agreed to.

# **Exhibit H**

## **Liability Insurance Increase**

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### **To Be Used Only If Insurance Requirements Are Increased**

The professional liability limit of the CONSULTANT to the AGENCY identified in Section XII, Legal Relations and Insurance of this Agreement is amended to \$ N/A .

The CONSULTANT shall provide Professional Liability insurance with minimum per occurrence limits in the amount of \$ N/A .

Such insurance coverage shall be evidenced by one of the following methods:

- Certificate of Insurance
- Self-insurance through an irrevocable Letter of Credit from a qualified financial institution

Self-insurance through documentation of a separate fund established exclusively for the payment of professional liability claims, including claim amounts already reserved against the fund, safeguards established for payment from the fund, a copy of the latest annual financial statements, and disclosure of the investment portfolio for those funds.

Should the minimum Professional Liability insurance limit required by the AGENCY as specified above exceed \$1 million per occurrence or the value of the contract, whichever is greater, then justification shall be submitted to the Federal Highway Administration (FHWA) for approval to increase the minimum insurance limit.

If FHWA approval is obtained, the AGENCY may, at its own cost, reimburse the CONSULTANT for the additional professional liability insurance required.

Notes: Cost of added insurance requirements: \$ N/A .

- Include all costs, fee increase, premiums.
  - This cost shall not be billed against an FHWA funded project.
  - For final contracts, include this exhibit
-

# **Exhibit I**

## **Alleged Consultant Design Error Procedures**

---

The purpose of this exhibit is to establish a procedure to determine if a consultant has alleged design error is of a nature that exceeds the accepted standard of care. In addition, it will establish a uniform method for the resolution and/or cost recovery procedures in those instances where the agency believes it has suffered some material damage due to the alleged error by the consultant.

### **Step 1 Potential Consultant Design Error(s) is Identified by Agency's Project Manager**

At the first indication of potential consultant design error(s), the first step in the process is for the Agency's project manager to notify the Director of Public Works or Agency Engineer regarding the potential design error(s). For federally funded projects, the Region Local Programs Engineer should be informed and involved in these procedures. (Note: The Director of Public Works or Agency Engineer may appoint an agency staff person other than the project manager, who has not been as directly involved in the project, to be responsible for the remaining steps in these procedures.)

### **Step 2 Project Manager Documents the Alleged Consultant Design Error(s)**

After discussion of the alleged design error(s) and the magnitude of the alleged error(s), and with the Director of Public Works or Agency Engineer's concurrence, the project manager obtains more detailed documentation than is normally required on the project. Examples include all decisions and descriptions of work, photographs, records of labor, materials, and equipment.

### **Step 3 Contact the Consultant Regarding the Alleged Design Error(s)**

If it is determined that there is a need to proceed further, the next step in the process is for the project manager to contact the consultant regarding the alleged design error(s) and the magnitude of the alleged error(s). The project manager and other appropriate agency staff should represent the agency and the consultant should be represented by their project manager and any personnel (including sub-consultants) deemed appropriate for the alleged design error(s) issue.

### **Step 4 Attempt to Resolve Alleged Design Error with Consultant**

After the meeting(s) with the consultant have been completed regarding the consultant's alleged design error(s), there are three possible scenarios:

- It is determined via mutual agreement that there is not a consultant design error(s). If this is the case, then the process will not proceed beyond this point.
- It is determined via mutual agreement that a consultant design error(s) occurred. If this is the case, then the Director of Public Works or Agency Engineer, or their representatives, negotiate a settlement with the consultant. The settlement would be paid to the agency or the amount would be reduced from the consultant's agreement with the agency for the services on the project in which the design error took place. The agency is to provide LP, through the Region Local Programs Engineer, a summary of the settlement for review and to make adjustments, if any, as to how the settlement affects federal reimbursements. No further action is required.
- There is not a mutual agreement regarding the alleged consultant design error(s). The consultant may request that the alleged design error(s) issue be forwarded to the Director of Public Works or Agency Engineer for review. If the Director of Public Works or Agency Engineer, after review with their legal counsel, is not able to reach mutual agreement with the consultant, proceed to Step 5.

## **Step 5 Forward Documents to Local Programs**

For federally funded projects, all available information, including costs, should be forwarded through the Region Local Programs Engineer to LP for their review and consultation with the FHWA. LP will meet with representatives of the agency and the consultant to review the alleged design error(s), and attempt to find a resolution to the issue. If necessary, LP will request assistance from the Attorney General's Office for legal interpretation. LP will also identify how the alleged error(s) affects eligibility of project costs for federal reimbursement.

- If mutual agreement is reached, the agency and consultant adjust the scope of work and costs to reflect the agreed upon resolution. LP, in consultation with FHWA, will identify the amount of federal participation in the agreed upon resolution of the issue.
- If mutual agreement is not reached, the agency and consultant may seek settlement by arbitration or by litigation.



# *Exhibit J*

## **Consultant Claim Procedures**

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The purpose of this exhibit is to describe a procedure regarding claim(s) on a consultant agreement. The following procedures should only be utilized on consultant claims greater than \$1,000. If the consultant's claim(s) total a \$1,000 or less, it would not be cost effective to proceed through the outlined steps. It is suggested that the Director of Public Works or Agency Engineer negotiate a fair and reasonable price for the consultant's claim(s) that total \$1,000 or less.

This exhibit will outline the procedures to be followed by the consultant and the agency to consider a potential claim by the consultant.

### **Step 1 Consultant Files a Claim with the Agency Project Manager**

If the consultant determines that they were requested to perform additional services that were outside of the agreement's scope of work, they may be entitled to a claim. The first step that must be completed is the request for consideration of the claim to the Agency's project manager.

The consultant's claim must outline the following:

- Summation of hours by classification for each firm that is included in the claim
- Any correspondence that directed the consultant to perform the additional work;
- Timeframe of the additional work that was outside of the project scope;
- Summary of direct labor dollars, overhead costs, profit and reimbursable costs associated with the additional work; and
- Explanation as to why the consultant believes the additional work was outside of the agreement scope of work.

### **Step 2 Review by Agency Personnel Regarding the Consultant's Claim for Additional Compensation**

After the consultant has completed step 1, the next step in the process is to forward the request to the Agency's project manager. The project manager will review the consultant's claim and will meet with the Director of Public Works or Agency Engineer to determine if the Agency agrees with the claim. If the FHWA is participating in the project's funding, forward a copy of the consultant's claim and the Agency's recommendation for federal participation in the claim to the WSDOT Local Programs through the Region Local Programs Engineer. If the claim is not eligible for federal participation, payment will need to be from agency funds.

If the Agency project manager, Director of Public Works or Agency Engineer, WSDOT Local Programs (if applicable), and FHWA (if applicable) agree with the consultant's claim, send a request memo, including backup documentation to the consultant to either supplement the agreement, or create a new agreement for the claim. After the request has been approved, the Agency shall write the supplement and/or new agreement and pay the consultant the amount of the claim. Inform the consultant that the final payment for the agreement is subject to audit. No further action is needed regarding the claim procedures.

If the Agency does not agree with the consultant's claim, proceed to step 3 of the procedures.

### **Step 3 Preparation of Support Documentation Regarding Consultant's Claim(s)**

If the Agency does not agree with the consultant's claim, the project manager shall prepare a summary for the Director of Public Works or Agency Engineer that included the following:

- Copy of information supplied by the consultant regarding the claim;
- Agency's summation of hours by classification for each firm that should be included in the claim
- Any correspondence that directed the consultant to perform the additional work;
- Agency's summary of direct labor dollars, overhead costs, profit and reimbursable costs associate with the additional work;
- Explanation regarding those areas in which the Agency does/does not agree with the consultant's claim(s);
- Explanation to describe what has been instituted to preclude future consultant claim(s); and
- Recommendations to resolve the claim.

### **Step 4 Director of Public Works or Agency Engineer Reviews Consultant Claim and Agency Documentation**

The Director of Public Works or Agency Engineer shall review and administratively approve or disapprove the claim, or portions thereof, which may include getting Agency Council or Commission approval (as appropriate to agency dispute resolution procedures). If the project involves federal participation, obtain concurrence from WSDOT Local Programs and FHWA regarding final settlement of the claim. If the claim is not eligible for federal participation, payment will need to be from agency funds.

### **Step 5 Informing Consultant of Decision Regarding the Claim**

The Director of Public Works or Agency Engineer shall notify (in writing) the consultant of their final decision regarding the consultant's claim(s). Include the final dollar amount of the accepted claim(s) and rationale utilized for the decision.

### **Step 6 Preparation of Supplement or New Agreement for the Consultant's Claim(s)**

The agency shall write the supplement and/or new agreement and pay the consultant the amount of the claim. Inform the consultant that the final payment for the agreement is subject to audit

# Exhibit A Scope of Work

**Project:** Fish Lake Trail – Phase 2  
Final Design and Bidding  
**Owner:** City of Spokane Project No. 2023107  
**Consultant:** Parametrix Inc.

## General Description

The Owner’s objective in this Agreement is for the Consultant to provide design services and bidding assistance for a 12’ wide shared-use trail from the end of the phase 1 limits near the intersection of 5<sup>th</sup> Ave and Government Way to People’s Park. The project will include ADA curb ramp retrofits, marked crosswalks, retaining walls, trail lighting, landscaping, environmental permitting, and a bridge evaluation.

The City has completed a topographic survey of the project area and will provide this information to the Consultant. Based on an initial review of the supplied survey, additional survey will be required. Consultant will prepare plans and specifications necessary to bid the project, with direction, review, and support provided by the City. The Consultant will hold public meetings during the early design process to allow for public comment and input. The Contract plans and provisions (bid package) will be prepared in conformance with local and state/federal requirements for public works projects.

## Schedule

Below is a summary of the anticipated project design schedule:

Permitting, Public Involvement and Coordination (16 week Duration)	November 11, 2024 - March 3, 2025
60% Design Submittal (12 Week Duration)	May 26, 2025
90% Design Submittal (10 Week Duration)	August 4, 2025
100% Design Submittal (8 Week Duration)	September 29, 2025
Advertisement (3 Week Duration)	October 20, 2025
Bid Opening	October 20, 2025

The above schedule is based on an anticipated Notice to Proceed date on or before November 11, 2024, and City of Spokane submittal review time of approximately 2 weeks for the 60% design submittal and 4 weeks for the City and WSDOT review of the 90% Design Submittal. If the Notice to Proceed is received after November 11, 2024, the design schedule may need to shift accordingly. The Consultant will keep the City informed of issues that could impact the schedule. The schedule also assumes no additional time required for property acquisition or permitting delays.

## Project Scope

The Consultant shall provide the following services for the Fish Lake Trail – Phase 2 project:

### 1. PERMITTING, PUBLIC INVOLVEMENT AND COORDINATION

- 1.1 Review and Prepare Base Map:** A surveying consultant to The City of Spokane has conducted a topographic field survey of the existing roadway and adjacent improvements and has prepared a background survey basemap. The City will provide those data files and survey basemap to the Consultant in AutoCAD “.dwg” format. It is assumed that the City’s consultant’s survey work has been conducted with the standard degree of skill and diligence normally performed for similar projects at the time said services were performed, including:
- a. Field locates of all monumentation;
  - b. Initial right-of-way mapping summarizing research of Records of Survey and plats in the area, and based on found monuments;
  - c. Vertical control based on NAVD 88 datum;
  - d. Temporary benchmarks/control points set every 400 to 600 LF.
  - e. Field surveying of pertinent ground features, and
  - f. Preparation of electronic AutoCAD transferable data.

The Consultant will visually verify dimensions of existing features (lane widths, sidewalks, catch basins, curb ramps, etc.) and verify and complete the linework, utility research, and mapping. Consultant will supplement the provided survey with additional topographic survey of the remaining areas needed for the design including surveying the W Riverside Ave bridge deck and substructure, Riverside Ave North of the bridge and the connection to People’s Place Park.

- 1.2 Project Kick-Off/Coordination Meeting:** A project “kick-off/coordination” meeting will be held with the Consultant and the City to discuss the project scope and objectives and required coordination efforts between Parametrix and City staff. This kickoff meeting will be held virtually and a secondary in person meeting will be held on site at a separate time to walk the project route and discuss key project components. The in-person meeting will be attended by those local to the area plus the lead structural designer.

- 1.3 Verify and Collect Available Data:** Consultant will verify existing data provided in the basemap and will collect missing data, if needed, from prior surveys and from existing utilities in the project area and will incorporate pertinent information into the base map.

**1.3.1 Existing Utilities:** The City will provide the available existing utility information from the surveyors. The reviewed and collected utility data will be verified and incorporate into the base map.

**1.3.2 Plat Maps, Records of Survey and ROW verification:** Consultant will collect record plat and survey maps adjacent to the project; review the maps and incorporate relevant discovered data into the base map. Consultant will also verify City provided ROW and make updates as necessary.

**1.3.3 Geotechnical Investigation:** Consultant will coordinate with selected teaming partner Budinger and Associates for the preparation of a geotechnical report which provides recommendations on pavement design, infiltration rates, and soil structural characteristics for pole foundations, slope stability and retaining walls as required. Consultant will provide completed geotechnical report to the City for review and record keeping. See attached Scope and Fee from Budinger and Associates.

- 1.4 Updated Design Layout:** Based on the work performed in Tasks 1.1 – 1.4, the previously prepared 30% design (by others) and the current project charter; the consultant will prepare

preliminary design exhibits depicting the proposed horizontal design layout and project limits. The design exhibits will be forwarded to the City for review and comment. The updated design will be utilized for the public input meetings. As a component of the updated design layout, an illumination assumption tech memo will be prepared to outline the design parameters. Consultant will coordinate with City Streets Department for signal and striping plan assumptions.

## **1.5 Permits and Environmental Documents:**

**1.5.1 DOE Construction Stormwater General Permit Notice of Intent (NOI):** Land disturbance within the project limits is anticipated to be greater than 1 acre and therefore a DOE Construction Stormwater General Permit (CSGP) will most likely be required for this project. The City will prepare the Notice of Intent (NOI) for the CSGP and the Consultant will provide the City with input as needed to complete the NOI documents. The City will advertise the required 2 legal notices and be responsible for Department of Ecology permit fees. The Contractor will be required to transfer the Stormwater General Permit from the City to itself and terminate the permit following construction. The Contractor will also be required to prepare a Stormwater Pollution Prevention Plan (SWPPP) for the project prior to the start of any construction activities. A bid item will be added to the Contract Documents to reimburse the Contractor for the SWPPP preparation.

**1.5.2 SEPA/NEPA Environmental Checklist:** See attached scope and fee from Anderson Environmental. Consultant will support Anderson Environmental in the preparation of the SEPA and NEPA documentation as required.

**1.6 Coordination Meetings (up to 6):** Attend/hold approximately 6 (six) virtual meetings with the City (streets, wastewater, parks and traffic) to present and discuss plans for the project. Meetings shall be held to review progress, complete coordination items, and review preliminary alternatives regarding alignment, sewer system relocation, roadway features, stormwater system design and traffic coordination.

**1.7 Cultural Coordination:** See attached scope and fee from Historical Research Associates. Consultant will coordinate with Historical Research Associates in their efforts to prepare and submit the cultural resources inventory tech memo.

**1.8 Traffic Data Collection:** See attached scope and fee from Quality Counts. Consultant will coordinate with Quality Counts in their efforts to collect and tabulate traffic data.

## **2. 60% DESIGN SUBMITTAL**

**2.1 Dry Utility Coordination:** The Consultant will help the City prepare notification letters for “dry utility” utility purveyors (i.e., natural gas, power, communications, fiber optics, etc.) that have utilities located within the project limits. The list of appropriate utilities to send the letter to and distribution of the letter will be completed by the City. The letter will include project scoping exhibits and anticipated project schedules and will include a project overview to assist the purveyors in determining any needs to construct, relocate, and/or otherwise modify their facilities in conjunction with this project. The Consultant will meet with the purveyors as necessary to clarify the proposed work. If it is deemed necessary for a formal

directive to be issued to require any of the dry utility systems to be moved, lowered, or relocated (within the public right of way per franchise agreements), the Consultant will help the City prepare the letter, which will be signed and mailed by the City. The Consultant may request field investigations be performed by the purveyors to locate the existing utilities more accurately.

**2.2 60% Construction Plans:** The 60% construction plan sheets listed below will be submitted to the City for review and comments:

**2.2.1 60% Trail Plan Sheets:** The 60% trail plans will include existing utilities, existing rights-of-way and anticipated right of way and easement acquisitions, new curb, trail and driveway locations, grading/construction limits, temporary erosion control measures, typical cross-sections and HMA patching limits. Proposed accessible ramp locations will be shown, but sections and details will not be provided. This task will also include the preparation of a cover sheet for the overall plan set, showing the project name, project vicinity map and list of plan sheets included.

**2.2.2 60% Stormwater Plan Sheets and Tech Memo:** The 60% stormwater plans will include existing utilities, provided right-of-way and existing storm piping and structures along the trail. These plans will show the proposed locations for new drainage structures and piping along with existing structures and/or piping that will need to be removed, abandoned or protected in place. Proposed piping sizes, inverts and slopes will be shown in plan view to help identify potential conflicts. A portion of this submittal will be a drainage tech memo addressing the assumptions, design parameters and approach. It is assumed that the drainage design will show no net increase in PGIS, and no additional stormwater treatment systems will be incorporated.

**2.2.3 60% Sanitary Sewer Plan Sheets:** The 60% sanitary sewer plans will include the layout in plan and profile for the sanitary sewer relocation necessary to construct the new trail. These plans will show the existing utilities, crossings and draft profile information for the sewer pipeline and structures.

**2.2.4 60% Illumination Plan Sheets:** The 60% plans will include plan sheets for illumination. No signalization sheets will be provided. No RRFB's are planned to be included in plan sheets.

At 60%, the illumination plans will include basic pole and fixture information and pole/fixture layout. The illumination plans will also show the recommended service location(s). Schedules and details will not be provided.

Consultant will prepare Public Interest Finding (PIF) documentation for proprietary illumination equipment as part of 90% submittal.

**2.2.4 Assumptions:**

- *City will lead coordination for utility power connection.*
- *Illumination design will include the following:*
  - *Continuous trail illumination along full trail extents*
  - *Illumination of trail crossings, crossing existing roadways*
  - *City would like a decorative luminaire for illumination on the trail*

**2.2.5 60% Traffic Control Plan Sheets:** The 60% plans will include sheets for permanent traffic control signage and striping to address road and trail signage and road striping modifications. Consultant will coordinate with Spokane Transit Authority (STA) to relocate or add bus stops as required. Additional sheets will be developed for temporary traffic control to address detour routing, road and sidewalk closures and STA bus stop temporary relocations.

**2.2.6 60% Technical Memorandum for Bridge Evaluation:** The Consultant will provide a technical memorandum for evaluating safety upgrades on the existing Marne bridge. The technical memorandum will include the following:

- **Marne Bridge:**
  - Evaluate existing bridge to determine if retrofit or replacement of the existing traffic barriers is feasible.
  - Evaluate reconfiguration of existing channelization for lane modifications and addition of curb or surface mounted candle sticks for separation of pedestrians and vehicular traffic.

Assumptions:

- Bridge as-builts, load ratings and inspection reports to be provided by the City if available.
- Modifications to the existing bridge will be considered minor and will follow the “Do No Harm” policy described in sections 4.3.2A and 4.3.3 of the WSDOT Bridge Design Manual. This requirement allows up to a 10% increase in superstructure mass through traffic barrier replacements and sidewalk addition/rehabilitation without the need for a seismic evaluation or retrofit of the structure.
- Evaluation of bridge capacity, as required, will adhere to the live loads specified in the as-builts, or the AASHTO Standard Specifications if as-built information is unavailable.

After the Client reviews the Technical Memorandum, which will indicate recommendations by the Consultant, the Client will provide comments indicating direction for the 60% Plans. Additional services may be required and will be addressed via addendum.

**2.2.7 60% Structural Plan Sheets:** The Consultant will develop a 60% set of retaining wall plans to include plan views, elevations, and typical sections. If the Client indicates changes to the existing Marne Bridge, the Consultant will develop plans based on the responses from the Bridge Evaluation Technical Memorandum from Section 2.2.6.

Retaining Wall Assumptions:

- 3 retaining walls are located based on the 30% Design and are identified as Mechanically Stabilized Earth (MSE) Walls. The extent of retaining walls will need to be confirmed based on the trail alignments determined in the 60% submittal.
- Retaining wall design will be based on the latest editions of the WSDOT BDM, AASHTO LRFD design criteria, and recommendations from the geotechnical engineer according to the Phase II Geotechnical Engineering Report. If the Phase II Report identifies the retaining walls are required to be Soldier Pile Walls, then an amendment to the engineering fee may be incurred.

- Consultant assumes there will be aesthetic treatment on the walls in coordination with the City as shown on the retaining wall plans.

**2.3 Construction Cost Estimate:** Consultant will estimate Construction Cost on the approximate quantities of work identified in the 60% drawings. This task will include an itemized cost estimate with all the anticipated unit bid items required to perform the work. Consultant will apply an estimated unit cost to each item and will add a contingency amount appropriate to the completion status.

**2.4 Coordination Meetings:** Attend approximately 6 (six) virtual meetings with the City (streets, wastewater, parks, and traffic) to present and discuss plans for the project. Meetings shall be held to review progress, complete coordination items, and review alternatives regarding alignment, roadway features, sanitary and stormwater system design and traffic coordination.

**2.5 Submit 60% PS&E Package:** Consultant will prepare and submit one PDF copy of the 60% Plans, and Engineer's Estimate. The scales to be used, the lettering, and the general delineation of the plans shall be as such to provide legible reproduction when the plans are reduced to ½ of their original size.

**2.6 Public Involvement:** Consultant will meet with the West Hills, West Central, and Browne's Addition Neighborhood Council and the Bicycle Advisory Board (4 total meetings) utilizing the information and exhibits from Tasks 1.1 – 1.5 as well as some exhibits to show concept sections and layouts for public review. If the City deems it necessary, the Consultant will attend an open house at a to be determined location and time to discuss project specifics with the public. Public Comments will be evaluated, and any changes coordinated with the City. A maximum of 2 local staff will attend the meetings and the open house, and no travel is included. Consultant will also coordinate with business and property owners directly adjacent to the project alignment.

### **3. 90% DESIGN SUBMITTAL**

**3.1 Coordination Meetings:** Attend approximately 6 (six) virtual meetings with the City (streets, wastewater, parks, and traffic) to coordinate the overall project design as it progresses. This task includes a 60% plan review meeting with the City to discuss City comments from their review of the 60% PS&E submittal package.

**3.2 Quantity Calculations and Cost Estimates:** Consultant shall prepare a bid schedule including anticipated bid items. Consultant shall apply an estimated unit cost of construction to the computed quantities. Consultant will complete a summary of quantities tabulation and develop unit prices for each item based on recent City of Spokane bid history, WSDOT unit bid analysis and engineering judgment. This task includes the preparation of an earthwork analysis to estimate the earthwork quantities that will need to be removed from the project site in support of the proposed improvements.

**3.3 Specifications:** The WSDOT 2025 Standard Specifications and the City's General Special Provisions (GSP's) and WSDOT Local Program checklist for federally-funded projects shall form the basis of the specifications. The City will provide the Consultant with an editable



electronic copy (Microsoft Word version) of their latest GSP's. Consultant will review GSP's and GSP Instructions provided by the City and will modify and prepare additional special provisions for the items pertaining to the Consultants design plans as required for the project. Consultant will incorporate special provisions, plans and proposal into the Contract Provisions book (bid documents). The consultant will also include federal "Buy America, Build America Act" requirements in the specification documents. The City shall provide frontal documents for the Contract Provisions package.

- 3.4 Prepare 90% Construction Plans:** Consultant will progress the project design to the 90% level and will incorporate the City's 60% review comments. Below is a list of the plan sheets that are anticipated to be included in the 90% plan set:

- Cover Sheet with Vicinity Map (1 Sheet)
- Abbreviations, Legend and Construction Notes (1 Sheet)
- Demolition and TESC Plan Sheets (6 sheets)
- Erosion and Sediment Control Details (1 Sheet)
- Trail Plan and Profile Sheets (6 Sheets)
- Typical Roadway Sections (1 Sheet)
- ADA Ramp Details (2 Sheets)
- Stormwater Plan Sheets (6 Sheets)
- Stormwater Details (1 Sheet)
- Sanitary Sewer Plan Sheets (2 Sheets)
- Sanitary Sewer Details (1 Sheet)
- Bridge Plans (if applicable, 2 Sheets)
- Retaining Wall Plans (5 Sheets)
- Fall Protection Details (2 Sheets)
- Illumination Plans (6 Sheets)
- Illumination Details (4 Sheets)
- Striping & Signage Plans (3 Sheets)
- Temporary Traffic Control Plans (3 Sheets)

**Total: 53 Plan Sheets**

- 3.5 Submit 90% PS&E Package:** Consultant will prepare and submit one PDF copy of the 90% Plans, Specifications, and Engineer's Estimate to the City and to WSDOT for review and comments. The consultant will incorporate the City prepared plan sheets and GSP's into the overall bid document package.

#### **4. 100% DESIGN SUBMITTAL**

- 4.1 Coordination Meetings:** Attend approximately 6 (six) meetings with the City (streets, wastewater, parks, and traffic) to coordinate the final overall project design. This task includes a 90% plan review meeting with the City to discuss all of the City and WSDOT comments from their review of the 90% PS&E submittal package.

- 4.2 Prepare "Remove Notice Letters":** Consultant will prepare "Remove Notice Letters" to send to property owners where existing frontage improvements will need to be removed. The Consultant will prepare the letter using the format and documents provided by the City and the City will print the letters on city letterhead, sign the letters and mail them out to the property owners.

- 4.3 Final PS&E Revisions:** Consultant will incorporate final City review comments and update the plans, specifications and cost estimate prepared for the 90% review submittal. The final City prepared plans and specifications will be incorporated into the final bid document package. Consultant will also submit certified structural design calculations for any site-specific retaining walls.
- 4.4 Final (100%) Submittal:** Submit final plans specifications, and cost estimate to the City for signature / final approval and printing. Each of the bid drawings will include a “Bid Drawing Not for Construction” watermark in conformance the City’s current protocols. Consultant will provide one (1) electronic copy of the bid documents in PDF format.

## **5 BIDDING PHASE**

- 5.1 Issue Bid Packages:** Coordinate with the City to provide and issue pdf copies of the final signed “Issued for Bid” documents for prospective Bidders.
- 5.2 Support during Ad, Bid, and Award:** The City will field questions from prospective bidders during the advertisement period, and forward technical questions to the Consultant. Consultant will provide responses to the City and will prepare draft addendum documents for the City’s review and distribution. City will tabulate bids. City will review bids, verify Contractor debarment status and recommend award.
- 5.3 Issue Construction Documents:** Consultant will update the plans and specifications to include any revisions or changes issued via addenda and will submit to the City in pdf format. Each of the plan sheets in this package will include a “Construction Drawing Not As-Built” watermark in conformance with the City’s current protocols. The City will make the necessary hard copies of the “Issued for Construction” documents for the successful Bidder.

## **DESIGN CRITERIA**

To the extent feasible, the design will be developed in accordance with the following:

1. City of Spokane Design Standards, Feb 2007, including Amendment No. 2 dated September 2010 and edits to Chapter 3 dated Nov. 2020.
2. City of Spokane Standard Plans.
3. City of Spokane General Special Provisions (latest version).
4. Spokane Regional Stormwater Manual, April 2008.
5. Criteria For Sewage Works Design, May 2023.
6. Manual on Uniform Traffic Control Devices (MUTCD), 11<sup>th</sup> edition.
7. A Policy on Geometric Design of Highways and Streets. (AASHTO “Green Book”)
8. WSDOT Standard Specifications for Road and Bridge Construction. (2025 version)
9. WSDOT Design Manual, Oct. 2023.
10. Public Right of Way Accessibility Guidelines, Aug. 2023.
11. WSDOT Bridge Design Manual, Sept. 2023.
12. AASHTO LRFD Bridge Design Specifications, 9<sup>th</sup> Ed. 2020
13. Federal Highway Administration Lighting Handbook, 2023

## **DOCUMENTS TO BE FURNISHED BY THE CONSULTANT**

Consultant shall furnish the following documents, exhibits, or presentations for the work covered by this Agreement. All such material used in the project shall become and remain the property of the City:

1. Geotechnical Engineering Report. (pdf) (Prepared by Budinger and Associates)
2. Public Meeting/Open House Exhibits (pdf and hard copy)
3. Bridge Evaluation Tech Memo (pdf)
4. 60% Plans and Cost Estimate. (pdf)
5. 90% Plans, Specifications, and Cost Estimate. (pdf)
  - a) Public Interest Finding. (pdf)
6. 100% Plans, Specifications, and Cost Estimate. (pdf)
  - a) Structural Calculations (pdf)
7. "Remove Notice Letters" (word and pdf)
8. Upon final acceptance of the design:
  - a) Electronic (pdf) copies of the final signed Plans and Specifications.
  - b) One copy of the final construction cost estimate. (pdf)
9. "Issued for Construction" Plans and Specifications. (pdf)
10. AutoCAD files for City provided design tasks.

## **DATA TO BE FURNISHED BY THE CITY**

The City shall make the following data available to the Consultant:

1. Topographic survey results, electronic version with paper copies of field notes, point lists, and line work, and storm drainage structure dips;
2. As-built drawings of existing roadway, water distribution main, sanitary sewer and storm drain lines, bridge, and traffic control signals if available;
3. Copy of the hot mix asphalt pavement section that the City would like to use for this design;
4. Plans, reports, and other pertinent information for proposed developments along the project corridor;
5. City of Spokane General Special Provisions (GSP's) in an editable electronic format (MS Word);
6. Right of Way acquisition information for properties adjacent to the project.
7. Contract Provisions "frontal" documents.
8. Landscaping plans (PDF)

## **EXTRA SERVICES:**

In addition to the foregoing specific services, the following special services may be added upon written agreement of the parties by executing an Amendment to this Agreement:

1. Redesigns ordered by the City after final plans have been accepted.
2. Special Inspections not specifically described above.
3. Biological Assessment.
4. Structural engineering (including retaining walls) outside of those identified above.
5. Title Company, Utility Company, agency and processing fees.
6. Environmental studies or reports not specifically described above.
7. Construction staking.

8. Construction management and inspection services.

**ASSUMPTIONS:**

The following assumptions were used when preparing this scope of work:

1. The alignment for the project will generally follow the alignment established in the preliminary design phase.
2. The trail will end at the parking lot near People's Park.
3. Coordination with WSDOT and BNSF is not included with this scope of services as no properties owned by these entities have been identified.
4. There will be overlap with the scope of phase 1 of Fish Lake Trail, primarily where the two phases connect. This scope will be jointly coordinated between the two projects.
5. The existing project website may be used for this project and no separate domain will be required.
6. All public meetings will be held in person, and all design coordination meetings will be virtual.
7. Landscape plans will be designed and provided by City of Spokane forces.
8. The City will schedule, advertise and provide a location for a public open house if deemed necessary by the City.

**CONSULTANT LABOR COSTS**

Owner: City of Spokane  
 Project Title: Fish Lake Trail Connection to Centennial- Phase 2 City Project #2023107

Date Prepared: 11/8/2024  
 Parametrix Project No:

TASK NO.	TASK DESCRIPTION	PROFESSIONAL CLASSIFICATION	
		Initials	Rate
<b>1.0</b>	<b>PERMITTING PUBLIC INVOLVEMENT AND COORDINATION</b>		
1.1	Review and Prepare Basemap		
1.2	Project Kick-Off/Coordination Meeting		
1.3	Survey and Basemap Preparation		
1.3.1	Existing Utilities		
1.3.2	Additional Survey, Plat Maps, Records of Survey and ROW Verification		
1.4	Updated Design Layout		
1.5	Permits and Environmental Documents		
1.5.1	DOE Construction Stormwater General Permit NOI		
1.5.2	SEPA/NEPA Environmental Checklist		
1.6	Coordination Meetings (up to 6)		
1.7	Cultural Coordination		
1.8	Traffic Data Collection		
<b>SUBTOTAL TASK 1</b>			

Parametrix, Inc.													
Princ	PM	DPM	PE2	SM	SUR3	SUR3	SE	SE	SD	EE	E4	SE	ADMIN
KH	YH	TJ	AG	JM	DN	MW	NC	AM	AV	MK	DD	CS	DF
\$79.00	\$80.64	\$51.68	\$37.69	\$70.07	\$36.82	\$37.91	\$67.01	\$55.37	\$67.04	\$84.09	\$68.36	\$90.31	\$37.43
			16		24								4
4	2	8						8				2	
			12		20								
2		8	16	24	40	60							
6	8	40	140							12	20	4	
		8											
2	2	16											
6	3	12	6					6		6	6		
2		6											
		2											
<b>22</b>	<b>15</b>	<b>128</b>	<b>206</b>	<b>24</b>	<b>40</b>	<b>60</b>	<b>0</b>	<b>14</b>	<b>0</b>	<b>18</b>	<b>28</b>	<b>4</b>	<b>4</b>

Totals		
LABOR HOURS	EXPENSES	INDIVIDUAL PHASE COST
44		\$ 1,881
24	\$ 600.00	\$ 2,070
32		\$ 1,374
150		\$ 6,604
230		\$ 11,200
8		\$ 413
20		\$ 1,146
45		\$ 2,809
8		\$ 468
2		\$ 103
<b>563</b>	<b>\$ 600.00</b>	<b>\$ 28,069.70</b>

2.0	60% DESIGN SUBMITTAL
2.1	Dry Utility Coordination
2.2	60% Construction Plans
2.2.1	60% Trail Plan Sheets
2.2.2	60% Stormwater Plan Sheets and Tech Memo
2.2.3	60% Sanitary Sewer Plan Sheets
2.2.4	60% Illumination Plan Sheets
2.2.5	60% Traffic Control Plan Sheets
2.2.6	60% Technical Memorandum for Bridge Evaluation
2.2.7	60% Structural Plan Sheets
2.3	Construction Cost Estimate
2.4	Coordination Meetings (up to 6)
2.5	Submit 60% PS&E Package
2.6	Public Involvement
<b>SUBTOTAL TASK 2</b>	

			8	12									
6	8	34	80										
4		30	40										
8		26	48										
										16	48	8	
		24	40										
2		10					8	24					
		10					20	36	90				
2		8	16				4	8		4	8		
6	4	12	6					6		6	6		
4		8	12							4	4		4
8	2	18	24										
<b>40</b>	<b>14</b>	<b>188</b>	<b>278</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32</b>	<b>74</b>	<b>90</b>	<b>30</b>	<b>66</b>	<b>8</b>	<b>4</b>

20		\$ 866
128		\$ 5,891
74		\$ 3,374
82		\$ 3,785
72		\$ 5,349
64		\$ 2,748
44		\$ 2,540
156		\$ 9,884
50		\$ 2,769
46		\$ 2,890
36		\$ 1,941
52		\$ 2,628
<b>824</b>	<b>\$ -</b>	<b>\$ 44,664.58</b>

3.0	90% DESIGN SUBMITTAL
3.1	Coordination Meetings (up to 6)
3.2	Quantity Calculations and Cost Estimates
3.3	Specifications
3.4	Prepare 90% Construction Plans
3.5	Submit 90% PS&E Package
<b>SUBTOTAL TASK 3</b>	

4	4	12	6					6		6	6		
		4	8				4	8		4	8		
8	2	24					8	16		18	8		
10	4	80	140				14	24	30	16	40	8	
6		8	12							4	4		2
<b>28</b>	<b>10</b>	<b>128</b>	<b>166</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>26</b>	<b>54</b>	<b>30</b>	<b>48</b>	<b>66</b>	<b>8</b>	<b>2</b>

44		\$ 2,732
36		\$ 2,102
84		\$ 5,516
366		\$ 19,604
36		\$ 2,024
<b>566</b>	<b>\$ -</b>	<b>\$ 31,978.84</b>

4.0	100% DESIGN SUBMITTAL
4.1	Coordination Meetings (up to 6)
4.2	Prepare "Remove Notice" Letters
4.3	Final PS&E Revisions
4.4	Final (100%) Submittal
<b>SUBTOTAL TASK 4</b>	

4	4	12	6					6		6	6		
2		8											
6	4	40	80				12	14	16	12	20	4	
2		12	16							4	4		2
<b>14</b>	<b>8</b>	<b>72</b>	<b>102</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>20</b>	<b>16</b>	<b>22</b>	<b>30</b>	<b>4</b>	<b>2</b>

44		\$ 2,732
10		\$ 571
208		\$ 11,268
40		\$ 2,066
<b>302</b>	<b>\$ -</b>	<b>\$ 16,637.50</b>

5.0	BIDDING PHASE
5.1	Issue Bid Packages
5.2	Support During AD, Bid and Award
5.3	Issue Construction Documents
<b>SUBTOTAL TASK 5</b>	

		8	8					4	4	4	4		2
4		8	4					2	2	2	2		
		8	8					4	4	4	4		
<b>4</b>	<b>0</b>	<b>24</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>0</b>	<b>2</b>

34		\$ 1,889
24		\$ 1,430
32		\$ 1,814
<b>90</b>	<b>\$ -</b>	<b>\$ 5,133.58</b>

**TOTAL**

**108      47      540      772      24      40      60      70      172      146      128      200      24      14      2345 \$      600 \$      126,484.20**



Parametrix Design	\$ 126,484.20
Overhead (173.46%)	\$ 219,399.49
Fixed Fee (25.9%)	\$ 32,759.41
<b>Total:</b>	<b>\$ 378,643.10</b>
<b>Subconsultants</b>	
Budinger and Associates	\$ 36,084.45
Historical Research Associates	\$ 18,627.00
Quality Counts	\$ 520.00
Anderson Environmental (DBE)	\$ 94,882.11
<b>Total</b>	<b>\$ 528,756.66</b>
% DBE	17.94%

# Appendix AA Consultant Fee Calculation Worksheet

## AA.1 Consultant Fee Calculation Worksheet

This technique will ensure consideration of the relative value of the appropriate factor in the establishment of a fee objective in the conduct of negotiating and provide a basis of documentation of the fee objective.

In negotiating a fee as an element of price, a reasonable fee shall be negotiated or determined for each agreement by using the following procedure as a guide:

Weighted Guidelines			
Factor	Rate	Weight	Value
Degree of Risk	25	0.23	5.75
Relative Difficulty of Work	20	0.21	4.2
Size of Job	15	0.31	4.65
Period of Performance	15	0.35	5.25
Assistance by the State	15	0.2	3
Sub-consulting	10	0.3	3
Total			25.9

Based on the circumstances of each agreement and/or supplement, each of the above factors shall be weighted from .17 to .35 as indicated below. The value shall be obtained by multiplying the rate by the weight. The value column, when totaled, indicates the fair and reasonable fixed fee and/or profit percentage of direct (raw) labor costs for the agreement and/or supplement.

## AA.2 Description of Calculation of Fee Factors

**Degree of Risk:** Where the design involves no risk, or the degree of risk is very small, the weighting should be .17; as the degree of risk increases, the weighting should be increased up to a maximum of .35. Agreements with options will have, generally, a higher weighted value than agreements without options for which quantities are provided. Other things to consider: nature of the design, responsibility for design, reasonableness of negotiated costs, amount and type of labor included in costs, amount of executive management/principal time required.

**Relative Difficulty of Design:** If the design is most difficult and complex, the weighting should be .35 and should be proportionally reduced to .17 on the simplest of jobs. This factor is tied in, to some extent, with the degree of risk. Some things to consider: the nature of the design; what is the time schedule; etc., and whether it is rehabilitation or new work.

**Size of Job:** All agreement (estimated) total costs less than \$100,000 shall be weighted at .35. The fixed fee percentage should be proportionately weighted for those projects between \$100,000 and \$5,000,000 from .34 to .21. Agreements from \$5,000,000 to \$10,000,000 may be proportionately weighted from .21 to .17, and work more than \$10,000,000 at .17.

**Period of Performance:** Agreements and/or supplements that are 24 months or longer are to be weighted at .35. Agreements and/or supplements of lesser duration are to be proportionately weighted to a minimum of .17 for work less than 2 months.

**Assistance by the State:** To be weighted from .35 in those situations where few items are provided by the state to .17 in those situations where the state provides many items. Things to consider: existing or provided design or plans, mapping, quantities, surveys, geotechnical information, etc.

**Sub-Consulting:** To be weighted in proportion to the amount of sub-consulting. Where 40% (40 percent) or more of the design is to be done by subconsultants, the weighting is to be .35. The weighting is proportionally decreased to .17 where all the design is performed by the consultant's own forces.



Development Division  
Contract Services Office  
PO Box 47408  
Olympia, WA 98504-7408  
7345 Linderson Way SW  
Tumwater, WA 98501-6504

TTY: 1-800-833-6388  
[www.wsdot.wa.gov](http://www.wsdot.wa.gov)

May 1, 2024

Parametrix, Inc.  
1019 39<sup>th</sup> Ave SE, Suite 100  
Puyallup, WA 98374-2215

Subject: Acceptance FYE 2023 ICR – Cognizant Review

Dear Brent Diemer:

We have accepted your firms FYE 2023 Indirect Cost Rate (ICR) of direct labor based on the “Cognizant Review” from WSDOT who accepted the audit performed by Clark Nuber, P.S. as follows:

- Combined/Corporate: 172.98%
- Facilities Capital Cost of Money (FCCM): 0.47%

This rate will be applicable for WSDOT Agreements and Local Agency Contracts in Washington only. This rate may be subject to additional review if considered necessary by WSDOT. Your ICR must be updated on an annual basis.

Costs billed to agreements/contracts will still be subject to audit of actual costs, based on the terms and conditions of the respective agreement/contract.

Any other entity contracting with your firm is responsible for determining the acceptability of the ICR.

If you have any questions, feel free to contact our office at (360) 704-6397 or via email [consultanrates@wsdot.wa.gov](mailto:consultanrates@wsdot.wa.gov).

Regards,

*Schatzie Harvey*

[Schatzie Harvey \(May 2, 2024 05:51 PDT\)](#)

SCHATZIE HARVEY, CPA  
Contract Services Manager

173.46%

SH:sms





Proudly serving the Inland Northwest for over 40 years

Geotechnical Engineering  
Environmental Engineering  
Construction Materials Testing  
Subsurface Exploration  
Special Inspection

Tom Jordan, PE  
Parametrix  
835 N Post Street, #201  
Spokane, WA 99201

August 1, 2024  
*Revised from July 25, 2024*

Project S-231158A1

**Project:** Fish Lake Trail Connection to Centennial Trail - Phase 2, Spokane, WA  
**Subject:** Proposed Geotechnical Exploration & Analysis

Mr. Jordan,

Thank you for the opportunity to propose geotechnical services for the Fish Lake Trail Connection to Centennial Trail - Phase 2. This proposal presents a scope of services and cost estimate for geotechnical exploration and analysis for the proposed trail alignment.

**Project:**

Phase 2 of the Fish Lake Trail Connection will extend from the existing gravel parking area near the corner of S. Government Way and 5<sup>th</sup> Avenue downslope through High Bridge Park making several switchbacks. From High Bridge Park (road) the trail extends northwest crossing the Riverside Avenue Bridge and ending at the existing People's Park trailhead. We anticipate project will require cuts/fill and retaining walls to meet proposed lines and grades. Retaining wall locations and dimensions have not been determined at this time.

**Scope:**

Research available geologic, topographic, and soil mapping for the site. Perform field reconnaissance to identify existing surface conditions including topographic features, vegetation, rock outcrops, and indications of erosion.

Advance four test borings using air rotary drilling methods to a maximum depth of 25 feet or 5 feet into rock, whichever is less. Approximate test boring locations are shown on the *Exploration Plan*. Split-spoon samples and penetration resistance testing will be conducted in soil at 2.5-to-5-foot intervals.

We will perform up to three hand operated dynamic cone penetration tests (DCPs) on the slope above the High Bridge Dog Park to characterize surficial soil densities where drill rig access is not feasible. We have budgeted for two additional DCPs along the trail alignment between High Bridge Pk and the north side of the Riverside Bridge, pending results of cultural resources evaluation by others.

Characterize the subsurface conditions encountered in the borings including:

- Layering (stratification)
- Soil texture and classification
- Soil consistency/relative density
- Soil moisture and depth to ground water

1101 North Fancher Rd.  
Spokane Valley, WA 99212  
Tel: 509.535.8841  
Fax: 509.535.9589

Conduct laboratory testing of recovered samples including moisture content, gradation, and plasticity to classify subsurface materials.

Prepare geotechnical engineering report summarizing results, conclusions, and recommendations for the project including:

- Surface preparation and fill placement
- Feasibility of reusing on-site soils as fill
- Temporary and permanent slope recommendations
- Lateral earth pressures (equivalent fluid pressures) and lateral resistance (friction coefficients)
- Retaining wall recommendations
- Seismic considerations including site class and spectral acceleration parameters
- Drainage and stormwater infiltration considerations
- Pavement layer thicknesses

**Assumptions:**

We assume legal and physical access to site will be provided. We will mark desired boring locations and submit a "call before you dig" request. We will not explore in the vicinity of marked utilities; however, we will not be responsible for improperly located or unlocated services. We assume the borings will be accessible using a truck mounted drill. We assume drill cuttings will be dispersed on site.

Appended to this proposal is a document titled *Important Information about This Geotechnical Proposal* that we recommend you review carefully.

**Schedule:**

We anticipate beginning the field within three weeks of receiving notice to proceed. Estimated draft report completion date is four weeks following the field work. The final geotechnical conditions report will follow the receipt of the draft report comments by no more than one week.

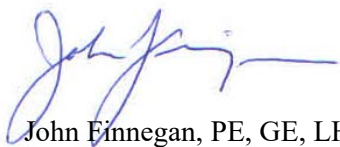
**Fees:**

Fees will be incurred on a unit price basis in accordance with the attached cost estimate as well as our schedule of fees. The estimate will not be exceeded without your approval and specific request for additional services.

We appreciate the opportunity to provide this proposal and look forward to assisting you in completing a successful project.

Prepared by:

Budinger & Associates, Inc.



John Finnegan, PE, GE, LHG  
Senior Geotechnical Engineer and Principal

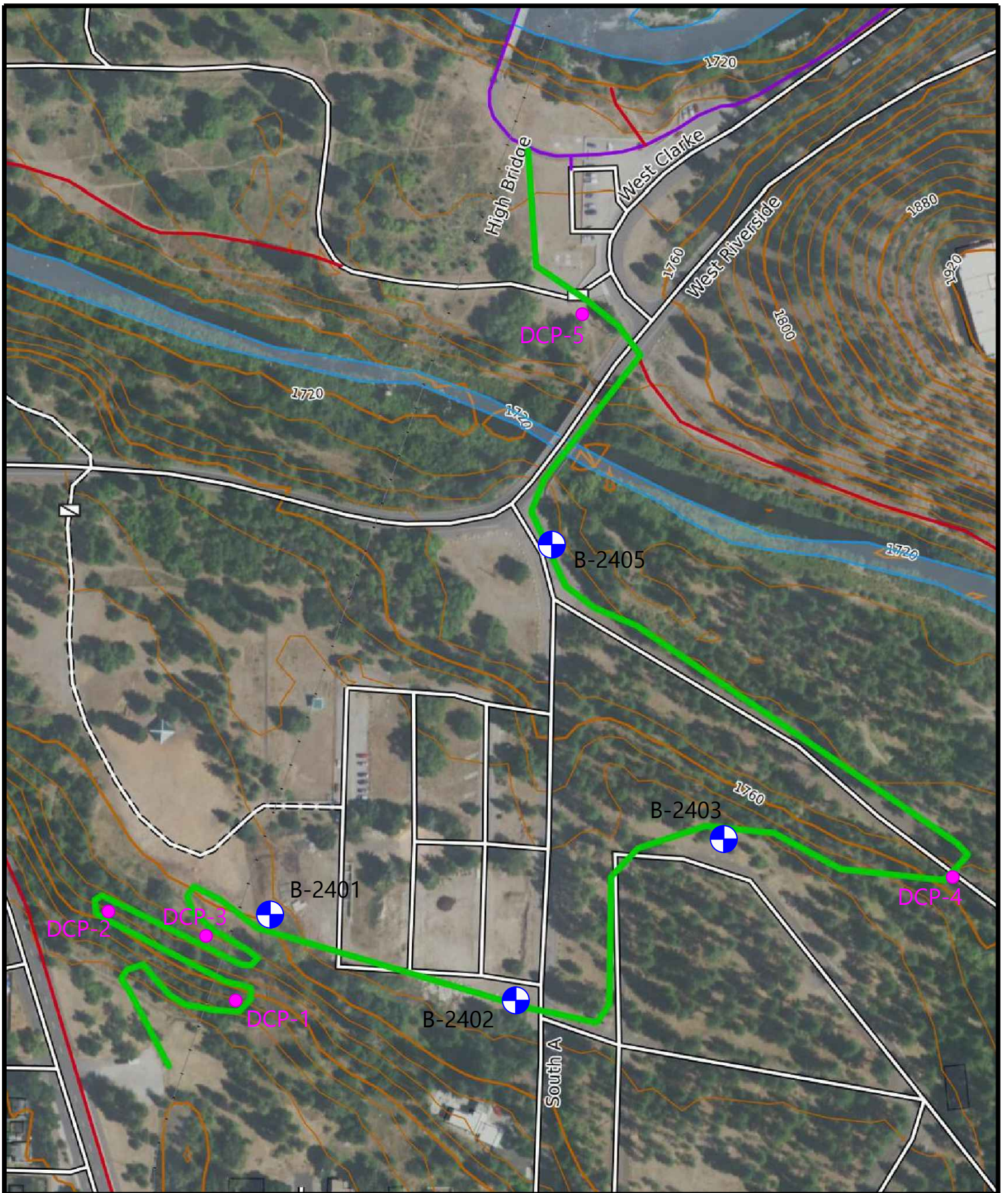
Collin McCormick, PE  
Geotechnical Engineer IV



*Budinger & Associates, Inc.  
Geotechnical and Environmental Engineers  
Construction Materials Testing & Special Inspection*

## S-231158 Fish Lake Trail Connection to Centennial Trail – Phase 2

### Attachments

- *Exploration Plan*
- *S-231158A1 Cost Estimate*
- *Important Information about This Geotechnical Proposal*



-  Proposed Boring Location
-  Proposed DCP Location



0 100 200  
SCALE: 1"=200'



**Budinger & Associates**

**EXPLORATION PLAN**

FISH LAKE TRAIL CONNECTION - PH2  
SPOKANE, WASHINGTON

**FIGURE 1**

PROJECT # S231158A1

DATE: 8/2024

Budinger & Associates, Inc.  
 1101 N. Fancher Road  
 Spokane, WA 99212  
 509-535-8841

Fish Lake Trail (Phase 2)

	hours	direct labor	cost
Principal Engineer	10	\$90.00	\$900.00
Engineer IV	38	\$67.00	\$2,546.00
Exploration Professional IV	18	\$40.00	\$720.00
Exploration Technician III	16	\$37.00	\$592.00
Exploration Technician III	20	\$37.00	\$740.00
Geologist III - field	28	\$42.00	\$1,176.00
Geologist III - office	42	\$42.00	\$1,764.00
Administrator IV	4	\$37.00	\$148.00

Subtotal	102		<b>\$8,586.00</b>
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Overhead	1.5807		<b>\$13,571.89</b>
Fixed Fee	0.3		<b>\$2,575.80</b>

Reimbursables

A - Sampling and testing expenses		\$8,760.76	
B - Laboratory testing expenses		\$2,590.00	
C - Outside consultant expenses		\$0.00	
		<b>\$11,350.76</b>	
		<b>Subtotal</b>	<b>\$36,084.45</b>

## Summary of reimbursables

### A - Sampling and testing expenses

*	Mobilization, demobilization	1	lump sum	\$2,000.00	\$2,000.00
*	Geoprobe 7822	14	hours	\$276.34	\$3,868.76
*	Air rotary tooling	12	hours	\$125.00	\$1,500.00
*	HQ3 core tooling	2	hours	\$125.00	\$250.00
*	DCP Equipment	4	hours	\$75.00	\$300.00
*	On-highway light duty support truck	16	hours	\$27.00	\$432.00
*	Bentonite chips 3/8"	20	each	\$11.50	\$230.00
*	Asphalt patch	2	each	\$15.00	\$30.00
*	Right-of-Way Permit	1	each	\$150.00	\$150.00
	<b>Sampling and testing expenses total</b>				<b>\$8,760.76</b>

### B - Laboratory testing

*	Sieve analysis	8	each	\$140.00	\$1,120.00
*	Moisture content	12	each	\$30.00	\$360.00
*	Atterberg Limits	6	each	\$185.00	\$1,110.00
	<b>Laboratory testing total</b>				<b>\$2,590.00</b>

### C - Outside Consultant Expenses

	<b>Outside Consultant total</b>				<b>\$0.00</b>
--	---------------------------------	--	--	--	---------------

**Reimbursables Total** **\$11,350.76**

# Important Information about This Geotechnical Engineering Proposal

*Subsurface problems are a principal cause of construction delays, cost overruns, claims, and disputes.*

*While you cannot eliminate all such risks, you can manage them. The following information is provided to help.*

## **Participate in Development of the Subsurface Exploration Plan**

Geotechnical engineering begins with the creation of an effective subsurface exploration plan. This proposal starts the process by presenting an initial plan. While that plan may consider the unique physical attributes of the site and the improvements you have in mind, it probably does not consider your unique goals, objectives, and risk management preferences. Subsurface exploration plans that are finalized without considering such factors presuppose that clients' needs are unimportant, or that all clients have the same needs. *Avoid the problems that can stem from such assumptions* by finalizing the plan and other scope elements directly with the geotechnical engineer you feel is best qualified for the project, along with the other project professionals whose plans are affected by the geotechnical engineer's findings and recommendations. If you have been told that this step is unnecessary; that client preferences do not influence the scope of geotechnical engineering service or that someone else can articulate your needs as well as you, you have been told wrong. No one else can discuss your geotechnical options better than an experienced geotechnical engineer, and no one else can provide the input you can. Thus, while you certainly are at liberty to accept a proposed scope "as is," recognize that it could be a unilateral scope developed without direct client/engineer discussion; that authorizing a unilateral scope will force the geotechnical engineer to accept all assumptions it contains; that assumptions create risk. *Manage your risk. Get involved.*

## **Expect the Unexpected**

The nature of geotechnical engineering is such that planning needs to *anticipate the unexpected*. During the design phase of a project, more or deeper borings may be required, additional tests may become necessary, or someone associated with your organization may request a service that was not included in the final scope. During the construction phase, additional services may be needed to respond quickly to unanticipated conditions. In the past, geotechnical engineers commonly did

whatever was required to oblige their clients' representatives and safeguard their clients' interests, taking it on faith that their clients wanted them to do so. But some, evidently, did not, and refused to pay for legitimate extras on the ground that the engineer proceeded without proper authorization, or failed to submit notice in a timely manner, or failed to provide proper documentation. *What are your preferences? Who is permitted to authorize additional geotechnical services on your project? What type of documentation do you require? To whom should it be sent? When? How?* By addressing these and similar issues sooner rather than later, you and your geotechnical engineer will be prepared for the unexpected, to help prevent molehills from growing into mountains.

## **Have Realistic Expectations; Apply Appropriate Preventives**

The recommendations included in a geotechnical engineering report are *not final*, because they are based on opinions that can be verified only during construction. For that reason, most geotechnical engineering proposals offer the construction observation services that permit the geotechnical engineer of record to confirm that subsurface conditions are what they were expected to be, or to modify recommendations when actual conditions were not anticipated. *An offer to provide construction observation is an offer to better manage your risk.* Clients who do not take advantage of such an offer; clients who retain a second firm to observe construction, can create a high-risk "Catch-22" situation for themselves. *The geotechnical engineer of record cannot assume responsibility or liability for a report's recommendations when another firm performs the services needed to evaluate the recommendations' adequacy.* The second firm is also likely to disavow liability for the recommendations, because of the substantial and possibly uninsurable risk of assuming responsibility for services it did not perform. Recognize, too, that no firm other than the geotechnical engineer of record can possibly have as intimate an understanding of your project's geotechnical issues. As such, reliance on a second firm to perform construction observation can elevate risk still more, because its personnel may not

have the wherewithal to recognize subtle, but sometimes critically important unanticipated conditions, or to respond to them in a manner consistent with your goals, objectives, and risk management preferences.

### **Realize That Geoenvironmental Issues Have Not Been Covered**

The equipment, techniques, and personnel used to perform a geoenvironmental study differ significantly from those used to perform a geotechnical study. *Geoenvironmental services are not being offered in this proposal. The report that results will not relate any geoenvironmental findings, conclusions, or recommendations.* Unanticipated environmental problems have led to numerous project failures. If you have not yet obtained your own geoenvironmental information, ask your geotechnical consultant for risk management guidance. *Do not rely on an environmental report prepared for someone else.*

### **Obtain Professional Assistance To Deal with Mold**

Diverse strategies can be applied during building design, construction, operation, and maintenance to prevent significant amounts of mold from growing on indoor surfaces. To be effective, all such strategies should be devised for the express purpose of mold prevention, integrated into a comprehensive plan, and executed with diligent oversight by a professional mold prevention consultant. Because just a small amount of water or moisture can lead to the development of severe mold infestations, a number of mold prevention strategies focus on keeping building surfaces dry. While groundwater, water infiltration, and similar issues may be addressed as part of the geotechnical engineering study described in this proposal, the geotechnical engineer who would lead this project ***is not*** a mold prevention consultant; ***none of the services being offered have been designed or proposed for the purpose of mold prevention.***

### **Have the Geotechnical Engineer Work with Other Design Professionals and Constructors**

Other design team members' misinterpretation of a geotechnical engineering report has resulted in costly problems. Manage that risk by hav-

ing your geotechnical engineer confer with appropriate members of the design team before finalizing the scope of geotechnical service (as suggested above), and, again, after submitting the report. *Also retain your geotechnical engineer to review pertinent elements of the design team members' plans and specifications.*

Reduce the risk of unanticipated conditions claims that can occur when constructors misinterpret or misunderstand the purposes of a geotechnical engineering report. Use appropriate language in your contract documents. Retain your geotechnical engineer to participate in prebid and preconstruction conferences, and to perform construction observation.

### **Read Responsibility Provisions Closely**

Clients, design professionals, and constructors who do not recognize that geotechnical engineering is far less exact than other engineering disciplines can develop unrealistic expectations. Unrealistic expectations can lead to disappointments, claims, and disputes. To help reduce the risk of such outcomes, geotechnical engineers commonly include a variety of explanatory provisions in their proposals. Sometimes labeled "limitations," many of these provisions indicate where geotechnical engineers' responsibilities begin and end, to help others recognize their own responsibilities and risks, thus to encourage more effective scopes of service. *Read this proposal's provisions closely.* Ask questions. Your geotechnical engineer should respond fully and frankly.

### **Rely on Your ASFE-Member Geotechnical Engineer for Additional Assistance**

Membership in ASFE/The Best People on Earth exposes geotechnical engineers to a wide array of risk management techniques that can be of genuine benefit to everyone involved with a construction project. Confer with an ASFE member geotechnical engineer for more information. Confirm a firm's membership in ASFE by contacting ASFE directly or at its website.



8811 Colesville Road/Suite G106, Silver Spring, MD 20910  
Telephone: 301/565-2733 Facsimile: 301/589-2017  
e-mail: [info@asfe.org](mailto:info@asfe.org) [www.asfe.org](http://www.asfe.org)

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HISTORICAL  
RESEARCH  
ASSOCIATES, INC.

## Scope of Work: Fish Lake Trail Project - Phase 2

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Historical Research Associates, Inc. (HRA), is pleased to submit the following scope of work (SOW) and cost proposal to Parametrix to provide cultural resources investigations in support of Phase 2 of the Fish Lake Trail Project [the project]. The project is being conducted by the City of Spokane (City) and is on public land within Spokane, Washington. The project will use Federal Highway Administration (FHWA) funds, making it subject to Section 106 of the National Historic Preservation Act (NHPA) and its implementing regulations (36 CFR Part 800). HRA conducted the initial cultural resources survey for the Fish Lake Trail project in 2018, but the report was not submitted to the Washington Department of Archaeology and Historic Preservation (DAHP) until September 2024. Edits are needed to the report, and Parametrix has asked HRA to split the report into two documents (Phase 1 and Phase 2). Under this scope, HRA will revise the report and tailor it to Phase 2 of the Fish Lake Trail Project. Phase 1 work will occur under a separate SOW and cost proposal. Phase 2 of the project will extend the Fish Lake Trail from West 5<sup>th</sup> Avenue to People's Park. A section of the proposed trail in the High Bridge area will need to be realigned to avoid a known archaeological site (Site 45SP950). This location, measuring less than 2 acres, requires additional archaeological survey (see Task 3).

The following scope details the tasks, assumptions, and schedule based on HRA's current understanding of the project.

### **Task 1. Project Management**

Project management includes those items necessary for completion of tasks such as project setup and closeout, internal and client planning meetings and communications, review of invoicing, and updates on progress to the client. HRA values open communication with our clients, which is essential to establishing and meeting expectations throughout a project.

### **Task 2. Background Research**

Background research will be limited and include only review of the State Historic Preservation Office (SHPO) site and survey databases to determine if any newly recorded resources or cultural resource surveys have been recorded within 1 mi of the project area since the original report was drafted. HRA staff will not review historic General Land Office (GLO), U.S. Geological Survey (USGS), and Sanborn maps; Tax Assessor data; soils and wetland data; and any other pertinent literature, records, documents, maps, and reports related to the project area's natural and cultural

history – and assumes that the previous research conducted in 2018 will be sufficient for the new report.

## Task 3. Field Investigations

The field investigations will take place after completion of appropriate utility locates, and following property access coordination. All work will be supervised by staff who meet the Secretary of Interior’s Professional Qualifications Standards for their respective fields (36 CFR Part 61).

Prior to initiating fieldwork, an HRA Health and Safety Manager will prepare a Health and Safety Plan (HASP) to be followed by HRA employees while in the field. The HASP will include reference to HRA’s established protocols that meet or exceed local, state, and federal guidelines.

### Archaeological Survey

The archaeological survey will consist of pedestrian survey of less than 2 acres supplemented by limited shovel probe excavations. HRA will conduct a pedestrian survey of the entirety of the survey area. Archaeologists will walk transects spaced at intervals of 20 meters or less. During this survey, archaeologists will seek out and examine ground exposures (e.g., ditches, cut banks, plowed fields, rodent hole back-dirt piles, other erosional exposures) looking for exposed archaeological materials. The HRA crew will record their observations on standardized field forms and in field notebooks. Survey areas will be marked on field maps, recorded with GPS technology, and photo-documented using a standardized photographic log. Upon encountering evidence of archaeological artifacts and/or features within the survey area, HRA field personnel will document the archaeological resource(s) in a manner that meets SHPO standards. To the extent possible, they will be identified as to type, material, function, and cultural and chronological association. Diagnostic materials will be photographed. Site boundary polygons and the locations of all features shall be recorded using GPS technology and on a site sketch map.

HRA will excavate shovel probes in high probability areas where there may be project impacts and to delineate archaeological resources within the survey area. (As noted, prior to excavations, HRA will coordinate utility locates as required.) Shovel probes will be 30 centimeters (cm) in diameter; at least 50 cm in depth and, assuming there is potential for archaeological deposits to be deeper, to the depth of proposed project disturbances as feasible; and terminated after two culturally sterile 10-cm levels. No probes will be dug intentionally within site boundaries. Select shovel probes may be extended in depth with an auger. Soils will be screened through 1/4-inch hardware mesh. Shovel probes will be backfilled and plotted using a GPS instrument. HRA will take general survey notes (locations, setting, disturbances, etc.), as well detailed notes about shovel probes and identified cultural resources.

No artifacts will be collected.

## Task 4. Reporting

Using portions of the previous draft report, HRA will prepare a cultural resources technical report tailored to Phase 2 of the Fish Lake Trail Project that meets SHPO standards and guidelines and incorporates the results of the previously conducted archaeological and architectural surveys.

Minimally, the report will include a SHPO coversheet, management summary, introduction and project description, cultural and environmental context, background research, methods, results of the field investigations, conclusions and recommendations, and an assessment of project effects on historic properties (to the extent possible). The report will also include National Register of Historic Places (NRHP) eligibility recommendations for each resource (eligible, not eligible, or, for resources with limited available data, unevaluated), recommendations for further work (if any), resource forms (as needed), and appropriate maps, figures, and photographs. HRA anticipates an update to the site form for previously recorded site 45SP950 will be required if the survey determines the site boundary has been extended.

An electronic draft of the report will be submitted in both Word (.docx) and Adobe (.pdf) format to the client for review and comment. Following one round of review by the client, HRA will make any necessary revisions to the draft and provide a final report in electronic (.pdf) format. At the request of the client, HRA can submit the final report to SHPO, appropriate Tribes, and/or other consulting parties as appropriate.

### **Deliverables**

HRA will submit electronic versions of the draft report for review, one in Word (.docx) and one in Adobe (.pdf) format. Upon receipt of one set of combined comments, HRA will provide one (1) electronic (.pdf) copy of the final documents, inclusive of all appropriate SHPO data (report cover sheet, GIS shapefiles, and resource forms).

**Final Deliverables:** 1 electronic copy in Adobe (.pdf) format  
1 SHPO cover sheet in Adobe (.pdf) format  
GIS shapefiles for SHPO submission

## Schedule

HRA will begin background research and revising the report within two weeks of receipt of a fully executed contract (i.e., notice to proceed [NTP]). Weather permitting, fieldwork will be completed within 8 weeks of NTP. A draft report will be completed within six weeks of completion of fieldwork. HRA will submit the final technical report within four weeks of receiving comments on the draft.

# Cost and Assumptions

HRA's total cost for tasks outlined in this scope of work (SOW) is \$18,627, to be billed on a time and materials basis.

HRA's cost proposal is made with the following assumptions in mind, deviations from which may require a scope or cost modification:

- The survey area measures less than 2 acres.
- The services included in this SOW are for survey-level investigations. Identified archaeological resources may require additional investigations to determine their NRHP eligibility and/or the project's potential impacts; such work would require a scope and cost modification.
- This cost estimate and schedule is valid for up to 30 days. Any delays in accepting the bid and executing a contract could result in changes to the cost estimate and schedule.
- HRA will inform the appropriate Tribes of our schedule, invite them to participate in the survey. HRA's tribal notifications do not constitute consultation under 36 CFR Part; consultation is the responsibility of the lead agency.
- The City will provide access to the property, coordinate safe access to the project area, clear any modern debris that obscures the ground surface, and provide a line of communication with safety personnel while HRA conducts field efforts, as needed and appropriate.
- Field investigations associated with shovel probes will require utility locates. HRA will coordinate public utility locates only. Should private locates be advisable, a scope modification may be required.
- Field investigations may necessitate special accommodations to ensure the health and safety of our staff, including requiring staff to travel in separate vehicles, providing appropriate cleaning supplies for equipment, and enacting protocols and procedures by the Field Director and HRA's Health and Safety Manager. HRA reserves the right to delay field investigations for a reasonable amount of time due to health and safety-related impediments beyond our control, for example, extreme weather, mandates restricting travel, or outbreaks of contagion in the project area that put our staff at elevated health and safety risks. HRA will remain in close contact with Parametrix and the City throughout the fieldwork planning and execution stages to ensure any potential delays are communicated early, thoroughly, and with complete transparency.
- Soils and sediments in the project vicinity are not known to have increased likelihoods of containing regulated hazardous materials. As a result, this SOW assumes that no HAZWOPER training is required; that personal protective equipment (PPE) beyond basic Level D protection is not required; and that a HAZWOPER-level Health and Safety Plan (HASP) will not be necessary. If conditions change and/or these items are required, HRA will approach the City for a change order and will be given up to 10 days to prepare a HAZWOPER HASP. If a HAZWOPER HASP is needed, the City will furnish all information necessary for HRA's contracted industrial hygienist to prepare the document within 5 days.

- No architectural/built environment survey will be required.
- No archaeological permits will be required.
- HRA will record up to 2 archaeological resources (sites or isolates) including 1 known resource.
- HRA will excavate up to 10 shovel probes.
- No human remains, archaeological resources, or potential archaeological resources requiring additional investigations, permits, or treatment will be investigated under this contract. Should such resources be identified during monitoring activities, all work in the immediate vicinity will stop until the potential impact can be resolved. Any additional archaeological investigation that may be needed to resolve the project's potential impact will require a contract modification or new contract.
- The project will be completed prior to July 1, 2025. If the project extends beyond this, additional funding will be required to account for WSDOT approved rate changes.
- This cost estimate and schedule is valid for up to 30 days. Any delays in accepting the bid and executing a contract could result in changes to the cost estimate and schedule.
- HRA's investigations do not include identifying Traditional Cultural Properties (TCPs), Traditional Cultural Landscapes, and/or Historic Properties of Religious and Cultural Significance (HPRCST).
- There will be no in-person or virtual meetings with Tribes or SHPO.
- Any of HRA's communication or meetings with Tribe does not constitute consultation under 36 CFR Part 800; consultation is the responsibility of the lead agency.

**HISTORICAL RESEARCH ASSOCIATES, INC**

**Cost Estimate**

**Fish Lake Trail Project - Phase 2**

Labor Category	Rate	Task 1		Task 2		Task 3		Task 4		PROJECT TOTAL	
		Project Management		Background Research		Field Investigations		Reporting		Hours	Total
		Hours	Total	Hours	Total	Hours	Total	Hours	Total		
Transportation Planning Specialist 5 - E Ragsdale	\$186.95	1	\$187					2	\$374	3	\$561
Transportation Planning Specialist 3 - K Derr	\$145.65	8	\$1,165	1	\$146	1	\$146	12	\$1,748	22	\$3,204
Transportation Planning Specialist 3 - C Beckner	\$145.65							2	\$291	2	\$291
Transportation Engineer 2 - F Haney	\$127.55			4	\$510	2	\$255	40	\$5,102	46	\$5,867
Transportation Engineer 2 - G Frazier	\$127.55					2	\$255	6	\$765	8	\$1,020
Transportation Engineer 2 - K Burk-Hise	\$127.55			2	\$255			4	\$510	6	\$765
Transportation Planning Specialist 1 - M McKenna	\$82.09					16	\$1,313			16	\$1,313
Transportation Planning Specialist 1 - S Thiel	\$82.09					16	\$1,313	16	\$1,313	32	\$2,627
Transportation Planning Specialist 3 - J Gilpin	\$145.65					2	\$291			2	\$291
Administrative Assistant 5 - J Gebhardt	\$102.66					2	\$205			2	\$205
Administrative Assistant 5 - M Stoll	\$102.66	5	\$513							5	\$513
Administrative Assistant 5 - D Vogel	\$102.66							4	\$411	4	\$411
Administrative Assistant 3 - J Frank	\$86.59							4	\$346	4	\$346
Administrative Assistant 3 - C Chatlain	\$86.59	2	\$173							2	\$173
IT Specialist 3 - D Muir	\$136.91	2	\$274							2	\$274
Transportation Planning Specialist 5 - B Bowden	\$186.95	1	\$187							1	\$187
<b>Labor Subtotal</b>		<b>19</b>	<b>\$2,499</b>	<b>7</b>	<b>\$911</b>	<b>41</b>	<b>\$3,779</b>	<b>90</b>	<b>\$10,861</b>	<b>157</b>	<b>\$18,051</b>
<b>Reimbursable Expense</b>	<b>Rate</b>	<b>Units</b>	<b>Total</b>	<b>Units</b>	<b>Total</b>	<b>Units</b>	<b>Total</b>	<b>Units</b>	<b>Total</b>	<b>Units</b>	<b>Total</b>
Travel											
Rental Car Standard	\$105.00					3	\$315			3	\$315
Rental Car Operating Exp/Mile	\$0.50					50	\$25			50	\$25
Trimble R1/Tablet / Day	\$100.00					2	\$200			2	\$200
Digital Camera Use / Day	\$2.00					2	\$4			2	\$4
Photocopy (in-house)	\$0.12					40	\$5			40	\$5
Administrative Fee	5%						\$27				\$27
<b>Direct Subtotal</b>							<b>\$576</b>				<b>\$576</b>
<b>TASK TOTAL</b>			<b>\$2,499</b>		<b>\$911</b>		<b>\$4,356</b>		<b>\$10,861</b>		<b>\$18,627</b>

Estimates are good for up to 90 days. Rates are subject to change annually (or sooner if inflation requires it).

Direct Costs are estimates.

\*Per diem will be paid according to IRS regulations.

Fiscal review:



Clark Chatlain

Submitted by:



Kelly Derr

**Project Total**

**\$18,627**

Submitted on

October 15, 2024

# ESTIMATE



WCM:WA

BILL TO : Parametrix  
835 N Post, Suite 201  
Spokane, WA 99201  
(509) 328-3371

CLIENT PROJECT # :

ESTIMATE DATE : 9/27/2024

ORDER DATE : 9/24/2024

ORDER No	PROJECT NAME	PAYMENT TERMS	ORDER BY
167770	Fish Lake Trail Phase 2	PWP	Tom Jordan

QTY	DESCRIPTION	RATE	TOTAL
2	<b>1-3 Lanes-Speed, Volume</b>	\$260.00	\$520.00
	2 Location(s) for time period(s): 1 Days (Speed, Volume)		
	-W Riverside Ave West of Clarke Ave, Spokane, WA		
	-S A St south of High Bridge Pk, Spokane, WA		
		<b>TOTAL</b>	<b>\$520.00</b>

Balances unpaid by end of Payment term (listed above) will be charged 1.5% interest per month

Quality Counts, LLC  
15615 SW 74th Ave #100  
Tigard, OR 97224  
(877) 580-2212  
qualitycounts.net

**CITY OF SPOKANE, WA**  
**FISH LAKE TRAIL PHASE 2**

**ENVIRONMENTAL SERVICES**

**SCOPE OF WORK AND ESTIMATE**

*October 29, 2024*

PREPARED FOR:

PARAMETRIX

TOM JORDAN, P.E.

ENGINEER IV

[TJORDAN@PARAMETRIX.COM](mailto:TJORDAN@PARAMETRIX.COM);

509-381-6169

PREPARED BY:

Michelle C. Anderson

**Anderson Environmental Consulting LLC**



ANDERSON ENVIRONMENTAL CONSULTING

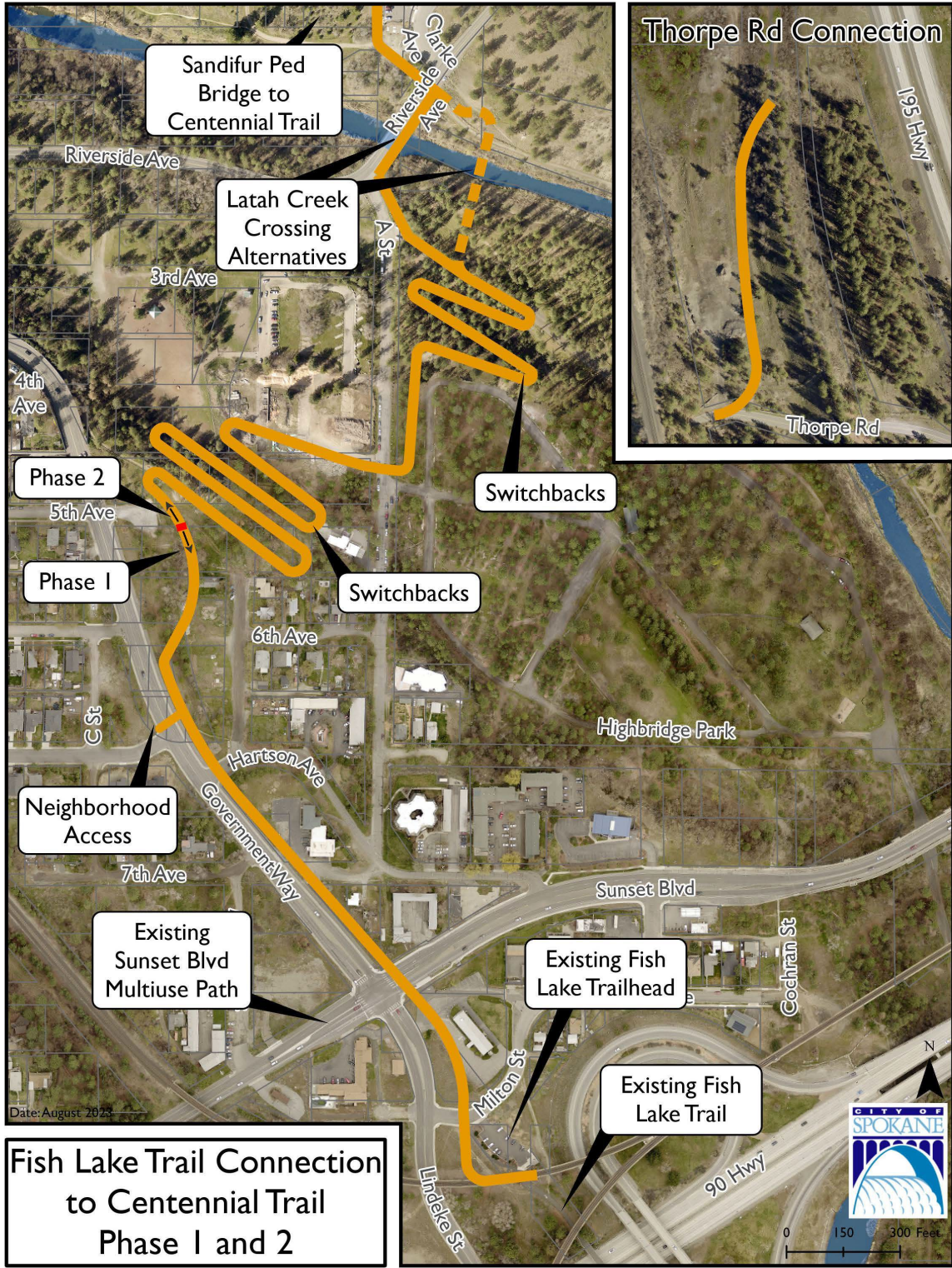
707 N Cedar Street, Suite 1B.  
Spokane, WA 99001  
Tel: 509.467.2011: Cell: 509.220.0045  
Mca@aec-enviro.com



## PROJECT DESCRIPTION

The City of Spokane, through its Department of Engineering Services (hereinafter “City”) with federal funding is proposing to design and construct the Fish Lake Trail Connection to Centennial Trail Phase 2.

The limits of this phase will include the trail alignment from approximately 5th/Government Way down the hill next to the High Bridge Dog Park, crossing A Street, then continuing through High Bridge Park to Riverside Avenue, crossing Latah Creek, then into People’s Park to connect to the Centennial Trail (via Sandifur Bridge) and the South Gorge Trail. The bridge will be restriped and jersey barrier removed; however no substantial improvements will be made to the bridge.



The project objective is to meet the environmental requirements of the Federal funding agency, Federal Highway Administration (FHWA) and the administering agency WSDOT. This will involve ensuring the project complies with the National Environmental Policy Act (NEPA), the Endangered Species Act, the Clean Water Act, Section 106 of the National Historic Preservation Act and other applicable federal laws and regulations.

The scope of work is anticipated to include:

1. Project Management, Administration and Meetings
  - a. Administration and Invoicing
  - b. Kickoff meeting includes a walking tour of the route.
  - c. Team Meetings
  - d. Public and Agency Involvement (NEPA Kickoff, Tribal coordination and Preapplication meeting) and Design Coordination through Preliminary, Final and PS&E
2. National Environmental Policy Act (NEPA) Categorical Exclusion Documentation
  - a. Categorical Exclusion Form and Supporting Documentation
  - b. Endangered Species Act Documentation
3. 4(f) Evaluation/De minimis Documentation
4. Wetland and Stream Assessment
5. Environmental Permitting
  - a. JARPA
  - b. HPA
  - c. Habitat Management Plan/Shoreline Impact Assessment & Shoreline Exemption

### **Task 1. Project Management and Administration**

Perform general administrative duties, project meetings, agency coordination, and invoicing and reporting. This will also include environmental coordination meetings with the City of Spokane.

#### **Consultant Tasks**

- 1.1. **General Administration.** Include setting up contract in accounting system, filing, correspondence and preparing schedule of environmental tasks. The project is expected to last approximately 18 months.
- 1.2. **Project Meetings.** AEC will participate in:
  - One (1) NEPA kickoff meeting
  - Bi-weekly meetings over 18 months. Each meeting will be approximately 1 hour and will involve reviewing design, status of environmental tasks, schedule and coordinating required information for project delivery. AEC will participate in all meetings via conference call.
  - Three (3) Agency meetings (NEPA Kickoff, Tribal coordination meeting and Preapplication meeting on-site)

- 1.3. **Invoicing and Reporting.** Prepare monthly invoices and progress reports to accompany each invoice. This will involve providing back-up documentation and will meet the requirements for WSDOT/Federal aid projects. AEC will also complete the DBE compliance reports online monthly.

#### **Assumptions**

- The project will have up to an 18-month duration
- Up to 18 invoices will be prepared

#### **Deliverables**

- 18 invoices
- Agendas, meeting materials and meeting minutes for 3 meetings

### **Task 2. NEPA Documentation**

#### **Consultant Tasks**

- 2.1 **Site Visit-** One AEC staff will conduct up to one (1) general site visit to collect data, photos and inventory resources for the CE form.
- 2.2 **CE Form-** Prepare 1 CE form per WSDOT LAG Categorical Exclusion Instructions. This will involve reviewing previous reports, design coordination. AEC will utilize a previously prepared Cultural Resource Survey (prepared by HRA) and the final effect determinations..
- 2.3 **Review Databases-** Available agency databases, documents, maps and studies for information regarding floodplains, hazardous materials, air quality, water quality, socioeconomic impacts and other potential impacts, IPaC report and STIP. Collect US Census data and contact alternate sources to confirm presence of low income or minority populations as applicable, to support the Environmental Justice (EJ) requirements.
- 2.4 **Hazardous Materials Memo-** AEC will conduct an administrative review of Hazardous Materials during the concept phase that provided the results of a database search of the Washington State Department of Ecology (Ecology), Environmental Protection Agency (EPA) and other databases to identify listed hazardous material sites within a 1/2 mile of the project locations. It also identified other sites with potentially hazardous materials and risks associated with the proposed project. This information will be updated. A map and table of the listed and potential hazardous sites will be provided. A windshield survey will be completed to verify sites and identify unlisted hazardous materials. Suggested measures will also be incorporated into the memo. This will be submitted with the CE Package for review.
- 2.5 **Environmental Justice/Socio Economic Impacts-**Complete a Socio-economic checklist, prepare an EJ Screen Report and determine impacts as a result of the project. This may include additional coordination regarding the Indian Community Center, unhoused population and other potential populations.

**2.6 Reviews and Revisions-** The CEs and supporting documentation will be reviewed by the City of Spokane, WSDOT Local Programs and WSDOT Highways and Local Programs (HQ) and FHWA. AEC will address up to 4 sets of comments.

### **Assumptions**

- The design will be in accordance with WSDOT Design Standards, the Highway Runoff Manual and the WSDOT Local Agency Guidelines (LAG). Waste sites, materials source sites, stormwater treatment and other design features will be identified at the time of the CE.
- The environmental documentation level is assumed to be a Categorical Exclusion (CE); however, this assumption is not meant to imply that the final document will be as pre-determined. If the National Environmental Policy Act (NEPA) process determines that a document other than that identified is appropriate, changes to the scope of work and/or scope of work tasks will be necessary.
- The design team will provide the limits of soil disturbance, impervious surface, depth of disturbances and other impact calculations.
- The cultural resource survey is already partially completed and any additional cultural resource survey work will be completed by others.
- Technical Reports. There are no other additional studies or reports that are not described in this scope of work. There will be no Noise Analysis, air quality analysis, mitigation plan, or visual quality assessment.
- The vacation of 7<sup>th</sup> Ave is not part of the project and will not be addressed in this scope of work.
- Since the City of Spokane owns the Right of way, no new Right of way is needed.
- There will be no effect to threatened or endangered species and designated critical habitat.
- Review comments will be received from City of Spokane, WSDOT Local Programs, and WSDOT Highways and Local Programs (HQ) and FHWA. There will be no more than four sets of revisions to the CE.
- All submittals will be electronic.

### **Deliverables**

- **3 Drafts and 1 Final CE (electronic)**

### **Task 3 Section 4(f) Evaluation**

#### **Consultant Tasks**

**3.1 Prepare Draft 4(f) Evaluation-**The Project will have permanent impacts to High Bridge Park, the Disc course and the Dog Park which would result in a Section 4(f) use. Therefore a Section 4(f) Evaluation will be required and will be approved by FHWA. The 4(f) evaluation will outline the project purpose and need, methodology, characterize the resources, and evaluate alternatives.

It will make a determination of feasibility and prudence and describe avoidance and minimization measures. Up to 4 maps will be prepared.

3.2 **De Minimis Document** -AEC will also prepare Section 4(f) de minimis document for the impacts from tying in the new trail to the existing Fish Lake Trail.. There would be no impacts to NRHP eligible resources. This will also require reviewing the effect determinations for the Cultural resources and also coordinating with City Parks to determine impacts to park facilities, temporary and permanent impacts, mitigation, significance of impacts and to obtain letters.

3.3 **Reviews and revisions**- The documents will be reviewed by the Design Team, City of Spokane, WSDOT Local Programs, WSDOT Highways and Local Programs and FHWA.

### **Assumptions**

- There will be a Section 4(f) use as a result of the project but a Programmatic 4(f) is applicable either for minor impacts to Parks or Net benefit.
- Alternatives from the concept report will be used and there will not be additional alternatives presented.
- Calculations of impacts and quantities will be provided by the consultant design team.
- The Section 4(f) de minimis document will be for the impacts to the Fish Lake Trail.

### **Deliverables**

- 4 Drafts and 1 final Section 4(f) Evaluation
- 3 Drafts and 1 final 4(f) De minimis document

### **Task 4 Wetland and Stream Assessment Report (WSAR)**

A Wetland Delineation and Stream Assessment Report will be prepared describing the methods used, jurisdictional and non-jurisdictional wetlands and waters of the US identified, and general characteristics of vegetation, soil, and hydrology in the vicinity. The WSAR will be prepared consistent with the WSDOT WSAR template.

### **Consultant Tasks**

- 4.1 Background Information. Collect Background Information regarding expected soils, hydrology, National Wetland Inventory (NWI), rainfall, floodplains, gages, and other information.
- 4.2 Fieldwork. Conduct wetland delineation in accordance with the USACE 1987 Manual and applicable Western Mountains Valleys and Coast Supplement. There will be up to 2 wetlands delineated and the ordinary high-water mark of Latah Creek will be delineated. No more than 6 data points for wetlands and 10 data points for OHWM will be collected. The ordinary high water mark as well as the wetland boundaries and soil pits will be recorded using a handheld GPS with sub foot accuracy. Up to 2 field days for 2 biological staff will be required to complete the wetland delineation and delineate the OHWM and collect GPS data.

- 4.3 Wetland Rating. Up to 1 wetland will be rated using the Ecology Eastern Washington Rating System. This will be documented in the Wetland Delineation and Stream Assessment Report. It will have a summary of the ratings, one map in the narrative and the ratings with the appropriate mapping and support documentation. Wetland boundaries and data points will be flagged in the field and surveyed by the Professional Surveyor. It will include information regarding WDFW Priority Habitat and Species, Threatened and endangered species, 303(d) listed waters, TMDLs, water quality and surrounding land use.
- 4.4 Mapping and GPS. Prepare maps of wetlands, creeks, OHWM, and data points overlaid on aerial photography using ArcGIS. AEC will download the GPS information and use it to prepare the wetland boundary maps. Up to 3 maps will be prepared.
- 4.5 Wetland Delineation and Stream Assessment Report (Wetland Report) that meets the USACE Wetland Delineation Manual and Applicable Supplements and the WSDOT WSAR Template. The report will include maps or aerial photos of the study area with the identified wetland areas.
- 4.6 Reviews and Revisions. The report will be reviewed by City of Spokane, WSDOT Local Programs and HQ staff, the USACE, Ecology. Up to 3 sets of comments will be attached. The wetland delineation report and maps will be revised to reflect any changes due to the spring site visit.

#### **Assumptions**

- A wetland delineation report is required.

#### **Deliverables**

- 3 draft and 1 final WSAR

#### **Task 5. Permitting**

AEC will coordinate with agencies and prepare permit applications for construction of the project including the following:

- WSDOT and Agency coordination
- JARPA Application
- HPA Apps Online
- Critical Areas and Shoreline Compliance

#### **Consultant Tasks**

**5.1 WSDOT and Agency Coordination-** AEC will participate in approximately 2 agency meetings through the project duration. There will be 1 on-site meeting that may involve staff from US Army Corps of Engineers, Washington Department of Ecology, Washington Department of Fish and Wildlife and Tribes. The second meeting will be via conference call. AEC will schedule and prepare agendas, minutes and meeting materials for each meeting. Designs will be provided by the design team.

**5.2 JARPA-** Prepare JARPA application and assist with the preparation of plan sheets to meet agency requirements for the Shoreline and Critical Area Ordinance compliance. AEC will respond to

agency information requests and coordinate with agency personnel regarding the JARPA application.

**5.3 Critical Areas Ordinance and Shorelines Compliance-** AEC will coordinate with City Planning to determine the approach for SEPA and compliance, the Critical Areas Ordinance and the Shoreline Master Program. AEC anticipates a Habitat Management Plan (HMP) /Shoreline Impact Assessment (SIA) and Shoreline Exemption will be required.

A HMP/SIA will be prepared that will require a detailed project description, quantification of impacts to wetlands, streams, shoreline jurisdiction and their buffers. It will also include impacts to floodplains, as applicable. A formal USACE Mitigation plan is not anticipated. It is assumed there will be less than 1/10 acre of impact to wetlands and less than 3/100 acre of streambed. Mitigation will be required for critical areas and shoreline compliance. Any mitigation will be on site and within the original APE/study area that was evaluated as part of the NEPA CE and Cultural Resource Survey Report. It will be conducted in accordance with the City of Spokane's Critical Areas Ordinance and will include the following information:

- Regulations
- Methodology
- Project description
- Existing conditions (priority species, habitats, critical areas, vegetation)
- Impacts to priority habitat and species, vegetation, and ecological function
- Mitigation (Avoidance, Minimization and Compensatory mitigation)
- Maintenance and Monitoring

**5.4 HPA Apps Online-**AEC will prepare an online application for work in or over the river that could affect fish life. This will use much of the information from the JARPA application. AEC will also distribute the Authorized agent form for signature and respond to requests for more information.

**5.5 Agency Coordination and Communications -** AEC will prepare draft and final cover letters for each of the permit applications as needed and will submit the applications to agencies, respond to information requires, follow up with agency staff and finalize applications.

**Assumptions:**

- A cultural resource survey is already completed and any remaining work will be completed by others.
- No other plans, reports or permits will be covered by this scope of work.
- There will be no substantial changes to the project design that will require resubmittal of the plans and permits after they are drafted.
- Plan sheets and quantities will be provided by others
- The SEPA checklist and processing will be prepared by the City of Spokane. A SEPA checklist is the appropriate level of documentation and a SEPA DNS is anticipated.



- The project will disturb more than 1 acre therefore an NPDES permit, and SWPPP are required. The City of Spokane will prepare the NPDES NOI and SWPPP.
- All permit application fees, public notice expenses, cost of signage, public meeting facility costs, and newspaper publication fees, will be the responsibility of the client.
- Grading and building plans and calculations will be provided by others.
- Site plans depicting the OHWM, in-water work, proposed and existing facilities and impacts that will be used for permit applications, including those prepared according to the Corps requirements will be prepared by others.
- There would be no work below OHWM or in wetlands; however, it is unknown if wetlands will be impacted at this time; but is assumed they may be avoided. Since there is no in-water work, 404 and 401 Water Quality Certification are not required.
- An HPA is required because there is anticipated work on the bridge over the water.
- A wetland mitigation plan for the Corps of Engineers will not be required since there will be less than 1/10 acre of wetland impacts and no in stream work.
- AEC will not prepare a Floodplain Development permit application or hydraulic analysis if needed as this must be performed by an engineer. Floodplain Permit and Engineering analysis for floodplain/no rise certification will be performed by others.
- A Biological Assessment, Noise Analysis, or other reports not specifically outlined in this scope will not be prepared under this scope. The project ESA documentation is assumed to be a No Effect and covered by the CE. If additional reports or permits are required, it will be covered by a supplemental agreement.

**Deliverables:**

3 drafts and 1 final of the following:

- JARPA Application
- Critical Areas Ordinance and Shoreline Impact Assessment Compliance Documents (HMP/SIA)
- HPA Apps Online
- 1 draft and 1 final agency cover letters



\* As per the "FEDERAL PER DIEM RATES"

\*\* See attached Subconsultant's Summary

\*\*\* Negotiated % Fee

**AEC-Labor Estimate  
Fish Lake Trail Ph 2**

<b>Task #</b>	<b>Task Description</b>	<b>Sr. Biologist</b>	<b>Biologist/Planner</b>	<b>Biological Tech/ GIS</b>	<b>Total Hours</b>
<b>Task 1</b>	<b>Project Management and Administration</b>				
1.1	General Administration	18			18
1.2	Project Meetings and kickoff	36	9		45
1.3	Invoicing and Reporting	18			18
	<b>Task 1 - Subtotal Hours</b>	<b>72</b>	<b>9</b>	<b>0</b>	<b>81</b>
<b>Task 2</b>	<b>NEPA Documentation</b>				
2.1	Site Visit		8		8
2.2	CE Form	28	16	2	46
2.3	Review Databases	6	14		20
2.4	Hazardous Material Memo	2	10		12
2.5	EJ/Socio Economic	2	8		10
2.6	Reviews and Revisions	8	14	2	24
	<b>Task 2 - Subtotal Hours</b>	<b>46</b>	<b>70</b>	<b>4</b>	<b>120</b>
<b>Task 3</b>	<b>Section 4(f) Evaluation</b>				
3.1	Prepare Draft 4(f) Evaluation	50	60		110
3.2	De Minimis Document	8	14		22
3.3	Reviews and Revisions	20	20		40
	<b>Task 3 - Subtotal Hours</b>	<b>78</b>	<b>94</b>	<b>0</b>	<b>172</b>
<b>Task 4</b>	<b>Wetland and Stream Assessment Report (WSAR)</b>				
4.1	Background info		4		4
4.2	Fieldwork	10	10		20
4.3	Wetland Rating	4	8	2	14
4.4	Mapping and GPS	2	2	8	12
4.5	Wetland and Stream Assessment Report (WSAR)	14	30	6	50
4.6	Reviews and Revisions	8	12	2	22
	<b>Task 4 - Subtotal Hours</b>	<b>38</b>	<b>66</b>	<b>18</b>	<b>122</b>
<b>Task 5</b>	<b>Permitting</b>				
5.1	WSDOT and Agency Coordination	8			8
5.2	JARPA	6	16		22
5.3	Critical Areas and HMP/Shorline Impact Assessment & Pe	50	40	8	98
5.4	HPA Apps Online	4	6		10
5.5	Agency Coordination and communication	8	8	4	20
	<b>Task 5 - Subtotal Hours</b>	<b>76</b>	<b>70</b>	<b>12</b>	<b>158</b>
	<b>Total Hours</b>	<b>310</b>	<b>309</b>	<b>34</b>	<b>653</b>





**Washington State  
Department of Transportation**

**Development Division**  
Contract Services Office  
PO Box 47408  
Olympia, WA 98504-7408  
7345 Linderson Way SW  
Tumwater, WA 98501-6504

TTY: 1-800-833-6388  
[www.wsdot.wa.gov](http://www.wsdot.wa.gov)

November 1, 2023

Anderson Environmental Consulting  
14234 North Tormey Road  
Nine Mile Falls, WA 99026

Subject: Acceptance FYE 2022 ICR – CPA Report

Dear Noreen Iliff:

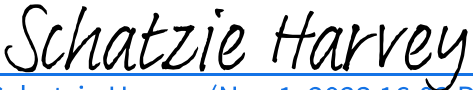
We have accepted your firms FYE 2022 Indirect Cost Rate (ICR) of 127.37% of direct labor (rate includes 0.46% Facilities Capital Cost of Money). based on the “Independent CPA Report,” prepared by Magnuson, McHugh, Dougherty CPAs. This rate will be applicable for WSDOT Agreements and Local Agency Contracts in Washington only. This rate may be subject to additional review if considered necessary by WSDOT. Your ICR must be updated on an annual basis.

Costs billed to agreements/contracts will still be subject to audit of actual costs, based on the terms and conditions of the respective agreement/contract.

This was not a cognizant review. Any other entity contracting with the firm is responsible for determining the acceptability of the ICR.

If you have any questions, feel free to contact our office at **(360) 704-6397** or via email [consultanrates@wsdot.wa.gov](mailto:consultanrates@wsdot.wa.gov).

Regards,

  
Schatzie Harvey  
Schatzie Harvey (Nov 1, 2023 16:03 PDT)

SCHATZIE HARVEY, CPA  
Contract Services Manager

SH:leg



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/13/2024

**Clerk's File #** OPR 2022-0348

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	FACILITIES MANAGEMENT	<b>Bid #</b>	
------------------------	-----------------------	--------------	--

<b>Contact Name/Phone</b>	DAVE STEELE 625-6064	<b>Requisition #</b>	
---------------------------	----------------------	----------------------	--

<b>Contact E-Mail</b>	DSTEELE@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
-------------------------	---------------	--	--

<b>Council Sponsor(s)</b>	MCATHCART BWILKERSON ZZAPPONE		
---------------------------	-------------------------------	--	--

<b>Agenda Item Name</b>	5900 DISH NETWORK SITE LEASE ACKNOWLEDGEMENT-S THOMAS MALLON		
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**Agenda Wording**

The Facilities Department is partnership with the Water Department has negotiated a new site lease for a cellular installation by DISH Network on an existing Water Department Reservoir on South Thomas Mallen Road.

**Summary (Background)**

A new site lease acknowledgement (SLA) for a cellular installation by DISH Network on Mallen Hill has been negotiated by the Facilities Department in partnership with the Water Department. The SLA is subject to the current fee schedule codified in the master lease agreement (MLA) (OPR 2022-0348). The initial SLA term is 5 years, with 3 available lease extensions of 5 years each. Annual lease escalator of 3.0% per year.

Lease? YES Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget?

Total Cost	\$
------------	----

Current Year Cost	\$
-------------------	----

Subsequent Year(s) Cost	\$
-------------------------	----

**Narrative**

**Amount**

**Budget Account**

Revenue	\$ 3,200	# 0020-88113-99999-36291-89267 Monthly
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Select	\$	#
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Select	\$	#
--------	----	---

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

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



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	TEAL, JEFFREY
<b><u>Division Director</u></b>	BOSTON, MATTHEW
<b><u>Accounting Manager</u></b>	BUSTOS, KIM
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**

<b><u>ACCOUNTING -</u></b>	BAIRD, CHRISTI

**Distribution List**

katie.murrer@coreoneconsultants.com	klong@spokanecity.org
kbustos@spkanecity.org	facilitiesdepartment@spokanecity.org
lsearl@spokanecity.org	dstele@spokanecity.org
cbaird@spokanecity.org	



## SITE LICENSE ACKNOWLEDGMENT

This Site License Acknowledgment ("SLA") is made by and between **City of Spokane** ("Licensor"), and **DISH Wireless L.L.C.** ("Licensee") pursuant to the terms of that certain Master License Agreement between Licensor and Licensee dated June 17, 2022. Capitalized terms used in this SLA have the same meaning as such terms are defined in the Master License Agreement unless otherwise indicated.

1. Site Name and/or Number:

SEGEG00024B

2. Site Address:

7910 S Thomas Mallen RD Spokane, WA 99004

3. Site Legal Description:

FOUR LAKES GOLF & COUNTRY CLUB SUBD #1 LT21 BLK5 ACCORDING TO VAC  
PLAT RECORDED IN VOL 9 OF PLATS PAGE 64 SPOKANE COUNTY

Parcel ID: 24074.9071

4. The Site is:

Owned by Licensor

5. General Description of Facility Licensed:

9' x 7' land lease area adjacent to Water Tank; together with space on the Water Tank for up to 9 total antennas and associated communications equipment; together with non-exclusive right to install lines and cables running between the Water Tank space and land lease area and the non-exclusive right for ingress and egress pursuant to the terms of the Master License Agreement.

6. Antenna Physical Description:

See Exhibit A attached hereto and incorporated herein

7. Shelter/Cabinet Physical Description:

See Exhibit A attached hereto and incorporated herein

8. Intermodulation Study Completed and Approved (if applicable): N/A

9. Initial Site Floor Noise Measurement: N/A

10. Drawings Received by Licensor:

See Exhibit A attached hereto and incorporated herein

11. Structural Integrity Study: TBD

12. Site Access Details and Provisions: TBD

13. Plan for Minimizing Visual Impact of Equipment at Site: N/A

14. Construction Work requested of Licensor by Licensee: TBD

15. Coordination Provisions between Licensor and Licensee: TBD

16. Monthly Fee:

\$3,200.00 per month, adjusted annually pursuant to Section 5.1 of the Master License Agreement

17. Additional Provisions: N/A

IN WITNESS WHEREOF, the parties have executed this Agreement on this \_\_\_\_ day of \_\_\_\_\_ 2024.

**Licensor:**

**Licensee:**

**City of Spokane**

**DISH Wireless L.L.C.**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Assistant City Attorney

STATE OF WASHINGTON )  
 ) SS.  
County of \_\_\_\_\_ )

I certify that I know or have satisfactory evidence that \_\_\_\_\_ is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument, and acknowledged it as the **City Manager** of the **City of Spokane, Washington**, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Name: \_\_\_\_\_  
Dated: \_\_\_\_\_  
Notary Public for the state of \_\_\_\_\_  
Residing in \_\_\_\_\_  
My appointment expires: \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
 ) SS.  
COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_ day of \_\_\_\_\_, 2022, before me, the undersigned personally appeared \_\_\_\_\_, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in her capacity, that by his/her signature on the instrument, the individual, or the entity, **Dish Wireless L.L.C.**, upon behalf of which the individual acted, executed the instrument, and that such individual made such appearance before the undersigned in the City of \_\_\_\_\_, County of \_\_\_\_\_, State of \_\_\_\_\_.

\_\_\_\_\_  
Signature and Office of Individual  
Taking Acknowledgment

Exhibit A

Licensee Construction and Design Plans

(attached)



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/14/2024

**Clerk's File #** OPR 1998-0169

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	FACILITIES MANAGEMENT	<b>Bid #</b>	
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<b>Contact Name/Phone</b>	DAVE STEELE 625-6064	<b>Requisition #</b>	
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<b>Contact E-Mail</b>	DSTEELE@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	MCATHCART BWILKERSON ZZAPPONE		
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<b>Agenda Item Name</b>	5900 T-MOBILE SITE LEASE ACKNOWLEDGEMENT - EAGLE RIDGE II		
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**Agenda Wording**

The Facilities Department in partnership with the Water Department has negotiated a new site lease for a cellular installation by T-Mobile on an existing Water Department Reservoir in the Eagle Ridge area.

**Summary (Background)**

A new site lease acknowledgement (SLA) for a cellular installation by T-Mobile on an existing Water Department Reservoir in the Eagle Ridge area has been negotiated by the Facilities Department in partnership with the Water Department. The SLA is subject to the current fee schedule as codified in the first amendment to the master lease agreement (MLA) (OPR 1998-0169). The initial SLA term is 10 years, with 3 available lease extensions of 5 years each. Annual lease escalator of 3.5% per year.

Lease? YES Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

**Amount**

**Budget Account**

Revenue	\$ 3,211.93	# 0020-88112-99999-36291-89258 Monthly amount
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Select	\$	#
--------	----	---

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

	\$	#
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# Continuation of Wording, Summary, Approvals, and Distribution

## Agenda Wording

## Summary (Background)

### **Approvals**

<b><u>Dept Head</u></b>	TEAL, JEFFREY	<b><u>ACCOUNTING -</u></b>	BAIRD, CHRISTI
<b><u>Division Director</u></b>	BOSTON, MATTHEW		
<b><u>Accounting Manager</u></b>	BUSTOS, KIM		
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH		
<b><u>For the Mayor</u></b>	PICCOLO, MIKE		

### **Additional Approvals**

### **Distribution List**

BMARCUS@NETWORKCONNE	klong@spokanecity.org
lsearl@spokanecity.org	kbustos@spokanecity.org
dstele@spokanecity.org	cbaird@spokanecity.org





NA

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

NA

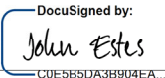
**SITE LEASE ACKNOWLEDGMENT**

This Site Lease Acknowledgement is made to the Master Lease Agreement between the City of Spokane and T-Mobile West LLC, a Delaware limited liability company, as successor-in-interest to Western PCS BTA I Corporation, as agent for Cook Inlet Western Wireless PV/SS PCS, L.P. dated \_\_\_\_\_ 20\_\_, a copy of which is attached hereto as Exhibit F and its term incorporated herein. Capitalized terms used in this SLA have the same meaning as such terms in the Master Lease Agreement dated December 11, 1997, and the First Amendment to Master Lease Agreement dated March 3, 2013, unless otherwise indicated.

- 1. Site Name and Number: **SP01484A Latah Water Tank**
- 2. Site Address: **5717 S. Parkridge Blvd., Spokane, WA 99224**
- 3. Site Legal Description: **See Exhibit 1.**
- 4. Site Latitude and Longitude: **47.600426, -117.42643**
- 5. Commencement Date: Date of commencement of Lessee construction activities
- 6. Fees: **Grade "A" Site. See Exhibit B Fee Schedule. Per the First Amendment to Master Lease Agreement dated March 3, 2013, the current starting rent rate will be \$3,211.93, which will escalate annually by 3.5%**
- 7. Term: **Ten (10) years.**
- 8. Renewal Options: **Three (3) additional terms of five (5) years each.**
- 9.  The Site is owned by Lessor.  
 The Site is leased by Lessor. A copy of the prime lease and the owner's consent are attached to this SLA.
- 10. Lessor contact for emergencies: **Randy Reid (509) 413-3469**
- 11. Lessee contact for emergencies:
- 12. Description of Communications Facility: **Exhibit 2**
- 13. Special provisions: **Form of Memorandum of Lease, See Exhibit 3.**

T-Mobile West LLC, a Delaware limited liability company, as successor-in-interest to Western PCS BTA I Corporation, as Agent for Cook Inlet Western Wireless PV / SS PCS, L.P.

City of Spokane, a Municipal corporation of the State of Washington. Fed. Tax ID# 91-001280

By:  \_\_\_\_\_  
COE5E5DA3B904EA...

By: \_\_\_\_\_  
City Administrator

Name: John Estes

Attest: \_\_\_\_\_

Title: Sr. Director

Approved as to form:

\_\_\_\_\_  
Assistant City Attorney

Approved:

---

Real Estate Manager \_\_\_\_\_

## **EXHIBIT 1**

### **Legal Description**

To the Site Lease Agreement dated \_\_\_\_\_ 20\_\_, between the City of Spokane, a Municipal Corporation of the State of Washington, as Lessor and T-Mobile West LLC, a Delaware limited liability company, as successor-in-interest to Western PCS BTA I Corporation, as agent for Cook Inlet Western Wireless PV/SS PCS, L.P. as Lessee.

### **The Property is legally described as follows:**

SEC 06 TWN 24N RNG 43E, Eagle Ridge PUD 5<sup>th</sup> Addition, Tract "J"

## **EXHIBIT2**

### **Communications Facility**

To the Site Lease Agreement dated \_\_\_\_\_ 20\_\_, between the City of Spokane, a Municipal Corporation of the State of Washington, as Lessor and T-Mobile West LLC, a Delaware limited liability company, as successor-in-interest to Western PCS BTA I Corporation, as agent for Cook Inlet Western Wireless PV/SS PCS, L.P. as Lessee.

#### **Description of the Communications Facility:**

##### **PCS Communication facility:**

- **Up to six panel antennas mounted on the water tank**
- **Up to six remote radio units mounted on the water tank**
- **Up to two hybrid cables mounted on the water tank**
- **A 12'x15' ground equipment lease area, with associated conduit between lease area and water tank for cables**
- **Conduits for electrical and fiber optic service from the ground lease area to the nearest utility provider meet-points**

**EXHIBIT 3**

**Memorandum of Lease**

To the Site Lease Agreement dated \_\_\_\_\_ 20\_\_, between the City of Spokane, a Municipal Corporation of the State of Washington, as Lessor and T-Mobile West LLC, a Delaware limited liability company, as successor-in-interest to Western PCS BTA I Corporation, as agent for Cook Inlet Western Wireless PV/SS PCS, L.P. as Lessee.

**Memorandum of Lease, with cover sheet, notary pages(s) and Exhibit A.**

**Document Attached**

After recording, please return to:

Western PCS BTA I Corporation  
as agent for Cook Inlet Western Wireless PV/SS PCS, L.P.  
Suite 100 Lake Place  
2001 NW Sammamish Road  
Issaquah, WA 98027-8940  
Attn.: PCS Lease Coordinator  
  
Phone: (425) 313-5200  
FAX: (425) 313-5509

Site Identification: **SP1484A Latah Water Tank**

Market: **SPOKANE**

**Memorandum of Lease and Option Between The City of Spokane ("Landlord") and T-Mobile West LLC, a Delaware limited liability company, as successor-in-interest to Western PCS BTA I Corporation, as agent for Cook Inlet Western Wireless PV/SS PCS, L.P. ("Tenant")**

This is a Memorandum and Confirmation of Site Lease Agreement (Lease) by and between City of Spokane, a municipal Corporation of the State of Washington (Lessor), whose mailing address is West 808 Spokane Falls Blvd., Spokane, WA 99201, and T-Mobile West LLC, a Delaware limited liability company, as successor-in-interest to Western PCS BTA I Corporation, as agent for Cook Inlet Western Wireless PV/SS PCS, L.P. (Lessee), whose mailing address is c/o Western Wireless Corporation, 2001 NW Sammamish Road, Suite 100, Issaquah, WA 98027.

Date of Lease: \_\_\_\_\_

Description of Demised Premises: See Exhibit A attached hereto.

Term: Ten (10) years commencing on the Commencement Date.

Renewal Options: Three (3) additional five-year periods after the expiration of the initial term of the Lease.

The purpose of this Memorandum and Confirmation of Lease is to give record notice of the Lease and of the rights created thereby, all of which are hereby confirmed and incorporated herein.

NOW, THEREFORE, Lessor, in consideration of the rents and covenants provided for in the Lease to be paid and performed by Lessee, does hereby demise, convey, grant and let unto Lessee the Demised Premises upon the terms and subject to the conditions set forth in the Lease, a copy of which is being held by Lessor at its address stated above.

EXECUTED as of the date set forth in the respective acknowledgments of the parties hereto.

LESSOR:

City of Spokane  
a Municipal corporation of the State  
of Washington. Fed. Tax ID# 91-001280

By: \_\_\_\_\_  
City Manager

Attest: \_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
Assistant City Attorney

Approved:

\_\_\_\_\_  
Real Estate Manager

LESSEE:

T-Mobile West LLC, a Delaware limited liability company, as successor-in-interest to Western PCS BTA I Corporation, as Agent for Cook Inlet Western Wireless PV / SS PCS, L.P.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_



**Lessee Acknowledgment**

STATE OF WASHINGTON )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

I certify that I know or have satisfactory evidence that \_\_\_\_\_ is the person who appeared before me, and said person acknowledged that he/she signed this instrument, on oath stated that he/she was authorized to execute the instrument and acknowledge it as the \_\_\_\_\_ of T-Mobile West LLC, a Delaware limited liability company, as successor-in-interest to Western PCS BTA I Corporation, as agent for Cook Inlet Western Wireless PV/SS PCS, L.P., to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Notary Public  
Print Name \_\_\_\_\_  
My commission expires \_\_\_\_\_

(Use this space for notary stamp/seal)

**Lessor Acknowledgment**

STATE OF WASHINGTON )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

I certify that I know or have satisfactory evidence that \_\_\_\_\_  
And \_\_\_\_\_ are the persons who appeared before me, and said persons acknowledged that they signed this instrument, on oath stated that they were authorized to execute the instrument and acknowledged it as the City Manager and City Clerk of the City of Spokane, a Municipal Corporation of the State of Washington to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Notary Public  
Print Name \_\_\_\_\_  
My commission expires \_\_\_\_\_

(Use this space for notary stamp/seal)

**EXHIBIT A**

**Legal Description**

To the Site Lease Agreement dated \_\_\_\_\_ 20\_\_, between the City of Spokane, a Municipal Corporation of the State of Washington, as Lessor and T-Mobile West LLC, a Delaware limited liability company, as successor-in-interest to Western PCS BTA I Corporation, as agent for Cook Inlet Western Wireless PV/SS PCS, L.P. as Lessee.

**The Property is legally described as follows**

SEC 06 TWN 24N RNG 43E, Eagle Ridge PUD 5<sup>th</sup> Addition, Tract "J"



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/13/2024

**Clerk's File #** OPR 2024-1061

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	FACILITIES MANAGEMENT	<b>Bid #</b>	
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<b>Contact Name/Phone</b>	DAVE STEELE 625-6064	<b>Requisition #</b>	BT PENDING
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<b>Contact E-Mail</b>	DSTEEL@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	MCATHCART BWILKERSON ZZAPPONE		
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<b>Agenda Item Name</b>	5900 FACILITIES WATER DEPARTMENT WOODRIDGE PROPERTY PURCHASE		
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**Agenda Wording**

The Facilities Department in partnership with the Water Department, has negotiated the purchase of a parcel of real property at 4453 W Vel View Court (Spokane County Tax Parcel #26151.5609) directly adjacent to the existing Woodridge Water Tank.

**Summary (Background)**

The Water Department has negotiated the purchase of a parcel of real property at 4453 W Vel View Court (Spokane County Tax Parcel #26151.5609) directly adjacent to the existing Woodridge Water Tank for \$100,000.00 and additional considerations, in the interest of facilitating a quick closing, the City has agreed to pay all closing costs associated with the purchase.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ 100,000.00
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Current Year Cost	\$ 100,000.00
-------------------	---------------

Subsequent Year(s) Cost	\$
-------------------------	----

**Narrative**

**Amount**

**Budget Account**

Expense	\$ 100,000.00	# 4100-42490-94340-17100-99999
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	TEAL, JEFFREY
<b><u>Division Director</u></b>	BOSTON, MATTHEW
<b><u>Accounting Manager</u></b>	BUSTOS, KIM
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**

<b><u>PURCHASING</u></b>	NECHANICKY, JASON

**Distribution List**

brent.parrish@lennar.com	klong@spokanecity.org
lsearl@spokanecity.org	dstele@spokanecity.org
kbustos@spokanecity.org	wateraccounting@spokanecity.org
kyoung@spokanecity.org	

## Committee Agenda Sheet

### Finance & Administration Committee

<b>Submitting Department</b>	Facilities Department
<b>Contact Name</b>	Dave Steele
<b>Contact Email &amp; Phone</b>	509-625-6064
<b>Council Sponsor(s)</b>	CP Wilkerson, CM Cathcart, CM Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Water Department Woodridge Property Purchase
<b>Summary (Background)</b>  *Use the Fiscal Impact box below for relevant financial information	The Facilities Department in partnership with the Water Department, has negotiated the purchase of a parcel of real property at 4453 W Vel View Court (Spokane County Tax Parcel #26151.5609) directly adjacent to the existing Woodridge Water Tank for \$100,000 and additional considerations. In the interest of facilitating a quick closing, the City Has agreed to pay all closing costs associated with this Purchase.
<b>Proposed Council Action</b>	Contract approval
<b>Fiscal Impact</b>	
Total Expense:	<b>\$ 100,000 Plus Applicable Closing Costs</b>
Approved in current year budget?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Funding Source	<input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A
Specify funding source:	4100-42490-94340-56501-99999
Expense Occurrence	<input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	NA – Basic Utility Need
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?	NA – Basic Utility Need
How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?	NA – Basic Utility Need
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?	The Water Department provides basic utility services for the continued development of infill residential housing.

Project #: \_\_\_\_\_  
Address: \_\_\_\_\_  
Parcel #: \_\_\_\_\_

City Clerk No. OPR 2024-1061

## **REAL ESTATE PURCHASE AND SALE AGREEMENT CITY AS PURCHASER**

This Agreement, is made and entered into by and between the **CITY OF SPOKANE**, a Washington State municipal corporation (the "City" or "Purchaser") and, Lennar Northwest, LLC, a Delaware limited liability company (the "Sellers" or "Owners") jointly referred to as the "Parties" and each a "Party."

Whereas, the Purchaser and Seller are desirous of entering into an agreement whereby the Purchaser will purchase property owned by the Seller.

NOW, THEREFORE, in consideration of the following terms, conditions and covenants and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

**1. SALE OF PROPERTY.** Seller agrees to sell, convey and transfer to the Purchaser, and the Purchaser agrees to purchase, acquire and take from Seller, the real property located in the City of Spokane, Spokane County, Washington, legally described as:

**15-26-42: WOODRIDGE VIEW 3<sup>RD</sup> ADDITION PHASE 2 (AFN 7270697)  
BLOCK 2 LOT 9**

With an address of 4453 W. Vel View Court, Spokane Washington, Spokane County Parcel No. 26151.5609

and all hereditaments, appurtenances, improvements, and buildings belonging or in any way appertaining (the "Property").

**2. PURCHASE PRICE.** The Parties agree that the purchase price for the Property is **ONE HUNDRED THOUSAND AND NO DOLLARS (\$100,000.00)**. As additional consideration for the Property, the Parties also agree that they will each partially relinquish their rights under that certain Private Road and Utility Easement recorded under Auditor's File No. 9406090157, Records of Spokane County, Washington (the "Relinquishment"). The Parties acknowledge that the purchase price and Relinquishment represents the fair market value of the Property. The agreed upon amount is payable by City warrant at closing. Seller hereby acknowledges that it is entering this Agreement voluntarily and with full knowledge of the Seller's entitlement to receive just compensation for the Property. Seller, on behalf of itself and any lessee on the Property, waives any rights to which Seller or any of Seller's lessees might be entitled under Chapter 8.12 RCW.

3. **CONDITION OF PROPERTY.** Purchaser offers to purchase the Property in an "as is" condition, with all physical defects, except those identified in paragraph 12, herein, including those that cannot be observed by casual inspection.

4. **REPRESENTATIONS OF SELLER.** The Seller hereby represents to the City the following:

A. To the best of Seller's knowledge there are no pending special assessments or condemnation actions with respect to the Property or any part thereof, and Seller has no knowledge of any special assessment or condemnation actions being contemplated, and;

B. There is no pending litigation or suit threatened or asserted which could result in a lis pendens being lawfully filed against the Property, and;

C. Seller will cooperate with the City and execute all documents necessary to remove or release liens, assessments, encumbrances, mortgages or deeds of trust in order to deliver to the City marketable title to the Property;

D. Seller has good and marketable title and fee simple to the Property, which is not subject to any liens, encumbrances, restrictions, or easements of any kind except those which have been disclosed on the Commitment for Title Insurance received by the Purchaser; and

E. Neither the execution of this agreement, nor the performance of any of the terms or provisions hereof, violates, or shall violate, or conflicts with in any material aspect, or constitutes a default under, any existing contract, document, understanding, agreement, or instrument to which the Seller is a party, or by which the Seller may be bound.

5. **CLOSING.** The closing date shall be \_\_\_\_\_, at \_\_\_\_\_ a.m., unless another date or time is agreed to by the Parties. The place of closing shall be at First American Title, E. 40 Trent Ave. Spokane Washington, 456-0550. Seller shall be responsible and entitled to have all closing documents reviewed by its own counsel or agent prior to closing. The risk of loss to the improvements, if any, on the Property prior to closing shall be Seller's and in the event of damage or destruction, Purchaser shall be entitled to terminate this agreement. The City may postpone closing or terminate this agreement if it reasonably appears to the City that Seller has misrepresented the condition of title, marketability of the Property or any other matter contained in Paragraph 4, above.

6. **CLOSING DOCUMENTS.**

A. At the closing, the Seller shall produce or execute:

1. a Dedication Deed (The "Deed"), duly executed and acknowledged in a recordable form, conveying to the Purchaser marketable title to the Property free and clear of all liens, assessments, deeds of trust, mortgages, or encumbrances except those of record;
2. a detailed statement, prepared by the escrow officer and/or the closing attorney, setting forth the appropriate adjustments and prorations to be made at the closing;
3. a completed Seller's Disclosure Statement;
4. all other documentation reasonably required by the Purchaser or the escrow officer; and
5. the Partial Relinquishment of Private Road and Utility Easement substantially in the form attached hereto as Exhibit A (the "Relinquishment Document").

B. At the closing, the Purchaser shall produce or execute:

1. the Relinquishment Document;
2. a detailed statement, prepared by the escrow officer and/or the closing attorney, setting forth the appropriate adjustments and prorations to be made at the closing; and
3. all other documentation reasonably required by the Seller and or the escrow officer.

## 7. **EXPENSES.**

A. Expenses of Seller. The Seller shall pay:

- (i) real estate taxes prorated to the date of closing;
- (ii) all assessments, liens, mortgages, deeds of trust or other encumbrances (ie. real estate excise tax);
- (iii) the Seller's attorney fees; and
- (iv) all other expenses incurred by Seller which relate to the Property.



B. Expenses of Purchaser. The Purchaser shall pay:

- (i) all recording fees;
- (ii) its attorney fees;
- (iii) real estate taxes due after the closing date;
- (iv) title insurance premiums;
- (v) any reconveyance fees.

8. **POSSESSION**. The Owner shall deliver possession of the Property to the Purchaser on the date of closing.

9. **TIME**. Time is of the essence of this Agreement.

10. **TITLE EXAMINATION**. Purchaser reserves the right to purchase a Policy of Title Insurance covering the purchase of the Property in the amount of the cash purchase price. In the event that Seller is unable to cure any title encumbrances which reasonably are unacceptable to Purchaser, the Purchaser may at its option: (1) terminate this agreement by written notice, whereupon no party shall have any further liability under this agreement; or (2) postpone the date of closing for up to sixty (60) days, during which time Seller shall use all reasonable efforts and expend reasonable sums as may be necessary to cure the objections of Purchaser. If the objections to title are not cured on or before the closing date, as postponed, the Purchaser may terminate this agreement or waive the objections to title.

11. **COMMISSION**. Each Party warrants and represents to the other Party that if any real estate brokerage commission or fees are payable due to the indemnifying Party's action, that party hereby indemnifies the other Party from and against any and all claims for any real estate brokerage commission fees which may arise as a result of any acts of the indemnifying Party.

12. **HAZARDOUS WASTE**. To the best of Seller's knowledge the Property is not in violation of any federal, state or local law, ordinance, or regulation relating to the environmental conditions on, under, or about the Property, including but not limited to, soil and ground water conditions, and that during the time in which Seller owned the Property, neither Seller nor, to the best of Seller's knowledge, any third party has used, generated, stored, or disposed of on, under, or about the Property or transported to or from the Property any hazardous waste, toxic substances, or related materials (the "Hazardous Materials"). For the purposes of this paragraph, Hazardous Materials shall include, but is not limited to, substances defined as "Hazardous Substances," "Hazardous Materials," "Hazardous Waste," "Toxic Substances," in the Comprehensive

Environmental Response Compensation and Liability Act of 1980, as amended, and RCW Title 7 and the regulations promulgated pursuant to such laws.

Seller will indemnify and hold harmless the Purchaser from all required remediation, damage, claim or loss (including attorney fees incurred in defending any claim) arising from the placement, storage, disposal or release on the Property of any Hazardous Materials during such time as Seller was in possession or had any interest in the Property. This indemnification and hold harmless shall survive and not be merged into the deed delivered by Seller to Purchaser for the Property.

If prior to the closing date Purchaser discovers that the Property contains any Hazardous Waste, of which it has not been previously advised, the Purchaser may terminate this Agreement.

**13. CONDEMNATION.** Purchaser and Seller acknowledge that the Property is being purchased under the threat of condemnation pursuant to RCW Title 8.

**14. NOTICES.** Any notices required or permitted to be given shall be in writing and delivered either in person or by certified mail, return receipt requested, postage pre-paid, addressed as follows or such other address as may be designated by either party:

Purchaser: CITY OF SPOKANE  
WATER DEPARTMENT  
914 EAST NORTH FOOTHILLS DRIVE.  
SPOKANE, WA 99201

Copy to: Office of the City Attorney  
808 W. Spokane Falls Blvd.  
Spokane, WA 99201

Seller: Lennar Northwest, LLC  
Attn: Andrew Zinniger and Hannah Fox  
33455 6th Avenue South, Suite 1-B  
Federal Way, WA 98003

Any notice given pursuant to this Agreement, shall be deemed effective the day it is personally delivered or three (3) business days after the date it is deposited in the United States mails.

**15. ENTIRE AGREEMENT/MODIFICATION.** This written Agreement constitutes the entire and complete Agreement between the Parties hereto and supersedes any prior oral or written agreements between the Parties with respect to the Property. It is expressly agreed that there are no verbal understandings or agreements

which in any way change the terms, covenants and conditions herein set forth. No modifications of this Agreement and waiver of any of its terms and conditions shall be effective unless in writing and duly executed by the Parties hereto.

**16. BINDING EFFECT.** All covenants, agreements, warranties and provisions of this Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective heirs, executors, administrators, personal representatives, successors and assigns.

**17. GOVERNMENTAL APPROVAL.** Seller acknowledges that this Agreement does not bind the City of Spokane until the Mayor executes this Agreement.

In witness whereof, the parties hereto have signed this Agreement this day of \_\_\_\_\_ 20 \_\_\_\_.

**CITY OF SPOKANE**

By: \_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
Assistant City Attorney

**SELLERS**

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

STATE OF WASHINGTON        )  
  )ss.  
County of Spokane            )

On this        day of                                   , 20\_\_\_\_, before me personally appeared \_\_\_\_\_, and \_\_\_\_\_ to me known to be the Mayor, and the City Clerk, respectively, of the CITY OF SPOKANE, a municipal corporation, that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of the corporation, for the uses and purposes therein mentioned, and on oath stated that they were authorized to execute said instrument and that the seal affixed is the corporate seal of said corporation.

In witness whereof I have hereunto set my hand and affixed my official seal the day and year first above written.

\_\_\_\_\_  
Notary Public in and for the State of Washington, residing at Spokane  
My Appointment expires \_\_\_\_\_

STATE OF WASHINGTON        )  
  )ss.  
County of Spokane            )

On this        day of                                   , 20\_\_\_\_, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared \_\_\_\_\_ to me known to be the individual(s) who executed the within and foregoing instrument, and acknowledged the said instrument to be his/her free and voluntary act and deed for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal the day and year first above written.

\_\_\_\_\_  
Notary Public in and for the State of Washington, residing at Spokane  
My Appointment expires \_\_\_\_\_



**EXHIBIT A**

**Form of Relinquishment**

[Attach final, agreed form]



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Council Meeting Date:** 12/09/2024

		<b>Date Rec'd</b>	11/13/2024
		<b>Clerk's File #</b>	OPR 2024-0124
		<b>Cross Ref #</b>	
		<b>Project #</b>	
<b>Submitting Dept</b>	FACILITIES MANAGEMENT	<b>Bid #</b>	PW ITB 5983-23
<b>Contact Name/Phone</b>	DAVE STEELE 625-6064	<b>Requisition #</b>	VB301523
<b>Contact E-Mail</b>	DSTEEL@SPOKANECITY.ORG		
<b>Agenda Item Type</b>	Contract Item		
<b>Council Sponsor(s)</b>	MCATHCART BWILKERSON ZZAPPONE		
<b>Agenda Item Name</b>	5900 FACILITIES CAMTEK MASTER VALUE BLANKET		

**Agenda Wording**

The Facilities Department is renewing the value blanket for security cameras and various hardware for the period of 1/1/2025 to 12/31/2025 with Camtek Inc, located at 3815 East Everett, Spokane, WA 99217.

**Summary (Background)**

The Facilities Department is renewing the value blanket with Camtek Inc for the additional year. This value blanket contract provides the ongoing support and maintenance for Citywide badged door card swipes, magnetic lock, actuators, security cameras and badged door access.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget?

Total Cost \$ 500,000.00

Current Year Cost \$ 500,000.00

Subsequent Year(s) Cost \$

**Narrative**

These contracts support the existing Galaxy system utilized throughout City facilities. Approval delay creates a situation where the City of Spokane has no technical support for the Galaxy system.

<b>Amount</b>	<b>Budget Account</b>
Expense \$ 500,000.00	# various
Select \$	#
Select \$	#
Select \$	#
\$	#
\$	#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	TEAL, JEFFREY
<b><u>Division Director</u></b>	BOSTON, MATTHEW
<b><u>Accounting Manager</u></b>	BUSTOS, KIM
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	SCOTT, ALEXANDER

**Additional Approvals**

<b><u>PURCHASING</u></b>	PRINCE, THEA

**Distribution List**

lorie@camtekinc.com	ronda@camtekinc.com
laga@spokanecity.org	tprince@spokanecity.org
kbustos@spokanecity.org	klong@spokanecity.org
facilitiesdepartment@spokanecity.org	



## Committee Agenda Sheet

### Finance & Administration Committee

<b>Submitting Department</b>	Facilities Department
<b>Contact Name</b>	Dave Steele
<b>Contact Email &amp; Phone</b>	509-625-6064
<b>Council Sponsor(s)</b>	CP Wilkerson, CM Cathcart, CM Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	CAMTEK Master Contract Renewal
<b>Summary (Background)</b>  *Use the Fiscal Impact box below for relevant financial information	The Facilities Department is renewing the master contracts with Camtek Inc 3815 E Everett Ave, Spokane WA 99217, for Labor and Materials, for 1 year. These contracts provide the ongoing support and maintenance for Citywide badged door card swipes, magnetic lock, actuators, security cameras, access control, and various hardware replacements related to cameras and badged door access. This will be two separate contracts on Council Agenda (Labor & Parts).
<b>Proposed Council Action</b>	Contract approval
<b>Fiscal Impact</b>	
<b>Total Expense:</b>	<b>\$ Labor 300,000 Plus Applicable Tax</b> <b>\$ Parts 500,000 Plus Applicable Tax</b>
Approved in current year budget?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Funding Source	<input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A
Specify funding source:	MASTER CONTRACT - MULTIPLE ACCOUNTS
Expense Occurrence	<input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities? NA – Basic City Services	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? NA – Basic City Services	
How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution? NA – Basic City Services	
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others? NA – Basic City Services	



**CITY OF SPOKANE  
PURCHASING**  
808 W. SPOKANE FALLS BLVD.  
SPOKANE, WA 99201-3316  
TELEPHONE (509) 625-6400  
FAX (509) 625-6415

Purchase Order Number

**VB-301523-000**

This number must appear on all invoices, papers and shipments

Vendor: **CAMTEK INC**  
3815 E EVERETT AVE  
SPOKANE WA 99217

Ship To:

BUYER		BUYER PHONE #	TERMS	F.O.B.	DELIVERY DATE
RICK RINDERLE		509-625-6527	NET 30 DAYS	DESTINATION	--
Quantity	U/M	Part Number/ Description		Unit Price	Total
		<p>MASTER VALUE BLANKET PERTAINING TO CAMTEK'S ATTACHED PRICE LIST PERTAINING TO CAMTEK'S RESPONSE TO PW ITB 5993-23, PERTAINING TO MASTER VALUE BLANKET ORDER CONTRACT, TO PROCURE AS-NEEDED, SPEC'D SECURITY CAMERA SYSTEMS AND RELATED ITEMS, AND VIDEO MANAGEMENT'S SOFTWARE. INITIAL CONTRACT TERM WILL BE FOR A ONE YEAR PERIOD, WITH ONE(1) 1-YEAR RENEWAL OPTIONS, NOT TO EXCEED A TOTAL CONTRACT PERIOD OF TWO YEARS.</p> <p>CITY COUNCIL APPROVED OPR 2024-0124, ON 2/26/2024 FOR AN REOCCURRING ANNUAL AMOUNT OF \$500,000.</p> <p>PRICING SHALL BE FIRM THROUGHOUT THE FIRST YEAR OF THE CONTRACT PERIOD. CAMTEK'S PRICING LIST IS ATTACHED. ANY ITEM NOT LISTED ON PRICE LIST WILL BE AT CONTRACTOR COST + 15%. PRICING CHANGES CAN BE REQUESTED ON THE ANNIVERSARY OF THE AWARD WITH JUSTIFICATION, BASED ON VENDOR PROVIDING BACK UP DOCUMENTATION FROM STEEL SUPPLIERS AND/OR OTHER SOURCES MUST BE INCLUDED TO JUSTIFY REQUEST.</p> <p>ON ANY INVOICE CONTAINING A LINE ITEM IN WHICH CONTRACTOR'S PERCENTAGE MARK-UP HAS BEEN APPLIED, THE CONTRACTOR IS REQUIRED TO STATE ON THE INVOICE THE ACTUAL COST THE CONTRACTOR HAD INCURRED PRIOR TO CONTRACTOR'S PERCENTAGE MARKUP ABOVE COST BEING APPLIED, TO EQUATE TO AMOUNT BEING INVOICED. THE CITY RESERVES THE RIGHT TO REQUEST COPIES OF ANY INVOICES</p>			

AUTHORIZED SIGNATURE

**STANDARD TERMS & CONDITIONS**

1. **TAXES:** Unless otherwise indicated, the City agrees to pay all State of Washington sales taxes or use taxes. The City is exempt from federal excise taxes. Business, occupational and personal property taxes are the sole responsibility of the Seller.
2. **CHANGES:**
  - A. No alteration in any of the terms, conditions, delivery, price, quantity or specifications of items ordered will be effective without the written consent of the Purchasing Director or above-named buyer.
  - B. In no event will the City agree to any disclaimer of warranties.
  - C. Any response to the City's order which does not contain the words "counteroffer and not acceptance" prominently will be treated as an acceptance of this purchase order on its terms.
3. **FREIGHT TERMS:**
  - A. Unless otherwise specified, all items are to be shipped prepaid F.O.B. Destination.
  - B. Packing lists shall be enclosed in every box or package.
  - C. Regardless of F.O.B. point, Seller agrees to bear all risk of loss, injury or destruction of items ordered while in transit.
4. **ORDERING POLICY:**
  - A. Items shall not be shipped to the City unless a purchase order is received or an authorized purchase order number is given over the phone.
  - B. Items received without an authorized purchase order number will be returned to the Seller at the Seller's expense.



**CITY OF SPOKANE  
PURCHASING**  
808 W. SPOKANE FALLS BLVD.  
SPOKANE, WA 99201-3316  
TELEPHONE (509) 625-6400  
FAX (509) 625-6415

Purchase Order Number

**VB-301523-000**

This number must appear on all invoices, papers and shipments

Vendor: **CAMTEK INC**  
3815 E EVERETT AVE  
SPOKANE WA 99217

Ship To:

BUYER		BUYER PHONE #	TERMS	F.O.B.	DELIVERY DATE
RICK RINDERLE		509-625-6527	NET 30 DAYS	DESTINATION	--
Quantity	U/M	Part Number/ Description		Unit Price	Total
		<p>THAT THE SUPPLIER HAD RECEIVED TO VERIFY CONTRACTOR'S COST INCURRED, PRIOR TO SUPPLIER'S MARK-UP BEING APPLIED</p> <p>ALL FREIGHT EXPENSES ON STOCKED INVENTORY ITEMS SHALL BE THE RESPONSIBILITY OF THE WINNING CONTRACTOR.</p> <p>THE CITY OF SPOKANE AGREES TO PAY FREIGHT EXPENSES ON NON-STOCKED SPECIAL ORDER ITEMS.</p> <p>ORDERS WILL BE PLACED AS-NEEDED. PAYMENT WILL ONLY BE MADE FOR ACTUAL ORDERS PLACED, DELIVERED, AND ACCEPTED.</p> <p>THIS VALUE BLANKET IS VALID FROM 2/26/2024 THROUGH 2/25/2025. ANNUAL SPEND SHALL NOT EXCEED \$500,000 AND HAS ONE (1) OPTION RENEWAL REMAINING.</p> <p>CAMTEK ORDER POINT OF CONTACT: LORIE STEPHENSON EMAIL LORIE@CAMTEKINC.COM OFFICE (509) 443-2609 CELL (509) 993-4444</p>			
		ORDER TO INCLUDE "MATERIAL SAFETY DATA SHEETS" IF REQUIRED		<b>Total</b>	500,000.00

AUTHORIZED SIGNATURE

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  - B. Items received without an authorized purchase order number will be returned to the Seller at the Seller's expense.

PW ITB 5983-23	Equipment Parts List and Cost		
Part Mfg SKU or Model Number	Part Description	Unit(s)	Contract Price
B9512G	INTRUSION/FIRE/ACCESS CONTROL PANEL 599 POINTS 32 DOORS	Each	780.30
B8512G	INTRUSION/FIRE/ACCESS CONTROL PANEL 99 POINTS 8 DOORS	Each	517.65
B299	POPEX MODULE FOR B9512G AND B8512G	Each	93.50
B600	ZONEX MODULE FOR B9512G AND B8512G	Each	93.50
B901	DOOR CONTROL MODULE SDI2/SDI	Each	255.00
B8103	COMMERCIAL ENCLOSURE (WHITE)	Each	46.07
B8512G-U	B8512G UPGRADE KIT INCLUDES B600	Each	611.15
B9512G-U	B9512G UPGRADE KIT INCLUDES B600	Each	874.65
B8512G-BV2	FIRE KIT (B8512G, B926F, D8109, D1640, D122, D101F, B444-V)	Each	1125.40
B8512G-CV	KIT (B8512G, B8103, B444-V, D1640, D101)	Each	912.90
B8512G-UV	B8512G UPGRADE KIT INCLUDES B600 AND B444-V	Each	945.20
B9512G-A	B9512G Attack Kit - B9512G, D8108A, D1640, D101	Each	884.00
B9512G-BV2	FIRE KIT (B9512G, B926F, D8109, D1640, D122, D101F, B444-V)	Each	1388.90
B9512G-CV	KIT (B9512G, B8103, B444-V, D1640, D101)	Each	1175.55
B9512G-CV-930	B9512G CELLULAR KIT WITH B930, B444-V	Each	1387.20
B9512G-UV	B8512G UPGRADE KIT INCLUDES B600 AND B444-V	Each	1210.40
B8512G-C	KIT (B8512G, B8103, D1640, D101)	Each	578.00
B8512G-CP	KIT (B8512G, B8103, B430, D1640, D101)	Each	639.20
B9512G-C	KIT (B9512G, B8103, D1640, D101)	Each	842.35

B9512G-CP	KIT (B9512G, B8103, B430, D1640, D101)	Each	902.70
B8512G-CP-930	B8512G-CP, B930, D161	Each	860.20
B8512G-UP	B8512G UPGRADE KIT W/PHONE MODULE	Each	671.50
B8512G-B1	FIRE KIT (B8512G, B926F, D8109, D1640, D122, D101F)	Each	791.35
B9512G-B1		Each	1055.70
B8512G-BP	FIRE KIT (B8512G, D8109, D1640, D122, D161(2), B430 (2), D101F)	Each	669.80
B9512G-BP	FIRE KIT (B9512G, D8109, D1640, D122, D161(2), B430 (2), D101F)	Each	912.90
B3512	16 POINT CONTROL COMMUNICATOR	Each	171.70
B3512-DP	KIT B3512, B11, CX4010, B430	Each	265.20
B3512-DV	KIT B3512, B11, CX4010, B444-V	Each	445.40
B4512-CV	KIT B4512, B10, CX4010, B444-V	Each	578.00
B4512-CV-920	KIT B4512, B10, CX4010, B444-V, B920	Each	730.15
B5512-CV	KIT B5512, B10, CX4010, B444-V	Each	608.60
B5512-CV-920	KIT B5512, B10, CX4010, B444-V, B920	Each	759.90
B5512-CV-930	KIT B5512, B10, CX4010, B444-V, B930	Each	821.95
B3512-DP-920	KIT B3512, B11, CX4010, B430, B920	Each	416.50
B3512K-D	KIT (B3512, B11, CX4010)	Each	214.20
B3512K-D-915	KIT (B3512, B11, CX4010, B915)	Each	336.60
B4512	28 POINT CONTROL COMMUNICATOR	Each	203.15
B4512-C	B4512 WITH TRANSFORMER AND MEDIUM ENCLOSURE	Each	243.95
B4512-C-920	KIT B4512, B10, CX4010, B920	Each	396.10
B4512-C-921C	KIT INCLUDES B4512, B10, CX4010 AND B921C	Each	396.10
B4512-C-930	KIT B4512, B10, CX4010, B930	Each	457.30
B4512-CP	KIT B4512, B10, CX4010, B430	Each	305.15

B4512-CP-920	KIT B4512, B10, CX4010, B430, B920	Each	457.30
B4512-CP-920-K1	4512 KIT, B430, BDL2, DS937, B208	Each	884.00
B4512-CP-921C	KIT INCLUDES B4512, B10, CX4010, B430 AND B921C	Each	457.30
B4512-CP-930	KIT B4512, B10, CX4010, B430, B930	Each	517.65
B4512-D	B4512 WITH TRANSFORMER AND SMALL ENCLOSURE	Each	233.75
B4512-D-920	KIT B4512, B11, CX4010, B920	Each	385.90
B4512-D-921C	KIT INCLUDES B4512, B11, CX4010 AND B921C	Each	385.90
B4512-D-930	KIT B4512, B11, CX4010, B930	Each	445.40
B4512-DP	KIT B4512, B11, CX4010, B430	Each	293.25
B4512-DP-920	KIT B4512, B11, CX4010, B430, B920	Each	445.40
B4512-DP-930	KIT B4512, B11, CX4010, B430, B930	Each	507.45
B4512K-C	KIT (B4512, B10, CX4010)	Each	255.00
B4512K-C-920		Each	407.15
B5512	48 POINT CONTROL COMMUNICATOR	Each	233.75
B5512-C	B5512 WITH TRANSFORMER AND MEDIUM ENCLOSURE	Each	273.70
B5512-C-920	KIT B5512, B10, CX4010, B920	Each	426.70
B5512-C-930	KIT B5512, B10, CX4010, B930	Each	486.20
B5512-CP	KIT B5512, B10, CX4010, B430	Each	334.05
B5512-CP-920	KIT B5512, B10, CX4010, B430, B920	Each	486.20
B5512-CP-930	KIT B5512, B10, CX4010, B430, B930	Each	548.25
B5512-D	B5512 WITH TRANSFORMER AND SMALL ENCLOSURE	Each	265.20
B5512-D-920	KIT B5512, B11, CX4010, B920	Each	416.50
B5512-D-930	KIT B5512, B11, CX4010, B930	Each	477.70
B5512-DP	KIT B5512, B11, CX4010, B430	Each	324.70
B5512-DP-920	KIT B5512, B11, CX4010, B430, B920	Each	477.70
B5512-DP-930	KIT B5512, B11, CX4010, B430, B930	Each	537.20

B5512K-C		Each	285.60
B5512K-C-920		Each	438.60
B6512	96 POINT CONTROL COMMUNICATOR W/4 DOORS	Each	405.45
B6512K-C	KIT (B6512, B10, CX4010)	Each	459.00
B6512K-C-920	KIT (B6512, B10, CX4010,B920)	Each	611.15
B56	B SERIES KEYPAD SURFACE MOUNT BACK BOX	Each	18.28
B915	BASIC TEXT KEYPAD	Each	120.70
B915I	BASIC TEXT KEYPAD (ICON KEYS)	Each	120.70
B920	2 LINE ALPHA NUMERIC KEYPAD (SD12)	Each	153.00
B921C	2-LINE LCD CAPACITIVE TOUCH KEYPAD	Each	171.70
B930	ATM STYLE-ALPHA NUMERIC KEYPAD (SDI2)	Each	212.50
B940W	Slim Touch Keypad	Each	365.50
B942	COLOR GRAPHIC TOUCH SCREEN KEYPAD WITH PROX (BLACK)	Each	365.50
B942W	COLOR GRAPHIC TOUCH SCREEN KEYPAD WITH PROX (WHITE)	Each	365.50
B12	MOUNTING PLATE FOR B SERIES PANELS AND B520 TO D8103 OR D8108A	Each	16.23
B201	2-WIRE SMOKE DETECTOR MODULE FOR B3512, B4512 AND B5512	Each	30.35
B430	PLUG-IN COMMUNICATOR, TELEPHONE	Each	60.86
B450-V	CELLULAR ADD-ON KIT INCLUDES B444-V PLUS B450	Each	457.30
B501-10	SDI-2 MOLEX CABLE 10 PACK	Each	23.38
B96	TRIM PLATE FOR B SERIES KEYPADS	Each	12.17
B99	USB CABLE FOR B SERIES PROGRAMMING AND SERVICE	Each	20.32

B925F	COMBINATION FIRE AND INTRUSION KEYPAD/ANNUNCIATOR FOR B8512G AND B9512G	Each	183.60
B926F	FIRE KEYPAD/ANNUNCIATOR FOR B8512G AND B9512G	Each	183.60
B926M		Each	176.80
D1255	ALPHA NUMERIC COMMAND CENTER WITH VACUUM FLUORESCENT DISPLAY - OFF-WHITE ENCLOSURE	Each	206.55
D1255B	ALPHA NUMERIC COMMAND CENTER WITH VACUUM FLUORESCENT DISPLAY - GRAY AND WHITE ENCLOSURE	Each	206.55
D1255RB	FULL FUNCTION FIRE KEYPAD WITH VACUUM FLORESCENT DISPLAY	Each	206.55
D1255-USA	D1255 FOR GOVT APPLICATIONS	Each	206.55
D1255W	ALPHA NUMERIC COMMAND CENTER WITH VACUUM FLUORESCENT DISPLAY - WHITE ENCLOSURE	Each	206.55
D1256RB	FIRE ANNUNCIATOR/KEYPAD WITH VACUUM FLORESCENT DISPLAY	Each	206.55
D1257RB	TWO BUTTON FIRE ANNUNCIATOR WITH VACUUM FLORESCENT DISPLAY	Each	206.55
D1260	ATM STYLE ALPHA COMMAND CENTER WITH LCD DISPLAY - OFF-WHITE ENCLOSURE	Each	303.45
D1260B	ATM STYLE ALPHA COMMAND CENTER WITH LCD DISPLAY - GREY AND WHITE ENCLOSURE	Each	303.45
D1260W	ATM STYLE ALPHA COMMAND CENTER WITH LCD DISPLAY - WHITE ENCLOSURE	Each	303.45



D720	LED COMMAND CENTER - OFF-WHITE ENCLOSURE	Each	93.50
D720B	LED COMMAND CENTER - GRAY AND WHITE ENCLOSURE	Each	93.50
D55	DESK TOP STAND FOR COMMAND CENTERS	Each	31.37
D56	CONDUIT BX COMMAND CENTER OFF-WHITE	Each	14.63
D56R	CONDUIT BOX FOR COMMAND CENTERS - RED	Each	21.34
ACA-IC2K26-10	2K, 26-BIT iCLASS ADHESIVE TAG - 10Pk	Each	50.49
ACD-IC16K26-50	16K, 26-BIT iCLASS CARD - 50PK	Each	509.15
ACD-IC16KP26-50	16K, 26-BIT DUAL TECH iCLASS CARD (COMBINATION PROXIMITY AND SMART CARD TECHNOLOGY) - 50PK	Each	668.95
D8236-10	HID PROX CARDS, 26-BIT - 10PK	Each	49.56
ACT-IC16K26-10	16K, 26-BIT iCLASS KEYFOB - 10PK	Each	132.60
ACT-IC2K26-10	2K, 26-BIT iCLASS KEYFOB - 10PK	Each	90.95
D8236KF-10	HID PROX KEYFOB, 26BIT - 10PK	Each	86.70
ACA-IC2K26-10	2K, 26-BIT iCLASS ADHESIVE TAG - 10Pk	Each	50.49
D8236TG-10	HID PROX ADHESIVE TAG, 26BIT - 10PK	Each	59.42
D8223	HID PROX PRO READER	Each	336.60
D8224	HID MULLION PROXIMITY READER	Each	251.60
D8224-SP	HID SWITCH PLATE PROXIMITY READER	Each	259.25
D8225	HID MINI MULLION PROXIMITY READER	Each	138.55
D8229	ACCESS KEYPAD (26-BIT WIEGAND OUTPUT)	Each	387.60
ICP-EZTS	EASY SERIES DUAL (COVER AND WALL) TAMPER SWITCH	Each	8.57
D1250	BATTERY, 12V 5 AH	Each	20.83
D126	BATTERY, 12V 7 AH	Each	32.90
D118	SPEAKER, 12V 15 WATT	Each	12.33
D116	SIREN, 12V 15 WATT	Each	12.33

D117	SIREN, 12V 30 WATT	Each	17.77
D4103	ENCLOSURE D4112	Each	20.83
D5060	MUX POINT PROGRAMMER	Each	198.90
D9002-5	MTG SKIRT,SIX 3x5, 5/PKG	Each	31.37
ISC-PB1-100	SINGLE BUTTON HARDWIRE PANIC - ROUND	Each	20.32
L9412GV4-OM-EN	GV4 VERSION 2 USER GUIDE 5 PACK	Each	20.32
LX512-OM-EN	ENGLISH OWNER'S MANUAL FOR B3512, B4512, B5512, B8512G AND B9512G	Each	20.32
B208	8 INPUT MODULE FOR SDI2 BUS	Each	119.85
B308	8 RELAY MODULE FOR SDI2	Each	133.45
B820	SDI2 INOVONICS INTERFACE	Each	93.50
D8125	POPEX ZONE EXPANDER FOR G SERIES	Each	93.50
D8125MUX	MULTIPLEX ZONE EXPANDER FOR G SERIES	Each	83.56
D8128D	OCTOPOPIT 8 ZONE EXPANDER FOR G SERIES	Each	119.85
D8129	OCTO-RELAY 8 RELAY MODULE FOR G SERIES	Each	140.25
D9127T	POPIT WITH TAMPER SWITCH	Each	38.17
D9127U	POPIT WITH NO TAMPER SWITCH	Each	33.41
DS7432	8 INPUT MULTIPLEX MODULE	Each	100.30
DS7457I	SINGLE POINT MULTIPLEX MODULE WITH FLYING LEADS	Each	15.67
DS7457IF	SINGLE POINT MULTIPLEX MODULE WITH FLYING LEADS FOR FIRE	Each	19.89
DS7460I	TWO POINT MULTIPLEX MODULE IN ENCLOSURE	Each	37.06
DS7461i	SINGLE POINT MULTIPLEX MODULE IN ENCLOSURE	Each	32.90
DS7465I	INPUT/OUTPUT MULTIPLEX MODULE IN ENCLOSURE	Each	54.40
DX3010	OCTO OUTPUT MODULE FOR D4412/D6412	Each	113.05
ICP-SDI-9114	SDI BUS SPLITTER MODULE FOR G SERIES	Each	52.28

MX775I	MUX COMMERCIAL WALL PIR	Each	87.55
MX934I	MUX RESIDENTIAL WALL PIR	Each	64.77
MX938I	MUX COMMERCIAL CEILING	Each	154.70
ZX776Z	50' ZONEX PIR WITH SUPERVISION	Each	100.30
ZX794Z	PIR MOTION SENSOR 80 FT	Each	158.10
ZX835	35' BY 35' ZONEX PIR/MICROWAVE TRITECH	Each	71.49
ZX935Z	PIR MOTION SENSOR 35FT POPIT	Each	61.71
ZX938Z	PIR MOTION DETECTOR 60FT W/POPIT	Each	131.75
AE1	SMALL GREY UNIVERSAL ENCLOSURE	Each	39.70
AE20	UNIVERSAL PLASTIC ENCLOSURE	Each	12.55
AE3	LARGE GREY UNIVERSAL ENCLOSURE	Each	86.70
B10	ENCLOSURE, CONTROL PANEL, MEDIUM WHITE	Each	40.55
B11	SMALL ENCLOSURE FOR B SERIES PANELS (WHITE)	Each	30.52
B520	SDI2 AUXILIARY POWER SUPPLY 2.0 AMPS	Each	324.70
B520-B	B520 POWER SUPPLY WITH TR1850 TRANSFORMER AND B10 ENCLOSURE	Each	385.90
B520-C	B520 POWER SUPPLY WITH TR1850 TRANSFORMER, B8103 ENCLOSURE AND B12 MOUNTING PLATE	Each	405.45
CTS1-70	ENCLOSURE TAMPER KIT/SWITCH	Each	5.44
CX4010	TRANSFORMER, 18VAC 22VA	Each	12.13
D101	LOCK & KEY SET, STANDARD	Each	4.39
D101X	LOCK & KEY SET, D2803 ENCLOSURES	Each	4.39
D102	KEY FOR D101 LOCK STANDARD	Each	1.05
D110	TAMPER SWITCH, 2/PKG	Each	8.57
D130	RELAY MODULE 5 AMP	Each	31.37
D133	RELAY MODULE, 2 AMP 12VDC	Each	22.02
D134	DUAL RELAY MODULE,2AMP,12VDC	Each	39.70
D135A	LOW BATTERY CUTOFF MODULE	Each	22.95

D137	MOUNTING BRACKET	Each	11.28
D160	7 FT PHONE CORD, PLUG TO SPADE LUGS	Each	8.36
D161	PHONE CORD-7FT DUAL MODULAR	Each	8.36
D162	PHONE CORD-2FT DUAL MODULAR	Each	8.36
D1625	PLUG-IN TRANSFORMER,16VAC,25VA	Each	12.13
D164	PHONE CORD 8COND SML LUG 7F	Each	5.44
D1640	PLUG-IN TRANSFORMER, 16VAC 40VA	Each	14.42
D166	RJ31X PHONE JACK	Each	8.36
D167	EARTH GROUND CLAMP	Each	4.39
D203	ENCLOSURE 3/5 MODULE	Each	17.51
D6103	ENCLOSURE FOR D6112	Each	30.77
D8108A	ENCLOSURE ATTACK RESISTANT (UL APPR)	Each	100.30
D9131A	PRINTER INTERFACE MODULE (NON B1)	Each	160.65
ICP-1K22AWG-10	RESISTOR PACK 1Kohm 22awg EOL-10	Each	16.61
IPP-AL400-ULKT1	AL400, ENCLOSURE AND PD4UL	Each	430.10
IPP-AL400-ULKT2	AL400, ENCLOSURE, PD4UL AND DX4020	Each	837.25
IPP-AL400-ULKT3	AL400 POWER SUPPLY, ENCLOSURE AND PD4ULCB	Each	442.85
TR1850	TRANSFORMER, 18VAC,50VA	Each	19.64
D5500C-LITE-USB	RPS LITE KIT ON CD-USB	Each	554.20
D5500CU	RPS UPGRADE ON CD ROM	Each	0.01
D5500CU-LITE	RPS LITE UPGRADE ON CD	Each	0.01
D5500C-USB	RPS KIT ON CD-USB DONGLE	Each	1607.35
UMM-LIC-10	RPS-USER MANAGEMENT MODULE LICENSE (1-10 PANELS)	Each	252.45
UMM-LIC-50	RPS-USER MANAGEMENT MODULE LICENSE (11-50 PANELS)	Each	507.45
UMM-LIC-100	RPS-USER MANAGEMENT MODULE LICENSE (51-100 PANELS)	Each	1014.90
UMM-LIC-500	RPS-USER MANAGEMENT MODULE LICENSE (101-500 PANELS)	Each	2028.10

UMM-LIC-UNL	RPS-USER MANAGEMENT MODULE LICENSE (501+ PANELS)	Each	2535.55
UMM-REN-10	UMM RENEWAL LICENSE (10 ACCOUNTS)	Each	24.74
UMM-REN-50	UMM RENEWAL LICENSE (50 ACCOUNTS)	Each	49.56
UMM-REN-100	UMM RENEWAL LICENSE (100 ACCOUNTS)	Each	98.60
UMM-REN-500	UMM RENEWAL LICENSE (500 ACCOUNTS)	Each	198.05
UMM-REN-UNL	UMM RENEWAL LICENSE (UNLIMITED ACCOUNTS)	Each	247.35
D5370-USB	RPS SECURITY BLOCK -USB	Each	120.70
D5371-USB	RPS LITE SEC.BLOCK-USB	Each	527.85
DX4010V2	USB / SERIAL INTERFACE MODULE	Each	130.05
MODEM-KIT-2400B	MODEM-2400	Each	418.20
B810	RADION WIRELESS RECEIVER – SDI2 COMPATIBLE PANELS	Each	120.70
RFPB-FP-A	Fixed Panic Button	Each	114.75
B810K	RADION WIRELESS KIT (RCVR, PIR, 2X DOOR/WINDOW	Each	314.50
RFAC-BC-3	BELT CLIP FOR RADION KEYFOBS AND PANIC BUTTONS - 3 PACK	Each	30.52
RFAC-DW-10	RADION RFDW-SM SPACER 10PCS	Each	11.99
RFAC-LY-10	LANYARD FOR RADION KEYFOBS AND PANIC BUTTONS - 10 PACK	Each	30.52
RFAC-UN-10	RADION RFUN SPACER 10PCS	Each	12.90
RFBT-A	BILL TRAP	Each	153.00
RFDL-11-A	RADION PIR/MICROWAVE TRITECH 35 FT. BY 35 FT. 100 LB PET IMMUNITY	Each	161.50
RFDW-RM-A	DOOR WINDOW CONTACT - RECESSED MOUNT	Each	60.86
RFDW-SM-A	DOOR WINDOW CONTACT - SURFACE MOUNT	Each	52.70
RFGB-A	GLASS BREAK DETECTOR	Each	147.90

RFKF-FBS-A		Each	60.86
RFKF-TBS-A	WIRELESS KEYFOB TWO BUTTON ENCRYPTED-A	Each	56.78
RFPB-SB-A	PANIC BUTTON - SINGLE BUTTON	Each	52.70
RFPB-TB-A	PANIC BUTTON - TWO BUTTON	Each	52.70
RFPR-12-A	PIR MOTION DETECTOR - 40FT, PET IMMUN	Each	107.95
RFPR-C12-A	PIR CURTAIN MOTION DETECTOR - 40X5FT, PET IMMUNE	Each	107.95
RFRP2		Each	202.30
RFSM-A	RADION WIRELESS SMOKE DETECTOR	Each	127.50
RFUN-A	UNIVERSAL TRANSMITTER (W/DOOR WINDOW CONTACT)	Each	52.70
RF3405E	RADION Shock Sensor	Each	79.14
RFCO-A	RADION Wireless CO Detector	Each	148.75
RFHT-A	RADION Wireless Heat Detector	Each	118.15
RFSM2-A	RADION Wireless Smoke Detector	Each	127.50
WR9QE1000A00N6WG 3150		Each	28.31
RFMS-ZBMS-3	Zigbee multi-sensor - 3 pack	Each	89.25
ISW-D8125CW-V2	COMMERCIAL WIRELESS INTERFACE MODULE	Each	93.50
B820	SDI2 INOVONICS INTERFACE	Each	93.50
EN1210	SINGLE INPUT UNIVERSAL TRANSMITTER	Each	90.10
EN1210EOL	SINGLE INPUT UNIVERSAL TRANSMITTER, EOL PROTECTION	Each	90.10
EN1210W	DOOR/WINDOW TRANSMITTER WITH REED SWITCH	Each	98.60
EN1215EOL	UNIVERSAL TRANSMITTER WITH WALL TAMPER	Each	98.60
EN1215WEOL	DOOR/WINDOW TRANSMITTER WITH WALL TAMPER AND REED SWITCH	Each	104.55

EN1223D	DOUBLE-BUTTON WATER-RESISTANT PENDANT TRANSMITTER	Each	128.35
EN1223S	SINGLE-BUTTON WATER-RESISTANT PENDANT TRANSMITTER	Each	128.35
EN1224-ON	FOUR BUTTON ARM/DISARM KEYFOB	Each	139.40
EN1233D	DOUBLE-BUTTON PENDANT TRANSMITTER	Each	118.15
EN1233S	SINGLE-BUTTON PENDANT TRANSMITTER	Each	118.15
EN1235D	DOUBLE-BUTTON BELT CLIP PENDANT TRANSMITTER	Each	124.10
EN1235DF	DOUBLE-BUTTON FIXED POSITION HOLD UP TRANSMITTER	Each	136.00
EN1235S	SINGLE-BUTTON BELT CLIP PENDANT TRANSMITTER	Each	124.10
EN1235SF	SINGLE-BUTTON FIXED POSITION HOLD UP TRANSMITTER	Each	136.00
EN1244	SMOKE DETECTOR	Each	302.60
EN1247	GLASSBREAK DETECTOR TRANSMITTER	Each	224.40
EN1249	BILL TRAP	Each	185.30
EN1260	WALL MOUNT MOTION DETECTOR	Each	231.20
EN1261HT	HIGH TRAFFIC MOTION DETECTOR	Each	231.20
EN1262	MOTION DETECTOR WITH PET IMMUNITY	Each	234.60
EN1265	360° CEILING MOUNT MOTION DETECTOR	Each	249.05
EN4200	SERIAL RECEIVER	Each	289.85
EN4204R	FOUR ZONE ADD-ON RECEIVER WITH RELAY OUTPUTS	Each	243.95
EN4216MR	16 ZONE RELAY RECEIVER	Each	461.55
EN5040-T	HIGH POWER REPEATER WITH TRANSFORMER	Each	695.30
ENKIT-01	ISW-D8125CW-V2 AND EN4200 KIT	Each	361.25

ENKIT-SDI2	INOVONICS WIRELESS INTERFACE KIT FOR GV4 PANELS. INCLUDES B820 SDI2 INTERFACE, INOVONICS EN4200 RECEIVER AND ENCLOSURE	Each	314.50
D6100IPV6-01	2-LINE RECEIVER WITH IP - SUPPORTS IPV6	Each	3448.45
D6100RMK	D6100I RACK MOUNT KIT	Each	31.37
D6615	CPU TERMINATOR CARD (D6615)	Each	227.80
D6641	TELCO LINE CARD D6641	Each	1932.05
D6645	TELCO LINE TERMINATOR CARD	Each	289.85
D6672	D6600 COM1 EXPANSION KIT	Each	52.28
P6601	D6600 BATTERY CABLE	Each	12.55
P6602	D6600 I/O CABLE	Each	19.21
XFMR 110/18VAC		Each	81.18
B10R	RED ENCLOSURE, CONTROL PANEL, MEDIUM	Each	48.62
B10R-1640-120WI	RED MEDIUM ENCLOSURE WITH 16.5 VAC 40 VA	Each	98.60
B11R	RED ENCLOSURE, CONTROL PANEL, SMALL	Each	38.59
B444-A	Plug-In Cellular Module, AT&T LTE	Each	334.05
B444-V	Plug-In Cellular Module, VZW LTE	Each	334.05
B465-MRV-120WI	KIT W/B465/B10R/120WI/B46/B444-V	Each	756.50
B465-MRV-1640	KIT W/B465/B10R/D1640/B46/D8004/B444-V	Each	780.30
B465-MWV-1640	KIT W/B465/B10/D1640/D101/B444-V	Each	688.50
B465-SRV-1640	KIT W/B465/B11R/D1640/D8004/B444-V	Each	737.80
B40-MB25	INDOOR/OUTDOOR MULTIBAND ANTENNA, CELL, 25FT CABLE	Each	183.60
B40-MB50	INDOOR/OUTDOOR MULTIBAND ANTENNA, CELL, 50FT CABLE	Each	203.15
B40-P	INDOOR/OUTDOOR PUCK ANTENNA, CELL, 6.5FT CABLE	Each	110.50



B426	CONETTIX IP ETHERNET INTERFACE	Each	282.20
B450	PLUG-IN COMMUNICATION MODULE ADAPTER FOR B SERIES, G SERIES AND FPD7024 PANELS	Each	120.70
B46	EXTERNAL ANNUNCIATOR	Each	24.40
B465	UNIVERSAL DUAL PATH COMMUNICATOR	Each	293.25
B465-MR-120WI	KIT (B465 COMMUNICATOR, B10R-1640-120WI MEDIUM RED ENCLOSURE W/16.5 VAC 40VA, B46 EXTERNAL ANNUNCIATOR, D101 LOCK & KEY)	Each	422.45
B465-MR-1640	KIT (B465 COMMUNICATOR, B10R MEDIUM RED ENCLOSURE, B46 EXTERNAL ANNUNCIATOR, D101 LOCK & KEY, D1640 TRANSFORMER, D8004 TRANSFORMER ENCLOSURE)	Each	445.40
B465-MW-1640	KIT (B465 COMMUNICATOR, B10 MEDIUM WHITE ENCLOSURE, D101 LOCK & KEY, D1640 TRANSFORMER)	Each	352.75
B465-SR-1640	KIT (B465 COMMUNICATOR, B11R SMALL RED ENCLOSURE, D101 LOCK & KEY, D1640 TRANSFORMER, D8004 TRANSFORMER ENCLOSURE)	Each	403.75
B465-SW-1640	KIT (B465 COMMUNICATOR, B11 SMALL WHITE ENCLOSURE, D101 LOCK & KEY, D1640 TRANSFORMER)	Each	344.25
D6201-500-USB	500 ACCOUNT USB KEY FOR CONETTIX IP	Each	1043.80
D6201-USB	3200 ACCOUNT USB KEY FOR CONETTIX IP	Each	5220.70
ITS-D6686-UL	CONETTIX IP ETHERNET ADAPTOR FOR D6600 (IPv6 and IPv4) - 120VAC	Each	973.25

ISC-PDL1-W18G	60' PROFESSIONAL SERIES PIR/MICROWAVE TRITECH	Each	93.50
ISC-PDL1-WA18G	60' PROFESSIONAL SERIES PIR/MICROWAVE TRITECH WITH MULTI-POINT ANTIMASK	Each	136.00
ISC-PDL1-WA18GB	60' PROFESSIONAL SERIES PIR/MICROWAVE TRITECH WITH MULTI-POINT ANTIMASK, FORM B (N/O) RELAY	Each	136.00
ISC-PPR1-W16	60' PROFESSIONAL SERIES PIR	Each	62.56
ISC-PPR1-WA16G	60' PROFESSIONAL SERIES PIR WITH MULTI-POINT ANTIMASK	Each	119.85
ISC-BPR2-WP12	BLUE LINE GEN 2 PIR 40 FT. BY 40 FT. - PET FRIENDLY SELECTABLE	Each	22.95
ISC-BPR2-W12	BLUE LINE GEN 2 PIR 40 FT. BY 40 FT.	Each	22.02
ISC-BPQ2-W12	BLUE LINE GEN 2 QUAD PIR 40 FT. BY 40 FT.	Each	35.45
ISC-BDL2-WP12G	BLUE LINE GEN 2 TRITECH 40 FT. BY 40 FT. - PET FRIENDLY SELECTABLE	Each	52.28
ISC-BDL2-WP6G	BLUE LINE GEN 2 TRITECH 20 FT. BY 20 FT. - PET FRIENDLY SELECTABLE	Each	48.11
ISC-BDL2-W12G	BLUE LINE GEN 2 TRITECH 40 FT. BY 40 FT.	Each	55.42
ISC-CDL1-W15G	COMMERCIAL SERIES TRITECH DETECTOR 50 BY 50 FT.	Each	76.59
ISC-CDL1-WA12G	COMMERCIAL SERIES TRITECH DETECTOR WITH ANTI-MASK 40 BY 40 FT.	Each	90.95
ISC-CDL1-WA15G	COMMERCIAL SERIES TRITECH DETECTOR WITH ANTI-MASK 50 BY 50 FT.	Each	102.85
DS720I	300 FT PIR/MICROWAVE TRITECH	Each	239.70
DS778	200' LONG RANGE PIR	Each	147.05
DS794Z	80' & 200' LONG RANGE PIR	Each	164.90
DS936B	LOW PROFILE CEILING MOUNT DETECTOR IN BLACK ENCLOSURE	Each	85.00
DS936	LOW PROFILE CEILING MOUNT PIR	Each	78.37

DS9360	60' DIAMETER COMMERCIAL CEILING MOUNT PIR/MICROWAVE TRITECH	Each	147.05
DS937	50' DIAMETER PIR	Each	91.80
DS9370	70' DIAMETER CEILING MOUNT TRITECH - WHITE	Each	135.15
DS9371	70' DIAMETER CEILING MOUNT TRITECH - BLACK	Each	135.15
DS939	70' DIAMETER CEILING MOUNT PIR	Each	123.25
DS915	30' RECESSED MOUNT PIR	Each	89.25
OD850-F1	50 FT BY 50 FT OUTDOOR PIR/MICROWAVE TRITECH	Each	162.35
DS150I	PIR REQUEST TO EXIT SENSOR GRAY	Each	91.80
DS150ITP160	DS150I WITH TP160 PLATE	Each	93.50
DS151I	PIR REQUEST TO EXIT SENSOR BLACK	Each	91.80
DS160	PIR REQUEST TO EXIT SENSOR WITH SOUNDER GRAY	Each	96.90
DS161	PIR REQUEST TO EXIT SENSOR WITH SOUNDER BACK	Each	96.90
TP160	TRIM PLATE FOR DS150/DS160	Each	2.08
TP161	TRIM PLATE FOR DS151/DS161	Each	2.08
DS1101I	GLASS BREAK ROUND 25 FT	Each	50.24
DS1102I	GLASS BREAK SQUARE 25 FT	Each	50.24
DS1103I	GLASS BREAK FLUSH 25 FT	Each	50.24
DS1109I	GLASS BREAK, FRAME MOUNT 10 ft	Each	39.70
DS1110I	GLASS BREAK TESTER	Each	83.56
ISC-SK10	SHOCK SENSOR	Each	90.95
ISN-SM-50	SEISMIC DETECTOR 50 METER SQ	Each	176.80
ISN-SM-80	SEISMIC DETECTOR 80 METER SQ	Each	334.05
ISN-SMS-W7	SENSOR TOOL PC SOFTWARE	Each	125.80
ISN-GMX-B0	FLOOR BOX	Each	167.45
ISN-GMX-P0	DETECTOR MOUNTING PLATE	Each	31.37

ISN-GMX-P3S2	2MM SPACER FOR SWIVEL PLATE	Each	12.55
ISN-GMX-PZ	SWIVEL PLATE	Each	85.85
ISN-GMX-S1	TEST TRANSMITTER	Each	41.82
ISN-GMX-W0	WALL RECESS SET	Each	109.65
ISC-FPB1-W120QF	PHOTO BEAM 120/240M QUAD 4CH	Each	527.00
ISC-FPB1-W200QS	PHOTO BEAM 200/400M QUAD 1CH	Each	436.90
ISC-FPB1-W30DS	PHOTO BEAM 30/60M DUAL 1CH	Each	112.20
B328	SWIVEL MOUNTING BRACKET	Each	13.06
B335-3	SWIVEL MOUNT FOR 774/932 SERIES	Each	13.06
B338	UNIVERSAL CEILING BRACKET	Each	8.36
B800	CEILING MOUNT BRACKET	Each	8.36
OMLR93-3	L/R OPT MIRROR 70FT 3/PKG	Each	10.85
ISN-CMINI-10W	3/8" MINIATURE RECESSED CONTACT WHITE 10 PK	Each	28.65
ISN-CSD70-W	3/4" STUBBY RECESSED CONTACT WHITE - 10 PK	Each	28.65
ISN-CSD80-W	1" STUBBY RECESSED CONTACT WHITE - 10 PK	Each	28.65
ISN-CSTB-10W	3/8" STUBBY CONTACT WHITE -10 PACK	Each	19.89
ISN-CSTB-TCW	3/8" STUBBY CONTACT WHITE -10 PACK	Each	23.97
ISN-CTC75-W	3/4" CONTACT WITH TERMINAL CONNECTION WHITE	Each	26.18
ISN-C45-W	MINIATURE STICK-ON CONTACT WHITE 10 PK	Each	28.65
ISN-C60-W	SLIM SURFACE CONTACT WITH TERMINALS WHITE 10 PK	Each	26.18
ISN-C66	TRACK MOUNT OVERHEAD DOOR CONTACT	Each	28.65
ISN-CFM-102B	FLANGE MOUNT CONTACT WITH SIDE LEADS BROWN -10PK	Each	22.02
ISN-CFM-102W	FLANGE MOUNT CONTACT WITH SIDE LEADS WHITE -10PK	Each	22.02

ISN-CMET-200AR	COMMERCIAL METAL CONTACT	Each	10.98
ISN-CMET-4418	OVERHEAD DOOR CONTACT	Each	19.89
ISN-CSM20-WGB	SURFACE MOUNT COMMERCIAL CONTACT BROWN	Each	8.36
ISN-CSM20-WGW	SURFACE MOUNT COMMERCIAL CONTACT WHITE	Each	8.36
ISN-CSM35-W	SURFACE MOUNT CONTACT WHITE - 10 PACK	Each	26.18
ISN-CSM35-WGW	SURFACE MOUNT WIDE GAP CONTACT WHITE - 10 PACK	Each	30.77
004340		per 1,000	195.08
0023230		per 1,000	218.03
0043430		per 1,000	195.08
43460	22-04 OAS STR CMP Grn Jkt	per 1,000	195.08
416310WBT	22-04 OAS STR CMR Blk + WBT	per 1,000	214.20
416400WBT	22-06 OAS STR CMR WBT Gry Jkt	per 1,000	288.15

		per 1,000	
441220	12-02 OAS STR CL3P Wht Jkt		652.80
444351-30	22-06 OAS STR CMP Ylw Jkt	per 1,000	263.93
444381	22-04 UNS STR CMP Red Stp	per 1,000	168.30
445600	24-4P UNS SOL CMP C3 Wht Jkt	per 1,000	216.75
446100	4 Elem Comp Cable CMP Wht Jkt	per 1,000	1068.45
555610	24-4P UNS SOL CMP C5E Wht Jkt	per 1,000	251.18
555619	24-4P UNS SOL CMP C5E Blu Jkt	per 1,000	251.18
556600	23-4P UNS SOL CMP C6 Wht Jkt	per 1,000	350.63
4461111WBT	4 Elem Comp Cable CMR Blk Jkt	per 1,000	1013.63
665610-110DB	24-4P UNS SOL PE C5E Blk DB	per 1,000	261.38

712110VNQ	14-02 OAS STR DB TC Quad	per 1,000	599.25
713110VNQ	16-02 OAS STR DB TC Quad	per 1,000	456.45
714310VNQ	18-04 OAS STR DB TC Quad	per 1,000	544.43
761260	12-02 UNS SOL FPLP Red Jkt	per 1,000	516.38
761347	16-04 OAS SOL FPLP Gry Stp	per 1,000	465.38
761360	16-02 UNS SOL FPLP Red Jkt	per 1,000	239.70
761380	16-04 UNS SOL FPLP Red Jkt	per 1,000	430.95
767920	14-02 OAS SOL FPLP Red Jkt	per 1,000	381.23
767963	14-02 UNS SOL FPLP Ylw Stp	per 1,000	348.08
775600-110DB	23-4P UNS SOL C6 Blk DB	per 1,000	346.80

4461030	4 Elem Comp Cable CMP Ylw Jkt	per 1,000	1068.45
5556110	24-4P UNS SOL CMP C5E Red Jkt	per 1,000	251.18
5556130	24-4P UNS SOL CMP C5E Ylw Jkt	per 1,000	251.18
5556180	24-4P UNS SOL CMP C5E Gry Jkt	per 1,000	251.18
7613290	16-02 OAS SOL FPLP Wht Jkt	per 1,000	274.13
7613690	16-02 UNS SOL FPLP Wht Jkt	per 1,000	239.70
7679690	14-02 UNS SOL FPLP Wht Jkt	per 1,000	348.08
2100-LTEGSM4	AT&T Unit	Each	884.00
2100-LTEVER4	Verizon Unit	Each	884.00
Cellevator-1		Each	382.50



Mfg SKU	Product Description	Unit of Measure	KCDA Bid Price
Z4-01966004	Axis V5925 PTZ Network Camera	Each	1826.65
4300-30-201-313	Door Electrified Deadlatch 1 1/8 Backset	Each	427.55
4300-30-202-628	Door Electrified Deadlatch 1 1/8 Backset"	Each	427.55
4510-35-628	Standard Duty Deadlatch 628 Finish	Each	68.00
4591-02-628	Mechanical deadlatch push paddle	Each	128.35
4901-01-630	Deadlatch Strike 630 Finish	Each	19.55
7130-540-628-00	Adam Rite Door Strike	Each	183.60
7140 510 628	El Strike 24V Fse Dc Hm 628	Each	183.60
8802-36		Each	472.60
8802-42		Each	472.60
CM-3050R	Camden Push Button Red No/Nc Push/Pull Maintained	Each	132.60
CM-4020B	Camden Ind/Out Mushroom Btn Blue No/Nc Momentary	Each	102.00
CM-7000GE	Camden GREEN Recessed Exit Button	Each	93.50
CM-703E	Emergency Pull Station Blue 1 N/O, 1 N/C Contact	Each	54.40
CM-9080	Vandal Resistant DPDT Momentary Push Button	Each	95.20
CM-9600/7	Illuminated Push To Exit Button 12/24vdc	Each	153.85

14-S-CW	Door Lock Wrap Around Plate 5 x 14"H "	Each	41.95
BLP-107-630	Latch Protector 3 1/4W x 7"H 630 Finish"	Each	24.61
BLP-110-630	Latch Protector 3 1/4W x 10"H 630 Finish"	Each	30.88
CLP-106-630	Narrow Concealed Bolt Latch Guard	Each	29.92
CLP-110-630	DNJ CLP-110-630 Latch Protector	Each	30.88
EFP-120-PC	EFP-120-PC Latch Filler Plate	Each	3.36
EHC-100-PC	EHC-100-PC Bore Hole Cover Filler Plate 2 5/8 OD"	Each	13.39
1006CDB-12/24D-630	1006CDB-12/24D-630	Each	667.25
1006CLB-12/24D-630	1006CLB-12/24D-630 Electric Strike	Each	641.75
2005M3 Smart-Pac III	2005M3 SMART-PAC III Replacement	Each	97.75
2007M	HES 2007M Plug in Pigtail Connector, Elec Strike	Each	20.40
4500C-12/24-630	4500C-12/24-630 Electric Strike	Each	637.50
5000C-12/24D-630	5000C-12/24D-630 Electric Strike	Each	190.40
5104 1",HES 5104 1" Stackable Lip Extension For5000 Strike"		Each	57.80
1170239	5104-1/2IN Stackable Lip Extension For 5000 Strike	Each	51.00
5200-500	Filler Block 5200 strikes Retro Fit Application	Each	65.45
5200C-12/24-630	5200C-12/24-630 Electric Strike	Each	198.90
5204-1		Each	59.50
1206764	1/2 Lip Extension for 5200 Strikes"	Each	51.00
7000C-12/24D-630	7000C-12/24D-630 Electric Strike	Each	323.00
7501-12/24D-630	7501-12/24D-630 Electric Strike	Each	620.50
8000C-12/24D-630	8000C-12/24D-630 Electric Strike Complete	Each	233.75
9400-12/24D-630		Each	590.75
9600-12/24D-630	9600-12/24D-630 Electric Strike	Each	590.75

T.REX-LT	Request-to-Exit Motion Tamper/Timer	Each	102.00
T.REX-LT2	Request-to-Exit Motion Tamper, Timer, 2 Relays	Each	131.75
T.REX-PLATE	Back plate for the T-REX WHITE	Each	14.45
T.REX-XL	Request-to-Exit Motion Tamper, Piezo, Timer	Each	123.25
T.REX-XL2	Request-to-Exit Motion Tamper Piezo Timer 2 Relays	Each	153.00
T.REX-XLBLK	Request-to-Exit Motion Tamper, Piezo, Timer, Black	Each	123.25
K-DL38A	Armored Door Cord w/ 3/8 id flex x 18 long Alum"	Each	44.11
K-DLA	K-DLA Amored Door Loop Clear Aluminum	Each	37.72
K-DLB		Each	37.78
K-DL38BLK		Each	44.41
K-DLBLK	K-DLBLK Armored Door Loop Black	Each	39.59
N1178B/ST	1 Stubby Recessed Steel Door Wide Gap - Brown"	Each	6.97
N1178B/STDD	1 Stubby Recessed Steel Door Wide Gap Dpdt Brown"	Each	21.25
N1178CB/ST	3/4 Recessed Door Contact Wide Gap - Brown"	Each	6.33
N1178CB/STDD	3/4 Stubby Recessed Steel Dr Wide Gap Dpdt Brown"	Each	20.36
N1178CW/ST	3/4 Stubby Wide-Gap Contact-White"	Each	6.33
N1178CW/STDD	3/4 Stubby Recessed Steel Dr Wide Gap Dpdt White"	Each	20.36
N1178W/ST	1 Stubby Recessed Steel Door Wide Gap - White"	Each	7.14
N1178W/STDD	1 Stubby Recessed Steel Door Wide Gap Dpdt White"	Each	21.17
N200AU/M	Mini Overhead Door Universal Magnet : Color Silver	Each	10.54
N200AU/ST	Oh Door Mini Sw Univ Mag No Dead Spot Tech Silver	Each	19.04
N205AU/ST036	OH Door Standard Sw w/ Universal Mount 36 leads"	Each	28.31
N205AU/STDD	Door/Gate Contacts For Gates/Doors 2.5 Gap Gate "	Each	39.44

N205WG/ST	Nascom Wide Gap Gate Contact 5.5 Gap"	Each	62.65
N205XG/ST	N205XG/ST Overhead Door Contact Floor Mount	Each	85.34
N282TXGB/ST	Surface Mount Contact Brown	Each	7.82
N282TXGW/ST	Surface Mount Contact White	Each	7.82
N505ASCD/ST	Oh Rail Mt Sw Curtain Drs No Dead Spot Tech Silver	Each	38.25
N505AU/ST	Surface Mount Contact No Dead Spot Silver	Each	23.04
N505AU/STDD	Man Dr Surface Mt Alum Steel Door Dpdt Sw Silver	Each	37.83
N505AUTM/ST	Overhead Track Mount Door Contact (Rail Mount)	Each	36.00
N505AUTM/ST036	Overhead Track Mount Door Contact (Rail Mount)	Each	39.40
N505AUTM/STDD	Overhead Track Mount Door Contact DP (Rail Mount)	Each	50.53
N505AUTMC/ST	Overhead Door Rail Mount Commercial	Each	43.48
SHARK/M	Magnet - Top Door Mounting On Metal Door Channels	Each	5.10
SHARK/MW		Each	5.10
660-PB	Station Control Momentary Pushbutton In Mount Box	Each	172.55
660-T4	Station Control MAINTAINED Pushbutton In Mount Box	Each	175.95
ND80PD RHO-C 626	ND80PD RHO 626 storeroom lock	Each	697.00
ND80PDEL/EU RHO 626 24V		Each	976.65
ND80PDEU RHO 613	Electrified Leverset Rhodes Lever 613 Finish	Each	976.65
LR100-PDK	Precision ELR Kit	Each	580.55
LR100ARK	Electric Latch Retraction Kit - Adams Rite	Each	563.55
LR100FAK	Electric Latch Retraction Kit - Falcon Exit Device	Each	584.80
LR100FAK-EM	Electric Latch Retractin Kit External Module	Each	631.55
LR100JAK	24V Latch Retraction Dogging Kit for Jackson 2000	Each	700.40
LR100KWK-EM	Kawaneer ELR Latch Retrofit Kit	Each	627.30
LR100PDK	Electric Latch Retraction Kit	Each	580.55

LR100SGK	Sargent Electric Latch Retraction Kit Retrofit Kit	Each	580.55
LR100VDK	Dual Electric Latch Retraction and Dogging Kit	Each	580.55
AOS-62	Offset Strike Plate For M62	Each	126.65
AOS-62D	Offset Strike Plate For M62D	Each	157.25
ASB-32CL	Aluminum Spacer Bracket For M32 Maglocks	Each	47.60
ASB-62BK	Alum Frm Spacer Bracket Model 62 BLACK	Each	64.60
ASB-62CL	Alum Frm Spacer Bracket Model 62 Clear Anodized	Each	64.60
CWB-32BK	Conc Wood Brkt Mod32 Black	Each	72.25
CWB-62BK	Concrete/Wood Bracket - M62, BLACK	Each	64.60
CWB-62CL	Concrete/Wood Bracket - M62, Clear Anodized	Each	64.60
DC-32BK	Dc - M32, Black Anodized	Each	49.30
DC-62BK	Decorative cover for M62 Mag Lock BLACK	Each	49.30
DC-62CL	Decorative cover for M62 Mag Lock	Each	49.30
DDC-62BK	Dress Cover for Double Magnetic Lock - Black	Each	131.75
DDC-62CL	Dress Cover for Double Magnetic Lock - Clear	Each	131.75
DH24120FPC	Semi-flush Powder Coated Chrome Door Holder	Each	138.55
DM62	Double Magnetic Lock 12/24VDC	Each	1013.20
DM62BD	Maglock Model 62, Double, Door Position	Each	1362.55
FMK-SL	Access central flex-mount bracket kit sliding gate	Each	119.00
FMK-SW	Access central flexmount bracket kit swinging gate	Each	147.90
GL1-FL	2000 lbs. Holding Force Gate Lock	Each	392.70
ICPT	Inductive Coupling Power Transfer 12/24 VDC	Each	256.70
IMXDA	Integrated Electronic Exit Delay System	Each	1300.50
M32	Securitron M32 Maglock 12/24Vdc Selectable	Each	369.75
M34R	Mag Lock 12/24Vdc 10 1/2L x 1 1/8"d x 1 1/2"h"	Each	425.00
M62	SEC M62-12/24 Securitron Mag Lock	Each	472.60
M62BD	Mag Lock 1200LB 12/24vdc Satin Chrome	Each	633.25
M62D	M62D 12/24 Mag Lock W/ Integrated Door Position SW	Each	540.60
M62F	Face Drilled Mag Lock	Each	575.45

M62FGD	Maglock 12/24VDC, Face Drilled, Gate Conduit	Each	472.60
M62GB	Mag Lock w/ Magnetic Bond Sensor & Gate Conduit	Each	545.70
M62-SS	Split Maglock 1200lbs Holding Force 12/24Vdc	Each	574.60
MK	Momentary Single Gang Keyswitch	Each	132.60
MKA	Mortise Keyswitch 1G SPDT 12/24VDC w/ Anti Tamper	Each	132.60
MKA2	Mortise Keyswitch, Alternate, Dpdt	Each	155.55
PB2	2 Square Momentary	Each	97.75
PB2E	2 Square Momentary Push Button	Each	71.40
PB3EAR	1 X 3/4" Alternate	Each	79.05
PB3N	1 X 3/4" Rectangle	Each	104.55
PB5	2 Round	Each	120.70
PBA	1-1/2 Round Alternate	Each	153.00
SAM	Access control mag lock weatherproof brsteel	Each	954.55
SAM2-24	Mini Shear Aligning Mag Lock 600lbs 24VDC	Each	722.50
SAMB	Securitron Maglock With Bond Sensor	Each	1041.25
TS-14	Pneumatic Green Mushroom Push Button w/1g Plate	Each	328.95
TS-16	Pneumatic Time Delay Request-to-Exit Button	Each	281.35
TSB-BK	Touch Sense Bar 36 Anodized Black w/ Door Cord"	Each	476.85
TSB-C	Armored Door Cord With Gray/Black Caps 18",",16.00"	Each	35.70
TSB-CL	Touch Sense Bar 36 Clear Anodized W/ Door cord"	Each	445.40
UHB-CL-12	Universal Header Bracket Clear Anodized	Each	114.75
ZA-32/62CL	Adjustable Z Bracket Mag Lock	Each	168.30
154 SP28	Mullion Stablizers Aluminum	Each	113.05
154 SP313	Mullion Stablizers Dark Bronze	Each	113.05
4954 10'-2 Mullion SP28"		Each	872.95
4954 7'-2 Mullion SP28"		Each	697.85

4954 7'-2 Mullion Sp313"		Each	697.85
4954 8'-2 Mullion SP28"		Each	755.65
6111-US32D-24VDC- FSE		Each	1033.60
6210 FSE 24VDC US32D	Electric Stike Fail Secure 24vdc Mortise	Each	969.85
6211 24VDC US32D		Each	934.15
98EO US26D 3'	98EO US26D 3'	Each	1623.50
990DT SP313	Dummy Trim Dark Bronze	Each	295.80
990DT US26D	Dummy Trim for 98 or 99 Series Satin Chrome	Each	295.80
99EO 313 3'	Push Bar 3' NON elctrified Dark Bronze	Each	1552.95
99EO US26D 3'	99 Series Exit Only/No Trim Satin Chrome	Each	1623.50
99EO US26D 4'	Push Bar US26D 4'	Each	1644.75
PS904	Von Duprin Power Supply for QEL Lock	Each	568.65
PS914	Von Duprin Power Supply 120/240vac In12/24 vdc Out	Each	861.05
QEL MODULAR KIT 114317-00		Each	1018.30
QEL99EO US26D 3'	Von Duprin Electrified Exit Device 3' Push Bar	Each	2641.80
QC-C006	6 Harness-Cv Tech"	Each	31.93
QC-C012	Mckinney 12 Cable"	Each	39.88
QC-C1500	Mckinney 15' Cable	Each	103.68
QC-C1500P	15' Harness-Cv Tech	Each	115.74
QC-C300P	38 Door Cable"	Each	55.85
QC-C400P	50 Wire Harness"	Each	59.84
T4A3386 4.5 X 4.5 26D QC8		Each	363.74

T4A3386 4.5x4.5-QC8 613E		Each	370.89
T4A3386 5 x4.5 26D QC8		Each	363.74
T4A3386 5.0 x 4.5 QC8 26D		Each	363.74
TA2714 4.5 x 4 26D QC8		Each	217.18
TA2714 4.5x4.5 26D QC8		Each	217.18
TA2714 26D QC8 4.5 X 4		Each	217.18
TA2714 4.5 x 4.5 QC8 26D		Each	226.53
004340		per 1,000	195.08
0023230		per 1,000	218.03
0043430		per 1,000	195.08
43460	22-04 OAS STR CMP Grn Jkt	per 1,000	195.08



		per 1,000	
416310WBT	22-04 OAS STR CMR Blk + WBT		214.20
		per 1,000	
416400WBT	22-06 OAS STR CMR WBT Gry Jkt		288.15
		per 1,000	
441220	12-02 OAS STR CL3P Wht Jkt		652.80
		per 1,000	
444351-30	22-06 OAS STR CMP Ylw Jkt		263.93
		per 1,000	
444381	22-04 UNS STR CMP Red Stp		168.30
		per 1,000	
445600	24-4P UNS SOL CMP C3 Wht Jkt		216.75
		per 1,000	
446100	4 Elem Comp Cable CMP Wht Jkt		1068.45
		per 1,000	
555610	24-4P UNS SOL CMP C5E Wht Jkt		251.18
		per 1,000	
555619	24-4P UNS SOL CMP C5E Blu Jkt		251.18
		per 1,000	
556600	23-4P UNS SOL CMP C6 Wht Jkt		350.63

4461111WBT	4 Elem Comp Cable CMR Blk Jkt	per 1,000	1013.63
665610-110DB	24-4P UNS SOL PE C5E Blk DB	per 1,000	261.38
712110VNQ	14-02 OAS STR DB TC Quad	per 1,000	599.25
713110VNQ	16-02 OAS STR DB TC Quad	per 1,000	456.45
714310VNQ	18-04 OAS STR DB TC Quad	per 1,000	544.43
761260	12-02 UNS SOL FPLP Red Jkt	per 1,000	516.38
761347	16-04 OAS SOL FPLP Gry Stp	per 1,000	465.38
761360	16-02 UNS SOL FPLP Red Jkt	per 1,000	239.70
761380	16-04 UNS SOL FPLP Red Jkt	per 1,000	430.95
767920	14-02 OAS SOL FPLP Red Jkt	per 1,000	381.23

767963	14-02 UNS SOL FPLP Ylw Stp	per 1,000	348.08
775600-110DB	23-4P UNS SOL C6 Blk DB	per 1,000	346.80
4461030	4 Elem Comp Cable CMP Ylw Jkt	per 1,000	1068.45
5556110	24-4P UNS SOL CMP C5E Red Jkt	per 1,000	251.18
5556130	24-4P UNS SOL CMP C5E Ylw Jkt	per 1,000	251.18
5556180	24-4P UNS SOL CMP C5E Gry Jkt	per 1,000	251.18
7613290	16-02 OAS SOL FPLP Wht Jkt	per 1,000	274.13
7613690	16-02 UNS SOL FPLP Wht Jkt	per 1,000	239.70
7679690	14-02 UNS SOL FPLP Wht Jkt	per 1,000	348.08

ACT	One-time setup fee for configuring a Galaxy Dealer account for Cloud	Each	1700.00
AC1	Concierge Service PER READER / PER MONTH (\$10/mo/reader) Doors (1-	Each	17.00
AC2	Concierge Service 50 READER PACK / PER MONTH (\$7/mo/reader)	Each	595.00
AC3	Concierge Service 100 READER PACK / PER MONTH (\$5/mo/reader)	Each	850.00
CCVIDEOINT	Hanwha Integration: 3rd party video integration with access control.	Each	#VALUE!
BD1	Badge Printing - Hosted Systems Only	Each	34/mo
IC1	Intercom SIP Service and cloud management monthly fee per suite per	Each	3.40/mo
ICUnlimited	Intercom SIP Service and cloud management monthly fee for an	Each	255/mo
ADACT	One-tme Active Directory professional services fee. Galaxy will provide	Each	850.00
AD1	1 to 5,000 user accounts synced	Each	34/mo
AD2	5,001 to 25,000 user accounts synced	Each	170/mo
AD3	25,000+ user accounts synced	Each	340/mo
90-0600-70/8PUP	SG Professional 8 Reader Upgrade (System Key Required)	Each	374.00
90-0600-70/8CUP	SG Corporate 8 Reader Upgrade (System Key Required)	Each	935.00
90-0600-70/8EUP	SG Enterprise 8 Reader Upgrade (System Key Required)	Each	1122.00
90-0600-70/8P	SG Professional Up to 8 Readers with first year software maintenance	Each	187.00
P8PORTMAINT	Additional 1 year software maintenance	Each	93.50
90-0600-70/16P	SG Professional up to 16 Readers with first year software maintenance	Each	561.00
P16PORTMAINT	Additional 1 year software maintenance	Each	187.00
90-0600-70/8C	SG Corporate Up to 8 Readers with first year software maintenance	Each	935.00
C8PORTMAINT		Each	144.50
90-0600-70/16C	SG Corporate Up to 16 Readers with first year software maintenance	Each	1870.00
C16PORTMAINT	Additional 1 year software maintenance	Each	289.00
90-0600-70/24C	SG Corporate Up to 24 Readers with first year software maintenance	Each	2805.00
C24PORTMAINT	Additional 1 year software maintenance	Each	433.50
90-0600-70/32C	SG Corporate Up to 32 Readers with first year software maintenance	Each	3740.00
C32PORTMAINT	Additional 1 year software maintenance	Each	578.00
90-0600-70/40C	SG Corporate Up to 40 Readers with first year software maintenance	Each	4675.00
C40PORTMAINT	Additional 1 year software maintenance	Each	722.50
90-0600-70/48C	SG Corporate Up to 48 Readers with first year software maintenance	Each	5610.00
C48PORTMAINT	Additional 1 year software maintenance	Each	867.00

90-0600-70/56C	SG Corporate Up to 56 Readers with first year software maintenance	Each	6545.00
C56PORTMAINT	Additional 1 year software maintenance	Each	1011.50
90-0600-70/64C	SG Corporate Up to 64 Readers with first year software maintenance	Each	7480.00
C64PORTMAINT	Additional 1 year software maintenance	Each	1156.00
90-0600-70/72C	SG Corporate Up to 72 Readers with first year software maintenance	Each	8415.00
C72PORTMAINT	Additional 1 year software maintenance	Each	1300.50
90-0600-70/80C	SG Corporate Up to 80 Readers with first year software maintenance	Each	9350.00
C80PORTMAINT	Additional 1 year software maintenance	Each	1445.00
90-0600-70/88C	SG Corporate Up to 88 Readers with first year software maintenance	Each	10285.00
C88PORTMAINT	Additional 1 year software maintenance	Each	1589.50
90-0600-70/96C	SG Corporate Up to 96 Readers with first year software maintenance	Each	11220.00
C96PORTMAINT	Additional 1 year software maintenance	Each	1734.00
90-0600-70/104C	SG Corporate Up to 104 Readers with first year software maintenance	Each	12155.00
C104PORTMAINT	Additional 1 year software maintenance	Each	1878.50
90-0600-70/112C	SG Corporate Up to 112 Readers with first year software maintenance	Each	13090.00
C112PORTMAINT	Additional 1 year software maintenance	Each	2023.00
90-0600-70/120C	SG Corporate Up to 120 Readers with first year software maintenance	Each	14025.00
C120PORTMAINT	Additional 1 year software maintenance	Each	2167.50
90-0600-70/128C	SG Corporate Up to 128 Readers with first year software maintenance	Each	14960.00
C128PORTMAINT	Additional 1 year software maintenance	Each	2312.00
90-0600-70/8E	SG Enterprise Up to 8 Readers with first year software maintenance	Each	1122.00
E8PORTMAINT	Additional 1 year software maintenance	Each	170.00
90-0600-70/16E	SG Enterprise Up to 16 Readers with first year software maintenance	Each	2244.00
E16PORTMAINT	Additional 1 year software maintenance	Each	340.00
90-0600-70/24E	SG Enterprise Up to 24 Readers with first year software maintenance	Each	3366.00
E24PORTMAINT	Additional 1 year software maintenance	Each	510.00
90-0600-70/32E	SG Enterprise Up to 32 Readers with first year software maintenance	Each	4488.00
E32PORTMAINT	Additional 1 year software maintenance	Each	680.00
90-0600-70/40E	SG Enterprise Up to 40 Readers with first year software maintenance	Each	5610.00
E40PORTMAINT	Additional 1 year software maintenance	Each	850.00
90-0600-70/48E	SG Enterprise Up to 48 Readers with first year software maintenance	Each	6732.00

E48PORTMAINT	Additional 1 year software maintenance	Each	1020.00
90-0600-70/56E	SG Enterprise Up to 56 Readers with first year software maintenance	Each	7854.00
E56PORTMAINT	Additional 1 year software maintenance	Each	1190.00
90-0600-70/64E	SG Enterprise Up to 64 Readers with first year software maintenance	Each	8976.00
E64PORTMAINT	Additional 1 year software maintenance	Each	1360.00
90-0600-70/72E	SG Enterprise Up to 72 Readers with first year software maintenance	Each	10098.00
E72PORTMAINT	Additional 1 year software maintenance	Each	1530.00
90-0600-70/80E	SG Enterprise Up to 80 Readers with first year software maintenance	Each	11220.00
E80PORTMAINT	Additional 1 year software maintenance	Each	1700.00
90-0600-70/88E	SG Enterprise Up to 88 Readers with first year software maintenance	Each	12342.00
E88PORTMAINT	Additional 1 year software maintenance	Each	1870.00
90-0600-70/96E	SG Enterprise Up to 96 Readers with first year software maintenance	Each	13464.00
E96PORTMAINT	Additional 1 year software maintenance	Each	2040.00
90-0600-70/104E	SG Enterprise Up to 104 Readers with first year software maintenance	Each	14586.00
E104PORTMAINT	Additional 1 year software maintenance	Each	2210.00
90-0600-70/112E	SG Enterprise Up to 112 Readers with first year software maintenance	Each	15708.00
E112PORTMAINT	Additional 1 year software maintenance	Each	2380.00
90-0600-70/xxxxxE	Additional increments of 8 readers	Each	1122.00
ExxxxxPORTMAINT	Additional 1 year software maintenance/ 8 readers	Each	170.00
90-0600-80E	Enterprise level Client Workstation License (Thick Client)	Each	510.00
90-0600-80L	LaunchPoint OP - Browser based SG thin client. (1) concurrent license.	Each	510.00
90-0903-10	Integrated Badging PER CLIENT (does not include capturing equipment or	Each	680.00
90-0903-10PP	Integrated Badging PER CLIENT With printer purchase	Each	340.00
90-0903-30	Magnetic encoding option. Printer must have mag encoding hardware	Each	510.00
90-2005-10	Signature capture Serial (includes software and Topaz signature pad)	Each	850.00
TS751HSB	Signature capture USB (includes software and Topaz signature pad)	Each	510.00
90-0200-00	Wireless Lock Interface: Per lock interface fee required to use integrated	Each	425.00
90-0200-05	Biometric Reader Interface: Per reader interface fee required to use	Each	255.00
20-0635-90	OTIS Elevator Interface Designed for the Compass System by OTIS.	Each	1530.00
20-0635-95	KONE Elevator Interface	Each	1530.00
90-0503-90	Schindler Elevator Interface--Interfacing w/Schindler DOES NOT require	Each	1530.00

90-1011-00	Small Form Factor Computer - DELL	Each	2201.50
USF05V1	Small Form Factor Computer - SENECA DATA Configured by Galaxy	Each	1521.50
Customer Setup	Setup of Customer-provided PC	Each	340.00
Key/Mouse-WRLS	Keyboard and Mouse set - wireless	Each	98.60
MON24	LED Monitor Full HD(1080p) 24"	Each	280.50
RSS/E	Enterprise Level Redundant Server Solution. Configuration @ Galaxy Corp	Each	41650.00
RSS/C	Corporate Level Redundant Server Solution. Configuration @ Galaxy Corp	Each	21250.00
NSM2(US)	Ubiquiti NanoStation M2 - 2.4 GHz wireless access point 13+ km	Each	188.70
NSM5(US)	Ubiquiti NanoStation M5 - 5 GHZ wireless bridge 15+ km	Each	188.70
LOCO(M2)	Ubiquiti NanoStation loco M2 -2.4 GHz wireless access point 5+km	Each	105.40
LOCOM5(US)	Ubiquiti NanoStation loco M5 - 5 GHz wireless access point 10+ km	Each	141.53
LED-566HD Kit	Kit includes LED-566HD monitor, TB-565 tote bag and AC-2000 AC	Each	646.00
LED-1709HDR	LED-1709HDR: 17" Rackmount LED-backlit monitor features the latest	Each	697.00
LED-1908HD	LED-1908HD: 19" This LED-backlit monitor features the latest technology	Each	722.50
LED-4301-4K	LED-4301-4K: 42" 4K monitor in metal case, 16:9, 3840x2160, HDMI,	Each	1470.50
LED-1002HD2	LED-1002HD2: Two 9.7" Rack-mount (5RU) monitors feature the latest	Each	1377.00
92-0603-10	635 2 Reader Controller-Includes Small 2 Door Controller Box, CPU, 1	Each	1054.00
92-0603-20	635 2 Reader Controller-Includes Small 2 Door Controller Box, CPU, 1	Each	1147.50
92-0603-25	635 Dual Serial Interface (DSI) Controller-Includes Small 2 Door Controller	Each	1147.50
92-0603-26	635 Dual Serial Interface (DSI) Controller-Includes Small 2 Door Controller	Each	1088.00
92-0603-15	635 POE 2 Reader Controller-Includes Small 2 Door Controller Box, CPU, 1	Each	1054.00
92-0603-30	635 POE 2 Reader Controller-Includes Small 2 Door Controller Box, CPU, 1	Each	1147.50
92-0603-35	635 Dual Serial Interface (DSI) POE Controller-Includes Small 2 Door	Each	1054.00
92-0603-40	635 Dual Serial Interface (DSI) POE Controller-Includes Small 2 Door	Each	1147.50
635PACK2	635 2 Reader UL Controller-Includes Medium Controller Box, CPU, 1 DRM	Each	1181.50
635PACK2PS	635 2 Reader UL Controller-Includes Medium Controller Box, CPU, 1 DRM	Each	1343.00
635PACK4	635 4 Reader UL Controller-Includes Medium Controller Box, CPU, 2	Each	1827.50
635PACK4PS	635 4 Reader UL Controller-Includes Medium Controller Box, CPU, 2	Each	1980.50
635PACK6PS	635 6 Reader UL Controller-Includes Medium Controller Box, CPU, 3	Each	2626.50
635PACK8PS	635 8 Reader UL Controller-Includes Medium Controller Box, CPU, 4	Each	3272.50
635INTL2PS1	635 2 Reader International Controller-Includes Medium Controller Box,	Each	1343.00

635INTL4PS1	635 4 Reader International Controller-Includes Medium Controller Box,	Each	1980.50
635INTL6PS1	635 6 Reader International Controller-Includes Medium Controller Box,	Each	2626.50
635INTL8PS1	635 8 Reader International Controller-Includes Medium Controller Box,	Each	3272.50
635LG21	635 2 Reader Large Controller-Includes Large Controller Box, CPU, 1 DRM	Each	1921.00
635LG41	635 4 Reader Large Controller-Includes Large Controller Box, CPU, 2	Each	2550.00
635LG61	635 6 Reader Large Controller-Includes Large Controller Box, CPU, 3	Each	3230.00
635LG81	635 8 Reader Large Controller-Includes Large Controller Box, CPU, 4	Each	3850.50
635LG101	635 10 Reader Large Controller-Includes Large Controller Box, CPU, 5	Each	4488.00
635LG121	635 12 Reader Large Controller-Includes Large Controller Box, CPU, 6	Each	5134.00
635LG141	635 14 Reader Large Controller-Includes Large Controller Box, CPU, 7	Each	5780.00
635LG161	635 16 Reader Large Controller-Includes Large Controller Box, CPU, 8	Each	6417.50
92-0635-65	635 Rackmount Controller-Includes Rack Mount Controller Box, 1 CPU &	Each	2210.00
635RACK2	635 2 Reader Rackmount Controller-Includes Rack Mount Controller Box,	Each	2839.00
635RACK4	635 4 Reader Rackmount Controller-Includes Rack Mount Controller Box,	Each	3485.00
635RACK6	635 6 Reader Rackmount Controller-Includes Rack Mount Controller Box,	Each	4122.50
635RACK8	635 8 Reader Rackmount Controller-Includes Rack Mount Controller Box,	Each	4760.00
92-0603-50	2-Door Controller Box w/Power Supply & Wiring Harness (Small) No	Each	374.00
92-0600-10	8-Door Controller Box w/ Altronix Power Supply & Wiring Harness	Each	523.60
92-0600-75	8-Door Controller Box w/ 2 Altronix Power Supplies & Wiring Harness	Each	654.50
92-0600-81	16-Door Controller Box w/ LSP Power Supply w/Battery and Cable (Large)	Each	972.40
92-0650-00	600/635 Retrofit Plate Back Mount. To upgrade 500 to 600/635 does not	Each	515.10
92-0660-00	635 2dr Retrofit Plate Back Mount. To upgrade Satellite to 600/635 2	Each	243.10
20-0635-40	635 Central Processing Unit (CPU) Rev. H Board. The CPU is responsible	Each	586.50
20-0235-10	635 Dual Reader Module (DRM). The DRM is mounted in the controller	Each	637.50
20-0117-20	600 Digital Input/Output Board (DIO). This board has 8 inputs and 4	Each	663.00
20-0650-10	600 Dual Serial Interface Board (DSI). Two serial channels per board. The	Each	595.00
20-0655-10	635 Dual Serial Interface Board (DSI). Two serial channels per board. The	Each	595.00
20-0620-00	635 Relay/Elevator Board (ERM). Each relay board has eight Form-A SPST	Each	425.00
20-0610-15	635 Alarm Monitoring Module (AMM). The AMM allows the system to	Each	425.00
92-0630-05	Remote DRM: Includes- DRM, Plastic enclosure, Tamper, NO POWER	Each	734.40
92-0630-10	Remote DRM: Includes- DRM, Metal enclosure, Tamper, with Power	Each	826.20



44-0751-00	Controller Cabinet Lock	Each	17.00
90-0714-60	600/635 SMP3 Power Supply Includes Board/Xformer/Battery	Each	136.00
90-0714-53	12v 7ah Battery for SMP3 Power Supply	Each	42.50
92-3001-05	5v Voltage Regulator Assembly. For use w/ 5v Readers powered from 12v	Each	17.00
86-0726-00	Life Safety Power Supply Retrofit Kit (Medium Controller)	Each	283.90
86-0727-00	Life Safety Power Supply Retrofit Kit (Large Controller)	Each	297.50
81-0680-00	Factory Test Station Cable.	Each	42.50
81-0670-00	600/635 Diagramming/Diagnostic Cable CBL 11701-B (WIDGET Cable)	Each	17.00
81-0602-00	2 Door Ribbon cable (Small Controller)	Each	10.20
81-0600-00	8 Door Ribbon cable (Medium Controller)	Each	17.00
81-0600-80	16 Door Ribbon cable (Large Controller)	Each	25.50
81-2100-00	Serial Programming Cable / CONFIGURATION CABLE	Each	17.00
81-1015-00	Serial to USB Programming Cable	Each	34.00
81-0630-00	600/635 Series 8 Dr Controller Double Power Supply Wiring Harness	Each	85.00
70-0600-00	600/635 Series Component Board Bracket 90° (Med & Lrg controllers)	Each	8.50
70-0602-00	600/635 Series Component Board Bracket 22° (Small controllers)	Each	8.50
92-0630-00	Stacker kit for use with the relay boards. 1 Set contains hardware to	Each	39.10
92-0690-00	Factory Test Station: Allows for field reflashing of 600/635 Series CPU and	Each	2550.00
635CPUEXT6	Extend Warranty to 6 years on 635 CPU	Each	178.50
635CPUEXT7	Extend Warranty to 7 years on 635 CPU	Each	238.00
635CPUEXT8	Extend Warranty to 8 years on 635 CPU	Each	297.50
635DRMEXT6	Extend Warranty to 6 years on 635 DRM	Each	178.50
635DRMEXT7	Extend Warranty to 7 years on 635 DRM	Each	238.00
635DRMEXT8	Extend Warranty to 8 years on 635 DRM	Each	297.50
635DIOEXT6	Extend Warranty to 6 years on 635 DIO	Each	178.50
635DIOEXT7	Extend Warranty to 7 years on 635 DIO	Each	238.00
635DIOEXT8	Extend Warranty to 8 years on 635 DIO	Each	297.50
635DSIEXT6	Extend Warranty to 6 years on 635 DSI	Each	178.50
635DSIEXT7	Extend Warranty to 7 years on 635 DSI	Each	238.00
635DSIEXT8	Extend Warranty to 8 years on 635 DSI	Each	297.50
635REMEXT6	Extend Warranty to 6 years on 635 REM	Each	178.50

635REMEXT7	Extend Warranty to 7 years on 635 REM	Each	238.00
635REMEXT8	Extend Warranty to 8 years on 635 REM	Each	297.50
508iBLUE SUPERPK	508i Blue Controller (power supply included)	Each	3400.00
508iBLUE FIBERSUPERPK		Each	3570.00
508iBLUE ULSUPERPK		Each	3842.00
508iBLUE ULFIBERSUPERPK		Each	4012.00
92-2101-00	508i Blue Controller (power supply included)	Each	2550.00
92-2101-10	508i Blue Controller with Fiber-ready network board	Each	2720.00
92-2101-50	UL 508i Blue Controller (UL power supply included)	Each	2992.00
92-2101-55	UL 508i Blue Controller with Fiber-ready network board	Each	3162.00
508iWAREXT3	Extend Warranty to 3 years on 508i controller	Each	680.00
508iWAREXT4	Extend Warranty to 4 years on 508i controller	Each	1020.00
508iWAREXT5	Extend Warranty to 5 years on 508i controller	Each	1360.00
92-2103-20	502i Blue Controller (power supply and DPI included)	Each	1530.00
92-2103-10	502i Blue Controller with Fiber-ready network board	Each	1700.00
502iBLUEULPK	UL 502i Blue Controller (DPI and UL power supply included)	Each	1972.00
92-2103-55	UL 502i Blue Controller with Fiber-ready network board	Each	2142.00
20-2100-99	Upgrade 200/400/500 Series Controller CPU to 500i Series Controller	Each	1700.00
20-2100-20	500i Series Controller Blue CPU Board. The Central Processing Unit (CPU)	Each	1445.00
20-0266-00	Dual Port Interface (DPI) with Door Supervision Option. This board	Each	382.50
20-0262-00	508i Backplane. This board is the connection point for all system wiring,	Each	680.00
20-0261-00	508i Backplane. UL Listed This board is the connection point for all	Each	680.00
20-0304-10	502i Backplane. This board is the connection point for all system wiring,	Each	510.00
46-2114-06	500i Empty Controller Box	Each	144.50
90-0714-51	500 Series Power Supply LPS3 Linear Power Supply 12vdc or 24vdc @2.5	Each	60.35
90-0714-50	Altronix LPS3 Linear Power Supply Board. 12 or 24VDC @ 2.5A.(For use	Each	102.00
90-0714-90	AL400ULX: 12VDC at 4AMP; 24VDC at 3AMP; UL Listed Burg. (UL603);	Each	227.80
SUPDPIWAREXT3	Extend Warranty to 3 years on Super DPIs	Each	102.00

SUPDPIWAREXT4	Extend Warranty to 4 years on Super DPIs	Each	136.00
SUPDPIWAREXT5	Extend Warranty to 5 years on Super DPIs	Each	170.00
20-0263-10	Standard Network Interface Board. This is a vital communication link in	Each	340.00
20-0263-20	Fiber-Ready Network Interface Board (controller to controller fiber). This	Each	510.00
92-0115-00	Standard AMM (Power supply not included). The AMM facilitates	Each	595.00
92-0115-80	UL Listed AMM (Power supply not included). Same description as the	Each	680.00
92-0116-00	Standard ORM (Power supply not included). The ORM facilitates control	Each	637.50
92-0116-80	UL Listed ORM (Power supply not included). Same description as the	Each	680.00
92-0116-51	Elevator Control Module #1 – Floors 1-16	Each	637.50
92-0116-52	Elevator Control Module #2 – Floors 17-32	Each	637.50
92-0116-53	Elevator Control Module #3 – Floors 33-48	Each	637.50
92-0116-54	Elevator Control Module #4 – Floors 49-64	Each	637.50
92-0116-81	UL Elevator Control Module #1 – Floors 1-16	Each	680.00
92-0116-82	UL Elevator Control Module #2 – Floors 17-32	Each	680.00
92-0116-83	UL Elevator Control Module #3 – Floors 33-48	Each	680.00
92-0116-84	UL Elevator Control Module #4 – Floors 49-64	Each	680.00
UD1100002	Lantronix TCP/IP Serial Server – 100MB w/category 5 connector. This is	Each	562.28
92-0105-10	Parallel Reader Module (PRM) – PRM allows a pair of readers to be	Each	220.58
SFK-DS004-Wiegand	Sure-Fi Wiegand Wireless Bridge. Wiegand Bridge system: includes DS004-	Each	1173.00
SFK-CDOOR-0500	Compact 12V Door Kit - One Door SFK-CDOOR-0500	Each	1657.50
SFK-CDOOR-1000	Commercial Door Kit - One Door SFK-CDOOR-1000	Each	2456.50
SFK-CDOOR-2000	Commercial Door Kit - Two Door SFK-CDOOR-2000	Each	3935.50
SFK-PORTABLE-0150	Portable Access Point Kit/Portable Reader SFK-PORTABLE-0150	Each	1572.50
SFK-SOLAR-50W	Solar Kit 50W SFK-SOLAR-50W	Each	2720.00
RAT-ACCESS-0100		Each	289.00
DS009-EVAL	Sure-Fi Evaluation Kit DS009-EVAL	Each	110.50
92-0510-00	USB Enrollment Base (includes: USB Cable, US Transformer) NO READER	Each	442.00
92-0520-00	USB Enrollment Base (includes: USB Cable, EURO Transformer) NO	Each	442.00
P300HA	Enrollment Reader: Farpointe P-300HA: Cascade Proximity Reader	Each	99.45
90-5400-00	Enrollment Reader: HID 6005 Prox Point	Each	141.10

900NTNNEK00000	Enrollment Reader: HID iCLASS R-10 Read Only Contactless Smart Card	Each	159.80
921NTNNEK000584	HID iCLASS RK-40 Read Only Contactless Smart Card Keypad Reader	Each	518.50
PR10	Enrollment Reader: Allegion PR10 XceedID Proximity Mini-Mullion	Each	156.40
MT15	Enrollment Reader: Allegion MT15 Schlage Multi-Technology Single Gang	Each	326.40
MT1575	Enrollment Reader: Allegion MT1575 Schlage Multi-Technology Single	Each	326.40
90-0845-00	Enrollment Reader: EZ Barcode Reader Indoor/Outdoor Swipe	Each	399.50
43-5009-00	USB Enrollment Base - Plug-In Transformer (US)	Each	59.50
43-1454-00	USB Enrollment Base - Plug-In Transformer (International)	Each	59.50
57-1212-00	USB Enrollment Base - Plug-In Transformer (International) w/ (4) piece	Each	59.50
CSR-35L	Mobile-ready contactless smartcard reader; mullion and single-gang	Each	246.50
CSR-6.2L	Mobile-ready contactless smartcard keypad and reader; mullion mount	Each	448.80
CSR-6.4L	Mobile-ready contactless smartcard keypad and reader; single-gang	Each	448.80
PCR-35L	Long-range mobile-ready contactless smartcard reader; mullion and	Each	289.00
PCR-620L	NEW Mobile-ready contactless smartcard keypad and reader; mullion	Each	467.50
PCR-640L	NEW Mobile-ready contactless smartcard keypad and reader; single-gang	Each	467.50
CMC-2	2.4GHz Mobile credential - supporting BLE-enabled smartphones	Each	6.38
CSC-2	High-Security Clamshell Style Card	Each	5.95
CSM-2P	High-Security ISO-Style Composite Card (printable)	Each	6.12
CSM-2S	High-Security ISO-Style Composite Card (printable) w/HiCo (2750e)	Each	6.29
CSK-2	High-Security Keyfob Style Tag	Each	6.97
P300HA	Enrollment Reader: Farpointe P-300HA: Cascade Proximity Reader	Each	99.45
P500HA	P-500-HA: Alps Proximity Reader (includes black and white cover). The	Each	114.75
P530HA	P-530-HA: EuroMount Proximity Reader (European & Asian Single Gang	Each	114.75
P620HA	P-620-HA: Denali Mullion Mount Proximity Reader and Illuminated	Each	297.50
P640HA	P-640-HA: Patagonia Proximity Reader and Illuminated keypad. The	Each	297.50
P710HA	P-710-HA: Andes Proximity Reader (black cover only). Delivering a longer	Each	357.00
P900HA	P-900-HA: Atlas Proximity Reader. The P900 is a high-performance design	Each	714.00
MCR-30-H	Supports Farpointe + certain Indala ASP Advantage Series Proximity	Each	170.00
MCR-50-H	Supports Farpointe + certain Indala ASP Advantage Series Proximity	Each	170.00
MCR-64-H	Supports Farpointe + certain Indala ASP Advantage Series Proximity	Each	340.00
EM-30-H	Supports Farpointe + certain EM Proximity formats + certain HID 125kHz	Each	102.00

EM-50-H	Supports Farpointe + certain EM Proximity formats + certain HID 125kHz	Each	119.00
EM-64-H	Supports Farpointe + certain EM Proximity formats + certain HID 125kHz	Each	340.00
P403HA	P-403HA Guardian Proximity Reader (Mullion)	Each	442.00
P405HA	P-405HA Guardian Proximity Reader (Single Gang)	Each	527.00
P410HA	P-410HA Guardian Proximity Reader (Double Gang)	Each	663.00
D403	D-403 Guardian Proximity Reader (Mullion) 13.56MHz Contactless	Each	629.00
D405	D-405 Guardian Proximity Reader (Single Gang) 13.56MHz Contactless	Each	697.00
D410	D-410 Guardian Proximity Reader (Double Gang) 13.56MHz Contactless	Each	833.00
P453HA	P-453HA Gibraltar Proximity Reader (Mullion)	Each	646.00
P455HA	P-455HA Gibraltar Proximity Reader (Single Gang)	Each	705.50
CC	Custom Credential Add-On. Must supply CC Code at time of order. /Card	Each	0.51
95-0001-00	PSC-1: Standard Light Prox Card. The model PSC-1 is a clamshell style	Each	2.47
95-0002-00	PSM-2P: Multi-Technology Printable Prox Card. The model PSM-2P is an	Each	5.10
95-0002-10	PSM-2S: Multi-Technology Printable Prox Card (ISO thin .031" thick	Each	5.53
95-0003-10	PSK-3: Prox Key Ring Tag. The model PSK-3 is a small proximity tag	Each	5.53
95-0004-00	PSI-4: Image Technology Printable Prox Card. The model PSI-4 is a thicker-	Each	2.98
95-0005-00	PDT-1: Prox Disk Tag (small adhesive disk style, 3m adhesive) (Farpointe	Each	3.40
95-0001-20	PSC-1H: Standard Light Prox Card. The model PSC-1 is a clamshell style	Each	2.47
95-0002-20	PSM-2PH: Multi-Technology Printable Prox Card. The model PSM-2P is	Each	5.10
95-0002-25	PSM-2SH: Multi-Technology Printable Prox Card (ISO thin .031" thick	Each	5.53
PSK3H	PSK-3H: Prox Key Ring Tag. The model PSK-3 is a small proximity tag	Each	5.53
95-0004-20	PSI-4H: Image Technology Printable Prox Card. The model PSI-4 is a	Each	2.98
95-0005-20	PDT-1H: Prox Disk Tag (small adhesive disk style, 3m adhesive) (125kHz	Each	3.40
95-0001-00-A	PSC-1A: Standard Light Prox Card. The model PSC-1 is a clamshell style	Each	2.47
95-0002-00-A	PSM-2PA: Multi-Technology Printable Prox Card. The model PSM-2P is an	Each	5.10
95-0002-10-A	PSM-2SA: Multi-Technology Printable Prox Card (ISO thin .031" thick	Each	5.53
95-0003-10-A	PSK-3A: Prox Key Ring Tag. The model PSK-3 is a small proximity tag	Each	5.53
95-0004-00-A	PSI-4A: Image Technology Printable Prox Card. The model PSI-4 is a	Each	2.98
95-0005-00-A	PDT-1A: Prox Disk Tag (small adhesive disk style, 3m adhesive)(125 kHz	Each	3.40
WRR-22	WRR-22 Ranger Receiver	Each	221.00
WRR-44	WRR-44 Ranger Receiver	Each	357.00

WRT-2M	WRT-2M Ranger Transmitter (No Proximity Insert) Mini 2-button	Each	22.02
WRT2B	WRT2B Ranger Transmitter (No Proximity Insert) WRT-2+B: 2-button	Each	33.15
WRT4B	WRT4B Ranger Transmitter (No Proximity Insert) WRT-4+B: 4-button	Each	35.70
WRT2+	WRT2+ Ranger Transmitter (125kHz Farpointe Only) WRT-2+: 2-button	Each	33.15
WRT4+	WRT4+Ranger Transmitter (125kHz Farpointe Only)WRT-4+: 4-button	Each	35.70
WRT2H	WRT2H Ranger Transmitter (125kHz Farpointe/HID Compatible) WRT-	Each	33.15
WRT4H	WRT4H Ranger Transmitter (125kHz Farpointe/HID Compatible) The	Each	35.70
WRT2A	WRT2A Ranger Transmitter (125kHz Farpointe/AWID Compatible)The	Each	33.15
WRT4A	WRT4A Ranger Transmitter (125kHz Farpointe/AWID Compatible)The	Each	35.70
WRT2S1	WRT2S1 Ranger Transmitter (Farpointe 13.56-MHz 1K memory	Each	37.77
WRT4S1	WRT4S1 Ranger Transmitter (Farpointe 13.56-MHz 1K memory	Each	39.95
WRT2S4	WRT2S4 Ranger Transmitter (Farpointe 13.56-MHz 4K memory	Each	39.95
WRT4S4	WRT4S4 Ranger Transmitter (Farpointe 13.56-MHz 4K memory	Each	42.50
Delta3		Each	272.00
Delta5		Each	297.50
Delta5.3	Delta5.3: Multi-Technology Contactless Smartcard Reader (Single-gang)	Each	297.50
Delta6.2		Each	493.00
Delta6.4		Each	493.00
DC11	DC1-1 Clamshell; MIFARE®-compliant, with 1K-byte memory	Each	3.66
DC41	DC4-1 Clamshell; MIFARE®-compliant, with 4K-byte memory	Each	5.10
DM-13	DM1-3 ISO-Style, PVC Printable; MIFARE®-compliant, with 1K-byte	Each	3.83
DM43	DM4-3 ISO-Style, PVC Printable; MIFARE®-compliant, with 4K-byte	Each	5.53
DE2	MIFARE® DESFire® EV1 Smartcard, PVC Printable, with 2K-byte memory	Each	8.08
95-0008-00	DM1-3S 1K byte	Each	4.25
DM43S	DM4-3S 4K byte	Each	6.38
DK13	DK1-3 Key Fob; MIFARE®-compliant, with 1K-byte memory	Each	6.80
DK43	DK4-3 Key Fob; MIFARE®-compliant, with 4K-byte memory	Each	9.78
90-5400-00	Enrollment Reader: HID 6005 Prox Point	Each	141.10
90-5360-01	5365 HID Mini Prox Reader (4"-5.5" read range) Mullion Style	Each	272.00
90-5395-10	5395 HID ThinLine II Prox Reader (4"-5.5" read range) Single Gang	Each	278.80
90-5354-00	5455 HID ProxPro II Prox Reader ( 5½"-8" Read Range) Double Gang	Each	280.50

90-5355-10	5355 HID ProxPro w/Keypad Prox Reader ( 5½"-8" Read Range) Double	Each	501.50
90-5370-01	5375 HID MaxiProx Reader (16"-24" read range/6' w/Active Tag)	Each	816.00
90-4045-00	4045 HID Stand-Alone Entry Prox	Each	370.60
95-1320-20	1326 HID Prox Card II Printed w/ with Galaxy Logo 26 bit (minimum	Each	4.00
95-1320-01	1326-LSSMV HID Logo (minimum quantity 50)	Each	3.66
95-1320-00	1326 HID Prox Card II Plain White 26 bit (minimum quantity 50)	Each	3.66
95-1386-01	1386 HID IsoProx Card Dye-Sub Printable Cards (minimum quantity 50)	Each	6.72
95-1386-50	1386 37-Bit HID IsoProx Card Dye-Sub Printable Cards/Use Format	Each	6.72
95-1340-00	1346 HID ProxKey® III Keyfob (minimum quantity 25)	Each	7.23
95-1340-50	1346 37-bit HID ProxKey® III Keyfob 37-bit /Use Format #H10302	Each	7.23
95-1391-00	1391 MicroProx Coin Size Adhesive Tag (minimum quantity 100/multiples	Each	4.85
95-1351-00	1351ProxPass® II Long Range Vehicle Tag (6' Range used w/MaxiProx)	Each	42.50
95-1335-01	1336 DuoProx® II Graphics Quality PVC (Direct Printing) w/ Magstripe	Each	7.40
95-1335-50	1336 37-bit DuoProx® II Graphics Quality PVC (Direct Printing) w/	Each	7.40
95-5355-00	HID ProxPro II Programming card. The ProxPro II is field configurable by	Each	102.00
900NTNNEK00000	Enrollment Reader: HID iCLASS R-10 Read Only Contactless Smart Card	Each	159.80
910NTNTEK0000	R15 Mullion SE Reader	Each	280.50
920NTNNEK00000	R40 Wall Switch SE Reader	Each	280.50
921NTNNEK000584	HID iCLASS RK-40 Read Only Contactless Smart Card Keypad Reader	Each	518.50
900PTNNEK00000	RP10 Mini-Mullion multiCLASS SE Reader	Each	192.95
910PTNNEK00000	RP15 Mullion multiCLASS SE Reader w/ 125kHz Prox	Each	312.80
920PTNNEK00000	RP40 Wall Switch multiCLASS SE Reader w/ 125kHz Prox	Each	312.80
921PTNNEK0003R	RPK40 Wall Switch multiCLASS SE Reader w/Keypad w/ 125kHz Prox	Each	538.90
base reader # + M	Mobile Enabled using Bluetooth; OSDP Ready (turn on OSDP as a	Each	79.90
MID-SUB-T100A	MID-SUB-T100 1-year User License, HID Origo Mobile Identites (20	Each	6.80
MID-SUB-T100B	MID-SUB-T100 1-year User License, HID Origo Mobile Identites (20	Each	6.55
MID-SUB-T100C	MID-SUB-T100 1-year User License, HID Origo Mobile Identites (20	Each	6.38
MID-SUB-T100D	MID-SUB-T100 1-year User License, HID Origo Mobile Identites (20	Each	6.04
MID-SUB-T100-ADDA	MID-SUB-T100-ADD 1 YR USER LIC. HID ORIGO MOBILE IDEN. 1-999 (20	Each	6.80
MID-SUB-T100-ADDB	MID-SUB-T100-ADD 1 YR USER LIC. HID ORIGO MOBILE IDEN. 1,000-9,999	Each	6.55
MID-SUB-T100-ADDC	MID-SUB-T100-ADD 1 YR USER LIC. HID ORIGO MOBILE IDEN.10,000-	Each	6.38

MID-SUB-T100-ADDD	MID-SUB-T100-ADD 1 YR USER LIC. HID ORIGO MOBILE IDEN. 50,000-	Each	6.04
SEC9X-CRD-E- MKYD	Mobile Key Card; used to load keys and activate a mobile-ready iCLASS SE	Each	31.03
SEC9X-CRD-MADD	Mobile Admin Card; used to adjust Bluetooth range settings on mobile-	Each	40.80
5005	HID iCLASS Seos iCLASS Seos increased security and interoperability cards for installation supporting iCLASS SE platform. Contactless Smart Card, 16Kb Memory Composite card body (Composite fee included in List Price)	Each	10.71
5006	HID iCLASS Seos iCLASS Seos increased security and interoperability cards for installation supporting iCLASS SE platform. iCLASS Seos Contactless Smart Card, 8Kb Memory Composite card body (Composite fee included in List Price)	Each	5.27
3000	3000 iCLASS SE Smart Card -ISO Graphics QualityHID iCLASS SE Maximized security into installations that do NOT contain standard iCLASS credentials. Contactless Smart Card, 2k bit with 2 application areas	Each	5.53
3003	3003 iCLASS SE Smart Card -ISO Graphics QualityHID iCLASS SE Maximized security into installations that do NOT contain standard iCLASS credentials. Contactless Smart Card, 32k bit (Application Areas: 16k/2 + 16k/1)	Each	10.46
3004	3004 iCLASS SE Smart Card -ISO Graphics QualityHID iCLASS SE Maximized security into installations that do NOT contain standard iCLASS credentials. Contactless Smart Card, 32k bit (Application Areas: 16k/16 + 16k/1)	Each	10.46
3100	3100 iCLASS SE Prox Contactless Smart Card, 2k bit with 2 application areas	Each	12.41
3103	3103 iCLASS SE Prox Contactless Smart Card, 32k bit (Application Areas: 16k/2 + 16k/1)	Each	14.88
3104	3104 iCLASS SE Prox Contactless Smart Card, 32k bit (Application Areas: 16k/16 + 16k/1)	Each	14.88
3250	3250 iCLASS SE Key II Contactless Smart Key, 2k bit with 2 application areas	Each	7.23
3253	3253 iCLASS SE Key II Contactless Smart Key, 32k bit (Application Areas: 16k/2 + 16k/1)	Each	12.41
3254	3254 iCLASS SE Key II Contactless Smart Key, 32k bit (Application Areas: 16k/16 + 16k/1)	Each	12.41
3300	3300 iCLASS SE Tag Contactless Smart Tag, 2k bit with 2 application areas	Each	4.85
3303	3303 iCLASS SE Tag Contactless Smart Tag, 32k bit (Application Areas: 16k/2 + 16k/1)	Each	8.76
3304	3304 iCLASS SE Tag Contactless Smart Tag, 32k bit (Application Areas: 16k/16 + 16k/1)	Each	8.76
3350	3350 iCLASS SE Clamshell Contactless Smart Card, 2k bit with 2 application areasAlso available with Adhesive front,	Each	3.74
3910xM	3910xM iCLASS SE 2k bit with 2 application areas + MIFARE 1K Memory	Each	9.18
3913xN	3913xN iCLASS SE 32k bit (16k/2 + 16k/1) + MIFARE 4K Memory with 40	Each	15.81
3914xN	3914xN iCLASS SE 32k bit (16k/16 + 16k/1) + MIFARE 4K Memory with 40	Each	15.81
3960xM	3960xM iCLASS SE / Other 13.56MHz / Prox - Combo Card 2k bit with 2	Each	14.28
3963xN	3963xN iCLASS SE / Other 13.56MHz / Prox - Combo Card 32k bit (16k/2 +	Each	19.21
3964xN	3964xN iCLASS SE / Other 13.56MHz / Prox - Combo Card 32k bit (16k/16	Each	19.21
2000H	2000H iCLASS SR Smart Card -ISO Graphics Quality. Contactless Smart	Each	5.53
2003H	2003H iCLASS SR Smart Card -ISO Graphics Quality. Contactless Smart	Each	10.46
2004H	2004H iCLASS SR Smart Card -ISO Graphics Quality. Contactless Smart	Each	10.46
2023H	2023H iCLASS SR Prox Contactless Smart Card, 32k bit (Application Areas:	Each	14.45
2024H	2024H iCLASS SR Prox Contactless Smart Card, 32k bit (Application Areas:	Each	14.45
2050H	iCLASS SR Key II Contactless Smart Key, 2k bit with 2 application areas.	Each	7.23
2053H	iCLASS SR Key II Contactless Smart Key, 32k bit (Application Areas: 16k/2	Each	12.41



2054H	iCLASS SR Key II Contactless Smart Key, 32k bit (Application Areas: 16k/16	Each	12.41
2060H	iCLASS SR Tag Contactless Smart Tag, 2k bit with 2 application areas.	Each	4.85
2063H	iCLASS SR Tag Contactless Smart Tag, 32k bit (Application Areas: 16k/2 +	Each	8.76
2064H	iCLASS SR Tag Contactless Smart Tag, 32k bit (Application Areas: 16k/16 +	Each	8.76
2080	<small>iCLASS SE Clamshell Contactless Smart Card, 2k bit with 2 application areas. Also available with Adhesive front. Maximized compatibility with added security into installations that DO contain standard iCLASS credentials.</small>	Each	3.74
3400	<small>3400 HID SIO-Enabled for MIFARE Contactless Smart Card - Utilizes MIFARE CLASSIC 13.56 MHz Internal Smart Chip, Standard S50, 1 K Memory with 16 Sectors</small>	Each	4.25
3406	<small>3406 HID SIO-Enabled for MIFARE Contactless Smart Card - Utilizes MIFARE 13.56 MHz Internal Smart Chip, Standard S70, 4 K Memory with 40 Sectors</small>	Each	8.33
3500	<small>3500 HID SIO-Enabled for MIFARE + Prox Contactless Smart Card - Utilizes MIFARE CLASSIC 13.56 MHz Internal Smart Chip, Standard S50, 1 K Memory with 16 Sectors</small>	Each	7.99
3506	<small>3506 HID SIO-Enabled for MIFARE + Prox Contactless Smart Card - Utilizes MIFARE 13.56 MHz Internal Smart Chip, Standard S70, 4 K Memory with 40 Sectors</small>	Each	10.71
3700	<small>3700 HID SIO-Enabled for MIFARE + Prox Contactless Smart Card - Utilizes MIFARE 13.56 MHz Internal Smart Chip, Standard S70, 8 K Memory with 40 Sectors</small>	Each	6.46
3800	<small>3800 HID SIO-Enabled for MIFARE DESFire + Prox Contactless Smart Card - Utilizes DESFire EV1 13.56 MHz Internal Smart Chip, 8K memory with flexible file system</small>	Each	13.60
1-SEOS-20	SEOS credential profile option for the Signo Reader 20 model	Each	238.00
2-SMART-20	Smart credential profile option for the Signo Reader 20 model	Each	272.00
3-STANDARD-20	Standard credential profile option for the Signo Reader 20 model	Each	306.00
1-SEOS-20K	SEOS credential profile option for the Signo Reader 20K model	Each	450.50
2-SMART-20K	Smart credential profile option for the Signo Reader 20K model	Each	484.50
3-STANDARD-20K	Standard credential profile option for the Signo Reader 20K model	Each	527.00
1-SEOS-40	SEOS credential profile option for the Signo Reader 40 model	Each	246.50
2-SMART-40	Smart credential profile option for the Signo Reader 40 model	Each	280.50
3-STANDARD-40	Standard credential profile option for the Signo Reader 40 model	Each	317.90
1-SEOS-40K	SEOS credential profile option for the Signo Reader 40K model	Each	450.50
2-SMART-40K	Smart credential profile option for the Signo Reader 40K model	Each	484.50
3-STANDARD-40K	Standard credential profile option for the Signo Reader 40K model	Each	527.00
20-K-MP	HID Signo 20 Mounting Plate, Black	Each	24.23
20-S-MP	HID Signo 20 Mounting Plate, Silver	Each	24.23
20KT-K-MP	HID Signo 20K, 20T, Mounting Plate, Black	Each	24.23
20KT-S-MP	HID Signo 20K, 20T, Mounting Plate, Silver	Each	24.23
40-K-MP	HID Signo 40 Mounting Plate, Black	Each	24.23
40-S-MP	HID Signo 40 Mounting Plate, Silver	Each	24.23
40KT-K-MP	HID Signo 40K, 40T, Mounting Plate, Black	Each	24.23
40KT-S-MP	HID Signo 40K, 40T, Mounting Plate, Silver	Each	24.23

20-K-05	HID Signo 20 Series, 0.5 inch spacer, black	Each	24.23
20-K-10	HID Signo 20 Series, 1.0 inch spacer, black	Each	24.23
20-S-05	HID Signo 20 Series, 0.5 inch spacer, silver	Each	24.23
20-S-10	HID Signo 20 Series, 1.0 inch spacer, silver	Each	24.23
40-K-05	HID Signo 40 Series, 0.5 inch spacer, black	Each	24.23
40-K-10	HID Signo 40 Series, 1.0 inch spacer, black	Each	24.23
40-S-05	HID Signo 40 Series, 0.5 inch spacer, silver	Each	24.23
40-S-10	HID Signo 40 Series, 1.0 inch spacer, silver	Each	24.23
PR10	Enrollment Reader: Allegion PR10 XceedID Proximity Mini-Mullion	Each	156.40
SM10	SM10 Schlage Smart Mini-Mullion 200-bit (Replaces XF1060MF)	Each	156.40
MT11	MT11 Schlage Smart Multi-Technology Mullion 200-bit (13.56MHz &	Each	326.40
MT15	Enrollment Reader: Allegion MT15 Schlage Multi-Technology Single Gang	Each	326.40
MTK15	MTK15 Schlage Multi-Technology Single Gang w/Keypad 200-bit	Each	527.00
MTB11	MTB11 Schlage Smart Multi-Technology Mullion 200-bit (13.56MHz &	Each	326.40
MTB15	MTB15 Schlage Multi-Technology Single Gang 200-bit (13.56MHz &	Each	326.40
MTKB15	MTKB15 Schlage Multi-Technology Single Gang w/Keypad 200-bit	Each	527.00
SM1075	SM10 Schlage Smart Mini-Mullion 75-bit (Replaces XF1060MF)	Each	156.40
MT1175	MT11 Schlage Smart Multi-Technology Mullion 75-bit (Replaces XF1100 &	Each	326.40
MT1575	Enrollment Reader: Allegion MT1575 Schlage Multi-Technology Single	Each	326.40
MTK1575	MTK15 Schlage Multi-Technology Single Gang w/Keypad 75-bit (Replaces	Each	527.00
95-7410-00	7410 Clamshell HID Prox Compatible. 125 kHz Proximity Credentials	Each	2.81
95-7510-00	7510 ISO Card HID Prox Compatible. 125 kHz Proximity Credentials	Each	4.76
95-7510-05	7510M1 ISO Card HID Prox Compatible w/ Mag Stripe.125 kHz Proximity	Each	5.27
95-7610-00	7610 HID Prox Compatible Keyfob 125 kHz Proximity Credentials	Each	4.93
7610T	7610T HID Prox Compatible Thin Keyfob 125 kHz Proximity Credentials	Each	5.19
95-7710-00	7010 HID Prox Compatible Adhesive Disk (35mm) 125 kHz Proximity	Each	4.51
IBF-110	IBF-110 Combo Keyfob, 125 kHz Proximity and iButton 125 kHz Proximity	Each	11.65
IBWB-110	IBWB-110 Combo Keyfob, 125 kHz Proximity without iButton 125 kHz	Each	5.78
9351-xxx	9351-xxx Silicone Wristband 1K Byte/ 8k bit	Each	8.33
95-9420-00	9420 Clamshell Secure Access Control App Only/14443	Each	3.74
95-9451-00	9451 Clamshell MIFARE 1Kbyte/8k bit memory/14443	Each	5.78

95-9520-00	9520 ISO-glossy white Secure Access App Only/14443	Each	4.68
95-9551-00	9551 ISO MIFARE 1Kbyte/8k bit memory/14443	Each	5.61
95-9558-00	9558 ISO MIFARE 4Kbyte/32k bit memory/14443	Each	7.99
9520M1	9520M1 ISO-glossy white Secure Access App Only/14443 w/ Mag Stripe	Each	5.19
9551M1	9551M1 ISO MIFARE 1Kbyte/8k bit memory/14443 w/ Mag Stripe	Each	6.21
9558M1	9558M1 ISO MIFARE 4Kbyte/32k bit memory/14443 w/ Mag Stripe	Each	8.50
95-9651-00	9651 Keyfob MIFARE 1Kbytes/8k bit memory/14443 (minimum order is	Each	6.46
9651T	9651T Keyfob (thin) MIFARE 1Kbytes/8k bit memory/14443 (minimum	Each	6.63
95-9751-00	9751 MIFARE PVC Patch Card 1Kbyte/8k bit memory/14443	Each	5.78
95-9758-00	9758 MIFARE PVC Patch Card 4Kbyte/32k bit memory/14443	Each	8.76
9691T	9691T Prox & Schlage Smart Keyfob (thin) 1Kbyte (minimum order is 50)	Each	8.67
95-9951-00*	9951 Prox & Schlage Smart Card Combo ISO Glossy White	Each	7.82
9951M1*	9951M1 Prox & Schlage Smart Card Combo ISO Glossy White w/ Mag	Each	8.08
95-9958-00*	9958 Prox & Schlage Smart Card Combo ISO Glossy White	Each	9.18
9958M1*	9958M1 Prox & Schlage Smart Card Combo ISO Glossy White w/ Mag	Each	9.69
8420	8420 Schlage Smart Card 2K byte/16bit Clamshell	Each	6.21
8440	8440 Schlage Smart Card 4K byte/32bit Clamshell	Each	7.06
8480	8480 Schlage Smart Card 8K byte/64bit Clamshell	Each	8.50
8520	8520 Schlage Smart Card 2K byte/16bit ISO Glossy White	Each	6.80
8540	8540 Schlage Smart Card 4K byte/32bit ISO Glossy White	Each	7.65
8580	8580 Schlage Smart Card 8K byte/64bit ISO Glossy White	Each	9.01
8520M1	8520M1 Schlage Smart Card 2K byte/16bit ISO Glossy White w/Mag	Each	7.31
8540M1	8540M1 Schlage Smart Card 4K byte/32bit ISO Glossy White w/Mag	Each	8.08
8580M1	8580M1 Schlage Smart Card 8K byte/64bit ISO Glossy White w/Mag	Each	9.78
8720	8720 Schlage Smart Card 2K byte/16bit PVC Patch	Each	6.12
8740	8740 Schlage Smart Card 4K byte/32bit PVC Patch	Each	6.97
8780	8780 Schlage Smart Card 8K byte/64bit PVC Patch	Each	8.33
8920	8920 Proximity & Schlage Smart Card Combo 2K byte/16 bit ISO Glossy White	Each	9.86
8940	8940 Proximity & Schlage Smart Card Combo 4K byte/32 bit ISO Glossy White	Each	10.71
8980	8920 Proximity & Schlage Smart Card Combo 8K byte/64 bit ISO Glossy White	Each	12.41
8920M1	8920M1 Proximity & Schlage Smart Card Combo 2K byte/16 bit ISO	Each	10.29

8940M1	8940M1 Proximity & Schlage Smart Card Combo 4K byte/32 bit ISO	Each	11.05
8980M1	8920M1 Proximity & Schlage Smart Card Combo 8K byte/64 bit ISO	Each	12.75
SPV	Vertical Slot Punch for ISO and Magstripe Credentials MUST BE ORDERED	Each	0.43
SPH	Horizontal Slot Punch for ISO and Magstripe Credentials MUST BE	Each	0.43
ARC1-R31-B/PC2-3i/1	ARC1-Architect® One Million reader-Pre-configured Read Only - Wiegand 26 bits interface - 3m cable with connector. STid Mobile ID not supported	Each	130.90
ARC1S-R31-B/PC2-3V/1	ARC1S/BT PC2 - Architect® One Blue Million Reader - Secure storage EAL5+ - Pre-configured Read only - Wiegand 37bits interface - 3m cable with connector	Each	212.50
ARC-R31-A/PC2-3i/1	ARC-A - Architect® Standard reader - Pre-configured Read only - Wiegand	Each	217.60
ARCS-R31-A/PC2-3V/1	ARCS-A/BT - Architect® Blue Standard reader - Secure storage EAL5+ - Pre-configured Read only - Wiegand 37 bits interface. Only uses the free Green Mobile ID (Mobile app)	Each	255.00
ARC-RX1-IM/PC2-3i/1	ARC-IM Architect® Hybrid 125 kHz Multi-technology + 13.56 MHz reader - Pre-configured Read only - Wiegand 26 bits interface. STid Mobile ID not supported	Each	331.50
ARCS-RX1-IM/PC2-3V/1	ARCS-IM/BT - Architect® Blue Hybrid 125 kHz Multi-technology + 13.56 MHz + reader - Secure storage EAL5+ - Pre-configured Secure Read Only - Wiegand 37 bits interface	Each	385.90
SE8M/10	SE8M - 125 kHz Multi-technology Module (EM + HID PROX + AWID +	Each	178.50
ARC1S-R31-B/BT1-3i/1	ARC1S/BT - Architect® One Blue Million reader - Secure storage EAL5+ - Secure Read only - TTL Wiegand 40bit interface - 3m cable with connector	Each	221.00
ARC1S-W33-B/BT1-7OS/1		Each	221.00
ARCS-R31-A/BT1-3i/1	ARCS-A/BT - Architect® Blue Standard reader - Secure storage EAL5+ - Secure Read only - TTL Wiegand 40bit interface	Each	272.00
ARCS-W33-A/BT1-7OS/1		Each	272.00
ARCS-R31-B/BT1-3i/1	ARCS-B/BT - Architect® Blue Keypad reader - Secure storage EAL5+ -	Each	450.50
ARCS-W33-B/BT1-7OS/1		Each	450.50
ARCS-R31-C/BT1-3i/1	ARCS-C/BT - Architect® Blue Touchscreen reader - Secure storage EAL5+ -	Each	535.50
ARCS-W33-C/BT1-7OS/1		Each	535.50

ARCS-RX1-IM/BT2-3i/1	ARCS-IM/BT - Hybrid 125 KHZ Multi-technology pass through data + 13.56 MHz + Bluetooth Architect® Blue Standard reader - Secure storage EAL5+ - Read only - Wiegand 40bit Interface	Each	408.00
ARCS-WX3-IM/BT2-7OS/1		Each	408.00
ARCS-RX1-JM/BT2-3i/1	ARCS-JM/BT - Hybrid 125 KHZ Multi-technology pass through data + 13.56 MHz + Bluetooth Architect® Blue Upgradable Keypad reader - Secure storage EAL5+ - Read only - Wiegand interface	Each	552.50
ARCS-WX3-JM/BT2-7OS/1		Each	552.50
ARCS-RX1-KM/BT2-3i/1	ARCS-KM/BT - Hybrid 125 KHZ Multi-technology pass through data + 13.56 MHz + Bluetooth Architect® Blue Touchscreen reader - Secure storage EAL5+ - Read only - Wiegand 40 bit interface	Each	646.00
ARCS-WX3-KM/BT2-7OS/1		Each	646.00
ARCS-R31-AQ/BT1-3i/1	ARCS-AQ/BT - Architect® Blue Upgradable QR Code, Bluetooth® & RFID reader - Secure storage EAL5+ - Secure Read only - TTL interface	Each	1088.00
ARCS-W33-AQ/BT1-7OS/1		Each	1088.00
ARCS-R31-BQ/BT1-3i/1	ARCS-BQ/BT - Architect® Blue Upgradable QR Code, Bluetooth® & RFID Keypad reader - Secure storage EAL5+ - Secure Read only - TTL interface	Each	1215.50
ARCS-W33-BQ/BT1-7OS/1		Each	1215.50
ARCS-R31-CQ/BT1-3i/1	ARCS-CQ/BT - Architect® Blue Upgradable QR Code, Bluetooth & RFID Touchscreen reader - Secure storage EAL5+ - Secure Read only - TTL interface	Each	1317.50
ARCS-W33-CQ/BT1-7OS/1		Each	1317.50
ARC1-R31-B/PH5-3i/1	ARC1 - Architect® One Mullion reader - Secure Read only - TTL Wiegand Interface - 3m cable with connector	Each	139.40
ARC1-W33-B/PH5-7OS/1		Each	139.40
ARC-R31-B/PH5-3i/1	ARC-A - Architect® Upgradable Standard reader - Secure Read only - TTL	Each	229.50

ARC-W33-A/PH5-7OS/1	ARC-A - Architect® Upgradable Standard reader - OSDP™ v1 & v2 secure protocol - RS485 interface (700-Series only)	Each	229.50
ARC-R31-B/PH5-3i/1	ARC-A - Architect® Upgradable Standard reader - Secure Read only - TTL	Each	365.50
ARC-W33-B/PH5-7OS/1	ARC-B - Architect® Upgradable Keypad reader - OSDP™ v1 & v2 secure protocol - RS485 interface (700-Series only)	Each	365.50
ARC-R31-C/PH5-3i/1	ARC-C - Architect® Upgradable Touchscreen reader - Secure Read only -	Each	450.50
ARC-W33-C/PH5-7OS/1	ARC-C - Architect® Upgradable Touchscreen reader - OSDP™ v1 & v2 secure protocol - RS485 interface (700-Series only)	Each	450.50
ARC-RX1-IM/BF5-3i/1	ARC-iM - Architect® Hybrid 125 kHz Multi-technology + 13.56 MHz reader - Secure Read only - Wiegand interface	Each	348.50
ARC-WX3-IM/BF5-7OS/1		Each	348.50
ARC-RX1-JM/BF5-3i/1	ARC-JM - Architect® Hybrid 125 kHz Multi-technology + 13.56 MHz Keypad reader - Secure Read only - Wiegand interface	Each	467.50
ARC-WX3-JM/BF5-7OS/1		Each	467.50
SE8M/10	SE8M - 125 kHz Multi-technology Module (EM + HID PROX + AWID +	Each	178.50
ARC-RX1-KM/BF5-3i/1	ARC-KM - Architect® Hybrid 125 kHz Multi-technology + 13.56 MHz Touchscreen reader - Secure Read only - Wiegand interface	Each	552.50
ARC-WX3-KM/BF5-7OS/1		Each	552.50
ARC-R31-AQ/PH5-3i/1	ARC-AQ - Architect® QR Code & RFID reader/Secure Read only - TTL Wiegand Interface	Each	1020.00
ARC-W33-AQ/PH5-7OS/1		Each	1020.00
ARC-R31-BQ/PH5-3i/1	ARC-BQ - Architect® QR Code & RFID Keypad reader/Secure Read only - TTL Wiegand Interface	Each	1088.00
ARC-W33-BQ/PH5-7OS/1		Each	1088.00
ARC-R31-CQ/PH5-xx/1	ARC-CQ - Architect® QR Code & RFID Touchscreen reader - Secure Read only - TTL Wiegand Interface	Each	1215.50

ARC-W33-CQ/PH5-7OS/1		Each	1215.50
CCTW010	MIFARE® Classic--13.56 MHz NXP MIFARE® Classic EV1 1K / 4 Bytes UID	Each	1.79
CCTW170	MIFARE® Classic--13.56 MHz NXP MIFARE® Classic EV1 4K / 4 Bytes UID	Each	2.38
CCTW660	MIFARE® DESFire® 256--13.56 MHz NXP MIFARE® DESFire® 256 chip (min.	Each	3.15
CCTW692	MIFARE® DESFire® EV2--13.56 MHz NXP MIFARE® DESFire® EV2 8K chip +	Each	5.02
CCTW690	MIFARE® DESFire® EV2--13.56 MHz NXP MIFARE® DESFire® EV2 8K chip	Each	4.42
CCTW680	MIFARE® DESFire® EV2--13.56 MHz NXP MIFARE® DESFire® EV2 4K chip	Each	4.00
CCTW670	MIFARE® DESFire® EV2--13.56 MHz NXP MIFARE® DESFire® EV2 2K chip	Each	3.74
CCTW880	MIFARE® DESFire® EV3--13.56 MHz NXP MIFARE® DESFire® EV3 4K chip	Each	4.00
PCPW011	PCP Series--MIFARE® Classic--13.56 MHz NXP MIFARE® Classic 1K 4 Bytes	Each	2.38
PCPW171	PCP Series--MIFARE® Classic--13.56 MHz NXP MIFARE® Classic 4K 4 Bytes	Each	4.00
PCSW01-y	PCS Series--MIFARE® Classic--13.56 MHz NXP MIFARE® Classic 1K chip	Each	4.51
PCSW17-y	PCS Series--MIFARE® Classic--13.56 MHz NXP MIFARE® Classic 4K chip	Each	7.65
PCGW01-y	PCG Series--MIFARE® Classic--13.56 MHz NXP MIFARE® Classic 1K 4 Bytes	Each	4.34
PCGW17-y	PCG Series--MIFARE® Classic--13.56 MHz NXP MIFARE® Classic 4K 4 Bytes	Each	4.59
PCGW69-y	PCG Series--MIFARE® DESFire® EV2--13.56 MHz NXP MIFARE® DESFire®	Each	7.91
PCGW68-y	PCG Series--MIFARE® DESFire® EV2--13.56 MHz NXP MIFARE® DESFire®	Each	7.65
PCGW67-y	PCG Series--MIFARE® DESFire® EV2--13.56 MHz NXP MIFARE® DESFire®	Each	6.72
BMS-W010	BMS--MIFARE® Classic--13.56 MHz NXP MIFARE® Classic 1K 4 Bytes NXP	Each	4.59
BSIW01y-S65	BMS--MIFARE® Classic--13.56 MHz NXP MIFARE® Classic 1K 4 Bytes NXP	Each	4.25
Virtual Credit	Single Mobile Credential Credit (Discounts available w/2500+)	Each	1.45
KITSECARD-BT	KITSECARD-BT-V3.3	Each	1300.50
STKIT-BT-TTL-Vx.x	STKIT-BT-TTL-V3.5 (x.x denotes latest version)	Each	994.50
SCR3310V2	SCR3310V2: CAC Desktop USB Enrollment Reader. Supported in SG v11.0	Each	841.50
74-01-1001-75	75 Bit Bridgepoint EntryPoint Contact Interface Reader 1-Factor CARD	Each	926.50
74-01-1001-200	200 Bit Bridgepoint EntryPoint Contact Interface Reader 1-Factor CARD	Each	926.50
74-01-2002-75	75 Bit Bridgepoint EntryPoint Dual-Interface Reader 1-Factor CARD ONLY	Each	1003.00
74-01-2002-200	200 Bit Bridgepoint EntryPoint Dual-Interface Reader 1-Factor CARD	Each	1003.00
74-01-1002-75	75 Bit Bridgepoint EntryPoint Contact Interface Reader 2-Factor Card+PIN	Each	1003.00
74-01-1002-200	200 Bit Bridgepoint EntryPoint Contact Interface Reader 2-Factor	Each	1003.00

90-0090-0075	75 Bit Bridgepoint EntryPoint Dual-Interface Reader 2-Factor Card+PIN 74-	Each	1159.40
90-0090-00200	200 Bit Bridgepoint EntryPoint Dual-Interface Reader 2-Factor Card+PIN	Each	1159.40
74-01-4000	Bridgepoint TrustPoint Contact Interface Reader 1-Factor CARD ONLY 74-	Each	1081.20
74-01-4012	Bridgepoint TrustPoint Dual-Interface Reader 1-Factor CARD ONLY 74-01-	Each	1159.40
74-01-4001	Bridgepoint TrustPoint Contact Interface Reader 2-Factor Card+PIN 74-01-	Each	1159.40
74-01-4003	Bridgepoint TrustPoint Dual-Interface Reader 2-Factor Card+PIN 74-01-	Each	1317.50
78-02-1112	TrustPoint Dual Interface Desktop Credential Enrollment Reader with	Each	1768.00
67-32-1216	TrustAlert PKI Credential Enrollment & Certificate Validation Manager.	Each	5023.50
74-40-1001	Reader Accessory; Weather & Security Shield: 1 Factor & 2 Factor	Each	277.10
74-01-0005	Reader Accessory; Spacer Plate for 1---Factor & 2---Factor Readers.	Each	199.75
11-94-3002	11-94-3002 Crypto ID PIV Alternative Credential, Contact Only Extra	Each	18.62
900W2027	900W2027 MultiMode™ Stealth Lite: For PIV, PIV I, CAC, TWIC, ISO	Each	841.50
900W2026	900W2026 MultiMode™ Stealth: For PIV, PIV I, CAC, TWIC, ISO 14443.	Each	1215.50
900W2037	900W2037 MultiMode™ Stealth Dual Lite: For PIV, PIV I, CAC, TWIC, ISO	Each	841.50
900W2036	900W2036 MultiMode™ Stealth Dual: For PIV, PIV I, CAC, TWIC, ISO 7816	Each	1215.50
900W2030	900W2030 MultiMode™ Stealth Bio: For PIV, PIV I, CAC, TWIC, ISO 7816	Each	2006.00
910FOG00	To configure Stealth Series reader for use with Galaxy Systems. Enables	Each	59.50
920FW0PR	MultiMode™ reader configured for legacy Prox 125KHz operation:	Each	382.50
033-200500	"Heavy Weather" Visor for Stealth Series Readers; required for outdoor	Each	442.00
033-200004	Environmental Enclosure for Stealth Series Readers (fully encloses	Each	323.00
862-109500	Mullion Mount Adaptor: a mullion mount adaptor for use with Stealth	Each	442.00
842-200200	Pedestal Mount for Non-Bio readers. Includes custom mounting adaptor	Each	442.00
842-200100	Pedestal Mount for Stealth Bio-Readers. Includes custom mounting	Each	377.40
842-200600	Isolation Spacer: Plastic spacer to isolate reader from electrical box. Each	Each	229.50
862-200100	Back Box Extender: 7/8 inch extension (inside dimension 5/8 inches)	Each	377.40
402-105800	Extended Stealth Main Cable: 24 inch long cable. Each package contains 3	Each	229.50
562-110600	Waterproof DC/DC Converter 24V Step Down to 12V/20A 240W Power	Each	272.00
EP-SLM04 GXNGB	Entrypoint Slammer FIACAM Package for Galaxy Control Systems -	Each	15300.00
EP-SLM08 GXNGB	Entrypoint Slammer FIACAM Package for Galaxy Control Systems -	Each	16150.00
EP-SLM16 GXNGB	Entrypoint Slammer FIACAM Package for Galaxy Control Systems -	Each	17510.00
EP-SLM32 GXNGB	Entrypoint Slammer FIACAM Package for Galaxy Control Systems -	Each	20400.00



EP-SLM72 GXNGB	Entrypoint Slammer FIACAM Package for Galaxy Control Systems -	Each	32300.00
900NHRNEK0000C	R10-H pivCLASS SE Mullion Reader 200 Bit/ Reads CAC/PIV & iCLASS	Each	187.00
900NHRNEK0001T	R10-H pivCLASS SE Mullion Reader 75 Bit/ Reads CAC/PIV & iCLASS	Each	187.00
900PHRNEK00004	RP10-H pivCLASS SE Mullion Reader 200 Bit/ Reads CAC/PIV, iCLASS	Each	229.50
900PHRNEK00005	RP10-H pivCLASS SE Mullion Reader 75 Bit/ Reads CAC/PIV, iCLASS	Each	229.50
920NHRNEK0000C	R40-H pivCLASS SE Single Gang Reader 200 Bit/ Reads CAC/PIV & iCLASS	Each	306.00
920NHRNEK0001T	R40-H pivCLASS SE Reader 75 Bit/ Reads CAC/PIV & iCLASS Standard / NO	Each	306.00
920PHRNEK00004	RP40-H pivCLASS SE Single Gang Reader 200 Bit/ Reads CAC/PIV, iCLASS	Each	345.10
920PHRNEK00005	RP40-H pivCLASS SE Single Gang Reader 75 Bit/ Reads CAC/PIV, iCLASS	Each	345.10
921NHRNEK0008P	RK40-H pivCLASS SE Single Gang Reader 75 Bit/ Reads CAC/PIV & iCLASS	Each	528.70
921NHRNEK0024J	RK40-H pivCLASS SE Single Gang Reader 200 Bit/ Reads CAC/PIV & iCLASS	Each	528.70
921PHRNEK0005P	RPK40-H pivCLASS SE Single Gang Reader 75 Bit/ Reads CAC/PIV, iCLASS	Each	569.50
921PHRNEK00589	RPK40-H pivCLASS SE Single Gang Reader 200 Bit/ Reads CAC/PIV, iCLASS	Each	569.50
SIGNO-25B-BIO	HID Signo Biometric reader 25B, Fingerprint authentication	Each	1122.00
SIGNO-PIV-20	HID Signo 20 PIV Reader, US Federal Government, FIPS 201, BAA	Each	365.50
SIGNO-PIV-20K	HID Signo 20K PIV Reader, US Federal Government, FIPS 201, BAA	Each	578.00
SIGNO-PIV-40	HID Signo 40 PIV Reader, US Federal Government, FIPS 201, BAA	Each	374.00
SIGNO-PIV-40K	HID Signo 40K PIV Reader, US Federal Government, FIPS 201, BAA	Each	578.00
XPE-SVR-001	XpressEntry Windows Server Software (On Premise)	Each	5185.00
XPE-CLIENT	XpressEntry Windows Client (On Premise)	Each	3740.00
PACS-INT-001	Integration with System Galaxy	Each	4590.00
XPE-WEB	XpressEntry Web Server (Web Based)	Each	5185.00
XPE-PHONE	XpressEntry Android Software (For use with Android phone or existing	Each	1955.00
XPID100	XPID100-Android 7-PDA with XPressProx	Each	5440.00
XPID100-FP	XPID100-Android 7-PDA with XPressProx and Fingerprint	Each	6205.00
XPID101	XPID100-Android 7-GUN with XPressProx	Each	5440.00
XPID101-FP	XPID100-Android 7-GUN with XPressProx and Fingerprint	Each	6205.00
XPID200	XPID200-Android 10-PDA with XPressProx	Each	6205.00
XPID200-FP	XPID100-Android 10-PDA with XPressProx and Fingerprint	Each	5780.00
XPID201	XPID200-Android 10-GUN with XPressProx	Each	6205.00
XPID201-FP	XPID200-Android 10-GUN with XPressProx and Fingerprint	Each	5780.00

LAB-001	Factory provided Phone & Remote Web Assistance	Each	680.00	
XPP2-USD	XPress Prox USB Multi-Tech Reader	Each	297.50	
XPF-OEM-001	XPress Freedom OEM Board	Each	841.50	
90-4200-00	9215689 TRANSIT ULTIMATE Long Distance AVI Reader. Long range	Each	5525.00	
95-4200-00	9882650 Window Button AVI Single ID vehicle tag. Long range vehicle	Each	47.60	
95-4200-05	9882480 Window Button AVI Tag w/Switch. Long range vehicle tag	Each	52.70	
95-4200-10	9891900 Compact Tag. Long range tag, clamshell design with	Each	39.95	
95-4200-20	9948538 Prox Booster ID *NEW*. Long range driver-based tag for long	Each	113.05	
95-4200-15	9948546 Prox Booster Single ID *NEW*. Long range driver ID tag for	Each	78.20	
90-4200-30	5402956 TRANSIT Windshield Tag Holder for (Compact Tag 9891900).	Each	5.10	
95-4200-25	9948554 Smart Card Booster *NEW*. Supports ISO 14443 or 15693	Each	233.33	
95-4200-35	9875980 Heavy Duty Exterior mounted ATEX approved vehicle tag.	Each	99.45	
90-4200-05	5626595 TRANSIT ULTIMATE/TARGET Standard pole mounting bracket,	Each	289.00	
90-4200-10	9218327 TRANSIT ULTIMATE Reader Weather Protection Hood. For long	Each	416.50	
	9217371	Each	4658.00	
	9945466	Each	2329.00	
	9206663	Each	952.00	
	9947418	Each	7.65	
	9947426	MINIMUM ORDER QTY (25) UHF Windshield Tag Tamperproof 26bit Wiegand Facility Code:1 Custom programming available at no cost-allow 4-6 weeks	Each	8.50
	9955836	Each	22.95	
	9943943	MINIMUM ORDER QTY (25) UHF ISO Card: The UHF ISO card features with long range UHF tag only	Each	7.91
	9219641	Each	21.68	
	5626595	5626595 UHF Target/Transit Ultimate Pole Mount Kit	Each	289.00
	9218335	UHF uPASS Target Weather Hood	Each	416.50
	9875840	UHF uPASS Reach Adjustable Mounting	Each	272.00
	9943803	UHF uPASS Pole Mounting Kit (Cap Mount 1 3/4" Dia. Pole)	Each	476.00
	7591152	UHF uPASS Reach Weather Protection Hood	Each	238.00
	9986138	9986138 ANPR LUMD License Plate Camera/Reader. IP65, 24VDC or PoE, 6.5 to 33 ft read range, Pole/Wall mounting kit INCLUDED. Wiegand out into Galaxy controllers. Plate # is entered as a credential into SG for a cardholder.	Each	6417.50
SMARTMAGJX	SMARTMAGJX (Standard Track 1&2 Read) The Smart Mag Jx is a magnetic	Each	833.00	
90-0845-00	Enrollment Reader: EZ Barcode Reader Indoor/Outdoor Swipe	Each	399.50	
95-1400-00	Blank PVC Cards Ready for Printing – No Technology (50 minimum qty)	Each	0.51	

K1-26S	K1-Series 2x6 Narrow / Multi Format Keypad / Stainless Steel *Specify	Each	323.00
K1-26I	K1-Series 2x6 Narrow / Multi Format Keypad / Black Illuminated *Specify	Each	323.00
K1-34S	K1-Series 3x4 Single Gang / Multi Format Keypad / Stainless Steel	Each	408.00
K1-34K	K1-Series 3x4 Single Gang / Multi Format Keypad / Black *Specify Format	Each	408.00
90-0070-00	Essex KTP193SN Infrared Format keypad. Infrared format allows the use	Each	374.00
TPX26S	T-Prox TPX-26S: ThinLine 2x6 Keypad w/ Prox Stainless	Each	476.00
TPX26I	T-Prox TPX-26I: ThinLine 2x6 Keypad w/ Prox, Black, Illuminated	Each	476.00
PRX-1	RoxProx 125 kHz Proximity Reader, Narrow, Blue Globe Design	Each	221.00
PRX-1R	RoxProx 125 kHz Proximity Reader, Narrow, Red RFID Design	Each	221.00
PRX-1CF	RoxProx 125 kHz Proximity Reader, Narrow, Blank. Customization	Each	238.00
PRX-2	RoxProx 125 kHz Proximity Reader, Single Gang, Blue Globe Design	Each	221.00
PRX-2R	RoxProx 125 kHz Proximity Reader, Single Gang, Red RFID Design	Each	221.00
PRX-2CF	RoxProx 125 kHz Proximity Reader, Narrow, Blank. Customization	Each	238.00
IRX1B	IRX-1B: Narrow Style iRox™ iCLASS SE® Reader	Each	399.50
IRXP1B	IRXP-1B: Narrow Style iRox Plus™ MultiCLASS SE® Reader	Each	459.00
IRX2B	IRX-2B: U.S. Single Gang iRox™ iCLASS SE® Reader	Each	399.50
IRXP2B	IRXP-2B: U.S. Single Gang iRox Plus™ MultiCLASS SE® Reader	Each	459.00
PPH-103-SN	PiezoProx®, 26 Bit Wiegand Keypad / 125kHz Prox 3x4 Stainless	Each	564.40
PPH-103-KN	PiezoProx®, 26 Bit Wiegand Keypad / 125kHz Prox 3x4 Black	Each	564.40
HEW1B	Hand-E-Wave™ Narrow/Jamb, Black Faceplate/Radius Corners	Each	255.00
HEW1S	Hand-E-Wave™ Narrow/Jamb, Stainless Faceplate/Radius Corners	Each	255.00
HEW1W	Hand-E-Wave™ Narrow/Jamb, White Faceplate/Radius Corners	Each	255.00
HEWMO1	Hand-E-Wave™ Touchless DPDT Switch with Manual Override, Narrow,	Each	323.00
HEW2B	Hand-E-Wave™ Singlegang, Black Faceplate/Radius Corners	Each	255.00
HEW2S	Hand-E-Wave™ Singlegang, Stainless Faceplate/Radius Corners	Each	255.00
HEW2W	Hand-E-Wave™ Singlegang, White Faceplate/Radius Corners	Each	255.00
HEWMO2	Hand-E-Wave™ Touchless DPDT Switch with Manual Override,	Each	323.00
HEW3B	Hand-E-Wave™ Doublegang, Black Faceplate/Radius Corners	Each	255.85
HEW3S	Hand-E-Wave™ Doublegang, Stainless Faceplate/Radius Corners	Each	255.85
HEW3W	Hand-E-Wave™ Doublegang, White Faceplate/Radius Corners	Each	255.85
HEWMO3	Hand-E-Wave™ Touchless DPDT Switch with Manual Override,	Each	326.40

PEBSSN0	Essex PEB Series Piezoelectric Access Switches - Narrow, Piezo Switch, No	Each	132.60
PEBSSN2	Essex PEB Series Piezoelectric Access Switches - Narrow, Piezo Switch,	Each	132.60
PEBSSN6	Essex PEB Series Piezoelectric Access Switches - Narrow, Piezo Switch,	Each	132.60
PEBSS0-US	Essex PEB Series Piezoelectric Access Switches - U.S. Single Gang, Piezo	Each	132.60
PEBSS2-US	Essex PEB Series Piezoelectric Access Switches - U.S. Single Gang, Piezo	Each	132.60
PEBSS3-US	Essex PEB Series Piezoelectric Access Switches - U.S. Single Gang, Piezo	Each	132.60
PEBSS4-US	Essex PEB Series Piezoelectric Access Switches - U.S. Single Gang, Piezo	Each	132.60
PEBSS6-US	Essex PEB Series Piezoelectric Access Switches - U.S. Single Gang, Piezo	Each	132.60
SH-34S	Non-Illuminated Stainless Steel Spy Proof Housing for 3x4 Keypad or	Each	136.00
SH-34SI-12	Illuminated Stainless Steel Spy Proof Housing for 3x4 Keypad or Hand-E-	Each	224.40
BAK BOX-SGS	Stainless Steel Reader Backbox for 3x4 Keypad or Hand-E-Tap	Each	107.10
BAK BOX-SGE	Surface Mount Extension Back Box for Single Gang Hand-E-Wave	Each	22.95
BAK BOX-DGE	Surface Mount Extension Back Box for Double Gang Hand-E-Wave	Each	31.45
PRXSR	PRXSR: Surface mount Spacer Ring for the RoxProx / Exit Buttons	Each	71.40
S40	DS401KT203: Storm-AXS S40 Integrated Keypad & contactless reader,	Each	561.00
S40i	DS402KW203: Storm-AXS S40i Integrated Keypad & contactless reader,	Each	535.50
S60	DS601K203: Storm-AXS S60 Integrated Keypad & contactless reader,	Each	654.50
S60i	DS602W203: Storm-AXS S60i Integrated Keypad & contactless reader,	Each	629.00
S60M	DS601K2P03: Storm-AXS S60M Integrated Keypad & contactless reader,	Each	714.00
S60Mi	DS602W2P03: Storm-AXS S60iM Integrated Keypad & contactless reader,	Each	694.11
1KFS0203	Storm-AXS Keypad Privacy Shield.	Each	54.40
DEEM0103	DEEM0103: Storm-AXS Alarmed Emergency Override Switch.	Each	238.00
DEEX0103	DEEX0103: Storm-AXS Touchless Request to Exit Switch.	Each	95.20
MTPXBK-MF-PTE-SA STARTER KIT 1		Each	442.00
MTPXS-MF-PTE-SA STARTER KIT 1		Each	476.00
MTPXBK-MF-SA	OFFLINE MiFare Proximity Reader- Black ABS	Each	222.70
MTPXS-MF-SA	OFFLINE MiFare Proximity Reader- Silver	Each	241.40
RTTBK	Remote Relay Unit / Push to Exit Button- Black ABS	Each	101.92
RTTS	Remote Relay Unit / Push to Exit Button- Silver	Each	115.60

RU1	Single remote relay unit	Each	45.65
RU2	Dual remote relay unit	Each	80.75
PROX-USB	Proximity UBS Desktop Enrollment	Each	116.88
USPS	Single Gang Plate- Silver	Each	18.28
USPBK	Single Gang Plate- Black ABS	Each	18.28
PBX-1E-MS50	Keyfob & Keyring - ABS - MIFARE 13,56 MHz- 1K - Colors- Grey, Blue,	Each	3.28
PBX-2-MS50	ISO Proximity Card (0.75mm - MIFARE 13,56 MHz- 1K) White	Each	3.01
PBX-2C-MS50	NISO Proximity Card (2mm - MIFARE 13,56 MHz- 1K) White	Each	3.01
PBX-2-MS70	ISO Proximity Card (0.75mm - MS MIFARE 13,56MHz- 4K) White	Each	4.17
B100S-SA		Each	307.70
B100PADS-SA		Each	413.95
MTPADS -SA	Standalone MINI Range- Keypad- Silver	Each	175.10
MTPADPBK-EH-SA	Standalone MINI Range- Keypad + Prox- Black ABS	Each	164.48
EX6M-72C	Standalone Keypad- Grey/Matte Chrome Molded Aluminum, Metal Keys,	Each	208.93
EX6PM-73C	Standalone Keypad + Built in Proximity (HID 125 kHz)	Each	232.22
RTTBK	Remote Relay Unit / Push to Exit Button- Black ABS	Each	101.83
RTTS	Remote Relay Unit / Push to Exit Button- Silver	Each	115.60
RU1	Single remote relay unit	Each	45.65
RU2	Dual remote relay unit	Each	80.67
RB0408	Input/Output Relay Board (+8 additional relays)	Each	211.23
USPS	Single Gang Plate- Silver	Each	18.28
USPDS	Dual Gang Plate- Silver	Each	21.42
USPBK	Single Gang Plate- Black ABS	Each	18.28
USPDBK	Double Gang Plate - Black	Each	21.42
MC-MINI	Single Rain Cover - Stainless Steel	Each	69.02
MCD-MINI	Dual Rain Cover - Stainless Steel	Each	76.42
B100S	On-Line MINI Range- Swipe Biometric Reader- Silver	Each	265.20
B100PADS-M	On-Line MINI Range- Swipe Biometric Reader + Keypad- Silver	Each	392.53
B100PROXS-EH	On-Line MINI Range- Swipe Biometric Reader + Proximity (HID-125khz) -	Each	350.12
B100PROXS-MF	On-Line MINI Range- Swipe Biometric Reader + Proximity (MiFare-13,56	Each	424.32
		Each	275.83

BIOC3S		Each	668.53
BIOPADS-M		Each	827.48
BIOPROXS-EH		Each	753.53
BIOPROXS-MF		Each	785.40
LCS2M-72C	Keypad- Grey/Matte Chrome Molded Aluminum, Metal Keys	Each	195.08
CNV1000	Converter (RS-485 to TCP/IP)	Each	138.98
BIOPROX-USB	Touch Biometric + Proximity UBS Desktop Enrollment	Each	626.03
MTPADS-M		Each	168.73
MTPXS-EH		Each	137.96
MTPXS-MF		Each	158.10
PROX-USB	Proximity UBS Desktop Enrollment	Each	116.88
MTTS	MINI Range- Push to Exit Button- Silver	Each	105.40
USPS	Single Gang Plate- Silver	Each	18.28
USPDS	Dual Gang Plate- Silver	Each	21.42
USPBK	Single Gang Plate- Black ABS	Each	18.28
USPDBK	Double Gang Plate - Black	Each	21.42
MC-MINI	Single Rain Cover - Stainless Steel	Each	69.02
MCD-MINI	Dual Rain Cover - Stainless Steel	Each	76.50
MYCRO FP1	MYCRO FP1 Biometric Reader - NO on-board card reader	Each	892.50
MYCRO FP2	MYCRO FP1 Biometric Reader - RFID Card Reader - EM	Each	1062.50
MYCRO FP3	MYCRO FP1 Biometric Reader - RFID Card Reader - HID Prox	Each	1122.00
MYCRO FP4	MYCRO FP1 Biometric Reader - RFID Card Reader -	Each	1232.50
MYCRO FP5	MYCRO FP1 Biometric Reader - RFID Card Reader - EM Prox/HID	Each	1419.50
MYCRO	ONE Year Warranty for the MYCRO FP1 Biometric Reader - (parts and	Each	102.00
MERGE FP22	MERGE FP22 Biomrtric Fingerprint Reader + PIN + RFID Card Reader -	Each	961.35
MERGE FP4	MERGE FP4 Biometric Fingerprint Reader + PIN + RFID Card Reader -	Each	1292.85
MERGE CR BL	MERGE CR RFID Card Reader Only - MiFARE/DESFire	Each	867.00
MERGE		Each	102.00
SENSE 2 FPL1	SENSE 2 FPL1 Biometric Fingerprint Reader Only / Lumidigm Imaging	Each	1657.50
SENSE 2 FPL2	SENSE 2 FPL2 Biometric RFID Card Reader - EM Prox/MiFARE/DESFire /	Each	1802.00
SENSE 2 FPL3	RFID Card Reader - HID Prox / Lumidigm Imaging Sensor	Each	1878.50

SENSE 2 FPL4	RFID Card Reader - iCLASS/MiFARE/DESFire / Lumidigm Imaging Sensor	Each	1997.50
SENSE 2 FPL5	RFID Card Reader - EM Prox/HID Prox/iCLASS/MiFARE/DESFire /	Each	2074.00
SENSE - FPL	ONE Year Warranty (parts and labor). For details refer to the IXM	Each	221.00
SENSE 2 FP1	SENSE 2 FP1 Biometric Fingerprint Reader Only / SecuGen Optical Sensor	Each	1530.00
SENSE 2 FP2	SENSE 2 FP2 RFID Card Reader - EM Prox/MiFARE/DESFire / SecuGen	Each	1708.50
SENSE 2 FP3	SENSE 2 FP3 RFID Card Reader - HID Prox / SecuGen Optical Sensor	Each	1768.00
SENSE 2 FP4	SENSE 2 FP4 RFID Card Reader - iCLASS/MiFARE/DESFire / SecuGen	Each	1895.50
SENSE 2 FP5	SENSE 2 FP5 RFID Card Reader - EM Prox/HID	Each	1997.50
SENSE - FP	ONE Year Warranty (parts and labor). For details refer to the IXM	Each	165.75
TOUCH 2 FPL1	TOUCH 2 FPL1 Fingerprint Reader + Face Detection + PIN / Lumidigm	Each	1912.50
TOUCH 2 FPL2	TOUCH 2 FPL1 Fingerprint Reader + Face Detection + PIN + RFID Card	Each	2074.00
TOUCH 2 FPL3	TOUCH 2 FPL1 Fingerprint Reader + Face Detection + PIN + RFID Card	Each	2125.00
TOUCH 2 FPL4	TOUCH 2 FPL1 Fingerprint Reader + Face Detection + PIN + RFID Card	Each	2210.00
TOUCH 2 FPL5	TOUCH 2 FPL1 Fingerprint Reader + Face Detection + PIN + RFID Card	Each	2329.00
TOUCH - FPL	ONE Year Warranty (parts and labor). For details refer to the IXM	Each	276.25
TOUCH 2 FP1	TOUCH 2 FP1 Fingerprint Reader + PIN / SecuGen Optical Sensor	Each	1904.00
TOUCH 2 FP1-W	TOUCH 2 FP1-W Fingerprint Reader + PIN ► Wi-Fi, Bluetooth Capable /	Each	2116.50
TOUCH 2 FP2	TOUCH 2 FP2 Fingerprint Reader + PIN + RFID Card Reader - EM	Each	2082.50
TOUCH 2 FP2-W	TOUCH 2 FP2-W Fingerprint Reader + PIN + RFID Card Reader - EM	Each	2286.50
TOUCH 2 FP3	TOUCH 2 FP3 Fingerprint Reader + PIN + RFID Card Reader - HID Prox /	Each	2142.00
TOUCH 2 FP3-W	TOUCH 2 FP3-W Fingerprint Reader + PIN + RFID Card Reader - HID Prox	Each	2363.00
TOUCH 2 FP4	TOUCH 2 FP4 Fingerprint Reader + PIN + RFID Card Reader -	Each	2244.00
TOUCH 2 FP4-W	TOUCH 2 FP4-W Fingerprint Reader + PIN + RFID Card Reader -	Each	2465.00
TOUCH 2 FP5	TOUCH 2 FP5 Fingerprint Reader + PIN + RFID Card Reader -	Each	2380.00
TOUCH 2 FP5-W	TOUCH 2 FP5-W Fingerprint Reader + PIN + RFID Card Reader -	Each	2601.00
TOUCH - FP	ONE Year Warranty (parts and labor). For details refer to the IXM	Each	221.00
TITAN FPU1	TITAN FPU1 Face Recognition + Fingerprint + PIN / SecuGen Optical	Each	4292.50
TITAN FPU2	TITAN FPU2 Face Recognition + Fingerprint + PIN + RFID Card Reader -	Each	4454.00
TITAN FPU5	TITAN FPU5 Face Recognition + Fingerprint + PIN + RFID Card Reader - EM	Each	4734.50
TITAN (U)	ONE Year Warranty (parts and labor). For details refer to the IXM	Each	442.00
TITAN FPLV1	Face Recognition + Fingerprint + PIN / Lumidigm Imaging Sensor	Each	5865.00

TITAN FPLV2	Face Recognition + Fingerprint + PIN + RFID Card Reader - MiFARE/DES /	Each	6018.00
TITAN FPLV5	Face Recognition + Fingerprint + PIN + RFID Card Reader - EM Prox/HID	Each	6315.50
TITAN (L)	ONE Year Warranty (parts and labor). For details refer to the IXM	Each	663.00
EKIT-BLCP	A kit that transforms Invixium's flagship IXM TITAN into a health kiosk	Each	2193.00
EKIT-BA	A kit that transforms Invixium's flagship IXM TITAN into a health kiosk	Each	2193.00
TITAN FV1	Face Recognition + Finger Vein + PIN	Each	5703.50
TITAN FV2	Face Recognition + Finger Vein + PIN + RFID Card Reader -	Each	5865.00
TITAN FV5	Face Recognition + Finger Vein + PIN + RFID Card Reader - EM Prox/HID	Each	6154.00
TITAN (FV)	ONE Year Warranty (parts and labor). For details refer to the IXM	Each	607.75
DEALER STARTER KIT	Includes - MERGE 22, TOUCH2 FP2 or SENSE2 FPL2, 90 min Webinar, 5	Each	9350.00
IXM CHARGE	1400mAH Li-ion battery, 90 - 120 min operational back up for TOUCH 2	Each	86.70
IXM CHARGE +	5000mAH Li-ion battery, 90 - 120 min operational back up for TITAN	Each	165.75
POWER SUPPLY		Each	113.90
POWER SUPPLY 3A	12VDC, 3A Power Supply for TITAN, TFACE	Each	277.10
EM PROX CARD	125 kHz (4100, 4102, 4200) Proximity Card for Access Control	Each	7.65
MIFARE CARD	13.56 MHz (MiFARE Classic, DESFire, DESFire EV1) Smart Card for Access	Each	11.05
Finger Capture Device	Desktop optical fingerprint scanning and enrollment device with USB connectivity, integrated with IXM WEB.	Each	154.70
Finger Capture Device	Desktop optical fingerprint scanning and enrollment device with USB connectivity, integrated with IXM WEB.	Each	387.60
Secure Relay Box	Secure Relay Box - Secure door control from inside the premises via	Each	127.50
CredenceTWO		Each	2924.00
CredenceTWO CR	CredenceTWO, with cardreader plus IXM WEB	Each	3213.00
CredenceTAB CR	CredenceTAB, full configuration (deleted), FAP 30 FP and smartcard	Each	3825.00
CredenceTAB CR & MRZ		Each	4845.00
IXM WEB - Basic	EXTENDED SOFTWARE SUPPORT- IXM Web - Basic, includes updates, (1)	Each	663.00
IXM SDK	IXM SDK is intended for Microsoft.Net developers who wish to integrate	Each	1105.00
IXM SDK Support	IXM SDK Support, includes updates, ONE Year support. 4 hours phone &	Each	1317.50
IXM SDK 2	IXM SDK 2 is intended for developers who are coding applications on	Each	2210.00
IXM CONVERT SDK	IXM WEB Enterprise is available as an SDK and is intended for Microsoft	Each	1105.00



500 templates	IXM CONVERT - Template Conversion 500 Templates for 1 Year	Each	1105.00
1,500 templates	IXM CONVERT - Template Conversion 1500 Templates for 1 Year	Each	1657.50
5,000 templates	IXM CONVERT - Template Conversion 5000 Templates for 1 Year	Each	5525.00
1 year license		Each	11050.00
3 year license	IXM CONVERT - Template Conversion Unlimited Templates for 3 Years	Each	27735.50
SigmaLiteBio	MorphoAccess® SIGMA Lite provides 1:3KUser Biometric Identification (2	Each	705.50
SigmaLiteBio-1Y	1 Year Extended Warranty & Support Sigma Lite Bio - HW Warranty &	Each	54.40
SigmaLiteBio-3Y	3 Years Extended Warranty & Support Sigma Lite Bio - HW Warranty &	Each	113.90
SigmaLiteiClass	MorphoAccess® SIGMA Lite with iClass Card Reader provides 1:3KUser	Each	918.00
SigmaLiteiCLASS-1Y	1 Year Extended Warranty & Support Sigma Lite iClass - HW Warranty &	Each	71.40
SigmaLiteiCLASS-3Y	3 Years Extended Warranty & Support Sigma Lite iClass - HW Warranty &	Each	146.20
SigmaLiteProx	MorphoAccess® SIGMA with Multi Card Reader provides 1:3KUser	Each	918.00
SigmaLiteProx-1Y	1 Year Extended Warranty & Support Sigma Lite Prox - HW Warranty &	Each	71.40
SigmaLiteProx-3Y	3 Years Extended Warranty & Support Sigma Lite Prox - HW Warranty &	Each	146.20
SigmaLiteMulti	MorphoAccess® SIGMA Lite with a Multi Card Reader provides 1:3KUser	Each	790.50
SigmaLiteMulti-1Y	1 Year Extended Warranty & Support Sigma Lite Multi - HW Warranty &	Each	59.50
SigmaLiteMulti-3Y	3 Years Extended Warranty & Support Sigma Lite Multi - HW Warranty &	Each	127.50
SigmaLite+ iClass	MorphoAccess® SIGMA Lite+ iClass Card Reader, 1:3K User Biometric	Each	1105.00
SigmaLite+ iClass-1Y	1 Year Extended Warranty & Support Sigma Lite+ iClass - HW Warranty &	Each	85.00
SigmaLite+ iClass-3Y	3 Years Extended Warranty & Support Sigma Lite+ iClass - HW Warranty	Each	175.10
SigmaLite+ Prox	MorphoAccess® SIGMA Lite+ Prox, Card Reader, 1:3K User Biometric	Each	1105.00
SigmaLite+ Prox-1Y	1 Year Extended Warranty & Support Sigma Lite+ iClass - HW Warranty &	Each	85.00
SigmaLite+ Prox-3Y	3 Years Extended Warranty & Support Sigma Lite+ iClass - HW Warranty	Each	175.10
SigmaLite+ Multi	MorphoAccess® SIGMA Lite+ Multi Card Reader, 1:3K User Biometric	Each	986.00
SigmaLite+ Multi-1Y	1 Year Extended Warranty & Support Sigma Lite+ iClass - HW Warranty &	Each	76.50
SigmaLite+ Multi-3Y	3 Years Extended Warranty & Support Sigma Lite+ iClass - HW Warranty	Each	158.10
WRSigmaMulti	Weather Resistant Rated IP65, Morpho Compatible, 100k user capable,	Each	1479.00
WRSigmaMulti-1Y	1 Year Extended Warranty & Support WR Sigma Multi - HW Warranty &	Each	132.60
WRSigmaMulti-3Y	3 Year Extended Warranty & Support WR Sigma Multi - HW Warranty &	Each	283.90
WRSigmaiClass	Outdoor Rated IP65, Morpho Compatible, 100k user capable, 5" Color	Each	1589.50
WRSigmaiClass-1Y	1 Year Extended Warranty & Support WR Sigma Wide iClass Warranty &	Each	141.10

WRSigmaiClass-3Y	3 Year Extended Warranty & Support WR Sigma Wide iClass Warranty &	Each	306.00
SigmaExFFD-iCLASS	MorphoAccess SIGMA EXTREME iClass: Fingerprint + iClass reader: IP65 &	Each	2286.50
SigmaExFFD-iCLASS-1Y	1 Year Extended warranty & Support Sigma Extreme iClass warranty & Access to Support & FW/SW Upgrades for a total period of 3 YEARS (287888687)	Each	205.70
SigmaExFFD-iCLASS-3Y	3 Year Extended warranty & Support Sigma Extreme iClass warranty & Access to Support & FW/SW Upgrades for a total period of 5 YEARS (287888069)	Each	442.00
SigmaExFFD-MULTI	MorphoAccess SIGMA EXTREME MULTI: Fingerprint + Mifare/Desfire/NFC	Each	2286.50
SigmaExFFD-MULTI-1Y	1 Year Extended warranty & Support Sigma Extreme Multi warranty & Access to Support & FW/SW Upgrades for a total period of 3 YEARS (287888695)	Each	205.70
SigmaExFFD-MULTI-3Y	3 Year Extended warranty & Support Sigma Multi - HW warranty & Access to Support & FW/SW Upgrades for a total period of 5 YEARS (287888077)	Each	438.60
SigmaExFFD-PROX	MorphoAccess SIGMA EXTREME Prox: Fingerprint + Prox reader: IP65 &	Each	2286.50
SigmaExFFD-PROX-1Y	1 Year Extended warranty & Support Sigma Extreme Prox- HW warranty & Access to Support & FW/SW Upgrades for a total period of 3 YEARS (287888707)	Each	205.70
SigmaExFFD-PROX-3Y	3 Year Extended warranty & Support Sigma Extreme Prox- HW warranty & Access to Support & FW/SW Upgrades for a total period of 5 YEARS (287888080)	Each	438.60
SIGMA Exp 3k	License to Increase MA SIGMA Reader Matching Capacity to 3,000 users	Each	107.10
SIGMA Exp 10k	License to Increase MA SIGMA Reader Matching Capacity to 10,000 users	Each	146.20
SIGMA Exp 50k	License to Increase MA SIGMA Reader Matching Capacity to 50,000 users	Each	292.40
SIGMA Exp 100k	License to Increase MA SIGMA Reader Matching Capacity to 100 000	Each	581.40
SIGMA WiFi	For MorphoAccess® SIGMA and SIGMA EXTREME Series - Wi-Fi dongle +	Each	309.40
SIGMA WiFi	For MorphoAccess® SIGMA and SIGMA EXTREME Series - Wi-Fi dongle +	Each	309.40
MA Lite Space (x10)	Spacer to place between wall and product, in order to ease installation	Each	195.50
FFD	To enable the FFD feature of the MA SIGMA Extreme FFD; S/N or License	Each	272.00
Wall Frame	Sigma Lite Wall Frame (Backplate) (293710731)	Each	98.60
MorphoWave Compact MD		Each	5703.50
MorphoWave Compact MD-1Y		Each	527.00
MorphoWave Compact MD-3Y		Each	1125.40

MorphoWave Compact MDPI		Each	6035.00
MorphoWave Compact MDPI-1Y		Each	552.50
MorphoWave Compact MDPI-3Y		Each	1190.00
MorphoWave Compact MDPI		Each	6162.50
MorphoWave Compact MDPI-1Y		Each	569.50
MorphoWave Compact MDPI-3Y		Each	1215.50
MWC 100K Users License		Each	2082.50
MWC 40K Users License		Each	1037.00
MCW Spacer	Wall mount spacer. Can be used as a wire chase (293734575)	Each	68.00
MCW Stand	Vertical wall mounting bracket. Must be used in conjunction with Space	Each	110.50
MCW Visor	Outdoor visor (293757482)	Each	357.00
MCW Pedestal Black	Morpho Wave Compact Pedestal Black (OFS-MWC-01V2-BL)	Each	2320.50
MCW Pedestal Gray	Morpho Wave Compact Pedestal Gray (OFS-MWC-01V2-GR)	Each	2320.50
MWC Pedestal 1/4 inch metal base plate	MWC Pedestal 1/4 inch metal base plate (OFS-MWC-BP)	Each	476.00
MWC Pedestal adaptor for MWT base plate	MWC Pedestal adaptor for MWT base plate (MWC-BP-ADAP)	Each	569.50
MW ENRKIT	ME20-45000B-A Contactless enrollment pack Morphowave enables the	Each	6091.10
Vision Pass MD	VisionPass 2D, 2D-IR, 3D facial recognition reader for frictionless Access &	Each	4335.00
Vision Pass MD 1Y	VisionPass MD Warranty & Access to Support & FW/SW Upgrades for a	Each	433.50
Vision Pass MD 3Y	VisionPass MD Warranty & Access to Support & FW/SW Upgrades for a	Each	935.00

Vision Pass MDPI	VisionPass 2D, 2D-IR, 3D facial recognition reader for frictionless Access &	Each	4930.00
Vision Pass MDPI 1Y	VisionPass MDPI Warranty & Access to Support & FW/SW Upgrades for a	Each	493.00
Vision Pass MDPI 3Y	VisionPass MDPI Warranty & Access to Support & FW/SW Upgrades for a	Each	1045.50
Vision Pass MDPI-M	VisionPass 2D, 2D-IR, 3D facial recognition reader for frictionless Access &	Each	5100.00
Vision Pass MDPI-M 1Y	VisionPass MDPI-M Warranty & Access to Support & FW/SW Upgrades for a total period of 3 YEARS for ViP MD (287889460)	Each	510.00
Vision Pass MDPI_M 3Y	VisionPass MDPI-M Warranty & Access to Support & FW/SW Upgrades for a total period of 5 YEARS for ViP MD (287889481)	Each	1071.00
Vision Pass 40k	License upgrade from 20K to 40K Users (293762264)	Each	850.00
SL-MOUNT-VIP	Slimline Wallmount (Backplate) for VisionPass	Each	136.00
VP ENRKIT	Contactless enrollment pack VisionPass enables the enrollment,	Each	5355.00
VP MOUNT	VisionPass Metal Mounting (293784546)	Each	1045.50
iCAM7000S-B	Iris Camera - Dual Iris recognition camera, TCP/IP enabled, embedded	Each	2570.40
iCAM7000S-T	Iris Camera - Dual Iris recognition camera, TCP/IP enabled, embedded	Each	2570.40
iCAM7010S-H1B	Iris Camera - Dual Iris recognition camera, TCP/IP enabled, embedded	Each	3060.00
iCAM7010S-H1T	Iris Camera - Dual Iris recognition camera, TCP/IP enabled, embedded	Each	3060.00
iCAM7101S-B	Iris Camera - Dual Iris recognition camera, TCP/IP enabled, embedded	Each	3043.00
iCAM7101S-T	Iris Camera - Dual Iris recognition camera, TCP/IP enabled, embedded	Each	3043.00
iCAM7111S-H1B	Iris Camera - Dual Iris recognition camera, TCP/IP enabled, embedded	Each	3570.00
iCAM7111S-H1T	Iris Camera - Dual Iris recognition camera, TCP/IP enabled, embedded	Each	3570.00
iCAM TD100A-C	USB Tethered Dual Iris and Face Camera with image capture, Captive USB	Each	2643.50
iCAMTD100-CASE	Silicone Case for iCAM TD100 or iCAM TD100A.	Each	66.30
iCAM7-RMB	Recess Mount for iCAM 7 series, Black	Each	132.60
iCAM7-RMT	Recess Mount for iCAM 7 series, Titanium color	Each	132.60
iCAM7-PWR	Power Supply for iCAM 7 series	Each	78.20
iCAM7-OS	Outdoor Shroud for iCAM 7S Series	Each	1275.00
SM-UP-SE	Smart Card reader/writer module for iCAM 7S Series	Each	442.00
iCAM7-ST	Enrollment Stand for iCAM 7 series	Each	132.60
ICU7000-2	Identification Control Unit - 1 channel controller with wiegand output	Each	1768.00
EAC500	IrisAccess EAC S/W - 500 Users	Each	617.10
EAC2500	IrisAccess EAC S/W - 2,500 Users	Each	1394.00

EAC5000	IrisAccess EAC S/W - 5,000 Users	Each	2941.00
EAC10K	IrisAccess EAC S/W - 10,000 Users	Each	4488.00
EAC30K	IrisAccess EAC S/W - 30,000 Users	Each	12563.00
EAC50K	IrisAccess EAC S/W - 50,000 Users	Each	23205.00
EAC100K	IrisAccess EAC S/W - 100,000 Users	Each	40885.00
90-4000-27	3649-0001: Pronto Printer: Single sided, Hand-Fed Color Card Printer	Each	1402.50
90-4000-28	3649-0002: Pronto Printer: Single sided, Hand-Fed Color Card Printer	Each	1742.50
MA100YMCKO	MA100YMCKO Dye Film - 100 Images	Each	64.60
90-4008-29	MA300YMCKO: YMCKO Dye Film - 300 images	Each	110.50
90-4008-30	CK1: Cleaning Kit (5-Tcards, 1 pen)	Each	22.10
FG/3649-0160	FG/3649-0160: Pronto Print head Assembly	Each	1207.00
3100-0001/2	3100-0001/2 Pronto100; Single sided	Each	1615.00
MD100YMCKO/2	MD100YMCKO/2 - 100 Shot color film	Each	62.05
FG/3100-0160	FG/3100-0160 Pronto100 Printhead Assembly	Each	1207.00
E9100	Pronto100 Cleaning Kit (10 cards, 1 pen)	Each	42.50
3300-0001/2	Magicard 300 NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	2057.00
3300-0002/2	Magicard 300 Mag NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	2414.00
3300-0003/2	Magicard 300 Smart NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	2881.50
3300-0004/2	Magicard 300 Mag Smart NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	3247.00
3300-0021/2	Magicard 300 Duo NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	2414.00
3300-0022/2	Magicard 300 Duo Mag NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	2771.00
3300-0023/2	Magicard 300 Duo Smart NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	3230.00
3300-0024/2	Magicard 300 Duo Mag Smart NOTE: RIBBON NOT INCLUDED WITH	Each	3595.50
MC200YMCKO/2	200 shot color film	Each	80.33
MC250YMCKOK/2	250 shot color film, black on reverse	Each	119.00
MC300YMCKO/2	300 shot color film	Each	102.00
MC600KO/2	Black monochrome with overcoat	Each	125.80
3300-0051	1 yr MagiCover Magicard 300 extension (EU & USA only) Time of	Each	892.50
3300-0052E	Electronic duplex upgrade	Each	467.50
R0058	Electronic Custom HoloKote	Each	637.50
R0059	Repeat Electronic Custom HoloKote	Each	297.50

FG/3652-3160	Magocard 300 Printhead Assembly	Each	1207.00
3633-0053	Magocard 300 Cleaning kit (10 cards, 1 pen)	Each	42.50
3633-0054	Magocard 300 Cleaning Rollers Kit (5 sleeves, 1 roller bar)	Each	28.05
3300-0051	1 yr MagiCover Magocard 300 extension (EU & USA only) Time of	Each	892.50
FG/3633-0049-3121	Contact card encoder fitting kit	Each	586.50
FG/3633-0049-5122	Contact/Contactless Smart Card Encoder fitting kit	Each	671.50
3652-5001/2	Magocard 600 NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	2652.00
3652-5002/2	Magocard 600 Mag NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	3017.50
3652-5003/2	Magocard 600 Smart NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	3493.50
3652-5004/2	Magocard 600 Mag Smart NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	3825.00
3652-5021/2	Magocard 600 600 Duo NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	3009.00
3652-5022/2	Magocard 600 Duo Mag NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	3357.50
3652-5023/2	Magocard 600 Duo Smart NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	3842.00
3652-5024/2	Magocard 600 Duo Mag Smart NOTE: RIBBON NOT INCLUDED WITH	Each	4173.50
MB200YMCKO/2	Magocard 600 Consumables 200 shot color film	Each	90.10
MB250YMCKOK/2	Magocard 600 Consumables 250 shot color film, black on reverse	Each	130.90
MB300YMCKO/2	Magocard 600 Consumables 300 shot color film	Each	113.05
MB600KO/2	Magocard 600 Consumables Black monochrome with overcoat	Each	140.25
3652-0051	1 yr MagiCover Magocard 600 Duo extension (EU & USA only)	Each	892.50
3652-5052E	Magocard 600 Electronic duplex upgrade	Each	462.40
R0058	Electronic Custom HoloKote	Each	632.40
R0059	Repeat Electronic Custom HoloKote	Each	292.40
FG/3652-3160	Magocard 300 Printhead Assembly	Each	1207.00
3633-0053	Magocard 300 Cleaning kit (10 cards, 1 pen)	Each	42.50
3633-0054	Magocard 300 Cleaning Rollers Kit (5 sleeves, 1 roller bar)	Each	28.05
3652-0051	1 yr MagiCover Magocard 600 Duo extension (EU & USA only)	Each	892.50
FG/3633-0049-5122	Contact/Contactless Smart Card Encoder fitting kit	Each	671.50
3652-3012	Rio Pro 360 Secure NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	3357.50
3652-3013	Rio Pro 360 Secure Mag NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	3714.50
3652-3014	Rio Pro 360 Secure Smart NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	4182.00
3652-3015	Rio Pro 360 Secure Mag Smart NOTE: RIBBON NOT INCLUDED WITH	Each	4539.00

3652-3032	Rio Pro 360 Secure Duo NOTE: RIBBON NOT INCLUDED WITH PRINTERS	Each	3714.50
3652-3033	Rio Pro 360 Secure Duo Mag NOTE: RIBBON NOT INCLUDED WITH	Each	4063.00
3652-3034	Rio Pro 360 Secure Duo Smart NOTE: RIBBON NOT INCLUDED WITH	Each	4539.00
3652-3035	Rio Pro 360 Secure Duo Mag Smart NOTE: RIBBON NOT INCLUDED WITH	Each	4896.00
3652-3008		Each	4879.00
M9007-432	30 Mil - 140 x 54mm (5.51 x 2.12in) Blank Xtended Cards - 100 pack.	Each	110.50
M9007-433	30 Mil - 109 x 54mm (4.29 x 2.12in) Blank Xtended Cards - 100 pack.	Each	110.50
3680-0001	Ultima Uno- Single Sided retransfer printer NOTE: RIBBON NOT	Each	5270.00
3680-0002	Ultima Uno- Magstripe Encoder NOTE: RIBBON NOT INCLUDED WITH	Each	6375.00
3680-0003	Ultima Uno- Smart Card Endcder NOTE: RIBBON NOT INCLUDED WITH	Each	5992.50
3680-0004	Ultima Uno- Mag Encoder/Smartcard Encoder NOTE: RIBBON NOT	Each	7072.00
3680-0021	Ultima Duo Double Sided retransfer printer NOTE: RIBBON NOT	Each	5992.50
3680-0022	Ultima Duo- Magstripe Encoder NOTE: RIBBON NOT INCLUDED WITH	Each	7072.00
3680-0023	Ultima Duo- Smart Card Encoder NOTE: RIBBON NOT INCLUDED WITH	Each	6715.00
3680-0024	Ultima Duo- Mag Encoder/Smartcard Encoder NOTE: RIBBON NOT	Each	7794.50
E9887	Ultima Cleaning Kit (10 pads + cards)	Each	110.50
3680-0052E	Ultima online double-sided upgrade	Each	1343.00
E9908	Ultima Online custom HoloKote	Each	1079.50
E9909	Ultima-Additional Custom HoloKote key	Each	535.50
HE1000YMCK	Color dye film	Each	518.50
HE750YMCKS	Color dye film with secure HoloKote panel	Each	518.50
HE750YMCKK	750 shot color film, black on reverse	Each	518.50
HE1000RT	Retransfer film	Each	232.90
3680-0051	1 yr MagiCover Ultima printer extension (EU & USA only)	Each	1181.50
Prima801	PRIMA801: Prima 8 Uno: Reverse Transfer Printer Single Sided NOTE:	Each	6077.50
Prima802	PRIMA802: Prima 8 Duo: Reverse Transfer Printer Double Sided NOTE:	Each	7293.00
Prima802-600DPI	PRIMA8 600DPI Duo: Reverse Transfer Printer Double Sided NOTE:	Each	12665.00
PRIMA497	PRIMA497: 1 Yr UltraCover Prima Printer Extension NOTE: RIBBON NOT	Each	1249.50
PRIMA421	PRIMA421: Prima8 Mag Encoder (NOTE: Option for Prima802 ONLY)	Each	1394.00
PRIMA422	PRIMA422: Prima8 Contact Chip Module Factory Installed (ENCODING	Each	1156.00
PRIMA423	PRIMA423: Prima8 Contactless Encoder Factory Installed (ENCODING	Each	1198.50

PRIMA424	PRIMA424: Prima8 Bend remedy for Prima802 Duo Factory Installed	Each	578.00
PRIMA431	YMCK Dye Film & Retransfer Film Set - 1000 Images (Prima 4)	Each	807.50
PRIMA433	YMCKK Dye Film - 750 images (double sided) (Prima 4)	Each	722.50
PRIMA434	YMCK-UV Dye Film - 750 Images with UV panel (Prima 4)	Each	722.50
PRIMA436	Re-Transfer film - 1000 Images (Prima 4)	Each	212.50
PRIMA831	YMCK Dye Film & Retransfer Film Set - 1000 Images (Prima8)	Each	756.50
PRIMA833	YMCKK Dye Film - 750 images (double sided) (Prima8)	Each	680.00
PRIMA834	YMCK-UV Dye Film - 750 Images with UV panel (Prima8)	Each	680.00
PRIMA436	Re-Transfer film - 1000 Images (Prima 4)	Each	212.50
PRIMA451	Prima Inline Laminator - Single-sided	Each	4207.50
PRIMA452	Prima Inline Laminator - Double-sided	Each	5610.00
PRIMA502	1 yr UltraCover Prima Uno laminator extension (EU & USA only)	Each	875.50
PRIMA503	1 yr UltraCover Prima Duo laminator extension (EU & USA only)	Each	1147.50
PRIMA461	Holographic Overlay Film with Generic "Snowflake" design - 1000	Each	807.50
PRIMA462	Clear Patch Laminate .6mil, 600 laminates per roll	Each	348.50
PRIMA463	Clear Patch Laminate .6mil with chip cutout, 600 patches per roll	Each	442.00
PRIMA464	Clear Patch Laminate 1 mil, 600 patches per roll	Each	348.50
E9887	Ultima Cleaning Kit (10 pads + cards)	Each	110.50
90-0903-10	Integrated Badging PER CLIENT (does not include capturing equipment or	Each	680.00
90-0903-10PP	Integrated Badging PER CLIENT With printer purchase	Each	340.00
90-0903-30	Magnetic encoding option. Printer must have mag encoding hardware	Each	510.00
90-2005-10	Signature capture Serial (includes software and Topaz signature pad)	Each	850.00
TS751HSB	Signature capture USB (includes software and Topaz signature pad)	Each	552.50
Imaging System	Photo Imaging Kit Capture Cardholder images for badge printing with this	Each	994.50
95-0108-60	M9006-796: 30 Mil CR80 PVC Cards w/Gold Holopatch (500 per pack)	Each	272.00
M3610040	M9006-793A: 30 Mil CR80 PVC Blank Cards (500 per pack)	Each	85.00
90-0108-90	M3610-054B: 14 Mil CR80 PVC Blank Cards (100 per pack) Self Adhesive	Each	35.28
90-0706-00	Slot Punch	Each	93.50
39431510	Brady People ID 3943-1510 Medium Manual Table Top Slot Punch with Adjustable Guides, 9/16" x 1/8" Slot Size	Each	331.50
95-0110-00	Badge Clips (Min 100 pcs)	Each	0.26
95-0111-00	Neck Chains (Min 100 pcs)	Each	0.43



95-0111-50	Breakaway Neck Loops (Min 100 pcs)	Each	0.85
95-0115-00	Galaxy Lanyards (Min 100 pcs)	Each	1.28
SIPServer	Fanless SIP server appliance – allows for unit to unit calling and paging	Each	2550.00
BASIP-AM-02 Black	10.1" TFT LCD, touch; table installation; intercom with all monitors in the	Each	2267.80
BASIP-AA-14FB SILVER	Display 10,1" TFT, color; backlight 6 LEDs; camera resolution 1.3 MP, 1/4"; operating temperature -40...+65 °C; only flush mount; protection class: IP65; LIKEY card reader; face recognition; WIEGAND 26+ output;	Each	3026.00
BASIP-AA-14FB BLACK	Display 10,1" TFT, color; backlight 6 LEDs; camera resolution 1.3 MP, 1/4"; operating temperature -40...+65 °C; only flush mount; protection class: IP65; LIKEY card reader; face recognition; WIEGAND 26+ output;	Each	3026.00
BASIP-AA-14FB GOLD	Display 10,1" TFT, color; backlight 6 LEDs; camera resolution 1.3 MP, 1/4"; operating temperature -40...+65 °C; only flush mount; protection class: IP65; LIKEY card reader; face recognition; WIEGAND 26+ output;	Each	3026.00
BASIP-AA-12FB BLACK	Display 4" TFT, color; backlight 6 LEDs; camera resolution 1.3 MP, 1/4"; operating temperature -40...+65 °C; only flush mount; protection class: IP65; LIKEY card reader; face recognition; WIEGAND 26+ output; SIP 2 0	Each	2499.00
BASIP-AA-12FB SILVER	Display 4" TFT, color; backlight 6 LEDs; camera resolution 1.3 MP, 1/4"; operating temperature -40...+65 °C; only flush mount; protection class: IP65; LIKEY card reader; face recognition; WIEGAND 26+ output; SIP 2 0	Each	2499.00
BASIP-AA-12FB GOLD	Display 4" TFT, color; backlight 6 LEDs; camera resolution 1.3 MP, 1/4"; operating temperature -40...+65 °C; only flush mount; protection class: IP65; LIKEY card reader; face recognition; WIEGAND 26+ output; SIP 2 0	Each	2499.00
BASIP-AA-07FB SILVER	Display 4,3" TFT, color; backlight 6 LEDs; camera resolution 2 MP, 1/3"; operating temperature -40 +65 °C; protection class IP65; flush mount, wall mount with BR-AA bracket; LIKEY card reader; face recognition;	Each	1810.50
BASIP-AA-07FB SS	Display 4,3" TFT, color; backlight 6 LEDs; camera resolution 2 MP, 1/3"; operating temperature -40 +65 °C; protection class IP65; flush mount, wall mount with BR-AA bracket; LIKEY card reader; face recognition;	Each	2004.30
BASIP-AA-07BD SILVER	Display 4,3" TFT, color; backlight 6 LEDs; camera resolution 2 MP, 1/3"; operating temperature -40 +65 °C; protection class IP65; flush mount, wall mount (BR-AA); LIKEY card reader; output WIEGAND 26 34 37 40	Each	1326.00
BASIP-BI-02FB BLACK	Backlight 6 LEDs; camera resolution 1.3 MP, 1/3"; operating temperature	Each	2006.00
BASIP-BI-02FB SLVER	Backlight 6 LEDs; camera resolution 1.3 MP, 1/3"; operating temperature	Each	2006.00
BASIP-BI-02FB GOLD	Backlight 6 LEDs; camera resolution 1.3 MP, 1/3"; operating temperature	Each	2006.00
BASIP-BI-04FB BLACK	Backlight 6 LEDs; camera resolution 1.3 MP, 1/3"; operating temperature	Each	2065.50
BASIP-BI-04FB SILVER	Backlight 6 LEDs; camera resolution 1.3 MP, 1/3"; operating temperature 40...+65 °C; flush mount, wall mount vith BR-AA12; protection class: IP65; LIKEY card reader; face recognition WIEGAND 26 34 37 40 42 56 58	Each	2065.50
BASIP-BI-04FB GOLD	Backlight 6 LEDs; camera resolution 1.3 MP, 1/3"; operating temperature	Each	2065.50
BASIP-BI-08FB BLACK	Backlight 6 LEDs; camera resolution 1.3 MP, 1/3"; operating temperature	Each	2278.00
BASIP-BI-08FB SILVER	Backlight 6 LEDs; camera resolution 1.3 MP, 1/3"; operating temperature 40...+65 °C; flush mount, wall mount vith BR-AA12; protection class: IP65; LIKEY card reader; face recognition WIEGAND 26 34 37 40 42 56 58	Each	2278.00

BASIP-BI-08FB GOLD	Backlight 6 LEDs; camera resolution 1.3 MP, 1/3"; operating temperature	Each	2278.00
BASIP-BI-12FB BLACK	Backlight 6 LEDs; camera resolution 1.3 MP, 1/3"; operating temperature	Each	2320.50
BASIP-BI-12FB SILVER	Backlight 6 LEDs; camera resolution 1.3 MP, 1/3"; operating temperature 40...+65 °C; flush mount, wall mount with BR-AA12; protection class: IP65;	Each	2320.50
BASIP-BI-12FB GOLD	Backlight 6 LEDs; camera resolution 1.3 MP, 1/3"; operating temperature	Each	2320.50
BASIP-AV-08FB SILVER	2 MP Digital IP Camera; viewing angle 90°; protection class IP65; operating temperature: -40 to + 65 °C; PoE and + 12V DC ;Support SIP P2P: RS485-PIEZOelectric call button; built-in relay to control the lock	Each	1147.50
BASIP-AV-08FB BLACK	2 MP Digital IP Camera; viewing angle 90°; protection class IP65; operating temperature: -40 to + 65 °C; PoE and + 12V DC ;Support SIP P2P: RS485-PIEZOelectric call button; built-in relay to control the lock	Each	1147.50
BASIP-AV-08FB GOLD	2 MP Digital IP Camera; viewing angle 90°; protection class IP65; operating temperature: -40 to + 65 °C; PoE and + 12V DC ;Support SIP P2P: RS485-PIEZOelectric call button; built-in relay to control the lock	Each	1147.50
BASIP-AV-05FD SILVER	2 MP Digital IP Camera; viewing angle 110°; protection class IP65; operating temperature: -40 to + 65 °C; PoE and +12V DC ;Support SIP P2P: RS485-TOUCH FREE call button; built-in relay to control the lock	Each	680.00
BASIP-AV-05FD BLACK	2 MP Digital IP Camera; viewing angle 110°; protection class IP65; operating temperature: -40 to + 65 °C; PoE and +12V DC ;Support SIP P2P: RS485-TOUCH FREE call button; built-in relay to control the lock	Each	680.00
BASIP-AV-05FD GOLD	2 MP Digital IP Camera; viewing angle 110°; protection class IP65; operating temperature: -40 to + 65 °C; PoE and +12V DC ;Support SIP P2P: RS485-TOUCH FREE call button; built-in relay to control the lock	Each	680.00
BASIP-AV-05SD SILVER	1 MP Digital IP Camera; viewing angle 110°; protection class IP64; operating temperature: -40 to + 65 °C; PoE and + 12V DC ;Support SIP P2P: RS485-TOUCH FREE call button; built-in relay to control the lock	Each	680.00
BASIP-AV-05SD BLACK	1 MP Digital IP Camera; viewing angle 110°; protection class IP64; operating temperature: -40 to + 65 °C; PoE and + 12V DC ;Support SIP P2P: RS485-TOUCH FREE call button; built-in relay to control the lock	Each	680.00
BASIP-AV-05SD GOLD	1 MP Digital IP Camera; viewing angle 110°; protection class IP64; operating temperature: -40 to + 65 °C; PoE and + 12V DC ;Support SIP P2P: RS485-TOUCH FREE call button; built-in relay to control the lock	Each	680.00
BASIP-AV-03D BLACK	Camera resolution 1.3MP, 1/4"; backlight 6 LEDs Operating temperature -40...+65 °C, Surface mount, SIP 2.0, P2P, Built-in relay, POE (5060514912669) 90 DAY LEAD TIME	Each	450.50
BASIP-AV-03D SILVER	Camera resolution 1.3MP, 1/4"; backlight 6 LEDs; operating temperature - 40...+65 °C; surface mount with and without hood (brackets included); protection class IP40, for installations inside building; SIP 2.0, P2P, Built-in relay, power PoE	Each	450.50
BASIP-AV-03BD BLACK	Camera resolution 1.3MP, 1/4"; backlight 6 LEDs; operating temperature - 40...+65 °C; surface mount with and without hood (brackets included); protection class IP40, for installations inside building; SIP 2.0, P2P, Built-in relay, power PoE	Each	782.00
BASIP-AV-03BD SILVER	Camera resolution 1.3MP, 1/4"; backlight 6 LEDs Operating temperature -40...+65 °C, Surface mount, SIP 2.0, P2P, Built-in relay, POE, Card reader UKEY (UKEY model: (NFC) (EAN 5060514912669))	Each	782.00

BASIP-AV-04SD-SILVER	1MP Digital IP Camera; viewing angle 90°; protection class IP64; operating temperature: -40 to + 65 ° C; PoE and + 12V DC ;Support SIP P2P; BS485; backlight mechanical call button; built-in relay to control the	Each	595.00
BASIP-AV-04FD-SILVER	1MP Digital IP Camera; viewing angle 90°; protection class IP64; operating temperature: -40 to + 65 ° C; PoE and + 12V DC ;Support SIP P2P; BS485; backlight mechanical call button; built-in relay to control the	Each	595.00
BASIP-AV-04AFD-RED	No camera, operating temperature -40...+65 ° C; protection class: IP65; flush mount; SIP 2.0, P2P; built-in relay 1A; RED colour (EAN 5060514913840) 90 DAY LEAD TIME	Each	552.50
BASIP-AV-04AFD-GREEN		Each	552.50
BASIP-AV-04AFD-SILVER		Each	552.50
BASIP-AV-01KD GREY	Camera resolution 1MP, 1/4", backlight 6 LEDs Operating temperature -40...+65 °C, protection class: IP65; flush mount, wall mount (BR-AV), SIP 2.0, P2P; built-in	Each	833.00
BASIP-AV-01D GREY	Camera resolution 1MP, 1/4", backlight 6 LEDs Operating temperature -40 ... +65 °C, protection class: IP65; flush mount, wall mount (BR-AV); SIP 2.0, P2P; built-in	Each	1054.00
BASIP-AV-01BD GREY	Description: Camera resolution 1MP, Backlight 6 LEDs; operating temperature -40 ... +65 °C, protection class: IP65; flush mount, wall mount (BR-AV); SIP 2.0, P2P;	Each	1054.00
BASIP-AT-10 SILVER	10" IPS LCD, touch; capacitive display; resolution 1280x800; built-in	Each	1496.00
BASIP-AT-10 BLACK	10" IPS LCD, touch; capacitive display; resolution 1280x800; built-in	Each	1496.00
BASIP-AT-10 GOLD	10" IPS LCD, touch; capacitive display; resolution 1280x800; built-in	Each	1496.00
BASIP-AK-10L WHITE	"10" TFT LCD, touch; capacitive display; resolution 1024*600; WITHOUT	Each	969.00
BASIP-AT-07L WHITE	7" IPS LCD, touch; capacitive display; resolution 1024x600; WITHOUT	Each	918.00
BASIP-AT-07L BLACK	7" IPS LCD, touch; capacitive display; resolution 1024x600; WITHOUT	Each	918.00
BASIP-AT-07L GOLD	7" IPS LCD, touch; capacitive display; resolution 1024x600; WITHOUT	Each	918.00
BASIP-AQ-07LA WHITE	7" TFT LCD, touch, capacitive display; resolution 1024x600; WITHOUT built-in camera and QUAD splitter; power supply: PoE + 12 V DC; up to 16	Each	612.00
BASIP-AQ-07LA BLACK	IP cameras to view; slot for microSD card; internal memory for 100 photo	Each	612.00

BASIP-AQ-07LL BLACK		Each	484.50
BASIP-AQ-07LL WHITE		Each	484.50
BASIP-AU-04LA WHITE	4" TFT LCD, touch; display resolution 480X272; power supply: PoE and +12 V DC; up to 8 IP-cameras to view; Connection of the doorbel button; elevator control; 4 inputs for alarm sensors; SIP P2P; ability to connect	Each	391.00
BASIP-AU-04LA BLACK	4" TFT LCD, touch; display resolution 480X272; power supply: PoE and +12 V DC; up to 8 IP-cameras to view; Connection of the doorbel button; elevator control; 4 inputs for alarm sensors; SIP P2P; ability to connect	Each	391.00
BASIP-SP-03-WHITE	Audio handset; Ethernet 10/100; Power: +12 V DC or PoE 802.3af; The	Each	229.50
BASIP-SP-03-BLACK	Audio handset; Ethernet 10/100; Power: +12 V DC or PoE 802.3af; The	Each	229.50
BASIP-SW-02		Each	229.50
BASIP-SW-10		Each	297.50
BASIP-BR-AA14B	Dimensions 180x400x45 mm; for AA-14FB (Black) EAN 5060514913659	Each	348.50
BASIP-BR-AA14S	Dimensions 180x400x45 mm; for AA-14FB (Silver) EAN 5060514913666	Each	348.50
BASIP-BR-AA14G	Dimensions 180x400x45 mm; for AA-14FB (Gold) EAN 5060514913673	Each	348.50
BASIP-BR-AA12S	Dimensions 170x390x115 mm; for AA-12B, AA-12FB, BI-02, BI-04, BI-06,	Each	348.50
BASIP-BR-AA12B	Dimensions 170x390x115 mm; for AA-12B, AA-12FB, BI-02, BI-04, BI-06,	Each	348.50
BASIP-BR-AA12G	Dimensions 170x390x115 mm; for AA-12B, AA-12FB, BI-02, BI-04, BI-06,	Each	348.50
BASIP-BR-AA7SS	Dimensions 140x355x53 mm; for AA-07FB STAINLESS STEEL 90 DAY LEAD	Each	348.50
BASIP-BR-AA7		Each	238.00
BASIP-BR-AV 08FB	Dimensions 121x197x71 mm for AV-01BD, AV-01D, AV-01KD, AV-08FB	Each	76.50
BASIP-BR-AV2	Dimensions 103x161x80 mm for AV-02ICE, AV-02FDE, CR-02BD EAN	Each	195.50
BASIP-BR-SH45S	Dimensions 70x114x20 mm for SH-45 Stainless steel SILVER EAN	Each	79.90
BASIP-BR-SH45B	Dimensions 70x114x20 mm for SH-45 Stainless steel BLACK EAN	Each	79.90
BASIP-BR-AT10B	Dimensions 155x125x95 mm; for AT-10 90 DAY LEAD TIME	Each	71.40
BASIP-BR-AT7B	Dimensions 140x115x75 mm; for AT-07L 90 DAY LEAD TIME	Each	64.60
BASIP-SH-45TES	Touch free EXIT button, IP68, Light indicator - red and green when the	Each	153.00
BASIP-SH-45TEB	Touch free EXIT button, IP68, Light indicator - red and green when the	Each	153.00
BASIP-SH-47TS	NO TOUCH button, IP68, Light indicator - red and green when the button	Each	153.00

BASIP-SH-47TB	NO TOUCH button, IP68, Light indicator - red and green when the button	Each	153.00
BASIP-SH-46TB	NO TOUCH door bell OR additional button, IP68, Light indicator - red and	Each	153.00
BASIP-SH-46TS	NO TOUCH door bell OR additional button, IP68, Light indicator - red and	Each	153.00
BASIP-CR-02BDG	Operating temperature -40...+65 °C; protection class: IP65; flush mount,	Each	756.50
BASIP-CR-02BDS	Operating temperature -40...+65 °C; protection class: IP65; flush mount,	Each	756.50
BASIP-CR-02BDB	Operating temperature -40...+65 °C; protection class: IP65; flush mount,	Each	756.50
BASIP-SH-42	This module is designed to control two locks per 8A, both	Each	51.00
BASIP-EVRC-IP	Manages elevator equipment with a possibility of calling the elevator at	Each	1360.00
SW-IC	Singlewire InformaCast Software (Royalties Charge)	Each	99.45
SW-TMF-EO	TalkMaster Focus Enterprise Operator: Management and operator	Each	1096.50
SW-TMF-AT	TalkMaster Focus Automation Tool: Add-on for automated messaging	Each	1096.50
SW-TMF-V	TalkMaster Focus Vision: Add-on to allow operators to view live video	Each	1096.50
SW-TMF-VC	TalkMaster Focus VoIP Connect: Add-on to allow integration of standard	Each	1096.50
SW-TMF-QCC	TalkMaster Focus Quick Call Connect	Each	1096.50
SPKR-IPSystem-1-HD	Wall Speaker	Each	969.00
SPKR-IPSystem-1-VP-HD		Each	1105.00
SPKR-IP-CS	Lay-in Tile Speaker	Each	1122.00
SPKR-IP11-BD-P	Hallway Bi-Directional Speaker	Each	1045.50
IP7-EDB-POE	Black Desktop Intercom	Each	680.00
IP7-ESB-POE	Black Wall-mount Intercom IP Intercom, PoE	Each	680.00
IP7-EDW-POE	White Desktop IP Intercom, PoE	Each	680.00
IP7-ESW-POE	White Wall Mount IP Intercom, PoE	Each	680.00
SPKR-IP5-FD	Speaker IP-Enabled 5" Speaker, Paging and Full Duplex Talk-Back, White,	Each	1020.00
INT-IP-2GANG	Rugged 2-gang Intercom	Each	952.00
IP7-FX	IP Intercom endpoint, Full Duplex, requires external mic/speaker, 8 Watt,	Each	722.50
IP7-SS20	20 Watt Amplifier	Each	561.00
IP7-SS40	40 Watt Amplifier	Each	680.00
IP7-MZC-FD	IP Audio Multi Zone Controller	Each	1317.50
IP7-ZX4L	Zone Expansion Board	Each	331.50
IP7-FX-IC	InformaCast compatible IP Intercom endpoint, Full Duplex, requires	Each	799.00

IP7-SS40-IC	InformaCast 40 Watt Amplifier	Each	756.50
SPKR-1-T	Analog Wall Speaker 70V	Each	459.00
SPKR-1-8	Analog Wall Speaker	Each	459.00
SPKR-12-T		Each	459.00
SPKR-12-8	Analog Ceiling Speaker	Each	459.00
SPKR-BB2-T	Analog Beam Mount Speaker	Each	433.50
SPKR-BB2-8	Analog Beam Mount Speaker	Each	433.50
SPKR-8C-T-2	Analog Drywall Speaker	Each	620.50
SPKR-8C-8-2	Analog Drywall Speaker	Each	620.50
SPKR-11-BD-XOS	Analog Hallway bi-directional Speaker- Dual 4" O.D. Corridor Paging	Each	510.00
SPKR-440-8	Analog Horn Small- 40W 8ohm Paging Horn	Each	425.00
SPKR-205-8	Analog Horn Medium- 5W 8ohm Paging Horn	Each	501.50
SPKR-132-8		Each	595.00
COMTR25/70-324J	Line Transformer Small- 25/70V Line Transformer 32W & Din Clips (For	Each	110.50
COMTR40/70-WA	Line Transformer Large	Each	153.00
HS-A1	Armored Handset- Armored Cord (For IP7-SE8, IP7-FD)	Each	484.50
HS-L1	Lobby Phone Handset	Each	391.00
MIC SM1	Omni-Directional 25' pick-up pattern, Low Noise Pre-Amplifier	Each	212.50
PNL-CIS4	2-gang Rugged Call Panel	Each	195.50
PNL-CIS4-M-DA	2-gang Rugged Call Panel with Mic	Each	255.00
PNL-CIS4-M-L-DA	0	Each	272.00
PNL-CIB2-DA	Single-gang Call Button	Each	255.00
PNL-BB7-DA	2-gang Hooded Backbox	Each	255.00
ACCPS-110	Power Supply 110V - 9VDC	Each	102.00
ACCPSMDR-60-12	Power Supply 60W 12VDC	Each	340.00
ACCPSMDR-60-24	Power Supply 60W 24VDC	Each	340.00
ACCPS-W-18-12	Power Supply	Each	132.60
ACCPS-W-48-24	Power Supply	Each	204.00
MAXIMAL33	MAXIMAL33: Each set of 8 outputs are selectable for 12VDC @ 5.5 amp	Each	1402.50
MAXIMAL55	MAXIMAL55: Each set of 8 outputs is 12VDC @ 9.5 amp	Each	1436.50
MAXIMAL77	MAXIMAL77: Each set of 8 outputs is 24VDC @ 9.7 amp	Each	1504.50

MAXIMAL75	MAXIMAL75: 8 outputs are 12VDC @ 9.5 amp and 8 outputs are 24VDC	Each	1470.50
MAXIMAL33D	MAXIMAL33D: 16 PTC Class 2 power limited outputs, each set of 8	Each	1402.50
MAXIMAL55D	MAXIMAL55D: 16 PTC power limited outputs, each set of 8 outputs is	Each	1436.50
MAXIMAL77D	MAXIMAL77D: 16 PTC Class 2 power limited outputs, each set of 8	Each	1504.50
MAXIMAL75D	MAXIMAL75D: 16 PTC Class 2 power limited outputs, 8 outputs are	Each	1470.50
MAXIMAL11E	MAXIMAL11E: Each are 12VDC @ 4 amp or 24VDC @ 3 amp, Class 2	Each	1088.00
MAXIMAL13E	MAXIMAL13E: One-12VDC @ 4 amp or 24VDC @ 3 amp Class 2 power	Each	1105.00
MAXIMAL33E	MAXIMAL33E: Each are selectable for 12VDC or 24VDC @ 6 amp	Each	1122.00
MAXIMAL35E	MAXIMAL33E: One is selectable for 12VDC or 24VDC @ 6 amp and One is	Each	1139.00
MAXIMAL37E	MAXIMAL37E: 12VDC@6A/24VDC@16A, 2 OUT	Each	1173.00
MAXIMAL55E	MAXIMAL55E: Each are 12VDC @ 10 amp, non-power limited outputs	Each	1156.00
MAXIMAL77E	MAXIMAL77E: Each are 24VDC @ 10 amp, non-power limited outputs	Each	1224.00
MAXIMAL75E	MAXIMAL75E: One is 12VDC @ 10 amp and one is 24VDC @ 10 amp, non-	Each	1190.00
R1224DC16CB	16 Output Power Supply/Charger - 12VDC or 24VDC @ 4.5 amp per bank	Each	858.50
Striket1	Dual Panic Device Power Controller - Independently or simultaneously	Each	620.50
Striket2	Panic Device Power Controller - Controlled lock output for 24VDC panic	Each	348.50
HubWay8Di	8 Channel Passive UTP Transceiver Hub with Integral Camera Power,	Each	935.00
HubWay82Di	8 Channel Passive UTP Transceiver Hub with Integral Camera Power,	Each	1164.50
HubWay83Di	8 Channel Passive UTP Transceiver Hub with Integral Camera Power,	Each	1266.50
HubWay16Di	16 Channel Passive UTP Transceiver Hub with Integral Camera Power,	Each	1802.00
HubWay162Di	16 Channel Passive UTP Transceiver Hub with Integral Camera Power,	Each	2261.00
HubWay163Di	16 Channel Passive UTP Transceiver Hub with Integral Camera Power,	Each	2465.00
SAV4D	4 Output CCTV Power Supply	Each	170.00
SAV9D	9 Output CCTV Power Supply	Each	178.50
SAV18D	18 Output CCTV Power Supply	Each	238.00
SAV182D	18 Output CCTV Power Supply -	Each	340.00
SAV36D	36 Output CCTV Power Supply	Each	382.50
VertiLine8	8 Output Rack Mount CCTV Power Supply - 5 amp total current	Each	671.50
VertiLine83	8 Output Rack Mount CCTV Power Supply - 10 amp total current	Each	773.50
VertiLine16	16 Output Rack Mount CCTV Power Supply - 10 amp total current	Each	884.00
VertiLine166	16 Output Rack Mount CCTV Power Supply - 14 amp total current.	Each	1028.50

VertiLine24	24 Output Rack Mount CCTV Power Supply - 10 amp total current,	Each	1003.00
VertiLine246	24 Output Rack Mount CCTV Power Supply - 14 amp total current,	Each	1139.00
R248ULI	8 Output Isolated Rack Mount CCTV Power Supply - 24VAC @ 12.5 amp,	Each	663.00
R2416ULI	16 Output Isolated Rack Mount CCTV Power Supply - 24VAC @ 25 amp,	Each	918.00
VertiLine8i	8 Output Isolated Rack Mount CCTV Power Supply - 24VAC or 28VAC @ 8	Each	858.50
VertiLine16i	16 Output Isolated Rack Mount CCTV Power Supply - 24VAC or 28VAC @	Each	1198.50
WPTV244175UL	4 Output Outdoor CCTV Power Supply - 24VAC @ 7 amp or 28VAC @ 6.25	Each	382.50
WPTV244300UL	4 Output Outdoor CCTV Power Supply - 24VAC @ 12.5 amp or 28VAC @	Each	433.50
WPTV248UL	8 Output Outdoor CCTV Power Supply - 24VAC @ 3.5 amp or 28VAC @ 3	Each	348.50
WPTV248175UL	8 Output Outdoor CCTV Power Supply - 24VAC @ 7 amp or 28VAC @ 6.25	Each	408.00
WPTV248300UL	8 Output Outdoor CCTV Power Supply - 24VAC @ 12.5 amp or 28VAC @	Each	467.50
T2428100C	Transformer - 24VAC/100VA (4 amp) or 28VAC/100VA (3.5 amp), encl.	Each	149.60
T2428175C	Transformer - 24VAC/175VA (7.25 amp) or 28VAC/175VA (6 amp), encl.	Each	207.40
T2428300E	Transformer - 24VAC/300VA (12.5 amp) or 28VAC/300VA (10 amp), encl.	Each	314.50
T2856C	Transformer - 28VAC/56VA (2 amp), encl. 5.625"H x 7"W x 4.5"D, 115VAC	Each	144.50
6062	6062 Multi-Function Timer - 12VDC or 24VDC operation, SPDT contacts rated @ 8 amp/115VAC, 1 sec. to 60 min. adjustable timing range. One second momentary relay activation at the end of timing cycle.	Each	34.00
AT4	4 Channel 365 day/24 hr. Annual Event Timer - 12 to 24 volt AC or DC	Each	340.00
DL1	Door Control Timer - 12 to 24 Volt AC or DC operation, SPDT contact	Each	59.50
DL3	Door Control Timer w/sounder - 12 to 24 Volt AC or DC operation, SPDT	Each	76.50
PT2724	2 Channel 365 day/24 hr. Annual Event Timer - 12 to 24 volt AC or DC	Each	209.10
PT724A	1 Channel 365 day/24 hr. Annual Event Timer - 12 to 24 volt AC or DC	Each	139.40
PT724AE	1 Channel 365 day/24 hr. Annual Event Timer - 12 to 24 volt AC or DC	Each	195.50
TEMPO2	Universal Two Stage Timer - 12 or 24 volt AC or DC operation, SPDT	Each	78.20
ACM4	4 Output Access Power Controller Module - Converts one (1) 12 to 24	Each	95.20
ACM4CB	4 Output Access Power Controller Module - Converts one (1) 12 to 24	Each	95.20
ACM8	8 Output Access Power Controller Module - Converts one (1) 12 to 24	Each	124.10
ACM8CB	8 Output Access Power Controller Module - Converts one (1) 12 to 24	Each	124.10
MOM5	5 Output Access Power Distribution Module - Converts one (1) 12VDC or	Each	55.25
PD4UL	4 Output Power Distribution Module - Converts AC or DC power input (28	Each	38.25
PD4ULCB	4 Output Power Distribution Module - Converts AC or DC power input (28	Each	38.25
PD8UL	8 Output Power Distribution Module - Converts AC or DC power input (28	Each	42.50



PD8ULCB	8 Output Power Distribution Module - Converts AC or DC power input (28	Each	42.50
PD16W	16 Output Power Distribution Module - Converts AC or DC power input	Each	62.90
PD16WCB	16 Output Power Distribution Module - Converts AC or DC power input	Each	62.90
VR1	Power Conversion Module - Converts 24VAC or 24VDC input into 12VDC	Each	47.60
VR1T	Power Conversion Module - Converts 24VAC or 24VDC input into 12VDC	Each	44.20
VR2T	Power Conversion Module - Converts 24VAC or 24VDC input into 12VDC	Each	34.00
VR3T	Power Conversion Module - Converts 24VDC input into 12VDC rated @ 2	Each	66.30
VR5T	Power Conversion Module - Converts 24VAC or 24VDC input into 12VDC	Each	81.60
VR5BT	Power Conversion Module/Battery Charger - Converts 24VAC or 24VDC	Each	85.00
VB1	Power Conversion Module - Converts 12-24VDC input into regulated	Each	47.60
VB1T	Power Conversion Module - Converts 12-24VDC input into regulated	Each	44.20
90-0714-90	AL400ULX: 12VDC at 4AMP; 24VDC at 3AMP; UL Listed Burg. (UL603);	Each	314.50
90-0714-51	500 Series Power Supply LPS3 Linear Power Supply 12vdc or 24vdc @2.5	Each	79.90
90-0714-60	600/635 SMP3 Power Supply Includes Board/Xformer/Battery	Each	144.50
90-0714-01	Altronix SMP3Power Supply Charger, Single Output, 6/12/24VDC @ 2.5A,	Each	57.80
90-0714-92	AL400ULM: w/MOM5 multi-output Fire/Access interface installed	Each	377.40
90-0714-02	AL400ULACM: w/ACM8 power controller Fire/Access interface installed	Each	459.00
90-0714-04	AL400ULACM-CB: Same As Above With Circuit Breakers	Each	459.00
90-0714-10	AL400ULPD8* w/PD8UL installed	Each	345.10
90-0714-11	AL400ULPD8-CB* w/PD8UL-CB installed	Each	345.10
90-0714-16	AL600ULX 12VDC or 24VDC at 6 AMP UL Listed Fire (UL 1481); Access	Each	408.00
90-0714-17	AL600ULX-R in Red Cabinet	Each	416.50
90-0714-18	AL600ULB 12VDC or 24VDC at 6 AMP UL recognized component (Board	Each	221.00
90-0714-40	AL600ULM with MOM5 multi-output Fire/Access interface installed	Each	476.00
90-0714-19	AL600ULACM with ACM8 power controller Fire/Access interface installed	Each	544.00
90-0714-20	AL600ULACM-CB Same as above with PTC's in place of fuses	Each	544.00
90-0714-21	AL600ULACMJ* in BC600 enclosure	Each	578.00
90-0714-25	AL600ULPD4* w/PD4UL installed	Each	442.00
90-0714-26	AL600ULPD4-CB* w/PD4UL-CB installed	Each	442.00
90-0714-28	AL600ULPD8-CB* w/PD8UL-CB installed	Each	442.00
90-0714-29	AL600ULXPD16* w/two DP8UL installed	Each	484.50

90-0714-30	AL600ULXPD16-CB* w/two PD8UL-CB installed	Each	484.50
90-0714-31	AL600UL3 Triple Independent Voltage Supply. 1.5A at 5 VDC, 1.75A at 12	Each	612.00
90-0714-32	AL600UL3X in BC400 enclosure	Each	637.50
90-0714-87	R615DC8UL - 12 volt 4 amp 8 output	Each	510.00
90-0714-88	R615DC616UL - 12 volt 6 amp 16 output	Each	561.00
90-0714-68	AL1012ULX – Power Supply/ Charger - 12 V DC @ 10 amp, AC and battery	Each	416.50
90-0714-55	AL1012ULACM – AL1012ULX with ACM8 Power controller Fire/Access	Each	544.00
90-0714-56	AL1024ULACM – 24 VDC@10 AMPS (UL294) 8 Fused Outputs for Access	Each	586.50
90-0714-58	ALTV248UL – 24 VAC at 3.5 AMP Max, eight (8) fused outputs. UL Listed	Each	178.50
90-0714-59	ALTV2416ULX – 24 VAC at 7 AMP Max, sixteen (16) fused outputs. UL	Each	306.00
90-0714-81	NETWAY1: Single Port Midspan PoE Injector - One PoE compliant port	Each	81.60
90-0714-82	NETWAY8: 8 Port Midspan - PoE compliant ports rated @ 15.4W max.	Each	705.50
90-0714-83	NETWAY16: 16 Port Midspan - PoE compliant ports rated @ 15.4W max.	Each	1139.00
90-0714-84	NETWAY1512: 12VDC/13W NetWay midspan adapter for IP cameras and	Each	85.00
90-0714-85	NETWAY3012: 12VDC/30W NetWay midspan adapter for IP cameras and	Each	110.50
90-0714-86	NETWAYXT: Repeater extends ethernet and PoE an additional 100m (328	Each	190.40
FPO75-C4D8E2	Single Voltage - 4 control / 8 aux outputs 6A@12V or 3A@24V E2: 20H x	Each	520.20
FPO150-B100C4D8E2	Dual Voltage - 4 control / 8 aux outputs 4A@12V & 4A@24V E2: 20H x	Each	705.50
FPO150-C8D8E2	Single Voltage - 8 control / 8 aux outputs 12A@12V or 6A@24V.	Each	663.00
FPO150-B100C8D8E2	Dual Voltage - 8 control / 8 aux outputs 4A@12 & 4A@24V. Enclosure(E2)	Each	739.50
FPO150-2C82D8E2	Single Voltage - 16 control / 16 aux outputs 12A@12V or 6A@24V.	Each	807.50
FPO150/250-2C82D8E4	Dual Voltage - 16 control / 16 aux outputs 12A@12 & 10A@24V. Enclosure(E4) 24H x 20W x 4.5D, Fused Lock Output	Each	1224.00
RD150-16	rack mount DC 12V@12A or 24V@6A with 16 egress lock outputs	Each	722.50
RD250-16	rack mount DC 12V@20A or 24V@10A with 16 egress lock outputs	Each	782.00
RD250/250-16	rack mount DC dual voltage: 12V@20A and 24V@10A with 16 egress lock	Each	1113.50
FPO75-M8NL4E2	Single Voltage - 4 control / 8 aux outputs 6A@12V or 3A@24V E2: 20H x	Each	960.50
FPO150-B100M8NL4E2	Dual Voltage - 4 control / 8 aux outputs 4A@12V & 4A@24V E2: 20H x 16W x 4.5D, Fused Lock Output, Network Managed	Each	1181.50
FPO150-D8M8NL4E2	Single Voltage - 8 control / 8 aux outputs 12A@12V or 6A@24V.	Each	1122.00

FPO150-B100D8M8NL4E2		Each	1207.00
FPO150-2D82M8NL4E2	Single Voltage - 16 control / 16 aux outputs 12A@12V or 6A@24V. Enclosure(E2) 20H x 16W x 4.5D, Fused Lock Output, Network Managed	Each	1411.00
FPO150/250-2D82M8NL4E4		Each	1844.50
RD150-16N	Rack mount DC 12V@12A or 24V@6A with 16 egress lock outputs,	Each	1147.50
RD250-16N	Rack mount DC 12V@20A or 24V@10A with 16 egress lock outputs,	Each	1164.50
RD250/250-16N	Rack mount DC dual voltage: 12V@20A and 24V@10A with 16 egress	Each	1698.30
RBE	Rackmount Battery Enclosure. Fits up to four (4) 12VDC 8 amp hour	Each	501.50
FPO75-E1	75W power supply 6A/12V or 3A/24V, E1 enclosure	Each	338.30
FPO75-E2	75W power supply 6A/12V or 3A/24V, E2 enclosure	Each	391.00
FPO150-E1	150W power supply 12A/12V or 6A/24V E1 enclosure	Each	442.00
FPO150-E2	150W power supply 12A/12V or 6A/24V E2 enclosure	Each	501.50
E1	E1 enclosure size 12W x 14H x 4.5D	Each	195.50
E2	E2 enclosure size 16W x 20H x 4.5D	Each	258.40
E4	E4 enclosure size 20W x 24H x 4.5D	Each	289.00
E5	E5 enclosure size 8.5W x 11H x 3D	Each	119.00
90-0725-00	75W power supply board, 6A/12V or 3A/24V	Each	215.90
FPO150	150W power supply board, 12A/12V or 6A/24V	Each	365.50
FPO250	250W power supply board, 20A/12V or 10A/24V	Each	459.00
D8	8 DC auxiliary outputs fused at 3A per output, each output selectable for	Each	51.00
D8P	8 DC auxiliary outputs class 2 power limited at 2.5A per output, each	Each	51.00
F8	8 FAI controlled outputs fused at 3A per output, each output selectable	Each	59.50
F8P	8 FAI controlled outputs class 2 power limited at 2.5A per output, each	Each	59.50
C4	4 relay lock control outputs fused at 3A per output, each output	Each	88.40
C4P	4 relay lock control outputs class 2 power limited at 2.5A per output,	Each	88.40
C8	8 relay lock control outputs fused at 3A per output, each output	Each	112.20
B100	Secondary voltage power supply, 5-18V adjustable @ 4A max, class 2	Each	76.50
NPM130	Single port PoE midspan Injector (30W) IEEE.803at	Each	117.30
M8	Eight output smart distribution module, fused at 3A per output (Requires	Each	283.90

M8P	Eight output smart distribution module, class 2 power limited at 2.5A per	Each	283.90
NL2	Two port network monitoring module	Each	287.30
NL4	Four port network monitoring module	Each	436.90
RB2	Relay board for DC system. Current rating 2A	Each	15.73
RB5	Relay board for DC system. Current rating 5A	Each	28.90
RB8	Relay board for DC system. Current rating 8A	Each	52.70
A05-005	AC Cable set (2)	Each	30.60
A05-302	Camlock Set (3)	Each	22.10
A05-304	Tamper Switch	Each	13.18
EL-96000-SVM10		Each	3230.00
EL-96300-ADM10		Each	646.00
EL-98000-EADV10		Each	3969.50
EL-96200-SAT		Each	1317.50
EL-97000-EKIOSK		Each	2601.00
EL-ACI-GALAXY		Each	3910.00
EL-SSA-SVMS		Each	833.00
EL-SSA-EADVS		Each	994.50
EL-SSA-ACIS		Each	994.50
EL-AST-UPDATE		Each	493.00
EL-AST-UPDATEA		Each	935.00
EL-SVM10-UPGRD		Each	2465.00
EL-EADV-UPGRD		Each	3043.00
EL-ACI-UPGRD		Each	3187.50
EL-ITC-DCM		Each	2915.50
EL-SS-R3		Each	1819.00
EL-DYMO-450T		Each	416.50
EL-TOP-1X5		Each	773.50
EL-TOP-4X5		Each	1241.00
EL-LOG-C920		Each	416.50
EL-VOYAGER-9540	Wired Handheld Barcode Scanner w/stand Honeywell Voyager 9540	Each	544.00

EL-RFIDEAS-80081AKO		Each	518.50
EL-M2-SYS		Each	1462.00
EL-AST-ID150		Each	2890.00
EL-AST-ID150A		Each	4080.00
EL-AT-6918		Each	32.30
EL-AT-6918Y		Each	32.30
EL-DYMO-30911		Each	86.70
EL-AT-2991		Each	36.55
EL-AT-2941		Each	212.50
EL-AT-2947		Each	187.00
EL-STRAP-2		Each	144.50
EL-K12-SVM		Each	1827.50
EL-K12-D450		Each	365.50
EL-SOS-K12		Each	680.00
EL-SSA-K12S		Each	365.50
PPG-1	PassagePoint Global Client License (includes photo capture) (License	Each	2754.00
PPG-10	PassagePoint Global Client License (includes photo capture) (License	Each	23375.00
PPG-25	PassagePoint Global Client License (includes photo capture) (License	Each	51510.00
MA-AC	Access Control Integration Module (unlimited number of users, per	Each	5729.00
A-AC	Access Control Add-on (one license needed per workstation) (Activate/de	Each	552.50
MA-DL	Directory Link Module (unlimited number of users, per server) (Link	Each	4403.00
A-DL	Directory Link Add-on (one license needed per workstation)(Link	Each	552.50
MG-CC	Enterprise Control Center Module (Enables individual locations to be	Each	5508.00
M-PR	Web Pre-registration Module (Unlimited number of users--enables pre-	Each	4403.00
MA-HL7	PassagePoint Global - HL7 License - 1 Year - Renews Annually (1 License	Each	5508.00
MA-PIV	PassagePoint Global - PIV Integration License - 1 Year - Renews Annually	Each	4420.00
MA-PIV-R	PassagePoint Global - PIV Registration/Validation License - 1 Year -	Each	11050.00
A-SOR	PassagePoint Global - Sex Offender Search Module - Single Add-On	Each	552.50
MA-SOR	PassagePoint Global - Sex Offender Search Module - Unlimited	Each	4403.00
MA-API	PassagePoint Global - Rest API License -	Each	4403.00

MA-VC	PassagePoint Global - Visual Compliance Integration Module	Each	4403.00
MA-MKD	PassagePoint Global - MK Data Integration Module Integrate	Each	4403.00
A-PT	NEW PassagePoint Global - Advanced Package Tracking Module - Single	Each	552.50
MA-PT	NEW PassagePoint Global - Advanced Package Tracking Module -	Each	4403.00
MA-OL	NEW PassagePoint Global - Microsoft Outlook Integration / Plug-In	Each	4403.00
SSPG-1	PassagePoint Global - 1 Year Support Plan (Per Client License)	Each	442.00
SSPG-2	PassagePoint Global - 2 Year Support Plan (Per Client License)	Each	756.50
SSPG-3	PassagePoint Global - 3 Year Support Plan (Per Client License)	Each	1062.50
SOR-G	Support Plan & Sex Offender Search License Bundle for PassagePoint	Each	1105.00
SP-HL7	HL-7 Renewal License - 1 Year - Requires Active Global Software Support	Each	1380.40
SP-PIV	PIV Renewal License - 1 Year - Requires Active Global Software Support	Each	1768.00
SP-PIV-R	PIV Registration/Validation Renewal License - 1 Year - Requires Active	Each	4420.00
ITR-4	Remote Installation & Training - 1/2 day, via phone or webinar	Each	1275.00
ITR-8	Remote Installation & Training - Full day, via phone or webinar	Each	2550.00
ITO-8	Full Day On-site Installation & Training	Each	3400.00
ITT-8	Travel Day(s)	Each	1700.00
90-3602-00	E-EDU-1: PassagePoint EDU - Client License	Each	1861.50
E-EDU-1-10	PassagePoint EDU - Client License - 10 Pack	Each	15827.00
E-EDU-25	PassagePoint EDU - Client License - 25 Pack	Each	34918.00
90-3602-15	E-PR: Web Pre-registration Module for EDU (Unlimited number of users	Each	4403.00
90-3602-20	E-DM1: District Module (Enables individual school-level configuration to	Each	5508.00
A-SOR	PassagePoint Global - Sex Offender Search Module - Single Add-On	Each	552.50
MA-SOR	PassagePoint Global - Sex Offender Search Module - Unlimited	Each	4403.00
90-3602-05	SSP-E: PassagePoint EDU One Year Support Plan (per client license)	Each	386.75
SOR-E	Support Plan & Sex Offender Search License Bundle for PassagePoint EDU	Each	1049.75
ITR-4	Remote Installation & Training - 1/2 day, via phone or webinar	Each	1360.00
ITR-8	Remote Installation & Training - Full day, via phone or webinar	Each	2550.00
ITO-8	Full Day On-site Installation & Training	Each	3570.00
ITT-8	Travel Day(s)	Each	1700.00
90-3603-25	AH-1001: Dymo Label writer 450 Turbo printer (2" badge) Serial/USB	Each	425.00
90-3603-01	AH-1002: Dymo Label writer 450 Twin Turbo printer (2-2" badges)	Each	586.50

AH-1009	AH-1009: Zebra/Eltron GX430t badge printer (good text output/dpi too	Each	1190.00
90-3603-30	AH-1010: Ink Jet printer USB port	Each	289.00
90-3603-06	AH-1024: Primera LX400 Color Label printer USB port	Each	3060.00
LB-IJ40	3" X 4" Badge stock for Ink Jet Printers - Card Stock - 250 Badges - Blank	Each	44.20
LS-8075	CARDclip (Reusable plastic) Bag of 500	Each	85.00
LB-IJ35	2.5" X 3.5" Badge stock for Ink Jet Printers - Card Stock - 250 Badges -	Each	44.20
LB-5861	Cardstock Name Tag w/ Clip Hole; 2 7/16" X 4 3/16" Blank White (250	Each	44.20
LB-5863	Non-Adhesive Name Tag - 2 1/4" X 3 1/2" Blank White (300 per roll)	Each	51.00
LB-5862	Adhesive Name Badge Label w/ Clip Hole - 2 1/4" X 4" Blank White (250	Each	44.20
LB-0256R	Removable Adhesive Name Tag - 2-5/16" X 4" Blank White (300 per roll)	Each	44.20
LB-6151	Expiring TIMEbadge (1-Day, 15 Hours) - 1 15/16" X 2 13/16" Thermal	Each	442.00
LB-2011	ONEstep Expiring TIMEbadge (1-Day) - 1 7/8" X 2 7/8" Blank (Pkg of 500) -	Each	425.00
LB-6122	1-Day TIMEspot "V" Red - Includes LB-6122 Backpart	Each	122.40
AH-1012	AH-1012: SnapShell Passport - Dualcam: features 2 cameras for increased	Each	2380.00
90-3603-35	AH-1014: ScanShell 800R Scanner	Each	1071.00
AH-1017	AH-1017: Scanshell 800NR Scanner - For Business Cards ONLY	Each	476.00
AH-1020	AH-1020-ID: ScanShell 900DX Duplex Image Drivers License Scanner	Each	2422.50
90-3603-22	AH-1019: Magshell 900 Magnetic Reader	Each	476.00
AH-1055	AH-1055: E-Seek M-260 Drivers' License & ID Card Scanner w/ USB Smart	Each	1972.00
AH-1091	AH-1091: Honeywell Hyperion 1300G barcode scanner; flex neck stand	Each	409.70
AH-1093	AH-1093: Honeywell 3820 Bluetooth Wireless barcode scanner; includes	Each	578.00
AH-1053	AH-1053: pcProx Enroll (USB)Plug and play card reader for identification	Each	365.50
AH-1056	AH-1056: pcProx Vertical Nano Reader (USB)Small mobile badge reader	Each	365.50
AH-1057	AH-1057: pcProx Horizontal Nano Reader (USB)Small mobile badge	Each	365.50
90-3603-14	AH-1083: ID Tech Slot reader OMNI WCR 32 x7 (not for drivers licenses)	Each	377.40
90-3603-24	AH-1030: Topaz SG LCD 1" x 5" USB port. SignatureGem LCD 1x5 includes	Each	731.00
90-3603-26	AH-1032: Topaz SG LCD 4" x 5" for NDA,s (includes NDA capture lic) Serial	Each	1564.00
90-3603-05	AH-1021: C920 HD Logitech Quick Cam Fusion USB port	Each	394.40
AH-1212	DT Research Tablet with PassagePoint License	Each	9265.00
AH-1212-EDU	DT Research Tablet with PassagePoint EDU License	Each	8398.00
AH-1052A	NEW Cyprus Desktop All-in-One w/ PassagePoint License	Each	9715.50

AH-1052W	NEW Cyprus Wallmount All-in-One w/ PassagePoint License	Each	9715.50
AH-1052A-EDU	NEW Cyprus Desktop All-in-One w/ PassagePoint EDU License	Each	8831.50
AH-1220-G	Surface Pro Tablet with PassagePoint License	Each	7106.00
AH-1220-EDU	Surface Pro Tablet with PassagePoint EDU License	Each	6239.00
AH-1029	QL220 Plus Bluetooth Printer	Each	2057.00
AH-1029A	QL Series Fast Charger & Cable	Each	197.20
AH-1500	Stand-up Kiosk with PassagePoint License - Kiosk includes: PassagePoint	Each	24182.50
AH-1500-EDU	Stand-up Kiosk with PassagePoint EDU License - Kiosk includes:	Each	23298.50
AH-1550	Wallmount Kiosk with PassagePoint License - Kiosk includes:	Each	22618.50
AH-1550-EDU	Wallmount Kiosk with PassagePoint EDU License - Kiosk includes:	Each	21734.50
AH-1525	VisitorShield TableTop Kiosk with PassagePoint License - Desktop Kiosk	Each	19813.50
AH-1525-EDU	VisitorShield TableTop Kiosk with PassagePoint EDU License - Desktop	Each	18888.89
AH-1029	QL220 Plus Bluetooth Printer	Each	2057.00
AH-1029A	QL Series Fast Charger & Cable	Each	195.50
ES440	Single Gang Painted Aluminum Plate	Each	181.90
ES441	Single Gang Stainless Steel Plate	Each	105.40
ES442	Mullion Mount Stainless Steel Plate	Each	147.90
B2	Medium Red Mushroom Button	Each	20.40
B3	Large Red Mushroom Button	Each	24.48
B4	Alternate Action (push to activate/push again to deactivate)	Each	51.85
B5	Push/Pull	Each	40.80
B6	Key Release	Each	98.60
C3	N/O & N/C	Each	13.26
C4	4 relay lock control outputs fused at 3A per output, each output	Each	113.90
C5	N/O + TDR	Each	134.30
C6	N/C + TDR	Each	134.30
C7	(2) N/C	Each	13.26
C8	8 relay lock control outputs fused at 3A per output, each output	Each	13.26
C9	Pneumatic TDR	Each	236.30
C10	N/O & N/C Time Delay Relay TRD	Each	170.00
ES450	Single Gang Painted Aluminum Plate	Each	92.65



ES451	Single Gang Stainless Steel Plate	Each	76.50
ES452	Mullion Mount Stainless Steel Plate	Each	116.45
K2	Barrel	Each	28.48
K3	Rim w/Cylinder (not available option for ES452)	Each	208.25
K4	Rim w/o Cylinder (not available option for ES452)	Each	139.40
K5	Medico Keyswitch	Each	153.00
K6	DPDT Switch	Each	30.60
K7	Rim w/interchangeable core cylinder (not available option for ES452)	Each	208.42
ES300	Battery operated Door Prop Alarm	Each	221.00
ES300W	Battery operated Door Prop Alarm - Weatherized	Each	308.55
ES300xMC65	Battery operated Door Prop Alarm - Mortise Cylinder	Each	271.15
ES300WxMC65	Battery operated Door Prop Alarm - Mortise Cylinder - Weatherized	Each	357.00
ES500	Battery operated Exit Alarm	Each	187.00
ES500W	Battery operated Exit Alarm - Weatherized	Each	262.65
ES500xMC65	Battery operated Exit Alarm - Mortise Cylinder	Each	260.53
ES500WxMC65	Battery operated Exit Alarm - Mortise Cylinder - Weatherized	Each	334.05
ES4200-K0-T1	Door Management Alarm: No key - with tamper switch	Each	399.50
ES4200-K1-T1	Door Management Alarm: Double bit - with tamper switch	Each	408.85
ES4200-K2-T1	Door Management Alarm: Barrel Key - with tamper switch	Each	436.90
ES4200-K3-T1	Door Management Alarm: Rim with cylinder - with tamper switch	Each	617.10
ES4200-K4-T1	Door Management Alarm: Without cylinder - with tamper switch	Each	548.25
ES4200-K5-T1	Door Management Alarm: Medico keyswitch - with tamper switch	Each	561.00
ES4200-K6-T1	Door Management Alarm: DPDT keyswitch - with tamper switch	Each	439.45
ES4200-K7-T1	Door Management Alarm: Rim with interchangeable core cylinder - with	Each	617.10
ES4600-K0-T1	Voice Synthesized Door Prop Alarm: No Key - with tamper switch	Each	513.40
ES4600-K1-T1	Voice Synthesized Door Prop Alarm: double bit - with tamper switch	Each	522.75
ES4600-K2-T1	Voice Synthesized Door Prop Alarm: Barrel Key - with tamper switch	Each	550.80
ES4600-K3-T1	Voice Synthesized Door Prop Alarm: rim with cylinder - with tamper	Each	731.00
ES4600-K4-T1	Voice Synthesized Door Prop Alarm: rim without cylinder with tamper	Each	662.15
ES4600-K5-T1	Voice Synthesized Door Prop Alarm: Medico keyswitch - with tamper	Each	674.90
ES4600-K6-T1	Voice Synthesized Door Prop Alarm: DPDT keyswitch - with tamper switch	Each	553.35

ES4600-K7-T1	Voice Synthesized Door Prop Alarm: Rim with interchangeable core	Each	730.15
S1	1 Gang Surface Mount Back Box	Each	60.01
S2	2 Gang Surface Mount Back Box	Each	74.38
S3	3 Gang Surface Mount Back Box	Each	98.60
DC/HS30	Hidden wire - hidden screw - surface mount	Each	6.12
DC/SD80	Steel door contact - 1" diameter - magnet	Each	8.08
PS/DC12	Plug-in regulated 1000mA - LED power indicator. Designed for use with	Each	36.55
PS/AC16	Plug-in transformer - LED and basic surge protection. Designed for use	Each	45.90
PS/DC24	24DC power supply for the ES 831	Each	816.00
K1	Set of 2 - Double bit	Each	11.22
K2	Barrel	Each	13.18
K3	Rim w/Cylinder (not available option for ES452)	Each	11.05
K5	Medico Keyswitch	Each	15.30
K6	DPDT Switch	Each	8.08
ES5200-R0	Tailgate detection system	Each	3476.50
ES5600-R0	Tailgate detection system with voice	Each	3513.90
TDS Spacer	Spacer kit for ES5200 and ES5600	Each	391.00
R1	Status indicator / 1 gang mounting plate	Each	153.00
R2	Status indicator / mullion mounting plate	Each	170.00
ES8100-N0	Bi direction - first walkway consists of two pedestals	Each	24735.00
ES8100 Adj.	For each adjacent walkway	Each	15317.00
FP8100-N0	First walkway floor plate	Each	4505.00
ES811-N0	Bi-directional - first walkway consists of two bollards	Each	23528.00
ES811 Adj.	For each adjacent walkway	Each	15113.00
FP811 Adj.	First walkway floor plate	Each	4420.00
ES860-N0	First walkway consists of two pedestals	Each	12367.50
ES860 Adj.	For each adjacent walkway	Each	7896.50
ES8500-N0	First walkway consists of two pedestals	Each	10030.00
ES8500 Adj.	For each adjacent walkway	Each	6485.50
FP8500 Adj.	For each adjacent walkway	Each	1445.00
ES821-N0	Bi-directional - components	Each	8517.00

ES821 Adj.	For each adjacent walkway	Each	8517.00
ES831-N	Bi-directional - walkway Card-in/Card-out	Each	37740.00
ES831 Adj.	For each adjacent walkway	Each	37740.00
FP831	Floor plate (1 Per Walkway)	Each	4505.00
ES880-N0-ADA	Glass barrier optical turnstile - one ADA walkway, width (36"-37")	Each	50983.00
ES880-N0 Non-ADA		Each	40630.00
ES880 / ADJ ADA	Glass barrier optical turnstile - one adjacent bollard width (36"-37")	Each	50966.00
ES880 / ADJ Non-ADA	Glass barrier optical turnstile - one adjacent bollard width ( 22")	Each	36295.00
FP880	Floor plate (1 Per Walkway)	Each	6485.50
CRDC	Custom remote desktop controller	Each	2958.00
LA	Locking Arms	Each	3128.00
VO	Voice Option	Each	2499.00
CRM	Card Reader Mounting (First reader included in optical turnstile cost)	Each	314.50
RS	Random Search	Each	2499.00
PS/DC24	24DC power supply for the ES 831	Each	816.00
PS/24-10	Power Supply for ES880	Each	935.00
PS/24-10 Batteries x 2	Batteries for ES880	Each	99.45
PS/24-10 Battery Harness		Each	34.85
DSGG-36-36	Motorized Gate W/Glass Barrier 35.8 Glass Height X 36" Glass Width	Each	13302.50
DSGG-39-36	Motorized Gate W/Glass Barrier 39.3 Glass Height X 36" Glass Width	Each	13481.00
DSGG-47-36	Motorized Gate W/Glass Barrier 47.2 Glass Height X 36" Glass Width	Each	14152.50
DSGG-59-36	Motorized Gate W/Glass Barrier 59.0 Glass Height X 36" Glass Width	Each	14305.50
DSGG-71-36	Motorized Gate W/Glass Barrier 70.8 Glass Height X 36" Glass Width	Each	14484.00
DSSG-39-43	Motorized Gate W/ 43" Stainless U-Bar Barrier	Each	12988.00
DSSG-39-71	Motorized Gate W/ 71" Stainless U-Bar Barrier	Each	13302.50
	1300 Mortise Electric Deadbolt - 12/24 VAC/VDC	Each	476.00
ARSB	Auto-Relock Switch - Ball Type	Each	64.18
ARSM	Auto-Relock Switch - Concealed Type	Each	64.18

BPS	Bolt Position Switch	Each	64.18
DPSB	Door Position Switch - Ball Type	Each	64.18
DPSM	Door Position Switch - Concealed Type	Each	64.18
MB	Mounting Brackets (4 Pieces) (Required when retrofitting into existing	Each	30.18
1410	1410 Dual Voltage Cabinet Lock	Each	120.70
1420	1420 Dual Voltage Cabinet Lock (Dual Output)	Each	170.00
2011	2011 Single Electromagnetic Lock Outswing	Each	510.00
2012	2012 Single Electromagnetic Lock Pair Outswing	Each	571.20
2022	2022 Double Electromagnetic Lock Outswing	Each	1020.00
2011TJ20	2011TJ20 Single Electromagnetic Lock Inswing	Each	657.90
2012TJ21	2012TJ21 Single Electromagnetic Lock Pair Inswing	Each	790.50
2022TJ20	2022TJ22 Double Electromagnetic Lock Pair Inswing	Each	1317.50
DSM	DSM: Door Status Switch, Signals door closed or ajar. •	Each	68.85
DSM2	DSM2: Door Status Switch for the 2022 Series	Each	137.28
HSM	HSM: High Security Monitor. Includes the following: Door Status Switch	Each	115.18
HSM2	HSM2: High Security Monitor for the 2022 Series.	Each	232.05
VOP	VOP: Value Option Package. Includes the following: Door Status Switch	Each	195.50
VOP2	VOP2: Value Option Package for the 2022 Series.	Each	391.00
LCB	LCB: Basic Lock Less Circuit Board Single Deduct *	Each	-20.40
		Each	-40.80
LED	LED: Bi-Color LED – For local signaling of lock status (Requires HSM or	Each	43.35
LED2	LED2: Bi-Color LED's (2) for the 2022 Series (Requires HSM2 or VOP2	Each	88.40
LP	LP: Low Power Coil – 12V only @ 0.16 Amps (Single Lock) #	Each	16.58
LP2	LP2: Low Power Coil – 12V only @ 0.32 Amps (Double Lock)	Each	33.15
2013	Single Gate Lock - 12/24 VDC	Each	535.93
DYN	Dynastat Force Sensor - Indicates efficient magnetic bond.	Each	82.03
GLB	Gate Lock Bracket - Fully adjustable "Z" bracket for swinging gate	Each	140.68
GLB2	Gate Lock Bracket - "L" Brackets for sliding gate application.	Each	173.40
7088	1 Amp Prewired Rectifier Module for AC Operation	Each	28.90
2315	Mini-Mag Gate Lock - 12/24 VDC	Each	467.50
DYN	Dynastat Force Sensor - Indicates efficient magnetic bond.	Each	82.03

GLBM	Mini-Mag Gate Lock Bracket - Fully adjustable "Z" bracket for swinging	Each	149.18
7088	1 Amp Prewired Rectifier Module for AC Operation	Each	28.90
2050	Locknetics 350+ Exact Retrofit	Each	530.40
2250	Locknetics 352+ Exact Retrofit	Each	1062.50
DSM	DSM: Door Status Switch, Signals door closed or ajar. •	Each	68.85
DSM2	DSM2: Door Status Switch for the 2022 Series	Each	136.00
HSM	HSM: High Security Monitor. Includes the following: Door Status Switch	Each	115.18
HSM2	HSM2: High Security Monitor for the 2022 Series.	Each	232.05
LCB	LCB: Basic Lock Less Circuit Board Single Deduct *	Each	-20.40
		Each	-40.80
LED	LED: Bi-Color LED – For local signaling of lock status (Requires HSM or	Each	43.35
LED2	LED2: Bi-Color LED's (2) for the 2022 Series (Requires HSM2 or VOP2	Each	88.40
2101	Single Lock - 12/24 VDC	Each	671.50
7088	1 Amp Prewired Rectifier Module for AC Operation	Each	28.90
2511-EWT	Single Lock - 12/24 VDC	Each	586.50
DYN	Dynastat Force Sensor - Indicates efficient magnetic bond.	Each	82.45
LED	LED: Bi-Color LED – For local signaling of lock status (Requires HSM or	Each	43.35
7088	1 Amp Prewired Rectifier Module for AC Operation	Each	28.90
2268-10	Single/Outswing Lock, 12/24 VDC	Each	555.90
2268-10-DSE	Single/Outswing Lock, 24 VDC, With DYN Option	Each	637.50
2268-15	Single Pair/Outswing Lock, 12/24 VDC	Each	617.10
2268-15-DSE	Double/Outswing Lock, 24 VDC, With DYN2 Option	Each	1286.90
2268-20	Double/Outswing Lock, 12/24 VDC	Each	1110.10
2268-TJ10	Single/Inswing Lock, 12/24 VDC	Each	690.20
2268-TJ20	Double/Inswing Lock, 12/24 VDC	Each	1380.40
ATS	Anti-Tamper Switch - Signals removal of the housing cover.	Each	56.53
DSM	DSM: Door Status Switch, Signals door closed or ajar. •	Each	68.85
DSM2	DSM2: Door Status Switch for the 2022 Series	Each	137.28
DYN	Dynastat Force Sensor - Indicates efficient magnetic bond.	Each	82.03
DYN2	Dynastat Force Sensor - For the 2268-20 Series.	Each	165.75
LED	LED: Bi-Color LED – For local signaling of lock status (Requires HSM or	Each	43.35

LED2	LED2: Bi-Color LED's (2) for the 2022 Series (Requires HSM2 or VOP2	Each	88.40
TD	Time Delay - 1-60 seconds. For 2268-10 & 2268-15 only.	Each	88.40
TD2	Time Delay - 1-60 seconds. For the 2268-20 only.	Each	63.75
7088	1 Amp Prewired Rectifier Module for AC Operation	Each	28.90
2600	Single Mortise Lock - 12/24 VDC	Each	435.20
AMB	Armature Mounting Block	Each	67.58
DYN	Dynastat Force Sensor - Indicates efficient magnetic bond.	Each	82.45
MB	Mounting Brackets (4 Pieces) (Required when retrofitting into existing	Each	28.90
7088	1 Amp Prewired Rectifier Module for AC Operation	Each	28.90
2280	Single Electromagnetic Lock Outswing	Each	593.30
2282	Double Electromagnetic Lock Pair Outswing	Each	1181.50
2280-TJ80	Single Electromagnetic Lock Inswing	Each	739.50
2280-TJ82	Double Electromagnetic Lock Pair Inswing	Each	1479.00
DSM	DSM: Door Status Switch, Signals door closed or ajar. •	Each	68.85
DSM2	DSM2: Door Status Switch for the 2022 Series	Each	137.28
HSM	HSM: High Security Monitor. Includes the following: Door Status Switch	Each	115.60
HSM2	HSM2: High Security Monitor for the 2022 Series.	Each	232.05
LCB	LCB: Basic Lock Less Circuit Board Single Deduct *	Each	-20.40
		Each	-40.80
LED	LED: Bi-Color LED – For local signaling of lock status (Requires HSM or	Each	43.35
LED2	LED2: Bi-Color LED's (2) for the 2022 Series (Requires HSM2 or VOP2	Each	88.40
90-2511-01	2500 Series 650 Lb. "Mini" Single Electromagnetic Lock Outswing	Each	426.70
90-2522-01	2500 Series 650 Lb. "Mini" Double Electromagnetic Lock Pair Outswing	Each	851.70
90-2511-00	2500 Series 650 Lb. "Mini" Single Electromagnetic Lock Inswing	Each	527.00
90-2522-00	2500 Series 650 Lb. "Mini" Double Electromagnetic Lock Pair Inswing	Each	1054.00
2585	Single Electromagnetic Lock Outswing	Each	414.80
2585-TJ85	Double Electromagnetic Lock Pair Outswing	Each	515.10
90-2500-00	Anti-Tamper Switch - Signals removal of the housing cover.	Each	56.53
90-2511-05	DSM: Door Status Switch – Signals door closed or ajar.	Each	68.85
90-2522-05	DSM2: Door Status Switch for the 2522 Series	Each	137.28
90-2511-10	DYN: Dynastat Force Sensor – Indicates efficient magnetic bond.	Each	82.03

90-2522-10	DYN2: Dynastat Force Sensor for the 2522 Series	Each	165.75
90-2511-15	LED: Bi-Color LED – For local signaling of lock status. (Requires DYN	Each	43.35
90-2522-15	LED2: Bi-Color LEDs (2) for the 2522 Series (Requires DYN Option)	Each	88.40
7088	1 Amp Prewired Rectifier Module for AC Operation	Each	28.90
90-3000-00	3000 Single Electromagnetic Lock Outswing (LEFT HAND)	Each	555.90
90-3001-05	3001 Single Electromagnetic Lock Pair Outswing	Each	612.85
90-3002-00	3002 Double Electromagnetic Lock Outswing	Each	1110.10
90-3003-10	3000TJ30 Single Electromagnetic Lock Inswing	Each	671.50
90-3001-10	3001TJ31 Single Electromagnetic Lock Pair Inswing	Each	727.60
90-3002-05	3002TJ32 Double Electromagnetic Lock Pair Inswing	Each	1341.30
90-3100-00	DSM: Door Status Switch, Signals Door Closed or Ajar.	Each	68.85
90-3100-10	DSM2: Door Status Switch for the 3002+B21 Series	Each	137.28
90-3001-15	HSM: High Security Monitor. Includes the following: Door Status Switch	Each	115.18
90-3002-15	HSM2: High Security Monitor for the 3002 Series.	Each	232.05
90-3000-90	VOP: Value Option Package. Includes the following: Door Status Switch	Each	195.50
90-3002-90	VOP2: Value Option Package for the 3002 Series.	Each	390.15
LCB	LCB: Basic Lock Less Circuit Board Single Deduct *	Each	-20.40
		Each	-40.80
90-3000-05	• LED: Bi-Color LED – For local signaling of lock status (Requires HSM or	Each	43.35
90-3000-10	LED2: Bi-Color LED's (2) for the 2022 Series (Requires HSM2 or VOP2	Each	88.40
90-3000-15	# LP: Low Power Coil – 12V only @ 0.16 Amps (Single Lock)	Each	16.58
90-3000-25	LP2: Low Power Coil – 12V only @ 0.32 Amps (Double Lock)	Each	33.15
90-3006-00	3006 Single Electromagnetic Lock with Built-In PIR	Each	1089.70
90-3100-00	DSM: Door Status Switch, Signals Door Closed or Ajar.	Each	68.85
90-3001-15	HSM: High Security Monitor. Includes the following: Door Status Switch	Each	115.18
90-3000-15	# LP: Low Power Coil – 12V only @ 0.16 Amps (Single Lock)	Each	15.73
90-3101-05	ATS: Anti-Tamper Switch – Signals removal of the housing cover	Each	54.40
90-3101-00	3101C Single Delay Egress Lock Outswing	Each	1424.60
90-3121-00	3121C Double Delay Egress Lock Pair Outswing	Each	2252.50
90-3121-05	3121C2 Double Delay Egress Lock Pair Outswing (Tandem Unit to	Each	2284.80
3101C-TJ101	Single-Inswing Delay Egress Lock Kit Includes "Z" Bracket, Shim Plate,	Each	1810.50

AAO	Auxiliary Alarm Output-Secondary Delayed Egress Alarm Output. SPDT	Each	82.03
90-3101-05	ATS: Anti-Tamper Switch – Signals removal of the housing cover	Each	56.53
90-3121-10	ATS2: Anti-Tamper Switch for the 3121B and 3121B2	Each	111.61
90-3101-10	• BPM: Bypass Monitor – Signals bypass keyswitch activation	Each	68.85
90-3101-15	DSM: Door Status Switch – Signals door closed or ajar	Each	68.85
90-3121-15	DSM2: Door Status Switch for the 3121B and 3121B2	Each	137.28
90-3101-20	DYN: Dynastat Force Sensor – Indicates efficient magnetic bond	Each	82.03
90-3121-20	DYN2: Dynastat Force Sensor for the 3121B and the 3121B2	Each	165.75
90-3101-30	# KSO: Key Switch Omitted – In favor of separate remote keyswitch	Each	26.78
90-3101-35	LP: Low Power Coil – 12V only @ 0.40 Amps (Single lock)	Each	16.58
90-3121-25	LP2: Low Power Coils – 12V only @0.72 Amps (Double lock)	Each	33.15
90-3101-50	3101C-ES Delay Egress Controller mounted in 15"x12"x4" steel enclosure	Each	880.60
3101C-R	3101C-ES Delay Egress Controller mounted in 12"x12"x6" weatherproof	Each	1207.85
2801		Each	332.78
2802	Floor Mount, Double Door	Each	419.05
2803	Flush Wall Mount, 1" Extended Armature	Each	195.50
2804	Flush Wall Mount, Standard Armature	Each	180.20
2805	Surface Wall Mount	Each	205.70
2806	Low Profile Wall Mount	Each	195.50
2810	Surface Wall Mount, 400 lbs. Holding Force	Each	518.50
2860		Each	86.28
2861	Armature Extension, 1/2"	Each	15.73
2862	Armature Extension, 3/4"	Each	15.73
2863	Armature Extension, 1"	Each	15.73
2864	Armature Extension, 2"	Each	24.65
2865	Armature Extension, 4"	Each	37.83
2866	Armature Extension, 6"	Each	54.40
2870	Armature Swivel Extension	Each	33.15
7075	Break Glass, Standard	Each	323.00
7076	Break Glass, with Bi-Color LED, Red/Green, 12/24VDC	Each	365.93
7077	Break Glass, with Audible Sounder, 1-28VDC, 1-28VDC	Each	377.83



7078	Spare Contact Block, SPDT	Each	80.75
7079	Spare Lenses, 5 Pk.	Each	56.53
7080	Adjustable Time Delay Module	Each	86.28
7088	1 Amp Prewired Rectifier Module for AC Operation	Each	28.90
90-4511-00	1" x 1" Angle Bracket for 2000/3000/3101B Series	Each	63.33
90-4611-00	1-1/2" x 1-1/2" Angle Bracket for 2000/3000/3101B Series	Each	69.70
90-4711-00	1-1/2" x 2" Angle Bracket for 2000/3000/3101B Series	Each	89.68
90-4514-00	2268-10/15 Series for 2268-10/15 Series	Each	63.33
90-4614-00	1-1/2" x 1-1/2" Angle Bracket for 2268-10/15 Series	Each	69.70
90-4714-00	1-1/2" x 2" Angle Bracket for 2268-10/15 Series	Each	89.68
90-4510-00	1" x 1" Angle Bracket for 2511 Series	Each	63.33
90-4610-00	1-1/2" x 1-1/2" Angle Bracket for 2511 Series	Each	69.70
90-4710-00	1-1/2" x 2" Angle Bracket for 2511 Series	Each	89.68
90-4585-00	1" x 1" Angle Bracket for 2585 Series	Each	63.33
90-4685-00	1-1/2" x 1-1/2" Angle Bracket for 2585 Series	Each	69.70
90-4785-00	1-1/2" x 2" Angle Bracket for 2585 Series	Each	89.68
90-4522-00	1" x 1" Angle Bracket for 2022/3002/3121B Series	Each	75.23
90-4622-00	1-1/2" x 1-1/2" Angle Bracket for 2022/3002/3121B Series	Each	97.33
90-4722-00	1-1/2" x 2" Angle Bracket for 2022/3002/3121B Series	Each	109.65
90-4525-00	2268-10/15 Series 2268-20 Series	Each	75.23
90-4625-00	1-1/2" x 1-1/2" Angle Bracket for 2268-20 Series	Each	97.33
90-4725-00	1-1/2" x 2" Angle Bracket for 2268-20 Series	Each	109.65
90-4520-00	1" x 1" Angle Bracket for 2522 Series	Each	75.23
90-4620-00	1-1/2" x 1-1/2" Angle Bracket for 2522 Series	Each	97.33
90-4720-00	1-1/2" x 2" Angle Bracket for 2522 Series	Each	109.65
4500-L	1" x 1" Angle Bracket ***per foot***	Each	54.40
4600-L	1-1/2" x 1-1/2" Angle Bracket ***per foot***	Each	54.40
4700-L	1-1/2" x 2" Angle Bracket ***per foot***	Each	54.40
90-2020-00	TJ20 Converts 2011 to 2011-TJ20	Each	182.33
90-2021-00	TJ21 Converts 2012 to 2012-TJ21	Each	221.00
90-2022-00	TJ22 Converts 2022 to 2022-TJ22	Each	345.95

90-2030-00	TJ30 Converts 3000 to 3000-TJ30	Each	164.90
90-2031-00	TJ31 Converts 3001 to 3001-TJ31	Each	195.50
90-2032-00	TJ32 Converts 3002 to 3002-TJ32	Each	277.53
90-6010-00	6010 One Bi-Color LED, Red/Green, 12/24VDC	Each	79.90
90-6020-00	6020 Two Bi-Color LED's, Red/Green, 12/24VDC	Each	124.10
DBL-AUD	Two Gang Plate with Audible Sounder -1-28VDC.	Each	32.30
NR	Narrow Plate - 1-3/4" wide, substitute	Each	11.05
90-6110-00	6115M One Pushbutton, 1 Gang, Momentary	Each	99.45
90-6110-05	6115A One Pushbutton, 1 Gang, Alternate Action	Each	102.00
90-6125-00	6125M Two Pushbuttons, 1 Gang, Momentary	Each	193.80
90-6125-05	6125A Two Pushbuttons, 1 Gang, Alternate Action	Each	200.18
90-6135-00	6135M Three Pushbuttons, 1 Gang, Momentary	Each	261.80
90-6135-05	6135A Three Pushbuttons, 1 Gant, Alternate Action	Each	269.88
90-6145-00	6145M Four Pushbuttons, 2 Gang, Momentary	Each	345.10
90-6415-05	6145A Four Pushbuttons, 2 Gang, Alternate Action	Each	360.40
90-6100-00	AUD: Audible Sounder – 1-28VDC (Requires DBL)	Each	25.50
90-6100-10	DBL: Two Gang Plate – 4 9/16" wide	Each	11.05
90-6100-15	ILM: Illuminated Pushbutton – Specify 12 or 24VDC (6100 series only)	Each	15.73
90-6100-20	LED: Bi-Color LED – Red/Green 12/24VDC, Up to 2" diameter available	Each	38.68
90-6100-25	NR: Narrow plat3e – 1 3/4" wide, substitute	Each	11.05
90-6100-30	P2: Additional set of SPDT contacts (6100 series) This option price is per	Each	51.00
90-6100-35	WPC: Weather-Proof Cover – For single gang 6115 only.	Each	23.38
ATS	Anti-Tamper Switch - Signals removal of the housing cover.	Each	54.40
90-6210-05	6210 Palm Switch 1 5/8" Dia. A-A, SPDT	Each	149.60
90-6220-00	6220 Palm Switch 1 5/8" Dia. A-A, DPDT	Each	212.50
90-6230-00	6230 Palm Switch 1 5/8" Dia. MOM, NO, SPST	Each	98.60
90-6211-00	6211 Palm Switch 1 5/8" Dia. A-A, SPDT	Each	156.40
90-6221-00	6221 Palm Switch 1 5/8" Dia. A-A, DPDT	Each	212.50
90-6231-00	6231 Palm Switch 1 5/8" Dia. MOM, NO, SPST	Each	98.60
90-6100-00	AUD: Audible Sounder – 1-28VDC (Requires DBL)	Each	24.65
90-6100-10	DBL: Two Gang Plate – 4 9/16" wide	Each	9.95

90-6100-20	LED: Bi-Color LED – Red/Green 12/24VDC, Up to 2" diameter available	Each	37.83
90-6100-25	NR: Narrow plate – 1 3/4" wide, substitute	Each	9.95
ATS	Anti-Tamper Switch - Signals removal of the housing cover.	Each	54.40
CB-NO	Extra Contact Block, Normally Open, SPST	Each	17.85
CB-NC	Extra Contact Block, Normally Closed, SPST	Each	17.85
6290	6290 Palm Switch Palm Switch, 1-5/8" Dia. FORM Z, PTD 30 Sec. Min., NFPA 101, 2003 Paragraph 7-2.1.6.2	Each	360.40
90-6270-00	6270 Pushbutton, 2" Square MOM, SPDT, 12/24VDC	Each	113.05
90-6450-00	6451-36 Exit Sensor Bar for 36" Door US28 Finish	Each	476.00
6451-42	6451-42 Exit Sensor Bar for 42" Door US28 Finish	Each	476.00
6451-48	6451-48 Exit Sensor Bar for 48" Door US28 Finish	Each	476.00
90-6450-05	CAB64: Cable Kit – 16ft, 8 cond., to facilitate wiring	Each	47.60
CLC	CLC: Custom Length Cut – Specify desired overall finished length of Exit	Each	28.90
90-6450-10	TSB: Mounting pads modified to match Securitron TSB mounting	Each	24.65
SF	SF: Special Finishes – Standard finish US28. Also available in anodized	Each	51.00
DMB	TSB: Mounting pads modified to match Securitron TSB mounting	Each	-76.50
PTE	PTE: Bar Engraved "PUSH TO EXIT"	Each	75.23
90-6450-15	WDK: Wood Door Kit – (4) #10 hex nuts and bolts for wood doors 1 3/4" to	Each	28.90
90-0521-00	T-Rex, LT2. Dual Relay, Tamper, Timer No Piezo	Each	144.50
90-0522-00	T-Rex, XT2, Dual Relay, Tamper, Timer, WITH Piezo	Each	156.40
9200	9200 SPDT Series Door Status Switch - Surface Mounted Magnetic Contact SPDT contacts rated at .5 A at 30 V. Color Brown.	Each	47.60
9225	9200 SPDT Series Door Status Switches - Mortise Mounted Magnetic Contact SPDT contacts rated at .5A at 30V. Finish US28D Satin Aluminum	Each	73.10
9275	9200 SPDT Series Door Status Switches - Mortise Mounted Roller Ball Type. SPDT Switch contact ratings for the #9725 and #9280 are 1 A. at 120 VAC	Each	93.93
9300	Flexible Armored Door Cord, 18" Long, No Wires	Each	51.00
9350	Flexible Armored Door Cord, 18" Long, (3) 24" Wires	Each	67.58
MSS-09CL-(W/B)*	3/8 inch recessed with 12" leads / white-brown - open loop	Each	161.50
MSS-10CL-(W/B)*	3/8 inch recessed with 12" leads / white-brown - closed loop	Each	180.20
MSS-09CT-(W/B/G)*	3/8 inch recessed with terminals / white-brown-grey - open loop	Each	161.50
MSS-10CT-(W/B/G)*	3/8 inch recessed with terminals / white-brown-grey - closed loop	Each	183.60
MSS-19CT-(W/B/G)*	3/4 inch recessed with terminals / white - brown - grey - open loop	Each	226.95
MSS-20CT-(W/B/G)*	3/4 inch recessed with terminals / white - brown - grey - closed loop	Each	268.60
MSS-19C-W*	3/4 inch recessed with leads / white - open loop	Each	125.80

MSS-25C-W*	1 inch recessed with leads / white - open loop	Each	129.20
MSS-K22-(W/B/G)	Surface Mount Contact - 2 1/2" L X 1/2" W X 1/2" H, Terminals- white -	Each	25.08
MSS-K24-(W/B/G)	Surface Mount Contact - 2 1/2" L X 1/2" W X 1/2" H, Terminals- white -	Each	25.08
MSS-K22S-(W/B/G)	Surface Mount Contact - 2 1/2" L X 1/2" W X 1/2" H, 12" Jacketed Leads-	Each	24.23
MSS-K24S-(W/B/G)	Surface Mount Contact - 2 1/2" L X 1/2" W X 1/2" H, 12" Jacketed Leads-	Each	24.23
MSS-53SL-(W/B/G)	Surface Mount Contact -2 1/2" L X 1/2" W X 1/2" H, 12" Jacketed Leads-	Each	24.23
MSS-54SL-(W/B/G)	Surface Mount Contact -2 1/2" L X 1/2" W X 1/2" H, 12" Jacketed Leads-	Each	24.23
MSS-63S-(B/W)*	Surface Mount Contact - 2 1/2" L X 1/2" W X 1/2" H, 12 ' Leads -universal	Each	128.35
MSS-89SL-(W/B/G)	Surface Mount Contact - 4" L X 1/2" W X 1/2" H, 12" Jacketed Leads-	Each	28.05
MSS-88SL-(W/B/G)	Surface Mount Contact - 4" L X 1/2" W X 1/2" H, 12" Jacketed Leads-	Each	28.05
MSS-301C	1" recessed with 1 switch, 1 closed loops	Each	26.78
MSS-302C	1" recessed with 2 switches, 2 closed loops	Each	38.68
MSS-303C	1" recessed with 3 switches, 3 closed loops	Each	85.00
MSS-311C	1' recessed with 2 switches - 1 closed loop, 1 open loop	Each	38.68
MSS-312C		Each	85.00
MSS-320C		Each	38.68
MSS-321C	1" recessed with 3 switches, 2 open loops, 1 closed loop	Each	85.00
MSS-330C	1" recessed with 3 switches, 3 open loops	Each	85.00
MSS-301S	Surface mount with armored cable, 1 switch, open loop	Each	87.55
MSS-302S	Surface mount with armored cable, 2 switches, 2 open loop	Each	100.30
MSS-303S	Surface mount with armored cable, 3 switches, 3 open loop	Each	119.00
MSS-310S	Surface mount with armored cable, 1 switch, closed loop	Each	87.55
MSS-311S	Surface mount with armored cable, 2 switches, 1 open loop, 1 closed	Each	100.30
MSS-312S	Surface mount with armored cable, 3 switches - 1 closed loop, 2 open	Each	119.00
MSS-320S		Each	100.30
MSS-321S	Surface mount with armored cable,3 switches, 1 open loop, 2 closed loop	Each	119.00
MSS-330S	Surface mount with armored cable,3 switches, 3 closed loop	Each	119.00
MSS-105S-C18-L2	Overhead Door Contact - Rail Mount - Open Loop - w/ 18" armored cable	Each	123.68
MSS-106S-C18-L2	Overhead Door Contact - Rail Mount - Closed Loop - w/ 18" armored	Each	123.68
MSS-105S-C36-L3.5	Overhead Door Contact - Rail Mount - Open Loop - w/ 36" armored cable	Each	144.50
MSS-106S-C36-L3.5	Overhead Door Contact - Rail Mount - Closed Loop - w/36" armored cable	Each	141.10

92-0603-11	600 Series Demo Case: (Includes 635 CPU, DPI and 2 Farpointe readers, 5	Each	1105.00
Mfg SKU	Product Description	Unit of Measure	City & KCDA Bid Price
OE-ASDEVICE	Apex Software Server Base License	Each	510.00
OWS 24/7 Subscription Licenses (Subscription software licenses must be renewed to maintain functionality)			
Part Number			
OE-OWS247-LM		Each	2.55
OE-OWS247-LY		Each	30.60
OE-OWS247-SM		Each	4.25
OE-OWS247-SY		Each	51.00
OE-OWS247-S2Y		Each	102.00
OE-OWS247-S3Y		Each	153.00
OE-OWS247-S4Y		Each	204.00
OE-OWS247-S5Y		Each	255.00
OE-OWS247-PM		Each	6.38
OE-OWS247-PY		Each	76.50
OE-OWS247-P2Y		Each	153.00
OE-OWS247-P3Y		Each	229.50
OE-OWS247-P4Y		Each	306.00

OE-OWS247-P5Y		Each	382.50
OE-OWS247-EDUM		Each	5.10
OE-OWS247-EDUY		Each	61.20
OE-OWS247-EDU2Y		Each	122.40
OE-OWS247-EDU3Y		Each	183.60
OE-OWS247-EDU4Y		Each	244.80
OE-OWS247-EDU5Y		Each	306.00
OWS 24/7 Subscription Upgrade Licenses (Subscription software licenses must be renewed to maintain functionality)			
Part Number			
OE-OWS247L2S		Each	1.70
OE-OWS247S2P		Each	2.13
OWS Storage Expansion			
Part Number			
OE-OWS1Y50GB	OWS 50GB Cloud Storage Expansion (1yr)	Each	127.50
OWS RETAIL INTELLIGENCE - POINT OF SALE SUBSCRIPTION ADD-ON			
Per Terminal Subscription Licensing for OWS Retail Intelligence			
Part Number			
OE-OWSPOS-CM		Each	4.25

OE-OWSPOS-CY		Each	51.00
OE-MAX0802	8CH HD Analog Appliance, Linux, 2TB (No Lic)	Each	934.87
OE-MAX0804	8CH HD Analog Appliance, Linux, 4TB (No Lic)	Each	1033.05
OE-MAX0806	8CH HD Analog Appliance, Linux, 6TB (No Lic)	Each	1153.54
OE-MAX0808	8CH HD Analog Appliance, Linux, 8TB (No Lic)	Each	1278.49
OE-MAX0812	8CH HD Analog Appliance, Linux, 12TB (No Lic)	Each	1556.86
OE-MAX0816	8CH HD Analog Appliance, Linux, 16TB (No Lic)	Each	1828.86
OE-MAX1604	16CH HD Analog Appliance, Linux, 4TB (No Lic)	Each	1203.62
OE-MAX1606	16CH HD Analog Appliance, Linux, 6TB (No Lic)	Each	1324.10
OE-MAX1608	16CH HD Analog Appliance, Linux, 8TB (No Lic)	Each	1449.05
OE-MAX1612	16CH HD Analog Appliance, Linux, 12TB (No Lic)	Each	1727.43
OE-MAX1616	16CH HD Analog Appliance, Linux, 16TB (No Lic)	Each	1999.43
OE-MAX1624	16CH HD Analog Appliance, Linux, 24TB (No Lic)	Each	2513.68
MV NVR Appliance			
Part Number			
OE-MVX02		Each	642.60
OE-MVX04	NVR Appliance, Linux, 4TB (No Lic)	Each	741.20
OE-MVX06	NVR Appliance, Linux, 6TB (No Lic)	Each	880.60
OE-MVX08	NVR Appliance, Linux, 8TB (No Lic)	Each	986.85
OE-MVX12	NVR Appliance, Linux, 12TB (No Lic)	Each	1274.15
OE-MVX16	NVR Appliance, Linux, 16TB (No Lic)	Each	1529.15
OE-MVX24	NVR Appliance, Linux, 24TB (No Lic)	Each	2051.90
MD NVR Appliance with Built in POE Switch			
Part Number			
OE-MDX0802	8 Port PoE Appliance, Linux, 2TB (No Lic)	Each	1094.41
OE-MDX0804	8 Port PoE Appliance, Linux, 4TB (No Lic)	Each	1192.58
OE-MDX0806	8 Port PoE Appliance, Linux, 6TB (No Lic)	Each	1313.07
OE-MDX0808	8 Port PoE Appliance, Linux, 8TB (No Lic)	Each	1438.02
OE-MDX0812	8 Port PoE Appliance, Linux, 12TB (No Lic)	Each	1716.40

OE-MDX0816	8 Port PoE Appliance, Linux, 16TB (No Lic)	Each	1988.40
OE-MDX1604	16 Port PoE Appliance, Linux, 4TB (No Lic)	Each	1430.58
OE-MDX1606	16 Port PoE Appliance, Linux, 6TB (No Lic)	Each	1551.07
OE-MDX1608	16 Port PoE Appliance, Linux, 8TB (No Lic)	Each	1676.02
OE-MDX1612	16 Port PoE Appliance, Linux, 12TB (No Lic)	Each	1954.40
OE-MDX1616	16 Port PoE Appliance, Linux, 16TB (No Lic)	Each	2226.40
OE-MDX1624	16 Port PoE Appliance, Linux, 24TB (No Lic)	Each	2740.65
MT NVR Server			
Part Number			
OE-MTX04	Micro Server, Linux, 4TB (No Lic)	Each	1442.33
OE-MTX08	Micro Server, Linux, 8TB (No Lic)	Each	1687.77
OE-MTX12	Micro Server, Linux, 12TB (No Lic)	Each	1966.14
OE-MTX18	Micro Server, Linux, 18TB (No Lic)	Each	2350.77
OE-MTX24	Micro Server, Linux, 24TB (No Lic)	Each	2752.39
OE-MTX32	Micro Server, Linux, 32TB (No Lic)	Each	3262.39
OE-MTX48	Micro Server, Linux, 48TB (No Lic)	Each	4295.14
OE-MTX64	Micro Server, Linux, 64TB (No Lic)	Each	5327.89
MM 4-Bay NVR Server			
Part Number			
OE-MMX04	2U Rackmount Server, Linux, 04TB (No Lic)	Each	2419.01
OE-MMX08	2U Rackmount Server, Linux, 08TB (No Lic)	Each	2664.44
OE-MMX12	2U Rackmount Server, Linux, 12TB (No Lic)	Each	2942.82
OE-MMX18	2U Rackmount Server, Linux, 18TB (No Lic)	Each	3327.44
OE-MMX24	2U Rackmount Server, Linux, 24TB (No Lic)	Each	3729.07
OE-MMX32	2U Rackmount Server, Linux, 32TB (No Lic)	Each	4239.07
OE-MMX48	2U Rackmount Server, Linux, 48TB (No Lic)	Each	5271.82
OE-MMX64	2U Rackmount Server, Linux, 64TB (No Lic)	Each	6304.57
MM 4-Bay NVR Server with RAID5			
Part Number			



OE-MMX24R	2U Server, Windows, 24TB RAID 5 (16TB Usable)	Each	4892.68
OE-MMX36R	2U Server, Windows, 36TB RAID 5 (24TB Usable)	Each	5434.55
OE-MMX48R	2U Server, Windows, 48TB RAID 5 (36TB Usable)	Each	6327.05
MK 2U 8-Bay NVR Server			
Part Number			
OE-MKX32	2U Server, Windows, 32TB (No Lic)	Each	5308.92
OE-MKX48	2U Server, Windows, 48TB (No Lic)	Each	6341.67
OE-MKX64	2U Server, Windows, 64TB (No Lic)	Each	7374.42
OE-MKX80	2U Server, Windows, 80TB (No Lic)	Each	8407.17
OE-MKX96	2U Server, Windows, 96TB (No Lic)	Each	9439.92
OE-MKX128	2U Server, Windows, 128TB (No Lic)	Each	11505.42
MK 2U 8-Bay NVR Server with RAID5			
Part Number			
OE-MKX48R	2U Server, Windows, 48TB RAID5 (No Lic)	Each	7576.48
OE-MKX60R	2U Server, Windows, 60TB RAID 5 (48TB Usable)	Each	8468.98
OE-MKX72R	2U Server, Windows, 72TB RAID 5 (60TB Usable)	Each	9361.48
OE-MKX84R	2U Server, Windows, 84TB RAID 5 (72TB Usable)	Each	10253.98
OE-MKX96R	2U Server, Windows, 96TB RAID 5 (84TB Usable)	Each	11146.48
MH 3U 16-Bay NVR Server			
Part Number			
OE-MHX96	3U Server, Windows, 96TB (No Lic)	Each	11005.71
OE-MHX128	3U Server, Windows, 128TB (No Lic)	Each	13071.21
OE-MHX160	3U Server, Windows, 160TB (No Lic)	Each	15136.71
OE-MHX192	3U Server, Windows, 192TB (No Lic)	Each	17202.21
OE-MHX256	3U Server, Windows, 256TB (No Lic)	Each	21333.21
MH 3U 16-Bay NVR Server with RAID			
Part Number			

OE-MHX96R	3U Server, Windows, 96TB RAID 6 (72TB Usable)	Each	12725.72
OE-MHX120R	3U Server, Windows, 120TB RAID 6 (96TB Usable)	Each	14510.72
OE-MHX144R	3U Server, Windows, 144TB RAID 6 (120TB Usable)	Each	16295.72
OE-MHX168R	3U Server, Windows, 168TB RAID 6 (144TB Usable)	Each	18080.72
OE-MHX192R	3U Server, Windows, 192TB RAID 6 (168TB Usable)	Each	19865.72
RECORDING HARDWARE UPGRADES			
OS Upgrades			
Part Number			
OE-ZL2WUPG	Linux to Windows Upgr	Each	15% of MSRP
Hardware Upgrades			
Part Number			
OE-ZPERFUPRAM-8	8GB RAM Upgrade	Each	131.75
OE-ZIO4EXT		Each	169.15
MT Specific Hardware Upgrades			
Part Number			
OE-ZPRFUPG64-MT	MT 64 Channel Factory Performance Upgrade	Each	317.05
OE-ZPRFUPG96-MT	MT 96 Channel Factory Performance Upgrade	Each	648.55
MM Specific Hardware Upgrades			
Part Number			
OE-ZPRFUPG96-MM	MM 96 Channel Factory Performance Upgrade	Each	368.05
MK/MH Specific Hardware Upgrades			
Part Number			
OE-ZDRPSU820	MK/MH Dual-Redundant Power Supply	Each	760.75
OE-ZRAID5-MH	MH RAID 5 Conversion	Each	42.50
OE-ZIO4MH	Full Height I/O add-on card (4 contacts)	Each	59.50
OE-ZIO4MK		Each	59.50

Extended Warranties			
Part Number			
OE-ZWRNTY1Y	1 Year HW Warranty Extension	Each	#VALUE!
OE-ZWRNTY2Y	2 Year HW Warranty Extension	Each	#VALUE!
OE-ZADV2Y	2nd Year HW Adv Replacement Ext	Each	425.00
WORKSTATIONS			
Remote Workstations			
Part Number			
OE-RWS4M-CS	Remote Workstation, 4 Monitor, Tower	Each	2549.15
PROFESSIONAL SERVICES			
Factory Pre Configuration			
Part Number			
OE-FPC1	Factory Pre Config Per Cam (Technical Services)	Each	11.90
System Commissioning			
Part Number			
OE-Z1DNST	Onsite System Commissioning (Technical Services)	Each	1487.50
OE-Z1DRMT	Remote System Configuration (Technical Services)	Each	850.00
OE-C1011D4-S	Indr 4MP IP Mini Dome 2.8mm WDR IR	Each	220.15
OE-C1013D4-S		Each	220.15
OE-C3011D4-S	Indr 4MP IP Dome 2.7~13.5mm AF WDR IR	Each	322.15
Outdoor IP Cameras			
Part Number			
OE-C1012D2-S	In/Out 2MP IP Dome 2.8mm Fixed WDR IR	Each	160.65
OE-C1014D4-S	In/Out 4MP IP Dome 2.8mm Fixed WDR IR	Each	250.75

OE-C1016T2-S	In/Out 2MP IP Turret 2.8mm Fixed WDR IR	Each	169.15
OE-C2012B4-S	In/Out 4MP IP Bullet 2.7 ~13.5mm AF WDR IR	Each	381.65
OE-C2012B8-S	In/Out 8MP IP Bullet 2.8 ~12mm AF WDR IR	Each	509.15
OE-C3012T4-S	In/Out 4MP IP Turret 2.7~13.5mm AF WDR IR	Each	293.25
OE-C3012T4B-S		Each	293.25
OE-C3012T8-S	In/Out 8MP IP Turret 2.8~12mm AF WDR IR	Each	517.65
OE-C3212D4-S	In/Out 4MP IP VF Dome 2.7 ~13.5mm AF WDR IR	Each	407.15
OE-C3212D8-S	In/Out 8MP IP VF Dome 2.8 ~12mm AF WDR IR	Each	492.15
PTZ / Specialty IP Cameras			
Part Number			
OE-C8213	In/Out 3MP IP Dome 30x PTZ	Each	1950.75
OE-C9112F12	In/Out 12MP IP Fisheye WDR IR	Each	820.25
OE-C9912M20		Each	2804.15
IP CAMERA ACCESSORIES			
Switches			
Part Number			
OE-CASWPOE-8	8 Port PoE Switch	Each	389.30
OE-CASWPOE-24	24 Port PoE Switch	Each	538.90
Mounts / Parts			
Part Number			
OE-CA00JB-01	Square Junction Box	Each	39.10
OE-CA00PMK-01	Pole Mount Kit	Each	36.55
OE-CA00CMP-01	Ceiling-mounted Pole	Each	44.20
OE-CA00WM-01	Wall Mount for 1-1/2" Threaded Pendant Caps	Each	54.40
OE-CA00CM-01	Corner Mount	Each	51.85
OE-CA00PMK-02	Pole Mount Kit	Each	42.50
OE-CA00WA-01	Waterproof Adapter	Each	8.50
OE-CA10JB-01	10-Series Round Junction Box	Each	27.20
OE-CA10PC-01	10-Series Pendant Cap	Each	20.40

OE-CA10WM-01	10-Series Wall Mount	Each	28.05
OE-CA10AP-01	10-Series Adapter Plate	Each	17.00
OE-CA30JB-01B		Each	28.90
OE-CA30JB-01	30-Series Round Junction Box	Each	28.90
OE-CA30WM-01	30-Series Wall Mount	Each	28.05
OE-CA30WM-01B		Each	28.05
OE-CA30PC-01	30-Series Pendant Cap	Each	22.10
OE-CA30PC-01B		Each	22.10
OE-CA32JB-01	32-Series Round Junction Box	Each	36.55
OE-CA32WM-01	32-Series Wall Mount	Each	38.25
OE-CA32ICM-01	32-Series In-ceiling Mount	Each	46.75
OE-CA32TP-01	32-Series Transfer Plate	Each	21.25
OE-CA32PC-01	32-Series Pendant Cap	Each	23.80
OE-CA91AWM-01	91-Series Angled Wall Mount	Each	50.15
OE-CA91AP-01	91-Series Adapter Plate	Each	29.75
OE-CA91WMKT-01	91-Series Wall Mount Kit	Each	58.65
OE-CA91JBKT-01	91-Series Junction Box Kit	Each	56.95
OE-CA91PCKT-01	91-Series Pendant Cap Kit	Each	44.20
7410		Each	3.06
7510		Each	5.19
7610		Each	5.36
9420		Each	4.08
9520		Each	5.10
9651		Each	7.06
9691T	9691T Prox & Schlage Smart Keyfob (thin) 1Kbyte (minimum order is 50)	Each	9.52
9951		Each	8.59
AGS-H-R-2-60TB-SSD		Each	76138.75
AGS-L-R-1-12TB		Each	15780.25
AGS-M-R-2-24TB		Each	22095.75

AGS-RL-L-4TB		Each	5945.75
B-0113-PDT	PENDANT MOUNT (WORKS WITH B-57-V)	Each	96.07
B-0506-PM	POLE MOUNT (WORKS WITH B-38-V)	Each	80.74
B-0517-PM	POLE MOUNT (WORKS WITH B-58-V)	Each	80.74
B-0713-MD-JB	JUNCTION BOX (WORKS WITH B-27-V)	Each	31.90
B-0813-GBA	GANGBOX CONVERTER (WORKS WITH B-57-V)	Each	28.81
B-200-PTZ	2MP (1920 X 1080) PTZ CAMERA, 20X OPTICAL ZOOM 4.7MM 94MM,	Each	2154.94
B-31-DOME-GKT	GASKET FOR B-31-DOME	Each	5.10
B-31-GN	INDOOR / OUTDOOR GOOSENECK WITH BRACKET FOR THE B-200-PTZ	Each	215.87
B-31-MK	INDOOR / OUTDOOR MOUNT KIT FOR THE B-31 CAMERA	Each	77.55
B-31-ST	STRAIGHT TUBE PENDANT MOUNT FOR B-31 and B-210 CAMERAS, MAY	Each	125.61
B-5360	INDOOR/OUTDOOR 5MP, IP68 RATED, FIXED FOCAL 360 CAMERA, F1.19	Each	638.14
B-57-V-2	5MP (2616 X 1964) DOME CAMERA, ADAPTIVE IR, MOTORIZED LENS	Each	829.57
B-58-V	5MP (2616 X 1964) BULLETT CAMERA, ADAPTIVE IR, MOTORIZED LENS	Each	682.31
B-AD-WM	GANGBOX ADAPTER FOR B-31, B-210, AND B-51.	Each	44.56
BEZEL-SRL2-3		Each	45.18
B-MD-EP	B SERIES MINI DOME EXTENSION POLE TO BE USED IN CONJUNCTION	Each	58.56
B-MD-GB	GANG BOX ADAPTER TO MOUNT TO 4" OCTAGON BOXES	Each	46.28
B-MD-MK	B SERIES MINI DOME MOUNTING KIT; TO BE USED IN CONJUNCTION	Each	26.84
B-MD-ST	B SERIES MINI DOME STRAIGHT TUBE; TO BE USED IN CONJUNCTION	Each	88.11
B-MD-WM	MINI DOME WALL MOUNT FOR THE B-5360 AND OTHER B SERIES MINI	Each	44.03
B-OD-WM	B SERIES OUTDOOR DOME WALL MOUNT BRACKET, WORKS WITH B-31	Each	87.37
BY-HCA10A	Housings and Mounting Brackets	Each	149.60
CANISTER/4000	4TB HDD Canister for WJ-ND400, WJ-HD716, WJ-HD616, WJ-HDE400	Each	550.80
CANISTER/6000	6TB HDD Canister for HD7/616, ND/HDE400	Each	725.05
CANISTERNX300/T4	4TB HDD CANISTER FOR WJ-NX300	Each	301.75
CANISTERNX300/T6	6TB HDD CANISTER FOR WJ-NX300	Each	490.45
ED-IPSV-AD-TRAN-UL	FOR EDU RELATED PROJECT ONLY. MOBILE NVR ACTIVATION LICENSE FOR VI DEPOT SERVER. THIS LICENSE ENABLES EACH MOBILE NVR TO TRANSFER VIDEO / DATA OFF OF MOBILE NVR TO VI DEPOT SERVER	Each	169.15
EXT-10-ANT	APERIO HUB EXTERNAL ANTENNA (OMNIDIRECTIONAL)	Each	56.10

EXTENDEDWARRANTY MF		Each	0.85
FPO150/250-2C83D	FPO150/250-2C83D8PE8M1/P16-A(PSC) 16DR E	Each	3527.50
FPO150/250-2C83D-1	FPO150/250-2C83D8PE6M1/P16-A(PSC) 16DR E	Each	3116.95
FPO150/250-2C83D-2	FPO150/250-2C83D8PE8M2/P16-A(PSC) 16DR E	Each	3238.50
FPO150/250-2C83D-3	FPO150/250-2C83D8PE8M2/P16-A 150W POWER SUPPLY, 12A/12V OR	Each	3238.50
FPO150/250-2C83D-4		Each	1918.45
FPO150/250-3D8P2	FPO150/250-3D8P2M8NL4E8M1/P16-A(PSC) 16D	Each	4057.05
FPO150/250-3D8P2-1	FPO150/250-3D8P2M8NL4E6M1/P16-A(PSC) 16D	Each	3644.80
FPO150/250-3D8P2-2	FPO150/250-3D8P2M8NL4E8M2/P16-A(PSC) 16D	Each	3768.05
FPO150-B1002D8PM-1	FPO150-B1002D8PM8NL4E4M/T8-A(PSC) 8DR E4	Each	1796.05
FPO150-B1002D8PM-2	FPO150-B1002D8PM8NL4E6M/P8-A(PSC) 8DR E6	Each	2383.40
FPO150-B100C82D8-1	FPO150-B100C82D8PE4M/T8-A(PSC) 8DR E4M 1	Each	1365.95
FPO150-B100C82D8-2	FPO150-B100C82D8PE6M/P8-A(PSC) 8DR E6M 1	Each	1955.00
FPO150-B100C82D8-3	FPO150-B100C82D8PE6M/P8-A 150W POWER SUPPLY, 12A/12V OR 6A/24V 12V SECONDARY VOLTAGE POWER MODULE. ADJUSTABLE 5-18V OUTPUT @ 4A MAX. CLASS 2 POWER LIMITED & RELAY LOCK CONTROL	Each	1955.00
FPO150-B100C8D8-1		Each	1186.60
FPO150-B100D8PM8	FPO150-B100D8PM8NL4E4M STANDARD 8DR NET E4M ENCLOSURE	Each	1187.45
FPO150-B100D8PM8-1	FPO150-B100D8PM8NL4E6M - 150W POWER SUPPLY, 12A/12V OR 6A/24V 12V SECONDARY VOLTAGE POWER MODULE. ADJUSTABLE 5-18V OUTPUT @ 4A MAX. CLASS 2 POWER LIMITED & DC AUXILIARY OUTPUTS	Each	1597.15
FPO250/250-3C85D-1	FPO250/250-3C85D8PE12M/T24-A 250W POWER SUPPLY, 20A/12V OR	Each	6479.55
FPO75-B100C4D8PE	FPO75-B100C4D8PE2M/T4-A(PSC) 4DR E2M 75W	Each	849.15
FPO75-B100C4D8PE-3	FPO75-B100C4D8PE4M/T4-A 75W POWER SUPPLY, 6A/12V OR 3A/24V 12V SECONDARY VOLTAGE POWER MODULE. ADJUSTABLE 5-18V OUTPUT @ 4A MAX. CLASS 2 POWER LIMITED & RELAY LOCK CONTROL	Each	935.85
FPO75-B100C4D8PE-4		Each	647.70

FPO75-B100M8NL4E4M		Each	1376.15
FPRO-BS01-AP-1Y	FACE ALERT APP BASE SERVER LICENCE	Each	281.09
FPV104-D8PE2M1T12X	FPV104-D8PE2M1/T12X 12DR 10A/24V, 8 AUX OUTPUTS	Each	719.95
FPV4-E2M/4TX	FPV4-E2M/4TX 4DR 6A/12V OR 3A/24V	Each	487.90
GWE	GWE GATEWAY, SUPPORTS UP TO 10 NDE, LE, CONTROL DEVICES	Each	481.95
HDD-WDP-8TB		Each	254.15
HID-1326-LGSMV	GLOSS FINISHED PROX II CARDS WITH VERTICAL SLOT	Each	3.33
HID-1346-LNSMN	HID PROXKEY KEYCHAIN FOBS	Each	6.62
HID-1386-LGGMN	GLOSS FINISHED ISO PROX II CARDS WITH NO SLOT	Each	6.11
HID-2000-PGGMN	GLOSS FINISHED ICLASS PROX CARDS WITH NO SLOT	Each	5.26
HID-20KNKS-00	HID SIGNO 20K,BLK/SLVR,PIG,CRD PFL STD,MA	Each	566.77
HID-20NKS-00	HID MULTI CLASS SIGNO READER W/BLUETOOTH AND RED LED	Each	333.99
HID-40KNKS-00	HID MULTI CLASS SIGNO READER W/BLUETOOTH AND RED LED (SINGLE	Each	566.77
HID-40NKS-00	HID MULTI CLASS SIGNO READER W/BLUETOOTH AND RED LED (SINGLE	Each	344.11
HID-40TKS-00	HID SIGNO 40,BLK/SLVR,TERM,CRD PFL STD,MA	Each	344.11
HID-5006-PGGMN	COMPOSITE ICLASS SEOS CONTACTLESS SMART CARD 8K, PROG., F-	Each	4.96
HID-500-PGGMN	COMPOSITE ICLASS SEOS, CONTACTLESS SMART CARD. 8KB MEMORY,	Each	10.11
HID-5355-AGK	CHARCOAL GRAY PROXPRO HID 5355 125KHZ PROX/4 BIT KEYPAD	Each	605.66
HID-5355-AGN	CHARCOAL GRAY PROXPRO HID 5355 125KHZ PROX READER	Each	382.25
HID-5365-EGP	CHARCOAL GRAY MINIPROX HID 5365 MULLION 125KHZ PROX READER	Each	332.61
HID-5365-EKP	BLACK MINIPROX HID 5365 MULLION 125KHZ PROX READER	Each	332.61
HID-5395-CK100	BLACK WALL SWITCH HID THINLINE 5395 125KHZ WALL SWITCH PROX	Each	338.83
HID-6005-BGB	CHARCOAL GRAY MINI MULLION 125KHZ PROXPOINT PLUS READER	Each	171.32
HID-6005-BKB	BLACK MINI MULLION HID 125KHZ PROXPOINT PLUS READER	Each	171.32
HID-900-NTNN	BLACK MINI MULLION HID ICLASS SE R10 PROX ONLY READER	Each	175.76
HID-900-PTNN	BLACK MINI MULLION HID MULTICLASS SE RRP10 PROX ONLY READER	Each	219.06
HID-910-PTNN	BLACK MULLION HID MULTICLASS SE RP15 PROX ONLY READER	Each	355.13
HID-920-NTNN	BLACK WALL SWITCH HID ICLASS SE PROX READER	Each	311.83
HID-920-PMNN	BLACK WALL SWITCH HID MULTICLASS SE RP40 PROX ONLY and MOBILE	Each	442.75



HID-920-PTNN	BLACK WALL SWITCH HID MULTICLASS SE RP40 PROX ONLY	Each	355.13
HID-921-PMNN	BLACK WALL SWITCH HID MULTICLASS SE RPK40 PROX/4 BIT KEYPAD and	Each	701.28
HID-921-PTNN	BLACK WALL SWITCH HID MULTICLASS RPK40 PROX/4 BIT KEYPAD	Each	613.67
HID-UPG-A-900	R10/RP10 ICLASS/MULTICLASS BLUETOOTH OSDP UPGRADE	Each	90.25
HID-UPG-A-910	R10/RP10 ICLASS/MULTICLASS BLUETOOTH OSDP UPGRADE	Each	90.25
HID-UPG-A-920	R10/RP10 ICLASS/MULTICLASS BLUETOOTH OSDP UPGRADE	Each	90.25
HID-UPG-A-921	R10/RP10 ICLASS/MULTICLASS BLUETOOTH OSDP UPGRADE	Each	90.25
HM-BASE-OP	ON-PREMISES HEALTH MONITORPLUS BASE LICENSE. INSTALLED ON	Each	2125.00
HM-MSRV-OP-1Y	ON-PREMISES HEALTH MONITORPLUS INDIVIDUAL IP-SERVER LICENSE	Each	212.50
HM-MSRV-OP-5Y	ON-PREMISES VI HEALTH MONITORPLUS INDIVIDUAL IP-SERVER LICENSE	Each	850.00
HM-MSRV-OP-SUP	1YR SOFTWARE UPGRADE PROGRAM FOR HEALTH MINOTORPLUS.	Each	212.50
IPMC-API	MC API INTEGRATION INTO 3RD PARTY - 1X FEE	Each	2125.00
IPMC-CUP-UL	COMPETITIVE UPGRADE IPMC MONITOR CAST SOFTWARE FOR (1) DOOR	Each	67.96
IPMC-DBI	MC DATABASE INTEGRATION FEE - 1X FEE	Each	722.50
IPMC-IF	MC INTEGRATION FEE FROM 3RD PARTY - 1X FEE	Each	2125.00
IPMC-UL	MONITOR CAST LICENSE PER DOOR FEE FOR VI/MONITOR CAST VMS	Each	169.15
IPMC-UL-AD	ADD-ON MONITOR CAST LICENSE PER DOOR FEE FOR VI/MONITOR CAST	Each	67.15
IPSV-BRF-CAM	VI, BRIEFCAM INTEGRATION ACTIVATION LICENSE. ONE NEEDED PER IP	Each	403.75
IPSV-CUP-3Y		Each	67.99
IPSV-CUP-UL	VMS COMPETITIVE UPGRADE CAMERA LICENSE PER CAMERA INCLUDING	Each	67.96
IPSV-UL	VMS CAMERA LICENSE PER CAMERA INCLUDING UNLIMITED SUP FOR	Each	169.15
IPSVS-AD-JCS	PANASONIC JOYSTICK SUPPORT LICENSE; VI 7.4 OR LATER. INCLUDES	Each	169.15
IPSVS-AD-NVR	INTEGRATION LICENSE WITH PANASONIC NVR (WJ-ND400 SERIES, NV300	Each	595.00
IPSVS-AD-TRANS-UL	MOBILE NVR LICENSE FOR DATA OFFLOADING AND GPS PLAYBACK WITH	Each	1275.00
IPSVS-AD-VW	VI VIDEO WALLPLUS LICENSE FOR GENERAL USE. THIS LICENSE IS NEEDED	Each	1700.00
IPSVSE-CUP-3Y		Each	424.99
IPSVSE-CUP-UL	VMS COMPETITIVE UPGRADE ENTERPRISE SERVER LICENSE PER OS	Each	509.96
IPSVSE-HM		Each	2975.00
IPSVSE-UL	VMS ENTERPRISE SERVER LICENSE PER OS	Each	1275.00
IPSVS-THERMAL-UL	ADVANCED VI THERMAL PLUG-IN FOR VI MONITORPLUS AND MOBOTIX	Each	254.15
IPSVSX-UL	VMS EXPRESS SERVER LICENSE PER OS	Each	0.01

IPSV-THERMAL-UL-PN	ADVANCED VI THERMAL PLUG-IN FOR VI MONITORPLUS AND MOBOTIX M16 S16 CAMERAS. PLUG-IN ENABLES, EASY NAVIGATION, QUICK REGION BASED TEMP DETECTION, ON SCREEN TEXT OVERLAYS, IN-APP	Each	254.15
IPSV-VI-TV-PLS	PER SERVER ACTIVATION KEY FOR UNLIMITED VI TV+ CLIENTS ON SAID VI	Each	212.50
M16-R079-VI	MOBOTIX M16 CAMERA WITH 45 DEGREE FOV THERMAL LENS AND	Each	5311.53
M16-R090-VI	MOBOTIX M16 CAMERA WITH 35 DEGREE FOV THERMAL LENS AND	Each	5311.53
M16-R119-VI	MOBOTIX M16 CAMERA WITH 25 DEGREE FOV THERMAL LENS AND	Each	5311.53
M16-R237-VI	MOBOTIX M16 CAMERA WITH 17 DEGREE FOV THERMAL LENS AND	Each	5311.53
M-200-P	2MP PTZ H.265/H.264/, AC24V/DC24V/POE, MICRO SD CARD SLOT,	Each	1211.25
M-44-V-T	4MP TURRET VARIFOCAL 2.8-12MM LENS BUILT IN MIC WITH IR 120DB	Each	289.00
M-44-V-T-V2		Each	289.00
M-45-FW	4MP LOW PROFILE INDOOR DOME CAMERA BUILT IN MIC 2.8MM LENS	Each	255.00
M-45-FW-V2		Each	255.00
M-46-F	4MP MINI DOME INDOOR/OUTDOOR FIXED 4MM LENS WITH IR 120DB	Each	255.00
M-46-F-V2		Each	255.00
M-46-FW-V2		Each	255.00
M-46-V	4MP DOME 2688 1520:30FPS, H.265/H.264/MJPEG, WDR, IP67, IK10, 2.8-	Each	284.75
M-49-V	4MP BULLET 2688 1520:30FPS, H.265/H.264/MJPEG, WDR, IP67, 2.8-	Each	284.75
M-5360		Each	488.75
M-87-V	4K DOME INDOOR/OUTDOOR MOTORIZED VARIFOCAL 2.8MM-12MM	Each	463.25
M-89-F-L	8MP BULLET (3840 2160) H.265/H.264/MJPEG, 120DB WDR 4MM FIXED	Each	361.25
M-CM	PTZ DOME INDOOR PENDANT CEILING MOUNT FOR M-200-P	Each	12.96
MERCURY-LP1501	POE+ EDGE-CAPABLE INTELLIGENT CONTROLLER (2 RDRS, 2 INPUTS, 2	Each	727.01
MERCURY-LP1502	INTELLIGENT CONTROLLER (2 RDRS, 8 INPUTS, 4 OUTPUTS)	Each	1692.55
MERCURY-LP2500	SPECIAL ORDER INTELLIGENT CONTROLLER (NO ONBOARD IO)	Each	1723.80
MERCURY-LP4502	SPECIAL ORDER INTELLIGENT CONTROLLER W/ EXTENDED APPLICATIONS	Each	2193.14
MERCURY-MR16IN-S3	16 CHANNEL INPUT EXPANSION BOARD, REQUIRES (RS485) CONNECTION FOR COMMUNICATION	Each	790.60
MERCURY-MR16OUT-S3		Each	790.60
MERCURY-MR50-S3	MR-50; READER INTERFACE MODULE (1 RDR, 2 INPUTS, 2 OUTPUTS)	Each	369.61
MERCURY-MR52-S3B		Each	775.71

MERCURY-MR62E	READER INTERFACE MODULE W/ POE+ (2 RDRS, 6 INPUTS, 4 OUTPUTS)	Each	783.27
MERCURY-MRDT	DISPLAY TERMINAL	Each	450.66
MERCURY-MUX8	RS-232/485 TO 8 CHANNEL MUX	Each	652.70
M-FM	FLUSH MOUNT FOR M-87-V	Each	30.60
MIC-LR-1	LOUROE LE-770 MICROPHONE 20' OF 3.5 STEREO CABLE INCLUDED	Each	250.75
MID-SUB-T100		Each	3.40
M-JB	ROUND JUNCTION BOX FOR M-87-V	Each	20.40
M-JB-MINI	ROUND JUNCTION BOX FOR M-46-F, M-46-FW AND M-45-FW	Each	16.15
M-JB-MINI-B	ROUND JUNCTION BOX FOR M-49-V, M-89-F-L	Each	23.16
M-JB-T	ROUND JUNCTION BOX FOR M-44-V-T	Each	16.15
MOBOTIX-S16-BUNDLE	KIT: MX-S16B, MX-FLEX-OPT-CBL-3+ VI CAMERA LICENSE	Each	850.00
MOBOTIX-THERM-CMB1		Each	5100.00
MOBOTIX-THERM-CMB2		Each	6651.25
M-PARAPET	PTZ PARAPET MOUNT FOR M-200-P	Each	132.60
M-PENDANT	NPT 3/4 PENDANT NEEDS ROUND JUNCTION BOX M-JB, M-JB-MINI, M-JB-	Each	14.45
M-PENDANT-EX	PENDANT EXTENSION 7.75 INCH NEED M-PENDANT AND ROUND	Each	10.41
M-PM	POLE MOUNT / NEED WALL MOUNT FOR ASSOCIATED M-SERIES CAMERA	Each	20.40
M-PM-B	POLE MOUNT / NEED M-JB-MINI-B FOR M-49-V, M-89-F-L	Each	19.13
M-PTZ-CNR	PTZ DOME CORNER MOUNT FOR M-200-P	Each	25.29
M-PTZ-JB	12-INCH JUNCTION BOX FOR M-200-P	Each	147.05
M-PTZ-PENDANT		Each	29.75
M-PTZ-PENDANT-EX-L		Each	29.75
M-PTZ-PENDANT-EX-S		Each	17.00
M-PTZ-PM	POLE MOUNT ADAPTER FOR M-200-P	Each	27.63
M-PTZ-WM	PTZ DOME WALL MOUNT FOR M-200-P	Each	27.63
MR-12MP080SBV/1	8mm lens for WV-SBV111/131M 1-Pack	Each	21.25

MR-12MP080SBV/10	8mm lens for WV-SBV111/131M 10-Pack	Each	210.80
MR-8C-I3-1TB-W-V1		Each	4964.00
MR-8C-I3-2TB-W-V1		Each	5448.50
MR-8C-I3-4TB-W-V1		Each	6434.50
MR-BAT-8C		Each	918.00
MR-M12POE8PORT	8-Port EN50155 PoE Unmanaged Ethernet	Each	1549.55
MR-MRAANTIVIB	3-axis anti-Vibration/Shock kit	Each	198.90
MR-MRAANTIVIBWMP	3-axis anti-Vibration/Shock kit with mounting plate	Each	340.00
MR-MRSHROUD2	SHROUD FOR COMPACT DOME CAMERA, SFV110, SFV130, S3XXX SERIES.	Each	83.30
MR-SBVGASKET	Camera Gasket and Molded Ring	Each	42.50
MT11	MT11 Schlage Smart Multi-Technology Mullion 200-bit (13.56MHz &	Each	359.55
MT15	Enrollment Reader: Allegion MT15 Schlage Multi-Technology Single Gang	Each	359.55
MTK15	MTK15 Schlage Multi-Technology Single Gang w/Keypad 200-bit	Each	575.45
M-WM-JB	WALL MOUNT WITH JUNCTION BOX FOR M-87-V	Each	48.45
M-WM-JB-MINI	WALL MOUNT WITH JUNCTION BOX FOR M-46-F, M-46-FW AND M-45-	Each	45.05
M-WM-T	WALL MOUNT WITH JUNCTION BOX FOR M-44-V-T	Each	48.45
NVR-DTL-1-16TB-V4		Each	4802.50
NVR-DTL-1-36TB-V4		Each	5737.50
NVR-DTL-1-48TB-V4		Each	6205.00
NVR-DTL-1-64TB-V4		Each	6757.50
NVR-DTL-1-80TB-V4		Each	7883.75
NVR-R-1-12TB-V4		Each	5847.58
NVR-R-1-36TB-V4		Each	14621.73
NVR-R-1-48TB-V4		Each	15502.52
NVR-R-1-60TB-V4		Each	16383.32
NVR-R-2-112TB-V4		Each	33149.15
NVR-R-2-144TB-V4		Each	36121.57
NVR-R-2-176TB-V4		Each	67561.40
NVR-R-2-224TB-V4		Each	38824.60
NVR-R-2-256TB-V4		Each	79730.00

NVR-R-2-288TB-V4		Each	86292.00
NVR-R-2-336TB-V4		Each	52275.00
NVR-R-2-384TB-V4		Each	54612.50
NVR-R-2-500TB-V4		Each	63405.75
NVR-R-2-84TB-V4		Each	30514.15
NVR-R-2-96TB-V3A	SPECIAL ORDER UNIT- I-PRO SR2E, DUAL XEON SILVER 8 CORE, 16	Each	15937.50
NVR-RL-1-12TB-V4		Each	4585.75
NVR-RL-1-16TB-V4		Each	4823.75
NVR-RL-1-20TB-V4		Each	5312.50
NVR-RL-1-36TB-V4		Each	6710.75
NVR-RL-1-48TB-V4		Each	7288.75
NVR-RL-1-64TB-V4		Each	9345.75
NVR-RL-1-80TB-V4		Each	10157.50
NVR-RL-1-8TB-V4		Each	3663.50
NVR-RL-2-128TB-V4		Each	21207.50
NVR-RL-2-160TB-V4		Each	23336.75
NVR-RL-2-176TB-V4		Each	27582.50
NVR-RL-2-192TB-V4		Each	29176.25
NVR-RL-2-220TB-V4		Each	31955.75
NVR-RL-2-240TB-V4		Each	33060.75
NVR-RL-2-320TB-V4		Each	41645.75
NVR-RL-2-400TB-V4		Each	50145.75
NVR-RL-2-48TB-V4		Each	13982.50
NVR-RL-2-60TB-V4		Each	14875.00
NVR-RL-2-72TB-V4		Each	16107.50
NVR-RL-2-84TB-V4		Each	16532.50
NVR-RL-2-96TB-V4		Each	18275.00
NVR-SFL-1-16TB-V4		Each	2800.75
NVR-SFL-1-20TB-V4		Each	3102.50
NVR-SFL-1-4TB-V4		Each	2205.75
NVR-SFL-1-8TB-V4		Each	2375.75

ONSITETRAININGD	TECHNICAL TRAINING CLASS FEE ONSITE 2 DAYS-DEALERS ONLY	Each	2550.00
ONSITETRAININGEU	TECHNICAL TRAINING CLASS FEE ONSITE 1 DAY - END USERS ONLY	Each	1275.00
PACA4	Corner Mount Adaptor	Each	153.94
PACA4B	Corner Mount Adaptor for PWM20G series and WV-Q122A-Beige	Each	129.20
PACA4GR	Corner Mount Adaptor f/PWM20, PWM40, WV-Q122A-Pantone Gray	Each	125.80
PACA4W	CORNER MOUNT ADAPTOR WHITE	Each	88.06
PAPM4		Each	65.45
PAPM4B		Each	65.45
PAPM4GR	Pole Mount Adaptor f/PWM20, PWM40, WV-Q122A-Pantone Gray	Each	93.50
PAPM4W	POLE MOUNT ADAPTOR WHITE	Each	65.45
PCM485S	Corner Mount, Wall Mount, and Shroud kit f/Outdoor Vandal Cameras	Each	238.85
PLA22T3DN	1/3" CS-Mount 2.2mm, F=1.2, wide-angle lens	Each	93.50
PLAMP0550	1/3" Megapixel lens, 5-50mm, auto iris	Each	190.40
PLAMP0850A	1/2.7 8-50mm 3MP lens	Each	365.91
PLAMP0922	9-22MM MEGAPIXEL 1/3 INCH LENS	Each	121.55
PLAMP2206	1/3" Megapixel lens, 2.2mm	Each	134.30
PLAMP2808	2.8-8mm, Auto DC Iris F1.2, Megapixel Lens	Each	107.95
PLAMP2808A	1/2.7 2.8-8mm 3MP lens	Each	235.23
PLAMP2812	1/3" Megapixel lens, 2.8-12mm, auto iris	Each	129.20
PLM12MP019/1	1/3" Mega pixel lens, M12 mount, 1.95mm, QTY: 1	Each	15.30
PLM12MP028/1	1/3" Mega pixel lens, M12 mount, 2.8mm, QTY: 1	Each	23.80
PLM12MP060/1	1/3" Mega pixel lens, M12 mount, 6.0mm, QTY: 1	Each	16.15
PLM12MP060/10	1/3" Mega pixel lens, M12 mount, 6.0mm, 10 count	Each	135.15
PLM12MP120/1	1/3" Mega pixel lens, M12 mount, 12mm, QTY: 1	Each	19.55
PLM12MP120/10	1/3" Mega pixel lens, M12 mount, 12mm, 10 count	Each	172.55
PLZ15/33	1/3 CS-Mount 15-50mm, F=1.5, vari-focal lens	Each	155.55
PLZ5/10A	5.0 - 50.0MM 10.0X VARI-FOCAL LENGTH, AUTO IRIS LENS, DAY/NIGHT,	Each	168.89
PPM484S	Outdoor pole mount bracket for WV-CW and WV-SW series cameras,	Each	325.26
PPM485S	Pole Mount, Wall Mount, and Shroud Kit f/Outdoor Vandal Cameras	Each	205.70
PPRM35W	PARAPET MOUNT FOR OUTDOOR CAMERAS. 1-1/2" NPT ANSI MALE	Each	315.37
PRCM8	RECESSED CEILING MOUNT FOR MULTI-SENSOR CAMERA, WV-X85XX, WV-	Each	218.49

PROSERV-IS-CONSULT		Each	1700.00
PROSERV-IS-TRAVEL		Each	1530.00
PS485S	Shroud Only for Outdoor Vandal Dome Cameras	Each	38.25
PS485W	SHROUD FOR OUTDOOR VANDAL DOME CAMERA WHITE	Each	38.25
PS781	Shroud for WV-SFV781L, Beige	Each	69.70
PS781W	SHROUD BRACKET, WHITE COLOR COMPATIBLE PRODUCTS: WV-	Each	69.70
PUM9	PENDANT / WALL MOUNT FOR INDOOR BOX CAMERAS. COMPATIBLE	Each	17.38
PWD40PURZ	4TB HARD DRIVE	Each	350.63
PWD62PURZ	6TB HARD DRIVE	Each	557.81
PWM20GB	Goose neck wall mount bracket, beige	Each	139.04
PWM25GS	Gooseneck Wall Mount, Silver	Each	63.06
PWM25W	GOOSENECK WALL MOUNT FOR OUTDOOR CAMERAS. 1-1/2" NPT ANSI	Each	44.14
PWM40	Wall Mount for Outdoor Vandal Dome Cameras- Silver	Each	62.05
PWM40W	WALL MOUNT FOR OUTDOOR VANDAL DOME CAMERA WHITE	Each	43.44
PWM485S	Wall Mount and Shroud for Outdoor Vandal Dome Cameras- Silver	Each	100.30
PWM485W	PS485W AND PWM40W, WALL MOUNT AND SHROUD FOR OUTDOOR	Each	100.30
PWM71W		Each	91.56
PWM781	Gooseneck Wall Mount and Shroud for WV-SFV781L, Beige	Each	148.75
PWM850	WALL MOUNT AND SHROUD PACKAGE FOR X8570/S8530/SFV781	Each	148.75
PWM850W	WALL MOUNT AND SHROUD PACKAGE (PS781W+PWM40W), WHITE	Each	148.75
SERVICE-VIG	LABOR AND SERVICES	Each	0.01
ST-DEPCIC5IN200	Security Camera Installation Service - Install plenum Cat5e drop for	Each	242.89
ST-DEPCIINDS	Security Camera Installation - Indoor Camera - simple pendulum hang	Each	51.28
ST-DEPCILABOR	One hour of labor for security installation solutions.	Each	101.20
ST-DEPCIOUTD	Security Camera Installation - Outdoor Camera - difficult mount or height	Each	182.16
ST-DEPCISURVEY	Security Camera Installation Site Survey to determine camera placement	Each	202.41
ST-SECCJLABOR	"Partner Specific - C&J Security Services, Inc. - Labor rate to be applied to	Each	102.00
ST-SECLABOR	LABOR RATE TO BE APPLIED TO ALL TYPES OF DIAGNOSTIC, REPAIR,	Each	850.00
SUP-IP	VMS SOFTWARE UPGRADE PROGRAM - INCLUDES ALL IP SOFTWARE	Each	21.25
SUP-UL	VMS UNLIMITED SUP - SOFTWARE UPGRADE PROGRAM FOR ALL	Each	50.96

TA-131-PM		Each	70.99
TA-201-WM		Each	51.81
TA-60B-PB		Each	42.21
TA-SP-A1SC15-VI		Each	702.26
TECHNICALTRAINING	TECHNICAL TRAINING CLASS FEE 3 DAYS- DEALERS ONLY	Each	679.15
VAX-IPRO-LPR-EDG	EDGE LPR LICENSE FOR COMPATIBLE I-PRO AI-ENABLED IP CAMERA FOR	Each	947.75
WARRANTY-SRL1-XL		Each	1235.11
WARRANTY-SRL2-3		Each	1858.91
WELCAMEKITIS	DEMO CAMERA AND TRAINING BUNDLE	Each	850.00
WJGXE500	H.264 4 channel Encoder	Each	758.20
WJ-HXE400/36000T4	H.265 Network Video Recorder, 36TB (4TBx9)	Each	7303.29
WJ-HXE400/4000T4	H.265 Network Video Recorder, 4TB (4TBx1)	Each	4251.91
WJ-HXE400/54000T6	H.265 Network Video Recorder, 54TB (6TBx9)	Each	9347.84
WJ-HXE400/6000T6	H.265 Network Video Recorder, 6TB (6TBx1)	Each	4479.29
WJ-NU101K		Each	765.37
WJ-NU201K		Each	831.78
WJ-NU300K		Each	931.35
WJ-NU301K		Each	1098.97
WJ-NX200/12000T6	H.265 Network Video Recorder, 12TB (6TBx2)	Each	2578.43
WJ-NX200/4000T4	H.265 Network Video Recorder, 4TB (4TBx1)	Each	1694.40
WJ-NX200/6000T6	H.265 Network Video Recorder, 6TB (6TBx1)	Each	1929.96
WJ-NX200KP	9-16CH NVR H.265/H.264 W/ NO HDD	Each	1290.35
WJ-NX300/4000T4	H.265 NETWORK VIDEO RECORDER, 4TB (4TBX1)	Each	3165.06
WJ-NX300/6000T6	H.265 NETWORK VIDEO RECORDER, 6TB (6TBX1)	Each	3366.06
WJ-NX300KP	16-32CH NVR H.265/H.264 W/ NO HDD	Each	2701.93
WJ-NX400/36000T4	H.265 Network Video Recorder, 36TB (4TBx9)	Each	11416.95
WJ-NX400/4000T4	H.265 Network Video Recorder, 4TB (4TBx1)	Each	8362.85
WJ-NX400/54000T6	H.265 Network Video Recorder, 54TB (6TBx9)	Each	13461.51
WJ-NX400/6000T6	H.265 Network Video Recorder, 6TB (6TBx1)	Each	8590.23
WJ-NX400KP	64-128 CH NVR H.265/H.264 W/ NO HDD	Each	7820.99
WJ-NXE20W	EXTENSION LICENSE FOR NX200, 9CH TO 16CH	Each	468.35



WJ-NXE30W	EXTENSION LICENSE FOR NX300, 8CH LICENSE	Each	468.35
WJ-NXE40W	32 Channel Extension License for WJ-NX400	Each	3191.75
WJ-NXR30W	EXTENSION LICENSE FOR NX300, ENABLE RAID	Each	468.35
WJ-NXS01W	Secure Communications 1 channel license	Each	183.60
WJ-NXS04W	Secure Communications 4 channel license	Each	391.00
WJ-NXS16W	Secure Communications 16 channel license	Each	1080.35
WJ-NXS32W	Secure Communications 32 channel license	Each	1746.75
WJ-PC200	Coaxial-LAN Converter, Camera side, 1ch	Each	195.54
WJ-PR201	Coaxial-LAN Converter, Receiver side, 1ch	Each	220.10
WJ-PR204	Coaxial-LAN Converter, Receiver side, 4ch	Each	572.08
WJ-PU201		Each	156.49
WS-SFL-1-ITG-V4		Each	1695.75
WS-TL-1-MWS-V4		Each	2779.50
WS-TL-1-RTD-V4		Each	3825.00
WS-TL-1-VW-V4		Each	3038.75
WV-ASE202W	Security Camera Software Key	Each	681.70
WV-ASE203W	Security Camera Software Key	Each	681.70
WV-ASE205W	Visibility Enhancement Extension: Fog, Snow, Sand, Rain, Noise Reduction	Each	9455.40
WV-ASE902W	ASM970 Extension Software for 64 Monitor Screens	Each	1056.55
WV-ASM300UGW	Upgrade license for ASM300	Each	650.25
WV-ASM300W	i-Pro Video Management Software	Each	1301.35
WV-CF5SA	Smoke dome for SFN/SF33X/SF53X	Each	13.60
WV-CR1S	Smoke dome for SFR series	Each	48.45
WVCS5C	Clear dome cover for SC588	Each	106.25
WVCS5S	Smoke dome cover for SC588	Each	106.25
WV-CU980	ETHERNET SYSTEM CONTROLLER FOR ASM300/VIDEO INSIGHT	Each	2450.55
WVCW6SA	Smoke Dome for WV-SW155/WV-SW152	Each	12.75
WV-CW7CN	CLEAR DOME WITH CLEARSIGHT COATING FOR OUTDOOR VANDAL	Each	75.26
WV-CW7S	Smoke dome cover for CW504/SFV Series	Each	48.45
WV-CW7SN	Smoked dome with Clearsight coating for Outdoor Vandal Dome Camera	Each	91.80
WV-PM500		Each	104.32

WV-Q105A	Direct ceiling mount for CS584 dome camera	Each	70.21
WV-Q118B	Wall Mount Option for WVCS584	Each	229.50
WVQ119	Wall Mount Bracket for SC588	Each	180.20
WV-Q120A	Back mounting box for SW314/316/316L	Each	73.95
WV-Q121B	Ceiling Mount Bracket for ULTRA360 and PTZ Cameras	Each	247.35
WV-Q122A	Wall Mount Bracket for SW599	Each	333.20
WV-Q124	Mount Bracket	Each	113.90
WV-Q126A	Embedded ceiling mount bracket for the WV-SC386 and WV-CS584	Each	164.05
WV-Q158C	WALL MOUNT BRACKET FOR S6130, CLEAR	Each	234.60
WV-Q158S	WALL MOUNT BRACKET FOR S6130, SMOKED	Each	234.60
WV-Q159C	EMBEDDED CEILING MOUNT FOR S6130, CLEAR	Each	205.70
WV-Q159S	EMBEDDED CEILING MOUNT FOR S6130, SMOKED	Each	205.70
WV-Q160C	INDOOR DOME COVER FOR S6130, CLEAR	Each	120.70
WV-Q160S	INDOOR DOME COVER FOR S6130, SMOKED	Each	120.70
WV-Q161	INNER DOME COVER FOR S6130	Each	48.45
WV-Q169A	Embedded ceiling mount bracket, compatible with SFV Series	Each	267.75
WV-Q174B	Ceiling mount bracket for SFN/SFR/SF33X Series	Each	79.05
WV-Q202	Rackmount for WJ-NX200/300	Each	22.10
WVQ204/1S	Mounting bracket for GXD400 (1 unit)	Each	131.75
WVQ204/2S	Mounting bracket for GXE500 and GXD400 (2 units)	Each	113.05
WV-Q7118	Sun Shade for SFV6xx/SFV3xx	Each	83.30
WV-QAT100		Each	47.60
WV-QAT501-S	ATTACHMENT PIPE FOR CONNECTING IPRO OUTDOOR PTZ OR SHROUD	Each	70.58
WV-QAT501-W		Each	70.58
WV-QAT502-G	GANGBOX ADAPTER, COMPATIBLE WITH WV-	Each	42.96
WV-QAT502-W	GANGBOX ADAPTER, COMPATIBLE WITH WV-	Each	42.96
WV-QCA500A	RJ45 ETHERNET CABLE, INCLUDING WATERPROOF CONNECTOR AND THE	Each	30.68
WV-QCA500APK	RJ45 ETHERNET CABLE, INCLUDING WATERPROOF CONNECTOR AND THE	Each	245.48
WV-QCA501A	MULTI I/O CABLE FOR ALARM IN/OUT, 12V DC INPUT, AUDIO IN/OUT,	Each	42.97
WV-QCA501APK	MULTI I/O CABLE FOR ALARM IN/OUT, 12V DC INPUT, AUDIO IN/OUT,	Each	343.68
WV-QCD100C-W		Each	120.67

WV-QCD100G-W		Each	120.67
WV-QCL101-B	PENDANT MOUNT BRACKET /1 PART (BLACK), MADE-TO-ORDER MODEL	Each	111.38
WV-QCL101-W	PENDANT MOUNT BRACKET /1 PART (WHITE)	Each	77.97
WV-QCL102-B		Each	73.02
WV-QCL102-W		Each	73.02
WV-QCL500-S	PTZ CEILING MOUNT BRACKET (SILVER)	Each	156.49
WV-QCL500-W		Each	109.55
WV-QCL501-B		Each	242.65
WV-QCL501S-W		Each	484.17
WV-QCL501-W	CEILING MOUNT BRACKET (SAME SHAPE AS WV-Q121B) WHITE	Each	242.65
WV-QCN500-B		Each	93.52
WV-QCN500-W		Each	93.52
WV-QDC100C-W		Each	103.04
WV-QDC100G-W		Each	103.04
WV-QDC101C		Each	18.41
WV-QDC102C		Each	30.68
WV-QDC200C		Each	46.04
WV-QDC500C		Each	36.81
WV-QDC500S	SMOKE DOME COVER, COMPATIBLE WITH U SERIES FIXED DOME	Each	36.81
WV-QDC501C		Each	82.85
WV-QDC501G	SMOKE DOME COVER, COMPATIBLE WITH WV-S857X/S856X/S854X	Each	83.46
WV-QDC502C		Each	73.64
WV-QDC502G		Each	73.64
WV-QDC503C		Each	119.68
WV-QDC503CN		Each	214.80
WV-QDC503G		Each	121.57
WV-QDC504C		Each	46.04
WV-QDC505C		Each	15.34
WV-QDC506C		Each	61.37
WV-QDC507C		Each	61.37
WV-QED100C-W		Each	205.42

WV-QED100G-W		Each	205.42
WV-QEM100-B	EMBEDDED CEILING MOUNT BRACKET (SAME SHAPE AS WV-Q174B)	Each	77.37
WV-QEM100-W	EMBEDDED CEILING MOUNT BRACKET (SAME SHAPE AS WV-Q174B)	Each	54.15
WV-QEM101-W		Each	112.68
WV-QEM500-W	EMBEDDED CEILING MOUNT BRACKET (SAME SHAPE AS WV-Q169A)	Each	183.68
WV-QEM501-W		Each	54.15
WV-QEM502-W		Each	77.37
WV-QEM503-W		Each	92.06
WV-QEM504-W		Each	92.06
WV-QEM505-W		Each	107.39
WV-QEM506-B		Each	279.24
WV-QEM506-W		Each	279.24
WV-QJB500-B		Each	50.46
WV-QJB500-G	BACKBOX BRACKET FOR OUTDOOR BOX CAMERA (GRAY)	Each	72.08
WV-QJB500-W	BACKBOX BRACKET FOR OUTDOOR BOX CAMERA (WHITE)	Each	50.46
WV-QJB501-W	BASE MOUNT BRACKET FOR OUTDOOR DOME CAMERA (WHITE)	Each	54.55
WV-QJB502A-B		Each	55.23
WV-QJB502A-W		Each	55.23
WV-QJB502-G	CEILING SURFACE MOUNT BRACKET. BACKBOX FOR ANSI NPSM	Each	38.67
WV-QJB502-W	CEILING SURFACE MOUNT BRACKET. BACKBOX FOR ANSI NPSM	Each	55.23
WV-QJB503-W	CEILING SURFACE MOUNT BRACKET. BACKBOX FOR ANSI NPSM	Each	43.63
WV-QJB504-W		Each	77.94
WV-QJB505-W		Each	77.94
WV-QLR100-B		Each	104.32
WV-QLR100-W		Each	104.32
WV-QPL500-B		Each	210.14
WV-QPL500-W		Each	93.52
WV-QRM001		Each	55.23
WV-QRM101		Each	55.23
WV-QRM201		Each	30.68
WV-QSR100-B		Each	39.90

WV-QSR100-W		Each	39.90
WV-QSR500-W	SUN SHADE BRACKET (SAME SHAPE AS WV-Q7118) WHITE	Each	81.07
WV-QSR501-B	SHROUD BRACKET (SAME SHAPE AS WV-Q124) BLACK, MADE-TO-ORDER	Each	111.52
WV-QSR501F1-W		Each	68.73
WV-QSR501F-W		Each	98.19
WV-QSR501M1-W		Each	98.19
WV-QSR501M-W		Each	98.19
WV-QSR501S-W		Each	122.75
WV-QSR501-W	SHROUD BRACKET (SAME SHAPE AS WV-Q124) WHITE	Each	111.52
WV-QSR502A-W	SHROUD BRACKET, COMPATIBLE WITH WV-X85XX/S85XX AND WV-	Each	49.10
WV-QSR503F1-W	SHROUD BRACKET (ANSI Female Thread), COMPATIBLE WITH WV-	Each	42.96
WV-QSR503M1-W	SHROUD BRACKET (ANSI Male Thread), COMPATIBLE WITH WV-	Each	61.37
WV-QSR503-W	SHROUD BRACKET (4 holes), COMPATIBLE WITH WV-	Each	49.10
WV-QSR504-B		Each	61.37
WV-QSR504F1-W		Each	42.96
WV-QSR504F-W		Each	61.37
WV-QSR504M1-W		Each	61.37
WV-QSR504M-W		Each	61.37
WV-QSR504S-W		Each	107.39
WV-QSR504-W		Each	61.37
WV-QSR505-B		Each	42.97
WV-QSR505-W		Each	42.97
WV-QSR506F1-W		Each	61.37
WV-QSR506F-W		Each	61.37
WV-QSR506M1-W		Each	61.37
WV-QSR506M-W		Each	61.37
WV-QSR506S-W		Each	107.39
WV-QSR506-W		Each	61.37
WV-QSR507-B		Each	92.06
WV-QSR507F1-B		Each	92.06
WV-QSR507F1-W		Each	92.06

WV-QSR507F-B		Each	92.06
WV-QSR507F-W		Each	92.06
WV-QSR507M1-B		Each	92.06
WV-QSR507M1-W		Each	92.06
WV-QSR507M-B		Each	92.06
WV-QSR507M-W		Each	92.06
WV-QSR507-W		Each	92.06
WV-QSR508-B		Each	92.06
WV-QSR508F1-B		Each	92.06
WV-QSR508F1-W		Each	92.06
WV-QSR508F-B		Each	92.06
WV-QSR508F-W		Each	92.06
WV-QSR508M1-B		Each	92.06
WV-QSR508M1-W		Each	92.06
WV-QSR508M-B		Each	92.06
WV-QSR508M-W		Each	92.06
WV-QSR508-W		Each	92.06
WV-QWD100C-W		Each	234.77
WV-QWD100G-W		Each	234.77
WV-QWL100-W		Each	123.74
WV-QWL500-B	INTEGRATED WALL MOUNT BRACKET (BLACK), COMPATIBLE WITH WV-	Each	74.55
WV-QWL500-G	INTEGRATED WALL MOUNT BRACKET (Gray), compatible with WV-U2xxx,	Each	52.18
WV-QWL500-W	INTEGRATED WALL MOUNT BRACKET (White), compatible with WV-	Each	52.18
WV-QWL501-B	WALL MOUNT BRACKET (SAME SHAPE AS WV-Q122A) BLACK, MADE-TO-	Each	326.76
WV-QWL501S-W		Each	576.98
WV-QWL501-W	WALL MOUNT BRACKET (SAME SHAPE AS WV-Q122A) WHITE	Each	326.76
WV-QWL502-W		Each	144.22
WV-S1111	720P H.265 Indoor Box Style Camera	Each	763.98
WV-S1136	1080P INDOOR BOX CAMERA WITH AI ENGINE, H.265/H.264/MJPEG,	Each	617.89
WV-S1136A		Each	617.89
WV-S1536LA		Each	793.19

WV-S1536LA-B		Each	793.19
WV-S1536LN	1080P OUTDOOR VANDAL RESISTANT BOX CAMERA WITH AI ENGINE,	Each	793.19
WV-S1536LN-B	1080P OUTDOOR VANDAL RESISTANT BOX CAMERA WITH AI ENGINE,	Each	793.19
WV-S1536LNS		Each	1733.83
WV-S1536LTA		Each	875.01
WV-S1536LTN	1080P OUTDOOR VANDAL RESISTANT BOX CAMERA WITH AI ENGINE,	Each	875.01
WV-S15500-F3L		Each	691.08
WV-S15500-F6L		Each	691.08
WV-S15500-V3LK		Each	1881.52
WV-S15500-V3LN		Each	940.87
WV-S15500-V3LN1		Each	940.83
WV-S1552L	5MP OUTDOOR VANDAL RESISTANT BOX CAMERA, H.265/H.264/MJPEG,	Each	1040.83
WV-S15600-V2LN		Each	1097.66
WV-S15700-V2LK		Each	2195.13
WV-S15700-V2LN		Each	1254.48
WV-S2110	720P H.265 Indoor Dome Camera	Each	492.04
WV-S2111L	720P H.265 Indoor Dome Camera w/IR LED	Each	539.33
WV-S2136L	1080P INDOOR DOME CAMERA WITH AI ENGINE, H.265/H.264/MJPEG,	Each	570.51
WV-S2136LA		Each	570.51
WV-S2136LA-B		Each	570.51
WV-S2136L-B	1080P INDOOR DOME CAMERA WITH AI ENGINE, H.265/H.264/MJPEG,	Each	570.51
WV-S2136LG	1080P INDOOR DOME CAMERA WITH AI ENGINE, H.265/H.264/MJPEG,	Each	570.51
WV-S2136LGA		Each	570.51
WV-S2136LGA-B		Each	570.51
WV-S2136LG-B	1080P INDOOR DOME CAMERA WITH AI ENGINE, H.265/H.264/MJPEG,	Each	570.51
WV-S2236L	1080P INDOOR VANDAL DOME CAMERA WITH AI ENGINE,	Each	596.50
WV-S2236LA		Each	596.50
WV-S2236LA-B		Each	596.50
WV-S2236L-B	1080P INDOOR VANDAL DOME CAMERA WITH AI ENGINE,	Each	596.50
WV-S2236LG	1080P INDOOR VANDAL DOME CAMERA WITH AI ENGINE,	Each	596.50
WV-S2236LGA		Each	596.50

WV-S2236LGA-B		Each	596.50
WV-S2236LG-B	1080P INDOOR VANDAL DOME CAMERA WITH AI ENGINE,	Each	596.50
WV-S22500-F3L		Each	569.98
WV-S22500-F6L		Each	569.98
WV-S22500-V3L		Each	752.68
WV-S22500-V3L1		Each	752.66
WV-S22500-V3LG		Each	752.66
WV-S22600-V2L		Each	909.47
WV-S22600-V2LG		Each	909.47
WV-S22700-V2L		Each	1066.30
WV-S22700-V2L1		Each	1066.30
WV-S22700-V2LG		Each	1066.30
WV-S2272L	4K INDOOR VANDAL RESISTANT DOME CAMERA, H.265/H.264/MJPEG,	Each	1090.47
WV-S2536LGN	1080P OUTDOOR VANDAL RESISTANT DOME CAMERA WITH AI ENGINE,	Each	719.77
WV-S2536LGNA		Each	719.77
WV-S2536LN	1080P OUTDOOR VANDAL RESISTANT DOME CAMERA WITH AI ENGINE,	Each	719.77
WV-S2536LNA		Each	719.77
WV-S2536LTN	1080P OUTDOOR VANDAL RESISTANT DOME CAMERA WITH AI ENGINE,	Each	877.50
WV-S2536LTNA		Each	877.50
WV-S25500-F3L		Each	595.85
WV-S25500-F6L		Each	595.85
WV-S25500-V3LG		Each	878.13
WV-S25500-V3LN		Each	878.14
WV-S25500-V3LN1		Each	878.13
WV-S2552L	5MP OUTDOOR VANDAL RESISTANT DOME CAMERA,	Each	1040.83
WV-S25600-V2LG		Each	1034.90
WV-S25600-V2LN		Each	1034.90
WV-S25700-V2LG		Each	1191.72
WV-S25700-V2LN		Each	1191.76
WV-S25700-V2LN1		Each	1191.72
WV-S3111L	720P H.265 INDOOR DOME IR	Each	307.91



WV-S3131L	1080P H.265 INDOOR DOME IR	Each	360.83
WV-S32302-F2L		Each	392.69
WV-S32302-F2L1		Each	392.69
WV-S32302-F2LG		Each	392.69
WV-S3511L	720P H.265 OUTDOOR VANDAL DOME IR	Each	338.22
WV-S3512LM	720P H.265 OUTDOOR VANDAL DOME IR M12	Each	507.88
WV-S35302-F2L1		Each	454.39
WV-S35302-F2LG		Each	454.39
WV-S3531L	1080P H.265 OUTDOOR VANDAL DOME IR	Each	417.40
WV-S3532LM	1080P H.265 OUTDOOR VANDAL DOME IR M12	Each	621.00
WV-S4151	5MP SENSOR INDOOR 360 DOME CAMERA, H.265/H.264/MJPEG,	Each	617.99
WV-S4156	5MP SENSOR INDOOR 360 DOME CAMERA WITH AI ENGINE,	Each	536.31
WV-S4156A		Each	536.31
WV-S4176	12MP SENSOR INDOOR 360 DOME CAMERA WITH AI ENGINE,	Each	768.29
WV-S4176A		Each	768.29
WV-S4556L	5MP SENSOR OUTDOOR VANDAL RESISTANT 360 DOME CAMERA WITH	Each	741.70
WV-S4556LA		Each	741.70
WV-S4556LM	5MP SENSOR OUTDOOR VANDAL RESISTANT 360 DOME CAMERA WITH	Each	1008.91
WV-S4556LMA		Each	1008.91
WV-S4576L	12MP SENSOR OUTDOOR VANDAL RESISTANT 360 DOME CAMERA WITH	Each	847.08
WV-S4576LA		Each	847.08
WV-S4576LM	12MP SENSOR OUTDOOR VANDAL RESISTANT 360 DOME CAMERA WITH	Each	1699.47
WV-S4576LMA		Each	1699.47
WV-S6130	1080P H.265 Indoor PTZ Style Camera 21X	Each	1409.73
WV-S61300-ZY		Each	843.80
WV-S61300-ZYG		Each	843.80
WV-S61301-Z1		Each	1080.21
WV-S61301-Z2		Each	1383.09
WV-S61302-Z4		Each	2051.25
WV-S6131	1080P H.265 Indoor PTZ Style Camera	Each	2998.62
WV-S61501-Z1		Each	1392.12

WV-S65300-ZY		Each	1001.40
WV-S65300-ZYG		Each	1001.40
WV-S65301-Z1		Each	1237.80
WV-S65301-Z1-1		Each	1237.80
WV-S65301-Z1G		Each	1237.80
WV-S65301-Z1S		Each	2178.48
WV-S65302-Z2		Each	1470.92
WV-S65302-Z2-1		Each	1470.92
WV-S65302-Z2G		Each	1470.92
WV-S6530N	1080P H.265 Outdoor PTZ 21X Zoom	Each	2350.15
WV-S6532LN	FULLHD OUTDOOR VANDAL PTZ NETWORK CAMERA, H.265, WITH 22X	Each	2601.17
WV-S65340-Z2G		Each	2133.98
WV-S65340-Z2K		Each	2973.05
WV-S65340-Z2N		Each	2133.98
WV-S65340-Z2N1		Each	2133.98
WV-S65340-Z4G		Each	2463.21
WV-S65340-Z4K		Each	3286.59
WV-S65340-Z4N		Each	2463.21
WV-S65340-Z4N1		Each	2463.21
WV-S65501-Z1		Each	1713.88
WV-S65501-Z1G		Each	1713.88
WV-S66300-Z3		Each	2032.37
WV-S66300-Z3L		Each	2188.33
WV-S66300-Z4		Each	2188.33
WV-S66300-Z4L		Each	2345.26
WV-S66600-Z3		Each	2659.48
WV-S66600-Z3L		Each	2815.45
WV-S66700-Z3		Each	2894.24
WV-S66700-Z3L		Each	3051.84
WV-S71300A-F3		Each	570.51
WV-S71300-F3		Each	570.51

WV-S8531N	4XFHD(8MP) MULTI-SENSOR OUTDOOR VANDAL RESISTANCE CAMERA.	Each	2100.40
WV-S85402-V2L		Each	1182.67
WV-S85402-V2L1		Each	1182.67
WV-S8543	3X4MP(12MP) MULTI-SENSOR OUTDOOR VANDAL RESISTANCE CAMERA	Each	1682.41
WV-S8543G		Each	1682.41
WV-S8543L	3X4MP(12MP) MULTI-SENSOR OUTDOOR VANDAL RESISTANCE CAMERA	Each	1975.52
WV-S8543LG		Each	1975.52
WV-S8544	4X4MP(16MP) MULTI-SENSOR OUTDOOR VANDAL RESISTANCE CAMERA		1975.52
WV-S8544G			1975.52
WV-S8544L	4X4MP(16MP) MULTI-SENSOR OUTDOOR VANDAL RESISTANCE CAMERA		2268.62
WV-S8544LG			2268.62
WV-S8563L	3X6MP(19MP) MULTI-SENSOR OUTDOOR VANDAL RESISTANCE CAMERA		2268.62
WV-S8563LG			2268.62
WV-S8564L	4X6MP(25MP) MULTI-SENSOR OUTDOOR VANDAL RESISTANCE CAMERA		2561.73
WV-S8564LG			2561.73
WV-S85702-F3L			1787.72
WV-S85702-F3L1			1787.72
WV-S8573L	3X4K(25MP) MULTI-SENSOR OUTDOOR VANDAL RESISTANCE CAMERA		2561.73
WV-S8573LG			2561.73
WV-S8574L	4X4K(33MP) MULTI-SENSOR OUTDOOR VANDAL RESISTANCE CAMERA		2854.84
WV-S8574LG			2854.84
WV-SBV131M	1080p Rugged Mobile Network Camera		832.19
WV-SDA032G	SDHC MEMORY CARD FOR I-PRO DEVICES (32GB) MAKE-TO-ORDER		71.49
WV-SDA064G	SDXC MEMORY CARD FOR I-PRO DEVICES (64GB) MAKE-TO-ORDER		110.01
WV-SDA128G	SDXC MEMORY CARD FOR I-PRO DEVICES (128GB) MAKE-TO-ORDER		184.30
WV-SDA256G	SDXC MEMORY CARD FOR I-PRO DEVICES (256GB) MAKE-TO-ORDER		335.61
WV-SDA512G	SDXC MEMORY CARD FOR I-PRO DEVICES (512GB) MAKE-TO-ORDER		614.13
WV-SDB032G	MICROSDHC MEMORY CARD FOR I-PRO DEVICES (32GB) MAKE-TO-		64.13
WV-SDB064G	MICROSDXC MEMORY CARD FOR I-PRO DEVICES (64GB) MAKE-TO-ORDER		102.40
WV-SDB128G	MICROSDXC MEMORY CARD FOR I-PRO DEVICES (128GB) MAKE-TO-		176.62
WV-SDB256G	MICROSDXC MEMORY CARD FOR I-PRO DEVICES (256GB) MAKE-TO-		326.80

WV-SFV110M	720p Outdoor Vandal Dome NW Cam M-cable		403.82
WV-SFV110M/10-R211	WV-SFV110M X 10UNITS PACKAGE FOR THE NYCT (R211) PROJECT		1887.64
WV-SFV130M	1080p Outdoor Vandal Dome NW Cam M-cable		547.52
WV-SPV781L	Outdoor 4K Vandal Fixed Network Camera with IR LED		2758.51
WV-SUD638	30x Full HD Aero PTZ Network Camera		8509.28
WV-SUD6FRL1	Optional IR LED unit for WV-SUD638		1276.03
WV-SW115	HD 720p Vandal-Resistant Wall Mount Network Camera		682.13
WV-U1130	FULLHD INDOOR BOX NETWORK CAMERA, H.265,		316.11
WV-U11300-V2			418.94
WV-U1130A	1080P INDOOR BOX CAMERA, H.265/H.264/MJPEG, 3.2MM FIXED LENS,		235.22
WV-U1132	FullHD Indoor Box Network Camera, H.265, V/F lens		495.87
WV-U1132A	1080P INDOOR BOX CAMERA, H.265/H.264/MJPEG, 2.9-7.3MM 2.5X		392.02
WV-U1142	4MP Indoor Box Network Camera, H.265, V/F lens		779.50
WV-U1142A	4MP INDOOR BOX CAMERA, H.265/H.264/MJPEG, 2.9-7.3MM 2.5X		470.42
WV-U1532L	FullHD Outdoor Vandal Box Network Camera, H.265, V/F lens with IR-LED		585.74
WV-U1532LA	1080P OUTDOOR VANDAL RESISTANT BULLET CAMERA,		470.42
WV-U1542LA	4MP OUTDOOR VANDAL RESISTANT BULLET CAMERA,		548.84
WV-U21300-V2L			418.94
WV-U2130LA	1080P INDOOR DOME CAMERA, H.265/H.264/MJPEG, 3.2MM FIXED		235.22
WV-U2132LA			392.02
WV-U2140LA	4MP INDOOR DOME CAMERA, H.265/H.264/MJPEG, 3.2MM FIXED LENS,		313.62
WV-U2142LA	4MP INDOOR DOME CAMERA, H.265/H.264/MJPEG, 2.9-7.3MM 2.5X		470.42
WV-U2530LA	1080P OUTDOOR VANDAL RESISTANT DOME CAMERA,		313.62
WV-U2532LA	1080P OUTDOOR VANDAL RESISTANT DOME CAMERA,		470.42
WV-U2540LA	4MP OUTDOOR VANDAL RESISTANT DOME CAMERA,		392.02
WV-U2542LA	4MP OUTDOOR VANDAL RESISTANT DOME CAMERA,		548.84
WV-U61300-ZY			685.49
WV-U61300-ZYG			717.34
WV-U61301-Z1			929.38
WV-U61301-Z2			1153.50

WV-U65300-ZY			837.11
WV-U65300-ZYG			875.99
WV-U65301-Z1			1095.80
WV-U65301-Z1G			1095.80
WV-U65302-Z2			1301.78
WV-U65302-Z2G			1301.78
WV-U85402-V2L			1037.20
WV-U85402-V2L1			1037.20
WV-X1571LN	4K H.265 OUTDOOR FIXED BOX CAMERA WITH AI ENGINE W/IR,		1596.34
WV-X2251L	5MP H.265 INDOOR VANDAL DOME CAMERA WITH AI ENGINE W/IR		1090.36
WV-X2271L	4K H.265 INDOOR VANDAL DOME CAMERA WITH AI ENGINE W/IR		1293.68
WV-X2571LN	4K H.265 OUTDOOR VANDAL DOME CAMERA WITH AI ENGINE W/IR,		1553.93
WV-X35302-F2L			681.30
WV-X35302-F2LM			681.30
WV-X4170	9MP 360 INDOOR DOME H.265		901.31
WV-X4172	12MP SENSOR INDOOR 360 DOME CAMERA, H.265/H.264/MJPEG,		873.96
WV-X4173	12MP SENSOR INDOOR 360 DOME CAMERA, H.265/H.264/MJPEG,		1235.10
WV-X4573L	12MP SENSOR OUTDOOR VANDAL RESISTANT 360 DOME CAMERA,		1368.59
WV-X4573LM	12MP SENSOR OUTDOOR VANDAL RESISTANT 360 DOME CAMERA,		1622.21
WV-X6511N	720P H.265 Outdoor PTZ 40X Zoom		3291.48
WV-X6531N	1080P H.265 Outdoor PTZ 40X Zoom		3644.37
WV-X6531NS			6257.97
WV-X6533LN	FULLHD OUTDOOR VANDAL PTZ NETWORK CAMERA, H.265, WITH 40X		3801.71
WV-X6533LNS			7228.20
WV-X65F1-W			767.50
WV-X66300-Z3LS			3720.31
WV-X66300-Z3S			3455.00
WV-X66300-Z4LS			3986.91
WV-X66300-Z4S			3720.31
WV-X66600-Z3LS			4786.40
WV-X66600-Z3S			4521.11

WV-X66700-Z3LS			5188.27
WV-X66700-Z3S			4920.37
WV-X86530-Z2			3684.84
WV-X86530-Z2-1			3684.84
WV-X86531-Z2			3919.95
WV-X86531-Z2-1			3919.95
004340		per 1,000	195.08
0023230		per 1,000	218.03
0043430		per 1,000	195.08
	43460	22-04 OAS STR CMP Grn Jkt	per 1,000 195.08
416310WBT	22-04 OAS STR CMR BIK + WBT	per 1,000	214.20

416400WBT	22-06 OAS STR CMR WBT Gry Jkt	per 1,000	288.15
441220	12-02 OAS STR CL3P Wht Jkt	per 1,000	652.80
444351-30	22-06 OAS STR CMP Ylw Jkt	per 1,000	263.93
444381	22-04 UNS STR CMP Red Stp	per 1,000	168.30
445600	24-4P UNS SOL CMP C3 Wht Jkt	per 1,000	216.75
446100	4 Elem Comp Cable CMP Wht Jkt	per 1,000	1068.45
555610	24-4P UNS SOL CMP C5E Wht Jkt	per 1,000	251.18
555619	24-4P UNS SOL CMP C5E Blu Jkt	per 1,000	251.18
556600	23-4P UNS SOL CMP C6 Wht Jkt	per 1,000	350.63
4461111WBT	4 Elem Comp Cable CMR Blk Jkt	per 1,000	1013.63

665610-110DB	24-4P UNS SOL PE C5E Blk DB	per 1,000	261.38
712110VNQ	14-02 OAS STR DB TC Quad	per 1,000	599.25
713110VNQ	16-02 OAS STR DB TC Quad	per 1,000	456.45
714310VNQ	18-04 OAS STR DB TC Quad	per 1,000	544.43
761260	12-02 UNS SOL FPLP Red Jkt	per 1,000	516.38
761347	16-04 OAS SOL FPLP Gry Stp	per 1,000	465.38
761360	16-02 UNS SOL FPLP Red Jkt	per 1,000	239.70
761380	16-04 UNS SOL FPLP Red Jkt	per 1,000	430.95
767920	14-02 OAS SOL FPLP Red Jkt	per 1,000	381.23
767963	14-02 UNS SOL FPLP Ylw Stp	per 1,000	348.08



775600-110DB	23-4P UNS SOL C6 Blk DB	per 1,000	346.80
4461030	4 Elem Comp Cable CMP Ylw Jkt	per 1,000	1068.45
5556110	24-4P UNS SOL CMP C5E Red Jkt	per 1,000	251.18
5556130	24-4P UNS SOL CMP C5E Ylw Jkt	per 1,000	251.18
5556180	24-4P UNS SOL CMP C5E Gry Jkt	per 1,000	251.18
7613290	16-02 OAS SOL FPLP Wht Jkt	per 1,000	274.13
7613690	16-02 UNS SOL FPLP Wht Jkt	per 1,000	239.70
7679690	14-02 UNS SOL FPLP Wht Jkt	per 1,000	348.08
TNB-9000	43.3mm full-frame CMOS Image Sensor, Max.15fps@8K, 20fps@24MP,	Each	10200.00
PNM-9322VQP	Network vandal outdoor camera that combines Multi-sensor Multi-	Each	5270.00

PNM-9084QZ1	Wisenet P series network vandal outdoor Multi-sensor Multi-Directional	Each	1870.00
PNM-9084RQZ1	Wisenet P series network vandal outdoor Multi-sensor Multi-Directional	Each	2448.00
PNM-9084RQZ	2MP x 4ch multi-directional camera, Motorized PTRZ support, Max.	Each	2448.00
PNM-9085RQZ1	Wisenet P series network vandal outdoor Multi-sensor Multi-Directional	Each	3230.00
PNM-9085RQZ	5MP x 4ch multi-directional camera, Motorized PTRZ support, Max.	Each	3230.00
PNM-9000QB	WN7 multi head camera, 4 x 2MP @ 30fps, triple codec	Each	561.00
PNM-9002VQ	Network vandal outdoor Multi-sensor Multi-Directional dome camera,	Each	1445.00
PNM-C12083RVD	Network vandal outdoor 2CH AI IR dome camera, (6MP X 2 sensors)	Each	1742.50
PNM-12082RVD	Network vandal outdoor 2CH IR dome camera, (6MP X 2 sensors) 12MP	Each	1445.00
PNM-9000VD	Network vandal outdoor Multi-sensor Multi-Directional dome camera,	Each	935.00
PNM-8082VT	Powered by WN7, 2MP x 3CH @ 30FPS, multi directional camera, 3~6mm	Each	1445.00
PNM-9031RV	Network vandal outdoor Multi-sensor dome camera, panoramic view	Each	2295.00
PNM-C9022RV		Each	1742.50
PNM-9022V	WN7 Panoramic Multi-sensor camera, 180° view, (2MP X 4 sensors)	Each	1530.00
PND-A9081RF	4K Network AI IR Dome Camera, Max. 4K resolution, 0.05Lux@F1.6	Each	1657.50
PND-A9081RVX		Each	1453.50
PND-A9081RV	4K Network AI IR Dome Camera, Max. 4K resolution, 0.05Lux@F1.6	Each	1657.50
PNV-A9081RX		Each	1453.50
PNV-A9081R	4K Network AI IR Vandal Dome Camera, Max. 4K resolution,	Each	1827.50
PNO-A9081R	4K Network AI IR Bullet Camera, Max. 4K resolution, 0.05Lux@F1.6	Each	1742.50
PNB-A9001	4K AI Network Box Camera, Max. 4K resolution, 0.03Lux@F1.2(Color),	Each	1275.00
XNP-C9303RW		Each	4335.00
XNP-9300RW	Powered by WN7, 4K @ 30FPS resolution, 5mm~150mm (30x) lens, build	Each	4165.00
XNP-C9253R		Each	4037.50
XNP-9250R	Powered by WN7, 4K @ 30FPS resolution, 5mm~125mm (25x) lens,	Each	3867.50
XNP-C9253		Each	3825.00
XNP-9250	Powered by WN7, 4K @ 30FPS resolution, 5mm~125mm (25x) lens,	Each	3655.00
XNO-C9083R	Powered by WN7, Outdoor Network AI IR Bullet Camera, 4K resolution @	Each	1530.00
XNO-9083R	Powered by WN7, X-Plus series, Outdoor Network AI IR Bullet Camera,	Each	1657.50
XNO-9082R	Wisenet 7 X series network IR bullet camera, 4K (8MP Max) @ 30fps,	Each	1487.50
XND-C9083RV	Powered by WN7, Indoor Network AI IR Dome Camera, 4K resolution @	Each	1360.00

XNV-C9083R	Powered by WN7, Outdoor Network AI IR Vandal Dome Camera, 4K	Each	1530.00
XNV-9082R	Wisenet 7 X-plus series network IR vandal outdoor camera, 4K (8MP	Each	1487.50
XND-9083RV	Powered by WN7, X-Plus series, Indoor Network AI IR Dome Camera, 4K	Each	1487.50
XNV-9083RZ		Each	1742.50
XNV-9083R	Powered by WN7, X-Plus series, Outdoor Network AI IR Vandal Dome	Each	1657.50
XND-9082RF	Wisenet 7 X-plus series network IR flush mount camera (plenum), 4K	Each	1275.00
XND-9082RV	Wisenet 7 X-plus series network IR vandal indoor camera, 4K (8MP Max)	Each	1275.00
XNB-9003	Powered by WN7, X-Plus series, Box Camera, 8MP resolution @ 30FPS,	Each	977.50
XNB-9002	Wisenet 7 X series network box camera, 4K (8MP Max) @ 30fps, triple	Each	850.00
XNF-9010RS	Stainless steel Fisheye, powered by WN7, 1/2.3" 12MP CMOS, Max	Each	1827.50
XNF-9013RV		Each	1173.00
XNF-9010RV	Powered by WN7, 1/2.3" 12MP CMOS, Max resolution 3008x3008 @	Each	1020.00
XNF-9010RVM	Powered by WN7, 1/2.3" 12MP CMOS, Max resolution 3008x3008 @	Each	1071.00
QNV-C9083R		Each	790.50
QNO-C9083R		Each	790.50
QNV-C9011R		Each	551.65
QNF-9010	Wisenet Q series network Indoor fisheye dome camera, 12MP CMOS	Each	807.50
XNP-C8303RW		Each	4037.50
XNP-8300RW	Powered by WN7, 6MP @ 30FPS resolution, 5mm~150mm (30x) lens,	Each	3867.50
XNP-C8253R		Each	3782.50
XNP-8250R	Powered by WN7, 6MP @ 30FPS resolution, 5mm~125mm (25x)	Each	3612.50
XNP-C8253		Each	3570.00
XNP-8250	Powered by WN7, 6MP @ 30FPS resolution, 5mm~125mm (25x)	Each	3400.00
XNO-C8083R	Powered by WN7, Outdoor Network AI IR Bullet Camera, 6MP resolution	Each	1317.50
XNO-8083R	Powered by WN7, X-Plus series, Outdoor Network AI IR Bullet Camera,	Each	1487.50
XNO-8082R	Wisenet 7 X series network IR bullet camera, 6MP @ 30fps, motorized	Each	1317.50
XNV-C8083R	Powered by WN7, Outdoor Network AI IR Vandal Dome Camera, 6MP	Each	1317.50
XNV-8093R	Powered by WN7, X-Plus series, Outdoor Network AI IR Vandal Dome	Each	1700.00
XNV-8083RZ		Each	1572.50
XNV-8083RX		Each	1283.50
XNV-8083R	Powered by WN7, X-Plus series, Outdoor Network AI IR Vandal Dome	Each	1487.50

XNV-8082R	Wisenet 7 X-plus series network IR vandal outdoor camera, 6MP @ 30fps,	Each	1317.50
XND-C8083RV	Powered by WN7, Indoor Network AI IR Dome Camera, 6MP resolution	Each	1147.50
XND-8093RV	Powered by WN7, X-Plus series, Indoor Network AI IR Dome Camera,	Each	1530.00
XND-8083RVX		Each	1283.50
XND-8083RV	Powered by WN7, X-Plus series, Indoor Network AI IR Dome Camera,	Each	1317.50
XND-8082RF	Wisenet 7 X-plus series network IR flush mount camera (plenum), 6MP @	Each	1147.50
XND-8082RV	Wisenet 7 X-plus series network IR vandal indoor camera, 6MP @ 30fps,	Each	1147.50
XNB-8003	Powered by WN7, X-Plus series, Box Camera, 6MP resolution @ 30FPS,	Each	892.50
XNB-8002	Wisenet 7 X series network box camera, 6MP @ 30fps, triple codec	Each	807.50
XND-8081REV	Wisenet X powered by Wisenet 5 network IR indoor dome camera with	Each	1360.00
XNV-8081RE	Wisenet X powered by Wisenet 5 network IR outdoor vandal dome	Each	1572.50
XNV-8081R	Wisenet X series Plus powered by Wisenet 5 IR network outdoor vandal	Each	1530.00
XND-8081RF	Wisenet X series Plus powered by Wisenet 5 IR network indoor flush	Each	1317.50
XND-8081RV	Wisenet X series Plus powered by Wisenet 5 IR network indoor vandal	Each	1317.50
XNV-8081Z	Wisenet X series Plus powered by Wisenet 5 network outdoor vandal	Each	1572.50
XND-8081VZ	Wisenet X series Plus powered by Wisenet 5 network indoor vandal	Each	1360.00
XND-8081FZ	Wisenet X series Plus powered by Wisenet 5 network indoor flush mount	Each	1360.00
XNF-8010R	Wisenet X powered by Wisenet 5 network indoor fisheye, 6MP CMOS	Each	807.50
XNF-8010RW	Wisenet X powered by Wisenet 5 network indoor fisheye (white color),	Each	807.50
XNF-8010RV	Wisenet X powered by Wisenet 5 network outdoor vandal fisheye, 6MP	Each	892.50
XNF-8010RVM	Wisenet X powered by Wisenet 5 network mobile vandal fisheye, 6MP	Each	977.50
XNV-8080RSA	Wisenet X powered by Wisenet 5 network IR stainless steel dome	Each	1870.00
XNV-8080R	Wisenet X powered by Wisenet 5 network IR outdoor vandal dome	Each	1317.50
XNV-8020R	Wisenet X powered by Wisenet 5 network IR outdoor vandal dome	Each	765.00
XNV-8030R	Wisenet X powered by Wisenet 5 network IR outdoor vandal dome	Each	765.00
XNV-8040R	Wisenet X powered by Wisenet 5 network IR outdoor vandal dome	Each	765.00
XNO-8080R	Wisenet X powered by Wisenet 5 network IR outdoor bullet camera, 5MP	Each	1317.50
XNO-8020R	Wisenet X powered by Wisenet 5 network outdoor vandal bullet camera,	Each	765.00
XNO-8030R	Wisenet X powered by Wisenet 5 network outdoor vandal bullet camera,	Each	765.00
XNO-8040R	Wisenet X powered by Wisenet 5 network outdoor vandal bullet camera,	Each	765.00
XND-8080RV	Wisenet X powered by Wisenet 5 network IR indoor vandal dome	Each	1147.50

XND-8020R	Wisenet X powered by Wisenet 5 network IR indoor vandal dome	Each	658.75
XND-8030R	Wisenet X powered by Wisenet 5 network IR indoor vandal dome	Each	658.75
XND-8040R	Wisenet X powered by Wisenet 5 network IR indoor vandal dome	Each	658.75
XND-8020F	Wisenet X powered by Wisenet 5 network flush mount dome camera,	Each	510.00
XNB-8000	Wisenet X powered by Wisenet 5 network box camera, 5MP @30fps,	Each	807.50
QNO-8010R	Wisenet Q network outdoor vandal bullet camera, 5MP @ 30fps, 2.8mm	Each	399.50
QNO-8020R	Wisenet Q network outdoor vandal bullet camera, 5MP @ 30fps, 4.0mm	Each	399.50
QNO-C8083R		Each	671.50
QNO-8080R	Wisenet Q network outdoor vandal bullet camera, 5MP @ 30fps,	Each	578.00
QNV-C8011R		Each	466.65
QNV-C8012		Each	466.65
QNV-8010R	Wisenet Q network outdoor vandal dome camera, 5MP @ 30fps, 2.8mm	Each	399.50
QNV-8020R	Wisenet Q network outdoor vandal dome camera, 5MP @ 30fps, 4.0mm	Each	399.50
QNV-C8083R		Each	671.50
QNV-8080R	Wisenet Q network outdoor vandal dome camera, 5MP @ 30fps,	Each	578.00
QND-8010R	Wisenet Q network indoor dome camera, 5MP @ 30fps, 2.8mm fixed	Each	314.50
QND-8020R	Wisenet Q network indoor dome camera, 5MP @ 30fps, 4.0mm fixed	Each	314.50
QND-8080R	Wisenet Q network indoor dome camera, 5MP @ 30fps, motorized vari-	Each	522.75
QND-8011	Wisenet Q mini network indoor dome camera, 5MP @ 30fps, 2.8mm	Each	314.50
QND-8021	Wisenet Q mini network indoor dome camera, 5MP @ 30fps, 4.0mm	Each	314.50
QNE-8011R	Wisenet Q mini network outdoor flateye camera, 5MP @ 30fps, 2.8mm	Each	399.50
QNF-8010	Wisenet Q series network Indoor fisheye dome camera, 6MP CMOS	Each	573.75
TNV-8011C	Compact corner mount camera, 5MP @ 30fps, triple codec, WDR 120dB,	Each	722.50
PNM-C7083RVD	Network vandal outdoor 2CH AI IR dome camera, (2MP X 2 sensors) 4MP	Each	1487.50
PNM-7082RVD	Network vandal outdoor 2CH IR dome camera, (2MP X 2 sensors) 4MP @	Each	1190.00
PNM-7002VD	Network vandal outdoor Multi-sensor Multi-Directional dome camera,	Each	935.00
ANO-L7012R	Wisenet A Series network outdoor IR Bullet PoE Camera, 4MP @ 30 FPS,	Each	187.00
ANO-L7022R	Wisenet A Series network outdoor IR Bullet PoE Camera, 4MP @ 30 FPS,	Each	187.00
ANO-L7082R	Wisenet A Series network outdoor IR Bullet PoE Camera, 4MP @ 30 FPS,	Each	255.00
ANV-L7012R	Wisenet A Series network vandal resistant IR Dome PoE Camera, 4MP @	Each	187.00
ANV-L7082R	Wisenet A Series network vandal resistant IR Dome PoE Camera,, 4MP @	Each	255.00

ANE-L7012R	Wisenet A Series Network IR Turret Flateye PoE Camera, 4MP @ 30 FPS,	Each	229.50
QND-7012R	Wisenet Q network indoor dome camera, 4MP @30fps, 2.8mm fixed	Each	288.15
QND-7022R	Wisenet Q network indoor dome camera, 4MP @30fps, 4mm fixed focal	Each	288.15
QND-7032R	Wisenet Q network indoor dome camera, 4MP @30fps, 6mm fixed focal	Each	288.15
QND-7082R	Wisenet Q network indoor dome camera, 4MP @30fps, motorized vari-	Each	475.15
QNV-7012R	Wisenet Q network outdoor vandal dome camera, 4MP @30fps, 2.8mm	Each	364.65
QNV-7022R	Wisenet Q network outdoor vandal dome camera, 4MP @30fps, 4mm	Each	364.65
QNV-7032R	Wisenet Q network outdoor vandal dome camera, 4MP @30fps, 6mm	Each	364.65
QNV-7082R	Wisenet Q network outdoor vandal dome camera, 4MP @30fps,	Each	526.15
QNO-7012R	Wisenet Q network outdoor vandal bullet camera, 4MP @30fps, 2.8mm	Each	364.65
QNO-7022R	Wisenet Q network outdoor vandal bullet camera, 4MP @30fps, 4mm	Each	364.65
QNO-7032R	Wisenet Q network outdoor vandal bullet camera, 4MP @30fps, 6mm	Each	364.65
QNO-7082R	Wisenet Q network outdoor vandal bullet camera, 4MP @30fps,	Each	526.15
XND-C7083RV	Powered by WN7, Indoor Network AI IR Dome Camera, 4MP resolution	Each	1105.00
XNO-C7083R	Powered by WN7, Outdoor Network AI IR Bullet Camera, 4MP resolution	Each	1190.00
XNV-C7083R	Powered by WN7, Outdoor Network AI IR Vandal Dome Camera, 4MP	Each	1190.00
TNV-C7013RC		Each	1275.00
TNV-7011RC	Wisenet T powered by Wisenet 5 network outdoor IR corner mount	Each	1275.00
PND-A6081RF	2MP Network AI IR Dome Camera, Max. 2MP resolution, Up to 120fps,	Each	1249.50
PND-A6081RV	2MP Network AI IR Dome Camera, Max. 2MP resolution, Up to 120fps,	Each	1249.50
PNV-A6081R-E2T		Each	2635.00
PNV-A6081R-E1T		Each	2337.50
PNV-A6081R	2MP Network AI IR Vandal Dome Camera, Max. 2MP resolution, Up to	Each	1419.50
PNO-A6081R	2MP Network AI IR Bullet Camera, Max. 2MP resolution, Up to 120fps,	Each	1334.50
PNB-A6001	2MP Network AI Box Camera, Max. 2MP resolution, Up to 120fps,	Each	952.00
XND-C6083RV	Powered by WN7, Indoor Network AI IR Dome Camera, 2MP resolution	Each	892.50
XNV-C6083R	Powered by WN7, Outdoor Network AI IR Vandal Dome Camera, 2MP	Each	1020.00
XND-6083RV	Powered by WN7, X-Plus series, Indoor Network AI IR Dome Camera,	Each	1020.00
XNV-6083RZ		Each	1232.50
XNV-6083R	Powered by WN7, X-Plus series, Outdoor Network AI IR Vandal Dome	Each	1190.00
XNB-6003	Powered by WN7, X-Plus series, Box Camera, 2MP resolution @ 120FPS,	Each	765.00

XNP-C6403RW		Each	3485.00
XNP-6400RW	Powered by WN7, 2MP @ 60FPS resolution, 4.25mm~170mm (40x) lens,	Each	3315.00
XNP-C6403R		Each	3230.00
XNP-6400R	Powered by WN7, 2MP @ 60FPS resolution, 4.25mm~170mm (40x) lens,	Each	3060.00
XNP-C6403		Each	3017.50
XNP-6400	Powered by WN7, 2MP @ 60FPS resolution, 4.25mm~170mm (40x) lens,	Each	2847.50
XND-6081REV	Wisenet X powered by Wisenet 5 network IR indoor dome camera with	Each	1062.50
XNV-6081RE	Wisenet X powered by Wisenet 5 network IR outdoor vandal dome	Each	1147.50
XNV-6081R	Wisenet X series Plus powered by Wisenet 5 IR network outdoor vandal	Each	1105.00
XND-6081RF	Wisenet X series Plus powered by Wisenet 5 IR network indoor flush	Each	1020.00
XND-6081RV	Wisenet X series Plus powered by Wisenet 5 IR network indoor vandal	Each	1020.00
XNV-6081	Wisenet X series Plus powered by Wisenet 5 network outdoor vandal	Each	1020.00
XND-6081V	Wisenet X series Plus powered by Wisenet 5 network indoor vandal	Each	935.00
XNV-6081Z	Wisenet X series Plus powered by Wisenet 5 network outdoor vandal	Each	1147.50
XND-6081VZ	Wisenet X series Plus powered by Wisenet 5 network indoor vandal	Each	1062.50
XND-6081FZ	Wisenet X series Plus powered by Wisenet 5 network indoor flush mount	Each	1062.50
XNP-6550RH	Wisenet X powered by Wisenet 5 network outdoor PTZ camera, 2MP, Full	Each	4250.00
XNP-6120H	Wisenet X powered by Wisenet 5 network outdoor PTZ camera, 2MP, Full	Each	1445.00
XNP-6040H	Wisenet X powered by Wisenet 5 network outdoor PTZ camera, 2MP, Full	Each	1020.00
XNO-6085R	Wisenet X powered by Wisenet 5 network IR outdoor vandal bullet	Each	1147.50
XNV-6085	Wisenet X powered by Wisenet 5 network outdoor vandal dome camera,	Each	1190.00
XNB-6005	Wisenet X powered by Wisenet 5 network box camera, eXtraLUX features	Each	807.50
XNV-6123R	Powered by WN7, Outdoor Network AI IR 12x Zoom Vandal Dome	Each	1360.00
XNV-6120R	Wisenet X powered by Wisenet 5 network IR outdoor vandal dome	Each	1275.00
XNV-6120R/LPR	Wisenet X powered by Wisenet 5 network IR outdoor Low Speed LPR	Each	1700.00
XNV-6120	Wisenet X powered by Wisenet 5 network outdoor vandal dome camera,	Each	1147.50
XNO-6123R	Powered by WN7, Outdoor Network AI IR 12x Zoom Bullet Camera, 2MP	Each	1360.00
XNO-6120R	Wisenet X powered by Wisenet 5 network IR outdoor bullet camera,	Each	1275.00
XNO-6120R/LPR	Wisenet X powered by Wisenet 5 network IR outdoor Low Speed LPR	Each	1700.00
XNV-6080RSA	Wisenet X powered by Wisenet 5 network IR stainless steel dome	Each	1377.00
XNV-6080R	Wisenet X powered by Wisenet 5 network IR outdoor vandal dome	Each	977.50

XNV-6080	Wisenet X powered by Wisenet 5 network outdoor vandal dome camera,	Each	892.50
XNV-6010	Wisenet X powered by Wisenet 5 network outdoor vandal dome camera,	Each	552.50
XNV-6020R	Wisenet X powered by Wisenet 5 network outdoor vandal dome camera,	Each	552.50
XNV-6011	Wisenet X powered by Wisenet 5 network outdoor compact vandal dome	Each	339.15
XNV-6011W	Wisenet X powered by Wisenet 5 network outdoor compact vandal dome	Each	339.15
XNO-C6083R	Powered by WN7, Outdoor Network AI IR Bullet Camera, 2MP @ 60FPS,	Each	1020.00
XNO-6083R	Powered by WN7, X-Plus series, Outdoor Network AI IR Bullet Camera,	Each	1190.00
XNO-6080R	Wisenet X powered by Wisenet 5 network IR outdoor vandal bullet	Each	977.50
XNO-6010R	Wisenet X powered by Wisenet 5 network IR outdoor vandal bullet	Each	552.50
XNO-6020R	Wisenet X powered by Wisenet 5 network IR outdoor vandal bullet	Each	552.50
XND-6080RV	Wisenet X powered by Wisenet 5 network IR indoor vandal dome	Each	892.50
XND-6080V	Wisenet X powered by Wisenet 5 network indoor vandal dome camera,	Each	807.50
XND-6010	Wisenet X powered by Wisenet 5 network indoor vandal dome camera,	Each	510.00
XND-6020R	Wisenet X powered by Wisenet 5 network indoor vandal dome camera,	Each	510.00
XND-6011F	Wisenet X powered by Wisenet 5 network flush mount dome camera,	Each	425.00
XNV-6013M	Wisenet X powered by Wisenet 5 network outdoor vandal dome camera,	Each	688.50
XNV-6012	Wisenet X powered by Wisenet 5 network outdoor vandal dome camera,	Each	569.50
XNV-6012M	Wisenet X powered by Wisenet 5 network outdoor vandal dome camera,	Each	569.50
XNV-6022R	Wisenet X powered by Wisenet 5 network outdoor vandal dome camera,	Each	629.00
XNV-6022RM	Wisenet X powered by Wisenet 5 network outdoor vandal dome camera,	Each	629.00
XNZ-6320A	Wisenet X powered by Wisenet 5 network zoom box camera, 2MP, Full	Each	1275.00
XNZ-L6320A	Wisenet X powered by Wisenet 5 network zoom box camera, 2MP, Full	Each	1190.00
XNB-6000	Wisenet X powered by Wisenet 5 network box camera, 2MP, Full	Each	722.50
XNB-6002		Each	433.50
XNB-6001	Wisenet X powered by Wisenet 5 covert camera body, 2MP, full	Each	433.50
XNV-L6080R	Wisenet X powered by Wisenet 5 network outdoor vandal dome camera,	Each	786.25
XNV-L6080	Wisenet X powered by Wisenet 5 network outdoor vandal dome camera,	Each	701.25
XND-L6080RV	Wisenet X powered by Wisenet 5 network indoor vandal dome camera,	Each	701.25
XND-L6080V	Wisenet X powered by Wisenet 5 network indoor vandal dome camera,	Each	616.25
XNO-L6080R	Wisenet X powered by Wisenet 5 network IR outdoor bullet camera,	Each	786.25
TNB-6030	PVM camera powered by Wisenet 5, 1080p (1920x1080), micro HDMI	Each	602.65



TNO-6010M	Wisenet T network mobile front facing camera, 2MP @ 60fps, 2.8mm	Each	637.50
QNO-6012R	Wisenet Q network outdoor vandal bullet camera, 2MP @ 30fps, 2.8mm	Each	322.15
QNO-6012R1	Wisenet Q network outdoor vandal bullet camera, 2MP @ 30fps, 2.8mm	Each	322.15
QNO-6022R	Wisenet Q network outdoor vandal bullet camera, 2MP @ 30fps, 4.0mm	Each	322.15
QNO-6022R1	Wisenet Q network outdoor vandal bullet camera, 2MP @ 30fps, 4.0mm	Each	322.15
QNO-6082R	Wisenet Q network outdoor vandal bullet camera, 2MP @ 30fps,	Each	441.15
QNO-6082R1	Wisenet Q network outdoor vandal bullet camera, 2MP @ 30fps,	Each	441.15
QNV-6012R	Wisenet Q network outdoor vandal dome camera, 2MP @ 30fps, 2.8mm	Each	335.75
QNV-6012R1	Wisenet Q network outdoor vandal dome camera, 2MP @ 30fps, 2.8mm	Each	335.75
QNV-6022R	Wisenet Q network outdoor vandal dome camera, 2MP @ 30fps, 4.0mm	Each	335.75
QNV-6022R1	Wisenet Q network outdoor vandal dome camera, 2MP @ 30fps, 4.0mm	Each	335.75
QNV-6024RM	Wisenet Q network Mobile IR vandal dome camera, 2MP, Full HD(1080p)	Each	339.15
QNV-6082R	Wisenet Q network outdoor vandal dome camera, 2MP @ 30fps,	Each	454.75
QNV-6082R1	Wisenet Q network outdoor vandal dome camera, 2MP @ 30fps,	Each	454.75
QND-6012R	Wisenet Q network indoor dome camera, 2MP @ 30fps, 2.8mm fixed	Each	245.65
QND-6012R1	Wisenet Q network indoor dome camera, 2MP @ 30fps, 2.8mm fixed	Each	245.65
QND-6022R	Wisenet Q network indoor dome camera, 2MP @ 30fps, 4.0mm fixed	Each	245.65
QND-6022R1	Wisenet Q network indoor dome camera, 2MP @ 30fps, 4.0mm fixed	Each	245.65
QND-6082R	Wisenet Q network indoor dome camera, 2MP @ 30fps, motorized vari-	Each	390.15
QND-6082R1	Wisenet Q network indoor dome camera, 2MP @ 30fps, motorized vari-	Each	390.15
QND-6011	Wisenet Q mini network indoor dome camera, 2MP @ 30fps, 2.8mm	Each	238.00
QND-6021	Wisenet Q mini network indoor dome camera, 2MP @ 30fps, 4.0mm	Each	238.00
LNV-6072R	L series outdoor vandal dome camera, 2MP @ 30fps, vari-focal lens 3.1x	Each	305.15
LNV-6012R	L series outdoor vandal dome camera, 2MP @ 30fps,3mm fixed focal lens	Each	225.25
LNV-6022R	L series outdoor vandal dome camera, 2MP @ 30fps,4mm fixed focal lens	Each	225.25
LNV-6032R	L series outdoor vandal dome camera, 2MP @ 30fps,6mm fixed focal lens	Each	225.25
LND-6072R	L series indoor dome camera, 2MP @ 30fps, vari-focal lens 3.1x (3.2 ~	Each	271.15
LND-6012R	L series indoor dome camera, 2MP @ 30fps,3mm fixed focal lens (102°),	Each	177.65
LND-6022R	L series indoor dome camera, 2MP @ 30fps,4mm fixed focal lens (80°),	Each	177.65
LND-6032R	L series indoor dome camera, 2MP @ 30fps,6mm fixed focal lens (51°),	Each	177.65
LNO-6072R	L series outdoor bullet camera, 2MP @ 30fps, vari-focal lens 3.1x (3.2 ~	Each	305.15

LNO-6012R	L series outdoor bullet camera, 2MP @ 30fps,3mm fixed focal lens (102°),	Each	211.65
LNO-6022R	L series outdoor bullet camera, 2MP @ 30fps,4mm fixed focal lens (80°),	Each	211.65
LNO-6032R	L series outdoor bullet camera, 2MP @ 30fps,6mm fixed focal lens (51°),	Each	211.65
ANO-L6012R	Wisenet A Series network outdoor IR Bullet PoE Camera, 2MP @ 30 FPS,	Each	161.50
ANO-L6022R	Wisenet A Series network outdoor IR Bullet PoE Camera, 2MP @ 30 FPS,	Each	161.50
ANO-L6082R	Wisenet A Series network outdoor IR Bullet PoE Camera,	Each	238.00
ANV-L6012R	Wisenet A Series network vandal resistant IR Dome PoE Camera, 2MP @	Each	161.50
ANV-L6023R		Each	221.00
ANV-L6082R	Wisenet A Series network vandal resistant IR Dome PoE Camera, 2MP @	Each	238.00
ANE-L6012R	Wisenet A Series Network IR Turret Flateye PoE Camera, 2MP @ 30 FPS,	Each	212.50
XNB-H6241A	Wisenet X powered by Wisenet 5 network ATM camera, 2MP, Full	Each	721.65
XNB-H6240A	Wisenet X powered by Wisenet 5 network ATM camera, 2MP, Full	Each	721.65
XNB-H6461H	Wisenet X powered by Wisenet 5 network pinhole camera with height	Each	896.75
XNB-H6280B	Wisenet X powered by Wisenet 5 network Bandit Barrier camera, 2MP,	Each	1105.00
QNP-6230	Wisenet Q network indoor PTZ camera, 2MP, Full HD(1080p) 30fps,	Each	1275.00
QNP-6230H	Wisenet Q network outdoor PTZ camera, 2MP, Full HD(1080p) 30fps,	Each	1445.00
QNP-6250	Wisenet Q network indoor PTZ camera, 2MP, Full HD(1080p) 60fps, triple	Each	1275.00
QNP-6250H	Wisenet Q network outdoor PTZ camera, 2MP, Full HD(1080p) 60fps,	Each	1445.00
QNP-6250R	Wisenet Q network IR PTZ camera, IR range of up to 328ft, 2MP, Full	Each	1700.00
QNP-6320	Wisenet Q network indoor PTZ camera, 2MP, Full HD(1080p) 60fps, triple	Each	1955.00
QNP-6320H	Wisenet Q network outdoor PTZ camera, 2MP, Full HD(1080p) 60fps,	Each	2125.00
QNP-6320R	Wisenet Q network IR PTZ camera, IR range of up to 328ft, 2MP, Full	Each	2295.00
QNP-6320HS	Wisenet Q stainless steel PTZ camera, 2MP, Full HD(1080p) 60fps, triple	Each	4284.00
TNU-6321	2MP Network Positioning Camera (1920 x 1080) resolution, 4.44 ~	Each	4335.00
PNB-A9091RLPH	4K Moderate Speed (up to 75MPH) LPR Box Camera Kit with Enclosure	Each	3281.00
PNV-A9081RLP	4K Low-Moderate Speed LPR Vandal Dome Camera with Wisenet Road	Each	2592.50
PNO-A9081RLP	4K Low-Moderate Speed LPR Bullet Camera with Wisenet Road AI. Max.	Each	2507.50
TNM-C4960TD	Wisenet T network Bi-spectrum AI Thermal Camera (uncooled), Dual	Each	9307.50
TNM-C4950TD	Wisenet T network Bi-spectrum AI Thermal Camera (uncooled), Dual	Each	8925.00
TNM-C4940TD	Wisenet T network Bi-spectrum AI Thermal Camera (uncooled), Dual	Each	8840.00
TNO-4041T	Wisenet T network outdoor vandal thermal camera (uncooled), 640x480	Each	5950.00

TNO-4040T	Wisenet T network outdoor vandal thermal bullet camera (uncooled),	Each	5950.00
TNO-4030T	Wisenet T network outdoor vandal thermal bullet camera (uncooled),	Each	5950.00
TNO-4051T	Wisenet T network outdoor vandal thermal camera (uncooled), 640x480	Each	7140.00
TNO-4050T	Wisenet T network outdoor vandal thermal bullet camera (uncooled),	Each	7140.00
TNU-4041T	Wisenet T network outdoor thermal positioning camera (uncooled),	Each	12112.50
TNU-4051T	Wisenet T network outdoor thermal positioning camera (uncooled),	Each	13600.00
TNO-4030TR	Wisenet T network outdoor vandal Radiometric bullet camera	Each	8075.00
TNO-4040TR	Wisenet T network outdoor vandal Radiometric bullet camera	Each	8075.00
TNO-4041TR	Wisenet T network outdoor vandal Radiometric bullet camera	Each	8075.00
TNM-3620TDY	Wisenet T network indoor body temperature detection camera	Each	6460.00
TNO-3010T	QVGA Thermal camera, Max. 320 x 240 resolution support, built-in	Each	3485.00
TNO-3020T	QVGA Thermal camera, Max. 320 x 240 resolution support, built-in	Each	3485.00
TNO-3030T	QVGA Thermal camera, Max. 320 x 240 resolution support, built-in	Each	3485.00
TNO-3040T	QVGA Thermal camera, Max. 320 x 240 resolution support, built-in 19mm	Each	4250.00
TNO-3050T	QVGA Thermal camera, Max. 320 x 240 resolution support, built-in 35mm	Each	5542.00
TNU-X6320A2WT1-Z		Each	28147.75
TNU-X6320A2WT2-C		Each	28147.75
TNU-X6320A2F2WT1-Z		Each	29380.25
TNU-X6320A2F2WT2-C		Each	30034.75
TNU-X6320A2F2WT1-M		Each	29380.25
TNU-X6320A1WT1-Z		Each	28147.75
TNU-X6320A1WT2-C		Each	28802.25
TNU-X6320A1WT1-M		Each	28147.75
TNU-X6320A1F2WT1-Z		Each	29380.25
TNU-X6320A1F2WT2-C		Each	30034.75

TNU-X6320A1F2WT1-M		Each	29380.25
TNO-X6320EPT0-Z	Explosion proof housing using the XNZ-6320 PoE Only (No Wiper), cLCus	Each	7135.75
TNO-X6320EPT0-C	Explosion proof housing using the XNZ-6320 PoE Only (No Wiper), cLCus	Each	7135.75
TNO-X6320EPT0-M	Explosion proof housing using the XNZ-6320 PoE Only (No Wiper), cLCus	Each	7135.75
TNO-X6320E1WT1-Z	Explosion proof housing using the XNZ-6320 24VAC Only with wiper,	Each	9702.75
TNO-X6320E1WT1-C	Explosion proof housing using the XNZ-6320 24VAC Only with wiper,	Each	9702.75
TNO-X6320E1WT2-C	Explosion proof housing using the XNZ-6320 24VAC Only with wiper,	Each	10357.25
TNO-X6320E1WT1-M	Explosion proof housing using the XNZ-6320 24VAC Only with wiper,	Each	9702.75
TNO-X6320E2F2T1-Z	Explosion proof housing using the XNZ-6320 110VAC Only, Single Mode	Each	13060.25
TNO-X6320E2F2T1-C	Explosion proof housing using the XNZ-6320 110VAC Only, Single Mode	Each	13060.25
TNO-X6320E2F2T2-C	Explosion proof housing using the XNZ-6320 110VAC Only, Single Mode	Each	14292.75
TNO-X6320E2F2T1-M	Explosion proof housing using the XNZ-6320 110VAC Only, Single Mode	Each	13060.25
TNO-X6320E2F2WT1-Z	Explosion proof housing using the XNZ-6320 110VAC Only, Single Mode Fiber with Wiper, cLCus C1/D1 certification, -40°C ~ +60°C (-40°F ~ +140°F) IP66/IP67 IP68 "Z" for cLCus C1/D1	Each	14292.75
TNO-X6320E2F2WT1-C	Explosion proof housing using the XNZ-6320 110VAC Only, Single Mode Fiber with Wiper, cLCus C1/D1 certification, -40°C ~ +60°C (-40°F ~ +140°F) IP66/IP67 IP68 "C" for cLC CSA	Each	14292.75
TNO-X6320E2F2WT2-C	Explosion proof housing using the XNZ-6320 110VAC Only, Single Mode Fiber with Wiper, cLCus C1/D1 certification, -60°C ~ +40°C (-67°F ~ +104°F) IP66/IP67 IP68 "C" for cLC CSA	Each	14947.25
TNO-X6320E2F2WT1-M	Explosion proof housing using the XNZ-6320 110VAC Only, Single Mode Fiber with Wiper, cLCus C1/D1 certification, -40°C ~ +60°C (-40°F ~ +140°F) IP66/IP67 IP68 "M" for INMETRO	Each	14292.75
TNU-X6320E2WT1-Z	Explosion proof positioning camera using the XNZ-6320 110VAC Only,	Each	28147.75
TNU-X6320E2WT1-C	Explosion proof positioning camera using the XNZ-6320 110VAC Only,	Each	28147.75
TNU-X6320E2WT2-C	Explosion proof positioning camera using the XNZ-6320 110VAC Only,	Each	28802.25
TNU-X6320E2WT1-M	Explosion proof positioning camera using the XNZ-6320 110VAC Only,	Each	28147.75
TNU-X6320E2F2WT1-Z	Explosion proof positioning camera using the XNZ-6320 110VAC Only, Single Mode Fiber with Wiper, cLCus C1/D1 certification, -40°C ~ +60°C (-40°F ~ +140°F) IP66/IP67 "Z" for cLCus C1/D1	Each	29380.25
TNU-X6320E2F2WT1-C	Explosion proof positioning camera using the XNZ-6320 110VAC Only, Single Mode Fiber with Wiper, cLCus C1/D1 certification, -40°C ~ +60°C (-40°F ~ +140°F) IP66/IP67 "C" for cLC CSA	Each	29380.25
TNU-X6320E2F2WT2-C	Explosion proof positioning camera using the XNZ-6320 110VAC Only, Single Mode Fiber with Wiper, cLCus C1/D1 certification, -60°C ~ +40°C (-67°F ~ +104°F) IP66/IP67 "C" for cLC CSA	Each	30034.75

TNU-X6320E2F2WT1-M	Explosion proof positioning camera using the XNZ-6320 110VAC Only, Single Mode Fiber with Wiper, cLCus C1/D1 certification, -40°C ~ +60°C (-40°F ~ +140°F) IP66/IP67 "M" for INMETRO	Each	29380.25
TNU-X6320E1WT1-Z	Explosion proof positioning camera using the XNZ-6320 24VAC Only, with	Each	28147.75
TNU-X6320E1WT1-C	Explosion proof positioning camera using the XNZ-6320 24VAC Only, with	Each	28147.75
TNU-X6320E1WT2-C	Explosion proof positioning camera using the XNZ-6320 24VAC Only, with	Each	28802.25
TNU-X6320E1WT1-M	Explosion proof positioning camera using the XNZ-6320 24VAC Only, with	Each	28147.75
TNU-X6320E1F2WT1-Z	Explosion proof positioning camera using the XNZ-6320 24VAC Only, Single Mode Fiber with Wiper, cLCus C1/D1 certification, -40°C ~ +60°C (-40°F ~ +140°F) IP66/IP67 "Z" for cLCus C1/D1	Each	29380.25
TNU-X6320E1F2WT1-C	Explosion proof positioning camera using the XNZ-6320 24VAC Only, Single Mode Fiber with Wiper, cLCus C1/D1 certification, -40°C ~ +60°C (-40°F ~ +140°F) IP66/IP67 "C" for cLC CSA	Each	29380.25
TNU-X6320E1F2WT2-C	Explosion proof positioning camera using the XNZ-6320 24VAC Only, Single Mode Fiber with Wiper, cLCus C1/D1 certification, -60°C ~ +40°C (-67°F ~ +104°F) IP66/IP67 "C" for cLC CSA	Each	30034.75
TNU-X6320E1F2WT1-M	Explosion proof positioning camera using the XNZ-6320 24VAC Only, Single Mode Fiber with Wiper, cLCus C1/D1 certification, -40°C ~ +60°C (-40°F ~ +140°F) IP66/IP67 "M" for INMETRO	Each	29380.25
HT-E-XWP10UL	Stainless steel Washer tank for cameras with Wiper model (TNP-	Each	6566.25
HT-E-BFPO0SW	Stainless steel Top mounting bracket	Each	658.75
HT-E-BFW320SW	Stainless steel wall mount for (TNO-6070EP, TNO-6320EP, TNO-	Each	1402.50
HT-E-BPW6800	Stainless steel Wall mount for (TNP-xxx, TNU-xxxx)	Each	1253.75
HT-E-BFW50SW	Stainless steel wall mount for (TNO-6070EF2, TNO-6320EF2, TNO-	Each	1551.25
HT-E-BFP00CL	Stainless steel pole mount adaptor	Each	1317.50
TNO-X6072EPT1-Z	Explosion proof camera using the XNB-6000 (2MP @ 60fps) + 2.8~9mm	Each	7080.50
TNO-X8072EPT1-Z	Explosion proof camera using the XNB-8000 (5MP @ 30fps) + 4.1~9mm	Each	7327.00
TNO-X6322EPT1-Z	Explosion proof zoom camera using the XNZ-L6320 (2MP @ 60fps) with	Each	7735.00
TNP-X6322EPT3-Z	Explosion proof PTZ using the XNP-6320 (2MP @ 60fps) +with 32x optical	Each	21428.50
TNP-Q6232EPT3-Z	Explosion proof PTZ using the QNP-6230 (2MP @ 30fps) +with 23x optical	Each	19303.50
TNO-P9072EPT1-Z	AI 4K Explosion proof camera using the PNB-A9001 (8MP @ 30fps) + 3.9-	Each	8053.75
TNM-P9022EPT3-Z	WN7 Panoramic Multi-sensor explosion proof camera, 180° view, (2MP X	Each	12325.00
HT-F1XX-WM	Wall mount for the (TNO-X6072EPT1-Z, TNO-X8072EPT1-Z, and TNO-	Each	1232.50
HT-SD-FP	Protection kit for the (TNP-X6322EPT3-Z, TNP-Q6232EPT3-Z)	Each	1411.00
HT-SD-WM	Wall mount for the (TNP-X6322EPT3-Z, TNP-Q6232EPT3-Z)	Each	2371.50
HT-SF-FP	Protection kit for the (TNO-X6072EPT1-Z, TNO-X8072EPT1-Z and TNO-	Each	1708.50

HT-SPMA-SD	Pole mount for the (TNO-X6072EPT1-Z, TNO-X8072EPT1-Z and TNO-	Each	1921.00
HT-SD-CM	Corner mount for the (TNO-X6072EPT1-Z, TNO-X8072EPT1-Z and TNO-	Each	1066.75
TCIS-2	Zenitel Turbine Intercom, Audio only, Full Duplex, Group call, AVC, AEC,	Each	1649.00
TCIS-3	Zenitel Turbine Intercom, Audio only, Full Duplex, Group call, AVC, AEC,	Each	1445.00
TMIS-1	Zenitel Turbine Mini Intercom, Audio only, Full Duplex, Group call, AVC,	Each	1122.00
TID-600R	Video Intercom Station, 2MP@60fps, 1.6mm fixed lens (180° x 114°),	Each	963.05
WAVE-PRO-01	WAVE Professional License. Enables one (1) IP stream recording, includes	Each	140.25
WAVE-PRO-04	WAVE Professional License. Enables four (4) IP stream recording, includes	Each	561.00
WAVE-PRO-08	WAVE Professional License. Enables eight (8) IP stream recording,	Each	1122.00
WAVE-PRO-16	WAVE Professional License. Enables sixteen (16) IP stream recording,	Each	2244.00
WAVE-PRO-24	WAVE Professional License. Enables twenty-four (24) IP stream recording,	Each	3366.00
WAVE-PRO-48	WAVE Professional License. Enables forty-eight (48) IP stream recording,	Each	6732.00
WAVE-VW-02	WAVE Video Wall License. Enables up to two (2) monitors, includes life-	Each	1190.00
WAVE-ENC-04	WAVE Encoder License. Enables up to four (4) recording channels,	Each	140.25
WAVE-IO-01	WAVE I/O License. Enables one (1) I/O module, includes life-time SW	Each	140.25
WAVE-EMB-04	WAVE Embedded Recorder License. Enables four (4) channel Hanwha	Each	93.50
WAVE-EMB-08	WAVE Embedded Recorder License. Enables eight (8) channel Hanwha	Each	187.00
WAVE-EMB-16	WAVE Embedded Recorder License. Enables sixteen (16) channel Hanwha	Each	374.00
WAVE-EMB-32	WAVE Embedded Recorder License. Enables thirty-two (32) channel	Each	748.00
WAVE-EMB-64	WAVE Embedded Recorder License. Enables sixty-four (64) channel	Each	1496.00
WWT-P-3202W		Each	2949.50
WWT-P-3202L		Each	2949.50
WWT-P-7402W		Each	4105.50
WWT-P-7402L		Each	4105.50
WWT-P-7201MW		Each	3323.50
WWT-P-7201ML		Each	3323.50
WRN-1610S-2TB	2U WAVE PoE NVR (Intel based) with 4 Professional licenses, 2TB RAW,	Each	2229.55
WRN-1610S-4TB	2U WAVE PoE NVR (Intel based) with 4 Professional licenses, 4TB RAW,	Each	2535.55
WRN-1610S-6TB	2U WAVE PoE NVR (Intel based) with 4 Professional licenses, 6TB RAW,	Each	2841.55
WRN-1610S-8TB	2U WAVE PoE NVR (Intel based) with 4 Professional licenses, 8TB RAW,	Each	3147.55
WRN-1610S-12TB	2U WAVE PoE NVR (Intel based) with 4 Professional licenses, 12TB RAW,	Each	3759.55

WRN-1610S-18TB	2U WAVE PoE NVR (Intel based) with 4 Professional licenses, 18TB RAW,	Each	4677.55
WRN-1610S-24TB	2U WAVE PoE NVR (Intel based) with 4 Professional licenses, 24TB RAW,	Each	5595.55
WRN-810S-1TB	1U WAVE PoE NVR (Intel based) with 4 Professional licenses, 1TB RAW,	Each	1730.60
WRN-810S-2TB	1U WAVE PoE NVR (Intel based) with 4 Professional licenses, 2TB RAW,	Each	1883.60
WRN-810S-4TB	1U WAVE PoE NVR (Intel based) with 4 Professional licenses, 4TB RAW,	Each	2189.60
WRN-810S-6TB	1U WAVE PoE NVR (Intel based) with 4 Professional licenses, 6TB RAW,	Each	2495.60
WRN-810S-8TB	1U WAVE PoE NVR (Intel based) with 4 Professional licenses, 8TB RAW,	Each	2802.45
WRN-810S-12TB	1U WAVE PoE NVR (Intel based) with 4 Professional licenses, 12TB RAW,	Each	3414.45
WRT-P-3101MW-1TB		Each	2779.50
WRT-P-3101MW-2TB		Each	2898.50
WRT-P-3102W-4TB		Each	4955.50
WRT-P-3102W-8TB		Each	5338.00
WRT-P-3102W-12TB		Each	5729.00
WRT-P-3102W-16TB		Each	6052.00
WRT-P-5202W-4TB		Each	5406.00
WRT-P-5202W-8TB		Each	5797.00
WRT-P-5202W-12TB		Each	6188.00
WRT-P-5202W-16TB		Each	6511.00
WRT-P-5202W-24TB		Each	7004.00
WRT-P-5202W-36TB		Each	7998.50
WRR-P-E200W3-8TB		Each	8627.50
WRR-P-E200W3-12TB		Each	9069.50
WRR-P-E200W3-16TB		Each	9333.00
WRR-P-E200W3-24TB		Each	10123.50
WRR-P-E200W3-28TB		Each	10633.50
WRR-P-E200W3-36TB		Each	11670.50
WRR-P-E200W3-48TB		Each	12350.50
WRR-P-S202W1-16TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	19108.00
WRR-P-S202W1-20TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	19550.00
WRR-P-S202W1-24TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	20000.50
WRR-P-S202W1-28TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	20442.50

WRR-P-S202W1-32TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	20893.00
WRR-P-S202W1-40TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	21785.50
WRR-P-S202W1-48TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	22678.00
WRR-P-S202W1-64TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	23766.00
WRR-P-S202W1-80TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	25372.50
WRR-P-S202W1-96TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	26987.50
WRR-P-S202W1-108TB	2U wisenet WAVE Network video recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 108TB raw (78TB usable after disk formatting & RAID 6 configuration) 470 Mpbs recording B/W, 14 HDD,	Each	29299.50
WRR-P-S202W1-120TB	2U wisenet WAVE Network video recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 120TB raw (89TB usable after disk formatting & RAID 6 configuration) 470 Mpbs recording B/W, 14 HDD,	Each	30625.50
WRR-P-S202W1-132TB	2U wisenet WAVE Network video recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 132TB raw (100TB usable after disk formatting & RAID 6 configuration) 470 Mpbs recording B/W, 14 HDD,	Each	31960.00
WRR-P-S202W1-144TB	2U wisenet WAVE Network video recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 144TB raw (111TB usable after disk formatting & RAID 6 configuration) 470 Mpbs recording B/W, 14 HDD,	Each	33286.00
WRR-P-S202W1-156TB	2U wisenet WAVE Network video recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 156TB raw (120TB usable after disk formatting & RAID 6 configuration) 470 Mpbs recording B/W, 14 HDD,	Each	34620.50
WRR-P-S202W1-176TB	2U wisenet WAVE Network video recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 176TB raw (131TB usable after disk formatting & RAID 6 configuration) 470 Mpbs recording B/W, 14 HDD,	Each	34527.00
WRR-P-S202W1-192TB	2U wisenet WAVE Network video recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 192TB raw (145TB usable after disk formatting & RAID 6 configuration) 470 Mpbs recording B/W, 14 HDD,	Each	36091.00
WRR-P-S202W1-208TB	2U wisenet WAVE Network video recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 208TB raw (160TB usable after disk formatting & RAID 6 configuration) 470 Mpbs recording B/W, 14 HDD,	Each	37655.00
WRR-P-S202W1-224TB	2U wisenet WAVE Network video recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 224TB raw (174TB usable after disk formatting & RAID 6 configuration) 470 Mpbs recording B/W, 14 HDD,	Each	39219.00
WRR-P-E200S3-8TB		Each	10404.00
WRR-P-E200S3-12TB		Each	10846.00
WRR-P-E200S3-16TB		Each	11109.50
WRR-P-E200S3-24TB		Each	11900.00
WRR-P-E200S3-28TB		Each	12410.00
WRR-P-E200S3-36TB		Each	13438.50
WRR-P-E200S3-48TB		Each	14127.00



WRR-P-S202S1-16TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	20918.50
WRR-P-S202S1-20TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	21369.00
WRR-P-S202S1-24TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	21811.00
WRR-P-S202S1-28TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	22261.50
WRR-P-S202S1-32TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	22703.50
WRR-P-S202S1-40TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	23596.00
WRR-P-S202S1-48TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	24488.50
WRR-P-S202S1-64TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	25576.50
WRR-P-S202S1-80TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	27183.00
WRR-P-S202S1-96TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	28798.00
WRR-P-S202S1-108TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 108TB raw (78TB usable after disk formatting & RAID 6 configuration). 470 Mbits recording B/W. 14 HDD.	Each	31110.00
WRR-P-S202S1-120TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 120TB raw (89TB usable after disk formatting & RAID 6 configuration). 470 Mbits recording B/W. 14 HDD.	Each	32436.00
WRR-P-S202S1-132TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 132TB raw (100TB usable after disk formatting & RAID 6 configuration). 470 Mbits recording B/W. 14 HDD.	Each	33770.50
WRR-P-S202S1-144TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 144TB raw (111TB usable after disk formatting & RAID 6 configuration). 470 Mbits recording B/W. 14 HDD.	Each	35105.00
WRR-P-S202S1-156TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 156TB raw (120TB usable after disk formatting & RAID 6 configuration). 470 Mbits recording B/W. 14 HDD.	Each	36431.00
WRR-P-S202S1-176TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 176TB raw (131TB usable after disk formatting & RAID 6 configuration). 470 Mbits recording B/W. 14 HDD.	Each	36337.50
WRR-P-S202S1-192TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 192TB raw (145TB usable after disk formatting & RAID 6 configuration). 470 Mbits recording B/W. 14 HDD.	Each	37901.50
WRR-P-S202S1-208TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 208TB raw (160TB usable after disk formatting & RAID 6 configuration). 470 Mbits recording B/W. 14 HDD.	Each	39465.50
WRR-P-S202S1-224TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses, Wisenet WAVE pre-installed, 224TB raw (174TB usable after disk formatting & RAID 6 configuration). 470 Mbits recording B/W. 14 HDD.	Each	41029.50
WRR-P-S206S-256TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	59143.00
WRR-P-S206S-288TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	61123.50
WRR-P-S206S-320TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	64073.00

WRR-P-S206S-352TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	67014.00
WRR-P-S206S-384TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	69963.50
WRR-P-S206S-416TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	72904.50
WRT-P-3102L-4TB		Each	4955.50
WRT-P-3102L-8TB		Each	5338.00
WRT-P-3102L-12TB		Each	5729.00
WRT-P-3102L-16TB		Each	6052.00
WRT-P-5202L-4TB		Each	5406.00
WRT-P-5202L-8TB		Each	5797.00
WRT-P-5202L-12TB		Each	6188.00
WRT-P-5202L-16TB		Each	6511.00
WRT-P-5202L-24TB		Each	7004.00
WRT-P-5202L-36TB		Each	7998.50
WRR-P-E200L3-8TB		Each	8627.50
WRR-P-E200L3-12TB		Each	9069.50
WRR-P-E200L3-16TB		Each	9333.00
WRR-P-E200L3-24TB		Each	10123.50
WRR-P-E200L3-28TB		Each	10633.50
WRR-P-E200L3-36TB		Each	11670.50
WRR-P-E200L3-48TB		Each	12350.50
WRR-P-S202L1-16TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	19108.00
WRR-P-S202L1-20TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	19550.00
WRR-P-S202L1-24TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	20000.50
WRR-P-S202L1-28TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	20442.50
WRR-P-S202L1-32TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	20893.00
WRR-P-S202L1-40TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	21785.50
WRR-P-S202L1-48TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	22678.00
WRR-P-S202L1-64TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	23766.00
WRR-P-S202L1-80TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	25372.50
WRR-P-S202L1-96TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	26987.50
WRR-P-S202L1-108TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	29299.50

WRR-P-S202L1-120TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	30625.50
WRR-P-S202L1-132TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	31960.00
WRR-P-S202L1-144TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	33286.00
WRR-P-S202L1-156TB		Each	34620.50
WRR-P-S202L1-176TB		Each	34527.00
WRR-P-S202L1-192TB		Each	36091.00
WRR-P-S202L1-208TB		Each	37655.00
WRR-P-S202L1-224TB		Each	39219.00
WRR-Q-A200W-8TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	11540.45
WRR-Q-A200W-12TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	11956.10
WRR-Q-A200W-16TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	12381.10
WRR-Q-A200W-20TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	12806.10
WRR-Q-A200W-24TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	13231.10
WRR-Q-A200W-28TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	13646.75
WRR-Q-A200W-36TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	14470.40
WRR-Q-A200W-48TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	15537.15
WRR-Q-A200W-60TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	16603.05
WRR-Q-A200W-72TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	17678.30
WRR-Q-A200W-84TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	18745.05
WRR-Q-A201W-12TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	14958.30
WRR-Q-A201W-16TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	15396.05
WRR-Q-A201W-20TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	15832.95
WRR-Q-A201W-24TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	16270.70
WRR-Q-A201W-32TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	16939.65
WRR-Q-A201W-40TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	17760.75
WRR-Q-A201W-48TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	18581.85
WRR-Q-A201W-56TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	19402.95
WRR-Q-A201W-64TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	20224.05
WRR-Q-A201W-72TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	21045.15
WRR-Q-A201W-80TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	21866.25
WRR-Q-A201W-96TB	2U Wisenet WAVE Network Video Recorder with 4 Professional licenses,	Each	23339.30

WAVE-AMAG-INT		Each	4250.00
SKY-SU301-0		Each	799.00
SKY-SU304p-0		Each	799.00
SKY-SU305-0		Each	1110.10
SKY-SU401-0		Each	1332.80
SKY-SU406p-0		Each	1555.50
SKY-SU501-0		Each	1777.35
SKY-SU504p-0		Each	2222.75
SKY-BR320-0		Each	1184.90
SKY-BR324p-0		Each	1184.90
SKY-BR325-0		Each	1213.80
SKY-BR426p-0		Each	2518.55
SKY-BR524p-0		Each	4446.35
SKY-BR420-0		Each	2518.55
SKY-BR520-0		Each	5928.75
SKY-BR620-0		Each	10376.80
SKY-BR820-0		Each	17788.80
SKY-DS200-0a		Each	2667.30
SKY-SW05m-001		Each	191.25
SKY-SW10m-001		Each	294.95
SKY-SW18m-001		Each	665.55
SKY-SW26m-001		Each	888.25
SKY-SW10g-001		Each	339.15
SKY-SW20g-001		Each	739.50
SKY-SW28g-001		Each	1184.90
SKY-SWSFP-002		Each	57.80
SKY-SWSFP-001		Each	57.80
PRN-6400DB4	8K NVR (Intel based), No HDD, 64 channels, H.265, H.264, MJPEG, 16	Each	11152.00
PRN-6400DB4-12TB	8K NVR (Intel based), 12TB RAW, 64 channels, H.265, H.264, MJPEG, 16	Each	12376.00
PRN-6400DB4-16TB	8K NVR (Intel based),16TB RAW, 64 channels, H.265, H.264, MJPEG, 16	Each	12784.00

PRN-6400DB4-20TB	8K NVR (Intel based), 20TB RAW, 64 channels, H.265, H.264, MJPEG, 16	Each	13192.00
PRN-6400DB4-24TB	8K NVR (Intel based), 24TB RAW, 64 channels, H.265, H.264, MJPEG, 16	Each	13600.00
PRN-6400DB4-32TB	8K NVR (Intel based), 32TB RAW, 64 channels, H.265, H.264, MJPEG, 16	Each	14416.00
PRN-6400DB4-40TB	8K NVR (Intel based), 40TB RAW, 64 channels, H.265, H.264, MJPEG, 16	Each	15232.00
PRN-6400DB4-48TB	8K NVR (Intel based), 48TB RAW, 64 channels, H.265, H.264, MJPEG, 16	Each	16048.00
PRN-6400DB4-56TB	8K NVR (Intel based), 56TB RAW, 64 channels, H.265, H.264, MJPEG, 16	Each	16864.00
PRN-6400DB4-64TB	8K NVR (Intel based), 64TB RAW, 64 channels, H.265, H.264, MJPEG, 16	Each	17680.00
PRN-6400DB4-88TB	8K NVR (Intel based), 88TB RAW, 64 channels, H.265, H.264, MJPEG, 16	Each	20128.00
PRN-6400DB4-96TB	8K NVR (Intel based), 96TB RAW, 64 channels, H.265, H.264, MJPEG, 16	Each	20944.00
PRN-6400DB4-104TB		Each	21760.00
PRN-6400DB4-112TB		Each	22576.00
PRN-6400DB4-120TB		Each	23392.00
PRN-6400DB4-128TB		Each	24208.00
PRN-6400DB4-140TB		Each	25432.00
PRN-6400DB4-150TB		Each	26452.00
PRN-6400DB4-160TB		Each	27472.00
PRN-3200B4	8K NVR (Intel based), No HDD, 32 channels, H.265, H.264, MJPEG, 16	Each	7740.95
PRN-3200B4-12TB	8K NVR (Intel based), 12TB RAW, 32 channels, H.265, H.264, MJPEG, 16	Each	8964.95
PRN-3200B4-16TB	8K NVR (Intel based), 16TB RAW, 32 channels, H.265, H.264, MJPEG, 16	Each	9372.95
PRN-3200B4-20TB	8K NVR (Intel based), 20TB RAW, 32 channels, H.265, H.264, MJPEG, 16	Each	9780.95
PRN-3200B4-24TB	8K NVR (Intel based), 24TB RAW, 32 channels, H.265, H.264, MJPEG, 16	Each	10188.95
PRN-3200B4-32TB	8K NVR (Intel based), 32TB RAW, 32 channels, H.265, H.264, MJPEG, 16	Each	11004.95
PRN-3200B4-40TB	8K NVR (Intel based), 40TB RAW, 32 channels, H.265, H.264, MJPEG, 16	Each	11820.95
PRN-3200B4-48TB	8K NVR (Intel based), 48TB RAW, 32 channels, H.265, H.264, MJPEG, 16	Each	12636.95
PRN-3200B4-56TB	8K NVR (Intel based), 56TB RAW, 32 channels, H.265, H.264, MJPEG, 16	Each	13452.95
PRN-3200B4-64TB	8K NVR (Intel based), 64TB RAW, 32 channels, H.265, H.264, MJPEG, 16	Each	14268.95
PRN-3200B4-88TB	8K NVR (Intel based), 88TB RAW, 32 channels, H.265, H.264, MJPEG, 16	Each	16716.95
PRN-3200B4-96TB	8K NVR (Intel based), 96TB RAW, 32 channels, H.265, H.264, MJPEG, 16	Each	17532.95
PRN-3200B4-104TB		Each	18348.95
PRN-3200B4-112TB		Each	20388.95
PRN-3200B4-120TB		Each	21612.95

PRN-3200B4-128TB		Each	22836.95
PRN-3200B4-140TB		Each	24468.95
PRN-3200B4-150TB		Each	26304.95
PRN-3200B4-160TB		Each	28140.95
PRN-3200B2		Each	6040.95
PRN-3200B2-8TB		Each	6856.95
PRN-3200B2-16TB		Each	7672.95
PRN-3200B2-24TB		Each	8488.95
PRN-3200B2-32TB		Each	9304.95
PRN-3200B2-48TB		Each	10936.95
PRN-3200B2-64TB		Each	12568.95
PRN-3200B2-80TB		Each	14200.95
PRN-1600B2		Each	5270.00
PRN-1600B2-8TB		Each	6086.00
PRN-1600B2-16TB		Each	6902.00
PRN-1600B2-24TB		Each	7718.00
PRN-1600B2-32TB		Each	8534.00
PRN-1600B2-48TB		Each	10166.00
PRN-1600B2-64TB		Each	11798.00
PRN-1600B2-80TB		Each	13430.00
ARN-410S	Wisenet A Series 4CH PoE NVR, Embedded Linux, H.265, H.264, MJPEG	Each	297.50
ARN-410S-2TB	Wisenet A Series 4CH PoE NVR, 2TB Hard Drive Pre-Installed, Embedded	Each	510.00
ARN-810S	Wisenet A Series 8CH PoE NVR, Embedded Linux, H.265, H.264, MJPEG	Each	365.50
ARN-810S-2TB	Wisenet A Series 8CH PoE NVR, 2TB Hard Drive Pre-Installed, Embedded	Each	569.50
ARN-810S-4TB		Each	773.50
ARN-810S-6TB		Each	977.50
ARN-1610S		Each	510.00
ARN-1610S-4TB	Wisenet A Series16CH PoE NVR, 4TB Hard Drive Pre-Installed, Embedded	Each	952.00
ARN-1610S-6TB		Each	1173.00
XRN-6410DB4	8K NVR (Intel based), 64CH, No HDD, H.265/H.264/MJPEG, ARB	Each	7072.00
XRN-6410DB4-12TB	8K NVR (Intel based), 64CH, 12TB RAW, H.265/H.264/MJPEG, ARB	Each	8296.00

XRN-6410DB4-16TB	8K NVR (Intel based), 64CH, 16TB RAW, H.265/H.264/MJPEG, ARB	Each	8704.00
XRN-6410DB4-20TB	8K NVR (Intel based), 64CH, 20TB RAW, H.265/H.264/MJPEG, ARB	Each	9112.00
XRN-6410DB4-24TB	8K NVR (Intel based), 64CH, 24TB RAW, H.265/H.264/MJPEG, ARB	Each	9520.00
XRN-6410DB4-32TB	8K NVR (Intel based), 64CH, 32TB RAW, H.265/H.264/MJPEG, ARB	Each	10336.00
XRN-6410DB4-40TB	8K NVR (Intel based), 64CH, 40TB RAW, H.265/H.264/MJPEG, ARB	Each	11152.00
XRN-6410DB4-48TB	8K NVR (Intel based), 64CH, 48TB RAW, H.265/H.264/MJPEG, ARB	Each	11968.00
XRN-6410DB4-56TB	8K NVR (Intel based), 64CH, 56TB RAW, H.265/H.264/MJPEG, ARB	Each	12784.00
XRN-6410DB4-64TB	8K NVR (Intel based), 64CH, 64TB RAW, H.265/H.264/MJPEG, ARB	Each	13600.00
XRN-6410DB4-88TB	8K NVR (Intel based), 64CH, 88TB RAW, H.265/H.264/MJPEG, ARB	Each	16048.00
XRN-6410DB4-96TB	8K NVR (Intel based), 64CH, 96TB RAW, H.265/H.264/MJPEG, ARB	Each	16864.00
XRN-6410DB4-104TB		Each	17680.00
XRN-6410DB4-112TB		Each	18496.00
XRN-6410DB4-120TB		Each	19312.00
XRN-6410DB4-128TB		Each	20128.00
XRN-6410DB4-140TB		Each	21352.00
XRN-6410DB4-150TB		Each	22372.00
XRN-6410DB4-160TB		Each	23392.00
XRN-6410RB2	8K NVR (Intel based), No HDD, 64 channels, H265,H264, MJPEG, 8 fixed	Each	4635.90
XRN-6410RB2-8TB	8K NVR (Intel based), 8TB RAW, 64 channels, H265,H264, MJPEG, 8 fixed	Each	5451.90
XRN-6410RB2-16TB	8K NVR (Intel based),16TB RAW, 64 channels, H265,H264, MJPEG, 8 fixed	Each	6267.90
XRN-6410RB2-24TB	8K NVR (Intel based), 24TB RAW, 64 channels, H265,H264, MJPEG, 8 fixed	Each	7083.90
XRN-6410RB2-32TB	8K NVR (Intel based), 32TB RAW, 64 channels, H265,H264, MJPEG, 8 fixed	Each	7899.90
XRN-6410RB2-48TB	8K NVR (Intel based), 48TB RAW, 64 channels, H265,H264, MJPEG, 8 fixed	Each	9531.90
XRN-6410RB2-64TB	8K NVR (Intel based), 64TB RAW, 64 channels, H265,H264, MJPEG, 8 fixed	Each	11163.90
XRN-6410B2	8K NVR (Intel based), No HDD, 64 channels, H265,H264, MJPEG, 8 fixed	Each	3547.90
XRN-6410B2-12TB	8K NVR (Intel based), 12TB RAW, 64 channels, H265,H264, MJPEG, 8 fixed	Each	4771.90
XRN-6410B2-16TB	8K NVR (Intel based), 16TB RAW, 64 channels, H265,H264, MJPEG, 8 fixed	Each	5179.90
XRN-6410B2-24TB	8K NVR (Intel based), 24TB, 64 channels, H265,H264, MJPEG, 8 fixed	Each	5995.90
XRN-6410B2-32TB	8K NVR (Intel based),32TB RAW, 64 channels, H265,H264, MJPEG, 8 fixed	Each	6811.90
XRN-6410B2-48TB	8K NVR (Intel based), 48TB RAW, 64 channels, H265,H264, MJPEG, 8 fixed	Each	8443.90
XRN-6410B2-64TB	8K NVR (Intel based), 64TB RAW, 64 channels, H265,H264, MJPEG, 8 fixed	Each	10075.90

XRN-3210RB2	8K NVR (Intel based), No HDD, 32 channels, H265,H264, MJPEG, 8 fixed	Each	4000.95
XRN-3210RB2-8TB	8K NVR (Intel based), 8TB RAW, 32 channels, H265,H264, MJPEG, 8 fixed	Each	4816.95
XRN-3210RB2-16TB	8K NVR (Intel based),16TB RAW, 32 channels, H265,H264, MJPEG, 8 fixed	Each	5632.95
XRN-3210RB2-24TB	8K NVR (Intel based), 24TB RAW, 32 channels, H265,H264, MJPEG, 8 fixed	Each	6448.95
XRN-3210RB2-32TB	8K NVR (Intel based), 32TB RAW, 32 channels, H265,H264, MJPEG, 8 fixed	Each	7264.95
XRN-3210RB2-48TB	8K NVR (Intel based), 48TB RAW, 32 channels, H265,H264, MJPEG, 8 fixed	Each	8896.95
XRN-3210RB2-64TB	8K NVR (Intel based), 64TB RAW, 32 channels, H265,H264, MJPEG, 8 fixed	Each	10528.95
XRN-3210B2	8K NVR (Intel based), No HDD, 32 channels, H265,H264, MJPEG, 8 fixed	Each	2912.95
XRN-3210B2-12TB	8K NVR (Intel based), 12TB RAW, 32 channels, H265,H264, MJPEG, 8 fixed	Each	4136.95
XRN-3210B2-16TB	8K NVR (Intel based), 16TB RAW, 32 channels, H265,H264, MJPEG, 8 fixed	Each	4544.95
XRN-3210B2-24TB	8K NVR (Intel based), 24TB, 32 channels, H265,H264, MJPEG, 8 fixed	Each	5360.95
XRN-3210B2-32TB	8K NVR (Intel based),32TB RAW,32 channels, H265,H264, MJPEG, 8 fixed	Each	6176.95
XRN-3210B2-48TB	8K NVR (Intel based), 48TB RAW, 32 channels, H265,H264, MJPEG, 8 fixed	Each	7808.95
XRN-3210B2-64TB	8K NVR (Intel based), 64TB RAW, 32 channels, H265,H264, MJPEG, 8 fixed	Each	9440.95
XRN-3210B4	8K NVR (Intel based), 32CH No HDD, H.265/H.264/MJPEG, ARB	Each	5703.50
XRN-3210B4-12TB	8K NVR (Intel based), 32CH, 12TB RAW, H.265/H.264/MJPEG, ARB	Each	6927.50
XRN-3210B4-16TB	8K NVR (Intel based), 32CH, 16TB RAW, H.265/H.264/MJPEG, ARB	Each	7335.50
XRN-3210B4-20TB	8K NVR (Intel based), 32CH, 20TB RAW, H.265/H.264/MJPEG, ARB	Each	7743.50
XRN-3210B4-24TB	8K NVR (Intel based), 32CH, 24TB RAW, H.265/H.264/MJPEG, ARB	Each	8151.50
XRN-3210B4-32TB	8K NVR (Intel based), 32CH, 32TB RAW, H.265/H.264/MJPEG, ARB	Each	8967.50
XRN-3210B4-40TB	8K NVR (Intel based), 32CH, 40TB RAW, H.265/H.264/MJPEG, ARB	Each	9783.50
XRN-3210B4-48TB	8K NVR (Intel based), 32CH, 48TB RAW, H.265/H.264/MJPEG, ARB	Each	10599.50
XRN-3210B4-56TB	8K NVR (Intel based), 32CH, 56TB RAW, H.265/H.264/MJPEG, ARB	Each	11415.50
XRN-3210B4-64TB	8K NVR (Intel based), 32CH, 64TB RAW, H.265/H.264/MJPEG, ARB	Each	12231.50
XRN-3210B4-88TB	8K NVR (Intel based), 32CH, 88TB RAW, H.265/H.264/MJPEG, ARB	Each	14679.50
XRN-3210B4-96TB	8K NVR (Intel based), 32CH, 96TB RAW, H.265/H.264/MJPEG, ARB	Each	15495.50
XRN-3210B4-104TB		Each	16311.50
XRN-3210B4-112TB		Each	18351.50
XRN-3210B4-120TB		Each	19575.50
XRN-3210B4-128TB		Each	20799.50
XRN-3210B4-140TB		Each	22431.50



XRN-3210B4-150TB		Each	24267.50
XRN-3210B4-160TB		Each	26103.50
XRN-1620B2	8K NVR (Intel based), No HDD, 16 channels, H265,H264, MJPEG, 8 fixed	Each	1487.50
XRN-1620B2-2TB	8K NVR (Intel based), 2TB RAW, 16 channels, H265,H264, MJPEG, 8 fixed	Each	1691.50
XRN-1620B2-4TB	8K NVR (Intel based), 4TB RAW, 16 channels, H265,H264, MJPEG, 8 fixed	Each	1895.50
XRN-1620B2-8TB	8K NVR (Intel based), 8TB RAW, 16 channels, H265,H264, MJPEG, 8 fixed	Each	2303.50
XRN-1620B2-12TB	8K NVR (Intel based), 12TB RAW, 16 channels, H265,H264, MJPEG, 8 fixed	Each	2711.50
XRN-1620B2-16TB	8K NVR (Intel based), 16TB RAW, 16 channels, H265,H264, MJPEG, 8 fixed	Each	3119.50
XRN-1620B2-24TB	8K NVR (Intel based), 24TB RAW, 16 channels, H265,H264, MJPEG, 8 fixed	Each	3935.50
XRN-1620B2-30TB	8K NVR (Intel based), 30TB RAW, 16 channels, H265,H264, MJPEG, 8 fixed	Each	4547.50
XRN-1620B2-36TB	8K NVR (Intel based),36TB RAW, 16 channels, H265,H264, MJPEG, 8 fixed	Each	5159.50
XRN-1620B2-48TB	8K NVR (Intel based), 48TB RAW, 16 channels, H265,H264, MJPEG, 8 fixed	Each	6383.50
XRN-1620SB1	8K NVR (Intel based), No HDD, 16 channels with 16 PoE/PoE+ ports (PoE	Each	1643.90
XRN-1620SB1-2TB	8K NVR (Intel based), 2TB RAW, 16 channels with 16 PoE/PoE+ ports (PoE	Each	1847.90
XRN-1620SB1-4TB	8K NVR (Intel based), 4TB RAW 16 channels with 16 PoE/PoE+ ports (PoE	Each	2051.90
XRN-1620SB1-8TB	8K NVR (Intel based), 8TB RAW, 16 channels with 16 PoE/PoE+ ports (PoE	Each	2459.90
XRN-1620SB1-12TB	8K NVR (Intel based),12TB RAW, 16 channels with 16 PoE/PoE+ ports	Each	2867.90
XRN-1620SB1-16TB	8K NVR (Intel based), 16TB RAW, 16 channels with 16 PoE/PoE+ ports	Each	3275.90
XRN-1620SB1-24TB	8K NVR (Intel based), 24TB RAW, 16 channels with 16 PoE/PoE+ ports	Each	4091.90
XRN-820S	8K NVR (Intel based), No HDD, 8 channels with 8 PoE/PoE+ ports (PoE	Each	1161.95
XRN-820S-2TB	8K NVR (Intel based), 2TB RAW, 8 channels with 8 PoE/PoE+ ports (PoE	Each	1365.95
XRN-820S-4TB	8K NVR (Intel based), 4TB RAW, 8 channels with 8 PoE/PoE+ ports (PoE	Each	1569.95
XRN-820S-6TB	8K NVR (Intel based), 6TB RAW, 8 channels with 8 PoE/PoE+ ports (PoE	Each	1773.95
XRN-820S-8TB	8K NVR (Intel based), 8TB RAW, 8 channels with 8 PoE/PoE+ ports (PoE	Each	1977.95
XRN-820S-12TB	8K NVR (Intel based), 12TB RAW, 8 channels with 8 PoE/PoE+ ports (PoE	Each	2385.95
QRN-1630S		Each	977.50
QRN-1630S-2TB		Each	1283.50
QRN-1630S-4TB		Each	1589.50
QRN-1630S-6TB		Each	1895.50
QRN-1630S-8TB		Each	2201.50
QRN-1630S-10TB		Each	2507.50

QRN-1630S-12TB		Each	2813.50
QRN-1630S-16TB		Each	3425.50
QRN-1630S-20TB		Each	4037.50
QRN-830S		Each	646.00
QRN-830S-2TB		Each	952.00
QRN-830S-4TB		Each	1258.00
QRN-830S-6TB		Each	1564.00
QRN-820S	4K NVR, no HDD, supports: 8 channels with 8 PoE ports (PoE Budget	Each	646.00
QRN-820S-2TB	4K NVR, 2TB RAW, supports: 8 channels with 8 PoE ports (PoE Budget	Each	952.00
QRN-820S-4TB	4K NVR, 4TB RAW, supports: 8 channels with 8 PoE ports (PoE Budget	Each	1258.00
QRN-820S-6TB	4K NVR, 6TB RAW, supports: 8 channels with 8 PoE ports (PoE Budget	Each	1564.00
XRN-410S	4K NVR, no HDD, supports: 4 channels with 4 PoE/PoE+ ports,	Each	497.25
XRN-410S-1TB	4K NVR, 1TB RAW, supports: 4 channels with 4 PoE/PoE+ ports,	Each	650.25
XRN-410S-2TB	4K NVR, 2TB RAW, supports: 4 channels with 4 PoE/PoE+ ports,	Each	803.25
XRN-410S-4TB	4K NVR, 4TB RAW, supports: 4 channels with 4 PoE/PoE+ ports,	Each	1109.25
XRN-410S-6TB	4K NVR, 6TB RAW, supports: 4 channels with 4 PoE/PoE+ ports,	Each	1415.25
XRN-420S	4K NVR (Intel based), 4CH with 4 PoE/PoE+ ports (PoE Budget 50W),	Each	498.95
XRN-420S-2TB	4K NVR (Intel based) 2TB RAW, 4CH with 4 PoE/PoE+ ports (PoE Budget	Each	804.95
XRN-420S-4TB	4K NVR (Intel based) 4TB RAW, 4CH with 4 PoE/PoE+ ports (PoE Budget	Each	1110.95
XRN-420S-6TB	4K NVR (Intel based) 6TB RAW, 4CH with 4 PoE/PoE+ ports (PoE Budget	Each	1416.95
QRN-430S	4K NVR (Intel based), 4CH with 4 PoE/PoE+ ports (PoE Budget 35W),	Each	439.45
QRN-430S-2TB	4K NVR (Intel based), 2TB RAW, 4CH with 4 PoE/PoE+ ports (PoE Budget	Each	745.45
QRN-430S-4TB	4K NVR (Intel based), 4TB RAW, 4CH with 4 PoE/PoE+ ports (PoE Budget	Each	1051.45
QRN-430S-6TB	4K NVR (Intel based), 6TB RAW, 4CH with 4 PoE/PoE+ ports (PoE Budget	Each	1415.25
SPE-1630		Each	1168.75
SPE-1620	Encoder, 16CH H.265/H.264/MJPEG, 15fps @ 2MP, AHD/CVI/TVI/CVBS	Each	964.75
SPE-1610	Encoder, 16CH H.264/MJPEG, 30fps @ 2MP or lower and 15 fps @ 4MP,	Each	1160.25
SPE-420	Encoder, 4CH H.265/H.264/MJPEG, 5MP : 12fps/CH, 4MP : 15fps/CH,	Each	454.75
SPD-152		Each	722.50
SPD-151	Video decoding up to 48 cameras on HDMI / VGA, 1 camera decoding on	Each	680.00
SPD-150	Decoder, 49CH on 3 different monitors: HDMI 32 channel max, VGA 16	Each	680.00

SWT-G11MGHP	Hardened 11 Port - 2 x 100/1000/2500FX + 1 x 100/1000FX SFP Ports and	Each	3272.50
SWT-F11MGHP	Hardened 3 FX SFP 100/1000/2500Mbps FX + 8 Port 10/100Mbps TX	Each	2635.00
SBP-303HF	RJ-45 to Fiber mounting accessory for PTZ XNP-6320H/6321H, XNP-	Each	228.65
TMC-FSTM1ACM-A	Hardened mini media fiber converter (A),100mbps, ST connector, multi-	Each	620.50
TMC-FSTS1ACM-A	Hardened mini media fiber converter (A),100mbps, ST connector, single-	Each	722.50
TMC-FSTM1PoEM-A	Hardened media fiber converter (A), 100mbps, ST Connector, multi-	Each	765.00
TMC-FSTS1PoEM-A	Hardened media fiber converter (A), 100mbps, ST Connector, single-	Each	871.25
TMC-FSTM1-B	Hardened media fiber converter (B), cage mountable, 100mbps, ST	Each	620.50
TMC-FSTS1-B	Hardened media fiber converter (B), cage mountable, 100mbps, ST	Each	722.50
TMC-FSCM1ACM-A	Hardened mini media fiber converter (A),100mbps, SC connector, multi-	Each	620.50
TMC-FSCS1ACM-A	Hardened mini media fiber converter (A),100mbps, SC connector, single-	Each	722.50
TMC-FSCM1PoEM-A	Hardened media fiber converter (A), 100mbps, SC Connector, multi-	Each	765.00
TMC-FSCS1PoEM-A	Hardened media fiber converter (A), 100mbps, SC Connector, single-	Each	871.25
TMC-FSCM1-B	Hardened media fiber converter (B), cage mountable, 100mbps, SC	Each	620.50
TMC-FSCS1-B	Hardened media fiber converter (B), cage mountable, 100mbps, SC	Each	722.50
TMC-GSFPM	10/100/1000Mbps Multi-Rate media converter, SFP, 100FX/1000FX	Each	956.25
TMC-GSFP	10/100/1000Mbps Multi-Rate media converter, SFP, 100FX/1000FX	Each	956.25
TMC-GSFPPoEM	10/100/1000Mbps Multi-Rate media converter, SFP, 100FX/1000FX	Each	1041.25
TMC-FSFPPoE30M	Hardened 100Mbps Media Converter, SFP, 48V PoE, Power Supply	Each	646.00
SFP-GRJC	Copper 10/100/1000Mbps RJ45, MSA Compliant	Each	191.25
SFP-FLCM202	100Mbps, 1310nm, 2km, LC, 2 Fiber, Multi Mode, MSA Compliant	Each	136.00
SFP-FLCS220	100Mbps, 1310nm, 20km, LC, 2 Fiber, Single Mode, MSA Compliant	Each	144.50
SFP-FSCM102-A	100Mbps, 1310nm, 2km, SC, 1 Fiber, Pair with SFP-FSCM102-B, Multi	Each	221.00
SFP-FSCM102-B	100Mbps, 1550nm, 2km, SC, 1 Fiber, Pair with SFP-FSCM102-A, Multi	Each	221.00
SFP-FSCS120-A	100Mbps, 1310nm, 20km, SC, 1 Fiber, Pair with SFP-FSCM102-B, Single	Each	221.00
SFP-FSCS120-B	100Mbps, 1550nm, 20km, SC, 1 Fiber, Pair with SFP-FSCM102-A, Single	Each	221.00
SFP-GLCS215	1000Mbps, 1310nm, 15km, LC, 2 Fiber, Single Mode, MSA Compliant	Each	136.00
SFP-GLCS120-A	1000Mbps, 1310nm, 20km, LC, 1 Fiber, Pair with SFP-GLCS120-B, Single	Each	327.25
SFP-GLCS120-B	1000Mbps, 1550nm, 20km, LC, 1 Fiber, Pair with SFP-GLCS120-A, Single	Each	327.25
SFP-GLCM202	1000Mbps 1310nm, 2km, 2 Fiber, LC, Multi Mode, MSA Compliant	Each	276.25
SBP-C14	14 slot card cage rack, power supply included	Each	871.25

SBP-C03	3 slot card cage rack, power supply included	Each	493.00
SBP-C14PS1	90-264 VAC 50/60hz power supply for SBP-C14	Each	493.00
SBP-C14BP1	1 slot blank filler panel for SBP-C14 card cage	Each	29.75
SBP-C14BP3	3 slot blank filler panel for SBP-C14 card cage	Each	29.75
SBP-UDR	Universal DIN-Rail mount adapter kit that allow the Hanwha product to	Each	29.75
TEU-F01	Single-Channel Ethernet over UTP with Pass-through PoE	Each	399.50
TEC-F01	Single-Channel Ethernet over COAX with Pass-through PoE	Each	374.00
TEU-F04	Four-Channel Ethernet over UTP with Pass-through PoE	Each	1445.00
TEC-F04	Four-Channel Ethernet over COAX with Pass-through PoE	Each	1402.50
TEU-F16	Sixteen-Channel Ethernet over UTP with Pass-through PoE	Each	4165.00
TEC-F16	Sixteen-Channel Ethernet over COAX with Pass-through PoE	Each	4122.50
TER-F01	100 Meter Ethernet Repeater Pass-Through PoE Power	Each	327.25
TER-F01PD	100 Meter Ethernet Repeater External Power	Each	327.25
HCF-8010V	5MP (2560x1944) resolution, 20FPS @5MP, BLC, Day & Night (ICR),	Each	339.15
HCB-7000A	Wisenet HD+ 4MP box camera, AHD or CVBS formats are available, RS485	Each	153.00
HCO-7070RA	Wisenet HD+ 4MP IR bullet camera, AHD or CVBS formats are available,	Each	255.00
HCO-7010RA	Wisenet HD+ 4MP IR bullet camera, AHD or CVBS formats are available,	Each	170.00
HCO-7020RA	Wisenet HD+ 4MP IR bullet camera, AHD or CVBS formats are available,	Each	170.00
HCO-7030RA	Wisenet HD+ 4MP IR bullet camera, AHD or CVBS formats are available,	Each	170.00
HCV-7070RA	Wisenet HD+ 4MP IR outdoor dome camera, AHD or CVBS formats are	Each	255.00
HCV-7010RA	Wisenet HD+ 4MP IR outdoor dome camera, AHD or CVBS formats are	Each	170.00
HCV-7020RA	Wisenet HD+ 4MP IR outdoor dome camera, AHD or CVBS formats are	Each	170.00
HCV-7030RA	Wisenet HD+ 4MP IR outdoor dome camera, AHD or CVBS formats are	Each	170.00
HCD-7070RA	Wisenet HD+ 4MP IR indoor dome camera, AHD or CVBS formats are	Each	229.50
HCD-7010RA	Wisenet HD+ 4MP IR indoor dome camera, AHD or CVBS formats are	Each	153.00
HCD-7020RA	Wisenet HD+ 4MP IR indoor dome camera, AHD or CVBS formats are	Each	153.00
HCD-7030RA	Wisenet HD+ 4MP IR indoor dome camera, AHD or CVBS formats are	Each	153.00
HCB-6000	Wisenet HD+ 2MP, Full HD(1080p) 30fps box camera, AHD/TVI/CVI/CVBS,	Each	153.00
HCB-6001	Wisenet HD+ 2MP, Full HD(1080p) 30fps box camera, AHD/TVI/CVI/CVBS,	Each	182.75
HCD-6070R	Wisenet HD+ 2MP, Full HD(1080p) 30fps IR indoor dome camera,	Each	229.50
HCD-6080R	Wisenet HD+ 2MP, Full HD(1080p) 30fps IR indoor dome camera,	Each	272.00

HCD-6010	Wisenet HD+ 2MP indoor dome camera, AHD, CVI, TVI, CVBS formats are	Each	153.00
HCD-6020R	Wisenet HD+ 2MP IR indoor dome camera, AHD, CVI, TVI, CVBS formats	Each	178.50
HCV-6070R	Wisenet HD+ 2MP, Full HD(1080p) 30fps IR outdoor dome camera,	Each	255.00
HCV-6080R	Wisenet HD+ 2MP, Full HD(1080p) 30fps IR outdoor dome camera,	Each	297.50
HCO-6070R	Wisenet HD+ 2MP, Full HD(1080p) 30fps IR outdoor bullet camera,	Each	255.00
HCO-6020R	Wisenet HD+ 2MP IR bullet camera, AHD, CVI, TVI, CVBS formats are	Each	178.50
HCO-6080R	Wisenet HD+ 2MP, Full HD(1080p) 30fps IR outdoor bullet camera,	Each	297.50
HCP-6320A	Wisenet HD+ 2MP, Full HD(1080p) 30fps PTZ camera, Optical zoom lens	Each	1079.50
HCP-6320HA	Wisenet HD+ 2MP, Full HD(1080p) 30fps PTZ camera, Optical zoom lens	Each	1249.50
SCO-6085R	Wisenet HD+ 2MP, Full HD(1080p) 30fps IR bullet camera, 1/2.8" 2M	Each	212.50
SCV-6085R	Wisenet HD+ 2MP, Full HD(1080p) 30fps IR vandal dome camera, 1/2.8"	Each	212.50
SCD-6085R	Wisenet HD+ 2MP, Full HD(1080p) 30fps IR dome camera, 1/2.8" 2M	Each	195.50
SCB-6005	Wisenet HD+ 2MP, Full HD(1080p) 30fps, 1/2.8" 2M CMOS, 60dB DWDR,	Each	135.15
HRX-1634	5-in-1 16CH Pentabrid DVR, AHD, HDTV, HDCVI (up to 8MP), Total	Each	680.00
HRX-1634-4TB	5-in-1 16CH Pentabrid DVR- 4TB Raw Storage, AHD, HDTV, HDCVI (up to	Each	1088.00
HRX-1634-6TB	5-in-1 16CH Pentabrid DVR- 6TB Raw Storage, AHD, HDTV, HDCVI (up to	Each	1292.00
HRX-1634-8TB	5-in-1 16CH Pentabrid DVR- 8TB Raw Storage, AHD, HDTV, HDCVI (up to	Each	1496.00
HRX-1634-10TB	5-in-1 16CH Pentabrid DVR- 10TB Raw Storage, AHD, HDTV, HDCVI (up to	Each	1700.00
HRX-1634-12TB	5-in-1 16CH Pentabrid DVR- 12TB Raw Storage, AHD, HDTV, HDCVI (up to	Each	1904.00
HRX-1635	5-in-1 16CH Pentabrid DVR, AHD, HDTV, HDCVI (up to 8MP), Total	Each	1161.95
HRX-1635-4TB	5-in-1 16CH Pentabrid DVR- 4TB Raw Storage, AHD, HDTV, HDCVI (up to	Each	1569.95
HRX-1635-8TB	5-in-1 16CH Pentabrid DVR- 8TB Raw Storage, AHD, HDTV, HDCVI (up to	Each	1977.95
HRX-1635-12TB	5-in-1 16CH Pentabrid DVR- 12TB Raw Storage, AHD, HDTV, HDCVI (up to	Each	2385.95
HRX-1635-16TB	5-in-1 16CH Pentabrid DVR- 16TB Raw Storage, AHD, HDTV, HDCVI (up to	Each	2793.95
HRX-1635-20TB	5-in-1 16CH Pentabrid DVR- 20TB Raw Storage, AHD, HDTV, HDCVI (up to	Each	3201.95
HRX-1635-24TB	5-in-1 16CH Pentabrid DVR- 24TB Raw Storage, AHD, HDTV, HDCVI (up to	Each	3609.95
HRX-1635-30TB	5-in-1 16CH Pentabrid DVR- 30TB Raw Storage, AHD, HDTV, HDCVI (up to	Each	4221.95
HRX-1635-36TB	5-in-1 16CH Pentabrid DVR- 36TB Raw Storage, AHD, HDTV, HDCVI (up to	Each	4833.95
HRX-1635-48TB	5-in-1 16CH Pentabrid DVR- 48TB Raw Storage, AHD, HDTV, HDCVI (up to	Each	6057.95
HRX-835	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), TVI (up to 8MP), CVI (up to	Each	906.95
HRX-835-4TB	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), - 4TB Raw Storage.TVI (up	Each	1314.95

HRX-835-6TB	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), - 6TB Raw Storage.TVI (up	Each	1518.95
HRX-835-8TB	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), - 8TB Raw Storage.TVI (up	Each	1722.95
HRX-835-12TB	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), - 12TB Raw Storage.TVI	Each	2130.95
HRX-835-16TB	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), - 16TB Raw Storage.TVI	Each	2538.95
HRX-835-24TB	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), - 24TB Raw Storage.TVI	Each	3354.95
HRX-435	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), TVI (up to 8MP), CVI (up to	Each	340.00
HRX-435-2TB	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), - 2TB Raw Storage.TVI (up	Each	544.00
HRX-435-4TB	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), - 4TB Raw Storage.TVI (up	Each	748.00
HRX-435-6TB	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), - 6TB Raw Storage.TVI (up	Each	952.00
HRX-435-8TB	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), - 8TB Raw Storage.TVI (up	Each	1156.00
HRX-435-12TB	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), - 12TB Raw Storage.TVI	Each	1564.00
HRX-434	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), TVI (up to 8MP), CVI (up to	Each	283.90
HRX-434-2TB	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), - 2TB Raw Storage.TVI (up	Each	487.90
HRX-434-4TB	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), - 4TB Raw Storage.TVI (up	Each	691.90
HRX-434-6TB	Wisenet HD+ Pentabrid DVR AHD (up to 8MP), - 6TB Raw Storage.TVI (up	Each	895.90
SRX-AU121I	Optional D-Sub adapter with 12 RCA audio connector for SRD-16XX series	Each	59.50
SLA-C-E24	Canon 24mm f1.4L, Auto-Iris (EF 24mm f/1.4L II USM) : Horizontal field of	Each	4271.25
SLA-C-E50	Canon 50mm f1.2, Auto-Iris (EF 50mm f/1.2 USM) : Horizontal field of	Each	3357.50
SLA-C-E2470	Canon 24-70mm f/2.8L II USM (EF 24-70mm f/2.8L USM) : Horizontal	Each	4165.00
SLA-C-E70200	Canon 70-200mm f2.8L, Auto-Iris, Vari Focal (EF 70-200mm f/2.8L USM) :	Each	4632.50
SLA-C-I3910	1/1.8" 3.9-10mm F1.5 Varifocal, HD Series P-iris (i-CS Mount) Day/Night	Each	386.75
SLA-C-I2885	1/2.7" 2.8-8.5mm F1.2 Varifocal, HD Series P-iris (i-CS Mount) Day/Night	Each	369.75
SLA-T1080F	1.6mm fixed lens module, compatible with the XNB-6001, straight body	Each	263.50
SLA-T2480	2.4mm fixed lens module, compatible with the XNB-6001, straight body	Each	182.75
SLA-T2480V	2.4mm fixed lens module, compatible with the XNB-6001, right angle	Each	182.75
SLA-T4680	4.6mm pinhole lens module, compatible with the XNB-6001, straight	Each	182.75
SLA-T4680V	4.6mm pinhole lens module, compatible with the XNB-6001, right angle	Each	182.75
SLA-T4680A	4.6mm pinhole lens module, compatible with PNM-9000QB, straight	Each	182.75
SLA-T4680VA	4.6mm pinhole lens module, compatible with PNM-9000QB, right angle	Each	182.75
SLA-T2480A	2.4mm fixed lens module, compatible with PNM-9000QB, straight body	Each	182.75
SLA-T2480VA	2.4mm fixed lens module, compatible with PNM-9000QB, right angle	Each	182.75

SLA-T1080FA	1.6mm fixed lens module, compatible with PNM-9000QB, straight body	Each	263.50
SLA-H-4680VA	Height strip with 4.6mm pinhole lens module, compatible with PNM-	Each	463.25
SLA-T2880BA		Each	671.50
SLA-T4680DA		Each	229.50
SLA-T4680DSA		Each	229.50
SLA-T4680D	Door Jamb head with a 4.6mm lens, compatible with XNB-6001 (not	Each	229.50
SLA-T4680DS	Door Jamb head with a 4.6mm lens, compatible with XNB-6001 (not	Each	229.50
SLA-T4680DW	Door Jamb head with a 4.6mm lens, compatible with XNB-6001 (not	Each	229.50
SLA-T-M410DN	Megapixel Lens, image sensor from 1/2.3" up to 1/1.7", Up to 12MP	Each	357.00
SLA-T-M1250DN	Megapixel Lens, image sensor from 1/2.3" up to 1/1.7", Up to 12MP	Each	357.00
SLA-T-M940DN	Lens, 1/2.3", Up to 4K Vari-focal(9~40mm), Auto DC IRIS, CS-Mount,	Each	313.65
SLA-2M2400P	1/2.8" 2MP CMOS with a 2.4mm fixed focal lens, FoV: H: 135.4°, V: 71.2°	Each	72.25
SLA-2M2800P	1/2.8" 2MP CMOS with a 2.8mm fixed focal lens, FoV: H: 107.4°, V: 62.2°,	Each	72.25
SLA-2M3600P	1/2.8" 2MP CMOS with a 3.6mm fixed focal lens, FoV: H: 94.8°, V: 49.3°,	Each	72.25
SLA-2M6000P	1/2.8" 2MP CMOS with a 6.0mm fixed focal lens, FoV: H: 50.4°, V: 28.8°,	Each	72.25
SLA-2M1200P	1/2.8" 2MP CMOS with a 12.0mm fixed focal lens, FoV: H: 26.3°, V: 14.9°,	Each	72.25
SLA-5M3700P	1/1.8" 5MP CMOS with a 3.7mm fixed focal lens, FoV: H: 97.5°, V: 71.9°	Each	212.50
SLA-5M4600P	1/1.8" 5MP CMOS with a 4.6mm fixed focal lens, FoV: H: 77.9°, V: 57.9°	Each	212.50
SLA-5M7000P	1/1.8" 5MP CMOS with a 7.0mm fixed focal lens, FoV: H: 50.7°, V: 37.8°	Each	212.50
SLA-2M2400Q	1/2.8" 2MP CMOS with a 2.4mm fixed focal lens, FoV: H: 135.4°, V: 71.2°	Each	72.25
SLA-2M2800Q	1/2.8" 2MP CMOS with a 2.8mm fixed focal lens, FoV: H: 107.4°, V: 62.2°,	Each	72.25
SLA-2M3600Q	1/2.8" 2MP CMOS with a 3.6mm fixed focal lens, FoV: H: 94.8°, V: 49.3°,	Each	72.25
SLA-2M6000Q	1/2.8" 2MP CMOS with a 6.0mm fixed focal lens, FoV: H: 50.4°, V: 28.8°,	Each	72.25
SLA-5M3700Q	1/1.8" 5MP CMOS with a 3.7mm fixed focal lens, FoV: H: 97.5°, V: 71.9°	Each	212.50
SLA-5M4600Q	1/1.8" 5MP CMOS with a 4.6mm fixed focal lens, FoV: H: 77.9°, V: 57.9°	Each	212.50
SLA-5M7000Q	1/1.8" 5MP CMOS with a 7.0mm fixed focal lens, FoV: H: 50.7°, V: 37.8°	Each	212.50
SLA-5M3700D	1/1.8" 5MP CMOS with a 3.7mm fixed focal lens, FoV: H: 97.5°, V: 71.9°	Each	212.50
SLA-5M4600D	1/1.8" 5MP CMOS with a 4.6mm fixed focal lens, FoV: H: 77.9°, V: 57.9°	Each	212.50
SLA-5M7000D	1/1.8" 5MP CMOS with a 7.0mm fixed focal lens, FoV: H: 50.7°, V: 37.8°	Each	212.50
SLA-2M2400D	1/2.8" 2MP CMOS with a 2.4mm fixed focal lens, FoV: H: 135.4°, V: 71.2°,	Each	72.25
SLA-2M2800D	1/2.8" 2MP CMOS with a 2.8mm fixed focal lens, FoV: H: 107.4°, V: 62.2°,	Each	72.25

SLA-2M3600D	1/2.8" 2MP CMOS with a 3.6mm fixed focal lens, FoV: H: 94.8°, V: 49.3°,	Each	72.25
SLA-2M6000D	1/2.8" 2MP CMOS with a 6.0mm fixed focal lens, FoV: H: 50.4°, V: 28.8°,	Each	72.25
SLA-2M2402D	1/2.8" 2MP CMOS with a 2.4mm fixed focal lens, FoV: H: 135.4°, V: 71.2°,	Each	72.25
SLA-2M2802D	1/2.8" 2MP CMOS with a 2.8mm fixed focal lens, FoV: H: 107.4°, V: 62.2°,	Each	72.25
SLA-2M3602D	1/2.8" 2MP CMOS with a 3.6mm fixed focal lens, FoV: H: 94.8°, V: 49.3°,	Each	72.25
SLA-2M6002D	1/2.8" 2MP CMOS with a 6.0mm fixed focal lens, FoV: H: 50.4°, V: 28.8°,	Each	72.25
SLA-M2890DN	Lens, 1/2.8", 3 MP, Vari-focal (2.8-9.0mm), Auto DC Iris, CS-Mount	Each	169.15
SLA-M2890PN	Lens, 1/2.8", 3 MP, Vari-focal (2.8-9.0mm), Auto P Iris, CS-Mount	Each	211.65
SLA-F-M1550DNL	Lens, 1/2.7", 3 MP, Vari-focal (15-50mm), Auto DC Iris, CS-Mount, Tele	Each	313.65
SBD-110GP1		Each	17.00
SPM-4210	Network I/O Box for PTZ plus, 4-configurable I/O ports, Audio I/O, PoE.	Each	225.25
SBS-165TM	Tilt Mount for TID-600R, 30° Tilt angle, Installable on Left or Right	Each	26.35
SHS-165F	Flush Mount for TID-600R, 2 Cover plates included (White, Dark Brown)	Each	90.95
SBC-160BF		Each	42.50
SBC-165W	White Skin Cover for TID-600R	Each	18.70
TA-18	Turbine Compact Flush-Mount Back Box for TCIS-2 and TCIS-3	Each	263.50
TA-14	Windscreen Microphone for TCIS-2 and TCIS-3	Each	153.00
TA-13	Turbine Mini On Wall Back Box White, Compatible with TMIS-1	Each	246.50
TA-5	Bracket for US 2 GANG Double Depth back Box, compatible with TCIS-2	Each	76.50
TA-1	Turbine Compact Onwall Back Box, IP66, IK10, Aluminum ally, Grey,	Each	182.75
TKIS-2	Zenitel Turbine Intercom module used as an external relay for the Zenitel	Each	858.50
SBD-120GP	Adaptor plate for Single, Double, 4" Octagon, supported cameras (QND-	Each	38.25
SBD-110GP	Adaptor plate for Single, Double, 4" Octagon, supported cameras (7010R	Each	38.25
SBP-B-100P	Single Gang Box Converter Plate for XNV-6011	Each	33.15
STB-2000	ATM mounting bracket for remote head lens, compatible with SLA-T2480,	Each	105.40
SBP-329HM	Large Cap adapter (outdoor) for the Multi-Directional cameras PNM-	Each	63.75
SBP-168HM	Cap Adapter for the XNP-6120H	Each	67.15
SBP-140HMW		Each	41.65
SBP-201HM	Cap Adapter for the PNM-9020V, HCM-9020VQ Multi-Sensor.	Each	41.65
SBP-201HMW	Cap Adapter for the PNM-9000VD, PNM-7002VD Multi-sensor	Each	41.65
SBP-300HM8	Cap Adapter for the PND-9080R, XND-6080V/RV, XND-8080RV, XND-	Each	41.65



SBP-300HM7	Small cap adapter (aluminum), accessory for XNV-6011, SCD-6023R, QND-	Each	41.65
SBP-300HMW7	Small cap adapter (aluminum), accessory for XNV-6011W, QND-	Each	41.65
SBP-300HM6	Medium Cap Adapter (Aluminum), accessory for PNV-9080R, XNV-	Each	41.65
SBP-300HM5	Small cap adapter (aluminum), accessory for 5MP fisheye cameras (SNF-	Each	41.65
SBP-301HM4	Medium Cap Adapter (Aluminum) Accessory, (SCD-6083R, SCD-5080, SCD-	Each	41.65
SBP-301HM3	Medium Cap Adapter Accessory, HCP-6320A, XNP-6320/6321, QNP-	Each	41.65
SBP-301HMW3	Medium Cap Adapter Accessory, compatible with QNP-6250, QNP-6320,	Each	41.65
SBP-301HM5	Small Cap Adapter (Aluminum), accessory for SCV-6083R/6023R, QNV-	Each	41.65
SBP-099HMW	Small cap adapter, accessory for Q-mini cameras: QNF-8010,QNF-	Each	28.90
SBP-300HMW5	Small cap adapter, accessory for XNF-8010RW, (White color)	Each	41.65
SBP-302CM-06	Extension pendant pipe 6" long, fit the SBP-302CMB (Mounting backbox),	Each	38.25
SBP-301HMW2	Small cap adapter (aluminum) accessory, (QNV-8080R,QNV-6082R, LNV-	Each	41.65
SBP-317HMWP		Each	233.75
SBP-317HMW	Can be used with PNM-9084RQZ/9085RQZ. Mount screw size : PF 1 1/2",	Each	63.75
SBP-122HM	Small cap adapter for: (QND-7080R/6070R, QNV-7010R/20R/30R, QNV-	Each	28.90
SBP-122HMW	Cap adapter for the (QND-8080R/6082R, QNV-8010R/20R/30R, QNV-	Each	28.90
SBP-167HM	Hanging cap (ivory) for the indoor X Plus dome cameras	Each	42.50
SBP-276HMW	Cap adapter for the PNM-9084QZ, PNM-8082VT, PNM-9022V, PNM-	Each	63.75
SBP-167HMW	Hanging cap (white color) compatible with: XNF-9010RV/RVM, XND-	Each	42.50
SBP-187HM	Hanging cap (ivory) for the outdoor X Plus dome cameras	Each	42.50
SBP-187HMW	Hanging cap (white) for the outdoor X Plus dome cameras: XNV-	Each	42.50
SBC-170C	Silver Skin Cover for TNV-8011C	Each	29.75
SBC-170CB	Black Skin Cover for TNV-8011C	Each	29.75
SBC-170CW	White Skin Cover for TNV-8011C	Each	29.75
SBC-160B	Black skin cover for indoor X-Plus series domes XND-6081xx, XND-8081xx,	Each	42.50
SBC-180B	Black skin cover for outdoor X-Plus series domes XNV-6081xx, XNV-	Each	42.50
SBC-140C	Stainless Steel Skin Cover for TNV-8010C, dimensions: 152.6 x 147.1 x	Each	67.15
SBV-160WC	Weather cap for the following outdoor domes: (XNV-6080/R/8080R/PNV-	Each	25.50
SBV-120WC	Weather cap for the following outdoor domes: (XNV-	Each	25.50
SBV-120WCW	Weather cap for the following outdoor domes: (QNV-	Each	25.50
SBV-161WCW	Weather cap compatible with: XNV-C6083R/C7083R/C8083R/C9083R	Each	25.50

SBV-253WCW	Weather cap compatible with: PNM-9031RV / PNM-9022V	Each	29.75
SBV-A14B	Back box for A-series cameras	Each	41.65
SBV-125BW	Back box for outdoor Flat-Eye (QNE-8011R and QNE-8021R), white color	Each	41.65
SBV-180WW	Waterproof Backbox for Vandal X-Core and X-Plus cameras; Compatible	Each	102.00
SBV-215WCW	Weather cap for PNM-C7083RVD/7082RVD and PNM-	Each	34.00
SBP-215HMW	Hanging mount for PNM-C7083RVD/7082RVD and PNM-	Each	34.00
SBV-138TMW	23° Tilt mount for Varifocal outdoor dome Q and L series cameras:	Each	41.65
SBP-160TM	23° tilt mount for vandal outdoor domes (XNV-	Each	21.25
SBP-160TMW1	Tilt Mount, compatible with: XNF-9010RV/RVM, XND-9082RV, XND-	Each	41.65
SBP-300TM1	20° Tilt Angle Wall Mount Adapter (Poly Carbonate), Accessory for 5MP	Each	50.15
SPB-IND88W	Tinted dome for Indoor dome X-Core cameras	Each	68.00
SPB-VAN88W	Tinted dome for Vandal dome X-Core cameras	Each	72.25
SPB-VAN89W		Each	68.00
SHD-1350FPW	In-ceiling Housing for X-Plus module cameras	Each	114.75
SPB-VAN85W	Tinted bubble for outdoor X-Plus cameras, compatible with: XNV-	Each	68.00
SPB-IND85W	Tinted bubble for indoor X-Plus cameras, compatible with: XND-	Each	63.75
SPB-FCD85W	Tinted bubble for indoor flush mount X-Plus cameras, compatible with:	Each	63.75
SPB-PTZ71	Tinted replacement Bubble for XNP-6040H	Each	63.75
SPB-PTZ73	Tinted replacement Bubble for XNP-6120H	Each	85.00
SPB-PTZ85W	Smoked dome cover for PTZ Plus cameras: XNP-6400/6400R, XNP-	Each	85.00
SPB-VAN71	Tinted replacement Bubble for XNV-6120, XNV-6120R	Each	68.00
SPB-VAN81	Tinted replacement Bubble for XNV-6085	Each	68.00
SPB-IND83V	Tinted replacement Bubble for XND-6085V	Each	63.75
SPB-IND11	Tinted bubble (XND-6010/6020/8020R/8030R/8040R)	Each	21.25
SPB-IND12	Tinted bubble (QND- 6010R/6020R/6030R / 7010R/7020R/7030R, LND-	Each	21.25
SPB-INW72	Smoked dome cover for White Q/L varifocal indoor domes, (except QND-	Each	21.25
SPB-IND72	Tinted bubble (QND-6070R/7080R, LND-6071R)	Each	21.25
SPB-IND81V	Tinted bubble (XND-6080V/XND-6080RV XND-8080RV)	Each	38.25
SPB-VAN11	Tinted bubble (XNV- 6010/6020/ 8020R/8030R/8040R)	Each	21.25
SPB-VAN12	Tinted bubble (QNV- 6010R/6020R/6030R/ 7010R/7020R/7030R, LNV-	Each	21.25
SPB-VAN72	Tinted bubble (HCV-6070R/6080R/7070RA, SCV-6083R)	Each	29.75

SPB-VAW12	Smoked dome cover for White Q/L fixed vandal domes (LNV-	Each	21.25
SPB-INW12	Smoked dome cover for White Q/L fixed indoor domes (LND-	Each	21.25
SPB-INW13	Smoked dome cover for White 5MP Q series fixed lens (QND-	Each	21.25
SPB-INW73	Smoked dome cover for White QND-8080R	Each	21.25
SPB-VAN4	Accessory, tinted replacement Bubble for SCV-6023R	Each	58.65
SPB-VAN3	Accessory, tinted replacement Bubble for XNV-	Each	58.65
SPB-IND6	Accessory, tinted replacement Bubble for SCD-6083R,HCD-6080R/6070R	Each	33.15
SPB-PTZ6	Accessory, tinted replacement Bubble for Indoor PTZ: XNP-6320/6321,	Each	84.15
SPB-PTZ7	Accessory, tinted replacement Bubble for Outdoor PTZ: XNP-	Each	118.15
SPG-VAN13W		Each	67.15
SPB-VAW72	Smoked dome cover for: QNV-8080R, QNV-6082R, LNV-6072R	Each	29.75
SPG-IND12B	Black cover for QND-6012R / 22R/ 32R, QND-7010R / 20R / 30R, LND-	Each	21.25
SPG-IND72B	Black cover for QND-6082R, QND-7080R, LND-6072R	Each	21.25
SPG-IND16B	Black cover for Q-mini cameras QND-6011, QND-6021, QND-8011, QND-	Each	21.25
SHD-315F	2X2 drop ceiling tile flush mount adaptor for the PNM-9084RQZ and PNM-	Each	276.25
SHD-1198FW	In-ceiling flush mount accessory for indoor dome: QND-8080R, QND-	Each	67.15
SHF-1500F	In-ceiling flush mount accessory for XNF-8010R/RV/RVM, PNF-	Each	67.15
SHD-400F	In-ceiling flush mount accessory for XNV-6011, Aluminum Body, Ivory	Each	101.15
SHD-3000F1	In-ceiling flush mount accessory for PNV-9080R, XNV-6080/R, XNV-	Each	67.15
SHD-3000F2	In-ceiling flush mount accessory for Indoor dome: HCD-	Each	67.15
SHD-3000F3	In-ceiling flush mount accessory for vandal dome SCV-6083R/6023R, QNV-	Each	67.15
SHD-3000FW2	In-ceiling flush mount accessory for Indoor dome (QND-6082R, LND-	Each	67.15
SHD-3000F4	In-ceiling flush mount accessory for PND-9080R, XND-6080RV, XND-	Each	67.15
SHD-3000F5	In-ceiling flush mount accessory for PNM-9000VQ, plenum rated	Each	212.50
SHP-1680F	In-ceiling flush mount accessory for XNP-6120H, XND-6085V, XNV-6085	Each	67.15
SHD-B-3100FP1	Plenum rated In-ceiling flush mount accessory for PNV-9080R, XNV-	Each	147.90
SHP-3701F	PTZ In-Ceiling flush mount accessory for: XNP-6320/6321, QNP-	Each	170.00
SHP-3701FB	PTZ In-Ceiling flush mount accessory with a tinted bubble for: HCP-6320A,	Each	170.00
SHD-1408FW	In-ceiling flush mount accessory for: HCV-6070R/6080R/7070RA, PND-	Each	67.15
SHD-1408FPW	Plenum rated flush mount, white color. Compatible with HCD-	Each	106.25
SHD-1128FPW	Plenum rated flush mount, white color. Compatible with: QNF-	Each	67.15

SHP-1520FW		Each	101.15
SHP-1560FW	White color PTZ-Plus flush mount. Compatible with XNP-	Each	101.15
SHP-1560FPW	Plenum rated PTZ-Plus flush mount, white color. Compatible with XNP-	Each	135.15
SHP-1680FPW	White color PTZ flush mount. Compatible with HCP-6320/6320A, QNP-	Each	135.15
SHP-1680FW	In-ceiling flush mount accessory for XNP-6120H, XND-6085V, XNV-6085,	Each	67.15
SBU-500WM	Wall mount for the TNU-6321	Each	276.25
SBP-137WM1	Outdoor wall mount for outdoor domes (QNV-7010R/7020R/7030R, XNV-	Each	55.25
SBP-137WMW1	Outdoor wall mount for outdoor domes (QNV-	Each	55.25
SBP-125WMW	Outdoor wall mount for outdoor Flat-Eye (QNE-8011R and QNE-8021R),	Each	55.25
SBP-120WM	Indoor Wall mount for indoor domes (QND-	Each	21.25
SBP-120WMW	Indoor wall mount for indoor domes (QND-	Each	21.25
SBP-160WMW1	Wall mount for indoor dome cameras: Compatible models: XND-	Each	67.15
SBP-300WMW	White Gooseneck mount	Each	67.15
SBP-390WMW2	Wall Mount Accessory, 2x knock out built-in, compatible with all full size	Each	182.75
SBP-300WM1	Wall Mount Accessory, All caps except SBP-329HM and all outdoor PTZs	Each	67.15
SBP-300WMW1	Wall Mount Accessory (white), Compatible with white hanging caps	Each	67.15
SBP-300WMS1	Stainless Steel wall mount for stainless steel cameras	Each	531.25
SBP-390WM1	Wall Mount Accessory, 2x knock out built-in, compatible with all full size	Each	182.75
SBP-390WM2	Wall Mount Accessory, 2x knock out built-in, compatible with all full size	Each	182.75
SBP-300WM	Wall Mount Accessory, All caps and all outdoor PTZs Ivory	Each	67.15
SBP-300WMS	Stainless Steel wall mount (gooseneck) for stainless steel cameras	Each	531.25
SBP-300HMS6	Stainless steel cap adaptor for XNV-6080RSA, XNV-8080RSA	Each	412.25
SBP-302PM	Pole Mount Adapter Accessory, use with SBO-100B1, PNO-9080R, SNO-	Each	67.15
SBP-300PMW2		Each	67.15
SBP-300PMW1	Pole Mount Adapter Accessory, use with SBP-300WMW1, White color,	Each	67.15
SBB-300PMW1		Each	27.20
SBP-300PM1	Pole Mount Adapter Accessory, use with SBP-300WM,SBP-300WM1, SBP-	Each	67.15
SBP-300PMS	Pole mount adaptor for the SBP-300WMS and SBP-300WMS1	Each	93.50
SBP-303PM	Pole mount adapter accessory for thermal bullet cameras, compatible	Each	67.15
SBP-300KM1	Corner Mount Adapter Accessory, ivory color	Each	67.15
SBP-300KMW1	Corner Mount Adapter Accessory, use with SBP-300WMW1, White color,	Each	67.15

SBP-300KMS	Corner mount adaptor for the SBP-300WMS and SBP-300WMS1	Each	127.50
SBP-300LM	Parapet Mount Accessory, compatible with all full size outdoor PTZs and	Each	335.75
SBP-300LMW	Parapet Mount Accessory, compatible with all full size outdoor PTZs and	Each	335.75
SBP-302CM	Telescopic pendant mount Accessory, require a mounting plate SBP-	Each	212.50
SBP-300CMW	Pendant Mount Accessory, white	Each	67.15
SBP-302CMA	Mounting plate for the telescopic pendant mount SBP-302CM	Each	25.50
SBP-300CM	Pendant Mount Accessory, Ivory	Each	67.15
SBP-302CM-36	Extension pendant pipe 36" long, fit the SBP-302CMB (Mounting	Each	89.25
SBP-302CM-12	Extension pendant pipe 12" long, fit the SBP-302CMB (Mounting	Each	55.25
SBP-302CMB	Back box made to fit SBP-302CM telescopic pendant mount and the	Each	161.50
SBP-302CMAS	Telescopic pendant mount accessory with 90 degrees swivel joint, 4.5' to	Each	340.00
SBP-302CMS	Swivel adapter for pendant mount for SBP-302CM, SBP-302CM-12, SBP-	Each	102.00
SBP-100S	Stainless steel mount strap (QTY of 2) for wall pole mount: SBP-	Each	8.50
SBP-156WMW	Wall/Pole mount, Material : Aluminum, Color : White, Dimensions	Each	126.65
SBP-156HMW	Hanging mount, Material : Aluminum, Color : White, Dimensions :	Each	55.25
SBP-156CMW	Ceiling mount, Weight: 4.2 kg (9.3 lb), Material: Aluminum, Color: White,	Each	216.75
SBP-156LMW	Parapet mount, White color parapet mount , Weight : 7.1 kg (15.7 lb),	Each	369.75
SBP-156KMW	Corner mount, Material: Aluminum, Color: White, Dimensions :	Each	101.15
SBP-099TMW	Tilt mount for Q fisheye cameras, Compatible with QNF-9010, QNF-8010	Each	41.65
SBP-125HMW	Hanging Mount for QNE-8011R/8021R	Each	28.90
SHD-2510FPW	Plenum Flush Mount for PNM-9084QZ/8082VT	Each	212.50
SHD-1600FPW	Plenum Flush Mount for XNF-8010R/8010RV/9010RV/9010RVM, XND-	Each	160.65
SBL-100D	Dome bracket for SLA-T2480A, SLA-T4680A, SLA-T2480, SLA-T4680	Each	33.15
SBL-101C	Corner bracket for SLA-T2480A, SLA-T4680A, SLA-T2480, SLA-T4680	Each	33.15
SCL-150	Extension cable for remote head lens, 15m (49.2Ft), compatible with:	Each	80.75
STB-1520VW	Box camera swivel adapter, converting 1.5"NPT to ¼-20 UNC, Compatible	Each	110.50
STB-5075W	Floor stand with adjustable height; compatible with all box cameras,	Each	382.50
STB-4150V	Wall/Ceiling Mount Accessory for Box cameras	Each	24.65
SBP-300B	Wall Mount Base, Works with Mounts (SBP-300WM/300WM1), Ivory	Each	75.65
SBP-300BW	Wall Mount Base, Works with Mounts SBP-300WMW1, white	Each	75.65
SBV-120GW	Back Box with knockouts, Compatible with QNV-	Each	41.65

SBO-100B1	IR Bullet camera Back box. (QNO-7030R/7020R/7010R, QNO-7080R, SCO-	Each	41.65
SBO-126B	IR bullet camera back box. (XNO-L6080R, QNO-8080R)	Each	41.65
SBO-147BA	Conduit Hole Adaptor for X-Core bullet cameras	Each	17.00
SBO-147B	Water-Proof Back Box for QNO-6082R	Each	63.75
SBV-160BW	White Back Box, Compatible with: XNF-9010RV/RVM, and all indoor X-	Each	41.65
SBV-158G	Vandal dome camera Back box. (PNV-9080R, XNV-6080/R, XNV-8080R,	Each	72.25
SBV-136B	Back Box with knockouts and water proof design, Compatible with	Each	41.65
SBV-136BW	Back box with knockouts (QNV-8080R,QNV-6082R), white color	Each	41.65
SBF-100B1	Fisheye camera Back box. (XNF-8010R/RV/RVM, PNF-9010R/RV/RVM)	Each	41.65
SBV-116B	Back box with knockouts, compatible with XNV-6011	Each	41.65
SBP-300NB	Installation Back box compatible with (SBP-300WM, SBP-300WM1, SBP-	Each	255.00
SBP-300NBW	Installation Back box compatible with (SBP-300WMW, SBP-300WMW1,	Each	255.00
SBP-300NM	PVM camera (TNB-6030) mounting hardware.	Each	55.25
SBP-2CTW1	2'x2' drop ceiling tile (or half of 2'x4' ceiling tile) accessory with 1.5" NPT	Each	127.50
SBP-HCFW	1.5" coupler, female thread on both sides, White	Each	12.75
SBP-HCF	1.5" coupler, female thread on both sides, Ivory	Each	12.75
SBP-35PVMB	Telescopic PVM uni-strut mount, 3'-5.5' drop length, VESA compatible	Each	136.00
SBP-35PVMW	Telescopic PVM uni-strut mount, 3'-5.5' drop length, VESA compatible	Each	136.00
SBP-59PVMB	Telescopic PVM uni-strut mount, 5'-9' drop length, VESA compatible	Each	170.00
SBP-59PVMW	Telescopic PVM uni-strut mount, 5'-9' drop length, VESA compatible	Each	170.00
SBP-917PVMB1		Each	212.50
SBP-917PVMW1	Telescopic PVM uni-strut mount, 9.5'-17' drop length, VESA compatible	Each	255.00
STB-10PVMSC-B	Self-checkout monitor mount, accommodates one SMT-1030PV 10" PVM,	Each	148.75
STB-10PVMCWA-W	Horizontal gondola monitor mount, accommodates one SMT-1030PV 10"	Each	246.50
STB-10PVMGUX-W	Gondola upright monitor mount, accommodates one SMT-1030PV 10"	Each	263.50
SPI-35B	Body Temperature Reference (black body), 3", EC 80601-2-59 standard,	Each	2193.00
SPI-50	IR emitter up to 200m (656 feet), 25° IR angle, 850nm wave length,	Each	1912.50
SHD-46VDB	Flush Door Jamb Lens Housing for SLA-T4680V lens (not included) and	Each	127.50
SHD-46VDE	Flush Door Jamb Lens Housing for SLA-T4680V lens (not included) and	Each	127.50
SHP-3701H	PTZ Housing Accessory, IP66, IK10, Built-in Heater -58°F	Each	466.65
WWT-P-VESA	VESA mount + adapter box for WWT-P and WRT-P Micro form factor	Each	110.50

WRR-P-HDDCRDL	HDD cradle for WRR-P and WRR-Q servers (1U and 2U chassis)	Each	68.00
SBP-302F	Ceiling tile support plate for the XND-6081FZ/8081FZ, XND-	Each	221.00
SPP-C7400		Each	38.25
SPC-100AC	24VAC module for the X Plus outdoor domes, compatible with QTY of 10	Each	276.25
SHB-9000H	TNB-9000 Box Camera Housing, Body/Sun shield : Aluminum, Front &	Each	2486.25
SHB-4301HP	Indoor/Outdoor PoE Housing w/Mounting Bracket Accessory,	Each	382.50
SHB-4300H1	Indoor/Outdoor Housing w/Mounting Bracket Accessory, Heater/Blower -	Each	296.65
SHB-4200	Indoor/Outdoor Housing w/Mounting Bracket Accessory, 14°F~122°F,	Each	76.50
SHB-4200H	Indoor/Outdoor Housing w/Mounting Bracket Accessory, Heater/Blower,	Each	119.00
SHB-V-3200HPR		Each	935.00
SHB-V-WCPA		Each	68.00
SHB-V-DBHWGC		Each	170.00
SBP-302CMW	Telescopic pendant mount Accessory, requires a mounting plate SBP-	Each	212.50
SBP-302CMAW	Mounting plate for the telescopic pendant mount SBP-302CMW (white	Each	25.50
SBP-302CM-06W	Extension pendant pipe 6" long, fit the SBP-302CMBW (Mounting	Each	38.25
SBP-302CM-12W	Extension pendant pipe 12" long, fit the SBP-302CMBW (Mounting	Each	55.25
SBP-302CM-36W	Extension pendant pipe 36" long, fit the SBP-302CMBW (Mounting	Each	89.25
SBP-302CMBW	Back box made to fit SBP-302CMW telescopic pendant mount and the	Each	161.50
SBP-302CMSW	Swivel adapter for pendant mount for SBP-302CMW, SBP-302CMW-06,	Each	102.00
SBP-302CMASW	Telescopic pendant mount accessory with 90 degrees swivel joint, 4.5' to	Each	340.00
SMT-3234	32" LED Monitor, 1080p (1920x1080), DVI, HDMI, VGA, CVBS, 16:9 aspect	Each	1436.50
SMT-4343	43" LED Monitor, 2160p (4K), HDMI, DP, 16:9 aspect ratio, Built-in	Each	1751.00
SMT-4343S	43" LED Monitor, 2160p (4K), HDMI, DP, 16:9 aspect ratio, Built-in	Each	1836.00
SMT-3230PV	32" IP public view monitor,1080p (1920x1080), HDMI, VGA, Ethernet,	Each	1819.00
SMT-3211PVM-PIP	32" IP public view monitor,1080p (1920x1080), HDMI, VGA, Ethernet,	Each	3527.50
SMT-3211PVM	32" IP public view monitor,1080p (1920x1080), HDMI, VGA, Ethernet,	Each	2974.15
SMT-2730PV	27" IP public view monitor,1080p (1920x1080), HDMI, VGA, Ethernet,	Each	1683.00
SMT-2701PVM	27" IP public view monitor,1080p (1920x1080), HDMI, VGA, Ethernet,	Each	2294.15
SMT-2431		Each	841.50
SMT-2212		Each	382.50
SMT-1935	19" LED Monitor, 600TVL (1280 x 1024), 2 BNC Loop Through, HDMI,	Each	586.50

SMT-1030PV	10" IP public view monitor,1080p (1920x1080), HDMI, VGA, Ethernet,	Each	850.00
SBM-3232	Single monitor desktop stand, compatible with SMT-3233 monitor, black	Each	85.00
SBM-4343	Single monitor desktop stand, compatible with SMT-4343 monitor, black	Each	85.00
SPC-7000	Controller, IP system keyboard with touch screen TFT LCD,	Each	1105.00
SPC-2010	Controller, 3D joystick, 2 line text LCD display, built-in jog shuttle, up to	Each	763.30
SPC-2001		Each	837.25
SPC-1010	Controller, PTZ joystick controller, 2 line text LCD display, up to 255	Each	424.15
SPO-8315		Each	361.25
SPO-6011		Each	310.25
PWR-P-POE15	PoE Injector, 15W, 10/100/1000Mbps Base-T, AC100~240V Input,	Each	63.75
PWR-DR12033	12VDC 33Watt (2.75A) DIN Rail High Temp Power Supply (-40°C to +71°C	Each	161.50
WRTC-EP5-1		Each	2125.00
WRTC-EP3-1	3 Years EPIC WebRTC Media Server License for one camera connection	Each	1360.00
DIN-SSDA006/CO	This is an on site engineering service that will be provided by one of	Each	2550.00
DIN-SSDA003/CO	This is a professional firmware customization service that will be provided	Each	425.00
DIN-SSDA008/CO	This is a remote engineering service that will be provided by a Hanwha	Each	1700.00
Mfg SKU	Product Description	Unit of Measure	KCDA Bid Price
ALPHA-215	PROGRAMMABLE LED ARRAY, 2.5" X 26" DISPLAY (LEDARRAY)	Each	2116.50
MEGADOT	PROGRAMMABLE LED ARRAY, 4.0" X 45.5" DISPLAY	Each	3213.00
MNS-4000UL/24	MNS 4000 LED Display, 24V, UL1638	Each	3366.00



MNS-CABLE	1' RS-485 connector cable for MNS-control	Each	54.40
MNS-CONTROL16	FACP INTERFACE FOR LED ARRAYS, 16 MESSAGES	Each	5176.50
MNS-CONTROL8	FACP INTERFACE FOR LED ARRAYS, 8 MESSAGES	Each	2805.00
SP-2/MNS	TWO MESSAGE SIGN, "ANNOUNCEMENT" AND "EVACUATE"	Each	879.75
SP-4	FOUR MESSAGE SIGN, "FIRE", "WEATHER", "ANNOUNCEMENT",	Each	807.50
DUCTCOV	REPLACEMENT COVER FOR SK-DUCT AND DNR DUCT SMOKE DETECTORS	Each	23.38
DUCTCOVW	REPLACEMENT COVER FOR DNRW DUCT SMOKE DETECTORS	Each	29.75
IDP-FIRE-CO-IV	Advanced multi-criteria fire/carbon monoxide detector, Classic ivory	Each	470.90
IDP-FIRE-CO-W	Advanced multi-criteria fire/carbon monoxide detector, Bright White	Each	260.10
IDP-HEAT-HT-IV	ADDRESSABLE VARIABLE DETECTOR HIGH TEMP,135 DEG.F - 190, IVORY	Each	179.35
IDP-HEAT-HT-W	ADDRESSABLE VARIABLE DETECTOR HIGH TEMP,135 DEG.F - 190, WHITE	Each	77.78
IDP-HEAT-IV	ADDRESSABLE THERMAL DETECTOR FIXED TEMP 135, IVORY	Each	179.35
IDP-HEAT-ROR-IV	ADDRESSABLE THRML DETC FIX TEMP 135°F, RATE OF RISE, IVORY	Each	179.35
IDP-HEAT-ROR-W	ADDRESSABLE THRML DETC FIX TEMP 135°F, RATE OF RISE, WHITE	Each	77.78
IDP-HEAT-W	ADDRESSABLE THERMAL DETECTOR FIXED TEMP 135, WHITE	Each	77.78
IDP-PHOTO-IV	ADDRESSABLE PHOTOELECTRIC SMOKE DETECT, IVORY	Each	221.85
IDP-PHOTO-R-IV	INTELLIGENT PHOTOELECTRIC REPLACEMENT SMOKE DETECTOR, IVORY,	Each	238.00
IDP-PHOTO-R-W	INTELLIGENT PHOTOELECTRIC REPLACEMENT SMOKE DETECTOR, WHITE,	Each	107.95
IDP-PHOTO-T-IV	ADDRESSABLE PHOTOELECTRIC SMOKE DETECT. W/ THERMAL, IVORY	Each	249.05
IDP-PHOTO-T-W	ADDRESSABLE PHOTOELECTRIC SMOKE DETECT. W/ THERMAL, WHITE	Each	113.90
IDP-PHOTO-W	ADDRESSABLE PHOTOELECTRIC SMOKE DETECT, WHITE	Each	116.45
IDP-PHOTO-W-BP	ADDRESSABLE PHOTOELECTRIC SMOKE DETECT, WHITE BULK PACK 10	Each	1003.00
IDP-PTIR-IV	Multi-criteria detector with three sensing elements (Photo, Thermal, IR) -	Each	272.00
IDP-PTIR-W	Multi-criteria detector with three sensing elements (Photo, Thermal, IR) -	Each	125.80
OSI-RI-FH	INTELLIGENT ADDRESSABLE IMAGING BEAM SMOKE DETECTION W/	Each	1870.00
CB500	Control module barrier, required by UL to separate power limited and	Each	22.53
FP-IVORY-BP	UNMARKED IVORY FACEPLATE 10-PACK	Each	97.75
FP-WHITE-2-BP	UNMARKED WHITE FACEPLATE 2 IN/2 OUT 10-PACK	Each	97.75
FP-WHITE-BP	UNMARKED WHITE FACEPLATE 10-PACK	Each	84.15
FP-WHITE-SWIFT-BP	UNMARKED WHITE FACEPLATE SWIFT 10-PACK	Each	107.35
IDP-ACB	ACCESSORY BOX FOR IDP MODULES	Each	141.95

IDP-CONTROL	ADDRESSABLE SUPERVISED CONTROL MODULE	Each	123.25
IDP-CONTROL-6	ADDRESSABLE 6 CIRCUIT SUPERVISED CONTROL MODULE	Each	629.00
IDP-ISO	ADDRESSABLE LINE ISOLATOR MOD. ISOLATES SHORT CIRCUITS ON SLC	Each	104.55
IDP-MINIMON	ADDRESSABLE MINI MONITOR MODULE, SUPERVISED, SINGLE CONTACT	Each	79.05
IDP-MONITOR	ADDRESSABLE MONITOR MODULE, SUPERVISED, SINGLE CONTACT	Each	90.95
IDP-MONITOR-10	ADDRESSABLE MONITOR MODULE, SUPERVISED, 10 POINTS	Each	667.25
IDP-MONITOR-2	ADDRESSABLE MONITOR MODULE, SUPERVISED W/ 2 INITIATING	Each	155.55
IDP-PULL-DA	ADDRESSABLE PULL STATION, DUAL ACTION, KEY RESET	Each	148.75
IDP-PULL-SA	ADDRESSABLE PULL STATION, SINGLE ACTION, KEY RESET	Each	137.70
IDP-RELAY	ADDRESSABLE RELAY MODULE W/ 2 ISOLATED SETS OF FORM C	Each	117.30
IDP-RELAY-6	ADDRESSABLE RELAY MODULE W/ 6 FORM C RELAYS	Each	595.00
IDP-RELAYMON-2	DUAL INPUT/DUAL OUTPUT MODULE	Each	369.75
IDP-ZONE	ADDRESSABLE 2-WIRE ZONE INTERFACE MODULE	Each	160.65
IDP-ZONE-6	ADDRESSABLE 2-WIRE ZONE INTERFACE W/ 6-ZONE INPUTS	Each	641.75
ISO-6	SIX POSITION LINE ISOLATOR MOD. ISOLATES SHORT CIRCUITS ON SLC	Each	552.50
M500X	ADDRESSABLE LINE ISOLATOR MODULE	Each	103.70
MBB-2	Back box, 2 unit	Each	135.15
MBB-6	Back box, 6 unit (requires MCH-6)	Each	279.65
MCH-6	6-unit mounting chassis for MBB-6	Each	75.23
NCM-1	NOISE CONTROL MODULE	Each	269.45
XP-4	EXTENSION POLE, 15 FT. (THREE, 5FT. POLES) FOR USE WITH XR2, XR2B	Each	342.55
XR2	DETECTOR INSTALLATION/REMOVAL TOOL KIT, LOW PROFILE FOR 700	Each	226.10
XR2B	DETECTOR INSTALLATION/REMOVAL TOOL KIT FOR 800 AND 355 SERIES	Each	261.80
B210W	SWIFT WIRELESS DETECTOR 6" BASE	Each	27.68
WAV-CRL	Wireless AV BASE - CEILING, RED - INCLUDES 8 CR-123A BATTERIES. USE L-	Each	294.55
WAV-CWL	Wireless AV BASE - CEILING, WHITE - INCLUDES 8 CR-123A BATTERIES.	Each	294.55
WAV-RL	Wireless AV BASE - WALL, RED - INCLUDES 8 CR-123A BATTERIES. USE L-	Each	294.55
WAV-WL	Wireless AV BASE - WALL, WHITE - INCLUDES 8 CR-123A BATTERIES. USE L-	Each	294.55
W-BATCART	SWIFT WIRELESS BATTERY CART - HOLD 4 CR-123A - FOR WIRELESS AV	Each	67.86
W-SYNC	Wireless AV SYNC MODULE - REQUIRED TO SYNC WIRLESS AV WITH	Each	400.88
W-USB	SWIFT WIRELESS USB KEY	Each	172.91

WIDP-ACCLIMATE	SWIFT WIRELESS ACCLIMATE DETECTOR	Each	358.81
WIDP-HEAT	SWIFT WIRELESS HEAT DETECTOR	Each	286.28
WIDP-HEAT-ROR	SWIFT WIRELESS HEAT RATE-OF-RISE DETECTOR	Each	286.45
WIDP-MONITOR	SWIFT WIRELESS MONITOR MODULE	Each	331.50
WIDP-PHOTO	SWIFT WIRELESS PHOTOELECTRIC DETECTOR	Each	323.85
WIDP-PULL-DA	SWIFT WIRELESS DUAL ACTION PULL STATION	Each	376.35
WIDP-RELAY	SWIFT WIRELESS RELAY MODULE	Each	387.60
WIDP-WGI	SWIFT WIRELESS GATEWAY	Each	488.75
B110LP	100 SERIES BASE - 2 WIRE 12/24 VOLT	Each	20.83
B110RLP	100 SERIES BASE - 2 WIRE 24 VT W/ CURRENT LIMIT RESISTOR	Each	38.68
B112LP	100 SERIES RELAY BASE - 4 WIRE 24 VT, FORM A & C W/CURRENT LIMIT	Each	73.95
B114LP	100 SERIES RELAY BASE - 4 WIRE 120 VT AC, FORM A & C AND	Each	192.10
B116LP	100 SERIES RELAY BASE - 2 WIRE 24 VT, FORM C	Each	97.75
B200S-IV	INTELLIGENT SOUNDER BASE HIGH/LOW VOLUME OUTPUT W/ANSI	Each	102.85
B200S-LF-IV	INTELLIGENT LOW FREQUENCY SOUNDER BASE W/ANSI TEMPORAL 3 OR	Each	164.90
B200S-LF-WH	INTELLIGENT LOW FREQUENCY SOUNDER BASE W/ANSI TEMPORAL 3 OR	Each	158.95
B200SR-IV	SOUNDER BASE ASSEMBLY, REVERSE COMPATIBLE, IVORY	Each	97.75
B200SR-LF-IV	LOW FREQUENCY SOUNDER BASE ASSEMBLY, REVERSE COMPATIBLE,	Each	162.35
B200SR-LF-WH	LOW FREQUENCY SOUNDER BASE ASSEMBLY, REVERSE COMPATIBLE,	Each	156.40
B200SR-WH	SOUNDER BASE ASSEMBLY, REVERSE COMPATIBLE, BRIGHT WHITE	Each	91.80
B200S-WH	INTELLIGENT SOUNDER BASE HIGH/LOW VOLUME OUTPUT W/ANSI	Each	96.90
B224BI-IV	ISOLATOR BASE, IVORY	Each	74.38
B224BI-WH	ISOLATOR BASE, BRIGHT WHITE	Each	68.43
B224RB-IV	RELAY BASE, IVORY	Each	75.65
B224RB-WH	RELAY BASE, BRIGHT WHITE	Each	69.70
B300-6	6" FLANGED MOUNTING BASE, WHITE	Each	19.13
B300-6-BP	6" FLANGED MOUNTING BASE, WHITE, BULK PACK	Each	170.00
B300-6-IV	6" FLANGED MOUNTING BASE, IVORY	Each	25.93
B501-BL	4 INCH BASE, BLACK	Each	33.15
B501-IV	4 INCH BASE, IVORY	Each	33.15
B501-WHITE	4 INCH BASE, BRIGHT WHITE	Each	25.93

B501-WHITE-BP	4 INCH BASE, BRIGHT WHITE - BULK PACK OF 10	Each	183.60
BB-STD	STANDARD 4 SQUARE BOX.	Each	9.35
C58-237-00	Replacement dust cover for low profile sensors	Each	7.57
CK300	COLOR KIT WHITE (INCLUDES COVER AND TRIM RING)-10 pack	Each	141.95
CK300-BL	COLOR KIT BLACK (INCLUDES COVER AND TRIM RING)-10 pack	Each	211.65
CK300-CO-BL	COLOR KIT BLACK; CO (INCLUDES COVER AND TRIM RING) - 10 pack	Each	211.65
CK300-CO-IV	COLOR KIT IVORY; CO (INCLUDES COVER AND TRIM RING) - 10 pack	Each	211.65
CK300-IR	Fire/CO, PTIR COLOR KIT WHITE - (INCLUDES COVER AND TRIM RING) - 10	Each	141.95
CK300-IR-BL	Fire/CO, PTIR COLOR KIT BLACK - (INCLUDES COVER AND TRIM RING) - 10	Each	211.65
CK300-IR-IV	Fire/CO, PTIR COLOR KIT IVORY - (INCLUDES COVER AND TRIM RING) - 10	Each	211.65
CK300-IV	COLOR KIT IVORY (INCLUDES COVER AND TRIM RING)-10 pack	Each	211.65
SMB500-WH	SURFACE MOUNT BOX; FOR INTELLIGENT CONTROL OR MONITOR	Each	17.85
SMB600	SURFACE MOUNT BOX; FOR 400 & 500 SERIES DETECTORS AND	Each	18.28
TR300	TRIM RING WHITE	Each	6.72
TR300-IV	TRIM RING IVORY	Each	14.60
005651		Each	223.55
058950RPS	PC BOARD ONLY FOR THE RPS-1000	Each	960.50
0IFP-2100BD	PC BOARD ONLY IFP-2100	Each	3315.00
0IFP-300BD	PC BOARD ONLY IFP-300	Each	2159.00
0IFP-75BD	PC BOARD ONLY IFP-75	Each	1598.00
0RA-100BD	PC BOARD ONLY RA-100	Each	709.75
0RA-2000BD	PC BOARD FOR RA-2000 ANNUNCIATOR	Each	748.00
0RFP-2100BD	PC BOARD FOR RFP-2100	Each	2737.00
0RPS1000HV	PC BOARD ONLY RPS-1000HV	Each	1003.00
0RPS-2000BD	PC BOARD FOR RPS-2000	Each	2762.50
0RPS-2000HVBD	PC BOARD FOR RPS-2000HV, HIGH VOLTAGE	Each	2941.00
151153		Each	59.93
151286		Each	25.08
58KEY	5820 FIREFIGHTERS KEY	Each	11.90
6861BIA	REPLACEMENT 4 X 40 LCD ANNUNCIATOR BOARD FOR ECS & EVS SYSTEMS	Each	612.00
6861GIA	REPLACEMENT 4 X 40 LCD ANNUNCIATOR BOARD FOR ECS & EVS SYSTEMS	Each	612.00

ECS-125WBCB	CABINET ONLY FOR ECS-125W - BLACK CABINET	Each	463.25
ECS-125WBD	BOARD ONLY ECS 125 WATT	Each	2558.50
ECS-125WCB	CABINET ONLY FOR ECS-125W - RED CABINET	Each	450.50
ECS-50WBCB	CABINET ONLY FOR ECS-50W - BLACK CABINET	Each	436.90
ECS-50WBD	BOARD ONLY FOR ECS-50W	Each	1479.00
ECS-50WCB	CABINET ONLY FOR ECS-50W - RED CABINET	Each	450.50
ECS-DUAL50WBCB	CABINET ONLY FOR ECS-DUAL50W - BLACK CABINET	Each	450.50
ECS-DUAL50WBD	BOARD ONLY FOR ECS-DUAL50W	Each	2575.50
ECS-EMG	REPLACEMENT SWITCH MODULE FOR IFP-300ECS AND IFP-2100ECS - 16	Each	573.75
ECS-NVCM	REPLACEMENT VOICE CONTROL MODULE FOR IFP-300ECS AND IFP-	Each	2388.50
IFP-2100BCB	CABINET ONLY FOR IFP-2100 - BLACK	Each	565.25
IFP-2100ECSCB	CABINET ONLY FOR IFP-2100ECS - RED CABINET	Each	1360.00
IFP-300BCB	CABINET ONLY FOR IFP-300 - BLACK	Each	565.25
IFP-300CB	CABINET ONLY FOR IFP-300 - RED	Each	565.25
IFP-300ECSBCB	CABINET ONLY FOR IFP-300ECS - BLACK CABINET	Each	1071.00
IFP-300ECSCB	CABINET ONLY FOR IFP-300ECS - RED CABINET	Each	1105.00
IFP-75BCB	CABINET ONLY FOR IFP-75 - BLACK	Each	269.45
IFP-75CB	CABINET ONLY FOR IFP-75 - RED	Each	282.20
REL-4.7K	END OF LINE RESISTOR; 4.7K WITH LEADS	Each	23.80
REL-4.7K-BP	END OF LINE RESISTOR; 4.7K WITH LEADS; QTY. 10	Each	201.45
REL-47K	END OF LINE RESISTOR; 47K WITH LEADS	Each	32.73
REL-47K-BP	END OF LINE RESISTOR; 47K WITH LEADS; QTY. 10	Each	294.10
RFP-2100BCB	CABINET ONLY FOR RFP-2100 - BLACK	Each	607.75
RFP-2100CB	CABINET ONLY FOR RFP-2100 - RED	Each	595.00
RPS-1000BCB	CABINET ONLY FOR RPS-1000 - BLACK	Each	404.60
SKF-FAD	Fire Alarm Document Cabinet, w\Farenhyt Lock	Each	260.10
SKF-SRD	Systems Records Document Cabinet, w\Farenhyt Lock	Each	211.65
SK-SCK	SEISMIC MOUNTING KIT FOR ALL SK CONTROLS AND POWER SUPPLIES	Each	259.25
THUMBLTCH	THUMB LOCK REPLACEMENT KIT USED TO REPLACE KEY LOCK WITH A	Each	32.73
006815		Each	633.25
00RPS-1000	INTELLIGENT POWER SUPPLY, 1000PT, RED	Each	1130.50

OORPS-1000CB	RPS-1000 CABINET ONLY MODEL	Each	447.95
OORPS-1000HV	POWER SUPPLY 1000PT HIGH-VOLTAGE	Each	1224.00
IFP-2100	FARENHYT 2100PT ADDRESSABLE FIRE PANEL - RED CABINET	Each	3136.50
IFP-2100B	FARENHYT 2100PT ADDRESSABLE FIRE PANEL - BLACK CABINET	Each	3136.50
IFP-2100HV	FARENHYT 2100PT ADDRESSABLE FIRE PANEL, 220V, RED CABINET	Each	3604.00
IFP-2100HVB	FARENHYT 2100PT ADDRESSABLE FIRE PANEL, 220V, BLACK CABINET	Each	3604.00
IFP-300	FARENHYT 300PT ADDRESSABLE FIRE PANEL - RED CABINET	Each	1870.00
IFP-300B	FARENHYT 300PT ADDRESSABLE FIRE PANEL - BLACK CABINET	Each	1870.00
IFP-75	FARENHYT 75PT ADDRESSABLE FIRE PANEL - RED CABINET	Each	1317.50
IFP-75B	FARENHYT 75PT ADDRESSABLE FIRE PANEL - BLACK CABINET	Each	1317.50
RFP-2100	REMOTE FIRE PANEL (NO DISPLAY) - 2100PT - RED CABINET	Each	2788.00
RFP-2100B	REMOTE FIRE PANEL (NO DISPLAY) - 2100PT - BLACK CABINET	Each	2788.00
RFP-2100HV	REMOTE FIRE PANEL (NO DISPLAY) - 2100PT, 220V, RED CABINET	Each	3179.00
RFP-2100HVB	REMOTE FIRE PANEL (NO DISPLAY) - 2100PT, 220V, BLACK CABINET	Each	3179.00
RPS-1000B	INTELLIGENT POWER SUPPLY, 1000PT, BLACK	Each	1198.50
SK-FML	MULTI-MODE FIBER DAUGHTER CARD	Each	169.15
SK-FSL	SINGLE MODE FIBER DAUGHTER CARD	Each	400.35
SK-NIC	NETWORK INTERFACE CARD	Each	1071.00
SK-NIC-KIT	NETWORK INTERFACE CARD W/MOUNTING KIT	Each	1300.50
ECS-125W	AMPLIFIER, 125 WATT - RED CABINET	Each	3017.50
ECS-125WB	AMPLIFIER, 125 WATT - BLACK CABINET	Each	2975.00
ECS-125WHV	ECS 125 WATT AMPLIFIER 220VAC	Each	3051.50
ECS-50W	AMPLIFIER, 50 WATT - RED CABINET	Each	1547.00
ECS-50WB	AMPLIFIER, 50 WATT - BLACK CABINET	Each	1538.50
ECS-50WBU	BACK-UP AMPLIFIER DAUGHTER BOARD FOR ECS-DUAL50W	Each	692.75
ECS-50WHV	ECS 50 WATT AMPLIFIER 220VAC	Each	1530.00
ECS-AMPMT	AMPLIFIER MOUNTING KIT FOR ECS-INT50	Each	58.23
ECS-CE4	4 CIRCUIT EXPANDER FOR ECS-50W OR ECS-125W	Each	390.15
ECS-DUAL50W	AMPLIFIER 50/100 WATT DUAL CHANNEL / BACK-UP AMP - RED CABINET	Each	3017.50
ECS-DUAL50WB	AMPLIFIER 50/100 WATT DUAL CHANNEL / BACK-UP AMP - BLACK	Each	3000.50
ECS-DUAL50WHV	AMPLIFIER 50/100 WATT DUAL CHANNEL / BACK-UP AMP -HIGH	Each	3119.50

ECS-INT50W	INTERNAL 50 WATT AMPLIFIER, ONE SPEAKER CIRCUIT	Each	1003.00
ECS-LOC	ECS LOCAL OPERATING CONSOLE - RED CABINET	Each	2040.00
ECS-LOC2100	ECS LOCAL OPERATING CONSOLE FOR IFP-2100ECS - RED CABINET	Each	2278.00
ECS-LOC2100B	ECS LOCAL OPERATING CONSOLE FOR IFP-2100ECSB - BLACK CABINET	Each	2286.50
ECS-LOCB	ECS LOCAL OPERATING CONSOLE - BLACK CABINET	Each	2057.00
ECS-RPU	REMOTE PAGING UNIT FOR IFP-ECS CONTROL PANELS	Each	1725.50
ECS-SW24	24 SWITCH EXPANDER FOR IFP-100ECS, IFP-1000ECS	Each	701.25
IFP-2100ECS	IFP-2100 INTEGRATED WITH EMERGENCY COMMUNICATION SYSTEM -	Each	5618.50
IFP-2100ECSB	IFP-2100 INTEGRATED WITH EMERGENCY COMMUNICATION SYSTEM -	Each	5618.50
IFP-2100ECSHV	IFP-2100 INTEGRATED WITH EMERGENCY COMMUNICATION SYSTEM -	Each	5924.50
IFP-2100ECSHVB	IFP-2100 INTEGRATED WITH EMERGENCY COMMUNICATION SYSTEM -	Each	5924.50
IFP-300ECS	IFP-300 INTEGRATED WITH EMERGENCY COMMUNICATION SYSTEM -	Each	4666.50
IFP-300ECSB	IFP-300 INTEGRATED WITH EMERGENCY COMMUNICATION SYSTEM -	Each	4666.50
IFP-RPT-FO	REPEATER FIBER OPTIC	Each	1360.00
IFP-RPT-FO-KIT	FIBER OPTIC NETWORK REPEATER CARD & CABINET KIT	Each	1657.50
IFP-RPT-UTP	REPEATER UNSHIELDED TWISTED PAIR	Each	1147.50
IFP-RPT-UTP-KIT	WIRE TWISTED PAIR NETWORK REPEATER CARD & CABINET KIT	Each	1445.00
00PLEX-2	DOOR OPTION 2, 5808, SK5208	Each	304.30
00RA-100	LCD ANNUNCIATOR FOR USE W/ IFP-100 & IFP-1000, IN RED CABINET	Each	854.25
00RA-1000	LCD ANNUNCIATOR, FOR THE IFP-1000, GRAY BEZEL	Each	680.00
00RA-1000R	LCD ANNUNCIATOR, FOR THE IFP-1000, RED BEZEL	Each	680.00
00RA-100TR	TRIM RING FOR THE RA-100	Each	107.10
058200IFP	PC BOARD ONLY FOR THE IFP-1000	Each	3502.00
OIFP-100BD	PC BOARD ONLY IFP-100	Each	2575.50
OIFP-100IA	PC BOARD ONLY IFP-100 INTERNAL ANNUNCIATOR	Each	620.50
OIFP-2000BD	PC BOARD FOR IFP-2000	Each	4190.50
OIFP-2000HVBD	PC BOARD FOR IFP-2000HV, HIGH VOLTAGE	Each	3570.00
OIFP-50BD	PC BOARD ONLY IFP-50	Each	1819.00
IFP-2000	SCALABLE ANALOG/ADDRESSABLE FIRE ALARM CONTROL PANEL	Each	3731.50
IFP-2000CB	CABINET ASSEMBLY FOR IFP-2000	Each	684.25
RA-2000	LCD REMOTE ANNUNCIATOR FOR THE IFP-2000, 4 X 40 DISPLAY	Each	909.50

RA-2000GRAY	LCD REMOTE ANNUNCIATOR FOR THE IFP-2000, GRAY	Each	922.25
RPS-2000	SCALABLE ADDRESSABLE POWER SUPPLY PANEL, W/NO DISPLAY, RED	Each	2915.50
OOVIP-TR	TRIM RING FOR VIP PRODUCTS	Each	127.50
ECS-RCU	ECS REMOTE COMMAND UNIT (REPLACES VIP-RM)	Each	2227.00
ECS-RCU2000	REMOTE COMMAND UNIT FOR IFP-2000ECS	Each	2465.00
ECS-RVM	REPLACEMENT REMOTE VOICE MODULE FOR ECS-RCU or ECS-RCU2000	Each	2048.50
ECS-VCM	REPLACEMENT VOICE CONTROL MODULE FOR IFP100ECS, IFP-1000ECS or	Each	2575.50
IFP-100ECSBD	BOARD ONLY FOR IFP-100ECS	Each	1904.00
IFP-2000ECS	IFP-2000 INTEGRATED WITH EMERGENCY COMMUNICATION SYSTEM	Each	6188.00
IFP-2000ECSCB	CABINET ONLY FOR IFP-2000ECS	Each	1394.00
005496		Each	777.75
005496CB	CABINET ONLY 5496	Each	213.35
005815RMK	CABINET ACCESSORY, 5815XL/6815 REMOTE MOUNTING KIT - RED	Each	180.20
005815XL	SLC SLC LOOP EXPANDER	Each	697.00
005824		Each	521.90
005860TG	TRIM RING FOR USE W/ 5860 & RA-1000, GRAY	Each	70.13
005860TR	TRIM RING FOR USE W/ 5860R & RA-1000R, RED	Each	70.13
005865-3	LED ANNUNCIATOR 15 ZONE	Each	709.75
005865-4	LED ANNUNCIATOR 15 ZONE W/SWITCHES	Each	782.00
005880		Each	544.00
005883		Each	416.50
005895XLCB	CABINET ASSEMBLY FOR THE 5895XL	Each	407.15
054960		Each	782.00
067000BD	SILENT KNIGHT 6700 REPLACEMENT BOARD	Each	1215.50
068080BD	SILENT KNIGHT 6808 REPLACEMENT BOARD	Each	1521.50
068200BD	SILENT KNIGHT 6820 REPLACEMENT BOARD	Each	2363.00
5815RMKB	CABINET ACCESSORY, 5815XL/6815 REMOTE MOUNTING KIT - BLACK	Each	199.75
DF-50	DEADFRONT ACCESSORY FOR THE 5700	Each	66.30
SK-F485C	SERIAL TO FIBER SBUS CONVERTER CARD	Each	824.50
SP-TR	SMALL PANEL TRIM RING FOR 5600, 005700, IFP-25, IFP-50, IFP-75 (RED)	Each	107.95
SP-TRB	SMALL PANEL TRIM RING FOR 5600, 005700, IFP-25, IFP-50, IFP-75	Each	109.65



EVS-MIC	REPLACEMENT MICROPHONE FOR 5820XL-EVS or EVS-RCU	Each	272.00
VSR-0	Blank Plate	Each	#VALUE!
VSR-000	SubRack, ADD for each SubRack assembly	Each	#VALUE!
VSR-1	Programmer with remote termination card - no relays	Each	1711.90
VSR-2	Standard display with 7 relay remote termination card	Each	1827.50
VSR-3	VESDAnet Socket	Each	977.50
VSR-4	Scanner display with 7 relay remote termination card	Each	1937.15
VSR-5	(DRP) 7 relay remote termination card and relay processor	Each	1261.40
VSR-6	Standard display with remote termination card - no relays	Each	1615.00
VSR-7	Scanner display with remote termination card - no relays	Each	1711.90
VSR-8	Scanner display with 12 relay remote termination card	Each	2117.35
VSR-9	(DRP) 12 relay remote termination card and relay processor	Each	1441.60
VSR-J	VLC VN display with 7 relays	Each	1576.75
VSR-K	VLC VN display with no relays	Each	1351.50
VSR-Q	VLI display with relays	Each	1937.15
VSR-T	VLI display with no relays	Each	1711.90
VSR-V	VLF display with 7 relays	Each	1937.15
VKT-020	VESDA VLF - 250 Demo unit only, Demo unit with power connector plug	Each	2612.90
VKT-020-US	VESDA VLF VKT - 020 Sales Demo Kit includes VLF - 250	Each	2838.15
VKT-050	VESDA VLF - 500 Demo unit only, Demo unit with power connector plug	Each	3153.50
VKT-301	OSID Demo kit consisting of 2 X OSE-SPW (fitted with alkaline batteries),	Each	3468.85
VKT-855	VESDA-E VES Demo Kit	Each	12614.00
VKT-900	VESDA-E VEA Demo Unit	Each	10631.80
VKT-HIGH AIRFLOW	High Airflow Demo Kit: A spot detector is mounted under the hood below	Each	1351.50
VEA-040-A00	VESDA-E VEA-40 Aspirating Smoke Detector with LEDs	Each	8289.20
VEA-040-A10	VESDA-E VEA-40 Aspirating Smoke Detector with 3.5" Display	Each	9190.20
VER-A40-40-STX	VESDA-E VEA 40-Relay Local StaX	Each	2207.45
VEP-A00-1P	VEP WITH LEDs, 1 PIPE	Each	4955.50
VEP-A00-P	VEP with LEDs	Each	6937.70
VEP-A10-P	VEP with 3.5" Display	Each	7658.50
VES-A00-P	VESDA-E VES with LED display and 4 pipes, covers up to 21,520 sq.ft	Each	11262.50

VES-A10-P	VESDA-E VES with 3.5 inch display with 4 pipes, covers up to 21,520 sq.ft	Each	12163.50
VEU-A00	VESDA-E VEU with LED's	Each	9550.60
VEU-A10	VESDA-E VEU with 3.5" Display	Each	10541.70
VSP-964	VESDA-E SERIES SMOKE DETECTION CHAMBER	Each	2657.95
VLF-250	VESDA LaserFOCUS(250), compatible with the entire family of VESDA	Each	2612.90
VLF-500	VESDA LaserFOCUS (500), compatible with the entire family of VESDA	Each	3243.60
LT-ACC-BKT-PK5	Sensor Mount Kit Spare - 5BKT 10NUT	Each	114.75
LT-ACC-CCL-1	1' Controller Daisy Chain Cable (RJ45 Grey)	Each	11.90
LT-ACC-CCL-100	100' Ctrl Daisy Chain Cable (RJ45 Grey)	Each	125.80
LT-ACC-CCL-25	25' Controller Daisy Chain Cable (RJ45 Grey)	Each	37.40
LT-ACC-CCL-3	3' Controller Daisy Chain Cable (RJ45 Grey)	Each	14.45
LT-ACC-CCL-50	50' Ctrl Daisy Chain Cable (RJ45 Grey)	Each	58.65
LT-ACC-DCL	10' Digital Output Cable	Each	126.65
LT-ACC-IPA	MODBUS TCP/IP Adapter	Each	1011.50
LT-ACC-MCL-100	100' Monitoring Sensor Cable (RJ45 Black)	Each	125.80
LT-ACC-MCL-25	25' Monitoring Sensor Cable (RJ45 Black)	Each	31.45
LT-ACC-MCL-50	50' Monitoring Sensor Cable (RJ45 Black)	Each	58.65
LT-ACC-OEM	OEM Board	Each	850.00
LT-ACC-PCL	10' Power Cable	Each	58.65
LT-ACC-RCL-100	100' Reference Sensor Cable (RJ45 Blue)	Each	126.65
LT-ACC-RCL-25	25' Reference Sensor Cable (RJ45 Blue)	Each	31.45
LT-ACC-RCL-50	50' Reference Sensor Cable (RJ45 Blue)	Each	58.65
LT-ACC-RLY	Form C Relay	Each	123.25
LT-ACC-SCL-MF	6' MODBUS Serial Cable M-F	Each	14.45
LT-ACC-TST	DEC Bump Test Bottle	Each	208.25
LT-CTR-C-HON	Combined controller	Each	2833.05
LT-SEN-M	Monitoring sensor	Each	850.00
LT-SEN-R	Reference sensor	Each	850.00
OSE-ACF	Anti-condensation film for Emitter - 10 units	Each	203.15
OSEH-ACF	Anti-condensation film for OSID-EH housings - 10 units	Each	765.85
OSE-HP-01	Emitter -High Power, Battery	Each	514.25

OSE-HPW-L8	Emitter - High Power, Wired	Each	1018.30
OSE-RBA	Emitter spare battery Alkaline	Each	99.45
OSE-SP-L8	Emitter - Standard Power	Each	459.85
OSE-SPW-L8	Emitter - Standard Power, Wired	Each	459.85
OSI-10-L8	OSID Imager - 7° Coverage, 24VDC	Each	955.40
OSI-90-L8	IMAGER - 80° Coverage	Each	981.75
OSID-EHE	Aspirating IP65 Emitter Environ Hsng	Each	261.80
OSID-EHI	Aspirating IP65 IMAGER Environ Hsng	Each	334.05
OSID-INST	OSID Installation Kit. Incl: Laser Alignment Tool, Test Filter, PC Cable,	Each	316.20
OSID-SK	Starter kit including OSI-10, OSE-SP-01 and OSID-INST	Each	1351.50
OSID-WG	Aspirating Wire Guard	Each	77.35
OSP-001	FTDI Cable 1.5m	Each	81.60
OSP-002	Laser Alignment tool	Each	122.40
OSP-003	Acrylic Test Filter - 10 pack	Each	122.40
OSP-004	Test filter 10 pack	Each	171.70
E700-CAPKIT	Connector kit for miniature sampling point and Capillary Tube	Each	23.80
E700-FIL-ASSY	External Filter Assembly	Each	261.80
E700-SP-DCLPIPE	Sampling Pipe Labels - 35 Per Roll.	Each	19.55
VSW-206	Central Site License – Primary PC	Each	3198.55
VSW-216	Central Site License – Secondary PC	Each	2657.95
VSW-226	VSM3 Upgrade – Primary PC	Each	1937.15
VSW-346	VESDAnet Network Connection – 1 required per monitored VESDAnet	Each	559.30
VSW-356	VESDAnet Detector Connection – 1 required per monitored detector.	Each	140.25
VSW-356-ECO	VESDA ECO DETECTOR NETWORK CONNECTION– 1 required per	Each	153.85
VSW-366	VESDATalk/VESDALink Detector Connections – VESDATalk for use with	Each	401.20
VSW-502	Text to Speech – English	Each	2162.40
VSW-600	VESDA REMOTE NOTIFICATION EMAIL/SMS	Each	2657.95
LF41333	ECO Detector Filter Cartridge Assembly	Each	22.95
VSP-002	Standard Display Module	Each	1396.55
VSP-016	12 Relay Head Termination Card (HTC12)	Each	2207.45
VRE-001	Single Blanking Plate	Each	99.45

VRE-002	Double Blanking Plate	Each	108.80
XCL-LB-CH4-RA	VESDA Sensepoint XCL Flammable (CAT) 20-100% LEL, 4-20mA Analogue,	Each	2342.60
XCL-LB-CH4-RM	VESDA Sensepoint XCL Flammable (CAT) 20-100% LEL, Modbus RTU,	Each	2522.80
XCL-LB-CO2PP-RA	VESDA Sensepoint XCL CO2 5,000 ppm, mA Relays	Each	3694.10
XCL-LB-CO2PP-RM	VESDA Sensepoint XCL CO2 5,000 ppm, Modbus Relays	Each	3919.35
XCL-LB-CO2VV-RA	VESDA Sensepoint XCL CO2 5.0 %v/v, mA Relays	Each	3694.10
XCL-LB-CO2VV-RM	VESDA Sensepoint XCL CO2 5.0 %v/v, Modbus Relays	Each	3919.35
XCL-LB-CO-RA	VESDA Sensepoint XCL CO 300ppm, mA Relays	Each	2072.30
XCL-LB-CO-RM	VESDA Sensepoint XCL CO 300ppm, Modbus Relays	Each	2117.35
XCL-LB-H2-RA	VESDA Sensepoint XCL H2 1000ppm, mA Relays	Each	3063.40
XCL-LB-H2-RM	VESDA Sensepoint XCL H2 1000ppm, Modbus Relays	Each	3198.55
XCL-LB-H2S-RA	VESDA Sensepoint XCL H2S 50ppm, mA Relays	Each	2703.00
XCL-LB-H2S-RM	VESDA Sensepoint XCL H2S 50ppm, Modbus Relays	Each	2703.00
XCL-LB-NH3-RA	VESDA Sensepoint XCL NH3 100ppm, mA Relays	Each	3288.65
XCL-LB-NH3-RM	VESDA Sensepoint XCL NH3 100ppm, Modbus Relays	Each	3513.90
XCL-LB-NO2-RA	VESDA Sensepoint XCL NO2 20ppm, mA Relays	Each	2117.35
XCL-LB-NO2-RM	VESDA Sensepoint XCL NO2 20ppm, Modbus Relays	Each	2252.50
XCL-LB-O2-RA	VESDA Sensepoint XCL Oxygen 0 to 25 %v/v, mA Relays	Each	2072.30
XCL-LB-O2-RM	VESDA Sensepoint XCL Oxygen 0 to 25 %v/v, Modbus Relays	Each	2072.30
XCL-VEA-CH4-RA	VESDA Sensepoint XCL CH4 0-100% LEL 4-20mA Relay for VEA	Each	1711.90
XCL-VEA-CH4-RA-5	5 x VESDA Sensepoint XCL CH4 0-100% LEL 4-20mA Relay for VEA	Each	4595.10
XCL-VEA-CH4-RM	VESDA Sensepoint XCL CH4 0-100% LEL Modbus Relay for VEA	Each	1802.00
XCL-VEA-CO2PP-RA	VESDA Sensepoint XCL CO2 5000ppm 4-20mA Relay for VEA	Each	3018.35
XCL-VEA-CO2PP-RM	VESDA Sensepoint XCL CO2 5000ppm Modbus Relay for VEA	Each	3198.55
XCL-VEA-CO2VV-RA	VESDA Sensepoint XCL CO2 5% v/v 4-20mA Relay for VEA	Each	3018.35
XCL-VEA-CO2VV-RM	VESDA Sensepoint XCL CO2 5% v/v Modbus Relay for VEA	Each	3198.55
XCL-VEA-CO-RA	VESDA Sensepoint XCL CO 300ppm 4-20mA Relay for VEA	Each	1711.90
XCL-VEA-CO-RA-5	5 x VESDA Sensepoint XCL CO 300ppm 4-20mA Relay for VEA	Each	6036.70
XCL-VEA-H2-RA	VESDA Sensepoint XCL H2 1000ppm 4-20mA Relay for VEA	Each	3018.35
XCL-VEA-H2-RA-5	5 x VESDA Sensepoint XCL H2 1000ppm 4-20mA Relay for VEA	Each	7208.00
XCL-VEA-H2-RM	VESDA Sensepoint XCL H2 1000ppm Modbus Relay for VEA	Each	3198.55

VLI-880	VESDA VLI WITH RELAYS AND ETHERNET ONLY	Each	8379.30
VLI-885	VESDA VLI WITH VESDANET	Each	9190.20
06-0000-L8	Blanking baffle (package of ten 10 baffles) for replacement purposes.	Each	71.40
06-HN10	Baffle for ASD-PL2F pack of 10	Each	62.07
LF42243	DUAL ZONE DUCT SAMPLING KIT - INCLUDES (3) TUBE MOUNTING	Each	283.90
LF42249	50' Flexible single core tube - provides one 50 foot long 1/2" I.D. flexible	Each	144.50
LF42250	25' Flexible single core tube - provides one 25 foot long 1/2" I.D. flexible	Each	243.95
LF42283	DUAL ZONE WATER TRAP KIT. FOR USE WITH XAS-2-US - INCLUDES 3/4"	Each	230.35
LF42286	36" Probe Kit (one - 36" sample & one - 8" exhaust)	Each	48.45
XAS-1-US	Single Zone Air Sampling Unit. UL Listed for use with ASD-PL2F	Each	1531.70
XAS-2-US	Dual Zone Air Sampling Unit. UL Listed for use with ASD-PL2F	Each	1892.10
SSM24-10	24 VOLT, 10" BELL	Each	104.55
SSM24-6	24 VOLT, 6" BELL	Each	73.10
SSM24-8	24 VOLT, 8" BELL	Each	86.70
HRK	HORN 12/24VT OUTDOOR, WALLMNT W/BACKBOX, RED	Each	62.05
MHR	MINI HORN 12-24 VT, RED	Each	23.80
MHW	MINI HORN 12-24 VT, WHITE	Each	23.80
P2RHK	2 WIRE HORN/STROBE HIGH CD 135,150,177,185 OUTDOOR, RED	Each	137.70
P2RHK-120	120 VAC OUTDOOR HORN/ STROBE, BACK BOX INCUDED, RED	Each	166.60
P2RHK-P	RED OUTDOOR HORN STROBE, HIGH CANDELA, PLAIN	Each	152.15
P2RK	2 WIRE HORN/STROBE, MC OUTDOOR W/BACKBOX, RED	Each	111.35
P2RK-P	RED OUTDOOR HORN STROBE, PLAIN	Each	141.10
P2RK-R	REPL HORN/STROBE 2-WIRE WALL, MC OUTDOOR, RED	Each	113.90
P2WHK	WHITE OUTDOOR HORN STROBE, HIGH CANDELA	Each	136.85
P2WHK-P	WHITE OUTDOOR HORN STROBE, HIGH CANDELA, PLAIN	Each	152.15
P2WK	WHITE OUTDOOR HORN STROBE	Each	111.35
P2WK-P	WHITE OUTDOOR HORN STROBE, PLAIN	Each	141.10
P4RK	Horn/strobe, 12/24 volt, multi-candela 15, 15/75, 30, 75, 110, 115, red,	Each	153.85
P4RK-R	REPLACEMENT HORN/STROBE, 12/24 VOLT, RED, MULTI-CANDELA	Each	136.85
P4WK	Horn/strobe, 12/24 volt, multi-candela 15, 15/75, 30, 75, 110, 115, white,	Each	153.85
PC2RHK	2 WIRE HORN/STROBE CEILING HIGH CD, OUTDOOR RED	Each	147.05

PC2WHK	WHITE OUTDOOR HORN STROBE, HIGH CANDELA, CEILING MOUNT	Each	146.20
PC2WK	WHITE OUTDOOR HORN STROBE, CEILING MOUNT	Each	139.40
BZGR-AG	Wall Red Bezel Kit Compact AGENT	Each	70.13
BZGR-AL	Wall Red Bezel Kit Compact ALERT	Each	70.13
BZGR-EV	Wall Red Bezel Kit Compact EVAC	Each	70.13
BZGR-F	Wall Red Bezel Kit Compact FIRE	Each	70.13
BZGR-P	Wall Red Bezel Kit Compact PLAIN	Each	70.13
BZGR-PG	Wall Red Bezel Kit Compact FOGO	Each	70.13
BZGR-SP	Wall Red Bezel Kit Compact FUEGO	Each	70.13
BZGW-AG	Wall White Bezel Kit Compact AGENT	Each	70.13
BZGW-AL	Wall White Bezel Kit Compact ALERT	Each	70.13
BZGW-EV	Wall White Bezel Kit Compact EVAC	Each	70.13
BZGW-F	Wall White Bezel Kit Compact FIRE	Each	70.13
BZGW-P	Wall White Bezel Kit Compact PLAIN	Each	70.13
BZGW-PG	Wall White Bezel Kit Compact FOGO	Each	70.13
BZGW-SP	Wall White Bezel Kit Compact FUEGO	Each	70.13
BZR-AG	Wall Red Bezel Kit AGENT	Each	70.13
BZR-AL	Wall Red Bezel Kit ALERT	Each	70.13
BZRC-AG	Ceiling Red Bezel Kit AGENT	Each	79.48
BZRC-AL	Ceiling Red Bezel Kit ALERT	Each	79.48
BZRC-EV	Ceiling Red Bezel Kit EVAC	Each	79.48
BZRC-F	Ceiling Red Bezel Kit FIRE	Each	79.48
BZRC-P	Ceiling Red Bezel Kit PLAIN	Each	79.48
BZRC-PG	Ceiling Red Bezel Kit FOGO	Each	79.48
BZRC-SP	Ceiling Red Bezel Kit FUEGO	Each	79.48
BZR-EV	Wall Red Bezel Kit EVAC	Each	70.13
BZR-F	Wall Red Bezel Kit FIRE	Each	70.13
BZR-P	Wall Red Bezel Kit PLAIN	Each	70.13
BZR-PG	Wall Red Bezel Kit FOGO	Each	70.13
BZR-SP	Wall Red Bezel Kit FUEGO	Each	70.13
BZSPR-AG	Wall Red Bezel Kit AGENT	Each	70.13

BZSPR-AL	Wall Red Bezel Kit ALERT	Each	70.13
BZSPRC-AG	Ceiling Red Bezel Kit AGENT	Each	79.48
BZSPRC-AL	Ceiling Red Bezel Kit ALERT	Each	79.48
BZSPRC-EV	Ceiling Red Bezel Kit EVAC	Each	79.48
BZSPRC-F	Wall Red Bezel Kit FIRE	Each	70.55
BZSPRC-P	Ceiling Red Bezel Kit PLAIN	Each	79.48
BZSPRC-PG	Wall Red Bezel Kit FOGO	Each	70.55
BZSPRC-SP	Wall Red Bezel Kit FUEGO	Each	70.55
BZSPR-EV	Wall Red Bezel Kit EVAC	Each	70.13
BZSPR-F	Wall Red Bezel Kit FIRE	Each	70.13
BZSPR-P	Wall Red Bezel Kit PLAIN	Each	70.13
BZSPR-PG	Wall Red Bezel Kit FOGO	Each	70.13
BZSPR-SP	Wall Red Bezel Kit FUEGO	Each	70.13
BZSPW-AG	Wall White Bezel Kit AGENT	Each	70.13
BZSPW-AL	Wall White Bezel Kit ALERT	Each	70.13
BZSPWC-AG	Ceiling White Bezel Kit AGENT	Each	79.48
BZSPWC-AL	Ceiling White Bezel Kit ALERT	Each	79.48
BZSPWC-EV	Ceiling White Bezel Kit EVAC	Each	79.48
BZSPWC-F	Wall White Bezel Kit FIRE	Each	70.55
BZSPWC-P	Ceiling White Bezel Kit PLAIN	Each	79.48
BZSPWC-PG	Wall White Bezel Kit FOGO	Each	70.55
BZSPWC-SP	Ceiling White Bezel Kit FUEGO	Each	79.05
BZSPW-EV	Wall White Bezel Kit EVAC	Each	70.13
BZSPW-F	Wall Red Bezel Kit FIRE	Each	70.13
BZSPW-P	Wall White Bezel Kit Plain	Each	70.13
BZSPW-PG	Wall Red Bezel Kit FOGO	Each	70.13
BZSPW-SP	Wall Red Bezel Kit FUEGO	Each	70.13
BZW-AG	Wall White Bezel Kit AGENT	Each	70.13
BZW-AL	Wall White Bezel Kit ALERT	Each	70.13
BZWC-AG	Ceiling White Bezel Kit AGENT	Each	79.48
BZWC-AL	Ceiling White Bezel Kit ALERT	Each	79.48

BZWC-EV	Ceiling White Bezel Kit EVAC	Each	79.48
BZWC-F	Ceiling White Bezel Kit FIRE	Each	79.48
BZWC-P	Ceiling White Bezel Kit PLAIN	Each	79.48
BZWC-PG	Ceiling White Bezel Kit FOGO	Each	79.48
BZWC-SP	Ceiling White Bezel Kit FUEGO	Each	79.48
BZW-EV	Wall White Bezel Kit EVAC	Each	70.13
BZW-F	Wall White Bezel Kit FIRE	Each	70.13
BZW-P	Wall White Bezel Kit PLAIN	Each	70.13
BZW-PG	Wall White Bezel Kit FOGO	Each	70.13
BZW-SP	Wall White Bezel Kit FUEGO	Each	70.13
LENS-A2	Wall Amber Lens	Each	14.88
LENS-AC2	Ceiling Amber Lens	Each	14.88
LENS-B2	Wall Blue Lens	Each	14.88
LENS-BC2	Ceiling Blue Lens	Each	14.88
LENS-G2	Wall Green Lens	Each	14.88
LENS-GC2	Ceiling Green Lens	Each	14.88
LENS-R2	Wall Red Lens	Each	14.88
LENS-RC2	Ceiling Red Lens	Each	14.88
MP120KL	120 VAC Adapter Mounting Plate	Each	47.18
SBBCR	CEILING MOUNT SURFACE MOUNT BACK BOX, RED	Each	31.88
SBBCRL	Ceiling Surface Mount Back Box, Red	Each	31.03
SBBCW	CEILING MOUNT SURFACE MOUNT BACK BOX, WHITE	Each	31.88
SBBCWL	Ceiling Surface Mount Back Box, White	Each	31.03
SBBGRL	Wall Surface Mount Back Box Compact, Red	Each	23.38
SBBGWL	Wall Surface Mount Back Box Compact, White	Each	23.38
SBBR	WALL MOUNT SURFACE MOUNT BACK BOX, RED	Each	22.95
SBBRL	Wall Surface Mount Back Box, Red	Each	23.38
SBBSPRL	Wall Speaker Surface Mount Back Box, Red	Each	30.18
SBBSPW	WALL MOUNT SPEAKER SURFACE MOUNT BACK BOX, WHITE	Each	30.18
SBBSPWL	Wall Speaker Surface Mount Back Box, White	Each	30.18
SBBW	WALL MOUNT SURFACE MOUNT BACK BOX, WHITE	Each	22.95



SBBWL	Wall Surface Mount Back Box, White	Each	23.38
TR-2	Universal Wall Trim Ring, Red	Each	46.75
TR-2W	Universal Wall Trim Ring, White	Each	46.75
TRC-2	Universal Ceiling Trim Ring, Red	Each	46.75
TRC-2W	Universal Ceiling Trim Ring, Red	Each	46.75
TR-HS	WALL MOUNT HORN STROBE TRIM RING, RED, ALLOWS 4 WIRE H/S TO	Each	32.30
CHRL	CHIME RED WALL	Each	74.80
CHSCRL	CHIME STROBE RED CEILING	Each	153.00
CHSCWL	CHIME STROBE WHITE CEILING	Each	153.00
CHSRL	CHIME STROBE RED WALL	Each	149.60
CHSWL	CHIME STROBE WHITE WALL	Each	149.60
CHWL	CHIME WHITE WALL	Each	74.80
HGRL	HORN WHITE WALL, COMPACT	Each	41.65
HGWL	HORN RED WALL, COMPACT	Each	41.65
HRL	HORN RED WALL	Each	43.35
HWL	HORN WHITE WALL	Each	43.35
P2GRL	HORN STROBE 2W RED WALL, COMPACT	Each	82.03
P2GWL	HORN STROBE 2W WHITE WALL, COMPACT	Each	82.03
P2RL	HORN STROBE 2W RED WALL	Each	88.40
P2RL-BP10	HORN STROBE 2W RED WALL - BULK PACK OF 10	Each	769.25
P2RL-P	HORN STROBE 2W RED WALL, PLAIN	Each	85.00
P2RL-SP	HORN STROBE 2W RED WALL, FUEGO	Each	86.70
P2WL	HORN STROBE 2W WHITE WALL	Each	88.40
P2WL-BP10	HORN STROBE 2W WHITE WALL - BULK PACK OF 10	Each	765.00
P2WL-P	HORN STROBE 2W WHITE WALL, PLAIN	Each	85.00
P2WL-SP	HORN STROBE 2W WHITE WALL, FUEGO	Each	86.70
P4RL	HORN STROBE 4W RED WALL	Each	110.50
P4WL	HORN STROBE 4W WHITE WALL	Each	110.50
PC2RL	HORN STROBE 2W RED CEILING	Each	88.40
PC2RL-BP10	HORN STROBE 2W RED CEILING - BULK PACK OF 10	Each	773.50
PC2RL-LF	LF SOUNDER/STROBE, WALL, RED	Each	152.15

PC2WL	HORN STROBE 2W WHITE CEILING	Each	88.40
PC2WL-BP10	HORN STROBE 2W WHITE CEILING - BULK PACK OF 10	Each	773.50
PC2WL-LF	LF SOUNDER/STROBE, WALL, WHITE	Each	152.15
PC4RL	HORN STROBE 4W RED CEILING	Each	112.20
PC4WL	HORN STROBE 4W WHITE CEILING	Each	112.20
HCRL-LF	Low-frequency Compact sounder, 15, 30, 75, 95,	Each	92.23
HCRL-LF-BP10	Low-frequency Compact sounder, 15, 30, 75, 95,	Each	803.25
HCWL-LF	Low-frequency Compact sounder, 15, 30, 75, 95,	Each	92.23
HCWL-LF-BP10	Low-frequency Compact sounder, 15, 30, 75, 95,	Each	803.25
HGRL-LF	Low-frequency Compact sounder, 15, 30, 75, 95,	Each	90.95
HGRL-LF-BP10	Low-frequency Compact sounder, 15, 30, 75, 95,	Each	794.75
HGWL-LF	Low-frequency Compact sounder, 15, 30, 75, 95,	Each	90.95
HGWL-LF-BP10	Low-frequency Compact sounder, 15, 30, 75, 95,	Each	794.75
HRL-LF	Low-frequency sounder, 15, 30, 75, 95,	Each	90.95
HRL-LF-BP10	Low-frequency sounder, 15, 30, 75, 95,	Each	794.75
HWL-LF	Low-frequency sounder, 15, 30, 75, 95,	Each	90.95
HWL-LF-BP10	Low-frequency sounder, 15, 30, 75, 95,	Each	794.75
P2RL-LF	Low-frequency sounder/strobe, 15, 30, 75, 95,	Each	148.75
P2WL-LF	Low-frequency sounder/strobe, 15, 30, 75, 95,	Each	148.75
DECAL-TILE-ALERT	Labeling Kit, Ceiling Tile, ALERT (pack of 10)	Each	36.98
DECAL-TILE-E	Labeling Kit, Ceiling Tile, FIRE (pack of 10)	Each	36.98
DECAL-TILE-FR	Labeling Kit, Ceiling Tile, FIRE/FEU (pack of 10)	Each	36.98
DECAL-TILE-SPF	Labeling Kit, Ceiling Tile, FUEGO (pack of 10)	Each	36.98
SB-SPC8	8 WATT SPEAKER TILE BRIDGE, 4 PER	Each	139.40
SCWL-TILE	DROP-IN CEILING TILE STROBE ONLY, WHITE, UL LISTED	Each	192.10
SPCRL	SPEAKER RED CEILING	Each	49.30
SPCRL-BP10	Speaker only, ceiling, 1/4W - 2W, red - BULK PACK OF 10 UNITS	Each	430.10
SPCW8	8 WATT SPEAKER	Each	103.70
SPCWL	SPEAKER WHITE CEILING	Each	49.30
SPCWL-BP10	Speaker only, ceiling, 1/4W - 2W, white - BULK PACK OF 10 UNITS	Each	430.10
SPCWL-TILE	DROP-IN CEILING TILE SPEAKER ONLY, WHITE, UL LISTED	Each	159.80

SPRL	SPEAKER RED WALL	Each	47.18
SPRL-BP10	SPEAKER RED WALL- BULK PACK OF 10	Each	421.60
SPSCRL	SPEAKER STROBE RED CEILING	Each	119.85
SPSCRL-BP10	SPEAKER STROBE RED CEILING - BULK PACK OF 10	Each	1045.50
SPSCWL	SPEAKER STROBE WHITE CEILING	Each	119.85
SPSCWL-BP10	SPEAKER STROBE WHITE CEILING - BULK PACK OF 10	Each	1045.50
SPSCWL-CLR-ALERT	SPEAKER STROBE WHITE CEILING, ALERT	Each	138.55
SPSCWL-CLR-ALRT-BP		Each	1208.70
SPSCWL-P	SPEAKER STROBE WHITE CEILING, PLAIN	Each	122.40
SPSCWL-TILE	DROP-IN CEILING TILE SPEAKER STROBE, WHITE, UL LISTED	Each	233.75
SPSRL	SPEAKER STROBE RED WALL	Each	116.45
SPSRL-BP10	SPEAKER STROBE RED WALL- BULK PACK OF 10	Each	1011.50
SPSRL-P	SPEAKER STROBE RED WALL, PLAIN	Each	118.15
SPSRL-SP	SPEAKER STROBE RED WALL, FUEGO	Each	116.45
SPSWL	SPEAKER STROBE WHITE WALL	Each	116.45
SPSWL-ALERT	SPEAKER STROBE WHITE WALL, ALERT	Each	132.60
SPSWL-BP10	SPEAKER STROBE WHITE WALL- BULK PACK OF 10	Each	1011.50
SPSWL-CLR-ALERT	SPEAKER STROBE WHITE WALL CLEAR LENS, ALERT	Each	132.60
SPSWL-CLR-ALRT-BP		Each	1151.75
SPSWL-P	SPEAKER STROBE WHITE WALL, PLAIN	Each	119.00
SPWL	SPEAKER WHITE WALL	Each	47.18
SPWL-BP10	SPEAKER WHITE WALL- BULK PACK OF 10	Each	421.60
SCRL	STROBE RED CEILING	Each	71.83
SCRL-BP10	STROBE RED CEILING - BULK PACK OF 10	Each	624.75
SCWL	STROBE WHITE CEILING	Each	71.83
SCWL-BP10	STROBE WHITE CEILING - BULK PACK OF 10	Each	624.75
SCWL-CLR-ALERT	STROBE WHITE CEILING CLEAR LENS ALERT	Each	87.55
SCWL-CLR-ALRT-BP		Each	761.60
SGRL	STROBE RED WALL, COMPACT	Each	63.33
SGWL	STROBE WHITE WALL, COMPACT	Each	63.33

SRL	STROBE RED WALL	Each	68.00
SRL-BP10	STROBE RED WALL - BULK PACK OF 10	Each	590.75
SRL-P	STROBE RED WALL, PLAIN	Each	64.60
SRL-SP	STROBE RED WALL, FUEGO	Each	67.15
SWL	STROBE WHITE WALL	Each	68.00
SWL-ALERT	STROBE WHITE WALL, AMBER LENS	Each	90.10
SWL-ALERT-BP10		Each	782.85
SWL-BP10	STROBE WHITE WALL - BULK PACK OF 10	Each	590.75
SWL-CLR-ALERT	STROBE WHITE WALL, CLEAR LENS	Each	83.30
SWL-CLR-ALRT-BP10		Each	723.35
SWL-P	STROBE WHITE WALL, PLAIN	Each	64.60
SEP-SPSWL	Dual Strobe Expander Plate, Wall Mounting, White, ALERT marking,	Each	121.55
SEP-SPSWL-P	Dual Strobe Expander Plate, Wall Mounting, White, No Marking, 15cd to	Each	116.45
SPSEP-BBSWL	EXPANDER PLATE, L-SERIES, SKIRT	Each	45.05
SPCWK	SPEAKER ONLY, OUTDOOR CEILING MT WHITE	Each	102.85
SPRK	OUTDOOR SPEAKER ONLY, WALL MT RED	Each	102.85
SPSCWHK	SPEAKER/STROBE, SELECTABLE HIGH CANDELA, OUTDOOR CEILING MT	Each	189.55
SPSCWK	SPEAKER/STROBE, SELECTABLE CANDELA, OUTDOOR, CEILING MT WHITE	Each	181.05
SPSRHK	Speaker/strobe, wall, high-candela 135, 150, 177, 185 red, outdoor,	Each	204.00
SPSRK	SPEAKER/STROBE, OUTDOOR SELECTABLE CANDELA, WALL MT RED	Each	181.05
SPSRK-P	RED OUTDOOR SPEAKER STROBE, PLAIN	Each	209.10
SPSWK	SPEAKER/STROBE, OUTDOOR SELECTABLE CANDELA, WALL MT WHITE	Each	181.05
SPSWK-P	WHITE OUTDOOR SPEAKER STROBE, PLAIN	Each	209.10
SPWK	OUTDOOR SPEAKER ONLY, WALL MT WHITE	Each	102.85
DECAL-R	RED DECALS FOR SPECTRALERT ADVANCE WALL PRODUCTS, 5 SETS OF 2	Each	79.90
DECAL-RC	RED DECALS FOR SPECTRALERT ADVANCE CEILING PRODUCTS, 5 SETS OF	Each	119.85
DECAL-W	WHITE DECALS FOR SPECTRALERT ADVANCE WALL PRODUCTS, 5 SETS OF	Each	79.90
DECAL-WC	WHITE DECALS FOR SPECTRALERT ADVANCE WALL PRODUCTS, 5 SETS OF	Each	119.85
MWBBCW	METAL WEATHERPROOF BACK BOX, CEILING MT, WHITE	Each	68.00
MWB BW	METAL WEATHERPROOF BACK BOX, WALL MT, WHITE	Each	58.65
RFP	RED 7 in x 9.5 in RETROFIT PLATE (5 PACK)	Each	109.65

RFPW	WHITE 7 in x 9.5 in RETROFIT PLATE (5 PACK)	Each	109.65
PC2RK	HORN/STROBE, 12/24 VOLT, RED, MULTI-CANDELA	Each	139.40
SA-WBB	WEATHERPROOF BACK BOX - WALL MOUNT, RED	Each	39.95
SA-WBBC	WEATHERPROOF BACK BOX - CEILING MOUNT, RED	Each	53.13
HRK-R	REPLACEMENT HORN, RED, WALL MOUNT, OUTDOOR	Each	48.88
MP120K	ADAPTER PLATE, 120 VAC, FOR USE WITH SPECTRALERT ADVANCE	Each	52.28
SPSCWHK-P	WALL, OUTDOOR, WHITE, SELECTABLE CANDELA, SPEAKER/STROBE,	Each	214.20
SPSCWK-CLR-ALERT	CEILING SPEAKER/STROBE, WHITE PLASTIC BOX, CLEAR LENS	Each	215.05
SPSWK-CLR-ALERT	WALL SPEAKER/STROBE, WHITE PLASTIC BOX, CLEAR LENS	Each	199.75
LENS-A	WALL STROBE LENS ATTACHMENT, AMBER	Each	14.88
LENS-AC	CEILING STROBE LENS ATTACHMENT, AMBER	Each	14.88
LENS-B	WALL STROBE LENS ATTACHMENT, BLUE	Each	14.88
LENS-BC	CEILING STROBE LENS ATTACHMENT, BLUE	Each	14.88
LENS-G	WALL STROBE LENS ATTACHMENT, GREEN	Each	14.88
LENS-GC	CEILING STROBE LENS ATTACHMENT, GREEN	Each	14.88
LENS-R	WALL STROBE LENS ATTACHMENT, RED	Each	14.88
LENS-RC	CEILING STROBE LENS ATTACHMENT, RED	Each	14.88
SCRHK	STROBE CEILING, OUTDOOR HIGH CD 135,150,177,185 RED	Each	124.95
SCRK	STROBE CEILING, OUTDOOR MC 15,15/75,30,75,110,115 RED	Each	94.35
SCWHK	WHITE OUTDOOR STROBE, HIGH CANDELA, CEILING MOUNT	Each	124.95
SCWK	STROBE CEILING MT, OUTDOOR, MC, W/BACK BOX, WHITE	Each	94.35
SRHK	STROBE, WALL MT HIGH CD 135,150,177,185 OUTDOOR, RED	Each	124.95
SRHK-P	RED OUTDOOR STROBE, HIGH CANDELA, PLAIN	Each	128.35
SRK	STROBE, WALL MT MC 15,15/75,30,75,110,115 OUTDOOR, RED	Each	96.90
SRK-P	RED OUTDOOR STROBE, PLAIN	Each	96.05
SRK-R	REPL STROBE WALL MC 15,15/75,30,75,110,115 RED	Each	87.55
SWHK	WHITE OUTDOOR STROBE, HIGH CANDELA	Each	124.95
SWHK-P	WHITE OUTDOOR STROBE, HIGH CANDELA, PLAIN	Each	128.35
SWK	STROBE, 12/24 VOLT, MULTI-CANDELA 15, 15/75, 30, 75, 110, 115,	Each	96.90
SWK-P	WHITE OUTDOOR STROBE, PLAIN	Each	96.05
WBB	WEATHERPROOF BACKBOX, RED.	Each	45.90

WTP	WATERTIGHT PLATE WALL HORN/STROBE RED	Each	43.35
WTP-SP	WATERTIGHT PLATE WALL SPEAKER STROBE RED	Each	48.03
WTP-SPW	WATERTIGHT PLATE WALL SPEAKER STROBE WHITE	Each	48.03
WTPW	WATERTIGHT PLATE HORN/STROBE WHITE	Each	43.35
CLSS-BC	CLSS CHECKPOINT BARCODE LABELS (ROLL OF 1,000)	Each	341.70
50160636-001	CLSS GATEWAY KIT. INCLUDES 30" NUP CABLE AND LOCK AND KEY SET	Each	68.00
HON-CGW-MBB	CLSS GATEWAY, WITH ENCLOSURE (LOCK AND CABLE KIT, 50160636-001)	Each	667.25
CCM-ATT-HON	CLSS CELLULAR COMMUNICATION MODULE FOR ATT	Each	365.50
CCM-VZ-HON	CLSS CELLULAR COMMUNICATION MODULE FOR VERIZON	Each	365.50
6500-MMK US		Each	279.65
6500-SMK	SURFACE-MOUNT KIT FOR USE WITH THE BEAM1224 AND FSB-200 WHEN	Each	74.38
BEAMHK	Beam detector heater kit	Each	48.45
BEAMHKR	BEAM HEATER KIT - REFLECTOR	Each	238.85
BEAMLRK	Long range kit required for applications greater than 230 feet	Each	170.00
BEAMMMK	Provides ceiling or wall mount capability with increased angular	Each	111.35
BEAMSMK	Surface mount kit, conduit use	Each	62.48
OSI-R-SS	CONVENTIONAL 4 WIRE IMAGING BEAM DETECTOR w/REFLECTOR	Each	1464.55
2151		Each	85.85
2151T	SMOKE DETECTOR HEAD, PHOTO/THERMAL, LOW-PROFILE -REQ. B100	Each	99.45
2D51	REPLACEMENT 4-WIRE HEAD	Each	108.80
2W-B	2 WIRE PHOTO DETECTOR 12/24 VOLT	Each	77.92
2WTA-B	I3 2-WIRE PHOTO W/ HEAT & SOUNDER	Each	90.10
2WT-B	I3 2-WIRE PHOTO DETECTOR W/THERMAL, 12/24 VT, WITH BASE	Each	85.48
2WTR-B	I3 2-WIRE PHOTO HEAT & FORM C RELAY	Each	100.30
4W-B	I3 4-WIRE PHOTO DETECTOR 12/24 VOLT, WITH BASE	Each	86.89
4WITAR-B	I3 4-WIRE PHTO ISOLATED HEAT, SOUNDER & FORM C RELAY	Each	139.77
4WTA-B	I3 4-WIRE PHOTO W/HEAT & SOUNDER	Each	99.45
4WTAR-B	I3 4-WIRE PHOTO HEAT SOUNDER & FORM C RELAY	Each	129.39
4WT-B	I3 4-WIRE PHOTO DETECTOR W/THERMAL, 12/24 VT WITH BASE	Each	93.50
4WTR-B	I3 4-WIRE PHOTO HEAT & FORM C RELAY	Each	105.40
5151		Each	57.38

5601P	135 F FIXED TEMP/RATE OF RISE HEAT DET. SINGLE CIRCUIT	Each	24.65
5602		Each	25.08
5603		Each	25.08
5604		Each	25.08
5621		Each	45.90
5622		Each	46.33
5623		Each	46.33
5624		Each	46.33
APA151	REMOTE ANNUNCIATOR WITH PIEZO ALARM	Each	69.70
BG12TR	LEXAN TRIM RING FOR ALL BG12 SERIES PULL STATIONS	Each	22.10
CO1224T	CARBON MONOXIDE DETECTOR WITH TEST	Each	134.11
CO1224TR	CONVENTIONAL CARBON MONOXIDE DETECTOR, 12/24 VDC, WITH	Each	136.00
CO-PLATE	CO DETECTOR PLATE, PACKAGE OF 5. USE WHEN REPLACING ROUND CO	Each	38.68
HASOLO-461	SOLO-461 CORDLESS HEAT DETC TESTER	Each	2422.50
NY-PLATE	PULL STATION TRIM PLATE FOR NEW YORK CITY, FOR USE WITH ALL NBG	Each	45.48
PS-BB	BOX BACK SGB-32S	Each	17.00
PS-GR12	BOX OF GLASS RODS	Each	27.63
SB-10	SURFACE BACK-BOX FOR ALL BG-10 OR BG-12; EXCEPT BG-12LRA.	Each	20.40
SBA-10	SURFACE BACK-BOX; FOR BG-12LRA.	Each	26.78
SB-I/O	SMT BACKBOX PLASTC PS-SA/DA/IDP	Each	20.83
D2	INNOVAIRFLEX 2-WIRE CONVT PHOTO DUCT DETECTOR, INCLUDES	Each	273.70
D4120	INNOVAIRFLEX 4-WIRE CONVT PHOTO DUCT DETECTOR, INCLUDES	Each	299.20
D4120W	INNOVAIRFLEX 4-WIRE CONVT PHOTO DUCT, W/2D51 DETECTOR,	Each	397.80
D4P120	INNOVAIRFLEX 4-WIRE CONVENTIONAL POWER BOARD ONLY	Each	198.05
D4S	INNOVAIRFLEX 4-WIRE CONVENTIONAL SENSOR ONLY COMPONENT	Each	192.95
DCOIL	DUCT ACCESSORY COIL, REQUIRED ON D2 & DNR IF REMOTE TEST	Each	42.50
DH400OE-1	WEATHERPROOF HOUSING FOR THE DH400ACDCIHT CONVENTIONAL	Each	493.00
DNR	INNOVAIRFLEX INTELLIGENT DUCT DETECTOR, NON-RELAY (HEAD NOT	Each	169.15
DNRW	INNOVAIRFLEX DUCT DETECTOR, NON-RELAY, WATERTIGHT (HEAD NOT	Each	259.25
DST1	INNOVAIRFLEX SAMPLING TUBE, STEEL 1' WITH HOLES	Each	14.03
DST1.5	INNOVAIRFLEX SAMPLING TUBE, STEEL 1.5' WITH HOLES	Each	17.43

DST10	INNOVAIRFLEX SAMPLING TUBE, STEEL 10' WITH HOLES	Each	55.25
DST3	INNOVAIRFLEX SAMPLING TUBE, STEEL 3' WITH HOLES	Each	22.53
DST5	INNOVAIRFLEX SAMPLING TUBE, STEEL 5' WITH HOLES	Each	27.20
EOLR-1	RELAY MODULE PWR SUPERVISION	Each	28.90
ETX	INNOVAIRFLEX EXHAUST TUBE, STEEL 1'	Each	11.05
M02-04-00	REPLACEMENT TEST MAGNET	Each	11.05
M02-09-00	TEST MAGNET WITH 32 IN. TELESCOPING	Each	43.78
MDL3R	SYNC CIRCUIT MODULE 12/24VDC	Each	118.15
MDL3W	SYNC CIRCUIT MODULE 12/24VDC WHITE	Each	118.15
RA100Z	REMOTE ANNUNCIATOR, 7MA, 3.1-32 VDC FOR DUCT & BEAM	Each	33.15
RRS-MOD	13 REVERSING / SYNC MODULE	Each	63.33
RTS151	MAGNETIC REMOTE TEST AND RESET STAT	Each	73.10
RTS151KEY	KEY REMOTE TEST AND RESET STATION F	Each	107.95
SENS-RDR	I3 SENSITIVITY READER	Each	493.00
ST-10	METAL TUBE FOR DUCTS	Each	62.05
ST-3	METAL TUBE FOR DUCTS	Each	25.08
ST-5	METAL TUBE FOR DUCTS	Each	29.33
302-135	135 °F (57° C) VERTICAL MOUNT.	Each	67.15
302-194	194 °F (90° C) VERTICAL MOUNT.	Each	67.15
302-AW-135	135 °F (57° C) VERTICAL MOUNT, FOR INDOOR OR OUTDOOR USE.	Each	81.18
302-AW-194	194 °F (90° C) VERTICAL MOUNT, FOR INDOOR OR OUTDOOR USE.	Each	81.18
302-EPM-135	135 °F (57° C) EXPLOSION-PROOF.	Each	153.00
302-EPM-194	194 °F (90° C) EXPLOSION-PROOF.	Each	136.00
302-ET-135	135 °F (57° C) VERTICAL MOUNT, INDOOR OR OUTDOOR USE. CAN BE	Each	80.33
302-ET-194	194 °F (90° C) VERTICAL MOUNT, INDOOR OR OUTDOOR USE. CAN BE	Each	70.98
AP-P	PLASTIC ADAPTER PLATE FOR 302 AND 302AW.	Each	15.30
001347-L8	KEY, REV A CABINET	Each	3.44
005220		Each	201.45
005495CB	PHASING OUT - CABINET ONLY 5495	Each	202.30
054950		Each	633.25
054990		Each	816.00



115061		Each	66.30
119640B	LOCK, REV B SK STANDARD	Each	6.16
122427		Each	73.53
122464		Each	82.45
122465		Each	75.65
130294		Each	12.75
130420		Each	7.82
130422		Each	4.76
140694		Each	3.23
75287		Each	17.85
RBB	REMOTE BATTERY BOX (10"H X 16"W X 6"D)	Each	180.20
TR-1-B	OPTIONAL BACK BOX TRIM RING.	Each	100.30
TR-1-R	TRIM RING SEMI FLUSH MNT FOR SK-2/SK-4	Each	127.50
BDA-SVC1-DESIGN	BDA Design Only for typical building (Unit Ea.). - iBwave design service, 5	Each	23.14
MR-101/CR	RELAY,MULTIVOLTAGE,SPDT,RD,ENC	Each	59.60
MR-101/T	RELAY,SPDT,TRACK MNT	Each	35.24
MR-104/CR	RELAY,ENCLSR,METAL,4 SPDT,RED	Each	185.31
MR-104/T	RELAY TRACK MOUNT,4 SPDT	Each	129.63
MR-199X-13C	RELAY,DPDT,24VDC,STEEL ENCLOSUR	Each	200.10
MR-199X-14C	RELAY,DPDT,120VAC,STEEL ENCLOS	Each	197.49
MR-201/CR	RELAY,ENCLSR,METAL,DPDT,RED	Each	64.82
MR-201/T	RELAY DPDT,TRACK MOUNT	Each	44.81
MR-204/CR	RELAY,ENCLSR,METAL,3 DPDT,RED	Each	224.46
MR-204/T	RELAY, 4 DPDT, TRACK MOUNT	Each	157.47
PAM-1	RELAY,10 AMP,24/110	Each	28.52
PAM-2	RELAY,7 AMP,12/24	Each	28.52
PAM-4	RELAY,SPDT,9-40VDC,7A,CONTS	Each	28.52
DHBBB	SURFACE MOUNT BACK BOX, PLATED, BRASS	Each	34.37
DHBBD	SURFACE MOUNT BACK BOX, POWDER COATED, DARK BRONZE	Each	39.15
DHBBPC	SURFACE MOUNT BACK BOX, POWDER COATED, CHROME	Each	33.50
DHCPB	CATCH PLATE, PLATED, BRASS	Each	20.45

DHCPD	CATCH PLATE, POWDER COATED, DARK BRONZE	Each	24.36
DHDF	SWIVEL BASE MOUNTING DRILL FIXTURE	Each	402.81
DHSBB	SWIVEL BASE, PLATED, BRASS	Each	54.38
DHSBD	SWIVEL BASE, POWDER COATED, DARK BRONZE	Each	57.42
DHSBPC	SWIVEL BASE, POWDER COATED, CHROME	Each	49.59
HAZ-WP-PULL	FIRE ALARM PULL STATION FOR HAZARDOUS, NON-HAZARDOUS,	Each	1009.20
XAL-53	KILARK MANUAL STATION, EXPLOSION-PROOF; NO & NC CONTACTS.	Each	1574.70
FM900	DOOR HOLDER EXTENSION KIT	Each	22.19
FM900-100	DOOR HOLDER SPACER, 1"	Each	20.01
FM900-50	DOOR HOLDER SPACER, 1/2"	Each	20.45
FM900-75	DOOR HOLDER SPACER, 3/4"	Each	19.14
FM900-Z	DOOR HOLDER SPACER KIT, 90°	Each	22.19
FM980	FM-980, SURFACE FLOOR MOUNT, 12VDC/24VDC/24VAC/120VAC,	Each	168.78
FM996-L8	FM-996, SURFACE WALL MOUNT, 12VDC/24VDC/24VAC/120VAC	Each	128.76
FM998	FM-998, FLUSH WALL MOUNT, 12VDC/24VDC/24VAC/120VAC	Each	134.85
DHE.5B	.5" EXTENSION ROD, PLATED, BRASS	Each	14.79
DHE.5D	.5" EXTENSION ROD, POWDER COATED, DARK BRONZE	Each	16.97
DHE.5PC	.5" EXTENSION ROD, POWDER COATED, CHROME	Each	15.23
DHE1.5APC	1.5" ADJUSTABLE EXTENSION ROD, POWDER COATED, CHROME	Each	16.97
DHE1.5B	1.5" EXTENSION ROD, PLATED, BRASS	Each	16.97
DHE1.5D	1.5" EXTENSION ROD, POWDER COATED, DARK BRONZE	Each	20.88
DHE1.5PC	1.5" EXTENSION ROD, POWDER COATED, CHROME	Each	15.66
DHE1B	1" EXTENSION ROD, PLATED, BRASS	Each	13.49
DHE1D	1" EXTENSION ROD, POWDER COATED, DARK BRONZE	Each	17.40
DHE1PC	1" EXTENSION ROD, POWDER COATED, CHROME	Each	15.23
DHE2APC	2" ADJUSTABLE EXTENSION ROD, POWDER COATED, CHROME	Each	19.14
DHE2B	2" EXTENSION ROD, PLATED, BRASS	Each	20.45
DHE2D	2" EXTENSION ROD, POWDER COATED, DARK BRONZE	Each	20.45
DHE2PC	2" EXTENSION ROD, POWDER COATED, CHROME	Each	20.88
DHE3B	3" EXTENSION ROD, PLATED, BRASS	Each	20.45
DHCPD	CATCH PLATE, POWDER COATED, CHROME	Each	20.88

DHE3D	3" EXTENSION ROD, POWDER COATED, DARK BRONZE	Each	20.45
DHE3PC	3" EXTENSION ROD, POWDER COATED, CHROME	Each	20.88
DHE4AB	4" ADJUSTABLE EXTENSION ROD, PLATED, BRASS	Each	25.23
DHE4AD	4" ADJUSTABLE EXTENSION ROD, POWDER COATED, DARK BRONZE	Each	29.58
DHE4APC	4" ADJUSTABLE EXTENSION ROD, POWDER COATED, CHROME	Each	23.06
DHE4PC	4" EXTENSION ROD, POWDER COATED, CHROME	Each	23.06
DHE5B	5" EXTENSION ROD, PLATED, BRASS	Each	26.97
DHE5D	5" EXTENSION ROD, POWDER COATED, DARK BRONZE	Each	26.97
DHE5PC	5" EXTENSION ROD, POWDER COATED, CHROME	Each	28.71
DH24120FB	SEMI-FLUSH, PLATED, BRASS	Each	153.12
DH24120FD	SEMI-FLUSH, POWDER COATED DARK BRONZE	Each	162.69
DH24120FPC	Semi-flush Powder Coated Chrome Door Holder	Each	141.81
DH24120GB1	GROUND MOUNT, SINGLE DOOR, PLATED, BRASS	Each	217.50
DH24120GB2	GROUND MOUNT, DOUBLE DOOR, PLATED, BRASS	Each	274.92
DH24120GPC1	GROUND MOUNT, SINGLE DOOR, POWDER COATED, CHROME	Each	197.49
DH24120GPC2	GROUND MOUNT, DOUBLE DOOR, POWDER COATED, CHROME	Each	251.43
DH24120GPD1	GROUND MOUNT, SINGLE DOOR, POWDER COATED, DARK BRONZE	Each	257.52
DH24120GPD2	GROUND MOUNT, DOUBLE DOOR, POWDER COATED, DARK BRONZE	Each	316.68
DH24120SB	SURAFCE MOUNT, PLATED, BRASS	Each	171.39
DH24120SPC	SURAFCE MOUNT, POWDER COATED, CHROME	Each	155.73
DH24120SPD	SURAFCE MOUNT, POWDER COATED, DARK BRONZE	Each	196.62
DH24120WB	RECESSED, PLATED, BRASS	Each	150.51
DH24120WD	RECESSED, POWDER COATED, DARK BRONZE	Each	156.60
DH24120WPC	RECESSED, POWDER COATED, CHROME	Each	145.29
STI1229	NEMA 4X RATED STOPPER DOME	Each	113.97
STI7510A	POLY ENCL,CLEAR,K-L,4.59" DEEP	Each	60.90
STI7530	LOCKABLE ENCLOSURE, INTERNAL DIMENSIONS 14.2" L X 12.2" W X 6.4"	Each	200.10
STI-7560AH	PROTECTIVE CABINET,METAL,HEATED	Each	4245.60
STI8100	SMOKE DETECTOR DAMAGE STOPPER®, FLUSH MOUNT - CLEAR	Each	38.28
STI9601	LOW PROFILE SMOKE DETECTOR COVER.	Each	35.67
STI9602	STEEL WEB STOPPER, LOW PROFILE, SURFACE MOUNT.	Each	33.50

STI9605	STEEL WEB STOPPER, MEDIUM PROFILE, SURFACE MOUNT.	Each	33.50
STI9609	SMOKE DETECTOR COVER, HIGH PROFILE.	Each	35.67
STI9610	STEEL WEB STOPPER, HIGH PROFILE, SURFACE MOUNT.	Each	33.50
STI9621	STEEL WEB STOPPER, INTERNAL DIMENSIONS 7.0"L X 5.75" W X 4.5" D	Each	45.68
STI9625	STI BEAM DETECTOR GUARD; USE WITH 6424	Each	91.35
STI9706	BEAM SMOKE DAMAGE STOPPER - FLUSH MOUNT	Each	57.42
STI9707	BEAM SMOKE DAMAGE STOPPER - SURFACE MOUNT	Each	57.42
STI9713	STEEL WEB STOPPER FOR PHOTOELECTRIC SMOKE DETECTOR	Each	33.93
EF060604-O	Fiberglass Enclosure Opaque 6x6x4	Each	151.38
EF060604-W	Fiberglass Enclosure Opaque with Window 6x6x4	Each	213.15
EF080604-O	Fiberglass Enclosure Opaque 8x6x4	Each	156.60
EF080604-W	Fiberglass Enclosure Opaque with Window 8x6x4	Each	214.02
EF080804-O	Fiberglass Enclosure Opaque 8x8x4	Each	160.95
EF080804-W	Fiberglass Enclosure Opaque with Window 8x8x4	Each	254.04
EF100806-O	Fiberglass Enclosure Opaque 10x8x6	Each	170.52
EF100806-W	Fiberglass Enclosure Opaque with Window 10x8x6	Each	253.17
EF121006-O	Fiberglass Enclosure Opaque 12x10x6	Each	186.18
EF121006-W	Fiberglass Enclosure Opaque with Window 12x10x6	Each	278.40
EF141206-O	Fiberglass Enclosure Opaque 14x12x6	Each	231.42
EF141206-W	Fiberglass Enclosure Opaque with Window 14x12x6	Each	374.97
EF141208-O	Fiberglass Enclosure Opaque 14x12x8	Each	253.17
EF141208-W	Fiberglass Enclosure Opaque with Window 14x12x8	Each	486.33
EF161408-O	Fiberglass Enclosure Opaque 16x14x8	Each	270.57
EF161408-W	Fiberglass Enclosure Opaque with Window 16x14x8	Each	501.99
EF181610-O	Fiberglass Enclosure Opaque 18x16x10	Each	332.34
EF181610-W	Fiberglass Enclosure Opaque with Window 18x16x10	Each	517.65
EF201610-O	Fiberglass Enclosure Opaque 20x16x10	Each	501.99
EF201610-W	Fiberglass Enclosure Opaque with Window 20x16x10	Each	783.00
EP060605-O	Polycarbonate Enclosure Opaque 6x6x5	Each	100.49
EP060605-T	Polycarbonate Enclosure Tinted 6x6x5	Each	113.97
EP080605-O	Polycarbonate Enclosure Opaque 8x6x5	Each	107.01

EP080605-T	Polycarbonate Enclosure Tinted 8x6x5	Each	113.10
EP080805-O	Polycarbonate Enclosure Opaque 8x8x5	Each	112.23
EP080805-T	Polycarbonate Enclosure Tinted 8x8x5	Each	126.15
EP100806-O	Polycarbonate Enclosure Opaque 10x8x6	Each	113.97
EP100806-T	Polycarbonate Enclosure Tinted 10x8x6	Each	141.81
EP100807-O	Polycarbonate Enclosure Opaque 10x8x7	Each	122.67
EP100807-T	Polycarbonate Enclosure Tinted 10x8x7	Each	147.90
EP101006-O	Polycarbonate Enclosure Opaque 10x10x6	Each	129.63
EP101006-T	Polycarbonate Enclosure Tinted 10x10x6	Each	150.51
EP121007-O	Polycarbonate Enclosure Opaque 12x10x7	Each	132.24
EP121007-T	Polycarbonate Enclosure Tinted 12x10x7	Each	157.47
EP141207-O	Polycarbonate Enclosure Opaque 14x12x7	Each	162.69
EP141207-T	Polycarbonate Enclosure Tinted 14x12x7	Each	214.02
EP161409-O	Polycarbonate Enclosure Opaque 16x14x9	Each	184.44
EP161409-T	Polycarbonate Enclosure Tinted 16x14x9	Each	265.35
EP181604-O	Polycarbonate Enclosure Opaque 18x16x5	Each	210.54
EP181604-T	Polycarbonate Enclosure Tinted 18x16x5	Each	287.97
EP181611-O	Polycarbonate Enclosure Opaque 18x16x11	Each	244.47
EP181611-T	Polycarbonate Enclosure Tinted 18x16x11	Each	346.26
EP201608-O	Polycarbonate Enclosure Opaque 20x16x9	Each	418.47
EP201608-T	Polycarbonate Enclosure Tinted 20x16x9	Each	440.22
EP242410-O	Polycarbonate Enclosure Opaque 24x24x10	Each	661.20
EP242410-T	Polycarbonate Enclosure Tinted 24x24x10	Each	783.00
STI9705	WIRE GUARD, WHITE, SPECTRALERT ADVANCE ® WALL MOUNT AVS	Each	29.15
STI9705-R	WIRE GUARD, RED, SPECTRALERT ADVANCE ® WALL MOUNT AVS	Each	29.15
STI9708	WIRE GUARD, WHITE, SPECTRALERT ADVANCE ® WALL MOUNT AVS	Each	33.50
STI9708-R	WIRE GUARD, RED, SPECTRALERT ADVANCE ® WALL MOUNT AVS	Each	33.93
STI9711	WIRE GUARD, WHITE, SPECTRALERT ADVANCE ® CEILING MOUNT AVS	Each	29.15
STI9714	WIRE GUARD, WHITE, SPECTRALERT ADVANCE ® CEILING MOUNT AVS	Each	33.93
SS2201EV-EN	YELLOW STOPPER STATION, NO COVER, PUSH AND TURN TO RESET	Each	74.82
SS2400EM-EN	BLUE STOPPER STATION, NO COVER, PUSH AND TURN TO RESET BUTTON,	Each	73.08

SS2440EM-EN	BLUE STOPPER STATION, UNIVERSAL COVER WITH HORN, FLUSH MOUNT,	Each	149.64
STI1100	STOPPER II WITH HORN, FLUSH.	Each	86.13
STI1130	STOPPER II WITH HORN, SURFACE.	Each	94.83
STI1200	STOPPER II, NO HORN, FLUSH.	Each	57.42
STI1210D	HORN STROBE COVER, SURFACE MOUNT.	Each	48.72
STI1210E	HORN STROBE COVER, FLUSH MOUNT.	Each	40.89
STI1221D	STROBE COVER, SURFACE MOUNT.	Each	48.72
STI1221E	STROBE COVER,FLUSH MOUNT	Each	38.28
STI1230	STOPPER II, NO HORN, SURFACE.	Each	66.99
STI1250	WEATHER STOPPER II, FLUSH MOUNT.	Each	56.55
STI1280	BACK PLATE FOR STOPPER II	Each	19.58
STI-13000NC	UNIVERSAL STOPPER, FLUSH MOUNT, Clear	Each	51.77
STI-13020FR	UNIVERSAL STOPPER,FLUSH,HORN,RED,FIRE	Each	113.97
STI-13200NC	UNIVERSAL STOPPER, SURFACE MOUNT, Clear	Each	69.60
STI-13210FR	UNIVERSAL STOPPER, SURFACE, RED,FIRE	Each	75.69
STI-13210NW	UNIVERSAL STOPPER, SURFACE, WHITE, NO LABEL	Each	88.74
STI-13210NY	UNIVERSAL STOPPER, SURFACE, YELLOW, NO LABEL	Each	88.74
STI-13220FR	UNIVERSAL STOPPER,SURFACE,HORN,RED,FIRE	Each	127.02
STI-13220NY	UNIVERSAL STOPPER,SURFACE,HORN,YELLOW, NO LABEL	Each	140.94
STI-13230FR	UNIVERSAL STOPPER,SURF,HRN,RLY,FIRE,RED	Each	174.00
STI3002	WEATHER GASKET FOR STOPPER II	Each	10.44
STI3003	CONDUIT GASKET.	Each	7.83
STI3100	CONDUIT SPACER, SURFACE MOUNT.	Each	20.88
STI3150	WEATHER STOPPER II, SURFACE MOUNT.	Each	78.30
STI4100	STOPPER G, LARGE COVER	Each	65.25
PR-1	RELAY, SPDT, MULTIVOLT, 24VDC, 24/115VAC	Each	25.23
PR-2	RELAY, SPDT, MULTIVOLT, 10-40VDC	Each	25.23
PR-3	RELAY, SPDT, MULTIVOLT, 10-40VDC, REDUNDANT POWER INPUT	Each	25.23
R-10E	SINGLE SPDT RELAY W/ACTIVATION LED	Each	50.03
R-10T	RELAY, SPDT, MULTIVOLT, TRACK MOUNT	Each	33.50
R-14E	4-GANG RELAY, SPDT, MULTIVOLT, TRACK MOUNT, METAL ENCLOSURE	Each	156.60

R-14T	4-GANG RELAY, SPDT, MULTIVOLT, TRACK MOUNT	Each	107.01
R-20E	STEEL ENCLSR SNGL DPDT RELAY W/LED	Each	56.99
R-20T	TRACK MNT SINGLE DPDT RELAY W/ LED	Each	35.24
R-24E	4-GANG RELAY, DPDT, MULTIVOLT, TRACK MOUNT, METAL ENCLOSURE	Each	181.83
R-24T	4-GANG RELAY, DPDT, MULTIVOLT, TRACK MOUNT	Each	130.50
EPS10-1	ALARM WATERFLOW PRESSURE SWITCH, SPDT, 4 - 20 POWER SUPPLY	Each	178.35
EPS10-2	ALARM WATERFLOW PRESSURE SWITCH, 2 SPDT, 4 - 20 POWER SUPPLY	Each	207.93
EPS120-2	HIGH/LOW PRESSURE SUPERVISORY SWITCH, 2 SPDT, 10-200 POWER	Each	267.96
EPS40-1	LOW PRESSURE SUPERVISORY SWITCH, SPDT, 10 - 100 POWER SUPPLY	Each	178.35
EPS40-2	HIGH/LOW PRESSURE SUPERVISORY SWITCH, 2 SPDT, 10 - 100 POWER	Each	207.93
OSY2	OUTSIDE SCREW & YOKE SUPERVISORY SWITCH W/2 SPDT	Each	182.70
PIBV2	POST INDICATOR BUTTERFLY VALVE SUPERVISORY SWITCH W/2 SPDT	Each	164.43
WFD20N	WATERFLOW DETECTOR, SCHEDULE 10/40, 2"	Each	308.85
WFD25N	WATERFLOW DETECTOR, SCHEDULE 10/40, 2-1/2"	Each	308.85
WFD30N	WATERFLOW DETECTOR, 3" FLOW, 2" HOLE	Each	308.85
WFD40N	WATERFLOW DETECTOR, SCHEDULE 10/40, 4"	Each	307.98
WFD60N	WATERFLOW DETECTOR, SCHEDULE 10/40, 6"	Each	288.84
WFD80N	WATERFLOW DETECTOR, SCHEDULE 10/40, 8"	Each	341.91
WFDTN	T-TAP WATERFLOW DETECTOR, 1", 1-1/4", 1-1/2"	Each	307.98
301-ADI	301-ADI Analog Digital Input Converter (4-20mA to Modbus RS-485)	Each	4054.20
301-C	301C Controller, Plastic Enclosure	Each	1757.40
301-C-DLC	301C Controller, with Datalogger, Plastic Enclosure	Each	2314.20
301-R8-FS	301-R8 Relay Module with 8 Relays, Failsafe	Each	582.90
420-I	420I Digital Analog Output Converter. Modbus RS-485 to 4-20mA	Each	1383.30
129570-L3	Combustible Explosion Proof Sensor - (GAIN 1.0-1.3 / Methane)	Each	970.05
301-EM-US3	301-EM Controller Type 3 US	Each	1853.10
S301-IRF-R123	301-IRFS-R123 Refrigerant Gas Sensor	Each	2044.50
S301-IRF-R134A	301-IRFS-R134a Refrigerant Gas Sensor	Each	2044.50
S301-IRF-R410A	301-IRFS-R410a Refrigerant Gas Sensor	Each	2061.90
ALTV248600UL	8 OUTPUT VAC POWER SUPPLY. 24VAC@25A OR 28VAC@20A. UL/CUL.	Each	508.95
M-503380	Transformer 50 VA	Each	70.91

M-600400	24 VAC/VDC Power Supply, 6.5A UL Approved	Each	517.65
11337-L9	IR-F9 Calibration Kit for use with 58/103L Cylinders	Each	582.90
1309K0002	Cal Kit 58-103L Cylinders (All Products except SQN8x, IR-F9 & XCD)	Each	883.05
1991-0159	H2 (500 ppm), Air Balance, 103 L	Each	186.18
705CALKIT	Calibration kit for Sensepoint XCD RFD - includes tubing, flow adaptor,	Each	687.30
998-012-001	CH4 (25% LEL), Air Balance, 103 L	Each	261.00
998-022-001	CH4 (50% LEL), Air Balance, 103 L	Each	286.23
M-500975	CH4 (1% / 20% LEL), Air Balance, 103 L	Each	261.00
M-500976	H2 (1% / 20% LEL), Air Balance, 103 L	Each	261.00
M-500988	CO (200 ppm), N2 Balance, 103 L	Each	264.48
M-501008	Air, Air Balance, 103 L	Each	261.00
M-501046	H2S (25 ppm), N2 Balance, 58 L	Each	292.32
M-501052	Cl2 (5 ppm), N2 Balance, 58 L	Each	369.75
M-501054	NO2 (5 ppm), N2 Balance, 58 L	Each	543.75
M-501055	SO2 (5 ppm), N2 Balance, 58 L	Each	296.67
M-501062	Cal Kit Tubing 6 ft. 1/8 I.D X 1/4 O.D for SQN8x	Each	11.75
M-507700	C3H8 (20% LEL), Air Balance, 103 L	Each	264.48
M-700144	Demand Flow Regulator 58-103L Cylinders, 0-3LPM for SQN8x	Each	448.92
TEST-1A	Bump test kit; includes Balloon adapter & Quad Gas Cylinder:	Each	116.58
XCDCOMBKIT	Sensepoint XCD Combustible Calibration Kit	Each	494.16
XCDRTDKIT	Calibration kit for Sensepoint XCD RTD - includes calibration cover,	Each	665.55
XCDTOXKIT	Sensepoint XCD Toxic Calibration Kit	Each	494.16
1309-0071	Protective Wire Guard for E <sup>3</sup> Point	Each	124.41
1309A0035	Hydrogen sulfide (H2S); -40° to 50°C (-40° to 122°F)	Each	321.90
1309A0036	Oxygen (O2); -40° to 50°C (-40° to 122°F)	Each	318.42
1309A0037	Nitrogen dioxide (NO2); -40° to 50°C (-40° to 122°F)	Each	324.51
1309A0038	Carbon monoxide (CO); -20° to 50°C (-4° to 122°F)	Each	303.63
1309A0039	Hydrogen (H2); -40° to 50°C (-40° to 122°F)	Each	318.42
1309A0040	Methane (CH4); -40° to 50°C (-40° to 122°F)	Each	318.42
1309A0041	Propane (C3H8); -40° to 50°C (-40° to 122°F)	Each	321.90
1309A0042	E <sup>3</sup> Point Without Sensor, Wall Mount, Analog, 24VAC/DC	Each	474.15



1309A0043	E <sup>3</sup> Point Without Sensor, Wall Mount, Analog, 120VAC	Each	565.50
1309A0047	E <sup>3</sup> Point Without Sensor, Wall Mount, Modbus/BACnet, 24VAC/DC	Each	565.50
1309A0049	E <sup>3</sup> Point Without Sensor, Duct Mount, Analog, 24VAC/DC	Each	804.75
1309A0056	E <sup>3</sup> Point Remote Sensor, Oxygen (O <sub>2</sub> )	Each	380.19
1309A0057	E <sup>3</sup> Point Remote Sensor, Nitrogen dioxide (NO <sub>2</sub> )	Each	380.19
1309A0058	E <sup>3</sup> Point Remote Sensor, Hydrogen sulfide (H <sub>2</sub> S)	Each	384.54
1309A0059	E <sup>3</sup> Point Remote Sensor, Hydrogen (H <sub>2</sub> )	Each	380.19
1309A0060	E <sup>3</sup> Point Remote Sensor, Carbon monoxide (CO)	Each	381.93
1309A0061	E <sup>3</sup> Point Remote Sensor, Methane (CH <sub>4</sub> )	Each	384.54
1309A0062	E <sup>3</sup> Point Remote Sensor, Propane (C <sub>3</sub> H <sub>8</sub> )	Each	380.19
1309K0003	Splash Guard Enclosure	Each	194.88
SPLCB3BARCXNZZ	SPXCL-BT-CO2 5000PPM-MA/RLY-CHR	Each	639.45
SPLCB3BARWXNZZ	SPXCL-BT-CO2 5000PPM-MA/RLY-WHT	Each	639.45
SPLCB3BAXCXNZZ	SPXCL-BT-CO2 5000PPM-MA-CHR	Each	609.00
SPLCB3BAXWXNZZ	SPXCL-BT-CO2 5000PPM-MA-WHT	Each	609.00
SPLCB3BMXCXNZZ	SPXCL-BT-CO2 5000PPM-MODBUS-CHR	Each	704.70
SPLCB3BMXWXNZZ	SPXCL-BT-CO2 5000PPM-MODBUS-WHT	Each	691.65
SPLCB4BARCXNZZ	SPXCL-BT-CO2 5.0%VOL-MA/RLY-CHR	Each	639.45
SPLCB4BARWXNZZ	SPXCL-BT-CO2 5.0%VOL-MA/RLY-WHT	Each	639.45
SPLCB4BAXCXNZZ	SPXCL-BT-CO2 5.0%VOL-MA-CHR	Each	609.00
SPLCB4BAXWXNZZ	SPXCL-BT-CO2 5.0%VOL-MA-WHT	Each	609.00
SPLCB4BMXCXNZZ	SPXCL-BT-CO2 5.0%VOL-MODBUS-CHR	Each	704.70
SPLCB4BMXWXNZZ	SPXCL-BT-CO2 5.0%VOL-MODBUS-WHT	Each	704.70
SPLCF5BARCXNZZ	SPXCL-BT-FL C3H8 100%LEL-MA/RLY-CHR	Each	639.45
SPLCF5BAXCXNZZ	SPXCL-BT-FL C3H8 100%LEL-MA-CHR	Each	609.00
SPLCF5BMRCXNZZ	SPXCL-BT-FL C3H8 100%LEL-MODBUS/RLY-CHR	Each	739.50
SPLCF5BMXCXNZZ	SPXCL-BT-FL C3H8 100%LEL-MODBUS-CHR	Each	704.70
SPLCN1BMXCXNZZ	SENSEPOINT XCL TRANSMITTER, SAFE AREA, IP65, NO <sub>2</sub> , MODBUS,	Each	617.70
SPXCLZZB3SS	SPXCL-REPLACEMENT SENSOR-CO2PPM	Each	229.68
SPXCLZZB4SS	SPXCL-REPLACEMENT SENSOR-CO2%VOL	Each	229.68
SPXCDCC	Collecting cone for use with lighter than air gases	Each	97.88

SPXCDMTBR	Mounting bracket (inc. bolts, nuts, brackets)	Each	89.61
SPXCSDP	Sunshade / Deluge Protection	Each	352.35
SPXCDULNB1M	Carbon dioxide (CO <sub>2</sub> ) explosion proof transmitter (IR), 4-20 mA, 3 relays,	Each	1931.40
SPXCDULNCXM	Carbon monoxide (CO) Explosion Proof Transmitter (EC), 4-20mA, 3	Each	1792.20
SPXCDULNFXM	Combustible (CH <sub>4</sub> ) explosion proof transmitter (Cat Bead), 4-20 mA, 3	Each	1792.20
SPXCDULNG1M	Hydrogen (H <sub>2</sub> ) Explosion Proof Transmitter (EC), 4-20mA, 3 Relays,	Each	1792.20
SPXCDULNHXM	Hydrogen sulfide (H <sub>2</sub> S) Explosion Proof Transmitter (EC), 4-20mA, 3	Each	1792.20
SPXCDULNO1M	Oxygen (O <sub>2</sub> ) Explosion Proof Transmitter (EC), 4-20mA, 3 Relays,	Each	1792.20
SPXCDULNPXM	Combustible explosion proof transmitter (IR), propane (C <sub>3</sub> H <sub>8</sub> ) 4-20 mA, 3	Each	1931.40
SPXCDULNRXM	Combustible explosion proof transmitter (IR), methane (CH <sub>4</sub> ) 4-20 mA, 3	Each	1931.40
SPXCDXSB1SS	Carbon dioxide (CO <sub>2</sub> ) 0-2% VOL	Each	839.55
SPXCDXSCXSS	Carbon monoxide (CO) 0-500 ppm (100 to 1000 ppm)	Each	582.90
SPXCDXSFXSS	Flammable CAT 0-100% LEL (20 to 100.0%LEL)	Each	582.90
SPXCDXSG1SS	Hydrogen (H <sub>2</sub> ) 0-1000 ppm only	Each	691.65
SPXCDXSHXSS	Hydrogen sulfide (H <sub>2</sub> S) 0-50 ppm (10.0 to 100.0 ppm)	Each	582.90
SPXCDXSRXSS	Flammable IR 0-100% LEL Methane (20 to 100.0% LEL)	Each	839.55
SVIP3729	Combustible (C <sub>3</sub> H <sub>8</sub> ) Explosion Proof Transmitter (Cat Bead), 4-20mA, 3	Each	2305.50
SVIP3730	Combustible (H <sub>2</sub> ) Explosion Proof Transmitter (Cat Bead), 4-20mA, 3	Each	2305.50
02000-A-1642	Collecting Cone (for use with MPD, Sensepoint and 705 sensors)	Each	108.75
1283-1047	Duct Mount Adaptor Assembly (Requires 1283-1084)	Each	613.35
1283-1084	Sensepoint Adaptor Interface Kit (Requires 1283-1047)	Each	349.74
2430-0021	Sensepoint XCD RTD Remote Junction Box, 3 Terminal	Each	251.43
XCDRFDLM	cCSAus approved SPXCD RFD Transmitter with LM25, 3/4"NPT Entry,	Each	2079.30
2106B1817	Hydrogen (H <sub>2</sub> ) 0-1,000 ppm Sensor	Each	991.80
2106B1820	Sulfur dioxide (SO <sub>2</sub> ) 0-15 ppm Sensor	Each	1139.70
SPXCDALMO1	ATEX/IECEX/KTL/PA and GB approved SP XCD Oxygen (O <sub>2</sub> )	Each	1409.40
SPXCDALMPX	ATEX/IECEX/KTL/PA and GB approved SP XCD Flammable Propane (CH <sub>4</sub> ),	Each	1574.70
SPXCDULNA2M	Ammonia (NH <sub>3</sub> ) Explosion Proof Transmitter (EC), 4-20mA, 3 Relays,	Each	1931.40
SPXCDULNA2RM	Ammonia (NH <sub>3</sub> ) Explosion Proof Transmitter (EC), 4-20mA, 3 Relays,	Each	2027.10
SPXCDULNC2M	Carbon monoxide (CO) Explosion Proof Transmitter (EC), 4-20mA, 3	Each	1792.20
SPXCDULND2M	Nitric oxide (NO) Explosion Proof Transmitter (EC), 4-20mA, 3 Relays,	Each	1948.80

SPXCDULNG2M	Hydrogen (H2) Explosion Proof Transmitter (EC), 4-20mA, 3 Relays,	Each	1792.20
SPXCDULNG2RM	Hydrogen (H2) Explosion Proof Transmitter (EC), 4-20mA, 3 Relays,	Each	2027.10
SPXCDULNH2M	Hydrogen sulfide (H2S) Explosion Proof Transmitter (EC), 4-20mA, 3	Each	1635.60
SPXCDULNL2M	Chlorine (Cl2) Explosion Proof Transmitter (EC), 4-20mA, 3 Relays,	Each	1792.20
SPXCDULNL2RM	Chlorine (Cl2) Explosion Proof Transmitter (EC), 4-20mA, 3 Relays,	Each	2027.10
SPXCDULNN2RM	Nitrogen dioxide (NO2) Explosion Proof Transmitter (EC), 4-20mA, 3	Each	1870.50
SPXCDULNS2M	Sulfur dioxide (SO2) Explosion Proof Transmitter (EC), 4-20mA, 3 Relays,	Each	1931.40
SPXCDULNTX4M	Sensepoint XCD RTD Transmitter, 4-20mA, 3 Relays, Modbus	Each	1409.40
05704-A-0148	5704F FIRE STATUS PANEL	Each	394.98
081-0002-000	KIT, LAMP CLEANING	Each	74.82
780248		Each	26.54
029-5401-000	ZONE 1 (IS) RUGGED SMART HAND-HELD (NORTH AMERICA)	Each	2418.60
029-5402-000	RUGGED SMART HAND-HELD (NORTH AMERICA)	Each	1174.50
029-5403-000	WALL CHARGER FOR SMART HAND-HELD (NORTH AMERICA)	Each	63.08
029-5410-000	USB CABLE WITH INTEGRAL PROTECTION DEVICE (FOR IS SMART HAND-	Each	157.47
2104B2351	HAND HELD INTERROGATOR UL CERTIFIED (4V0 SOFTWARE) FOR	Each	2244.60
2104D5021	ETHYLENE / LELM (STANDARD CALIBRATION)	Each	0.22
GFV233	HCL/N2 (10 PPM), 58 L (FOR XNX/XCD/S3K)	Each	520.26
002-3011-000	CONSTANT-FLOW REGULATOR, 0.5 LITER/MIN (FEMALE THREADED	Each	267.09
500-0034-000	CALIBRATION KIT CASE (NO GAS OR REGULATOR) HOLDS TWO 34 OR 58	Each	150.51
600-0001-000	ISOBUTYLENE, 50 PPM (BALANCE AIR), 34 LITER CYLINDER	Each	141.81
MIDAS-L-O2S	MIDAS OXYGEN SENSOR	Each	528.09
OELDBXXXXXADMAX	OELD SMART JUNCTION BOX, DISPLAY, EX D, ALUMINIUM,	Each	904.80
OELDBXXXXXADNUX	OELD SMART JUNCTION BOX, DISPLAY, C1D1 Z1, ALUMINIUM, 3/4"NPT,	Each	904.80
OELDBXXXXXSDMAX	OELD SMART JUNCTION BOX, DISPLAY, EX D, 316SST, M25, ATEX/IECEX	Each	1131.00
OELDBXXXXXSDNUX	OELD SMART JUNCTION BOX, DISPLAY, C1D1 Z1, 316SST, 3/4"NPT, CULUS	Each	1131.00
OELDVSK01	OELD GENERAL SERVICE KIT INCLUDES O-RINGS AND FIXINGS	Each	89.61
OELDVSK02	OELD TERMINAL BLOCK SET	Each	44.81
OELDVSK04	OELD M25 STOPPING PLUG	Each	13.05
OELDVSK05	OELD 3/4"NPT STOPPING PLUG	Each	13.05
OELDVSK06	OELD ELECTRONICS MODULE	Each	456.75

OELDVSK08	OELD PLASTIC LOCATING POST FOR ELECTRONICS MODULE	Each	44.81
H-D03-0010-000	KIT, RAEGUARD 2 PID, UL, 0.1 – 1000 PPM ISOBUTYLENE EQUIVALENT	Each	5672.40
H-D03-0012-000	KIT, RAEGUARD 2 PID, UL, 1 – 1000 PPM ISOBUTYLENE EQUIVALENT	Each	2705.70
2106B1200	0-100% LEL M20	Each	506.34
TPPLBAWA2NNNNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 2 x mA input	Each	2827.50
TPPLBAWA4N4BNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 4 x mA input with 4 x mA output, battery backup	Each	4506.60
TPPLBAWA4N4NRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 4 x mA input, 4 x mA output, MODBUS RTU	Each	4628.40
TPPLBAWA4NNBNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 4 x mA input with battery backup	Each	3749.70
TPPLBAWA4NNBRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 4 x mA input with battery backup, MODBUS RTU	Each	4480.50
TPPLBAWA4NNNNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 4 x mA input	Each	3184.20
TPPLBAWA4NNNRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 4 x mA input, MODBUS RTU	Each	3915.00
TPPLBAWA4S4BNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 4 x mA input with	Each	5411.40
TPPLBAWA4S4BRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 4 x mA input with	Each	6133.50
TPPLBAWA4S4NNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 4 x mA input with	Each	4837.20
TPPLBAWA4S4NRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 4 x mA input with	Each	5541.90
TPPLBAWA4SNBNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 4 x mA input with 12 x relay output, battery backup	Each	4698.00
TPPLBAWA4SNBRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 4 x mA input with	Each	5411.40
TPPLBAWA4SNNNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 4 x mA input with 12 x relay output	Each	4141.20
TPPLBAWA4SNNRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 4 x mA input with 12 x relay output, MODBUS RTU	Each	4837.20
TPPLBAWA8D8BNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with	Each	8212.80
TPPLBAWA8D8BRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with	Each	8934.90

TPPLBAWA8D8NNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with 24 x relay output, 8 x mA output	Each	7629.90
TPPLBAWA8D8NRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with	Each	8352.00
TPPLBAWA8DNBNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with 24 x relay output, battery backup	Each	6629.40
TPPLBAWA8DNBRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with 24 x relay output with battery backup, MODBUS RTU	Each	7342.80
TPPLBAWA8DNNNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with 24 x relay output	Each	6063.90
TPPLBAWA8DNNRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with 24 x relay output, MODBUS RTU	Each	6777.30
TPPLBAWA8N8BNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with 8 x mA output, battery backup	Each	6272.70
TPPLBAWA8N8BRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input, 8 x	Each	6986.10
TPPLBAWA8N8NNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with 8 x mA output	Each	5689.80
TPPLBAWA8N8NRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input, 8 x mA output, MODBUS RTU	Each	6420.60
TPPLBAWA8NNBNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with battery backup	Each	4698.00
TPPLBAWA8NNBRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with battery backup, MODBUS RTU	Each	5411.40
TPPLBAWA8NNNNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input	Each	4141.20
TPPLBAWA8NNNRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input, MODBUS RTU	Each	4837.20
TPPLBAWA8S4BNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with	Each	6342.30
TPPLBAWA8S4NNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with	Each	5750.70
TPPLBAWA8S4NRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with	Each	6490.20
TPPLBAWA8S8BNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with	Each	7203.60
TPPLBAWA8S8BRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with	Each	7934.40

TPPLBAWA8S8NNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with	Each	6629.40
TPPLBAWA8S8NRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with	Each	7342.80
TPPLBAWA8SNBNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with 12 x relay output, battery backup	Each	5620.20
TPPLBAWA8SNBRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with	Each	6342.30
TPPLBAWA8SNNNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with 12 x relay output	Each	5054.70
TPPLBAWA8SNNRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mA input with 12 x relay output, MODBUS RTU	Each	5750.70
TPPLBAWV4S4NNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 4 x mV input with	Each	4863.30
TPPLBAWV8D4BNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with	Each	7395.00
TPPLBAWV8D4NNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with 24 x relay output, 4 x mA output	Each	6820.80
TPPLBAWV8D4NRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with	Each	7542.90
TPPLBAWV8D8BNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with	Each	8273.70
TPPLBAWV8D8BRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with	Each	8995.80
TPPLBAWV8D8NNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with 24 x relay output, 8 x mA output	Each	7682.10
TPPLBAWV8D8NRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with	Each	8412.90
TPPLBAWV8DNBNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with 24 x relay output, battery backup	Each	6672.90
TPPLBAWV8DNBRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with 24 x relay output with battery backup, MODBUS RTU	Each	7395.00
TPPLBAWV8DNNNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with 24 x relay output	Each	6107.40
TPPLBAWV8DNNRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with 24 x relay output, MODBUS RTU	Each	6820.80
TPPLBAWV8N8BNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with 8 x mA output, battery backup	Each	6316.20
TPPLBAWV8N8NNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with 8 x mA output	Each	5733.30

TPPLBAWV8NNBNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with battery backup	Each	4732.80
TPPLBAWV8NNNNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input	Each	4149.90
TPPLBAWV8S4BNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with	Each	6394.50
TPPLBAWV8S4NNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with	Each	5794.20
TPPLBAWV8S4NRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with	Each	6542.40
TPPLBAWV8S8BNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with	Each	7255.80
TPPLBAWV8S8BRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with	Each	7986.60
TPPLBAWV8S8NNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with	Each	6672.90
TPPLBAWV8S8NRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with	Each	7395.00
TPPLBAWV8SNBNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with 12 x relay output, battery backup	Each	5655.00
TPPLBAWV8SNBRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with	Each	6394.50
TPPLBAWV8SNNNNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with 12 x relay output	Each	5089.50
TPPLBAWV8SNNRNN	TPPL Controller Basic, Wall Mount, AC115/220 150W, 8 x mV input with 12 x relay output, MODBUS RTU	Each	5794.20
TPPLBDWA4N4BNNN	TPPL Controller Basic, Wall Mount, DC Powered, 4 x mA input with 4 x mA output, battery backup	Each	4376.10
TPPLBDWA4N4BRNN	TPPL Controller Basic, Wall Mount, DC Powered, 4 x mA input, 4 x mA	Each	5089.50
TPPLBDWA4N4NNNN	TPPL Controller Basic, Wall Mount, DC Powered, 4 x mA input with 4 x mA output	Each	3775.80
TPPLBDWA4N4NRNN	TPPL Controller Basic, Wall Mount, DC Powered, 4 x mA input, 4 x mA output, MODBUS RTU	Each	4506.60
TPPLBDWA4NNBNNN	TPPL Controller Basic, Wall Mount, DC Powered, 4 x mA input with battery backup	Each	3645.30
TPPLBDWA4NNBRNN	TPPL Controller Basic, Wall Mount, DC Powered, 4 x mA input with battery backup, MODBUS RTU	Each	4376.10
TPPLBDWA4NNNNNN	TPPL Controller Basic, Wall Mount, DC Powered, 4 x mA input	Each	3053.70

TPPLBDWA4NNNRNN	TPPL Controller Basic, Wall Mount, DC Powered, 4 x mA input, MODBUS RTU	Each	3775.80
TPPLBDWA4S4BNNN	TPPL Controller Basic, Wall Mount, DC Powered, 4 x mA input with 12 x	Each	5307.00
TPPLBDWA4S4BRNN	TPPL Controller Basic, Wall Mount, DC Powered, 4 x mA input with 12 x	Each	6029.10
TPPLBDWA4S4NNNN	TPPL Controller Basic, Wall Mount, DC Powered, 4 x mA input with 12 x	Each	4732.80
TPPLBDWA4S4NRNN	TPPL Controller Basic, Wall Mount, DC Powered, 4 x mA input with 12 x	Each	5446.20
TPPLBDWA4SNBNNN	TPPL Controller Basic, Wall Mount, DC Powered, 4 x mA input with 12 x relay output, battery backup	Each	4584.90
TPPLBDWA4SNBRNN	TPPL Controller Basic, Wall Mount, DC Powered, 4 x mA input with 12 x	Each	5307.00
TPPLBDWA4SNNNNN	TPPL Controller Basic, Wall Mount, DC Powered, 4 x mA input with 12 x relay output	Each	4010.70
TPPLBDWA4SNNRNN	TPPL Controller Basic, Wall Mount, DC Powered, 4 x mA input with 12 x relay output, MODBUS RTU	Each	4732.80
TPPLBDWA8D4BNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 24 x	Each	7255.80
TPPLBDWA8D4NNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 24 x relay output, 4 x mA output	Each	6672.90
TPPLBDWA8D8BNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 24 x	Each	8125.80
TPPLBDWA8D8BRNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 24 x	Each	8847.90
TPPLBDWA8D8NNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 24 x relay output, 8 x mA output	Each	7542.90
TPPLBDWA8D8NRNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 24 x	Each	8273.70
TPPLBDWA8DNBNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 24 x relay output, battery backup	Each	6542.40
TPPLBDWA8DNBRNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 24 x relay output with battery backup, MODBUS RTU	Each	7255.80
TPPLBDWA8DNNNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 24 x relay output	Each	5959.50
TPPLBDWA8DNNRNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 24 x relay output, MODBUS RTU	Each	6672.90
TPPLBDWA8N8BNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 8 x mA output, battery backup	Each	6177.00



TPPLBDWA8N8BRNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input, 8 x mA	Each	6899.10
TPPLBDWA8N8NNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 8 x mA output	Each	5585.40
TPPLBDWA8N8NRNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input, 8 x mA output, MODBUS RTU	Each	6316.20
TPPLBDWA8NNBNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with battery backup	Each	4584.90
TPPLBDWA8NNBRNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with battery backup, MODBUS RTU	Each	5307.00
TPPLBDWA8NNNNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input	Each	4010.70
TPPLBDWA8NNNRNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input, MODBUS RTU	Each	4732.80
TPPLBDWA8S4BNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 12 x	Each	6237.90
TPPLBDWA8S4NNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 12 x	Each	5655.00
TPPLBDWA8S8BNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 12 x	Each	7107.90
TPPLBDWA8S8BRNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 12 x	Each	7838.70
TPPLBDWA8S8NNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 12 x	Each	6542.40
TPPLBDWA8S8NRNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 12 x	Each	7255.80
TPPLBDWA8SNBNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 12 x relay output, battery backup	Each	5507.10
TPPLBDWA8SNBRNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 12 x	Each	6237.90
TPPLBDWA8SNNNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 12 x relay output	Each	4976.40
TPPLBDWA8SNNRNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mA input with 12 x relay output, MODBUS RTU	Each	5655.00
TPPLBDWV8D4BNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mV input with 24 x	Each	7255.80
TPPLBDWV8D4NNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mV input with 24 x relay output, 4 x mA output	Each	6672.90
TPPLBDWV8D8BNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mV input with 24 x	Each	8125.80

TPPLBDWV8D8N8NNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mV input with 24 x relay output, 8 x mA output	Each	7542.90
TPPLBDWV8DNBNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mV input with 24 x relay output, battery backup	Each	6542.40
TPPLBDWV8DN8NNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mV input with 24 x relay output	Each	5959.50
TPPLBDWV8N8BNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mV input with 8 x mA output, battery backup	Each	6177.00
TPPLBDWV8N8NNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mV input with 8 x mA output	Each	5585.40
TPPLBDWV8NNBNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mV input with battery backup	Each	4584.90
TPPLBDWV8NNNNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mV input	Each	4010.70
TPPLBDWV8S4BNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mV input with 12 x	Each	6237.90
TPPLBDWV8S4NNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mV input with 12 x	Each	5655.00
TPPLBDWV8S8BNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mV input with 12 x	Each	7107.90
TPPLBDWV8S8NNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mV input with 12 x	Each	6542.40
TPPLBDWV8SNBNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mV input with 12 x relay output, battery backup	Each	5507.10
TPPLBDWV8SNNNNN	TPPL Controller Basic, Wall Mount, DC Powered, 8 x mV input with 12 x relay output	Each	4941.60
TPPLEAWA4N4BNNN	TOUCHPOINT PLUS BASE EXPANSION UNIT WITH 4 X MA INPUT, 4 MA	Each	3906.30
TPPLEAWA4SNNNNN	TPPL Expansion Unit, Wall Mount, AC115/220 150W, 4 x mA input with 12 x relay output	Each	3488.70
TPPLEAWA8D8BNNN	TPPL Expansion Unit, Wall Mount, AC115/220 150W, 8 x mA input with	Each	7603.80
TPPLEAWA8D8NNNN	TPPL Expansion Unit, Wall Mount, AC115/220 150W, 8 x mA input with 24 x relay output, 8 x mA output	Each	7038.30
TPPLEAWA8DNBNNN	TPPL Expansion Unit, Wall Mount, AC115/220 150W, 8 x mA input with 24 x relay output with battery backup	Each	6029.10

TPPLEAWA8DNNNNN	TPPL Expansion Unit, Wall Mount, AC115/220 150W, 8 x mA input with 24 x relay output	Each	5489.70
TPPLEAWA8N8BNNN	TPPL Expansion Unit, Wall Mount, AC115/220 150W, 8 x mA input, 8 x	Each	5655.00
TPPLEAWA8N8NNNN	TPPL Expansion Unit, Wall Mount, AC115/220 150W, 8 x mA input, 8 x mA output	Each	5089.50
TPPLEAWA8NNBNNN	TPPL Expansion Unit, Wall Mount, AC115/220 150W, 8 x mA input with battery backup	Each	4071.60
TPPLEAWA8NNNNNN	TPPL Expansion Unit, Wall Mount, AC115/220 150W, 8 x mA input	Each	3488.70
TPPLEAWA8S8BNNN	TPPL Expansion Unit, Wall Mount, AC115/220 150W, 8 x mA input with	Each	6603.30
TPPLEAWA8S8NNNN	TPPL Expansion Unit, Wall Mount, AC115/220 150W, 8 x mA input with	Each	6029.10
TPPLEAWA8SNBNNN	TPPL Expansion Unit, Wall Mount, AC115/220 150W, 8 x mA input with	Each	5019.90
TPPLEAWA8SNNNNN	TPPL Expansion Unit, Wall Mount, AC115/220 150W, 8 x mA input with 12 x relay output	Each	4437.00
TPPLEAWAN	Wall Mount TPPL with AC power for Expansion unit	Each	1766.10
TPPLEAWDN	Wall Mount TPPL with DC power for Expansion unit	Each	1609.50
TPPLEAWV8SNNNNN	TPPL Expansion Unit, Wall Mount, AC115/220 150W, 8 x mV input with 12 x relay output	Each	4437.00
TPPLEDWA8D8BNNN	TPPL Expansion Unit, Wall Mount, DC Powered, 8 x mA input with 24 x	Each	7473.30
TPPLEDWA8D8NNNN	TPPL Expansion Unit, Wall Mount, DC Powered, 8 x mA input with 24 x relay output, 8 x mA output	Each	6899.10
TPPLEDWA8DNBNNN	TPPL Expansion Unit, Wall Mount, DC Powered, 8 x mA input with 24 x relay output with battery backup	Each	5872.50
TPPLEDWA8DNNNNN	TPPL Expansion Unit, Wall Mount, DC Powered, 8 x mA input with 24 x relay output	Each	5307.00
TPPLEDWA8N8BNNN	TPPL Expansion Unit, Wall Mount, DC Powered, 8 x mA input, 8 x mA	Each	5507.10
TPPLEDWA8N8NNNN	TPPL Expansion Unit, Wall Mount, DC Powered, 8 x mA input, 8 x mA output	Each	4941.60
TPPLEDWA8NNBNNN	TPPL Expansion Unit, Wall Mount, DC Powered, 8 x mA input with battery backup	Each	3941.10

TPPLEDWA8NNNNNN	TPPL Expansion Unit, Wall Mount, DC Powered, 8 x mA input	Each	3340.80
TPPLEDWA8S8BNNN	TPPL Expansion Unit, Wall Mount, DC Powered, 8 x mA input with 12 x	Each	6464.10
TPPLEDWA8S8NNNN	TPPL Expansion Unit, Wall Mount, DC Powered, 8 x mA input with 12 x	Each	5872.50
TPPLEDWA8SNBNNN	TPPL Expansion Unit, Wall Mount, DC Powered, 8 x mA input with 12 x	Each	4872.00
TPPLEDWA8SNNNNN	TPPL Expansion Unit, Wall Mount, DC Powered, 8 x mA input with 12 x relay output	Each	4297.80
TPPLMACI4	2ch mA + 2ch mV Input module	Each	965.70
TPPLMACI8	4ch mA + 4ch mV Dual Input module	Each	1940.10
TPPLOGLD	Cable glandes (13 ea)	Each	160.95
TPPLOGLDA	Cable glands adaptor for M20 (13 pc.)	Each	194.01
TPPLOGMND	Metal grounding for cable gland	Each	321.03
TPPLOSDC	SD Card	Each	82.22
TPPLOWMB	Wall Mounting Bracket	Each	321.03
TPPLSBPM	Back Plane Module	Each	401.94
TPPLSDPM	UI PCB Module	Each	1609.50
TPPLSIBB	Replacement Backup battery pack	Each	561.15
TPPLSLTSM	LCD + Touch Screen Module	Each	401.94
TPPLSMAAI2	2 X mA Input Module (1st F)	Each	480.24
TPPLSMAAI4	4 X mA Input Module(1st F)	Each	965.70
TPPLSMAAI8	8 X mA Input Module(1st F)	Each	1940.10
TPPLSMAAO4	4 X mA Output Module	Each	965.70
TPPLSMACI4	Replacement 2ch mA + 2ch mV Dual input module	Each	1148.40
TPPLSMACI8	Replacement 4:4 Dual input module	Each	2314.20
TPPLSMAROC	12 X Relay Output Module	Each	1122.30
TPPLSMAVI2	2 X mV Input Module(1st F)	Each	480.24
TPPLSMAVI4	4 X mV Input Module(1st F)	Each	965.70
TPPLSMAVI8	8 X mV Input Module (1st F)	Each	1940.10
TPPLSMPM	Main PCB Module	Each	1200.60
TPPLSMPME	Replacement Expansion PCB Module	Each	1122.30
TPPLSSAM	SMPS Assembly Module(150W,110/220VAC)	Each	401.94

SPXCDDMFM	REPLACEMENT DISPLAY MODULE FOR FL & IR WITH MODBUS	Each	783.00
SPXCDULNCX	UL/CUL/INMETRO APPROVED SP XCD CARBON MONOXIDE (CO) 0-300	Each	1409.40
SPXCDULNG1	UL/CUL/INMETRO APPROVED SP XCD HYDROGEN (H2) 0-1000 PPM WITH	Each	1409.40
SPXCDULNG2	EXPLOSION PROOF TRANSMITTER (EC), 4-20MA, 3 RELAYS, SENSEPOINT	Each	1609.50
SPXCDULNHX	UL/CUL/INMETRO APPROVED SP XCD HYDROGEN SULFIDE (H2S) 0-50	Each	1409.40
SPXCDULNPX	UL/INMETRO APPROVED SP XCD FLAMMABLE PROPANE (CH4), ETHYLENE	Each	1574.70
SPXCDULNRX	UL/INMETRO APPROVED SP XCD FLAMMABLE METHANE (CH4) IR 0-100%	Each	1574.70
XCDRFDL	CCSAUS APPROVED SPXCD RFD TRANSMITTER WITH LM25, 3/4"NPT	Each	1713.90
MPD-UTCBI	XNX MPD UL/CSA CATALYTIC BEAD SENSOR 0-100% LEL	Each	874.35
XNX-UTAV-RNNNN	UL/CSA 3/4" NPT, ALUMINUM, MILLIVOLT, RELAY	Each	1174.50
XNX-UTSE-RNNNN	UL/CSA 3/4" NPT, STAINLESS STEEL, ELECTROCHEMICAL, RELAY	Each	1800.90
XNX-UTSI-RNNNN	UL/CSA 3/4" NPT, STAINLESS STEEL, INFRARED (OPTIMA-EXCEL), RELAY	Each	1409.40
HA71N4-16	HA71 in NEMA 4X Enclosure, 16 channel, standard configuration	Each	14407.20
HA71N4-8	HA71 in NEMA 4X Enclosure, 8 channel, standard configuration	Each	13380.60
20404-0200	Extractive Module for use with Electrochemical Sensors	Each	1470.30
20408-0114	Pyrolyzer Module for sulfur hexafluoride (SF6)	Each	2523.00
2106B1816	Hydrogen (H2) 0-1,000 ppm Replacement Sensor	Each	991.80
2106B2312	(ATEX) 3/4 NPT	Each	826.50
2108D0258	Optima Plus Gassing Cover	Each	220.11
2108D0275	Optima Plus Deluge / Heat Shade	Each	172.26
2108D3001	GAS TBL METHANE 100% LEL	Each	0.39
2108D3153	Band D (100% LEL Full Scale)	Each	268.83
2108D3170	Methane (CH4) (100% LEL Full Scale, 4.4 LEL %v/v)	Each	0.22
2108D3225	Ethylene (C2H4) (100% LEL Full Scale, 2.7 LEL %v/v)	Each	0.22
2108D3228	Styrene (C8H8) (100% LEL Full Scale, 1.1 LEL %v/v)	Each	270.57
2108D3240	Ethylene (C2H4) (100% LEL Full Scale, 2.3 LEL %v/v)	Each	0.22
2108N4100N	Hydrocarbon calibration, with dust barrier, weather housing, deluge/heat	Each	2296.80
2992-0029	CO2/Air (1% V/V), 103 L (for XNX/XCD/S3K)	Each	294.06
9602-0205	Satellite XT 4-20 mA/R	Each	2723.10
9602-9710	Sulfur hexafluoride (SF6) 0 - 0.500 %v/v (For Pyrolyzer Only)	Each	230.55
AAY80-390	Gas Sensor O2 40XV	Each	299.28

EC-FX-NH3-HR	EC-FX Replacement NH3 Cell 0-500/1000ppm	Each	600.30
S3KUS2	UL/cUL approved Series 3000 MkII toxic and Oxygen (O2) transmitter,	Each	1357.20
SPLCC1BARCXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, CO, 4~20 mA, Relay,	Each	604.65
SPLCC1BARWXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, CO, 4~20 mA, Relay, White	Each	591.60
SPLCC1BAXCXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, CO, 4~20 mA, Charcoal	Each	569.85
SPLCC1BMRCXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, CO, Modbus, Relay,	Each	669.90
SPLCC1BMXCXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, CO, Modbus, Charcoal	Each	626.40
SPLCF6BARCXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, CH4 (Cat), 4~20 mA, Relay,	Each	669.90
SPLCF6BARWXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, CH4 (Cat), 4~20 mA, Relay,	Each	669.90
SPLCF6BAXCXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, CH4 (Cat), 4~20 mA,	Each	635.10
SPLCF6BMRCXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, CH4 (Cat), Modbus, Relay,	Each	769.95
SPLCF6BMXCXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, CH4 (Cat), Modbus, Charcoal	Each	739.50
SPLCG1BAXCXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, H2, 4~20 mA, Charcoal	Each	622.05
SPLCG1BAXWXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, H2, 4~20 mA, White	Each	635.10
SPLCG1BMRCXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, H2, Modbus, Relay, Charcoal	Each	761.25
SPLCN1BMRCXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, NO2, Modbus, Relay,	Each	669.90
SPLCO1BAXWXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, O2, 4~20 mA, White	Each	669.90
SPLCO1BMXCXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, O2, Modbus, Charcoal	Each	739.50
SPLCO1BMXWXNZZ	Sensepoint XCL Transmitter, Safe Area, IP65, O2, Modbus, White	Each	739.50
SPLCONO2-BNDL-MA	CO/NO2 Bundle-SPXCL, 4~20mA, Charcoal	Each	1017.90
SPLCONO2-BNDL-MAR	CO/NO2 Bundle-SPXCL, 4~20mA, Relay, Charcoal	Each	1087.50
SPLCONO2-BNDL-MB	CO/NO2 Bundle-SPXCL, Modbus, Charcoal	Each	1131.00
SPLCONO2-BNDL-MBR	CO/NO2 Bundle-SPXCL, Modbus, Relay, Charcoal	Each	1209.30
SPLIC1BAXYNUZZ	SPXRL-BT-cULus-CO 300ppm-mA-YEL	Each	1148.40
SPLIC1BMXYNUZZ	SPXRL-BT-cULus-CO 300ppm-Modbus-YEL	Each	1226.70
SPLIF6BAXYNUZZ	SPXRL-BT-cULus-CH4 100%LEL-mA-YEL	Each	1030.95
SPLIO1BMXYNUZZ	SPXRL-BT-cULus-O2 25.0%VOL-Modbus-YEL	Each	1226.70
SPXCDALMB2	XCD Gas Detector, 4 to 20 mA output, ATEX/IECEx/Asian approvals, 2 x	Each	1687.80

SPXCDALMB2M	XCD Gas Detector, 4 to 20 mA and Modbus output, ATEX/IECEX/Asian	Each	1905.30
SPXCDALMRFD	ATEX/IECEX & AP approved SP XCD RFD Transmitter with LM25	Each	1165.80
SPXCDASMB2	XCD Gas Detector, 4 to 20 mA output, ATEX/IECEX/Asian approvals, 2 x	Each	1983.60
SPXCDASMB2M	XCD Gas Detector, 4 to 20 mA and Modbus output, ATEX/IECEX/Asian	Each	2218.50
SPXCDULNA2	Explosion Proof Transmitter (EC), 4-20mA, 3 Relays, Sensepoint Toxic	Each	1609.50
SPXCDULNB2	XCD Gas Detector, 4 to 20 mA output, UL/c-UL/INMETRO, 2 x 3/4" NPT	Each	1687.80
SPXCDULNB2M	XCD Gas Detector, 4 to 20 mA and Modbus output, UL/c-UL/INMETRO, 2	Each	1905.30
SPXCDULND2	Explosion Proof Transmitter (EC), 4-20mA, 3 Relays, Sensepoint Toxic	Each	1609.50
SPXCDULNFX	Combustible (CH4) explosion proof transmitter (Cat Bead), 4-20 mA, 3	Each	1470.30
SPXCDULNS2	Explosion Proof Transmitter (EC), 4-20mA, 3 Relays, Sensepoint Toxic	Each	1609.50
SPXCDULNTXFM	Sensepoint XCD Flam and IR transmitter ONLY (no sensor) for UL, LM25	Each	1122.30
SPXCDUSNB2	XCD Gas Detector, 4 to 20 mA output, UL/c-UL/INMETRO, 2 x 3/4" NPT	Each	1983.60
SPXCDUSNB2M	XCD Gas Detector, 4 to 20 mA and Modbus output, UL/c-UL/INMETRO, 2	Each	2218.50
SPXCDXSB2SS	Carbon Dioxide IR 0-5.00% v/v only	Each	909.15
SPXCLCAL	SPXCL CAL/Flow Cap	Each	33.50
SPXCLRGP	SPXCL Gassing Port	Each	20.01
SPXCLRLC1SS	SPXCL/XRL-Spare Cell-CO	Each	161.82
SPXCLRLN1SS	SPXCL/XRL-Spare Cell-NO2	Each	161.82
SPXCLZZF6SS	SPXCL-Spare Cell-FLM CAT	Each	241.86
SPXRLCAL	SPXRL-Calibration Cap	Each	96.57
SPXRLFLW	SPXRL-Flow Housing	Each	133.98
XNXXSA1SS	Ammonia (NH3) 0-200 ppm (50 to 200 ppm, 50 ppm)	Each	935.25
BP-1	BACKPLANE FOR 1 CARD CONTROLLER	Each	591.60
FS10-R30	COPPER-FREE ALUMINUM HOUSING INCL ALERT / FIRE EARLY WARNING	Each	3245.10
FS20X-211-21-2	DUAL IR/UV COPPER-FREE ALUMINUM ENCL. WITH (2) 3/4" NPT ENTRIES,	Each	3575.70
FS20X-211-22-2	DUAL IR/UV STAINLESS STEEL ENCL. WITH (2) 3/4" NPT ENTRIES, FM, CFM	Each	4358.70
FS20X-211-24-3	DUAL IR/UV STAINLESS STEEL ENCL. WITH (2) M25 ENTRIES, FM, CFM,	Each	4393.50
FSL100-IR3	IR3 FLAME DETECTOR RED	Each	2705.70
FSL100-IR3-W	IR3 FLAME DETECTOR WHITE	Each	2705.70
FSL100-SM21	FLS100 OPTIONAL SWIVEL MOUNT	Each	231.42
FSL100-TL	FSL100 TEST LAMP, INCL UNIVERSAL CHARGER AND CARRYING CASE;	Each	1653.00

FSL100-TLBT	12VDC BATTERY FOR FSL100-TL TEST LAMP	Each	449.79
FSL100-TLBU	H3 LIGHT BULB FOR FSL100-TL TEST LAMP	Each	236.64
FSL100-TLX	FSL100 TEST LAMP, INCL CARRYING CASE, INTRINSICALLY SAFE	Each	2279.40
FSL100-UV	UV FLAME DETECTOR RED	Each	2279.40
FSL100-UVIR	UVIR FLAME DETECTOR RED	Each	2505.60
FSL100-UVIR-W	UVIR FLAME DETECTOR WHITE	Each	2505.60
FSL100-UV-W	UV FLAME DETECTOR WHITE	Each	2279.40
FT-2145	UV/IR TEST LAMP WITH UNIVERSAL CHARGER (FM & ATEX APPROVAL)	Each	4698.00
MA420-4	0-20 MA MODULE FOR SS4 DETECTORS NEW VERSION (FACTORY	Each	310.59
PSU-12	UNIVERSAL CHARGER FOR FIRE SENTRY TEST LAMPS AND INTERFACE	Each	192.27
SM4	STAINLESS STEEL SWIVEL MOUNTING ASSEMBLY FOR FS24X, FS18X, SS4,	Each	269.70
TL-1055	IR TEST LAMP FOR TESTING FSX DETECTORS, NON-EXPLOSION PROOF	Each	1653.00
TL-2055	IR TEST LAMP FOR TESTING FSX DETECTORS, EXPLOSION PROOF	Each	3819.30
10-3995	SWIVEL MOUNT FOR 30-2056E. [NOT FM OR CSFM LISTED]	Each	1104.90
30-2021-24	FLAME DETECTOR, UV, 24 VDC [NOT FM OR CSFM LISTED]	Each	2984.10
30-2021E-24	EXPLOSION-PROOF, UV, 24 VDC [NOT FM OR CSFM LISTED]	Each	7255.80
30-3013	EXPLOSION-PROOF, PHOTOELECTRIC SMOKE DETECTOR, 3/4 NPI, RELAY 0	Each	11492.70
Q3013D-010	Duct Mount Kit for 30-3013, 10 ft inlet tube. Does not include the 30-	Each	2900.00
Q3013D-1	Duct Mount Kit for 30-3013, 1 ft inlet tube.Does not include the 30-3013	Each	2844.90
Q3013D-3	Duct Mount Kit for 30-3013, 3 ft inlet tube.Does not include the 30-3013	Each	2827.50
Q3013D-6	Duct Mount Kit for 30-3013, 6 ft inlet tube.Does not include the 30-3013	Each	2879.70
PRN-7	UL LISTED TRACK PRINTER	Each	2871.00
051040		Each	486.33
115035		Each	38.28
411		Each	402.81
411RK	Relay kit, two programmable relays, Form C, 411UDAC only	Each	36.11
411UD	Four channel dual slave programmer DACT, requires PRO-411	Each	548.10
411UDAC	4-Channel, dual Line, stand-alone Fire Alarm Communicator. 1 amp of	Each	600.30
7626-25HC	25 FT. ANTENNA CABLE, LOW LOSS	Each	192.27
7626-5	5 FT. ANTENNA CABLE, NOT LOW LOSS	Each	91.35
7626-50HC	50 FT. ANTENNA CABLE, LOW LOSS	Each	288.84



7720P	IPGSM HANDHELD PROGRAMMER	Each	500.25
ALMSC119	RJ45-DB9F CONNECTOR	Each	68.73
HPTCOVER	PLUG IN TRANSFORMER BOX FOR IPGSM COMMUNICATOR	Each	66.56
HW-TG7FS-A	CLSS-Enabled Telguard LTE - M/5G Fire Alarm Communicator, AT&T	Each	565.50
HW-TG7FS-V	CLSS-Enabled Telguard LTE - M/5G Fire Alarm Communicator, VERIZON	Each	565.50
SK-IP-2	IP COMUNICATOR KIT, INCLUDES IPENC AND IPBRKT	Each	991.80
SK-IP-2UD	IP COMUNICATOR KIT WITH UPLOAD/DOWNLOAD, INCLUDES IPENC AND	Each	1139.70
WA7626-CA	IPGSM SNA to N adapter	Each	142.68
HP300ULM	2.5 AMP 12/24 VOLT 5 OUT UL LISTED POWER SUPPLY W/FIRE ALARM	Each	522.00
HP300ULPD8CB	2.5 AMP 12/24 VOLT POWER SUPPLY W/HPD8CB DISTRIBUTION BOARD	Each	487.20
HP300ULX	2.5 AMP 12/24 VOLT UL LISTED POWER SUPPLY & ENCLOSURE	Each	354.96
HP400ULACM4	4 AMP 12/24 VOLT 4 OUT UL LISTED POWER SUPPLY W/ACCESS POWER	Each	604.65
HP400ULM	4 AMP 12/24 VOLT 6 OUT UL LISTED POWER SUPPLY W/FIRE ALARM	Each	556.80
HP400ULPD8CB	4 AMP 12/24 VOLT UL LISTED POWER SUPPLY W 8 PTC OUT POWER DIST	Each	522.00
HP400ULX	4 AMP 12 VOLT OR 3A 24 VOLT UL LISTED POWER SUPPLY & LARGE	Each	465.45
HP600ULACM8	6 AMP 12/24 VOLT 8 OUT UL LISTED POWER SUPPLY W/ACCESS POWER	Each	813.45
HP600ULM	6 AMP 12/24 VOLT 6 OUT UL LISTED POWER SUPPLY W/FIRE ALARM	Each	761.25
HP600ULPD16CB	6 AMP 12/24 VOLT UL LISTED POWER SUPPLY W 16 PTC OUT POWER	Each	787.35
HP600ULX	6 AMP 12/24 VOLT UL LISTED POWER SUPPLY & ENCLOSURE	Each	656.85
HPACM8	8 FUSED ACCESS POWER CONTROLLER UL RECOGNIZED	Each	196.62
111682		Each	3.61
BAT-121000	BATTERY, 12 VOLT, 100 AH.	Each	983.10
BAT-12120-BP	FOUR (4) BAT-12120 (12V, 12AH) SHIPPED IN EACH BULK	Each	696.00
BAT-12180-BP	TWO (2) BAT-12180 (12V, 18AH) SHIPPED IN EACH BULK PACK	Each	367.14
BAT-12260-BP	TWO (2) BAT-12660 (12V, 26AH) SHIPPED IN EACH BULK PACK	Each	561.15
BAT-1250-BP	TEN (10) BAT-1250 (12V, 5AH) SHIPPED IN EACH BULK PACK	Each	648.15
BAT-12550	BATTERY, 12 VOLT, 55 AH.	Each	552.45
BAT-1270-BP	FIVE (5) BAT-1270 (12V, 7AH) SHIPPED IN EACH BULK PACK	Each	508.95
BB-17F	BATTERY BACKBOX, HOLDS UP TO TWO 12 V, 18 AH BATTERIES, RED	Each	150.51
BB-26	BATTERY BACKBOX – MOUNTS UP TO 2, BAT-12260 BATTERIES	Each	235.77
BB-55F	BATTERY BOX, HOLDS UP TO TWO BAT-12260 (26 AH) OR BAT-12550 (55	Each	440.22

BAT-12330	Battery, 12VDC, 33 Ah, nut & bolt	Each	289.71
EQBB-D4	Back box, accepts up to 4 HPFF chassis power supply, black	Each	787.35
HPFF12	HPFF12 NAC SUPPLY	Each	1409.40
HPFF12CM	PS,OFFLINE,24V/12A POWER SUPPLY, CHASSIS MOUNT, 120 VAC,	Each	1331.10
HPFF12CME	ASSY,FNL,HPFF12CME, CHASSIS MOUNT 220VAC	Each	1444.20
HPFF8CM	8 AMP 24 VOLT F/A POWER SUPPLY, CHASSIS MOUNT, 120 VAC,	Each	1070.10
HPFF8CME	8 AMP 24 VOLT F/A POWER SUPPLY, CHASSIS MOUNT, 220/240 VAC,	Each	1104.90
HPF-PS10	10.0 AMPS, 120VAC, REMOTE POWER SUPPLY, RED.	Each	839.55
HPF-PS10B	Honeywell PS Series Power Supply, Black Cabinet, 10 Amps, 7 Outputs	Each	839.55
HPF-PS10E	Honeywell PS Series Power Supply, Red Cabinet, 10 Amps, 7 Outputs,	Each	839.55
HPF-PS6	Honeywell PS Series Power Supply, Red Cabinet , 6 Amps, 5 Outputs	Each	717.75
HPF-PS6B	6.0 AMPS, 120VAC, REMOTE POWER SUPPLY, BLACK.	Each	717.75
HPF-PS6E	6.0 AMPS, 240VAC, REMOTE POWER SUPPLY, RED. EXPORT.	Each	717.75
HPP31076	HPFF8/12 CLASS A ADAPTER	Each	173.13
SEISKIT-MULTI-1	Seismic mounting kit for use with PS series powersupplies to secure the	Each	265.35
SK-PS10	10.0 AMPS, 120VAC, REMOTE POWER SUPPLY, RED.	Each	1049.44
SK-PS6	6.0 AMPS, 120VAC, REMOTE POWER SUPPLY, RED.	Each	897.19
ZNAC-4	HPF24 Class A/Style Z NAC option module	Each	169.65
ZNAC-PS	OPTIONAL CLASS A OUTPUT CONVERTER MODULE.	Each	169.65
HMC-K4	Call Station Extension Keypad with 4 programmable buttons. Each button	Each	314.50
HMC-K8	Call Station Extension Keypad with 8 programmable buttons	Each	314.50
RK-AMP500-A	HIGH EFFICIENCY DIGITAL POWER AMPLIFIER, 500W RATED OUTPUT	Each	1317.50
RK-MCU-A	Master Control Unit, built-in 8 speaker line selector & 500W high	Each	3043.00
RK-MIC-A	Romote Call Station, 8 preset buttons and 8 configurable buttons,	Each	697.00
RK-ZONE24-A	Zone Expander with single audio channel mode, built-in 24 speaker line	Each	1538.50
RK-ZONE8-A	Zone Expander with single or dual audio channel mode, built-in 8 speaker	Each	1453.50
30406002		Each	4.89
LM2-PCP06A(UL)	5" ceiling speaker 6/3/1.5W,white, ABS. Replacing Part No. LM2-PCP06A	Each	23.80
LM2-PCP06B(UL)	5" ceiling speaker, 6/3/1.5W,white, ABS, ABS dome. Replacing Part No.	Each	32.73
LM2-PCP06C(UL)	5" ceiling speaker, 6/3/1.5W, white,ABS, moisture-proof IP54. Replacing	Each	29.33
L-PBM20A(UL)	Bidirectional projection speaker, 20/10/5/2.5W, white, aluminum.	Each	152.15

L-PJM10A(UL)	Unidirectional projection speaker, 10/5/2.5/1.25W, white, aluminum.	Each	137.70
L-PJM20A(UL)	Unidirectional projection speaker, 20/10/5/2.5W, white, aluminum.	Each	139.40
L-POM20A(UL)	Outdoor Column speaker, 20/10/5/2.5W, white, aluminum. Replacing	Each	206.55
L-POM40A(UL)	Outdoor Column speaker, 40/20/10/5W, white, aluminum. Replacing	Each	277.10
L-POM80A(UL)	Outdoor Column speaker, 80/40/20/10W, White, aluminum. Replacing	Each	428.40
L-PWP40A(UL)	Wall mount cabinet speaker, 40/20/10W, white, ABS. Replacing Part No.	Each	111.35
L-PWP40B(UL)	Wall mount cabinet speaker, 40/20/10W, black, ABS. Replacing Part No. L-	Each	113.05
L-PWP60A(UL)	Wall mount cabinet speaker, 60/30/15W, white, ABS. Replacing Part No.	Each	154.70
L-VCMB6B/EN(UL)	5" Fire proof metal ceiling speaker, 6/3/1.5/0.75W, red fire dome, EN54-	Each	72.68
HN-PTT	Push-To-Talk microphone	Each	139.40
HN-SDB40	Professional TTS speech engine (Standard: male & female voice in	Each	29121.00
X-DA1500EN-A	High efficiency Class D power amplifier, 1x500W, 100V/70 output, with	Each	1496.00
X-DA2250EN-A	High efficiency Class D power amplifier, 2x250W, 100V/70 output, with	Each	1734.00
X-DA4125EN-A	High efficiency Class D power amplifier, 4x125W, 100V/70 output, with	Each	2099.50
X-DCS3000-A	Digital Integrated System Manager, 8 Zones, Multi-Functional Integration,	Each	2966.50
X-K4	4-button keypad extension unit for X-NPMS	Each	794.75
X-K8(EX)	8-button keypad extension unit for X-NPMS. Replacing Part No. X-K8 to	Each	943.50
X-ND100(UL)	Digital noise detector. Replacing Part No.X-ND100 to align with UL.	Each	252.45
X-NRI/EN-A	Network Resource Interface, 4 channels network audio source, 32 dry	Each	2847.50
X-SP2000	X-SMART System Resource Platform (Server)	Each	2983.50
X-SPT900	X-SMART Med to Small Project System Management Software Package	Each	1844.50
X-ST2000	X-SMART Client Interface	Each	697.00
SR-1DT-PCG		Each	12433.80
SR-1DT-SCA		Each	892.50
SR-2DT-PCG		Each	17839.80
SR-2DT-SCA		Each	1784.15
SR-3DT-PCG		Each	26759.70
SR-3DT-SCA		Each	1784.15
SR-CDP-1PASD		Each	902.70
SR-CDP-2PASD		Each	1084.60
SR-CDP-4PASD		Each	1624.35

SR-CDP-AGD		Each	362.95
SR-CDP-LT		Each	360.40
SR-CDP-MPASD		Each	1805.40
SR-DCH-AT		Each	272.85
SR-DSS-GOLD-YR		Each	23003.55
SR-DSS-PLATINUM-YR		Each	42466.85
SR-DSS-SILVER-YR		Each	12401.50
SR-FSV		Each	2478.60
SR-HDT-SCA		Each	721.65
SR-ORT-01		Each	721.65
SR-PBD		Each	1805.40
SR-SDP-1PASD		Each	497.25
SR-SDP-2PASD		Each	539.75
SR-SDP-4PASD		Each	893.35
SR-SDP-AGD		Each	200.60
SR-SDP-MPASD		Each	893.35
SR-SDP-OAD		Each	272.85
SR-SDP-WSD		Each	272.85
SR-SUB-1YR		Each	9021.05
SR-TR-EXP		Each	#VALUE!
FFT-24	24 ZONE EXPANDER	Each	845.75
FFT-FPJ	FIRE FIGHTER PHONE JACK	Each	148.75
FFT-HSC	HANDSET CABINET	Each	1062.50
FFT-RHS	REMOTE HANDSET	Each	164.05
FFT-STSR	SINGLE TELEPHONE STATNION RECESS MOUNT	Each	552.50
FFT-STSS	SINGLE TELEPHONE STATNION SURFACE MOUNT	Each	514.25
FPJ	FIREMAN'S PHONE JACK ON A SINGLE GANG PLATE.	Each	47.18
IFP-FFT	FARENHYT FIRE FIGHTER TELEPHONE CONTROL PANEL	Each	2065.50
90145A-801-02-L	Tan UL 1480A, CID2 certified MA-Micro series medium power 650 Watt	Each	9057.84

90145A-801-04-L	Gray UL 1480A, CID2 certified MA-Micro series medium power 650 Watt	Each	9057.84
90199A-801-01	HS-10C Portable Acoustic Hailing Device BLK	Each	3557.25
42155A-801	50 Ft Speaker Cable Assembly (connectorized version only)	Each	979.89
42155A-802	75 Ft Speaker Cable Assembly (connectorized version only)	Each	699.92
72354B-801	LIGHT DUTY TRIPOD	Each	741.10
72377B-801	TCPA-10 Wall Mount Bracket	Each	199.83
72378B-801	TPCA-10 Dual Unit Mounting Adapter	Each	40.62
72538B-801	HS-ENCOMPASS FLOOR PEDESTAL KIT	Each	1249.50
72539B-801	HS-ENCOMPASS WALL MOUNT	Each	3876.00
72540B-801	HS-ENCOMPASS POLE MOUNT	Each	1482.21
72542B-801	LineWave Distributed Audio Transformer Box for LineWave 8X. Should be	Each	555.82
72542B-801-L	UL TRANSFORMER BOX, HIGH POWER SINGLE CHANNEL - LINE WAVE	Each	592.88
72542B-802	LineWave Distributed Audio Transformer Box for LineWave 16X. Should	Each	716.39
72542B-802-L	UL TRANSFORMER BOX, HIGH POWER DUAL CHANNEL - LINE WAVE	Each	790.50
72551B-801	HS-ENCOMPASS 25/50/75V TRANSFORMER	Each	1004.62
72575B-801	LineWave Distributed Audio Transformer Box for LineWave 2X & 4X.	Each	285.74
72575B-801-L	UL TRANSFORMER BOX, LOWER POWER - LINE WAVE	Each	306.69
72581B-801	LINE WAVE POLE MOUNT KIT	Each	183.00
72587B-801	TCPA-10 Mounting Plate to accommodate 4 TCPA-10 speakers arranged	Each	979.89
72870B-801		Each	427.45
72899B-801		Each	937.10
74014A-SK15	MA-Micro or MA-1 emitter head ceiling mount	Each	1342.22
90136A-HDW-801	TCPA Directional Single Mount Bracket	Each	630.77
90136A-HDW-802	TCPA Directional Wall Mount	Each	1152.81
90136A-HDW-803	TCPA-4 Horn Mounting Bracket	Each	5187.68
90171A-801	MA-1 standalone amplifier (Crown 6002 XTi)	Each	11808.12
90171A-802	MA-2 standalone amplifier (Crown 6002 XTi)	Each	11808.12
90172A-801	TCPA Standalone amplifier (Crown 4002 XTi)	Each	7048.65
90172A-805	MA-Micro standalone amplifier (Crown 4002 XTi)	Each	7048.65
90172A-806	UL Omni standalone amplifier (Crown 4002 XTi)	Each	7048.65
90179A-801	70V constant-voltage transformer	Each	2075.09

90209A-801	MA Series Wall Mount Kit	Each	2252.50
90209A-802	Pole-Mount Kit. Bolts to steel or wooden pole. Additional support and	Each	3587.00
90209A-803	MA-1 and MA-2 Emitter head wall-mount bracket & installation kit	Each	1976.28
90209A-804	MA Series tripod mounting system.	Each	3771.37
90223A-801-02-L	ENCOMPASS MA1 1600W UL CID2 SPEAKER-TAN	Each	39299.33
90223A-801-04-L	ENCOMPASS MA1 1600W UL CID2 SPEAKER-GRAY	Each	39299.33
90223A-802-02-L	HS ENCOMPASS MA1 960W UL CID2 SPEAKER-TAN	Each	23984.03
90223A-802-04-L	HS ENCOMPASS MA1 960W UL CID2 SPEAKER-GRY	Each	23984.03
90223A-803-02-L	HS ENCOMPASS MA1 640W UL CID2 SPEAKER-TAN	Each	20022.60
90223A-803-04-L	HS ENCOMPASS MA1 640W UL CID2 SPEAKER-GRY	Each	20022.60
90223A-804-02-L	HS ENCOMPASS MA1 320W UL CID2 SPEAKER-TAN	Each	15597.08
90223A-804-04-L	HS ENCOMPASS MA1 320W UL CID2 SPEAKER-GRY	Each	15597.08
90224A-801-02-L	ENCOMPASS MA2 UL CID2 3200W SPEAKER-TAN	Each	68703.38
90224A-801-04-L	ENCOMPASS MA2 3200W UL CID2 SPEAKER-GRAY	Each	68703.38
90224A-802-02-L	ENCOMPASS MA2 UL CID2 1920W SPEAKER-TAN	Each	40807.65
90224A-802-04-L	ENCOMPASS MA2 1920W UL CID2 SPEAKER-GRAY	Each	40807.65
90224A-803-02-L	ENCOMPASS MA2 1280W UL CID2 SPEAKER-TAN	Each	32437.28
90224A-803-04-L	ENCOMPASS MA2 1280W UL CID2 SPEAKER-GRAY	Each	32437.28
90224A-804-02-L	HS ENCOMPASS MA2 640W UL CID2 SPEAKER-TAN	Each	23188.43
90224A-804-04-L	ENCOMPASS MA2 960W UL CID2 SPEAKER-GRAY	Each	23188.43
90240A-801	HS ENCOMPASS MA MICRO AMPLIFIER CABINET	Each	26052.50
90240A-802	HS ENCOMPASS MA-1 320W AMPLIFIER CABINET	Each	26052.50
90240A-803	HS ENCOMPASS 640W AMPLIFIER CABINET	Each	28313.50
90240A-804	HS ENCOMPASS MA 960W AMPLIFIER CABINET	Each	31314.00
90240A-805	HS ENCOMPASS MA-1 1600W AMPLIFIER CABINET	Each	35258.00
90240A-806	HS ENCOMPASS MA-2 1280W AMPLIFIER CABINET	Each	37748.50
90240A-807	HS ENCOMPASS MA-2 1920W AMPLIFIER CABINET	Each	43503.00
90240A-808	HS ENCOMPASS MA-2 3200W AMPLIFIER CABINET	Each	48288.50
90243A-801-01-L	LINE WAVE 2 UL SPEAKER - BLACK	Each	534.33
90243A-801-05-L	LINE WAVE 2 UL SPEAKER - RED	Each	537.77
90243A-801-06-L	LINE WAVE 2 UL SPEAKER - WHITE	Each	534.33

90243A-801-07-L	LINE WAVE 2 UL SPEAKER - SILVER GREY	Each	537.77
90243A-802-01-L	LINE WAVE 4 UL SPEAKER - BLACK	Each	699.01
90243A-802-05-L	LINE WAVE 4 UL SPEAKER - RED	Each	699.01
90243A-802-06-L	LINE WAVE 4 UL SPEAKER - WHITE	Each	699.01
90243A-802-07-L	LINE WAVE 4 UL SPEAKER - SILVER GREY	Each	755.82
90243A-803-01-L	LINE WAVE 8 UL SPEAKER - BLACK	Each	1134.52
90243A-803-05-L	LINE WAVE 8 UL SPEAKER - RED	Each	1134.51
90243A-803-06-L	LINE WAVE 8 UL SPEAKER - WHITE	Each	1134.51
90243A-803-07-L	LINE WAVE 8 UL SPEAKER - SILVER GREY	Each	1141.83
90243A-804-01-L	LINE WAVE 16 UL SPEAKER - BLACK	Each	1742.02
90243A-804-05-L	LINE WAVE 16 UL SPEAKER - RED	Each	1742.02
90243A-804-06-L	LINE WAVE 16 UL SPEAKER - WHITE	Each	1742.02
90243A-804-07-L	LINE WAVE 16 UL SPEAKER - SILVER GREY	Each	1742.04
90269A-801-01		Each	2801.15
90269A-801-05		Each	2801.15
90269A-801-06		Each	2801.15
90269A-801-07		Each	2801.15
90269A-802-01		Each	3601.48
90269A-802-05		Each	3601.48
90269A-802-06		Each	3601.48
90269A-802-07		Each	3601.48
90271A-801-01		Each	3761.55
90271A-801-04		Each	3761.55
90271A-801-05		Each	3761.55
90271A-801-06		Each	3761.55
90309A-801-01		Each	21372.01
90309A-801-04		Each	21372.01
90309A-801-05		Each	21372.01
90309A-801-06		Each	21372.01
92010A-801	Tripod - Heavy Duty	Each	1910.40
92028A-1-02	MA-1 Tan Protective Speaker Cover	Each	500.68

92028A-1-04	MA-1 Gray Protective Speaker Cover	Each	500.68
92028A-2-02	MA-2 Tan Protective Speaker Cover	Each	574.77
92028A-2-04	MA-2 Gray Protective Speaker Cover	Each	574.77
90250A-801	Encompass LT 300W Electronics Control Cabinet	Each	4339.51
90250A-802	Encompass LT 600W Electronics Control Cabinet	Each	6258.13
90272A-801	Encompass LT 300W ECC, IP Based	Each	4932.39
90272A-802	Encompass LT 600W ECC, IP Based	Each	6842.76
90080A-801-02-L	UL 1480A, CID2, Tan, (5 of 5 Active Panels) MA-2 Series 3200 Watt	Each	69761.65
90080A-801-04-L	UL 1480A, CID2, Gray, (5 of 5 Active Panels) MA-2 Series 3200 Watt	Each	69761.65
90080A-802-02-L	UL 1480A, CID2, Tan, (3 of 5 Active Panels) MA-2 Series 1920 Watt	Each	41435.38
90080A-802-04-L	UL 1480A, CID2, Gray, (3 of 5 Active Panels) MA-2 Series 1920 Watt	Each	41435.38
90080A-803-02-L	UL 1480A, CID2, Tan, (2 of 5 Active Panels) MA-2 Series 1280 Watt	Each	32970.46
90080A-803-04-L	UL 1480A, CID2, Gray, (2 of 5 Active Panels) MA-2 Series 1280 Watt	Each	32970.46
90080A-804-02-L	UL 1480A, CID2, Tan, (1 of 5 Active Panels) MA-2 Series 640 Watt speaker	Each	23533.87
90080A-804-04-L	UL 1480A, CID2, Gray, (1 of 5 Active Panels) MA-2 Series 640 Watt	Each	23533.87
90105A-801-02-L	UL 1480A, CID2, Tan (5 of 5 Active Panels), MA-1 Series 1600 Watt	Each	39903.80
90105A-801-04-L	UL 1480A, CID2, Gray (5 of 5 Active Panels), MA-1 Series 1600 Watt	Each	39903.80
90105A-802-02-L	UL 1480A, CID2, Tan (3 of 5 Active Panels), MA-1 Series 960 Watt speaker	Each	24357.30
90105A-802-04-L	UL 1480A, CID2, Gray (3 of 5 Active Panels), MA-1 Series 960 Watt	Each	24357.30
90105A-803-02-L	UL 1480A, CID2, Tan (2 of 5 Active Panels), MA-1 Series 640 Watt speaker	Each	20305.97
90105A-803-04-L	UL 1480A, CID2, Gray (2 of 5 Active Panels), MA-1 Series 640 Watt	Each	20305.97
90105A-804-02-L	UL 1480A, CID2, Tan (1 of 5 Active Panels), MA-1 Series 320 Watt speaker	Each	15842.94
90105A-804-04-L	UL 1480A, CID2, Gray (1 of 5 Active Panels), MA-1 Series 320 Watt	Each	15842.94
90185A-801-04-A	Medium Power UL Rated Omni-directional loudspeaker assembly with	Each	8020.29
90185A-801-04-F	Medium Power UL Rated Omni-directional loudspeaker assembly with	Each	8020.29
90185A-801-04-N	Medium Power UL Rated Omni-directional loudspeaker assembly with	Each	8020.29
90185A-801-05-A	Medium Power UL Rated Omni-directional loudspeaker assembly with	Each	8020.29
90185A-801-05-F	Medium Power UL Rated Omni-directional loudspeaker assembly with	Each	8020.29
90185A-801-05-N	Medium Power UL Rated Omni-directional loudspeaker assembly with	Each	8020.29
90185A-801-06-A	Medium Power UL Rated Omni-directional loudspeaker assembly with	Each	8020.29
90185A-801-06-F	Medium Power UL Rated Omni-directional loudspeaker assembly with	Each	8020.29



90185A-801-06-N	Medium Power UL Rated Omni-directional loudspeaker assembly with	Each	8020.29
90136A-801	TCPA Directional; Medium Power 200 Watt Indoor/Outdoor directional	Each	9667.18
90136A-TCPA-4	Qty 4 TCPA Directional speaker 4-horn array with 4-up mounting bracket,	Each	43691.60
90215A-801-01-L	UL 1480 listed and CID2 certified TCPA-10 Distributed Audio speaker. Five	Each	1778.63
90215A-801-04-L	UL 1480 listed and CID2 certified TCPA-10 Distributed Audio speaker. Five	Each	1778.63
90215A-801-05-L	UL 1480 listed and CID2 certified TCPA-10 Distributed Audio speaker. Five	Each	1778.63
90215A-801-06-L	UL 1480 listed and CID2 certified TCPA-10 Distributed Audio speaker. Five	Each	1778.63
90219A-801-01-L	UL 1480 listed and CID2 certified TCPA-10 8 Ohm speaker. Compatible	Each	1632.24
90219A-801-04-L	UL 1480 listed and CID2 certified TCPA-10 8 Ohm speaker. Compatible	Each	1632.24
90219A-801-05-L	UL 1480 listed and CID2 certified TCPA-10 8 Ohm speaker. Compatible	Each	1632.24
90219A-801-06-L	UL 1480 listed and CID2 certified TCPA-10 8 Ohm speaker. Compatible	Each	1632.24
90219A-802-01-L	UL 1480 listed and CID2 certified TCPA-10 4 Ohm speaker. Compatible	Each	2305.63
90219A-802-04-L	UL 1480 listed and CID2 certified TCPA-10 4 Ohm speaker. Compatible	Each	2042.13
90219A-802-05-L	UL 1480 listed and CID2 certified TCPA-10 4 Ohm speaker. Compatible	Each	2042.13
90219A-802-06-L	UL 1480 listed and CID2 certified TCPA-10 4 Ohm speaker. Compatible	Each	2042.13
FPA-1000-LC	COMPACT FIRE PANEL UL LESS ENC	Each	1052.30
FPA-1000-V2	FIRE PANEL 2 SLC AND NETWORKING	Each	1315.80
FAD-325-V2F-DH	ANALOG DUCT SMOKE HEAD	Each	111.35
FAA-325-B4	FAA-325-B4 4" ANALOG SENSOR BASE	Each	10.98
FAA-325-B6	FAA-325-B6 6" ANALOG SENSOR BASE	Each	10.98
FAA-325-B6S	FAA-325-B6S 6" ANALOG SOUNDER BASE	Each	72.51
FLM-325-CZM4	FLM-325-CZM4 CONVENTIONAL ZONE MODULE	Each	105.40
FLM-325-IM	ANALOG MINI CONTACT MODULE	Each	85.85
FLM-325-2I4	FLM-325-2I4 DUAL INPUT MONITOR MODULE	Each	114.75
FLM-325-NA4	FLM-325-NA4 SUPERV. OUT. MODULE (CL.A/B)	Each	120.70
FLM-325-NAI4	FLM-325-NAI4 SUPERV. OUT. MOD CL.A/B W/I	Each	124.95
FLM-325-ISO	FLM-325-I SHORT CIRCUIT ISOLATOR	Each	71.32

FAA-325-2.5	FAA-325-2.5 SAMPLING TUBE 2.5 FT	Each	13.69
FAA-325-5	FAA-325-5 SAMPLING TUBE 5 FT	Each	17.09
FAA-325-10	FAA-325-10 SAMPLING TUBE 10 FT	Each	34.17
FAA-440-B4	ANALOG BASE 4 INCH	Each	10.98
FAA-440-B4-ISO	ANALOG ISOLATOR BASE 4 INCH	Each	75.14
FAA-440-B6	ANALOG BASE 6 INCH	Each	10.98
FAA-440-B6-ISO	ANALOG ISOLATOR BASE 6 INCH	Each	77.27
FAP-440-D	ANALOG DUAL-PHOTOELECTRIC DETECTOR	Each	107.95
FAP-440	ANALOG PHOTOELECTRIC DETECTOR	Each	70.13
FAP-440-T	ANALOG MULTISENSOR DETECTOR PHOTO/HEAT	Each	75.65
FAP-440-DT	ANALOG MULTI DUAL-PHOTO, HEAT	Each	113.05
FAP-440-TC	ANALOG MULTISENSOR PHOTO, HEAT, CO	Each	102.00
FAP-440-DTC	ANALOG MULTI DUAL-PHOTO, HEAT, CO	Each	139.40
FAH-440	ANALOG DETECTOR	Each	68.00
FLM-325-2R4-2A	DUAL RELAY MODULE 2 AMP	Each	105.40
FLM-325-2R4-2AI	DUAL RELAY MODULE 2 AMP WITH ISOLATOR	Each	125.80
FLM-325-2R4-8A	DUAL RELAY MODULE 8 AMP	Each	198.05
FLM-325-2R4-8AI	DUAL RELAY MODULE 8 AMP WITH ISOLATOR	Each	208.25
FLM-325-I4-A	CONTACT MONITOR 4" CLASS A	Each	87.55
FLM-325-I4-AI	CONTACT MONITOR 4" CLASS A WITH ISOLATOR	Each	91.80
FMM-325A	ANALOG MAN STA SGL ACT	Each	124.10
FMM-325A-D	ANALOG MAN STA DBL ACT	Each	136.00
FMR-1000-RCMD	REMOTE COMMAND CENTER FPA-1000-UL	Each	713.15
FMR-1000-RA	REMOTE ANNUNCIATOR FPA-1000-UL	Each	657.90
FPE-1000-SLC	SIGNALING LINE CIRCUIT PLUG-IN MODULE	Each	385.05
FPE-1000-CITY	CITY TIE PLUG-IN MODULE	Each	153.85
D5070	PROGRAMMER ANALOG PT NS	Each	337.45
FPE-1000-NE	NETWORK CARD 3-ETHERNET	Each	385.05
FPE-1000-NF	NETWORK CARD 1-ETHERNET 2-FIBER OPTIC	Each	493.00

FPE-1000-NW	NETWORK CARD 1-ETHERNET 2-WIRED	Each	493.00
D7030X	8 LED ANNUNCIATOR EXPAND	Each	78.03
D7030X-S2	ANNUNCIATOR-2-SUPERVISORY	Each	78.03
D7030X-S8	ANNUNCIATOR-8-SUPERVISORY	Each	78.03
D7032	8 LED EXP BOARD D7030X	Each	81.94
D7035	8 RELAY BOARD, D7024	Each	130.90
D7035B	MUX OCTAL RELAY FIRE BOX	Each	142.80
D7042	8-INPUT-MUX-REMOTE	Each	162.35
D7042B	MUX 8 INPUT REMOTE FIRE	Each	174.25
D7044	MUX SINGLE INPUT FIRE	Each	42.93
D7044M	MUX MINI CONTACT MODULE	Each	40.72
D7048	MUX OCTAL DRIVER FIRE	Each	162.35
D7050	MULTIPLEX P/E SMOKE HEAD	Each	68.94
D7050-B6	2 WIRE BASE FOR 7050	Each	6.55
D7050DH	MULTI P/E SMK HEAD (DUCT)	Each	69.45
D7050TH	MULTIPLEX P/E SMK W/HEAT	Each	75.74
D7052	MUX DUAL INPUT FIRE	Each	63.16
D7053	MUX I/O MODULE FIRE	Each	69.96
FLM-7024-ISO	MUX BUS ISOLATOR MODULE	Each	74.46
FMM-7045	MUX PULL STA SGL ACT	Each	79.05
FMM-7045-D	MUX PULL STA DUAL ACT	Each	90.10
FMR-7033	LCD KEYPAD FOR FPD-7024	Each	185.30
FMR-7036	LCD ANNUNC FPD-7024	Each	255.85
FPC-7034	4 ZONE EXPANDER, FPD-7024	Each	119.85
FPD-7024	4 ZONE 24V FIRE CONT/COMM	Each	626.45
FPD-7024-LC	4 ZONE 24V FACP LESS CAN	Each	463.25
FPE-7039	MULTIPLEX EXPANDER CARD, FPD-7024	Each	215.90
D138	MOD BRKT, RIGHT ANGL D9124	Each	17.43
D125B	12/24V DUAL INITIATING MOD	Each	55.93

D129	DUAL CLASS A FIRE LOOP	Each	103.70
D192G	BELL SUPERVSN MOD 12V/24V	Each	97.75
D304	REMOTE ANNUNCIATOR PLATE	Each	24.65
D928	DUAL PHONE LINE SWITCHER	Each	99.45
D8130	RELEASE MODULE	Each	97.75
D132B	REVERSING RELAY MULTI-USE	Each	51.77
D7030X	8 LED ANNUNCIATOR EXPAND	Each	78.03
D7030X-S2	ANNUNCIATOR-2-SUPERVISORY	Each	78.03
D7030X-S8	ANNUNCIATOR-8-SUPERVISORY	Each	78.03
D7032	8 LED EXP BOARD D7030X	Each	81.94
FPC-7034	4 ZONE EXPANDER, FPD-7024	Each	119.85
FPD-7024	4 ZONE 24V FIRE CONT/COMM	Each	626.45
FMM-100SATK	MAN SGL ACT TERM KEY RED	Each	36.38
FMR-7036	LCD ANNUNC FPD-7024	Each	255.85
FMR-7033	LCD KEYPAD FOR FPD-7024	Each	185.30
FPC-7024-FK1	BASIC FIRE PANEL KIT	Each	870.40
FPD-7024-LC	4 ZONE 24V FACP LESS CAN	Each	463.25
5602		Each	19.04
5603		Each	19.04
5604		Each	19.04
5601P	135 F FIXED TEMP/RATE OF RISE HEAT DET. SINGLE CIRCUIT	Each	19.04
D273	SMOKE DET PHOTOELEC 4WIRE	Each	52.02
D273TH	SMOKE DET PHOTO/HEAT 4W	Each	55.34
D273THE	4W SMK DTR W/HEAT & EOL RLY	Each	71.23
D273THR	4W SMK DTR HEAT & TRBL	Each	71.23
D278S	12V4W ZNX SMK SINGLE BASE	Each	39.44
D285DH	SMK P/E HEAD CONV (DUCT)	Each	56.53
D290	DETECTOR BASE 24V 4 WIRE	Each	33.92
D297	SMOKE-PROJECTED BEAM 12V	Each	846.60

D304	REMOTE ANNUNCIATOR PLATE	Each	24.65
D305	REMOTE TEST/INDICAT PLATE	Each	72.76
D340	DUCT SMK CONV.2W	Each	113.05
D340P	D285DH AND D340	Each	164.90
D341	DUCT SMK. 120V	Each	125.80
D341P	D285DH AND D341	Each	176.80
D342	DUCT SMK. 230V	Each	130.90
D342P	DUCT SMK. 230V Kit	Each	176.80
D344-1.5	DUCT SAMPLE TUBE 1.5 FEET	Each	9.04
D344-3	DUCT SAMPLE TUBE 3 FOOT	Each	11.29
D344-5	SAMPLE TUBE 5FT (DS290)	Each	11.29
D344-RL	REMOTE LED DISPLAY (DUCT)	Each	31.71
D344-RT	REMOTE TEST STATION DUCT	Each	75.65
D344-TF	DUCT TUBE FILTERS 20/PK	Each	45.14
D382	COMBUSTIBLE GAS DETECTOR	Each	216.75
DRA-5	REMOTE ANNUNCIATOR PLATE	Each	26.78
DRA-12/24	REMOTE ANNUNCIATOR PLATE	Each	20.32
EOL-2.2K	2.2K EOL 7400/9400/7024-8	Each	36.04
F220-135	RATE OF RISE HEAT DTR	Each	28.90
F220-135F	FIXED TEMP 135 HEAT DTR	Each	28.90
F220-B6	2 WIRE BASE	Each	9.27
F220-B6C	4 WIRE BASE W/AUX RELAY	Each	26.78
F220-B6E	4 WIRE BASE W/EOL RELAY	Each	26.78
F220-B6PS	POPIT F220 STANDARD BASE	Each	39.44
F220-P	PHOTO SPOT SMOKE	Each	53.13
F220-PTH	PHOTO SMOKE W/THERMISTOR	Each	60.01
FCP-500-CEK	4 WIRE; WHITE W/ CO & EOL KIT INCLUDES: FCP-500 INVISIBLE SMOKE	Each	543.15
FCP-500-CEPK	4 WIRE; TRANSPARENT W/ COLOR RINGS, CO, EOL KIT INCLUDES: FCP-	Each	578.85
FCP-500-CK	4 WIRE; WHITE W/ CO ELEMENT KIT INCLUDES: FCP-500-C INVISIBLE	Each	530.40
FCP-500-CPK	4 WIRE; TRANSPARENT W/ COLOR RINGS & CO KIT INCLUDES:FCP-500-C	Each	566.10
FCP-500-EK	4 WIRE; WHITE W/ EOL BASE KIT INCLUDES: FCP-500 INVISIBLE SMOKE	Each	456.45

FCP-500-EPK	4 WIRE; TRANSPARENT W/ COLOR RINGS; EOL KIT INCLUDES: FCP-500	Each	491.30
FCP-500-K	4 WIRE WHITE FCP KIT INCLUDES: FCP-500 INVISIBLE SMOKE DETECTOR;	Each	443.70
FCP-500-PK	4 WIRE; TRANSPARENT W/ COLOR RINGS KIT INCLUDES: FCP-500	Each	478.55
FAA-500-BB-UL	BACK BOX	Each	45.14
FAA-500-TR-W	TRIM RING; WHITE	Each	13.16
FAA-500-TR-P	TRIM RING; TRANSPARENT W/ COLOR RINGS	Each	26.35
FCP-500	SMOKE DETECTOR; FLUSH MOUNT; WHITE	Each	328.95
FCP-500-C	SMOKE DETECTOR; FLUSH MOUNT; CO; WHITE	Each	416.50
FCP-500-P	SMOKE DETECTOR; FLUSH MOUNT; TRANSPARENT	Each	351.05
FCP-500-C-P	SMOKE DETECTOR; FLUSH MOUNT; CO; TRANSPARENT	Each	438.60
FAA-500-TTL	SMOKE TEST TOOL W/ MAGNET	Each	260.95
FCA-500	4 WIRE BASE	Each	56.95
FCA-500-E	4 WIRE BASE W/ EOL	Each	70.13
FCC-380	CONVENTIONAL CO-DETECTOR (3M)	Each	206.55
FMM-100BB-R	INDOOR BACK BOX RED	Each	24.65
FMM-100BB-Y	INDOOR BACK BOX YELLOW	Each	35.28
FMM-100DAT2CK-B	MAN DBL ACT TERM KEY BLU	Each	79.90
FMM-100DATK	MAN DBL ACT TERM KEY RED	Each	46.50
FMM-100DBB-R	INDOOR DEEP BACK BOX RED	Each	24.74
FMM-100SAT2CK-B	MAN SGL ACT TERM KEY BLU	Each	61.12
FMM-100SAT2CK-Y	MAN SGL ACT TERM KEY YEL	Each	85.00
FMM-100SAT2CKEX	MAN SGL ACT TERM KEYEXP-R	Each	565.25
FMM-100SATK-NYC	MAN SGL ACT TERM KEY NYC	Each	41.14
FMM-100WPBB-R	MAN STA WETHRPRF BACK RED	Each	70.55
FIRERAY5000-UL	FIRERAY 5000 REFL. LIN BEAM DETECTOR UL	Each	1226.55
FRAY5000-LR-KIT	FIRERAY5000 LONG RANGE EXTENSION KIT	Each	280.50
FRAY5000-BR	UNIVERSAL BRACKET ACCESSORY FOR FRAY5000	Each	272.85
FRAY5000-4PRISM	PRISM PLATE FOR 4 PRISM	Each	190.40
FRAY5000-1PRISM	PRISM PLATE FOR 1 PRISM	Each	192.10
FRAY5000-CTRBOX	CONTROLLER BACK BOX FOR FRAY5000	Each	153.00
FRAY5000-DETBOX	FRAY5000 DETECTOR BACK BOX	Each	76.25

FRAY5000-CMOUNT	FRAY5000 CEILING MOUNT	Each	599.25
FRAY5000-HEAD-UL	ADDITIONAL HEAD FOR FRAY5000-UL	Each	808.35
PAM-4	RELAY,SPDT,9-40VDC,7A,CONTS	Each	23.89
FCS-8000-VFD-B	SUPPLEMENTARY - VIDEO-BASED FIRE DETECTION	Each	5941.50
EVX-BA100		Each	249.90
EVX-T2885	EVAX XFMR FOR 25W AMP	Each	212.50
EVX-T17528	EVAX XFMR 50-100W AMP	Each	235.45
EVX-SC	EVAX REMOTE MIC SUPV MOD	Each	199.75
EVX-RM	EVAX REMOTE MICROPHONE	Each	623.90
EVX-DR-2R	EVAX LG CABT DOOR RED	Each	147.05
EVX-DR-2	EVAX LG CABT DOOR GREY	Each	147.05
EVX-DFP-2	EVAX LG DEADFRONT GREY	Each	212.50
EVX-DFP-1	EVAX STD DEADFRONT GREY	Each	147.05
EVX-BB-2	EVAX LG BKBX NO DOOR GRY	Each	305.15
EVX-CAB-2	EVAX LG EMPTY CAB GREY	Each	411.40
EVX-CAB-1R	EVAX STD EMPTY CAB RED	Each	351.90
EVX-CAB-1	EVAX STD EMPTY CAB GREY	Each	351.90
EVX-BB-2R	EVAX LG BKBX NO DOOR RED	Each	305.15
EVX-25	AMP DMR MIC 25W L/CAB	Each	2373.20
EVX-25E	AMP 25W L/CAB CHARCOAL GREY	Each	1621.80
EVX-CAB-2R	EVAX LG EMPTY CAB RED	Each	411.40
EVX-50	AMP DMR MIC 50W L/CAB	Each	2997.95
EVX-50E	AMP 50W MIC CHARCOAL GREY	Each	2122.45
EVX-100	AMP DMR MIC 100W L/CAB	Each	3497.75
EVX-100E	AMP 100W L/CAB CHARCOAL GREY	Each	2374.05
EVX-100EM	AMP 100W L/CAB CHARCOAL GREY	Each	2498.15
EVAX50/4Z	EVAX DMR MIC 50W 4ZB GRY	Each	3747.65

EVAX50/8Z	EVAX DMR MIC 50W 8ZB GRY	Each	4371.55
EVAX50/12Z	EVAX DMR MIC 50W 12ZB GRY	Each	5246.20
EVAX50/16Z	EVAX DMR MIC 50W 12ZB GRY	Each	5870.10
EVAX50E	EVAX MIC 50W CHARCOAL GREY	Each	2122.45
EVAX50EM	EVAX 50W CHARCOAL GREY	Each	2248.25
EVAX50EMR	EVAX 50W RED	Each	2248.25
EVAX50ER	EVAX 50W RED	Each	2122.45
EVAX50R/12Z	EVAX DMR MIC 50W 12ZB RED	Each	5246.20
EVAX50R/16Z	EVAX DMR MIC 50W 12ZB RED	Each	5870.10
EVAX50R/4Z	EVAX DMR MIC 50W 4ZB RED	Each	3747.65
EVAX50R/8Z	EVAX DMR MIC 50W 8ZB RED	Each	4371.55
EVAX25	EVAX DMR MIC 25W CHARCOAL GRY	Each	2498.15
EVAX25/8Z	EVAX DMR MIC 25W 8ZB GRY	Each	3747.65
EVAX25/4Z	EVAX DMR MIC 25W 4ZB GRY	Each	3121.20
EVAX25E	EVAX 25W CHARCOAL GREY	Each	1849.60
EVAX25EM	EVAX 25W CHARCOAL GREY	Each	1999.20
EVAX25EMR	EVAX 25W RED	Each	1999.20
EVAX25ER	EVAX 25W RED	Each	1849.60
EVAX25R/4Z	EVAX DMR MIC 25W 4ZB RED	Each	3121.20
EVAX25R/8Z	EVAX DMR MIC 25W 8ZB RED	Each	3747.65
EVAX25R	EVAX DMR MIC 25W RED	Each	2498.15
EVAX200/8Z	EVAX DMR MIC 200W8ZB GRY	Each	7494.45
EVAX200/16Z	EVAX DMR MIC 200W16ZB GRY	Each	8743.95
EVAX200/12Z	EVAX DMR MIC 200W12ZB GRY	Each	8119.20
EVAX200	EVAX DMR MIC 200W GRY LARGE	Each	6245.80
EVAX200E	EVAX 200W CHARCOAL GREY LARGE	Each	5371.15
EVAX200EM	EVAX 200W CHARCOAL GREY LARGE	Each	5495.25
EVAX200EMR	EVAX 200W RED LARGE	Each	5495.25
EVAX200ER	EVAX 200W RED LARGE	Each	5371.15
EVAX200R/12Z	EVAX DMR MIC 200W12ZB RDL	Each	8119.20
EVAX200R/16Z	EVAX DMR MIC 200W16ZB RDL	Each	8743.95



EVAX200R/8Z	EVAX DMR MIC 200W8ZB REDL	Each	7494.45
EVAX200R	EVAX DMR MIC 200W RED LARGE	Each	6245.80
EVAX150/16Z	EVAX DMR MIC 150W 16Z GRY	Each	8245.00
EVAX150/8Z	EVAX DMR MIC 150W 8ZB GRY	Each	6994.65
EVAX150/12Z	EVAX DMR MIC 150W12ZB GRY	Each	7619.40
EVAX150E	EVAX 150W CHARCOAL GREY LARGE	Each	4869.65
EVAX150EM	EVAX 150W CHARCOAL GREY LARGE	Each	4997.15
EVAX150EMR	EVAX 150W RED LARGE	Each	4997.15
EVAX150ER	EVAX 150W RED LARGE	Each	4869.65
EVAX150R/12Z	EVAX DMR MIC 150W 12ZB RD	Each	7620.25
EVAX150R/16Z	EVAX DMRMIC 150W16ZB REDL	Each	8245.00
EVAX150R/8Z	EVAX DMR MIC 150W8ZB REDL	Each	6994.65
EVAX50	EVAX DMR MIC 50W GREY	Each	3122.90
EVAX50R	EVAX DMR MIC 50W RED	Each	3122.90
EVAX150R	EVAX DMR MIC 150W RED LARGE	Each	5746.85
EVAX100R	EVAX DMR MIC 100W RED	Each	3747.65
EVAX100R/8Z	EVAX DMR MIC 100W 8ZB RED	Each	4997.15
EVAX100R/16Z	EVAX DMR MIC 100W 16ZB RD	Each	6495.70
EVAX100R/12Z	EVAX DMR MIC 100W 12ZB RD	Each	5870.10
EVAX100ER	EVAX 100W RED	Each	2373.20
EVAX100EMR	EVAX 100W RED	Each	2748.05
EVAX100EM	EVAX 100W CHARCOAL GREY	Each	2748.05
EVAX100/12Z	EVAX DMR MIC 100W GREY	Each	5870.10
EVAX100	EVAX DMR MIC 100W GREY	Each	3747.65
EVAX100/8Z	EVAX DMR MIC 100W 8ZB GRY	Each	4997.15
EVAX100/4Z	EVAX DMR MIC 100W 4ZB GRY	Each	3954.20
EVAX100/16Z	EVAX DMR MIC CHAR GREY	Each	6494.85
EVAX100E	EVAX 100W CHARCOAL GREY	Each	2373.20
HMB-MP16	Master Panel	Each	4467.60
MB-SLC	Switch/LED Card	Each	501.50
MB-SSC	Switch Scan Card	Each	501.50

MB-MFA	Master Fire Phone Assembly	Each	827.05
MB-XI	Extended Input Interface	Each	241.40
MB-OI	Extended Output Interface Card	Each	241.40
HMB-DP	Distributed Panel, 4 Audio Cicuits	Each	2683.45
HMB-DP/P	Distributed Panel, 4 Fire Phone Circuits	Each	3515.60
HMB-DP-42	Distributed Panel, 16 Audio Circuits	Each	4893.45
MB-MBK	Mother Board Relays	Each	250.75
MB-AMI	Audio Module Interface	Each	370.60
MB-FPI	Fire Phne Interface	Each	492.15
MB-FPO2	Fire Phone Output Adapter	Each	78.37
MB-FO	Fiber Optic Interface Card	Each	649.40
MB-FJ	Telephone Jack	Each	43.86
MB-FH	Portable Handset	Each	168.30
MB-TC	Fire Phone Cabinet	Each	625.60
MB-FS	Fire Phone Station	Each	501.50
MB-WS	Warden Station	Each	564.40
MB-DCC	Data Communication controller	Each	987.70
MB-ASC	Audio System Control	Each	909.50
MB-MMC	Master Microphone Control	Each	250.75
MB-MBR	Mother Board Remote	Each	501.50
MB-PWR	Master Panel Power Supply	Each	391.00
AH-24WP-R	HRN SYNC WTHRPRF 24V RED	Each	39.78
AMT-12/24-R	MULTITONE 12/24V FL RED	Each	87.55
AMT-12/24-R-NYC	MULTITONES 12/24V FL RED	Each	87.55
ASWP-2475C-FR	HR/STR 75C OUTDR CEIL RED	Each	89.25
ASWP-2475W-FR	HRN/STRB 24V 75C OUTDR RD	Each	106.25
BB-R	BACKBOX INDOOR 4IN RED	Each	7.36
CBB-8	RND BACKBOX 8IN SPKRS	Each	21.25
DBB-R	DEEP BACKBOX 4IN SQUARE	Each	10.17
DSM-12/24-R	SYNC 2CL/B OR 1CL/A RED	Each	145.35

E70-24MCW-FR	SPK STR 24V VARC WALL RED	Each	108.80
E70-24MCW-FW	SPK STR 24V VARC WALL WHT	Each	108.80
E70-24MCWH-FR	SPKST2W 135-185CD 24V SQR	Each	112.20
E70-24MCWH-FW	SPKST2W 135-185CD 24V SQW	Each	132.60
E70A-24MCC-NW	SPKR/STRB 24V 15-95C AMBR	Each	138.55
E70-R	SPKR SQ WALL CEIL RED	Each	37.40
E70-W	SPKR SQ WALL CEILING WHITE	Each	42.76
E90-24MCC-FW	SPKSTRB 15-95CD 24VRND WH	Each	116.45
E90-24MCCH-FW	SPKSTRB 115-177CD 24VRNDW	Each	132.60
E90A-24MCC-NW	SPKR/STRB 24V 15-95C AMBR	Each	138.55
E90-W	SPKR RND WALL CEIL WHITE	Each	37.40
ET-1010-R	SPKR SURF VANDL RESIS RED	Each	68.94
ET-1010-W	SPKR SURF VANDL RESIS WHT	Each	65.62
ET-1080-R	SPKR FLSH VANDL RESIS RED	Each	59.25
ET70-24MCW-FR	SPK STR 8W VARC WALL RED	Each	127.50
ET70-24MCW-FW	SPK STR 8W VARC WALL WHT	Each	127.50
ET70-24MCWH-FW	SPKST8W 135-185CD 24V SQW	Each	154.70
ET70-R	SPEAKER SQUARE RED	Each	54.23
ET70-W	SPKR 8W SQ WHITE	Each	60.78
ET70WP-2475C-FR	SPK/STR OUTDR CEIL 75C RD	Each	158.10
ET70WP-2475C-FW	SPK/STR OUTDR CEIL 75C WT	Each	158.10
ET70WP-2475W-FR	SPKR/STR 75C WP 1/8-8W-RD	Each	158.10
ET70WPA2475W-NW	SPKR/STRB 24V 75C AMBR	Each	162.35
ET80-24MCW-FR	SPKR/STRB FLSH VARC RED	Each	126.65
ET80-24MCW-FW	SPKR/STRB FLSH VARC WHT	Each	126.65
ET80-24MCWH-FR	SPKR/STRB SYNC 135/185C R	Each	138.55
ET80-24MCWH-FW	SPKR/STR SYNC 135/185C WT	Each	138.55
ET90-24MCC-FN	SPKSTR 8W 15-95C RND NKL	Each	162.35
ET90-24MCC-FR	SPKSTR 8W 15-95C RND RED	Each	143.65
ET90-24MCC-FW	SPKSTR 8W 15-95C RNDWHT	Each	143.65
ET90-24MCCH-FW	SPKSTR8W 115/177C RND WHT	Each	154.70

ET90-24MCC-NW	SPKSTR 8W 15095C NLTR WHT	Each	143.65
ET90-R	SPKR 8W RND RED	Each	62.39
ET90-W	SPKR 8W ROUND WHITE	Each	52.53
HS-24-R	HORN 24V RED	Each	46.24
HS-24-W	HORN 24V WHITE	Each	46.24
HS4-24MCW-FR	HRNSTR 15-110CD 24V4W SQR	Each	112.20
HS4-24MCWH-FR	HRNSTR135-185CD 24V4W SQR	Each	124.95
HS4-24MCWH-FW	HRNSTR135-185CD 24V4W SQW	Each	124.95
IOB-R	BACKBOX SURF IN-OUTDR RD	Each	23.12
ISP2-W	INDOOR SURFACE EXTDNR WHT	Each	7.69
MB-G10-12-R	DISCONTINUED	Each	107.10
MB-G10-24-R	MOTOR BELL, 24 VDC, 10 INCH, RED, ADA, USE W/ WBB-R FOR	Each	107.10
MB-G6-12-R	DISCONTINUED	Each	78.54
MB-G6-24-R	MOTOR BELL, 24 VDC, 6 INCH, RED, ADA, USE W/ WBB-R FOR OUTDOOR.	Each	78.54
MIZ-24S-R	HR MINI SGL GANG WALL RED	Each	16.52
MIZ-24S-W	HR MINI SGL GANG WALL WHT	Each	16.52
MP-D203	MOUNTING PLATE ACCESSORY	Each	7.06
MT-12/24-R	HRN MULTI 12/24V FLSH RED	Each	38.51
MT-121575W-FR	MLTONESTR12V 1575C WL RED	Each	109.65
MT-121575W-NW	MTONE STR12V 1575C WL WHT	Each	109.65
MT-24MCW-FR	STRB 24V VARC WALL RED	Each	92.65
MT-24MCW-FW	STRB 24V VARC WALL WHT	Each	92.65
MTWP-2475C-FR	STR OUTDR MULTI 75C RED	Each	139.40
MTWP-2475W-FR	WTHRPRF MULTI STR 24V 75C	Each	139.40
MTWPA-2475W-NW	MULTI STRB 24V 75C AMBR	Each	125.80
MTWPB-2475W-NW	MULTI STRB 24V 75C BLUE	Each	125.80
RSSP-121575W-FR	STR PLATE 12V 1575C RED	Each	92.65
RSSPA-24MCC-NW	STRB 24V 15-95C AMBER	Each	98.60
RSSWP-2475C-FR	STRB 75C OUTDR CEIL RED	Each	165.75
RSSWP-2475C-FW	STRB 75C OUTDR CEIL WHT	Each	165.75
RSSWP-2475W-FR	STR24V WPRF 75C RED	Each	85.85

RSSWPA-2475W-NW	STRB WTHRPF 24V 75C AMBER	Each	90.95
S8-24MCC-FW	SPK RND SUPV 15-95C WHT	Each	120.70
S8-24MCCH-FW	SP 24/70V 8RND 115/177C W	Each	158.10
S8-70/25	SPK 24/70V 8RND WHT	Each	85.85
SBB-R	BACKBOX SURFACE MOUNT RED	Each	17.51
SBB-W	SURFACE BACKBOX WHT	Each	19.89
SHBB-R	SURF BB RED W/DAS/DS/DRS	Each	11.53
SHMP-R	ADPT PLATE STH-RSSP	Each	13.56
SSB-4	4IN SPK/STR TILE BRACKET	Each	18.96
SSB-8	8 IN SPEAKER SUPPORT BRIDGE	Each	16.12
STH-15SR	15 WATT SPKR HORN RED	Each	182.75
STH-4R	CLUST SPKR 4HRN/NO STR	Each	1479.85
WBB-R	BACKBOX RED WEATHERPROOF	Each	15.27
W-HNR	HORN, RED, 2W, WALL, 12/24V	Each	44.37
W-HNW	HORN, WHITE, 2W, WALL, 12/24V	Each	44.37
W-HSR	HORN STROBE, RED, 2W, WALL, 12/24V, M-CD	Each	94.35
W-HSRC	HORN STROBE, RED, 2W, CEILING, 12/24V, M-CD	Each	96.05
W-HSW	HORN STROBE, WHT, 2W, WALL, 12/24V, M-CD	Each	94.35
W-HSWC	HORN STROBE, WHT, 2W, CEILING, 12/24V, M-CD	Each	96.05
WPBB-R	BACKBOX RED WP WITH DASWP	Each	29.50
WPSBB-R	BACKBOX RED WP WITH DRS	Each	16.39
W-STR	STROBE, RED, 2W, WALL, 12/24V, M-CD	Each	75.06
W-STRC	STROBE, RED, 2W, CEILING, 12/24V, M-CD	Each	75.06
W-STW	STROBE, WHT, 2W, WALL, 12/24V, M-CD	Each	75.06
W-STWC	STROBE, WHT, 2W, CEILING, 12/24V, M-CD	Each	75.06
G-SSPK24WLPR	SEL CANDELA, SPKER/STR, 1/8-4WWALL RED	Each	109.65
G-SSPK24WLPW	SEL CANDELA, SPKER/STR, 1/8-4W, WALL WH	Each	109.65
G-SSPK24-15/75WLPR	FIXED 15/75C, SPKER/STR, 1/8-4W, WALL RD	Each	109.65

G-SSPK24-15/75WLPW	FIXED 15/75C, SPKER/STR, 1/8-4W, WALL WH	Each	109.65
G-SSPK24CLPW	SEL CAND, SPKER/STR, 1/8-4W, CEILING WH	Each	114.75
G-SSPKCLPR	UNIVERSAL MOUNT SPEAKER, 1/8-4W, RED	Each	44.37
G-SSPKCLPW		Each	44.37
GX93-R	HRN 12/24V SYNC/AVS RED	Each	19.21
GX93-W	HRN 12/24V SYNC/AVS WHT	Each	19.21
GES3-12WR	STRB 12V 15-75C WALL RED	Each	54.23
GES3-24WR	STRB 24V 15-110C WALL RED	Each	54.23
GES3-24WW	STRB 24V 15-110C WALL WHT	Each	54.23
GEC3-12WR	HN/ST 12V 15-75C WALL RED	Each	72.42
GEC3-24WR	HN/ST 24V 15-110C WALL RD	Each	72.42
GEC3-24WW	HN/ST 24V 15-110C WALL WH	Each	72.42
GCS24-CW	STRB 24V 15-110CD CEIL W	Each	56.53
GCC24-CR	HN/SB 24V 15-115C CEIL RD	Each	72.42
GCC24-CW	HN/SB 24V 15-110CD CEIL W	Each	72.42
GEH12WR	HRN 12V WALL/CEILING RED	Each	33.49
GB6-24	ALARM BELL 24V 6IN RED	Each	44.12
GB10-24	ALARM BELL 24V 10IN RED	Each	60.01
AVSM-W	SYNC CNTRL MOD 12-16V WHT	Each	68.94
AVSM-R	SYNC CNTRL MOD 8V RED	Each	67.83
GEH12WW	HRN 12V WALL/CEIL WHITE	Each	33.49
GES24-15/75WR	STR24V15/75C RED IN	Each	54.74
GEH24-W	HRN 24V WHT IN	Each	30.01
GEC24-15/75WR	HRN/STR24V15/75C RED IN	Each	68.94
GEH24-R	HRN 24V RED IN	Each	30.01
GCS24-CR	STRB 24V 15-110CD CEIL R	Each	40.04
GECB24-PWB	INDOOR BLUE SOUNDER/STROB	Each	84.15
GSB	GNTX COMMANDER SRF BX RED	Each	15.82
WGEC24-75WR	HRN/STRB 75C W/GOE RED	Each	105.40
WGEC24-75WRLP	HRN/STRB 75C W/GOELP RED	Each	105.40

WGEC24-75WW	HRN/STRB 75C W/GOE WHT	Each	105.40
WGEC24-75WWLP	HRN/STRB 75C W/GOELP WHT	Each	105.40
WGECB24-75PWB	HRN/STRB OUTDR BLUE W/GOE	Each	114.75
WGES24-75WR	STRB WTHRPR 75C W/GOE RED	Each	88.40
WGES24-75WRLP	STRB WTHR 75C W/GOELP RED	Each	88.40
WGES24-75WW	STRB WTHRPR 75C W/GOE WHT	Each	88.40
WGES24-75WWLP	STRB WTHR 75C W/GOELP WHT	Each	88.40
SS-BZRC-PG	Bezel ceiling horn/strobe red, pt	Each	97.75
SS-BZRC-SP	Bezel ceiling horn/strobe red, es	Each	97.75
SS-BZR-PG	Wall Speaker Surface Back Box, RD	Each	66.22
SS-BZR-SP	Bezel wall horn/strobe red, es	Each	66.22
SS-BZWC-PG	Bezel ceiling horn/strobe white, pt	Each	97.75
SS-BZWC-SP	Bezel ceiling horn/strobe white, es	Each	97.75
SS-BZW-PG	Wall Speaker Surface Back Box, WH	Each	66.13
SS-BZW-SP	Bezel wall horn/strobe white, es	Each	66.22
SS-HR-LF	Wall strobe, 2-wire, red	Each	101.15
SS-MDL3R	Ceiling strobe, 2-wire, white	Each	97.75
SS-P2RK	2 WIRE HORN/STROBE STD CD RED OUTDOOR	Each	113.90
SS-P2RL	Wall horn/strobe, 2-wire, red	Each	101.15
SS-P2WL	Wall horn/strobe, 2-wire, white	Each	101.15
SS-PC2RL	Ceiling horn/strobe, 2-wire, red	Each	104.55
SS-PC2WL	Ceiling horn/strobe, 2-wire, white	Each	104.55
SS-SBBSPL	Wall Speaker Surface Back Box, RD	Each	33.75
SS-SBBSPLWL	Wall Speaker Surface Back Box, WH	Each	33.75
SS-SCRL	Ceiling strobe, 2-wire, red	Each	92.65
SS-SCWL	Ceiling strobe, 2-wire, white	Each	92.65
SS-SRK	STROBE STD CD RED OUTDOOR	Each	84.15
SS-SRL	Wall strobe, 2-wire, red	Each	79.39
SS-SWL	Wall strobe, 2-wire, white	Each	79.39
SSWBB	SYS SENSOR WP BACKBOX	Each	22.44

AL1002WAL	NAC POWER EXTENDER	Each	705.50
AL300UL-PD4R	UL FIRE PWR SUPPLY ALTRON	Each	422.45
AL300ULXR	2.5A 12/24V PWRSUP W/CORD	Each	322.15
AL400UL-PD4R	4AMP FIRE PWR SUPPLY	Each	447.10
AL600ULB	AL802 POWER SUPPLY	Each	391.85
AL800LGK9E		Each	504.90
AL802-WAL	WALMART NAC POWER SUPPLY	Each	655.35
BATB-40	BATTERY BOX 40 AH	Each	435.20
BATB-80	BATTERY BOX 80AH	Each	479.40
BATB-SHELF	BATTERY BOX SHELF	Each	46.92
D113	BATTERY LEAD SUPR MODULE	Each	97.75
D1218	BATTERY, 12V, 18 AH	Each	97.75
D122	DUAL BATTERY HARNESS	Each	12.32
D122L	DUAL BTRY HARNESS LNG LDS	Each	16.65
D8004	TRANSFORMER KIT UL APPROV	Each	63.84
D8132	BATTERY CHARGER MODULE	Each	130.90
D8132LT	BATT CHARGER MOD,L/XFMR	Each	112.20
FPM-1000-ENC	ENCLOSURE WITH DEAD FRONT DOOR	Each	198.05
FPM-1000-SFMK		Each	54.83
FPP-RNAC-8A-4C	RNAC 8 AMPS 4 CIRCUITS	Each	585.65
P105F	1K 1/2W EOL RES 8/PKG	Each	7.52
P106F	33K 1/2W EOL RES 8/PKG	Each	7.52
PAM-4	RELAY,SPDT,9-40VDC,7A,CONTS	Each	23.89
D5070	PROGRAMMER ANALOG PT NS	Each	337.45
D9068	FIRE DIALER	Each	215.90
DCT-HWD	HDWR KIT SIEMENS DCT-1/1E	Each	27.03
FMR-DACT-KEYPAD	LCD KEYPAD FOR OEM DACT	Each	200.60
B444-A	Plug-In Cellular Module, AT&T LTE	Each	334.05
B444-V	Plug-In Cellular Module, VZW LTE	Each	334.05



B426	CONETTIX IP ETHERNET INTERFACE	Each	282.20
B450	PLUG-IN COMMUNICATION MODULE ADAPTER FOR B SERIES, G SERIES	Each	120.70
AE2	SMALL RED UNIVERSAL ENCL	Each	67.49
AE203R	ENCLOSURE ACCESSORY RED	Each	24.40
D101F	LOCK & KEY SET, FIRE	Each	4.93
D101X	LOCK & KEY SET, D2803 ENCLOSURES	Each	4.39
D102F	KEY FOR D101F LOCK, FIRE	Each	1.18
D464	BACKBOX MAN STATION DEEP	Each	24.31
D8109	ENCL FIRE, RED (UL APPR)	Each	91.80
D8109-1358	ENCL FIRE, RED, 1358, UL	Each	83.90
D8109G	ENCLOSURE FIRE, GREY	Each	80.67
FMM-100BB-B	INDOOR BACK BOX BLUE	Each	35.28
FMM-100GR	GLASS RODS 12 PACKAGE	Each	18.19
FMM-100WPBB-R	MAN STA WETHRPRF BACK RED	Each	70.55
KEY-625	KEY (PK625)	Each	9.04
KEY-A126	SPARE KEY FOR LOCK 24136	Each	11.29
KEY-ANN	SPARE KEY FOR LOCK 47028	Each	11.29
FME-SOLOGAS-A10	SMOKE TESTING AEROSOL	Each	448.80
D308	FIELD TEST KIT-D296/D297	Each	355.30
SOLO100	TELESCOPIC POLE 1-3,38M	Each	1131.35
SOLO101	EXTENSION POLE 1M	Each	298.35
SOLO330	TEST DEVICE FOR OPTICAL SMOKE DETECTORS	Each	580.55
SOLO461	CORDLESS HEAT DETECTOR TEST KIT	Each	2170.05
SOLO610	TRANSPORT BAG	Each	449.65
SOLO200	UNIVERSAL DETECTOR REMOVAL TOOL	Each	841.50
SMOKE400	FOR USE WITH TRUTEST	Each	700.40
SOLO332	SMOKE DETECTOR TESTER LARGE	Each	788.80
SOLO851	COMPLETE SOLO KIT	Each	5213.05
TRUTEST801	SMK DET SENSITIVITY TESTER	Each	12391.30

FAA-500-TTL	SMOKE TEST TOOL W/ MAGNET	Each	260.95
D465	GLASS BREAK TUBES 10/PKG	Each	16.72
DT-2	DETECTOR TESTER/REMOVER	Each	52.02
D132A	SMOKE DET. REV. MODULE	Each	50.24
B8512G-BP	FIRE KIT (B8512G, D8109, D1640, D122, D161(2), B430 (2), D101F)	Each	669.80
B9512G-BP	FIRE KIT (B9512G, D8109, D1640, D122, D161(2), B430 (2), D101F)	Each	912.90
D1255RB	FULL FUNCTION FIRE KEYPAD WITH VACUUM FLORESCENT DISPLAY	Each	206.55
D1256RB	FIRE ANNUNCIATOR/KEYPAD WITH VACUUM FLORESCENT DISPLAY	Each	206.55
D1257RB	TWO BUTTON FIRE ANNUNCIATOR WITH VACUUM FLORESCENT DISPLAY	Each	206.55
		per 1,000	
004340			195.08
		per 1,000	
0023230			218.03
		per 1,000	
0043430			195.08
		per 1,000	
43460	22-04 OAS STR CMP Grn Jkt		195.08
		per 1,000	
416310WBT	22-04 OAS STR CMR Blk + WBT		214.20
		per 1,000	
416400WBT	22-06 OAS STR CMR WBT Gry Jkt		288.15

441220	12-02 OAS STR CL3P Wht Jkt	per 1,000	652.80
444351-30	22-06 OAS STR CMP Ylw Jkt	per 1,000	263.93
444381	22-04 UNS STR CMP Red Stp	per 1,000	168.30
445600	24-4P UNS SOL CMP C3 Wht Jkt	per 1,000	216.75
446100	4 Elem Comp Cable CMP Wht Jkt	per 1,000	1068.45
555610	24-4P UNS SOL CMP C5E Wht Jkt	per 1,000	251.18
555619	24-4P UNS SOL CMP C5E Blu Jkt	per 1,000	251.18
556600	23-4P UNS SOL CMP C6 Wht Jkt	per 1,000	350.63
4461111WBT	4 Elem Comp Cable CMR Blk Jkt	per 1,000	1013.63
665610-110DB	24-4P UNS SOL PE C5E Blk DB	per 1,000	261.38

712110VNQ	14-02 OAS STR DB TC Quad	per 1,000	599.25
713110VNQ	16-02 OAS STR DB TC Quad	per 1,000	456.45
714310VNQ	18-04 OAS STR DB TC Quad	per 1,000	544.43
761260	12-02 UNS SOL FPLP Red Jkt	per 1,000	516.38
761347	16-04 OAS SOL FPLP Gry Stp	per 1,000	465.38
761360	16-02 UNS SOL FPLP Red Jkt	per 1,000	239.70
761380	16-04 UNS SOL FPLP Red Jkt	per 1,000	430.95
767920	14-02 OAS SOL FPLP Red Jkt	per 1,000	381.23
767963	14-02 UNS SOL FPLP Ylw Stp	per 1,000	348.08
775600-110DB	23-4P UNS SOL C6 Blk DB	per 1,000	346.80

4461030	4 Elem Comp Cable CMP Ylw Jkt	per 1,000	1068.45
5556110	24-4P UNS SOL CMP C5E Red Jkt	per 1,000	251.18
5556130	24-4P UNS SOL CMP C5E Ylw Jkt	per 1,000	251.18
5556180	24-4P UNS SOL CMP C5E Gry Jkt	per 1,000	251.18
7613290	16-02 OAS SOL FPLP Wht Jkt	per 1,000	274.13
7613690	16-02 UNS SOL FPLP Wht Jkt	per 1,000	239.70
7679690	14-02 UNS SOL FPLP Wht Jkt	per 1,000	348.08
			City & KCDA Bid Price
AWA-CLD-1Y	Ava Aware License 1 year	Each	152.15
AWA-CLD-3Y	Ava Aware License 3 years	Each	424.15
AWA-CLD-5Y	Ava Aware License 5 years	Each	679.15
AWA-CLD-10Y	Ava Aware License 10 years	Each	1359.15

AWA-CLD-STR-1Y	Ava Cloud Storage License 1 year - 30 Day	Each	152.15
AWA-CLD-STR-3Y	Ava Cloud Storage License 3 years - 30 Day	Each	449.65
AWA-CLD-STR-5Y	Ava Cloud Storage License 5 years - 30 Day	Each	747.15
AWA-CLD-STR-10Y	Ava Cloud Storage License 10 years - 30 Day	Each	1495.15
AWA-CLD-STR-1Y	Ava Cloud Storage License 1 year - 30 Day	Each	305.15
AWA-CLD-STR-3Y	Ava Cloud Storage License 3 years - 30 Day	Each	900.15
AWA-CLD-STR-5Y	Ava Cloud Storage License 5 years - 30 Day	Each	1495.15
AWA-CLD-STR-10Y	Ava Cloud Storage License 10 years - 30 Day	Each	2982.65
AWA-CLD-BYO-1Y	Ava Cloud Storage Connect - 1 Year	Each	73.95
AWA-CLD-BYO-3Y	Ava Cloud Storage Connect - 2 Year	Each	228.65
AWA-CLD-BYO-5Y	Ava Cloud Storage Connect - 3 Year	Each	373.15
ACI-INT-1Y	Ava Access Control Integration License	Each	747.15
ACI-INT-3Y	Ava Access Control Integration License	Each	2243.15
ACI-INT-5Y	Ava Access Control Integration License	Each	3739.15
LIC-LPR-CHAN-1Y	Ava LPR license - 1 Year	Each	339.15
LIC-LPR-CHAN-3Y	Ava LPR license - 3 Year	Each	1010.65
LIC-LPR-CHAN-5Y	Ava LPR license - 5 Year	Each	1682.15
COMPACTDOME-W-5MP-30		Each	449.65
COMPACTDOME-B-5MP-30		Each	449.65
Dome-W-5MP-30	Ava Dome White - 5MP - 30 days	Each	849.15
Dome-B-5MP-30	Ava Dome Black - 5MP - 30 days	Each	849.15
Dome-W-4K-30	Ava Dome White - 4K - 30 days	Each	1104.15
Dome-B-4K-30	Ava Dome Black - 4K - 30 days	Each	1104.15
360-W-30	Ava 360 White - 9MP - 30 days	Each	1104.15
360-B-30	Ava 360 Black - 9MP - 30 days	Each	1104.15
BULLET-WI-W-5MP-30	Ava Bullet Wide White - 5MP - 30 days	Each	1053.15
BULLET-WI-B-5MP-30	Ava Bullet Wide Black - 5MP - 30 days	Each	1053.15
BULLET-WI-W-4K-30	Ava Bullet Wide White - 4K - 30 days	Each	1350.65

BULLET-WI-B-4K-30	Ava Bullet Wide Black - 4K - 30 days	Each	1350.65
BULLET-TE-W-5MP-30	Ava Bullet Tele White - 5MP - 30 days	Each	1121.15
BULLET-TE-B-5MP-30	Ava Bullet Tele Black - 5MP - 30 days	Each	1121.15
BULLET-TE-W-4K-30	Ava Bullet Tele White - 4K - 30 days	Each	1427.15
BULLET-TE-B-4K-30	Ava Bullet Tele Black - 4K - 30 days	Each	1427.15
QUAD-20MP-30	Ava Quad Black - 20MP - 30 days	Each	2396.15
COMPACTDOME-W-5MP-60		Each	679.15
COMPACTDOME-B-5MP-60		Each	679.15
Dome-W-5MP-60	Ava Dome White - 5MP - 60 days	Each	1189.15
Dome-B-5MP-60	Ava Dome Black - 5MP - 60 days	Each	1189.15
Dome-W-4K-60	Ava Dome White - 4K - 60 days	Each	1699.15
Dome-B-4K-60	Ava Dome Black - 4K - 60 days	Each	1699.15
360-W-60	Ava 360 White - 9MP - 60 days	Each	1699.15
360-B-60	Ava 360 Black - 9MP - 60 days	Each	1699.15
BULLET-WI-W-5MP-60	Ava Bullet Wide White - 5MP - 60 days	Each	1350.65
BULLET-WI-B-5MP-60	Ava Bullet Wide Black - 5MP - 60 days	Each	1350.65
BULLET-WI-W-4K-60	Ava Bullet Wide White - 4K - 60 days	Each	2022.15
BULLET-WI-B-4K-60	Ava Bullet Wide Black - 4K - 60 days	Each	2022.15
BULLET-TE-W-5MP-60	Ava Bullet Tele White - 5MP - 60 days	Each	1427.15
BULLET-TE-B-5MP-60	Ava Bullet Tele Black - 5MP - 60 days	Each	1427.15
BULLET-TE-W-4K-60	Ava Bullet Tele White - 4K - 60 days	Each	2098.65
BULLET-TE-B-4K-60	Ava Bullet Tele Black - 4K - 60 days	Each	2098.65
COMPACTDOME-W-5MP-120		Each	1121.15
COMPACTDOME-B-5MP-120		Each	1121.15

Dome-W-5MP-120	Ava Dome White - 5MP - 120 days	Each	1699.15
Dome-B-5MP-120	Ava Dome Black - 5MP - 120 days	Each	1699.15
BULLET-WI-W-5MP-120	Ava Bullet Wide White - 5MP - 120 days	Each	2396.15
BULLET-WI-B-5MP-120	Ava Bullet Wide Black - 5MP - 120 days	Each	2396.15
BULLET-TE-W-5MP-120	Ava Bullet Tele White - 5MP - 120 days	Each	2472.65
BULLET-TE-B-5MP-120	Ava Bullet Tele Black - 5MP - 120 days	Each	2472.65
COMPACTDOME-W	Ava Compact Dome White	Each	373.15
COMPACTDOME-B	Ava Compact Dome Black	Each	373.15
DOME-W-5MP	Ava Dome White - 5MP	Each	594.15
DOME-B-5MP	Ava Dome Black - 5MP	Each	594.15
DOME-W	Ava Dome White - 4K	Each	721.65
DOME-B	Ava Dome Black - 4K	Each	721.65
360-W	Ava 360 White	Each	721.65
360-B	Ava 360 Black	Each	721.65
BULLET-WI-W-5MP	Ava Bullet Wide White - 5MP	Each	823.65
BULLET-WI-B-5MP	Ava Bullet Wide Black - 5MP	Each	823.65
BULLET-WI-W	Ava Bullet Wide White - 4K	Each	1053.15
BULLET-WI-B	Ava Bullet Wide Black - 4K	Each	1053.15
BULLET-TE-W-5MP	Ava Bullet Tele White - 5MP	Each	900.15
BULLET-TE-B-5MP	Ava Bullet Tele Black - 5MP	Each	900.15
BULLET-TE-W	Ava Bullet Tele White - 4K	Each	1121.15
BULLET-TE-B	Ava Bullet Tele Black - 4K	Each	1121.15
QUAD	Ava Quad Black	Each	1945.65
ACC-PEN-CAP-W	Pendant mounting cap white	Each	37.40
ACC-PEN-CAP-B	Pendant mounting cap black	Each	37.40
ACC-MNT-ARM-W	Mounting arm white	Each	56.10
ACC-MNT-ARM-B	Mounting arm black	Each	56.10



ACC-POL-BRA-W	Pole bracket white	Each	56.10
ACC-POL-BRA-B	Pole bracket black	Each	56.10
ACC-CRN-BRA-W	Corner bracket white	Each	56.10
ACC-CRN-BRA-B	Corner bracket black	Each	56.10
ACC-CON-A34-W	Conduit adapter 3/4" White	Each	15.30
ACC-CON-A34-B	Conduit adapter 3/4" Black	Each	15.30
ACC-DRO-CEI	Drop Ceiling Mount	Each	11.05
ACCQ-CRN-MNT	Quad Corner bracket	Each	118.15
ACCQ-MNT-ADA	Quad Mounting adapter	Each	118.15
ACCQ-PEN-HEA	Quad Pendant head	Each	118.15
ACCQ-PEN-PIP	Quad Pendant pipe 40cm	Each	73.95
ACCQ-POL-MNT	Quad Pole bracket	Each	118.15
ACCQ-REC-KIT	Quad Recessed kit	Each	228.65
ACCQ-WAL-MNT	Quad Wall mount bracket	Each	73.95
APP-500-8-DG	Ava A500-8TB	Each	3655.00
APP-500-16-DG	Ava A500-16TB	Each	4420.00
APP-750-32-DG	Ava A750-32TB	Each	6545.00
APP-1000-24-DG	Ava A1000-24TB	Each	7820.00
APP-1000-48-BT	Ava A1000-48TB	Each	10200.00
APP-2000-80-BT	Ava A2000-80TB (Base-T)	Each	17595.00
APP-2000-160-BT	Ava A2000-160TB (Base-T)	Each	22610.00
APP-2000-80-SFP	Ava A2000-80TB (SFP+)	Each	18020.00
APP-2000-160-SFP	Ava A2000-160TB (SFP+)	Each	23120.00
APP-3000-80-BT	Ava A3000-80TB (Base-T)	Each	28135.00
APP-3000-160-BT	Ava A3000-160TB (Base-T)	Each	34935.00
APP-3000-80-SFP	Ava A3000-80TB (SFP+)	Each	28560.00
APP-3000-160-SFP	Ava A3000-160TB (SFP+)	Each	35360.00
APP-RCK-1000	A1000 Mounting Rack	Each	492.15
AACC-DRV-04TB	Replacement Drive 4TB	Each	169.15
AACC-DRV-08TB	Replacement Drive 8TB	Each	322.15
AACC-DRV-12TB	Replacement Drive 12TB	Each	475.15

AACC-DRV-16TB	Replacement Drive 16TB	Each	645.15
SPARE-AB-01	Cable Grommet, Dome/360	Each	9.35
SPARE-AB-04-W	Bracket White, Dome/360	Each	8.50
SPARE-AB-04-B	Bracket Black, Dome/360	Each	8.50
SPARE-AB-05-W	Cable inlet covers white, Dome/360	Each	5.95
SPARE-AB-05-B	Cable inlet covers black, Dome/360	Each	5.95
SPARE-AB-02-W	Top cover Dome, white	Each	101.15
SPARE-AB-02-B	Top cover Dome, black	Each	101.15
SPARE-AC-02-W	Top cover 360, white	Each	126.65
SPARE-AC-02-B	Top cover 360, black	Each	126.65
SPARE-AD-01-W	Top cover Compact Dome, white	Each	44.20
SPARE-AD-01-B	Top cover Compact Dome, black	Each	44.20
AVA-SVCS-APP-W5YR-5008DG		Each	548.25
AVA-SVCS-APP-W5YR-50016DG		Each	663.00
AVA-SVCS-APP-W5YR-75032DG		Each	981.75
AVA-SVCS-APP-W5YR-100024DG		Each	1173.00
AVA-SVCS-APP-W5YR-100048BT		Each	1530.00
AVA-SVCS-APP-W5YR-200080BT		Each	2639.25
AVA-SVCS-APP-W5YR-2000160BT		Each	3391.50
AVA-SVCS-APP-W5YR-200080SFP		Each	2703.00
AVA-SVCS-APP-W5YR-2000160SFP		Each	3468.00

AVA-SVCS-APP-W5YR-300080BT		Each	4220.25
AVA-SVCS-APP-W5YR-3000160BT		Each	5240.25
AVA-SVCS-APP-W5YR-300080SFP		Each	4284.00
AVA-SVCS-APP-W5YR-3000160SFP		Each	5304.00
LIC-SEN-CHAN-1Y	Ava Generic Sensor License (per channel) - 1 Year	Each	15.30
LIC-SEN-CHAN-3Y	Ava Generic Sensor License (per channel) - 3 Year	Each	45.05
LIC-SEN-CHAN-5Y	Ava Generic Sensor License (per channel) - 5 Year	Each	74.80
LIC-SEN-HALO-1Y	Ava Sensor License (Halo) - 1 Year	Each	152.15
LIC-SEN-HALO-3Y	Ava Sensor License (Halo) - 3 Year	Each	449.65
LIC-SEN-HALO-5Y	Ava Sensor License (Halo) - 5 Year	Each	747.15
DT-START-US-1Y	DT Starter Pack (US) - Sensor Connector & 5 Sensors 1 year	Each	1495.15
DT-START-US-3Y	DT Starter Pack (US) - Sensor Connector & 5 Sensors 3 years	Each	1877.65
DT-START-US-5Y	DT Starter Pack (US) - Sensor Connector & 5 Sensors 5 years	Each	2251.65
DT-SEN5-1Y	DT Sensor Pack (5) - 1 year	Each	747.15
DT-SEN5-3Y	DT Sensor Pack (5) - 3 years	Each	1121.15
DT-SEN5-5Y	DT Sensor Pack (5) - 5 years	Each	1495.15
DT-SC-US-1Y	DT Sensor Connector (US) - 1 year	Each	747.15
DT-SC-US-3Y	DT Sensor Connector (US) - 3 years	Each	976.65
DT-SC-US-5Y	DT Sensor Connector (US) - 5 years	Each	1121.15
AVA-DT-SEN-MOTION-1Y		Each	152.15
AVA-DT-SEN-MOTION-3Y		Each	305.15
AVA-DT-SEN-MOTION-5Y		Each	449.65
AVA-DT-SEN-CO2-1Y	Wireless CO2 Sensor - 1 Year	Each	449.65
AVA-DT-SEN-CO2-3Y	Wireless CO2 Sensor - 3 Year	Each	602.65

AVA-DT-SEN-CO2-5Y	Wireless CO2 Sensor - 5 Year	Each	747.15
DT-LIC-RENEW-1Y	Sensor License Renewal - 1 Year	Each	73.95
DT-LIC-RENEW-3Y	Sensor License Renewal - 3 Year	Each	228.65
DT-LIC-RENEW-5Y	Sensor License Renewal - 5 Year	Each	373.15
DT-EXT-RANGE	Range Extender	Each	28.90
DT-EXT-AMBRANGE	Ambiant Range Extender	Each	28.90
DT-EXT-PIPERANGE	Pipe Range Extender with thermal pad	Each	28.90
DT-EXT-SURFRANGE	Surface Range Extender	Each	28.90
DT-EXT-WATDETRANGE	Water Detector Range Extender - Dual Function	Each	28.90
DT-EXT-WATTEXRANGE	Water Detector Range Extender - Textile Add On	Each	28.90
FL-255FACP-LTVI		Each	1359.92
FL-32FACP-LTEVI		Each	874.57
FL-32FACP-LTEVS		Each	874.57
FL-32FACP-LTVSW		Each	874.57
iREMOTE-MOD/12		Each	257.11
NL-MOD-UL		Each	267.79
SLE-ANTEXT04		Each	209.83
SLE-ANTEXT100		Each	402.26
SLE-ANTEXT30		Each	244.82
SLE-ANTEXT50		Each	297.30
SLE-ANTEXT75		Each	349.78
SLE-ANTEXT-ISO		Each	17.41
SLE-ANT		Each	154.70
SLE-ANT-TGKIT		Each	21.71
SLE-BW-375RUL		Each	99.07
SLE-DLCBL		Each	6.73
SLE-DLEXT		Each	54.49

SLE-FNI-CFB		Each	348.99
SLE-FNI-CFB-PS		Each	396.59
SLE-FNI-FIRE		Each	285.52
SLE-LTEAI-CFB		Each	317.26
SLE-LTEAI-CFB-PS		Each	364.86
SLE-LTEAI-FIRE		Each	253.79
SLE-LTEV		Each	151.04
SLE-LTEV-8D		Each	169.70
SLE-LTEV-C		Each	222.06
SLE-LTEV-CB		Each	301.39
SLE-LTEV-CB-TF		Each	348.99
SLE-LTEV-CBTF-C		Each	396.59
SLE-LTEV-CDL		Each	174.46
SLE-LTEV-CFB		Each	301.39
SLE-LTEV-CFB-PS		Each	348.99
SLE-LTEV-FIRE		Each	237.92
SLE-LTEVI-CFB		Each	317.26
SLE-LTEVI-CFBPS		Each	364.86
SLE-LTEVI-FIRE		Each	253.79
SLE-LTEV-SS		Each	266.48
SLE-LTEV-SS-CF		Each	266.48
SLE-LTEV-Z		Each	253.79
SLE-MAXA		Each	151.04
SLE-MAXA-C		Each	181.25
SLE-MAXA-CB		Each	301.39
SLE-MAXA-CB-TF		Each	348.99
SLE-MAXA-CBTF-C		Each	396.59
SLE-MAXAI-CFB		Each	317.26
SLE-MAXAI-CFB-PS		Each	364.86
SLE-MAXAI-FIRE		Each	253.79
SLE-MAXA-Z		Each	253.79

SLE-MAXV		Each	151.04
SLE-MAXV-C		Each	181.25
SLE-MAXV-CB		Each	301.39
SLE-MAXV-CB-TF		Each	348.99
SLE-MAXV-CBTF-C		Each	396.59
SLE-MAXVI-CFB		Each	317.26
SLE-MAXVI-CFB-PS		Each	364.86
SLE-MAXVI-FIRE		Each	253.79
SLE-MAXV-Z		Each	253.79
SLE-SMTCHG		Each	37.44
SLE-ULPS-R		Each	69.42
SLE-WIFI-MODULE		Each	61.14
SLE-ZWAVE MOD		Each	61.14
IBR-ZREMOTE		Each	289.86
IBR-ZREMOTE-W		Each	289.86
IBR-TOUCH		Each	341.03
IBR-TOUCH-WL		Each	323.97
GEM-1DKITA		Each	632.22
GEM-2D		Each	80.94
GEM-ACM1D		Each	324.15
GEM-H1326		Each	189.03
GEM-H1326C/100		Each	421.44
GEM-H1326C/50		Each	221.19
GEM-PXCV		Each	26.89
GEM-TAMPERKIT		Each	18.78
801KSUPERSAVER		Each	175.51
801SUPERSAVERPK		Each	172.10
816PERFPAK		Each	188.55
816PREMPAK		Each	281.19
GEM-DK1CA		Each	196.28
GEM-EZM4/8		Each	64.27

GEM-EZM8		Each	114.40
GEM-K120PAK		Each	203.79
GEM-K1CA		Each	191.49
GEM-K1VPS		Each	237.42
GEM-K2AS		Each	115.63
GEM-K3DGTL		Each	92.42
GEM-K4		Each	113.30
GEM-K4RF		Each	189.76
GEM-OUT2		Each	19.50
GEM-OUT8		Each	82.17
GEM-P1632		Each	147.63
GEM-P1664		Each	155.06
GEMP1632INTROPK		Each	286.98
GEMP1664DK1PK		Each	289.39
GEM-SS311PAK		Each	511.59
GEMP1664VPSPK		Each	325.58
GEM-P3200		Each	229.14
GEM-P3200M		Each	252.38
GEM-P801		Each	152.82
GEM-P816		Each	121.79
GEM-P9600		Each	443.79
GEM-P9600		Each	443.80
GEM-RP1CAE2		Each	192.50
GEM-RP2ASE2		Each	115.67
GEM-RP3DGTL		Each	92.45
GEM-RP8		Each	82.48
GEM-RP8LCD		Each	144.11
GEM-TEMP64		Each	42.64
GEM-TOUCH		Each	191.59
GEM-X255		Each	595.07
H1214		Each	49.95

H1217		Each	79.78
H1518		Each	95.86
K1632INTROPK		Each	286.98
K816PREMPAK		Each	281.19
K816PERFPAK		Each	177.73
RB1000		Each	24.21
RB3008		Each	201.14
RM3008		Each	214.56
RP1054E		Each	136.79
RP3000LCDe		Each	331.34
GEMC-WL-CO		Each	146.59
GEM-CO-MOD		Each	28.91
FT2200		Each	19.13
FT279		Each	21.78
PS3000		Each	430.32
RBAT-H1		Each	10.68
RBAT-H2		Each	5.77
RPB-3-RED		Each	29.06
BDH		Each	28.63
DD491		Each	43.47
DD493BNK		Each	43.47
DD494		Each	43.47
DD495A		Each	43.47
DD496		Each	43.47
DD497		Each	43.47
DH-1		Each	11.88
TRF12		Each	14.50
TRF14		Each	31.97
GEM-RPB5		Each	5.69
GEM-TRANS2HSG25		Each	85.28
LOCK-8		Each	12.97



MX879		Each	7.19
PCBL		Each	35.55
PCI2000/3000		Each	222.39
PCI-MINI		Each	35.82
PCI-MINI-USB		Each	112.29
PCI-USB		Each	73.68
QUICK-MODEM		Each	300.94
RPB-3		Each	29.06
IQ-VISION		Each	29.84
LENS817		Each	8.89
LENS818		Each	8.89
LENS840		Each	8.89
PIR1510		Each	21.23
PIR1680		Each	41.14
PIR1680PT		Each	34.93
PIR1710		Each	28.68
SVL2		Each	11.56
SVLBKT		Each	19.40
ISV2-CAM		Each	127.83
ISV2-PT		Each	187.53
ISV2-DOME-POE		Each	136.36
ISV2-DOME BKT		Each	20.39
ISV2-DOME BOX		Each	16.97
ISV2-POE-4P		Each	93.71
IBV-DBELL		Each	187.53
IBV-CHIME IBV-CHIME		Each	56.20
IBV-DB-BKT-TILT IBV-CHIME		Each	13.84
IBV-DB-BKT-LR IBV-CHIME		Each	13.84

ISV2-DOME-WIFI		Each	137.99
ISV2-WIFI BOX		Each	16.16
ISV2-CAM-BAT		Each	162.35
ISV2-CAM-BATK1		Each	292.30
ISV2-SOLAR		Each	56.77
ISV2-BAT		Each	61.48
GEM-GB		Each	132.03
GEM-HEAT		Each	73.50
GEM-KEYF		Each	61.68
GEM-PIR		Each	63.47
GEM-PIRPET		Each	66.61
GEM-RECV255		Each	309.52
GEM-RECV32		Each	72.78
GEM-RECV96		Each	214.22
GEM-RECV-XP8		Each	83.98
GEM-RTRANS		Each	61.55
GEM-SMK		Each	126.89
GEM-TRANS2		Each	54.89
GEM-TRANS-BRN25		Each	105.34
GEM-TRANSLP		Each	30.23
GEM-TRANSLP-BRN		Each	30.23
GEM-WP PANIC		Each	61.69
GEMC-COMBO255KT		Each	1500.83
GEMC-COMBO128KT		Each	1176.77
GEMC-COMBO32KT		Each	682.15
GEMC-FW-255KT		Each	1500.83
GEMC-FW-128KT		Each	1142.66
GEMC-FW-32KT		Each	673.62
GEMC-FW-32CNVKT		Each	630.98
FL-32FACP-LTEVS		Each	874.57

FL-32FACP-LTEVI		Each	874.57
GEMC-BACNV255KT		Each	1159.71
GEMC-ADBRG128		Each	682.15
GEMC-ADBRG255		Each	920.93
GEMC-BM/PS		Each	136.36
GEMC-BM		Each	119.30
GEMC-FW-SLC		Each	255.75
GEMC-BSLC		Each	255.75
GEMC-F8ZCPIM		Each	85.19
GEMC-24VR		Each	68.14
GEMC-BK1		Each	170.47
GEMC-BSLC-4PT		Each	54.49
GEMC-BSLC-1PT		Each	20.42
GEMC-BSLC-DT		Each	126.13
GEMC-BSLC-DT-L		Each	126.13
GEMC-BSLC-PIR		Each	170.47
GEMC-BSLC-PIR-L		Each	170.47
GEMC-BSLC-GB		Each	170.47
GEMC-BSLC-RLY		Each	72.51
GEMC-WL-PIR		Each	170.47
GEMC-WL-GB		Each	170.47
GEMC-WL-DT		Each	196.06
GEMC-FK1		Each	230.17
GEMC-FK1-WHT		Each	230.17
GEMC-WL-SMK-2		Each	153.42
GEMC-WL-HEAT-2		Each	81.78
FWC-FSLC-DUCTRA		Each	102.25
GEMC-LOCK-CAT30		Each	18.67
GEMC-KEYSWKIT		Each	74.35
FN-CTM		Each	168.77
GEMC-WL-WD2-2		Each	68.14

GEMC-RECV		Each	213.11
GEMC-EZM8		Each	102.25
GEMC-FPRINT		Each	127.83
GEMC-RM3008		Each	187.53
GEMC-NL-MOD		Each	254.05
GEMC-RS232		Each	100.87
GEMC-OUT8		Each	71.59
FWC-CNV-PULL		Each	30.61
FWC-CNV-PULLK		Each	32.32
FWC-CNV-PULL2		Each	34.02
FWC-CNV-PULL2K		Each	40.85
FWC-PULL-GLASS		Each	23.79
FWC-FSLC-SMK		Each	76.53
FWC-FSLC-HEAT		Each	72.16
FWC-FSLC-DUCT		Each	216.48
FWC-FSLC-EZM2		Each	127.83
FWC-FSLC-EZM1B		Each	71.50
FWC-FSLC-CZM		Each	105.22
FWC-FSLC-RM2		Each	84.84
FWC-FSLC-ISO		Each	78.06
FWC-FSLC-SOM1		Each	112.04
FWC-FSLC-PULL		Each	111.52
FWC-FSLC-PULLK		Each	122.45
FWC-FSLC-PULL2		Each	131.20
FWC-FSLC-PULL2K		Each	139.95
FWC-FSLC-PROG2		Each	240.40
FWC-FSLCPROGPCB		Each	62.10
FWC-FSLC-SMK6B		Each	8.20
GEMC-NAC7S		Each	511.59
GEMC-12V2APS-CF		Each	341.03
GEMC-12V2APS-R		Each	289.86

GEMC-32MB-R		Each	502.10
GEMC-128MB-R		Each	543.91
GEMC-255MB-R		Each	619.77
GEMC-HSKIT1425		Each	356.19
GEMC-HSKIT1425W		Each	356.19
GEMC-HSKIT1416		Each	325.59
GEMC-HSKIT1416W		Each	325.59
GEMC-PS24V4A-R		Each	388.63
GEMC-PS24V7A-R		Each	420.15
FW-2S		Each	40.87
FW-RM1		Each	35.73
FW-2-E		Each	83.90
FW-2-E-HEAD		Each	78.01
FW-2-H-E		Each	91.27
FW-2-H-E-HEAD		Each	85.38
FW-2-EH6-BASE		Each	16.13
FW-4-E		Each	103.06
FW-4-E-HEAD		Each	72.12
FW-4-H-E		Each	110.42
FW-4-H-E-HEAD		Each	79.48
FW-4-EHSC-BASE		Each	44.12
FW-4-E-EOLR		Each	36.76
	3992714	Each	950.30
	3992715	Each	1224.00
	3992717	Each	1815.18
	3992738	Each	864.03
	3992739	Each	1126.25
	3992740	Each	1625.63

3992756		Each	864.03
3992757		Each	1126.25
3992758		Each	1625.63
3992759		Each	1262.25
3992752		Each	950.30
3992753		Each	1224.00
3992754		Each	1815.18
3992755		Each	1445.85
3992770		Each	87.55
3992771		Each	96.90
3992772		Each	188.70
3992773		Each	258.40
3992774		Each	97.75
3992775		Each	77.35
3992776		Each	67.15
3992777		Each	79.90
3992778		Each	107.10
3992779		Each	170.85
3992781		Each	10.20
3992782		Each	12.75
3992783		Each	68.85
3992784		Each	79.05
3992785		Each	84.15
3992786		Each	145.35
3992792		Each	232.05
3992793		Each	347.65
3992795		Each	214.20
3992796		Each	324.70
3992797		Each	85.85

3993783		Each	12.75
1000274		Each	18.70
1000276		Each	57.80
3992711		Each	140.25
3992728		Each	90.53
3992729		Each	95.20
3992730		Each	79.05
3992731		Each	12.75
3992732		Each	14.45
3992735		Each	75.23
3992736		Each	119.43
3992760		Each	160.65
3992761		Each	11.90
3992762		Each	107.95
3992700		Each	66.30
3992701		Each	316.20
3992702		Each	132.60
3992703		Each	129.20
3992704		Each	80.75
3992705		Each	99.45
3992706		Each	127.50
3992707		Each	113.05
3992708		Each	96.90
3992709		Each	187.85
3992710		Each	48.45
3992720		Each	142.80
3992721		Each	135.15
3992724		Each	181.90
3992769		Each	157.25
3992788		Each	873.80

3992789		Each	829.60
3992790		Each	51.00
3992791		Each	67.15
3006459		Each	238.00
3992662		Each	920.55
3992663		Each	605.20
3992664		Each	553.35
3992665		Each	960.50
3992667		Each	474.30
3992668		Each	474.30
3992669		Each	727.60
3992670		Each	409.70
3992671		Each	1052.30
3992672		Each	937.55
3992673		Each	612.85
3992674		Each	1327.70
3992675		Each	241.40
3992676		Each	471.75
3992722		Each	583.10
3992723		Each	361.25
3992726		Each	191.25
3992362		Each	431.80
3992727		Each	583.10
3006458		Each	470.05
3006462		Each	657.90
3992660		Each	538.90
3992661		Each	641.75
3992666		Each	566.10
3992725		Each	641.75
3992741		Each	641.75



3992742		Each	641.75
3992743		Each	641.75
3992747		Each	641.75
3992748		Each	641.75
3992749		Each	641.75
3006470		Each	1591.20
3006471		Each	1590.35
3006472		Each	1495.15
3992680		Each	1590.35
3992681		Each	1495.15
3992682		Each	2038.30
3992683		Each	2438.65
3992684		Each	2367.25
3992695		Each	2038.30
3992696		Each	2438.65
1000275		Each	32.30
1000274		Each	18.70
1000276		Each	57.80
A1412CHNFSS		Each	922.25
A18R188		Each	222.70
A24R2410HCR		Each	528.70
A36H3010SS6LP		Each	4062.15
A36R3612HCR		Each	1025.95
E19SWM12U24		Each	319.60
EDR19FM45U		Each	201.45
EWMS242425		Each	774.35
EWMW242425		Each	794.75

AM-5G20-90		Each	118.15
AMO-5G10		Each	106.25
AMO-5G13		Each	140.25
INS-8023AF-O		Each	16.15
NanoMount		Each	6.76
NSM5		Each	75.65
PBE-5AC-GEN2-5-US		Each	509.15
PBE-5AC-GEN2-US		Each	101.15
Rocket M5		Each	75.65
RP-5AC-GEN2		Each	211.65
RP-5AC-GEN2-US		Each	211.65
U-PRO-MP		Each	7.23
UAP-AC-LR-US		Each	92.65
UAP-AC-M-PRO		Each	169.15
UAP-AC-PRO-5-US		Each	594.15
UAP-AC-PRO-US		Each	126.65
UB-AM		Each	5.95
UCK-G2-PLUS		Each	169.15
US-8-60W		Each	92.65
UEWBTA		Each	249.46
ENC-4P-H264		Each	346.04
ENC-BRK1U		Each	55.17
APD-MT-WALL1		Each	8.02
320SH4ATHC-WARR-EXTEND-1YR		Each	394.32

320SH4ATHC-WARR-EXTEND-2YR		Each	787.66
640SH4ATHC-WARR-EXTEND-1YR		Each	707.03
640SH4ATHC-WARR-EXTEND-2YR		Each	1414.29
640SH4ATHD-WARR-EXTEND-1YR		Each	381.54
640SH4ATHD-WARR-EXTEND-2YR		Each	763.09
ACC-MIC		Each	292.88
ACC-SPLIT		Each	73.75
APD-WARR-EXTEND-1YR		Each	83.59
APD-WARR-EXTEND-2YR		Each	167.17
AVO-VSA-DED-CSM-SERV-ANNUAL		Each	212500.00
AVO-VSA-ELITE-SERV-PILOT		Each	218511.20
AVO-VSA-ENH-TAM-SERV-ANNUAL		Each	141666.66
AVO-VSA-POOL-CSM-SERV-ANNUAL		Each	141666.66
AVO-VSA-SEM-SERV-12MO		Each	70833.33
AVO-VSA-SEM-SERV-2YR		Each	127500.00
AVO-VSA-SEM-SERV-6MO		Each	49583.33

AVO-VSA-STD-TAM-SERV-ANNUAL		Each	99166.66
BRKTMD-1001		Each	37.74
BRKTMD-1011		Each	32.16
BRKTMD-1021		Each	28.21
BRKTMD-1031		Each	26.01
CAM-ACCS-H3-D-PLUG		Each	20.07
CAM-FIPS		Each	9.27
CAM-FIPS-CRYPT-R-L3		Each	127.33
CBL2M-1001		Each	49.56
CBL5M-1001		Each	72.08
CBLKT-1001		Each	65.28
CLPNL-1001		Each	93.66
CM-AC-AVIO1		Each	15.73
CM-AC-FERR1		Each	24.07
CM-AC-GROM1		Each	10.03
CM-MT-WALL1		Each	80.61
CNBX-1001		Each	114.72
CRNMT-1001		Each	93.66
DOVE-IND-CEL		Each	95.29
DOVE-OD-BASE		Each	23.08
DOVE-OD-PEND		Each	23.08
DOVE-SMOKE		Each	10.03
ES-HD-CWS		Each	324.50
ES-HD-CWS-LG		Each	491.67
ES-HD-HS-XL		Each	1677.48
ES-HD-HWS		Each	221.26
ES-HD-HWS-LG		Each	408.09
ES-HD-HWS-SM		Each	147.50
ES-HD-IPM		Each	231.09

ES-HD-MNT-ARM		Each	113.08
ES-HD-MNT-CORNER		Each	63.92
ES-HD-MNT-PAR		Each	108.16
ES-HD-MNT-PLATE		Each	39.34
ES-HD-MNT-POLE-LG		Each	157.34
ES-HD-MNT-POLE-MD		Each	186.84
ES-HD-MNT-POLE-SM		Each	73.75
ES-HD-MNT-WBLA		Each	796.51
H264ENC-WARR-EXTEND-1YR		Each	34.42
H264ENC-WARR-EXTEND-2YR		Each	67.86
H3-BO-JB		Each	95.29
H3-BO-SHLD1		Each	15.05
H3-D-CLEAR		Each	40.12
H3-D-SMOKE		Each	40.12
H3-DC-CLEAR		Each	40.12
H3-DC-PNL		Each	95.29
H3-DC-SMOKE		Each	40.12
H3-MC-CLER1		Each	12.03
H3-MC-CLER1-BL		Each	12.03
H3-MH-NPTA1		Each	25.08
H4-AC-WIFI2-NA		Each	130.39
H4-BO-DEMO1		Each	5.01
H4-BO-JBOX1		Each	90.27
H4-DC-CPNL1		Each	95.29
H4-MT-CRNR1		Each	90.27
H4-MT-POLE1		Each	90.27
H4A-AC-GROM1		Each	15.35

H4A-BO-SHLD1		Each	15.05
H4A-DC-CLER1		Each	40.12
H4A-DC-CLER1-BL		Each	40.12
H4A-DC-SMOK1		Each	40.12
H4A-DC-SMOK1-BL		Each	40.12
H4A-DD-CLER1		Each	40.12
H4A-DD-CLER1-BL		Each	40.12
H4A-DD-SDWL1		Each	5.01
H4A-DD-SDWL1-BL		Each	5.01
H4A-DD-SMOK1		Each	40.12
H4A-DD-SMOK1-BL		Each	40.12
H4A-DO-CLER1		Each	60.18
H4A-DO-SMOK1		Each	60.18
H4A-DP-CLER1		Each	60.18
H4A-DP-SMOK1		Each	60.18
H4A-MT-NPTA1		Each	60.18
H4A-MT-WALL1		Each	74.94
H4A-WARR-EXTEND-1YR		Each	101.28
H4A-WARR-EXTEND-2YR		Each	201.59
H4AES-WARR-EXTEND-1YR		Each	135.70
H4AES-WARR-EXTEND-2YR		Each	271.41
H4AMH-ACCS-CABL1		Each	65.20
H4AMH-AD-IRIL1		Each	330.99
H4AMH-WARR-EXTEND-1YR		Each	186.84
H4AMH-WARR-EXTEND-2YR		Each	373.67

H4F-AC-DESI1		Each	10.03
H4F-ACCS-KIT1		Each	30.08
H4F-DO-CVER1		Each	160.48
H4F-MT-NPTA1		Each	60.18
H4F-WARR-EXTEND-1YR		Each	86.53
H4F-WARR-EXTEND-2YR		Each	173.08
H4IRPTZ-WARR-EXTEND-1YR		Each	357.94
H4IRPTZ-WARR-EXTEND-2YR		Each	714.90
H4LPC-WARR-EXTEND-1YR		Each	86.53
H4LPC-WARR-EXTEND-2YR		Each	173.08
H4M-BZL1-BL		Each	28.12
H4M-BZL1-GRY		Each	28.12
H4M-MT-DCIL1		Each	28.12
H4M-MT-DCIL1-BL		Each	28.12
H4M-MT-DSPL		Each	28.12
H4M-MT-NPTA1		Each	28.12
H4M-MT-NPTA1-BL		Each	28.12
H4M-WARR-EXTEND-1YR		Each	35.40
H4M-WARR-EXTEND-2YR		Each	69.82
H4PRO-WARR-EXTEND-1YR		Each	534.94
H4PRO-WARR-EXTEND-2YR		Each	1070.12

H4PTZ-WARR-EXTEND-1YR		Each	252.72
H4PTZ-WARR-EXTEND-2YR		Each	505.44
H4SL-AC-CNID1		Each	10.03
H4SL-AC-CNPL1		Each	15.05
H4SL-AC-CNPL2		Each	15.05
H4SL-AC-COND1		Each	10.03
H4SL-AC-GROM1		Each	15.05
H4SL-BO-SHLD1		Each	10.03
H4SL-D1-BASE		Each	40.12
H4SL-DD-CLER1		Each	30.08
H4SL-DD-SMOK1		Each	35.11
H4SL-DI-CLER1		Each	25.08
H4SL-DI-SMOK1		Each	30.08
H4SL-DO1-BASE		Each	45.14
H4SL-MT-DCIL1		Each	30.08
H4SL-MT-NPTA1		Each	34.31
H4SL-WARR-EXTEND-1YR		Each	48.19
H4SL-WARR-EXTEND-2YR		Each	96.37
H4VI-AC-RELY1		Each	120.37
H4VI-ACCS-KIT1		Each	20.07
H4VI-MT-SURF1		Each	225.68
H4VI-RO-CVER1		Each	40.12
H4VI-WARR-EXTEND-1YR		Each	113.08
H4VI-WARR-EXTEND-2YR		Each	226.17
H5A-FE-ACC-DC-KIT1		Each	9.64



H5A-FE-ACC-KIT1		Each	9.64
H5A-FE-DC-CPNL1		Each	95.39
H5A-FE-DD-CLER1		Each	37.60
H5A-FE-MT-NPTA1		Each	60.18
H5AEX-BO-WARR-EXTEND-2YR		Each	1003.60
H5AEX-CO-WARR-EXTEND-2YR		Each	604.76
H5AEX-PTZ-WARR-EXTEND-2YR		Each	2753.39
H5AMH-AD-DOME1		Each	169.39
H5AMH-AD-PEND1		Each	169.39
H5AMH-DC-COVR1		Each	74.78
H5AMH-DC-COVR1-SMOKE		Each	74.78
H5AMH-DO-COVR1		Each	169.39
H5AMH-DO-COVR1-SMOKE		Each	169.39
H5DH-DO-CLER1		Each	79.73
H5DH-DO-JBOX1		Each	90.27
H5DH-MT-NPTA1		Each	60.18
H5M-DO-BZL1		Each	30.08
H5M-MT-DCIL1		Each	30.08
H5PTZ-ACCS-CABL1		Each	93.42
H6-BO-DEMO1		Each	21.25
H6M-BZL1-BL		Each	30.21
H6M-BZL1-GRY		Each	30.21
H6M-MT-DCIL1		Each	30.21
H6M-MT-DCIL1-BL		Each	30.21
H6M-MT-NPTA1		Each	30.21
H6M-MT-NPTA1-BL		Each	30.21

H6SL-DD-CLER1		Each	29.75
H6SL-DD-SMOK1		Each	29.75
H6SL-DI-CLER1		Each	29.75
H6SL-DI-SMOK1		Each	29.75
H6SL-DO-SHLD1		Each	17.85
H6SL-MT-NPTA1		Each	36.55
HALO-SMADAPT		Each	106.05
HALO-V3.00C-BACKBOX		Each	140.25
HD-LP-PS-A		Each	812.44
IND-CEL-PNL		Each	87.26
IRPTZ-ACCS-CABL1		Each	28.08
IRPTZ-MNT-NPTA1		Each	55.17
IRPTZ-MNT-WALL1		Each	95.29
LEF10040045CA2		Each	4302.64
LEF1506005TA		Each	2581.78
LEF163528CA2		Each	3933.41
LEF20028CA		Each	1888.62
LEF2414CA		Each	3481.26
LEF247028TA2		Each	2211.57
LEF2814SI		Each	2581.78
LEF3514TA		Each	1657.24
LEF5012CA		Each	3276.88
LEF5014CA		Each	820.11
LEF5014SI		Each	1745.93
LEF5018CA2		Each	314.68
LEF7020028TA		Each	2385.11
LEF7030040CA		Each	1111.57
LEF8518CA		Each	944.01
LEF9028TA		Each	1278.36
LEFS183518SI		Each	1512.09

LEFS3014SI		Each	983.35
MNT-AD-CORNER		Each	90.27
MNT-AD-POLE-B		Each	90.27
MNT-PEND-WALL		Each	90.27
NPTA-1001		Each	55.82
PLMT-1001		Each	93.66
POE60U-1BTE		Each	150.45
PPMNT-1001		Each	421.60
PPMNT-2001		Each	467.50
PTZH5A-CLER1		Each	118.01
PTZH5A-SMOK1		Each	118.01
PTZMH-ACCS-CABL1		Each	50.15
PTZMH-DC-CLER1		Each	120.37
PTZMH-DC-CPNL1		Each	90.27
PTZMH-DC-SMOK1		Each	120.37
PTZMH-DP-CLER1		Each	120.37
PTZMH-DP-SMOK1		Each	120.37
PTZMH-MT-NPTA1		Each	25.08
RFMNT-1001		Each	652.80
RFMNT-2001		Each	686.80
RLEF20028CA		Each	921.40
RLEF7020028CA		Each	1536.72
USB-AC56-EU-MSI		Each	144.50
USB-AC56-NA-MSI		Each	144.50
WLMT-1001		Each	103.12
ACC-SPEAKER-2		Each	612.00
ACC-SPEAKER-POLE-BANDS		Each	38.56
AINVR-HDDS-HOT-12TB		Each	1450.92

AINVR-HDDS-HOT-16TB		Each	2060.22
AINVR-HDDS-HOT-2TB		Each	708.02
AINVR-HDDS-HOT-4TB		Each	904.69
AINVR-HDDS-HOT-8TB		Each	1500.10
AINVR-PRM-2NDPS-AU		Each	674.85
AINVR-PRM-2NDPS-NA		Each	674.85
AINVR-PRM-2NDPS-UK		Each	674.85
AINVR-SFPPLUS-SR		Each	289.22
AINVR-STD-10GBE		Each	954.43
AINVR-STD-2NDPS-AU		Each	550.67
AINVR-STD-2NDPS-EU		Each	550.67
AINVR-STD-2NDPS-NA		Each	550.67
AINVR-STD-2NDPS-UK		Each	550.67
AINVR-STD-PRK		Each	2844.01
AINVR-VAL-2NDPS-AU		Each	403.17
AINVR-VAL-2NDPS-EU		Each	403.17
AINVR-VAL-2NDPS-NA		Each	403.17

AINVR-VAL-2NDPS-UK		Each	403.17
AS3-21H2-W10UPG		Each	187.35
AS3X-S19-UPG		Each	1397.90
AVA-HED1-NVR4X-PRM1-CONNECT		Each	4700.81
AVA-HED1-NVR4X-PRM2-CONNECT		Each	2031.30
AVA-HED1-NVR4X-STD-CONNECT		Each	3137.09
AVA-HED1-NVR5-CONNECT-A		Each	2261.54
AVA-HED1-NVR5-CONNECT-B		Each	2554.34
AVA-SAN-CONNECT-1		Each	361.77
AVA-SAN-CONNECT-8		Each	2894.16
DIN-ENVR2-8P		Each	161.50
DINPS-240W-RPA-RGD-8P		Each	100.30
HD-NVR-ANK2-1		Each	982.96
HD-NVR3-PRM-2NDCPU		Each	2036.12
HD-NVR3-PRM-2NDPS-NA		Each	457.26
HD-NVR3-PRM-2NDPS-UK		Each	457.26
HD-NVR3-SFPPLUS-DA		Each	127.83

HD-NVR3-SFPPLUS-SR		Each	290.09
HD-NVR3-STD-10GBE		Each	767.01
HD-NVR3-STD-2NDCPU		Each	1814.38
HD-NVR3-STD-2NDPS-NA		Each	457.26
HD-NVR3-VAL-2NDPS-AU		Each	403.17
HD-NVR3-VAL-2NDPS-NA		Each	403.17
HD-NVR3-VAL-2NDPS-UK		Each	403.17
HD-NVR3-W10UPG		Each	285.58
HD-NVR4-PRM-10GBE		Each	612.27
HD-NVR4-PRM-2NDCPU		Each	2601.00
HD-NVR4-PRM-2NDPS-AU		Each	457.26
HD-NVR4-PRM-2NDPS-NA		Each	457.26
HD-NVR4-PRM-2NDPS-UK		Each	457.26
HD-NVR4-SFPPLUS-DA		Each	127.83
HD-NVR4-SFPPLUS-SR		Each	290.09
HD-NVR4-STD-10GBE		Each	649.01
HD-NVR4-STD-2NDCPU		Each	1599.70

HD-NVR4-STD-2NDPS-AU		Each	457.26
HD-NVR4-STD-2NDPS-NA		Each	457.26
HD-NVR4-STD-2NDPS-UK		Each	457.26
IDRAC8-ENT-UPG		Each	658.84
IDRAC9-ENT-UPG		Each	658.84
NVR-21H2-W10UPG		Each	323.96
NVR3-HDDN-HOT-4TB		Each	1151.10
NVR4-HDDS-HOT-12TB		Each	1450.92
NVR4-HDDS-HOT-16TB		Each	2060.22
NVR4-HDDS-HOT-2TB		Each	708.02
NVR4-HDDS-HOT-4TB		Each	904.69
NVR4-HDDS-HOT-8TB		Each	1500.10
NVR4-HDDS-INT-16TB		Each	1982.13
NVR4-HDDS-PACK-16TB		Each	5408.43
NVR4-HDDS-PACK-32TB		Each	8997.67
NVR4-S16-COA		Each	1293.79
NVR4-S19-COA		Each	1397.90
NVR4-VAL-10GBE		Each	732.60

NVR4-VAL-2NDPS-AU		Each	403.17
NVR4-VAL-2NDPS-EU		Each	403.17
NVR4-VAL-2NDPS-NA		Each	403.17
NVR4-VAL-2NDPS-UK		Each	403.17
NVR4X-1100W-2NDPS-AU		Each	491.67
NVR4X-1100W-2NDPS-EU		Each	491.67
NVR4X-1100W-2NDPS-NA		Each	491.67
NVR4X-1100W-2NDPS-UK		Each	491.67
NVR4X-750W-2NDPS-AU		Each	457.26
NVR4X-750W-2NDPS-EU		Each	457.26
NVR4X-750W-2NDPS-NA		Each	457.26
NVR4X-750W-2NDPS-UK		Each	457.26
NVR4X-PRM-2NDCPU		Each	2950.05
NVR4X-SFPPLUS-SR		Each	290.09
NVR4X-STD-10GBE		Each	649.01
NVR5-10GBASET-A1		Each	1863.72
NVR5-10GBASET-A2		Each	1863.72
NVR5-10GBASET-B		Each	1014.53



NVR5-AVA-SAN-CONNECT-A		Each	1615.53
NVR5-AVA-SAN-CONNECT-B		Each	2262.41
NVR5-HDD-HOT-2TB		Each	708.02
NVR5-HDD-HOT-4TB		Each	904.69
NVR5-HDD-HOT-8TB		Each	1500.10
NVR5-HDDS-HOT-12TB		Each	2095.51
NVR5-HDDS-HOT-16TB-A1		Each	4255.87
NVR5-HDDS-HOT-16TB-A2		Each	4255.87
NVR5-HDDS-HOT-18TB		Each	4372.55
NVR5-HDDS-INT-16TB		Each	2799.90
NVR5-PRM-2NDCPU		Each	6531.18
NVR5-PSU-1000W-AU		Each	1240.68
NVR5-PSU-1000W-EU		Each	1240.68
NVR5-PSU-1000W-NA		Each	1240.68
NVR5-PSU-1000W-UK		Each	1240.68
NVR5-PSU-1100W-A1-AU		Each	728.46
NVR5-PSU-1100W-A1-EU		Each	728.46

NVR5-PSU-1100W-A1-NA		Each	728.46
NVR5-PSU-1100W-A1-UK		Each	728.46
NVR5-PSU-1100W-A2-AU		Each	728.46
NVR5-PSU-1100W-A2-EU		Each	728.46
NVR5-PSU-1100W-A2-NA		Each	728.46
NVR5-PSU-1100W-A2-UK		Each	728.46
NVR5-PSU-800W-AU		Each	334.27
NVR5-PSU-800W-EU		Each	334.27
NVR5-PSU-800W-NA		Each	334.27
NVR5-PSU-800W-UK		Each	334.27
NVR5-RAM-16GB-A		Each	1351.50
NVR5-RAM-16GB-B		Each	703.68
NVR5-S19-UPG		Each	1397.90
NVR5-SFPPLUS-DA		Each	204.17
NVR5-SFPPLUS-LR-A		Each	1638.70
NVR5-SFPPLUS-LR-B		Each	1589.36
NVR5-SFPPLUS-SR-A		Each	323.01
NVR5-SFPPLUS-SR-B		Each	763.15
NVR5-STD-10GBE		Each	649.01
NVR5-STD-2NDCPU		Each	2769.63
NVR5-VAL-ANK		Each	602.65
NVR5-VAL-ANK-PLUS		Each	1207.00
NVR5-VAL-IDRAC9-ENT-UPG		Each	658.84

NVR5-VAL-KYD-WARR-5YR		Each	983.35
NVR5-VAL-WARR-5Y4HMC		Each	1376.69
NVR5-VAL-WARR-EXTEND-2YR		Each	983.35
PS-220W-RPA-RGD-8P-AU		Each	290.88
PS-220W-RPA-RGD-8P-EU		Each	290.88
PS-220W-RPA-RGD-8P-NA		Each	290.88
PS-220W-RPA-RGD-8P-UK		Each	290.88
PS-270W-AS3-8P		Each	230.69
PS-920W-AS3-16/24P		Each	416.25
PS-ENVR2-8P		Each	216.75
RAILS-B-AS3-16/24P		Each	65.20
RMS1U-A-ENVR1-8P		Each	317.96
RMS1U-B-AS3-8P		Each	135.41
RMS1U-ENVR2-8P		Each	317.90
SSD-2TB-RPA-RGD		Each	1112.74
SSD-4TB-RPA-RGD		Each	2342.60
VMA-AIA-2NDPS-NA		Each	466.41
VMA-AIA-2NDPS-UK		Each	466.41
VMA-AIA2-2NDPS-AU		Each	456.97
VMA-AIA2-2NDPS-EU		Each	456.97
VMA-AIA2-2NDPS-NA		Each	456.97

VMA-AIA2-2NDPS-UK		Each	456.97
VMA-AIA2-WARR-EXTEND-2YR		Each	983.35
VMA-AS1-W10UPG		Each	285.58
VMA-AS3-ANK		Each	982.96
VMA-AS3-HDD02		Each	170.52
VMA-AS3-HDD03		Each	205.62
VMA-AS3-HDD04		Each	270.81
VMA-AS3-HDD06		Each	386.16
VMA-AS3-HDD08		Each	496.49
VMA-AS3X-IPMI		Each	169.15
VMA-RPX-4PPS-90		Each	150.45
VMA-RPX-4PRMS1U		Each	240.73
WKS-RACK		Each	403.17
HALO-V3.00C		Each	1615.00
HALO-V3.00C-PC		Each	1942.25
VB-400-ID-CUS-1000		Each	858.50
VB-400-ID-CUS-5000		Each	1134.75
AC-LANYARD-05		Each	8.50
AC-USB-DOCK-050		Each	21.25
AC-USB-DOCK-200		Each	21.25
AC-USB-MICROB-100		Each	25.50
DC-200-12MW		Each	136.00
DC-200/AUS		Each	612.00
DC-200/EU		Each	612.00
DC-200/ROW		Each	612.00
DC-200/UK		Each	612.00
DC-200/US		Each	612.00
KF-DOCK05BVELCRO		Each	21.25
KF-DOCKBUTTONF		Each	17.00

KF-DOCKBUTTONM		Each	17.00
KF-DOCKCLAMP		Each	29.75
KF-DOCKCROCCLAT		Each	25.50
KF-DOCKCROCCLIP		Each	21.25
KF-DOCKEP		Each	21.25
KF-DOCKRUCKSACK		Each	17.00
KF-HARN3		Each	51.00
KF-HARN4		Each	51.00
KF-HARN5		Each	51.00
KF-LOOP		Each	21.25
KF-MAGMOUNT2		Each	51.00
KF-MOLLEVEST		Each	21.25
KF-SCREW		Each	21.25
RF-220		Each	616.25
RF-CARD-10		Each	17.00
RF-STICKER-10		Each	12.75
VB-400-DOCK-SOLO		Each	72.25
VB-400-DOCK14/AUS		Each	680.00
VB-400-DOCK14/EU		Each	680.00
VB-400-DOCK14/US		Each	680.00
VB-400-QR-KFSTUD		Each	21.25
VB-400-QR-KFTILT		Each	29.75
VB-400-QR-KFTILT2		Each	51.00
VB-400-QR-SPORT		Each	21.25
VB-400-VF-MAG		Each	29.75
VB-400-VF-MOL2		Each	59.50
VB-YA-HA-1		Each	425.00
VB-YA-HA-100		Each	35062.50
VB-YA-HA-1000		Each	282625.00
VB-YA-HA-12MW-1		Each	63.75
VB-YA-HA-24MW-1		Each	110.50

VB-YA-HA-PRIMER		Each	34.00
VM-EPL-VT-CONNECT-1		Each	161.50
VM-EPL-VT-CONNECT-TO-PLUS-1		Each	42.50
VM-EPL-VT-PLUS-1		Each	191.25
VM-ESA-VT-12M-1		Each	42.50
VM-ESA-VT-24M-1		Each	63.75
VT-100-12MW-N		Each	110.50
VT-100-24MW-N		Each	195.50
VT-100-DOCK14-12MW		Each	110.50
VT-100-DOCK14-24MW		Each	182.75
VT-100-DOCK14/AUS		Each	680.00
VT-100-DOCK14/EU		Each	680.00
VT-100-DOCK14/ROW		Each	680.00
VT-100-DOCK14/UK		Each	680.00
VT-100-DOCK14/US		Each	680.00
VT-100-DOCK7/UK		Each	446.25
VT-100-FIX-ALIG		Each	17.00
VT-100-FIX-EP		Each	21.25
VT-100-FIX-KF-ALT		Each	17.00
VT-100-FIX-SPORT		Each	21.25
VT-100-ID-CUS-1000		Each	1955.00
VT-100-ID-CUS-250		Each	1517.25
VT-100-ID-CUS-5000		Each	7297.25
VT-100-ID-CUS-ART		Each	369.75
VT-100-N		Each	314.50
VT-100-SOLO		Each	72.25

VT-100-SOLO-12MW		Each	29.75
VT-100-SOLO-24MW		Each	51.00
DC-200-24MW		Each	221.00
RF-220-12MW		Each	110.50
RF-220-24MW		Each	195.50
VB-400-12MW-N		Each	123.25
VB-400-24MW-N		Each	212.50
VB-400-DOCK14-12MW		Each	110.50
VB-400-DOCK14-24MW		Each	212.50
VB-400-DOCK14/ROW		Each	680.00
VB-400-DOCK14/UK		Each	680.00
VB-400-EXT-CHARGE		Each	63.75
VB-400-ID-CUS-250		Each	565.25
VB-400-ID-CUS-ART		Each	369.75
VB-400-SOLO-12MW		Each	29.75
VB-400-SOLO-24MW		Each	51.00
VB-440-64-ALIG		Each	544.00
VB-440-64-KF-N		Each	544.00
VB-440-64-QR-N		Each	544.00
VB-440-64-VF-N		Each	544.00
VM-EPL-3PVMS		Each	5312.50
VM-EPL-HQ-BASE		Each	3187.50
VM-EPL-STORE-1TB		Each	680.00
VM-EPL-VB-CONNECT-1		Each	276.25
VM-EPL-VB-CONNECT-TO-PLUS-1		Each	106.25
VM-EPL-VB-PLUS-1		Each	352.75

VM-ESA-3PVMS-12M		Each	1062.50
VM-ESA-3PVMS-24M		Each	1870.00
VM-ESA-HQ-BASE-12M		Each	680.00
VM-ESA-HQ-BASE-24M		Each	1190.00
VM-ESA-VB-12M-1		Each	72.25
VM-ESA-VB-24M-1		Each	123.25
1.0C-H4A-B2-B		Each	702.12
2.0C-H5A-B1		Each	847.55
2.0C-H5A-B2		Each	802.41
3.0C-H4A-B2-B		Each	837.51
3.0C-H4A-B3		Each	877.63
4.0C-H5A-B2		Each	944.84
4.0C-H5A-B3		Each	984.96
6.0C-H5A-B2		Each	1088.57
8.0C-H5A-B2		Each	1303.93
1.0C-H4A-BO2-IR-B		Each	942.85
1.3C-H5SL-BO1-IR		Each	471.42
2.0C-H4A-BO2-IR-B		Each	1043.34
2.0C-H5A-BO1-IR		Each	1003.02
2.0C-H5A-BO2-IR		Each	1043.34
2.0C-H5SL-BO1-IR		Each	521.57
2.0C-H6SL-BO1-IR		Each	648.55
3.0C-H5SL-BO1-IR		Each	571.72
3.0C-H5SL-BO2-IR		Each	621.87
3.0C-H6SL-BO1-IR		Each	725.05
3.0C-H6SL-BO2-IR		Each	780.30
4.0C-H5A-BO1-IR		Each	1145.60
4.0C-H5A-BO2-IR		Each	1185.92
5.0C-H5A-BO2-IR		Each	1248.85



5.0C-H5SL-BO1-IR		Each	672.02
5.0C-H5SL-BO2-IR		Each	722.18
5.0C-H6SL-BO1-IR		Each	862.75
5.0C-H6SL-BO2-IR		Each	920.55
6.0C-H5A-BO1-IR		Each	1289.18
8.0C-H5A-BO1-IR		Each	1504.53
1.0C-H4A-DO1-IR-B		Each	902.72
1.3C-H5SL-D1		Each	361.09
1.3C-H5SL-D1-IR		Each	396.19
1.3C-H5SL-DO1-IR		Each	471.42
2.0C-H4A-D2-B		Each	842.55
2.0C-H4A-DO2-B		Each	993.00
2.0C-H4A-DP2-B		Each	932.81
2.0C-H5A-D1		Each	802.41
2.0C-H5A-D1-IR		Each	852.56
2.0C-H5A-D2		Each	842.55
2.0C-H5A-DC1		Each	852.56
2.0C-H5A-DC1-IR		Each	902.72
2.0C-H5A-DC2		Each	892.70
2.0C-H5A-DO1		Each	952.87
2.0C-H5A-DO1-IR		Each	1003.02
2.0C-H5A-DO2		Each	993.00
2.0C-H5A-DP1		Each	892.70
2.0C-H5A-DP1-IR		Each	942.85
2.0C-H5A-DP2		Each	932.81
2.0C-H5M-DO1-IR		Each	401.20
2.0C-H5SL-D1		Each	411.24
2.0C-H5SL-D1-IR		Each	446.34
2.0C-H5SL-DO1-IR		Each	521.57
2.0C-H6M-D1		Each	340.58
2.0C-H6M-D1-IR		Each	374.85

2.0C-H6SL-D1		Each	440.30
2.0C-H6SL-D1-IR		Each	477.70
2.0C-H6SL-DO1-IR		Each	558.45
3.0C-H4A-DC2-B		Each	909.60
3.0C-H4A-DO2-B		Each	1007.94
3.0C-H5A-CR1-IR		Each	1203.62
3.0C-H5A-CR1-IR-SS		Each	1454.38
3.0C-H5A-CR2-IR		Each	1081.20
3.0C-H5A-CR2-IR-SS		Each	1306.45
3.0C-H5SL-D1		Each	461.38
3.0C-H5SL-D1-IR		Each	496.49
3.0C-H5SL-DO1-IR		Each	571.72
3.0C-H6M-D1		Each	391.03
3.0C-H6M-D1-IR		Each	425.27
3.0C-H6M-D2-IR		Each	437.89
3.0C-H6SL-D1		Each	512.55
3.0C-H6SL-D1-IR		Each	550.80
3.0C-H6SL-DO1-IR		Each	634.95
4.0C-H5A-D1		Each	944.84
4.0C-H5A-D1-IR		Each	995.00
4.0C-H5A-D2		Each	984.96
4.0C-H5A-DC1		Each	995.00
4.0C-H5A-DC1-IR		Each	1045.30
4.0C-H5A-DC2		Each	1035.46
4.0C-H5A-DO1		Each	1095.45
4.0C-H5A-DO1-IR		Each	1145.60
4.0C-H5A-DO2		Each	1135.77
4.0C-H5A-DP1		Each	1035.46
4.0C-H5A-DP1-IR		Each	1085.62
4.0C-H5A-DP2		Each	1075.79
5.0C-H5A-CR1-IR		Each	1604.83

5.0C-H5A-CR1-IR-SS		Each	1855.58
5.0C-H5A-CR2-IR		Each	1441.60
5.0C-H5A-CR2-IR-SS		Each	1666.85
5.0C-H5A-DO2		Each	1198.71
5.0C-H5A-DP2		Each	1138.72
5.0C-H5M-DO1-IR		Each	501.51
5.0C-H5SL-D1		Each	561.68
5.0C-H5SL-D1-IR		Each	596.79
5.0C-H5SL-DO1-IR		Each	672.02
5.0C-H6M-D1-IR		Each	495.55
5.0C-H6M-D2-IR		Each	508.16
5.0C-H6SL-D1		Each	646.00
5.0C-H6SL-D1-IR		Each	685.95
5.0C-H6SL-DO1-IR		Each	772.65
5.0L-H4A-DC2-B		Each	1048.25
5.0L-H4A-DO2-B		Each	1148.56
5.0L-H4A-DP2-B		Each	1088.57
6.0C-H5A-D1		Each	1088.57
6.0C-H5A-D1-IR		Each	1138.72
6.0C-H5A-DC1		Each	1138.72
6.0C-H5A-DC1-IR		Each	1188.87
6.0C-H5A-DO1		Each	1239.02
6.0C-H5A-DO1-IR		Each	1289.18
6.0C-H5A-DP1		Each	1179.04
6.0C-H5A-DP1-IR		Each	1229.19
8.0-H4A-D1-B		Each	1303.93
8.0-H4A-DC1-B		Each	1354.08
8.0-H4A-DO1-B		Each	1454.38
8.0-H4A-DO1-IR-B		Each	1504.53
8.0-H4A-DP1-B		Each	1394.40
8.0C-H5A-D1		Each	1303.93

8.0C-H5A-D1-IR		Each	1354.08
8.0C-H5A-DC1		Each	1354.08
8.0C-H5A-DC1-IR		Each	1404.23
8.0C-H5A-DO1		Each	1454.38
8.0C-H5A-DO1-IR		Each	1504.53
8.0C-H5A-DP1		Each	1394.40
8.0C-H5A-DP1-IR		Each	1444.55
CR-FFKIT-SS		Each	313.33
CR-FFKIT-WHT		Each	250.66
3.0C-HD-LP-B1		Each	882.66
ES-HD-IR-IP6		Each	672.02
ES-HD-LP-HS		Each	651.97
LPR-CDFS-L6Q-HWW-01		Each	459.00
LPR-CDFS-L6Q-HWW-02		Each	913.75
LPR-CDFS-L6Q-HWW-03		Each	1381.25
LPR-CDFS-L6Q-HWW-04		Each	1806.25
LPR-PREPAID-L6Q-S		Each	3081.25
LPR-VERIZON-NANO-SIM		Each	1317.50
LPR-VS-L6Q-120VAC		Each	170.00
LPR-VS-L6Q-12VDC		Each	80.75
LPR-VS-L6Q-40WSP		Each	871.25
LPR-VS-L6Q-BATTCHRG12V4A		Each	102.00
LPR-VS-L6Q-EANT		Each	137.70
LPR-VS-L6Q-SPEB		Each	357.00
LPR-VS-L6Q-SPEK		Each	1185.75

LPR-VS-SHP-02		Each	59.50
LPR-VSF-L6Q-P-KIT		Each	6566.25
LPR-VSF-L6Q-P-KIT-INT		Each	5950.00
LPR-VSF-L6Q-S-KIT		Each	7118.75
LPR-VSF-L6Q-S-KIT-INT		Each	5950.00
LPR-VZ-NSIM-REN		Each	1317.50
3C-H5MOD-MB2		Each	224.35
3C-H5MOD-RP4		Each	224.35
5C-H5MOD-MB2		Each	314.45
H5A-MOD-2P		Each	473.03
10.0C-H5DH-DO1-IR		Each	1523.23
12.0W-H5A-FE-DC1		Each	1111.19
12.0W-H5A-FE-DO1		Each	1081.68
12.0W-H5A-FE-DO1-IR		Each	1130.86
12C-H4A-4MH-360		Each	1911.63
12C-H5A-4MH		Each	2031.50
15C-H5A-3MH		Each	1958.40
20C-H5A-4MH		Each	2343.45
24C-H5A-3MH		Each	2253.35
3.0C-H4VI-RO1-IR		Each	1153.47
32C-H5A-4MH		Each	2691.10
6.0C-H5DH-DO1-IR		Each	1326.56
8.0C-H5A-FE-DC1		Each	742.43
8.0C-H5A-FE-DO1		Each	712.94
8.0C-H5A-FE-DO1-IR		Each	762.10
9C-H5A-3MH		Each	1743.35
16C-H5PRO-B		Each	7522.64
26C-H5PRO-B		Each	9027.16

40C-H5PRO-B		Each	11033.20
61C-H5PRO-B		Each	15045.28
8C-H5PRO-B		Each	3009.05
2.0C-H4IRPTZ-DP30-WP		Each	3335.97
2.0C-H5A-IRPTZ-DP40-WP		Each	3568.30
2.0C-H5A-PTZ-DC36		Each	2397.41
2.0C-H5A-PTZ-DC40		Each	2397.41
2.0C-H5A-PTZ-DP36		Each	2668.81
2.0C-H5A-PTZ-DP40		Each	2668.81
2.0C-H5A-RGDPTZ-DP36		Each	5452.45
4.0C-H5A-IRPTZ-DP36-WP		Each	4002.65
4.0C-H5A-PTZ-DC36		Each	2961.86
4.0C-H5A-PTZ-DP36		Each	2961.86
4.0C-H5A-RGDPTZ-DP36		Each	6361.95
8.0C-H5A-IRPTZ-DP36-WP		Each	4504.15
8.0C-H5A-PTZ-DC36		Each	3505.65
8.0C-H5A-PTZ-DP36		Each	3505.65
8.0C-H5A-RGDPTZ-DP36		Each	7271.45
AVCOMB100A		Each	1177.80
AVCOMB200A		Each	1177.80
AVCOMB300A		Each	1177.80
AVOUEMAN		Each	59.12
AVOUESUN04		Each	31.83
AVOUEWIPER		Each	28.19

AVSURGEPR		Each	180.99
AVUEAC		Each	126.42
AVUEAP		Each	99.14
AVUEAW		Each	135.52
AVUEBP0AA		Each	80.95
AVUEBP4AA		Each	153.71
AVUEBP7AA		Each	177.35
AVUEBWAA		Each	80.95
AVUEI8AA		Each	277.40
AVUEI8AAP		Each	277.40
AVUEI9AA		Each	317.42
AVUEIWAA		Each	277.40
AVUEIWAAP		Each	277.40
AVWASPT0V23L11M00		Each	804.91
AVWASPT0V5L5M00		Each	435.65
AVWASPT1V23L30M00		Each	1396.08
AVWASPT3V23L30M00		Each	1396.08
POE-INJ-BT-90W-NA		Each	242.84
320F-H5A-THC-BO12		Each	4714.10
320F-H5A-THC-BO16		Each	4245.75
320F-H5A-THC-BO24		Each	3911.70
320F-H5A-THC-BO50		Each	3711.10
320S-H4A-THC-BO12		Each	4714.19
320S-H4A-THC-BO24		Each	3911.78
320S-H4A-THC-BO50		Each	3711.17
640F-H5A-THC-BO12		Each	8375.05
640F-H5A-THC-BO18		Each	7048.20
640F-H5A-THC-BO24		Each	6118.30

640F-H5A-THC-BO32		Each	5992.50
640F-H5A-THC-BO50		Each	5917.70
640F-H5A-THR-BO32		Each	7049.90
640F-H5A-THR-BO50		Each	6962.35
640S-H4A-THC-BO12		Each	8375.20
640S-H4A-THC-BO24		Each	6118.41
640S-H4A-THC-BO50		Each	5917.81
H4A-ETD-KIT		Each	5516.60
ACMICR-1001		Each	8.50
CNCVR-1001		Each	29.75
DCLPNL-1001		Each	95.29
SLSPCIL-1001		Each	28.05
M1300		Each	276.25
M1300-AU		Each	276.25
M1300-EU		Each	276.25
M1300-UK		Each	276.25
M4K32-G2-AU		Each	1534.80
M4K32-G2-EU		Each	1534.80
M4K32-G2-NA		Each	1534.80
M4K32-G3-AU		Each	1275.00
M4K32-G3-EU		Each	1275.00
M4K32-G3-NA		Each	1275.00
M4K32-G3-UK		Each	1275.00
M4K43-G2-AU		Each	1439.90
M4K43-G2-EU		Each	1439.90
M4K43-G2-NA		Each	1439.90
M4K43-G2-UK		Each	1439.90
MHD24-G2-EU		Each	550.67
MHD24-G2-NA		Each	519.50
MHD24-G3-AU		Each	585.65
MHD24-G3-EU		Each	585.65



MHD24-G3-NA		Each	585.65
MHD24-G3-UK		Each	585.65
ACC-USB-JOY		Each	614.60
ACC-USB-JOY-PRO		Each	929.26
EX1		Each	305.83
POE-INJ-BT-60W-NA		Each	150.45
POE-INJ2-60W-NA		Each	150.45
POE-INJ2-95W-NA		Each	401.21
POE-INJ2-PLUS-AU		Each	75.23
POE-INJ2-PLUS-NA		Each	75.23
POE-INJ2-PLUS-UK		Each	75.23
POE-INJ2-STD-AU		Each	70.22
POE-INJ2-STD-NA		Each	70.22
POE-INJ2-STD-UK		Each	70.22
CBS350-24FP-4G-NA		Each	1990.80
CBS350-8FP-E-2G-NA		Each	780.90
CBS350-8FP-E-2G-UK		Each	780.90
ES-PS-MNT-POLE		Each	68.83
ES-PS-S4-NPC		Each	1542.51
SM24TAT2SA-NA		Each	1365.02
SM8TAT2SA-NA		Each	689.27
FLDSUP-CONFIG		Each	2975.00
ACC-CCURE-ALARM-2.90		Each	2319.23
ACC-CCURE-ALARM-2.90-P		Each	2319.23
ACC-CCURE-VIDEO-2.90		Each	2319.23
ACC-CCURE-VIDEO-2.90-P		Each	2319.23
ACC-ENT-SMART-1YR		Each	27.29

ACC-ENT-SMART-3YR		Each	59.12
ACC-ENT-SMART-5YR		Each	90.95
ACC-POS-HW-2S		Each	475.91
ACC-STD-SMART-1YR		Each	13.64
ACC-STD-SMART-3YR		Each	36.38
ACC-STD-SMART-5YR		Each	54.57
ACC5-4TO5-COR-UPG		Each	88.13
ACC5-4TO5-ENT-UPG		Each	310.78
ACC5-4TO5-STD-UPG		Each	171.62
ACC6-AMAG-SMTRY		Each	2319.23
ACC6-AMAG-SMTRY-M		Each	2319.23
ACC6-GLGR-CMNDC		Each	2319.23
ACC6-GLGR-CMNDC-M		Each	2319.23
ACC6-HRSH-VLCTY		Each	2319.23
ACC6-HRSH-VLCTY-M		Each	2319.23
ACC6-INTX-FORCE		Each	2319.23
ACC6-INTX-FORCE-M		Each	2319.23
ACC6-JAQS-INTCM		Each	2319.23
ACC6-JAQS-INTCM-M		Each	2319.23
ACC6-LENL-ONGRD		Each	2319.23
ACC6-LENL-ONGRD-M		Each	2319.23
ACC6-PXTN-NET2		Each	2319.23
ACC6-PXTN-NET2-M		Each	2319.23
ACC6-S2-NETBX		Each	2319.23
ACC6-S2-NETBX-M		Each	2319.23
ACC6-STFN-ALPHA		Each	2319.23

ACC6-STFN-ALPHA-M		Each	2319.23
ACC6-SWHS-CCURE		Each	2319.23
ACC6-SWHS-CCURE-M		Each	2319.23
ACC7-COR		Each	78.85
ACC7-COR-P		Each	78.85
ACC7-COR-TO-ENT-UPG		Each	208.73
ACC7-COR-TO-ENT-UPG-P		Each	208.73
ACC7-COR-TO-STD-UPG		Each	97.41
ACC7-COR-TO-STD-UPG-P		Each	97.41
ACC7-ENT		Each	269.03
ACC7-ENT-FO		Each	41.74
ACC7-ENT-FO-P		Each	41.74
ACC7-ENT-P		Each	269.03
ACC7-FACE		Each	1391.54
ACC7-FACE-10C		Each	4638.45
ACC7-FACE-10C-P		Each	4638.45
ACC7-FACE-P		Each	1391.54
ACC7-LPR		Each	2968.61
ACC7-LPR-P		Each	2968.61
ACC7-MEDIA		Each	18.56
ACC7-POS-STR		Each	208.73
ACC7-POS-STR-P		Each	208.73
ACC7-RADIO-ALERT		Each	1391.54
ACC7-RADIO-ALERT-P		Each	1391.54

ACC7-STD		Each	153.07
ACC7-STD-P		Each	153.07
ACC7-STD-TO-ENT-UPG		Each	162.35
ACC7-STD-TO-ENT-UPG-P		Each	162.35
ACC7-VAC		Each	278.31
ACC7-VAC-P		Each	278.31
COMPASS-DRIVER-ARITECH2X-S1		Each	1546.15
COMPASS-DRIVER-ARITECH2X-S2		Each	2746.69
COMPASS-DRIVER-AXIS-S1		Each	1546.15
COMPASS-DRIVER-AXIS-S2		Each	2746.69
COMPASS-DRIVER-BOSCHD9412GV4-S1		Each	1546.15
COMPASS-DRIVER-BOSCHD9412GV4-S2		Each	2746.69
COMPASS-DRIVER-BOSCHHYBRID-S1		Each	1546.15
COMPASS-DRIVER-BOSCHHYBRID-S2		Each	2746.69
COMPASS-DRIVER-BOSCHVRM-S1		Each	1546.15
COMPASS-DRIVER-BOSCHVRM-S2		Each	2746.69
COMPASS-DRIVER-COMMBOX- FOGCENTER-S1		Each	1546.15

COMPASS-DRIVER- COMMBOX- FOGCENTER-S2		Each	2746.69
COMPASS-DRIVER- DAHUA-S1		Each	1546.15
COMPASS-DRIVER- DAHUA-S2		Each	2746.69
COMPASS-DRIVER-DSC- RECEIVER-S1		Each	1546.15
COMPASS-DRIVER-DSC- RECEIVER-S2		Each	2746.69
COMPASS-DRIVER- EMIZON-S1		Each	1546.15
COMPASS-DRIVER- EMIZON-S2		Each	2746.69
COMPASS-DRIVER- FP2000-S1		Each	1546.15
COMPASS-DRIVER- FP2000-S2		Each	2746.69
COMPASS-DRIVER- GALAXY-EMIZON-S1		Each	1546.15
COMPASS-DRIVER- GALAXY-EMIZON-S2		Each	2746.69
COMPASS-DRIVER- GANZ-S1		Each	1546.15
COMPASS-DRIVER- GANZ-S2		Each	2746.69
COMPASS-DRIVER- GANZCORTROL-S1		Each	1546.15

COMPASS-DRIVER- GANZCORTROL-S2		Each	2746.69
COMPASS-DRIVER- GEUTEBRUCK-S1		Each	1546.15
COMPASS-DRIVER- GEUTEBRUCK-S2		Each	2746.69
COMPASS-DRIVER- HIKVISION-S1		Each	1546.15
COMPASS-DRIVER- HIKVISION-S2		Each	2746.69
COMPASS-DRIVER- HONEYWELL- RECEIVER- S1		Each	1546.15
COMPASS-DRIVER- HONEYWELL- RECEIVER- S2		Each	2746.69
COMPASS-DRIVER-INIM- S1		Each	1546.15
COMPASS-DRIVER-INIM- S2		Each	2746.69
COMPASS-DRIVER- INTELBRAS-S1		Each	1546.15
COMPASS-DRIVER- INTELBRAS-S2		Each	2746.69
COMPASS-DRIVER- LANACCESS-S1		Each	1546.15
COMPASS-DRIVER- LANACCESS-S2		Each	2746.69
COMPASS-DRIVER- MILESTONE-S1		Each	1546.15

COMPASS-DRIVER-MILESTONE-S2		Each	2746.69
COMPASS-DRIVER-MOBOTIX-S1		Each	1546.15
COMPASS-DRIVER-MOBOTIX-S2		Each	2746.69
COMPASS-DRIVER-MOXAIO-S1		Each	1546.15
COMPASS-DRIVER-MOXAIO-S2		Each	2746.69
COMPASS-DRIVER-ONVIF-S1		Each	1546.15
COMPASS-DRIVER-ONVIF-S2		Each	2746.69
COMPASS-DRIVER-PROVISION-S1		Each	1546.15
COMPASS-DRIVER-PROVISION-S2		Each	2746.69
COMPASS-DRIVER-RISCO-S1		Each	1546.15
COMPASS-DRIVER-RISCO-S2		Each	2746.69
COMPASS-DRIVER-RTSP-S1		Each	1546.15
COMPASS-DRIVER-RTSP-S2		Each	2746.69
COMPASS-DRIVER-TRIKDIS-S1		Each	1546.15
COMPASS-DRIVER-TRIKDIS-S2		Each	2746.69

LPR-3PC-1EL		Each	637.50
LPR-3PC-1EP-INT		Each	2125.00
LPR-3PC-1SL		Each	425.00
LPR-3PC-1SP-INT		Each	1487.50
LPR-ACI-01		Each	382.50
LPR-L6Q-REPPLAN		Each	110.50
LPR-TAS-UL		Each	1020.00
LPR-VS-CLIENTPORTAL- H		Each	0.01
LPR-VS-CLIENTPORTAL- INT		Each	4250.00
LPR-VS-CP-API		Each	5482.50
LPR-VS-CP-B		Each	1317.50
LPR-VS-MC-MP-H		Each	110.50
LPR-VS-MC-MP-INTL		Each	467.50
LPR-VS-MC-MP-S		Each	467.50
LPR-VS-VPS-PI-INT		Each	1083.75
LPR-VS-VPS-PT-01		Each	1083.75
LPR-VSBSCSVC-L6Q		Each	276.25
LPR-VSFS-L6Q-P-SUB		Each	3081.25
LPR-VSFS-L6Q-S-SUB		Each	3081.25
LPR-VSL6QOCR-INT		Each	212.50
NVR4X-STD-32TB-S16- NPC		Each	16261.35
AINVR-KYD-WARR-5YR		Each	983.35
AINVR-PRM-WARR- 5Y4HMC		Each	3933.41
AINVR-PRM-WARR- EXTEND-3MO		Each	850.00



AINVR-PRM-WARR-EXTEND-6MO		Each	1700.00
AINVR-STD-WARR-5Y4HMC		Each	2458.38
AINVR-VAL-WARR-5Y4HMC		Each	1376.69
AVA-WARR-EXTEND-1YR		Each	6559.54
AVA-WARR-EXTEND-2YR		Each	13118.10
HD-NVR-KYD-WARR-1YR		Each	329.43
HD-NVR-KYD-WARR-2YR		Each	491.67
HD-NVR-KYD-WARR-3YR		Each	653.93
HD-NVR-KYD-WARR-4YR		Each	821.10
HD-NVR-WARR-EXTEND-2YR		Each	3647.08
HD-NVR2-WARR-EXTEND-2YR		Each	2751.46
HD-NVR3-PRM-WARR-EXTEND-2YR		Each	3933.41
HD-NVR3-STD-WARR-EXTEND-2YR		Each	2458.38
HD-NVR3-VAL-WARR-EXTEND-2YR		Each	1642.78
HD-NVR3-VAL-WARR-EXTEND-2YR-G2		Each	1642.78

HD-NVR4-PRM-WARR-EXTEND-2YR		Each	3933.41
HD-NVR4-STD-WARR-EXTEND-2YR		Each	2458.38
HD-NVRWS-WARR-EXTEND-2YR		Each	704.08
HD-NVRWS3-WARR-EXTEND-2YR		Each	704.08
HD-RMWS-2MN-WARR-EXTEND-2YR		Each	704.08
HD-RMWS-4MN-WARR-EXTEND-2YR		Each	639.17
HD-RMWS3-2MN-WARR-EXTEND-2YR		Each	704.08
HD-RMWS3-4MN-WARR-EXTEND-2YR		Each	639.17
HD-RMWS4-4MN-WARR-EXTEND-2YR		Each	639.17
NVR-KYD-WARR-1YR-A		Each	329.43
NVR-KYD-WARR-2YR-A		Each	491.67
NVR-KYD-WARR-3YR-A		Each	653.93
NVR-KYD-WARR-4YR-A		Each	821.10
NVR-KYD-WARR-5YR-A		Each	983.35
NVR4-VAL-WARR-EXTEND-2YR		Each	983.35

NVR4-WKS-WARR-EXTEND-2YR		Each	378.59
NVR4X-PRM1-WARR-5Y4HMC		Each	3933.41
NVR4X-PRM2-WARR-5Y4HMC		Each	3933.41
NVR4X-STD-WARR-5Y4HMC		Each	2458.38
NVR4X-WKS-WARR-EXTEND-2YR		Each	378.88
NVR5-PRM1-WARR-5Y4HMC-EDU		Each	9139.74
NVR5-PRM1-WARR-5YNBD-EDU		Each	5205.98
NVR5-PRM2-WARR-5Y4HMC-EDU		Each	9139.74
NVR5-PRM2-WARR-5YNBD-EDU		Each	5205.98
NVR5-STD-WARR-5Y4HMC		Each	2458.83
NVR5-STD-WARR-5YNBD-EDU		Each	2410.18
RM5-WKS-WARR-EXTENDED-2YR		Each	378.59
RM6-WKS-WARR-EXTEND-2YR		Each	378.88
VMA-ENVR1-8P-WARR-EXTEND-2YR		Each	393.34
NVR4-VAL-12TB-AU		Each	5238.41
NVR4-VAL-12TB-EU		Each	5238.41
NVR4-VAL-12TB-NA		Each	5238.41

NVR4-VAL-12TB-UK		Each	5238.41
NVR4-VAL-16TB-AU		Each	6203.39
NVR4-VAL-16TB-EU		Each	6203.39
NVR4-VAL-16TB-NA		Each	6203.39
NVR4-VAL-16TB-UK		Each	6203.39
NVR4-VAL-6TB-AU		Each	4135.59
NVR4-VAL-6TB-EU		Each	4135.59
NVR4-VAL-6TB-NA		Each	4135.59
NVR4-VAL-6TB-UK		Each	4135.59
NVR4X-PRM-192TB-NA		Each	61990.50
NVR4X-STD-48TB-S16-NA		Each	21641.00
NVR4X-WKS-4TB-AU		Each	2296.41
NVR4X-WKS-4TB-EU		Each	2296.41
NVR4X-WKS-4TB-NA		Each	2296.41
NVR4X-WKS-4TB-UK		Each	2296.41
NVR4X-WKS-8TB-AU		Each	2626.13
NVR4X-WKS-8TB-EU		Each	2626.13
NVR4X-WKS-8TB-NA		Each	2626.13
NVR4X-WKS-8TB-UK		Each	2626.13
NVR5-PRM-128TB-S19-AU		Each	46709.64
NVR5-PRM-128TB-S19-EU		Each	46709.64
NVR5-PRM-128TB-S19-NA		Each	46709.64
NVR5-PRM-128TB-S19-UK		Each	46709.64
NVR5-PRM-160TB-S19-AU		Each	57362.17

NVR5-PRM-160TB-S19-EU		Each	57362.17
NVR5-PRM-160TB-S19-NA		Each	57362.17
NVR5-PRM-160TB-S19-UK		Each	57362.17
NVR5-PRM-192TB-S19-AU		Each	70309.54
NVR5-PRM-192TB-S19-EU		Each	70309.54
NVR5-PRM-192TB-S19-NA		Each	70309.54
NVR5-PRM-192TB-S19-UK		Each	70309.54
NVR5-PRM-224TB-S19-AU		Each	79306.92
NVR5-PRM-224TB-S19-EU		Each	79306.92
NVR5-PRM-224TB-S19-NA		Each	79306.92
NVR5-PRM-224TB-S19-UK		Each	79306.92
NVR5-PRM-252TB-S19-AU		Each	89082.77
NVR5-PRM-252TB-S19-EU		Each	89082.77
NVR5-PRM-252TB-S19-NA		Each	89082.77
NVR5-PRM-252TB-S19-UK		Each	89082.77

NVR5-PRM-288TB-S19-AU		Each	98911.78
NVR5-PRM-288TB-S19-EU		Each	98911.78
NVR5-PRM-288TB-S19-NA		Each	98911.78
NVR5-PRM-288TB-S19-UK		Each	98911.78
NVR5-PRM-360TB-S19-AU		Each	117874.23
NVR5-PRM-360TB-S19-EU		Each	117874.23
NVR5-PRM-360TB-S19-NA		Each	117874.23
NVR5-PRM-360TB-S19-UK		Each	117874.23
NVR5-PRM-432TB-S19-AU		Each	137670.10
NVR5-PRM-432TB-S19-EU		Each	137670.10
NVR5-PRM-432TB-S19-NA		Each	137670.10
NVR5-PRM-432TB-S19-UK		Each	137670.10
NVR5-PRM-96TB-S19-AU		Each	35399.95
NVR5-PRM-96TB-S19-EU		Each	35400.29
NVR5-PRM-96TB-S19-NA		Each	35400.29

NVR5-PRM-96TB-S19-UK		Each	35400.29
NVR5-PRM-FIPS-128TB-NA		Each	51085.41
NVR5-PRM-FIPS-160TB-NA		Each	61505.74
NVR5-PRM-FIPS-96TB-NA		Each	38716.98
NVR5-STD-16TB-S19-AU		Each	14873.71
NVR5-STD-16TB-S19-EU		Each	14873.71
NVR5-STD-16TB-S19-NA		Each	14873.71
NVR5-STD-16TB-S19-UK		Each	14873.71
NVR5-STD-16TB-W10-AU		Each	12906.83
NVR5-STD-16TB-W10-EU		Each	12906.83
NVR5-STD-16TB-W10-NA		Each	12906.83
NVR5-STD-16TB-W10-UK		Each	12906.83
NVR5-STD-24TB-S19-AU		Each	16786.53
NVR5-STD-24TB-S19-EU		Each	16786.53
NVR5-STD-24TB-S19-NA		Each	16786.53

NVR5-STD-24TB-S19-UK		Each	16786.53
NVR5-STD-24TB-W10-AU		Each	14819.65
NVR5-STD-24TB-W10-EU		Each	14819.65
NVR5-STD-24TB-W10-NA		Each	14819.65
NVR5-STD-24TB-W10-UK		Each	14819.65
NVR5-STD-32TB-S19-AU		Each	18443.47
NVR5-STD-32TB-S19-EU		Each	18443.47
NVR5-STD-32TB-S19-NA		Each	18443.47
NVR5-STD-32TB-S19-UK		Each	18443.47
NVR5-STD-32TB-W10-AU		Each	16146.82
NVR5-STD-32TB-W10-EU		Each	16146.82
NVR5-STD-32TB-W10-NA		Each	16146.82
NVR5-STD-32TB-W10-UK		Each	16146.82
NVR5-STD-48TB-S19-AU		Each	24545.04
NVR5-STD-48TB-S19-EU		Each	24545.04



NVR5-STD-48TB-S19-NA		Each	24545.04
NVR5-STD-48TB-S19-UK		Each	24545.04
NVR5-STD-48TB-W10-AU		Each	23059.29
NVR5-STD-48TB-W10-EU		Each	23059.29
NVR5-STD-48TB-W10-NA		Each	23059.29
NVR5-STD-48TB-W10-UK		Each	23059.29
NVR5-STD-64TB-S19-AU		Each	30483.53
NVR5-STD-64TB-S19-EU		Each	30483.53
NVR5-STD-64TB-S19-NA		Each	30483.53
NVR5-STD-64TB-S19-UK		Each	30483.53
NVR5-STD-64TB-W10-AU		Each	28894.17
NVR5-STD-64TB-W10-EU		Each	28894.17
NVR5-STD-64TB-W10-NA		Each	28894.17
NVR5-STD-64TB-W10-UK		Each	28894.17
NVR5-VAL-12TB-AU		Each	7464.70
NVR5-VAL-12TB-EU		Each	7464.70
NVR5-VAL-12TB-NA		Each	7464.70

NVR5-VAL-12TB-UK		Each	7464.70
NVR5-VAL-24TB-AU		Each	11545.55
NVR5-VAL-24TB-EU		Each	11545.55
NVR5-VAL-24TB-NA		Each	11545.55
NVR5-VAL-24TB-UK		Each	11545.55
NVR5-WKS-4TB-NA		Each	2337.50
NVR5-WKS-8TB-AU		Each	2711.50
NVR5-WKS-8TB-EU		Each	2711.50
NVR5-WKS-8TB-NA		Each	2711.50
NVR5-WKS-8TB-UK		Each	2711.50
RM7-WKS-2MN-AU		Each	1997.50
RM7-WKS-2MN-EU		Each	1997.50
RM7-WKS-2MN-NA		Each	1997.50
RM7-WKS-2MN-UK		Each	1997.50
RM7-WKS-4MN-AU		Each	3230.00
RM7-WKS-4MN-EU		Each	3230.00
RM7-WKS-4MN-NA		Each	3230.00
RM7-WKS-4MN-UK		Each	3230.00
VMA-AS3X-16P06-AU		Each	4183.18
VMA-AS3X-16P06-EU		Each	4183.18
VMA-AS3X-16P06-NA		Each	4183.18
VMA-AS3X-16P06-NPC		Each	4183.18
VMA-AS3X-16P06-UK		Each	4183.18
VMA-AS3X-16P09-AU		Each	5015.09
VMA-AS3X-16P09-EU		Each	5015.09
VMA-AS3X-16P09-NA		Each	5015.09

VMA-AS3X-16P09-NPC		Each	5015.09
VMA-AS3X-16P09-UK		Each	5015.09
VMA-AS3X-16P12-AU		Each	6018.11
VMA-AS3X-16P12-EU		Each	6018.11
VMA-AS3X-16P12-NA		Each	6018.11
VMA-AS3X-16P12-NPC		Each	6018.11
VMA-AS3X-16P12-UK		Each	6018.11
VMA-AS3X-24P12-AU		Each	6218.71
VMA-AS3X-24P12-EU		Each	6218.71
VMA-AS3X-24P12-NA		Each	6218.71
VMA-AS3X-24P12-NPC		Each	6218.71
VMA-AS3X-24P12-UK		Each	6218.71
VMA-AS3X-24P18-AU		Each	7858.95
VMA-AS3X-24P18-EU		Each	7858.95
VMA-AS3X-24P18-NA		Each	7858.95
VMA-AS3X-24P18-NPC		Each	7858.95
VMA-AS3X-24P18-UK		Each	7858.95
VMA-AS3X-24P24-AU		Each	9699.78
VMA-AS3X-24P24-EU		Each	9699.78

VMA-AS3X-24P24-NA		Each	9699.78
VMA-AS3X-24P24-NPC		Each	9699.78
VMA-AS3X-24P24-UK		Each	9699.78
VMA-AS3X-8P2-AU		Each	2006.04
VMA-AS3X-8P2-EU		Each	2006.04
VMA-AS3X-8P2-NA		Each	2006.04
VMA-AS3X-8P2-NPC		Each	2006.04
VMA-AS3X-8P2-UK		Each	2006.04
VMA-AS3X-8P4-AU		Each	2177.14
VMA-AS3X-8P4-EU		Each	2177.14
VMA-AS3X-8P4-NA		Each	2177.14
VMA-AS3X-8P4-NPC		Each	2177.14
VMA-AS3X-8P4-UK		Each	2177.14
VMA-AS3X-8P8-AU		Each	2678.65
VMA-AS3X-8P8-EU		Each	2678.65
VMA-AS3X-8P8-NA		Each	2678.65
VMA-AS3X-8P8-NPC		Each	2678.65
VMA-AS3X-8P8-UK		Each	2678.65
ENVR2-PLUS-8P4-AU		Each	1793.50
ENVR2-PLUS-8P4-EU		Each	1793.50
ENVR2-PLUS-8P4-NA		Each	1793.50
ENVR2-PLUS-8P4-UK		Each	1793.50
ENVR2-PLUS-8P8-AU		Each	2361.30
ENVR2-PLUS-8P8-EU		Each	2361.30
ENVR2-PLUS-8P8-NA		Each	2361.30
ENVR2-PLUS-8P8-UK		Each	2361.30
VMA-ENVR1-8P4A-AU		Each	1590.08

VMA-ENVR1-8P4A-EU		Each	1590.08
VMA-ENVR1-8P4A-NA		Each	1590.08
VMA-ENVR1-8P4A-UK		Each	1590.08
VMA-ENVR1-8P8A-AU		Each	2091.59
VMA-ENVR1-8P8A-EU		Each	2091.59
VMA-ENVR1-8P8A-NA		Each	2091.59
VMA-ENVR1-8P8A-UK		Each	2091.59
VMA-RPA-RGD-8P2		Each	5316.00
VMA-RPA-RGD-8P4		Each	7021.14
VMA-AIA2-CG1-NA		Each	7372.19
VMA-AIA2-CG2-AU		Each	12107.03
VMA-AIA2-CG2-EU		Each	12107.03
VMA-AIA2-CG2-NA		Each	12107.03
VMA-AIA2-CG2-UK		Each	12107.03
AVA-EXP1-263TB		Each	56641.04
AVA-EXP1-263TB-5YR		Each	70112.96
AVA-EXP1-526TB		Each	95975.06
AVA-EXP1-526TB-5YR		Each	110430.34
AVA-EXP1-789TB		Each	126174.60
AVA-EXP1-789TB-5YR		Each	140619.25
AVA-HDD1-263TB		Each	54310.89

AVA-HED1-225TB		Each	70801.30
AVA-HED1-225TB-5YR		Each	81519.83
AVA-HED1-488TB		Each	119968.87
AVA-HED1-488TB-5YR		Each	135997.48
AVA-HED1-751TB		Each	148436.87
AVA-HED1-751TB-5YR		Each	162252.98
AVA-HED1-NVR4-CONNECT		Each	2031.30
AINVR-PRM-128TB-AU		Each	46709.19
AINVR-PRM-128TB-EU		Each	46709.19
AINVR-PRM-128TB-NA		Each	46709.19
AINVR-PRM-128TB-UK		Each	46709.19
AINVR-PRM-160TB-AU		Each	57362.17
AINVR-PRM-160TB-EU		Each	57362.17
AINVR-PRM-160TB-NA		Each	57362.17
AINVR-PRM-160TB-UK		Each	57362.17
AINVR-PRM-64TB-AU		Each	30483.89
AINVR-PRM-64TB-EU		Each	30483.89

AINVR-PRM-64TB-NA		Each	30483.89
AINVR-PRM-64TB-UK		Each	30483.89
AINVR-PRM-96TB-AU		Each	35400.65
AINVR-PRM-96TB-EU		Each	35400.65
AINVR-PRM-96TB-NA		Each	35400.65
AINVR-PRM-96TB-UK		Each	35400.65
AINVR-PRM-PLUS-128TB-AU		Each	47673.26
AINVR-PRM-PLUS-128TB-EU		Each	47673.26
AINVR-PRM-PLUS-128TB-NA		Each	47673.26
AINVR-PRM-PLUS-128TB-UK		Each	47673.26
AINVR-PRM-PLUS-160TB-AU		Each	58326.24
AINVR-PRM-PLUS-160TB-EU		Each	58326.24
AINVR-PRM-PLUS-160TB-NA		Each	58326.24
AINVR-PRM-PLUS-160TB-UK		Each	58326.24
AINVR-PRM-PLUS-64TB-AU		Each	31447.96
AINVR-PRM-PLUS-64TB-EU		Each	31447.96
AINVR-PRM-PLUS-64TB-NA		Each	31447.96

AINVR-PRM-PLUS-64TB-UK		Each	31447.96
AINVR-PRM-PLUS-96TB-AU		Each	36364.72
AINVR-PRM-PLUS-96TB-EU		Each	36364.72
AINVR-PRM-PLUS-96TB-NA		Each	36364.72
AINVR-PRM-PLUS-96TB-UK		Each	36364.72
AINVR-STD-24TB-AU		Each	14819.68
AINVR-STD-24TB-EU		Each	14819.68
AINVR-STD-24TB-NA		Each	14819.68
AINVR-STD-24TB-UK		Each	14819.68
AINVR-STD-32TB-AU		Each	16147.21
AINVR-STD-32TB-EU		Each	16147.21
AINVR-STD-32TB-NA		Each	16147.21
AINVR-STD-32TB-UK		Each	16147.21
AINVR-STD-48TB-AU		Each	23059.59
AINVR-STD-48TB-EU		Each	23059.59
AINVR-STD-48TB-NA		Each	23059.59
AINVR-STD-48TB-UK		Each	23059.59
AINVR-VAL-12TB-AU		Each	6391.79
AINVR-VAL-12TB-EU		Each	6391.79
AINVR-VAL-12TB-NA		Each	6391.79
AINVR-VAL-12TB-UK		Each	6391.79
OP-16EM		Each	510.00
OP-ACC		Each	340.00



OP-EX-4E		Each	586.50
OP-EX-8E		Each	1168.75
OP-ECL1-PS24		Each	318.75
OP-ECL1-PS1224		Each	480.25
OP-ECL2-PS1224		Each	828.75
OP-2ESH-POE		Each	765.00
4ENT-SYS-24V		Each	1224.00
4ENT-SYS-1224V		Each	1385.50
8ENT-SYS-1224V		Each	2320.50
20ENT-SYS-24V		Each	1734.00
OP-R2X-STND		Each	233.75
OP-R2X-MULL		Each	233.75
OP-RKP-STND		Each	391.00
OP-RKP-MULL		Each	391.00
OP-R2X-EMBD		Each	233.75
OP-VID-PRO-RDR		Each	595.00
OP-LOCK-GW		Each	481.95
Allegion Config Card		Each	9.95
OP-ACH-EV3A10		Each	51.00
OP-ACH-10IC		Each	51.00
OP-KFH-10		Each	42.50
OP-ACL-10		Each	42.50
OP-ACL-10IC		Each	42.50
OP-KFL-10		Each	42.50
OP-PI-30W		Each	51.00
OP-CVR-W		Each	17.00
OP-RSC-DESK		Each	25.50
OP-TABTOP-R2		Each	1309.00
OP-TRN-0		Each	850.00
OP-SERV-EA		Each	102.00
OP-SERV-DIA		Each	212.50

OP-SERV-CO		Each	2125.00
SW-BSC-P1		Each	204.00
SW-BSC-P5		Each	612.00
SW-BSC-P10		Each	1020.00
SW-BSC-P25		Each	2040.00
SW-BSC-P100		Each	5100.00
SW-BSC-P1000		Each	40800.00
SW-PRM-P1		Each	255.00
SW-PRM-P5		Each	918.00
SW-PRM-P10		Each	1530.00
SW-PRM-P25		Each	3060.00
SW-PRM-P100		Each	7650.00
SW-PRM-P1000		Each	61200.00
SW-ETP-P1		Each	357.00
SW-ETP-P5		Each	1224.00
SW-ETP-P10		Each	2040.00
SW-ETP-P25		Each	4080.00
SW-ETP-P100		Each	10200.00
SW-ETP-P1000		Each	81600.00
SW-ACTUSER-P100		Each	255.00
SW-ACTUSER-P500		Each	510.00
SW-ACTUSER-P1000		Each	918.00
SW-ACTUSER-P5000		Each	4080.00
SW-ACTUSER-P10000		Each	6120.00
SW-ACTUSER-P50000		Each	20400.00
SW-ALA-GSE-P500		Each	510.00
SW-ALA-GSE-P1000		Each	918.00
SW-ALA-GSE-P5000		Each	2550.00
SW-ALA-GSE-P10000		Each	3570.00
SW-ALA-GSE-P50000		Each	8160.00

SW-ALA-GSE-P100000		Each	13260.00
SW-ALA-GSP-P500		Each	1020.00
SW-ALA-GSP-P1000		Each	1938.00
SW-ALA-GSP-P5000		Each	6630.00
SW-ALA-GSP-P10000		Each	10200.00
SW-ALA-GSP-P50000		Each	20400.00
SW-ALA-GSP-P100000		Each	30600.00
SW-ALA-ADE-P500		Each	510.00
SW-ALA-ADE-P1000		Each	918.00
SW-ALA-ADE-P5000		Each	2550.00
SW-ALA-ADE-P10000		Each	3570.00
SW-ALA-ADE-P50000		Each	8160.00
SW-ALA-ADE-P100000		Each	13260.00
SW-ALA-ADP-P500		Each	1020.00
SW-ALA-ADP-P1000		Each	1938.00
SW-ALA-ADP-P5000		Each	6630.00
SW-ALA-ADP-P10000		Each	10200.00
SW-ALA-ADP-P50000		Each	20400.00
SW-ALA-ADP-P100000		Each	30600.00
SW-ALA-OKE-P500		Each	510.00
SW-ALA-OKE-P1000		Each	918.00
SW-ALA-OKE-P5000		Each	2550.00
SW-ALA-OKE-P10000		Each	3570.00
SW-ALA-OKE-P50000		Each	8160.00
SW-ALA-OKE-P100000		Each	13260.00
SW-ALA-OKP-P500		Each	1020.00

SW-ALA-OKP-P1000		Each	1938.00
SW-ALA-OKP-P5000		Each	6630.00
SW-ALA-OKP-P10000		Each	10200.00
SW-ALA-OKP-P50000		Each	20400.00
SW-ALA-OKP-P100000		Each	30600.00
SW-ALA-OLE-P500		Each	510.00
SW-ALA-OLE-P1000		Each	918.00
SW-ALA-OLE-P5000		Each	2550.00
SW-ALA-OLE-P10000		Each	3570.00
SW-ALA-OLE-P50000		Each	8160.00
SW-ALA-OLE-P100000		Each	13260.00
SW-ALA-OLP-P500		Each	1020.00
SW-ALA-OLP-P1000		Each	1938.00
SW-ALA-OLP-P5000		Each	6630.00
SW-ALA-OLP-P10000		Each	10200.00
SW-ALA-OLP-P50000		Each	20400.00
SW-ALA-OLP-P100000		Each	30600.00
SW-ALA-WDE-P500		Each	510.00
SW-ALA-WDE-P1000		Each	918.00
SW-ALA-WDE-P5000		Each	2550.00
SW-ALA-WDE-P10000		Each	3570.00
SW-ALA-WDE-P50000		Each	8160.00
SW-ALA-WDE-P100000		Each	13260.00
SW-ALA-WDP-P500		Each	1020.00
SW-ALA-WDP-P1000		Each	1938.00

SW-ALA-WDP-P5000		Each	6630.00
SW-ALA-WDP-P10000		Each	10200.00
SW-ALA-WDP-P50000		Each	20400.00
SW-ALA-WDP-P100000		Each	30600.00
SW-ALA-MRKI		Each	51.00
SW-ALA-BDGE		Each	510.00
SW-VID-ST30		Each	153.00
SW-VID-ST60		Each	255.00
SW-VID-ST90		Each	357.00
SW-VID-ST180		Each	612.00
SW-ALLE-OPP5		Each	204.00
SW-ALLE-OPP100		Each	3570.00
SW-ALLE-OPP1000		Each	25500.00
SW-ALLE-PSP5		Each	357.00
SW-ALLE-PSP100		Each	6120.00
SW-ALLE-PSP1000		Each	45900.00
OC-PRO-B-S		Each	140.25
OC-PRO-1C-S		Each	43.35
OC-ENT-B-S		Each	311.10
OC-ENT-1C-S		Each	58.65
OC-ULT-B-S		Each	623.05
OC-ULT-1C-S		Each	93.50
OP-VWM-B-S		Each	311.10
OP-VWM-1C-S		Each	24.65

OP-OS-1C-S		Each	15.30
OP-CC9000-B-S		Each	623.05
OP-OAAP-B-S		Each	623.05
OP-AMAG-B-S		Each	623.05
OP-S2OVID-B-S		Each	623.05
OP-MIR-1C-S		Each	46.75
OP-BC-B-S		Each	935.00
OP-SAI-1C-S		Each	22.10
OP-SAI-5C-S		Each	93.50
OP-SAI-10C-S		Each	155.55
OP-SAI-25C-S		Each	311.95
OP-SAI-50C-S		Each	467.50
OP-SEI-ACC-B-S		Each	935.00
OP-SEI-ACC-50-S		Each	108.80
OP-SEI-ACC-100-S		Each	155.55
OP-SEI-ACC-250-S		Each	311.95
OP-SEI-ACC-500-S		Each	467.50
OP-SEI-50-S		Each	46.75
OP-SEI-100-S		Each	78.20
OP-SEI-250-S		Each	155.55
OP-SEI-500-S		Each	233.75
OC-PRO-B-S-R		Each	140.25
OC-PRO-1C-S-R		Each	43.35
OC-ENT-B-S-R		Each	311.10
OC-ENT-1C-S-R		Each	58.65
OC-ULT-B-S-R		Each	623.05
OC-ULT-1C-S-R		Each	93.50
OP-VWM-B-S-R		Each	311.10
OP-VWM-1C-S-R		Each	24.65

OP-OS-1C-S-R		Each	15.30
OP-CC9000-B-S-R		Each	623.05
OP-OAAP-B-S-R		Each	623.05
OP-AMAG-B-S-R		Each	623.05
OP-S2OVID-B-S-R		Each	623.05
OP-MIR-1C-S-R		Each	46.75
OP-BC-B-S-R		Each	935.00
OP-SAI-1C-S-R		Each	22.10
OP-SAI-5C-S-R		Each	93.50
OP-SAI-10C-S-R		Each	155.55
OP-SAI-25C-S-R		Each	311.95
OP-SAI-50C-S-R		Each	467.50
OP-SEI-ACC-B-S-R		Each	935.00
OP-SEI-ACC-50-S-R		Each	108.80
OP-SEI-ACC-100-S-R		Each	155.55
OP-SEI-ACC-250-S-R		Each	311.95
OP-SEI-ACC-500-S-R		Each	467.50
OP-SEI-50-S-R		Each	46.75
OP-SEI-100-S-R		Each	78.20
OP-SEI-250-S-R		Each	155.55
OP-SEI-500-R		Each	233.75
OC-PRO-B-SMA-E-I-S		Each	75.58
OC-PRO-1C-SMA-E-I-S		Each	23.41
OC-ENT-B-SMA-E-I-S		Each	168.15
OC-ENT-1C-SMA-E-I-S		Each	31.82
OC-ULT-B-SMA-E-I-S		Each	336.45
OC-ULT-1C-SMA-E-I-S		Each	50.34

OC-PRO-B-SMA-E-R-S		Each	75.58
OC-PRO-1C-SMA-E-R-S		Each	23.41
OC-ENT-B-SMA-E-R-S		Each	168.15
OC-ENT-1C-SMA-E-R-S		Each	31.82
OC-ULT-B-SMA-E-R-S		Each	336.45
OC-ULT-1C-SMA-E-R-S		Each	50.34
OP-VWM-B-SMA-E-I-S		Each	168.15
OP-VWM-1C-SMA-E-I-S		Each	13.31
OP-OS-1C-SMA-E-I-S		Each	8.26
OP-CC9000-B-SMA-E-I-S		Each	336.45
OP-OAAP-B-SMA-E-I-S		Each	336.45
OP-AMAG-B-SMA-E-I-S		Each	336.45
OP-S2OVID-B-SMA-E-I-S		Each	336.45
OP-MIR-1C-SMA-E-I-S		Each	25.09
OP-BC-B-SMA-E-I-S		Each	504.75
OP-SAI-1C-SMA-E-I-S		Each	11.78
OP-SAI-5C-SMA-E-I-S		Each	50.49



OP-SAI-10C-SMA-E-I-S		Each	84.15
OP-SAI-25C-SMA-E-I-S		Each	168.30
OP-SAI-50C-SMA-E-I-S		Each	252.45
OP-SEI-ACC-B-SMA-E-I-S		Each	504.75
OP-SEI-ACC-50-SMA-E-I-S		Each	58.91
OP-SEI-ACC-100-SMA-E-I-S		Each	84.15
OP-SEI-ACC-250-SMA-E-I-S		Each	168.30
OP-SEI-ACC-500-SMA-E-I-S		Each	252.45
OP-SEI-50-SMA-E-I-S		Each	25.25
OP-SEI-100-SMA-E-I-S		Each	42.08
OP-SEI-250-SMA-E-I-S		Each	84.15
OP-SEI-500-SMA-E-I-S		Each	126.23
OP-VWM-1C-SMA-E-R-S		Each	168.15
OP-OS-1C-SMA-E-R-S		Each	13.31
OP-CC9000-B-SMA-E-R-S		Each	8.26

OP-OAAP-B-SMA-E-R-S		Each	336.45
OP-AMAG-B-SMA-E-R-S		Each	336.45
OP-S2OVID-B-SMA-E-R-S		Each	336.45
OP-MIR-1C-SMA-E-R-S		Each	336.45
OP-BC-B-SMA-E-R-S		Each	25.09
OP-SAI-1C-SMA-E-R-S		Each	504.75
OP-SAI-5C-SMA-E-R-S		Each	11.78
OP-SAI-10C-SMA-E-R-S		Each	50.49
OP-SAI-25C-SMA-E-R-S		Each	84.15
OP-SAI-50C-SMA-E-R-S		Each	168.30
OP-SEI-ACC-B-SMA-E-R-S		Each	252.45
OP-SEI-ACC-50-SMA-E-R-S		Each	504.75
OP-SEI-ACC-100-SMA-E-R-S		Each	58.91
OP-SEI-ACC-250-SMA-E-R-S		Each	84.15
OP-SEI-ACC-500-SMA-E-R-S		Each	168.30

OP-SEI-50-SMA-E-R-S		Each	252.45
OP-SEI-100-SMA-E-R-S		Each	25.25
OP-SEI-250-SMA-E-R-S		Each	42.08
OP-SEI-500-SMA-E-R-S		Each	84.15
DS61		EACH	1023.40
DS61-S		EACH	1023.40
DS62		SET	1552.10
DS62-S		SET	1552.10
DS64		SET	2050.20
DS64-S		SET	2050.20
DS81		EACH	1055.70
DS81-S		EACH	1055.70
DS82		SET	1588.65
DS82-S		SET	1588.65
DS84		SET	2082.50
DS84-S		SET	2082.50
PSA615-CFM		EACH	491.30
PSA615-CFM-2		EACH	532.10

PSA615-CFM-2-P		PAIR	776.90
PSA615-CFM-2-RVC		EACH	642.60
PSA615-CFM-2-RVC-P		PAIR	889.10
PSA615-CFM-3		EACH	576.30
PSA615-CFM-3-P		PAIR	673.20
PSA615-CFM-3-RVC		EACH	673.20
PSA615-CFM-3-RVC-P		PAIR	914.60
PSA615-CFM-4		EACH	618.80
PSA615-CFM-4-P		PAIR	860.20
PSA615-CFM-4-RVC		EACH	715.70
PSA615-CFM-4-RVC-P		PAIR	958.80
PSA615-CFM-P		PAIR	732.70
PSA615-CFM-RVC		EACH	584.80
PSA615-CFM-RVC-P		PAIR	829.60
PSA615-CFS		EACH	482.80
PSA615-CFS-P		PAIR	722.50
PSA615-CFS-RVC		EACH	554.20
PSA615-CFS-RVC-P		PAIR	795.60
PSA615-JFM		EACH	504.90

PSA615-JFM-2		EACH	549.10
PSA615-JFM-2-P		PAIR	790.50
PSA615-JFM-2-RVC		EACH	644.30
PSA615-JFM-2-RVC-P		PAIR	885.70
PSA615-JFM-3		EACH	591.60
PSA615-JFM-3-P		PAIR	833.00
PSA615-JFM-3-RVC		EACH	690.20
PSA615-JFM-3-RVC-P		PAIR	928.20
PSA615-JFM-4		EACH	634.10
PSA615-JFM-4-P		PAIR	873.80
PSA615-JFM-4-RVC		EACH	731.00
PSA615-JFM-4-RVC-P		PAIR	970.70
PSA615-JFM-P		PAIR	744.60
PSA615-JFM-RVC		EACH	603.50
PSA615-JFM-RVC-P		PAIR	841.50
PSA615-JFS		EACH	498.10
PSA615-JFS-P		PAIR	739.50
PSA615-JFS-RVC		EACH	567.80
PSA615-JFS-RVC-P		PAIR	812.60
PSA615-MD		EACH	491.30

PSA615-MD2		EACH	499.80
PSA615-MD2L		EACH	511.70
PSA615-MD2L-P		PAIR	754.80
PSA615-MD2L-RVC		EACH	581.40
PSA615-MD2L-RVC-P		PAIR	826.20
PSA615-MD2-P		PAIR	741.20
PSA615-MD2-RVC		EACH	572.90
PSA615-MD2-RVC-P		PAIR	816.00
PSA615-MDL		EACH	504.90
PSA615-MDL-P		PAIR	744.60
PSA615-MDL-RVC		EACH	576.30
PSA615-MDL-RVC-P		PAIR	819.40
PSA615-MD-P		PAIR	732.70
PSA615-MD-RVC		EACH	561.00
PSA615-MD-RVC-P		PAIR	800.70
PSA615-OM		EACH	498.10
PSA615-OM-P		PAIR	739.50
PSA615-OM-RVC		EACH	567.80
PSA615-OM-RVC-P		PAIR	812.60
PSA615-RPM		EACH	482.80
PSA615-RPM-P		PAIR	722.50

PSA615-RPM-RVC		EACH	554.20
PSA615-RPM-RVC-P		PAIR	795.60
PSA615-RPS		EACH	482.80
PSA615-RPS-P		PAIR	722.50
PSA615-RPS-RVC		EACH	554.20
PSA615-RPS-RVC-P		PAIR	795.60
PSA615-SM		EACH	498.10
PSA615-SM-P		PAIR	739.50
PSA615-SM-RVC		EACH	567.80
PSA615-SM-RVC-P		PAIR	812.60
PSA802-CFM		EACH	523.60
PSA802-CFM-2		EACH	561.00
PSA802-CFM-2-P		PAIR	800.70
PSA802-CFM-2-RVC		EACH	659.60
PSA802-CFM-2-RVC-P		PAIR	902.70
PSA802-CFM-3		EACH	606.90
PSA802-CFM-3-P		PAIR	844.90
PSA802-CFM-3-RVC		EACH	703.80
PSA802-CFM-3-RVC-P		PAIR	946.90

PSA802-CFM-4		EACH	647.70
PSA802-CFM-4-P		PAIR	889.10
PSA802-CFM-4-RVC		EACH	744.60
PSA802-CFM-4-RVC-P		PAIR	987.70
PSA802-CFM-P		PAIR	759.90
PSA802-CFM-RVC		EACH	618.80
PSA802-CFM-RVC-P		PAIR	860.20
PSA802-CFS		EACH	510.00
PSA802-CFS-P		PAIR	751.40
PSA802-CFS-RVC		EACH	579.70
PSA802-CFS-RVC-P		PAIR	822.80
PSA802-JFM		EACH	532.10
PSA802-JFM2		EACH	576.30
PSA802-JFM2-P		PAIR	819.40
PSA802-JFM2-RVC		EACH	673.20
PSA802-JFM2-RVC-P		PAIR	914.60
PSA802-JFM3		EACH	618.80
PSA802-JFM3-P		PAIR	860.20
PSA802-JFM3-RVC		EACH	715.70
PSA802-JFM3-RVC-P		PAIR	958.80



PSA802-JFM4		EACH	659.60
PSA802-JFM4-P		PAIR	902.70
PSA802-JFM4-RVC		EACH	758.20
PSA802-JFM4-RVC-P		PAIR	1003.00
PSA802-JFM-P		PAIR	776.90
PSA802-JFM-RVC		EACH	629.00
PSA802-JFM-RVC-P		PAIR	872.10
PSA802-JFS		EACH	527.00
PSA802-JFS-P		PAIR	766.70
PSA802-JFS-RVC		EACH	598.40
PSA802-JFS-RVC-P		PAIR	838.10
PSA802-MD		EACH	523.60
PSA802-MD2		EACH	528.70
PSA802-MD2L		EACH	538.90
PSA802-MD2L-P		PAIR	785.40
PSA802-MD2L-RVC		EACH	613.70
PSA802-MD2L-RVC-P		PAIR	851.70
PSA802-MD2-P		PAIR	768.40
PSA802-MD2-RVC		EACH	601.80
PSA802-MD2-RVC-P		PAIR	839.80

PSA802-MDL		EACH	532.10
PSA802-MDL-P		PAIR	776.90
PSA802-MDL-RVC		EACH	606.90
PSA802-MDL-RVC-P		PAIR	844.90
PSA802-MD-P		PAIR	759.90
PSA802-MD-RVC		EACH	591.60
PSA802-MD-RVC-P		PAIR	833.00
PSA802-OM		EACH	527.00
PSA802-OM-P		PAIR	766.70
PSA802-OM-RVC		EACH	598.40
PSA802-OM-RVC-P		PAIR	838.10
PSA802-RPM		EACH	510.00
PSA802-RPM-P		PAIR	751.40
PSA802-RPM-RVC		EACH	579.70
PSA802-RPM-RVC-P		PAIR	822.80
PSA802-RPS		EACH	510.00
PSA802-RPS-P		PAIR	751.40
PSA802-RPS-RVC		EACH	579.70
PSA802-RPS-RVC-P		PAIR	822.80
PSA802-SM		EACH	527.00
PSA802-SM-P		PAIR	766.70

PSA802-SM-RVC		EACH	598.40
PSA802-SM-RVC-P		PAIR	838.10
QSA615-CFM		SET	1215.50
QSA615-CFM-2		SET	1256.30
QSA615-CFM-2-RVC		SET	1354.90
QSA615-CFM-3		SET	1300.50
QSA615-CFM-3-RVC		SET	1399.10
QSA615-CFM-4		SET	1343.00
QSA615-CFM-4-RVC		SET	1439.90
QSA615-CFM-RVC		SET	1317.50
QSA615-CFS		SET	1208.70
QSA615-CFS-RVC		SET	1276.70
QSA615-JFM		SET	1225.70
QSA615-JFM2		SET	1268.20
QSA615-JFM2-RVC		SET	1370.20
QSA615-JFM3		SET	1317.50
QSA615-JFM3-RVC		SET	1411.00
QSA615-JFM4		SET	1354.90
QSA615-JFM4-RVC		SET	1451.80
QSA615-JFM-RVC		SET	1326.00
QSA615-JFS		SET	1220.60
QSA615-JFS-RVC		SET	1295.40
QSA615-MD		SET	1215.50
QSA615-MD2		SET	1222.30
QSA615-MD2L		SET	1237.60
QSA615-MD2L-RVC		SET	1305.60
QSA615-MD2-RVC		SET	1297.10
QSA615-MDL		SET	1225.70
QSA615-MDL-RVC		SET	1300.50
QSA615-MD-RVC		SET	1285.20

QSA615-OM		SET	1220.60
QSA615-OM-RVC		SET	1295.40
QSA615-RPM		SET	1208.70
QSA615-RPM-RVC		SET	1276.70
QSA615-RPS		SET	1208.70
QSA615-RPS-RVC		SET	1276.70
QSA615-SM		SET	1220.60
QSA615-SM-RVC		SET	1295.40
OC-ENT-1C	Ocularis 5.0 Enterprise Camera License	EA	200.93
OC-ENT-1C-SMA-E-I	Ocularis Enterprise Camera License SMA 1st Year	EA	32
OC-ENT-1C-SMA-E-R	Ocularis Enterprise Camera License SMA Renewal	EA	34.95
OC-ENT-B-SMA-GC-E-R	Ocularis Enterprise Base SMA GetCurrent 1Y Renewal	EA	184.63
FPO75/150-C8E2	Dual Voltage Power Supply 4AMP@12VDC/6AMP@24VDC	EA	684.62
01273-001	2N® Helios IP Verso - IP Intercom with Camera	EA	1586.23
01289-001	Verso Frame for IP Intercom brushed stainless	EA	104.62
01337-001	IP Force Intercom HD Camera 1 Button	EA	2038.69
VE-5x5-PNL	Stainless steel mounting reader back box	EA	170.02
VE-GNP	Gooseneck Pedestal Keypad Support Arm	EA	242.88
PACE1PRMT	IP & PoE Extenders RJ45	EA	478.45
PACE1ST	Ethernet Transceiver 1 port PoE RJ45	EA	226.17
PACE8PRM	8CH IP Extender Receiver 100MBPS	EA	1548.35
SlideSmart DC 15	SlideSmart DC 15, 1/2 HP Slide Operator	EA	3641.54
ME110-25-06-C-T2	Gate Edge, Ch Mt, 6' 10k Resistive, 2 wire	EA	136.65
E3K-R10K4-NR	Photoelectric Gate Sensor 24-240V AC/DC	EA	236.09
COV-E3K	Protective Cover for E3K Photo Eye	EA	62.02
WEL-200K	WEL-200K Wireless Edge Trans & Rec Kit	EA	392.57
WEL-200T	WEL-200T Wireless Edge Link (Transmitter Only)	EA	182.26
WEL-200R	Wireless Edge Link Receiver Only	EA	272.72
CP-4-200	Exit Probe w/ 200' Cable (5 Wire)	EA	341.88
CP-4-100	Exit Probe w/ 100' Cable (5 Wire)	EA	267.09
EBRIDGE200WPM	EoC or Longe Range Ethernet 2 Port Transceiver	EA	476.78
eBridge4CR	4 Output Ethernet/Coax Recevier	EA	607.69

eBridge1CT	Single Camera Ethernet/Coax Transceiver	EA	148.23
eBridge1CRT	Single Camera Ethernet/Coax Transceiver & Receiver	EA	276.14
Mileage	Mileage	per mile	0.655
Trip Charge	Trip Charge	EA	50
Fuel Charge	Fuel Charge	EA	5
Miscellaneous Electrical	Miscellaneous Electrical	EA	55
Percentage discount list to be provided by Contractor for additional Items, or related-items, not listed on the Equipment Parts List And Cost Document, but may be realized are needed at a later point in time. Enter Percentage Discount Off Contractor's List Cost. <b>Camtek can always provide an invoice with our cost on it, it is much easier for us to mark up 15% from our cost.</b>			<b>15% percent markup from Contractor Cost</b>
Percentage discount off Contactor's list cost. Any invoice containing a line item in which Supplier's percentage discount off Contractor's list cost has been applied, the Contractor is required to state on the invoice the actual cost the Contractor had incurred prior to Contractor's percentage discount off Contractor's list cost has been applied, to equate to amount being invoice. The City reserves the right to request copies of any invoices that the Contractor had received to verify Contractor's cost incurred, prior to Contractor's mark-up being applied. <b>Camtek will use the contractor cost + 15% for any items not on the price list.</b>			Acknowledge and agree
Percentage Discount will remain unchanged throughout the life of the contract.			
Should Contractor not provide percentage off discount for additional Items, or related-items, not listed on the Equipment Parts List And Cost Document, but may be realized are needed at a later point in time. Contractor shall then provide Percentage Markup Above Contractor's Cost. Enter Percentage Markup Above Supplier cost here.			15% percentage markup from Contractor Cost
Percentage Markup Above Contractor's Cost. Any invoice containing a line item in which Contractor's percentage mark has been applied, the Contractor is required to state on the invoice the actual cost the Contractor had incurred prior to Contractor's percentage markup above cost being applied, to equate to amount being invoice. The City reserves the right to request copies of any invoices that the Supplier had received to verify Contractor's cost incurred, prior to Supplier's mark-up being applied.			Acknowledge and agree
Percentage Markup will remain unchanged throughout the life of the contract, to include any renewal/options.			
Bidder is aware if it does not offer either a PERCENTAGE OFF DISCOUNT or PERCENTAGE MARK UP, then resulting contract will only be used to procure items listed on Equipment Parts List And Cost Document. items listed on VB – Equipment Parts List And Cost Document. <b>Camtek chooses to use contractor cost + 15% markup for any pricing not on the price list.</b>			15% percentage markup from Contractor Cost



**License Information:**

[New search](#) [Back to results](#)

**Entity name:** CAMTEK, INC.  
**Business name:** CAMTEK, INC.  
**Entity type:** Profit Corporation  
**UBI #:** 602-020-474  
**Business ID:** 001  
**Location ID:** 0001  
**Location:** Active  
**Location address:** 3815 E EVERETT AVE  
 SPOKANE WA 99217-6614  
**Mailing address:** PO BOX 6520  
 SPOKANE WA 99217-0908

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

**Endorsements**

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
Airway Heights General Business - Non-Resident	13367			Active	Mar-31-2025	Jan-17-2019
Bellingham General Business	070528			Active		Aug-06-2021
Benton City General Business - Non-Resident	4905			Active	Mar-31-2025	Feb-02-2022
Cheney General Business - Non-Resident	BUS2010-180			Active	Mar-31-2025	Jan-08-2019
Colville General Business - Non-Resident	004930.0			Active	Mar-31-2025	May-26-2020
Kennewick General Business - Non-Resident				Active	Mar-31-2025	Jun-01-2021
Liberty Lake General Business - Non-Resident				Active	Mar-31-2025	Oct-22-2015
Moses Lake General Business - Non-Resident	BUS2016-0272			Active	Mar-31-2025	Nov-29-2016
Olympia General Business - Non-Resident	45077			Active	Mar-31-2025	Feb-18-2022
Pasco General Business - Non-Resident	18699			Active	Mar-31-2025	Sep-28-2013
Richland General Business - Non-Resident	F03058			Active	Mar-31-2025	Dec-21-2007
Spokane General Business	T12035040BUS			Active	Mar-31-2025	Oct-15-2012
Spokane Valley General Business - Non-Resident	02236			Active	Mar-31-2025	Mar-18-2004



Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
Toppenish General Business - Non-Resident				Active	Mar-31-2025	Sep-11-2019
Union Gap General Business - Non-Resident				Active	Mar-31-2025	Mar-25-2021
<b>Governing People</b> <small>May include governing people not registered with Secretary of State</small>						
Governing people			Title			
STEPHENSON, LORIE						
The Business Lookup information is updated nightly. Search date and time: 11/13/2024 9:47:45 AM						

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
11/12/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER <b>Alliant Insurance Services, Inc.</b> 818 W Riverside Ave Ste 800 Spokane, WA 99201	CONTACT NAME: <b>Brian Borden</b>
	PHONE (A/C, No, Ext): E-MAIL ADDRESS: <b>Brian.Borden@Alliant.com</b>
	FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE
	INSURER A : <b>Crum &amp; Forster Specialty Insurance Company</b> NAIC # <b>44520</b>
	INSURER B : <b>Employers Mutual Casualty Company</b> NAIC # <b>21415</b>
	INSURER C : <b>Scottsdale Insurance Company</b> NAIC # <b>41297</b>
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<b>A</b>	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER:	<b>X</b>		<b>GLO109840</b>	<b>10/5/2024</b>	<b>10/5/2025</b>	EACH OCCURRENCE \$ <b>1,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>50,000</b> MED EXP (Any one person) \$ <b>5,000</b> PERSONAL & ADV INJURY \$ <b>1,000,000</b> GENERAL AGGREGATE \$ <b>2,000,000</b> PRODUCTS - COMP/OP AGG \$ <b>2,000,000</b> <b>PROFESSIONAL LI</b> \$ <b>1,000,000</b>
<b>B</b>	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			<b>6X11186</b>	<b>10/5/2024</b>	<b>10/5/2025</b>	COMBINED SINGLE LIMIT (Ea accident) \$ <b>1,000,000</b> BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
<b>C</b>	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ <b>10,000</b>			<b>XLS2005288</b>	<b>10/5/2024</b>	<b>10/5/2025</b>	EACH OCCURRENCE \$ <b>5,000,000</b> AGGREGATE \$ <b>5,000,000</b>
<b>A</b>	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below		<b>N/A</b>	<b>GLO109840</b>	<b>10/5/2024</b>	<b>10/5/2025</b>	<input type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ <b>1,000,000</b> E.L. DISEASE - EA EMPLOYEE \$ <b>1,000,000</b> E.L. DISEASE - POLICY LIMIT \$ <b>1,000,000</b>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>  <b>City of Spokane</b> Purchasing & Contracts Department 808 W. Spokane Falls Blvd. Spokane, WA 99201	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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To Whom it May Concern:

Attached please find the requested certificate. To comply with green standards, Alliant will no longer be mailing out hard copies of certificates. Please provide Brian Borden [Brian.Borden@alliant.com](mailto:Brian.Borden@alliant.com) with an email address to send certificates to moving forward.

Thank you.



## Certificate Disclaimer

Alliant Insurance has recently updated their Certificate of Liability procedures to minimize unnecessary errors and to help clients and certificate holders understand the limitations and provisions outlined in their insurance policies. We will do so by adhering to the recommendations found in the recent Acord form manual and by staying compliant with state statute WAC 284-30-355 and (ORS)744.074(1)(e). Alliant aims to ensure clarity and accuracy in coverage interpretation while also protecting the interests of its clients and certificate holders.

While we can still add specific details such as job numbers, contract names, event dates, or specific locations on certificates, it's crucial to note that Alliant cannot bind our insurers to anything beyond what is specified in the endorsement. If the Additional Insured box is checked, individuals can refer to the Additional Insured endorsement attached to their certificate for detailed coverage information.

Ultimately, coverage is determined by the policy, its terms, and individual endorsements, and as established by the contract between the Named Insured and the Additional Insured. If there are any further inquiries or requests for clarification, please do not hesitate to reach out to us for further assistance.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR  
CONTRACTORS – AUTOMATIC STATUS WHEN  
REQUIRED IN A WRITTEN CONSTRUCTION  
AGREEMENT WITH YOU**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**A. Section II – Who Is An Insured** is amended to include as an additional insured any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured.

However, the insurance afforded to such additional insured:

1. Only applies to the extent permitted by law; and
2. Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

1. "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:

- a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
- b. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional architectural, engineering or surveying services.

2. "Bodily injury" or "property damage" occurring after:
- a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
  - b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

- C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

The most we will pay on behalf of the additional insured is the amount of insurance:

- 1. Required by the contract or agreement you have entered into with the additional insured; or
- 2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

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## ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

### SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
Any person or organization you have agreed in a written contract to add as an additional insured on your policy provided the written contract is executed prior to the "bodily injury", "property damage" or "personal and advertising injury"	Premises covered under this policy when required by written contract executed prior to the "bodily injury", "property damage" or "personal and advertising injury"
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/13/2024

**Clerk's File #** OPR 2024-0125

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	FACILITIES MANAGEMENT	<b>Bid #</b>	PW ITB 5983-23
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<b>Contact Name/Phone</b>	DAVE STEELE 625-6064	<b>Requisition #</b>	MASTER
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<b>Contact E-Mail</b>	DSTEELE@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	MCATHCART BWILKERSON ZZAPPONE		
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<b>Agenda Item Name</b>	5900 FACILITIES CAMTEK MASTER CONTRACT - INSTALLATION		
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**Agenda Wording**

The Facilities Department is renewing the master contract with Camtek, Inc, 3815 East Everett Spokane WA 99217 for Labor and Materials for 1 additional year. These contracts provide the ongoing support and maintenance for Citywide facilities.

**Summary (Background)**

Facilities is renewing the Value Blanket OPR 2024-0124 for parts and materials and OPR 2024-0124 for labor for installation and repair. These contracts provide the ongoing support and maintenance for Citywide badged door card swipes, magnetic locks, actuators, security cameras, access control and various hardware replacement related to cameras and badged door access.

Lease? NO Grant related? NO Public Works? YES

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ 300,000.00
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Current Year Cost	\$ 300,000.00
-------------------	---------------

Subsequent Year(s) Cost	\$
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**Narrative**

<b>Amount</b>	<b>Budget Account</b>
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Expense \$ 300,000.00	# various
-----------------------	-----------

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

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

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

\$	#
----	---

\$	#
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**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	TEAL, JEFFREY
<b><u>Division Director</u></b>	BOSTON, MATTHEW
<b><u>Accounting Manager</u></b>	BUSTOS, KIM
<b><u>Legal</u></b>	HARRINGTON,
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**

<b><u>PURCHASING</u></b>	NECHANICKY, JASON

**Distribution List**

lorie@camtekinc.com	ronda@camtekinc.com
laga@spokanecity.org	tprince@spokanecity.org
kbustos@spokanecity.org	klong@spokanecity.org
facilitiesdepartment@spokanecity.org	

## Committee Agenda Sheet

### Finance & Administration Committee

<b>Submitting Department</b>	Facilities Department
<b>Contact Name</b>	Dave Steele
<b>Contact Email &amp; Phone</b>	509-625-6064
<b>Council Sponsor(s)</b>	CP Wilkerson, CM Cathcart, CM Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	CAMTEK Master Contract Renewal
<b>Summary (Background)</b>  *Use the Fiscal Impact box below for relevant financial information	The Facilities Department is renewing the master contracts with Camtek Inc 3815 E Everett Ave, Spokane WA 99217, for Labor and Materials, for 1 year. These contracts provide the ongoing support and maintenance for Citywide badged door card swipes, magnetic lock, actuators, security cameras, access control, and various hardware replacements related to cameras and badged door access. This will be two separate contracts on Council Agenda (Labor & Parts).
<b>Proposed Council Action</b>	Contract approval
<b>Fiscal Impact</b>	
<b>Total Expense:</b>	<b>\$ Labor 300,000 Plus Applicable Tax</b> <b>\$ Parts 500,000 Plus Applicable Tax</b>
Approved in current year budget?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Funding Source	<input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A
Specify funding source:	MASTER CONTRACT - MULTIPLE ACCOUNTS
Expense Occurrence	<input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities? NA – Basic City Services	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? NA – Basic City Services	
How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution? NA – Basic City Services	
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others? NA – Basic City Services	





**City of Spokane**  
  
**CONTRACT**  
**RENEWAL #1 OF 1 AND AMENDMENT**  
  
**Title: INSTALL, REPAIR AND UPGRADES**  
**OF SECURITY CAMERA SYSTEMS**

This Contract Renewal and Amendment is made and entered into by and between the **CITY OF SPOKANE** as (“City”), a Washington municipal corporation, and **CAMTEK, INC.**, whose address is 3815 East Everett Avenue, Spokane, Washington 99217 as (“Contractor”), individually hereafter referenced as a “Party”, and together as the “Parties”.

*WHEREAS, the parties entered into an Agreement wherein the Contractor agreed to provide Install, Repair, and Upgrades of Security Camera Systems and Video Management Software As-Needed, and*

*WHEREAS, the initial contract provided for one (1) additional one (1) year renewal, with this being that renewal; and*

*WHEREAS, there are various charges that are acceptable and allowable that need 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 original Agreement, dated February 27, 2024, and February 28, 2024, any previous amendments, renewals and / or extensions / thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

**2. EFFECTIVE TERM.**

This Contract Renewal and Amendment shall become effective on January 1, 2024, and shall end on December 31, 2025.

**3. AMENDMENT.**

Addendum 1 to PW ITB 5983-23 is amended to include the following allowable charges:

Mileage	Mileage	per mile	0.655
Trip Charge	Trip Charge	EA	50
Fuel Charge	Fuel Charge	EA	5
Miscellaneous Electrical	Miscellaneous Electrical	EA	55

Section 6 of the original Contract is modified as follows:

- A. No change
- B. No change

- C. **PREVAILING WAGES MULTI-YEAR CONTRACTS AND EXTENSIONS.** For multiyear contracts and/or contract extensions, prevailing wage rates must be updated annually, using the rates in effect at the beginning of each contract year (not calendar year), and intents and affidavits for prevailing wages paid must be submitted annually for all work completed during the previous 12 months. RCW 35.22.620.
- D. A payment/performance bond is NOT required.
- E. Statutory retainage is NOT required.

**4. COMPENSATION.**

The City shall pay an annual cost not to exceed **THREE HUNDRED THOUSAND DOLLARS AND 00/100 (\$300,000.00), plus applicable sales tax**, for everything furnished and done under this Contract Renewal. This is the maximum amount to be paid under this Renewal, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this Renewal document.

**5. DEBARMENT AND SUSPENSION.**

The Company has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and “Debarment and Suspension”, codified at 29 CFR part 98.

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

**CAMTEK INC.**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature                      Date

By \_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

**Attachments that are part of this Agreement:**  
Certification Regarding Debarment

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.

2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.

3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.

4. I understand that a false statement of this certification may be grounds for termination of the contract.

_____ Name of Subrecipient / Contractor / Consultant (Type or Print)	_____ Program Title (Type or Print)
_____ Name of Certifying Official (Type or Print)	_____ Signature
_____ Title of Certifying Official (Type or Print)	_____ Date (Type or Print)



**License Information:**

[New search](#) [Back to results](#)

**Entity name:** CAMTEK, INC.  
**Business name:** CAMTEK, INC.  
**Entity type:** Profit Corporation  
**UBI #:** 602-020-474  
**Business ID:** 001  
**Location ID:** 0001  
**Location:** Active  
**Location address:** 3815 E EVERETT AVE  
 SPOKANE WA 99217-6614  
**Mailing address:** PO BOX 6520  
 SPOKANE WA 99217-0908

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

**Endorsements**

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
Airway Heights General Business - Non-Resident	13367			Active	Mar-31-2025	Jan-17-2019
Bellingham General Business	070528			Active		Aug-06-2021
Benton City General Business - Non-Resident	4905			Active	Mar-31-2025	Feb-02-2022
Cheney General Business - Non-Resident	BUS2010-180			Active	Mar-31-2025	Jan-08-2019
Colville General Business - Non-Resident	004930.0			Active	Mar-31-2025	May-26-2020
Kennewick General Business - Non-Resident				Active	Mar-31-2025	Jun-01-2021
Liberty Lake General Business - Non-Resident				Active	Mar-31-2025	Oct-22-2015
Moses Lake General Business - Non-Resident	BUS2016-0272			Active	Mar-31-2025	Nov-29-2016
Olympia General Business - Non-Resident	45077			Active	Mar-31-2025	Feb-18-2022
Pasco General Business - Non-Resident	18699			Active	Mar-31-2025	Sep-28-2013
Richland General Business - Non-Resident	F03058			Active	Mar-31-2025	Dec-21-2007
Spokane General Business	T12035040BUS			Active	Mar-31-2025	Oct-15-2012
Spokane Valley General Business - Non-Resident	02236			Active	Mar-31-2025	Mar-18-2004



Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
Toppenish General Business - Non-Resident				Active	Mar-31-2025	Sep-11-2019
Union Gap General Business - Non-Resident				Active	Mar-31-2025	Mar-25-2021

<b>Governing People</b> <small>May include governing people not registered with Secretary of State</small>	
Governing people	Title
STEPHENSON, LORIE	

The Business Lookup information is updated nightly. Search date and time: 11/13/2024 9:47:45 AM

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/12/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Alliant Insurance Services, Inc.
818 W Riverside Ave Ste 800
Spokane, WA 99201
CONTACT NAME: Brian Borden
PHONE:
FAX:
E-MAIL ADDRESS: Brian.Borden@Alliant.com
INSURER(S) AFFORDING COVERAGE:
INSURER A: Crum & Forster Specialty Insurance Company 44520
INSURER B: Employers Mutual Casualty Company 21415
INSURER C: Scottsdale Insurance Company 41297
INSURER D:
INSURER E:
INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF, POLICY EXP, LIMITS. Rows include Commercial General Liability (GLO109840), Automobile Liability (6X11186), Umbrella Liability (XLS2005288), and Workers Compensation and Employers' Liability (GLO109840).

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER: City of Spokane, Purchasing & Contracts Department, 808 W. Spokane Falls Blvd., Spokane, WA 99201
CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
AUTHORIZED REPRESENTATIVE: [Signature]



To Whom it May Concern:

Attached please find the requested certificate. To comply with green standards, Alliant will no longer be mailing out hard copies of certificates. Please provide Brian Borden [Brian.Borden@alliant.com](mailto:Brian.Borden@alliant.com) with an email address to send certificates to moving forward.

Thank you.



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1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured.

However, the insurance afforded to such additional insured:

1. Only applies to the extent permitted by law; and
2. Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

1. "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:

- a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
- b. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional architectural, engineering or surveying services.

2. "Bodily injury" or "property damage" occurring after:
- a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
  - b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

- C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

The most we will pay on behalf of the additional insured is the amount of insurance:

- 1. Required by the contract or agreement you have entered into with the additional insured; or
- 2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

### SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
Any person or organization you have agreed in a written contract to add as an additional insured on your policy provided the written contract is executed prior to the "bodily injury", "property damage" or "personal and advertising injury"	Premises covered under this policy when required by written contract executed prior to the "bodily injury", "property damage" or "personal and advertising injury"
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/13/2024

**Clerk's File #** OPR 2023-1226

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	FACILITIES MANAGEMENT	<b>Bid #</b>	
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<b>Contact Name/Phone</b>	DAVE STEELE 625-6064	<b>Requisition #</b>	MASTER
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<b>Contact E-Mail</b>	DSTEELE@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	MCATHCART BWILKERSON ZZAPPONE		
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<b>Agenda Item Name</b>	5900 FACILITIES SNOW REMOVAL & LANDSCAPING MAINTENANCE MASTER		
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**Agenda Wording**

The Facilities Department is renewing the contract for Snow & Ice Removal and Landscape Maintenance with Roar Works LLC located at 6704 North Assembly Street, Spokane, WA 99208-5004 for services at various city sites.

**Summary (Background)**

The Facilities Department is renewing the master contract for Snow & Ice Removal and Landscape Maintenance with Roar Works LLC. for services at the Intermodal Facility, City Hall and the Public Defender/Prosecutors Building for one year (12/01/2024 thru 11/30/2025). The original contract secured through IPWQ 6022-23

Lease? NO Grant related? NO Public Works? YES

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ 140,595.00
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Current Year Cost	\$ 140,595.00
-------------------	---------------

Subsequent Year(s) Cost	\$
-------------------------	----

**Narrative**

<b>Amount</b>	<b>Budget Account</b>
Expense \$ 81,800	# 5900-71300-18300-54206/54212-89006
Expense \$ 31,300	# 5900-71300-18300-54206-81062 City Hall
Expense \$ 22,495	# 5900-71300-18300-54206/54212-89003 Public
Expense \$ 5,000	# 5900-71300-18300-54212-**** Landscaping
\$	#
\$	#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	TEAL, JEFFREY
<b><u>Division Director</u></b>	BOSTON, MATTHEW
<b><u>Accounting Manager</u></b>	BUSTOS, KIM
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**

<b><u>PURCHASING</u></b>	NECHANICKY, JASON

**Distribution List**

roarworks7@gmail.com	klong@spokanecity.org
kbustos@spkanecity.org	facilitiesdepartment@spokanecity.org
dwhaley@spokanecity.org	

## Committee Agenda Sheet

### Finance & Administration Committee

<b>Submitting Department</b>	Facilities Department
<b>Contact Name</b>	Dave Steele
<b>Contact Email &amp; Phone</b>	509-625-6064
<b>Council Sponsor(s)</b>	CP Wilkerson, CM Cathcart, CM Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Snow & Ice Removal – Landscape Maintenance for multiple Sites
<b>Summary (Background)</b>  *Use the Fiscal Impact box below for relevant financial information	The Facilities Department is renewing the contract for Snow & Ice Removal and Landscape Maintenance with RoarWorks LLC, 6704 North Assembly Street, Spokane, Washington 99208-5004 for services at the Intermodal Facility, City Hall, & at the Public Defender / Prosecutors Building for 1 year. The original contract secured through IPWQ 6022-23
<b>Proposed Council Action</b>	Contract approval
<b>Fiscal Impact</b>	
Total Expense:                                    \$ <b>140,595 Plus Applicable Tax</b>	
Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Funding Source <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A	
Specify funding source:    MASTER CONTRACT – Multiple Accounts	
Expense Occurrence <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities? NA – Basic City Services	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? NA – Basic City Services	
How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution? NA – Basic City Services	
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others? NA – Basic City Services	



**City of Spokane**  
**MASTER CONTRACT  
RENEWAL #1 OF 1 AND AMENDMENT**  
**Title: Landscaping and Snow Removal Services**

This Contract Renewal and Amendment is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **ROAR WORKS, LLC.**, whose address is 6704 North Assembly Street, Spokane, Washington 99208-5004 as ("Contractor"), individually hereafter referenced as a "Party", and together as the "Parties".

*WHEREAS, the parties entered into an Agreement wherein the Contractor agreed to provide Landscaping and Snow Removal Services for multiple City locations; and*

*WHEREAS, the initial contract provided for one (1) additional one (1) year renewal, with this being the first of those renewals; and*

*WHEREAS, additional funds are required due to parts and labor for repairs, 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 original Agreement, dated November 30, 2023, 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 Renewal and Amendment shall become effective on December 1, 2024, and shall run through November 30, 2025.

**3. AMENDMENT.**

Need to add additional funds to cover the cost of parts and labor for repairs.

Section 6 is modified as follows:

- C. **PREVAILING WAGES MULTI-YEAR CONTRACTS AND EXTENSIONS.** For multiyear contracts and/or contract extensions, prevailing wage rates must be updated annually, using the rates in effect at the beginning of each contract year (not calendar year), and intents and affidavits for prevailing wages paid must be submitted annually for all work completed during the previous 12 months. RCW 35.22.620.

D. A payment/performance bond is NOT required.

E. Statutory retainage is NOT required.

**4. COMPENSATION.**

The City shall pay an additional amount not to exceed **FIVE THOUSAND AND NO/100 DOLLARS (\$5,000.00)** for everything furnished and done under this Contract Amendment for parts and labor for repairs.

The City shall pay an annual cost not to exceed **ONE HUNDRED THIRTY-FIVE THOUSAND FIVE HUNDRED NINETY-FIVE AND NO/100 DOLLARS (\$135,595.00)** for everything furnished and done under this Contract /Renewal. This is the maximum amount to be paid under this Renewal and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this Renewal document.

**5. DEBARMENT AND SUSPENSION.**

The Company has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and "Debarment and Suspension", codified at 29 CFR part 98.

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

**ROAR WORKS, 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 Agreement:**  
Certification Regarding Debarment



**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

_____ Name of Subrecipient / Contractor / Consultant (Type or Print)	_____ Program Title (Type or Print)
_____ Name of Certifying Official (Type or Print)	_____ Signature
_____ Title of Certifying Official (Type or Print)	_____ Date (Type or Print)



STATE OF WASHINGTON

Department of Labor & Industries

# Certificate of Workers' Compensation Coverage

October 18, 2024

WA UBI No.	604 467 347
L&I Account ID	904,900-02
Legal Business Name	ROAR WORKS LLC
Doing Business As	ROAR WORKS LLC
Workers' Comp Premium Status:	Account is current.
Estimated Workers Reported (See Description Below)	Quarter 2 of Year 2024 "4 to 6 Workers"
Account Representative	Employer Services Help Line, (360) 902-4817
Licensed Contractor?	Yes
License No.	ROARWWL813RE
License Expiration	02/09/2026

## **What does "Estimated Workers Reported" mean?**

Estimated workers reported represents the number of full time position requiring at least 480 hours of work per calendar quarter. A single 480 hour position may be filled by one person, or several part time workers.

## **Industrial Insurance Information**

Employers report and pay premiums each quarter based on hours of employee work already performed, and are liable for premiums found later to be due.

**Industrial Insurance accounts have no policy periods, cancellation dates, limitations of coverage or waiver of subrogation** (See [RCW 51.12.050](#) and [51.16.190](#)).



< Business Lookup

**License Information:**

[New search](#) [Back to results](#)

**Entity name:** ROAR WORKS LLC

**Business name:** ROAR WORKS LLC

**Entity type:** Limited Liability Company

**UBI #:** 604-467-347

**Business ID:** 001

**Location ID:** 0001

**Location:** Active

**Location address:** 6704 N ASSEMBLY ST  
SPOKANE WA 99208-5004

**Mailing address:** 6704 N ASSEMBLY ST  
SPOKANE WA 99208-5004

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

**Endorsements**

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
Nursery Retail Plant Seller/Installer				Active	May-31-2025	Mar-18-2022
Spokane General Business				Active	May-31-2025	Jun-10-2019

**Governing People** May include governing people not registered with Secretary of State

Governing people	Title
GREEN, SHERRY	

**Registered Trade Names**

Registered trade names	Status	First issued
ROAR WORKS	Active	Jun-10-2019

The Business Lookup information is updated nightly. Search date and time: 10/21/2024 9:50:23 AM



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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/17/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>		<b>CONTACT NAME:</b> Sharon Perschall	
All Lines Insurance Agency		<b>PHONE (A/C, No, Ext):</b> (509) 624-5110	<b>FAX (A/C, No):</b>
10623 E Sprague Ave Suite C		<b>E-MAIL ADDRESS:</b> Sharon@AncoraRisk.com	
Spokane Valley WA 99206		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> OHIO SECURITY INS CO	<b>NAIC #</b> 24082
		<b>INSURER B:</b> UNITED FNCL CAS CO	11770
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y		BKS60667637	01/07/2024	01/07/2025	EACH OCCURRENCE \$ 1,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000	
	<input checked="" type="checkbox"/> SPC						MED EXP (Any one person) \$ 15,000	
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						PERSONAL & ADV INJURY \$ 1,000,000	
							GENERAL AGGREGATE \$ 2,000,000	
							PRODUCTS - COMP/OP AGG \$ 2,000,000	
							\$	
B	<b>AUTOMOBILE LIABILITY</b>	Y		00884997-6	08/01/2024	02/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000	
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$	
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$	
	<input type="checkbox"/> HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$	
							\$	
	<b>UMBRELLA LIAB</b>	Y					EACH OCCURRENCE \$	
	<b>EXCESS LIAB</b>						CLAIMS-MADE	AGGREGATE \$
	DED						RETENTION \$	\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>	N/A					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						Y/N <input type="checkbox"/>	E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - EA EMPLOYEE \$
								E.L. DISEASE - POLICY LIMIT \$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Certificate Holder is named as Additional Insured

**CERTIFICATE HOLDER** **CANCELLATION**

City of Spokane Purchasing & Contracts Department  808 W Spokane Falls Blvd  Spokane WA 99201	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b>  Sharon Perschall

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**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/8/2024

**Clerk's File #** OPR 2024-1062

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	HEARING EXAMINER	<b>Bid #</b>	
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<b>Contact Name/Phone</b>	KARL X6012	<b>Requisition #</b>	
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<b>Contact E-Mail</b>	KGRANRATH@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON MCATHCART ZZAPPONE		
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<b>Agenda Item Name</b>	INTERLOCAL AGREEMENT AMENDMENT FOR HEARING EXAMINER SERVICES		
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**Agenda Wording**

Amendment of an Interlocal Agreement between the City of Spokane and the City of Airway Heights, increasing the rate for the Hearing Examiner services from \$125 to \$150 per hour.

**Summary (Background)**

The City of Spokane Hearing Examiner provides services for 9 jurisdictions. The City of Spokane has not modified its rates since 2012. These amended Interlocal Agreements would adjust the rate for the Hearing Examiner from \$125 to \$150 per hour for most of the jurisdictions (smaller in size) and from \$125 to \$175 per hour for Spokane Valley. It should be noted that the City of Spokane does not charge Spokane County for services; rather, the respective Hearing Examiners exchange services in kind.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost	\$
------------	----

Current Year Cost	\$
-------------------	----

Subsequent Year(s) Cost	\$
-------------------------	----

**Narrative**

**Amount**

**Budget Account**

Revenue	\$ tbd	# 0570-51500-99999-34149-99999
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Select	\$	#
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Select	\$	#
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Select	\$	#
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	\$	#
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	\$	#
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## Committee Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	11/25/2024
<b>Submitting Department</b>	Hearing Examiner
<b>Contact Name</b>	Kimberlee McIntyre / Karl Granrath
<b>Contact Email &amp; Phone</b>	<a href="mailto:krmcintyre@spokanecity.org">krmcintyre@spokanecity.org</a>
<b>Council Sponsor(s)</b>	
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Modified ILAs for All Jurisdictions
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	The City of Spokane Hearing Examiner provides services for 9 jurisdictions. We have not modified our rates since 2012. The invoice amounts for year-to-date 2024 total \$12,472.50. The invoiced amounts with the new rates would total \$15,930.00.
<p>*use the Fiscal Impact box below for relevant financial information</p>	<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <u>\$0</u></p> <p>    Current year cost:</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> The City of Spokane Hearing Examiner provides services for 9 jurisdictions. We have not modified our rates since 2012. We propose to increase our rate for the Hearing Examiner from \$125 to \$150 per hour for the majority of the jurisdictions (smaller in size) and from \$125 to \$175 per hour for Spokane Valley. It should be noted that we do not charge Spokane County for services; rather, the respective Hearing Examiners exchange services in kind. Therefore, no ILA modification is needed for Spokane County at this time.</p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p> <p><b>Revenue Generating</b></p>
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? <b>N/A</b></li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? <b>N/A</b></li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?</li> </ul>	



**An annual report is circulated to City Council that provides information on all cases handled by the office. The report summarizes the number of cases by jurisdiction as well as the billed amounts for other the other jurisdictions.**

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**The Hearing Examiner system is authorized by SMC 02.005.040 and RCW 39.34.080 provides that governmental entities may contract with each other to perform any governmental service which each may legally perform.**

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.



**INTERLOCAL COOPERATION AGREEMENT  
BETWEEN  
THE CITY OF AIRWAY HEIGHTS  
AND THE CITY OF SPOKANE  
FOR HEARING EXAMINER SERVICES**

This Agreement is between the CITY OF AIRWAY HEIGHTS, a Washington State municipal corporation, as "Airway Heights," and the CITY OF SPOKANE, a Washington State municipal corporation, as "City", jointly referred to hereinafter as the "Parties".

WHEREAS, pursuant to RCW 39.34.080, governmental entities may contract with each other to perform any governmental service which each may legally perform; and

WHEREAS, Airway Heights at this time does not have a hearing examiner to conduct hearings on various administrative appeals or quasi-judicial hearings on land use matters involving Airway Heights government, and

WHEREAS, the City has adopted an ordinance that authorizes its Hearing Examiner to act as a hearing examiner pro-tem for another government entity to perform the duties of the hearing examiner when such hearing examiner is absent, has a conflict of interest, or is unavailable for some other reason; and

WHEREAS, the Hearing Examiner is a City employee and serves the City of Spokane in that capacity; and is a duly admitted member of the Washington State Bar Association and is knowledgeable on land use and other local government matters;

NOW, THEREFORE,

The Parties agree as follows:

1. **PURPOSE.** This Agreement is to provide a mechanism whereby the City's Hearing Examiner can act as the hearing examiner pro-tem to Airway Heights to conduct administrative and quasi-judicial hearings. This Agreement supersedes and replaces all prior Agreements between the Parties regarding the provision of hearing examiner services.
2. **COMPENSATION.** Airway Heights agrees to pay the City for hearing examiner services at the rate of ONE HUNDRED FIFTY AND NO/100 DOLLARS (\$150.00) per hour for the Hearing Examiner; and SIXTY AND NO/100 DOLLARS (\$60.00) per hour for the Assistant to the Hearing Examiner, plus reimbursement for travel, in accordance with the City's current mileage rate. The Hearing Examiner and Assistant to the Hearing

Examiner shall keep a log of the number of hours worked and nature of work performed for each hearing item. The Parties understand and acknowledge that the Hearing Examiner and Assistant to the Hearing Examiner shall not be considered an employee of Airway Heights when performing services pursuant to this Agreement.

3. PAYMENT. Airway Heights shall submit payment, within thirty (30) days of receipt of invoice for services rendered, payable to the City of Spokane Accounting Department, Administration Office, 808 West Spokane Falls Boulevard, Spokane, Washington 99201.

4. AUTHORIZATION FOR SERVICES. The Mayor of Airway Heights shall be responsible for the administration of this Agreement and the requesting of services from the Hearing Examiner.

5. AGREEMENT NOT EXCLUSIVE. The City of Spokane's Hearing Examiner is hereby appointed as a hearing examiner pro-tem for Airway Heights. This Agreement is not exclusive, and Airway Heights may designate other hearing examiners pro-tem to hear similar matters as authorized by local ordinance or resolution.

6. DURATION. This Agreement is effective upon signature by both Parties and filing as required by law and shall run until terminated. Either Party may terminate this Agreement upon sixty (60) days written notice to the other Party. The Parties acknowledge that the availability of the Hearing Examiner is contingent upon the amount of work and the number of hearings that must be held by the Hearing Examiner. Airway Heights understands and acknowledges that the City cannot guarantee that its Hearing Examiner will be available at all times that may be requested.

7. DECISIONS. The hearing examiner pro-tem shall comply with the requirements of federal, state and local law, relating to the matter being considered by the examiner, including the ordinances and resolutions of Airway Heights. If there is no applicable time period under statute or local ordinance or resolution for issuance of the Hearing Examiner's decision, the Hearing Examiner shall exercise their best efforts to render a written decision with findings and conclusions within thirty (30) calendar days of concluding the hearing. If the Hearing Examiner's written decision is appealed, the Hearing Examiner shall cause to be prepared, review, and certify the record from the hearing to the appropriate body. The Hearing Examiner shall prepare and certify a copy of the record of any proceedings, if required for an appeal; subject to reimbursement for the costs of preparing such documents from the appealing party as provided by law or ordinance.

8. ADMINISTRATIVE SUPPORT. Airway Heights shall supply all necessary administrative support services for the Hearing Examiner, such as hearing room, recording equipment, clerk, secretarial support, notifications and copies of applicable regulations, policies, and reports. The Hearing Examiner may use his own administrative assistant at the Hearing Examiner's discretion, for secretarial and administrative support.

9. AGREEMENT ADMINISTRATION. No new or separate legal entity or administrative entity is formed by this Agreement. No property will be acquired, held, or disposed of pursuant to this Agreement.

10. LEGAL RELATIONS AND INDEMNIFICATION. Airway Heights shall indemnify, defend, and hold harmless the City, its officers, employees including the Hearing Examiner, and agents from any action, claim, or proceedings instituted by any third party, arising out of the performance, purported performance, or failure of performance of professional services rendered in good faith by the City's Hearing Examiner pursuant to this Agreement. Other than as provided above, the City shall indemnify, defend, and hold harmless Airway Heights, its officers, employees, and agents from any action, claim, or proceedings arising from the negligence of the City, its officers, employees including the Hearing Examiner, and agents, except to the extent of the concurrent negligence of Airway Heights.

11. TERMINATION. If the Agreement is terminated, Airway Heights shall reimburse the City for any services performed pursuant to this Agreement that have not at the time of termination been paid for and which the Parties have previously agreed is compensable work.

12. VENUE. This Agreement has and shall be construed as having been made and delivered in the State of Washington and the laws of the State of Washington shall be applicable to its construction and enforcement. Any action at law, suit in equity, or judicial proceedings for the enforcement of this Agreement or any provision hereto shall be instituted only in the courts of competent jurisdiction within Spokane County, Washington.

13. ALL WRITING AS CONTAINED HEREIN. This Agreement contains all of the terms and conditions agreed upon by the Parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind the Parties.

14. CHAPTER 39.34 RCW REQUIRED CLAUSES.

A. Purpose. See Section 1 above.

B. Duration. See Section 6 above.

C. Organization of Separate Entity and Its Powers. See Section 9 above.

D. Responsibilities of the Parties. See provisions above.

E. Agreement to be filed. This Agreement may be filed with the Parties' respective City Clerks and published on the Parties' websites, as available.

F. Financing. See Section 2 above.

G. Termination. See Section 11 above.

H. Property upon Termination. No property acquisitions expected, see Section 9 above.

IN WITNESS WHEREOF, the Parties hereby execute the above Agreement:

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF AIRWAY HEIGHTS,  
WASHINGTON

CITY OF SPOKANE, WASHINGTON

By \_\_\_\_\_  
Mayor

By \_\_\_\_\_  
Mayor

Attest:

By \_\_\_\_\_  
City Clerk

Approved as to Form:

By \_\_\_\_\_  
Assistant City Attorney

ILA M24-07



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/8/2024

**Clerk's File #** OPR 2024-1063

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	HEARING EXAMINER	<b>Bid #</b>	
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<b>Contact Name/Phone</b>	KARL X6012	<b>Requisition #</b>	
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<b>Contact E-Mail</b>	KGRANRATH@SPOAKNECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON MCATHCART ZZAPPONE		
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<b>Agenda Item Name</b>	INTERLOCAL AGREEMENT AMENDMENT FOR HEARING EXAMINER SERVICES		
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**Agenda Wording**

Amendment of an Interlocal Agreement between the City of Spokane and the City of Liberty Lake, increasing the rate for the Hearing Examiner services from \$125 to \$150 per hour.

**Summary (Background)**

The City of Spokane Hearing Examiner provides services for 9 jurisdictions. The City of Spokane has not modified its rates since 2012. These amended Interlocal Agreements would adjust the rate for the Hearing Examiner from \$125 to \$150 per hour for most of the jurisdictions (smaller in size) and from \$125 to \$175 per hour for Spokane Valley. It should be noted that the City of Spokane does not charge Spokane County for services; rather, the respective Hearing Examiners exchange services in kind.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost	\$
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Current Year Cost	\$
-------------------	----

Subsequent Year(s) Cost	\$
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**Narrative**

**Amount**

**Budget Account**

Revenue	\$ tbd	# 0570-51500-99999-34149-99999
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

PICCOLO, MIKE

##### Division Director

##### Accounting Manager

BUSTOS, KIM

##### Legal

SCHOEDEL, ELIZABETH

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

krmcintyre@spokanecity.org

kgranrath@spokanecity.org

ywang@spokanecity.org

## Committee Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	11/25/2024
<b>Submitting Department</b>	Hearing Examiner
<b>Contact Name</b>	Kimberlee McIntyre / Karl Granrath
<b>Contact Email &amp; Phone</b>	<a href="mailto:krmcintyre@spokanecity.org">krmcintyre@spokanecity.org</a>
<b>Council Sponsor(s)</b>	
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Modified ILAs for All Jurisdictions
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	The City of Spokane Hearing Examiner provides services for 9 jurisdictions. We have not modified our rates since 2012. The invoice amounts for year-to-date 2024 total \$12,472.50. The invoiced amounts with the new rates would total \$15,930.00.
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <u>\$0</u></p> <p>    Current year cost:</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> The City of Spokane Hearing Examiner provides services for 9 jurisdictions. We have not modified our rates since 2012. We propose to increase our rate for the Hearing Examiner from \$125 to \$150 per hour for the majority of the jurisdictions (smaller in size) and from \$125 to \$175 per hour for Spokane Valley. It should be noted that we do not charge Spokane County for services; rather, the respective Hearing Examiners exchange services in kind. Therefore, no ILA modification is needed for Spokane County at this time.</p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p> <p><b>Revenue Generating</b></p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? <b>N/A</b></li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? <b>N/A</b></li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?</li> </ul>	



**An annual report is circulated to City Council that provides information on all cases handled by the office. The report summarizes the number of cases by jurisdiction as well as the billed amounts for other the other jurisdictions.**

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**The Hearing Examiner system is authorized by SMC 02.005.040 and RCW 39.34.080 provides that governmental entities may contract with each other to perform any governmental service which each may legally perform.**

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.



**INTERLOCAL COOPERATION AGREEMENT  
BETWEEN  
THE CITY OF LIBERTY LAKE  
AND THE CITY OF SPOKANE  
FOR HEARING EXAMINER SERVICES**

This Agreement is between the CITY OF LIBERTY LAKE, a Washington State municipal corporation, as "Liberty Lake," and the CITY OF SPOKANE, a Washington State municipal corporation, as "City", jointly referred to hereinafter as the "Parties".

WHEREAS, pursuant to RCW 39.34.080, governmental entities may contract with each other to perform any governmental service which each may legally perform; and

WHEREAS, Liberty Lake at this time does not have a hearing examiner to conduct hearings on various administrative appeals or quasi-judicial hearings on land use matters involving Liberty Lake government, and

WHEREAS, the City has adopted an ordinance that authorizes its Hearing Examiner to act as a hearing examiner pro-tem for another government entity to perform the duties of the hearing examiner when such hearing examiner is absent, has a conflict of interest, or is unavailable for some other reason; and

WHEREAS, the Hearing Examiner is a City employee and serves the City of Spokane in that capacity; and is a duly admitted member of the Washington State Bar Association and is knowledgeable on land use and other local government matters;

NOW, THEREFORE,

The Parties agree as follows:

1. **PURPOSE.** This Agreement is to provide a mechanism whereby the City's Hearing Examiner can act as the hearing examiner pro-tem to Liberty Lake to conduct administrative and quasi-judicial hearings. This Agreement supersedes and replaces all prior Agreements between the Parties regarding the provision of hearing examiner services.
2. **COMPENSATION.** Liberty Lake agrees to pay the City for hearing examiner services at the rate of ONE HUNDRED FIFTY AND NO/100 DOLLARS (\$150.00) per hour for the Hearing Examiner; and SIXTY AND NO/100 DOLLARS (\$60.00) per hour for the Assistant to the Hearing Examiner, plus reimbursement for travel, in accordance with the City's current mileage rate. The Hearing Examiner and Assistant to the Hearing

Examiner shall keep a log of the number of hours worked and nature of work performed for each hearing item. The Parties understand and acknowledge that the Hearing Examiner and Assistant to the Hearing Examiner shall not be considered an employee of Liberty Lake when performing services pursuant to this Agreement.

3. PAYMENT. Liberty Lake shall submit payment, within thirty (30) days of receipt of invoice for services rendered, payable to the City of Spokane Accounting Department, Administration Office, 808 West Spokane Falls Boulevard, Spokane, Washington 99201.

4. AUTHORIZATION FOR SERVICES. The Mayor of Liberty Lake shall be responsible for the administration of this Agreement and the requesting of services from the Hearing Examiner.

5. AGREEMENT NOT EXCLUSIVE. The City of Spokane's Hearing Examiner is hereby appointed as a hearing examiner pro-tem for Liberty Lake. This Agreement is not exclusive, and Liberty Lake may designate other hearing examiners pro-tem to hear similar matters as authorized by local ordinance or resolution.

6. DURATION. This Agreement is effective upon signature by both Parties and filing as required by law and shall run until terminated. Either Party may terminate this Agreement upon sixty (60) days written notice to the other Party. The Parties acknowledge that the availability of the Hearing Examiner is contingent upon the amount of work and the number of hearings that must be held by the Hearing Examiner. Liberty Lake understands and acknowledges that the City cannot guarantee that its Hearing Examiner will be available at all times that may be requested.

7. DECISIONS. The hearing examiner pro-tem shall comply with the requirements of federal, state and local law, relating to the matter being considered by the examiner, including the ordinances and resolutions of Liberty Lake. If there is no applicable time period under statute or local ordinance or resolution for issuance of the Hearing Examiner's decision, the Hearing Examiner shall exercise their best efforts to render a written decision with findings and conclusions within thirty (30) calendar days of concluding the hearing. If the Hearing Examiner's written decision is appealed, the Hearing Examiner shall cause to be prepared, review and certify the record from the hearing to the appropriate body. The Hearing Examiner shall prepare and certify a copy of the record of any proceedings, if required for an appeal; subject to reimbursement for the costs of preparing such documents from the appealing party as provided by law or ordinance.

8. ADMINISTRATIVE SUPPORT. Liberty Lake shall supply all necessary administrative support services for the Hearing Examiner, such as hearing room, recording equipment, clerk, secretarial support, notifications and copies of applicable regulations, policies, and reports. The Hearing Examiner may use his own administrative assistant at the Hearing Examiner's discretion, for secretarial and administrative support.

9. AGREEMENT ADMINISTRATION. No new or separate legal entity or administrative entity is formed by this Agreement. No property will be acquired, held or disposed of pursuant to this Agreement.

10. LEGAL RELATIONS AND INDEMNIFICATION. Liberty Lake shall indemnify, defend, and hold harmless the City, its officers, employees including the Hearing Examiner, and agents from any action, claim, or proceedings instituted by any third party, arising out of the performance, purported performance, or failure of performance of professional services rendered in good faith by the City's Hearing Examiner pursuant to this Agreement. Other than as provided above, the City shall indemnify, defend, and hold harmless Liberty Lake, its officers, employees, and agents from any action, claim, or proceedings arising from the negligence of the City, its officers, employees including the Hearing Examiner, and agents, except to the extent of the concurrent negligence of Liberty Lake.

11. TERMINATION. If the Agreement is terminated, Liberty Lake shall reimburse the City for any services performed pursuant to this Agreement that have not at the time of termination been paid for and which the Parties have previously agreed is compensable work.

12. VENUE. This Agreement has and shall be construed as having been made and delivered in the State of Washington and the laws of the State of Washington shall be applicable to its construction and enforcement. Any action at law, suit in equity, or judicial proceedings for the enforcement of this Agreement or any provision hereto shall be instituted only in the courts of competent jurisdiction within Spokane County, Washington.

13. ALL WRITING AS CONTAINED HEREIN. This Agreement contains all of the terms and conditions agreed upon by the Parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind the Parties.

14. CHAPTER 39.34 RCW REQUIRED CLAUSES.

- A. Purpose. See Section 1 above.
- B. Duration. See Section 6 above.
- C. Organization of Separate Entity and Its Powers. See Section 9 above.
- D. Responsibilities of the Parties. See provisions above.
- E. Agreement to be filed. This Agreement may be filed with the Parties' respective City Clerks and published on the Parties' websites, as available.
- F. Financing. See Section 2 above.

G. Termination. See Section 11 above.

H. Property upon Termination. No property acquisitions expected, see Section 9 above.

IN WITNESS WHEREOF, the Parties hereby execute the above Agreement:

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF LIBERTY LAKE,  
WASHINGTON

CITY OF SPOKANE, WASHINGTON

By \_\_\_\_\_  
Mayor

By \_\_\_\_\_  
Mayor

Attest:

By \_\_\_\_\_  
City Clerk

Approved as to Form:

By \_\_\_\_\_  
Assistant City Attorney

ILA M24-08



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/8/2024

**Clerk's File #** OPR 2024-1064

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	HEARING EXAMINER	<b>Bid #</b>	
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<b>Contact Name/Phone</b>	KARL X6012	<b>Requisition #</b>	
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<b>Contact E-Mail</b>	KGRANRATH@SPOAKNECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON MCATHCART ZZAPPONE		
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<b>Agenda Item Name</b>	INTERLOCAL AGREEMENT AMENDMENT FOR HEARING EXAMINER SERVICES		
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**Agenda Wording**

Amendment of an Interlocal Agreement between the City of Spokane and the City of Medical Lake, increasing the rate for the Hearing Examiner services from \$125 to \$150 per hour.

**Summary (Background)**

The City of Spokane Hearing Examiner provides services for 9 jurisdictions. The City of Spokane has not modified its rates since 2012. These amended Interlocal Agreements would adjust the rate for the Hearing Examiner from \$125 to \$150 per hour for most of the jurisdictions (smaller in size) and from \$125 to \$175 per hour for Spokane Valley. It should be noted that the City of Spokane does not charge Spokane County for services; rather, the respective Hearing Examiners exchange services in kind.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost	\$
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Current Year Cost	\$
-------------------	----

Subsequent Year(s) Cost	\$
-------------------------	----

**Narrative**

**Amount**

**Budget Account**

Revenue	\$ tbd	# 0570-51500-99999-34149-99999
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

PICCOLO, MIKE

##### Division Director

##### Accounting Manager

BUSTOS, KIM

##### Legal

SCHOEDEL, ELIZABETH

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

krmcintyre@spokanecity.org

kgranrath@spokanecity.org

ywang@spokanecity.org

## Committee Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	11/25/2024
<b>Submitting Department</b>	Hearing Examiner
<b>Contact Name</b>	Kimberlee McIntyre / Karl Granrath
<b>Contact Email &amp; Phone</b>	<a href="mailto:krmcintyre@spokanecity.org">krmcintyre@spokanecity.org</a>
<b>Council Sponsor(s)</b>	
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Modified ILAs for All Jurisdictions
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	The City of Spokane Hearing Examiner provides services for 9 jurisdictions. We have not modified our rates since 2012. The invoice amounts for year-to-date 2024 total \$12,472.50. The invoiced amounts with the new rates would total \$15,930.00.
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <u>\$0</u></p> <p>    Current year cost:</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> The City of Spokane Hearing Examiner provides services for 9 jurisdictions. We have not modified our rates since 2012. We propose to increase our rate for the Hearing Examiner from \$125 to \$150 per hour for the majority of the jurisdictions (smaller in size) and from \$125 to \$175 per hour for Spokane Valley. It should be noted that we do not charge Spokane County for services; rather, the respective Hearing Examiners exchange services in kind. Therefore, no ILA modification is needed for Spokane County at this time.</p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p> <p><b>Revenue Generating</b></p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? <b>N/A</b></li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? <b>N/A</b></li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?</li> </ul>	



**An annual report is circulated to City Council that provides information on all cases handled by the office. The report summarizes the number of cases by jurisdiction as well as the billed amounts for other the other jurisdictions.**

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**The Hearing Examiner system is authorized by SMC 02.005.040 and RCW 39.34.080 provides that governmental entities may contract with each other to perform any governmental service which each may legally perform.**

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.



**INTERLOCAL COOPERATION AGREEMENT  
BETWEEN  
THE CITY OF MEDICAL LAKE  
AND THE CITY OF SPOKANE  
FOR HEARING EXAMINER SERVICES**

This Agreement is between the CITY OF MEDICAL LAKE, a Washington State municipal corporation, as "Medical Lake," and the CITY OF SPOKANE, a Washington State municipal corporation, as "City", jointly referred to hereinafter as the "Parties".

WHEREAS, pursuant to RCW 39.34.080, governmental entities may contract with each other to perform any governmental service which each may legally perform; and

WHEREAS, Medical Lake at this time does not have a hearing examiner to conduct hearings on various administrative appeals or quasi-judicial hearings on land use matters involving Medical Lake government, and

WHEREAS, the City has adopted an ordinance that authorizes its Hearing Examiner to act as a hearing examiner pro-tem for another government entity to perform the duties of the hearing examiner when such hearing examiner is absent, has a conflict of interest, or is unavailable for some other reason; and

WHEREAS, the Hearing Examiner is a City employee and serves the City of Spokane in that capacity; and is a duly admitted member of the Washington State Bar Association and is knowledgeable on land use and other local government matters;

NOW, THEREFORE,

The Parties agree as follows:

1. **PURPOSE.** This Agreement is to provide a mechanism whereby the City's Hearing Examiner can act as the hearing examiner pro-tem to Medical Lake to conduct administrative and quasi-judicial hearings. This Agreement supersedes and replaces all prior Agreements between the Parties regarding the provision of hearing examiner services.
2. **COMPENSATION.** Medical Lake agrees to pay the City for hearing examiner services at the rate of ONE HUNDRED FIFTY AND NO/100 DOLLARS (\$150.00) per hour for the Hearing Examiner; and SIXTY AND NO/100 DOLLARS (\$60.00) per hour for the Assistant to the Hearing Examiner, plus reimbursement for travel, in accordance with the City's current mileage rate. The Hearing Examiner and Assistant to the Hearing

Examiner shall keep a log of the number of hours worked and nature of work performed for each hearing item. The Parties understand and acknowledge that the Hearing Examiner and Assistant to the Hearing Examiner shall not be considered an employee of Medical Lake when performing services pursuant to this Agreement.

3. PAYMENT. Medical Lake shall submit payment, within thirty (30) days of receipt of invoice for services rendered, payable to the City of Spokane Accounting Department, Administration Office, 808 West Spokane Falls Boulevard, Spokane, Washington 99201.

4. AUTHORIZATION FOR SERVICES. The Mayor of Medical Lake shall be responsible for the administration of this Agreement and the requesting of services from the Hearing Examiner.

5. AGREEMENT NOT EXCLUSIVE. The City of Spokane's Hearing Examiner is hereby appointed as a hearing examiner pro-tem for Medical Lake. This Agreement is not exclusive, and Medical Lake may designate other hearing examiners pro-tem to hear similar matters as authorized by local ordinance or resolution.

6. DURATION. This Agreement is effective upon signature by both Parties and filing as required by law and shall run until terminated. Either Party may terminate this Agreement upon sixty (60) days written notice to the other Party. The Parties acknowledge that the availability of the Hearing Examiner is contingent upon the amount of work and the number of hearings that must be held by the Hearing Examiner. Medical Lake understands and acknowledges that the City cannot guarantee that its Hearing Examiner will be available at all times that may be requested.

7. DECISIONS. The hearing examiner pro-tem shall comply with the requirements of federal, state and local law, relating to the matter being considered by the examiner, including the ordinances and resolutions of Medical Lake. If there is no applicable time period under statute or local ordinance or resolution for issuance of the Hearing Examiner's decision, the Hearing Examiner shall exercise their best efforts to render a written decision with findings and conclusions within thirty (30) calendar days of concluding the hearing. If the Hearing Examiner's written decision is appealed, the Hearing Examiner shall cause to be prepared, review, and certify the record from the hearing to the appropriate body. The Hearing Examiner shall prepare and certify a copy of the record of any proceedings, if required for an appeal; subject to reimbursement for the costs of preparing such documents from the appealing party as provided by law or ordinance.

8. ADMINISTRATIVE SUPPORT. Medical Lake shall supply all necessary administrative support services for the Hearing Examiner, such as hearing room, recording equipment, clerk, secretarial support, notifications and copies of applicable regulations, policies, and reports. The Hearing Examiner may use his own administrative assistant at the Hearing Examiner's discretion, for secretarial and administrative support.

9. AGREEMENT ADMINISTRATION. No new or separate legal entity or administrative entity is formed by this Agreement. No property will be acquired, held, or disposed of pursuant to this Agreement.

10. LEGAL RELATIONS AND INDEMNIFICATION. Medical Lake shall indemnify, defend, and hold harmless the City, its officers, employees including the Hearing Examiner, and agents from any action, claim, or proceedings instituted by any third party, arising out of the performance, purported performance, or failure of performance of professional services rendered in good faith by the City's Hearing Examiner pursuant to this Agreement. Other than as provided above, the City shall indemnify, defend and hold harmless Medical Lake, its officers, employees, and agents from any action, claim, or proceedings arising from the negligence of the City, its officers, employees including the Hearing Examiner, and agents, except to the extent of the concurrent negligence of Medical Lake.

11. TERMINATION. If the Agreement is terminated, Medical Lake shall reimburse the City for any services performed pursuant to this Agreement that have not at the time of termination been paid for and which the Parties have previously agreed is compensable work.

12. VENUE. This Agreement has and shall be construed as having been made and delivered in the State of Washington and the laws of the State of Washington shall be applicable to its construction and enforcement. Any action at law, suit in equity, or judicial proceedings for the enforcement of this Agreement or any provision hereto shall be instituted only in the courts of competent jurisdiction within Spokane County, Washington.

13. ALL WRITING AS CONTAINED HEREIN. This Agreement contains all of the terms and conditions agreed upon by the Parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind the Parties.

14. CHAPTER 39.34 RCW REQUIRED CLAUSES.

- A. Purpose. See Section 1 above.
- B. Duration. See Section 6 above.
- C. Organization of Separate Entity and Its Powers. See Section 9 above.
- D. Responsibilities of the Parties. See provisions above.
- E. Agreement to be filed. This Agreement may be filed with the Parties' respective City Clerks and published on the Parties' websites, as available.
- F. Financing. See Section 2 above.

G. Termination. See Section 11 above.

H. Property upon Termination. No property acquisitions expected, see Section 9 above.

IN WITNESS WHEREOF, the Parties hereby execute the above Agreement:

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF MEDICAL LAKE,  
WASHINGTON

CITY OF SPOKANE, WASHINGTON

By \_\_\_\_\_  
Mayor

By \_\_\_\_\_  
Mayor

Attest:

By \_\_\_\_\_  
City Clerk

Approved as to Form:

By \_\_\_\_\_  
Assistant City Attorney

ILA M24-03



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/8/2024

**Clerk's File #** OPR 2024-1065

**Cross Ref #** OPR 2018-0792

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	HEARING EXAMINER	<b>Bid #</b>	
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<b>Contact Name/Phone</b>	KARL X6012	<b>Requisition #</b>	
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<b>Contact E-Mail</b>	KGRANRATH@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON MCATHCART ZZAPPONE		
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<b>Agenda Item Name</b>	INTERLOCAL AGREEMENT FOR HEARING EXAMINER SERVICES SPOKANE		
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**Agenda Wording**

Interlocal Agreement (ILA) between the City of Spokane and the City of Spokane Valley, increasing the rate for the Hearing Examiner services from \$125 to \$175 per hour. This ILA supercedes the current agreement, which will be formally terminated.

**Summary (Background)**

The City of Spokane Hearing Examiner provides services for 9 jurisdictions. The City of Spokane has not modified its rates since 2012. These new Interlocal Agreements would adjust the rate for the Hearing Examiner from \$125 to \$150 per hour for most of the jurisdictions (smaller in size) and from \$125 to \$175 per hour for Spokane Valley. It should be noted that the City of Spokane does not charge Spokane County for services; rather, the respective Hearing Examiners exchange services in kind.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost	\$
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Current Year Cost	\$
-------------------	----

Subsequent Year(s) Cost	\$
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**Narrative**

**Amount**

**Budget Account**

Revenue	\$ tbd	# 0570-51500-99999-34149-99999
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

PICCOLO, MIKE

##### Division Director

##### Accounting Manager

BUSTOS, KIM

##### Legal

SCHOEDEL, ELIZABETH

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

krmcintyre@spokanecity.org

kgranrath@spokanecity.org

ywang@spokanecity.org

## Committee Briefing Paper

### Urban Experience Committee

<b>Committee Date</b>	11/25/2024
<b>Submitting Department</b>	Hearing Examiner
<b>Contact Name</b>	Karl Granrath
<b>Contact Email &amp; Phone</b>	kgranrath@spokanecity.org
<b>Council Sponsor(s)</b>	Wilkerson, Cathcart, Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Interlocal Agreement Amendment for Hearing Examiner Services
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	The City of Spokane Hearing Examiner provides services for 9 jurisdictions. The City of Spokane has not modified its rates since 2012.
*use the Fiscal Impact box below for relevant financial information	
<b>Fiscal Impact</b>	
<b>Approved in current year budget?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Total Cost: <a href="#">Click or tap here to enter text.</a> Current year cost: Subsequent year(s) cost:	
<b>Narrative:</b> The City of Spokane Hearing Examiner provides services for 9 jurisdictions. The City of Spokane has not modified its rates since 2012. These amended Interlocal Agreements would adjust the rate for the Hearing Examiner from \$125 to \$150 per hour for most of the jurisdictions (smaller in size) and from \$125 to \$175 per hour for Spokane Valley. It should be noted that the City of Spokane does not charge Spokane County for services; rather, the respective Hearing Examiners exchange services in kind. Therefore, not ILA modification is needed for Spokane County at this time.	
<b>Funding Source</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Select Funding Source* Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a>	
<b>Expense Occurrence</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Revenue Generating</b>	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
<ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? N/A</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A</li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution? N/A</li> </ul>	



- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**N/A**

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.



**INTERLOCAL COOPERATION AGREEMENT  
BETWEEN  
THE CITY OF SPOKANE VALLEY  
AND THE CITY OF SPOKANE  
FOR HEARING EXAMINER SERVICES**

This Agreement is between the CITY OF SPOKANE VALLEY, a Washington State municipal corporation, as "Spokane Valley," and the CITY OF SPOKANE, a Washington State municipal corporation, as "City", jointly referred to hereinafter as the "Parties".

WHEREAS, pursuant to RCW 39.34.080, governmental entities may contract with each other to perform any governmental service which each may legally perform; and

WHEREAS, Spokane Valley at this time does not have a hearing examiner to conduct hearings on various administrative appeals or quasi-judicial hearings on land use matters involving Spokane Valley government, and

WHEREAS, the City has adopted an ordinance that authorizes its Hearing Examiner to act as a hearing examiner pro-tem for another government entity to perform the duties of the hearing examiner when such hearing examiner is absent, has a conflict of interest, or is unavailable for some other reason; and

WHEREAS, the Hearing Examiner is a City employee and serves the City of Spokane in that capacity; and is a duly admitted member of the Washington State Bar Association and is knowledgeable on land use and other local government matters;

NOW, THEREFORE,

The Parties agree as follows:

1. **PURPOSE.** This Agreement is to provide a mechanism whereby the City's Hearing Examiner can act as the hearing examiner pro-tem to Spokane Valley to conduct administrative and quasi-judicial hearings. This Agreement supersedes and replaces all prior Agreements between the Parties regarding the provision of hearing examiner services.
2. **COMPENSATION.** Spokane Valley agrees to pay the City for hearing examiner services at the rate of ONE HUNDRED SEVENTY-FIVE AND NO/100 DOLLARS (\$175.00) per hour for the Hearing Examiner; and SIXTY-FIVE AND NO/100 DOLLARS (\$65.00) per hour for the Assistant to the Hearing Examiner, plus reimbursement for travel, in accordance with the City's current mileage rate. The Hearing Examiner and

Assistant to the Hearing Examiner shall keep a log of the number of hours worked and nature of work performed for each hearing item. The Parties understand and acknowledge that the Hearing Examiner and Assistant to the Hearing Examiner shall not be considered an employee of Spokane Valley when performing services pursuant to this Agreement.

3. PAYMENT. Spokane Valley shall submit payment, within thirty (30) days of receipt of invoice for services rendered, payable to the City of Spokane Accounting Department, Administration Office, 808 West Spokane Falls Boulevard, Spokane, Washington 99201.

4. AUTHORIZATION FOR SERVICES. The Mayor of Spokane Valley shall be responsible for the administration of this Agreement and the requesting of services from the Hearing Examiner.

5. AGREEMENT NOT EXCLUSIVE. The City of Spokane's Hearing Examiner is hereby appointed as a hearing examiner pro-tem for Spokane Valley. This Agreement is not exclusive, and Spokane Valley may designate other hearing examiners pro-tem to hear similar matters as authorized by local ordinance or resolution.

6. DURATION. This Agreement is effective upon signature by both Parties and filing as required by law and shall run until terminated. Either Party may terminate this Agreement upon sixty (60) days written notice to the other Party. The Parties acknowledge that the availability of the Hearing Examiner is contingent upon the amount of work and the number of hearings that must be held by the Hearing Examiner. Spokane Valley understands and acknowledges that the City cannot guarantee that its Hearing Examiner will be available at all times that may be requested.

7. DECISIONS. The hearing examiner pro-tem shall comply with the requirements of federal, state and local law, relating to the matter being considered by the examiner, including the ordinances and resolutions of Spokane Valley. If there is no applicable time period under statute or local ordinance or resolution for issuance of the Hearing Examiner's decision, the Hearing Examiner shall exercise their best efforts to render a written decision with findings and conclusions within thirty (30) calendar days of concluding the hearing. If the Hearing Examiner's written decision is appealed, the Hearing Examiner shall cause to be prepared, review, and certify the record from the hearing to the appropriate body. The Hearing Examiner shall prepare and certify a copy of the record of any proceedings, if required for an appeal; subject to reimbursement for the costs of preparing such documents from the appealing party as provided by law or ordinance.

8. ADMINISTRATIVE SUPPORT. Spokane Valley shall supply all necessary administrative support services for the Hearing Examiner, such as hearing room, recording equipment, clerk, secretarial support, notifications and copies of applicable regulations, policies, and reports. The Hearing Examiner may use his own administrative assistant at the Hearing Examiner's discretion, for secretarial and administrative support.

9. AGREEMENT ADMINISTRATION. No new or separate legal entity or administrative entity is formed by this Agreement. No property will be acquired, held or disposed of pursuant to this Agreement.

10. LEGAL RELATIONS AND INDEMNIFICATION. Spokane Valley shall indemnify, defend, and hold harmless the City, its officers, employees including the Hearing Examiner, and agents from any action, claim, or proceedings instituted by any third party, arising out of the performance, purported performance, or failure of performance of professional services rendered in good faith by the City's Hearing Examiner pursuant to this Agreement. Other than as provided above, the City shall indemnify, defend, and hold harmless Spokane Valley, its officers, employees, and agents from any action, claim, or proceedings arising from the negligence of the City, its officers, employees including the Hearing Examiner, and agents, except to the extent of the concurrent negligence of Spokane Valley.

11. TERMINATION. If the Agreement is terminated, Spokane Valley shall reimburse the City for any services performed pursuant to this Agreement that have not at the time of termination been paid for and which the Parties have previously agreed is compensable work.

12. VENUE. This Agreement has and shall be construed as having been made and delivered in the State of Washington and the laws of the State of Washington shall be applicable to its construction and enforcement. Any action at law, suit in equity, or judicial proceedings for the enforcement of this Agreement or any provision hereto shall be instituted only in the courts of competent jurisdiction within Spokane County, Washington.

13. ALL WRITING AS CONTAINED HEREIN. This Agreement contains all of the terms and conditions agreed upon by the Parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind the Parties.

14. CHAPTER 39.34 RCW REQUIRED CLAUSES.

- A. Purpose. See Section 1 above.
- B. Duration. See Section 6 above.
- C. Organization of Separate Entity and Its Powers. See Section 9 above.
- D. Responsibilities of the Parties. See provisions above.
- E. Agreement to be filed. This Agreement may be filed with the Parties' respective City Clerks and published on the Parties' websites, as available.
- F. Financing. See Section 2 above.

G. Termination. See Section 11 above.

H. Property upon Termination. No property acquisitions expected, see Section 9 above.

IN WITNESS WHEREOF, the Parties hereby execute the above Agreement:

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF SPOKANE VALLEY,  
WASHINGTON

CITY OF SPOKANE, WASHINGTON

By \_\_\_\_\_  
Mayor

By \_\_\_\_\_  
Mayor

Attest:

By \_\_\_\_\_  
City Clerk

Approved as to Form:

By \_\_\_\_\_  
Assistant City Attorney

ILA M24-02



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/8/2024

**Clerk's File #** OPR 2024-1066

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	HEARING EXAMINER	<b>Bid #</b>	
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<b>Contact Name/Phone</b>	KARL X6012	<b>Requisition #</b>	
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<b>Contact E-Mail</b>	KGRANRATH@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON MCATHCART ZZAPPONE		
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<b>Agenda Item Name</b>	INTERLOCAL AGREEMENT AMENDMENT FOR HEARING EXAMINER SERVICES		
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**Agenda Wording**

Amendment of an Interlocal Agreement between the City of Spokane and the City of Cheney, increasing the rate for the Hearing Examiner services from \$125 to \$150 per hour.

**Summary (Background)**

The City of Spokane Hearing Examiner provides services for 9 jurisdictions. The City of Spokane has not modified its rates since 2012. These amended Interlocal Agreements would adjust the rate for the Hearing Examiner from \$125 to \$150 per hour for most of the jurisdictions (smaller in size) and from \$125 to \$175 per hour for Spokane Valley. It should be noted that the City of Spokane does not charge Spokane County for services; rather, the respective Hearing Examiners exchange services in kind.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost	\$
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Current Year Cost	\$
-------------------	----

Subsequent Year(s) Cost	\$
-------------------------	----

**Narrative**

**Amount**

**Budget Account**

Revenue	\$ tbd	# 0570-51500-99999-34149-99999
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

PICCOLO, MIKE

##### Division Director

##### Accounting Manager

BUSTOS, KIM

##### Legal

SCHOEDEL, ELIZABETH

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

krmcintyre@spokanecity.org

kgranrath@spokanecity.org

ywang@spokanecity.org

## Committee Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	11/25/2024
<b>Submitting Department</b>	Hearing Examiner
<b>Contact Name</b>	Kimberlee McIntyre / Karl Granrath
<b>Contact Email &amp; Phone</b>	<a href="mailto:krmcintyre@spokanecity.org">krmcintyre@spokanecity.org</a>
<b>Council Sponsor(s)</b>	
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Modified ILAs for All Jurisdictions
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	The City of Spokane Hearing Examiner provides services for 9 jurisdictions. We have not modified our rates since 2012. The invoice amounts for year-to-date 2024 total \$12,472.50. The invoiced amounts with the new rates would total \$15,930.00.
<b>Fiscal Impact</b>	
<b>Approved in current year budget?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Total Cost: <u>\$0</u> Current year cost: Subsequent year(s) cost:	
<b>Narrative:</b> The City of Spokane Hearing Examiner provides services for 9 jurisdictions. We have not modified our rates since 2012. We propose to increase our rate for the Hearing Examiner from \$125 to \$150 per hour for the majority of the jurisdictions (smaller in size) and from \$125 to \$175 per hour for Spokane Valley. It should be noted that we do not charge Spokane County for services; rather, the respective Hearing Examiners exchange services in kind. Therefore, no ILA modification is needed for Spokane County at this time.	
<b>Funding Source</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Select Funding Source* Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a>	
<b>Expense Occurrence</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A	
Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Revenue Generating</b>	
<b>Operations Impacts</b> (If N/A, please give a brief description as to why) <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? N/A</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A</li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?</li> </ul>	



**An annual report is circulated to City Council that provides information on all cases handled by the office. The report summarizes the number of cases by jurisdiction as well as the billed amounts for other the other jurisdictions.**

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**The Hearing Examiner system is authorized by SMC 02.005.040 and RCW 39.34.080 provides that governmental entities may contract with each other to perform any governmental service which each may legally perform.**

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.



**INTERLOCAL COOPERATION AGREEMENT  
BETWEEN  
THE CITY OF CHENEY  
AND THE CITY OF SPOKANE  
FOR HEARING EXAMINER SERVICES**

This Agreement is between the CITY OF CHENEY, a Washington State municipal corporation, as "Cheney," and the CITY OF SPOKANE, a Washington State municipal corporation, as "City", jointly referred to hereinafter as the "Parties".

WHEREAS, pursuant to RCW 39.34.080, governmental entities may contract with each other to perform any governmental service which each may legally perform; and

WHEREAS, Cheney at this time does not have a hearing examiner to conduct hearings on various administrative appeals or quasi-judicial hearings on land use matters involving Cheney government, and

WHEREAS, the City has adopted an ordinance that authorizes its Hearing Examiner to act as a hearing examiner pro-tem for another government entity to perform the duties of the hearing examiner when such hearing examiner is absent, has a conflict of interest, or is unavailable for some other reason; and

WHEREAS, the Hearing Examiner is a City employee and serves the City of Spokane in that capacity; and is a duly admitted member of the Washington State Bar Association and is knowledgeable on land use and other local government matters;

NOW, THEREFORE,

The Parties agree as follows:

1. **PURPOSE.** This Agreement is to provide a mechanism whereby the City's Hearing Examiner can act as the hearing examiner pro-tem to Cheney to conduct administrative and quasi-judicial hearings. This Agreement supersedes and replaces all prior Agreements between the Parties regarding the provision of hearing examiner services.
2. **COMPENSATION.** Cheney agrees to pay the City for hearing examiner services at the rate of ONE HUNDRED FIFTY AND NO/100 DOLLARS (\$150.00) per hour for the Hearing Examiner; and SIXTY AND NO/100 DOLLARS (\$60.00) per hour for the Assistant to the Hearing Examiner, plus reimbursement for travel, in accordance with the City's current mileage rate. The Hearing Examiner and Assistant to the Hearing Examiner shall keep a log of the number of hours worked and nature of work performed for each

hearing item. The Parties understand and acknowledge that the Hearing Examiner and Assistant to the Hearing Examiner shall not be considered an employee of Cheney when performing services pursuant to this Agreement.

3. PAYMENT. Cheney shall submit payment, within thirty (30) days of receipt of invoice for services rendered, payable to the City of Spokane Accounting Department, Administration Office, 808 West Spokane Falls Boulevard, Spokane, Washington 99201.

4. AUTHORIZATION FOR SERVICES. The Mayor of Cheney shall be responsible for the administration of this Agreement and the requesting of services from the Hearing Examiner.

5. AGREEMENT NOT EXCLUSIVE. The City of Spokane's Hearing Examiner is hereby appointed as a hearing examiner pro-tem for Cheney. This Agreement is not exclusive, and Cheney may designate other hearing examiners pro-tem to hear similar matters as authorized by local ordinance or resolution.

6. DURATION. This Agreement is effective upon signature by both Parties and filing as required by law and shall run until terminated. Either Party may terminate this Agreement upon sixty (60) days written notice to the other Party. The Parties acknowledge that the availability of the Hearing Examiner is contingent upon the amount of work and the number of hearings that must be held by the Hearing Examiner. Cheney understands and acknowledges that the City cannot guarantee that its Hearing Examiner will be available at all times that may be requested.

7. DECISIONS. The hearing examiner pro-tem shall comply with the requirements of federal, state and local law, relating to the matter being considered by the examiner, including the ordinances and resolutions of Cheney. If there is no applicable time period under statute or local ordinance or resolution for issuance of the Hearing Examiner's decision, the Hearing Examiner shall exercise their best efforts to render a written decision with findings and conclusions within thirty (30) calendar days of concluding the hearing. If the Hearing Examiner's written decision is appealed, the Hearing Examiner shall cause to be prepared, review, and certify the record from the hearing to the appropriate body. The Hearing Examiner shall prepare and certify a copy of the record of any proceedings, if required for an appeal; subject to reimbursement for the costs of preparing such documents from the appealing party as provided by law or ordinance.

8. ADMINISTRATIVE SUPPORT. Cheney shall supply all necessary administrative support services for the Hearing Examiner, such as hearing room, recording equipment, clerk, secretarial support, notifications and copies of applicable regulations, policies, and reports. The Hearing Examiner may use his own administrative assistant at the Hearing Examiner's discretion, for secretarial and administrative support.

9. AGREEMENT ADMINISTRATION. No new or separate legal entity or administrative entity is formed by this Agreement. No property will be acquired, held, or disposed of pursuant to this Agreement.

10. LEGAL RELATIONS AND INDEMNIFICATION. Cheney shall indemnify, defend, and hold harmless the City, its officers, employees including the Hearing Examiner, and agents from any action, claim, or proceedings instituted by any third party, arising out of the performance, purported performance, or failure of performance of professional services rendered in good faith by the City's Hearing Examiner pursuant to this Agreement. Other than as provided above, the City shall indemnify, defend, and hold harmless Cheney, its officers, employees, and agents from any action, claim, or proceedings arising from the negligence of the City, its officers, employees including the Hearing Examiner, and agents, except to the extent of the concurrent negligence of Cheney.

11. TERMINATION. If the Agreement is terminated, Cheney shall reimburse the City for any services performed pursuant to this Agreement that have not at the time of termination been paid for and which the Parties have previously agreed is compensable work.

12. VENUE. This Agreement has and shall be construed as having been made and delivered in the State of Washington and the laws of the State of Washington shall be applicable to its construction and enforcement. Any action at law, suit in equity, or judicial proceedings for the enforcement of this Agreement or any provision hereto shall be instituted only in the courts of competent jurisdiction within Spokane County, Washington.

13. ALL WRITING AS CONTAINED HEREIN. This Agreement contains all of the terms and conditions agreed upon by the Parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind the Parties.

14. CHAPTER 39.34 RCW REQUIRED CLAUSES.

- A. Purpose. See Section 1 above.
- B. Duration. See Section 6 above.
- C. Organization of Separate Entity and Its Powers. See Section 9 above.
- D. Responsibilities of the Parties. See provisions above.
- E. Agreement to be filed. This Agreement may be filed with the Parties' respective City Clerks and published on the Parties' websites, as available.
- F. Financing. See Section 2 above.
- G. Termination. See Section 11 above.

H. Property upon Termination. No property acquisitions expected, see Section 9 above.

IN WITNESS WHEREOF, the Parties hereby execute the above Agreement:

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF CHENEY, WASHINGTON

CITY OF SPOKANE, WASHINGTON

By \_\_\_\_\_  
Mayor

By \_\_\_\_\_  
Mayor

Attest:

By \_\_\_\_\_  
City Clerk

Approved as to Form:

By \_\_\_\_\_  
Assistant City Attorney

ILA M24-10



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/8/2024

**Clerk's File #** OPR 2024-1067

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	HEARING EXAMINER	<b>Bid #</b>	
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<b>Contact Name/Phone</b>	KARL X6012	<b>Requisition #</b>	
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<b>Contact E-Mail</b>	KGRANRATH@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON MCATHCART ZZAPPONE		
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<b>Agenda Item Name</b>	INTERLOCAL AGREEMENT AMENDMENT FOR HEARING EXAMINER SERVICES		
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**Agenda Wording**

Amendment of an Interlocal Agreement between the City of Spokane and the City of Chewelah, increasing the rate for the Hearing Examiner services from \$125 to \$150 per hour.

**Summary (Background)**

The City of Spokane Hearing Examiner provides services for 9 jurisdictions. The City of Spokane has not modified its rates since 2012. These amended Interlocal Agreements would adjust the rate for the Hearing Examiner from \$125 to \$150 per hour for most of the jurisdictions (smaller in size) and from \$125 to \$175 per hour for Spokane Valley. It should be noted that the City of Spokane does not charge Spokane County for services; rather, the respective Hearing Examiners exchange services in kind.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost	\$
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Current Year Cost	\$
-------------------	----

Subsequent Year(s) Cost	\$
-------------------------	----

**Narrative**

**Amount**

**Budget Account**

Revenue	\$ tbd	# 0570-51500-99999-34149-99999
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

PICCOLO, MIKE

##### Division Director

##### Accounting Manager

BUSTOS, KIM

##### Legal

SCHOEDEL, ELIZABETH

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

krmcintyre@spokanecity.org

kgranrath@spokanecity.org

ywang@spokanecity.org

## Committee Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	11/25/2024
<b>Submitting Department</b>	Hearing Examiner
<b>Contact Name</b>	Kimberlee McIntyre / Karl Granrath
<b>Contact Email &amp; Phone</b>	<a href="mailto:krmcintyre@spokanecity.org">krmcintyre@spokanecity.org</a>
<b>Council Sponsor(s)</b>	
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Modified ILAs for All Jurisdictions
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	The City of Spokane Hearing Examiner provides services for 9 jurisdictions. We have not modified our rates since 2012. The invoice amounts for year-to-date 2024 total \$12,472.50. The invoiced amounts with the new rates would total \$15,930.00.
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <u>\$0</u></p> <p>    Current year cost:</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> The City of Spokane Hearing Examiner provides services for 9 jurisdictions. We have not modified our rates since 2012. We propose to increase our rate for the Hearing Examiner from \$125 to \$150 per hour for the majority of the jurisdictions (smaller in size) and from \$125 to \$175 per hour for Spokane Valley. It should be noted that we do not charge Spokane County for services; rather, the respective Hearing Examiners exchange services in kind. Therefore, no ILA modification is needed for Spokane County at this time.</p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p> <p><b>Revenue Generating</b></p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? <b>N/A</b></li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? <b>N/A</b></li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?</li> </ul>	



**An annual report is circulated to City Council that provides information on all cases handled by the office. The report summarizes the number of cases by jurisdiction as well as the billed amounts for other the other jurisdictions.**

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**The Hearing Examiner system is authorized by SMC 02.005.040 and RCW 39.34.080 provides that governmental entities may contract with each other to perform any governmental service which each may legally perform.**

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.



**INTERLOCAL COOPERATION AGREEMENT  
BETWEEN  
THE CITY OF CHEWELAH  
AND THE CITY OF SPOKANE  
FOR HEARING EXAMINER SERVICES**

This Agreement is between the CITY OF CHEWELAH, a Washington State municipal corporation, as "Chewelah," and the CITY OF SPOKANE, a Washington State municipal corporation, as "City", jointly referred to hereinafter as the "Parties".

WHEREAS, pursuant to RCW 39.34.080, governmental entities may contract with each other to perform any governmental service which each may legally perform; and

WHEREAS, Chewelah at this time does not have a hearing examiner to conduct hearings on various administrative appeals or quasi-judicial hearings on land use matters involving Chewelah government, and

WHEREAS, the City has adopted an ordinance that authorizes its Hearing Examiner to act as a hearing examiner pro-tem for another government entity to perform the duties of the hearing examiner when such hearing examiner is absent, has a conflict of interest, or is unavailable for some other reason; and

WHEREAS, the Hearing Examiner is a City employee and serves the City of Spokane in that capacity; and is a duly admitted member of the Washington State Bar Association and is knowledgeable on land use and other local government matters;

NOW, THEREFORE,

The Parties agree as follows:

1. **PURPOSE.** This Agreement is to provide a mechanism whereby the City's Hearing Examiner can act as the hearing examiner pro-tem to Chewelah to conduct administrative and quasi-judicial hearings. This Agreement supersedes and replaces all prior Agreements between the Parties regarding the provision of hearing examiner services.
2. **COMPENSATION.** Chewelah agrees to pay the City for hearing examiner services at the rate of ONE HUNDRED FIFTY AND NO/100 DOLLARS (\$150.00) per hour for the Hearing Examiner; and SIXTY AND NO/100 DOLLARS (\$60.00) per hour for the Assistant to the Hearing Examiner, plus reimbursement for travel, in accordance with the City's current mileage rate. The Hearing Examiner and Assistant to the Hearing Examiner shall keep a log of the number of hours worked and nature of work performed for each

hearing item. The Parties understand and acknowledge that the Hearing Examiner and Assistant to the Hearing Examiner shall not be considered an employee of Chewelah when performing services pursuant to this Agreement.

3. PAYMENT. Chewelah shall submit payment, within thirty (30) days of receipt of invoice for services rendered, payable to the City of Spokane Accounting Department, Administration Office, 808 West Spokane Falls Boulevard, Spokane, Washington 99201.

4. AUTHORIZATION FOR SERVICES. The Mayor of Chewelah shall be responsible for the administration of this Agreement and the requesting of services from the Hearing Examiner.

5. AGREEMENT NOT EXCLUSIVE. The City of Spokane's Hearing Examiner is hereby appointed as a hearing examiner pro-tem for Chewelah. This Agreement is not exclusive, and Chewelah may designate other hearing examiners pro-tem to hear similar matters as authorized by local ordinance or resolution.

6. DURATION. This Agreement is effective upon signature by both Parties and filing as required by law and shall run until terminated. Either Party may terminate this Agreement upon sixty (60) days written notice to the other Party. The Parties acknowledge that the availability of the Hearing Examiner is contingent upon the amount of work and the number of hearings that must be held by the Hearing Examiner. Chewelah understands and acknowledges that the City cannot guarantee that its Hearing Examiner will be available at all times that may be requested.

7. DECISIONS. The hearing examiner pro-tem shall comply with the requirements of federal, state and local law, relating to the matter being considered by the examiner, including the ordinances and resolutions of Chewelah. If there is no applicable time period under statute or local ordinance or resolution for issuance of the Hearing Examiner's decision, the Hearing Examiner shall exercise their best efforts to render a written decision with findings and conclusions within thirty (30) calendar days of concluding the hearing. If the Hearing Examiner's written decision is appealed, the Hearing Examiner shall cause to be prepared, review, and certify the record from the hearing to the appropriate body. The Hearing Examiner shall prepare and certify a copy of the record of any proceedings, if required for an appeal; subject to reimbursement for the costs of preparing such documents from the appealing party as provided by law or ordinance.

8. ADMINISTRATIVE SUPPORT. Chewelah shall supply all necessary administrative support services for the Hearing Examiner, such as hearing room, recording equipment, clerk, secretarial support, notifications and copies of applicable regulations, policies, and reports. The Hearing Examiner may use his own administrative assistant at the Hearing Examiner's discretion, for secretarial and administrative support.

9. AGREEMENT ADMINISTRATION. No new or separate legal entity or administrative entity is formed by this Agreement. No property will be acquired, held, or disposed of pursuant to this Agreement.

10. LEGAL RELATIONS AND INDEMNIFICATION. Chewelah shall indemnify, defend, and hold harmless the City, its officers, employees including the Hearing Examiner, and agents from any action, claim, or proceedings instituted by any third party, arising out of the performance, purported performance, or failure of performance of professional services rendered in good faith by the City's Hearing Examiner pursuant to this Agreement. Other than as provided above, the City shall indemnify, defend, and hold harmless Chewelah, its officers, employees, and agents from any action, claim, or proceedings arising from the negligence of the City, its officers, employees including the Hearing Examiner, and agents, except to the extent of the concurrent negligence of Chewelah.

11. TERMINATION. If the Agreement is terminated, Chewelah shall reimburse the City for any services performed pursuant to this Agreement that have not at the time of termination been paid for and which the Parties have previously agreed is compensable work.

12. VENUE. This Agreement has and shall be construed as having been made and delivered in the State of Washington and the laws of the State of Washington shall be applicable to its construction and enforcement. Any action at law, suit in equity, or judicial proceedings for the enforcement of this Agreement or any provision hereto shall be instituted only in the courts of competent jurisdiction within Spokane County, Washington.

13. ALL WRITING AS CONTAINED HEREIN. This Agreement contains all of the terms and conditions agreed upon by the Parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind the Parties.

14. CHAPTER 39.34 RCW REQUIRED CLAUSES.

- A. Purpose. See Section 1 above.
- B. Duration. See Section 6 above.
- C. Organization of Separate Entity and Its Powers. See Section 9 above.
- D. Responsibilities of the Parties. See provisions above.
- E. Agreement to be filed. This Agreement may be filed with the Parties' respective City Clerks and published on the Parties' websites, as available.
- F. Financing. See Section 2 above.
- G. Termination. See Section 11 above.

H. Property upon Termination. No property acquisitions expected, see Section 9 above.

IN WITNESS WHEREOF, the Parties hereby execute the above Agreement:

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF CHEWELAH, WASHINGTON

CITY OF SPOKANE, WASHINGTON

By \_\_\_\_\_  
Mayor

By \_\_\_\_\_  
Mayor

Attest:

By \_\_\_\_\_  
City Clerk

Approved as to Form:

By \_\_\_\_\_  
Assistant City Attorney

ILA M24-01



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/8/2024

**Clerk's File #** OPR 2024-1068

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	HEARING EXAMINER	<b>Bid #</b>	
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<b>Contact Name/Phone</b>	KARL X6012	<b>Requisition #</b>	
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<b>Contact E-Mail</b>	KGRANRATH@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON MCATHCART ZZAPPONE		
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<b>Agenda Item Name</b>	INTERLOCAL AGREEMENT AMENDMENT FOR HEARING EXAMINER SERVICES		
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**Agenda Wording**

Amendment of an Interlocal Agreement between the City of Spokane and the City of Millwood, increasing the rate for the Hearing Examiner services from \$125 to \$150 per hour.

**Summary (Background)**

The City of Spokane Hearing Examiner provides services for 9 jurisdictions. The City of Spokane has not modified its rates since 2012. These amended Interlocal Agreements would adjust the rate for the Hearing Examiner from \$125 to \$150 per hour for most of the jurisdictions (smaller in size) and from \$125 to \$175 per hour for Spokane Valley. It should be noted that the City of Spokane does not charge Spokane County for services; rather, the respective Hearing Examiners exchange services in kind.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost	\$
------------	----

Current Year Cost	\$
-------------------	----

Subsequent Year(s) Cost	\$
-------------------------	----

**Narrative**

**Amount**

**Budget Account**

Revenue	\$ tbd	# 0570-51500-99999-34149-99999
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

PICCOLO, MIKE

##### Division Director

##### Accounting Manager

BUSTOS, KIM

##### Legal

SCHOEDEL, ELIZABETH

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

krmcintyre@spokanecity.org

kgranrath@spokanecity.org

ywang@spokanecity.org

## Committee Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	11/25/2024
<b>Submitting Department</b>	Hearing Examiner
<b>Contact Name</b>	Kimberlee McIntyre / Karl Granrath
<b>Contact Email &amp; Phone</b>	<a href="mailto:krmcintyre@spokanecity.org">krmcintyre@spokanecity.org</a>
<b>Council Sponsor(s)</b>	
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Modified ILAs for All Jurisdictions
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	The City of Spokane Hearing Examiner provides services for 9 jurisdictions. We have not modified our rates since 2012. The invoice amounts for year-to-date 2024 total \$12,472.50. The invoiced amounts with the new rates would total \$15,930.00.
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <u>\$0</u></p> <p>    Current year cost:</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> The City of Spokane Hearing Examiner provides services for 9 jurisdictions. We have not modified our rates since 2012. We propose to increase our rate for the Hearing Examiner from \$125 to \$150 per hour for the majority of the jurisdictions (smaller in size) and from \$125 to \$175 per hour for Spokane Valley. It should be noted that we do not charge Spokane County for services; rather, the respective Hearing Examiners exchange services in kind. Therefore, no ILA modification is needed for Spokane County at this time.</p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p> <p><b>Revenue Generating</b></p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? <b>N/A</b></li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? <b>N/A</b></li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?</li> </ul>	



**An annual report is circulated to City Council that provides information on all cases handled by the office. The report summarizes the number of cases by jurisdiction as well as the billed amounts for other the other jurisdictions.**

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**The Hearing Examiner system is authorized by SMC 02.005.040 and RCW 39.34.080 provides that governmental entities may contract with each other to perform any governmental service which each may legally perform.**

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.



**INTERLOCAL COOPERATION AGREEMENT  
BETWEEN  
THE CITY OF MILLWOOD  
AND THE CITY OF SPOKANE  
FOR HEARING EXAMINER SERVICES**

This Agreement is between the CITY OF MILLWOOD, a Washington State municipal corporation, as "Millwood," and the CITY OF SPOKANE, a Washington State municipal corporation, as "City", jointly referred to hereinafter as the "Parties".

WHEREAS, pursuant to RCW 39.34.080, governmental entities may contract with each other to perform any governmental service which each may legally perform; and

WHEREAS, Millwood at this time does not have a hearing examiner to conduct hearings on various administrative appeals or quasi-judicial hearings on land use matters involving Millwood government, and

WHEREAS, the City has adopted an ordinance that authorizes its Hearing Examiner to act as a hearing examiner pro-tem for another government entity to perform the duties of the hearing examiner when such hearing examiner is absent, has a conflict of interest, or is unavailable for some other reason; and

WHEREAS, the Hearing Examiner is a City employee and serves the City of Spokane in that capacity; and is a duly admitted member of the Washington State Bar Association and is knowledgeable on land use and other local government matters;

NOW, THEREFORE,

The Parties agree as follows:

1. **PURPOSE.** This Agreement is to provide a mechanism whereby the City's Hearing Examiner can act as the hearing examiner pro-tem to Millwood to conduct administrative and quasi-judicial hearings. This Agreement supersedes and replaces all prior Agreements between the Parties regarding the provision of hearing examiner services.
2. **COMPENSATION.** Millwood agrees to pay the City for hearing examiner services at the rate of ONE HUNDRED FIFTY AND NO/100 DOLLARS (\$150.00) per hour for the Hearing Examiner; and SIXTY AND NO/100 DOLLARS (\$60.00) per hour for the Assistant to the Hearing Examiner, plus reimbursement for travel, in accordance with the City's current mileage rate. The Hearing Examiner and Assistant to the Hearing Examiner shall keep a log of the number of hours worked and nature of work performed for each

hearing item. The Parties understand and acknowledge that the Hearing Examiner and Assistant to the Hearing Examiner shall not be considered an employee of Millwood when performing services pursuant to this Agreement.

3. PAYMENT. Millwood shall submit payment, within thirty (30) days of receipt of invoice for services rendered, payable to the City of Spokane Accounting Department, Administration Office, 808 West Spokane Falls Boulevard, Spokane, Washington 99201.

4. AUTHORIZATION FOR SERVICES. The Mayor of Millwood shall be responsible for the administration of this Agreement and the requesting of services from the Hearing Examiner.

5. AGREEMENT NOT EXCLUSIVE. The City of Spokane's Hearing Examiner is hereby appointed as a hearing examiner pro-tem for Millwood. This Agreement is not exclusive, and Millwood may designate other hearing examiners pro-tem to hear similar matters as authorized by local ordinance or resolution.

6. DURATION. This Agreement is effective upon signature by both Parties and filing as required by law and shall run until terminated. Either Party may terminate this Agreement upon sixty (60) days written notice to the other Party. The Parties acknowledge that the availability of the Hearing Examiner is contingent upon the amount of work and the number of hearings that must be held by the Hearing Examiner. Millwood understands and acknowledges that the City cannot guarantee that its Hearing Examiner will be available at all times that may be requested.

7. DECISIONS. The hearing examiner pro-tem shall comply with the requirements of federal, state and local law, relating to the matter being considered by the examiner, including the ordinances and resolutions of Millwood. If there is no applicable time period under statute or local ordinance or resolution for issuance of the Hearing Examiner's decision, the Hearing Examiner shall exercise their best efforts to render a written decision with findings and conclusions within thirty (30) calendar days of concluding the hearing. If the Hearing Examiner's written decision is appealed, the Hearing Examiner shall cause to be prepared, review, and certify the record from the hearing to the appropriate body. The Hearing Examiner shall prepare and certify a copy of the record of any proceedings, if required for an appeal; subject to reimbursement for the costs of preparing such documents from the appealing party as provided by law or ordinance.

8. ADMINISTRATIVE SUPPORT. Millwood shall supply all necessary administrative support services for the Hearing Examiner, such as hearing room, recording equipment, clerk, secretarial support, notifications and copies of applicable regulations, policies, and reports. The Hearing Examiner may use his own administrative assistant at the Hearing Examiner's discretion, for secretarial and administrative support.

9. AGREEMENT ADMINISTRATION. No new or separate legal entity or administrative entity is formed by this Agreement. No property will be acquired, held, or disposed of pursuant to this Agreement.

10. LEGAL RELATIONS AND INDEMNIFICATION. Millwood shall indemnify, defend, and hold harmless the City, its officers, employees including the Hearing Examiner, and agents from any action, claim, or proceedings instituted by any third party, arising out of the performance, purported performance, or failure of performance of professional services rendered in good faith by the City's Hearing Examiner pursuant to this Agreement. Other than as provided above, the City shall indemnify, defend, and hold harmless Millwood, its officers, employees, and agents from any action, claim, or proceedings arising from the negligence of the City, its officers, employees including the Hearing Examiner, and agents, except to the extent of the concurrent negligence of Millwood.

11. TERMINATION. If the Agreement is terminated, Millwood shall reimburse the City for any services performed pursuant to this Agreement that have not at the time of termination been paid for and which the Parties have previously agreed is compensable work.

12. VENUE. This Agreement has and shall be construed as having been made and delivered in the State of Washington and the laws of the State of Washington shall be applicable to its construction and enforcement. Any action at law, suit in equity, or judicial proceedings for the enforcement of this Agreement or any provision hereto shall be instituted only in the courts of competent jurisdiction within Spokane County, Washington.

13. ALL WRITING AS CONTAINED HEREIN. This Agreement contains all of the terms and conditions agreed upon by the Parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind the Parties.

14. CHAPTER 39.34 RCW REQUIRED CLAUSES.

- A. Purpose. See Section 1 above.
- B. Duration. See Section 6 above.
- C. Organization of Separate Entity and Its Powers. See Section 9 above.
- D. Responsibilities of the Parties. See provisions above.
- E. Agreement to be filed. This Agreement may be filed with the Parties' respective City Clerks and published on the Parties' websites, as available.
- F. Financing. See Section 2 above.
- G. Termination. See Section 11 above.

H. Property upon Termination. No property acquisitions expected, see Section 9 above.

IN WITNESS WHEREOF, the Parties hereby execute the above Agreement:

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF MILLWOOD, WASHINGTON

CITY OF SPOKANE, WASHINGTON

By \_\_\_\_\_  
Mayor

By \_\_\_\_\_  
Mayor

Attest:

By \_\_\_\_\_  
City Clerk

Approved as to Form:

By \_\_\_\_\_  
Assistant City Attorney

ILA M24-09



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd**

11/8/2024

**Clerk's File #**

OPR 2024-1069

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

**Submitting Dept**

HEARING EXAMINER

**Bid #**

**Contact Name/Phone**

KARL X6012

**Requisition #**

**Contact E-Mail**

KGRANRATH@SPOKANECITY.ORG

**Agenda Item Type**

Contract Item

**Council Sponsor(s)**

BWILKERSON MCATHCART ZZAPPONE

**Agenda Item Name**

INTERLOCAL AGREEMENT AMENDMENT FOR HEARING EXAMINER SERVICES

**Agenda Wording**

Amendment of an Interlocal Agreement between the City of Spokane and the City of Newport, increasing the rate for the Hearing Examiner services from \$125 to \$150 per hour.

**Summary (Background)**

The City of Spokane Hearing Examiner provides services for 9 jurisdictions. The City of Spokane has not modified its rates since 2012. These amended Interlocal Agreements would adjust the rate for the Hearing Examiner from \$125 to \$150 per hour for most of the jurisdictions (smaller in size) and from \$125 to \$175 per hour for Spokane Valley. It should be noted that the City of Spokane does not charge Spokane County for services; rather, the respective Hearing Examiners exchange services in kind.

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost

\$

Current Year Cost

\$

Subsequent Year(s) Cost

\$

**Narrative**

**Amount**

**Budget Account**

Revenue \$ tbd

# 0570-51500-99999-34149-99999

Select \$

#

Select \$

#

Select \$

#

\$

#

\$

#



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

PICCOLO, MIKE

##### Division Director

##### Accounting Manager

BUSTOS, KIM

##### Legal

SCHOEDEL, ELIZABETH

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

krmcintyre@spokanecity.org

kgranrath@spokanecity.org

ywang@spokanecity.org

## Committee Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	11/25/2024
<b>Submitting Department</b>	Hearing Examiner
<b>Contact Name</b>	Kimberlee McIntyre / Karl Granrath
<b>Contact Email &amp; Phone</b>	<a href="mailto:krmcintyre@spokanecity.org">krmcintyre@spokanecity.org</a>
<b>Council Sponsor(s)</b>	
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Modified ILAs for All Jurisdictions
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	The City of Spokane Hearing Examiner provides services for 9 jurisdictions. We have not modified our rates since 2012. The invoice amounts for year-to-date 2024 total \$12,472.50. The invoiced amounts with the new rates would total \$15,930.00.
<p>*use the Fiscal Impact box below for relevant financial information</p>	<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <u>\$0</u></p> <p>    Current year cost:</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> The City of Spokane Hearing Examiner provides services for 9 jurisdictions. We have not modified our rates since 2012. We propose to increase our rate for the Hearing Examiner from \$125 to \$150 per hour for the majority of the jurisdictions (smaller in size) and from \$125 to \$175 per hour for Spokane Valley. It should be noted that we do not charge Spokane County for services; rather, the respective Hearing Examiners exchange services in kind. Therefore, no ILA modification is needed for Spokane County at this time.</p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p> <p><b>Revenue Generating</b></p>
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? N/A</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A</li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?</li> </ul>	



**An annual report is circulated to City Council that provides information on all cases handled by the office. The report summarizes the number of cases by jurisdiction as well as the billed amounts for other the other jurisdictions.**

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**The Hearing Examiner system is authorized by SMC 02.005.040 and RCW 39.34.080 provides that governmental entities may contract with each other to perform any governmental service which each may legally perform.**

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.



**INTERLOCAL COOPERATION AGREEMENT  
BETWEEN  
THE CITY OF NEWPORT  
AND THE CITY OF SPOKANE  
FOR HEARING EXAMINER SERVICES**

This Agreement is between the CITY OF NEWPORT, a Washington State municipal corporation, as "Newport," and the CITY OF SPOKANE, a Washington State municipal corporation, as "City", jointly referred to hereinafter as the "Parties".

WHEREAS, pursuant to RCW 39.34.080, governmental entities may contract with each other to perform any governmental service which each may legally perform; and

WHEREAS, Newport has a hearing examiner to conduct hearings on various administrative appeals or quasi-judicial hearings on land use matters involving Newport government, and

WHEREAS, the City has adopted an ordinance that authorizes its Hearing Examiner to act as a hearing examiner pro-tem for another government entity to perform the duties of the hearing examiner when such hearing examiner is absent, has a conflict of interest, or is unavailable for some other reason; and

WHEREAS, the Hearing Examiner is a City employee and serves the City of Spokane in that capacity; and is a duly admitted member of the Washington State Bar Association and is knowledgeable on land use and other local government matters;

NOW, THEREFORE,

The Parties agree as follows:

1. **PURPOSE.** This Agreement is to provide a mechanism whereby the City's Hearing Examiner can act as the hearing examiner pro-tem to Newport to conduct administrative and quasi-judicial hearings. This Agreement supersedes and replaces all prior Agreements between the Parties regarding the provision of hearing examiner services.
2. **COMPENSATION.** Newport agrees to pay the City for hearing examiner services at the rate of ONE HUNDRED FIFTY AND NO/100 DOLLARS (\$150.00) per hour for the Hearing Examiner; and SIXTY AND NO/100 DOLLARS (\$60.00) per hour for the Assistant to the Hearing Examiner, plus reimbursement for travel, in accordance with the City's current mileage rate. The Hearing Examiner and Assistant to the Hearing Examiner shall keep a log of the number of hours worked and nature of work performed for each

hearing item. The Parties understand and acknowledge that the Hearing Examiner and Assistant to the Hearing Examiner shall not be considered an employee of Newport when performing services pursuant to this Agreement.

3. PAYMENT. Newport shall submit payment, within thirty (30) days of receipt of invoice for services rendered, payable to the City of Spokane Accounting Department, Administration Office, 808 West Spokane Falls Boulevard, Spokane, Washington 99201.

4. AUTHORIZATION FOR SERVICES. The Mayor of Newport shall be responsible for the administration of this Agreement and the requesting of services from the Hearing Examiner.

5. AGREEMENT NOT EXCLUSIVE. The City of Spokane's Hearing Examiner is hereby appointed as a hearing examiner pro-tem for Newport. This Agreement is not exclusive, and Newport may designate other hearing examiners pro-tem to hear similar matters as authorized by local ordinance or resolution.

6. DURATION. This Agreement is effective upon signature by both Parties and filing as required by law and shall run until terminated. Either Party may terminate this Agreement upon sixty (60) days written notice to the other Party. The Parties acknowledge that the availability of the Hearing Examiner is contingent upon the amount of work and the number of hearings that must be held by the Hearing Examiner. Newport understands and acknowledges that the City cannot guarantee that its Hearing Examiner will be available at all times that may be requested.

7. DECISIONS. The hearing examiner pro-tem shall comply with the requirements of federal, state and local law, relating to the matter being considered by the examiner, including the ordinances and resolutions of Newport. If there is no applicable time period under statute or local ordinance or resolution for issuance of the Hearing Examiner's decision, the Hearing Examiner shall exercise their best efforts to render a written decision with findings and conclusions within thirty (30) calendar days of concluding the hearing. If the Hearing Examiner's written decision is appealed, the Hearing Examiner shall cause to be prepared, review, and certify the record from the hearing to the appropriate body. The Hearing Examiner shall prepare and certify a copy of the record of any proceedings, if required for an appeal; subject to reimbursement for the costs of preparing such documents from the appealing party as provided by law or ordinance.

8. ADMINISTRATIVE SUPPORT. Newport shall supply all necessary administrative support services for the Hearing Examiner, such as hearing room, recording equipment, clerk, secretarial support, notifications and copies of applicable regulations, policies, and reports. The Hearing Examiner may use his own administrative assistant at the Hearing Examiner's discretion, for secretarial and administrative support.

9. AGREEMENT ADMINISTRATION. No new or separate legal entity or administrative entity is formed by this Agreement. No property will be acquired, held, or disposed of pursuant to this Agreement.

10. LEGAL RELATIONS AND INDEMNIFICATION. Newport shall indemnify, defend, and hold harmless the City, its officers, employees including the Hearing Examiner, and agents from any action, claim, or proceedings instituted by any third party, arising out of the performance, purported performance, or failure of performance of professional services rendered in good faith by the City's Hearing Examiner pursuant to this Agreement. Other than as provided above, the City shall indemnify, defend, and hold harmless Newport, its officers, employees, and agents from any action, claim, or proceedings arising from the negligence of the City, its officers, employees including the Hearing Examiner, and agents, except to the extent of the concurrent negligence of Newport.

11. TERMINATION. If the Agreement is terminated, Newport shall reimburse the City for any services performed pursuant to this Agreement that have not at the time of termination been paid for and which the Parties have previously agreed is compensable work.

12. VENUE. This Agreement has and shall be construed as having been made and delivered in the State of Washington and the laws of the State of Washington shall be applicable to its construction and enforcement. Any action at law, suit in equity, or judicial proceedings for the enforcement of this Agreement or any provision hereto shall be instituted only in the courts of competent jurisdiction within Spokane County, Washington.

13. ALL WRITING AS CONTAINED HEREIN. This Agreement contains all of the terms and conditions agreed upon by the Parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind the Parties.

14. CHAPTER 39.34 RCW REQUIRED CLAUSES.

- A. Purpose. See Section 1 above.
- B. Duration. See Section 6 above.
- C. Organization of Separate Entity and Its Powers. See Section 9 above.
- D. Responsibilities of the Parties. See provisions above.
- E. Agreement to be filed. This Agreement may be filed with the Parties' respective City Clerks and published on the Parties' websites, as available.
- F. Financing. See Section 2 above.
- G. Termination. See Section 11 above.

H. Property upon Termination. No property acquisitions expected, see Section 9 above.

IN WITNESS WHEREOF, the Parties hereby execute the above Agreement:

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF NEWPORT, WASHINGTON

CITY OF SPOKANE, WASHINGTON

By \_\_\_\_\_  
Mayor

By \_\_\_\_\_  
Mayor

Attest:

By \_\_\_\_\_  
City Clerk

Approved as to Form:

By \_\_\_\_\_  
Assistant City Attorney

ILA M24-06



**Agenda Sheet for City Council:**

**Committee:** Public Safety **Date:** 12/02/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/20/2024

**Clerk's File #** OPR 2024-1092

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/16/2024

<b>Submitting Dept</b>	POLICE	<b>Bid #</b>	
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<b>Contact</b>	JACQUI 4109	<b>Requisition #</b>	
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<b>Contact E-Mail</b>	JMACCONNELL@SPOKANEPOLICE.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	PDILLON MCATHCART BWILKERSON		
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<b>Agenda Item Name</b>	0680 - BLEA AGREEMENT WITH WSCJTC FOR 2025-2026		
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**Agenda Wording**

Spokane Police Department (SPD) in agreement with Washington State Criminal Justice Training Commission (WSCJTC) conducts Basic Law Enforcement Academy (BLEA) sessions for law enforcement agencies in Eastern Washington.

**Summary (Background)**

This agreement is a continuation of this partnership and covers January 1, 2025 to December 31, 2026. The agreement allows for a total of 10 training slots for the Spokane Police Department recruits in each session. The estimated revenue/costs for each session is approximately \$250,000 per BLEA session, and an approximate \$750,000 per calendar year. The revenue/costs for the entire two-year agreement will be approximately \$1,500,000.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year	YES
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Total Cost	\$ 1,500,000.00
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Current Year Cost	\$ 750,000.00
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Subsequent Year(s) Cost	\$ 750,000.00
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**Narrative**

Reimbursement agreement that pays for current SPD staff time and overtime used during BLEA. Also, reimbursement for usage of City facilities.

<b>Amount</b>	<b>Budget Account</b>
Revenue \$ 750,000.00	# 0680-11710-99999-34210-99999
Select \$	#
Select \$	#
Select \$	#
\$	#
\$	#



## Committee Agenda Sheet

### Public Safety & Community Health Committee

<b>Committee Date</b>	December 2 <sup>nd</sup> , 2024
<b>Submitting Department</b>	Police
<b>Contact Name</b>	Jacqui MacConnell
<b>Contact Email &amp; Phone</b>	<a href="mailto:jmacconnell@spokanepolice.org">jmacconnell@spokanepolice.org</a> 625-4109
<b>Council Sponsor(s)</b>	Councilmembers Dillion, Cathcart & CP Wilkerson
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	2025-2026 BLEA agreement with WSCJTC
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>Spokane Police Department (SPD) in agreement with Washington State Criminal Justice Training Commission (WSCJTC) conducts Basic Law Enforcement Academy (BLEA) sessions for law enforcement agencies in Eastern Washington.</p> <p>SPD provides a Sergeant, an Officer, and the facilities for these academies; WSCJTC reimburses the personnel costs, facility costs, and training for instructors.</p> <p>This agreement is a continuation of this partnership and covers January 1, 2025 to December 31, 2026. The agreement allows for a total of 10 training slots for the Spokane Police Department recruits in each session.</p> <p>The estimated revenue/costs for each session is approximately \$250,000 per BLEA session, and an approximate \$750,000 per calendar year. The revenue/costs for the entire two-year agreement will be approximately \$1,500,000.</p>
<b>Fiscal Impact</b> <b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <u>\$1,500,000 (Revenue)</u> Current year cost: \$ 750,000 Subsequent year(s) cost: \$750,000  <b>Narrative:</b> <u>Reimbursement agreement that pays for current SPD staff time and overtime used during BLEA. Also, reimbursement for usage of City facilities.</u>  <b>Funding Source</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Reserves Is this funding source sustainable for future years, months, etc? Two-year agreement that is expected to be renewed for the foreseeable future.  <b>Expense Occurrence</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b> What impacts would the proposal have on historically excluded communities?	



How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?



# WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

Monica A. Alexander, Executive Director

19010 1st Avenue South • Burien, WA 98148 • Phone: 206-835-7300 • [www.cjtc.wa.gov](http://www.cjtc.wa.gov)

## INTERAGENCY AGREEMENT No.

This agreement, hereinafter referred to as the "Agreement", is made and entered into by and between the Washington State Criminal Justice Training Commission, hereinafter referred to as the "WSCJTC", and the Spokane Police Department, hereinafter referred to as the "Agency".

**Whereas** the WSCJTC, pursuant to Chapter 43.101.RCW, is empowered to provide programs and standards for the training of criminal justice personnel and in conjunction therewith may contract with individuals and agencies for the purpose of training; and

**Whereas** the Agency has the ability to provide services and facilities for the purposes of administering Basic Training Academies, including the Basic Law Enforcement Academy (hereinafter referred to as "BLEA"); and

**Now, therefore**, for and in consideration of the mutual promises set forth hereafter, the parties hereto mutually agree as follows:

### 1. Term

Subject to its other provisions, the period of performance of this Agreement shall be for January 1, 2025– December 31, 2026 (the "Term"), unless terminated sooner as provided herein.

### 2. Coordination

WSCJTC will notify the Agency of their desire for the Agency to host and administer a Basic Training Academy. WSCJTC will collaborate with the Agency to coordinate sessions agreeable to both parties. The Agency may only host academy sessions which are pre-approved by the WSCJTC.

### 3. Management and Oversight

Services performed under the terms of this Agreement shall be under the direct command and control of the WSCJTC and shall ensure that the duties of the Agreement will be performed in a manner consistent with WSCJTC policies and procedures, applicable state and local laws, and the Constitutions of the State of Washington and the United States.

### 4. Full-Time Assistant Commander

The Agency shall support the WSCJTC's efforts in recruiting the full-time services of one (1) sergeant or lieutenant to serve as the Assistant Commander for the purpose of managing and overseeing the daily operations of the Basic Training Academies held at the Northeast Regional BLEA Campus. If necessary, the Agency will be responsible for providing an Agency officer to serve in this position. The WSCJTC will select, approve, and appoint the Assistant Commander in collaboration with the Agency. The WSCJTC reserves final approval of all candidates without cause. This assignment will be memorialized in a Secondary Agreement.

The responsibilities of the Assistant Commander include, but are not limited to:

- Managing and supervising TAC staff and Instructors taking part in the delivery, implementation, coaching, and evaluation of recruit training
- Tracking and confirming all regular and overtime hours accrued by TAC staff and Instructors participating in the delivery, implementation, coaching, and evaluation of recruit training
- Managing academy schedules by coordinating the day-to-day academy activities, including making instructor assignments and facility reservations, as required by the academy curriculum
- Acting as a liaison with the Agency's staff and venues
- Supporting the WSCJTC Regional Academies Commander's management of the academy budget
- Managing and overseeing equipment and supply inventory
- Providing instruction and instructional support as found in Section (3)

**a. Payment for BLEA Assistant Commander**

WSCJTC will reimburse to the Agency the full salary, and overtime worked in service to the WSCJTC, of the Assistant Commander, including all benefits and all increases to said salary or benefits, during the period of the Assistant Commander's service to the WSCJTC as the Assistant Commander. WSCJTC shall pay said reimbursement amount upon submission by the Agency of an invoice to WSCJTC.

**b. Instructional Services Provided**

The Assistant Commander will provide academy instruction and instructional support. Such services may include, but not be limited to:

- Being familiar with, and adhering to, the policies and procedures of the Basic Training Division and the WSCJTC
- Coordinating with the TAC Officers to ensure that all training materials and equipment are available and ready for use and are in good working order
- Being familiar with the course lesson plan prior to instruction
- Participating in course briefing and debriefing
- Providing instruction and delivering written and practical exercises in assigned courses as prescribed in the course lesson plan(s)
- Supporting and assisting with practical training exercises
- Tutoring/counseling academy attendees
- Proctoring recruit testing to ensure compliance with established expectations
- Evaluating recruit performance in accordance with established rubrics
- Maintaining accurate student attendance and performance records as required
- Ensuring that all equipment used in the instruction is properly stored and/or cleaned upon the completion of instruction and any damaged or dysfunctional equipment is reported to the Regional Commander, or their designee, as soon as possible after the training session
- Suggesting revisions to academy programs and curriculum in accordance with the policies and procedures of the WSCJTC to ensure that all materials are current, relevant, and rigorous

## 5. Full-Time Teacher, Administrator, Counselor (TAC) Officers

The Agency shall support the WSCJTC's efforts in recruiting the full-time services of three (3) commissioned Peace Officers to serve as TAC Officers for the purpose of administering, conducting, and presenting the Basic Training Academies held at the Northeast Regional BLEA Campus. If necessary, the Agency will be responsible for providing Agency officers to serve in these positions. The WSCJTC will select, approve, and appoint the TAC Officers in collaboration with the Agency. The WSCJTC reserves final approval of all candidates without cause. Any period with fewer than three (3) staff provided may not exceed 60 days. These assignments will be memorialized in Secondary Agreements.

### a. Payment for TAC Officers

WSCJTC shall reimburse SPD the full annual salary equivalent to the number of SPD Peace Officers appointed to the positions of TAC Officer, if selected from SPD personnel, including all benefits and all increases to salary or benefits during those persons' service to WSCJTC as TAC Officer. The WSCJTC will reimburse overtime for the time spent at Basic Law Enforcement Academy, the Equivalency Academy, and/or any WSCJTC related training. WSCJTC shall pay said reimbursement amount upon submission by SPD of an invoice to WSCJTC.

### b. Instructional Services Provided

The TAC Officer and Instructors provide academy instruction and instructional support. Such services may include, but not be limited to:

- Being familiar with, and adhering to, the policies and procedures of the Basic Training Division and the WSCJTC
- Coordinating with the Assistant Commander to ensure that all training materials and equipment are available and ready for use and are in good working order
- Being familiar with the course lesson plan prior to instruction
- Participating in course briefing and debriefing
- Providing instruction and delivering written and practical exercises in assigned courses as prescribed in the course lesson plan(s)
- Supporting and assisting with practical training exercises
- Tutoring/counseling academy attendees
- Proctoring recruit testing to ensure compliance with established expectations
- Evaluating recruit performance in accordance with established rubrics
- Maintaining accurate student attendance and performance records as required
- Ensuring that all equipment used in the instruction are properly stored and/or cleaned upon the completion of instruction and any damaged or dysfunctional equipment is reported to the Assistant Commander, or their designee, as soon as possible after the training session
- Suggesting revisions to academy programs and curriculum in accordance with the policies and procedures of the WSCJTC to ensure that all materials are current, relevant, and rigorous

## 6. Part-Time Instructors

The Agency may provide to WSCJTC the part-time services of on-duty and qualified Agency personnel (hereinafter referred to as "Instructors") to provide academy instruction and instructional support. These part-time instructors must be approved by the WSCJTC Regional

Academies Commander prior to instructing WSCJTC courses. Assignments will be submitted to the WSCJTC Regional Academies Commander for approval. Such services may include, but not be limited to:

- Being familiar with, and adhering to, the policies and procedures of the Basic Training Division and the WSCJTC
- Coordinating with the Assistant Commander to ensure that all training materials and equipment are available and ready for use and are in good working order
- Being familiar with the course lesson plan prior to instruction
- Participating in course briefing and debriefing
- Providing instruction and delivering written and practical exercises in assigned courses as prescribed in the course lesson plan(s)
- Supporting and assisting with practical training exercises
- Tutoring/counseling academy attendees
- Proctoring recruit testing to ensure compliance with established learning objectives and competencies.
- Evaluating recruit performance in accordance with established rubrics
- Maintaining accurate student attendance and performance records as required
- Ensuring that all equipment used in the instruction are properly stored and/or cleaned upon the completion of instruction and any damaged or dysfunctional equipment is reported to the Assistant Commander, or their designee, as soon as possible after the training session
- Suggesting revisions to academy programs and curriculum in accordance with the policies and procedures of the WSCJTC to ensure that all materials are current, relevant, and rigorous

**a. Payment for Part-Time Instructors**

WSCJTC will reimburse the Agency for the payment of part-time Instructors, who are the Agency's employees. The hourly rate assigned to each instructor will be based on the WSCJTC Contractor Pay Scale. The WSCJTC will provide the Contractor pay scale to the Agency and notify the Agency upon the approval of any revision to the pay scale. WSCJTC shall pay said reimbursement amount upon submission by the Agency of an invoice to WSCJTC.

The Agency will send detailed invoices to WSCJTC at the end of each month for the month prior that include the following:

- Appropriate Statewide Vendor Number
- Instructor name
- Subject taught
- Dates and hours worked
- Dollar amount
- Academy class number

**7. Reimbursement for on duty Spokane Police Officer instruction**

WSCJTC will reimburse the Agency for the payment of on duty Spokane Police Officer instruction at the same rate as the Contractor Pay Scale.

**8. Administrative Support**

WSCJTC will provide part-time administrative support for the administration and management of the Basic Training Academies.

**9. Facilities**

The Agency will provide the necessary facilities to successfully conduct the Basic Training Academies.

**a. Such facilities include, but are not limited to:**

- Office Space for a full-time Assistant Commander, including but not limited to:
  - a) Office Phone
  - b) High Speed Internet connection
  - c) Office furniture
- Office Space for three (3) full-time TAC Officers, including but not limited to:
  - a) Office Phone
  - b) High Speed Internet connection
  - c) Office furniture
- Classroom space
- Gym space (as requested for the Basic Law Enforcement or Corrections Academy C-DT training)
- Locker rooms
- Firearms range

**b. Payment for Facility Usage**

WSCJTC will reimburse the Agency \$8,338 per BLEA session, as set forth in number two (2). Unlimited use of the Agency firearms range will be reimbursed at \$5,000 per BLEA session. WSCJTC shall pay said reimbursement amount upon submission by the Agency of an invoice to WSCJTC.

WSCJTC may reimburse the Agency up to \$75,000 per calendar year for maintenance and repair of provided facilities. All reimbursement requests must be submitted in writing for prior authorization by WSCJTC. The WSCJTC will provide written response to the request and, if approved, identify the amount the WSCJTC agrees to provide for the requested project.

- 10.** WSCJTC shall reimburse SPD up to a total of \$15,000 per calendar year for training, travel expenses and overtime costs, when pre-approved, to ensure a sufficient cadre of WSCJTC certified trained instructors for each BLEA session. WSCJTC shall pay said pre-approved reimbursement amount upon submission by SPD of an invoice to WSCJTC.

**11. First Right of Refusal for Agency Recruits**

WSCJTC agrees to grant first right of refusal to the Agency for ten (10) seats in each BLEA class held at the Northeast Regional BLEA Campus for up to six (6) weeks prior to the state date of each class. These seats may only be filled by applicants from the Agency and the Agency may not assign seats to applicants from another organization. Any additional applicants will be processed in accordance with the policies and procedures of the WSCJTC.

## 12. Provision of Materials, Services and Supplies

Through the Washington State purchasing process, WSCJTC will provide materials, services, and supplies necessary for the operation of academy sessions, unless otherwise agreed to by the Agency and WSCJTC.

## 13. Employment Obligations to Instructors

### a. *Personnel Rights*

The Agency agrees to extend to the instructors all rights, privileges, and benefits attendant to and resulting from their employment by the Agency, including all promotional opportunities otherwise available to them. The Agency further agrees that upon completion and conclusion of the Instructor's service under this Agreement, and in the absence of any promotion or upgrading in classification which has occurred during the duration of this Agreement and in the absence of any disciplinary action taken during the duration of this Agreement, the Instructors will be returned and reinstated to the Agency at the same or equal commissioned rank or position held prior to the commencement of this Agreement.

### b. *Covenant to Provide Medical/Health and Worker's Compensation Benefits*

The Agency agrees to extend to the instructors medical/health and worker's compensation benefits and other compensation in the event of injury, illness or death, to the same extent and in the same manner as if such injury, illness or death had occurred during work assignment in and for the Agency as an Agency employee.

## 14. Health and Safety

To protect the health and safety of WSCJTC and students of WSCJTC, the Instructors employed by the Agency understands the WSCJTC maintains control over its operations and agrees to submit to directions and protocols put in place to carry out its mission, including submitting to infectious disease testing when directed to do so by WSCJTC. The instructors must report the results to WSCJTC's confidential appointee. The instructors agree to follow the health and safety protocols put in place by the WSCJTC during scheduled academy sessions. Failure to abide by these requirements may result in their release from WSCJTC's service.

## 15. Payment

Compensation for the work provided in accordance with this Agreement has been established under the terms of RCW 39.34.130. All costs shall be reimbursed monthly, when applicable.

## 16. Billing Procedures

The Agency shall submit an invoice to WSCJTC at the end of each month. WSCJTC shall pay the Agency for all approved and completed work by warrant or account transfer within thirty (30) days of invoicing.

### **All invoices shall be submitted to:**

Registered Mail

WSCJTC

Attn: Basic Training Division

19010 1st Ave S

Burien, WA 98148

Electronic Mail

[btdaccounting@cjtc.wa.gov](mailto:btdaccounting@cjtc.wa.gov)

### **17. Records Maintenance**

The parties to this Agreement shall each maintain books, records, documents, and other evidence which sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the services described herein. These records shall be subject to inspection, review or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six (6) years after expiration and the Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.

Records and other documents, in any medium, furnished by one party to this Agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available this material to any third parties, without first giving notice to the furnishing party and giving a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

### **18. Rights in Data**

Material created from this Agreement shall be “works for hire” as defined by the U.S. Copyright Act of 1976 and shall be owned by WSCJTC, including but not limited to reports, documents, videos, curricular material, exams or recordings. Such materials are subject to RCW 42.56, the Public Records Act; the WSCJTC may disclose such documents in accordance with the PRA.

### **19. Independent Capacity**

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

### **20. Modification**

No waiver or modification of this Agreement or any covenants, conditions, or limitations herein contained shall be valid unless in writing and duly executed by the parties to be charged therewith; and no evidence of any waiver or modification shall be offered or received in evidence of any proceeding or litigation between the parties hereto arising out of or affecting this Agreement, or the rights or obligations of the parties herein under, unless such waiver or modification is in writing duly executed as aforesaid; and the parties further agree that the provisions of this section may not be waived except as herein set forth.

### **21. Termination of Agreement**

This Agreement may be terminated without cause at any time by mutual agreement of the parties hereto, or by either party after thirty-days (30) following the other party's receipt of a written intent to terminate. In the event of termination under this section, the Agency will be entitled to receive, to the date of such termination on a pro rata basis, the compensation as set forth in section (2a) herein.



## **22. Disputes**

In the event a dispute arises under this Agreement which the parties are unable to resolve, they may allow the dispute to be decided by a Dispute Panel of three (3) members. Upon the written agreement of both parties to convene a Dispute Panel, the members would be appointed in the following manner: Each party to this Agreement shall appoint one (1) member, and the parties shall jointly appoint one (1) additional member to the Dispute Panel. The Dispute Panel shall review the facts, contract terms and applicable statutes and rules and decide the dispute. The determination of the Dispute Panel shall be final and binding on the parties hereto. There shall be no charge to the parties for the services of the Dispute Panel.

## **23. Governing Law**

This Contract shall be governed in all respects by the laws of the State of Washington. The jurisdiction for any action hereunder shall be the Superior Court for the State of Washington. The venue of any action hereunder shall be in the Superior Court for Spokane County, State of Washington.

## **24. Order of Precedence**

In the event of any inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order to: applicable federal and state law, regulations and rules; any other provision of this Agreement; and any document incorporated by reference.

## **25. Assignment**

The work to be provided under this Agreement, and any claim arising under this Agreement is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

## **26. Mutual Indemnification/Hold Harmless**

To the extent allowed by law, the Agency shall be responsible for and shall indemnify and hold the WSCJTC harmless for all claims resulting from the acts or omissions of the Agency and its officers, officials and employees. To the extent allowed by law, the WSCJTC shall be responsible for and shall indemnify and hold the Agency harmless for all claims resulting from the acts or omissions of WSCJTC and its officers, officials and employees.

## **27. Waiver**

A failure by either party to exercise its rights under this Agreement shall not prevent that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

## **28. Severability**

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements

of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

**29. Exclusive Agreement**

This Agreement, with its attachments and documents incorporated by reference, contains all of the terms and conditions the parties agreed to. No other terms or conditions shall be deemed to exist or bind the parties. The parties signing below confirm they have read and understand this entire Agreement and have the authority to enter into this Agreement.

**30. Contact Information**

Each party shall designate one or more contact points to facilitate communications between the Parties on any matter covered by this Agreement.

**Agency**

Operations

Name & Title

Email address

Phone Number

**WSCJTC**

Operations

Name & Title

Email address

Phone Number

Contract Administration

Name & Title

Email address

Phone Number

Contract Administration

Name & Title

Email address

Phone Number

**In witness whereof**, the parties have affixed their signatures on the dates below.

Monica A. Alexander Executive Director Criminal Justice Training Commission	   
Date	Date
Dignitary Name Mayor City of Spokane	Chief Spokane Police Department
Date	

**Approved as to form:**

**Attest:**

Name	Date	Name	Date
Title		Title	
Agency Name		Agency Name	

cc: Paul Bakala, Regional Academies Commander, WSCJTC  
Brian Elliott, Fiscal Manager, WSCJTC  
Dave Miller, Assistant Director, WSCJTC  
Jerrell Wills, Deputy Director, WSCJTC  
Interagency Administrator, Agency Name

DRAFT



**Agenda Sheet for City Council:**

**Committee:** Public Safety **Date:** 12/02/2024

**Committee Agenda type:** Consent

**Date Rec'd**

11/20/2024

**Clerk's File #**

OPR 2024-0064

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/16/2024

**Submitting Dept**

POLICE

**Bid #**

**Contact Name/Phone**

MIKE MCNAB 4115

**Requisition #**

**Contact E-Mail**

MMCNAB@SPOKANEPOLICE.ORG

**Agenda Item Type**

Contract Item

**Council Sponsor(s)**

PDILLON MCATHCART BWILKERSON

**Agenda Item Name**

1620 - ACCEPTANCE OF BEHAVIORAL HEALTH UNIT GRANT AMENDMENT

**Agenda Wording**

In January, 2024 - Spokane Police accepted grant funds under OPR 2024-0064 to continue operation of the Behavioral Health Unit from WASPC through Spokane County Sheriff's Office. Grant funding was broken into two separate funding years.

**Summary (Background)**

An amendment to the Year 1 budget was awarded and approved in June, 2024 that provided an additional \$447,093 to be used to retroactively fund two FTE's July 1, 2023 through June 30, 2024. A 2nd amendment for Year 2 has been awarded and will increase the budget by \$393,131.96. Funding will go towards current Mental Health Coordinator and Sr. Police Officer positions through June 30, 2025.

Lease? NO

Grant related? YES

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost

\$ 393,131.96 (revenue)

Current Year Cost

\$ n/a

Subsequent Year(s) Cost

\$ n/a

**Narrative**

Additional grant funds will be used to fund existing positions in SPD's budget.

**Amount**

**Budget Account**

Revenue

\$ 393,131.96

# 1620-91814-99999-33469-99999

Select

\$

#

Select

\$

#

Select

\$

#

\$

#

\$

#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	MCNAB, MICHAEL
<b><u>Division Director</u></b>	
<b><u>Accounting Manager</u></b>	SCHMITT, KEVIN
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	SCOTT, ALEXANDER

**Additional Approvals**

<b><u>PS EXEC REVIEW</u></b>	YATES, MAGGIE
<b><u>ACCOUNTING -</u></b>	MURRAY, MICHELLE

**Distribution List**

Heather Arnold harnold@spokanecounty.org	SPDFinance@spokanecity.org
Dan Waters dwaters@spokanepolice.org	Steve Wohl sjwohl@spokanepolice.org
Dale Wells dwells@spokanepolice.org	

## Committee Agenda Sheet

### Public Safety & Community Health Committee

<b>Committee Date</b>	December 2 <sup>nd</sup> , 2024
<b>Submitting Department</b>	Police
<b>Contact Name</b>	Asst. Chief McNab
<b>Contact Email &amp; Phone</b>	<a href="mailto:mmcnab@spokanepolice.org">mmcnab@spokanepolice.org</a> 625-4115
<b>Council Sponsor(s)</b>	Councilmembers Dillon, Cathcart & CP Wilkerson
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Acceptance of 2nd BHU grant amendment
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>In January, 2024 – Spokane Police accepted grant funds under OPR 2024-0064 to continue operation of the Behavioral Health Unit; from WASPC through Spokane County Sheriffs Office.</p> <p>Grant funding was broken into two separate funding years: Year 1 and Year 2. Initial funding supported 4 FTE’s within SPD’s budget with a total grant period July 1, 2023 through June 30, 2025.</p> <p>Total grant award of \$1,386,166.</p> <p>An amendment to the Year 1 budget was awarded and approved in June, 2024 that provided an additional \$447,093 to be used to retroactively fund two FTE’s July 1, 2023 through June 30, 2024.</p> <p>A 2<sup>nd</sup> amendment for Year 2 has been awarded and will increase the budget by \$393,131.96. Funding will go towards current Mental Health Coordinator and Sr. Police Officer positions through June 30, 2025.</p>
<b>Fiscal Impact</b> <b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <u>\$393,131.96 (Revenue)</u> Current year cost: \$ N/A Subsequent year(s) cost: N/A  <b>Narrative:</b> <u>Additional grant funds will be used to fund existing positions in SPD’s budget.</u>  <b>Funding Source</b> <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Grant Is this funding source sustainable for future years, months, etc? WA State grant funds through WASPC  <b>Expense Occurrence</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**AMENDMENT B TO THE AGREEMENT BETWEEN CITY OF SPOKANE AND  
SPOKANE COUNTY IN CONJUNCTION WITH THE MENTAL HEALTH FIELD  
RESPONSE TEAM FY23 GRANT PROGRAM**

<b>1. Grantee</b> City of Spokane Spokane Police Department Public Safety Building 1100 W. Mallon Spokane, WA 99201		<b>2. Contract Amount</b>  \$2,226,390.68		<b>3. Tax ID#</b>  91-6001280	
				<b>4. UEI</b>  KJMWLN3DCAX9	
<b>5. Grantee Representative</b> Michael McNab, Assistant Chief City of Spokane Spokane Police Department, Police Business Services Public Safety Building 1100 W. Mallon Spokane, WA 99201 (509) 835-4531			<b>6. County's Representative</b> Heather Arnold, Grants Administrator Office of Financial Assistance 1116 W. Broadway Spokane, WA 99260 (509) 477-7272 harnold@spokanecounty.org  Reviewed: _____		
<b>7. Contract #</b>  23MHFR2203		<b>8. Original Grant ID#</b>  MHFR-23-006		<b>9. Start Date</b>  07/01/23	
<b>10. End Date</b>  06/30/25					
<b>11. Funding Authority:</b>  Washington Association of Sheriffs and Police Chiefs					
<b>12. Federal Funds (as applicable)</b>  N/A		<b>13. CFDA #</b>  N/A		<b>14. Federal Agency:</b>  N/A	
<b>15. Contractor Selection Process:</b> (check all that apply or qualify) <input type="checkbox"/> Sole Source <input type="checkbox"/> A/E Services <input type="checkbox"/> Competitive Bidding <input type="checkbox"/> Pre-approved by Funder			<b>16. Contractor Type: (check all that apply)</b> <input type="checkbox"/> Private Organization/Individual <input checked="" type="checkbox"/> Public Organization/Jurisdiction <input type="checkbox"/> Vendor <input checked="" type="checkbox"/> Subrecipient <input type="checkbox"/> Non-Profit <input type="checkbox"/> For-Profit		
<b>17. Grant Purpose:</b> The goal of this grant awarded by the Washington Association of Sheriffs and Police Chiefs (WASPC) is to direct individuals to community resources and to divert individuals out of the criminal justice systems into programs better designed to treat individuals' needs.					
<b>18. COUNTY and CITY, as identified above, acknowledge and accept the terms of this AGREEMENT and attachments and have executed this AGREEMENT the date below to start as of the date and year referenced above. The rights and obligations of both parties to this AGREEMENT are governed by this AGREEMENT and the following other documents incorporated by reference: (1) General Terms and Conditions, (2) Attachment A Scope of Work, and (3) Attachment B Budget.</b>					
<b>FOR THE GRANTEE:</b>			<b>FOR COUNTY:</b>		
Signature _____		Date _____		Signature _____	
Name _____		Date _____		Name _____	
Title _____		Title _____		(Executed under Resolution No. 24-0119)	

**(FACE SHEET)**



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

**WHEREAS**, on March 5, 2024 an Agreement was executed by and between SPOKANE COUNTY, a political subdivision of the State of Washington hereinafter known as the “COUNTY” having offices for the transaction of business as listed above and CITY OF SPOKANE hereinafter known as “CITY”, having offices for the transaction of business as listed above, are jointly, hereinafter referred to as the “Parties” entitled “AGREEMENT BETWEEN CITY OF SPOKANE AND SPOKANE COUNTY IN CONJUNCTION WITH THE MENTAL HEALTH FIELD RESPONSE TEAM FY 23 GRANT PROGRAM” (“Agreement”); and

**WHEREAS**, Section 3 (Compensation/Reimbursement/Invoicing Procedures) of Agreement sets forth the compensation awarded and Exhibit B of the Agreement sets forth the Budget for Budget Year 1 and Budget Year 2; and

**WHEREAS**, the COUNTY and the CITY desire to amend the Agreement in Section 3 and Exhibit B to increase the 2024-2025 funding allocation by \$393,131.96 from \$693,083 to \$1,086,214.96, which is based upon the services performed as previously set forth in Exhibit A Statement of Work.

**NOW, THEREFORE**, in consideration of the above recitals which are incorporated herein by reference as well as the mutual promises and conditions set forth herein, the Parties do mutually agree that the document executed by the Parties entitled “AGREEMENT BETWEEN CITY OF SPOKANE AND SPOKANE COUNTY IN CONJUNCTION WITH THE MENTAL HEALTH FIELD RESPONSE TEAM FY23 GRANT PROGRAM” shall be amended as to those sections listed below. All other sections previously agreed upon shall remain in full effect and force.

(Underlined language has been added, lined out language has been deleted.)

### **3. COMPENSATION**

- 3.1. The COUNTY shall reimburse CITY an amount not to exceed the amount set forth in Attachment B Budget, attached hereto and incorporated herein by reference for the performance of all things necessary for or incidental to the performance of Scope of Work as set forth in Attachment A. CITY’s reimbursement for services set forth in Attachment A shall be in accordance with the terms and conditions set forth in the Budget attached hereto as Attachment B and incorporated herein by reference. Invoices must be submitted with appropriate supporting documentation, including time and labor certifications, timesheets, copies of receipts, etc., as directed by the COUNTY’s representative designated hereinafter. Requests for reimbursement by CITY shall be made monthly and are due on or before the 5<sup>th</sup> day of the month following the period which services were provided. **Failure to do so, may result in the County’s refusal to pay the request for reimbursement based upon a finding of unsatisfactory compliance of the contractual terms.** In conjunction with each reimbursement request, CITY shall certify that services to be performed under this Agreement do not duplicate any services to be charged against any other grant, subgrant, or other funding source. A reimbursement voucher is provided and is required for requests for payment. This is a multi-year

award it is subject to the following restrictions.

- 3.2. The maximum amount payable to CITY for services rendered in year one (July 1, 2023 – June 30, 2024) is Six Hundred Ninety-Three Thousand Eighty-Three Dollars (\$693,083) as set forth in Attachment B Budget, funds not utilized from year one **will not** carry-over to year two and are no longer able to be claimed by CITY. The maximum amount payable to CITY for services rendered in year two (July 1, 2024 – June 30, 2025) is ~~Six Hundred Ninety-Three Thousand Eight-Three Dollars (\$693,083)~~ One Million Eighty-Six Thousand Two Hundred and Fourteen Dollars and Ninety Six Cents (\$1,086,214.96) as set forth in Attachment B Budget, funds not utilized from year two **will not** carry-over to any other period and are no longer able to be claimed by CITY under any circumstances.
- 3.3. Requests for reimbursement shall be submitted to:  

**Contessa Tucker, Accounting Tech IV**  
**Spokane County Sheriff's Office**  
**1100 West Mallon Avenue**  
**Spokane, WA 99260-0300**  
**Ctucker@spokanesherriff.org**
- 3.4. Payment shall be considered timely if made by COUNTY within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by CITY. No payments in advance of or in anticipation of goods or services to be provided under this Agreement shall be made by COUNTY.
- 3.5. The final invoice for services rendered under the year 1 portion of this Agreement **MUST** be submitted by CITY to the COUNTY by July 5, 2024. The COUNTY is under no obligation to pay any claims for the period mentioned above that are submitted on or after July 5, 2024 ("Belated Claims"). The final invoices for services rendered under the year 2 portion of this Agreement **MUST** submitted by CITY to the COUNTY by July 5, 2025. The COUNTY is under no obligation to pay any claims for the period mentioned above that are submitted on or after July 5, 2025 ("Belated Claims"). The County will pay Belated Claims at its sole discretion, and any such potential payment is contingent upon the availability of funds.

**EXHIBIT B  
BUDGET**

Category	Budget Year 1 – July 1, 2023 through June 30, 2024	Budget Year 2 – July 1, 2024 through June 30, 2025
Salary/ Benefits	\$620,076	<del>\$620,076</del> <u>\$1,013,207.36</u>
Travel/Training	\$10,000	\$10,000
Indirects	\$63,007	\$63,007.60
<b>Total Program</b>	<b>\$1,140,175.72</b>	<b><del>\$693,083</del></b> <b><u>\$1,086,214.96</u></b>

In order to be eligible for reimbursement all expenses must be submitted with supporting documentation. **Payroll Expenses must be accompanied by a Time and Effort Certification and a timesheet signed by the employee and supervisor.**

**Unspent amounts from the 2023-2024 fiscal year will be forfeited and will not be added to the following fiscal year's budget amounts.**

**Unspent amounts from the 2024-2025 fiscal year will be forfeited and will not be added to any other period and are no longer able to be claimed by CITY under any circumstances.**

Salary is authorized provided that compensation is reasonable and consistent with that paid for similar work in other activities within the jurisdiction.

Benefits and Position Related Allowances are authorized provided that compensation is reasonable and consistent with that paid for similar work in other activities within the jurisdiction.

Budget may not be shifted from one-line item to another line item without prior written approval from SCSO and WASPC.

Payment will be on a reimbursement basis only.

**\*Note that incentives payable to staff are unallowable for this Agreement.**



**Agenda Sheet for City Council:**

**Committee:** Public Safety **Date:** 12/02/2024

**Committee Agenda type:** Consent

**Date Rec'd**

11/21/2024

**Clerk's File #**

OPR 2024-0835

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/16/2024

**Submitting Dept**

CITY ATTORNEY

**Bid #**

**Contact Name/Phone**

MIKE PICCOLO 6237

**Requisition #**

**Contact E-Mail**

MPICCOLO@SPOKANECITY.ORG

**Agenda Item Type**

Contract Item

**Council Sponsor(s)**

JBINGLE MCATHCART

**Agenda Item Name**

0500 SPECIAL COUNSEL CONTRACT AMENDMENT

**Agenda Wording**

Outside Counsel Amendment with Bryan Cave Leighton Paisner, LLP, Saint Louis, MO for Legal Services in the matter of Currie, et al., v. City of Spokane

**Summary (Background)**

The City has an existing contract with Bryan Cave Leighton Paisner, LLP as outside counsel services and advice in the legal matter of Currie, et. al., v. City of Spokane. This is a lawsuit against the City alleging violations of the constitutional rights of unhoused individuals under the SMC. The case is in the discovery phase of litigation. This amendment will increase the contract by \$50,000 for a total contract amount of \$100,000

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 100,000

Current Year Cost \$ 100,000

Subsequent Year(s) Cost \$

**Narrative**

**Amount**

**Budget Account**

Expense \$ 50,000

# TBD

Select \$

#

Select \$

#

Select \$

#

\$

#

\$

#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

**Dept Head**

SCHOEDEL, ELIZABETH

**Division Director**

**Accounting Manager**

**Legal**

SCHOEDEL, ELIZABETH

**For the Mayor**

**Additional Approvals**

**Distribution List**

Randall Thomsen, Randall.Thomsen@bcplaw.com

mpiccolo@spokanecity.org

lsmithson@spokanecity.org

nodle@spokanecity.org

ahaile@spokanecity.org

rhulvey@spokanecity.org

## Committee Agenda Sheet

### Public Safety & Community Health Committee

<b>Committee Date</b>	12/2/24
<b>Submitting Department</b>	Legal
<b>Contact Name</b>	Michael J. Piccolo
<b>Contact Email &amp; Phone</b>	<a href="mailto:MPiccolo@spokanecity.org">MPiccolo@spokanecity.org</a> - #6283
<b>Council Sponsor(s)</b>	CM Bingle and CM Cathcart
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Special Counsel Contract Amendment
<b>Proposed Council Action</b>	<input type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The City has an existing contract with Bryan Cave Leighton Paisner, LLP., as outside counsel services and advice in the legal matter of <u>Currie, et. al., v. City of Spokane, et. al.</u>, this is a lawsuit against the City alleging violations of the constitutional rights of unhoused individuals under the SMC. The case is in the discovery phase of litigation.</p> <p>This amendment will increase the contract by \$50,000 for a total contract amount of \$100,000.00.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>100,000.00</u></p> <p>    Current year cost: 100,000.00</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue</p> <p><b>Funding Source</b>            <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? N/A</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A</li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution? N/A</li> </ul>	

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others? N/A

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.



**City of Spokane**  
**CONTRACT AMENDMENT #1**  
**OUTSIDE COUNSEL**

THIS CONTRACT AMENDMENT is between the **CITY OF SPOKANE**, a Washington State municipal corporation, as ("City"), **BRYAN CAVE LEIGHTON PAISNER LLP.**, whose address is 999 Third Avenue, Suite 4400, Seattle, Washington 98104-4017, as ("Firm"), individually hereafter referred as a "Party", and together referenced as the "Parties".

WHEREAS, the parties entered into a Contract wherein the Firm agreed to act as Outside Special Counsel providing legal services and advice to the City regarding the matter of **Currie, et. Al., v. City of Spokane, et. Al.**, Spokane County Superior Court Cause No. 24-2-03708-32, consistent with applicable laws and this Contract; and

WHEREAS, additional funds are required, 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 September 20, 2024, any previous amendments and/or extensions/renewals thereto are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

**2. EFFECTIVE DATE.**

This Contract Amendment shall become effective on September 1, 2024.

**4. COMPENSATION.**

The City shall pay an additional amount not to exceed **FIFTY THOUSAND AND NO/100 DOLLARS (\$50,000.00)**, for everything furnished and done under this Contract Amendment. The total amount under the original contract, all previous amendments and this Amendment is **ONE HUNDRED THOUSAND AND NO/100 DOLLARS (\$100,000.00)**.

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.

**BRYAN CAVE LEIGHTON PAISNER LLP**

**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

24-250



< Business Lookup

**License Information:**

[New search](#) [Back to results](#)

**Entity name:** BRYAN CAVE LEIGHTON PAISNER LLP

**Business name:** BRYAN CAVE LEIGHTON PAISNER LLP

**Entity type:** Limited Liability Partnership

**UBI #:** 605-176-443

**Business ID:** 001

**Location ID:** 0001

**Location:** Active

**Location address:** 211 N BROADWAY  
STE 3600  
SAINT LOUIS MO 63102-2726

**Mailing address:** 211 N BROADWAY  
STE 3600  
SAINT LOUIS MO 63102-2726

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

**Endorsements**

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance c
Spokane General Business - Non-Resident				Active	Sep-30-2025	Sep-12-2024

**Governing People** May include governing people not registered with Secretary of State

Governing people	Title
WRIGHT, PHILIP	

The Business Lookup information is updated nightly. Search date and time: 9/13/2024 1:04:55 PM

**Contact us**

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January 3, 2024

Bryan Cave Leighton Paisner LLP  
One Metropolitan Square  
211 North Broadway  
Suite 3600  
St. Louis, MO 63102-2750

To Whom It May Concern:


### **CONFIRMATION OF INSURANCE**

We hereby confirm that Bryan Cave Leighton Paisner LLP has Professional Liability Coverage under Policy LPL-1963-2024 with limits of liability not less than \$25,000,000 per claim and \$25,000,000 in the aggregate with the right, under stated conditions, to purchase extended reporting rights upon termination of such Policy by ALAS.

The Policy effective date is from January 1, 2024 to January 1, 2025.

Such Policy is subject to the terms, conditions, limitations and exclusions stated therein.

**ATTORNEYS' LIABILITY ASSURANCE SOCIETY LTD.,  
A RISK RETENTION GROUP**

By: 

Nancy J. Montroy  
Vice President – Director of Underwriting

Date: 1/3/2024

311 S. Wacker Drive, Suite 5700  
Chicago, IL 60606-6629  
tel 312.697.6900  
fax 312.697.6901

[alas.com](http://alas.com)

**Agenda Sheet for City Council:****Committee:** Public Safety **Date:** 12/02/2024**Committee Agenda type:** Consent**Date Rec'd**

11/20/2024

**Clerk's File #**

OPR 2022-0591

**Cross Ref #****Project #****Council Meeting Date:** 12/09/2024**Submitting Dept**

POLICE

**Bid #****Contact Name/Phone**

MIKE MCNAB 4115

**Requisition #****Contact E-Mail**

MMCNAB@SPOKANEPOLICE.ORG

**Agenda Item Type**

Contract Item

**Council Sponsor(s)**

PDILLON MCATHCART BWILKERSON

**Agenda Item Name**

0680 - FTAP GRANT SUBGRANTEE AWARD AGREEMENT WITH YWCA

**Agenda Wording**

SPD was awarded and accepted a grant from the Department of Justice-Firearms Technical Assistance Program under OPR 2022-0591

**Summary (Background)**

Initially, SPD partnered with the Spokane Regional Domestic Violence Coalition (SRDVC) to provide a site coordinator to lead efforts to reduce domestic violence homicides and injuries committed with firearms. Due to staffing changes - SPD is reallocating a portion of the grant funds to be subawarded to the YWCA. The remainder of the funding will be used for advanced domestic violence training for SPD officers, and overtime to serve orders of protection.

Lease? NO Grant related? YES Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 108,526.00

Current Year Cost \$ 108,526.00

Subsequent Year(s) Cost \$ 0

**Narrative**

Reallocation of grant award reducing the amount awarded to SRDVC and re-allocating to YWCA. Dept. of Justice OVW grant award OPR 2022-0591

**Amount****Budget Account**

Expense \$ 108,526.00 # 1620-91802-21250-54201-99999

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #



## Committee Agenda Sheet

### Public Safety & Community Health Committee

<b>Committee Date</b>	December 2 <sup>nd</sup> , 2024
<b>Submitting Department</b>	Police
<b>Contact Name</b>	Asst. Chief McNab
<b>Contact Email &amp; Phone</b>	<a href="mailto:mmcnab@spokanepolice.org">mmcnab@spokanepolice.org</a> 625-4115
<b>Council Sponsor(s)</b>	Councilmembers Dillon, Cathcart & CP Wilkerson
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	FTAP Grant Subgrantee Award Agreement w/ YWCA
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>SPD was awarded and accepted a grant from the Department of Justice-Firearms Technical Assistance Program under OPR 2022-0591. Initially, SPD partnered with the Spokane Regional Domestic Violence Coalition (SRDVC) to provide a site coordinator to lead efforts to reduce domestic violence homicides and injuries committed with firearms. Due to staffing changes – SPD is reallocating a portion of the grant funds to be subawarded to the YWCA.</p> <p>The remainder of the funding will be used for advanced domestic violence training for SPD officers, and overtime to serve orders of protection.</p> <p><b>This subgrantee award is for a total of \$108,526 for the period of July 1, 2022 to June 30, 2025.</b></p>
<b>Fiscal Impact</b> <b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <u>\$108,526</u> Current year cost: \$ 108,526 Subsequent year(s) cost: \$0	
<b>Narrative:</b> <u>Reallocation of grant award reducing the amount awarded to SRDVC and re-allocating to YWCA.</u>	
<b>Funding Source</b> <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Grant Is this funding source sustainable for future years, months, etc? Dept. of Justice OVW grant award OPR 2022-0591	
<b>Expense Occurrence</b> <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?



**AGREEMENT BETWEEN CITY OF SPOKANE AND YWCA IN CONJUNCTION WITH  
OVW FY21 FIREARMS TECHNICAL ASSISTANCE PROJECT PILOT SITES INITIATIVE**

<b>1. Grantee</b> YWCA 930 N Monroe St Spokane, WA 99201		<b>2. Contract Amount</b>  \$108,526	<b>3. Tax ID#</b> 91-0565025
			<b>4. DUNS#</b> 102863925
<b>5. Grantee Representative</b> Jeanette Hauck YWCA 930 N Monroe St Spokane, WA 99201 jeanetteh@ywcaspokane.org		<b>6. City's Representative</b> Tracie Meidl City of Spokane Spokane Police Department 1100 W. Mallon Spokane, WA 99260 (509) 625-4056 jhammond@spokanepolice.org	
<b>7. Original Grant ID#</b> 15JOVW-21-GK-04705-HOMI	<b>8. Start Date</b> 7/01/2022	<b>9. End Date</b> 6/30/2025	
<b>10. Funding Source:</b> <input checked="" type="checkbox"/> Federal <input type="checkbox"/> State <input type="checkbox"/>			
<b>11. Federal Funds (as applicable)</b> \$442,960	<b>CFDA #</b> 16.590	<b>Federal Agency:</b> U.S. Department of Justice	
<b>12. Contractor Selection Process:</b> <b>(check all that apply or qualify)</b> <input type="checkbox"/> Sole Source <input type="checkbox"/> A/E Services <input type="checkbox"/> Competitive Bidding <input checked="" type="checkbox"/> Pre-approved by Funder		<b>13. Contractor Type:</b> <b>(check all that apply)</b> <input type="checkbox"/> Private Organization/Individual <input checked="" type="checkbox"/> Public Organization/Jurisdiction <input type="checkbox"/> VENDOR <input checked="" type="checkbox"/> SUBRECIPIENT <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> For-Profit	
<b>14. Grant Purpose: Reducing domestic violence homicides and injuries committed with firearms by establishing a multi-disciplinary management team to develop and implement strategic plans addressing firearms restrictions in domestic violence cases.</b>			
<b>15. CITY and the YWCA, as identified above, acknowledge and accept the terms of this Agreement and attachments and have executed this Agreement on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Agreement are governed by this Agreement and the following other documents incorporated by reference: (1) Attachment "A" 15JOVW-21-GK-04705-HOMI, (2) Attachment "B"-Program Narrative, (3) Attachment "C" Budget, (4) Attachment "D" Statement of Assurances, (5) Attachment "E" Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion, (6) Attachment "F" FFATA, (7) Attachment "G" Restrictions and Certifications Regarding Non-Disclosure Agreements, (8) Attachment "H" National Environmental Policy Act, (9) Attachment "I" Acknowledgement of Allowable and Unallowable Costs, (10) Attachment "J" Equal Employment Opportunity Plan Certification Form, and (11) Attachment "K" CCR Registration of Sub-Recipient DUNS Numbers .</b>			
<b>FOR THE GRANTEE :</b>		<b>FOR YWCA</b>	
Signature _____	Date _____	Signature _____	Date _____
LISA BROWN			
Name _____		Name _____	
MAYOR			
		Title _____	

(FACE SHEET)

# AGREEMENT

This AGREEMENT is between the City of Spokane, a Washington State municipal corporation, having offices at 808 West Spokane Falls Boulevard, Spokane, Washington 99201, hereinafter referred to as the "CITY," and YWCA, having offices at 930 N Monroe St, Spokane, WA 99201 hereinafter referred to as the "YWCA," and jointly hereinafter referred to as the "PARTIES."

## WITNESSETH:

**WHEREAS**, the CITY made an application for a Improving Criminal Justice Responses Grant, hereinafter referred to as the "Grant;" and 15JOVW-21-GK-04705-HOMI was awarded subject to CFDA 16.590; and

**WHEREAS**, the YWCA was designated as a partnering agency under the Grant; and

**WHEREAS**, the CITY has been designated applicant/fiscal agent in conjunction with the Grant; -- Now, Therefore,

The PARTIES agree as follows:

### **SECTION NO. 1: PURPOSE**

The purpose of this AGREEMENT is to set forth the PARTIES' understanding of the terms and conditions under which the CITY will disburse grant funds to the YWCA.

### **SECTION NO. 2: SERVICES**

YWCA shall provide those services set forth in the Program Narrative attached hereto as Attachment "B" and incorporated herein into this AGREEMENT.

### **SECTION NO. 3: TERM**

The term of this AGREEMENT shall commence as of the date on the FACE SHEET and shall terminate on the date on the FACE SHEET.

### **SECTION NO. 4: GRANT PASS-THROUGH TERMS & CONDITIONS**

The terms and conditions to the OVW FY21 FIREARMS TECHNICAL ASSISTANCE PROJECT PILOT SITES INITIATIVE 15JOVW-21-GK-04705-HOMI are attached to this AGREEMENT (Attachment "A") and are incorporated into this AGREEMENT. The PARTIES agree to comply with the Grant terms and conditions. The YWCA (Sub-recipient) will be subject to the same special conditions as the fiscal agent as specified in Appendix "A".

### **SECTION NO. 5: COMPENSATION**

CITY shall reimburse YWCA an amount not to exceed the amount set forth in Attachment "C", attached hereto and incorporated herein by reference for the performance of all things necessary for or incidental to the performance of Scope of Work as set forth in Attachment "B" Program Narrative. YWCA's reimbursement for services set forth in Attachment "B" shall be in accordance with the terms and conditions set forth in the Budget attached hereto as Attachment "C" and incorporated herein by reference. Invoices must be submitted with appropriate supporting documentation, including copies of receipts and a brief narrative on the work performed and progress achieved and how any items purchased are being used to further the work, as directed by the CITY's representative designated hereinafter. No payments in advance of or in anticipation of goods or services to be provided under this Grant shall be made by the CITY. Requests for reimbursement by YWCA shall be made on or before the 5<sup>th</sup> of each month for the previous month's expenditures. In conjunction with each reimbursement request, YWCA shall certify that services to be performed under this AGREEMENT do not duplicate any services

to be charged against any other grant, subgrant, or other funding source. Requests for reimbursement should not be submitted more than monthly. Reimbursement voucher is provided and required for requests for payment.

Requests for reimbursement shall be submitted to:

**Spokane Police Department  
Attn: Kevin Schmitt  
1100 W. Mallon Ave  
Spokane, WA 99260**

Payment shall be considered timely if made by CITY within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the YWCA.

#### **SECTION NO. 6: RELATIONSHIP OF THE PARTIES**

The PARTIES intend that an independent contractor relationship will be created by this AGREEMENT. The CITY is interested only in the results that can be achieved. The conduct and control of the activities as set forth in Section No. 1 and described in Attachment “B” will be solely with the YWCA. No agent, employee, servant or otherwise of YWCA shall be deemed to be an employee, agent, servant, or otherwise of the CITY for any purpose, and the employees of YWCA are not entitled to any of the benefits that the CITY provides for CITY employees. YWCA and CITY will each be solely and entirely responsible for its acts and the acts of its agents, employees, servants, and subcontractors or otherwise, during the performance of this AGREEMENT.

#### **SECTION NO. 7: VENUE STIPULATION**

This AGREEMENT has and shall be construed as having been made and delivered in the State of Washington and the laws of the State of Washington shall be applicable to its construction and enforcement. Any action at law, suit in equity or judicial proceeding for the enforcement of this AGREEMENT or any provision hereto shall be instituted only in courts of competent jurisdiction within Spokane, Washington.

#### **SECTION NO. 8: COMPLIANCE WITH LAWS**

The PARTIES specifically agree to observe all federal, state and local laws, ordinances and regulations and policies to the extent that they may have any bearing on meeting their respective obligations under the terms of this AGREEMENT, including, but not limited to the following:

- A. Audits – 2 CFR Part 200.
- B. Labor and Safety Standards – Convict Labor 18 U.S.C. 751, 752, 4081, 4082; Drug-Free Workplace Act of 1988, 41 USC 701 et seq.; Federal Fair Labor Standards Act 29 U.S.C. 201 et seq.; Work Hours and Safety Act of 1962 40 U.S.C. 327-330 and Department of Labor Regulations, 29 CFR Part 5.
- C. Laws Against Discrimination – Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101-07, 45 CFR Part 90 Nondiscrimination in Federally Assisted Programs; Americans with Disabilities Act of 1990 Public Law 101-336; Equal Employment Opportunity, Executive Order 11246, as amended by Executive Order 11375 and supplemented in U.S. Department of Labor Regulations, 41 CFR Chapter 60; Executive Order 11246, as amended by EO 11375, 11478, 12086 and 12102; Employment under Federal Contracts, Rehabilitation Act of 1973, Section 503, 29 U.S.C. 793; Nondiscrimination under Federal Grants, Rehabilitation Act of 1973, Section 504, 29 U.S.C. 794; Minority Business Enterprises, Executive Order 11625, 15 U.S.C. 631; Minority Business Enterprise Development, Executive Order 12432, 48 CFR 32551; Nondiscrimination and Equal Opportunity, 24 CFR 5.105(a); Nondiscrimination in benefits, Title VI of the Civil Rights Act of 1964, Public Law 88-352, 42 U.S.C. 2002d et seq, 24 CFR Part 1; Nondiscrimination in employment, Title VII of the Civil Rights Act of 1964, Public Law 88-352; Nondiscrimination in Federally Assisted Construction Contracts, Executive Order 11246, 42 U.S.C. 2000e, as amended by Executive Order 11375, 41 CFR Chapter 60; Section 3, Housing and Urban Development

- D. Office of Management and Budget Circulars – 2 CFR Parts 200
- E. Other – Anti-Kickback Act, 18 U.S.C. 874; 40 U.S.C. 276b, 276c; 41 U.S.C. 51-54; Governmental Guidance for New Restrictions on Lobbying: Interim Final Guidance, Federal Register 1, Vol. 54, No. 243\Wednesday, December 20, 1989; Hatch Political Activity Act, 5 U.S.C. 1501-8; Lobbying and Disclosure, 42 U.S.C. 3537a and 3545 and 31 U.S.C. 1352 (Byrd Anti-Lobbying Amendment); Non-Supplantation, 28 CFR Sec. 90, 18; Section 8 Housing Assistance Payments Program.
- F. Privacy – Privacy Act of 1974, 5 U.S.C. 552a

#### Washington State Laws and Regulations

- A. Affirmative action, RCW 41.06.020 (11)
- B. Boards of directors or officers of non-profit corporations – Liability – Limitations, RCW 4.24.264
- C. Disclosure-campaign finances-lobbying, Chapter 42.17 RCW
- D. Discrimination-human rights commission, Chapter 49.60 RCW
- E. Ethics in public service, Chapter 42.52 RCW
- F. Office of minority and women’s business enterprises, Chapter 39.19 RCW and Chapter 326-02 WAC
- G. Open public meetings act, Chapter 42.30 RCW
- H. Public records act, Chapter 42.56 RCW
- I. State budgeting, accounting, and reporting system, Chapter 43.88 RCW

#### **SECTION NO. 9: AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336**

The YWCA must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.

#### **SECTION NO. 10: NON-DISCRIMINATION**

The PARTIES hereto specifically agree that no person shall, on the grounds of race, creed, color, sex, sexual orientation, national origin, marital status, age or the presence of any sensory, mental, or physical disability or Vietnam era or disabled veterans status be excluded from full employment rights and participation in, or be denied the benefits of, or be otherwise subject to, discrimination in conjunction with any Services which YWCA will receive payment under the provisions of this AGREEMENT.

#### **SECTION NO. 11: NONCOMPLIANCE WITH NONDISCRIMINATION LAWS**

During the performance of this AGREEMENT, the YWCA shall comply with all federal, state, and local nondiscrimination laws, regulations and policies. In the event of the YWCA’s non-compliance or refusal to comply with any nondiscrimination law, regulation or policy, this AGREEMENT may be rescinded, canceled or terminated in whole or in part. The YWCA shall, however, be given a reasonable time in which to cure this noncompliance. Any dispute may be resolved in accordance with the “Disputes” procedure set forth herein.

#### **SECTION NO. 12: NOTIFICATION OF FINDINGS OF DISCRIMINATION OR NON-COMPLIANCE**

In the even a state or federal court or a state or federal administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, age, disability, or sex against the YWCA, the YWCA will forward a copy of the finding to the U.S. Department of Justice, Office of Justice Programs, Office of Civil Rights (OCR), and the CITY

The YWCA shall include a statement clearly stating whether or not the funding is related to any grant activity supported with a grant in which U.S. Department of Justice Funds are involved, and identify all open grants utilizing U.S. Department of Justice funding, by Contract number and program title.

The YWCA is required to ensure compliance with this requirement.

### **SECTION NO. 13: NEW CIVIL RIGHTS PROVISION**

The YWCA shall comply with the Violence Against Women Reauthorization Act of 2013 provision that prohibits recipients from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by this Agreement.

### **SECTION NO. 14: LIMITED ENGLISH PROFICIENCY (CIVIL RIGHTS ACT OF 1964 TITLE VI)**

YWCA must comply with the Title VI of the Civil Rights Act of 1964 (Title VI) prohibition against discrimination on the basis of national origin, which requires that subrecipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (August 11, 2000), requires federal agencies to issue guidance to recipients, assisting such organizations and entities in understanding their language access obligations. DHS published the required recipient guidance in April 2011, DHS Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 76 Fed. Reg. 21755-21768 (April 18, 2011). The Guidance provides helpful information such as how a recipient can determine the extent of its obligation to provide language services; selecting language services; and elements of an effective plan on language assistance for LEP persons. Assistance and information regarding language access obligations can be accessed at DHS Recipient Guidance at <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

### **SECTION NO. 15: EQUAL EMPLOYMENT OPPORTUNITY PROGRAM (EEOP)**

The YWCA will determine whether it is required to formulate an Equal Employment Opportunity Program (EEOP), in accordance with 28 C.F.R. 42.301 et. seq. If the YWCA is not required to formulate an EEOP, it will submit a certificate form to the U.S. Department of Justice, Office of Justice Programs, Office of Civil Rights (OCR), and the CITY indicating that it is not required to develop an EEOP.

If the YWCA is required to develop an EEOP but not required to submit the EEOP to the OCR, the YWCA will submit a certification to the OCR and the CITY certifying that it has an EEOP on file which meets the applicable requirements. If the YWCA is awarded a grant of \$500,000 or more and has 50 or more employees, it will submit a copy of its EEOP to the OCR. Non-profit organizations, federally recognized Indian Tribes, and medical and education institutions are exempt from the EEOP requirement, but are required to submit a certification form to the OCR to claim the exemption. A copy of the certification form will also be submitted to the CITY. Information about civil rights obligations of grantees can be found at <http://www.ojp.usdoj.gov/ocr/>.

### **SECTION NO. 16: NON-SUPPLANTING CERTIFICATION**

No grant funds will be used to supplant existing state, local, or other nonfederal funding already in place to support current services. Violation of the non-supplanting requirement can result in a range of penalties, including suspension of future funds under this grant, recoupment of monies provided under this grant, and civil and/or criminal penalties.

### **SECTION NO. 17: APPLICANT DUTY TO ENSURE SUB-RECIPIENT COMPLIANCE**

The applicant is required to ensure compliance with this requirement by any program partner or participant receiving funding under this grant.

### **SECTION NO. 18: TERMINATION FOR CAUSE**

In the event the CITY determines that the YWCA failed to comply with any term or condition of this

AGREEMENT in a timely manner, the CITY has the right to suspend or terminate this AGREEMENT. Before suspending or terminating the AGREEMENT, the CITY shall notify the YWCA in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the AGREEMENT may be terminated or suspended.

The CITY reserves the right to suspend all or part of the AGREEMENT, withhold further payments, or prohibit the YWCA from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the YWCA or a decision by the CITY to terminate the AGREEMENT. A termination shall be deemed a "Termination for Convenience" if it is determined that the YWCA: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of the CITY provided in this AGREEMENT are not exclusive and are, in addition to any other rights and remedies, provided by law.

## **SECTION NO. 20: TERMINATION PROCEDURES**

Upon termination of this AGREEMENT, the CITY, in addition to any other rights provided in this AGREEMENT, may require the YWCA to deliver to the CITY any property specifically produced or acquired for the performance of such part of this AGREEMENT as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

The CITY shall pay to the YWCA the agreed upon price, if separately stated, for completed work and services accepted by the CITY, and the amount agreed upon by the YWCA and the CITY for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by the CITY, and (iv) the protection and preservation of property, unless the termination is for default, in which case the CITY shall determine the extent of the liability of the CITY. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this AGREEMENT. The CITY may withhold from any amounts due the YWCA such sum as the CITY determines to be necessary to protect the CITY against potential loss or liability.

The rights and remedies of the CITY provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

After receipt of a notice of termination, and except as otherwise directed by the CITY, the YWCA shall:

1. Stop work under the AGREEMENT on the date, and to the extent specified, in the notice;
2. Place no further orders or subgrants/subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the AGREEMENT that is not terminated;
3. Assign to the CITY, in the manner, at the times, and to the extent directed by the CITY, all of the rights, title, and interest of the YWCA under the orders and subgrants/subcontracts so terminated, in which case the CITY has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subgrants/subcontracts;
4. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the CITY to the extent the CITY may require, which approval or ratification shall be final for all purposes of this clause;
5. Transfer title to the CITY and deliver in the manner, at the times, and to the extent directed by the CITY any property which, if the AGREEMENT had been completed, would have been required to be furnished to the CITY.
6. Complete performance of such part of the work as shall not have been terminated by the CITY; and
7. Take such action as may be necessary, or as the CITY may direct, for the protection and preservation of the property related to this AGREEMENT, which is in the possession of the YWCA and in which the CITY has or may acquire an interest.

In the event that the YWCA fails to perform this AGREEMENT in accordance with state laws, federal laws, and/or the provisions of this AGREEMENT, the CITY reserves the right to recapture funds in an amount to compensate the CITY for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the YWCA of funds under this recapture provision shall occur within the time period specified by the CITY. In the alternative, the CITY may recapture such funds from payments due under this AGREEMENT.

**SECTION NO. 21: TREATMENT OF ASSETS**

Title to all property furnished by the CITY shall remain in the CITY. Title to all property furnished by the YWCA, for the cost of which the YWCA is entitled to be reimbursed as a direct item of cost under this AGREEMENT, shall pass to and vest in the CITY upon delivery of such property by the YWCA. Title to other property, the cost of which is reimbursable to the YWCA under this AGREEMENT, shall pass to and vest in the CITY upon (i) issuance for use of such property in the performance of this AGREEMENT, or (ii) commencement of use of such property in the performance of this AGREEMENT, or (iii) reimbursement of the cost thereof by the CITY in whole or in part, whichever first occurs.

- A. Any property of the CITY furnished to the YWCA shall, unless otherwise provided herein or approved by the CITY, be used only for the performance of this AGREEMENT.
- B. The YWCA shall be responsible for any loss or damage to property of the CITY that results from the negligence of the YWCA or which results from the failure on the part of the YWCA to maintain and administer that property in accordance with sound management practices.
- C. If any CITY property is lost, destroyed or damaged, the YWCA shall immediately notify the CITY and shall take all reasonable steps to protect the property from further damage.
- D. The YWCA shall surrender to the CITY all property of the CITY prior to settlement upon completion, termination or cancellation of this AGREEMENT.

All reference to the YWCA under this clause shall also include YWCA employees, agents, or Subgrantees/Subcontractors.

**SECTION NO. 22: CITY REPRESENTATIVE**

The CITY hereby appoints and YWCA hereby accepts the CITY's representative or his/her designee as identified on the FACE SHEET as the CITY's liaison for the purpose of administering this AGREEMENT. YWCA hereby appoints and the CITY hereby accepts YWCA's representative or his/her designee as identified on the FACE SHEET as YWCA's liaison for the purpose of administering this AGREEMENT.

**SECTION NO. 23: NOTICES**

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

**SECTION NO. 24: HEADINGS**

The Section headings in this AGREEMENT have been inserted solely for the purpose of convenience and ready-reference. In no way do they purport to, and shall not be deemed to, define, limit or extend the scope or intent of the Sections to which they appertain.

**SECTION NO. 25: MODIFICATION**

No modification or amendment of this AGREEMENT shall be valid until the same is reduced to writing and executed with the same formalities as this present AGREEMENT.

**SECTION NO. 26: WAIVER**

No officer, employee, agent or otherwise of the CITY has the power, right or authority to waive any of the conditions or provisions to this AGREEMENT. No waiver of any breach of this AGREEMENT shall be held to be a waiver of any other or subsequent breach. All remedies afforded in this AGREEMENT or at law, shall be taken and construed as cumulative that is, in addition to every other remedy provided herein or by law. Failure of the CITY to enforce at any time any of the provisions of this AGREEMENT, or to require at any time performance by YWCA of any provision hereof, shall in no way be construed to be a waiver of such provisions, nor in any way effect the validity of this AGREEMENT of any part hereof, or the right of the CITY to hereafter enforce each and every such provision.

#### **SECTION NO. 27: INDEMNIFICATION**

Each PARTY to this Agreement is responsible for its own acts and omissions of its officers, employees, and agents. Each PARTY agrees to defend, indemnify, and hold the other PARTY harmless from and against any claim, demand, suit, or cause of action, (hereafter "claim"), that may be asserted against the indemnitee, if and to the extent the claim against the indemnitee is based on the actual or alleged fault of the indemnitor and relates to the subject matter of the performance of this Agreement. This indemnification obligation applies to all costs of investigation, attorney fees, litigation expenses, settlement, and judgment. Where claims are asserted against both of the PARTIES based on actual or alleged concurrent or shared fault of the PARTIES, a PARTY shall not be required to indemnify the other PARTY for that PARTY'S own proportionate share of fault. Attorney fees and litigation expenses incurred by a PARTY in successfully enforcing the indemnification provisions of this paragraph shall be paid by the PARTY against whom the provision was enforced.

The PARTIES agree that these indemnification obligations shall apply to claims made by their own employees against an indemnitee, and the PARTIES each therefore knowingly and expressly waive any immunity that they otherwise might have been entitled to invoke under Title 51.

#### **SECTION NO. 28: ALL WRITINGS CONTAINED HEREIN**

This AGREEMENT contains all the terms and conditions agreed upon by the PARTIES. No other understandings, oral or otherwise, regarding the subject matter of this AGREEMENT shall be deemed to exist or to bind any of the PARTIES hereto. YWCA has read and understands all of this AGREEMENT and now states that no representation, promise or condition not expressed in this AGREEMENT has been made to induce YWCA to execute the same.

#### **SECTION NO. 29: SEVERABILITY**

It is understood and agreed between the PARTIES that if any parts, terms or provisions of this AGREEMENT are held by the courts to be illegal, the validity of the remaining portions or provisions shall not be affected and the rights and obligations of the PARTIES shall not be affected in regard to the remainder of the AGREEMENT. If it should appear that any part, term or provision of this AGREEMENT is in conflict with any statutory provisions of the State of Washington, then the part, term or provision thereof that may be in conflict shall be deemed inoperative and null and void insofar as it may be in conflict therewith and this AGREEMENT shall be deemed modify to conform to such statutory provision.

#### **SECTION NO. 30: EXECUTION AND APPROVAL**

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

#### **SECTION NO. 31: COUNTERPARTS**

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



**SECTION NO. 32: DISPUTE RESOLUTION**

Any dispute between the PARTIES which cannot be resolved between the PARTIES shall be subject to arbitration. Except as provided for to the contrary herein, such dispute shall first be reduced to writing. If the CITY and YWCA representatives cannot resolve the dispute it will be submitted to arbitration. The provisions of chapter 7.04A RCW shall be applicable to any arbitration proceeding.

The CITY and the YWCA shall have the right to designate one person each to act as an arbitrator. The two selected arbitrators shall then jointly select a third arbitrator. The decision of the arbitration panel shall be binding on the PARTIES and shall be subject to judicial review as provided for in chapter 7.04A RCW.

The costs of the arbitration panel shall be equally split between the PARTIES.

**SECTION NO. 33: NO THIRD PARTY BENEFICIARIES**

Nothing in this AGREEMENT is intended to give, or shall give, whether directly or indirectly, any benefit or right, greater than that enjoyed by the general public, to third persons.

**SECTION NO. 34: SURVIVAL**

Any Sections of this AGREEMENT which, by their sense and context, are intended to survive shall survive the termination of this AGREEMENT.

**SECTION NO. 35: POLITICAL ACTIVITIES**

Political activity of YWCA employees and officers are limited by the State Campaign Finances and Lobbying provisions of Chapter 42.17 RCW and the Federal Hatch Act, 5 USC 1501-1508.

No funds may be used under this AGREEMENT for working for or against ballot measures or for or against the candidacy of any person for public office.

**SECTION NO. 36: PROHIBITION AGAINST PAYMENT OF BONUS OR COMMISSION**

The assistance provided under this AGREEMENT shall not be used in payment of any bonus or commission for the purpose of obtaining approval of the application for such assistance or any other approval or concurrence under this AGREEMENT provided, however, that reasonable fees or bona fide technical consultant, managerial, or other such services, other than actual solicitation, are not hereby prohibited if otherwise eligible as project costs.

**SECTION NO. 37: PUBLICITY**

The YWCA agrees not to publish or use any advertising or publicity materials in which the CITY's name is mentioned, or language used from which the connection with the CITY's name may reasonably be inferred or implied, without the prior written consent of the CITY.

**SECTION NO. 38: TAXES**

If this AGREEMENT applies to YWCA staff, all payments accrued on account of payroll taxes, unemployment contributions, the YWCA income or gross receipts, any other taxes, insurance or expenses for the YWCA or its staff shall be the sole responsibility of the YWCA.

**SECTION NO. 39: INSURANCE**

The YWCA shall provide insurance coverage as set out in this section. The intent of the required insurance is to protect the CITY should there be any claims, suits, actions, costs, damages or expenses arising from any loss, or negligent or intentional act or omission of the YWCA or Subgrantees, or agents of either, while performing under the terms of this AGREEMENT.

The insurance required shall be issued by an insurance company authorized to do business within the state of

Washington. Except for Professional Liability or Errors and Omissions Insurance, the insurance shall name CITY, its agents, officers, and employees as additional insureds under the insurance policy. All policies shall be primary to any other valid and collectable insurance. The YWCA shall instruct the insurers to give CITY thirty (30) calendar days advance notice of any insurance cancellation, non-renewal or modification.

The YWCA shall submit to CITY within fifteen (15) calendar days of the AGREEMENT start date, a certificate of insurance which outlines the coverage and limits defined in this insurance section. During the term of the AGREEMENT, the YWCA shall submit renewal certificates not less than thirty (30) calendar days prior to expiration of each policy required under this section.

The YWCA shall provide insurance coverage that shall be maintained in full force and effect during the term of this AGREEMENT, as follows:

**Commercial General Liability Insurance Policy.** Provide a Commercial General Liability Insurance Policy, including contractual liability, written on an occurrence basis, in adequate quantity to protect against legal liability arising out of Grant activity but no less than \$1,000,000 per occurrence. Additionally, the YWCA is responsible for ensuring that any Subgrantees provide adequate insurance coverage for the activities arising out of subgrants.

**Automobile Liability.** In the event that performance pursuant to this AGREEMENT involves the use of vehicles, owned or operated by the YWCA or its Subgrantee, automobile liability insurance shall be required. The minimum limit for automobile liability is \$1,000,000 per occurrence, using a Combined Single Limit for bodily injury and property damage.

### **Local Government Grantees that Participate in a Self-Insurance Program**

Self-Insured/Liability Pool or Self-Insured Risk Management Program - With prior approval from CITY, the YWCA may provide the coverage above under a self-insured/liability pool or self-insured risk management program. In order to obtain permission from CITY, the YWCA shall provide: (1) a description of its self-insurance program, and (2) a certificate and/or letter of coverage that outlines coverage limits and deductibles. All self-insured risk management programs or self-insured/liability pool financial reports must comply with Generally Accepted Accounting Principles (GAAP) and adhere to accounting standards promulgated by: 1) Governmental Accounting Standards Board (GASB), 2) Financial Accounting Standards Board (FASB), and 3) the Washington State Auditor's annual instructions for financial reporting. Grantees participating in joint risk pools shall maintain sufficient documentation to support the aggregate claim liability information reported on the balance sheet. CITY, its agents, and employees need not be named as additional insured under a self-insured property/liability pool, if the pool is prohibited from naming third parties as additional insured.

### **SECTION NO. 40: SUBCONTRACTORS**

The YWCA may only subcontract work contemplated under this AGREEMENT if it obtains the prior written approval of the CITY.

If the CITY approves subcontracting, the YWCA shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, the CITY in writing may: (a) require the YWCA to amend its subcontracting procedures as they relate to this AGREEMENT; (b) prohibit the YWCA from subcontracting with a particular person or entity; or (c) require the YWCA to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this AGREEMENT. The YWCA is responsible to the CITY if the Subcontractor fails to comply with any applicable term or condition of this AGREEMENT. The YWCA shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this AGREEMENT. In no event shall the existence of a subcontract operate to release or reduce the liability of the YWCA to the CITY for any breach in the performance of the YWCA's duties.

Every subcontract shall include a term that the CITY is not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

**SECTION NO. 41: ANTI-KICKBACK**

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

**SECTION NO. 42: CONFLICT OF INTEREST**

Notwithstanding any determination by the Executive Ethics Board or other tribunal, the CITY may, in its sole discretion, by written notice to the YWCA terminate this AGREEMENT if it is found after due notice and examination by the CITY that there is a violation of the Ethics in Public Service Act, Chapter 42.52 RCW; or any similar statute involving the YWCA in the procurement of, or performance under this AGREEMENT.

Specific restrictions apply to contracting with current or former state employees pursuant to chapter 42.52 of the Revised Code of Washington. The YWCA and their subgrantees(s) must identify any state of Washington employees or former state employees employed or on the firm's governing board during the past 24 months, identify the individual by name, the agency previously or currently employed by, job title or position held, and separation date. If it is determined by the CITY that a conflict of interest exists, the YWCA may be disqualified from further consideration for the award of a contract.

In the event this AGREEMENT is terminated as provided above, the CITY shall be entitled to pursue the same remedies against the YWCA as it could pursue in the event of a breach of the AGREEMENT by the YWCA. The rights and remedies of the CITY provided for in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law. The existence of facts upon which the CITY makes any determination under this clause shall be an issue and may be reviewed as provided in the "Disputes" clause of this AGREEMENT.

**SECTION NO. 43: LICENSING, ACCREDITATION, AND REGISTRATION**

The YWCA shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Grant.

**SECTION NO. 44: SITE SECURITY**

While on CITY premises, the YWCA, its agents, employees, or subcontractors shall conform in all respects with physical, fire or other security policies or regulations.

**SECTION NO. 45: RIGHT OF INSPECTION**

The YWCA shall provide right of access to its facilities to the CITY, or any of its officers, at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this AGREEMENT.

**SECTION NO. 46: ACCESS TO DATA**

In compliance with RCW 39.26.180, the YWCA shall provide access to data generated under this AGREEMENT to the CITY, Department of Justice, the Joint Legislative Audit and Review Committee, and the Office of the State Auditor at no additional cost. This includes access to only aggregate information that supports the findings, conclusions, and recommendations of the YWCA's reports, including computer models and the methodology for those models. No personally identifiable data will be disclosed or used in any findings, conclusions, or recommendations of the YWCA'S reports.

**SECTION NO. 47: INDUSTRIAL INSURANCE**

The YWCA shall comply with all applicable provisions of Title 51 RCW Industrial Insurance. If the YWCA fails to provide industrial insurance coverage or fails to pay premiums or penalties on behalf of its employees as may

be required by law, the CITY may collect from the YWCA the full amount payable to the Industrial Insurance Accident Fund. The CITY may deduct the amount owed by the YWCA to the accident fund from the amount payable to the YWCA by the CITY under this Grant, and transmit the deducted amount to the Department of Labor and Industries, (L&I) Division of Insurance Services. This provision does not waive any of L&I's rights to collect from the YWCA.

**SECTION NO. 48: LIMITATION OF AUTHORITY**

Only the Authorized Representative or Authorized Representative's designee by writing (designation to be made prior to action) shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this AGREEMENT. Furthermore, any alteration, amendment, modification, or waiver or any clause or condition of this AGREEMENT is not effective or binding unless made in writing and signed by the Authorized Representative.

**SECTION NO. 49: REGISTRATION WITH DEPARTMENT OF REVENUE**

If required by law, the YWCA shall complete registration with the Washington State Department of Revenue.

**SECTION 50: ASSIGNMENT**

Neither this AGREEMENT, nor any claim arising under this AGREEMENT, shall be transferred or assigned by the YWCA without prior written consent of CITY.

**SECTION 51: ATTORNEYS' FEES**

Unless expressly permitted under another provision of the AGREEMENT, in the event of litigation or other action brought to enforce the terms of the AGREEMENT, each party agrees to bear its own attorneys' fees and costs.

**SECTION NO. 52: MAINTENANCE OF RECORDS**

The YWCA shall maintain all books, records, documents, data and other evidence relating to this AGREEMENT and performance of the Services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this AGREEMENT.

YWCA shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the AGREEMENT, shall be subject at all reasonable times to inspection, review or audit by the CITY, personnel duly authorized by the CITY, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been finally resolved.

**SECTION NO. 53: LOSS OF FUNDING**

In the event funding from state, federal, or other sources which is the source of funding by the CITY for this AGREEMENT is withdrawn, reduced, or limited in any way after the effective date of this AGREEMENT, and prior to normal completion, CITY may terminate the AGREEMENT without the ten business day notice requirement. In lieu of termination, the AGREEMENT may be amended to reflect the new funding limitations and conditions.

**SECTION NO. 54: PROCUREMENT STANDARDS FOR FEDERALLY FUNDED PROGRAMS**

A YWCA which is a local government or Indian Tribal government must establish procurement policies and procedures in accordance with 2 CFR Part 200, for all purchases funded by this AGREEMENT.

The YWCA's procurement system should include at least the following:

1. A code or standard of conduct that shall govern the performance of its officers, employees, or agents engaged in the awarding of Grants using federal funds.

2. Procedures that ensure all procurement transactions shall be conducted in a manner to provide, to the maximum extent practical, open and free competition.

3. Minimum procedural requirements, as follows:

- a. Follow a procedure to assure the avoidance of purchasing unnecessary or duplicative items.
- b. Solicitations shall be based upon a clear and accurate description of the technical requirements of the procured items.
- c. Positive efforts shall be made to use small and minority-owned businesses.
- d. The type of procuring instrument (fixed price, cost reimbursement) shall be determined by the YWCA, but must be appropriate for the particular procurement and for promoting the best interest of the program involved.
- e. Subgrants shall be made only with reasonable Subgrantees who possess the potential ability to perform successfully under the terms and conditions of the proposed procurement.
- f. Some form of price or cost analysis should be performed in connection with every procurement action.
- g. Procurement records and files for purchases shall include all of the following:
  - 1) YWCA's selection or rejection.
  - 2) The basis for the cost or price.
  - 3) Justification for lack of competitive bids if offers are not obtained.
- h. A system for Grant administration to ensure YWCA conformance with terms, conditions and specifications of this AGREEMENT, and to ensure adequate and timely follow-up of all purchases

4. YWCA and subgrantees must receive prior approval from the CITY for using funds from this AGREEMENT to enter into a sole source Grant or a Grant where only one bid or proposal is received when value of this AGREEMENT is expected to exceed \$5,000.

Prior approval requests shall include a copy of proposed Grants and any related procurement documents and justification for non-competitive procurement, if applicable.

## **SECTION NO. 55: AUDIT REQUIREMENTS**

### **A. General Requirements**

YWCA shall procure audit services based on the following guidelines.

The YWCA shall maintain its records and accounts so as to facilitate the audit requirement and shall ensure that Subcontractors also maintain auditable records.

The YWCA is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its Subcontractors.

The CITY reserves the right to recover from the YWCA all disallowed costs resulting from the audit.

Responses to any unresolved management findings and disallowed or questioned costs shall be included with the audit report. The YWCA must respond to the CITY requests for information or corrective action concerning audit issues within thirty (30) days of the date of request.

### **B. Federal Funds Requirement – 2 CFR Part 200**

YWCA expending \$750,000 or more in a fiscal year in federal funds from all sources, direct and indirect, are required to have an audit conducted in accordance with 2 CFR Part 200. When state funds are also to be paid under this AGREEMENT a Schedule of State Financial Assistance as well as the required schedule

of Federal Expenditure must be included. Both schedules include:

Grantor agency name

Federal agency

Federal program income

Other identifying contract numbers

Catalog of Federal Domestic Assistance (CFDA) number (if applicable)

Grantor contract number

Total award amount including amendments (total grant award)

Current year expenditures

If the YWCA is a state or local government entity, the Office of the State Auditor shall conduct the audit. Audits of non-profit organizations are to be conducted by a certified public accountant selected by the YWCA in accordance with 2 CFR Part 200.

The YWCA shall include the above audit requirements in any subcontracts.

In any case, the YWCA's financial records must be available for review by the CITY and the Department of Justice

### C. Documentation Requirements

YWCA must send a copy of the audit report described above no later than sixty (60) days after the completion of the audit to the CITY representative identified in Section No. 5 PAYMENT.

In addition to sending a copy of the audit, when applicable, YWCA must include:

- Corrective action plan for auditing findings within three (3) months of the audit being received by the CITY.
- Copy of the Management Letter.

## **SECTION NO. 56: CONFIDENTIALITY/SAFEGUARDING OF INFORMATION**

### A. "Confidential Information" as used in this section includes:

1. All material provided to the YWCA by the CITY that is designated as "confidential" by the CITY;
2. All material produced by the YWCA that is designated as "confidential" by the CITY; and
3. All personal information in the possession of the CITY that may not be disclosed under state or federal law. "Personal information" includes but is not limited to information related to a person's name, health, finances, education, business, use of government services, addresses, telephone numbers, social security number, driver's license number and other identifying numbers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).

### B. The YWCA shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of CITY'S Confidential Information. The YWCA shall use Confidential Information solely for the purposes of this AGREEMENT and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of the CITY or as may be required by law. The YWCA shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the YWCA shall provide the CITY with its policies and procedures on confidentiality. The CITY may require changes to such policies and procedures as they apply to this AGREEMENT whenever the CITY reasonably determines that changes are necessary to prevent unauthorized disclosures. The YWCA shall make the changes within the time period specified by the CITY. Upon request, the YWCA shall immediately return to the CITY any Confidential Information

that the CITY reasonably determines has not been adequately protected by the YWCA against unauthorized disclosure.

- C. Unauthorized Use or Disclosure. The YWCA shall notify the CITY within five (5) working days of any unauthorized use or disclosure of any confidential information and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

#### **SECTION NO. 57: COPYRIGHT PROVISIONS**

Unless otherwise provided, all Materials produced under this AGREEMENT shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by the CITY. The CITY shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the YWCA hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to the CITY effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights. "Materials" does not mean any personally identifiable information.

For Materials that are delivered under the AGREEMENT, but that incorporate pre-existing materials not produced under the AGREEMENT, the YWCA hereby grants to the CITY a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The YWCA warrants and represents that the YWCA has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to the CITY.

The YWCA shall exert all reasonable effort to advise the CITY, at the time of delivery of Materials furnished under this AGREEMENT, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this AGREEMENT. The YWCA shall provide the CITY with prompt written notice of each notice or claim of infringement received by the YWCA with respect to any Materials delivered under this AGREEMENT. The CITY shall have the right to modify or remove any restrictive markings placed upon the Materials by the YWCA.

#### **SECTION NO. 58: REPORTING REQUIREMENTS**

- A. The YWCA must collect and maintain data that measure the performance and effectiveness of activities under this award. The information that must be collected and reported on can be found in the reporting form associated with the grant program or initiative under which this award was made (Attachment – Progress Report Form). The data must be provided to the CITY so that performance progress reports can be submitted within 30 days after the end of the reporting periods which are January 1 – June 30 and July 1 – December 31. This data should be provided semiannually to the City no later than the 15<sup>th</sup> of July, and the 15<sup>th</sup> of January.
- B. The YWCA shall also comply with the Federal Funding Accountability and Transparency Act (FFATA) and related OMB Guidance consistent with Public Law 109-282 as amended by section 6202(a) of Public Law 110-252 (see 31 U.S.C. 6101 note) and complete and return to CITY the FFATA Form which is incorporated by reference and made a part of this AGREEMENT.

#### **SECTION NO. 59: CERTIFICATION REGARDING DEBARMENT, SUSPENSION OR INELIGIBILITY AND VOLUNTARY EXCLUSION – PRIMARY AND LOWER TIER COVERED TRANSACTION**

- A. The YWCA, defined as the primary participant and its principal, certifies by signing these General Terms and Conditions that to the best of its knowledge and belief that they:
  - 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.

2. Have not within a three-year period preceding this AGREEMENT, been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction, violation of Federal or state antitrust statutes or commission or embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, state, or local) with commission of any of the offenses enumerated in paragraph (A)(2) of this section; and
  4. Have not within a three-year period preceding the signing of this AGREEMENT had one or more public transactions (Federal, state, or local) terminated for cause of default.
- B. Where the YWCA is unable to certify to any of the statements in this AGREEMENT, the YWCA shall attach an explanation to this AGREEMENT.
- C. The YWCA agrees by signing this AGREEMENT that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the CITY.
- D. The YWCA further agrees by signing this AGREEMENT that it will include the clause titled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction,” as follows, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

**LOWER TIER COVERED TRANSACTIONS**

- a) The lower tier grantee certifies, by signing this AGREEMENT that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
  - b) Where the lower tier grantee is unable to certify to any of the statements in this AGREEMENT, such grantee shall attach an explanation to this AGREEMENT.
- E. The terms **covered transaction, debarred, suspended, ineligible, lower tier covered transaction, person, primary covered transaction, principal, and voluntarily excluded**, as used in this section, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the CITY for assistance in obtaining a copy of these regulations.

**SECTION NO. 60: ACKNOWLEDGEMENT OF FEDERAL FUNDING**

The YWCA shall submit to the CITY, for re-submission to the Office on Violence Against Women (OVW), one copy of all reports and proposed publications resulting from this grant twenty (20) days prior to public release. Any written, visual, or audio publications, with the exception of press releases, whether published at the YWCA’s or government’s expense, shall contain the following statements:

“This project was supported by Grant No. 15JOVW-21-GK-04705-HOMI awarded by the Office of Violence Against Women. The Office of Violence Against Women is a component of the United States Department of Justice. Points of view in this document are those of the author and do not necessarily represent the official position or policies of the United States Department of Justice.”

**SECTION NO. 61: SPECIAL PROVISIONS**

Applicable and attached and incorporated by reference to this AGREEMENT is the following: Attachment “D” Statement of Assurances; Attachment “E” Certification Regarding Debarment, Suspension, Ineligibility; Attachment “F” FFATA; Attachment “G” Restrictions and Certifications Regarding Non-Disclosure Agreements; Attachment “H” National Environmental Policy Act; Attachment “I” Acknowledgement of Allowable and Unallowable Cost; Attachment “J” Equal Employment Opportunity Plan Certification Form, and Attachment “K” CCR Registration of Sub-Recipient DUNS Numbers.



**SECTION NO. 62: ORDER OF PRECEDENCE**

In the event on an inconsistency between the provisions in AGREEMENT, the inconsistency shall be resolved by giving precedence in the following order:

- 1) Applicable federal and State of Washington statutes and regulations
- 2) Face Sheet
- 3) Attachment "A"- OVW Grant 15JOVW-21-GK-04705-HOMI
- 4) Attachment "B"- Program Narrative
- 5) Attachment "C"-Budget

**ATTACH OVW GRANT AGREEMENT PAGES 1 - 22**

**ATTACHMENT “B”**  
**Program Narrative**

In 2017, there were 54,294 domestic violence (DV) incidents reported in WA, which make up 50% of all Crimes Against Persons. Of these, more than two-thirds were violations of protection or no contact orders. Research demonstrates that protection and no contact order violations are linked to an increased risk of violence. More than a third of aggravated assaults and nearly a quarter of murders in the state are related to DV.

In Washington state, firearms must be seized any time a victim, or protected person, has identified a threat related to firearm violence. As of July 27, 2021, HB 1320, law enforcement is required to serve the perpetrator the protection order after the Court has approved and ordered seizure of the firearms. Due to staffing shortages, however, protection orders often take secondary priority to responding to in-progress incidents, and courts have limited options to enforce seizures.

DV-related firearm compliance is a serious public safety issue in Spokane. Last year, only 1% of orders to surrender issued through DV protection order proceedings were collected. In the current system, victim safety depends on perpetrators voluntarily surrendering weapons; but orders to surrender firearms fall through cracks when there is no centralized process for coordinating and monitoring compliance. With support from the Improving Criminal Justice Response grant, the Spokane Family Justice Center Communications Coordinator provides weekly status updates regarding offender compliance and status of outstanding orders to the court, and even places weekly calls to offenders to schedule weapons collection. However, enforcement is difficult without sufficient awareness among law enforcement of how, when and why to serve protection orders and seize firearms to protect victims.

Additionally, the current process does not provide means for investigating respondents' claims that they do not have weapons, even when victims assert that they do. The court does not currently have the means to ascertain an respondent's access to firearms and, therefore, judges rarely have the information needed to issue pre-trial orders. Orders to surrender are explained when perpetrators are being released from jail or at the end of a protection order case—when emotions are amplified—when individuals might be less able to remember and understand the judge's orders.

Court members do not actively seek out (or receive) information regarding the issuance or enforcement of firearm surrender orders. Methods for conveying gun surrender status to victims are lacking—even though this information is vitally important to safety planning for victims. Prosecutors can request that respondents surrender weapons and would likely seek consequences for non-compliance if they knew about prior gun transactions or noncompliance, suggesting a need for advocates, law enforcement, and prosecutors to work more closely with victims to assess their knowledge of the defendant's weapon possession and understand the effectiveness of orders.

Another barrier in the current system is the lack of consistent, cohesive collaboration with tribal counterparts. The Spokane and Kalispel Tribes are adjacent to Spokane County, but cooperation regarding DV and firearm seizure has historically been minimal and inconsistent. Training and assistance is needed to bolster cohesive/joint response among advocates and law enforcement, to include collaborative efforts between tribal DV advocates and law enforcement. Efforts to engage tribes and other racially and ethnically diverse populations (Hispanic/Latino and Russian) have also been sporadic and disjointed.

**Community to be served and victimization rates:** Spokane County, the fourth largest county in Washington State, has a population of over half a million residents. The county is a complex mixture of urban, suburban, and rural landscapes with seven Native American tribes, smaller towns and cities, and a rapidly growing population of racial and ethnic diversity. Our DV rate is significantly higher than the Washington State average, at 10.4 incidents per 100,000 compared to 6.7 for the state average. Local law enforcement receive 14,500 DV-related calls every year and DV accounts for 25% of all criminal cases in the county. Reducing the impact of family trauma and violence was the top ranked priority of an in-depth 2017 Community Needs Assessment for Spokane County.

**Community resources:** As continuing participants of the DV Homicide Prevention Firearms Technical Assistance Project, and recent recipients of a Justice For Families Grant, our work is supported by existing resources as well as the OVW's Improving Criminal Justice Response (ICJR) grant.

The Spokane Regional Domestic Violence Coalition (SRDVC) is a longstanding, multisector coalition with general

membership of approximately 50 different agencies in the region with representatives from health care, local public health, service providers, community-based organizations, criminal justice, and education. In response to startling DV data, SRDVC launched the End the Violence campaign to raise awareness and encourage action to prevent and address DV. SRDVC's recent strategic plan outlines the need for increased community involvement, including through a novel Court Watch program.

The YWCA is the only Spokane County organization that meets the standards for definition of and requirements for a domestic violence agency, as codified in the Washington Administrative Code (WAC). In 2015, the YWCA served 12,250 survivors and their 1,493 accompanying children. The YWCA has created and hired the Domestic Violence Firearms Analyst position and is committed to this work.

The SPD Domestic Violence Unit takes a proactive, offender-based approach to reducing and preventing DV, while also holding offenders accountable. SPD investigates all cases of DV, the vast majority of which result from intimate partner violence. With the support requested herein, the DV Unit will have a specialized team of officers who serve protection orders and can help enforce the DV Court's orders to surrender to protect victims.

Spokane already uses the evidence-based, Maryland Model Lethality Assessment Project (LAP), which is a county-wide law enforcement initiative for assessing DV risk. The LAP creates the foundation for our court system to use existing data about DV lethality probability when determining which offenders should be eligible for the DV Court, which will specialize in a small number of repeat felony DV offenders.

**Interest in the project and desired outcomes:** With the 2017 Community Needs Assessment and the launch of the End the Violence campaign, our community has built momentum around DV prevention and response in recent years. But despite these steps in the right direction, gaps remain in service. Community partners have long suggested a Court Watch program as a means to support consistency in the process across multiple dockets. By partnering specialized law enforcement protection order service and firearm seizure with our existing firearms coordinator and proposed Court Watch program, we anticipate creating a truly holistic and innovative approach to addressing domestic violence, serving as a model for other jurisdictions across the

country who are facing such significant DV issues.

Specifically, we anticipate increasing victim safety by supporting gun surrender in gun positive cases; increasing offender accountability and monitoring, and supporting SPD to increase service delivery; expanding coordination of services to reduce recidivism while developing and implementing a Court Watch program to increase equitable and consistent treatment of all victims and perpetrators; and improving case information flow among partner agencies, expediting order service process and enhance informed decision-making by officers trained in all nuances of DV.

## 2. What Will Be Done (40 points)

**Addressing the challenge:** We propose building upon current partnerships and processes to create a more holistic, effective, and consistent system of firearms surrender in DV cases. The FTAP initiative will provide the newly forming DV court with an additional resource to support improving collection rates and timely, effective service of protection orders.

Specifically, SPD will coordinate and deliver training to a specialized team of officers who will serve protection orders to perpetrators where there is a high likelihood of firearm possession and seize firearms upon service. This team of officers will work with the existing Domestic Violence Firearms Analyst to identify potential firearms violators and serve as an additional resource for Spokane County's Domestic Violence Court. Officers will be eligible to sign up, on an overtime basis, for two open shifts a week to work in the DV Order Service and Firearms Recovery Unit. It is expected that these officers will share this level of expertise with other officers, improving SPD's response to DV victims.

YWCA will employ a Domestic Violence Firearms Analyst, who will be the FTAP Site Coordinator and will coordinate the future on-call advocacy system, which sends advocates to incidents to assist victims with safety planning, protection orders, and other social needs. The development of a Court Watch program, coordinated by SRDVC, which has long been a request of multiple partners in the community for both the civil and criminal side, will help support consistency in the processes and across multiple dockets.

**Measurement of progress:** The City will measure progress in completing project goals and objectives by

looking at the number of firearms surrendered, number of partners engaged in the multi-disciplinary team, number of officers trained, changes in time of service of surrender orders, consistency in order surrender processes from the bench, and ultimately, hopefully, a reduction in domestic violence firearm related homicides. As continuing FTAP participants, we have an established logic model we will continue to use and revise. Additionally, we will add each of our goals, activities, and outcomes to the logic model to ensure our plan is documented, evidence-based, and connected to measurable outcomes.

**Sustainability:** Current laws direct officers to take firearms for safekeeping if probable cause is developed at the scene of an intimate partner DV incident. Washington State also allows for Orders to Surrender Firearms when No Contact and Protection orders are issued. Our current ICJR grant funds a Domestic Violence Firearms Analyst, who liaises between victims, the court and law enforcement. More firearms are being turned in for safekeeping and victims are more aware of the court processes. This project will create a cadre of highly trained officers for order service and investigating the court's concerns from compliance hearings. The increased service of orders by the Domestic Violence Order Service and Firearms Recovery Unit will bring attention to other agencies in the Spokane area.

**Safety needs of victims:** All FTAP partners have policies that prohibit limiting victims' access to services on the basis of protected class. Project partners avoid practices that are proven to compromise victim safety, including requiring victims to file protection orders or pursue criminal charges as a condition of receiving services, penalizing victims for refusing to testify, and other similar activities.

**Goals, objectives, and activities over 36 months:**

Year 1: YWCA will prioritize the work of the FTAP Site Coordinator who will be responsible for overall project coordination. Selected SPD officers will complete their specialized training in DV order service and firearms recovery and begin taking shifts in the Unit. SRDVC and partners will research current Court Watch programs across the country to identify best practices, identify indicators to track programs, create messaging materials to recruit volunteers, and identify a training curriculum for Court Watch volunteers. Partners will continue to attend approved training, develop the multi-disciplinary project team, grow community connections, and

identify evaluation metrics.

Year 2: Implementation of the DV Order Service and Firearms Recovery Unit, engagement in training and technical assistance, continuous quality improvement, and evaluation will continue into the second year of the project. By this time, we anticipate recruiting and training volunteers to participate in the Court Watch program and beginning to implement and evaluate. Depending on available time and resources, the FTAP Site Coordinator will investigate the feasibility of an on-call advocacy program and begin implementation if possible.

Year 3: In the final 24-36 months, partners will focus on quality improvement, sustainability planning, evaluation, and monitoring of community-level DV outcomes. SPD will consider opportunities to provide training to other law enforcement agencies in the area of effective order service and firearms recovery.

**Involvement of the United States Attorney's Office:** Recently the US Attorney committed staff to become a member of our FTAP MDT management team, to attend monthly meetings and participate in projects as necessary. They have agreed to review firearm positive cases, work to promote partnerships in other jurisdictions such as Yakima, WA, which also has high gun violence and domestic violence concerns. They have also agreed to explore ideas such as presentations to soon to be released federal inmates about the serious nature and criminal consequences of gun possession.

**Documentation of challenges and successes:** The Site Coordinator will prepare and disseminate status updates regarding project challenges and successes for each goal, objective, and activity on a monthly basis in conjunction with the Court Coordinator for the DV Court and the Firearms Coordinator. A written report will be compiled upon project completion for dissemination to other jurisdictions.

**Tangible products to assist other jurisdictions:** We will prepare marketing documents to be disseminated among DV Court participants, explaining the process of protection order seizure, relevant laws, and consequences for failure to comply. Other jurisdictions will be able to modify the marketing documents for their own specialized protection order teams, which will enable faster implementation of similar teams elsewhere, and provide a model for national use.



Further, a brief video will be prepared by the SFJC which recaps the written report. The project team will discuss successes, failures, and tips for implementation in other jurisdictions. The Coordinator and MDT team will use branding from SRDVC's End the Violence campaign, which has strong regional recognition.

**Addressing victimization rates:** By creating a specialized DV Order Service and Firearms Recovery Unit, the DV Court will have an enforcement option. As more firearms are seized for safekeeping to prevent additional lethality during the perpetrators participation in DV Court, victimization will be reduced. Using the Court Watch program we will add another layer of accountability to the court process. Later, on-call advocacy will help connect survivors with resources, to also increase their protective factors.

**Reaching proposed population:** While the team of specialized officers will only serve protection orders to constituents in the City of Spokane , more than half of all County residents reside within 5 miles of the downtown center. Additionally, using the SRDVC's Strategic plan, along with the FTAP community assessment, we hope to have the coordinator and management team reach out to survivors and other disproportionately impacted groups in the community. We have recently started an informal TA partnership with the Homicide coordinator from the API-GBV to help outreach to the Hawaiian and Pacific Islander, specifically Marshallese, community in Spokane. We will also use tools like the survivor survey, collected by SRDVC in their strategic planning process to help inform our work.

### 3. Who Will Implement the Proposal (15 points)

#### **Key individuals and organizations:**

#### **Key personnel:**

The YWCA will employ a Domestic Violence Firearms Analyst, who will be responsible for overall project coordination and will work collaboratively with the SPD DV Unit Supervisor. They will be responsible for scheduling and conducting MDT meetings and advancing the group. The Coordinator will help lead agencies in short and long-term planning to assure the continuing development and sustainability of the FTAP project, which has been established to 1) increase victim safety by supporting gun surrender in gun positive cases and in phase 2, provide on-call advocacy services to survivors in the community; 2) increase offender accountability

and monitoring and support SPD to increase service delivery; 3) expand coordination of services to reduce recidivism while developing and implementing a court watch program; and 4) improve case information flow among partner agencies, expedite order service process and enhance informed decision-making by officers trained in all nuances of DV. The Coordinator will help partners work towards the safety of domestic violence victims while working to hold the offenders accountable.

<b>Title</b>	<b>Name</b>	<b>Organization</b>
Records Supervisor	Marissa Butler	Spokane Police Department
Program Manager	Kathy Armstrong	Spokane Police Department
Public Defender	Stephanie Cady	Counsel for Defense
Court Administrator	Ashley Callan	Spokane County Superior Court
Director	Sally Winn	YWCA
Advocate	Tiffany Yamase	Kalispel Tribe
Prosecutor	Hannah Stearns	Spokane County Prosecutor
Advocate	Millini Goodman	Lutheran Community Services Northwest
Sergeant	Dave Adams	Spokane Police Department
Detective	Erin Johnson	Airway Heights Police Department
Judge	Patrick Johnson	Spokane County District Court
Chair	Taffy Hunter	Domestic Violence Coalition
Judge	Annette Plese	Spokane County Superior Court
Advocate	Amy Porter	YWCA
Chief	Brad Richmond	Airway Heights Police Department
Office Manager	Glenda Vogt	Spokane County Clerk's Office
FTAP Coordinator	TBD	YWCA
Sergeant	Andy Stockman	Spokane County Sheriff's Office
Firearms Compliance Specialist	Amie Simeral	YWCA

Advocate	Roshelle Cleland	Lutheran Community Services Northwest
Advocate	Kristina Hammond	Lutheran Community Services Northwest

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The organizations listed in the answer to 3.b. will be recruited as partners so FTAP can incorporate the history of their communities and their experiences accessing services (e.g., level of trust, degree of marginalization). These partners also will assist with community outreach and engagement efforts and review of project design for appropriateness (e.g., documents to be disseminated).

**FTAP efforts documentation:** The Site Coordinator will document our FTAP efforts. Outside of the management team, the DV Court Coordinator and Firearms Coordinator will work closely with the Site Coordinator to ensure all three initiatives are working holistically within the SFJC to reduce victimization.

**Relationships with existing projects in the community:** Community resources include the organizations and agencies that submitted letters of intent to collaborate in the first solicitation and continue to be valued partners. These partners represent a broad range of advocacy, technical assistance, law enforcement, judiciary, and prosecutorial expertise. Ongoing relationships with Spokane City and County councilmembers, commissioners, and other local government officials, as well as local philanthropic partners, such as Innovia Foundation, Providence Health Care, and MultiCare, will also be invaluable to this endeavor. Spokane has a history of collaborative efforts to address DV, which include, but are not limited to:

The Spokane Regional Domestic Violence Coalition is a partnership among multiple organizations and with involvement from victim advocacy, law enforcement, government officials, nonprofits, and community members. This multidisciplinary team meets monthly to address DV issues in Spokane.

The Eastern WA Lethality Assessment Program (EWLAP) is composed of interdisciplinary high-risk assessment teams that focus on reducing DV. Evidence-based indicators (i.e., Maryland Model LAP) are used to assess the risk of homicide and link high-risk victims to immediate crisis intervention services (i.e., YWCA 24-hour Helpline).

The Spokane Regional Domestic Violence Team (SRDVT) is a multi-agency partnership working together under one roof to provide coordinated DV services. Key partners include: SPD, SCSO, CSAO, SCPA, and YWCA Legal Advocacy program. In February 2015, SRDVT partners co-located in the new Spokane Family Justice Center (SFJC) located at the YWCA.

ATTACHMENT "C"  
Budget

**Funding Category**

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**YWCA**

A. Salaries & Benefits	\$84,344.00
B. Travel & Training	\$6,312.00
C. Office Supplies	\$4,850.00
D. Indirect Costs	\$13,020.00

**Total Budget** **\$108,526.00**

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Approved expenditures for the program as set forth in ATTACHMENT "B" (Program Narrative) must be itemized. Transfer of funds between Project categories that exceed 10% of the budgeted amount must be approved by the CITY's representative listed on the face sheet to this agreement. Any amendments to the budget must be made in writing and approved by the CITY's representative listed on the face sheet to this agreement.

**The YWCA shall obligate all grant funds prior to June 30, 2025.** Any portion of the grant funds which remain un-obligated or not expended at the end of this period will be available for use by the CITY

Payment will be on a cost reimbursement basis only.

**STATEMENT OF ASSURANCES**

The GRANTEE:

1. Has sufficient fiscal and management controls to implement and maintain the program in accordance with this application and program requirements. The GRANTEE has sufficient monetary resources to implement and maintain program operations in accordance with this application.
2. Will not use any grant funds to supplant local funds, but will use such grant funds to increase the amounts of funds that would, in the absence of federal funds, be made available for program activities.
3. Will comply with the Department of Justice Grants Financial Guide as posted on the OJP website (currently, the "2017 DOJ Grants Financial Guide"), including any updated version that may be posted during the period of performance.
4. Agrees to comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200.
5. Will follow the "Federal Leadership on Reducing Text Messaging While Driving", 74 Federal Regulation 51225. The Department of Justice encourages recipients and sub-recipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant and to establish workplace safety policies and conduct education, awareness and other outreach to decrease crashes caused by distracted drivers.
6. Understands and agrees that (a) No award funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography and (b) Nothing in subsection (a) limits the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.
7. Agrees to comply with DOJ's Global Justice Information Sharing Initiative guidelines and recommendations for this funding. GRANTEE shall conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: [http://www.it.ojp.gov/gsp\\_grantcondition](http://www.it.ojp.gov/gsp_grantcondition). GRANTEE shall document planned approaches to information sharing and describe compliance to the GSP and appropriate privacy policy that protects shared information or provide detailed justification for why an alternative approach is recommended.
8. Agrees to comply with OVW grant monitoring guidelines, protocols, procedures and to cooperate with OVW on all grant monitoring requests, including those related to desk reviews, enhanced programmatic desk reviews and/or site visits. The GRANTEE agrees to provide to OVW all documentation necessary to complete monitoring tasks, including documentation related to the GRANTEE's subaward. Further the GRANTEE agrees to abide by reasonable deadlines set by OVW for providing the requested documents. Failure to cooperate with OVW's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the GRANTEE's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee, or termination of an award(s).
9. Will comply with Title V of the Anti-Drug Abuse Act of 1988 and regulations promulgated by the federal government to maintain a drug-free workplace.
10. Will comply with Title II of the Americans with Disabilities Act of 1990.
11. Will not undertake any prohibited political activities with these funds including, but not limited to, voter registration; partisan political activity; lobbying congress, the Legislature, or any federal or state agency for project of jurisdictionally specific activity; or campaign for any ballot measure.
12. Will comply with the provisions of Title 28, Code of Federal Regulations; Part 61, Procedures for Implementing the National Environmental Policy Act; and Part 63, Floodplain Management and Wetland Protection Procedures.
13. Guarantees in performing any contract, purchase, or other agreement, the organization shall not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, marital status, national origin, political affiliation, or the presence of any sensory, mental, or physical disability. The organization agrees to take affirmative action to ensure that applicants are employed and that employees are treated during the employment without discrimination because of their race, color, religion, age, sex, political affiliation, handicap or national origin. Such action shall include, but not be limited to, employment upgrading, demotion or transfer, recruitment and recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and training. This guarantee shall

implement federal, state, and any local equal opportunity and non-discrimination statutes. The GRANTEE further will, without delay, bring any finding of an equal opportunity or non-discrimination violation to the attention of the Department of Justice.

14. Agrees to comply with the applicable requirements of 28 C.F.R. Part 38, the Department of Justice regulation governing “Equal Treatment for Faith Based Organizations” (the “Equal Treatment Regulation”). The Equal Treatment Regulation provides in part that the Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of funding may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from the GRANTEE must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary’s religion. Notwithstanding any other special condition of this award, faith-based organizations may, in some circumstances, consider religion as a basis for employment.

**Authorized Signature for the Applicant:**

VALID THROUGH June 30, 2025

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINTED NAME OF SIGNATURE

\_\_\_\_\_  
TITLE

## ATTACHMENT “E”

### CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
  
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
  
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:
 

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

  1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
  
4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, person, primary covered transaction, principal, and voluntarily excluded, as used in this exhibit, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 1254, 9 The undersigned may contact the City for assistance in obtaining a copy of these regulations.
  
5. I understand that a false statement of this certification may be grounds for termination of the contract.

Name of Subrecipient / Contractor/ Consultant (Type or Print)	Program Title (Type or Print)
Name of Certifying Official (Type or Print)	Signature
Title of Certifying Official (Type or Print)	Date (Type or Print)



## ATTACHMENT "F"

### FFATA FORM

<b>Subrecipient Agency:</b>				
<b>Grant and Year:</b>		<b>Agreement Number:</b>		
<b>Completed by:</b>				
<i>Name</i>	<i>Title</i>	<i>Telephone</i>		
<b>Date Completed:</b>				
<b>STEP 1</b>				
Is your grant agreement less than \$25,000?	YES <input type="checkbox"/>	STOP, no further analysis needed, GO to Step 6	NO <input type="checkbox"/>	GO to Step 2
<b>STEP 2</b>				
In your preceding fiscal year, did your organization receive 80% or more of its annual gross revenues from federal funding?	YES <input type="checkbox"/>	GO to STEP 3	NO <input type="checkbox"/>	STOP, no further analysis needed, GO to Step 6
<b>STEP 3</b>				
In your preceding fiscal year, did your organization receive \$25,000,000 or more in federal funding?	YES <input type="checkbox"/>	GO to STEP 4	NO <input type="checkbox"/>	STOP, no further analysis needed, GO to Step 6
<b>STEP 4</b>				
Does the public have access to information about the total compensation* of senior executives in your organization?	YES <input type="checkbox"/>	STOP, no further analysis needed, GO to step 6	NO <input type="checkbox"/>	GO to STEP 5
<b>STEP 5</b>				
Executive #1	Name:			
	Total Compensation amount: \$			
Executive #2	Name:			
	Total Compensation amount: \$			
Executive #3	Name:			
	Total Compensation amount: \$			
Executive #4	Name:			
	Total Compensation amount: \$			
Executive #5	Name:			
	Total Compensation amount: \$			
<b>STEP 6</b>				
If your organization does not meet these criteria, specifically identify below <u>each</u> criteria that is not met for your organization: <u>For Example: "Our organization received less than \$25,000."</u>				

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\* Total compensation refers to:

- Salary and bonuses
- Awards of stock, stock options, and stock appreciation rights
- Other compensation including, but not limited to, severance and termination payments
- Life insurance value paid on behalf of the employee

Additional Resources:

<http://www.whitehouse.gov/omb/open>

<http://www.hrsa.gov/grants/ffata.html>

<http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22705.pdf>

<http://www.grants.gov/>

## ATTACHMENT “G”

### **Restrictions and Certifications Regarding Non-Disclosure Agreements**

**July 1, 2022 through June 30, 2025**

No recipient or subrecipient under this grant, or entity that receives a contract or subcontract with any funds under this grant, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this grant, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this grant, the recipient:
  - a. Represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
  - b. Certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of fund funds, will provide prompt written notification to the agency making this grant, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.
2. If the recipient does or is authorized to make subgrants or contracts under this grant:
  - a. it represents that:
    - (1) it has determined that no other entity that the recipient’s application proposes may or will receive grant funds (whether through a subgrant, contract, or subcontractor) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
    - (2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and
  - b. it certifies that, if it learns or is notified that any subgrantee, contractor, or subcontractor entity that received funds under this grant is or has been requiring its employees or

contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of grant funds to or by that entity, will provide prompt written notification to the agency making this grant, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

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Agency Name

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Name of Authorized Official

Title

---

Signature of Authorized Official

Date

**ATTACHMENT "H"**

**NATIONAL ENVIRONMENTAL POLICY ACT (NEPA)**

The following information is required from each federal grant recipient. The YWCA agrees to first determine if any of the below listed activities will be funded by the project funds. Prior to obligating funds for the purpose of any of the below listed activities, the YWCA agrees to contact the CITY's representative who will contact the OVW.

Please check one of the blanks to the left of each item below to indicate whether or not the activity described is being undertaken to support or facilitate the federally funded activity by the grant recipient or any other party.

- | Yes                      | N/A                                 |  |
|--------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | 1. New Construction  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | 2. Minor renovation or remodeling of a property either:  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | a. listed or eligible for listing on the National Register of Historical Places  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | b. located within a 100-year flood plain   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | 3. Renovation, lease or any proposed use of a building or facility that will either:   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | a. result in a change in its basic prior use (between industrial, office, residential, etc.)   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | b. significantly changes its size (total structure, not program's portion thereof)   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | 4. Implementation of a new program involving use of chemicals other than:  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | a. chemicals purchased as an incidental component of the funded activity   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | b. traditionally used (e.g., for office, household, recreational, educational environments)  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | 5. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories. |

If any item above is checked, a clarification of the activity may be requested.

Response is made related to the following OVW funded program/project:

Project: OVW FY21 FIREARMS TECHNICAL ASSISTANCE PROJECT PILOT SITES INITIATIVE 15JOVW-21-GK-04705-HOMI

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Typed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Representing: \_\_\_\_\_

**ATTACHMENT "I"**

**ACKNOWLEDGEMENT OF ALLOWABLE AND UNALLOWABLE COSTS**

**ALLOWABLE COSTS**

Allowable uses of federal grant funds include, but are not limited to, the following as they relate to the coordination and implementation of activities performed under the goal(s), objectives, and activities of the grant as described in Attachments "A", "B", and "C" of the Grant, including:

- Operating costs, including:
  - Approved costs of personnel (salaries and benefits, and/or overtime).
  - Overtime
  - Costs reflected in the project budget proposal (such as training fees, printing, supplies, or contractual services).
- Procurement and installation of equipment (limitations may apply for high dollar items)
- Space and utilities, to the extent utilized for the approved project.
- Travel, per diem, and lodging at the federally approved rates.
- Printing and duplication of written and visual materials.

**UNALLOWABLE COSTS**

Unallowable uses of federal grant funds include:

- Food, beverages or other refreshments for meetings, conferences or training (prohibition does not include standard per diem when otherwise authorized)
- Body armor/protective vests
- Vehicles, vessels, and aircraft
- Construction
- Land acquisition
- Automatic and military grade weapons
- Victim compensation (direct payment)
- Losses arising from uncollected accounts
- Contributions to a contingency reserve
- Contributions or donations
- Entertainment
- Fines and penalties
- Interest and other financial costs
- Consultant Fees (above a reasonable and consistent rate for similar services, and/or above \$650 for an eight-hour day or \$81.25 per hour—excluding travel and per diem)

The undersigned agrees to the above requirements.

SIGNATURE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

\_\_\_\_\_  
NAME OF GRANTEE ORGANIZATION

**ATTACHMENT "J"**

**CERTIFICATION FORM**

**Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements**

*Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three. If recipient completes Section A or C and sub-grants a single award over \$500,000, in addition, please complete Section D.*

Recipient's Name:	
Is agency a; <input type="checkbox"/> Direct or <input checked="" type="checkbox"/> Sub recipient of OJP, OVW or COPS funding?   Law Enforcement Agency? <input type="checkbox"/> Yes <input type="checkbox"/> No	
DUNS Number:	Vendor Number (only if direct recipient)
Name and Title of Contact Person:	
Telephone Number:	E-Mail Address:

**Section A—Declaration Claiming Complete Exemption from the EEOP Requirement**

*Please check all the following boxes that apply.*

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Less than fifty employees. | <input type="checkbox"/> Indian Tribe            | <input type="checkbox"/> Medical Institution.                            |
| <input type="checkbox"/> Nonprofit Organization     | <input type="checkbox"/> Educational Institution | <input type="checkbox"/> Receiving a single award(s) less than \$25,000. |

I, \_\_\_\_\_ [responsible official], certify that \_\_\_\_\_ [recipient] is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R § 42.302. I further certify that \_\_\_\_\_ [recipient] will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

*If recipient sub-grants a single award over \$500,000, in addition, please complete Section D*

\_\_\_\_\_  
*Print or Type Name and Title* *Signature* *Date*

**Section B—Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review**

*If a recipient agency has fifty or more employees and is receiving a single award or, subaward, of \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to the OCR for review as long as it certifies the following (42 C.F.R § 42.305):*

I, \_\_\_\_\_ [responsible official], certify that \_\_\_\_\_ [recipient], which has fifty or more employees and is receiving a single award of \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E. I further certify that within the last twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:

\_\_\_\_\_  
[organization],

\_\_\_\_\_  
[address].

\_\_\_\_\_  
*Print or Type Name and Title* *Signature* *Date*

**Section C—Declaration Stating that an EEOP Short Form Has Been Submitted to the Office for Civil Rights for Review**

*If a recipient agency has fifty or more employees and is receiving a single award, or subaward, of \$500,000 or more, then the recipient agency must send an EEOP Short Form to the OCR for review.*

I, \_\_\_\_\_ [responsible official], certify that \_\_\_\_\_ [recipient], which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E, and sent it for review on \_\_\_\_\_ [date] to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

*If recipient sub-grants a single award over \$500,000, in addition, please complete Section D*

\_\_\_\_\_  
*Print or Type Name and Title* *Signature* *Date*

## **ATTACHMENT “K”**

### **CCR REGISTRATION OF SUB-RECIPIENT DUNS NUMBERS**

The YWCA agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (or with a successor government-wide system officially designated by OMB and DOJ). The YWCA also agrees to comply with applicable restrictions on subawards to first-tier sub-recipients that do not acquire and provide a Data Universal Numbering System (DUNS) number.

The YWCA must report and provide validity to the CITY of their DUNS Number registration. Should the DUNS Number registration expire before the end of the award period, the validity of the YWCA’s DUNS Number registry in the CCR system must be re-verified.

Failure to maintain a valid DUNS registry in the CCR system prohibits disbursement of federal funds to that agency, effective the date of the registrations lapse. Equally renewed registration clears this prohibition effective the date of the renewed registration.



**Agenda Sheet for City Council:**

**Committee:** Public Safety **Date:** 12/02/2024

**Committee Agenda type:** Consent

**Date Rec'd**

11/20/2024

**Clerk's File #**

OPR 2023-1221

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

**Submitting Dept**

FIRE

**Bid #**

**Contact Name/Phone**

CHIEF JULIE (509)625-7001

**Requisition #**

**Contact E-Mail**

JOBERG@SPOKANECITY.ORG

**Agenda Item Type**

Contract Item

**Council Sponsor(s)**

PDILLON MCATHCART BWILKERSON

**Agenda Item Name**

1970 RENEWAL OF ANNUAL SUBSCRIPTION WITH TARGET SOLUTIONS

**Agenda Wording**

This renewal contract is with Target Solutions Learning for the annual maintenance and support of the online learning and record management system. This agreement also allows access and use of the "Vector Check It" module that was added in 2024.

**Summary (Background)**

Target Solutions is a programmable, customizable, and verifiable training solution. The program interfaces with existing Spokane Fire records systems and integrates into its training program. The product is the only web-based product that offers the Nat'l Fire Protection Agency Firefighter Education Series, apparatus and emergency vehicle training for drivers and supervisors, compliance tracking, a customizable document center, and exclusive partnership with the Nat'l Fire Protection Agency.

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 52,771.32

Current Year Cost \$ 52,771.32

Subsequent Year(s) Cost \$ 0

**Narrative**

Paid in 2025 with Fire/EMS operating funds

**Amount**

**Budget Account**

Select \$

#

Select \$

#

Select \$

#

Select \$

#

\$

#

\$

#





## Council Briefing Paper

### Public Safety & Community Health Committee

<b>Committee Date</b>	December 2nd, 2024
<b>Submitting Department</b>	Fire
<b>Contact Name</b>	Chief Julie O’Berg
<b>Contact Email &amp; Phone</b>	<a href="mailto:joberg@spokanecity.org">joberg@spokanecity.org</a> ; 509-625-7001
<b>Council Sponsor(s)</b>	CMs Dillion, Cathcart, and CP Wilkerson
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Renewal of annual subscription with Target Solutions
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>This renewal contract is with Target Solutions Learning for the annual maintenance and support of the online learning and record management system. This agreement also allows access and use of the “Vector Check It” module that was added in 2024.</p> <p>Target Solutions is a programmable, customizable, and verifiable training solution for SFD Fire, EMS, Risk Management, and HR training. The program interfaces with existing SFD records systems and integrates seamlessly into the SFD training program. The product is the only web-based product that offers the NFPA Firefighter Education Series, apparatus and emergency vehicle training for drivers and supervisors, compliance tracking, a customizable document center and has had an exclusive partnership with the NFPA. Compliance training with WAC 296-305, Safety Standards for Firefighters, is captured with Target Solutions along with readily queried data supporting compliance for every SFD Firefighter and Executive Officer.</p> <p>Contract period is for January 25, 2025, through January 24th, 2026. Annual cost will be approximately \$52,771.32.</p>
<b>Fiscal Impact</b> <b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <u>\$52,771.32</u> Current year cost: \$52,771.32 Subsequent year(s) cost: \$0  <b>Narrative:</b> Paid in 2025 with Fire/EMS operating funds  <b>Funding Source</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Program revenue Is this funding source sustainable for future years, months, etc? Build into the annual budget with expected cost inflation.  <b>Expense Occurrence</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.) .)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? N/A</li> </ul>	

- How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A
- How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution? This has been the correct solution for 7 years, there is no change.
- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?  
N/A

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.  
N/A



**CITY OF  
SPOKANE**  
808 W Spokane  
Falls Blvd  
Spokane WA  
99201

**SOLE SOURCE  
JUSTIFICATION**

Description of Product/Service: Online Fire and EMS Training by Target Solutions

Requisition Number: \_\_\_\_\_

Estimated amount of this purchase: \$ \$52,771.32(plus tax)

Contract Period Jan 25, 2025-Jan 24, 2026

Department: Fire/EMS Contact Person: Jon Stevens Phone: 509-435-7032

Due Date: \_\_\_\_\_ Work must be completed by: \_\_\_\_\_

Date Material/Equipment/Supplies must be delivered by: \_\_\_\_\_

Location: SFD Training Center

Date Service must begin by: \_\_\_\_\_

*Please provide the following information in order to document justification of a sole source purchase.*

1. Explain why the product/service requested is the only product/service that can satisfy your requirements, and explain why alternatives are unacceptable. Be specific with regard to specifications, features, characteristics, requirements, capabilities, and compatibility. Describe what steps have been undertaken to make this determination.

Target Safety Online Fire and EMS Training. The product is a programmable, customizable, and verifiable training solution for SFD Fire, EMS, Risk Management, and Human Resource training. The program interfaces with existing Fire Department Records Systems and has the ability to integrate seamlessly into the SFD Training Program.

2. Explain why this service provider, supplier, or manufacturer is the only practicably available source from which to obtain this product or service, and describe the efforts that were made to verify and confirm whether, or not, this is so. (Obtain and include a letter from the manufacturer confirming claims made by distributors or exclusive distributorships regarding the product or service, if that is cited as a reason for this Sole Source.)

Over nearly a two-year time period, Virtual Training Programs, including Target Safety, were evaluated by SFD Chief Staff, Support Staff, Local 29 Field Personnel and the Training Division. The Target Safety product was the unanimous selection from the committee after evaluation. The product is the only web-based product that offers the NFPA Firefighter Education Series, apparatus and emergency vehicle training for drivers and supervisors, compliance tracking, a customizable document center and has had an exclusive partnership with the National Fire Protection Association (NFPA). At the time of evaluation, there was no other training organization, either online or instructor-led that offers this complete set of training content and services.

3. Will this purchase obligate us to a particular vendor for future purchases (either in terms of maintenance that only this vendor will be able to perform and/or if we purchase this item, will we need more "like" items in the future to match this one)?

This is a recurring cost for the vendor to host our training solution.

4. Explain why the price for this product or service is considered to be fair and reasonable.

This cost was deemed fair and appropriate for a hosted training solution and continues to be.

5. Describe the negotiation efforts, if any, that have been made with the supplier to obtain the best possible price.

This cost was agreed upon when the software was originally purchased.

6. Explain the consequence(s) to the city or public, including a dollar estimate of the financial impact, if this Sole Source is not approved.

This software is utilized to maintain Firefighter and EMS personnel training and certifications required to perform their daily duties. Consequences include not having proper resources to staff the Fire Department putting the citizens of Spokane at risk.

Requested Vendor: Target Solutions

Vendor's Address: 4890 W. Kennedy Blvd., Suite 300, Tampa, FL 33609

Vendor Contact: Jackelin Maguire Phone: 858-683-7743

If the cost of the sole source procurement is greater than the appropriate procurement threshold for department action, immediately contact the Purchasing Division or City Attorney's Office as appropriate.

My department's recommendation for sole source is based upon an objective review of the good/service being required and appears to be in the best interest of the City. I know of no conflict of interest on my part or personal involvement in any way with this request. No gratuities, favor, or compromising action have taken place. Neither has my personal familiarity with particular brands, types of equipment, materials or firms been a deciding influence on my request to sole source this purchase when there are other known suppliers to exist.

*Ryan Reding*  
[Ryan Reding \(Oct 22, 2024 12:59 PDT\)](#)  
Signature of Requestor  
(must be an authorized Department Buyer)

10/22/2024  
Date

*Julia O'Berg*  
Signature of Department Head or Designee

10/22/2024  
Date

*Jason Neumanicky*  
[Jason Neumanicky \(Oct 23, 2024 14:07 PDT\)](#)  
Approval by Purchasing (Over \$50,000)

10/23/2024  
Date

Approval by Grants Management  
(Required for grant funded purchases)

\_\_\_\_\_  
Date







# Sole Source Justification Form-Target Solutions

Final Audit Report

2024-10-23

Created:	2024-10-22
By:	Kevin Schmitt (kschmitt@spokanecity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAASY4v74imBSYUcNMCScdD-sUUjAB9-r6f

## "Sole Source Justification Form-Target Solutions" History

-  Document created by Kevin Schmitt (kschmitt@spokanecity.org)  
2024-10-22 - 7:34:50 PM GMT
-  Document emailed to Ryan Reding (rreding@spokanecity.org) for signature  
2024-10-22 - 7:36:05 PM GMT
-  Email viewed by Ryan Reding (rreding@spokanecity.org)  
2024-10-22 - 7:59:24 PM GMT
-  Document e-signed by Ryan Reding (rreding@spokanecity.org)  
Signature Date: 2024-10-22 - 7:59:51 PM GMT - Time Source: server
-  Document emailed to Julie O'Berg (joberg@spokanecity.org) for signature  
2024-10-22 - 7:59:53 PM GMT
-  Email viewed by Julie O'Berg (joberg@spokanecity.org)  
2024-10-22 - 8:37:39 PM GMT
-  Document e-signed by Julie O'Berg (joberg@spokanecity.org)  
Signature Date: 2024-10-22 - 8:38:55 PM GMT - Time Source: server
-  Document emailed to Jason Nechanicky (jnechanicky@spokanecity.org) for signature  
2024-10-22 - 8:38:58 PM GMT
-  Email viewed by Jason Nechanicky (jnechanicky@spokanecity.org)  
2024-10-22 - 11:35:29 PM GMT
-  Document e-signed by Jason Nechanicky (jnechanicky@spokanecity.org)  
Signature Date: 2024-10-23 - 9:07:42 PM GMT - Time Source: server
-  Agreement completed.  
2024-10-23 - 9:07:42 PM GMT



Quote ID  
Q-383732

Contact Name  
Jackelin Maguire

### Schedule A – Revision

This Contract Revision Form replaces and supersedes Schedule A to the Client Agreement signed on **11/17/2023** between the Vector Solutions entity and the Client named below as of the Effective Date (Contract Revision Order No. 1 Effective Date).

Date: Wednesday, October 23, 2024

#### Client Information

<b>Client Name:</b> Spokane Fire Department (WA)	
<b>Address:</b> 44 W Riverside Ave Spokane, WA 99201	
<b>Primary Contact Name:</b> Ryan Redding	<b>Primary Contact Phone:</b> 509-625-7004

#### Agreement Term

<b>Effective Date:</b> 01/25/2025	<b>Initial Term:</b> 12 months
--------------------------------------	-----------------------------------

#### Invoicing Contact Information (Please fill in missing information)

<b>Billing Contact Name:</b> Fire Accounting			
<b>Billing Address:</b> 44 West Riverside Avenue Spokane, Washington 99201		<b>Billing Phone:</b>	
<b>Billing Email:</b> fireaccounting@spokanecity.org	<b>PO#:</b>	<b>Billing Frequency:</b> Annual	<b>Payment Terms:</b> Net 30

#### Fees

Product Code	Product Name	Description	Qty	Price	Sub Total
TSPREMIER	Vector LMS, TargetSolutions Edition Premier Membership	Training management for public entities and professionals	339	\$107.88	\$36,571.32
TSMINTFEES	Vector LMS, TargetSolutions Edition - Maintenance Fee	Annual maintenance of Vector LMS, TargetSolutions Edition	1	\$395.00	\$395.00
TSENT	Enterprise Solution	Enterprise Solutions for Vector LMS, TargetSolutions Edition	1	\$550.00	\$550.00
TSCHECKIT-BL	Vector Check It - Blended Per Person Assigned PPE/Equipment and Vehicles, Storage and/or DrugBox's	PPE and/or Equipment assigned to individuals	339	\$45.00	\$15,255.00

**Grand Total: \$52,771.32**



The Parties have executed this Agreement by their authorized representatives as of the last date set forth below.

Target Solutions Learning, LLC d/b/a Vector Solutions  
4890 W. Kennedy Blvd, Suite 300  
Tampa, FL 33609

Spokane Fire Department (WA)  
44 W Riverside Ave  
Spokane, WA 99201

By: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: Mark Fung

Printed Name:

Title: VP of Customer Success, Public Sector

Title:

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## < Business Lookup

### License Information:

[New search](#) [Back to results](#)

**Entity name:** TARGETSOLUTIONS LEARNING, LLC

**Business name:** TARGETSOLUTIONS LEARNING, LLC

**Entity type:** [Limited Liability Company](#)

**UBI #:** 602-898-879

**Business ID:** 001

**Location ID:** 0002

**Location:** Active

**Location address:** 4890 W KENNEDY BLVD  
STE 300  
TAMPA FL 33609-1869

**Mailing address:** 4890 W KENNEDY BLVD  
STE 300  
TAMPA FL 33609-1869

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

### Endorsements

Endorsements held	License #	Count	De	Status	Expiration	First issue
-------------------	-----------	-------	----	--------	------------	-------------

Endorsements held	License #	Count	Details	Status	Expiration	First issue
Spokane General Business - Non-Resident				Active	Jul-31-20	Jul-17-20

## Governing People May include governing people not registered with Secretary of State

Governing people	Title
CHERINS, JONATHAN	
REDVECTOR.COM, LLC	

## Registered Trade Names

Registered trade names	Status	First issued
VECTOR SOLUTIONS	Active	Jun-14-2022

[View Additional Locations](#)

The Business Lookup information is updated nightly. Search date and time: 10/10/2024 12:04:20 PM

### Contact us

How are we doing?  
**Take our survey!**

Don't see what you expected?  
**Check if your browser is supported**





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/31/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


<b>PRODUCER</b> <b>Simkiss &amp; Block</b> 1041 Old Cassatt Road Berwyn, PA 19312	<b>CONTACT NAME:</b> Sarah Haldeman <b>PHONE (A/C, No, Ext):</b> _____ <b>FAX (A/C, No):</b> _____ <b>E-MAIL ADDRESS:</b> shaldeman@simkiss.com
	<b>INSURER(S) AFFORDING COVERAGE</b> <span style="float:right">NAIC #</span>
<b>INSURED</b>  RedVector.com LLC DBA Vector Solutions 4890 W. Kennedy Blvd., Suite 300 Tampa, FL 33609	<b>INSURER A :</b> Valley Forge Insurance Co <span style="float:right">20508</span>
	<b>INSURER B :</b> National Fire Insurance Co of Hartford <span style="float:right">20478</span>
	<b>INSURER C :</b> Continental Casualty Co <span style="float:right">20443</span>
	<b>INSURER D :</b> Continental Insurance Co <span style="float:right">35289</span>
	<b>INSURER E :</b> _____
	<b>INSURER F :</b> _____

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<b>A</b>	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: _____			7094868662	11/1/2024	11/1/2025	EACH OCCURRENCE \$ <b>1,000,000</b>
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>1,000,000</b>
<b>B</b>	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			7094868645	11/1/2024	11/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ <b>1,000,000</b>
							BODILY INJURY (Per person) \$ _____
							BODILY INJURY (Per accident) \$ _____
							PROPERTY DAMAGE (Per accident) \$ _____
<b>C</b>	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ <b>10,000</b>			7094868659	11/1/2024	11/1/2025	EACH OCCURRENCE \$ <b>10,000,000</b>
							AGGREGATE \$ <b>10,000,000</b>
							\$ _____
<b>D</b>	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input checked="" type="checkbox"/> Y / N <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below			7094868676	11/1/2024	11/1/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
							E.L. EACH ACCIDENT \$ <b>1,000,000</b>
							E.L. DISEASE - EA EMPLOYEE \$ <b>1,000,000</b>
							E.L. DISEASE - POLICY LIMIT \$ <b>1,000,000</b>
<b>C</b>	<b>Professional E&amp;O</b>			817110535	11/1/2024	11/1/2025	Per Claim/Aggregate <b>5,000,000</b>
<b>C</b>	<b>Cyber Liability</b>			817110535	11/1/2024	11/1/2025	Per Claim/ Aggregate <b>5,000,000</b>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
City of Spokane, a Washington State Municipal Corp., its officers and employees are additional insured with respect to General Liability if required by written contract subject to terms, conditions, and exclusions of the policy form. The General Liability policy includes an endorsement providing that thirty days' notice of cancellation will be furnished to the Certificate Holder, except for nonpayment of premium, in which case ten days of notice will be given.

<b>CERTIFICATE HOLDER</b>  City of Spokane, a Washington State Municipal Corp. Spokane Fire Department Matt Doval	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  

**Agenda Sheet for City Council:****Committee:** Date: N/A**Committee Agenda type:****Council Meeting Date:** 12/09/2024**Date Rec'd**

12/2/2024

**Clerk's File #**

CPR 2024-0002

**Cross Ref #****Project #****Submitting Dept**

ACCOUNTING &amp; GRANTS

**Bid #****Contact Name/Phone**

JAMIE HALL 625-6005

**Requisition #****Contact E-Mail**

JRHALL@SPOKANECITY.ORG

**Agenda Item Type**

Claim Item

**Council Sponsor(s)****Agenda Item Name**

5600-CLAIMS THRU 11/29/2024

**Agenda Wording**

Report of the Mayor of pending claims & payments of previously approved obligations through: 11/29/2024. Total:\$12,936,547.18 with Parks & Library claims being approved by their respective boards. Claims excluding Parks & Library Total:\$12,759,689.43

**Summary (Background)**

Pages 1-45 Check numbers: 607266 - 607334 Credit Card numbers: 000946- 000973 ACH payment numbers: 135587 - 135769 On file for review in City Clerks Office: 45 Page listing of Claims

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget?

Total Cost

\$

Current Year Cost

\$

Subsequent Year(s) Cost

\$

**Narrative****Amount****Budget Account**

Expense

\$ 12,759,689.43

# Various

Select

\$

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\$

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APPROVAL FUND SUMMARY

FUND	FUND NAME	AMOUNT
0100	GENERAL FUND	544,545.16
1100	STREET FUND	145,804.17
1200	CODE ENFORCEMENT FUND	14,367.96
1300	LIBRARY FUND	81,485.58
1360	MISCELLANEOUS GRANTS FUND	0.00
1380	TRAFFIC CALMING MEASURES	358,572.95
1390	URBAN FORESTRY FUND	507.13
1400	PARKS AND RECREATION FUND	85,815.71
1425	AMERICAN RESCUE PLAN	163,312.88
1440	FIRE GRANTS MISCELLANEOUS	288.22
1460	PARKING METER REVENUE FUND	14,490.90
1500	PATHS AND TRAILS RESERVE FUND	259.77
1560	FORFEITURES & CONTRIBUTION FND	738.00
1620	PUBLIC SAFETY & JUDICIAL GRANT	3,443.69
1625	PUBLIC SAFETY PERSONNEL FUND	27,763.10
1640	COMMUNICATIONS BLDG M&O FUND	2,643.46
1680	CD/HS OPERATIONS	14,010.32
1910	CRIMINAL JUSTICE ASSISTANCE FD	452.92
1940	CHANNEL FIVE EQUIPMENT RESERVE	1,216.39
1970	FIRE/EMS FUND	470,970.08
1980	DEFINED CONTRIBUTION ADMIN FND	18.32
3200	ARTERIAL STREET FUND	348,286.12
4100	WATER DIVISION	1,236,137.70
4250	INTEGRATED CAPITAL MANAGEMENT	759,226.25
4300	SEWER FUND	349,604.03
4480	SOLID WASTE FUND	1,730,298.00
4600	GOLF FUND	12,333.81
4700	DEVELOPMENT SVCS CENTER	42,490.25
5100	FLEET SERVICES FUND	36,531.89
5200	PUBLIC WORKS AND UTILITIES	12,378.24
5300	IT FUND	251,524.46
5310	IT CAPITAL REPLACEMENT FUND	20,383.95
5400	REPROGRAPHICS FUND	2,444.46
5500	PURCHASING & STORES FUND	7,687.24
5600	ACCOUNTING SERVICES	24,675.33
5700	MY SPOKANE	6,831.01
5750	OFFICE OF PERFORMANCE MGMT	5,171.80
5800	RISK MANAGEMENT FUND	72,443.92
5810	WORKERS' COMPENSATION FUND	2,266.08
5820	UNEMPLOYMENT COMPENSATION FUND	71.63
5830	EMPLOYEES BENEFITS FUND	701,727.49
5900	FACILITIES MANAGEMENT FUND OPS	60,390.72
5903	PROPERTY ACQUISITION FIRE	22,318.05
6060	EMPLOYEES' RETIREMENT FUND	3,738.43
6070	FIREFIGHTERS' PENSION FUND	35,107.41
6080	POLICE PENSION FUND	17,033.97
6230	BUILDING CODE RECORDS MGMT	5,285.50
6250	MUNICIPAL COURT	79,164.40
6920	CLAIMS CLEARING FUND	28,145.42
6960	SALARY CLEARING FUND NEW	3,370,907.84
	TOTAL:	11,175,312.11



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CHECK #	VENDOR	CITY	LIBRARY	PARKS
	USE TAX AMOUNTS	5,616.59		
00607266	ASSURANCE FITNESS REPAIR	1,658.98		
00607267	CASCADE ENGINEERING INC	38,656.86		
00607268	CENTURYLINK	578.81		
00607269	NORFOLK IRON & METAL CO	1,470.98		
00607270	COMCAST	175.89		
00607271	DGT ENTERPRISES LLC	5,985.00		
00607272	CDA PLAZA	488.00		
00607273	CAPSTONE CONSTRUCTION COMPAN	402.00		
00607274	ZECHARIAH KROGEN	145.74		
00607275	PARAMOUNT SUPPLY CO	69.93		
00607276	SNW TEC LLC	537.95		
00607277	T-MOBILE	617.75		
00607278	OVERHEAD DOOR CORPORATION	187.04		
00607279	WHEATLEY LEADERSHIP GROUP LL			1,100.00
00607280	BNSF RAILWAY COMPANY	4,966.00		
00607281	WYLIE RHOADS	28,145.42		
00607282	VALERIE WARD	419.42		
00607283	WM RECYCLE AMERICA LLC	120,736.82		
00607284	KRISTEN ZIMMER	348.90		
00607285	AMERICAN LIBRARY ASSN		2,320.00	
00607286	REMELISA CULLITAN		40.87	
00607287	KELLY MILNER HALLS		200.00	
00607288	CAROLYN BETH CAMP		30.00	
00607289	MELANIE HEWITT		75.00	
00607290	STEPHEN PITTERS		50.00	
00607291	ALEXIS M SMITH		600.00	
00607292	T-MOBILE		57.53	
00607293	WASHINGTON TRUST BANK		1,412.22	
00607294	A TO Z RENTALS			136.25
00607295	FLASHPARKING, INC.			292.12
00607296	GRABER MANUFACTURING INC			1,425.28
00607297	JACK RABBIT CREATIONS INC			1,073.20
00607298	BEST WESTERN DOWNTOWN			1,029.00
00607299	THE TORO COMPANY			305.90
00607300	SHERRILL INC			2,018.62
00607301	A TO Z RENTALS	87.53		
00607302	AT&T MOBILITY	26,166.61		
00607303	COMCAST	4,713.43		
00607304	HIP OF SPOKANE COUNTY DBA	90,921.77		
00607305	CRANETECH INC	1,330.17		
00607306	FLOYD FLICK	385.00		
00607307	ADRIAN J GRAY	173.00		
00607308	HACH COMPANY	1,525.70		
00607309	GREGORY HENJUM	15,580.00		
00607310	ICMA RETIREMENT TRUST 457	218,361.27		
00607311	ING LIFE INSURANCE & ANNUITY	156,876.16		
00607312	BILLS HEATING AIR, APPLIANCE	22.00		
00607313	BILLS HEATING, AIR, APPLIANC	30.00		
00607314	COMCAST	305.00		
00607315	KOZ ON WEST 4TH LLC	3,961.01		
00607316	BLACK REALTY MANAGEMENT	38.00		
00607317	PARSONS CONSTRUCTION INC	650.00		

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CHECK #	VENDOR	CITY	LIBRARY	PARKS
00607318	ADAM D MORRISON	900.00		
00607319	M & L SUPPLY CO INC	28,094.99		
00607320	ORKIN	201.64		
00607321	MICHAEL J RABEL	848.41		
00607322	SPOKANE COUNTY PROSECUTING	1,119.27		
00607323	TERRY CARE GROUP LLC	9,780.00		
00607324	UNITED RENTALS NW INC	728.12		
00607325	US BANK OR CITY TREASURER	1,960,409.50		
00607326	WA STATE TREASURER	84,449.90		
00607327	WALTER E NELSON CO	829.57		
00607328	WASHINGTON LEOFF	1,563,354.91		
00607329	WASHINGTON AGGREGATES &	745.00		
00607330	WASTE MANAGEMENT OF WA DBA	293,633.91		
00607331	WELLTOWER PEGASUS TENNANT LL	8,931.00		
00607332	WESTERN STATES POLICE MEDICA	62,615.04		
00607333	WM RECYCLE AMERICA LLC	853.70		
00607334	HABITAT FOR HUMANITY SPOKANE	30,000.00		
70000946	ELJAY OIL CO INC	1,318.63		
70000947	EVERGREEN STATE TOWING LLC	1,310.73		
70000948	GENERAL KINEMATICS CORPORATI	2,562.80		
70000949	NATIONAL COLOR GRAPHICS INC	4,463.55		
70000950	NORCO INC	148.00		
70000951	TITAN TRUCK EQUIPMENT	5,332.52		
70000952	WSF LLC	1,051.12		
70000953	CINTAS CORPORATION		38.15	91.03
70000954	HORIZON DISTRIBUTORS			1,654.80
70000955	NATIONAL COLOR GRAPHICS INC		3,365.19	
70000956	PLANET TURF			1,347.84
70000957	PEROVICH PARTNERS INC			4,508.98
70000958	WESTERN STATES EQUIPMENT CO			2,345.14
70000959	WSF LLC	3,538.19		
70000960	ALASKA RUBBER GROUP INC	69.84		
70000961	NORTHWEST INDUSTRIAL SERVICE			95.00
70000962	ANATEK LABS INC	6,667.00		
70000963	CINTAS CORPORATION	7,211.00		
70000964	FLEET PAINTING INC	21,801.91		
70000965	GALLS LLC	63.64		
70000966	GORDON TRUCK CENTERS INC DBA	81.30		
70000967	HUGHES FIRE EQUIPMENT INC	238.84		
70000968	HYDRAULICS PLUS INC	2,050.06		
70000969	NORCO INC	2,238.84		
70000970	OXARC INC	7,493.33		
70000971	SITEONE LANDSCAPE SUPPLY LLC	101.40		
70000972	PEROVICH PARTNERS INC	3,665.22		
70000973	WSF LLC	2,015.38		
80135587	ACTION MATERIALS	301.13		
80135588	ALSCO DIVISION OF ALSCO INC	3,754.08		
80135589	APSCO LLC	135.17		
80135590	AVISTA UTILITIES	2,052.69		
80135591	BUDINGER & ASSOCIATES INC	3,828.10		
80135592	GRAPHIC EQUIPMENT CORPORATIO	10,832.60		
80135593	CLARK'S CONTAINERS LLC	100.01		
80135594	COLEMAN OIL COMPANY LLC	5,874.94		

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CHECK #	VENDOR	CITY	LIBRARY	PARKS
80135595	COPIERS NORTHWEST INC	476.41		

80135596	DAY WIRELESS SYSTEMS/DIV OF	2,008.66		
80135597	DELL MARKETING LP	28,917.12		
80135598	DEVRIES INFORMATION MANAGEME	18.46		
80135599	THE DRAIN SPECIALISTS	234.35		
80135600	EPSILON TECHNOLOGIES INTERNA	6,535.00		
80135601	EUROFINS ENVIRONMENT TESTING	1,716.00		
80135602	FASTENAL CO	9,925.62		
80135603	GORLEY LOGISTICS LLC	133.07		
80135604	FIRE PROTECTION SPECIALISTS	8,698.20		
80135605	FRANKLIN BRONZE PLAQUES INC	2,726.00		
80135606	H D FOWLER COMPANY	3,970.32		
80135607	HASA INC	15,361.81		
80135608	HASKINS STEEL CO INC	450.78		
80135609	INLAND ENVIRONMENTAL RESOURC	8,054.05		
80135610	KRUEGER SHEET METAL COMPANY	2,878.00		
80135611	KUTAK ROCK LLP	2,500.00		
80135612	MAX J KUNEY COMPANY	383,823.64		
80135613	PETE LIEN & SONS INC	3,003.14		
80135614	PRO MECHANICAL SERVICES INC	2,258.08		
80135615	TERESA S ROSADOVELAZQUEZ	144.00		
80135616	SHI CORP	105,482.64		
80135617	SPOKANE COUNTY TREASURER	491.80		
80135618	COWLES PUBLISHING COMPANY	323.51		
80135619	TWO RIVERS TERMINAL LLC	21,650.63		
80135620	US BANK TRAVEL CARD	29,546.44		
80135621	US BANK OR CITY TREASURER	70,472.07		
80135622	VERIZON WIRELESS	1,441.54		
80135623	THE BABCOCK & WILCOX COMPANY	3,774.63		
80135624	AMY BLACK	471.35		
80135625	ACTION MATERIALS			257.35
80135626	INLAND NW AGC APPRENTICESHIP	25,635.50		
80135627	SPOKANE ENVELOPE LLC			79.42
80135628	AVISTA UTILITIES		17,414.85	
80135629	BAKER & TAYLOR BOOKS		4,173.24	
80135630	BARR-TECH LLC	148,505.91		
80135631	CAMTEK INC		258.88	
80135632	CENGAGE LEARNING INC		187.15	
80135633	THIRD KIND LLC			2,067.50
80135634	COLEMAN OIL COMPANY LLC			1,022.69
80135635	COMPUNET INC	675.00		
80135636	CORE & MAIN LP	44,229.71		
80135637	CHRISTINA COTY	407.00		
80135638	CREEK AT QUALCHAN GOLF COURS			1,308.80
80135639	ENVIRONMENT CONTROL OF SPOKA	6,428.80		
80135640	FULCRUM MANAGEMENT SOLUTIONS		4,541.66	
80135641	GOODALE & BARBIERI COMPANY	5,000.00		
80135642	GROUP 4 ARCHITECTURE,RESEARC		7,647.28	
80135643	KATHERINE MACKENZIE STUART D		100.00	
80135644	INGRAM LIBRARY SERVICES LLC		3,069.99	
80135645	IMPERIAL BAG & PAPER CO LLC			1,135.58
80135646	AMBARARIYA BEST PRICE LLC			71.91
80135647	BART LOGUE	1,902.43		

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CHECK #	VENDOR	CITY	LIBRARY	PARKS
80135648	MIDWEST TAPE		304.14	
80135649	OVERDRIVE INC		13,781.92	
80135650	RIVER CITY GLASS INC		3,794.73	
80135651	ROGUE HEART MEDIA SPC	823.50		
80135652	JANT GROUP II INC			9.72

80135653	SHI CORP			3,152.86
80135654	SMITH WESTERN CO			255.47
80135655	SPECIALTY MOBILE MIX INC			430.55
80135656	SPOKANE TREATMENT AND	9,841.69		
80135657	HESTON HARDWARE			165.12
80135658	SPOKANE ARTS FUND		34,087.70	
80135659	SPOKANE EMERGENCY PHYSICIANS	8,265.98		
80135660	SPOKANE POWER TOOL & HDWE		75.30	78.42
80135661	T & T GOLF MANAGEMENT INC			238.71
80135662	UNITED LABORATORIES INC		610.76	
80135663	US BANK P CARD PAYMENTS	125,244.26		
80135664	VERIZON WIRELESS		49.43	
80135665	WILDROSE LTD dba			2,887.68
80135666	CATHERINE G BAKKEN		27.14	
80135667	KIRA BARKER		18.09	
80135668	GINA COOPER		29.97	
80135669	AMANDA DONOVAN		299.74	
80135670	KEVIN MALEE		2,092.80	
80135671	AMY E MCCOLM	627.73		
80135672	SAMANTHA DAY		137.96	
80135673	LUVIMAE P OMANA	2,200.37		
80135674	EVA SILVERSTONE		70.92	
80135675	LADD D SMITH	525.00		
80135676	CARL D STRONG			192.49
80135677	AFLAC/AMERICAN FAMILY LIFE	21,529.47		
80135678	ALS LABORATORY GROUP	560.00		
80135679	ALSCO DIVISION OF ALSCO INC	1,013.70		72.91
80135680	ASSETWORKS INC	1,436.40		
80135681	ASSOCIATED UNDERWATER SERVIC	24,897.69		
80135682	ATLAS COPCO USA HOLDING INC	62,820.52		
80135683	AVISTA UTILITIES	242,015.52		
80135684	BACON CONCRETE INC	274,486.26		
80135685	INDUSTRIAL SERVICES SOLUTION	38,445.25		
80135687	BUDINGER & ASSOCIATES INC			1,772.75
80135688	CALL2RECYCLE INC	2,147.30		
80135689	CAMERON-REILLY LLC	287,066.48		
80135690	CLARY LONGVIEW LLC	77,516.84		
80135691	COLEMAN OIL COMPANY LLC	10,488.05		
80135692	COLUMBIA ELECTRIC SUPPLY/DIV	1,151.04		
80135693	COMMUNITY FRAMEWORKS	4,725.67		
80135694	COMPUNET INC	107,112.54		
80135695	CONTRACT DESIGN ASSOCIATES I	85.74		
80135696	COWLES PUBLISHING COMPANY	226.20		
80135697	DAVID CLARK COMPANY INC	515.50		
80135698	DELL MARKETING LP	9,272.67		
80135699	DELTA DENTAL OF WASHINGTON	31,455.68		
80135700	DESIGNER DECAL INC	329.14		
80135701	DEVRIES INFORMATION MANAGEME	243.00		

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CHECK #	VENDOR	CITY	LIBRARY	PARKS
80135702	DIGNITARY PROTECTION TEAM FU	240.00		
80135703	THE DRAIN SPECIALISTS	997.35		
80135704	DRY BOX INC	926.52		
80135705	DW EXCAVATING INC	338,011.45		
80135706	EASTSIDE ELECTRIC MOTORS	3,286.26		
80135707	EUROFINS ENVIRONMENT TESTING	232.50		
80135708	FASTENAL CO	4,387.08		
80135709	GORLEY LOGISTICS LLC	24.95		
80135710	FLUME INC	526.47		

80135712	GOODWILL INDUSTRIES OF THE	288,316.76	
80135713	GRAINGER INC	11,825.19	
80135714	HALME CONSTRUCTION INC	340,953.18	
80135715	HDR ENGINEERING INC	7,902.02	
80135716	HELFRICH BROTHERS BOILER WOR	545,588.35	
80135717	DANIEL HIXSON		27,336.33
80135718	INLAND INFRASTRUCTURE LLC	134,761.23	
80135719	PUMPTECH HOLDINGS LLC	4,922.25	
80135720	KAISER FOUNDATION HEALTH PLA	100,776.34	
80135721	KEMIRA WATER SOLUTIONS INC	61,607.01	
80135722	LAWRENCE B STONE PROPERTIES	28,381.73	
80135723	LEVY PREMIUM FOOD SERVICE		10,492.92
80135724	LIFE ASSIST INC	464.34	
80135725	LSB CONSULTING ENGINEERS PLL	6,958.75	
80135726	MARTIN LUTHER KING JR FAMILY	20,911.92	3,483.33
80135727	MCKINSTRY CO LLC	190.75	
80135728	MCMILLEN INC	72,425.00	
80135729	NAPA AUTO PARTS	1,392.98	
80135730	NEPTUNE TECHNOLOGY GROUP INC	180,357.73	
80135731	REPUBLIC SERVICES INC DBA	79,671.24	
80135732	NW LANDSCAPE MAINTENANCE INC	182.03	
80135733	NW MUSEUM OF ARTS & CULTURE/	588.60	
80135734	OAC SERVICES INC	3,995.00	
80135735	OCCUPATIONAL HEALTH SOLUTION	152.00	
80135736	OIL RE-REFINING CO INC	645.75	
80135737	ONLINE CLEANING SERVICES	9,352.20	
80135738	PACER SERVICE CENTER	30.80	
80135739	PARAMETRIX INC	5,740.00	
80135740	PETE LIEN & SONS INC	11,654.49	
80135741	REXEL INC	430.51	
80135742	POMP'S TIRE SERVICE INC	4,690.59	
80135743	POWER CITY ELECTRIC INC	9,630.15	
80135744	PREMERA BLUE CROSS OR	583,465.76	
80135745	PRO DYNAMIC SOLUTIONS	2,727.50	
80135746	PROCLAIM LIBERTY INC	220,780.00	
80135747	REHN & ASSOCIATES	24,041.93	
80135748	ROGUE HEART MEDIA SPC	6,734.92	
80135749	DRI STICK DECAL CORP	8,450.55	
80135750	SAGEVIEW CONSULTING GROUP, L	1,800.00	
80135751	SHI CORP	4,196.40	
80135752	SPOKANE POLICE K-9 MEMBERSHI	175.00	
80135753	SPECIALTY MACHINING & MFG CO	189.49	
80135754	SPOKANE COUNTY TREASURER	178,377.82	
80135755	SPOKANE HOUSING AUTHORITY	970,711.91	

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80135756	STARPLEX CORP	33,458.42		1,959.47
80135757	STERICYCLE INC	504.55		
80135758	SPOKANE POLICE SWAT TEAM	630.00		
80135759	SPOKANE POLICE TACTICAL TEAM	540.00		
80135760	TERRAIN PROGRAMS	46,206.94		
80135761	UNITEC DORSH LLC	1,280.75		
80135762	US BANK TRUST NA	1,186,077.44		
80135763	VERIZON WIRELESS	1,270.70		
80135764	VOLUNTEERS OF AMERICA OF	18,466.00		
80135765	YFA CONNECTIONS	2,083.33		
80135766	ZIPIT WIRELESS INC	6,711.00		
80135767	RICHARD G HUGHES	9.00		
80135768	LOREN MICHAEL MCDEID	180.00		

80135769 RICHARD J SNYDER

	15.98	
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12,759,689.43	100,962.61	75,895.14
		=====
CITYWIDE TOTAL:		12,936,547.18

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HONORABLE MAYOR  
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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

0020 - NONDEPARTMENTAL

KUTAK ROCK LLP	LEGAL SERVICES ACH PMT NO. - 80135611	2,500.00
SPOKANE TREATMENT AND RECOVERY SERVICES	CONTRACTUAL SERVICES ACH PMT NO. - 80135656	9,841.69
US BANK P CARD PAYMENTS	PRINTING/BINDING/REPRO ACH PMT NO. - 80135663	4,826.52
TOTAL FOR 0020 - NONDEPARTMENTAL		17,168.21

0030 - POLICE OMBUDSMAN

AMY E MCCOLM	AIRFARE ACH PMT NO. - 80135671	70.00
AMY E MCCOLM	OTHER TRANSPORTATION EXPENSES ACH PMT NO. - 80135671	202.11
AMY E MCCOLM	PER DIEM ACH PMT NO. - 80135671	355.62
BART LOGUE	LODGING ACH PMT NO. - 80135647	163.62
BART LOGUE	OTHER TRANSPORTATION EXPENSES ACH PMT NO. - 80135647	902.81
BART LOGUE	PER DIEM ACH PMT NO. - 80135647	836.00
CHRISTINA COTY	PER DIEM ACH PMT NO. - 80135637	407.00
DEVRIES INFORMATION MANAGEMENT	MISC SERVICES/CHARGES ACH PMT NO. - 80135598	9.23
LADD D SMITH	AIRFARE ACH PMT NO. - 80135675	70.00
LADD D SMITH	OTHER TRANSPORTATION EXPENSES ACH PMT NO. - 80135675	90.00
LADD D SMITH	PER DIEM ACH PMT NO. - 80135675	365.00
LUVIMAE P OMANA	AIRFARE ACH PMT NO. - 80135673	870.34
LUVIMAE P OMANA	OTHER TRANSPORTATION EXPENSES ACH PMT NO. - 80135673	356.03
LUVIMAE P OMANA	PER DIEM ACH PMT NO. - 80135673	974.00

HONORABLE MAYOR  
AND COUNCIL MEMBERS

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	1,016.72
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US BANK P CARD PAYMENTS	PARKING/TOLLS (LOCAL) ACH PMT NO. - 80135663	200.00
US BANK TRAVEL CARD	AIRFARE ACH PMT NO. - 80135620	70.00
US BANK TRAVEL CARD	LODGING ACH PMT NO. - 80135620	4,804.50
US BANK TRAVEL CARD	OTHER TRANSPORTATION EXPENSES ACH PMT NO. - 80135620	782.82
US BANK TRAVEL CARD	PER DIEM ACH PMT NO. - 80135620	84.38
US BANK TRAVEL CARD	REGISTRATION/SCHOOLING ACH PMT NO. - 80135620	180.00
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	1,466.17
VERIZON WIRELESS	CELL PHONE ACH PMT NO. - 80135763	128.43
TOTAL FOR 0030 - POLICE OMBUDSMAN		----- 14,404.78

0100 - GENERAL FUND

COMCAST ATTN: APSS/ LAURIE DIETZ	PERMIT REFUNDS PAYABLE CHECK NO. - 00607314	305.00
KOZ ON WEST 4TH LLC ATTN: JOSHUA SCOTT	PERMIT REFUNDS PAYABLE CHECK NO. - 00607315	3,961.01
SPOKANE COUNTY PROSECUTING ATTORNEY	COUNTY CRIME VICTIM & WITNESS CHECK NO. - 00607322	1,119.27
US BANK P CARD PAYMENTS	GRANT CASH PASS THRU ACCOUNT ACH PMT NO. - 80135663	1,025.10
US BANK P CARD PAYMENTS	PCARD ADVANCE PYMT REC ACH PMT NO. - 80135663	244,988.38-
TOTAL FOR 0100 - GENERAL FUND		----- 238,578.00-

0230 - CIVIL SERVICE

US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	3,551.69
US BANK P CARD PAYMENTS	ADVERTISING ACH PMT NO. - 80135663	166.98

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	198.18
US BANK P CARD PAYMENTS	NON-TRAVEL MEALS/LGHT RFRSHMT ACH PMT NO. - 80135663	1,484.98
US BANK P CARD PAYMENTS	OFFICE SUPPLIES	

	ACH PMT NO. - 80135663	378.84
US BANK P CARD PAYMENTS	SOFTWARE (NONCAPITALIZED) ACH PMT NO. - 80135663	276.00
US BANK TRAVEL CARD	AIRFARE ACH PMT NO. - 80135620	490.57
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	5,149.59
VERIZON WIRELESS	CELL PHONE ACH PMT NO. - 80135763	128.43
WA STATE DEPT OF REVENUE	SOFTWARE (NONCAPITALIZED) -	24.84

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TOTAL FOR 0230 - CIVIL SERVICE 11,850.10

0260 - CITY CLERK

COWLES PUBLISHING COMPANY DBA THE SPOKESMAN-REVIEW	ADVERTISING ACH PMT NO. - 80135618	27.13
DEVRIES INFORMATION MANAGEMENT	MISC SERVICES/CHARGES ACH PMT NO. - 80135598	9.23
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	1,897.94
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	53.99
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	15.94
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	2,733.38

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TOTAL FOR 0260 - CITY CLERK 4,737.61

0300 - HUMAN SERVICES

US BANK P CARD PAYMENTS	NON-TRAVEL MEALS/LGHT RFRSHMT ACH PMT NO. - 80135663	497.19
US BANK P CARD PAYMENTS	OTHER MISC CHARGES ACH PMT NO. - 80135663	269.89

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

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TOTAL FOR 0300 - HUMAN SERVICES 767.08

0320 - COUNCIL

ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00607310	400.00
STARPLEX CORP	OTHER MISC CHARGES ACH PMT NO. - 80135756	692.55

US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	4,615.34
US BANK P CARD PAYMENTS	NON-TRAVEL MEALS/LGHT RFRSHMT ACH PMT NO. - 80135663	336.00
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	278.79
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135663	17.77
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80135663	28.12
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	6,283.73
TOTAL FOR 0320 - COUNCIL		12,652.30

0330 - PUBLIC AFFAIRS/COMMUNICATIONS

US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	2,446.70
US BANK P CARD PAYMENTS	CONTRACTUAL SERVICES ACH PMT NO. - 80135663	2,742.31
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	3,317.70
TOTAL FOR 0330 - PUBLIC AFFAIRS/COMMUNICATIONS		8,506.71

0370 - ENGINEERING SERVICES

AVISTA UTILITIES	UTILITY LIGHT/POWER SERVICE ACH PMT NO. - 80135683	684.47
DELL MARKETING LP %DELL USA LP	COMPUTERS ACH PMT NO. - 80135698	16,645.77
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	15,067.74

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	696.50
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	603.51
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	170.39
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80135663	200.00
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	22,000.01

WA STATE DEPT OF REVENUE	OPERATING SUPPLIES	8.80
	-	
WASHINGTON AGGREGATES & CONCRETE ASSOCIATION	OTH DUES/SUBSCRIPTNS/MEMBERSHP CHECK NO. - 00607329	745.00
TOTAL FOR 0370 - ENGINEERING SERVICES		56,822.19
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0410 - FINANCE		
-----		
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	2,982.51
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135663	37.29
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	4,301.95
TOTAL FOR 0410 - FINANCE		7,321.75
-----		
0450 - NEIGHBHD HOUSING HUMAN SVCS		
-----		
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	799.15
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	1,149.10
TOTAL FOR 0450 - NEIGHBHD HOUSING HUMAN SVCS		1,948.25
-----		
0470 - HISTORIC PRESERVATION		
-----		
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	629.69
US BANK TRAVEL CARD	LODGING ACH PMT NO. - 80135620	247.98
HONORABLE MAYOR AND COUNCIL MEMBERS		12/02/24 PAGE 7
PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:		
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	905.43
TOTAL FOR 0470 - HISTORIC PRESERVATION		1,783.10
-----		
0480 - OFFICE OF CIVIL RIGHTS		
-----		
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	373.86
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	537.59
TOTAL FOR 0480 - OFFICE OF CIVIL RIGHTS		911.45
-----		

0500 - LEGAL

AVISTA UTILITIES	UTILITY LIGHT/POWER SERVICE ACH PMT NO. - 80135590	712.20
AVISTA UTILITIES	UTILITY NATURAL GAS ACH PMT NO. - 80135590	202.52
GORLEY LOGISTICS LLC dba FIKES NORTHWEST	OPERATING SUPPLIES ACH PMT NO. - 80135709	24.95
PACER SERVICE CENTER	JUDGEMENTS/DAMAGES ACH PMT NO. - 80135738	30.80
SPOKANE COUNTY TREASURER	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135617	435.00
SPOKANE COUNTY TREASURER	TELEPHONE ACH PMT NO. - 80135617	56.80
TERESA S ROSADOVELAZQUEZ	LEGAL SERVICES ACH PMT NO. - 80135615	144.00
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	10,938.31
US BANK P CARD PAYMENTS	CLE TRAVEL ACH PMT NO. - 80135663	1,450.19
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	1,397.40
US BANK P CARD PAYMENTS	MISC SERVICES/CHARGES ACH PMT NO. - 80135663	24.00
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	869.84
US BANK TRAVEL CARD	AIRFARE ACH PMT NO. - 80135620	397.20

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK TRAVEL CARD	REGISTRATION/SCHOOLING ACH PMT NO. - 80135620	1,025.00
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	16,172.87

TOTAL FOR 0500 - LEGAL

-----  
33,881.08

0520 - MAYOR

COWLES PUBLISHING COMPANY dba SPOKESMAN-REVIEW	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135696	226.20
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00607310	100.00
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	2,930.45
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	126.24

US BANK P CARD PAYMENTS	SOFTWARE (NONCAPITALIZED) ACH PMT NO. - 80135663	174.29
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	3,480.13
TOTAL FOR 0520 - MAYOR		7,037.31

0550 - NEIGHBORHOOD SERVICES

US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	1,074.38
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	42.50
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	187.47
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135663	163.39
US BANK P CARD PAYMENTS	PRINTING/BINDING/REPRO ACH PMT NO. - 80135663	275.00
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	1,544.84
TOTAL FOR 0550 - NEIGHBORHOOD SERVICES		3,287.58

0560 - MUNICIPAL COURT

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AND COUNCIL MEMBERS

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00607310	200.00
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	8,617.05
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	88.11
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	74.52
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135663	150.00
US BANK P CARD PAYMENTS	SOFTWARE (NONCAPITALIZED) ACH PMT NO. - 80135663	38.00
US BANK TRAVEL CARD	PER DIEM ACH PMT NO. - 80135620	20.71
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	15,172.44
TOTAL FOR 0560 - MUNICIPAL COURT		24,360.83

0570 - OFFICE OF HEARING EXAMINER

US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS ( CITY )	CHECK NO. - 00607325	514.60
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80135762	762.87
TOTAL FOR 0570 - OFFICE OF HEARING EXAMINER		1,277.47

0620 - HUMAN RESOURCES

US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS ( CITY )	CHECK NO. - 00607325	3,048.59
US BANK P CARD PAYMENTS	MINOR EQUIPMENT	
	ACH PMT NO. - 80135663	21.79
US BANK P CARD PAYMENTS	OFFICE SUPPLIES	
	ACH PMT NO. - 80135663	110.48
US BANK P CARD PAYMENTS	OPERATING SUPPLIES	
	ACH PMT NO. - 80135663	768.44
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80135762	3,705.96
TOTAL FOR 0620 - HUMAN RESOURCES		7,655.26

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

0650 - PLANNING SERVICES

CONTRACT DESIGN ASSOCIATES INC	OFFICE FURNITURE (NON CAPITAL)	
	ACH PMT NO. - 80135695	85.74
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS ( CITY )	CHECK NO. - 00607325	4,740.77
US BANK P CARD PAYMENTS	NON-TRAVEL MEALS/LGHT RFRSHMT	
	ACH PMT NO. - 80135663	277.81
US BANK P CARD PAYMENTS	OFFICE SUPPLIES	
	ACH PMT NO. - 80135663	218.06
US BANK P CARD PAYMENTS	OPERATING SUPPLIES	
	ACH PMT NO. - 80135663	125.08
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP	
	ACH PMT NO. - 80135663	877.92
US BANK P CARD PAYMENTS	PROMOTIONAL SUPPLIES	
	ACH PMT NO. - 80135663	250.10
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING	
	ACH PMT NO. - 80135663	340.64
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80135762	6,932.29
TOTAL FOR 0650 - PLANNING SERVICES		13,848.41

COMCAST	IT/DATA SERVICES CHECK NO. - 00607303	3,008.00
DGT ENTERPRISES LLC DBA SPOKANE TESTING SOLUTIONS	MEDICAL SERVICES CHECK NO. - 00607271	150.00
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00607310	84,375.53
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	55,221.57
US BANK P CARD PAYMENTS	BACKGROUND CHECKS ACH PMT NO. - 80135663	429.25
US BANK P CARD PAYMENTS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80135663	1,283.70
US BANK P CARD PAYMENTS	IT/DATA SERVICES ACH PMT NO. - 80135663	171.91
US BANK P CARD PAYMENTS	MEDICAL SERVICES ACH PMT NO. - 80135663	29.00

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	2,742.46
US BANK P CARD PAYMENTS	MISC SERVICES/CHARGES ACH PMT NO. - 80135663	1,000.00
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	760.43
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	5,446.76
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135663	1,155.80
US BANK P CARD PAYMENTS	POSTAGE ACH PMT NO. - 80135663	59.26
US BANK P CARD PAYMENTS	PROFESSIONAL SERVICES ACH PMT NO. - 80135663	463.25
US BANK P CARD PAYMENTS	PUBLICATIONS ACH PMT NO. - 80135663	453.16
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80135663	1,525.00
US BANK P CARD PAYMENTS	SOFTWARE (NONCAPITALIZED) ACH PMT NO. - 80135663	532.08
US BANK TRAVEL CARD	AIRFARE ACH PMT NO. - 80135620	1,337.02
US BANK TRAVEL CARD	LODGING ACH PMT NO. - 80135620	7,083.89



US BANK TRAVEL CARD	OTHER TRANSPORTATION EXPENSES ACH PMT NO. - 80135620	1,423.34
US BANK TRAVEL CARD	REGISTRATION/SCHOOLING ACH PMT NO. - 80135620	810.00
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	36,397.11
WA STATE DEPT OF REVENUE	EQUIPMENT REPAIRS/MAINTENANCE -	115.53
WA STATE DEPT OF REVENUE	MINOR EQUIPMENT -	78.75
WA STATE DEPT OF REVENUE	OPERATING SUPPLIES -	47.18
WA STATE DEPT OF REVENUE	SOFTWARE MAINTENANCE -	603.99
WA STATE DEPT OF REVENUE	SOFTWARE (NONCAPITALIZED) -	19.44

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

WASHINGTON LEOFF DEPT OF RETIREMENT SYSTEMS	PENSION LEOFF II CHECK NO. - 00607328	301,797.86
ZIPIT WIRELESS INC	SOFTWARE MAINTENANCE ACH PMT NO. - 80135766	6,711.00
TOTAL FOR 0680 - POLICE		----- 515,232.27

0690 - COMMUNITY JUSTICE SERVICES

US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	5,923.35
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	775.67
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135663	260.00
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	8,569.10
TOTAL FOR 0690 - COMMUNITY JUSTICE SERVICES		----- 15,528.12

0700 - PUBLIC DEFENDER

AVISTA UTILITIES	UTILITY LIGHT/POWER SERVICE ACH PMT NO. - 80135590	712.20
AVISTA UTILITIES	UTILITY NATURAL GAS ACH PMT NO. - 80135590	202.53
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	7,807.57

US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	99.16
US BANK P CARD PAYMENTS	MISC SERVICES/CHARGES ACH PMT NO. - 80135663	33.14
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	560.42
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	10,802.85
TOTAL FOR 0700 - PUBLIC DEFENDER		----- 20,217.87

0750 - COMMUNITY/ECONOMIC DEV SVC

US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	739.10
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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135663	20.00
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80135663	80.00
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	1,084.33
TOTAL FOR 0750 - COMMUNITY/ECONOMIC DEV SVC		----- 1,923.43

1100 - STREET FUND

ASSURANCE FITNESS REPAIR	EQUIPMENT REPAIRS/MAINTENANCE CHECK NO. - 00607266	552.99
DGT ENTERPRISES LLC DBA SPOKANE TESTING SOLUTIONS	MEDICAL SERVICES CHECK NO. - 00607271	850.00
NATIONAL COLOR GRAPHICS INC	PRINTING/BINDING/REPRO CREDIT CARD PMT NO. - 70000949	4,463.55
REPUBLIC SERVICES INC DBA NRC ENVIRONMENTAL SERVICES INC	CONTRACTUAL SERVICES ACH PMT NO. - 80135731	79,671.24
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	21,798.25
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	54.75
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	93.28
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	2,775.87
US BANK P CARD PAYMENTS	PERSONAL PROTECTIVE EQUIPMENT ACH PMT NO. - 80135663	105.09
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING	

	ACH PMT NO. - 80135663	28.12
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135663	4,272.39
US BANK P CARD PAYMENTS	SMALL TOOLS ACH PMT NO. - 80135663	63.79
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	31,074.85
TOTAL FOR 1100 - STREET FUND		145,804.17

1200 - CODE ENFORCEMENT FUND

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

CLARK'S CONTAINERS LLC	OPERATING RENTALS/LEASES ACH PMT NO. - 80135593	100.01
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	5,150.29
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	457.79
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	190.82
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	107.45
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	7,612.42
VERIZON WIRELESS	CELL PHONE ACH PMT NO. - 80135622	749.18
TOTAL FOR 1200 - CODE ENFORCEMENT FUND		14,367.96

1300 - LIBRARY FUND

US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	20,950.53
US BANK P CARD PAYMENTS	CHEMICAL/LAB SUPPLIES ACH PMT NO. - 80135663	545.53
US BANK P CARD PAYMENTS	CONTRACTUAL SERVICES ACH PMT NO. - 80135663	11,033.59
US BANK P CARD PAYMENTS	IT/DATA SERVICES ACH PMT NO. - 80135663	2,007.97
US BANK P CARD PAYMENTS	LIBRARY BOOKS/OTHER MATERIALS ACH PMT NO. - 80135663	291.45
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	639.74
US BANK P CARD PAYMENTS	MISC REPAIRS/MAINTENANCE ACH PMT NO. - 80135663	130.22

US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	9,560.84
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135663	2,776.24
US BANK P CARD PAYMENTS	PROFESSIONAL SERVICES ACH PMT NO. - 80135663	108.99
US BANK P CARD PAYMENTS	RECREATIONAL SUPPLIES ACH PMT NO. - 80135663	3,277.64

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80135663	119.00
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135663	1,125.84
US BANK P CARD PAYMENTS	SAFETY SUPPLIES ACH PMT NO. - 80135663	870.44
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	28,038.18
WA STATE DEPT OF REVENUE	LIBRARY BOOKS/OTHER MATERIALS -	6.29
WA STATE DEPT OF REVENUE	RECREATIONAL SUPPLIES -	3.09
TOTAL FOR 1300 - LIBRARY FUND		81,485.58

1360 - MISCELLANEOUS GRANTS FUND

US BANK P CARD PAYMENTS	GRANT CASH PASS THRU ACCOUNT ACH PMT NO. - 80135663	1,025.10-
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	341.70
US BANK P CARD PAYMENTS	PROFESSIONAL SERVICES ACH PMT NO. - 80135663	683.40
TOTAL FOR 1360 - MISCELLANEOUS GRANTS FUND		0.00

1380 - TRAFFIC CALMING MEASURES

BACON CONCRETE INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80135684	215,016.76
BACON CONCRETE INC	CONTRACTUAL SERVICES ACH PMT NO. - 80135684	59,469.50
INLAND INFRASTRUCTURE LLC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80135718	83,471.68
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	252.27

US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80135762	362.74

TOTAL FOR 1380 - TRAFFIC CALMING MEASURES		358,572.95
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1390 - URBAN FORESTRY FUND

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS ( CITY )	CHECK NO. - 00607325	208.02
US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80135762	299.11

TOTAL FOR 1390 - URBAN FORESTRY FUND		507.13
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1400 - PARKS AND RECREATION FUND

COMCAST	IT/DATA SERVICES	
	CHECK NO. - 00607303	401.65
DGT ENTERPRISES LLC	BACKGROUND CHECKS	
DBA SPOKANE TESTING SOLUTIONS	CHECK NO. - 00607271	1,310.00
US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS ( CITY )	CHECK NO. - 00607325	28,494.60
US BANK P CARD PAYMENTS	ADVERTISING	
	ACH PMT NO. - 80135663	1,614.87
US BANK P CARD PAYMENTS	CLOTHING	
	ACH PMT NO. - 80135663	22.31
US BANK P CARD PAYMENTS	EQUIPMENT REPAIRS/MAINTENANCE	
	ACH PMT NO. - 80135663	1,591.05
US BANK P CARD PAYMENTS	GENERAL REPAIRS/MAINT	
	ACH PMT NO. - 80135663	559.06
US BANK P CARD PAYMENTS	ITEMS PURCHASED FOR INVENTORY	
	ACH PMT NO. - 80135663	4,140.53
US BANK P CARD PAYMENTS	IT/DATA SERVICES	
	ACH PMT NO. - 80135663	43.70
US BANK P CARD PAYMENTS	MINOR EQUIPMENT	
	ACH PMT NO. - 80135663	974.52
US BANK P CARD PAYMENTS	NON-TRAVEL MEALS/LGHT RFRSHMT	
	ACH PMT NO. - 80135663	653.57
US BANK P CARD PAYMENTS	OFFICE SUPPLIES	
	ACH PMT NO. - 80135663	2,192.83
US BANK P CARD PAYMENTS	OPERATING SUPPLIES	
	ACH PMT NO. - 80135663	4,466.95
US BANK P CARD PAYMENTS	OTHER MISC CHARGES	
	ACH PMT NO. - 80135663	214.10
US BANK P CARD PAYMENTS	RECREATIONAL SUPPLIES	

	ACH PMT NO. - 80135663	3,974.99
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80135663	133.70

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	REPAIRS/MAINTENANCE ACH PMT NO. - 80135663	2,112.67
US BANK P CARD PAYMENTS	SMALL TOOLS ACH PMT NO. - 80135663	125.63-
US BANK TRAVEL CARD	LODGING ACH PMT NO. - 80135620	337.88
US BANK TRAVEL CARD	OTHER TRANSPORTATION EXPENSES ACH PMT NO. - 80135620	135.14
US BANK TRAVEL CARD	PER DIEM ACH PMT NO. - 80135620	69.71
US BANK TRAVEL CARD	REGISTRATION/SCHOOLING ACH PMT NO. - 80135620	1,227.75
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	31,154.89
WA STATE DEPT OF REVENUE	EQUIPMENT REPAIRS/MAINTENANCE -	35.23
WA STATE DEPT OF REVENUE	OPERATING SUPPLIES -	79.64
TOTAL FOR 1400 - PARKS AND RECREATION FUND		85,815.71

1425 - AMERICAN RESCUE PLAN

HIP OF SPOKANE COUNTY DBA COMMUNITY MINDED ENTERPRISES	CONTRACTUAL SERVICES CHECK NO. - 00607304	90,921.77
INLAND NW AGC APPRENTICESHIP TRAINING TRUST	CONTRACTUAL SERVICES ACH PMT NO. - 80135626	25,635.50
TERRAIN PROGRAMS	CONTRACTUAL SERVICES ACH PMT NO. - 80135760	46,206.94
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	168.25
US BANK P CARD PAYMENTS	VEHICLES ACH PMT NO. - 80135663	380.42
TOTAL FOR 1425 - AMERICAN RESCUE PLAN		163,312.88

1440 - FIRE GRANTS MISCELLANEOUS

US BANK P CARD PAYMENTS	PROMOTIONAL SUPPLIES ACH PMT NO. - 80135663	288.22
TOTAL FOR 1440 - FIRE GRANTS MISCELLANEOUS		288.22

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

1460 - PARKING METER REVENUE FUND

COPIERS NORTHWEST INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80135595	75.29
DRY BOX INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80135704	926.52
PEROVICH PARTNERS INC dba SPEEDPRO IMAGING	OPERATING SUPPLIES CREDIT CARD PMT NO. - 70000972	3,665.22
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	3,078.66
US BANK P CARD PAYMENTS	CLOTHING ACH PMT NO. - 80135663	260.00
US BANK P CARD PAYMENTS	LEGAL SERVICES ACH PMT NO. - 80135663	18.45
US BANK P CARD PAYMENTS	NON-TRAVEL MEALS/LGHT RFRSHMT ACH PMT NO. - 80135663	94.97
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	296.66
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	551.48
US BANK P CARD PAYMENTS	POSTAGE ACH PMT NO. - 80135663	152.98
US BANK P CARD PAYMENTS	PRINTING/BINDING/REPRO ACH PMT NO. - 80135663	323.05
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	4,435.28
VERIZON WIRELESS	CELL PHONE ACH PMT NO. - 80135763	492.31
VERIZON WIRELESS	IT/DATA SERVICES ACH PMT NO. - 80135763	120.03
TOTAL FOR 1460 - PARKING METER REVENUE FUND		14,490.90

1500 - PATHS AND TRAILS RESERVE FUND

US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	259.77
TOTAL FOR 1500 - PATHS AND TRAILS RESERVE FUND		259.77

1560 - FORFEITURES & CONTRIBUTION FND

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135663	250.00
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80135663	488.00
TOTAL FOR 1560 - FORFEITURES & CONTRIBUTION FND		738.00

1620 - PUBLIC SAFETY & JUDICIAL GRANT

ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00607310	468.74
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	178.33
WASHINGTON LEOFF DEPT OF RETIREMENT SYSTEMS	PENSION LEOFF II CHECK NO. - 00607328	2,796.62
TOTAL FOR 1620 - PUBLIC SAFETY & JUDICIAL GRANT		3,443.69

1625 - PUBLIC SAFETY PERSONNEL FUND

ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00607310	230.00
ING LIFE INSURANCE & ANNUITY OR CITY OF SPOKANE TREASURER	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00607311	4,534.44
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	1,511.67
WASHINGTON LEOFF DEPT OF RETIREMENT SYSTEMS	PENSION LEOFF II CHECK NO. - 00607328	21,486.99
TOTAL FOR 1625 - PUBLIC SAFETY PERSONNEL FUND		27,763.10

1640 - COMMUNICATIONS BLDG M&O FUND

ENVIRONMENT CONTROL OF SPOKANE	LAUNDRY/JANITORIAL SERVICES ACH PMT NO. - 80135639	2,525.60
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	29.23
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135663	88.63
TOTAL FOR 1640 - COMMUNICATIONS BLDG M&O FUND		2,643.46

1680 - CD/HS OPERATIONS

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK OR CITY TREASURER	SOCIAL SECURITY
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EMP BENEFITS ( CITY )	CHECK NO. - 00607325	5,949.45
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	141.15
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	7,919.72
TOTAL FOR 1680 - CD/HS OPERATIONS		14,010.32

1910 - CRIMINAL JUSTICE ASSISTANCE FD

US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	182.32
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	270.60
TOTAL FOR 1910 - CRIMINAL JUSTICE ASSISTANCE FD		452.92

1940 - CHANNEL FIVE EQUIPMENT RESERVE

US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	1,216.39
TOTAL FOR 1940 - CHANNEL FIVE EQUIPMENT RESERVE		1,216.39

1970 - FIRE/EMS FUND

A TO Z RENTALS	OPERATING RENTALS/LEASES CHECK NO. - 00607301	87.53
ALASKA RUBBER GROUP INC DBA ARG INDUSTRIAL	VEHICLE REPAIR & MAINT SUPPLY CREDIT CARD PMT NO. - 70000960	69.84
ALSCO DIVISION OF ALSCO INC	LAUNDRY/JANITORIAL SERVICES ACH PMT NO. - 80135679	68.23
AT&T MOBILITY	CELL PHONE CHECK NO. - 00607302	12,568.88
AT&T MOBILITY	IT/DATA SERVICES CHECK NO. - 00607302	13,708.93
AT&T MOBILITY	MINOR EQUIPMENT CHECK NO. - 00607302	5.56-
AT&T MOBILITY	SMART PHONES, IPAD, TABLETS CHECK NO. - 00607302	22.24-
BLACK REALTY MANAGEMENT 801 W RIVERSIDE AVE	PERMIT REFUNDS PAYABLE CHECK NO. - 00607316	38.00

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

COLEMAN OIL COMPANY LLC	MOTOR FUEL-OUTSIDE VENDOR ACH PMT NO. - 80135691	10,488.05
COMCAST	IT/DATA SERVICES CHECK NO. - 00607303	310.88

CRANETECH INC	EQUIPMENT REPAIRS/MAINTENANCE CHECK NO. - 00607305	1,330.17
DAVID CLARK COMPANY INC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80135697	515.50
DEVRIES INFORMATION MANAGEMENT	MISC SERVICES/CHARGES ACH PMT NO. - 80135701	243.00
DGT ENTERPRISES LLC DBA SPOKANE TESTING SOLUTIONS	MEDICAL SERVICES CHECK NO. - 00607271	245.00
ENVIRONMENT CONTROL OF SPOKANE	LAUNDRY/JANITORIAL SERVICES ACH PMT NO. - 80135639	3,903.20
FASTENAL CO	OPERATING SUPPLIES ACH PMT NO. - 80135708	1,124.27
FASTENAL CO	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135708	98.02
FASTENAL CO	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80135708	97.74
GALLS LLC	CLOTHING CREDIT CARD PMT NO. - 70000965	63.64
GORDON TRUCK CENTERS INC DBA PACIFIC TRUCK CENTERS	VEHICLE REPAIR & MAINT SUPPLY CREDIT CARD PMT NO. - 70000966	81.30
HUGHES FIRE EQUIPMENT INC	VEHICLE REPAIR & MAINT SUPPLY CREDIT CARD PMT NO. - 70000967	238.84
ICMA RETIREMENT TRUST 457 % FIRST NATIONAL BANK OF MD	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00607310	8,412.22
ING LIFE INSURANCE & ANNUITY OR CITY OF SPOKANE TREASURER	DEFERRED COMPENSATION-MATCHING CHECK NO. - 00607311	54,163.11
LIFE ASSIST INC	SAFETY SUPPLIES ACH PMT NO. - 80135724	464.34
NAPA AUTO PARTS GENUINE PARTS CO	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80135729	1,286.54
NORCO INC	OPERATING SUPPLIES CREDIT CARD PMT NO. - 70000969	922.63
NORCO INC	SAFETY SUPPLIES CREDIT CARD PMT NO. - 70000969	242.00
NW LANDSCAPE MAINTENANCE INC DBA DARNALL SPRINKLERS	LANDSCAPE/GROUNDS MAINT ACH PMT NO. - 80135732	182.03

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

OVERHEAD DOOR CORPORATION DBA WAYNE DALTON SALES &	BUILDING REPAIRS/MAINTENANCE CHECK NO. - 00607278	130.80
OVERHEAD DOOR CORPORATION DBA WAYNE DALTON SALES &	REPAIR & MAINTENANCE SUPPLIES CHECK NO. - 00607278	56.24
POMP'S TIRE SERVICE INC	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80135742	4,099.82

POMP'S TIRE SERVICE INC	VEHICLE REPAIRS/MAINT ACH PMT NO. - 80135742	590.77
POWER CITY ELECTRIC INC	BUILDING REPAIRS/MAINTENANCE ACH PMT NO. - 80135743	9,630.15
PRO MECHANICAL SERVICES INC	BUILDING REPAIRS/MAINTENANCE ACH PMT NO. - 80135614	1,798.52
PRO MECHANICAL SERVICES INC	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135614	459.56
REXEL INC DBA PLATT ELECTRIC SUPPLY	OPERATING SUPPLIES ACH PMT NO. - 80135741	430.51
SPOKANE EMERGENCY PHYSICIANS INC	CONTRACTUAL SERVICES ACH PMT NO. - 80135659	8,265.98
STERICYCLE INC DBA SHRED-IT	HAZARDOUS WASTE DISPOSAL ACH PMT NO. - 80135757	504.55
THE DRAIN SPECIALISTS	BUILDING REPAIRS/MAINTENANCE ACH PMT NO. - 80135703	1,215.35
THE DRAIN SPECIALISTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135703	16.35
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	32,271.60
US BANK P CARD PAYMENTS	BANK FEES ACH PMT NO. - 80135663	59.10
US BANK P CARD PAYMENTS	CELL PHONE ACH PMT NO. - 80135663	554.35
US BANK P CARD PAYMENTS	CLOTHING ACH PMT NO. - 80135663	603.86
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	2,796.84
US BANK P CARD PAYMENTS	MOTOR FUEL-OUTSIDE VENDOR ACH PMT NO. - 80135663	30.48
US BANK P CARD PAYMENTS	NON-TRAVEL MEALS/LGHT RFRSHMT ACH PMT NO. - 80135663	13.34
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	530.51

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	4,639.05
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135663	217.12
US BANK P CARD PAYMENTS	POSTAGE ACH PMT NO. - 80135663	179.89
US BANK P CARD PAYMENTS	PUBLICATIONS ACH PMT NO. - 80135663	318.23
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING	

	ACH PMT NO. - 80135663	550.00
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135663	1,339.75
US BANK P CARD PAYMENTS	SOFTWARE MAINTENANCE ACH PMT NO. - 80135663	10.31
US BANK P CARD PAYMENTS	UTIL GARBAGE/WASTE REMOVAL ACH PMT NO. - 80135663	28.85
US BANK P CARD PAYMENTS	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80135663	2,892.45
US BANK TRAVEL CARD	AIRFARE ACH PMT NO. - 80135620	272.98
US BANK TRAVEL CARD	LODGING ACH PMT NO. - 80135620	1,449.17
US BANK TRAVEL CARD	OTHER TRANSPORTATION EXPENSES ACH PMT NO. - 80135620	284.18
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	9,213.68
WA STATE DEPT OF REVENUE	MINOR EQUIPMENT -	152.99
WA STATE DEPT OF REVENUE	PUBLICATIONS -	4.12
WA STATE DEPT OF REVENUE	VEHICLE REPAIR & MAINT SUPPLY -	4.79
WASHINGTON LEOFF DEPT OF RETIREMENT SYSTEMS	PENSION LEOFF II CHECK NO. - 00607328	274,427.75
TOTAL FOR 1970 - FIRE/EMS FUND		470,970.08

1980 - DEFINED CONTRIBUTION ADMIN FND

US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	18.32
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TOTAL FOR 1980 - DEFINED CONTRIBUTION ADMIN FND	18.32
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3200 - ARTERIAL STREET FUND

CAMERON-REILLY LLC	CONTRACTUAL SERVICES ACH PMT NO. - 80135689	287,066.48
FRANKLIN BRONZE PLAQUES INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80135605	2,726.00
INLAND INFRASTRUCTURE LLC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80135718	51,289.55
LSB CONSULTING ENGINEERS PLLC	CONTRACTUAL SERVICES ACH PMT NO. - 80135725	6,958.75

WA STATE DEPT OF REVENUE	CONSTRUCTION OF FIXED ASSETS	245.34
	-	
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TOTAL FOR 3200 - ARTERIAL STREET FUND		348,286.12

4100 - WATER DIVISION

ADAM D MORRISON 7103 N SKYLINE DR	REFUNDS CHECK NO. - 00607318	900.00
ASSOCIATED UNDERWATER SERVICES INC	CONTRACTUAL SERVICES ACH PMT NO. - 80135681	24,897.69
AVISTA UTILITIES	UTILITY LIGHT/POWER SERVICE ACH PMT NO. - 80135683	230,035.08
AVISTA UTILITIES	UTILITY NATURAL GAS ACH PMT NO. - 80135683	683.32
CLARY LONGVIEW LLC DBA BUD CLARY FORD/HYUNDAI	MACHINERY/EQUIPMENT ACH PMT NO. - 80135690	77,516.84
DGT ENTERPRISES LLC DBA SPOKANE TESTING SOLUTIONS	MEDICAL SERVICES CHECK NO. - 00607271	1,250.00
FASTENAL CO	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135708	6,337.41
FIRE PROTECTION SPECIALISTS LLC	REPAIRS/MAINTENANCE ACH PMT NO. - 80135604	8,698.20
FLUME INC	CONTRACTUAL SERVICES ACH PMT NO. - 80135710	526.47
GORLEY LOGISTICS LLC dba FIKES NORTHWEST	CONTRACTUAL SERVICES ACH PMT NO. - 80135603	49.90
H D FOWLER COMPANY	INVENTORY PURCHASES FOR WATER ACH PMT NO. - 80135606	3,970.32

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

HASKINS STEEL CO INC	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135608	450.78
KRISTEN ZIMMER	PER DIEM CHECK NO. - 00607284	348.90
M & L SUPPLY CO INC	INVENTORY PURCHASES FOR WATER CHECK NO. - 00607319	28,094.99
MAX J KUNEY COMPANY	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80135612	383,823.64
MCMILLEN INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80135728	72,425.00
NEPTUNE TECHNOLOGY GROUP INC	MACHINERY/EQUIPMENT ACH PMT NO. - 80135730	180,357.73
NORFOLK IRON & METAL CO DBA CDA METALS	REPAIR & MAINTENANCE SUPPLIES CHECK NO. - 00607269	1,470.98

OXARC INC	OPERATING SUPPLIES CREDIT CARD PMT NO. - 70000970	4,982.57
ROGUE HEART MEDIA SPC	CONTRACTUAL SERVICES ACH PMT NO. - 80135748	6,734.92
SITEONE LANDSCAPE SUPPLY LLC	REPAIR & MAINTENANCE SUPPLIES CREDIT CARD PMT NO. - 70000971	101.40
TITAN TRUCK EQUIPMENT	REPAIR & MAINTENANCE SUPPLIES CREDIT CARD PMT NO. - 70000951	5,332.52
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	40,040.19
US BANK P CARD PAYMENTS	CHEMICAL/LAB SUPPLIES ACH PMT NO. - 80135663	211.50
US BANK P CARD PAYMENTS	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80135663	148.10
US BANK P CARD PAYMENTS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80135663	539.55
US BANK P CARD PAYMENTS	INVENTORY PURCHASES FOR WATER ACH PMT NO. - 80135663	3,386.37
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	3,713.30
US BANK P CARD PAYMENTS	OFFICE FURNITURE (NON CAPITAL) ACH PMT NO. - 80135663	305.19
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	1,226.93
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	1,398.37

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	PRINTING/BINDING/REPRO ACH PMT NO. - 80135663	310.50
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80135663	1,766.99
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135663	80,245.31
US BANK P CARD PAYMENTS	REPAIRS/MAINTENANCE ACH PMT NO. - 80135663	1,134.60
US BANK P CARD PAYMENTS	SOFTWARE (NONCAPITALIZED) ACH PMT NO. - 80135663	2,070.98
US BANK TRAVEL CARD	AIRFARE ACH PMT NO. - 80135620	365.96
US BANK TRAVEL CARD	LODGING ACH PMT NO. - 80135620	2,577.87
US BANK TRAVEL CARD	OTHER TRANSPORTATION EXPENSES ACH PMT NO. - 80135620	142.47
US BANK TRUST NA	RETIREMENT	

OR CITY OF SPOKANE	ACH PMT NO. - 80135762	57,453.21
WA STATE DEPT OF REVENUE	PRINTING/BINDING/REPRO -	27.95
WA STATE DEPT OF REVENUE	REPAIR & MAINTENANCE SUPPLIES -	83.70
TOTAL FOR 4100 - WATER DIVISION		----- 1,236,137.70

4250 - INTEGRATED CAPITAL MANAGEMENT

BNSF RAILWAY COMPANY	CONSTRUCTION OF FIXED ASSETS	
JLL RAIL PRACTICE GROUP	CHECK NO. - 00607280	4,966.00
BUDINGER & ASSOCIATES INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80135591	3,828.10
CORE & MAIN LP	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80135636	44,229.71
DELL MARKETING LP %DELL USA LP	MINOR EQUIPMENT ACH PMT NO. - 80135698	262.13
DW EXCAVATING INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80135705	338,011.45
HALME CONSTRUCTION INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80135714	340,953.18
OAC SERVICES INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80135734	3,995.00

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

PARAMETRIX INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80135739	5,740.00
SHI CORP	SOFTWARE (NONCAPITALIZED) ACH PMT NO. - 80135751	2,915.84
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	5,042.46
US BANK P CARD PAYMENTS	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80135663	15.24
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	283.73
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	165.23
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135663	752.75
US BANK P CARD PAYMENTS	PUBLICATIONS ACH PMT NO. - 80135663	98.50
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80135663	303.12
US BANK TRAVEL CARD	AIRFARE ACH PMT NO. - 80135620	407.07

US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80135762	7,256.74

TOTAL FOR 4250 - INTEGRATED CAPITAL MANAGEMENT		759,226.25
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4310 - SEWER MAINTENANCE DIVISION

AVISTA UTILITIES	UTILITY LIGHT/POWER SERVICE ACH PMT NO. - 80135590	21.00
DGT ENTERPRISES LLC DBA SPOKANE TESTING SOLUTIONS	MEDICAL SERVICES CHECK NO. - 00607271	400.00
T-MOBILE	CELL PHONE CHECK NO. - 00607277	588.00
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	12,279.12
US BANK P CARD PAYMENTS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80135663	633.78
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	12.83
US BANK P CARD PAYMENTS	MINOR SAFETY EQUIPMENT ACH PMT NO. - 80135663	181.84

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	MISC REPAIRS/MAINTENANCE ACH PMT NO. - 80135663	368.67
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	202.91
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	8,779.41
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135663	520.00
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135663	279.19
US BANK P CARD PAYMENTS	SAFETY SUPPLIES ACH PMT NO. - 80135663	2,116.36
US BANK P CARD PAYMENTS	SMALL TOOLS ACH PMT NO. - 80135663	294.20
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	17,741.32
WSF LLC dba WESTERN SYSTEMS &	EQUIPMENT REPAIRS/MAINTENANCE CREDIT CARD PMT NO. - 70000973	5,553.57

TOTAL FOR 4310 - SEWER MAINTENANCE DIVISION		49,972.20
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4320 - RIVERSIDE PARK RECLAMATION FAC



ADRIAN J GRAY	PERMITS/OTHER FEES CHECK NO. - 00607307	173.00
ALS LABORATORY GROUP	TESTING SERVICES ACH PMT NO. - 80135678	560.00
APSCO LLC	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135589	135.17
AVISTA UTILITIES	UTILITY LIGHT/POWER SERVICE ACH PMT NO. - 80135683	292.13
AVISTA UTILITIES	UTILITY NATURAL GAS ACH PMT NO. - 80135683	16.16
CENTURYLINK	TELEPHONE CHECK NO. - 00607268	91.53
CINTAS CORPORATION	LAUNDRY/JANITORIAL SERVICES CREDIT CARD PMT NO. - 70000963	7,211.00
COLEMAN OIL COMPANY LLC	MOTOR FUEL-OUTSIDE VENDOR ACH PMT NO. - 80135594	5,874.94
COLUMBIA ELECTRIC SUPPLY/DIV CONSOLIDATED ELECTRICAL	OPERATING SUPPLIES ACH PMT NO. - 80135692	1,151.04

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

DESIGNER DECAL INC	SAFETY SUPPLIES ACH PMT NO. - 80135700	329.14
DGT ENTERPRISES LLC DBA SPOKANE TESTING SOLUTIONS	MEDICAL SERVICES CHECK NO. - 00607271	50.00
EUROFINS ENVIRONMENT TESTING NORTHWEST LLC	TESTING SERVICES ACH PMT NO. - 80135707	1,948.50
FASTENAL CO	SAFETY SUPPLIES ACH PMT NO. - 80135708	903.93
GRAINGER INC	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135713	7,336.13
GRAPHIC EQUIPMENT CORPORATION DBA CHARTER MACHINE COMPANY	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135592	10,832.60
HACH COMPANY AMERICAN SIGMA	EQUIPMENT REPAIRS/MAINTENANCE CHECK NO. - 00607308	1,525.70
HASA INC	CHEMICAL/LAB SUPPLIES ACH PMT NO. - 80135607	15,361.81
INLAND ENVIRONMENTAL RESOURCES INC	CHEMICAL/LAB SUPPLIES ACH PMT NO. - 80135609	8,054.05
KEMIRA WATER SOLUTIONS INC	CHEMICAL/LAB SUPPLIES ACH PMT NO. - 80135721	61,607.01
LOREN MICHAEL MCDEID	MINOR SAFETY EQUIPMENT ACH PMT NO. - 80135768	180.00
NORCO INC	OPERATING RENTALS/LEASES CREDIT CARD PMT NO. - 70000950	148.00
OCCUPATIONAL HEALTH SOLUTIONS	MISC SERVICES/CHARGES	

INC	ACH PMT NO. - 80135735	68.00
OXARC INC	CHEMICAL/LAB SUPPLIES CREDIT CARD PMT NO. - 70000970	2,510.76
PUMPTECH HOLDINGS LLC DBA K & N AN IMPEL COMPANY	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135719	4,922.25
TWO RIVERS TERMINAL LLC	CHEMICAL/LAB SUPPLIES ACH PMT NO. - 80135619	21,650.63
T-MOBILE	CELL PHONE CHECK NO. - 00607277	29.75
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	33,776.85
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	3,198.06
US BANK P CARD PAYMENTS	MINOR SAFETY EQUIPMENT ACH PMT NO. - 80135663	1,685.52

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	633.11
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	10,941.14
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80135663	1,385.62
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135663	5,829.75
US BANK P CARD PAYMENTS	SAFETY SUPPLIES ACH PMT NO. - 80135663	270.20
US BANK P CARD PAYMENTS	SMALL TOOLS ACH PMT NO. - 80135663	1,420.87
US BANK TRAVEL CARD	LODGING ACH PMT NO. - 80135620	1,181.83
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	48,954.09
VALERIE WARD	OTHER TRANSPORTATION EXPENSES CHECK NO. - 00607282	419.42
WA STATE DEPT OF REVENUE	OPERATING SUPPLIES -	22.60
WA STATE DEPT OF REVENUE	REGISTRATION/SCHOOLING -	12.42
WA STATE DEPT OF REVENUE	REPAIR & MAINTENANCE SUPPLIES -	1,006.54
WA STATE DEPT OF REVENUE	SMALL TOOLS -	24.16

TOTAL FOR 4320 - RIVERSIDE PARK RECLAMATION FAC

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263,725.41

4330 - STORMWATER

AVISTA UTILITIES	UTILITY LIGHT/POWER SERVICE ACH PMT NO. - 80135590	202.24
DGT ENTERPRISES LLC DBA SPOKANE TESTING SOLUTIONS	MEDICAL SERVICES CHECK NO. - 00607271	380.00
ROGUE HEART MEDIA SPC	CONTRACTUAL SERVICES ACH PMT NO. - 80135651	823.50
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	6,192.05
US BANK P CARD PAYMENTS	PRINTING/BINDING/REPRO ACH PMT NO. - 80135663	3,826.27

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135663	14,138.42
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	8,909.60
TOTAL FOR 4330 - STORMWATER		34,472.08

4360 - ENVIRONMENTAL PROGRAMS

US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	582.04
US BANK P CARD PAYMENTS	PRINTING/BINDING/REPRO ACH PMT NO. - 80135663	15.38
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	836.92
TOTAL FOR 4360 - ENVIRONMENTAL PROGRAMS		1,434.34

4490 - SOLID WASTE DISPOSAL

ACTION MATERIALS	OPERATING SUPPLIES ACH PMT NO. - 80135587	301.13
ATLAS COPCO USA HOLDING INC dba ATLAS COPCO RENTAL LLC	OPERATING RENTALS/LEASES ACH PMT NO. - 80135682	62,820.52
CALL2RECYCLE INC	HAZARDOUS WASTE DISPOSAL ACH PMT NO. - 80135688	2,147.30
CENTURYLINK	TELEPHONE CHECK NO. - 00607268	76.24
DGT ENTERPRISES LLC DBA SPOKANE TESTING SOLUTIONS	MEDICAL SERVICES CHECK NO. - 00607271	360.00
EASTSIDE ELECTRIC MOTORS INTEGRATED POWER SERVICES LLC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80135706	3,286.26

ELJAY OIL CO INC	LUBRICANTS CREDIT CARD PMT NO. - 70000946	233.21
ELJAY OIL CO INC	MOTOR FUEL-OUTSIDE VENDOR CREDIT CARD PMT NO. - 70000946	1,085.42
EPSILON TECHNOLOGIES INTERNATI INTERNATIONAL LLC	MINOR EQUIPMENT ACH PMT NO. - 80135600	6,535.00
FASTENAL CO	OPERATING SUPPLIES ACH PMT NO. - 80135602	1,228.89
FASTENAL CO	PERSONAL PROTECTIVE EQUIPMENT ACH PMT NO. - 80135602	1,352.33

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

FASTENAL CO	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135602	2,193.63
GENERAL KINEMATICS CORPORATION	REPAIR & MAINTENANCE SUPPLIES CREDIT CARD PMT NO. - 70000948	2,562.80
HDR ENGINEERING INC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80135715	7,902.02
HELFRICH BROTHERS BOILER WORKS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80135716	545,588.35
HYDRAULICS PLUS INC	EQUIPMENT REPAIRS/MAINTENANCE CREDIT CARD PMT NO. - 70000968	2,050.06
INDUSTRIAL SERVICES SOLUTIONS LLC DBA BAY VALVE SERVICE &	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80135685	38,445.25
MCKINSTRY CO LLC LOCKBOX	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80135727	190.75
NORCO INC	CHEMICAL/LAB SUPPLIES CREDIT CARD PMT NO. - 70000969	1,074.21
OIL RE-REFINING CO INC	HAZARDOUS WASTE DISPOSAL ACH PMT NO. - 80135736	645.75
ONLINE CLEANING SERVICES	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80135737	9,352.20
ORKIN	PROFESSIONAL SERVICES CHECK NO. - 00607320	201.64
PARAMOUNT SUPPLY CO	REPAIR & MAINTENANCE SUPPLIES CHECK NO. - 00607275	69.93
PETE LIEN & SONS INC	CHEMICAL/LAB SUPPLIES ACH PMT NO. - 80135740	14,657.63
PRO DYNAMIC SOLUTIONS	PROFESSIONAL SERVICES ACH PMT NO. - 80135745	2,727.50
SNW TEC LLC DBA SWAGELock NW/ALASKA	REPAIR & MAINTENANCE SUPPLIES CHECK NO. - 00607276	537.95
SPECIALTY MACHINING & MFG CO	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80135753	189.49
THE BABCOCK & WILCOX COMPANY	REPAIR & MAINTENANCE SUPPLIES	

	ACH PMT NO. - 80135623	3,774.63
UNITEC DORSH LLC C/O UNITEC CORPORATION	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80135761	1,280.75
UNITED RENTALS NW INC	OPERATING RENTALS/LEASES CHECK NO. - 00607324	728.12
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	24,646.85

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	ADVERTISING ACH PMT NO. - 80135663	284.00
US BANK P CARD PAYMENTS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80135663	154.78
US BANK P CARD PAYMENTS	HAZARDOUS WASTE DISPOSAL ACH PMT NO. - 80135663	505.45
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	4,359.97
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	455.73
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	5,013.76
US BANK P CARD PAYMENTS	PERMITS/OTHER FEES ACH PMT NO. - 80135663	38.00
US BANK P CARD PAYMENTS	PERSONAL PROTECTIVE EQUIPMENT ACH PMT NO. - 80135663	899.67
US BANK P CARD PAYMENTS	PRINTING/BINDING/REPRO ACH PMT NO. - 80135663	431.62
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135663	39,188.19
US BANK P CARD PAYMENTS	SAFETY SUPPLIES ACH PMT NO. - 80135663	5,361.26
US BANK P CARD PAYMENTS	SMALL TOOLS ACH PMT NO. - 80135663	731.72
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	36,157.60
WA STATE DEPT OF REVENUE	OPERATING SUPPLIES -	48.75
WA STATE DEPT OF REVENUE	REPAIR & MAINTENANCE SUPPLIES -	1,680.56
WA STATE DEPT OF REVENUE	SAFETY SUPPLIES -	482.51
WA STATE DEPT OF REVENUE	SMALL TOOLS -	11.11
WASTE MANAGEMENT OF WA DBA GRAHAM ROAD LANDFILL	CONTRACTUAL SERVICES CHECK NO. - 00607330	293,633.91

WM RECYCLE AMERICA LLC	CONTRACTUAL SERVICES	
	CHECK NO. - 00607333	853.70

TOTAL FOR 4490 - SOLID WASTE DISPOSAL		----- 1,128,538.10
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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

4500 - SOLID WASTE COLLECTION

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ALSCO DIVISION OF ALSCO INC	LAUNDRY/JANITORIAL SERVICES ACH PMT NO. - 80135679	4,699.55
ASSURANCE FITNESS REPAIR	EQUIPMENT REPAIRS/MAINTENANCE CHECK NO. - 00607266	553.00
AVISTA UTILITIES	UTILITY LIGHT/POWER SERVICE ACH PMT NO. - 80135683	9,220.77
AVISTA UTILITIES	UTILITY NATURAL GAS ACH PMT NO. - 80135683	1,083.59
BARR-TECH LLC	CONTRACTUAL SERVICES ACH PMT NO. - 80135630	148,505.91
CASCADE ENGINEERING INC	MINOR EQUIPMENT CHECK NO. - 00607267	38,656.86
COMCAST	TELEPHONE CHECK NO. - 00607270	175.89
COWLES PUBLISHING COMPANY DBA THE SPOKESMAN-REVIEW	ADVERTISING ACH PMT NO. - 80135618	296.38
DGT ENTERPRISES LLC DBA SPOKANE TESTING SOLUTIONS	MEDICAL SERVICES CHECK NO. - 00607271	990.00
DRI STICK DECAL CORP DBA RYDIN DECAL	PRINTING/BINDING/REPRO ACH PMT NO. - 80135749	8,450.55
FASTENAL CO	OPERATING SUPPLIES ACH PMT NO. - 80135708	976.48
GORLEY LOGISTICS LLC dba FIKES NORTHWEST	OPERATING SUPPLIES ACH PMT NO. - 80135603	83.17
GRAINGER INC	OPERATING SUPPLIES ACH PMT NO. - 80135713	4,489.06
KRUEGER SHEET METAL COMPANY	BUILDING REPAIRS/MAINTENANCE ACH PMT NO. - 80135610	2,878.00
OCCUPATIONAL HEALTH SOLUTIONS INC	MEDICAL SERVICES ACH PMT NO. - 80135735	84.00
RICHARD G HUGHES	PARKING/TOLLS (LOCAL) ACH PMT NO. - 80135767	9.00
SPOKANE COUNTY TREASURER	UTIL GARBAGE/WASTE REMOVAL ACH PMT NO. - 80135754	178,377.82
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	27,602.21
US BANK P CARD PAYMENTS	MINOR EQUIPMENT	

ACH PMT NO. - 80135663

1,085.35

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	MISC REPAIRS/MAINTENANCE ACH PMT NO. - 80135663	188.57
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	427.01
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	1,796.28
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135663	53.42
US BANK P CARD PAYMENTS	SAFETY SUPPLIES ACH PMT NO. - 80135663	670.81
US BANK P CARD PAYMENTS	SMALL TOOLS ACH PMT NO. - 80135663	14.46
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	39,902.83
VERIZON WIRELESS	CELL PHONE ACH PMT NO. - 80135622	670.96
WA STATE DEPT OF REVENUE	PRINTING/BINDING/REPRO -	760.55
WM RECYCLE AMERICA LLC	CONTRACTUAL SERVICES CHECK NO. - 00607283	183,027.13
WM RECYCLE AMERICA LLC	SALE OF RECYCLING MATERIALS CHECK NO. - 00607283	62,290.31-
WSF LLC dba WESTERN SYSTEMS &	EQUIPMENT REPAIRS/MAINTENANCE CREDIT CARD PMT NO. - 70000952	1,051.12
TOTAL FOR 4500 - SOLID WASTE COLLECTION		594,490.42

4530 - SOLID WASTE LANDFILLS

ANATEK LABS INC	PROFESSIONAL SERVICES CREDIT CARD PMT NO. - 70000962	6,667.00
COMCAST	IT/DATA SERVICES CHECK NO. - 00607303	207.91
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	394.57
TOTAL FOR 4530 - SOLID WASTE LANDFILLS		7,269.48

4600 - GOLF FUND

US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	3,673.50
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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	GENERAL REPAIRS/MAINT ACH PMT NO. - 80135663	400.65
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	703.34
US BANK P CARD PAYMENTS	OTHER REPAIRS/MAINTENANCE ACH PMT NO. - 80135663	236.43
US BANK P CARD PAYMENTS	REPAIRS/MAINTENANCE ACH PMT NO. - 80135663	2,508.96
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	4,785.21
WA STATE DEPT OF REVENUE	REPAIRS/MAINTENANCE -	25.72
TOTAL FOR 4600 - GOLF FUND		12,333.81

4700 - DEVELOPMENT SVCS CENTER

BILLS HEATING AIR, APPLIANCE LLC	PERMIT REFUNDS PAYABLE CHECK NO. - 00607312	22.00
BILLS HEATING, AIR, APPLIANCE LLC	PERMIT REFUNDS PAYABLE CHECK NO. - 00607313	30.00
CAPSTONE CONSTRUCTION COMPANY PO BOX 388	PERMIT REFUNDS PAYABLE CHECK NO. - 00607273	402.00
CDA PLAZA 506 2ND AVE	DEPOSIT-MISCELLANEOUS DEPOSITS CHECK NO. - 00607272	488.00
COPIERS NORTHWEST INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80135595	401.12
PARSONS CONSTRUCTION INC 7703 E TRENT AVE	PERMIT REFUNDS PAYABLE CHECK NO. - 00607317	650.00
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	15,407.34
US BANK P CARD PAYMENTS	BANK FEES ACH PMT NO. - 80135663	192.75
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	32.19
US BANK P CARD PAYMENTS	NON-TRAVEL MEALS/LGHT RFRSHMT ACH PMT NO. - 80135663	64.79
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	128.20
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135663	307.98

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:



US BANK P CARD PAYMENTS	PARKING/TOLLS (LOCAL) ACH PMT NO. - 80135663	409.07
US BANK TRAVEL CARD	LODGING ACH PMT NO. - 80135620	1,592.64
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	22,136.01
VERIZON WIRELESS	CELL PHONE ACH PMT NO. - 80135763	80.42
ZECHARIAH KROGEN 1916 W SPOFFORD AVE	PERMIT REFUNDS PAYABLE CHECK NO. - 00607274	145.74
TOTAL FOR 4700 - DEVELOPMENT SVCS CENTER		42,490.25

5100 - FLEET SERVICES FUND

ASSETWORKS INC	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135680	1,436.40
ASSURANCE FITNESS REPAIR	EQUIPMENT REPAIRS/MAINTENANCE CHECK NO. - 00607266	552.99
DAY WIRELESS SYSTEMS/DIV OF WA COMMUNICATIONS LLC	CONTRACTUAL SERVICES ACH PMT NO. - 80135596	2,008.66
EVERGREEN STATE TOWING LLC DBA SPOKANE VALLEY TOWING	TOWING EXPENSE CREDIT CARD PMT NO. - 70000947	1,310.73
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	10,613.73
US BANK P CARD PAYMENTS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80135663	2,059.68
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	45.34
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135663	1,171.76
US BANK P CARD PAYMENTS	PERMITS/OTHER FEES ACH PMT NO. - 80135663	983.09
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80135663	503.00
US BANK P CARD PAYMENTS	TOWING EXPENSE ACH PMT NO. - 80135663	889.20
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	14,957.31
TOTAL FOR 5100 - FLEET SERVICES FUND		36,531.89

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

5200 - PUBLIC WORKS AND UTILITIES

US BANK OR CITY TREASURER	SOCIAL SECURITY
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EMP BENEFITS ( CITY )	CHECK NO. - 00607325	4,153.13
US BANK P CARD PAYMENTS	MISC SERVICES/CHARGES ACH PMT NO. - 80135663	24.00
US BANK P CARD PAYMENTS	OFFICE FURNITURE (NON CAPITAL) ACH PMT NO. - 80135663	500.28
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	200.79
US BANK TRAVEL CARD	AIRFARE ACH PMT NO. - 80135620	744.38
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	6,755.66
TOTAL FOR 5200 - PUBLIC WORKS AND UTILITIES		----- 12,378.24

5300 - IT FUND

COMCAST	IT/DATA SERVICES CHECK NO. - 00607303	784.99
COMPUNET INC LB 410802	HARDWARE MAINTENANCE ACH PMT NO. - 80135635	675.00
COMPUNET INC LB 410802	SOFTWARE MAINTENANCE ACH PMT NO. - 80135694	107,112.54
SHI CORP	SOFTWARE MAINTENANCE ACH PMT NO. - 80135751	106,733.76
SHI CORP	SOFTWARE (NONCAPITALIZED) ACH PMT NO. - 80135751	29.44
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	13,983.63
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	862.59
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	75.18
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80135663	200.00
US BANK P CARD PAYMENTS	SOFTWARE MAINTENANCE ACH PMT NO. - 80135663	828.40
US BANK P CARD PAYMENTS	SOFTWARE (NONCAPITALIZED) ACH PMT NO. - 80135663	667.78

HONORABLE MAYOR  
AND COUNCIL MEMBERS

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	19,571.15
TOTAL FOR 5300 - IT FUND		----- 251,524.46

5310 - IT CAPITAL REPLACEMENT FUND

DELL MARKETING LP	COMPUTERS	
%DELL USA LP	ACH PMT NO. - 80135698	20,383.95
TOTAL FOR 5310 - IT CAPITAL REPLACEMENT FUND		20,383.95

5400 - REPROGRAPHICS FUND

US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	417.14
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	1,198.61
US BANK P CARD PAYMENTS	SOFTWARE MAINTENANCE ACH PMT NO. - 80135663	228.90
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	599.81
TOTAL FOR 5400 - REPROGRAPHICS FUND		2,444.46

5500 - PURCHASING & STORES FUND

DELL MARKETING LP	COMPUTERS	
%DELL USA LP	ACH PMT NO. - 80135698	897.94
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	2,364.69
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	27.25
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80135663	875.00
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	3,436.74
VERIZON WIRELESS	CELL PHONE ACH PMT NO. - 80135763	85.62
TOTAL FOR 5500 - PURCHASING & STORES FUND		7,687.24

5600 - ACCOUNTING SERVICES

HONORABLE MAYOR AND COUNCIL MEMBERS		12/02/24 PAGE 40
PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:		
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	10,009.92
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	194.21
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	14,471.20
TOTAL FOR 5600 - ACCOUNTING SERVICES		24,675.33

5700 - MY SPOKANE

US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	2,778.46
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	14.90
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	4,037.65
TOTAL FOR 5700 - MY SPOKANE		6,831.01

5750 - OFFICE OF PERFORMANCE MGMT

US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	2,139.42
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	2,775.52
VERIZON WIRELESS	CELL PHONE ACH PMT NO. - 80135763	256.86
TOTAL FOR 5750 - OFFICE OF PERFORMANCE MGMT		5,171.80

5800 - RISK MANAGEMENT FUND

US BANK OR CITY TREASURER LIABILITY CLAIMS	INSURANCE CLAIMS ACH PMT NO. - 80135621	70,472.07
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	791.54
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	17.26
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	61.54
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	142.57

HONORABLE MAYOR  
AND COUNCIL MEMBERS

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	958.94
TOTAL FOR 5800 - RISK MANAGEMENT FUND		72,443.92

5810 - WORKERS' COMPENSATION FUND

AMY BLACK	LOCAL MILEAGE ACH PMT NO. - 80135624	471.35
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	736.17

US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80135762	1,058.56

TOTAL FOR 5810 - WORKERS' COMPENSATION FUND		2,266.08
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5820 - UNEMPLOYMENT COMPENSATION FUND

US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS ( CITY )	CHECK NO. - 00607325	29.37

US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80135762	42.26

TOTAL FOR 5820 - UNEMPLOYMENT COMPENSATION FUND		71.63
---	--	-------

5830 - EMPLOYEES BENEFITS FUND

DELTA DENTAL OF WASHINGTON	INSURANCE CLAIMS	
	ACH PMT NO. - 80135699	28,715.68

KAISER FOUNDATION HEALTH PLAN OF WASHINGTON	INSURANCE ADMINISTRATION	
	ACH PMT NO. - 80135720	76,522.22

KAISER FOUNDATION HEALTH PLAN OF WASHINGTON	INSURANCE PREMIUMS	
	ACH PMT NO. - 80135720	24,254.12

PREMERA BLUE CROSS OR SPOKANE CITY TREASURER	INSURANCE CLAIMS	
	ACH PMT NO. - 80135744	569,604.77

US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS ( CITY )	CHECK NO. - 00607325	744.53

US BANK P CARD PAYMENTS	PRINTING/BINDING/REPRO	
	ACH PMT NO. - 80135663	802.68

US BANK TRUST NA	RETIREMENT	
OR CITY OF SPOKANE	ACH PMT NO. - 80135762	1,083.49

TOTAL FOR 5830 - EMPLOYEES BENEFITS FUND		701,727.49
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HONORABLE MAYOR	12/02/24
AND COUNCIL MEMBERS	PAGE 42

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

5900 - FACILITIES MANAGEMENT FUND OPS

CENTURYLINK	TELEPHONE	
	CHECK NO. - 00607268	411.04

GOODALE & BARBIERI COMPANY	OTHER CONTRACTUAL SERVICES	
	ACH PMT NO. - 80135641	5,000.00

NW MUSEUM OF ARTS & CULTURE/ DIV OF EASTERN WA STATE	OPERATING RENTALS/LEASES	
	ACH PMT NO. - 80135733	588.60

STARPLEX CORP	ALARM/SECURITY SERVICES	
	ACH PMT NO. - 80135756	32,765.87

US BANK OR CITY TREASURER	SOCIAL SECURITY	
EMP BENEFITS ( CITY )	CHECK NO. - 00607325	3,586.13

US BANK P CARD PAYMENTS	CLOTHING	
	ACH PMT NO. - 80135663	625.40

US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80135663	409.73
US BANK P CARD PAYMENTS	MISC SERVICES/CHARGES ACH PMT NO. - 80135663	48.00
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	43.35
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80135663	126.82
US BANK P CARD PAYMENTS	PERMITS/OTHER FEES ACH PMT NO. - 80135663	435.00
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80135663	10,338.31
US BANK P CARD PAYMENTS	SOFTWARE (NONCAPITALIZED) ACH PMT NO. - 80135663	12.81
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	5,170.09
WALTER E NELSON CO	OPERATING SUPPLIES CHECK NO. - 00607327	829.57
TOTAL FOR 5900 - FACILITIES MANAGEMENT FUND OPS		60,390.72

5903 - PROPERTY ACQUISITION FIRE

AT&T MOBILITY	SMART PHONES, IPAD, TABLETS CHECK NO. - 00607302	83.40-
FLEET PAINTING INC	VEHICLE REPAIRS/MAINT CREDIT CARD PMT NO. - 70000964	21,801.91

HONORABLE MAYOR  
AND COUNCIL MEMBERS

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

NAPA AUTO PARTS GENUINE PARTS CO	VEHICLES ACH PMT NO. - 80135729	106.44
US BANK P CARD PAYMENTS	VEHICLES ACH PMT NO. - 80135663	493.10
TOTAL FOR 5903 - PROPERTY ACQUISITION FIRE		22,318.05

6100 - RETIREMENT

SAGEVIEW CONSULTING GROUP, LLC	CONTRACTUAL SERVICES ACH PMT NO. - 80135750	1,800.00
US BANK OR CITY TREASURER EMP BENEFITS ( CITY )	SOCIAL SECURITY CHECK NO. - 00607325	789.11
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80135663	13.42
US BANK TRUST NA OR CITY OF SPOKANE	RETIREMENT ACH PMT NO. - 80135762	1,135.90

## TOTAL FOR 6100 - RETIREMENT

-----  
3,738.43

## 6200 - FIREFIGHTERS' PENSION FUND

DELTA DENTAL OF WASHINGTON	SERVICE REIMBURSEMENT ACH PMT NO. - 80135699	2,386.00
GREGORY HENJUM	SERVICE REIMBURSEMENT CHECK NO. - 00607309	15,580.00
MICHAEL J RABEL	OTHER TRANSPORTATION EXPENSES CHECK NO. - 00607321	848.41
PREMERA BLUE CROSS OR SPOKANE CITY TREASURER	SERVICE REIMBURSEMENT ACH PMT NO. - 80135744	7,346.02
RICHARD J SNYDER	SERVICE REIMBURSEMENT ACH PMT NO. - 80135769	15.98
WELLTOWER PEGASUS TENNANT LLC dba SOUTH HILL VILLAGE	SERVICE REIMBURSEMENT CHECK NO. - 00607331	6,281.00
WELLTOWER PEGASUS TENNANT LLC dba SOUTH HILL VILLAGE	SERVICE REIMBURSEMENT CHECK NO. - 00607331	2,650.00

## TOTAL FOR 6200 - FIREFIGHTERS' PENSION FUND

-----  
35,107.41

## 6230 - BUILDING CODE RECORDS MGMT

WA STATE TREASURER	CONTRACTUAL SERVICES CHECK NO. - 00607326	5,285.50
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HONORABLE MAYOR  
AND COUNCIL MEMBERS12/02/24  
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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

## TOTAL FOR 6230 - BUILDING CODE RECORDS MGMT

-----  
5,285.50

## 6250 - MUNICIPAL COURT

WA STATE TREASURER	CONTRACTUAL SERVICES CHECK NO. - 00607326	79,164.40
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## TOTAL FOR 6250 - MUNICIPAL COURT

-----  
79,164.40

## 6300 - POLICE PENSION

DELTA DENTAL OF WASHINGTON	SERVICE REIMBURSEMENT ACH PMT NO. - 80135699	354.00
FLOYD FLICK	SERVICE REIMBURSEMENT CHECK NO. - 00607306	385.00
PREMERA BLUE CROSS OR SPOKANE CITY TREASURER	SERVICE REIMBURSEMENT ACH PMT NO. - 80135744	6,514.97
TERRY CARE GROUP LLC dba MURANO SENIOR LIVING	SERVICE REIMBURSEMENT CHECK NO. - 00607323	8,100.00

TERRY CARE GROUP LLC	SERVICE REIMBURSEMENT	
dba MURANO SENIOR LIVING	CHECK NO. - 00607323	1,680.00

TOTAL FOR 6300 - POLICE PENSION		17,033.97
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6920 - CLAIMS CLEARING FUND

WYLIE RHOADS	ACCOUNTS PAYABLE	
2521 E NICKLAUS AVE	CHECK NO. - 00607281	28,145.42

TOTAL FOR 6920 - CLAIMS CLEARING FUND		28,145.42
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6960 - SALARY CLEARING FUND NEW

AFLAC/AMERICAN FAMILY LIFE	AFLAC	
ASSURANCE CO OF COLUMBUS	ACH PMT NO. - 80135677	21,529.47

DIGNITARY PROTECTION TEAM FUND	DIGNITARY PROTECTION TEAM FUND	
% SPOKANE LAW ENFORCEMENT C U	ACH PMT NO. - 80135702	240.00

ICMA RETIREMENT TRUST 457	ICMA RETIREMENT TRUST 457D	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00607310	111,418.60

ICMA RETIREMENT TRUST 457	ICMA ROTH IRA	
% FIRST NATIONAL BANK OF MD	CHECK NO. - 00607310	12,756.18

ING LIFE INSURANCE & ANNUITY	ICMA ROTH IRA	
OR CITY OF SPOKANE TREASURER	CHECK NO. - 00607311	6,637.33

HONORABLE MAYOR	12/02/24
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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

ING LIFE INSURANCE & ANNUITY	ING LIFE INSURANCE&ANNUITY CO	
OR CITY OF SPOKANE TREASURER	CHECK NO. - 00607311	91,541.28

REHN & ASSOCIATES	AW REHN-SEC 125 DEPENDENT CARE	
SPOKANE CITY TREASURER	ACH PMT NO. - 80135747	5,439.33

REHN & ASSOCIATES	AW REHN-SEC 125 HEALTH	
SPOKANE CITY TREASURER	ACH PMT NO. - 80135747	18,602.60

SPOKANE POLICE K-9 MEMBERSHIP	POLICE K9 MEMBERSHIP FUND	
FUND	ACH PMT NO. - 80135752	175.00

SPOKANE POLICE SWAT TEAM	SPOKANE POLICE SWAT TEAM	
%SPOKANE LAW ENFORCEMENT C U	ACH PMT NO. - 80135758	630.00

SPOKANE POLICE TACTICAL TEAM	SPOKANE POLICE TACTICAL TEAM	
% SPOKANE LAW ENFORCEMENT C U	ACH PMT NO. - 80135759	540.00

US BANK OR CITY TREASURER	FICA WITHHOLDING-CITY	
EMP BENEFITS ( CITY )	CHECK NO. - 00607325	340,706.21

US BANK OR CITY TREASURER	FIT WITHHOLDING-CITY	
EMP BENEFITS ( CITY )	CHECK NO. - 00607325	1,000,244.15

US BANK OR CITY TREASURER	MEDI WITHHOLDING-CITY	
EMP BENEFITS ( CITY )	CHECK NO. - 00607325	141,948.24

US BANK TRUST NA	CITY RETIREMENT SYSTEM	
OR CITY OF SPOKANE	ACH PMT NO. - 80135762	593,038.72

WASHINGTON LEOFF	DEPT OF RET SYS-LEOFF 2	
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DEPT OF RETIREMENT SYSTEMS	CHECK NO. - 00607328	962,845.69
WESTERN STATES POLICE MEDICAL TRUST	NW PUBLIC EMP MEDICAL TRUST CHECK NO. - 00607332	62,615.04
		-----
TOTAL FOR 6960 - SALARY CLEARING FUND NEW		3,370,907.84
		-----
TOTAL CLAIMS		11,175,312.11

**MEETING MINUTES**  
**City of Spokane**  
**City Council Study Session**  
**Council Briefing Center, City Hall (808 W Spokane Falls Blvd)**  
**November 21, 2024**

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**Meeting Recording:** <https://vimeo.com/1032081388>

**Call to Order:** 11:03 a.m.

**Attendance:**

Committee Members Present: Council President Wilkerson (arrived at 11:40 a.m.), Council Members Zappone, Cathcart (left at 11:48 a.m. and returned at 11:53 a.m.), Bingle, Dillon (arrived at 11:08 a.m.), Navarrete, and Klitzke

Council Members Absent: None

**Agenda Items:**

- 2025-2026 Biennium Budget Discussion - Council Members, Mayor Bown, and Administration Staff
- Land Value Tax (LVT) Overview - Joshua Vincent, Urban Tools

**Executive Session:**

None

**Adjournment:**

The meeting adjourned at 12:15 p.m.

Minutes prepared and submitted for publication in the December 11, 2024, issue of the Official Gazette.

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Giacobbe Byrd  
Director, Council Office

Approved by City Council on December 9, 2024.

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Betsy Wilkerson  
City Council President

Attest:

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Terri L. Pfister  
City Clerk

**Agenda Sheet for City Council:****Committee:** Finance & Administration **Date:** 11/25/2024**Committee Agenda type:** Discussion**Date Rec'd** 11/14/2024**Clerk's File #** ORD C36620**Cross Ref #****Project #****Council Meeting Date:** 12/09/2024**Submitting Dept** FINANCE, TREASURY & ADMIN**Bid #****Contact Name/Phone** JESSICA 625-6369**Requisition #****Contact E-Mail** JSTRATTON@SPOKANECITY.ORG**Agenda Item Type** Special Budget Ordinance**Council Sponsor(s)** MCATHCART BWILKERSON ZZAPPONE**Agenda Item Name** 0410 - YEAR-END SBO - HOTEL/MOTEL TAX FUND**Agenda Wording**

The Hotel/Motel Lodging Tax Fund has been identified as needing additional funding to ensure it ends 2024 at or under budget. The pass-through payments the City will need to make is expected to exceed the budget by \$900,000.

**Summary (Background)**

The City of Spokane currently levies a special excise tax on any transient accommodations as allowable by RCW 67.28.181. This tax is set to expire in 2043, unless extended by a vote of the people. The City currently uses this tax revenue to provide a portion of the funding for the Spokane Public Facilities District, which owns and operates four facilities including the Spokane Veterans Memorial Arena, the First Interstate Center for the Arts, the Spokane Convention Center, and The Podium.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? NO

Total Cost \$ 900,000

Current Year Cost \$ 900,000

Subsequent Year(s) Cost \$ N/A

**Narrative****Amount****Budget Account**

Revenue \$ 900,000 # 1590-25300-99999-31330

Expense \$ 900,000 # 1590-25300-57300-54262

Select \$ #

Select \$ #

\$ #

\$ #



## Council Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	Finance
<b>Contact Name</b>	Jessica Stratton
<b>Contact Email &amp; Phone</b>	<a href="mailto:jstratton@spokanecity.org">jstratton@spokanecity.org</a> x6369
<b>Council Sponsor(s)</b>	Cathcart, Wilkerson, Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Discussion    Time Requested: 5min
<b>Agenda Item Name</b>	Special Budget Ordinance – Year-End Adjustment for Hotel/Motel Lodging Tax Fund
<b>Grant Item</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda
<p><b>Summary</b></p> <p><b>What is the specific purpose or need for the budget adjustment?</b></p> <p><b>What changes or developments have triggered this request?</b></p>	<p>As a best practice, the Budget Office analyzes funds in the fourth quarter to make sure they can end the year within budget. The Hotel/Motel Lodging Tax Fund has been identified as needing additional funding to ensure it ends 2024 at or under budget.</p> <p>The City of Spokane currently levies a special excise tax on any transient accommodations as allowable by RCW 67.28.181. This tax is set to expire in 2043, unless extended by a vote of the people.</p> <p>The City currently uses this tax revenue to provide a portion of the funding for the Spokane Public Facilities District, which owns and operates four facilities including the Spokane Veterans Memorial Arena, the First Interstate Center for the Arts, the Spokane Convention Center, and the new multi-sport venue called The Podium.</p> <p>The pass-through payments the City will need to make to the Spokane Public Facilities District are expected to exceed the current budget by \$900,000.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$900,000</u></p> <p style="padding-left: 20px;">Current year cost: \$900,000</p> <p style="padding-left: 20px;">Subsequent year(s) cost:</p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc? Yes</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>• What are the net impacts this adjustment will have on the specifically affected line items?</li> </ul>	

This budget adjustment is simply a true-up to current tax collection experience and will allow the City of Spokane to pass-through the tax revenue to the PFD.

- What operational changes will occur because of this adjustment?  
None
- What are the potential risks or consequences of not approving the budget adjustment?  
Inability to pay the PFD on time.
- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?  
It aligns with the agreement with PFD.

**What current racial and other inequities might this special budget ordinance address?**

N/A – it is a recurring year-end financial process to right-size fund budgets expected to go over budget.

ORDINANCE NO C36620

An ordinance amending Ordinance No. C36467, passed by the City Council November 27, 2023, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2024, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2024, and providing it shall take effect immediately upon passage," and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2024 budget Ordinance No. C36467, as above entitled, and which passed the City Council November 27, 2023, it is necessary to make changes in the appropriations of the Hotel/Motel Lodging Tax Fund which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

The City of Spokane does ordain:

Section 1. That in the budget of the Hotel/Motel Lodging Tax Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Increase revenue by \$900,000.
  - A) Of the increased revenue, \$900,000 is provided solely from motel/hotel transient tax.
- 2) Increase appropriation by \$900,000.
  - A) Of the increased appropriation, \$900,000 is provided solely for the pass-through payment to the Spokane Public Facilities District.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to provide additional appropriation to the Hotel/Motel Lodging Tax Fund and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date



**Agenda Sheet for City Council:****Committee:** Finance & Administration **Date:** 11/25/2024**Committee Agenda type:** Discussion**Date Rec'd** 11/14/2024**Clerk's File #** ORD C36621**Cross Ref #****Project #****Council Meeting Date:** 12/09/2024**Submitting Dept** FINANCE, TREASURY & ADMIN**Bid #****Contact Name/Phone** JESSICA 625-6369**Requisition #****Contact E-Mail** JSTRATTON@SPOKANECITY.ORG**Agenda Item Type** Special Budget Ordinance**Council Sponsor(s)** MCATHCART BWILKERSON ZZAPPONE**Agenda Item Name** 0410 - YEAR-END SBO - WORKER'S COMP FUND**Agenda Wording**

The Workers' Comp insurance claims are on track to exceed the current budget of \$4,559,525 by around \$600,000. We need to increase this budget to ensure that all claims can be paid timely.

**Summary (Background)**

The City of Spokane currently administers its own Workers' Compensation program as self-insured. The purpose of the program is to provide a form of insurance for the wages and benefits of employees that are injured during the course of employment.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? NO

Total Cost \$ 600,000

Current Year Cost \$ 600,000

Subsequent Year(s) Cost \$ N/A

**Narrative**

Other City depts pay premiums for the Worker's Comp program.

**Amount****Budget Account**

Expense \$ 600,000 # 5810-78500-17680-54601

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #



## Council Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	Finance
<b>Contact Name</b>	Jessica Stratton
<b>Contact Email &amp; Phone</b>	<a href="mailto:jstratton@spokanecity.org">jstratton@spokanecity.org</a> x6369
<b>Council Sponsor(s)</b>	Cathcart, Wilkerson, Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Discussion    Time Requested: 5min
<b>Agenda Item Name</b>	Special Budget Ordinance – Year-End Adjustment Worker’s Comp Fund
<b>Grant Item</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda
<p><b>Summary</b></p> <p><b>What is the specific purpose or need for the budget adjustment?</b></p> <p><b>What changes or developments have triggered this request?</b></p>	<p>As a best practice, the Budget Office analyzes funds in the fourth quarter to make sure they can end the year within budget. The Worker’s Compensation Fund has been identified as needing adjustments to ensure it ends 2024 at or under budget.</p> <p>The City of Spokane currently administers its own Worker’s Compensation program as self-insured. The purpose of the program is to provide a form of insurance for the wages and benefits of employees that are injured during the course of employment.</p> <p>In 2024, the Worker’s Comp insurance claims are on track to exceed the current budget of \$4,559,525 by around \$600,000. We need to increase this budget to ensure that all claims can be paid timely.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$600,000</u></p> <p>    Current year cost: \$600,000</p> <p>    Subsequent year(s) cost: N/A</p> <p><b>Funding Source</b>            <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc? Other City depts pay premiums for the Worker’s Comp program.</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>• What are the net impacts this adjustment will have on the specifically affected line items? If this adjustment is not approved, the Worker’s Comp department may not be able to fulfill the obligation of paying claims on behalf of injured employees.</li> <li>• What operational changes will occur because of this adjustment? None</li> </ul>	

- What are the potential risks or consequences of not approving the budget adjustment?  
If this budget adjustment is not approved, the Worker’s Comp fund will likely end the year over budget which is not technically allowed per RCW and claims will not be paid timely.
- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?  
It aligns with service levels.

**What current racial and other inequities might this special budget ordinance address?**

N/A – it is a recurring year-end financial process to right-size fund budgets expected to go over budget.

ORDINANCE NO C36621

An ordinance amending Ordinance No. C36467, passed by the City Council November 27, 2023, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2024, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2024, and providing it shall take effect immediately upon passage," and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2024 budget Ordinance No. C36467, as above entitled, and which passed the City Council November 27, 2023, it is necessary to make changes in the appropriations of the Worker's Compensation Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

The City of Spokane does ordain:

Section 1. That in the budget of the Worker's Compensation Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Increase appropriation by \$600,000.
- A) Of the increased appropriation, \$600,000 is provided solely for insurance claim payments.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from greater than expected worker's compensation insurance claims, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Discussion

**Date Rec'd** 11/14/2024

**Clerk's File #** ORD C36622

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

**Submitting Dept** FINANCE, TREASURY & ADMIN

**Bid #**

**Contact Name/Phone** JESSICA 625-6369

**Requisition #**

**Contact E-Mail** JSTRATTON@SPOKANECITY.ORG

**Agenda Item Type** Special Budget Ordinance

**Council Sponsor(s)** MCATHCART BWILKERSON ZZAPPONE

**Agenda Item Name** 0410 - YEAR-END SBO - FLEET SERVICES FUND

**Agenda Wording**

The Fleet Services fund has been identified as needing additional funding. It is estimated the Fleet Services fund needs approximately \$1,399,194 more budget authority to ensure it ends 2024 at or under budget.

**Summary (Background)**

During 2024, it was decided to sell \$489,194 in Fleet parts inventory to NAPA auto parts because of an operational change. Since the revenue from NAPA was not budgeted for, an increase in budgeted revenue is being requested. Also, during 2024, other City departments' compressed natural gas (CNG) needs and vehicle/equipment repair needs increased over available budget.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? NO

Total Cost \$ 1,399,194

Current Year Cost \$ 1,399,194

Subsequent Year(s) Cost \$ N/A

**Narrative**

NAPA proceeds are one-time while departments' need of fleet services is recurring.

**Amount**

**Budget Account**

Revenue \$ 489,194 # 5100-71700-99999-36910

Expense \$ 489,194 # 5100-71700-97185-80102

Revenue \$ 910,000 # 5100-71X00-XXXXX-34XXX

Expense \$ 910,000 # 5100-71X00-48348-5XXXX

\$ #

\$ #



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

<u>Dept Head</u>		<b>Additional Approvals</b>	
	STRATTON, JESSICA	<b><u>MANAGEMENT &amp;</u></b>	STRATTON, JESSICA
<u>Division Director</u>	BOSTON, MATTHEW		
<u>Accounting Manager</u>	ORLOB, KIMBERLY		
<u>Legal</u>	SCHOEDEL, ELIZABETH		
<u>For the Mayor</u>	PICCOLO, MIKE		

#### **Distribution List**

fleetservicesaccounting@spokanecity.org

## Council Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	Finance
<b>Contact Name</b>	Jessica Stratton
<b>Contact Email &amp; Phone</b>	<a href="mailto:jstratton@spokanecity.org">jstratton@spokanecity.org</a> x6369
<b>Council Sponsor(s)</b>	Cathcart, Wilkerson, Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Discussion    Time Requested: 5min
<b>Agenda Item Name</b>	Special Budget Ordinance – Year-End Adjustment for Fleet Services Fund
<b>Grant Item</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda
<p><b>Summary</b></p> <p><b>What is the specific purpose or need for the budget adjustment?</b></p> <p><b>What changes or developments have triggered this request?</b></p>	<p>As a best practice, the Budget Office analyzes funds in the fourth quarter to make sure they can end the year within budget. The Fleet Services fund has been identified as needing additional funding to ensure it ends 2024 at or under budget.</p> <p>During 2024, it was decided to sell \$489,194 in Fleet parts inventory to NAPA auto parts because of an operational change. Since the revenue from NAPA was not budgeted for, an increase in budgeted revenue is being requested. The proceeds from the sale are being used to complete a debt payment in December 2024 ahead of schedule. This payment was also not budgeted.</p> <p>Also, during 2024, other City departments' compressed natural gas (CNG) needs and vehicle/equipment repair needs increased over available budget. These departments rely on Fleet Services to provide CNG and vehicle repairs to operate. Without additional budget for CNG and vehicle repairs, Fleet and other departments will not be able to operate.</p> <p>Due to the reasons listed above, it is estimated the Fleet Services fund needs approximately \$1,399,194 more budget authority to ensure it ends 2024 at or under budget.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$1,399,194</u></p> <p style="padding-left: 40px;">Current year cost: \$1,399,194</p> <p style="padding-left: 40px;">Subsequent year(s) cost: N/A</p> <p><b>Funding Source</b>    <input checked="" type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc? No, for the NAPA proceeds. Yes, for the revenue coming from other departments.</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	



**Operations Impacts** (If N/A, please give a brief description as to why)

- What are the net impacts this adjustment will have on the specifically affected line items?  
Net zero total adjustment. This adjustment will increase revenue by \$1.4m to account for revenues already received from sale of inventory, interfund CNG charges, and interfund vehicle/equipment repair services. This adjustment will also increase expenses by the same amount to ensure operations continue.
- What operational changes will occur because of this adjustment?  
None
- What are the potential risks or consequences of not approving the budget adjustment?  
If this budget adjustment is not approved, Fleet Services fund will not be able to continue repairing vehicles and provide CNG fuel to other departments. Fleet Services fund will likely end the year over budget which is not technically allowed per RCW.
- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?  
It aligns with service levels.

**What current racial and other inequities might this special budget ordinance address?**

N/A – it is a recurring year-end financial process to right-size fund budgets expected to go over budget.

ORDINANCE NO C36622

An ordinance amending Ordinance No. C36467, passed by the City Council November 27, 2023, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2024, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2024, and providing it shall take effect immediately upon passage," and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2024 budget Ordinance No. C36467, as above entitled, and which passed the City Council November 27, 2023, it is necessary to make changes in the appropriations of the Fleet Services Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

The City of Spokane does ordain:

Section 1. That in the budget of the Fleet Services Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Increase revenue by \$1,399,194.
  - A) Of the increased revenue, \$489,194 is provided solely for sale of scrap/junk/surplus.
  - B) Of the increased revenue, \$160,000 is provided solely for interfund compressed natural gas fuel service charges.
  - C) Of the increased revenue, \$750,000 is provided solely for interfund vehicle/equipment repair service charges.
- 2) Increase appropriation by \$1,399,194.
  - A) Of the increased appropriation, \$489,194 is provided solely for an operating transfer-out to the Asset Management Capital fund for a debt payment.
  - B) Of the increased appropriation, \$160,000 is provided solely for compressed natural gas fuel purchases.
  - C) Of the increased appropriation, \$750,000 is provided solely for equipment repairs and maintenance services.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from higher than expected operating costs and recognizing additional revenues received, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Discussion

**Date Rec'd** 11/14/2024

**Clerk's File #** ORD C36623

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

**Submitting Dept** FINANCE, TREASURY & ADMIN

**Bid #**

**Contact Name/Phone** JESSICA 625-6369

**Requisition #**

**Contact E-Mail** JSTRATTON@SPOKANECITY.ORG

**Agenda Item Type** Special Budget Ordinance

**Council Sponsor(s)** MCATHCART BWILKERSON ZZAPPONE

**Agenda Item Name** 0410 - YEAR-END SBO - FINANCIAL PARTNERSHIP PORTFOLIO FUND

**Agenda Wording**

The Financial Partnership Portfolio Fund has been identified as needing adjustments to ensure it ends 2024 at or under budget.

**Summary (Background)**

During 2024 budget development, it was decided to restructure some of the parking SIP debt. While this debt restructure was budgeted, a few line items from the accounting entry were left out of the budget. This SBO will align the budget with the actual posted accounting entries.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? NO

Total Cost \$ 768,796.08

Current Year Cost \$ 768,796.08

Subsequent Year(s) Cost \$ N/A

**Narrative**

This is one-time only

**Amount**

**Budget Account**

Revenue \$ 768,796.08 # 1920-79213-99999-39787-84114

Expense \$ 768,796.08 # 1920-79213-97185-80102-84114

Select \$ #

Select \$ #

\$ #

\$ #



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

**Dept Head**

STRATTON, JESSICA

**Division Director**

BOSTON, MATTHEW

**Accounting Manager**

ORLOB, KIMBERLY

**Legal**

SCHOEDEL, ELIZABETH

**For the Mayor**

PICCOLO, MIKE

**Additional Approvals**

**MANAGEMENT &**

STRATTON, JESSICA

**Distribution List**

[nzollinger@spokanecity.org](mailto:nzollinger@spokanecity.org)

## Council Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	Finance
<b>Contact Name</b>	Jessica Stratton
<b>Contact Email &amp; Phone</b>	<a href="mailto:jstratton@spokanecity.org">jstratton@spokanecity.org</a> x6369
<b>Council Sponsor(s)</b>	Cathcart, Wilkerson, Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Discussion    Time Requested: 5min
<b>Agenda Item Name</b>	Special Budget Ordinance – Year-End Adjustment Financial Partnership Portfolio Fund
<b>Grant Item</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda
<p><b>Summary</b></p> <p><b>What is the specific purpose or need for the budget adjustment?</b></p> <p><b>What changes or developments have triggered this request?</b></p>	<p>As a best practice, the Budget Office analyzes funds in the fourth quarter to make sure they can end the year within budget. The Financial Partnership Portfolio Fund has been identified as needing adjustments to ensure it ends 2024 at or under budget.</p> <p>During 2024 budget development, it was decided to restructure some of the parking SIP debt. While this debt restructure was budgeted, a few line items from the accounting entry were left out of the budget. This SBO will align the budget with the actual posted accounting entries.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$768,796.08</u></p> <p style="padding-left: 20px;">Current year cost: \$768,796.08</p> <p style="padding-left: 20px;">Subsequent year(s) cost: N/A</p> <p><b>Funding Source</b>        <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Reallocation</p> <p>Is this funding source sustainable for future years, months, etc? No; one-time only</p> <p><b>Expense Occurrence</b>    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>• What are the net impacts this adjustment will have on the specifically affected line items? During 2024 budget development, it was decided to restructure some of the City’s debt. The actual entries were recorded in a different fund than budgeted. This SBO will align budget with actuals already posted in the accounting system.</li> <li>• What operational changes will occur because of this adjustment? None</li> </ul>	

- What are the potential risks or consequences of not approving the budget adjustment?  
If this budget adjustment is not approved, the Financial Partnership fund will likely end the year over budget which is not technically allowed per RCW.
- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?  
It aligns with the 2024 adopted budget.

**What current racial and other inequities might this special budget ordinance address?**

N/A – it is a recurring year-end financial process to right-size fund budgets expected to go over budget.

ORDINANCE NO C36623

An ordinance amending Ordinance No. C36467, passed by the City Council November 27, 2023, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2024, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2024, and providing it shall take effect immediately upon passage," and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2024 budget Ordinance No. C36467, as above entitled, and which passed the City Council November 27, 2023, it is necessary to make changes in the appropriations of the Financial Partnership Portfolio Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

The City of Spokane does ordain:

Section 1. That in the budget of the Financial Partnership Portfolio Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Increase revenue by \$768,796.08.
  - A) Of the increased revenue, \$768,796.08 is provided solely from an operating transfer-in from the Asset Management Capital fund for debt restructure.
- 2) Increase appropriation by \$768,796.08.
  - A) Of the increased appropriation, \$768,796.08 is provided solely for an operating transfer-out to the Asset Management Capital fund for debt restructure.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from refinanced parking debt, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date





**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Discussion

**Date Rec'd** 11/14/2024

**Clerk's File #** ORD C36624

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

**Submitting Dept** FINANCE, TREASURY & ADMIN

**Bid #**

**Contact Name/Phone** JESSICA 625-6369

**Requisition #**

**Contact E-Mail** JSTRATTON@SPOKANECITY.ORG

**Agenda Item Type** Special Budget Ordinance

**Council Sponsor(s)** MCATHCART BWILKERSON ZZAPPONE

**Agenda Item Name** 0410 - YEAR-END SBO - COMMS BUILDING M&O

**Agenda Wording**

The Communications Building Maintenance and Operations Fund has been identified as needing adjustments. It is estimated the fund needs approximately \$30,000 more budget authority to ensure it ends 2024 at or under budget.

**Summary (Background)**

The Communications Building Maintenance and Operations Fund was created in 2018 to receive fees from all the CCB occupants to expend on administration, maintenance and operation of the Combined Communications Building in accordance with the interlocal agreement.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? NO

Total Cost \$ 30,000

Current Year Cost \$ 30,000

Subsequent Year(s) Cost \$ N/A

**Narrative**

A new interlocal agreement is desperately needed.

**Amount**

**Budget Account**

Expense \$ 30,000 # 1640-35351-28200-54802

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #



## Council Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	Finance
<b>Contact Name</b>	Jessica Stratton
<b>Contact Email &amp; Phone</b>	<a href="mailto:jstratton@spokanecity.org">jstratton@spokanecity.org</a> x6369
<b>Council Sponsor(s)</b>	Cathcart, Wilkerson, Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Discussion    Time Requested: 5min
<b>Agenda Item Name</b>	Special Budget Ordinance – Year-End Adjustment Communications Building Maintenance and Operations Fund
<b>Grant Item</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda
<p><b>Summary</b></p> <p><b>What is the specific purpose or need for the budget adjustment?</b></p> <p><b>What changes or developments have triggered this request?</b></p>	<p>As a best practice, the Budget Office analyzes funds in the fourth quarter to make sure they can end the year within budget. The Communications Building Maintenance and Operations Fund has been identified as needing adjustments to ensure it ends 2024 at or under budget.</p> <p>The Communications Building Maintenance and Operations Fund was created in 2018 to receive fees from all the CCB occupants to expend on administration, maintenance and operation of the Combined Communications Building in accordance with the interlocal agreement. Unfortunately, the agreement ended in 2020 and other agencies have not paid for their share of the building maintenance in years. This fund is slowly becoming insolvent as a result. Building repairs and maintenance is still needed, though, as long as the building is in use.</p> <p>Due to the reasons listed above, it is estimated the fund needs approximately \$30,000 more budget authority to ensure it ends 2024 at or under budget.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$30,000</u></p> <p style="padding-left: 20px;">Current year cost: \$30,000</p> <p style="padding-left: 20px;">Subsequent year(s) cost: N/A</p> <p><b>Funding Source</b>    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Reserves</p> <p>Is this funding source sustainable for future years, months, etc? No, a new interlocal agreement is desperately needed.</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>• What are the net impacts this adjustment will have on the specifically affected line items?</li> </ul>	

This will use fund balance to increase the repairs and maintenance budget that is trending over budget.

- What operational changes will occur because of this adjustment?  
None
- What are the potential risks or consequences of not approving the budget adjustment?  
If this budget adjustment is not approved, some building repairs & maintenance bills will be delayed in payment.
- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?  
It aligns with the fund's SMC.

**What current racial and other inequities might this special budget ordinance address?**

N/A – it is a recurring year-end financial process to right-size fund budgets expected to go over budget.

ORDINANCE NO C36624

An ordinance amending Ordinance No. C36467, passed by the City Council November 27, 2023, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2024, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2024, and providing it shall take effect immediately upon passage," and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2024 budget Ordinance No. C36467, as above entitled, and which passed the City Council November 27, 2023, it is necessary to make changes in the appropriations of the Communications Building Maintenance and Operations Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

The City of Spokane does ordain:

Section 1. That in the budget of the Communications Building Maintenance and Operations Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Increase appropriation by \$30,000.
- A) Of the increased appropriation, \$30,000 is provided solely for building repairs/maintenance.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from greater than expected building repair, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

**Agenda Sheet for City Council:****Committee:** Finance & Administration **Date:** 11/25/2024**Committee Agenda type:** Consent**Council Meeting Date:** 12/09/2024

		<b>Date Rec'd</b>	11/14/2024
		<b>Clerk's File #</b>	RES 2024-0115
		<b>Cross Ref #</b>	OPR 2024-1071
		<b>Cross Ref #</b>	OPR 2024-1084
<b>Submitting Dept</b>	FLEET SERVICES	<b>Bid #</b>	SOLE SOURCE
<b>Contact Name/Phone</b>	RICK GIDDINGS 625-7706	<b>Requisition #</b>	2025 FUNDS
<b>Contact E-Mail</b>	RGIDDINGS@SPOKANECITY.ORG		
<b>Agenda Item Type</b>	Resolutions		
<b>Council Sponsor(s)</b>	BWILKERSON MCATHCART ZZAPPONE		
<b>Agenda Item Name</b>	5100 - SOLE SOURCE RESOLUTION AND CONTRACT WITH SWS EQUIPMENT		

**Agenda Wording**

Approval of 5 year sole source resolution and contract with SWS Equipment for the maintenance and repair of specialized truck equipment from Labrie, Scorpion, Sewer Equipment, and Curbtender.

OPR 2024-1071 - Service Contract

OPR 2024-1084 - Value Blanket

**Summary (Background)**

Approval of 5 year sole source resolution and contract with SWS Equipment for the maintenance and repair of specialized truck equipment from Labrie, Scorpion, Sewer Equipment, and Curbtender. This equipment is used primarily for Solid Waste and Wastewater vehicles. Total yearly expenditure is not to exceed \$1,000,000 for a term of 5 years starting January 1, 2025.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 1,000,000.00

Current Year Cost \$ 1,000,000.00

Subsequent Year(s) Cost \$ 1,000,000.00

**Narrative**

SWS Equipment is the only local, authorized servicer and supplier of parts for the body brands listed. Each manufacturer has provided documentation to support this sole source relationship.

<b>Amount</b>	<b>Budget Account</b>
Expense \$ 1,000,000.00	# 5100-30210-48341-54803-99999
Select \$	#
Select \$	#
Select \$	#
\$	#
\$	#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	RUSSELL, ADAM T.
<b><u>Division Director</u></b>	BOSTON, MATTHEW
<b><u>Accounting Manager</u></b>	ORLOB, KIMBERLY
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**

<b><u>PURCHASING</u></b>	PRINCE, THEA

**Distribution List**

Tony Dombrowik tonyd@swsequipment.com	rgiddings@spokanecity.org
atrussell@spokanecity.org	tprince@spokanecity.org
tbrazington@spokanecity.org	jrhall@spokanecity.org

## Council Briefing Paper Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	Fleet Services
<b>Contact Name</b>	Rick Giddings
<b>Contact Email &amp; Phone</b>	509-625-7706 - rgiddings@spokanecity.org
<b>Council Sponsor(s)</b>	Cathcart, Wilkerson, Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	5100 – Sole Source Contract with SWS Equipment
<b>Proposed Council Action</b>	<input type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	Fleet would like to renew our sole source contract with SWS Equipment for the maintenance and repair of specialized truck equipment from Labrie, Scorpion, Sewer Equipment, and Curbtender. This equipment is used primarily for Solid Waste and Wastewater vehicles. Total yearly expenditure is not to exceed \$1,000,000 for a term of 5 years starting January 1, 2025.
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$1,000,000</u></p> <p style="padding-left: 40px;">Current year cost: \$1,000,000</p> <p style="padding-left: 40px;">Subsequent year(s) cost: \$1,000,000</p> <p><b>Narrative:</b> <u>SWS Equipment is the only local, authorized servicer and supplier of parts for the body brands listed. Each manufacturer has provided documentation to support this sole source relationship.</u></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc? Yes</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? None Identified.</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? Data will not be collected.</li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution? Fleet collects price and service data to ensure the city is receiving fair value from this vendor.</li> </ul>	



**COUNCIL RULES – ATTACHMENT B 1 (STANDARD BRIEFING PAPER)**

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others? Aligns with Centralized Fleet Policy and Purchasing Rules.

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not. No subcommittee for this topic.

SOLE-SOURCE RESOLUTION

A RESOLUTION declaring SOLID WASTE SYSTEMS (Spokane Valley, WA) a sole-source provider for Curbtender, Labrie, Scorpion and Sewer Equipment products, parts and services and authorizing the City of Spokane Fleet Services to purchase products “as needed”, enter into a five (5) year Value Blanket Order for parts and a five (5) year Service Contract for services as needed for approximately \$1,500,000. including applicable taxes annually without public bidding.

WHEREAS, The City of Spokane Solid Waste Department currently utilizes Curbtender, Scorpion, Labrie and Sewer Equipment products on City-owned vehicles; and

WHEREAS, these products and parts are only available through authorized distributors and Solid Waste Systems is our local authorized distributor; and

WHEREAS, parts manufactured by other manufacturers are not compatible with equipment currently installed on City vehicles; and

WHEREAS, the estimated expenditure for these parts and services exceeds the 2024 public bid limit of \$50,000 for goods;

-- Now, Therefore,

BE IT RESOLVED by the City Council for the City of Spokane that it hereby declares Solid Waste Systems a sole source provider for Curbtender, Scorpion, Labrie and Sewer Equipment products, parts and services to be purchased on an “as needed” basis and authorizes a five (5) year Value Blanket Order for products and parts and a five (5) year service contract for services, as needed for an estimated \$1,500,000 annually including applicable taxes; and

ADOPTED BY THE CITY COUNCIL ON \_\_\_\_\_

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
Assistant City Attorney



**City of Spokane**

**PERSONAL SERVICES AGREEMENT**

**Title: As Needed Services and Repairs for Curbtender,  
Labrie, Scorpion and Sewer Equipment**

This Agreement is made and entered into by and between the **CITY OF SPOKANE** as (“City”), a Washington municipal corporation, and **SOLID WASTE SYSTEMS (SWS)**., whose address is 6515 North Nixon Avenue, Spokane Valley, Washington 99212 as (“Company”), individually hereafter referenced as a “Party”, and together as the “Parties”.

*WHEREAS, the purpose of this Agreement is to provide As-Needed Services and Repairs for Curbtender, Labrie, Scorpion and Sewer Equipment for Fleet Services; and*

*WHEREAS, the Company has been deemed a Sole Source Provider.*

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

**1. TERM OF AGREEMENT.**

The term of this Agreement begins on January 1, 2025, and shall run through December 31, 2030, unless amended by written agreement or terminated earlier under the provisions.

**2. TIME OF BEGINNING AND COMPLETION.**

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

**3. SCOPE OF WORK.**

On an as needed basis as requested by Fleet Services, Company will provide As-Needed Services and Repairs for Curbtender, Labrie, Scorpion and Sewer Equipment. In the event of a conflict or discrepancy in the Agreement documents, this City Personal Services Agreement controls.

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

**4. COMPENSATION / PAYMENT.**

Total compensation for Company’s services under this Agreement shall not exceed **ONE MILLION**

**AND NO/100 DOLLARS (\$1,000,000.00)**, annually including sales tax, for everything furnished and done under this Agreement.

The Company shall submit its applications for payment to Fleets Services Department, 915 North Nelson Street, Spokane, Washington 99202. **Payment will be made via direct deposit/ACH** within thirty (30) days after receipt of the Company's application except as provided by state law. If the City objects to all or any portion of the invoice, it shall notify the Company and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount

#### **5. TAXES, FEES AND LICENSES.**

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

#### **6. CITY OF SPOKANE BUSINESS LICENSE.**

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Company shall be responsible for contacting the State of Washington Business License Services at [www.dor.wa.gov](http://www.dor.wa.gov) or 360-705-6741 to obtain a business registration. If the Company does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.

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

#### **7. SOCIAL EQUITY REQUIREMENTS / NON-DISCRIMINATION.**

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

#### **8. INDEMNIFICATION.**

The Company shall defend, indemnify, and hold the City and its officers and employees harmless from all claims, demands, or suits at law or equity asserted by third parties for bodily injury (including death) and/or property damage which arise from the Company's negligence or willful misconduct under this Agreement, including attorneys' fees and litigation costs; provided that nothing herein shall require a Company to indemnify the City against and hold harmless the City from claims, demands or suits based solely upon the negligence of the City, its agents, officers, and employees. If a claim or suit is caused by or results from the concurrent negligence of the

Company's agents or employees and the City, its agents, officers and employees, this indemnity provision shall be valid and enforceable to the extent of the negligence of the Company, its agents or employees. The Company specifically assumes liability and agrees to defend, indemnify, and hold the City harmless for actions brought by the Company's own employees against the City and, solely for the purpose of this indemnification and defense, the Company specifically waives any immunity under the Washington State industrial insurance law, or Title 51 RCW. The Company recognizes that this waiver was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. The indemnity and agreement to defend and hold the City harmless provided for in this section shall survive any termination or expiration of this agreement.

## **9. INSURANCE.**

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

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

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

i. Acceptable supplementary Umbrella coverage in combination with Commercial General Liability policy shall be a minimum of \$2M in order to meet the minimum insurance coverages required under this contract; and

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

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

## **10. DEBARMENT AND SUSPENSION.**

The Company has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and "Debarment and Suspension", codified at 29 CFR part 98 (see Exhibit A).

## **11. AUDIT.**

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

## **12. KEY PERSONS.**

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

## **13. ASSIGNMENT AND SUBCONTRACTING.**

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

## **14. TERMINATION.**

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

## **15. STANDARD OF PERFORMANCE.**

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

## **16. OWNERSHIP AND USE OF RECORDS AND DOCUMENTS.**

Original documents, drawings, designs, reports, or any other records developed or created under this Agreement shall belong to and become the property of the City. All records submitted by the City to the Company shall be safeguarded by the Company. The Company shall make such data, documents and files available to the City upon the City's request. If the City's use of the Company's records or data is not related to this project, it shall be without liability or legal exposure to the Company.

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

**17. ANTI KICK-BACK.**

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

**18. MISCELLANEOUS PROVISIONS.**

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

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

**SOLID WASTE SYSTEMS**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature Date

By \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

**Attachments that are part of this Agreement:**

- Exhibit A – Certificate Regarding debarment
- Exhibit B – Company’s – 2024 Pricing List

24-228a



**EXHIBIT A**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
  
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
  
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  
2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
  
4. I understand that a false statement of this certification may be grounds for termination of the contract.

Name of Subrecipient / Contractor / Consultant (Type or Print)	Program Title (Type or Print)
Name of Certifying Official (Type or Print)	Signature
Title of Certifying Official (Type or Print)	Date (Type or Print)

**EXHIBIT B**



<b>Description</b>	<b>Hourly Rate</b>	
Preventative Maintenance	\$182.00	
On-Site Repair	\$182.00	
In-House Repair	\$182.00	
Emergency Callout	\$182.00	
After Hours Emergency Callout	n/a	
Consultation	\$0.00	
Training	\$0.00	
Parts Mark Up	SWS List - 10%	
Mileage	\$1.30/mi	
Misc. Charges	TBD	
Fees	TBD	
<b>Response Times</b>	<b>Response Time</b>	
Preventative Maintenance	as scheduled	
On-Site Repair	as scheduled	
In-House Repair	as scheduled	
Emergency Callout	same day	
After Hours Emergency Callout	n/a	
<b>List Certifications</b>	<b>Certifications</b>	
	see attached	
<b>Dealer Line Card</b>	<b>Brands</b>	
	see attached	
<b>Warranty</b>	<b>Time Frame</b>	
Workmanship	see attached warranty statement	
Manufacturer/Brand Warranty	see attached warranty statement	

*\*Billable rates are subject to change at any time without notice based on economic and market conditions.*





STATE OF WASHINGTON

# BUSINESS LICENSE

Limited Liability Company

SWS EQUIPMENT LLC  
SOLID WASTE SYSTEMS, INC.  
6515 E NIXON AVE  
SPOKANE VALLEY WA 99212-1062

UNEMPLOYMENT INSURANCE - ACTIVE  
MINOR WORK PERMIT - ACTIVE  
MOTOR VEHICLE DEALER #03960 - ACTIVE

INDUSTRIAL INSURANCE - ACTIVE  
TAX REGISTRATION - ACTIVE

Issue Date: Jul 19, 2024

Unified Business ID #: 601245968

Business ID #: 001

Location: 0001

Expires: Apr 30, 2025

### CITY/COUNTY ENDORSEMENTS:

- SPOKANE VALLEY GENERAL BUSINESS #00931 - ACTIVE
- PUYALLUP GENERAL BUSINESS - NON-RESIDENT #2009090 - ACTIVE
- CENTRALIA GENERAL BUSINESS - NON-RESIDENT #8859 - ACTIVE
- SHELTON GENERAL BUSINESS - NON-RESIDENT #8002580 - ACTIVE
- KIRKLAND GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- BELLINGHAM GENERAL BUSINESS #032687 - ACTIVE
- ENUMCLAW GENERAL BUSINESS - NON-RESIDENT #CUST00006676 - ACTIVE
- ISSAQUAH GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- KENNEWICK GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- LACEY GENERAL BUSINESS - NON-RESIDENT #19005 - ACTIVE
- MARYSVILLE GENERAL BUSINESS - NON-RESIDENT #9000CON604 - ACTIVE
- OLYMPIA GENERAL BUSINESS - NON-RESIDENT #12539 - ACTIVE
- PORT ORCHARD GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- PORT TOWNSEND GENERAL BUSINESS - NON-RESIDENT #008612 - ACTIVE

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 601245968 001 0001

SWS EQUIPMENT LLC  
SOLID WASTE SYSTEMS, INC.  
6515 E NIXON AVE  
SPOKANE VALLEY WA 99212-1062

FOLD HERE

STATE OF WASHINGTON

FOLD HERE

UNEMPLOYMENT INSURANCE - ACTIVE  
INDUSTRIAL INSURANCE - ACTIVE  
MINOR WORK PERMIT - ACTIVE  
TAX REGISTRATION - ACTIVE  
MOTOR VEHICLE DEALER #03960 - ACTIVE  
SPOKANE VALLEY GENERAL BUSINESS #00931 - ACTIVE  
PUYALLUP GENERAL BUSINESS - NON-RESIDENT #2009090 - ACTIVE  
CENTRALIA GENERAL BUSINESS - NON-RESIDENT #8859 - ACTIVE  
SHELTON GENERAL BUSINESS - NON-RESIDENT #8002580 - ACTIVE

Expires: Apr 30, 2025

Director, Department of Revenue



STATE OF WASHINGTON

# BUSINESS LICENSE

Issue Date: Jul 19, 2024

Unified Business ID #: 601245968

Business ID #: 001

Location: 0001

Expires: Apr 30, 2025

Limited Liability Company

SWS EQUIPMENT LLC  
SOLID WASTE SYSTEMS, INC.  
6515 E NIXON AVE  
SPOKANE VALLEY WA 99212-1062

CITY/COUNTY ENDORSEMENTS:

- SEDRO WOOLLEY GENERAL BUSINESS - NON-RESIDENT #222007 - ACTIVE
- SUMNER GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- WOODINVILLE GENERAL BUSINESS - NON-RESIDENT (EXPIRES 3/31/2025) - ACTIVE
- VANCOUVER GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- SPOKANE GENERAL BUSINESS - NON-RESIDENT #T12004607BUS - ACTIVE
- QUINCY GENERAL BUSINESS - NON-RESIDENT #2019-066 - ACTIVE
- CHENEY GENERAL BUSINESS - NON-RESIDENT #BUS2010-216 - ACTIVE
- MERCER ISLAND GENERAL BUSINESS - NON-RESIDENT #120589 - ACTIVE
- FEDERAL WAY GENERAL BUSINESS - NON-RESIDENT #14-104083-00-BL - ACTIVE
- LYNNWOOD GENERAL BUSINESS - NON-RESIDENT #015666-08-2012 - ACTIVE
- MOUNTLAKE TERRACE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- YAKIMA GENERAL BUSINESS - NON-RESIDENT #BL009415 - ACTIVE
- BURIEN GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- REDMOND GENERAL BUSINESS - NON-RESIDENT #RED09-000312 - ACTIVE
- ABERDEEN GENERAL BUSINESS - NON-RESIDENT #214688 - ACTIVE
- BREMERTON GENERAL BUSINESS - NON-RESIDENT #28630 - ACTIVE

DUTIES OF MINORS:

Ages 16-17: SHOP HELPER - SWEEP SHOP FLOOR; PULL PARTS/SUPPLIES; HELP TECH WITH MINOR

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 601245968 001 0001

SWS EQUIPMENT LLC  
SOLID WASTE SYSTEMS, INC.  
6515 E NIXON AVE  
SPOKANE VALLEY WA 99212-1062

FOLD HERE

STATE OF WASHINGTON

FOLD HERE

- UNEMPLOYMENT INSURANCE - ACTIVE
- INDUSTRIAL INSURANCE - ACTIVE
- MINOR WORK PERMIT - ACTIVE
- TAX REGISTRATION - ACTIVE
- MOTOR VEHICLE DEALER #03960 - ACTIVE
- SPOKANE VALLEY GENERAL BUSINESS #00931 - ACTIVE
- PUYALLUP GENERAL BUSINESS - NON-RESIDENT #2009090 - ACTIVE
- CENTRALIA GENERAL BUSINESS - NON-RESIDENT #8859 - ACTIVE
- SHELTON GENERAL BUSINESS - NON-RESIDENT #8002580 - ACTIVE

Expires: Apr 30, 2025

Director, Department of Revenue



STATE OF WASHINGTON

# BUSINESS LICENSE

Issue Date: Jul 19, 2024

Unified Business ID #: 601245968

Business ID #: 001

Location: 0001

Expires: Apr 30, 2025

Limited Liability Company

SWS EQUIPMENT LLC  
SOLID WASTE SYSTEMS, INC.  
6515 E NIXON AVE

SPOKANE VALLEY WA 99212-1062

DUTIES; PRESSURE WASH/CLEAN/DETAIL TRUCKS AND EQUIPMENT; ETC.

### LICENSING RESTRICTIONS:

Aberdeen city license valid until canceled by either party.

It is the business's responsibility to comply with minor work permit requirements. See WAC 296-125-030 and WAC 296-125-033 for Non-Agricultural and WAC 296-131-125 for Agricultural guidelines and restricted activities.

Minors may not operate or work in close proximity to heavy moving equipment. This includes, but is not limited to, earth-moving machines, cranes, compactors, forklifts and tractors. WAC 296-125-030(17)

No person, or business, or those under their control, shall cause or allow the discharge of unauthorized pollutants (e.g. chemicals, oils, detergents, or wastewater) into a City of Redmond storm water drainage system, surface water bodies or groundwater.

Occupations involving exposure to substances which are carcinogenic, corrosive, highly toxic, toxic sensitizers, or that cause reproductive health effects or irreversible end organ damage is prohibited for minors under 18. WAC 296-125-030(25)

### REGISTERED TRADE NAMES:

SWS EQUIPMENT, INC

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 601245968 001 0001

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SOLID WASTE SYSTEMS, INC.  
6515 E NIXON AVE  
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Director, Department of Revenue

## IMPORTANT!

### PLEASE READ THE FOLLOWING INFORMATION CAREFULLY BEFORE POSTING THIS LICENSE

#### General Information

Post this Business License in a visible location at your place of business.

If you were issued a Business License previously, **destroy the old one and post this one in its place.**

Login to My DOR at [dor.wa.gov](http://dor.wa.gov) if you need to make changes to your business name, location, mailing address, telephone number, or business ownership.

Telephone: 360-705-6741

#### Endorsements

All endorsements should be renewed by the expiration date that appears on the front of this license to avoid any late fees.

If there is no expiration date, the endorsements remain active as long as you continue required reporting. Tax Registration, Unemployment Insurance, and Industrial Insurance endorsements require you to submit periodic reports. Each agency will send you the necessary reporting forms and instructions.

For assistance or to request this document in an alternate format, visit <http://business.wa.gov/BLS> or call (360) 705-6741. Teletype (TTY) users may use the Washington Relay Service by calling 711.

BLS-700-107 (07/27/20)



**CERTIFICATE OF LIABILITY INSURANCE**

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>Spokane Office</b> <b>Marsh McLennan Agency LLC</b> <b>501 N. Riverpoint Blvd., Ste 403</b> <b>Spokane, WA 99202</b>	<b>CONTACT NAME:</b> <b>Casey Lund</b> <b>PHONE (A/C, No, Ext):</b> <b>(509) 789-7443</b> <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> <b>Casey.Lund@MarshMMA.com</b>														
<b>INSURED</b> <b>SWS Parent LLC / SWS Equipment LLC</b> <b>PO BOX 13040</b> <b>Spokane, WA 99213-3040</b>	<table border="1"> <tr> <th data-bbox="808 432 1427 466">INSURER(S) AFFORDING COVERAGE</th> <th data-bbox="1427 432 1580 466">NAIC #</th> </tr> <tr> <td data-bbox="808 466 1427 504"><b>INSURER A : Phoenix Insurance Company</b></td> <td data-bbox="1427 466 1580 504"><b>25623</b></td> </tr> <tr> <td data-bbox="808 504 1427 541"><b>INSURER B : Travelers Property Casualty Co of Amer</b></td> <td data-bbox="1427 504 1580 541"><b>25674</b></td> </tr> <tr> <td data-bbox="808 541 1427 571"><b>INSURER C :</b></td> <td data-bbox="1427 541 1580 571"></td> </tr> <tr> <td data-bbox="808 571 1427 600"><b>INSURER D :</b></td> <td data-bbox="1427 571 1580 600"></td> </tr> <tr> <td data-bbox="808 600 1427 630"><b>INSURER E :</b></td> <td data-bbox="1427 600 1580 630"></td> </tr> <tr> <td data-bbox="808 630 1427 655"><b>INSURER F :</b></td> <td data-bbox="1427 630 1580 655"></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	<b>INSURER A : Phoenix Insurance Company</b>	<b>25623</b>	<b>INSURER B : Travelers Property Casualty Co of Amer</b>	<b>25674</b>	<b>INSURER C :</b>		<b>INSURER D :</b>		<b>INSURER E :</b>		<b>INSURER F :</b>	
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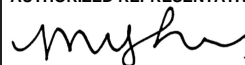
**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS																						
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X		Y-630-1Y092730-PHX-24	7/1/2024	7/1/2025		<table border="1"> <tr> <td>EACH OCCURRENCE</td> <td>\$</td> <td>1,000,000</td> </tr> <tr> <td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td> <td>\$</td> <td>300,000</td> </tr> <tr> <td>MED EXP (Any one person)</td> <td>\$</td> <td>5,000</td> </tr> <tr> <td>PERSONAL &amp; ADV INJURY</td> <td>\$</td> <td>1,000,000</td> </tr> <tr> <td>GENERAL AGGREGATE</td> <td>\$</td> <td>2,000,000</td> </tr> <tr> <td>PRODUCTS - COMP/OP AGG</td> <td>\$</td> <td>2,000,000</td> </tr> <tr> <td></td> <td>\$</td> <td></td> </tr> </table>	EACH OCCURRENCE	\$	1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	300,000	MED EXP (Any one person)	\$	5,000	PERSONAL & ADV INJURY	\$	1,000,000	GENERAL AGGREGATE	\$	2,000,000	PRODUCTS - COMP/OP AGG	\$	2,000,000		\$	
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B	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input checked="" type="checkbox"/> N N/A			UB-1Y094956-24-14-G	7/1/2024	7/1/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	<table border="1"> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$</td> <td>1,000,000</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$</td> <td>1,000,000</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$</td> <td>1,000,000</td> </tr> </table>	E.L. EACH ACCIDENT	\$	1,000,000	E.L. DISEASE - EA EMPLOYEE	\$	1,000,000	E.L. DISEASE - POLICY LIMIT	\$	1,000,000												
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B	Dealer			AD-1Y317204-24-14	7/1/2024	7/1/2025	Each Accident	1,000,000																					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 City of Spokane, Its officers and employees are additional insured as required by written contract per the attached forms

**CERTIFICATE HOLDER** **CANCELLATION**

<b>City of Spokane</b> <b>915 N Nelson</b> <b>Spokane, WA 99202</b>	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b> 



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**BLANKET ADDITIONAL INSURED**  
**(Includes Products-Completed Operations If Required By Contract)**

This endorsement modifies insurance provided under the following:  
 COMMERCIAL GENERAL LIABILITY COVERAGE PART

**PROVISIONS**

The following is added to **SECTION II – WHO IS AN INSURED**:

Any person or organization that you agree in a written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only:

- a. With respect to liability for "bodily injury" or "property damage" that occurs, or for "personal injury" caused by an offense that is committed, subsequent to the signing of that contract or agreement and while that part of the contract or agreement is in effect; and
- b. If, and only to the extent that, such injury or damage is caused by acts or omissions of you or your subcontractor in the performance of "your work" to which the written contract or agreement applies. Such person or organization does not qualify as an additional insured with respect to the independent acts or omissions of such person or organization.

The insurance provided to such additional insured is subject to the following provisions:

- a. If the Limits of Insurance of this Coverage Part shown in the Declarations exceed the minimum limits required by the written contract or agreement, the insurance provided to the additional insured will be limited to such minimum required limits. For the purposes of determining whether this limitation applies, the minimum limits required by the written contract or agreement will be considered to include the minimum limits of any Umbrella or Excess liability coverage required for the additional insured by that written contract or agreement. This provision will not increase the limits of insurance described in Section III – Limits Of Insurance.
- b. The insurance provided to such additional insured does not apply to:

(1) Any "bodily injury", "property damage" or "personal injury" arising out of the providing, or failure to provide, any professional architectural, engineering or surveying services, including:

- (a) The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders or change orders, or the preparing, approving, or failing to prepare or approve, drawings and specifications; and
- (b) Supervisory, inspection, architectural or engineering activities.

(2) Any "bodily injury" or "property damage" caused by "your work" and included in the "products-completed operations hazard" unless the written contract or agreement specifically requires you to provide such coverage for that additional insured during the policy period.

c. The additional insured must comply with the following duties:

- (1) Give us written notice as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, such notice should include:
  - (a) How, when and where the "occurrence" or offense took place;
  - (b) The names and addresses of any injured persons and witnesses; and
  - (c) The nature and location of any injury or damage arising out of the "occurrence" or offense.
- (2) If a claim is made or "suit" is brought against the additional insured:

## COMMERCIAL GENERAL LIABILITY

- (a) Immediately record the specifics of the claim or "suit" and the date received; and
  - (b) Notify us as soon as practicable and see to it that we receive written notice of the claim or "suit" as soon as practicable.
- (3) Immediately send us copies of all legal papers received in connection with the claim or "suit", cooperate with us in the investigation or settlement of the claim or defense against the "suit", and otherwise comply with all policy conditions.
- (4) Tender the defense and indemnity of any claim or "suit" to any provider of other insurance which would cover such additional insured for a loss we cover. However, this condition does not affect whether the insurance provided to such additional insured is primary to other insurance available to such additional insured which covers that person or organization as a named insured as described in Paragraph 4., Other Insurance, of Section IV – Commercial General Liability Conditions.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **XTEND ENDORSEMENT FOR MANUFACTURERS AND WHOLESALEERS**

This endorsement modifies insurance provided under the following:

### COMMERCIAL GENERAL LIABILITY COVERAGE PART

**GENERAL DESCRIPTION OF COVERAGE** – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to this Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li><b>A. Who Is An Insured – Unnamed Subsidiaries</b></li> <li><b>B. Who Is An Insured – Employees And Volunteer Workers – Bodily Injury To Co-Employees And Co-Volunteer Workers</b></li> <li><b>C. Who Is An Insured – Newly Acquired Or Formed Limited Liability Companies</b></li> <li><b>D. Blanket Additional Insured – Broad Form Vendors</b></li> <li><b>E. Blanket Additional Insured – Controlling Interest</b></li> <li><b>F. Blanket Additional Insured – Mortgagees, Assignees, Successors Or Receivers</b></li> <li><b>G. Blanket Additional Insured – Governmental Entities – Permits Or Authorizations Relating To Premises</b></li> </ul> | <ul style="list-style-type: none"> <li><b>H. Blanket Additional Insured – Governmental Entities – Permits Or Authorizations Relating To Operations</b></li> <li><b>I. Blanket Additional Insured – Grantors Of Franchises</b></li> <li><b>J. Incidental Medical Malpractice</b></li> <li><b>K. Medical Payments – Increased Limit</b></li> <li><b>L. Blanket Waiver Of Subrogation</b></li> <li><b>M. Contractual Liability – Railroads</b></li> </ul> |
|--|--|

### PROVISIONS

**A. WHO IS AN INSURED – UNNAMED SUBSIDIARIES**

The following is added to **SECTION II – WHO IS AN INSURED**:

Any of your subsidiaries, other than a partnership or joint venture, that is not shown as a Named Insured in the Declarations is a Named Insured if:

- a.** You are the sole owner of, or maintain an ownership interest of more than 50% in, such subsidiary on the first day of the policy period; and
- b.** Such subsidiary is not an insured under similar other insurance.

No such subsidiary is an insured for "bodily injury" or "property damage" that occurred, or "personal and advertising injury" caused by an offense committed:

- a.** Before you maintained an ownership interest of more than 50% in such subsidiary; or
- b.** After the date, if any, during the policy period that you no longer maintain an ownership interest of more than 50% in such subsidiary.

For purposes of Paragraph 1. of Section II – Who Is An Insured, each such subsidiary will be deemed to be designated in the Declarations as:

- a.** A limited liability company;
  - b.** An organization other than a partnership, joint venture or limited liability company; or
  - c.** A trust;
- as indicated in its name or the documents that govern its structure.

**B. WHO IS AN INSURED – EMPLOYEES AND VOLUNTEER WORKERS – BODILY INJURY TO CO-EMPLOYEES AND CO-VOLUNTEER WORKERS**

The following is added to Paragraph 2.a.(1) of SECTION II – WHO IS AN INSURED:

Paragraphs (1)(a), (b) and (c) above do not apply to "bodily injury" to a co-"employee" while in the course of the co-"employee's" employment by you or performing duties related to the conduct of your business, or to "bodily injury" to your other "volunteer workers" while performing duties related to the conduct of your business.

**C. WHO IS AN INSURED – NEWLY ACQUIRED OR FORMED LIMITED LIABILITY COMPANIES**

The following replaces Paragraph 3. of SECTION II – WHO IS AN INSURED:

3. Any organization you newly acquire or form, other than a partnership or joint venture, and of which you are the sole owner or in which you maintain an ownership interest of more than 50%, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:

- a. Coverage under this provision is afforded only:
  - (1) Until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier, if you do not report such organization in writing to us within 180 days after you acquire or form it; or
  - (2) Until the end of the policy period, when that date is later than 180 days after you acquire or form such organization, if you report such organization in writing to us within 180 days after you acquire or form it;
- b. Coverage A does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and
- c. Coverage B does not apply to "personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

For the purposes of Paragraph 1. of Section II – Who Is An Insured, each such organization will be deemed to be designated in the Declarations as:

- a. A limited liability company;
  - b. An organization, other than a partnership, joint venture or limited liability company; or
  - c. A trust;
- as indicated in its name or the documents that govern its structure.

**D. BLANKET ADDITIONAL INSURED – BROAD FORM VENDORS**

The following is added to SECTION II – WHO IS AN INSURED:

Any person or organization that is a vendor and that you have agreed in a written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury" or "property damage" that:

- a. Occurs subsequent to the signing of that contract or agreement; and
- b. Arises out of "your products" that are distributed or sold in the regular course of such vendor's business.

The insurance provided to such vendor is subject to the following provisions:

- a. The limits of insurance provided to such vendor will be the minimum limits that you agreed to provide in the written contract or agreement, or the limits shown in the Declarations, whichever are less.
- b. The insurance provided to such vendor does not apply to:
  - (1) Any express warranty not authorized by you or any distribution or sale for a purpose not authorized by you;
  - (2) Any change in "your products" made by such vendor;
  - (3) Repackaging, unless unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;
  - (4) Any failure to make such inspections, adjustments, tests or servicing as vendors agree to perform or normally undertake to perform in the regular course of business, in connection with the distribution or sale of "your products";

- (5) Demonstration, installation, servicing or repair operations, except such operations performed at such vendor's premises in connection with the sale of "your products"; or
- (6) "Your products" that, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or on behalf of such vendor.

Coverage under this provision does not apply to:

- a. Any person or organization from whom you have acquired "your products", or any ingredient, part or container entering into, accompanying or containing such products; or
- b. Any vendor for which coverage as an additional insured specifically is scheduled by endorsement.

**E. BLANKET ADDITIONAL INSURED – CONTROLLING INTEREST**

- 1. The following is added to **SECTION II – WHO IS AN INSURED**:

Any person or organization that has financial control of you is an insured with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" that arises out of:

- a. Such financial control; or
- b. Such person's or organization's ownership, maintenance or use of premises leased to or occupied by you.

The insurance provided to such person or organization does not apply to structural alterations, new construction or demolition operations performed by or on behalf of such person or organization.

- 2. The following is added to Paragraph 4. of **SECTION II – WHO IS AN INSURED**:

This paragraph does not apply to any premises owner, manager or lessor that has financial control of you.

**F. BLANKET ADDITIONAL INSURED – MORTGAGEES, ASSIGNEES, SUCCESSORS OR RECEIVERS**

- The following is added to **SECTION II – WHO IS AN INSURED**:

Any person or organization that is a mortgagee, assignee, successor or receiver and that you have agreed in a written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to its

liability as mortgagee, assignee, successor or receiver for "bodily injury", "property damage" or "personal and advertising injury" that:

- a. Is "bodily injury" or "property damage" that occurs, or is "personal and advertising injury" caused by an offense that is committed, subsequent to the signing of that contract or agreement; and
- b. Arises out of the ownership, maintenance or use of the premises for which that mortgagee, assignee, successor or receiver is required under that contract or agreement to be included as an additional insured on this Coverage Part.

The insurance provided to such mortgagee, assignee, successor or receiver is subject to the following provisions:

- a. The limits of insurance provided to such mortgagee, assignee, successor or receiver will be the minimum limits that you agreed to provide in the written contract or agreement, or the limits shown in the Declarations, whichever are less.
- b. The insurance provided to such person or organization does not apply to:
  - (1) Any "bodily injury" or "property damage" that occurs, or any "personal and advertising injury" caused by an offense that is committed, after such contract or agreement is no longer in effect; or
  - (2) Any "bodily injury", "property damage" or "personal and advertising injury" arising out of any structural alterations, new construction or demolition operations performed by or on behalf of such mortgagee, assignee, successor or receiver.

**G. BLANKET ADDITIONAL INSURED – GOVERNMENTAL ENTITIES – PERMITS OR AUTHORIZATIONS RELATING TO PREMISES**

- The following is added to **SECTION II – WHO IS AN INSURED**:

Any governmental entity that has issued a permit or authorization with respect to premises owned or occupied by, or rented or loaned to, you and that you are required by any ordinance, law, building code or written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" arising out of the existence, ownership, use, maintenance, repair, construction, erection or removal of any of the following for which that governmental entity has

## COMMERCIAL GENERAL LIABILITY

issued such permit or authorization: advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away openings, sidewalk vaults, elevators, street banners or decorations.

### H. BLANKET ADDITIONAL INSURED – GOVERNMENTAL ENTITIES – PERMITS OR AUTHORIZATIONS RELATING TO OPERATIONS

The following is added to **SECTION II – WHO IS AN INSURED**:

Any governmental entity that has issued a permit or authorization with respect to operations performed by you or on your behalf and that you are required by any ordinance, law, building code or written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" arising out of such operations.

The insurance provided to such governmental entity does not apply to:

- a. Any "bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the governmental entity; or
- b. Any "bodily injury" or "property damage" included in the "products-completed operations hazard".

### I. BLANKET ADDITIONAL INSURED – GRANTORS OF FRANCHISES

The following is added to **SECTION II – WHO IS AN INSURED**:

Any person or organization that grants a franchise to you is an insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" arising out of your operations in the franchise granted by that person or organization.

If a written contract or agreement exists between you and such additional insured, the limits of insurance provided to such insured will be the minimum limits that you agreed to provide in the written contract or agreement, or the limits shown in the Declarations, whichever are less.

### J. INCIDENTAL MEDICAL MALPRACTICE

1. The following replaces Paragraph **b.** of the definition of "occurrence" in the **DEFINITIONS** Section:

- b. An act or omission committed in providing or failing to provide "incidental medical

services", first aid or "Good Samaritan services" to a person, unless you are in the business or occupation of providing professional health care services.

2. The following replaces the last paragraph of Paragraph **2.a.(1)** of **SECTION II – WHO IS AN INSURED**:

Unless you are in the business or occupation of providing professional health care services, Paragraphs **(1)(a), (b), (c)** and **(d)** above do not apply to "bodily injury" arising out of providing or failing to provide:

**(a)** "Incidental medical services" by any of your "employees" who is a nurse, nurse assistant, emergency medical technician, paramedic, athletic trainer, audiologist, dietician, nutritionist, occupational therapist or occupational therapy assistant, physical therapist or speech-language pathologist; or

**(b)** First aid or "Good Samaritan services" by any of your "employees" or "volunteer workers", other than an employed or volunteer doctor. Any such "employees" or "volunteer workers" providing or failing to provide first aid or "Good Samaritan services" during their work hours for you will be deemed to be acting within the scope of their employment by you or performing duties related to the conduct of your business.

3. The following replaces the last sentence of Paragraph **5.** of **SECTION III – LIMITS OF INSURANCE**:

For the purposes of determining the applicable Each Occurrence Limit, all related acts or omissions committed in providing or failing to provide "incidental medical services", first aid or "Good Samaritan services" to any one person will be deemed to be one "occurrence".

4. The following exclusion is added to Paragraph **2., Exclusions,** of **SECTION I – COVERAGES – COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY**:

#### Sale Of Pharmaceuticals

"Bodily injury" or "property damage" arising out of the violation of a penal statute or ordinance relating to the sale of pharmaceuticals committed by, or with the knowledge or consent of, the insured.

5. The following is added to the **DEFINITIONS** Section:

"Incidental medical services" means:

- a. Medical, surgical, dental, laboratory, x-ray or nursing service or treatment, advice or instruction, or the related furnishing of food or beverages; or
- b. The furnishing or dispensing of drugs or medical, dental, or surgical supplies or appliances.

6. The following is added to Paragraph 4.b., **Excess Insurance**, of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**:

This insurance is excess over any valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to any of your "employees" for "bodily injury" that arises out of providing or failing to provide "incidental medical services" to any person to the extent not subject to Paragraph 2.a.(1) of Section II – Who Is An Insured.

**K. MEDICAL PAYMENTS – INCREASED LIMIT**

The following replaces Paragraph 7. of **SECTION III – LIMITS OF INSURANCE**:

7. Subject to Paragraph 5. above, the Medical Expense Limit is the most we will pay under Coverage C for all medical expenses because of "bodily injury" sustained by any one person, and will be the higher of:

- a. \$10,000; or
- b. The amount shown in the Declarations of this Coverage Part for Medical Expense Limit.

**L. BLANKET WAIVER OF SUBROGATION**

The following is added to Paragraph 8., **Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**:

If the insured has agreed in a contract or agreement to waive that insured's right of recovery against any person or organization, we waive our right of recovery against such person or organization, but only for payments we make because of:

- a. "Bodily injury" or "property damage" that occurs; or
- b. "Personal and advertising injury" caused by an offense that is committed; subsequent to the execution of the contract or agreement.

**M. CONTRACTUAL LIABILITY – RAILROADS**

- 1. The following replaces Paragraph c. of the definition of "insured contract" in the **DEFINITIONS** Section:
  - c. Any easement or license agreement;
- 2. Paragraph f.(1) of the definition of "insured contract" in the **DEFINITIONS** Section is deleted.

**4. Other Insurance**

If valid and collectible other insurance is available to the insured for a loss we cover under Coverages **A** or **B** of this Coverage Part, our obligations are limited as described in Paragraphs **a.** and **b.** below.

As used anywhere in this Coverage Part, other insurance means insurance, or the funding of losses, that is provided by, through or on behalf of:

- (i) Another insurance company;
- (ii) Us or any of our affiliated insurance companies, except when the Non cumulation of Each Occurrence Limit provision of Paragraph 5. of Section **III** - Limits Of Insurance or the Non cumulation of Personal and Advertising Injury Limit provision of Paragraph 4. of Section **III** - Limits of Insurance applies because the Amendment - Non Cumulation Of Each Occurrence Limit Of Liability And Non Cumulation Of Personal And Advertising Injury Limit endorsement is included in this policy;
- (iii) Any risk retention group; or
- (iv) Any self-insurance method or program, in which case the insured will be deemed to be the provider of other insurance.

Other insurance does not include umbrella insurance, or excess insurance, that was bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

As used anywhere in this Coverage Part, other insurer means a provider of other insurance. As used in Paragraph c. below, insurer means a provider of insurance.

**a. Primary Insurance**

This insurance is primary except when Paragraph **b.** below applies. If this insurance is primary, our obligations are not affected unless any of the other insurance is also primary. Then, we will share with all that other insurance by the method described in Paragraph **c.** below, except when Paragraph **d.** below applies.

**b. Excess Insurance**

- (1) This insurance is excess over:
  - (a) Any of the other insurance, whether primary, excess, contingent or on any other basis:
    - (i) That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";

- (ii) That is insurance for "premises damage";
  - (iii) If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to any exclusion in this Coverage Part that applies to aircraft, "autos" or watercraft;
  - (iv) That is insurance available to a premises owner, manager or lessor that qualifies as an insured under Paragraph 4. of Section **II** - Who Is An Insured, except when Paragraph **d.** below applies; or
  - (v) That is insurance available to an equipment lessor that qualifies as an insured under Paragraph 5. of Section **II** - Who Is An Insured, except when Paragraph **d.** below applies.
- (b) Any of the other insurance, whether primary, excess, contingent or on any other basis, that is available to the insured when the insured is an additional insured, or is any other insured that does not qualify as a named insured, under such other insurance.

- (2) When this insurance is excess, we will have no duty under Coverages **A** or **B** to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.
- (3) When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:
  - (a) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
  - (b) The total of all deductible and self-insured amounts under all that other insurance.
- (4) We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.



**c. Method Of Sharing**

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

**d. Primary And Non-Contributory Insurance If Required By Written Contract**

If you specifically agree in a written contract or agreement that the insurance afforded to an insured under this Coverage Part must apply on a primary basis, or a primary and non-contributory basis, this insurance is primary to other insurance that is available to such insured which covers such insured as a named insured, and we will not share with that other insurance, provided that:

- (1) The "bodily injury" or "property damage" for which coverage is sought occurs; and
- (2) The "personal and advertising injury" for which coverage is sought is caused by an offense that is committed;

subsequent to the signing of that contract or agreement by you.

**5. Premium Audit**

- a. We will compute all premiums for this Coverage Part in accordance with our rules and rates.
- b. Premium shown in this Coverage Part as advance premium is a deposit premium only. At the close of each audit period we will compute the earned premium for that period and send notice to the first Named Insured. The due date for audit and retrospective premiums is the date shown as the due date on the bill. If the sum of the advance and audit premiums paid for the policy period is greater than the earned premium, we will return the excess to the first Named Insured.
- c. The first Named Insured must keep records of the information we need for premium computation, and send us copies at such times as we may request.

**6. Representations**

By accepting this policy, you agree:

- a. The statements in the Declarations are accurate and complete;
- b. Those statements are based upon representations you made to us; and
- c. We have issued this policy in reliance upon your representations.

The unintentional omission of, or unintentional error in, any information provided by you which we relied upon in issuing this policy will not prejudice your rights under this insurance. However, this provision does not affect our right to collect additional premium or to exercise our rights of cancellation or nonrenewal in accordance with applicable insurance laws or regulations.

**7. Separation Of Insureds**

Except with respect to the Limits of Insurance, and any rights or duties specifically assigned in this Coverage Part to the first Named Insured, this insurance applies:

- a. As if each Named Insured were the only Named Insured; and
- b. Separately to each insured against whom claim is made or "suit" is brought.

**8. Transfer Of Rights Of Recovery Against Others To Us**

If the insured has rights to recover all or part of any payment we have made under this Coverage Part, those rights are transferred to us. The insured must do nothing after loss to impair them. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce them.

**9. When We Do Not Renew**

If we decide not to renew this Coverage Part, we will mail or deliver to the first Named Insured shown in the Declarations written notice of the nonrenewal not less than 30 days before the expiration date.

If notice is mailed, proof of mailing will be sufficient proof of notice.

**SECTION V - DEFINITIONS**

- 1. "Advertisement" means a notice that is broadcast or published to the general public or specific market segments about your goods, products or services for the purpose of attracting customers or supporters. For the purposes of this definition:
  - a. Notices that are published include material placed on the Internet or on similar electronic means of communication; and
  - b. Regarding websites, only that part of a website that is about your goods, products or services for the purposes of attracting customers or supporters is considered an advertisement.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## BLANKET ADDITIONAL INSURED FOR COVERED AUTOS COVERAGES – PRIMARY AND NON-CONTRIBUTORY WITH OTHER INSURANCE

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM

### PROVISIONS

1. The following is added to Paragraph **c.** in **D.2., Who Is An Insured**, of **SECTION I – COVERED AUTOS COVERAGES**:

This includes any person or organization who you are required under a written contract or agreement between you and that person or organization, that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to name as an additional insured for auto liability coverage, but only for damages to which this insurance applies and only to the extent of that person's or organization's liability for the conduct of another "insured".

2. The following is added to Paragraph **5., Other Insurance**, in **B., General Conditions**, of **SECTION IV –CONDITIONS**, but only for Covered Autos Liability Coverage:

Regardless of the provisions of paragraphs **a.** and **f.** of this part **5. Other Insurance**, this insurance is primary to and non- contributory with applicable other insurance under which an additional insured person or organization is the first named insured when a written contract or agreement between you and that person or organization, that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, requires this insurance to be primary and non-contributory.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US (WAIVER OF SUBROGATION)**

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM  
BUSINESS AUTO COVERAGE FORM  
MOTOR CARRIER COVERAGE FORM

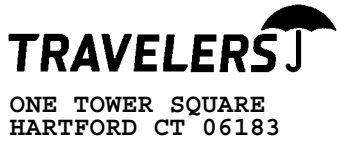
With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

### **SCHEDULE**

**Name(s) Of Person(s) Or Organization(s):**

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The **Transfer Of Rights Of Recovery Against Others To Us** condition does not apply to the person(s) or organization(s) shown in the Schedule, but only to the extent that subrogation is waived prior to the "accident" or the "loss" under a contract with that person or organization.



**WORKERS COMPENSATION  
AND  
EMPLOYERS LIABILITY POLICY  
ENDORSEMENT WC 00 03 13 (00) -**

POLICY NUMBER: UB-1Y094956-24-14-G

**WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT**

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit any one not named in the Schedule.

**SCHEDULE**

**DESIGNATED PERSON:**

**DESIGNATED ORGANIZATION:**

**ANY PERSON OR ORGANIZATION FOR  
WHICH THE INSURED HAS AGREED  
BY WRITTEN CONTRACT EXECUTED  
PRIOR TO LOSS TO FURNISH THIS  
WAIVER.**

DATE OF ISSUE:

ST ASSIGN: OR

# EXCESS FOLLOW-FORM AND UMBRELLA LIABILITY INSURANCE

**THIS POLICY, IN PART, PROVIDES FOLLOW-FORM LIABILITY COVERAGE. COVERAGE WILL APPLY ON A CLAIMS-MADE BASIS WHEN FOLLOWING CLAIMS-MADE UNDERLYING INSURANCE.**

**COVERAGE WILL APPLY ON A DEFENSE-WITHIN-LIMITS BASIS WHEN FOLLOWING UNDERLYING INSURANCE UNDER WHICH DEFENSE EXPENSES ARE PAYABLE WITHIN, AND NOT IN ADDITION TO, THE LIMITS OF INSURANCE. WHEN FOLLOWING SUCH UNDERLYING INSURANCE, PAYMENT OF DEFENSE EXPENSES UNDER THIS POLICY WILL REDUCE, AND MAY EXHAUST, THE LIMITS OF INSURANCE OF THIS POLICY.**

**PLEASE READ THE ENTIRE POLICY CAREFULLY.**

Various provisions in this policy restrict coverage. Read the entire policy carefully to determine rights, duties and what is and is not covered.

Throughout this policy, the words "you" and "your" refer to the Named Insured shown in the Declarations and any other person or organization qualifying as a Named Insured under this policy. The words "we", "us" and "our" refer to the company providing this insurance.

The word "insured" means any person or organization qualifying as such under **SECTION II – WHO IS AN INSURED.**

Other words and phrases that appear in quotation marks have special meaning. Refer to **SECTION VI – DEFINITIONS.**

## **SECTION I – COVERAGES**

### **A. COVERAGE A – EXCESS FOLLOW-FORM LIABILITY**

1. We will pay on behalf of the insured those sums, in excess of the "applicable underlying limit", that the insured becomes legally obligated to pay as damages to which Coverage A of this insurance applies, provided that the "underlying insurance" would apply to such damages but for the exhaustion of its applicable limits of insurance. If a sublimit is specified in any "underlying insurance", Coverage A of this insurance applies to damages that are in excess of that sublimit only if such sublimit is shown for that "underlying insurance" in the Schedule Of Underlying Insurance.
2. Coverage A of this insurance is subject to the same terms, conditions, agreements, exclusions and definitions as the "underlying insurance", except with respect to any provisions to the contrary contained in this insurance.
3. The amount we will pay for damages is limited as described in **SECTION III – LIMITS OF INSURANCE.**
4. For the purposes of Paragraph 1. above:
  - a. The applicable limit of insurance stated for the policies of "underlying insurance" in the Schedule Of Underlying Insurance will be considered to be reduced or exhausted only by the following payments:
    - (1) Payments of judgments or settlements for damages that are covered by that "underlying insurance". However, if such "underlying insurance" has a policy period which differs from the policy period of this Excess Follow-Form And Umbrella Liability Insurance, any such payments for damages that would not be covered by this Excess Follow-Form And Umbrella Liability

Insurance because of its different policy period will not reduce or exhaust the applicable limit of insurance stated for such "underlying insurance";

- (2) Payments of "medical expenses" that are covered by that "underlying insurance" and are incurred for "bodily injury" caused by an accident that takes place during the policy period of this Excess Follow-Form And Umbrella Liability Insurance; or
- (3) Payments of defense expenses that are covered by that "underlying insurance", only if such "underlying insurance" includes such payments within the limits of insurance. However, if such "underlying insurance" has a policy period which differs from the policy period of this Excess Follow-Form And Umbrella Liability Insurance, any such payments for defense expenses that would not be covered by this Excess Follow-Form And Umbrella Liability Insurance because of its different policy period will not reduce or exhaust the applicable limit of insurance stated for such "underlying insurance".

If the applicable limit of insurance stated for the policies of "underlying insurance" in the Schedule Of Underlying Insurance is actually reduced or exhausted by other payments, Coverage A of this insurance is not invalidated. However, in the event of a loss, we will pay only to the extent that we would have paid had such limit not been actually reduced or exhausted by such other payments.

- b. If any "underlying insurance" has a limit of insurance greater than the amount shown for that insurance in the Schedule of Underlying Insurance, this insurance will apply in excess of that greater amount. If any "underlying insurance" has a limit of insurance, prior to any reduction or exhaustion by payment of damages, "medical expenses" or defense expenses described in Paragraph a. above, that is less than the amount shown for that insurance in the Schedule Of Underlying Insurance, this insurance will apply in excess of the amount shown for such insurance in the Schedule Of Underlying Insurance.
- 5. When the "underlying insurance" applies on a claims-made basis and includes a retroactive

date provision, the retroactive date for Coverage A of this insurance is the same as the retroactive date of that "underlying insurance".

**B. COVERAGE B – UMBRELLA LIABILITY**

- 1. We will pay on behalf of the insured those sums in excess of the "self-insured retention" that the insured becomes legally obligated to pay as damages because of "bodily injury", "property damage", "personal injury" or "advertising injury" to which Coverage B of this insurance applies.
- 2. Coverage B of this insurance applies to "bodily injury" or "property damage" only if:
  - a. The "bodily injury" or "property damage" is caused by an "occurrence" that takes place anywhere in the world;
  - b. The "bodily injury" or "property damage" occurs during the policy period; and
  - c. Prior to the policy period, no insured listed under Paragraph 1. in Paragraph B., **COVERAGE B – UMBRELLA LIABILITY**, of **SECTION II – WHO IS AN INSURED** and no "employee" authorized by you to give or receive notice of an "occurrence" or claim, knew that the "bodily injury" or "property damage" had occurred, in whole or in part. If such a listed insured or authorized "employee" knew, prior to the policy period, that the "bodily injury" or "property damage" occurred, in whole or in part, then any continuation, change or resumption of such "bodily injury" or "property damage" during or after the policy period will be deemed to have been known prior to the policy period.
- 3. Coverage B of this insurance applies to "personal injury" or "advertising injury" caused by an offense arising out of your business, but only if the offense was committed during the policy period anywhere in the world.
- 4. The amount we will pay for damages is limited as described in **SECTION III – LIMITS OF INSURANCE**.
- 5. "Bodily injury" or "property damage":
  - a. Which occurs during the policy period; and
  - b. Which was not prior to, but was during, the policy period known to have occurred by any insured listed under Paragraph 1. in Paragraph B., **COVERAGE B – UMBRELLA LIABILITY** of **SECTION II – WHO IS AN INSURED**, or any "employee" authorized by you to give notice of an "occurrence" or claim;

includes any continuation, change or resumption of the "bodily injury" or "property damage" after the end of the policy period.

6. "Bodily injury" or "property damage" will be deemed to have been known to have occurred at the earliest time when any insured listed under Paragraph 1. in Paragraph B., **COVERAGE B – UMBRELLA LIABILITY**, of **SECTION II – WHO IS AN INSURED** or any "employee" authorized by you to give or receive notice of an "occurrence" or claim:
  - a. Reports all, or any part, of the "bodily injury" or "property damage" to us or any other insurer;
  - b. Receives a written or verbal demand or claim for damages because of the "bodily injury" or "property damage"; or
  - c. Becomes aware by any other means that the "bodily injury" or "property damage" has occurred or has begun to occur.
7. Damages because of "bodily injury" include damages claimed by any person or organization for care, loss of services or death resulting at any time from the "bodily injury".
8. Coverage B of this insurance does not apply to damages covered by any "underlying insurance" or that would have been covered by any "underlying insurance" but for the exhaustion of its applicable limit of insurance.

**C. COVERAGE C – CRISIS MANAGEMENT SERVICE EXPENSES**

1. We will reimburse the insured, or pay on the insured's behalf, "crisis management service expenses" to which Coverage C applies.
2. Coverage C of this insurance applies to "crisis management service expenses" that:
  - a. Arise out of a "crisis management event" that first commences during the policy period;
  - b. Are incurred by the insured, after a "crisis management event" first commences and before such event ends; and
  - c. Are submitted to us within 180 days after the "crisis management advisor" advises you that the "crisis management event" no longer exists.
3. A "crisis management event" will be deemed to:
  - a. First commence at the time when any "executive officer" first becomes aware of an "event" or "occurrence" that leads to that "crisis management event"; and
  - b. End when we decide that the crisis no longer exists or when the Crisis

Management Service Expenses Limit has been exhausted, whichever occurs first.

4. The amount we will pay for "crisis management service expenses" is limited as described in **SECTION III – LIMITS OF INSURANCE**.
5. A "self-insured retention" does not apply to "crisis management service expenses".
6. Any payment of "crisis management service expenses" that we make will not be determinative of our obligations under this insurance with respect to any claim or "suit" or create any duty to defend or indemnify any insured for any claim or "suit".

**D. DEFENSE AND SUPPLEMENTARY PAYMENTS**

1. We will have the right and duty to defend the insured:
  - a. Under Coverage A, against a "suit" seeking damages to which such coverage applies, if:
    - (1) The "applicable underlying limit" is the applicable limit of insurance stated for a policy of "underlying insurance" in the Schedule Of Underlying Insurance and such limit has been exhausted solely due to payments as permitted in Paragraphs 4.a.(1), (2) and (3) of **COVERAGE A – EXCESS FOLLOW-FORM LIABILITY** of **SECTION I – COVERAGES**; or
    - (2) The "applicable underlying limit" is the applicable limit of any "other insurance" and such limit has been exhausted by payments of judgments, settlements or medical expenses, or related costs or expenses (if such costs or expenses reduce such limits).

For any "suit" for which we have the right and duty to defend the insured under Coverage A, defense expenses will be within the limits of insurance of this policy when such expenses are within the limits of insurance of the applicable "underlying insurance"; or

- b. Under Coverage B, against a "suit" seeking damages to which such coverage applies.
2. We have no duty to defend any insured against any "suit":
  - a. Seeking damages to which this insurance does not apply; or
  - b. If any other insurer has a duty to defend.

## UMBRELLA

3. When we have the duty to defend, we may, at our discretion, investigate and settle any claim or "suit". In all other cases, we may, at our discretion, participate in the investigation, defense and settlement of any claim or "suit" for damages to which this insurance may apply. If we exercise such right to participate, all expenses we incur in doing so will not reduce the applicable limits of insurance.
4. Our duty to defend ends when we have used up the applicable limit of insurance in the payment of judgments or settlements, or defense expenses if such expenses are within the limits of insurance of this policy.
5. We will pay, with respect to a claim we investigate or settle, or "suit" against an insured we defend:
  - a. All expenses we incur.
  - b. The cost of:
    - (1) Bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which this insurance applies; or
    - (2) Appeal bonds and bonds to release attachments;  
but only for bond amounts within the applicable limit of insurance. We do not have to furnish these bonds.
  - c. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of such claim or "suit", including actual loss of earnings up to \$1,000 a day because of time off from work.
  - d. All court costs taxed against the insured in the "suit". However, these payments do not include attorneys' fees or attorneys' expenses taxed against the insured.
  - e. Prejudgment interest awarded against the insured on that part of the judgment we pay. If we make an offer to pay the applicable limit of insurance, we will not pay any prejudgment interest based on that period of time after the offer.
  - f. All interest that accrues on the full amount of any judgment after entry of the judgment and before we have paid, offered to pay or deposited in court the part of the judgment that is within the applicable limit of insurance. If we do not pay part of the judgment for any reason other than it is more than the applicable limit of insurance, we will not pay any interest that accrues on that portion of the judgment.

With respect to a claim we investigate or settle, or "suit" against an insured we defend under **COVERAGE A – EXCESS FOLLOW-FORM LIABILITY**, these payments will not reduce the applicable limits of insurance, but only if the applicable "underlying insurance" provides for such payments in addition to its limits of insurance. With respect to a claim we investigate or settle, or "suit" against an insured we defend under **COVERAGE B – UMBRELLA LIABILITY**, these payments will not reduce the applicable limits of insurance.

## SECTION II – WHO IS AN INSURED

### A. COVERAGE A – EXCESS FOLLOW-FORM LIABILITY

With respect to Coverage A, the following persons and organizations qualify as insureds:

1. The Named Insured shown in the Declarations; and
2. Any other person or organization qualifying as an insured in the "underlying insurance". If you have agreed to provide insurance for that person or organization in a written contract or agreement:
  - a. The limits of insurance afforded to such person or organization will be:
    - (1) The amount by which the minimum limits of insurance you agreed to provide such person or organization in that written contract or agreement exceed the total limits of insurance of all applicable "underlying insurance"; or
    - (2) The limits of insurance of this policy; whichever is less; and
  - b. Coverage under this policy does not apply to such person or organization if the minimum limits of insurance you agreed to provide such person or organization in that written contract or agreement are wholly within the total limits of insurance of all available applicable "underlying insurance".

### B. COVERAGE B – UMBRELLA LIABILITY

With respect to Coverage B:

1. The Named Insured shown in the Declarations is an insured.
2. If you are:
  - a. An individual, your spouse is also an insured, but only with respect to the conduct of a business of which you are the sole owner.



- b. A partnership or joint venture, your members, your partners and their spouses are also insureds, but only with respect to the conduct of your business.
  - c. A limited liability company, your members are also insureds, but only with respect to the conduct of your business. Your managers are also insureds, but only with respect to their duties as your managers.
  - d. An organization other than a partnership, joint venture or limited liability company, your "officers" and directors are also insureds, but only with respect to their duties as your "officers" or directors. Your stockholders are also insureds, but only with respect to their liability as stockholders.
  - e. A trust, your trustees are also insureds, but only with respect to their duties as trustees.
3. Each of the following is also an insured:
- a. Your "volunteer workers" only while performing duties related to the conduct of your business, or your "employees", other than either your "officers" (if you are an organization other than a partnership, joint venture or limited liability company) or your managers (if you are a limited liability company), but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business. However, none of these "employees" or "volunteer workers" are insureds for:
    - (1) "Bodily injury" or "personal injury":
      - (a) To you, to your partners or members (if you are a partnership or joint venture), to your members (if you are a limited liability company), to a co-"employee" while in the course of his or her employment or performing duties related to the conduct of your business, or to your other "volunteer workers" while performing duties related to the conduct of your business;
      - (b) To the spouse, child, parent, brother or sister of that co-"employee" or "volunteer worker" as a consequence of Paragraph (1)(a) above;
      - (c) For which there is any obligation to share damages with or repay someone else who must pay

damages because of the injury described in Paragraph (1)(a) or (b) above; or

- (d) Arising out of his or her providing or failing to provide professional health care services.

Unless you are in the business or occupation of providing professional health care services, Paragraphs (1)(a), (b), (c) and (d) above do not apply to "bodily injury" arising out of providing or failing to provide first aid or "Good Samaritan services" by any of your "employees" or "volunteer workers" other than an employed or volunteer doctor. Any such "employees" or "volunteer workers" providing or failing to provide first aid or "Good Samaritan services" during their work hours for you will be deemed to be acting within the scope of their employment by you or performing duties related to the conduct of your business.

- (2) "Property damage" to property:

- (a) Owned, occupied or used by; or
- (b) Rented to, in the care, custody or control of, or over which physical control is being exercised for any purpose by;

you, any of your "employees" or "volunteer workers", any of your partners or members (if you are a partnership or joint venture), or any of your members (if you are a limited liability company).

- b. Any person (other than your "employee" or "volunteer worker"), or any organization, while acting as your real estate manager.
  - c. Any person or organization having proper temporary custody of your property if you die, but only:
    - (1) With respect to liability arising out of the maintenance or use of that property; and
    - (2) Until your legal representative has been appointed.
  - d. Your legal representative if you die, but only with respect to duties as such. That representative will have all your rights and duties under this insurance.
4. Any organization, other than a partnership, joint venture or limited liability company, of which you are the sole owner, or in which you

maintain an ownership interest of more than 50%, on the first day of the policy period is an insured and will qualify as a Named Insured. No such organization is an insured or will qualify as a Named Insured for "bodily injury" or "property damage" that occurred, or "personal injury" or "advertising injury" caused by an offense committed after the date, if any, during the policy period, that you no longer maintain an ownership interest of more than 50% in such organization.

5. Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and of which you are the sole owner, or in which you maintain an ownership interest of more than 50%, is an insured and will qualify as a Named Insured if there is no other similar insurance available to that organization. However:
  - a. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier; and
  - b. Coverage for such organization does not apply to:
    - (1) "Bodily injury" or "property damage" that occurred; or
    - (2) "Personal injury" or "advertising injury" arising out of an offense committed;
 before you acquired or formed the organization.

No person or organization is an insured or will qualify as a Named Insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations. This paragraph does not apply to any such partnership, joint venture or limited liability company that otherwise qualifies as an insured under Paragraph B. of SECTION II – WHO IS AN INSURED.

**C. COVERAGE C – CRISIS MANAGEMENT SERVICE EXPENSES**

With respect to Coverage C, the following persons and organizations are insureds and will qualify as Named Insureds:

1. The Named Insured shown in the Declarations.
2. Any organization, other than a partnership, joint venture or limited liability company, of which you are the sole owner, or in which you maintain an ownership interest of more than 50%, on the first day of the policy period. No such organization is an insured or will qualify as a Named Insured for "crisis management service expenses" arising out of a "crisis management event" that first commences after

the date, if any, during the policy period, that you no longer maintain an ownership interest of more than 50% in such organization.

3. Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and of which you are the sole owner, or in which you maintain an ownership interest of more than 50%, if there is no other similar insurance available to that organization. However:
  - a. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier; and
  - b. Coverage for such organization does not apply to "crisis management service expenses" arising out of a "crisis management event" that occurred before you acquired or formed the organization, even if an "executive officer" only first becomes aware of an "event" or "occurrence" that leads to such "crisis management event" after the date you acquired or formed the organization.

No person or organization is an insured or will qualify as a Named Insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations.

**SECTION III – LIMITS OF INSURANCE**

A. The Limits of Insurance shown in the Declarations and the rules below fix the most we will pay for the amounts described below to which this insurance applies regardless of the number of:

1. Insureds;
2. Claims made or "suits" brought;
3. Number of vehicles involved;
4. Persons or organizations making claims or bringing "suits"; or
5. Coverages provided under this insurance.

As indicated in Paragraph D.1. of SECTION I – COVERAGES, for any "suit" for which we have the right and duty to defend the insured under Coverage A, defense expenses will be within the limits of insurance of this policy when such expenses are within the limits of insurance of the applicable "underlying insurance".

B. The General Aggregate Limit is the most we will pay for the sum of all:

1. Damages; and
2. Defense expenses if such expenses are within the limits of insurance of this policy;

except:

1. Damages and defense expenses because of "bodily injury" or "property damage" included in the "auto hazard";
  2. Damages and defense expenses because of "bodily injury" or "property damage" included in the "products-completed operations hazard"; or
  3. Damages and defense expenses for which insurance is provided under any Aircraft Liability coverage included as "underlying insurance" to which no aggregate limit applies.
- C.** The Products-Completed Operations Aggregate Limit is the most we will pay for the sum of all:
1. Damages; and
  2. Defense expenses if such expenses are within the limits of insurance of this policy; because of "bodily injury" or "property damage" included in the "products-completed operations hazard".
- D.** Subject to Paragraph **B.** or **C.** above, whichever applies, the Occurrence Limit is the most we will pay for the sum of all:
1. Damages, and defense expenses if such expenses are within the limits of insurance of this policy, under Coverage **A** arising out of any one "event" to which the "underlying insurance" applies a limit of insurance that is separate from any aggregate limit of insurance; and
  2. Damages under Coverage **B** because of all "bodily injury", "property damage", "personal injury" or "advertising injury" arising out of any one "occurrence".

For the purposes of determining the applicable Occurrence Limit, all related acts or omissions committed in the providing or failing to provide first aid or "Good Samaritan services" to any one person will be considered one "occurrence".

- E.** The Crisis Management Service Expenses Limit is the most we will pay for the sum of all "crisis management service expenses" arising out of all "crisis management events". Payment of such "crisis management service expenses" is in addition to, and will not reduce, any other limit of insurance of this policy.
- F.** The limits of insurance of this policy apply separately to each consecutive annual period and to any remaining period of less than 12 months, starting with the beginning of the policy period shown in the Declarations. If the policy period is extended after issuance for an additional period of less than 12 months, the additional period will be deemed part of the last preceding period for purposes of determining the limits of insurance.

**SECTION IV – EXCLUSIONS**

This insurance does not apply to:

- A.** With respect to Coverage **A** and Coverage **B**:

**1. Asbestos**

- a. Damages arising out of the actual or alleged presence or actual, alleged or threatened dispersal of asbestos, asbestos fibers or products containing asbestos, provided that the damages are caused or contributed to by the hazardous properties of asbestos.
- b. Damages arising out of the actual or alleged presence or actual, alleged or threatened dispersal of any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapors, soot, fumes, acids, alkalis, chemicals and waste, and that are part of any claim or "suit" which also alleges any damages described in Paragraph **a.** above.
- c. Any loss, cost or expense arising out of any:
  - (1) Request, demand, order or statutory or regulatory requirement that any insured or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of, asbestos, asbestos fibers or products containing asbestos; or
  - (2) Claim or "suit" by or on behalf of any governmental authority or any other person or organization because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding to, or assessing the effects of, asbestos, asbestos fibers or products containing asbestos.

**2. Employment-Related Practices**

Damages because of injury to:

- a. A person arising out of any:
  - (1) Refusal to employ that person;
  - (2) Termination of that person's employment; or
  - (3) Employment-related practice, policy, act or omission, such as coercion, demotion, evaluation, reassignment, discipline, failure to promote or advance, harassment, humiliation, discrimination, libel, slander, violation of the person's right of privacy, malicious prosecution or false arrest, detention or imprisonment, applied to or directed at that person, regardless of whether such practice, policy, act or omission occurs, is applied or is

committed before, during or after the time of that person's employment; or

- b. The spouse, child, parent, brother or sister of that person as a consequence of injury to that person as described in Paragraphs a.(1), (2) or (3) above.

This exclusion applies:

- a. Whether the insured may be liable as an employer or in any other capacity; and
- b. To any obligation to share damages with or repay someone else who must pay damages because of the injury.

**3. ERISA, COBRA And Similar Laws**

Any obligation of the insured under:

- a. The Employees Retirement Income Security Act Of 1974 (ERISA) or any of its amendments;
- b. The Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) or any of its amendments; or
- c. Any similar common or statutory law of any jurisdiction.

**4. Medical Expenses Or Payments**

Any obligation of the insured under any "medical expenses" or medical payments coverage.

**5. Nuclear Material**

Damages arising out of:

- a. The actual, alleged or threatened exposure of any person or property to; or
- b. The "hazardous properties" of; any "nuclear material".

As used in this exclusion:

- a. "Hazardous properties" includes radioactive, toxic or explosive properties;
- b. "Nuclear material" means "source material", "special nuclear material" or "by-product material"; and
- c. "Source material", "special nuclear material" and "by-product material" have the meanings given them in the Atomic Energy Act of 1954 or any of its amendments.

**6. Uninsured or Underinsured Motorists, No-Fault And Similar Laws**

Any liability imposed on the insured, or the insured's insurer, under any of the following laws:

- a. Uninsured motorists;
- b. Underinsured motorists;

- c. Auto no-fault or other first-party personal injury protection (PIP);
- d. Supplementary uninsured/underinsured motorists (New York); or
- e. Medical expense benefits and income loss benefits (Virginia).

**7. War**

Damages arising out of:

- a. War, including undeclared or civil war; or
- b. Warlike action by a military force, including action in hindering or defending against an actual or expected attack, by any government, sovereign or other authority using military personnel or other agents; or
- c. Insurrection, rebellion, revolution, usurped power or action taken by governmental authority in hindering or defending against any of these.

**8. Workers Compensation And Similar Laws**

Any obligation of the insured under a workers compensation, disability benefits or unemployment compensation law or any similar law.

**B. With respect to Coverage B:**

**1. Expected Or Intended Bodily Injury Or Property Damage**

"Bodily injury" or "property damage" expected or intended from the standpoint of the insured. This exclusion does not apply to "bodily injury" or "property damage" resulting from the use of reasonable force to protect persons or property.

**2. Contractual Liability**

"Bodily injury", "property damage", "personal injury" or "advertising injury" for which the insured is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the insured would have in the absence of the contract or agreement.

**3. Liquor Liability**

"Bodily injury" or "property damage" for which any insured may be liable by reason of:

- a. Causing or contributing to the intoxication of any person, including causing or contributing to the intoxication of any person because alcoholic beverages were permitted to be brought on your premises for consumption on your premises;

- b. The furnishing of alcoholic beverages to a person under the legal drinking age or under the influence of alcohol; or
- c. Any statute, ordinance or regulation relating to the sale, gift, distribution or use of alcoholic beverages.

**4. Employers Liability**

"Bodily injury" to:

- a. An "employee" of the insured arising out of and in the course of:
  - (1) Employment by the insured; or
  - (2) Performing duties related to the conduct of the insured's business; or
- b. The spouse, child, parent, brother or sister of that "employee" as a consequence of "bodily injury" described in Paragraph a. above.

This exclusion applies:

- a. Whether the insured may be liable as an employer or in any other capacity; and
- b. To any obligation to share damages with or repay someone else who must pay damages because of the "bodily injury".

**5. Pollution**

- a. "Bodily injury", "property damage", "personal injury" or "advertising injury" arising out of the actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of "pollutants".
- b. Any loss, cost or expense arising out of any:
  - (1) Request, demand, order or statutory or regulatory requirement that any insured or any other person or organization test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of, "pollutants"; or
  - (2) Claim or "suit" by or on behalf of any governmental authority or any other person or organization because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding to, or assessing the effects of, "pollutants".

**6. Aircraft**

"Bodily injury" or "property damage" arising out of the ownership, maintenance, use or entrustment to others of any aircraft owned or operated by or rented or loaned to any insured. Use includes operation and "loading or unloading".

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage" involved the ownership, maintenance, use or entrustment to others of any aircraft that is owned or operated by or rented or loaned to any insured.

**7. Auto**

"Bodily injury" or "property damage" arising out of the ownership, maintenance, use or entrustment to others of any "auto". Use includes operation and "loading or unloading".

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage" involved the ownership, maintenance, use or entrustment to others of any "auto".

This exclusion does not apply to "bodily injury" or "property damage" caused by an "occurrence" that takes place outside of the United States of America (including its territories and possessions), Puerto Rico and Canada.

**8. Watercraft**

"Bodily injury" or "property damage" arising out of the ownership, maintenance, use or entrustment to others of any watercraft owned or operated by or rented or loaned to any insured. Use includes operation and "loading or unloading".

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage" involved the ownership, maintenance, use or entrustment to others of any watercraft that is owned or operated by or rented or loaned to any insured.

This exclusion does not apply to a watercraft:

- a. While ashore on premises owned by or rented to any insured; or
- b. That is 50-feet long or less and that:
  - (1) You own; or

- (2) You do not own and is not being used to carry any person or property for a charge.

**9. Electronic Data**

Damages claimed for the loss of, loss of use of, damage to, corruption of, inability to access, or inability to manipulate "electronic data".

**10. Damage To Property, Products Or Work**

"Property damage" to:

- a. Property you own, rent or occupy, including any costs or expenses incurred by you, or any other person or organization, for repair, replacement, enhancement, restoration or maintenance of such property for any reason, including prevention of injury to a person or damage to another's property;
- b. Premises you sell, give away or abandon if the "property damage" arises out of any part of those premises;
- c. Property loaned to you;
- d. Personal property in the care, custody or control of the insured;
- e. That particular part of real property on which you or any contractors or subcontractors working directly or indirectly on your behalf are performing operations if the "property damage" arises out of those operations;
- f. That particular part of any property that must be restored, repaired or replaced because "your work" was incorrectly performed on it;
- g. "Your product" arising out of "your product" or any part of it; or
- h. "Your work" arising out of "your work" or any part of it and included in the "products-completed operations hazard".

**11. Damage To Impaired Property Or Property Not Physically Injured**

"Property damage" to "impaired property", or property that has not been physically injured, arising out of:

- a. A defect, deficiency, inadequacy or dangerous condition in "your product" or "your work"; or
- b. A delay or failure by you, or anyone acting on your behalf, to fulfill the terms of a contract or agreement.

This exclusion does not apply to the loss of use of other property arising out of sudden and accidental physical injury to "your product" or

"your work" after it has been put to its intended use.

**12. Recall Of Products, Work Or Impaired Property**

Damages claimed for any loss, cost or expense incurred by you or others for the loss of use, withdrawal, recall, inspection, repair, replacement, adjustment, removal or disposal of:

- a. "Your product";
- b. "Your work"; or
- c. "Impaired property";

if such product, work or property is withdrawn or recalled from the market or from use by any person or organization because of a known or suspected defect, deficiency, inadequacy or dangerous condition in it.

**13. Violation Of Consumer Financial Protection Laws**

"Bodily injury", "property damage", "personal injury" or "advertising injury" arising out of any actual or alleged violation of a "consumer financial protection law", or any other "bodily injury", "property damage", "personal injury" or "advertising injury" alleged in any claim or "suit" that also alleges any such violation.

**14. Unsolicited Communication**

"Bodily injury", "property damage", "personal injury" or "advertising injury" arising out of any actual or alleged violation of any law that restricts or prohibits the sending, transmitting or distributing of "unsolicited communication".

**15. Access Or Disclosure Of Confidential Or Personal Information**

"Bodily injury", "property damage", "personal injury" or "advertising injury" arising out of any access to or disclosure of any person's or organization's confidential or personal information.

**16. Knowing Violation Of Rights Of Another**

"Personal injury" or "advertising injury" caused by or at the direction of the insured with the knowledge that the act would violate the rights of another and would inflict "personal injury" or "advertising injury".

**17. Material Published With Knowledge Of Falsity**

"Personal injury" or "advertising injury" arising out of oral or written publication, including publication by electronic means, of material, if done by or at the direction of the insured with knowledge of its falsity.

**18. Material Published Or Used Prior To Policy Period**

- a. "Personal injury" or "advertising injury" arising out of oral or written publication, including publication by electronic means, of material whose first publication took place before the beginning of the policy period; or
- b. "Advertising injury" arising out of infringement of copyright, "title" or "slogan" in your "advertisement" whose first infringement in your "advertisement" was committed before the beginning of the policy period.

**19. Criminal Acts**

"Personal injury" or "advertising injury" arising out of a criminal act committed by or at the direction of the insured.

**20. Breach Of Contract**

"Personal injury" or "advertising injury" arising out of a breach of contract.

**21. Quality Or Performance Of Goods – Failure To Conform To Statements**

"Advertising injury" arising out of the failure of goods, products or services to conform with any statement of quality or performance made in your "advertisement".

**22. Wrong Description Of Prices**

"Advertising injury" arising out of the wrong description of the price of goods, products or services stated in your "advertisement".

**23. Intellectual Property**

"Personal injury" or "advertising injury" arising out of any actual or alleged infringement or violation of any of the following rights or laws, or any other "personal injury" or "advertising injury" alleged in any claim or "suit" that also alleges any such infringement or violation:

- a. Copyright;
- b. Patent;
- c. Trade dress;
- d. Trade name;
- e. Trademark;
- f. Trade secret; or
- g. Other intellectual property rights or laws.

This exclusion does not apply to:

- a. "Advertising injury" arising out of any actual or alleged infringement or violation of another's copyright, "title" or "slogan" in your "advertisement"; or

- b. Any other "personal injury" or "advertising injury" alleged in any claim or "suit" that also alleges any such infringement or violation of another's copyright, "title" or "slogan" in your "advertisement".

**24. Insureds In Media And Internet Type Business**

"Personal injury" or "advertising injury" arising out of an offense committed by an insured whose business is:

- a. Advertising, "broadcasting" or publishing;
- b. Designing or determining content of web-sites for others; or
- c. An Internet search, access, content or service provider.

This exclusion does not apply to Paragraphs a.(1), (2) and (3) of the definition of "personal injury".

For the purposes of this exclusion:

- a. Creating and producing correspondence written in the conduct of your business, bulletins, financial or annual reports, or newsletters about your goods, products or services will not be considered the business of publishing; and
- b. The placing of frames, borders or links, or advertising, for you or others anywhere on the Internet will not, by itself, be considered the business of advertising, "broadcasting" or publishing.

**25. Electronic Chatrooms Or Bulletin Boards**

"Personal injury" or "advertising injury" arising out of an electronic chatroom or bulletin board the insured hosts, owns or over which the insured exercises control.

**26. Unauthorized Use Of Another's Name Or Product**

"Personal injury" or "advertising injury" arising out of the unauthorized use of another's name or product in your e-mail address, domain name or metatag, or any other similar tactics to mislead another's potential customers.

**C. With respect to Coverage C:**

**Newly Acquired, Controlled Or Formed Entities**

"Crisis management service expenses" arising out of a "crisis management event" that involves any organization you newly acquire or form and that occurred prior to the date you acquired or formed that organization, even if an "executive officer" only first becomes aware of an "event" or "occurrence" that leads to such "crisis

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management event" after the date you acquired or formed such organization.

### SECTION V – CONDITIONS

#### A. APPEALS

1. If the insured or the insured's "underlying insurer" elects not to appeal a judgment which exceeds the "applicable underlying limit" or "self-insured retention", we may do so.
2. If we appeal such a judgment, we will pay all costs of the appeal. These payments will not reduce the applicable limits of insurance. In no event will our liability exceed the applicable limit of insurance.

#### B. BANKRUPTCY

1. Bankruptcy or insolvency of the insured or of the insured's estate will not relieve us of our obligations under this insurance.
2. In the event of bankruptcy or insolvency of any "underlying insurer", this insurance will not replace such bankrupt or insolvent "underlying insurer's" policy, and this insurance will apply as if such "underlying insurer" had not become bankrupt or insolvent.

#### C. CANCELLATION

1. The first Named Insured shown in the Declarations may cancel this insurance by mailing or delivering to us advance written notice of cancellation.
2. We may cancel this insurance by mailing or delivering to such first Named Insured written notice of cancellation at least:
  - a. 10 days before the effective date of cancellation if we cancel for nonpayment of premium; or
  - b. 60 days before the effective date of cancellation if we cancel for any other reason.
3. We will mail or deliver our notice to such first Named Insured's last mailing address known to us.
4. Notice of cancellation will state the effective date of cancellation. The policy period will end on that date.
5. If this insurance is cancelled, we will send such first Named Insured any premium refund due. If we cancel, the refund will be pro rata. If such first Named Insured cancels, the refund may be less than pro rata. The cancellation will be effective even if we have not made or offered a refund.
6. If notice is mailed, proof of mailing will be sufficient proof of notice.

#### D. CHANGES

This policy contains all the agreements between you and us concerning the insurance afforded. No change can be made in the terms of this insurance except with our consent. The terms of this insurance can be amended or waived only by endorsement issued by us and made a part of this policy.

#### E. CURRENCY

Payments for damages or expenses described in Paragraph 5. of Paragraph D., **DEFENSE AND SUPPLEMENTARY PAYMENTS**, of **SECTION I – COVERAGES** will be in the currency of the United States of America. At our sole option, we may make these payments in a different currency. Any necessary currency conversion for such payments will be calculated based on the rate of exchange published in the Wall Street Journal immediately preceding the date the payment is processed.

#### F. DUTIES REGARDING AN EVENT, OCCURRENCE, CLAIM OR SUIT

1. You must see to it that we are notified as soon as practicable of an "event" or "occurrence" which may result in a claim under this insurance. To the extent possible, notice should include:
  - a. How, when and where the "event" or "occurrence" took place;
  - b. The names and addresses of any persons or organizations sustaining injury, damage or loss, and the names and addresses of any witnesses; and
  - c. The nature and location of any injury or damage arising out of the "event" or "occurrence".
2. If a claim is made or "suit" is brought against any insured which may result in a claim under this insurance, you must see to it that we receive written notice of the claim or "suit" as soon as practicable.
3. With respect to Coverage A, the insured must:
  - a. Cooperate with us in the investigation, settlement or defense of any claim or "suit";
  - b. Comply with the terms of the "underlying insurance"; and
  - c. Pursue all rights of contribution or indemnity against any person or organization who may be liable to the insured because of the injury, damage or loss for which insurance is provided under



this policy or any policy of "underlying insurance".

4. With respect to Coverage **B**, the insured must:
  - a. Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the claim or "suit";
  - b. Authorize us to obtain necessary records and other information;
  - c. Cooperate with us in the investigation, settlement or defense of any claim or "suit"; and
  - d. Assist us, upon our request, in the enforcement of any right against any person or organization which may be liable to the insured because of injury or damage to which Coverage **B** may apply.
5. No insured will, except at that insured's own expense, voluntarily make a payment, assume any obligation, make any admission or incur any expense, other than for first aid for "bodily injury" covered by this insurance, without our consent.
6. Knowledge of an "event", "occurrence", claim or "suit" by your agent, servant or "employee" will not constitute knowledge by you, unless your insurance or risk manager, or anyone working in the capacity as your insurance or risk manager, or anyone you designate with the responsibility of reporting an "event", "occurrence", claim or "suit":
  - a. Has received notice of such "event", "occurrence", claim or "suit" from such agent, servant or "employee"; or
  - b. Otherwise has knowledge of such "event", "occurrence", claim or "suit".

**G. DUTIES REGARDING A CRISIS MANAGEMENT EVENT**

You must:

1. Notify us within 30 days of a "crisis management event" that may result in "crisis management service expenses".
2. Provide written notice of the "crisis management event" as soon as practicable. To the extent possible, notice should include:
  - a. How, when and where that "crisis management event" took place;
  - b. The names and addresses of any persons or organizations sustaining injury, damage or loss, and the named and addresses of any witnesses;

- c. The nature and location of any injury or damage arising out of that "crisis management event"; and
- d. The reason that "crisis management event" is likely to involve damages covered by this insurance in excess of the "applicable underlying limit" or "self-insured retention" and involve regional or national media coverage.

**H. EXAMINATION OF YOUR BOOKS AND RECORDS**

We may examine and audit your books and records as they relate to this insurance:

1. At any time during the policy period;
2. Up to three years after the end of the policy period; and
3. Within one year after final settlement of all claims under this insurance.

**I. EXTENDED REPORTING PERIOD OPTION**

1. When the "underlying insurance" applies on a claims-made basis, any automatic or basic "extended reporting period" in such "underlying insurance" will apply to this insurance.
2. When the "underlying insurance" applies on a claims-made basis and you elect to purchase an optional or supplemental "extended reporting period" in such "underlying insurance," that "extended reporting period" will apply to this insurance only if:
  - a. A written request to purchase an Extended Reporting Period endorsement for this insurance is made by you and received by us within 90 days after the end of the policy period;
  - b. You have paid all premiums due for this policy at the time you make such request;
  - c. You promptly pay the additional premium we charge for the Extended Reporting Period endorsement for this insurance when due. We will determine that additional premium after we have received your request for the Extended Reporting Period endorsement for this insurance. That additional premium is not subject to any limitation stated in the "underlying insurance" on the amount or percentage of additional premium that may be charged for the "extended reporting period" in such "underlying insurance"; and

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- d. That Extended Reporting Period endorsement is issued by us and made a part of this policy.
3. Any Extended Reporting Period endorsement for this insurance will not reinstate or increase the Limits of Insurance or extend the policy period.
4. Except with respect to any provisions to the contrary contained in Paragraphs 1., 2. or 3. above, all provisions of any option to purchase an "extended reporting period" granted to you in the "underlying insurance" apply to this insurance.

### J. INSPECTIONS AND SURVEYS

1. We have the right but are not obligated to:
  - a. Make inspections and surveys at any time;
  - b. Give you reports on the conditions we find; and
  - c. Recommend changes.
2. Any inspections, surveys, reports or recommendations relate only to insurability and the premiums to be charged. We do not make safety inspections. We do not undertake to perform the duty of any person or organization to provide for the health or safety of workers or the public. We do not warrant that conditions:
  - a. Are safe or healthful; or
  - b. Comply with laws, regulations, codes or standards.

### K. LEGAL ACTION AGAINST US

1. No person or organization has a right under this insurance:
  - a. To join us as a party or otherwise bring us into a "suit" asking for damages from an insured; or
  - b. To sue us on this insurance unless all of its terms have been fully complied with.
2. A person or organization may sue us to recover on an agreed settlement or on a final judgment against an insured. We will not be liable for damages that:
  - a. Are not payable under the terms of this insurance; or
  - b. Are in excess of the applicable limit of insurance.

An agreed settlement means a settlement and release of liability signed by us, the insured and the claimant or the claimant's legal representative.

### L. MAINTENANCE OF UNDERLYING INSURANCE

1. The insurance afforded by each policy of "underlying insurance" will be maintained for

the full policy period of this Excess Follow-Form And Umbrella Liability Insurance. This provision does not apply to the reduction or exhaustion of the aggregate limit or limits of such "underlying insurance" solely by payments as permitted in Paragraphs 4.a.(1), (2) and (3) of **COVERAGE A – EXCESS FOLLOW-FORM LIABILITY** of **SECTION I – COVERAGES**. As such policies expire, you will renew them at limits and with coverage at least equal to the expiring limits of insurance. If you fail to comply with the above requirements, Coverage A is not invalidated. However, in the event of a loss, we will pay only to the extent that we would have paid had you complied with the above requirements.

2. The first Named Insured shown in the Declarations must give us written notice of any change in the "underlying insurance" as respects:
  - a. Coverage;
  - b. Limits of insurance;
  - c. Termination of any coverage; or
  - d. Exhaustion of aggregate limits.
3. If you are unable to recover from any "underlying insurer" because you fail to comply with any term or condition of the "underlying insurance", Coverage A is not invalidated. However, we will pay for any loss only to the extent that we would have paid had you complied with that term or condition in that "underlying insurance".

### M. OTHER INSURANCE

This insurance is excess over any valid and collectible "other insurance" whether such "other insurance" is stated to be primary, contributing, excess, contingent or otherwise. This provision does not apply to a policy bought specifically to apply as excess of this insurance.

However, if you specifically agree in a written contract or agreement that the insurance provided to any person or organization that qualifies as an insured under this insurance must apply on a primary basis, or a primary and non-contributory basis, then insurance provided under Coverage A is subject to the following provisions:

1. This insurance will apply before any "other insurance" that is available to such additional insured which covers that person or organization as a named insured, and we will not share with that "other insurance", provided that the injury or damage for which coverage is sought is caused by an "event" that takes place or is committed subsequent to the signing of that contract or agreement by you.
2. This insurance is still excess over any valid and collectible "other insurance", whether primary, excess, contingent or otherwise, which covers that person or organization as an additional insured or as any other insured that does not qualify as a named insured.

**N. PREMIUM**

1. The first Named Insured shown in the Declarations is responsible for the payment of all premiums and will be the payee for any return premiums.
2. If the premium is a flat charge, it is not subject to adjustment except as provided in Paragraph 4. below.
3. If the premium is other than a flat charge, it is an advance premium only. The earned premium will be computed at the end of the policy period, or at the end of each year of the policy period if the policy period is two years or longer, at the rate shown in the Declarations, subject to the Minimum Premium.
4. Additional premium may become payable when coverage is provided for additional insureds under the provisions of **SECTION II – WHO IS AN INSURED.**

**O. PREMIUM AUDIT**

The premium for this policy is the amount stated in Item 5. of the Declarations. The premium is a flat charge unless it is specified in the Declarations as adjustable.

**P. PROHIBITED COVERAGE – UNLICENSED INSURANCE**

1. With respect to loss sustained by any insured in a country or jurisdiction in which we are not licensed to provide this insurance, this insurance does not apply to the extent that insuring such loss would violate the laws or regulations of such country or jurisdiction.
2. We do not assume responsibility for:
  - a. The payment of any fine, fee, penalty or other charge that may be imposed on any person or organization in any country or jurisdiction because we are not licensed to

provide insurance in such country or jurisdiction; or

- b. The furnishing of certificates or other evidence of insurance in any country or jurisdiction in which we are not licensed to provide insurance.

**Q. PROHIBITED COVERAGE – TRADE OR ECONOMIC SANCTIONS**

We will provide coverage for any loss, or otherwise will provide any benefit, only to the extent that providing such coverage or benefit does not expose us or any of our affiliated or parent companies to:

1. Any trade or economic sanction under any law or regulation of the United States of America; or
2. Any other applicable trade or economic sanction, prohibition or restriction.

**R. REPRESENTATIONS**

By accepting this insurance, you agree:

1. The statements in the Declarations and any subsequent notice relating to "underlying insurance" are accurate and complete;
2. Those statements are based upon representations you made to us; and
3. We have issued this insurance in reliance upon your representations.

**S. SEPARATION OF INSURED**

Except with respect to the Limits of Insurance, and any rights or duties specifically assigned in this policy to the first Named Insured shown in the Declarations, this insurance applies:

1. As if each Named Insured were the only Named Insured; and
2. Separately to each insured against whom claim is made or "suit" is brought.

**T. WAIVER OR TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US**

1. If the insured has rights to recover all or part of any payment we have made under this insurance, those rights are transferred to us and the insured must do nothing after loss to impair them. At our request, the insured will bring suit or transfer those rights to us and help us, and with respect to Coverage A, the "underlying insurer", enforce them.

If the insured has agreed in a contract or agreement to waive that insured's right of recovery against any person or organization, we waive our right of recovery against that person or organization, but only for payments we make because of an "event" that takes place or is committed subsequent to the

execution of that contract or agreement by such insured.

2. Reimbursement of any amount recovered will be made in the following order:
  - a. First, to any person or organization (including us or the insured) who has paid any amount in excess of the applicable limit of insurance;
  - b. Next, to us; and
  - c. Then, to any person or organization (including the insured and with respect to Coverage A, the "underlying insurer") that is entitled to claim the remainder, if any.
3. Expenses incurred in the process of recovery will be divided among all persons or organizations receiving amounts recovered according to the ratio of their respective recoveries.

**U. TRANSFER OF YOUR RIGHTS AND DUTIES UNDER THIS INSURANCE**

1. Your rights and duties under this insurance may not be transferred without our written consent except in the case of death of an individual Named Insured.
2. If you die, your rights and duties will be transferred to your legal representative but only while acting within the scope of duties as your legal representative. Until your legal representative is appointed, anyone having proper temporary custody of your property will have your rights and duties but only with respect to that property.

**V. UNINTENTIONAL OMISSION OR ERROR**

The unintentional omission of, or unintentional error in, any information provided by you which we relied upon in issuing this policy will not prejudice your rights under this insurance. However, this provision does not affect our right to collect additional premium or to exercise our rights of cancellation or nonrenewal in accordance with applicable insurance laws or regulations.

**W. WHEN LOSS IS PAYABLE**

If we are liable under this insurance, we will pay for injury, damage or loss after:

1. The insured's liability is established by:
  - a. A court decision; or
  - b. A written agreement between the claimant, the insured, any "underlying insurer" and us; and
2. The amount of the "applicable underlying limit" or "self-insured retention" is paid by or on behalf of the insured.

**SECTION VI – DEFINITIONS**

A. With respect to all coverages of this insurance:

1. "Applicable underlying limit" means the sum of:
  - a. The applicable limit of insurance stated for the policies of "underlying insurance" in the Schedule Of Underlying Insurance subject to the provisions in Paragraphs 4.a.(1), (2) and (3) of **COVERAGE A – EXCESS FOLLOW-FORM LIABILITY OF SECTION I – COVERAGES**; and
  - b. The applicable limit of insurance of any "other insurance" that applies.

The limits of insurance in any policy of "underlying insurance" will apply even if:

- a. The "underlying insurer" claims the insured failed to comply with any term or condition of the policy; or
  - b. The "underlying insurer" becomes bankrupt or insolvent.
2. "Auto hazard" means all "bodily injury" and "property damage" to which liability insurance afforded under an auto policy of "underlying insurance" would apply but for the exhaustion of its applicable limits of insurance.
  3. "Electronic data" means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software (including systems and applications software), hard or floppy disks, CD-ROMs, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.
  4. "Event" means an "occurrence", offense, accident, act, error, omission, wrongful act or loss.
  5. "Extended reporting period" means any period of time, starting with the end of the policy period of your claims-made insurance, during which claims or "suits" may be first made, brought or reported for that insurance.
  6. "Medical expenses" means expenses to which any Medical Payments section of any policy of Commercial General Liability "underlying insurance" applies.
  7. "Other insurance" means insurance, or the funding of losses, that is provided by, through or on behalf of:
    - a. Another insurance company;
    - b. Us or any of our affiliated insurance companies;
    - c. Any risk retention group;

- d. Any self-insurance method or program, in which case the insured will be deemed to be the provider of such insurance; or
- e. Any similar risk transfer or risk management method.

"Other insurance" does not include:

- a. Any "underlying insurance"; or
- b. Any policy of insurance specifically purchased to be excess of the limits of insurance of this policy shown in the Declarations.

**8. "Products-completed operations hazard":**

- a. Includes all "bodily injury" and "property damage" occurring away from premises you own or rent and arising out of "your product" or "your work" except:

- (1) Products that are still in your physical possession; or
- (2) Work that has not yet been completed or abandoned. However, "your work" will be deemed completed at the earliest of the following times:
  - (a) When all the work called for in your contract has been completed;
  - (b) When all the work to be done at the job site has been completed if your contract calls for work at more than one job site; or
  - (c) When that part of the work done at a job site has been put to its intended use by any person or organization other than another contractor or subcontractor working on the same project.

Work that may need service, maintenance, correction, repair or replacement, but which is otherwise complete, will be treated as completed.

- b. Does not include "bodily injury" or "property damage" arising out of:
  - (1) The transportation of property, unless the injury or damage arises out of a condition in or on a vehicle not owned or operated by you, and that condition was created by the "loading or unloading" of that vehicle by any insured;
  - (2) The existence of tools, uninstalled equipment or abandoned or unused materials; or
  - (3) Products or operations for which the classification listed in a policy of

Commercial General Liability "underlying insurance" states that products-completed operations are subject to the General Aggregate Limit.

**9. "Suit" means a civil proceeding which alleges damages. "Suit" includes:**

- a. An arbitration proceeding in which damages are claimed and to which the insured must submit or does submit with our consent; or
- b. Any other alternative dispute resolution proceeding to which the insured submits with our consent.

**10. "Underlying insurance":**

- a. Means the policy or policies of insurance listed in the Schedule Of Underlying Insurance.
- b. Includes any renewal or replacement of such policies if such renewal or replacement is during the policy period of this Excess Follow-Form And Umbrella Liability Insurance.
- c. Does not include any part of the policy period of any of the policies described in Paragraphs a. or b. above that began before, or that continues after, the policy period of this Excess Follow-Form And Umbrella Liability Insurance.

**11. "Underlying insurer" means any insurer which provides a policy of insurance listed in the Schedule Of Underlying Insurance.**

**B. With respect to Coverage B and, to the extent that the following terms are not defined in the "underlying insurance", to Coverage A:**

**1. "Advertisement" means a notice that is broadcast or published to the general public or specific market segments about your goods, products or services for the purpose of attracting customers or supporters. For the purposes of this definition:**

- a. Notices that are published include material placed on the Internet or on similar electronic means of communication; and
- b. Regarding web sites, only that part of a web site that is about your goods, products or services for the purposes of attracting customers or supporters is considered an advertisement.

**2. "Advertising injury":**

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- a. Means injury, other than "personal injury", caused by one or more of the following offenses:
    - (1) Oral or written publication, including publication by electronic means, of material in your "advertisement" that slanders or libels a person or organization or disparages a person's or organization's goods, products or services, provided that the claim is made or the "suit" is brought by a person or organization that claims to have been slandered or libeled, or that claims to have had its goods, products or services disparaged;
    - (2) Oral or written publication, including publication by electronic means, of material in your "advertisement" that:
      - (a) Appropriates a person's name, voice, photograph or likeness; or
      - (b) Unreasonably places a person in a false light; or
    - (3) Infringement of copyright, "title" or "slogan" in your "advertisement", provided that the claim is made or the "suit" is brought by a person or organization that claims ownership of such copyright, "title" or "slogan".
  - b. Includes "bodily injury" caused by one or more of the offenses described in Paragraph a. above.
3. "Auto" means:
- a. A land motor vehicle, trailer or semitrailer designed for travel on public roads, including any attached machinery or equipment; or
  - b. Any other land vehicle that is subject to a compulsory or financial responsibility law or other motor vehicle insurance law where it is licensed or principally garaged.
- However, "auto" does not include "mobile equipment".
4. "Bodily injury" means:
- a. Physical harm, including sickness or disease, sustained by a person; or
  - b. Mental anguish, injury or illness, or emotional distress, resulting at any time from such physical harm, sickness or disease.
5. "Broadcasting" means transmitting any audio or visual material for any purpose:
- a. By radio or television; or
  - b. In, by or with any other electronic means of communication, such as the Internet, if that material is part of:
    - (1) Radio or television programming being transmitted;
    - (2) Other entertainment, educational, instructional, music or news programming being transmitted; or
    - (3) Advertising transmitted with any such programming.
6. "Consumer financial identity information" means any of the following information for a person that is used or collected for the purpose of serving as a factor in establishing such person's eligibility for personal credit, insurance or employment or for the purpose of conducting a business transaction:
- a. Part or all of the account number, the expiration date or the balance of any credit, debit, bank or other financial account;
  - b. Information bearing on a person's credit worthiness, credit standing or credit capacity;
  - c. Social security number;
  - d. Driver's license number; or
  - e. Birth date.
7. "Consumer financial protection law" means:
- a. The Fair Credit Reporting Act (FCRA) and any of its amendments, including the Fair and Accurate Credit Transactions Act (FACTA);
  - b. California's Song-Beverly Credit Card Act and any of its amendments; or
  - c. Any other law or regulation that restricts or prohibits the collection, dissemination, transmission, distribution or use of "consumer financial identity information".
8. "Employee" includes a "leased worker". "Employee" does not include a "temporary worker".
9. "Good Samaritan services" means any emergency medical services for which no compensation is demanded or received.
10. "Impaired property" means tangible property, other than "your product" or "your work", that cannot be used or is less useful because:
- a. It incorporates "your product" or "your work" that is known or thought to be defective, deficient, inadequate or dangerous; or

- b.** You have failed to fulfill the terms of a contract or agreement;

if such property can be restored to use by the repair, replacement, adjustment or removal of "your product" or "your work" or your fulfilling the terms of the contract or agreement.

- 11.** "Leased worker" means a person leased to you by a labor leasing firm under an agreement between you and the labor leasing firm, to perform duties related to the conduct of your business. "Leased worker" does not include a "temporary worker".

- 12.** "Loading or unloading" means the handling of property:

- a.** After it is moved from the place where it is accepted for movement into or onto an aircraft, watercraft or "auto";
- b.** While it is in or on an aircraft, watercraft or "auto"; or
- c.** While it is being moved from an aircraft, watercraft or "auto" to the place where it is finally delivered;

but "loading or unloading" does not include the movement of property by means of a mechanical device, other than a hand truck, that is not attached to the aircraft, watercraft or "auto".

- 13.** "Mobile equipment" means any of the following types of land vehicles, including any attached machinery or equipment:

- a.** Bulldozers, farm machinery, forklifts and other vehicles designed for use principally off public roads.
- b.** Vehicles maintained for use solely on or next to premises you own or rent.
- c.** Vehicles that travel on crawler treads.
- d.** Vehicles, whether self-propelled or not, maintained primarily to provide mobility to permanently mounted:
  - (1)** Power cranes, shovels, loaders, diggers or drills; or
  - (2)** Road construction or resurfacing equipment such as graders, scrapers or rollers.
- e.** Vehicles not described in Paragraph **a.**, **b.**, **c.** or **d.** above that are not self-propelled and are maintained primarily to provide mobility to permanently attached equipment of the following types:
  - (1)** Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical

exploration, lighting and well servicing equipment; or

- (2)** Cherry pickers and similar devices used to raise or lower workers.

- f.** Vehicles not described in Paragraph **a.**, **b.**, **c.** or **d.** above maintained primarily for purposes other than the transportation of persons or cargo.

However, self-propelled vehicles with the following types of permanently attached equipment are not "mobile equipment" but will be considered "autos":

- (1)** Equipment designed primarily for:
  - (a)** Snow removal;
  - (b)** Road maintenance, but not construction or resurfacing; or
  - (c)** Street cleaning;
- (2)** Cherry pickers and similar devices mounted on automobile or truck chassis and used to raise or lower workers; and
- (3)** Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment.

However, "mobile equipment" does not include any land vehicle that is subject to a compulsory or financial responsibility law, or other motor vehicle insurance law, where it is licensed or principally garaged. Such land vehicles are considered "autos".

- 14.** "Occurrence" means:

- a.** With respect to "bodily injury" or "property damage":
  - (1)** An accident, including continuous or repeated exposure to substantially the same general harmful conditions, which results in "bodily injury" or "property damage". All "bodily injury" or "property damage" caused by such exposure to substantially the same general harmful conditions will be deemed to be caused by one "occurrence"; or
  - (2)** An act or omission committed in providing or failing to provide first aid or "Good Samaritan services" to a person by any of your "employees" or "volunteer workers" other than an employed or volunteer doctor, unless you are in the business or occupation of providing professional health care services;

- b. With respect to "personal injury", an offense arising out of your business that results in "personal injury". All "personal injury" caused by the same or related injurious material, act or offense will be deemed to be caused by one "occurrence", regardless of the frequency or repetition thereof, the number and kind of media used or the number of persons or organizations making claims or bringing "suits"; and
  - c. With respect to "advertising injury", an offense committed in the course of advertising your goods, products and services that results in "advertising injury". All "advertising injury" caused by the same or related injurious material, act or offense will be deemed to be caused by one "occurrence", regardless of the frequency or repetition thereof, the number and kind of media used or the number of persons or organizations making claims or bringing "suits".
15. "Officer" means a person holding any of the officer positions created by your charter, constitution, bylaws or any other similar governing document.
16. "Personal injury":
- a. Means injury, other than "advertising injury", caused by one or more of the following offenses:
    - (1) False arrest, detention or imprisonment;
    - (2) Malicious prosecution;
    - (3) The wrongful eviction from, wrongful entry into, or invasion of the right of private occupancy of a room, dwelling or premises that a person occupies, provided that the wrongful eviction, wrongful entry or invasion of the right of private occupancy is committed by or on behalf of the owner, landlord or lessor of that room, dwelling or premises;
    - (4) Oral or written publication, including publication by electronic means, of material that slanders or libels a person or organization or disparages a person's or organization's goods, products or services, provided that the claim is made or the "suit" is brought by a person or organization that claims to have been slandered or libeled, or that claims to have had its goods, products or services disparaged; or
    - (5) Oral or written publication, including publication by electronic means, of material that:
      - (a) Appropriates a person's name, voice, photograph or likeness; or
      - (b) Unreasonably places a person in a false light.
  - b. Includes "bodily injury" caused by one or more of the offenses described in Paragraph a. above.
17. "Pollutants" mean any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, fumes, acids, alkalis, chemicals and waste. Waste includes materials to be recycled, reconditioned or reclaimed.
18. "Property damage" means:
- a. Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use will be deemed to occur at the time of the physical injury that caused it; or
  - b. Loss of use of tangible property that is not physically injured. All such loss of use will be deemed to occur at the time of the "occurrence" that caused it.
- For the purposes of this insurance, "electronic data" is not tangible property.
19. "Self-insured retention" is the greater of:
- a. The amount shown in the Declarations which the insured must first pay under Coverage B for damages because of all "bodily injury", "property damage", "personal injury" or "advertising injury" arising out of any one "occurrence"; or
  - b. The applicable limit of insurance of any "other insurance" that applies.
20. "Slogan":
- a. Means a phrase that others use for the purpose of attracting attention in their advertising.
  - b. Does not include a phrase used as, or in, the name of:
    - (1) Any person or organization other than you; or
    - (2) Any business, or any of the premises, goods, products, services or work, of any person or organization other than you.



21. "Temporary worker" means a person who is furnished to you to substitute for a permanent "employee" on leave or to meet seasonal or short-term workload conditions.
  22. "Title" means the name of a literary or artistic work.
  23. "Unsolicited communication" means any communication, in any form, that the recipient of such communication did not specifically request to receive.
  24. "Volunteer worker" means a person who is not your "employee", and who donates his or her work and acts at the direction of and within the scope of duties determined by you, and is not paid a fee, salary or other compensation by you or anyone else for their work performed by you.
  25. "Your product":
    - a. Means:
      - (1) Any goods or products, other than real property, manufactured, sold, handled, distributed or disposed of by:
        - (a) You;
        - (b) Others trading under your name; or
        - (c) A person or organization whose business or assets you have acquired; and
      - (2) Containers (other than vehicles), materials, parts or equipment furnished in connection with such goods or products.
    - b. Includes:
      - (1) Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your product"; and
      - (2) The providing of or failure to provide warnings or instructions.
    - c. Does not include vending machines or other property rented to or located for the use of others but not sold.
  26. "Your work":
    - a. Means:
      - (1) Work or operations performed by you or on your behalf; and
      - (2) Materials, parts or equipment furnished in connection with such work or operations.
    - b. Includes:
      - (1) Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your work"; and
      - (2) The providing of or failure to provide warnings or instructions.
- C. With respect to Coverage C:
1. "Crisis management advisor" means any public relations firm or crisis management firm approved by us that is hired by you to perform "crisis management services" in connection with a "crisis management event".
  2. "Crisis management event" means an "event" or "occurrence" that your "executive officer" reasonably determines has resulted, or may result, in:
    - a. Damages covered by this Coverage A or Coverage B that are in excess of the total applicable limits of the "underlying insurance" or "self-insured retention"; and
    - b. Significant adverse regional or national media coverage.
  3. "Crisis management service expenses" means amounts incurred by you, after a "crisis management event" first commences and before such event ends:
    - a. For the reasonable and necessary:
      - (1) Fees and expenses of a "crisis management advisor" in the performance for you of "crisis management services" solely for a "crisis management event"; and
      - (2) Costs for printing, advertising, mailing of materials or travel by your directors, officers, employees or agents or a "crisis management advisor" solely for a "crisis management event"; and
    - b. For the following expenses resulting from such "crisis management event", provided that such expenses have been approved by us:
      - (1) Medical expenses;
      - (2) Funeral expenses;
      - (3) Psychological counseling;
      - (4) Travel expenses;
      - (5) Temporary living expenses;
      - (6) Expenses to secure the scene of a "crisis management event"; or
      - (7) Any other expenses pre-approved by us.

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4. "Crisis management services" means those services performed by a "crisis management advisor" in advising you or minimizing potential harm to you from a "crisis management event" by maintaining or restoring public confidence in you.
5. "Executive officer" means your:
  - a. Chief Executive Officer;
  - b. Chief Operating Officer;
  - c. Chief Financial Officer;
  - d. President;
  - e. General Counsel;
  - f. General partner (if you are a partnership); or
  - g. Sole proprietor (if you are a sole proprietorship);or any person acting in the same capacity as any individual listed above.



**EVANSTON INSURANCE COMPANY**  
**ADVANTAGE CONTRACTOR'S POLLUTION LIABILITY PLUS**  
**COVERAGE FORM**

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## EVANSTON INSURANCE COMPANY

### ADVANTAGE CONTRACTOR'S POLLUTION LIABILITY PLUS COVERAGE FORM

VARIOUS PROVISIONS IN THIS POLICY MAY RESTRICT OR EXCLUDE COVERAGE. PLEASE READ THE ENTIRE POLICY CAREFULLY TO DETERMINE THE INSURED'S RIGHTS AND DUTIES AND WHAT IS AND IS NOT COVERED.

THE PROFESSIONAL LIABILITY INSURING AGREEMENT, PROFESSIONAL LIABILITY RECTIFICATION EXPENSE INSURING AGREEMENT, AND DISCIPLINARY PROCEEDING LEGAL EXPENSE REIMBURSEMENT COVERAGE EXTENSION PROVIDE CLAIMS-MADE AND REPORTED COVERAGE AND REQUIRE THAT A CLAIM BE FIRST MADE AGAINST THE INSURED DURING THE POLICY PERIOD AND REPORTED TO THE COMPANY IN WRITING DURING THE POLICY PERIOD OR ANY APPLICABLE EXTENDED REPORTING PERIOD WE PROVIDE UNDER SECTION V – EXTENDED REPORTING PERIOD.

AMOUNTS INCURRED AS SUPPLEMENTARY PAYMENTS WILL BE APPLIED AGAINST THE APPLICABLE SELF-INSURED RETENTION. ANY AMOUNTS INCURRED AS SUPPLEMENTARY PAYMENTS IN EXCESS OF THE DEFENSE EXPENSES AGGREGATE LIMIT SHOWN IN THE DECLARATIONS WILL REDUCE THE LIMIT OF INSURANCE AVAILABLE.

Throughout this policy the words "you" and "your" refer to the Named Insured shown in the Declarations and any other person or organization qualifying as a Named Insured under this policy. The word "insured" means any person or organization qualifying as such under Section III – Who Is An Insured. The words "we", "us", and "our" refer to the company providing this insurance. Other words and phrases that appear in quotation marks have special meaning. Refer to Section VII – Definitions.

#### SECTION I – COVERAGES

##### A. Insuring Agreements

Although various Insuring Agreements may be referenced in this policy, an Insuring Agreement is included within this policy only if that Insuring Agreement is designated as purchased by an "X" in the Declarations.

1. The following Insuring Agreements apply only if the "pollution condition" that causes a "pollution loss" takes place in the "coverage territory". The amount we will pay is limited as described in Section IV – Limits Of Insurance And Self-Insured Retention.

##### a. Contractor's Pollution Liability (Including Mold And Legionella)

We will pay on behalf of the insured those sums in excess of the Pollution Liability Self-Insured Retention shown in the Declarations that the insured becomes legally obligated to pay as "pollution loss" caused by a "pollution condition" to which this insurance applies, provided:

- (1) The "pollution condition" arises out of "your work"; and
- (2) The "bodily injury" or "property damage" occurs, or "cleanup costs" are incurred, during the policy period.

With respect to "bodily injury", "property damage", or "cleanup costs" caused by legionella, there must be a direct relation to a documented case of a legionella outbreak for coverage to apply.

##### b. Transportation Pollution Liability

We will pay on behalf of the insured those sums in excess of the Pollution Liability Self-Insured Retention shown in the Declarations that the insured becomes legally obligated to pay as "pollution loss" resulting from a "transportation pollution condition" to which this insurance applies, provided:

- (1) The "transportation pollution condition" arises out of "transported cargo" that is transported, delivered, or shipped by you in a "covered conveyance" or by a "carrier" on your behalf; and
- (2) The "bodily injury" or "property damage" occurs, or the "cleanup costs" are incurred, during the policy period.

This coverage shall not be utilized to evidence financial responsibility of any insured under any federal, state, provincial, or local law.

**c. Non-Owned Disposal Site Liability**

We will pay on behalf of the insured those sums in excess of the Pollution Liability Self-Insured Retention shown in the Declarations that the insured becomes legally obligated to pay as "pollution loss" resulting from a "pollution condition" at, on, or under a "non-owned disposal site"; provided:

- (1) Such "pollution condition" originates at a "non-owned disposal site";
- (2) The "pollution condition" arises from waste or material generated by "your work"; and
- (3) The "bodily injury" or "property damage" occurs, or the "cleanup costs" are incurred, during the policy period.

**d. Sudden And Accidental Discharge, Release, Or Escape Of Pollutants Liability**

We will pay on behalf of the insured those sums in excess of the Pollution Liability Self-Insured Retention shown in the Declarations that the insured becomes legally obligated to pay as "pollution loss" resulting from a sudden and accidental "pollution condition":

- (1) At, on, or under a Designated Location shown in the Declarations; or
- (2) Originating at and migrating from a Designated Location shown in the Declarations;

provided:

- (a) The "pollution condition" is the result of an unforeseen, unplanned, or unexpected event or circumstance;
- (b) The "pollution condition" commences during the policy period;
- (c) The "pollution condition" is first discovered by any insured no later than 7 days after it commences;
- (d) The insured reports the commencement of the "pollution condition" to us in writing no later than 21 days following its discovery by any insured; and
- (e) The "claim" is first made during the policy period.

**e. Crisis Management And Emergency Response Costs**

We will indemnify you for:

- (1) "Crisis management costs" you incur as a direct result of a "crisis management event", provided that the "crisis management event":
  - (a) Arises directly from a "pollution condition" that has resulted or is reasonably likely to result in a "pollution loss" covered under this policy;
  - (b) Commences during the policy period; and
  - (c) First becomes known to any "responsible insured" during the policy period and is reported to us in writing as soon as practicable, but in any event during the policy period or within 30 days after the end of the policy period.

We will pay those "crisis management costs" you incur even if coverage hereunder is still to be confirmed by us, but we will stop paying such "crisis management costs" as soon as it becomes evident, to either you or us, that this insurance does not apply. "Crisis management costs" are not subject to the Self-Insured Retention.

- (2) "Emergency response costs" you incur in excess of the Pollution Liability Self-Insured Retention shown in the Declarations as a direct result of a "pollution condition" that occurs in the "coverage territory" and has resulted in a "pollution loss" covered under this policy.

2. The following Insuring Agreements apply only if the "wrongful act" takes place in the "coverage territory". The amount we will pay is limited as described in Section IV – Limits Of Insurance And Self-Insured Retention.

**a. Professional Liability**

- (1) We will pay on behalf of the insured those sums in excess of the Professional Liability Self-Insured Retention shown in the Declarations that the insured becomes legally obligated to pay as "professional loss".
- (2) This insurance applies to "professional loss" only if:
- (a) The "wrongful act" takes place on or after the Professional Liability Retroactive Date, if any, shown in the Declarations and before the end of the policy period; and
- (b) A "claim" is first made against any insured during the policy period and reported to us during the policy period or the Extended Reporting Period, if applicable.

**b. Professional Liability Rectification Expense**

Upon the Named Insured's submission to us of satisfactory written proof of payment, we will reimburse the Named Insured for "rectification expense" incurred in excess of the Professional Liability Rectification Expense Self-Insured Retention shown in the Declarations with respect to any action to rectify or mitigate an actual, negligent act, error, or omission that would otherwise lead to a "claim" covered under this policy, provided that:

- (1) The act, error, or omission giving rise to the "rectification expense" happens during the policy period and on or after the Professional Liability Rectification Expense Retroactive Date shown in the Declarations;
- (2) The insured must provide us notice of the act, error, or omission and any proposed corrective action in writing as soon as practicable but in any event during the policy period or the Extended Reporting Period, if applicable; and
- (3) All "rectification expenses" must be approved by us prior to being incurred by the insured.

If we and the insured do not agree that the insured's proposed rectification action is reasonable, we and the insured may agree to submit such dispute to any form of alternative dispute resolution acceptable to both parties. Should we and the insured be unable to agree on the form of alternative dispute resolution, then such dispute will be submitted to binding arbitration administered by the American Arbitration Association under its Commercial Arbitration rules, and judgment on the award rendered by the arbitrators may be entered in any court having jurisdiction.

**B. Claims And Defense**

1. Solely with respect to Insuring Agreements **A.1.a.** Contractors Pollution Liability (Including Mold And Legionella), **A.1.b.** Transportation Pollution Liability, and **A.1.c.** Non-owned Disposal Site Liability under Section I – Coverages, coverage applies only if, prior to the policy period, no "responsible insured" knew that the "bodily injury", "property damage", or "cleanup costs" had occurred, in whole or in part. If any "responsible insured" knew, prior to the policy period, that the "bodily injury", "property damage", or "cleanup costs" occurred, then any continuation, change, or resumption of such "bodily injury", "property damage", or "cleanup costs" during or after the policy period will be deemed to have been known prior to the policy period.

"Bodily injury", "property damage", or "cleanup costs" which occur during the policy period and were not, prior to the policy period, known to have occurred by any "responsible insured", includes any continuation, change, or resumption of the "bodily injury", "property damage", or "cleanup costs" after the end of the policy period.

"Bodily injury", "property damage", or "cleanup costs" will be deemed to have been known to have occurred at the earliest time when any "responsible insured":

- a. Reports all or any part of the "bodily injury", "property damage", or "cleanup costs" to us or any other insurer;
- b. Receives a written or verbal demand or "claim" for "loss" because of the "bodily injury", "property damage", or "cleanup costs"; or
- c. Becomes aware by any other means that the "bodily injury", "property damage", or "cleanup costs" have occurred or have begun to occur.

"Loss" because of "bodily injury" includes damages claimed by any person or organization for care, loss of services, or death resulting at any time from the "bodily injury".

2. Solely with respect to the Insuring Agreement **2.a. Professional Liability**, a "claim" by a person or organization seeking "loss" directly arising out of a "wrongful act" will be deemed to have been made at the earlier of when notice of such "claim" is received by any insured or by us.

All "claims" for "loss" arising out of the same, related, or continuous "wrongful act" will be considered a single "claim", and will be deemed to have been made and reported at the time the first of those "claims" is made against any insured.

Any reported "wrongful act" that subsequently becomes a "claim" made against the insured and reported to us in writing will be deemed to have been first made on the date that the written notice of the "wrongful act" was first reported to us and will be subject to all of the terms and conditions of this policy

3. We will:

- a. Have the right to investigate any "claim"; and
- b. Have the right and duty to defend the insured against any "suit";

for "loss" to which this insurance applies.

However, we will have no duty to defend the insured against any "claim" seeking "loss" to which this insurance does not apply. We may, at our discretion, investigate any "pollution condition" or "wrongful act" and settle any "claim" that may result. But:

- (1) The amount we will pay for "loss" is limited as described in Section **IV – Limits Of Insurance And Self-Insured Retention**; and
- (2) Our right and duty to defend ends when we have used up the applicable limit of insurance in the payment of judgments, settlements,

### **C. Supplementary Payments**

#### **1. Loss Of Earnings And Expense Reimbursement**

We will pay, with respect to any "claim" we investigate or settle, or any "suit" against an insured we defend:

- a. All expenses we incur.
- b. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the "claim", including actual loss of earnings up to \$5,000 a day because of time off from work.
- c. All court costs taxed against the insured in the "suit". However, these payments do not include attorneys' fees or attorneys' expenses taxed against the insured.
- d. Pre-judgment interest awarded against the insured on that part of the judgment we pay. If we make an offer to pay the applicable limit of insurance, we will not pay any pre-judgment interest based on that period of time after the offer.
- e. All interest on the full amount of any judgment that accrues after entry of the judgment and before we have paid, offered to pay, or deposited in court the part of the judgment that is within the applicable limit of insurance.

Amounts paid under this Loss Of Earnings And Expense Reimbursement Supplementary Payment will reduce the Defense Expenses Aggregate Limit shown in the Declarations. Once that limit has been exhausted, amounts paid under this Supplementary Payment will reduce the applicable Limits Of Insurance shown in the Declarations.

#### **2. Suit Against Indemnitee**

If we defend an insured against a "suit" and an indemnitee of the insured is also named as a party to the "suit", we will defend that indemnitee if all of the following conditions are met:

- a. The "suit" against the indemnitee seeks "loss" for which the insured has assumed the liability of the indemnitee in a contract or agreement that is an "insured contract";
- b. This insurance applies to such liability assumed by the insured;
- c. The obligation to defend, or the cost of the defense of, that indemnitee has also been assumed by the insured in the same "insured contract";
- d. The allegations in the "suit" and the information we know about the "pollution condition" or "wrongful act" are such that no conflict appears to exist between the interests of the insured and the interests of the indemnitee;

- e. The indemnitee and the insured ask us to conduct and control the defense of that indemnitee against such "suit" and agree that we can assign the same counsel to defend the insured and the indemnitee; and
- f. The indemnitee:
  - (1) Agrees in writing to:
    - (a) Cooperate with us in the investigation, settlement, or defense of the "suit";
    - (b) Immediately send us copies of any demands, notices, summonses, or legal papers received in connection with the "suit";
    - (c) Notify any other insurer whose coverage is available to the indemnitee; and
    - (d) Cooperate with us with respect to coordinating other applicable insurance available to the indemnitee; and
  - (2) Provides us with written authorization to:
    - (a) Obtain records and other information related to the "suit"; and
    - (b) Conduct and control the defense of the indemnitee in such "suit".

As long as the above conditions are met, attorneys' fees incurred by us in the defense of that indemnitee, necessary litigation expenses incurred by us, and necessary litigation expenses incurred by the indemnitee at our request will be paid as supplementary payments.

We may, at our option, appoint one counsel to defend all of the insureds and indemnitees of the insureds who are or may be involved with respect to such "suit".

Our obligation to defend an insured's indemnitee and to pay for attorneys' fees and necessary litigation expenses as supplementary payments ends when we have used up the applicable limit of insurance in the payment of judgments, settlements, or supplementary payments, or the conditions or the terms of the agreement set forth above are no longer met.

Amounts paid under this Suit Against Indemnity Supplementary Payment will reduce the Defense Expenses Aggregate Limit shown in the Declarations. Once that limit has been exhausted, amounts paid under this Supplementary Payment will reduce the Limits Of Insurance shown in the Declarations.

### 3. Pre-Claim Investigation Expenses

- a. If, during the policy period, the insured first becomes aware of a specific "wrongful act" that is reasonably expected to result in a "claim" within the scope of this coverage, then the insured may elect to provide notice of a potential "claim" to us. Such notice to us shall be in writing, sent to us at the address shown in the claim reporting policyholder notice, and contain the following information:
  - (1) The description of the specific "wrongful act";
  - (2) The date on which such "wrongful act" took place;
  - (3) The damage which has or may result from such "wrongful act";
  - (4) The identity of any injured person or organization subject to such injury or damage; and
  - (5) The date and circumstances by which the insured first became aware of such "wrongful act".
- b. If such written notice is received by us during the policy period, we may, at our sole option, choose to investigate the "wrongful act". Such an investigation will be at our expense and will not reduce the Limits Of Insurance or be subject to the Self-Insured Retention provisions until one of the following occurs:
  - (1) A "claim" results from the "wrongful act" under investigation; or
  - (2) We incur the Pre-Claim Investigation Expenses Limit shown in the Declarations in expenses arising from the investigation.
- c. If a "claim" is made and reported to us, or once we incur the Pre-Claim Investigation Expenses Limit shown in the Declarations, any further payment will be considered "claims expense" and will reduce the applicable Limits Of Insurance and be subject to the Self-Insured Retention provisions of this insurance.

Any "claim" subsequently made against the "insured" arising out of such "wrongful act" will be deemed to have been first made on the date on which such written notice is first received by the company.



No coverage for pre-claim investigation expenses is provided by this Policy except as provided by this Paragraph C.3. Pre-Claim Investigation Expenses of Section I – Coverages.

#### **D. Coverage Extensions**

Although various Coverage Extensions are referenced in this policy, a Coverage Extension is included within this policy only if that Coverage Extension is designated as purchased by an "X" in the Declarations.

##### **1. Disciplinary Proceeding Legal Expense Reimbursement**

- a. Upon the Named Insured's submission to us of satisfactory written proof of payment, we will reimburse the Named Insured for all reasonable and necessary legal fees and legal expenses incurred in response to a "disciplinary proceeding" against the Named Insured first initiated during the policy period or the Extended Reporting Period, if applicable, provided:
  - (1) The "wrongful act" giving rise to the "disciplinary proceeding" happens during the policy period and on or after the Professional Liability Retroactive Date shown in the Declarations; and
  - (2) Prior to the effective date of the first date of continuous coverage for this Coverage Extension with us, no "responsible insured" knew that such "wrongful act" had occurred, or any fact, circumstance, situation, or incident which would lead a reasonable person in the insured's position to conclude that a "claim" was likely.
- b. The most we will reimburse the Named Insured under this Coverage Extension for legal fees or legal expenses as the result of any one "disciplinary proceeding" is the Each Disciplinary Proceeding Limit shown in the Declarations.

The most we will reimburse the Named Insured under this Coverage Extension for the sum of legal fees and legal expenses as the result of all "disciplinary proceeding" is the Aggregate Disciplinary Proceeding Limit shown in the Declarations.

The remaining legal fees or legal expenses are the sole responsibility of the Named Insured and do not reduce the Professional Liability Self-Insured Retention shown in the Declarations.

- c. The Named Insured must provide to us written notice as soon as practicable of any "disciplinary proceeding" first initiated against the Named Insured during the policy period or the Extended Reporting Period, if applicable. In any event, such "disciplinary proceeding" must be reported to us no later than 60 days after the end of the policy period or the Extended Reporting Period, if applicable.
- d. No reimbursement will be made for the Named Insured's payment of any taxes; criminal or civil fines, penalties, or sanctions; registration or licensing fees; or any monetary judgment, award, or settlement of any kind.

##### **2. Subpoena Assistance**

In the event that during the policy period:

- a. The insured first receives a subpoena or a written request for the insured's records or files or notice of deposition relative to a "pollution condition" or a "wrongful act" in the performance of "your work"; and
- b. The insured reports the receipt of such subpoena or written request to us within 30 days of such receipt and prior to a "claim" being first made against the insured arising out of such "pollution condition" or "wrongful act";

then we will pay on behalf of the insured up to the Subpoena Assistance Limit shown in the Declarations per policy period for reasonable and necessary legal fees and expenses incurred for engaging the services of legal counsel we select to assist the insured in responding to such subpoena or request.

Payments under these Coverage Extensions will be in addition to the General Aggregate Limit shown in the Declarations and not subject to the Self-Insured Retention.

#### **SECTION II – EXCLUSIONS**

A. With respect to all Insuring Agreements, Supplementary Payments, and Coverage Extensions, t

##### **1. Contractual Liability**

"Loss" the insured is legally obligated to pay as damages as a result of the assumption of liability in a contract or agreement. However, this exclusion does not apply to liability:

- a. That the insured would have in the absence of the contract or agreement; or

- b. Solely with respect to coverage provided under Insuring Agreement 1., assumed in a contract or agreement that is an "insured contract", provided the "loss" occurs subsequent to the execution of the contract or agreement.

## 2. Fines, Penalties, And Punitive Damages

Any punitive damages, exemplary damages, multiplied damages, fines, or penalties. However, this exclusion does not apply to punitive or exemplary damages where insurable by law.

## 3. Damage To Property

"Property damage" in any way related to any real property or facility that is or was at any time owned, operated, or occupied by, or rented to you. However, this exclusion does not apply:

- a. If the real property or facility is operated or occupied by you for the purpose of performing "your work"; or
- b. To coverage provided under Insuring Agreements A.1.d. Sudden And Accidental Discharge, Release, Or Escape Of Pollutants Liability or A.2.b. Professional Liability Rectification Expense, if shown as purchased on the Declarations.

## 4. Damage To Your Product Or Your Work

"Property damage" to "your product" or "your work" or any part of "your product" or "your work". This exclusion does not apply:

- a. If the damaged work or the work out of which the damage arises was performed on your behalf by a subcontractor; or
- b. To coverage provided under Insuring Agreement A.2.b. Professional Liability Rectification Expense, if shown as purchased in the Declarations.

## 5. Employer's Liability

"Bodily injury" to:

- a. An "employee" of the insured arising out of and in the course of:
  - (1) Employment by the insured; or
  - (2) Performing duties related to the conduct of the insured's business; or
- b. The spouse, child, parent, brother, or sister of that "employee" as a consequence of such "bodily injury".

This exclusion applies whether the insured may be liable as an employer or in any other capacity and to any obligation to share damages with or repay someone else who must pay damages because of the injury. However, this exclusion does not apply to liability assumed by the insured under an "insured contract".

## 6. Expected Or Intended Injury

"Bodily injury" or "property damage" expected or intended from the standpoint of any "responsible insured".

## 7. Impaired Property

"Property damage" to "impaired property" or property that has not been physically injured, arising out of:

- a. A defect, deficiency, inadequacy, or dangerous condition in "your product" or "your work"; or
- b. A delay or failure by you or anyone acting on your behalf to perform a contract or agreement in accordance with its terms.

This exclusion does not apply to:

- (1) The loss of use of other property arising out of sudden and accidental physical injury to "your product" or "your work" after it has been put to its intended use; or
- (2) "Rectification expense" to the extent coverage is provided under Section I – Coverages, Paragraph A. Insuring Agreements, 2.b. Professional Liability Rectification Expense.

## 8. Insured Versus Insured

Any "claim" made by or on behalf of an insured against any other insured. However, solely with respect to coverage provided under Insuring Agreement 1., this exclusion does not apply with respect to "claims" against you by any

insured seeking coverage or indemnification pursuant to a written contract or agreement for a "claim" otherwise covered for "bodily injury", "property damage", or "cleanup costs".

## 9. Intentional Acts

"Loss" arising out of intentional, willful, or deliberate:

- a. Injury to persons or property; or
- b. Failure to comply with any permit, administrative complaint, notice of violation, notice letter, executive order, or instruction of any governmental or public agency or body.

However, this exclusion does not apply to:

- (1) An insured who did not commit, participate in, or have knowledge of any of the acts described above; or
- (2) "Claim expenses" incurred until an allegation is determined through final and non-appealable adjudication.

## 10. Known Circumstances Or Conditions

"Loss" caused by, arising out of, or in any way involving:

- a. A "pollution condition", including any subsequent continuation or resumption of or changes in such "pollution condition", that existed prior to the policy period and was known to any "responsible insured" at any time before the beginning of the policy period;
- b. A fact, event, circumstance, or condition known by any "responsible insured" prior to the inception date of this policy where any "responsible insured" should have reasonably foreseen that such fact, event, circumstance, or condition could give rise to a "claim" under this policy; or
- c. The rendering of or failure to render "professional services" prior to the inception date of this policy, if any "responsible insured" knew or should have reasonably foreseen that such rendering of or failure to render "professional services" could give rise to a "claim" under this policy.

## 11. Nuclear Energy Liability

"Loss":

- a. With respect to which an insured under this policy is also an insured under a nuclear energy liability policy issued by the Nuclear Energy Liability Insurance Association, Mutual Atomic Energy Liability Underwriters, Nuclear Insurance Association of Canada, or any of their successors, or would be an insured under any such policy but for its termination upon exhaustion of its limit of insurance;
- b. Resulting from the "hazardous properties" of "nuclear material" and with respect to which:
  - (1) Any person or organization is required to maintain financial protection pursuant to the Atomic Energy Act of 1954, or any law amendatory thereof; or
  - (2) The insured is, or had this policy not been issued would be, entitled to indemnity from the United States of America, or any agency thereof, under any agreement entered into by the United States of America, or any agency thereof, with any person or organization; or
- c. Resulting from the "hazardous properties" of "nuclear material", if:
  - (1) The "nuclear material":
    - (a) Is at any "nuclear facility" owned by or operated by or on behalf of an insured; or
    - (b) Has been discharged or dispersed therefrom;
  - (2) The "nuclear material" is contained in "spent fuel" or "waste" at any time possessed, handled, used, processed, stored, transported, or disposed of by or on behalf of an insured; or
  - (3) The "loss" arises out of the furnishing by an insured of services, materials, parts, or equipment in connection with the planning, construction, maintenance, operation, or use of any "nuclear facility", but if such facility is located within the United States of America, its territories or possessions or Canada, this exclusion (3) applies only to "property damage" to such "nuclear facility" and any property thereat.

As used in this exclusion:

"Hazardous properties" includes radioactive, toxic, or explosive properties.

"Nuclear facility" means:

- a. Any "nuclear reactor";
  - b. Any equipment or device designed or used for:
    - (1) Separating the isotopes of uranium or plutonium;
    - (2) Processing or utilizing "spent fuel"; or
    - (3) Handling, processing, or packaging "waste";
  - c. Any equipment or device used for the processing, fabricating, or alloying of "special nuclear material" if at any time the total amount of such material in the custody of the insured at the premises where such equipment or device is located consists of or contains more than 25 grams of plutonium or uranium 233 or any combination thereof, or more than 250 grams of uranium 235;
  - d. Any structure, basin, excavation, premises, or place prepared or used for the storage or disposal of "waste";
- and includes the site on which any of the foregoing is located, all operations conducted on such site and all premises used for such operations.

"Nuclear material" means "source material", "special nuclear material", or "by-product material".

"Nuclear reactor" means any apparatus designed or used to sustain nuclear fission in a self-supporting chain reaction or to contain a critical mass of fissionable material.

"Property damage" includes all forms of radioactive contamination of property.

"Source material", "special nuclear material", and "by-product material" have the meanings given them in the Atomic Energy Act of 1954 or in any law amendatory thereof.

"Spent fuel" means any fuel element or fuel component, solid or liquid, which has been used or exposed to radiation in a "nuclear reactor".

"Waste" means any waste material:

- a. Containing "by-product material" other than the tailings or wastes produced by the extraction or concentration of uranium or thorium from any ore processed primarily for its "source material" content; and
- b. Resulting from the operation by any person or organization of any "nuclear facility" included under the first two paragraphs of the definition of "nuclear facility".

## 12. Other Enterprises

"Loss" arising out of any business enterprise owned, operated, or managed by the insured or its parent company or any affiliate, successor, or assignee of such company not named in the Declarations. However, this exclusion does not apply to any person or organization who has controlling interest over you with respect to their liability arising out of their financial control over you or premises they own, maintain, or control while you lease or occupy such premises.

## 13. Professional Services

"Loss" arising out of any "wrongful act". This exclusion applies even if the "claim" against any insured alleges negligence or other wrongdoing in the supervision, hiring, employment, training, or monitoring of others by that insured.

However, this exclusion does not apply to:

- a. A "claim" in which you committed a "wrongful act" relating to improper or inadequate supervision, direction, or control of any subcontractors for which you are legally liable when such subcontractors are performing operations on your behalf at a job site; or
- b. Coverage provided under Insuring Agreements **A.2.a.** Professional Liability or **A.2.b.** Professional Liability Rectification Expense, if shown as purchased in the Declarations

## 14. Property Damage To Cargo

"Property damage" to "transported cargo".

## 15. Property Damage To Conveyances

"Property damage" to any "auto", railcar, train, watercraft, or aircraft operated by or on behalf of any insured resulting from a "pollution condition" caused by "transported cargo". However, this exclusion does not apply to any "claim" brought by any "carrier" for "property damage" arising out of the insured's negligence.

## 16. Vehicles

"Loss" arising out of the ownership, maintenance, use, operation, or entrustment to others of any aircraft, "unmanned aircraft", "auto", or watercraft. Use includes "loading or unloading", but does not include the movement of property by means of a mechanical device, other than a hand truck, that is not attached to the aircraft, "unmanned aircraft", "auto", or watercraft.

However, this exclusion does not apply to:

a. "Loading or unloading" within the boundaries of any location covered by this policy;

b. "Bodily injury" or "property damage" arising out of:

(1) The delivery of any liquid product into a wrong receptacle or to a wrong address; or

(2) The erroneous delivery of one liquid product for another by an "auto";

if the "bodily injury" or "property damage" occurs after such operations have been completed or abandoned at the site of such delivery.

Operations which may require further service, maintenance, correction, repair, or replacement of performance at the wrong address or because of any error, defect, or deficiency, but which are otherwise completed, will be deemed completed; or

c. Coverage provided under Insuring Agreement **A.1.b.** Transportation Pollution Liability, if shown as purchased in the Declarations.

## 17. War

"Loss", however caused, arising, directly or indirectly, out of:

a. War, including undeclared or civil war;

b. Warlike action by a military force, including action taken in the hindering or defending against an actual or expected attack, by any government, sovereign, or other authority using military personnel or other agents; or

c. Insurrection, rebellion, revolution, usurped power, or action taken by governmental authority in hindering or defending against any of these.

## 18. Workers' Compensation And Similar Laws

Any obligation of any insured under workers' compensation, disability benefits, unemployment compensation law, or any similar law.

## 19. Your Products

"Loss" arising out of "your product":

a. Designed, manufactured, sold, handled, distributed, altered, or repaired by you or by others trading under your name, any failure to warn, or any reliance upon a representation or warranty made at any time with respect thereto; or

b. Fabricated or installed by you, unless a "pollution condition" arises from the fabrication or installation of "your products" as part of "your work".

**B.** With respect to Insuring Agreement **A.2.**, Supplementary Coverages, and Coverage Extensions, this insurance does not apply to

### 1. Breach Of Contract

"Claims" in any way involving an actual or alleged breach of contract, including, but not limited to, a breach of a written, express, oral, implied-in-law, or implied-in-fact contract.

## **2. Employment Practices**

"Claims" arising out of the employment relationship or the nature, terms, or conditions of employment or any workplace tort brought by or on behalf of any "employee", former "employee", prospective "employee", independent contractor, or consultant of the insured including, but not limited to, the following:

- a. Refusal to employ that person;
- b. Termination of that person's employment; or
- c. Employment-related practices, policies, acts, or omissions, such as coercion, demotion, evaluation, reassignment, discipline, defamation, harassment, humiliation, discrimination, or malicious prosecution directed at that person.

## **3. Executive Officer**

"Claims" arising out of your services or capacity as an executive officer, director, partner, trustee, or employee of a business enterprise not named in the Declarations.

## **4. Express Warranties**

"Claims" arising out of any express warranties or guarantees.

## **5. Financial Related Matters**

"Claims" arising out of any:

- a. Liability or breach of any duty or obligation owed by you:
  - (1) In connection with the operation or administration of any health, pension, or employee benefit scheme, plan, trust, or fund, including but not limited to, violation or alleged violation of any related legislation or regulation such as the Employee Retirement Income Security Act of 1974, as amended; or
  - (2) Regarding the sale or purchase of any stocks, shares, or other securities, or the misuse of any information relating to them, including breach or alleged breach of any related legislation or regulation, including but not limited to the Securities Act of 1933 and Securities Exchange Act of 1934, both as amended; or
- b. Breach of any fiduciary duty owed by you.

## **6. Insurance Or Bonds**

"Claims" arising out of the advising of, requiring of, or failure to advise of or require, or failure to obtain or maintain, any form of insurance or surety bond.

## **7. Intellectual Property Hazard**

"Claims" in any way involving any "intellectual property hazard", or any non-disclosure, non-compete, or non-solicitation agreement.

## **8. Knowingly Wrongful Acts**

"Claims" arising out of any dishonest, fraudulent, criminal, malicious, intentional, or illegal "wrongful act" or knowingly "wrongful act" of any "responsible insured".

## **9. Not Licensed As Required By Law**

"Claims" arising out of any acts or services performed by any insured that is not licensed or certified to perform such acts or services if such licensing or certification is required by law.

## **10. Patents Or Trade Secrets**

"Claims" arising out of any:

- a. Infringement or inducement of infringement of patent or trade secret or misappropriation of trade secrets or confidential or proprietary information relating to the Named Insured's business operations;
- b. Unfair competition based upon infringement of copyright, patent, trademark, service mark, trade name, or trade secret;
- c. The value of trade secrets, confidential processing methods, or other confidential or proprietary information; or
- d. Any dispute related to ownership of any intellectual property.

## 11. Prior Claims

"Claims" first made against you prior to the inception of this coverage.

## 12. Prior Notice

"Claims" arising out of any fact, circumstance, or situation that has been the subject of any notice given prior to the policy period under any other policy of insurance or to any reinsurer, risk retention group or captive (or any other self-insurance plan or trust by whatsoever name), or insurance representative

### SECTION III – WHO IS AN INSURED

A. Each of the following is an insured under all Insuring Agreements, Supplementary Payments, and Coverage Extensions:

1. If you are designated in the Declarations as:
  - a. An individual, you and your spouse or "domestic partner" are insureds, but only with respect to the conduct of a business of which you are the sole owner.
  - b. A partnership or joint venture, you are an insured. Your members, your partners, and their spouse or "domestic partner" are also insureds, but only with respect to the conduct of your business.
  - c. A limited liability company, you are an insured. Your members are also insureds, but only with respect to the conduct of your business. Your managers are insureds, but only with respect to their duties as your managers.
  - d. A corporation or an organization other than a partnership, joint venture, or limited liability company, you are an insured. Your "executive officers" and directors are insureds, but only with respect to their duties as your officers or directors. Your stockholders are also insureds, but only with respect to their liability as stockholders.
2. Any subsidiary company of yours and any company over which you have active control or majority ownership interest, or exercise management or financial control is a Named Insured with respect to the conduct of your business, provided:
  - a. You report all such entities to us within 180 days after you have acquired the organization; and
  - b. There is no other similar primary insurance available to that organization, unless such entity has been specifically endorsed onto this policy.

However:

- (1) Coverage is afforded only until the 180<sup>th</sup> day after you acquire the subsidiary or the end of the policy period, whichever is earlier; and
  - (2) Coverage does not apply to "loss" that first commences before you acquired the subsidiary.
3. Your "employees", other than either your "executive officers" (if you are a corporation or an organization other than a partnership, joint venture, or limited liability company) or your managers (if you are a limited liability company), but only for acts within the scope of their employment by you or while performing duties related to the conduct of "your work".
  4. In the event of your bankruptcy, your trustees, and in the event of your death or incapacity, your legal representatives or executors, but only with respect to each such trustee's, representative's, or executor's vicarious liability resulting from "your work".
  5. Any organization you newly form, including any partnership, joint venture, or limited liability company, and over which you maintain ownership or majority interest, will qualify as an insured, if:
    - a. You have contractually agreed to provide insurance for such organization;
    - b. There is no other similar primary insurance available to that organization, unless such entity has been specifically endorsed onto this policy; and
    - c. You report to us within 180 days after such formation that you acquired or formed the organization.

However:

- (1) Coverage is afforded only until the 180<sup>th</sup> day after you form the organization or the end of the policy period, whichever is earlier; and
- (2) Coverage does not apply to "loss" that first commences before you formed the organization.

B. Solely with respect to coverage provided under Insuring Agreements **A.1.a.** through **A.1.e.** and Supplementary Payments, each of the following is also an insured:

1. Any person or organization who has controlling interest over you, but only with respect to their liability arising out of their financial control over you or premises they own, maintain, or control while you lease or occupy those premises.
2. Any person or organization with whom the insured has agreed to provide additional insured status in a written contract or agreement executed prior to the "pollution loss", but only with respect to liability for "pollution loss" arising out of "your work"; however, any insurance afforded to such insured:
  - a. Only applies to the extent permitted by law;
  - b. Will not be broader than that which you are required by the contract or agreement to provide for such insured;
  - c. Does not provide coverage for such insured's own negligence or wrongful acts or omissions; and
  - d. Is limited to the lesser of the applicable Limits Of Insurance shown in the Declarations or the amount required by the written contract or agreement. This Paragraph 2. does not apply to any person or organization specifically named as an additional insured in an endorsement attached to this policy.

## SECTION IV – LIMITS OF INSURANCE AND SELF-INSURED RETENTION

### A. Limits Of Insurance

1. The Limits Of Insurance shown in the Declarations and the rules below fix the most we will pay regardless of the number of insureds, "claims" made, or persons or organizations making "claims".
2. The General Aggregate Limit shown in the Declarations is the most we will pay for the sum of all "loss" and supplementary payments arising out of all "pollution conditions" and "wrongful acts" under all Insuring Agreements.
3. Subject to the General Aggregate Limit shown in the Declarations
  - a. The Each Contractor's Pollution Condition Limit shown in the Declarations is the most we will pay under Insuring Agreement **A.1.a.** Contractor's Pollution Liability (Including Mold And Legionella) for the sum of all "pollution loss" and supplementary payments arising out of any one "pollution condition".
  - b. The Each Transportation Pollution Condition Limit shown in the Declarations is the most we will pay under Insuring Agreement **A.1.b.** Transportation Pollution Liability for the sum of all "pollution loss" and supplementary payments arising out of any one "transportation pollution condition".
  - c. The Each Non-Owned Disposal Site Pollution Condition Limit shown in the Declarations is the most we will pay under Insuring Agreement **A.1.c.** Non-Owned Disposal Site Liability for the sum of all "pollution loss" and supplementary payments arising out of any one "pollution condition" at a "non-owned disposal site".
  - d. The Each Sudden And Accidental Pollution Condition Limit shown in the Declarations is the most we will pay under Insuring Agreement **A.1.d.** Sudden And Accidental Discharge, Release, Or Escape Of Pollutants Liability for the sum of all "pollution loss" and supplementary payments arising out of any one "pollution condition".
  - e. The Each Crisis Management And Emergency Response Limit shown in the Declarations is the most we will pay under Insuring Agreement **A.1.e.** Crisis Management And Emergency Response Costs for the sum of all "crisis management costs " and "emergency response costs" arising out of any one "pollution condition".
  - f. The Each Wrongful Act Limit shown in the Declarations is the most we will pay under Insuring Agreement **A.2.a.** Professional Liability for the sum of all "professional loss" and supplementary payments arising out of any one "wrongful act".
  - g. The Each Professional Liability Rectification Expense Limit shown in the Declarations is the most we will pay under Insuring Agreement **A.2.b.** Professional Liability Rectification Expense for the sum of all "rectification expenses" arising out of any one "wrongful act". The remaining "rectification expenses" will be the sole responsibility of the Named Insured and do not reduce the Professional Liability Rectification Expense Self-Insured Retention shown in the Declarations.

In the event a "claim" arises out of the same reported "wrongful act" for which the insured incurred "rectification expense", the limit available for payment of the "claim" will be the Each Wrongful Act Limit shown in the Declarations excess of the Professional Liability Rectification Expense Self-Insured Retention, minus the amount we reimbursed the insured for "rectification expense" under Insuring Agreement **A.2.b.**

4. Amounts paid under Supplementary Payments **C.1.** Loss Of Earnings And Expense Reimbursement and **C.2.** Suit Against Indemnitee will reduce the Defense Expenses Aggregate Limit shown in the Declarations. Once that limit



has been exhausted, amounts paid as supplementary payments will reduce the applicable limits described in Paragraphs 2. and 3. above.

The limits of insurance of this policy apply separately to each policy period, unless the policy period is extended after issuance for an additional period. In that case, the additional period will be deemed part of the last preceding period for purposes of determining the limits of insurance.

## **B. Self-Insured Retention**

1. You agree to assume the:
  - a. Pollution Liability Self-Insured Retention shown in the Declarations with respect to the Insuring Agreements under Section **A.1.**;
  - b. Professional Liability Self-Insured Retention shown in the Declarations with respect to Insuring Agreement **A.2.a.**; and
  - c. Professional Liability Rectification Expense Self-Insured Retention shown in the Declarations with respect to Insuring Agreement **A.2.b.**

Our obligation to pay "loss" or supplementary payments under this insurance and the applicable limit of insurance shown in the Declarations will apply in excess of the applicable Self-Insured R

2. Regardless of whether or not there is any other insurance, whether or not collectible, applicable to a "claim", "pollution condition", or "wrongful act" within the Self-Insured Retention, you must make actual payment of the full Self-Insured Retention before the limits of insurance will apply. Compliance with this clause is a condition precedent for coverage under this insurance. We will make no payments of any type in the event you fail to comply with this clause.
3. You must not incur costs other than adjusting expenses without our written consent in the event of any "claim", "pollution condition", or "wrongful act" which appears likely to exceed the applicable Self-Insured Retention.
4. We have the right in all cases to assume control of the investigation, defense, and settlement of any "claim", "pollution condition", or "wrongful act" to which this insurance applies. When we exercise this right, the following apply:
  - a. You will remain responsible for the cost of all "loss" and supplementary payments within the applicable Self-Insured Retention;
  - b. At our request, you will advance to us any portion of the applicable Self-Insured Retention that we deem reasonable to pay for any "claim", "pollution condition", or "wrongful act";
  - c. If you have paid to us all or part of the applicable Self-Insured Retention and the total amount of the "loss" and supplementary payments that we pay for that "claim", "pollution condition", or "wrongful act" is less than the applicable Self-Insured Retention, then we will reimburse you the amount you paid in excess of the amount we pay; and
  - d. We will have the sole and absolute right to settle the "claim" for any amount we deem reasonable, including any amount within the Self-Insured Retention. Although we agree to attempt to advise and consult with you prior to making any settlement, we will have no obligation to obtain your consent or the consent of any other insured to any settlement we make that requires payment from you of any amount within the Self-Insured Retention. You and any other insured hereby waive any claim or defense against us resulting from our entering into any such settlement without your approval.

## **C. Multiple Insureds, Claims, And Claimants**

The inclusion herein of more than one insured in any "claim" or the making of "claims" by more than one person or organization will not operate to increase the Limits Of Insurance shown in the Declarations. More than one "claim" arising out of a single "pollution condition" or "wrongful act" will be treated as a single "claim". Such single "claim" will be deemed first made on the date on which the earliest "claim" arising out of such "pollution condition" or "wrongful act" is made or, with respect to written notice given to and accepted by us, on the date within the policy period on which such written notice of potential "claim" is first received by us.

## **SECTION V – EXTENDED REPORTING PERIOD**

For the applicable claims-made coverages, the following applies:

- A.** We will provide one or more Extended Reporting Periods, as described below, if:

1. Claims-made coverage provided by this policy is canceled or not renewed; or
2. We renew or replace the claims-made coverage provided by this policy with insurance that:
  - a. Has a Retroactive Date later than the date shown in the Declarations; or
  - b. Does not apply to "professional services" coverage on a claims-made basis.

The quotation of a different premium, deductible, or limit of insurance for renewal does not constitute a cancellation or refusal to renew for the purpose of this provision.

- B.** The Extended Reporting Periods do not extend the policy period or change the scope of coverage provided. They apply only to injury from acts, errors, or omissions that occur before the end of the policy period but not before the applicable Retroactive Date shown in the Declarations, provided a "claim" for such injury is first made during the Extended Reporting Period.

Once in effect, the Extended Reporting Period may not be canceled.

- C.** A Basic Extended Reporting Period is automatically provided without additional charge. This period starts with the end of the policy period and lasts for 60 days.

The Basic Extended Reporting Period does not apply to "claims" that are covered under any subsequent insurance you purchase, or that would be covered but for exhaustion of the amount of insurance applicable to such "claims".

- D.** An Optional Extended Reporting Period is available, subject to Paragraph **E.** below, but only by an endorsement and for an extra charge. This Optional Extended Reporting Period starts when the Basic Extended Reporting Period, set forth in Paragraph **C.** above, ends.

You must give us a written request for the endorsement within 60 days after the end of the policy period. The Optional Extended Reporting Period will not go into effect unless you pay the additional premium promptly when due.

We will determine the additional premium in accordance with our rules and rates. In doing so, we may take into account the following:

1. The exposures insured;
2. Previous types and amounts of insurance;
3. Limits of insurance available under this policy for future payment of "professional loss"; and
4. Other related factors.

This endorsement will set forth the terms, not inconsistent with this section, applicable to the Optional Extended Reporting Period, including a provision to the effect that the insurance afforded for "claims" first received during such period is excess over any other valid and collectible insurance available under policies in force after the Optional Extended Reporting Period starts.

- E.** We do not have to provide an Optional Extended Reporting Period if:
1. There is any failure to pay any outstanding premiums when due;
  2. Any insured fails to repay any self-insured retention amount we have paid;
  3. Any insured has purchased any other insurance to replace the insurance provided under this endorsement; or
  4. The application for this policy, including any addenda thereto, contains any material misrepresentation of fact.
- F.** The Extended Reporting Period will not reinstate or in any way increase the Limits Of Insurance shown in the Declarations.

## **SECTION VI – CONDITIONS**

### **A. Assignment**

This insurance may not be assigned without our prior consent, which consent will not be unreasonably withheld or delayed. Assignment of interest under this insurance will not bind us until our consent has been endorsed hereon.

### **B. Bankruptcy**

Bankruptcy or insolvency of the insured or the insured's estate will not relieve us of our obligations or increase our liability under this policy.

### **C. Cancellation Or Nonrenewal**

1. This policy may be canceled by you by surrender thereof to us or any of our authorized representatives or by mailing to us written notice stating when thereafter the cancellation will be effective.
2. If we decide to cancel or not to renew this policy, we will mail or deliver to the first Named Insured shown in the Declarations written notice of cancellation or nonrenewal not less than:
  - a. 10 days prior to cancellation if we cancel for non-payment of premium;
  - b. 90 days prior to cancellation if we cancel for material misrepresentation or material change in risk covered by this policy; or
  - c. 60 days prior to nonrenewal.
3. If we cancel this policy for a reason listed in Paragraph 2. above, we will provide written notice of cancellation to any person or organization who has been issued a certificate of insurance under this policy stating when, not less than 90 days from the date of such notice, cancellation will become effective, but only if:
  - a. Cancellation is for reasons other than nonpayment of premium or self-insured retention reimbursement;
  - b. You are required by written contract to provide the additional insured with such notice; and
  - c. You provide us with a list of the applicable additional insureds, including their complete mailing addresses, within 7 days of our request.
4. If notice is mailed, proof of mailing is sufficient proof of such notice.

### **D. Changes**

This policy contains all the agreements between you and us concerning the insurance afforded. The first Named Insured shown in the Declarations will act on behalf of all insureds for the receipt and acceptance of any endorsement issued by us to form a part of this policy. This policy's terms and conditions can be amended or waived only by endorsement issued by us and made a part of this policy. Notice to any agent or knowledge possessed by any agent or by any other person will not effect a waiver or change in any part of this policy or estop us from asserting any right under the terms and conditions of this policy.

### **E. Choice Of Law**

Unless otherwise expressly endorsed in this policy, the laws of New York, without giving effect to its conflicts of law principles, governs all matters arising out of or relating to this policy and all of the transactions it contemplates including, without limitation, its formation, validity, interpretation, construction, performance, and enforcement.

### **F. Currency Provision**

The limits of insurance, self-insured retention amount, and premiums shown in this policy are in United States currency. Any payments by us or you will be in United States currency.

### **G. Duties In The Event Of A Pollution Condition, Claim, Or Wrongful Act**

1. You must see to it that we are notified as soon as practicable in writing of a "pollution condition" or "wrongful act". To the extent possible, notice must contain:
  - a. How, when, and where the "pollution condition" or "wrongful act" took place;
  - b. The names and addresses of any claimants, injured persons, and witnesses;
  - c. The nature and location of any injury or damage arising out of the "pollution condition" or "wrongful act";
  - d. The date and details of "your work" that may have caused the "pollution condition" or "wrongful act";
  - e. Copies of any contracts that have been entered into by any insured that are related to "your work" performed or "professional services" rendered; and
  - f. Details explaining how the insured first became aware of the "pollution condition" or "wrongful act".
2. Any reported "wrongful act" that subsequently becomes a "claim" made against the insured and reported to us in writing will be deemed to have been first made on the date that the written notice of the "wrongful act" was first received by us and will be subject to all of the terms and conditions of this policy.
3. If a "claim" is made against any insured:

- a. You must record and notify us as soon as practicable in writing of the specifics of the "claim" and the date received; and
- b. You and any other involved insured must:
  - (1) Send us copies as soon as practicable of any demands, notices, summons, or legal papers received in connection with the "claim";
  - (2) Authorize us to obtain records and other information;
  - (3) Cooperate with us in the investigation, settlement, or defense of the "claim"; and
  - (4) Assist us, upon our request, in the enforcement of any right against any person or organization which may be liable to the insured because of injury or damage to which this insurance may also apply.
- 4. No insured will, except at that insured's own cost, voluntarily make a payment, assume any obligation, or incur any expense without our written consent. However, written consent is not required with respect to:
  - a. "Crisis management costs" that have been reported in accordance with Insuring Agreement **A.1.e.** Crisis Management Or Emergency Response Costs; or
  - b. "Emergency response costs" that have been reported and approved by us or our appointed representative by use of the emergency response hotline.
- 5. Notice to your insurance agent or broker does not constitute notice to us for purposes of the receipt of notice.

#### **H. Inspections And Surveys**

- 1. We have the right to:
  - a. Make inspections and surveys at any time;
  - b. Give you reports on the conditions we find; and
  - c. Recommend changes.
- 2. We are not obligated to make any inspections, surveys, reports, or recommendations, and any such actions we do undertake relate only to insurability and the premiums to be charged. We do not make safety inspections. We do not undertake to perform the duty of any person or organization to provide for the health or safety of workers or the public. And we do not warrant that conditions:
  - a. Are safe or healthful; or
  - b. Comply with laws, regulations, codes, or standards.
- 3. Paragraphs **a.** and **b.** of this condition apply not only to us but also to any rating, advisory, rate service, or similar organization which makes insurance inspections, surveys, reports, or recommendations.
- 4. Paragraph **b.** of this condition does not apply to any inspections, surveys, reports, or recommendations we may make relative to certification, under state or municipal statutes, ordinances, or regulations, of boilers, pressure vessels, or elevators.

#### **I. Legal Action Against Us**

No person or organization has a right under this policy:

- 1. To join us as a party or otherwise bring us into a "suit" asking for damages from an insured; or
- 2. To sue us on this policy unless all of its terms have been fully complied with.

A person or organization may sue us to recover on an agreed settlement or on a final judgment against an insured obtained after an actual trial; but we will not be liable for "losses" that are not payable under the terms of this policy or that are in excess of the applicable limit of insurance. An agreed settlement means a settlement and release of liability signed by us, the insured, and the claimant or the claimant's legal representative.

#### **J. No Duplication Of Coverage**

Only one Insuring Agreement will apply to the same "pollution condition". In the event that more than one Insuring Agreement can apply to the same "pollution condition", then the only Insuring Agreement that will apply will be that Insuring Agreement under which we have accepted coverage or that Insuring Agreement that has been held to apply to such "pollution condition".

However, this condition does not apply to Insuring Agreement **A.1.e. Crisis Management And Emergency Response Costs**.

## **K. Other Insurance**

If other valid and collectible insurance is available to the insured for "loss" we cover under this policy, our obligations are limited as follows:

### **1. Primary Insurance**

This insurance is primary except when Paragraph **b.** below applies. If this insurance is primary, our obligations are not affected unless any of the other insurance is also primary. In that case, we will share with all such other insurance by the method described in Paragraph **c.** below.

### **2. Excess Insurance**

**a.** This insurance is excess over:

- (1)** Any other insurance, whether primary, excess, contingent, or on any other basis, if you are an insured on an insurance policy that applies to "your work" performed at a specific job site and that insurance policy applies to a specific job site;
- (2)** Any other valid and collectible insurance available to you covering liability for "loss" arising out of "your work" or "professional services", including that work or "professional services" for which you have been added as an additional insured by an endorsement, by definition in a contract or agreement, or by combination thereof; or
- (3)** Any other valid and collectible insurance available to any person or entity performing functions for others on your behalf as defined in "your work" or "professional services" in this policy.

**b.** When this insurance is excess, we will have no duty to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

**c.** When this insurance is excess over other insurance, we will pay only our share of the amount of the "loss", if any, that exceeds the sum of:

- (1)** The total amount that all such other insurance would pay for the damages in the absence of this insurance; and
- (2)** The total of all deductible and self-insured amounts under all that other insurance.

We will share the remaining "loss", if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits Of Insurance shown in the Declarations of this policy.

### **3. Method Of Sharing**

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the "loss" remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

### **4. Primary And Non-Contributory Insurance**

Regardless of Paragraphs **1.** through **3.** above, this insurance is primary to, and will not seek contribution from:

- a.** Any other insurance available to any additional insured with whom you agree in a written contract or agreement to provide insurance on a primary and non-contributory basis;
- b.** Any other insurance available to any additional insured specifically named in an endorsement attached to this policy as an additional insured on a primary and non-contributory basis; or
- c.** Other valid and collectible insurance available, with respect to a "claim" covered under Insuring Agreement **A.1.b. Transportation Pollution Liability**.

## **L. Premium Audit**

1. We will compute all premiums for this policy in accordance with our rules, rates, rating plans, and minimum premium requirements.
2. Premium shown as Advance And Deposit Premium in the Declarations is a deposit premium only. At the close of each audit period, we will compute earned premium for that period. All audit premiums are due and payable on notice to the first Named Insured.
3. The first Named Insured must keep records of the information we need for premium computation and send us copies at such times as we may request.

#### **M. Premiums**

The first Named Insured shown in the Declarations is responsible for the payment of all premiums and will be the payee for any return premiums we pay.

#### **N. Representations**

By accepting this policy, you agree:

1. The statements in the applications, other materials submitted to us, and Declarations are accurate and complete;
2. Those statements are based upon representations you made to us; and
3. We have issued this policy in reliance upon your representations.

#### **O. Separation Of Insureds**

Except with respect to the limits of insurance, and any rights or duties specifically assigned to the first Named Insured shown in the Declarations, this insurance applies:

1. As if each Named Insured were the only Named Insured; and
2. Separately to each insured against whom a "claim" is made.

#### **P. Transfer Of Rights Of Recovery Against Others To Us**

If the insured has rights to recover all or part of any payment we have made under this insurance, those rights are transferred to us. The insured must do nothing after "loss" to impair our rights. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce them.

However, we waive any right of recovery we may have against any person or organization with whom the insured has agreed in a written contract or agreement to provide a waiver of transfer of rights of recovery because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a written contract with that person or organization. But this waiver does not apply to any person or organization specifically named in an endorsement attached to this policy which waives our rights of subrogation and recovery.

#### **Q. Transfer Of Your Rights And Duties Under This Policy**

Your rights and duties under this policy may not be transferred without our prior written consent except in the case of death of an individual Named Insured. If you die, your rights and duties will be transferred to your legal representative, but only while acting within the scope of duties as your legal representative. Until your legal representative is appointed, anyone having proper temporary custody of your property will have your rights and duties but only with respect to that property.

#### **R. Waiver Of Self-Insured Retention Upon Successful Mediation**

The self-insured retention will be waived, up to a maximum of \$10,000, if:

1. A "claim" has not entered into litigation;
2. We and you mutually agree to "mediation" as a means to settle a "claim" made against the insured; and
3. Such "claim" is settled as a direct result of the "mediation" and within 30 days of the end of the "mediation".

When this occurs, we will not seek reimbursement from you for any qualifying self-insured retention amount we pay prior to the "mediation".

### **SECTION VII – DEFINITIONS**

- A.** "Auto" means a land motor vehicle, trailer, or semitrailer designed for travel on public roads, including any attached machinery or equipment.

- B.** "Bodily injury" means physical injury, sickness, disease, mental anguish, or emotional distress sustained by any person, including medical monitoring, loss of services, or death resulting from any of these at any time.
- C.** "Cargo" means waste, products, or materials carried or delivered by a "covered conveyance".
- D.** "Carrier" means a person or an entity, other than any insured or any subsidiary or affiliate company of any insured, engaged by the insured to transport material by aircraft, "auto", or watercraft, but only if such person or entity is properly licensed to transport such material and in the business of transporting such material.
- E.** "Claim" means the insured's or our receipt of:
1. A written demand for "loss"; or
  2. The service of "suit" or institution of arbitration proceedings against the insured.
- However, "claim" does not include any "disciplinary proceeding".
- F.** "Cleanup costs" means reasonable and necessary expenses incurred in the investigation, evaluation, monitoring, testing, removal, containment, treatment, disposal, remediation, detoxification, or neutralization of, or response to any "pollutants":
1. To the extent required by federal, state, local, or provincial laws, including, but not limited to, statutes, rules, ordinances, guidance documents, regulations, and all amendments thereto, including state voluntary cleanup or risk-based corrective action guidance, governing the liability or responsibilities of the insured; or
  2. Which have been actually incurred by the government or any political subdivision of the United States of America or any state thereof, or by third parties.
- "Cleanup costs" includes "restoration costs".
- G.** "Completed operations" means "your work" that has been completed. "Completed operations" does not include "your work" that has been abandoned or has not yet been completed. "Your work" will be deemed completed at the earliest of the following times:
1. When all work to be performed under the contract has been completed;
  2. When all of the work to be done at the site has been completed if the contract calls for work at more than one site; or
  3. When that part of the work done at a job site has been put to its intended use by any person or organization other than another contractor or subcontractor working on the same project. "Your work" that may require further service, maintenance, correction, repair, or replacement, but is otherwise complete, will be deemed completed.
- H.** "Coverage territory" means:
1. The United States of America and its territories or possessions; and
  2. International waters or airspace, but only if the "loss" occurs in the course of travel or transportation between any places included in Paragraph 1. above.
- I.** "Covered conveyance" means any conveyance operated by or on behalf of an insured used for transporting property.
- J.** "Crisis management consultant" means a professional firm or consultant that provides crisis management services and has been approved in writing by us, the approval for which will not be unreasonably withheld.
- K.** "Crisis management costs" means those reasonable and necessary fees and expenses:
1. Incurred by you within 90 days after the "crisis management event" is discovered by you and is thereafter approved by us in writing; and
  2. For services provided to you by a "crisis management consultant" for the sole purpose of assisting you with:
    - (a) Managing the media in direct response to a "crisis management event" to which this insurance applies; or
    - (b) Minimizing the economic harm to you caused by a "crisis management event" to which this insurance applies by consulting with you with respect to maintaining and restoring your company's public image or reputation.
- You must take reasonable steps to minimize "crisis management costs".
- L.** "Crisis management event" means the public announcement by a third party that a "pollution condition" for which you are legally responsible has caused:

1. "Bodily injury" involving third parties; or
  2. "Property damage", but only to the extent resulting in actual physical damage to real property owned by third parties; provided that one of your "executive officers" has proffered, at our sole discretion, a good faith opinion that the public announcement or accusation has caused or is reasonably likely to cause economic harm to, or a material adverse effect on, your company's image or goodwill.
- M.** "Disciplinary proceeding" means the insured's receipt of any proceeding by a United States of America domiciled regulatory body, disciplinary board, or governmental agency, any of which has the authority to investigate charges of professional misconduct in the performance of "professional services"; however, "disciplinary proceedings" will not include any criminal proceeding.
- N.** "Domestic partner" means any natural person qualifying as a domestic partner under the provisions of any applicable federal, state, or local law.
- O.** "Emergency response costs" means reasonable and necessary costs incurred to mitigate a "pollution condition" constituting an emergency situation under applicable law whereby in the absence of such mitigation:
1. "Bodily injury" or "property damage" to third parties is imminent; or
  2. "Cleanup costs" pursuant to environmental law are incurred.
- P.** "Employee" includes temporary and leased staff working on your behalf and under your direct supervision, but only with respect to "your work".
- Q.** "Executive officer" means a person holding any of the officer positions created by your charter, constitution, by-laws, or any other similar governing document.
- R.** "Impaired property" means tangible property, other than "your product" or "your work", that cannot be used or is less useful because:
1. It incorporates "your product" or "your work" that is known or thought to be defective, deficient, inadequate, or dangerous; or
  2. You have failed to fulfill the terms of a contract or agreement;
- if such property can be restored to use by the repair, replacement, adjustment, or removal of "your product" or "your work" or your fulfilling the terms of the contract or agreement.
- S.** "Insured contract" means:
1. An obligation, as required by ordinance, to indemnify a municipality, except in connection with work for a municipality; or
  2. That part of any other contract or agreement pertaining to your business (including an indemnification of a municipality in connection with work performed for a municipality) under which you assume the tort liability of another party to pay for "bodily injury" or "property damage" to a third person or organization. Tort liability means a liability that would be imposed by law in the absence of any contract or agreement.
- T.** "Intellectual property hazard" means:
1. Infringement, in any manner, of a copyright, patent, trademark, service mark, trade dress, title or slogan, service name, trade name, or copyright joint ownership, or other intellectual property rights;
  2. Oral or written publication, in any manner, of material that slanders or libels a person or organization or disparages a person's or organization's goods, products, services, or claims;
  3. Piracy or unfair competition;
  4. Oral or written publication, in any manner, of material that violates a person's right to privacy;
  5. The use of another's style of doing business, intellectual property, trade secrets, or market share agreements;
  6. The use of another's advertising idea in your advertisement;
  7. Violations of the Lanham Act (15 USC §1051-1141N); and
  8. Violations of the Computer Fraud and Abuse Act (CFAA) (18 USC §1030), including violations of any regulations implementing the CFAA, and any similar state or federal law or regulation.



- U.** "Interrelated wrongful acts" means any "wrongful acts" that have as a common connection or nexus any fact, circumstance, situation, event, cause, transaction, or series of facts, circumstances, situations, events, causes, or transactions.
- V.** "Loading or unloading" means the handling of property:
- a. After it is moved from the place where it is accepted for movement into or onto a vehicle;
  - b. While it is in or on a vehicle; or
  - c. While it is being moved from a vehicle to the place where it is finally delivered.
- W.** "Loss" means "pollution loss" or "professional loss".
- X.** "Mediation" means the voluntary process in which an objective third party, who is a qualified professional mediator selected by the parties to the "claim" with our written agreement, intervenes between the parties to promote settlement of a "claim". "Mediation" does not include litigation, arbitration, or court mandated proceeding.
- Y.** "Mold" means any permanent or transient fungus, mold, mildew, or mycotoxin or any of the spores, scents, or by-products produced or released by fungus.
- Z.** "Natural resource damages" means physical injury to or destruction of, as well as the assessment of such injury or destruction, including the resulting loss of value of land, fish, wildlife, biota, air, water, groundwater, drinking water supplies, and other such resources belonging to, managed by, held in trust by, appertaining to, or otherwise controlled by the United States of America, any state or local government, any Native American tribe, or, if such resources are subject to a trust restriction on alienation, any member of a Native American tribe.
- AA.** "Non-owned disposal site" means a location you use for the treatment, storage, or disposal of waste or material, provided the "non-owned disposal site":
1. Is not managed, operated, owned, or leased by any insured or any subsidiary or affiliate of any insured;
  2. Is permitted or licensed by the applicable federal, state, local, or provincial authorities to accept such waste or material as of the date the waste or material is treated, stored, or disposed of at the "non-owned disposal site"; and
  3. Is not listed on a proposed or final Federal National Priorities List or any state or provincial equivalent National Priorities List, Superfund, or Hazardous Waste List prior to the treatment, storage, or disposal of the waste or material at the "non-owned disposal site".
- BB.** "Pollutants" means any solid, liquid, gaseous, thermal, biological, or low-level radioactive substance, material, or matter, irritant, or contaminant, including, but not limited to, electromagnetic frequency, smoke, vapor, soot, silt, sedimentation, fumes, acids, alkalis, chemicals, or waste. Waste includes medical waste and all other materials to be disposed of, recycled, stored, reconditioned, or reclaimed. With respect to Insuring Agreements **A.1.a.** Contractors Pollution Liability (Including Mold And Legionella) and **A.1.e.** Crisis Management And Emergency Response Costs only, "pollutants" includes "mold" and legionella pneumophila.
- CC.** "Pollution condition" means the discharge, dispersal, seepage, migration, growth, release, or escape of "pollutants". With respect to Insuring Agreements **A.1.b.** Transportation Pollution Liability and **A.1.e.** Crisis Management And Emergency Response Costs only, "pollution condition" includes "transportation pollution condition".
- DD.** "Pollution loss" means:
1. A monetary judgment, award, or settlement for "bodily injury" or "property damage"; or
  2. "Cleanup costs".
- EE.** "Professional loss" means a monetary judgment, award, or settlement for a "wrongful act", including punitive or exemplary damages where insurable by law; however, "professional loss" does not include:
1. Multiplied portions of damages in excess of actual damages, including trebling of damages;
  2. Any cost required to repair, build, or modify property to comply with any award or order by a court, administrative order, arbitration award, or any similar judgment;
  3. Taxes, fines, or penalties imposed by law;
  4. Sanctions;
  5. Matters which are uninsurable under the law pursuant to which this policy will be construed;

6. The return, restitution, disgorgement, or off-set of any fees, costs, or expenses paid to or charged by any insured or any interest thereon;
7. Any other equitable relief;
8. Claimants' attorneys' fees or damages awarded for breach of contract, except attorneys' fees awarded for the successful prosecution of a "claim" otherwise covered by this policy; or
9. Any "rectification expense".

**FF.** "Professional services" means those functions as disclosed on the application or which are specifically shown in an endorsement to this policy performed for others by you or on your behalf that are related to your practice as a consultant, engineer, architect, surveyor, laboratory, project manager, or construction manager including, but not limited to, engineering services or the preparation or approval of maps, drawings, opinions, reports, surveys, designs, or specifications

**GG.** "Property damage" means:

1. Physical injury to tangible property, including all resulting loss of use or diminution in value of that property. All such loss of use or diminution in value will be deemed to occur at the time of the physical injury that caused it;
2. Loss of use or diminution in value of tangible property that is not physically injured. All such loss of use or diminution in value will be deemed to occur at the time of the "claim"; or
3. "Natural resource damages".

**HH.** "Rectification Expense" means reasonable and necessary direct costs and expense incurred by the insured with respect to any action to rectify or mitigate a covered "wrongful act".

"Rectification expense" does not include any of the insured's profit, overhead, or mark-up, or any betterment to a project to which "rectification expense" applies.

**II.** "Responsible insured" means:

1. You, your "executive officer", director, partner, member, or manager;
2. Any insured who has responsibility, in whole or in part, for risk control, risk management, health and safety, or environmental affairs, control, or compliance; or
3. Any insured who signed or who has responsibility, in whole or in part, for completing the application on which we relied in issuing this policy.

**JJ.** "Restoration costs" means reasonable and necessary costs incurred by the insured with our consent, which will not be unreasonably withheld or delayed, to restore, repair, or replace real or personal property to substantially the same condition it was in prior to being damaged during work performed in the course of incurring "cleanup costs". However, such "restoration costs" will not exceed the actual cash value of such property immediately prior to incurring "cleanup costs" or include costs associated with improvements, betterments, ordinance, or law.

**KK.** "Suit" means a civil proceeding in which "loss" to which this insurance applies is alleged. "Suit" includes:

1. An arbitration proceeding in which such "loss" is claimed and to which the insured must submit or does submit with our consent; or
2. Any other alternative dispute resolution proceeding in which such "loss" is claimed and to which the insured submits with our consent.

"Suit" does not include any "disciplinary proceeding".

**LL.** "Transportation pollution condition" means the emission, discharge, dispersal, release, or escape of "pollutants" from a "covered conveyance" which occurs beyond the boundaries of a premises owned or occupied by, or rented or leased to, any insured.

**MM.** "Transported cargo" means the insured's "cargo" after it is moved from the place where it is accepted by or on behalf of an insured for movement into or onto a "covered conveyance", until the "cargo" is moved from the "covered conveyance" to the place where it is finally delivered on behalf of the insured. "Transported cargo" also includes "cargo" during "loading or unloading" to or from a "covered conveyance".

"Transported cargo" does not include "cargo" at rest for a period longer than 72 hours after it has been accepted on behalf of the insured for movement into or onto a "covered conveyance" but before it reaches the place of final delivery.

**NN.** "Unmanned aircraft" means an aircraft that is not designed, manufactured, or modified after manufacture to be controlled directly by a person from within or on the aircraft.

**OO.** "Wrongful act" means any actual or alleged act, error, or omission in the performance of "professional services" by you or any person for whose acts you are legally responsible.

"Wrongful act" includes "interrelated wrongful acts".

**PP.** "Your product":

1. Means:

(a) Any goods or products, other than real property, manufactured, sold, handled, distributed, or disposed of by:

(1) You;

(2) Others trading under your name; or

(3) A person or organization whose business or assets you have acquired; and

(b) Containers (other than vehicles), materials, parts, or equipment furnished in connection with such goods or products.

2. Includes:

(a) Warranties or representations made at any time with respect to the fitness, quality, durability, performance, or use of "your product"; and

(b) The providing of or failure to provide warnings or instructions.

3. Does not include vending machines or other property rented to or located for the use of others but not sold.

**QQ.** "Your work":

1. Means:

(a) Contracting work or contracting operations performed by you or on your behalf for others at a location that you do not own, control, rent, or occupy other than for the purpose of performing "your work"; and

(b) Materials, parts, or equipment furnished in connection with such work or operations.

2. Includes:

(a) Warranties or representations made at any time with respect to the fitness, quality, durability, performance, or use of "your work";

(b) The providing of or failure to provide warnings or instructions; and

(c) The "completed operations" of "your work".

**Agenda Sheet for City Council:****Committee:** Finance & Administration **Date:** 11/25/2024**Committee Agenda type:** Discussion**Date Rec'd**

11/13/2024

**Clerk's File #**

RES 2024-0116

**Cross Ref #****Project #****Council Meeting Date:** 12/09/2024**Submitting Dept**

CITY COUNCIL

**Bid #****Contact Name/Phone**

ERIK POULSEN 625-6721

**Requisition #****Contact E-Mail**

EPOULSEN@SPOKANECITY.ORG

**Agenda Item Type**

Resolutions

**Council Sponsor(s)**

ZZAPPONE PDILLON

**Agenda Item Name**

0320 - RESOLUTION ADOPTING 2025 LEGISLATIVE PRIORITIES

**Agenda Wording**

Resolution of the City Council adopting the City of Spokane's legislative priorities for the 2025 session of the Washington State Legislature.

**Summary (Background)**

Pursuant to SMC 02.03.030, the City Council establishes the legislative priorities for the City of Spokane after consultation with the Mayor and other interested parties. Attached is the proposed resolution to adopt the legislative priorities for the 2025 session of the Washington Legislature. The list of highest priorities is attached as Exhibit A. Exhibit "B" identifies other issues of significant interest to the city.

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost

\$

Current Year Cost

\$

Subsequent Year(s) Cost

\$

**Narrative**

Not Applicable

**Amount****Budget Account**

Select

\$

#

Select

\$

#

Select

\$

#

Select

\$

#

\$

#

\$

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## Committee Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	Nov. 25, 2024
<b>Submitting Department</b>	City Council
<b>Contact Name</b>	Erik Poulsen 625-6721
<b>Contact Email &amp; Phone</b>	Epoulsen@spokanecity.org
<b>Council Sponsor(s)</b>	Dillon, Zappone
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 10 mins
<b>Agenda Item Name</b>	2025 State Legislative Priorities
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	Pursuant to SMC 02.03.030, the City Council establishes the legislative priorities for the City of Spokane after consultation with the Mayor and other interested parties. Attached is the proposed resolution to adopt the legislative priorities for the 2025 session of the Washington Legislature. The list of highest city priorities is attached as <u>Exhibit A</u> . This list has been developed with key members of the administration, contract lobbyists and other interested parties. It comprises the five City legislative priorities for the 2025 session (formerly known as “tier 1” priorities) as well as Association of Washington Cities’ 2025 legislative priorities. <u>Exhibit “B”</u> identifies other issues of significant interest to the city.
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <a href="#">Click or tap here to enter text.</a></p> <p>    Current year cost: Unknown</p> <p>    Subsequent year(s) cost: Unknown</p> <p><b>Narrative:</b></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: <a href="#">Select Funding Source*</a></p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities?</li> </ul> <p style="text-align: center;"><b>The legislative priorities of the City typically reflect a variety of policy and budget priorities of the City, and thus do not lend themselves to categorization by equity impact.</b></p>	

- How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

**N/A**

- How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?

**Success of legislative efforts is generally measured by which priority measures and budget requests of the City are enacted by the Washington Legislature as well as the City's impact on measures that it opposes.**

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**The City Council adopts legislative priorities pursuant to SMC 02.02.030 after consultation with the Mayor and interested parties. This list has been developed by the legislative team with assistance from key members of the Administration, contract lobbyists and other interested parties.**

#### **Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

**Legislative priority recommendations are provided by the City's Legislative Team, encompassing three Council Members, Council and Administration staff and contract lobbyists, who meet regularly throughout the year.**

**RESOLUTION NO. 2024-0116**

A Resolution adopting the City of Spokane's legislative agenda for the upcoming 2025 state legislative session.

**WHEREAS**, Spokane Municipal Code section 02.03.030 provides that "[a]ny legislative agenda to be advocated for by the City of Spokane at the state or federal level shall be adopted, and may be amended by resolution of the City Council, after consultation with the Mayor, as the official legislative agenda of the City of Spokane"; and

**WHEREAS**, the City Council historically has identified a list of multiple legislative goals for the coming session of the Washington Legislature as well as congressional goals, and among those goals categorizes its highest priorities; and

**WHEREAS**, the City Council has consulted with its contract lobbyists, state legislators, administration staff and interested stakeholders to form the attached Exhibit "A," which identifies highest priority issues for the City of Spokane, and Exhibit "B," which identifies other issues of significant interest to the City during the coming state legislative session(s); and

**WHEREAS**, the attached exhibits shall guide the City of Spokane's efforts at the state level for the 2025 regular legislative session and any special session(s) that may be held.

**NOW, THEREFORE, BE IT RESOLVED** that the Spokane City Council hereby adopts its City of Spokane 2025 State Legislative Agenda, as specified in Exhibit A and Exhibit B to this Resolution.

**ADOPTED** by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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City Clerk

Approved as to form:

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Assistant City Attorney



# **Exhibit A**

## **City of Spokane 2025 State Legislative Agenda**

### **Priority Issues** (formerly tier 1)

#### **1. Waste-to-Energy to protect environment, ratepayers**

Spokane is the only community in Washington whose solid waste disposal system is subject to Climate Commitment Act (CCA) penalties, which will cost residents an estimated \$8 million annually beginning in 2026.

A recent Department of Ecology study shows that Spokane's waste-to-energy facility produces fewer greenhouse gasses that contribute to climate change landfills, which were exempted from the CCA in 2022.

The City, along with our environmental, labor and other community partners, seeks to correct this inequity by extending the landfill exemption to waste-to-energy solid waste disposal systems. This will allow Spokane to continue working toward state-sanctioned emissions reduction strategies, including significant carbon capture technology funded by the Legislature last session.

#### **2. 911 emergency communications tax equity**

Spokane residents pay excise taxes for 911 dispatch services that are distributed to the Spokane Regional Emergency Communications system for fire dispatch, but not for police dispatch provided by the City of Spokane. Requiring a portion of these taxes to go toward police dispatch will ensure city residents are receiving services they pay for, and support Spokane police with providing fast, effective emergency response.

#### **3. Supporting the Growth Management Act**

The Legislature has extended the periodic comprehensive plan review and revision deadline for select local governments. The City of Spokane and neighboring governments seek an additional six months in the next update cycle to incorporate climate and housing information required under the Growth Management Act. Moving the deadline from June 30, 2026, to Dec. 31, 2026, will allow sufficient time for public and legislative review by Spokane's Plan Commission and City Council.

#### **4. Land value tax to encourage investment, tax fairness**

Granting the City of Spokane authority to pilot a local land value tax (LVT) would:

- encourage development of vacant and underutilized property
- discourage land speculation
- promote tax fairness by rewarding property owners who make investments rather than paying more when improvements are made.

LVT is a method of assessing property taxes that considers only the value of the land itself and related improvements, not the structures built on the land. This approach has already been adopted in Pennsylvania, and many other states are looking at it as a revenue-neutral strategy to increase housing supply, revitalize neighborhoods, and improve public safety.

#### **5. City Capital Budget requests**

- \$3.5 million for Northeast Public Development Authority's 3011 E. Wellesley Project (workforce housing, childcare facility)
- \$500,000 for completion of Spokane Police Academy facility upgrades, which were funded in the 2022 Capital Budget
- \$500,000 for Meadowglen Neighborhood Park development phase one (Washington Wildlife and Recreation Program)
- \$500,000 for Coeur d'Alene Park playground improvements and restroom replacement (WWRP)

### **Association of Washington Cities Priority Issues**

#### **Fiscal Sustainability**

Revise the property tax cap to tie it to inflation, up to 3 percent, so that local elected officials can adjust the local property tax rate to better serve their communities.

#### **Public Safety**

- Support efforts to prevent and address juvenile crime, including expansion of juvenile behavioral health treatment capacity and state correctional capacity.
- Enhance officer training through continued state funding of 100% of Basic Law Enforcement Academy (BLEA) costs; and expansion of existing regional academies and establishing new regional academies; and replacement the outdated Criminal Justice Training Center (CJTC) main facility.
- Increase funding to meet local public safety needs including additional direct state funding opportunities and enhancing the existing local public safety sales tax and allowing for councilmanic implementation.

- Support creation of programs designed to improve law enforcement retention, such as state supported law enforcement officer wellness and injury prevention programs.

### **Infrastructure investment**

- Advocate for direct and meaningful investments in traditional local infrastructure (such as drinking water, wastewater, and stormwater systems) for operations and maintenance of aging systems, including expanded and reliable funding for the Public Works Assistance Account.
- Support sustainable state transportation revenue that provides funding for local preservation, maintenance, and operations including direct distributions to cities and town in addition to grant opportunities.
- Develop new fiscal tools to build infrastructure to support housing development and growth including increased funding for the Connecting Housing and Infrastructure Program (CHIP).
- Expand cities' ability and flexibility to use REET for additional capital needs including maintenance as well as to support affordable housing. Pursue other flexibility options including additional REET authority, harmonizing REET 1 & 2, and the ability to set a progressive rate model similar to the one the state has adopted.

### **Increase behavioral health treatment capacity statewide**

- Expand funding for grants to establish and support ongoing funding for local behavioral health crisis co-responder programs. Support additional training and certification and workforce development for co-responders.
- Seek increased investments in community behavioral health treatment funding – both capital start-up and operational expenses; support expansion of continuum of treatment capacity, from crisis stabilization to inpatient to outpatient; continued expansion of forensic behavioral health treatment capacity; additional mental health support for students.

# Exhibit B

## Significant Issues (formerly tier 2) current as of 11/13/24

### Extreme weather grants

A state grant program was created last session to help local and tribal governments with the cost of responding to community needs in periods of extremely hot or cold weather, or when severe poor air quality from wildfire smoke threatens public health. More funding is needed to stand up this program, especially in the Spokane region which faces dangerous weather conditions throughout the year.

### Increasing housing supply

The state tax incentive for converting commercial buildings to housing requires that 10 percent of the converted units be dedicated to those at 80 percent or less average median income (AMI). A similar tax incentive for converting parking lots to housing requires 50 percent of units to be between 80-115 percent AMI. By making these incentives uniform, using the commercial building standard, and allowing them for leased as well as owned projects, more workforce housing would be built. This is especially important in Spokane's downtown core, where there's an abundance of extremely low-income housing.

The City also supports:

- Land bank enabling legislation to help put vacant, abandoned, and deteriorated properties back into productive use
- Real Estate Transfer Tax dedicated to funding affordable housing
- New funding options for needs along the housing continuum including incentives for home ownership and construction of condominiums.
- Additional funding for emergency and transitional housing.

### Enabling sidewalk utilities

Spokane is exploring the potential benefits of a sidewalk utility to help create people-friendly streets that prioritize health, safety and accessibility for all. The utility can fund missing sidewalks, critical repairs, and ongoing maintenance which are currently property owners' responsibility. The City seeks state assistance with fiscal analysis and authorization to pilot a Spokane sidewalk utility.

### **Use of force prosecutions**

The City continues to support legislation from last session that creates an Office of Independent Prosecution (OIP) within the state Attorney General's Office to help investigate and prosecute criminal conduct arising from police use of force.

### **Indigent defense**

The State Supreme Court is considering new reduced caseload standards for indigent defense. The City joins AWC in supporting a separate and more detailed analysis of the current state of indigent defense for misdemeanor cases to determine what changes in the standard are warranted. Cities also seek enhanced state funding for indigent defense.

### **Document recording fee administrative charge**

Counties that distribute a portion of document recording fees to cities within their jurisdiction for housing and homelessness programs may assess a 10 percent administrative charge. The City of Spokane and Spokane Valley support legislation to clarify this percentage is the total amount that can be retained from all cities receiving funds, not from each individual city, to maximize funding for these critical programs.

### **Crypto-currency consumer protection**

Spokane Police Department has been working with the state Department of Financial Institutions (DFI) to stem the tide of digital-currency fraud including new regulations on digital kiosks (ATMs). The City supports DFI-request legislation that imposes daily transaction limits and caps fees charged by operators.

### **Product stewardship for packaging (WRAP Act)**

The City is a longstanding supporter of proposals to establish a product stewardship framework for packaging to reduce the impact on local solid waste programs.

### **Increase availability of affordable and accessible childcare**

The City supports efforts to increase affordable childcare access statewide, including reducing barriers for providers, construction of new facilities, increasing workforce development, and improved access for state subsidized childcare slots.

### **Community partner Capital Budget requests**

- \$3 million for Excelsior Wellness Infrastructure Expansion project (behavioral health primary care, youth mental health & substance abuse recovery)

**Agenda Sheet for City Council:****Committee:** Finance & Administration **Date:** 11/25/2024**Committee Agenda type:** Discussion**Date Rec'd**

11/16/2024

**Clerk's File #**

RES 2024-0117

**Cross Ref #****Project #****Council Meeting Date:** 12/09/2024**Submitting Dept**

ACCOUNTING &amp; GRANTS

**Bid #****Contact Name/Phone**

MICHELLE 625-6320

**Requisition #****Contact E-Mail**

MMURRA@SPOKANECITY.ORG

**Agenda Item Type**

Resolutions

**Council Sponsor(s)**

MCATHCART BWILKERSON ZZAPPONE

**Agenda Item Name**

5600 RESOLUTION APPROVING RESIDUAL ARPA DISTRIBUTION

**Agenda Wording**

Resolution Approving Residual ARPA Distribution

**Summary (Background)**

The City has allocated \$80 million in American Rescue Plan (ARPA) funds to help residents, businesses, nonprofits, and industries recover from the pandemic. Per federal rules, ARPA funds must be spent or obligated by December 31, 2024. The City has distributed \$63.6 million dollars since 2021. This resolution will allow the administration to move residual dollars from one project to another to ensure that they are obligated or spent by December 31, 2023, with no further action by council.

Lease? NO

Grant related? YES

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost

\$

Current Year Cost

\$

Subsequent Year(s) Cost

\$

**Narrative**

Residual ARPA funds are not expected to exceed \$50,000

**Amount****Budget Account**

Select

\$

#

Select

\$

#

Select

\$

#

Select

\$

#

\$

#

\$

#



## Committee Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	November 28, 2024
<b>Submitting Department</b>	Accounting & Grants
<b>Contact Name</b>	Michelle Murray
<b>Contact Email &amp; Phone</b>	<a href="mailto:mmurra@spokanecity.org">mmurra@spokanecity.org</a> 625-6320
<b>Council Sponsor(s)</b>	CM Cathcart, CP Wilkerson, & CM Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested: 5 minutes
<b>Agenda Item Name</b>	Resolution for residual ARPA dollars
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>City of Spokane and City Council has allocated \$80 million that was received from the Department of Treasury to help the City's residents, businesses, nonprofits, and affected industries recover from the ongoing public health and economic emergency.</p> <p>It is a requirement of the Department of Treasury that the City either spend or obligate these funds by December 31, 2024. The City has distributed \$63.6 million dollars since March 31, 2021.</p> <p>This resolution will allow the City Administration to move residual dollars from one project to another to ensure that they are obligated or spent by December 31, 2023 through a budget transfer with no further action from council.</p> <p>It is estimated that if this is needing to occur that the amounts moved will not exceed \$50,000.</p>
<b>Fiscal Impact</b> <b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <a href="#">Click or tap here to enter text.</a> Current year cost: Up to n/a Subsequent year(s) cost: n/a  <b>Narrative:</b> Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue  <b>Funding Source</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A Specify funding source: Grant  <b>Expense Occurrence</b> <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts</b> (If N/A, please give a brief description as to why) <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities?</li> </ul>	



- How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?
- How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?
- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

N/A

**RESOLUTION NO. 2024-0117**

A resolution approving administrative allocations of residual funds from the American Rescue Plan Act (ARPA).

WHEREAS, Congress enacted, and the President signed into law, the American Rescue Plan Act ("ARPA"), which will provide over \$80 million to the City of Spokane to help the City, its residents, businesses, nonprofits, and affected industries recover from the ongoing public health and economic emergency; and

WHEREAS, the City of Spokane has distributed \$ 63,656,290 in ARPA funds since March 31, 2021, funding a wide variety of programs, services, capital projects and other worthwhile endeavors; and

WHEREAS, allocations of ARPA funds have been approved by the City Council on a project-by-project or program-by-program basis, typically through a special budget ordinances; and

WHEREAS, federal rules relating to the use of ARPA funds require that ARPA funds be encumbered no later than December 31, 2024; and

WHEREAS, the City anticipates there will be residual, unencumbered ARPA funds as of the date of this resolution, and wishes to authorize the Brown administration to reallocate, encumber, and/or expend such residual funds, so long as those funds are less than \$50,000, before the end of year 2024, consistent with federal rules relating to ARPA funds,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Spokane authorizes the Brown administration to reallocate, encumber, and/or expend any remaining ARPA funds less than \$50,000 that are unspent as of the date of adoption of this resolution, consistent with federal rules relating to ARPA funds; and

BE IT FURTHER RESOLVED, the City Council approves of the administration preparing and executing relevant documents and contracts necessary to finalize and implement all such residual allocations, all without further review by the City Council.

ADOPTED by the City Council this \_\_\_\_ day of \_\_\_\_\_, 2024.

---

City Clerk

Approved as to form:

---

Assistant City Attorney

**Strike the entirety of the resolution and substitute the following in its place:**

**RESOLUTION NO. 2024-0117**

A resolution approving administrative allocations of residual funds from the American Rescue Plan Act (ARPA).

WHEREAS, Congress enacted, and the President signed into law, the American Rescue Plan Act ("ARPA"), which will provide over \$80 million to the City of Spokane to help the City, its residents, businesses, nonprofits, and affected industries recover from the ongoing public health and economic emergency; and

WHEREAS, the City of Spokane has distributed \$ 63,656,290 in ARPA funds since March 31, 2021, funding a wide variety of programs, services, capital projects and other worthwhile endeavors; and

WHEREAS, allocations of ARPA funds have been approved by the City Council on a project-by-project or program-by-program basis, typically through a special budget ordinances; and

WHEREAS, federal rules relating to the use of ARPA funds require that ARPA funds be encumbered no later than December 31, 2024; and

WHEREAS, the City anticipates there will be residual, unencumbered ARPA funds as of the date of this resolution, and wishes to authorize the Brown administration to reallocate, encumber, and/or expend such residual funds, so long as those funds are less than \$100,000, before the end of year 2024, consistent with federal rules relating to ARPA funds,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Spokane authorizes the Brown administration to reallocate, encumber, and/or expend any remaining ARPA funds less than \$100,000 that are unspent as of the date of adoption of this resolution, consistent with federal rules relating to ARPA funds; and

BE IT FURTHER RESOLVED, the City Council approves of the administration preparing and executing relevant documents and contracts necessary to finalize and implement all such residual allocations, all without further review by the City Council.

RESOLUTION 2024-0117 (WILKERSON AMENDMENT)(12-05-24)

ADOPTED by the City Council this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
Assistant City Attorney

**PURPOSE OF AMENDMENT:** This amendment increases the maximum amount of funds available for redistribution from \$50,000 to \$100,000, based on updated estimates of the available residual ARPA funds.

Strike the entirety of the resolution and substitute the following in its place:

**RESOLUTION NO. 2024-0117**

A resolution approving administrative allocations of residual funds from the American Rescue Plan Act (ARPA).

WHEREAS, Congress enacted, and the President signed into law, the American Rescue Plan Act ("ARPA"), which will provide over \$80 million to the City of Spokane to help the City, its residents, businesses, nonprofits, and affected industries recover from the ongoing public health and economic emergency; and

WHEREAS, the City of Spokane has distributed \$ 63,656,290 in ARPA funds since March 31, 2021, funding a wide variety of programs, services, capital projects and other worthwhile endeavors; and

WHEREAS, allocations of ARPA funds have been approved by the City Council on a project-by-project or program-by-program basis, typically through a special budget ordinances; and

WHEREAS, federal rules relating to the use of ARPA funds require that ARPA funds be encumbered no later than December 31, 2024; and

WHEREAS, the City anticipates there will be residual, unencumbered ARPA funds as of the date of this resolution, and wishes to authorize the Brown administration to reallocate, encumber, and/or expend such residual funds, so long as those funds are less than \$100,000, before the end of year 2024, consistent with federal rules relating to ARPA funds; and

WHEREAS, the Council's first priority is for use of the funds to restore efforts to address junk and abandoned recreational vehicles and trailers that are placed illegally on city property or public right of way;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Spokane authorizes the Brown administration to reallocate, encumber, and/or expend any remaining ARPA funds less than \$100,000 to be used for the safety and welfare of Spokane Neighborhoods by immediately resuming our impound and towing program for

junk and abandoned RVs and trailers that are placed illegally on city property or public right of way, consistent with federal rules relating to ARPA funds; and

**BE IT FURTHER RESOLVED**, the City Council approves of the administration preparing and executing relevant documents and contracts necessary to finalize and implement all such residual allocations, all without further Council action; provided, the administration shall provide a full accounting to the City Council of all funds reallocated pursuant to this resolution.

ADOPTED by the City Council this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
Assistant City Attorney

**PURPOSE OF AMENDMENT:** This amendment increases the maximum amount of funds available for redistribution from \$50,000 to \$100,000, based on updated estimates of the available residual ARPA funds, and directs that the residual funds be used to resume the junk vehicle and RV removal program in city neighborhoods. The administration is required to provide an accounting of use of the funds to the city council but need not have prior council approval to encumber them.



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Discussion

**Date Rec'd**

11/13/2024

**Clerk's File #**

RES 2024-0118

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

**Submitting Dept**

CITY COUNCIL

**Bid #**

**Contact Name/Phone**

GIACOBBE X6715

**Requisition #**

**Contact E-Mail**

GBYRD@SPOKANECITY.ORG

**Agenda Item Type**

Resolutions

**Council Sponsor(s)**

BWILKERSON PDILLON

**Agenda Item Name**

0320 - 2025 COUNCIL MEMBER BOARD AND COMMISSION APPOINTMENTS

**Agenda Wording**

TBD

**Summary (Background)**

The Council's rules of procedure provide that, unless governed by other regulations, statutes, or ordinances, the nomination of the full slate of council members to inter-governmental committees or boards shall be made by the council president, subject to confirmation by a majority of the city council. This resolution is Council President's proposal to update board and commission assignments for 2025.

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

**Amount**

**Budget Account**

Neutral \$ #

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #





## Committee Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	11/25/24
<b>Submitting Department</b>	City Council
<b>Contact Name</b>	Giacobbe Byrd
<b>Contact Email &amp; Phone</b>	<a href="mailto:gbyrd@spokanecity.org">gbyrd@spokanecity.org</a>
<b>Council Sponsor(s)</b>	Wilkerson and Dillon
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 5 min
<b>Agenda Item Name</b>	2025 Board and Commission Appointments RES
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>The City Council’s rules of procedure provide that, unless governed by other regulations, statutes, or ordinances, the nomination of the full slate of council members to inter-governmental committees or boards shall be made by the council president, subject to confirmation by a majority of the city council.</p> <p>This resolution is the proposal from Council President to update board and commission assignments for 2025. At the time of committee, she is continuing to collect council member feedback on assignments.</p>

**Fiscal Impact**

**Approved in current year budget?**     Yes     No     N/A

Total Cost: [Click or tap here to enter text.](#)

Current year cost:

Subsequent year(s) cost:

**Narrative:** Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue

**Funding Source**     One-time     Recurring     N/A

Specify funding source: [Select Funding Source\\*](#)

Is this funding source sustainable for future years, months, etc? [Click or tap here to enter text.](#)

**Expense Occurrence**     One-time     Recurring     N/A

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

**Operations Impacts (If N/A, please give a brief description as to why)**

- What impacts would the proposal have on historically excluded communities?  
N/A
- How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?  
N/A
- How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?

N/A

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This resolution complies with City Council Rules

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

N/A

## RESOLUTION NO. 2024-0118

A resolution appointing City Council Members to boards, committees, and commissions for calendar year 2025.

**WHEREAS**, City Council members are appointed to serve on various boards, committees, and commissions, including City Council standing committees, inter-governmental boards, and various other boards and committees; and

**WHEREAS**, City Council standing committee appointments are governed by chapter 02.005.010 of the Spokane Municipal Code and Rule 7.7 of the City Council's Rules of Procedure; and

**WHEREAS**, Rule 7.7 of the City Council's Rules of Procedure provides that standing committee membership for each calendar shall be determined no later than the second legislative session of the City Council of that calendar year and memorialized by resolution of the City Council; and

**WHEREAS**, City Council members are included as members of several inter-governmental boards and committee and serve on other city boards and committees pursuant to various inter-local agreements, provisions of the Spokane Municipal Code, and state statutes; and

**WHEREAS**, to ensure a smooth transition of council appointments upon arrival of the new calendar year, council is electing to appoint council members before the end of the current calendar year.

**NOW, THEREFORE, BE IT RESOLVED** that the Spokane City Council approves the attached list of appointments to the City Council standing committees, inter-governmental boards and commissions, and other board as committees as specified in the attached list.

**BE IT ALSO RESOLVED** that each appointment will be in place from the date of passage of this resolution until the City Council adopts subsequent resolutions to revise the appointments herein, except for the appointment to the Airport Board, in which case Council President Wilkerson shall serve through December 31, 2025 per Airport Board bylaws.

**BE IT FURTHER RESOLVED** that all Council Members are formally appointed to serve as alternates on any listed board, commission, or committee when an appointed Council Member cannot attend. Alternate Council Members and proxies will be chosen at the discretion of the Council President. The Mayor is also appointed as an additional alternate to the Spokane Transit Authority Board of Directors.

**BE IT FINALLY RESOLVED** that subsequent changes to the appointments on the attached list may occur at any time via resolution.

Adopted by the City Council this \_\_\_\_ day of December, 2024.

---

City Clerk

Approved as to form:

---

Assistant City Attorney

**Attachment A:  
2025 Spokane City Council Board, Commission, & Committee Appointments**

Council President Pro-Tem:							
Public Safety & Community Health Committee	Council Member(s):	Urban Experience Committee	Council Member(s):	Public Infrastructure, Environment, & Sustainability Committee	Council Member(s):	Finance & Administration Committee	Council Member(s):
Standing Committee Chair		Standing Committee Chair		Standing Committee Chair		Standing Committee Chair	
Vice Chair		Vice Chair		Vice Chair		Vice Chair	
<b>City Divisions Associated with Standing Committee:</b> Spokane Police Department; Spokane Fire Department; Emergency Management; Municipal Court		<b>City Divisions Associated with Standing Committee:</b> Neighborhood Housing & Human Services; Community & Economic Development; Parks; Library		<b>City Divisions Associated with Standing Committee:</b> Public Works		<b>City Divisions Associated with Standing Committee:</b> Finance; Human Resources; IT; City Attorney; Communications; Civil Rights, Equity & Inclusion	
Council Subcommittees & Ad Hoc Committees / Workgroups:		Council Subcommittees & Ad Hoc Committees / Workgroups:		Council Subcommittees & Ad Hoc Committees / Workgroups:		Council Subcommittees & Ad Hoc Committees / Workgroups:	
Internal Boards, Committees, & Commissions:		Housing Action Subcommittee	Navarrete	External Boards, Committees, & Commissions:		Council Office Operations Workgroup	Wilkerson; Cathcart; Zappone
Police Advisory Committee	Dillon	Neighborhood Council Workgroup	Cathcart; Dillon; Klitzke	Airport Board	Wilkerson	Equity Subcommittee	Navarrete
External Boards, Committees, & Commissions:		Internal Boards, Committees, & Commissions:		BROADLINC Governing Board	Cathcart	Language Access Workgroup	Cathcart; Navarrete
C.O.P.S. (Liaison Member)	Cathcart	CHHS Board	Dillon; Navarrete	Salmon Restoration Lead Entity Community Advisors	Klitzke	Legislative Committee	Bingle; Zappone; Dillon
		Community Assembly	Wilkerson	Spokane Regional Solid Waste Liaison Board	Klitzke	Internal Boards, Committees, & Commissions:	
		Comp Plan Amendments Docketing Committee	Klitzke, Bingle; Zappone	Spokane Regional Transportation Council	Klitzke; Wilkerson	Investment Committee	Cathcart
		Human Rights Commission	Navarrete	Spokane Transit Authority (all members are alternates)	Zappone; Dillon; Klitzke; Wilkerson	SERS Board	Bingle
		Plan Commission	Klitzke	Transportation Commission	All Council Members are Liasons	External Boards, Committees, & Commissions:	
		Plan Commission - Transportation Sub.	Klitzke			Aging and Long Term Care	Wilkerson
		External Boards, Committees, & Commissions:				Association of Washington Cities Board	Zappone
		Downtown Spokane BID Board (Liaison Member)	Bingle			Fire Pension (must include Finance Committee Chair)	Cathcart
		Downtown Spokane Partnership (Liaison Member)	Cathcart			Lodging Tax Advisory Committee (PFD)	Wilkerson
		East Sprague BID Board (Liaison Member)	Dillon			Tourism and Cultural Investment Committee (TACI)	Zappone
		GMA Steering Committee of Elected Officials	Cathcart; Klitzke; Dillon			Police Pension (must include Council President)	Wilkerson
		Library Board	Dillon			TPA Commission/Hotel Motel Commission	Zappone
		Park Board	Bingle			University District PDA	Wilkerson
		Park Board Exec Committee	Bingle			University District Development Association	Wilkerson
		Priority Spokane	Dillon			Visit Spokane	Zappone
		Regional Homeless Authority	Bingle; Dillon			West Plains PDA/S3R3	Wilkerson
		Spokane Arts	Dillon			Northeast PDA	Cathcart

Wilkerson	11
Zappone	8
Cathcart	10
Bingle	7
Dillon	11
Klitzke	6
Navarrete	5

**RESOLUTION 2024-0118 ATTACHMENT A (WILKERSON/DILLON AMENDMENT)**

Attachment A: 2025 Spokane City Council Board, Commission, & Committee Appointments							
Council President Pro-Tempore: Dillon							
Public Safety & Community Health Committee	Council Member(s):	Urban Experience Committee	Council Member(s):	Public Infrastructure, Environment, & Sustainability Committee	Council Member(s):	Finance & Administration Committee	Council Member(s):
Standing Committee Chair	Zappone	Standing Committee Chair	Navarrete	Standing Committee Chair	Klitzke	Standing Committee Chair	Dillon
Vice Chair	Wilkerson	Vice Chair	Bingle	Vice Chair	Bingle	Vice Chair	Cathcart
<b>City Divisions Associated with Standing Committee:</b> Spokane Police Department; Spokane Fire Department; Emergency Management; Municipal Court		<b>City Divisions Associated with Standing Committee:</b> Neighborhood Housing & Human Services; Community & Economic Development; Parks; Library		<b>City Divisions Associated with Standing Committee:</b> Public Works		<b>City Divisions Associated with Standing Committee:</b> Finance; Human Resources; IT; City Attorney; Communications; Civil Rights, Equity & Inclusion	
Council Subcommittees & Ad Hoc Committees / Workgroups:		Council Subcommittees & Ad Hoc Committees / Workgroups:		Council Subcommittees & Ad Hoc Committees / Workgroups:		Council Subcommittees & Ad Hoc Committees / Workgroups:	
<b>Internal Boards, Committees, &amp; Commissions:</b>		<b>Internal Boards, Committees, &amp; Commissions:</b>		<b>Internal Boards, Committees, &amp; Commissions:</b>		<b>Internal Boards, Committees, &amp; Commissions:</b>	
Police Advisory Committee	Zappone	Housing Action Subcommittee	Navarrete	Council Office Operations Workgroup	Wilkerson; Dillon; Zappone	Equity Subcommittee	Navarrete
<b>External Boards, Committees, &amp; Commissions:</b>		<b>External Boards, Committees, &amp; Commissions:</b>		<b>External Boards, Committees, &amp; Commissions:</b>		<b>External Boards, Committees, &amp; Commissions:</b>	
C.O.P.S. (Liaison Member)	Cathcart	Neighborhood Council Workgroup	Cathcart; Navarrete; Klitzke	Airport Board	Wilkerson	Fiscal Impact Workgroup	Cathcart, Dillon, Zappone
		CHHS Board	Navarrete	BROADLINC Governing Board	Cathcart	Language Access Workgroup	Cathcart; Navarrete
		Community Assembly	Wilkerson	Salmon Restoration Lead Entity Community Advisors	Klitzke	Legislative Committee	Dillon, Bingle, Zappone
		Human Rights Commission	Navarrete	Spokane Regional Solid Waste Liaison Board	Klitzke	<b>Internal Boards, Committees, &amp; Commissions:</b>	
		Plan Commission	Klitzke	Spokane Regional Transportation Council	Klitzke; Bingle	Investment Committee	Dillon
		<b>External Boards, Committees, &amp; Commissions:</b>		Spokane Transit Authority (all members are alternates)	Zappone; Navarrete; Klitzke; Cathcart	SERS Board	Bingle
		Downtown Spokane BID Board (Liaison Member)	Bingle	Transportation Commission (Liaison Member)	All Council Members are Liasons	<b>External Boards, Committees, &amp; Commissions:</b>	
		Downtown Spokane Partnership (Liaison Member)	Cathcart			Aging and Long Term Care	Wilkerson
		East Sprague BID Board (Liaison Member)	Dillon			Association of Washington Cities Board	Zappone
		GMA Steering Committee of Elected Officials	Cathcart; Klitzke; Dillon			Fire Pension (must include Finance Committee Chair)	Dillon
		Library Board	Klitzke			Lodging Tax Advisory Committee (PFD)	Wilkerson
		Park Board	Bingle			Tourism and Cultural Investment Committee (TACI)	Zappone
		Park Board Exec Committee	Bingle			Launch Northwest	Bingle
		Priority Spokane	Navarrete			Police Pension (must include Council President)	Wilkerson
		Regional Homeless Authority	Bingle; Zappone			Spokane County Veterans Advisory Board	Klitzke
		Spokane Arts	Dillon			TPA Commission/Hotel Motel Commission	Zappone
						University District PDA	Wilkerson
						University District Development Association	Wilkerson
						Visit Spokane	Zappone
						West Plains PDA/S3R3	Wilkerson
						Northeast PDA	Cathcart

Wilkerson	10
Zappone	11
Cathcart	10
Bingle	10
Dillon	10
Klitzke	7
Navarrete	9

**Agenda Sheet for City Council:****Committee:** Finance & Administration **Date:** 11/25/2024**Committee Agenda type:** Discussion**Date Rec'd**

11/13/2024

**Clerk's File #**

RES 2024-0119

**Cross Ref #****Project #****Council Meeting Date:** 12/09/2024**Submitting Dept**

CITY COUNCIL

**Bid #****Contact Name/Phone**

CHRIS WRIGHT 625-6210

**Requisition #****Contact E-Mail**

CWRIGHT@SPOKANECITY.ORG

**Agenda Item Type**

Resolutions

**Council Sponsor(s)**

BWILKERSON ZZAPPONE

**Agenda Item Name**

0320 - RESOLUTION ADOPTING 2025 REVISED COUNCIL RULES

**Agenda Wording**

Resolution adopting revised Spokane City Council Rules of Procedure for 2025.

**Summary (Background)**

Council typically adopts rules of procedure on an annual basis, pursuant to Charter Section 9 and SMC 02.01.050. The proposed changes for 2025 reflect comments and suggestions from council members, and are both technical and substantive. Notable changes were made in rules relating to introduction of items, the agenda process, public testimony in committee meetings, voting and deferral, and reconsideration of items. A longer summary is provided in the briefing paper.

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost

\$

Current Year Cost

\$

Subsequent Year(s) Cost

\$

**Narrative**

Not applicable

**Amount****Budget Account**

Select

\$

#

Select

\$

#

Select

\$

#

Select

\$

#

\$

#

\$

#





**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

Dept Head

Division Director

Accounting Manager

Legal

For the Mayor

**Additional Approvals**

**Distribution List**

## Committee Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	11/25/2024
<b>Submitting Department</b>	City Council
<b>Contact Name</b>	Chris Wright
<b>Contact Email &amp; Phone</b>	<a href="mailto:cwright@spokanecity.org">cwright@spokanecity.org</a> 6210
<b>Council Sponsor(s)</b>	Zappone, Wilkerson
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 15 min
<b>Agenda Item Name</b>	Resolution to Adopt Revised 2025 Council Rules
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>Council typically adopts rules of procedure on an annual basis, pursuant to Charter Section 9 and SMC 02.01.050. The changes reflect comments and suggestions from Council Members and others and are generally summarized as follows:</p> <p style="padding-left: 40px;"><b>Rule 1.2 (Duty of Mutual Respect)</b> Clarifies that this rule only applies during council meetings.</p> <p style="padding-left: 40px;"><b>Rule 1.3 (Duty of ethical Conduct)</b> Adds citation to relevant RCW.</p> <p style="padding-left: 40px;"><b>Rule 2.2 (Open Forum)</b> Clarifies that council may (not shall) recess before open forum and that randomization of the open forum order only occurs if more than twenty people sign up to testify. Clarifies that council members should not respond to speakers other than to state their intent to address the matter in the future or to make a point of order. Also clarifies that the council president's ruling on speaking in open forum regarding item on the current or next week's agenda can be overridden by a majority vote of council members present.</p> <p style="padding-left: 40px;"><b>2.5 (Study Sessions)</b> Clarifies that Council President has the authority to cancel study sessions.</p> <p style="padding-left: 40px;"><b>2.9 (Introduction of Items)</b> Removes requirement to have executive committee member be a sponsor. Clarifies that items moving on an accelerated timeline still require two council sponsors. Clarifies that "legislation" includes board and commission appointments.</p> <p style="padding-left: 40px;"><b>2.10 (Agenda Process)</b> Removes reference to a preliminary committee agenda. Removes reference to executive committee sponsorship. Adds a paragraph clarifying council member removal of sponsorship. Adjusts the timeline for submission committee agendas to the Wednesday immediately preceding the meeting. Removes reference to briefing papers, which will be merged with the OnBase agenda sheet. Removes reference to a preliminary committee agenda. Lowers</p>

sponsorship threshold to get an item onto a committee to one council member and removes references to executive committee members. Moves deadline for final committee agenda circulation from Friday to the Thursday immediately preceding the committee meeting. Removes requirement for a plain language summary of items to be posted to the website as this element will be incorporated in the testimony form update in early 2025.

**Rule 2.13 (The Chair)**

Corrects incorrect SMC citation. Allows the chair to second a motion outright.

**Rule 2.14 (Order of Business)**

Adds land acknowledgement, pottery at the podium, testimony on board and commission appointments, special considerations, and public hearings to the order of business for legislative sessions.

**Rule 2.15 (Participation by Members of the Public in Council Meetings)**

Clarifies that testimony will be taken on board and commission appointments and review of mayoral vetoes. Adds that nothing in this rule prevents public comment regarding a council resolution or statement concerning any ballot proposition, so long as such public comment is confined to the merits of the council action and not the merits of the ballot proposition

**Rule 2.16 (Public Testimony Regarding Legislative Agenda Items)**

Reduces time limit to two minutes per speaker on legislative items. Clarifies that testimony will be taken on mayoral veto overrides and on consent and legislative items moved to a regular briefing or study session. Adds language stating that testimony at council committee meetings shall be governed by Rule 6.2. Removes unnecessary language around public hearing rules.

**Rule 2.17 (Voting, Effect of Deferral)**

Clarifies language around deferring to a specific future legislative session. Adds a paragraph about referring items to a specific future standing committee meeting and what happens next.

**Rule 2.18 (Suspension of the Rules)**

Adds language allowing for a motion to suspend the rules and the main motion can be considered as one motion.

**Rule 2.19 (Reconsideration)**

Clarifies when a council member can make a motion to reconsider.

**Rule 2.20 (Participation by Telephonic or virtual Means)**

Removes language regarding “good cause” and adds language enabling the committee chair to allow for virtual participation, as applicable.

**Rule 4.1 (Uploading Items for Council Consideration)**

Removes reference to briefing paper, which will be merged with OnBase agenda sheet.

**Rules 4.2 (Amendment and Substitution)**

Clarifies that board and commission appointments are not subject to amendment or substitution. Requires that the proposing council member or their legislative assistant circulate amendments. Moves the deadline for amendments back to Thursday at 3:00 p.m. Clarifies the format of amendments.

**Rule 6.1 (Standing Committees – Establishment and Membership)**

Modifies committee leadership to eliminate executive committees. Provides that there will be one chair and one vice chair for each standing committee.

**Rule 6.2 (Committee Process)**

Adds language requiring public testimony be taken at committee and establishing the timeline for committee testimony sign up. Eliminates reference to briefing papers, which will be merged with the OnBase agenda sheet. Removes reference to executive committees.

**Rule 7.4 (Council Office Budget)**

Clarifies approval process for council office funding proposals.

**Rule 7.6 (Council Member Responsibilities)**

Adds a paragraph clarifying what constitutes an unexcused absence.

**Rule 7.7 (City Council Planning)**

Moves requirement for an annual council retreat to occur before March.

**Attachments:**

Removes briefing paper template, which is being merged with the OnBase agenda sheet.

**Fiscal Impact**

**Approved in current year budget?**     Yes     No     N/A

Total Cost: [Click or tap here to enter text.](#)

Current year cost:

Subsequent year(s) cost:

**Narrative:** Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue

**Funding Source**     One-time     Recurring     N/A

Specify funding source: Select Funding Source\*

Is this funding source sustainable for future years, months, etc? [Click or tap here to enter text.](#)

**Expense Occurrence**     One-time     Recurring     N/A

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

**Operations Impacts** (If N/A, please give a brief description as to why)

- What impacts would the proposal have on historically excluded communities?  
The current included many technical and substantive modifications, include moving Open Forum to the end of the legislative session and increasing the number of speaking spots to 20 in Open Forum, which continues to increase opportunity for more diversity of speakers, many of them from historically excluded communities. The 2025 rules update provides a new opportunity for public testimony at weekly committee meetings.
- How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?  
Not applicable, although the participation of speakers is a public record and regularly reported in the City Gazette.
- How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?  
Council records the names, numbers, and residence of speakers. Also, council will monitor public response to the new public participation rules to ensure it strikes the right balance between maintaining a welcoming environment while ensuring opportunity for related public expression by persons from all sectors of the Spokane community.
- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?  
This action is pursuant to Charter Section 9 and SMC 02.01.050.

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.  
Not applicable. Council rules are not historically reviewed by subcommittees.

**RESOLUTION NO. 2024-0119**

A Resolution adopting various amendments to the City Council's Rules of Procedure.

**WHEREAS**, pursuant Section 9 of the Spokane City Charter and Section 02.01.050 of the Spokane Municipal Code, the city council establishes its rules of procedure; and

**WHEREAS**, the City Council's Rules of Procedure may be amended by resolution and are amended from time to time, normally on an annual basis; and

**WHEREAS**, the City Council intends to amend its Rules of Procedure by the adoption of this resolution.

**NOW, THEREFORE, BE IT RESOLVED** that the Spokane City Council hereby amends its City Council Rules of Procedure by adopting the attached 2025 City Council Rules of Procedure, and

**BE IT FURTHER RESOLVED** that attached 2025 City Council Rules of Procedure shall go into effect on February 1, 2025.

Adopted by the City Council this \_\_\_\_ day of December, 2024.

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
Assistant City Attorney

**DRAFT COUNCIL RULES (SPONSOR SUBSTITUTE 11-27-24)(CORRECTED)**



**SPOKANE CITY COUNCIL RULES OF PROCEDURE**

**(2025 revision, adopted by Resolution No. 2024-\_\_\_\_\_ )**

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## RULE 1 - GENERAL PRINCIPLES

### Rule 1.1 PURPOSE

The Spokane City Council adopts these rules to govern the conduct of city council business. These rules do not confer upon any person who is not a member of the council any right to a particular procedure, nor do they affect the validity or legality of any council action.

### Rule 1.2 DUTY OF MUTUAL RESPECT

~~It is the constant~~ During council meetings, it is the duty of each council member to treat each other, city staff, board and commission appointees, and the public with respect. Likewise, all persons who attend a council meeting or interact with council members or council staff in any type of forum or communication, regardless of the form or format, must act respectfully toward all persons and not commit “Unlawful harassment” as defined by RCW 7.105.010(36). Mutual respect includes, but is not limited to, not intentionally disclosing private information about a council member or staff such as personal telephone numbers or home addresses without the permission of the council member or staff.

### Rule 1.3 DUTY OF ETHICAL CONDUCT

A. Each council member must uphold the constitution, laws, and regulations of the United States of America, the State of Washington and the Charter and ordinances of the city including, without limitation, chapter 01.04BA, SMC (Code of Ethics), recognizing that federal and state laws pre-empt local laws. Should a council member have a conflict of interest or become aware that they have or may have a conflict of interest, that council member shall promptly inform the council of the conflict of interest and abstain from any council action in connection with that matter.

B. Confidential information.

1. No council member may disclose confidential information, including attorney client privileged communications, to any person not entitled or authorized to receive the information. Notwithstanding the foregoing, the city council may, upon the affirmative vote of five (5) council members taken in an open meeting, authorize the release of specific information which would otherwise be deemed confidential information, including without limitation discussions held in executive session. Disclosure of legal advice shall be pursuant to Rule 7.8 (Legal Inquiries).
2. For purposes of these rules, “confidential information” has the same meaning as the term is defined in SMC 01.04B.020(I) and SMC 01.04B.050(I)~~SMC 01.04A.020(I) and SMC 01.04A.030(I)(1).~~

- C. No council member may use or authorize the use of facilities of the city, directly or indirectly, for the purpose of assisting a campaign for election of a person to an office or for the purpose of or opposition to a ballot proposition. Council members shall comply with RCW 42.17A.555 (Use of public office or agency facilities in campaigns—Prohibition—Exceptions). Notwithstanding the foregoing, nothing in these rules prevent any member of the public from exercising their rights to free expression by wearing clothing, buttons, or other attire which displays messages of a political nature in a council meeting, so long as such conduct does not include the display of signs and/or disrupt the council meeting. Further, these rules do not prohibit the city council, acting as a body in an open public meeting, from adopting resolutions supporting or opposing state or local ballot propositions, consistent with RCW 42.17A.555.

#### Rule 1.4 ROBERT'S RULES OF ORDER

Matters of procedure not otherwise provided for herein are, insofar as practical, determined by reference to *Robert's Rules of Order, Newly Revised, 12<sup>th</sup> Edition.*

#### Rule 1.5 AMENDMENT OF COUNCIL RULES

These rules may be amended at any time by resolution of the city council. Suspension of the rules shall be pursuant Rule 2.18.

#### Rule 1.6 EFFECTIVE DATE, EFFECT ON PENDING LEGISLATION.

The effective date of these rules is February 1, 2025. All legislation and supporting materials timely submitted prior to the effective date of these rules shall be deemed timely submitted under these rules.

## **RULE 2 – MEETINGS**

#### Rule 2.1 PLACE AND TIME OF MEETINGS

- A. As provided in SMC 02.01.010, the regular meeting of the city council is at 3:30 p.m. every ~~Tuesday~~Monday in the council chambers. If a ~~Tuesday~~Monday is a city holiday, that week's regular meeting shall be held on the next day that is not a holiday if a quorum is available, unless cancelled at the discretion of the council president.
- B. The 3:30 p.m. council session is an agenda review ~~briefing session~~ in which the council receives staff reports on matters of interest, committee reports, background information from staff regarding matters on appearing on the final and draft council

~~agenda~~the advance agenda for the next week's meeting and for that day's agenda, and during which council makes ~~making~~ any adjustments to ~~draft and final the~~ agendas and agreeing ~~ing~~ as to any issues of procedure for ~~impending council meetings. that day's meeting.~~ Once the ~~final and draft advance~~ agendas ~~for the next council meeting has~~have been reviewed, the city council shall approve the agendas by motion. The council president may call a recess after the ~~agenda review briefing session~~ until the 6:00 p.m. council session.

- C. If two or more consecutive regular meetings are canceled, the council president has the discretion to cancel the initial 3:30 p.m. ~~agenda review Briefing Session~~ due to lack of business. ~~The 6:00 p.m. council session, as referenced under section E below, will be held to consider that day's agenda.~~
- D. At the conclusion of the ~~agenda review briefing session~~, or at other time properly announced, the city council may adjourn into executive session consistent with the Open Public Meetings Act ("OPMA"). Adjournment into executive session shall be by motion, which shall be adopted by a majority of council members present. Before so doing, the chair shall announce the subject matter of the executive session with as much particularity as will not frustrate the purpose of the executive session and the estimated duration of the executive session. The council president determines which person(s) shall attend each executive session, absent an adopted motion by the council determining which person(s) other than council members and attorneys shall be permitted to attend.
- E. The 6:00 p.m. council session is the legislative session, during which the council may take public testimony, discuss, and take action on agenda items, and hold the open forum as provided in Rule 2.2 (Open Forum). The council president may combine specific agenda items for purpose of public comment and voting if there is no objection by attending council members, and if there is an objection, by majority vote.

## Rule 2.2 OPEN FORUM

- A. After the conclusion of all legislative business, the council ~~shall may~~ recess briefly and then ~~shall~~ convene for an open forum, unless a majority of council members vote otherwise. The open forum shall have twenty (20) spaces available. ~~If more than twenty (20) people sign up for open forum, T~~the individuals assigned to the twenty (20) spaces available will be chosen at random, with preference given to individuals who have not spoken at open forum during that calendar month. The council shall conclude open forum after twenty (20) speakers unless a majority of council members vote to allow additional speakers. The city clerk and other staff shall not be required to remain in attendance during the open forum. Nothing in this Rule 2.2 shall be deemed to require open forum or the legislative session to continue after 10:00 p.m., or to require open forum during a council "Town Hall" meeting contrary to Rule 2.14.F.

- B. Members of the public can sign up for open forum beginning no later than 5:00 p.m. on the Friday immediately preceding the legislative session and ending at 6:00 p.m. on the date of the meeting. Members of the public can sign up for open forum via the virtual testimony form linked in the meeting packet or in person outside council chambers beginning at 8:00 a.m. on the day of the legislative session. Speakers must sign themselves in using a name. Members of the public who are unable to sign up during the sign-up period or who attempt to sign up late will be added to the list of speakers at the discretion of the chair, or their designee. The order of the speakers will be determined at the discretion of the chair, taking into account any special accommodations for persons of limited English proficiency as provided in Rule 2.2.F below. Each speaker shall be limited to no more than two (2) minutes unless a majority of the council members in attendance vote on an alternate time limit.
- C. No action responses from council members, other than a statement of council members' intent to address the matter in the future or, points of order, ~~or points of information~~ will be taken permitted by council members during an open forum.
- D. The open forum is a limited public forum and all matters discussed in the open forum shall relate to the affairs of the city. "Affairs of the city" shall include (i) matters within the legislative, fiscal or regulatory purview of the city, (ii) any ordinance, resolution or other official act adopted by the city council, (iii) any rule adopted by the city, (iv) the delivery of city services and operation of city departments, (v) any act of members of the city council, the mayor or members of the administration, or (vi) any other matter deemed by the council president to fall within the affairs of the city, which determination may be overridden by majority vote of the council members present. Absent permission of the chair, which may be overridden by a majority vote of the council members present, no person shall be permitted to speak in open forum regarding items on that week's ~~current~~ agenda or the next week's ~~draft advanced~~ agenda, or pending hearing items. No person shall be permitted to speak in open forum regarding candidates, or initiatives, or referenda in a pending election. Legal or personal matters between private parties that do not impact the governance of the City of Spokane are not a permissible topic of open forum testimony.
- E. No person shall be permitted to display visual information during open forum, including but not limited to presentations, videos, or other media; however, members of the public may share this information with the council by emailing them at [citycouncil2@spokanecity.org](mailto:citycouncil2@spokanecity.org). Individuals speaking during open forum shall address their comments to the council president, and speakers as well as members of the audience shall comply with Rule 2.15 (Participation by Members of the Public in Council Meetings).
- F. Participation of individuals with limited English language proficiency in open forum shall be accommodated to the extent set forth in Rule 2.15.J.

## Rule 2.3 ADJOURNMENT OF MEETINGS

- A. At the conclusion of the legislative session, unless there is further business before the council, the chair shall request a motion to adjourn the meeting until the next regularly scheduled council meeting.
- B. Any meeting may be adjourned prior to the completion of the city council's agenda to a place and time set by motion. Unless otherwise specified in the motion, the meeting will be adjourned to the place and time fixed for the next regular meeting. If a regular meeting be adjourned to a place and time specified, that adjourned meeting is a regular meeting.
- C. If at the time fixed for the beginning of any meeting, or at any time in the course of a meeting, less than a quorum be present, the council president, or in the president's absence any member, or if there are no council members present then the city clerk, shall declare the meeting adjourned to the next regular meeting.
- D. If a meeting is adjourned prior to the completion of the city council's agenda, all matters on the agenda not disposed of shall be continued to the adjourned meeting. The city clerk or other person designated by the city clerk shall post a written notice of adjournment conspicuously on or near the main door of the place of any meeting which has been adjourned. The notice shall be posted as soon as possible after the adjournment and shall state the fact of adjournment and the place and time to which the meeting was adjourned.
- E. At 10:00 p.m., absent an adopted motion to remain in session to a time certain, the council's regular meeting shall be adjourned by motion and action shall be continued to the next ~~L~~egislative ~~s~~ession. If testimony on an item was not completed before the meeting was adjourned, it shall be continued to the next meeting without allowing for additional members of the public to sign up or for those who were able to testify at the first meeting to give testimony again unless significant changes have been made to the item, per the discretion of the council president or presiding council member.
- F. In the event noise, disturbance, indecorum, or other circumstances disrupt council proceedings so as to render the orderly conduct of such meeting unfeasible, or if the removal of the individual(s) causing the disruption will not restore order, the council president or presiding council member may request a motion to adjourn the meeting either to the next regularly scheduled council meeting or to an alternate place and time set by motion. Absent adoption of such a motion by a majority of council members present, the meeting shall continue, subject to the chair's discretion to remove disruptive individuals under Rule 2.13 (The Chair).

## Rule 2.4 SPECIAL MEETINGS

Special meetings may be called by the city clerk on the written request of the mayor, council president, or, if by council members, by passage of a motion made during a regular meeting. All such special meetings shall be noticed in compliance with the OPMA and Rule 2.12 (Special Meeting Notices) of these rules.

#### Rule 2.5 STUDY SESSIONS

~~From~~ time to time, after consultation with council members, the council president may schedule a ~~A regular~~ study session of the city council ~~is held every Thursday at 11:00 a.m. for to~~ receiveing information on staff matters, staff briefings, and enable discussion among council members on issues of public concern, ~~unless canceled by by the Council President~~. Study sessions are held in a workshop format, with no public hearing, no council action to dispose of any item unless the study session was noticed as a special meeting in compliance with the OPMA and Rule 2.12 (Special Meeting Notices) of these rules. A quorum of the council is not necessary in order to proceed with a study session. Additional study sessions may be scheduled at the discretion of the council president or by a vote of the majority of council members present at a public meeting of the council.

#### Rule 2.6 QUORUM

A quorum is four (4) or more council members present and qualified to act unless a particular action requires the affirmative vote of more than four. The quorum for the adoption of an ordinance making an emergency expenditure as provided in RCW 35.33.081 and 35.33.091, adoption of an ordinance effective immediately under subsection 19(a)(1) of the Charter, and override of a veto as provided in subsection 16(b) is five (5).

#### Rule 2.7 SERVICE ANIMALS AT CITY COUNCIL MEETINGS

- A. For purposes of these rules, only dogs that are individually trained to do work or perform tasks for a person with a disability are recognized as service animals. Dogs or other animals whose sole function is to provide comfort or emotional support do not qualify as service animals under these rules. Service animals are permitted to accompany people with disabilities in city council meetings, as well as all areas where members of the public are allowed to go.
- B. Service animals must, at all times while present in a city council meeting, be harnessed, leashed, or tethered, unless these devices interfere with the service animal's work or the individual's disability prevents using these devices, in which case, the individual must maintain control of the animal through voice, signal, or other effective controls.
- C. When it is not obvious what service an animal provides, city staff may only inquire (1) whether the dog is a service animal required because of a disability, and (2) what work or task has the dog been trained to perform. City staff shall not ask about the person's disability, require medical documentation, require a special

identification card or training documentation for the dog, or ask that the dog demonstrate its ability to perform the work or task.

- D. Allergies and fear of dogs are not valid reasons for denying access or refusing service to people using service animals. When a person who is allergic to dog dander and a person who uses a service animal must spend time in the same room or facility, for example, in a school classroom or at a homeless shelter, they both should be accommodated by assigning them, if possible, to different locations within the room or different rooms in the facility.
- E. A person with a disability cannot be asked to remove their service animal from the premises unless: (1) the dog is out of control and the handler does not take effective action to control it or (2) the dog is not housebroken. When one of these situations exists, city staff shall offer the person with the disability the opportunity to be present at the city council meeting without the animal's presence.
- F. No person with a disability who uses a service animal will be isolated from other people or treated less favorably than another person in the conduct of a city council meeting.
- G. City staff shall not be required to provide care or food for a service animal at a city council meeting.

## Rule 2.8 FUNCTIONS OF MEETING AGENDA

The council, with the assistance of the city clerk, shall publish three agendas each week for regular council meetings, the "final agenda" and two "draft agendas." The final agenda is the approved agenda for the next council meeting. The draft agendas are the agendas for each of the next two council meetings thereafter. The agendas serves to introduce items to the council, to establish the order of business and to give notice to the public as required under RCW 35.22.288. The notice of a special meeting is the agenda for such meeting.

## Rule 2.9 INTRODUCTION OF ITEMS

- A. Legislation shall only be placed on a regular legislative meeting agenda by the council president or any council member through the process established in Rule 2.10 (Agenda Process), except as otherwise provided by Rule 2.18 (Suspension of Rules). No resolution or ordinance may appear for consideration on a legislative agenda for consideration by the full council unless it has first been presented in a committee or study session and is sponsored by at least three two council members, one of which must be an executive committee member of the standing committee on which the item appeared. Legislative agenda items for which six (6) months have elapsed since the discussion of the item at a committee meeting should be returned to committee for an additional discussion before appearing for consideration on the legislative agenda. Items that need consideration on a



compressed timeline due to an unforeseen urgency or emergency may be added to a ~~draft~~ ~~advance~~-legislative agenda prior to being presented at a committee or study session with either (i) prior written permission from all of the council sponsor(s) or (ii) the council president, as set forth in writing in the agenda sheet. ~~Notwithstanding provided, the accelerated placement on the draft advance legislative agenda,~~ the matter must still be heard in committee and sponsored by at least three (3) (2)-council members, absent suspension of the rules by the council.

- B. Regular meeting agendas are prepared by the city clerk in the manner and format prescribed by the city council and consistent with council administrative policies and procedures and these council rules.
- C. The term “legislation” in these rules means any ordinance, resolution, contract approval, board and commission appointments, and special considerations. ~~Legislation does not include any item other than ordinance, resolution, or special consideration, and may include, but is not limited to, council letters to outside agencies and special acknowledgements.~~
- D. Any proposed ordinance intended to be enforced through a current, revised or new public rule shall include a copy of the current, revised or new public rule for consideration by the city council, along with a proposed resolution adopting said current, revised or new public rule. For purposes of this Section 2.9.D., the term “public rule” shall have the meaning set forth in Section 4.4 of that Administrative Policy and Procedure numbered Admin 0325-18-1 /LGL 2004-0021 and adopted December 3, 2018.

## Rule 2.10 AGENDA PROCESS

- A. The process of submitting agenda items and preparing the agenda for all council meetings shall be consistent with these rules and any administrative policies and procedures governing council meetings and agenda items. In a conflict between these rules and an administrative policy and procedure, these rules shall control.
- B. Except as otherwise provided in Rule 2.9 (Introduction of Items), no agenda item, other than weekly reports of the mayor of pending claims and payments, payroll claims, ~~b~~Board/~~c~~Commission/~~c~~Committee appointments, initiative and referendum matters, and letters appearing under special considerations, may appear on a council legislative agenda without (i) first appearing on a standing committee agenda and (ii) meeting the requirements to emerge from the standing committee, as provided in paragraph F of Rule 6.2 (Committee Process). Mayoral nominations and appointments do not require council sponsors, and shall appear on the council agenda upon submission by the Mayor in the manner provided under the City Charter.
- C. Agenda items submitted to a standing committee’s ~~preliminary~~ agenda must be

submitted to the standing committee associated with the division from which the agenda item originates, as illustrated in Attachment A. For purposes of this rule, special budget ordinances (SBO) are assigned either to the committee of the underlying department whose appropriation(s) are affected by the SBO, or the Finance & Administration Committee.

D. Agenda items may be submitted to a standing committee unrelated to the subject matter of the item with the permission of the chair of the appropriate standing committee and the permission of the chair of the unrelated committee to which the item is being submitted.

E. Proposed agenda items are added to a final committee agenda after securing confirmation from at least one ~~executive committee council~~ member ~~of the relevant standing committee~~ that they will sponsor the item for committee.

~~F.~~ To move out of a standing committee and onto a legislative agenda, resolutions and ordinances must secure ~~three (3) two (2)~~ council sponsors, ~~one of which must be an executive committee member of the standing committee on which the item appears.~~

~~F.G.~~ A council member may remove their sponsorship from an agenda item at any time prior to final consideration by notifying council members and the city clerk. If removal of their sponsorship deprives the legislation of requisite sponsors, and no additional council members adds their name as a sponsor, the matter is referred back to the committee of origin.

~~G.H.~~ The timeline and process for formalizing standing committee meeting agendas is as follows:

1. No later than 5:00 p.m. on the ~~Wednesday/Thursday occurring eleven (11) calendar days before immediately preceding~~ the desired committee meeting, suggested agenda items ~~and briefing papers~~ (for both consent and discussion items) shall be uploaded into OnBase.
  - a. At that time, ~~both~~ the agenda sheet ~~and the briefing paper~~ template should be filled out completely and must indicate whether the preparer prefers the item to be a consent item or a discussion agenda item.
  - b. Supporting attachments, including ordinances, resolutions and contracts, are due at this time except with express permission by the committee chair.
2. By 9:00 a.m. on the ~~Friday/Thursday occurring ten (10) calendar days before immediately preceding~~ the desired committee meeting, items submitted into OnBase must receive all OnBase approvals and arrive in the committee queue. Items that do not receive all OnBase approvals by

the above deadline may be added to ~~both the preliminary and the~~ final committee agenda at the discretion of the committee chair or their designee.

3. Items originating from the council office are not required to gain administration OnBase approvals to be added to a ~~preliminary or final~~ committee agenda.

~~4. By close of business on the Friday occurring ten (10) calendar days before the committee meeting, the preliminary agenda should be sent out to all council members for review.~~

~~5. No later than 10:00 a.m. on the Wednesday immediately preceding the committee meeting, council member requests for additional information on any agenda item are due.~~

~~6. At any time between the distribution of the preliminary agenda and close of business on the Friday immediately preceding the standing committee meeting the executive committee members, initiative managers, and administrative leads should meet at least once to create and/or finalize the agenda.~~

~~7. To be included on a committee's final agenda, an item must be sponsored by at least one (1) executive committee member of the standing committee on which the item is to appear. Other than ordinances and resolutions, if an item is submitted in compliance with the above committee deadlines and is sponsored by at least one executive committee member, it shall appear on the committee's final agenda.~~

~~8. Resolutions and ordinances being placed on the consent portion of a final committee agenda must have at least two (2) council members identified as sponsors when submitted, one of which must be an executive committee member of the standing committee on which the item appears.~~

~~9.4.~~ If administration staff need help identifying a sponsor, they should consult with the committee chair, vice chairs or their legislative assistants.

~~10.5.~~ After the final committee agenda is created, council staff circulates the final committee agenda by close of business on the ~~Friday~~ Thursday immediately preceding the committee meeting.

~~41.6.~~ Any deviation from the timeline for submitting agenda items (~~submitting~~ ~~accepting~~ agenda items past the deadlines, for example) must be approved by the committee chair or their designee.

~~H. Every agenda item shall be accompanied by a completed briefing paper in the format provided by the council office (Attachment B). For legislative matters adopting significant policy positions, the briefing paper shall indicate whether the item was reviewed by a council subcommittee and, if so, a summary of the subcommittee's analysis and, if not, why subcommittee review did not occur. The presiding officer of the committee or council president, as the case may be, may exclude an agenda item for consideration if the briefing paper lacks relevant and material information.~~

I. The wording for the agenda item and the relevant information placed on the agenda sheet are to be provided by the person submitting the item. ~~Where indicated, a p~~Plain language ~~summary shall be provided shall be used~~ to accurately describe the item ~~to with the goal of making it the item~~ easily understood by the public. The council president or their designee shall decide any disputes over wording unless verbiage is determined by a majority vote of the council. The council director or designee, the city clerk and city attorney's office staff may edit agenda items for technical, grammatical or typographical errors.

J. Each council member shall have the continuing duty to be familiar with all agenda items and all accompanying information.

~~K. At the time of submission of a legislative discussion item to a committee agenda, the council sponsor(s) shall prepare a brief summary of the legislation for the council director of communications and community engagement, who shall publicize the proposed legislation and alert the public to an opportunity for written comment. Publication under this rule may include posting a page on the city council website with a plain language explanation of the legislation and a comment form for community members to provide comment on the proposed legislation, in addition to instructions on how to provide written comment. Notice under this section shall include a statement that any legislative item appearing on the council advance or current agenda is subject to deferral by council vote on the day said item appears on the agenda, and that members of the public should confirm whether an item remains on that day's legislative agenda by consulting the council's webpage prior to the 6:00 p.m. legislative session. Publication under this section shall be supplemental to, and not in lieu of, any publication required by the OPMA or other notice required by law.~~

## Rule 2.11 NOTICE BY AGENDA

Except as provided below, the agenda is the only required meeting notice.

## Rule 2.12 SPECIAL MEETING NOTICES

Notice of every special meeting shall be given in writing to every council member, council staff, the mayor, the city attorney, and to all parties who have on file with the city clerk a request for such notices. The notice shall be delivered personally, electronically, by mail, by facsimile or otherwise, so as to be received at least 24 hours before the meeting or as otherwise provided for in RCW 42.30.080. The notice shall state the place and time of the meeting and the business to be conducted. The council shall not make final disposition of any matter not included in the notice. Notices of special meetings are prepared by the city council office staff and issued by the city clerk's office. Submission of legislative items for consideration at a special session need not conform to Rule 2.9 (Introduction of Items).

## Rule 2.13 THE CHAIR

- A. The council president, or in their absence or incapacity, the council member selected by the council to serve as council president *pro tem* pursuant to SMC [02.005.02003-01.120\(A\)](#) (each of whom is referred to in these rules as "the chair") shall preside over meetings of the council and cause the business of the council to be transacted in accordance with these rules. The presiding officer may yield the chair to another council member to conduct a portion of the meeting. If the council president *pro tem* is unavailable, the council member with seniority of tenure on the council shall preside.
- B. The chair shall determine all questions of parliamentary procedure, subject to appeal as provided in this Rule 2.13(B), but shall liberally grant leave to the city council's policy advisor and/or a city attorney to speak to the question. A ruling of the chair can be appealed, before the ruling is acted on, by any council member's announcement of an appeal, which appeal is perfected by receiving a second. The chair shall then state the question in terms of upholding the ruling and may state the reasons for the ruling. Then the member appealing has the floor to open debate on the appeal. Upon the close of debate, the council shall vote on [whether to sustain the chair's ruling](#)~~the appeal~~.
- C. The chair may not make a motion. The chair may second a motion ~~only if there is no other second and only for the purposes of discussion~~. The chair may vote as any other council member.
- D. The chair has the authority to recess any council meeting in the appropriate circumstances, including when noise, disturbance, indecorum, or other circumstances warrant a recess. In the event disturbance, indecorum, or other circumstances disrupt council meeting, the chair may request a motion to adjourn pursuant Rule 2.3 (Adjourned Meetings). The chair may direct any person or persons disrupting the meeting to be removed from the chambers or to otherwise eliminate a source of disruption. In administering this rule, the chair will be guided by the council's intent to support robust public, peaceful participation by the public.

## Rule 2.14 ORDER OF BUSINESS

### A. Agenda Review Briefing Session.

~~The council will meet each week on Tuesday to review the final and draft agendas. The regular order of business in an agenda review briefing session is as follows. The meeting chair may make adjustments to the order of business as needed. In the event of a double agenda review Briefing Session, where both the Current and Advanced Agendas are to be briefed due to a meeting cancellation the previous week, the agenda for the following week may Current Agenda will generally be reviewed briefed first in order to ensure that the agenda is approved and amendments occur with time for staff to prepare for the public testimony sign in period. The regular order of business in an agenda review is as follows.~~

1. Roll call;
2. Council or staff reports of matters of interest;
3. Staff or council member briefings regarding matters on the draft advance agenda, as may be requested by council members;
4. Discussion of and any adjustments to the draft advance ~~advance~~ agenda ~~for the following week's meeting~~;
5. Approval by motion of the ~~advance following week's draft~~ agenda;
6. Any new background by staff or council members for items on the final current agenda ~~for~~; and
7. Discussion of and any adjustments to the final current agenda.
- 7.8. Approval by motion of the final agenda.

### B. Executive Session.

The business of an executive session is determined case by case within the restrictions of the OPMA and other provisions of state law. (See also Rule 2.1.D, Meetings). The meeting minutes shall record the announced purpose of the executive session as well as the time that executive session began and ended.

### C. Legislative Session.

The regular order of business in a legislative session is as follows. The meeting chair may make adjustments to the order of business as needed, including combining testimony on multiple items.

#### 1. Land Acknowledgement

~~1.2.~~      Pledge of Allegiance;

~~2.3.~~      “Poetry at the Podium,” ~~w~~Words of inspiration, and special introductions;

~~3.4.~~      Roll call to establish the presence of a quorum;

~~4.5.~~      Reading of proclamations and salutations;

~~5.6.~~      Reports from community organizations;

~~6.7.~~      Announcement of adjustments to the agenda;

~~8.~~      Council appointments and ~~approval~~consideration of mayoral appointments;

~~a.~~      ~~Testimony from members of the public concerning the appointments;~~

~~b.~~      ~~Request(s) by an individual council member, if any, to consider any specific appointments separately;~~

~~a.c.~~      ~~Action on the appointments;~~

~~7.9.~~      Consent Agenda;

~~a.~~      ~~Testimony from members of the public concerning the consent agenda;~~

~~b.~~      ~~Request(s) by an individual council member, if any, to consider any specific consent agenda items separately from the consent agenda;~~

~~c.~~      ~~Action on the consent agenda;~~

~~8-10.~~      Reading of each legislative item by the city clerk;

~~a.~~      ~~Report by staff and questions to staff;~~

~~b.a.~~      ~~Testimony from members of the public concerning the agenda item;~~

~~e.b.~~      ~~Deliberation by council, and such further dialogue with staff and community members as council may desire, including any motions by council members concerning the agenda item; and~~

~~d.c.~~      ~~Vote.~~

~~11.~~      ~~Special Considerations, Public Hearings~~

~~9-12.~~      Open Forum

~~10-13.~~      Adjournment.

- D. Items shall be acted upon in the order in which they appear on the agenda; provided, items may be taken out of order, combined, or separated at the chair's discretion, absent the objection of a majority of the council. Items on the agenda may be grouped under various headings or sections and entire sections may be read and acted upon at one time at the discretion of the chair absent the objection of a majority of the council.
- E. All city council appointments or mayoral appointments which require city council approval shall be announced and voted upon by motion during the legislative session; provided, that the confirmation of mayoral nominations of department heads, the city clerk, and the city attorney, pursuant to Section 24 of the City Charter, shall be by resolution.
- F. Pursuant to SMC 02.01.010, the council may hold a legislative session of a council meeting outside of City Hall in a "Town Hall" format. Town Hall legislative sessions should be held at least once a year in each council district. The purpose of the Town Hall meetings is to offer a time for city council to hear from residents and neighborhood councils at a meeting held outside of City Hall and more convenient to residents of each council district. The order of business at the legislative session of a Town Hall meeting shall be as set forth in Rule 2.14.C above, provided:
1. The "Town Hall" portion of the agenda shall be after council appointments and approval of mayoral appointments, and before reading of consent agenda items;
  2. The specific agenda and number of presenters at the Town Hall portion of the legislative agenda shall be determined by the council president, with preference given to the neighborhood councils of the district where the council meeting is held; and
  3. No open forum will be commenced or continued after 8:30 p.m.

#### Rule 2.15 PARTICIPATION BY MEMBERS OF THE PUBLIC IN COUNCIL MEETINGS

The council encourages public participation in the legislative process. Council meetings shall be conducted in a manner that provides the opportunity for all attendees to hear, see and participate in the proceedings to the extent provided in these Rules and applicable city, state, and federal law. Speech or conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of any council meeting is prohibited. In addition to these general principles governing public participation, the following specific rules apply:

- A. Members of the public may address the council regarding the following items during the council's legislative session: board and commission appointments, the consent agenda as a whole, all first reading ordinances together (with the



exception of first reading ordinances associated with hearings, which shall be taken separately), final readings of regular and special budget ordinances, emergency ordinances, hearing items, special considerations, review of mayoral vetoes, and other items before the city council requiring council action, except those that are adjudicatory or solely administrative in nature. This rule shall not limit the public's right to speak on issues that are not part of the current or advanced agendas during open forum.

- B. No member of the public may speak without first being recognized for that purpose by the chair. Except for named parties to an adjudicative hearing, a person may be required to sign a sign-up sheet and provide their city of residence as a condition of recognition. Council members must be recognized by the chair for the purpose of obtaining the floor.
- C. Each person speaking in a public council meeting shall verbally identify themselves by name, city of residence, and, if appropriate, representative capacity.
- D. Each speaker shall follow all written and verbal instructions so that verbal remarks are electronically recorded, and documents submitted for the record are identified and marked by the city clerk.
- E. Those who wish to provide commentary but do not wish to give verbal comments at the podium may provide written comments to the council via letter or electronic mail.
- F. No person shall be permitted to conduct demonstrations, display banners, hold signs, applaud or boo speakers, use profanity, vulgar language or obscene speech, yell or make comments that attack or verbally insult any individual, or engage in other such disorderly conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of the proceedings.
- G. Standing is permitted so long as doing so maintains compliance with applicable fire codes and the Americans with Disability Act (ADA), does not interfere with reserved seating areas, and does not impede access to entrances and exits to the Council Chambers, aisles, or pathways inside the Council Chambers. Attendees shall be mindful not to obstruct the views of others in Council Chambers when standing.
- H. A speaker asserting a statement of fact may be asked by a council member to document and identify the sources of the factual datum being asserted.
- I. When addressing the council, members of the public shall direct all remarks to the council president, shall refrain from remarks directed personally to any council member or any other individual, and shall confine remarks to the matters that are specifically before the council at that time.

- J. City employees or city officials (including members of city boards and commissions) may participate in public comment, including testifying at open forum and offering written testimony, providing they are in compliance with the City of Spokane Code of Ethics and they do the following:
1. Announce at the beginning of their testimony that they are there in their personal capacity or their capacity as a member of a relevant board, commission, committee or community group;
  2. Protect confidential information, including, but not limited to, confidential financial information and attorney-client communications;
  3. Do not use, or be perceived to use, city funds, including giving testimony during paid work time or while in uniform; or city property, including using a city-issued computer or cell phone, in giving testimony.
- K. When any person, including members of the public, city staff, and others, are addressing the council, council members shall observe the same decorum and process as the rules require among the members *inter se*. That is, a council member shall not engage the person addressing the council in colloquy but shall speak only when granted the floor by the council president. All persons and/or council members shall not interrupt one another. The duty of mutual respect and avoiding unlawful harassment set forth in Rule 1.2 and the rules governing debate set forth in *Robert's Rules of Order, Newly Revised*, shall extend to all speakers before the city council. The city council's policy advisor and/or a city attorney shall, with the assistance of council staff, assist the council president to ensure that all individuals desiring to speak shall be identified, appropriately recognized, and provided the opportunity to speak. All persons attending city council meetings or city council sponsored meetings shall refrain from harassing other attendees or risk being removed and/or prohibited from attending future meetings.
- L. The city council intends to fully comply with chapter 18.11 SMC, Language Access in Municipal Proceedings. Rules regarding participation of individuals in council proceedings, including legislative sessions and open forum, shall be deemed amended to conform to any Language Access Plan adopted by the council pursuant to SMC 18.11.030. Except as otherwise provided in an adopted Language Access Plan, individuals with limited English language proficiency are encouraged to contact the council office director at least five (5) days prior to a scheduled legislative session for assistance with the signing up to testify or to arrange translation or interpretation assistance.
- M. City council legislative sessions are regularly video and audio recorded and available online (<https://vimeo.com/spokanecitycouncil>). Members of the public may also photograph or film council proceedings so long as doing so maintains compliance with applicable fire codes and the Americans with Disability Act (ADA), does not interfere with reserved seating areas, and does not impede access to entrances and exits to the Council Chambers, aisles, or pathways inside the

Council Chambers. Attendees shall be mindful not to obstruct the views of others in Council Chambers when photographing or recording. No flash photography or other lighting is permitted. .

- N. RCW 42.17A.555 generally prohibits the use of city facilities for electioneering. Therefore, no person may use the council meeting or facilities for the purpose of assisting a campaign for election of any person to any office, or for the promotion of or opposition to any ballot proposition. In this context, the term “facilities” includes council chambers, the council gallery and the speaking opportunities available through the public comment and open forum procedures set forth in these rules. Nothing in this rule prevents public comment regarding a council resolution or statement concerning any ballot proposition, so long as such public comment is confined to the merits of the council action and not the merits of the ballot proposition.

#### Rule 2.16 PUBLIC TESTIMONY REGARDING LEGISLATIVE AGENDA ITEMS

- A. Members of the public can sign up to give testimony beginning no later than 5:00 p.m. on the Friday immediately preceding the legislative session and ending at 6:00 p.m. on the date of the meeting. Members of the public can sign up to give testimony on legislative items via the online testimony sign-up form linked in the meeting packet or in person outside council chambers beginning at 8:00 a.m. on the day of the legislative session. Speakers must sign in using a name. Members of the public who are unable to sign up during the sign-up period or who attempt to sign up late will not be added to the list of speakers. The order of the speakers shall be determined at the discretion of the chair.
- B. The city council shall take public testimony on all matters included on its legislative agenda as described at Rule 2.15(A), with those exceptions stated in Rule 2.16(B) this paragraph. Public testimony shall be limited to the final council action, except that public testimony shall be allowed at the first reading of ordinances. Public testimony shall be limited to two (~~three~~) (23) minutes per speaker. The chair, absent a majority vote of the council, has the authority to lower the three (~~two~~) (23) minutes per speaker time limit by announcing the new, lower time limit at the legislative session. ~~The chair may allow additional time if the speaker is asked to respond to questions from the council.~~ Public testimony and consideration of an item may be extended to a subsequent meeting by a majority vote of the council. Testimony on a legislative item deferred to a future date shall be taken on the future date, unless testimony on the date of deferral is allowed by the Council President.
- C. No public testimony shall be taken on oral amendments to consent or legislative agenda items, ~~votes to override a mayoral veto,~~ or solely procedural, parliamentary, or administrative matters of the council.
- ~~D. Public testimony will be taken on consent and legislative items that are moved to~~

~~council's regular briefing session or study session unless a majority of council votes otherwise during the meeting in which the items are moved.—~~

~~D. For legislative or hearing public hearings items that may affect an identifiable individual, association, or group required by state law, the chair may institute special rules for testimony, the following procedure may be implemented at the discretion of the council president:~~

~~E. Testimony at council committee meetings shall be governed by Rule 6.2.~~

~~F. Members of the public may provide written testimony for any agenda item. Written testimony can be provided to the council by sending it via regular mail, delivering it to the city clerk at a regular meeting of the council, or emailing comments to [testimony@spokanecity.org](mailto:testimony@spokanecity.org). To be included in the final agenda packet, written testimony on an agenda item must meet the following criteria:~~

- ~~1. Be delivered to the council via email at [testimony@spokanecity.org](mailto:testimony@spokanecity.org);~~
- ~~2. Include a title that clearly identifies the agenda item(s) to which the commenter is submitting testimony (e.g. "Written Testimony on Resolution 2025-0001");~~
- ~~3. Include the name of the submitter;~~
- ~~4. Be limited to 250 total words, excluding the email sender name, recipient, date and subject line; and~~
- ~~5. Be received in the [testimony@spokanecity.org](mailto:testimony@spokanecity.org) inbox no later than 5:00 p.m. on the Wednesday immediately preceding the legislative meeting on which the item is to appear on a final agenda.~~

~~Written comments that fail to meet any of the above criteria will not be included in the final agenda packet but should be distributed to the council via email.~~

~~1. 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:~~

- ~~a. There shall be up to fifteen (15) minutes for staff, board, or commission presentation of background information, if any.~~
- ~~b. The designated representative of the proponents of the issue shall speak first and may include within their presentation the testimony of expert witnesses, visual displays, and any other reasonable methods of presenting the case. Up to thirty (30) minutes may be granted for the proponent's presentation. If there be more than one designated representative, they shall allocate the allotted time between or among themselves.~~

- ~~c. Following the presentation of the proponents of the issue, three (3) minutes shall be granted for any other person not associated with the designated representative of the proponents who wishes to speak on behalf of the proponent's position.~~
  - ~~d. 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 amount of time which was allotted to the proponents.~~
  - ~~e. Following the presentation by the opponents of the issue, three (3) minutes shall be granted for any other person not associated with the designated representative of the opponents who wishes to speak on behalf of the opponents' position.~~
  - ~~f. Up to ten (10) minutes of rebuttal time may be granted to the designated representative for each side, the proponents speaking first, the opponents speaking second.~~
- ~~2. 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 (3) minutes to present their position, and no additional compensating time shall be allowed due to the fact that the side has no designated representative.~~
  - ~~3. 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.~~
  - ~~4. In the event that the side for which individuals wish to speak is not identified, those wishing to give testimony shall be granted three (3) minutes to present their position after all sides have made their initial presentations and before each side's rebuttal period.~~
- ~~E. 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.~~
  - ~~F. No person shall be permitted to display visual information during their testimony, including but not limited to presentations, videos, or other media; however, members of the public may share this information with the council by emailing them at [citycouncil2spokanecity.org](mailto:citycouncil2spokanecity.org).~~

~~G. In addition to in-person or remote verbal testimony, testimony may also be submitted by mail to City Council Office, Spokane City Hall, 808 W. Spokane Falls Blvd., Spokane, WA, 99201, by email to all council members, or via the contact form on the council's website.<sup>1</sup>~~

## Rule 2.17 VOTING, EFFECT OF DEFERRAL

A. Except where a majority plus one vote is required, (e.g., Charter section 19, RCW 35.33.081, RCW 35.33.091), and unless otherwise provided herein, all motions must receive at least four (4) affirmative votes to pass.

B. If a motion receives less than the required number of affirmative votes, it shall be declared that the motion failed and the status quo shall prevail.

C. Upon a tie vote, the status quo prevails on the matter upon which the vote was cast.

~~D.~~ Any legislative item may be deferred indefinitely or to a specific future legislative session date certain by motion. Any legislative item deferred indefinitely may only be returned to an advance council agenda by a motion by a council member who was on the prevailing side of the original vote to defer the item. A motion to return the item to the council advance legislative draft agenda must be adopted by four affirmative votes. Proposed amendments to items after deferral shall be by separate motion. Any item not returned to the council agenda within six months after the initial deferral shall be considered not adopted and may only be returned to the council agenda after introduction pursuant to Rule 2.10 (Agenda Process). Legislative items governed by Section 24 of the City Charter may only be deferred in a manner consistent with the charter.

~~D.E.~~ Any legislative item may be referred to a specific future standing committee meeting by motion. Items referred to committee are automatically included on the agenda of the committee to which the item is referred. To move out of the committee and onto a legislative agenda, the item must secure the minimum number of sponsors pursuant to Rule 2.10 (Agenda Process).

~~E.F.~~ The votes on any ordinance or formal resolution shall be individually taken and recorded. As to any other matter (such as motions), voting shall be by voice vote unless a member requests, prior to action on the next item of business, a roll call vote. Unless otherwise required due to the technical limitations of the specific meeting method or forum, the alternative to voice vote shall be the electronic voting tally system currently in use in the council chambers.

~~F.G.~~ In all cases of voting by other than voice vote, the city clerk shall record the names of those voting on each side of the question and of those abstaining. In

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<sup>1</sup> <https://my.spokanecity.org/citycouncil/members/>

cases of voice vote, it shall be sufficient for the chair to announce, and the record to reflect, whether the motion carried or failed. Regardless of method of voting, each council member shall have the right to explain the reasons for their vote and such a request shall be regarded as a point of personal privilege.

G.H. A council member may abstain from voting on any matter before the council if they have a direct personal or financial interest in the matter before the council which is not held in common with other members of the council. In order to abstain from voting, a council member must describe to the council ~~president~~ the basis for the abstention in an open public meeting prior to the vote.

## Rule 2.18 SUSPENSION OF THE RULES

These rules may be temporarily suspended for a particular matter or meeting by the affirmative vote of five council members. Motions to suspend the rules must specify both the general purpose of the suspension and the companion main motion prompting the need for a rules suspension, thus allowing for the main motion to be considered in the same action as the rule suspension (e.g., “Motion to suspend the rules for the purpose of adding three items to the agenda”). ~~Except with respect to open forum and public participation in council proceedings, a motion to suspend the rules does not relieve a council member from making a separate motion on the question that prompted suspension of the rules. By way of illustration, a motion to suspend the rules to “add three agenda items” still requires a separate and subsequent motion to add the three items to the agenda.~~

## Rule 2.19 RECONSIDERATION

All legislative decisions of the city council, including consent items, ordinances, resolutions, veto overrides, and hearing items are final, except that a council member on the prevailing side of a vote or who had an excused absence during was absent for the vote may ~~resubmit that item~~ move for reconsideration of all legislative decisions, other than veto overrides and mayoral appointments, within 15 days of council consideration or prior to the mayor’s action on an ordinance, whichever occurs first. Nothing in this rule shall be deemed to prevent any council member from otherwise submitting an ordinance or resolution to repeal or modify a prior city council action so long as such repeal or modification is added to the committee and council agenda as provided in these rules.

## Rule 2.20 PARTICIPATION BY TELEPHONIC OR VIRTUAL MEANS

- A. A council member may participate telephonically and/or virtually in all or part of a council meeting if:
  1. Prior approval is given by the council president for good cause or committee chair, as applicable, whose approval shall not be unreasonably withheld;

2. All persons participating in the meeting, including the public, are able to hear each other at the same time, such as by the use of a speaker phone; and
  3. The council member participating remotely shall have reviewed all of the applicable material and participated in the relevant portion of the council meeting related to the topic to which the council member is voting on.
- B. Any technical prohibitions or difficulties that prevent all parties present at the council meeting from adequately communicating with one another will negate any authorization previously given by the council president.

### **RULE 3 – ADJUDICATIVE APPEALS AND HEARINGS**

- A. Adjudicative hearings are quasi-judicial hearings involving named parties. Testimony during adjudicative hearings is limited to the parties involved in the hearing. Public testimony is not accepted in adjudicative hearings. Where procedures for appeals and hearings have been established by ordinance, the council shall follow those procedures. If a conflict arises between the ordinance and council rules, the ordinance shall prevail. Where there are no established procedures for an adjudicative appeal or hearing, the council shall implement the following procedure.
- B. No person shall be allowed to discuss any matter pending hearing with any member or members of the council except in the council chambers in the regular course of a council meeting. Each council member shall vigorously strive to avoid any outside communication from anyone in any form concerning a matter pending hearing or decision. If an outside contact cannot be avoided, the council member shall immediately make a note of the contact and shall at the beginning of the council's hearing on the matter announce the fact of the contact, the identity of the person, and the substance of the communication. If the communication be in written form, the council member shall as soon as possible file it with the city clerk.
- C. When the council's discussion and vote on a hearing item is at a meeting other than the hearing, it shall be the obligation of every council member participating in the action to be familiar with the facts in order to reach an informed, independent judgment. When a member discussing or voting on the matter was not present at the hearing, that member will have familiarized themselves with the hearing item based upon any audio or video recording of the hearing and all documents contained in the record. A council member shall not be briefed by anyone except in an open meeting.
- D. Council members shall disqualify themselves from participating in a hearing whenever bias, interest, or other influences will prevent or appear to prevent them from exercising fair-minded, independent judgment on the facts and established policy. Disqualifying influences include prejudgment of the issues that cannot be



swayed by the facts in evidence, a partiality or personal bias for or against a party, and a personal pecuniary interest in the subject matter. Examples of disqualifying bias include a close personal, family, or business relationship with a party, ownership of property the value of which might be affected by the decision, and a business or personal financial situation that might be affected by the decision.

- E. Should a council member be aware of circumstances which might appear to disqualify them, they can either disqualify themselves or explain the circumstances before the hearing and let the rest of the council, by majority vote, decide whether they can participate. Should the council be aware of circumstances which might appear to disqualify a member, the council may, by majority vote, disqualify the member. The council's discussion concerning disqualification of a member may occur in executive session. A disqualified member shall be absent from the dais during the hearing and during discussion and voting.
- F. In all adjudicatory appeals and hearings, council members are acting in their quasi-judicial capacity and shall comply with all applicable provisions of state law including the appearance of fairness doctrine (Chapter 42.36 RCW) and the code of ethics for municipal officers in contract interests (Chapter 42.23 RCW).
- G. Adjudicatory Appeal Hearing Procedures.

At the hearing on the appeal, the following rules apply:

1. Oral argument on appeal is limited to parties of record.
2. Oral argument on appeal is limited to thirty minutes per side. If there is more than one appellant or more than one person wishing to present oral argument on appeal, the total time allowed to all such persons is thirty minutes. Any time reserved for rebuttal or surrebuttal is deducted from the time allowed for opening argument. Time taken to respond to questions from the city council is not deducted from the time allowed for argument.
3. Argument is presented first by the appellant in support of the appeal followed by the respondent in opposition to the appeal.
4. No new evidence may be presented during oral argument. Matters found by the hearing officer or body to be facts in the record are presumed to be true and accurate. Oral argument is limited to stating why the record does or does not support the decision.
5. The city council may not consider any new facts or evidence on appeal. The city council's review of appeals is limited to the record prepared by the hearing officer or body, including the verbatim transcript of the hearing, the written appeal, memoranda submitted, and, if permitted, oral arguments presented in accordance with the requirements of this section. Closed record appeals before

the city council must be concluded within 90 days of the date the appeal is filed unless all parties agree to a longer period.

6. Supplemental documents.

- a. The parties to the appeal may file memoranda regarding the appeal. Such memoranda must be filed by the agenda deadline for the meeting preceding the meeting set for consideration of the appeal.
- b. Any replies to the memoranda must be filed by the agenda deadline for the meeting set for consideration of the appeal.
- c. The city clerk distributes such memoranda and responsive documents to all parties to the appeal, the city council, the city attorney, the planning director, and the hearing examiner.
- d. Neither memoranda nor responses may contain any new facts or evidence or discuss matters outside the record. They are limited to stating why the record does or does not support the decision.

H. The city council may supplement these rules in a case-by-case situation in order to provide due process to all participants in a hearing.

## **RULE 4 – ORDINANCES AND FORMAL RESOLUTIONS**

### **Rule 4.1 UPLOADED ITEMS FOR COUNCIL CONSIDERATION**

- A. All council agenda items, including ordinances and resolutions shall be uploaded into OnBase as provided in Rule 2.10 (Agenda Process).
- B. After presentation at committee, so long as council sponsorship requirements are met as provided in Rule 2.10 (Agenda Process), the council office director, or their designee, will approve items to move forward to the city clerk for consideration at a future council legislative session. All items, whether discussion or consent, will remain in the council queue and will not advance toward a legislative agenda until having gone through committee unless granted permission to be considered on a compressed timeline as established in Rule 2.9 (Introduction of Items).
- C. To accommodate narrow construction windows, engineering construction contract ~~itemss briefing papers~~ may be submitted to committee prior to bid opening as long as the item includes the engineer's cost estimate and estimated construction timeline. When final construction contract information is received, these items may be re-submitted to the council office director, or their designee, for submission to the city clerk for consideration at a future council legislative session.

- D. An ordinance or resolution must have been filed with the city clerk prior to the meeting of which it is an agenda item. No ordinance or resolution, except emergency measures, shall be passed until it has been on file with the city clerk for at least three (3) business days, including the day of the council meeting.
- E. If an ordinance or resolution, or an amendment to an ordinance or resolution, has not been on file with the city clerk for at least three (3) business days, a council member may request that the ordinance, resolution or amendment be read in full prior to consideration by the council. Absent a request by a council member for a full reading, any ordinance or resolution (including any amendments) that has been submitted to the agenda as provided under these rules may be considered after reading of the title or a summary.
- F. Each ordinance or resolution shall have a succinct, plain-language title and summary which briefly describes its purpose and effect. The agenda sheet for every item shall, when filing the same with the city clerk, specify the committee of origin for the ordinance or resolution and the names of the council members who are sponsoring the ordinance or resolution. Subject to Rule 2.18 (Suspension of rules), every ordinance or resolution must be first presented in a committee before it may appear on the council's agenda for first reading (for ordinances) or for council consideration (for resolutions).
- G. Each ordinance or resolution which would have an impact on the fiscal condition of the city must note that fact on the agenda sheet and be accompanied by a brief description of the fiscal impact of the ordinance or resolution on the current year's budget.
- H. At the time of submission of a legislative discussion item to the council agenda, the record relating to the item must reflect compliance with Rule 2.10.K (Public Comment).

#### Rule 4.2 AMENDMENT AND SUBSTITUTION

- A. "Amendment" of legislation pertains only to legislation on the agenda and occurs at the time proposed legislation is under debate by the council, and may be offered by motion by any council member. "Substitution" of legislation occurs prior to debate of proposed legislation and may only be made by sponsors of the ordinance or resolution. Board, and commission and mayoral appointments are not subject to amendment or substitution. Amendments and substitutions are permitted only as provided in this Rule 4.2.
- B. Every proposed amendment shall be in writing and circulated by the proposing council member or their legislative assistant to the city clerk and city council members and staff prior to 405:00 p.m. on the Friday-Wednesday immediately preceding council consideration; provided, amendments making clerical or technical corrections may be articulated orally during debate. Any amendment

submitted after the ~~105:00~~ pa.m. Friday deadline, if adopted by council on the ~~Tuesday~~Monday immediately following the deadline, shall result in that legislative item being deferred to the next regular council legislative agenda.

- C. Proposed amendments shall be included in the current agenda packet for the benefit of public review and council consideration and shall be identified by the city clerk file number and the council member proposing them (e.g., "ORD CXXXXX ~~The Council Member [LAST-NAME]SMITH~~ Amendment ~~to ORD CXXXXX~~").
- D. A substitution of all or a portion of the wording of an ordinance or resolution which is to be listed on an advance council agenda may be submitted by the majority of sponsors of the ordinance or resolution without council approval, so long as the substitution is in writing and circulated by the proposing council member or their legislative assistant to all council members and the city clerk by no later than 540:00 pa.m. on the ~~Friday~~Wednesday immediately preceding the meeting at which the ordinance or resolution is to appear on an ~~advance~~draft agenda.
- E. Any motion to amend an ordinance or resolution shall require four (4) affirmative votes to pass. Any motion to suspend the requirements in this Rule 4.2 shall require five (5) affirmative votes to pass.
- F. Amendments and substitute versions not timely filed with the city clerk ~~at least three days~~ before the meeting, whenever reasonably possible, shall be posted for public viewing on the city council Facebook page or other similar channels so that interested members of the public may review during council's consideration of the matter.
- G. The deletion of an emergency clause converts the ordinance to a regular ordinance which requires a second reading at a subsequent meeting. The addition of an emergency clause by amendment requires the ordinance to be deferred to allow public hearing.

#### Rule 4.3 SUBJECT MATTER

The council shall not consider or pass any ordinance or resolution the subject matter of which is not directly related to local affairs or municipal business or if action by the city council does not result in the adoption of a new or amendment to an existing ordinance or resolution or affect any city policy or practice.

### **RULE 5 – PROCESSING ORDINANCES**

#### Rule 5.1 PUBLICATION, SIGNATURE AND RECORDING

- A. An ordinance passed by the city council shall, within five (5) days thereafter, be presented to the mayor.

B. An ordinance:

1. Making the annual tax levy,
2. Adopting the original annual budget,
3. Making appropriations,
4. Implementing a local improvement district or confirming the assessments therefor,
5. Which is an emergency or special budget ordinance,
6. Which is an emergency ordinance, or
7. Which has been approved by the electors by referendum or initiative

shall become effective immediately upon passage.

C. Ordinances signed by the mayor, and the approved parts of ordinances that have been partially vetoed, will thereupon be filed with the city clerk for recording and publication if not already published.

D. Ordinances not signed by the mayor after ten (10) days will be filed with the city clerk for signature, recording and publication as necessary.

Rule 5.2 VETO

If, within ten (10) days of presentment, the mayor vetoes an ordinance or part of an ordinance, the ordinance or part thereof, along with the veto message (if any), is returned to the city council, which shall provide a copy to the city clerk. The city clerk shall schedule the matter for reconsideration for the next available council meeting, if requested by a city council member. If, within thirty (30) days of the mayor's veto or partial veto, the city council overrides the veto, the ordinance shall be considered enacted on the date that the override occurs and shall take effect 30 days after enactment. Such ordinance will be signed by the council president, council president pro tem, or two council members and filed with the city clerk for publication and recording. Any ordinance vetoed by the mayor, and for which no veto override has been passed by the council, may be resubmitted for council approval as provided in Rule 2.19 (Reconsideration).

**RULE 6 – COMMITTEES**

Rule 6.1 STANDING COMMITTEES – ESTABLISHMENT AND MEMBERSHIP

A. There shall be four (4) standing committees, as follows:

1. Public Safety and Community Health;
  2. Urban Experience;
  3. Public Infrastructure, Environment and Sustainability;
  4. Finance and Administration.
- B. All council members shall be members of each standing committee. Standing committee meetings shall be noticed as meetings of the council where no legislative action shall occur.
- C. The council president shall chair each study session, agenda review, Briefing Session and Legislative sSession of the city council. All committee chairs and vice-chairs shall be determined by majority vote of the council and shall preside over the meetings of their respective committees.
- D. Each standing committee shall have ~~an executive committee comprised of three council members: the committee~~ one (1) chair and the two (2) one (1) vice chairs. The council shall confirm ~~executive members~~ chairs and vice chairs of each standing committee by resolution adopted no later than the second meeting in January of each year or as soon thereafter as possible.

## Rule 6.2 COMMITTEE PROCESS

- A. The purposes of standing committee meetings are ~~first~~ to provide council members an opportunity to discuss potential legislation publicly, to receive public testimony on items included on the committee's agenda, and ~~second~~ to provide the city administration and city staff an opportunity to update council members regarding department programs, plans, and other administrative activities and future City council administrative items. Standing committee meetings are also a venue to brief the council on future legislative agenda items, and to discuss strategic initiatives with the city administration and measuring progress of these initiatives. Legislative agenda items should be in final or close to final draft form at the committee presentation. Council members should also utilize standing committees to update each other on their board, committee, and commission assignments,
- B. All standing committees shall be video recorded and open to the public using the appropriate method (i.e., webcasting or streaming when physical presence is not possible due to law or regulation) except during such time as the committee is in executive session consistent with the OPMA. ~~No p~~Public testimony is taken during standing committee meetings, and speaker conduct shall be governed by Rule 2.15 (Public Participation). Notwithstanding the public testimony section of the meeting, Participation in a standing committee meeting shall be limited to standing committee members, appropriate staff and other individuals recognized

by the committee. ~~Upon motion of the city council, a standing committee meeting may be conducted as a meeting of the full city council, in which case, a special meeting notice shall be issued, and the meeting shall be conducted in a study session format.~~ Administrative support for each committee will be provided by council office staff.

C. Each committee shall meet monthly at 11:00 a.m. ~~1:15 p.m.~~ in the council chambers, except where cancelled or rescheduled to a different time or date at the discretion of the chair, in the following order:

1. Public Safety and Community Health: First ~~Tuesday~~Monday of each month
2. Urban Experience: Second ~~Tuesday~~Monday of each month
3. Public Infrastructure, Environment, and Sustainability: Third ~~Tuesday~~Monday of each month
4. Finance and Administration: Fourth ~~Tuesday~~Monday of each month
5. If there is a fifth ~~Tuesday~~ Monday in a month, that date is reserved for an additional study session if needed and as convened by the council president.
6. If a committee meeting falls on a scheduled city holiday, the meeting will be rescheduled to the next available ~~Tuesday~~ Monday at a time determined by the chair~~10:00 a.m.~~

D. Committee meeting agenda are formalized pursuant to Rule 2.10 (Agenda Process). The regular order of business for committee meetings shall be as follows, unless modified ~~is determined~~ by the committee chair in his or her discretion:-

1. Briefing by administration and staff
2. Public testimony on committee agenda
3. Council discussion and confirmation of sponsors

D.E. Testimony sign-up for committee meetings shall open no later than 5:00 p.m. on the Friday immediately preceding the meeting. The maximum number of public speakers at committee shall be fifteen (15). In the event that more than fifteen (15) speakers have signed up to speak, preference will be given to those who signed up first. Each speaker shall be limited to two (2) minutes to speak to the entire committee agenda. A majority of the council members in attendance may vote to alter the time limit or number of speakers.

~~E.F.~~ Each item presented in committee must have a fully completed agenda sheet when uploaded into OnBase, be accompanied by a briefing paper, using the Briefing Paper Template attached to these rules (attachment B), and any additional briefing or research documents necessary, unless waived in the particular case by the committee chair.

~~F.G.~~ Each ordinance or resolution must be presented by the council sponsor or their designee in the appropriate committee which corresponds to the subject matter of the ordinance or resolution before it may move forward for inclusion on the council's legislative agenda. With written permission from ~~both~~ the council president ~~and one of the executive committee members of the standing committee under which the item would normally fall~~, this requirement may be met by conducting a presentation of the item in a ~~regular~~ council study session which has been noticed as a public meeting.

~~G.H.~~ By motion of the council, any matter before the council may be referred to a committee, except that no committee shall investigate the facts of, nor shall any member or members of the council take independent action on, any pending or contemplated adjudicated matters.

### Rule 6.3 INTER-GOVERNMENTAL COMMITTEES AND BOARDS

Unless governed by other regulations, statutes, or ordinances, the nomination of the full slate of council members to inter-governmental committees or boards shall be made by the council president, subject to confirmation by a majority of the city council. All appointments shall be made consistent with the governmental documents creating the inter-governmental committee. The council president shall appoint proxies to attend meetings when the assigned council member is unable to attend a meeting.

### Rule 6.4 AD HOC COMMITTEES AND WORKING GROUPS

Council ad hoc committees, also known as working groups, with specified functions may be established for a designated term or for a specific task or to advise the council on specific subject matter, by resolution. Unless specified in the resolution which created the ad hoc committee, matters of committee business such as the appointment process and qualifications for membership, the number of members, and the deadline for any resulting reports of the ad hoc committee shall be determined by the committee itself. Working groups shall not include more than three council members unless the meetings of such a working group publishes notices of its meetings consistent with the OPMA.

### Rule 6.5 BOARDS AND COMMISSIONS APPOINTMENT PROCESS

The city council shall interview mayoral nominees for appointment to boards and commissions prior to considering their appointment and shall take action on each such nomination in an open public meeting. Re-appointments do not require an interview unless requested by a council member.



## RULE 7 – MISCELLANEOUS

### Rule 7.1 COUNCIL POSITION VACANCY

- A. Upon receipt of a written notice of a vacancy or an impending vacancy of a city council position other than that of council president, the council president or designee shall announce the vacancy within seven (7) days of the receipt of the vacancy notice occurring and call for interested parties to submit their applications for consideration by a deadline stated by the council president set with concurrence of the council.
- B. Upon the close of the deadline, each council member shall review the applications, interview on an individual basis whichever applicant(s) they desire to interview and send the council president a prioritized list of who they believe should be interviewed by the entire city council.
- C. The council president shall compile the council members' prioritization of candidates to be interviewed and schedule the top-ranked candidates to be interviewed by the entire city council. Additional candidates may be selected for interviews by a majority vote of the council. Once the slate of candidates to be interviewed by the entire council is announced, no council member may communicate with any candidate outside of the formal interview by the entire council.
- ~~D.~~ The council shall conduct interviews of each individual candidate selected for interviews in an open public meeting. No public comment is permitted in such public meetings.
- ~~D.E.~~ After conducting interview of the individual candidates, the council shall hold at least one public hearing during a regular legislative session to accept testimony from the public regarding potential candidates.
- ~~E.F.~~ Upon completion of the interviews and public hearing, the council, pursuant to RCW 42.30.110(1)(h), may go into executive session to evaluate the qualifications of each candidate.
- ~~F.G.~~ The council shall take final action by resolution appointing a candidate to fill the vacancy during an open public meeting.
- ~~G.H.~~ Provisions regarding the selection of a candidate for a city council vacancy not set forth by these rules shall be determined by the city council by motion during an open public meeting.
- ~~H.I.~~ If the council president position becomes vacant, the city council may elect to appoint one of the existing council members to fill the position of council

president without following the selection procedure set forth above. If, upon a motion of the city council, the city council decides to consider someone other than an existing council member to fill the vacant position of council president, the city council shall follow the selection procedure set forth above.

#### Rule 7.2 COUNCIL MEMBER DISCIPLINE

Council members may be subject to disciplinary action only by motion adopted by the affirmative vote of five (5) members of the council, taken in an open public meeting. Disciplinary action may be based on violation of these rules, the City Ethics Code (SMC [01.04B01-04A](#)), or any standards of behavior expected of elected officials, including apparent conflicts of interest, and may include, without limitation, censure, removal from membership on a standing committee, or removal from membership on an intergovernmental board or commission. Nothing in this rule shall be deemed to prevent the council from adopting a non-binding resolution formally admonishing, rebuking or denouncing any other elected official, to the extent otherwise permitted by law.

#### Rule 7.3 COUNCIL STAFF

- A. Each council member has the sole authority to hire, direct, and discharge one legislative assistant.
- B. While all council members have the authority to direct a member of shared council office staff, pursuant to Charter Section 9 and SMC 02.005.030, the city council delegates to the council president the power to hire, supervise and discharge central office staff, subject to the provisions of SMC 02.005.

#### Rule 7.4 COUNCIL OFFICE BUDGET

- A. Any council member may propose to the council president allocation of funding from the approved council office budget beyond that which is reserved for the salaries of council members, personal staff, and approved shared council office staff. The council president has the authority to either approve or deny any expenditure request of \$10,000 or less.
- A.B. All council office budget allocation proposals over \$10,000 that differ from the adopted council budget must be approved by the affirmative vote of four (4) council members at an open public meeting.
- B.C. On at least a quarterly basis, the council's budget manager shall make available to all council members a report on the status of and balances of all individual line items in the council office budget. The budget manager will also work with the Administration to pursue dashboard capability for public and council review of all city budget line items.

## Rule 7.5 COUNCIL MEMBER AND STAFF ORIENTATION

- A. New council members and newly appointed staff shall receive on-boarding and orientation meetings and information within thirty (30) days of their swearing-in or appointment.
- B. Orientation materials shall be generated by the council office director in consultation with the central staff and shall consist of at least the following:
  - 1. City Charter and Spokane Municipal Code overview;
  - 2. Overview of the city's budget process and statutory budget requirements;
  - 3. Overview of the council rules of procedure and meeting process, including the sign-up process for public testimony;
  - 4. Summary of often-cited parliamentary process (i.e., motions, decorum, etc.);
  - 5. Overview of all standing and outside boards and commissions to which council members are appointed, including their functions, history, and composition;
  - 6. Overview of policies and procedures relating to the publication of council materials and use of social media; and
  - 7. Completion of open government training as set forth in Administrative Policy No. 0520-17-06 and RCW 42.30.205.

7-8. Notwithstanding the provisions of this rule, nothing in these council rules preclude the administration from providing onboarding and orientation as to the activities and procedures followed by administration staff.

## Rule 7.6 COUNCIL MEMBER RESPONSIBILITIES

- A. A time commitment of approximately 30-50 hours per week is normally required to adequately fulfill the role of city council member.
- B. Unless excused by the council president or committee chair, as applicable, council members must attend the following recurring engagements:
  - 1. City council agenda review briefing ~~administrative~~ and legislative sessions ~~each Monday~~;

2. Standing committee ~~m~~Meetings ~~on Mondays~~ as scheduled;
3. ~~Weekly s~~Study sessions, as scheduled by the council president;
4. Ad hoc working groups as assigned;
5. Outside boards and commissions as assigned (typically between 6-9);
6. Neighborhood council meetings from their respective council district on a regular basis but not necessarily every scheduled meeting (typically at least two a week district wide during each of the first three weeks of a month);
7. Constituent meetings as necessary;
8. Staff meetings as necessary;
9. Other council member meetings as necessary; and
10. Community events as time permits.

~~—Council member absences shall be deemed unexcused unless (1) prior notice of the absence has been provided to the council president or committee chair, as applicable, when it was practical to do so, and (2) the council president or committee chair approves the absence, which approval shall be liberally granted in instances of illness or medical necessity, family emergency or other unforeseen circumstance.~~

- C. ~~Notwithstanding the provisions of this rule, nothing in these council rules preclude the administration from providing onboarding and orientation as to the activities and procedures followed by administration staff.~~

## Rule 7.7 CITY COUNCIL PLANNING

- A. Council shall consider annual council member appointment to boards, commissions, and committees by resolution no later than the second council meeting of each calendar year.
- B. Council shall consider the Plan Commission's annual work program by resolution no later than February 28 of each calendar year.
- C. Council shall consider ~~annual and adopt~~ changes to the council rules by resolution no later than February 28 of each calendar year. Additional adjustments to the rules may be made by resolution.
- D. The council president ~~or their designee~~ shall schedule a council ~~r~~Retreat annually

~~prior to February 28 of each calendar year.~~ Additional retreats may be scheduled throughout the year at the council president's discretion.

## Rule 7.8 LEGAL INQUIRIES

All inquiries by council members and council staff to the city legal department regarding City Charter provisions, any proposed or existing ordinance, any proposed or existing resolution, or any rule or procedure shall be directed to the appropriate attorney and the city attorney with a copy sent to the city council policy advisor, who shall forward the legal department's response to the inquiry to the full council when (a) any related legislation appears on a committee or council agenda, (b) upon the request of any council member, or (c) if the policy advisor deems the communication relevant matters of interest to council members. All other inquiries may be directed to the city attorney alone, and the response from the legal department to the individual council member's inquiries shall not be forwarded to the city council policy advisor. All inquiries to and responses from the legal department, regardless how originated, shall remain confidential privileged communication unless the privilege is waived by the full council pursuant to Rule 1.3.B. During legislative debate or other public meetings, council members shall refrain from disclosing the content of legal advice provided by the city legal department or outside counsel, except to disclose (a) the fact that the city legal department was consulted on a matter, and (b) that based on said legal advice, the council member is adopting a particular position regarding the matter discussed with the city legal department. For example, the following statements would comply with this rule:

"I consulted with city legal on this legislation, and I think the proposal needs more work before we adopt it."

"This resolution was forwarded to city legal. Based on their review of this resolution, I am not supporting it."

"City legal reviewed this contract. Therefore, from a legal standpoint I see no reason not to approve it."

Adopted by Resolution 2024-\_\_\_\_\_ (12/\_\_/2024)

### *Attachments:*

- ~~A. Division Standing Committee Assignments (Rule 2.10.C) Briefing Paper template (Rule 2.10.H)~~
- ~~Attachment B.1: Standard Briefing Paper~~
- A. Attachment B.2: Special Budget Ordinance (SBO) Briefing Paper

## Attachment A: Division Standing Committee Assignments

<p><b>City Divisions Associated with Public Safety &amp; Community Health Committee:</b> Spokane Police Department; Spokane Fire Department; Emergency Management; Municipal Court</p>	<p><b>City Divisions Associated with Urban Experience Committee:</b> Neighborhood Housing &amp; Human Services; Community &amp; Economic Development; Parks; Library</p>	<p><b>City Divisions Associated with Public Infrastructure, Environment, &amp; Sustainability Committee:</b> Public Works</p>	<p><b>City Divisions Associated with Finance &amp; Administration Committee:</b> Finance; Human Resources; IT; City Attorney; Communications; Civil Rights, Equity &amp; Inclusion</p>
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**SPOKANE CITY COUNCIL RULES OF PROCEDURE**

(2025 revision, adopted by Resolution No. 2024-0119)

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## RULE 1 - GENERAL PRINCIPLES

### Rule 1.1 PURPOSE

The Spokane City Council adopts these rules to govern the conduct of city council business. These rules do not confer upon any person who is not a member of the council any right to a particular procedure, nor do they affect the validity or legality of any council action.

### Rule 1.2 DUTY OF MUTUAL RESPECT

~~It is the constant~~ During council meetings, it is the duty of each council member to treat each other, city staff, board and commission appointees, and the public with respect. Likewise, all persons who attend a council meeting or interact with council members or council staff in any type of forum or communication, regardless of the form or format, must act respectfully toward all persons and not commit "Unlawful harassment" as defined by RCW 7.105.010(36). Mutual respect includes, but is not limited to, not intentionally disclosing private information about a council member or staff such as personal telephone numbers or home addresses without the permission of the council member or staff.

### Rule 1.3 DUTY OF ETHICAL CONDUCT

A. Each council member must uphold the constitution, laws, and regulations of the United States of America, the State of Washington and the Charter and ordinances of the city including, without limitation, chapter 01.04BA, SMC (Code of Ethics), recognizing that federal and state laws pre-empt local laws. Should a council member have a conflict of interest or become aware that they have or may have a conflict of interest, that council member shall promptly inform the council of the conflict of interest and abstain from any council action in connection with that matter.

B. Confidential information.

1. No council member may disclose confidential information, including attorney client privileged communications, to any person not entitled or authorized to receive the information. Notwithstanding the foregoing, the city council may, upon the affirmative vote of five (5) council members taken in an open meeting, authorize the release of specific information which would otherwise be deemed confidential information, including without limitation discussions held in executive session. Disclosure of legal advice shall be pursuant to Rule 7.8 (Legal Inquiries).

2. For purposes of these rules, "confidential information" has the same meaning as the term is defined in SMC 01.04B.020(I) and SMC 01.04B.050(I)~~SMC 01.04A.020(I) and SMC 01.04A.030(I)(1).~~

- C. No council member may use or authorize the use of facilities of the city, directly or indirectly, for the purpose of assisting a campaign for election of a person to an office or for the purpose of or opposition to a ballot proposition. Council members shall comply with RCW 42.17A.555 (Use of public office or agency facilities in campaigns—Prohibition—Exceptions). Notwithstanding the foregoing, nothing in these rules prevent any member of the public from exercising their rights to free expression by wearing clothing, buttons, or other attire which displays messages of a political nature in a council meeting, so long as such conduct does not include the display of signs and/or disrupt the council meeting. Further, these rules do not prohibit the city council, acting as a body in an open public meeting, from adopting resolutions supporting or opposing state or local ballot propositions, consistent with RCW 42.17A.555.

Rule 1.4 ROBERT'S RULES OF ORDER

Matters of procedure not otherwise provided for herein are, insofar as practical, determined by reference to *Robert's Rules of Order, Newly Revised, 12<sup>th</sup> Edition.*

Rule 1.5 AMENDMENT OF COUNCIL RULES

These rules may be amended at any time by resolution of the city council. Suspension of the rules shall be pursuant Rule 2.18.

Rule 1.6 EFFECTIVE DATE, EFFECT ON PENDING LEGISLATION.

The effective date of these rules is January ~~February~~ 1, 2025. All legislation and supporting materials timely submitted prior to the effective date of these rules shall be deemed timely submitted under these rules.

## RULE 2 – MEETINGS

Rule 2.1 PLACE AND TIME OF MEETINGS

- A. As provided in SMC 02.01.010, the regular meeting of the city council is at 3:30 p.m. every Monday in the council chambers. If a Monday is a city holiday, that week's regular meeting shall be held on the next day that is not a holiday if a quorum is available, unless cancelled at the discretion of the council president.
- B. The 3:30 p.m. council session is an agenda review ~~briefing session~~ in which the council receives staff reports on matters of interest, committee reports, background information from staff regarding matters ~~on-appearing on the draft council agendas~~ the advance agenda for the next week's meeting and for that day's agenda, and during which council makes making any adjustments to ~~draft the~~ agendas and

agree~~ing~~ as to any issues of procedure for impending council meetings. ~~that day's meeting.~~ At this time, any council member may make a motion to defer or withdraw, refer, or withdraw -an item on the final agenda. Any deferral of an item on the final agenda for the purpose of accommodating future amendments requires at least a two-week deferral. Once the ~~draft advance~~ agendas have been reviewed, the city council shall approve the agendas by motion. The council president may call a recess after the agenda review briefing session until the 6:00 p.m. council session.

- C. If two or more consecutive regular meetings are canceled, the council president has the discretion to cancel the initial 3:30 p.m. agenda review Briefing Session due to lack of business. ~~The 6:00 p.m. council session, as referenced under section E below, will be held to consider that day's agenda.~~
- D. At the conclusion of the agenda review briefing session, or at other time properly announced, the city council may adjourn into executive session consistent with the Open Public Meetings Act ("OPMA"). Adjournment into executive session shall be by motion, which shall be adopted by a majority of council members present. Before so doing, the chair shall announce the subject matter of the executive session with as much particularity as will not frustrate the purpose of the executive session and the estimated duration of the executive session. The council president determines which person(s) shall attend each executive session, absent an adopted motion by the council determining which person(s) other than council members and attorneys shall be permitted to attend.
- E. The 6:00 p.m. council session is the legislative session, during which the council may take public testimony, discuss, and take action on agenda items, and hold the open forum as provided in Rule 2.2 (Open Forum). The council president may combine specific agenda items for purpose of public comment and voting if there is no objection by attending council members, and if there is an objection, by majority vote.

## Rule 2.2 OPEN FORUM

- A. After the conclusion of all legislative business, the council ~~shall~~ may recess briefly and then shall convene for an open forum, unless a majority of council members vote otherwise. The open forum shall have twenty (20) spaces available. If more than twenty (20) people sign up for open forum, ~~the~~ individuals assigned to the twenty (20) spaces available will be chosen at random, with preference given to individuals who have not spoken at open forum during that calendar month. The council shall conclude open forum after twenty (20) speakers unless a majority of council members vote to allow additional speakers. The city clerk and other staff shall not be required to remain in attendance during the open forum. Nothing in this Rule 2.2 shall be deemed to require open forum or the legislative session to continue after 10:00 p.m., or to require open forum during a council "Town Hall" meeting contrary to Rule 2.14.F.

- B. Members of the public can sign up for open forum beginning no later than 5:00 p.m. on the Friday immediately preceding the legislative session and ending at 6:00 p.m. on the date of the meeting. Members of the public can sign up for open forum via the virtual testimony form linked in the meeting packet or in person outside council chambers beginning at 8:00 a.m. on the day of the legislative session. Speakers must sign themselves in using a name. Members of the public who are unable to sign up during the sign-up period or who attempt to sign up late will be added to the list of speakers at the discretion of the chair, or their designee. The order of the speakers will be determined at the discretion of the chair, taking into account any special accommodations for persons of limited English proficiency as provided in Rule 2.2.F below. Each speaker shall be limited to no more than two (2) minutes unless a majority of the council members in attendance vote on an alternate time limit.
- C. No ~~action~~responses from council members, other than a statement of council members' intent to address the matter in the future or, points of order, ~~or points of information~~ will be ~~taken~~permitted by council members during an open forum.
- D. The open forum is a limited public forum and all matters discussed in the open forum shall relate to the affairs of the city. "Affairs of the city" shall include (i) matters within the legislative, fiscal or regulatory purview of the city, (ii) any ordinance, resolution or other official act adopted by the city council, (iii) any rule adopted by the city, (iv) the delivery of city services and operation of city departments, (v) any act of members of the city council, the mayor or members of the administration, or (vi) any other matter deemed by the council president to fall within the affairs of the city, which determination may be overridden by majority vote of the council members present. Absent permission of the chair, which may be overridden by a majority vote of the council members present, no person shall be permitted to speak in open forum regarding items on that week's ~~current~~ agenda or the next week's ~~draft~~advanced agenda, or pending hearing items. ~~No person shall be permitted to speak in open forum regarding candidates, or~~ initiatives, or referenda in a pending election. Legal or personal matters between private parties that do not impact the governance of the City of Spokane are not a permissible topic of open forum testimony.
- E. No person shall be permitted to display visual information during open forum, including but not limited to presentations, videos, or other media; however, members of the public may share this information with the council by emailing them at [citycouncil2@spokanecity.org](mailto:citycouncil2@spokanecity.org). Individuals speaking during open forum shall address their comments to the council president, and speakers as well as members of the audience shall comply with Rule 2.15 (Participation by Members of the Public in Council Meetings).
- F. Participation of individuals with limited English language proficiency in open forum shall be accommodated to the extent set forth in Rule 2.15.J.

### Rule 2.3 ADJOURNMENT OF MEETINGS

- A. At the conclusion of the legislative session, unless there is further business before the council, the chair shall request a motion to adjourn the meeting until the next regularly scheduled council meeting.
- B. Any meeting may be adjourned prior to the completion of the city council's agenda to a place and time set by motion. Unless otherwise specified in the motion, the meeting will be adjourned to the place and time fixed for the next regular meeting. If a regular meeting be adjourned to a place and time specified, that adjourned meeting is a regular meeting.
- C. If at the time fixed for the beginning of any meeting, or at any time in the course of a meeting, less than a quorum be present, the council president, or in the president's absence any member, or if there are no council members present then the city clerk, shall declare the meeting adjourned to the next regular meeting.
- D. If a meeting is adjourned prior to the completion of the city council's agenda, all matters on the agenda not disposed of shall be continued to the adjourned meeting. The city clerk or other person designated by the city clerk shall post a written notice of adjournment conspicuously on or near the main door of the place of any meeting which has been adjourned. The notice shall be posted as soon as possible after the adjournment and shall state the fact of adjournment and the place and time to which the meeting was adjourned.
- E. At 10:00 p.m., absent an adopted motion to remain in session to a time certain, the council's regular meeting shall be adjourned by motion and action shall be continued to the next ~~H~~Legislative ~~s~~Session. If testimony on an item was not completed before the meeting was adjourned, it shall be continued to the next meeting without allowing for additional members of the public to sign up or for those who were able to testify at the first meeting to give testimony again unless significant changes have been made to the item, per the discretion of the council president or presiding council member.
- F. In the event noise, disturbance, indecorum, or other circumstances disrupt council proceedings so as to render the orderly conduct of such meeting unfeasible, or if the removal of the individual(s) causing the disruption will not restore order, the council president or presiding council member may request a motion to adjourn the meeting either to the next regularly scheduled council meeting or to an alternate place and time set by motion. Absent adoption of such a motion by a majority of council members present, the meeting shall continue, subject to the chair's discretion to remove disruptive individuals under Rule 2.13 (The Chair).

#### Rule 2.4 SPECIAL MEETINGS

Special meetings may be called by the city clerk on the written request of the mayor, council president, or, if by council members, by passage of a motion made during a regular meeting. All such special meetings shall be noticed in compliance with the OPMA and Rule 2.12 (Special Meeting Notices) of these rules.

#### Rule 2.5 STUDY SESSIONS

~~From time to time, after consultation with council members, the council president may schedule a regular~~ study session of the city council ~~is held every Thursday at 11:00 a.m. for to receive~~ information on staff matters, staff briefings, and ~~enable~~ discussion among council members on issues of public concern, ~~unless canceled by by the Council President.~~ Study sessions are held in a workshop format, with no public hearing, no council action to dispose of any item unless the study session was noticed as a special meeting in compliance with the OPMA and Rule 2.12 (Special Meeting Notices) of these rules. A quorum of the council is not necessary in order to proceed with a study session. Additional study sessions may be scheduled at the discretion of the council president or by a vote of the majority of council members present at a public meeting of the council.

#### Rule 2.6 QUORUM

A quorum is four (4) or more council members present and qualified to act unless a particular action requires the affirmative vote of more than four. The quorum for the adoption of an ordinance making an emergency expenditure as provided in RCW 35.33.081 and 35.33.091, adoption of an ordinance effective immediately under subsection 19(a)(1) of the Charter, and override of a veto as provided in subsection 16(b) is five (5).

#### Rule 2.7 SERVICE ANIMALS AT CITY COUNCIL MEETINGS

- A. For purposes of these rules, only dogs that are individually trained to do work or perform tasks for a person with a disability are recognized as service animals. Dogs or other animals whose sole function is to provide comfort or emotional support do not qualify as service animals under these rules. Service animals are permitted to accompany people with disabilities in city council meetings, as well as all areas where members of the public are allowed to go.
- B. Service animals must, at all times while present in a city council meeting, be harnessed, leashed, or tethered, unless these devices interfere with the service animal's work or the individual's disability prevents using these devices, in which case, the individual must maintain control of the animal through voice, signal, or other effective controls.
- C. When it is not obvious what service an animal provides, city staff may only inquire (1) whether the dog is a service animal required because of a disability, and (2)

what work or task has the dog been trained to perform. City staff shall not ask about the person's disability, require medical documentation, require a special identification card or training documentation for the dog, or ask that the dog demonstrate its ability to perform the work or task.

- D. Allergies and fear of dogs are not valid reasons for denying access or refusing service to people using service animals. When a person who is allergic to dog dander and a person who uses a service animal must spend time in the same room or facility, for example, in a school classroom or at a homeless shelter, they both should be accommodated by assigning them, if possible, to different locations within the room or different rooms in the facility.
- E. A person with a disability cannot be asked to remove their service animal from the premises unless: (1) the dog is out of control and the handler does not take effective action to control it or (2) the dog is not housebroken. When one of these situations exists, city staff shall offer the person with the disability the opportunity to be present at the city council meeting without the animal's presence.
- F. No person with a disability who uses a service animal will be isolated from other people or treated less favorably than another person in the conduct of a city council meeting.
- G. City staff shall not be required to provide care or food for a service animal at a city council meeting.

#### Rule 2.8 FUNCTIONS OF MEETING AGENDA

The council, with the assistance of the city clerk, shall publish three agendas each week for regular council meetings, the "final agenda" and two "draft agendas." The final agenda is the approved agenda for the next council meeting. The draft agendas are the agendas for each of the next two council meetings thereafter. The agendas serve to introduce items to the council, to establish the order of business and to give notice to the public as required under RCW 35.22.288. The notice of a special meeting is the agenda for such meeting.

#### Rule 2.9 INTRODUCTION OF ITEMS

- A. Legislation shall only be placed on a regular legislative meeting agenda by the council president or any council member through the process established in Rule 2.10 (Agenda Process), except as otherwise provided by Rule 2.18 (Suspension of Rules). No resolution or ordinance may appear for consideration on a legislative agenda for consideration by the full council unless it has first been presented in a committee or study session and is sponsored by at least ~~three~~ two council members, ~~one of which must be an executive committee member of the standing committee on which the item appeared.~~ Legislative agenda items for which six (6) months have elapsed since the discussion of the item at a committee meeting



should be returned to committee for an additional discussion before appearing for consideration on the legislative agenda. Items that need consideration on a compressed timeline due to an unforeseen urgency or emergency may be added to a ~~draft~~ advance legislative agenda prior to being presented at a committee or study session with either (i) prior written permission from all of the council sponsor(s) or (ii) the council president, ~~as set forth in writing in the agenda sheet.~~ Notwithstanding provided, the accelerated placement on the draft advance legislative agenda, the matter must still be heard in committee and sponsored by at least three (3) (2) council members, absent suspension of the rules by the council.

- B. Regular meeting agendas are prepared by the city clerk in the manner and format prescribed by the city council and consistent with council administrative policies and procedures and these council rules.
- C. The term "legislation" in these rules means any ordinance, resolution, contract approval, board and commission appointments, and special considerations. ~~Legislation does not include any item other than ordinance, resolution, or special consideration, and may include, but is not limited to, council letters to outside agencies and special acknowledgements.~~
- D. Any proposed ordinance intended to be enforced through a current, revised or new public rule shall include a copy of the current, revised or new public rule for consideration by the city council, along with a proposed resolution adopting said current, revised or new public rule. For purposes of this Section 2.9.D., the term "public rule" shall have the meaning set forth in Section 4.4 of that Administrative Policy and Procedure numbered Admin 0325-18-1 /LGL 2004-0021 and adopted December 3, 2018.

#### Rule 2.10 AGENDA PROCESS

- A. The process of submitting agenda items and preparing the agenda for all council meetings shall be consistent with these rules and any administrative policies and procedures governing council meetings and agenda items. In a conflict between these rules and an administrative policy and procedure, these rules shall control.
- B. Except as otherwise provided in Rule 2.9 (Introduction of Items), no agenda item, other than weekly reports of the mayor of pending claims and payments, payroll claims, ~~b~~Board/~~c~~Commission/~~c~~Committee appointments, initiative and referendum matters, and letters appearing under special considerations, may appear on a council legislative agenda without (i) first appearing on a standing committee agenda and (ii) meeting the requirements to emerge from the standing committee, as provided in paragraph F of Rule 6.2 (Committee Process). Mayoral nominations and appointments do not require council sponsors, and shall appear on the council agenda upon submission by the Mayor in the manner provided under the City Charter.

C. Agenda items submitted to a standing committee's ~~preliminary~~ agenda must be submitted to the standing committee associated with the division from which the agenda item originates, as illustrated in Attachment A. For purposes of this rule, special budget ordinances (SBO) are assigned either to the committee of the underlying department whose appropriation(s) are affected by the SBO, or the Finance & Administration Committee.

D. Agenda items may be submitted to a standing committee unrelated to the subject matter of the item with the permission of the chair of the appropriate standing committee and the permission of the chair of the unrelated committee to which the item is being submitted.

E. Proposed agenda items are added to a final committee agenda after securing confirmation from at least one ~~executive committee council~~ member ~~of the relevant standing committee~~ that they will sponsor the item for committee.

F. To move out of a standing committee and onto a legislative agenda, resolutions and ordinances must secure ~~three (3) two (2)~~ council sponsors, ~~one of which must be an executive committee member of the standing committee on which the item appears.~~

F.G. ~~A council member may remove their sponsorship from an agenda item at any time prior to final consideration by notifying council members and the city clerk. If removal of their sponsorship deprives the legislation of requisite sponsors, and no additional council members adds their name as a sponsor, the matter is referred back to the committee of origin.~~

G.H. The timeline and process for formalizing standing committee meeting agendas is as follows:

1. No later than 5:00 p.m. on the ~~Wednesday/Thursday occurring eleven (11) calendar days before~~ immediately preceding the desired committee meeting, suggested agenda items ~~and briefing papers~~ (for both consent and discussion items) shall be uploaded into OnBase.

a. At that time, ~~both~~ the agenda sheet ~~and the briefing paper~~ template should be filled out completely and must indicate whether the preparer prefers the item to be a consent item or a discussion agenda item.

b. Supporting attachments, including ordinances, resolutions and contracts, are due at this time except with express permission by the committee chair.

2. By 9:00 a.m. on the ~~Friday/Thursday occurring ten (10) calendar days before~~ immediately preceding the desired committee meeting, items

submitted into OnBase must receive all OnBase approvals and arrive in the committee queue. Items that do not receive all OnBase approvals by the above deadline may be added to ~~both the preliminary and the~~ final committee agenda at the discretion of the committee chair or their designee.

3. Items originating from the council office are not required to gain administration OnBase approvals to be added to a ~~preliminary or final~~ committee agenda.
- ~~4. By close of business on the Friday occurring ten (10) calendar days before the committee meeting, the preliminary agenda should be sent out to all council members for review.~~
- ~~5. No later than 10:00 a.m. on the Wednesday immediately preceding the committee meeting, council member requests for additional information on any agenda item are due.~~
- ~~6. At any time between the distribution of the preliminary agenda and close of business on the Friday immediately preceding the standing committee meeting the executive committee members, initiative managers, and administrative leads should meet at least once to create and/or finalize the agenda.~~
- ~~7. To be included on a committee's final agenda, an item must be sponsored by at least one (1) executive committee member of the standing committee on which the item is to appear. Other than ordinances and resolutions, if an item is submitted in compliance with the above committee deadlines and is sponsored by at least one executive committee member, it shall appear on the committee's final agenda.~~
- ~~8. Resolutions and ordinances being placed on the consent portion of a final committee agenda must have at least two (2) council members identified as sponsors when submitted, one of which must be an executive committee member of the standing committee on which the item appears.~~
- 9.4. If administration staff need help identifying a sponsor, they should consult with the committee chair, vice chairs or their legislative assistants.
- 10.5. After the final committee agenda is created, council staff circulates the final committee agenda by close of business on the ~~Friday~~ Thursday immediately preceding the committee meeting.

~~41.6.~~ Any deviation from the timeline for submitting agenda items (submitting ~~accepting~~ agenda items past the deadlines, for example) must be approved by the committee chair or their designee.

~~H. Every agenda item shall be accompanied by a completed briefing paper in the format provided by the council office (Attachment B). For legislative matters adopting significant policy positions, the briefing paper shall indicate whether the item was reviewed by a council subcommittee and, if so, a summary of the subcommittee's analysis and, if not, why subcommittee review did not occur. The presiding officer of the committee or council president, as the case may be, may exclude an agenda item for consideration if the briefing paper lacks relevant and material information.~~

I. The wording for the agenda item and the relevant information placed on the agenda sheet are to be provided by the person submitting the item. Where indicated, a plain language summary shall be provided ~~shall be used~~ to accurately describe the item ~~to with the goal of making it the item~~ easily understood by the public. The council president or their designee shall decide any disputes over wording unless verbiage is determined by a majority vote of the council. The council director or designee, the city clerk and city attorney's office staff may edit agenda items for technical, grammatical or typographical errors.

J. Each council member shall have the continuing duty to be familiar with all agenda items and all accompanying information.

~~K. At the time of submission of a legislative discussion item to a committee agenda, the council sponsor(s) shall prepare a brief summary of the legislation for the council director of communications and community engagement, who shall publicize the proposed legislation and alert the public to an opportunity for written comment. Publication under this rule may include posting a page on the city council website with a plain language explanation of the legislation and a comment form for community members to provide comment on the proposed legislation, in addition to instructions on how to provide written comment. Notice under this section shall include a statement that any legislative item appearing on the council advance or current agenda is subject to deferral by council vote on the day said item appears on the agenda, and that members of the public should confirm whether an item remains on that day's legislative agenda by consulting the council's webpage prior to the 6:00 p.m. legislative session. Publication under this section shall be supplemental to, and not in lieu of, any publication required by the OPMA or other notice required by law.~~

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## Rule 2.11 NOTICE BY AGENDA

Except as provided below, the agenda is the only required meeting notice.

## Rule 2.12 SPECIAL MEETING NOTICES

Notice of every special meeting shall be given in writing to every council member, council staff, the mayor, the city attorney, and to all parties who have on file with the city clerk a request for such notices. The notice shall be delivered personally, electronically, by mail, by facsimile or otherwise, so as to be received at least 24 hours before the meeting or as otherwise provided for in RCW 42.30.080. The notice shall state the place and time of the meeting and the business to be conducted. The council shall not make final disposition of any matter not included in the notice. Notices of special meetings are prepared by the city council office staff and issued by the city clerk's office. Submission of legislative items for consideration at a special session need not conform to Rule 2.9 (Introduction of Items).

## Rule 2.13 THE CHAIR

- A. The council president, or in their absence or incapacity, the council member selected by the council to serve as council president *pro tem* pursuant to SMC [02.005.02003.01.120\(A\)](#) (each of whom is referred to in these rules as "the chair") shall preside over meetings of the council and cause the business of the council to be transacted in accordance with these rules. The presiding officer may yield the chair to another council member to conduct a portion of the meeting. If the council president *pro tem* is unavailable, the council member with seniority of tenure on the council shall preside.
- B. The chair shall determine all questions of parliamentary procedure, subject to appeal as provided in this Rule 2.13(B), but shall liberally grant leave to the city council's policy advisor and/or a city attorney to speak to the question. A ruling of the chair can be appealed, before the ruling is acted on, by any council member's announcement of an appeal, which appeal is perfected by receiving a second. The chair shall then state the question in terms of upholding the ruling and may state the reasons for the ruling. Then the member appealing has the floor to open debate on the appeal. Upon the close of debate, the council shall vote on whether to sustain the chair's ruling~~the appeal~~.
- C. The chair may not make a motion. The chair may second a motion ~~only if there is no other second and only for the purposes of discussion~~. The chair may vote as any other council member.
- D. The chair has the authority to recess any council meeting in the appropriate circumstances, including when noise, disturbance, indecorum, or other circumstances warrant a recess. In the event disturbance, indecorum, or other circumstances disrupt council meeting, the chair may request a motion to adjourn pursuant Rule 2.3 (Adjourned Meetings). The chair may direct any person or persons disrupting the meeting to be removed from the chambers or to otherwise eliminate a source of disruption. In administering this rule, the chair will be guided by the council's intent to support robust public, peaceful participation by the public.

Rule 2.14 ORDER OF BUSINESS

A. ~~Agenda Review Briefing Session.~~

~~The council will meet each week on Monday to review the final and draft agendas. The regular order of business in an agenda review briefing session is as follows. The meeting chair may make adjustments to the order of business as needed. In the event of a double agenda review Briefing Session, where both the Current and Advanced Agendas are to be briefed due to a meeting cancellation the previous week, the agenda for the following week may Current Agenda will generally be reviewed briefed first in order to ensure that the agenda is approved and amendments occur with time for staff to prepare for the public testimony sign in period. The regular order of business in an agenda review is as follows.~~

1. Roll call;
2. Council or staff reports of matters of interest;
3. Staff or council member briefings regarding matters on either of the draftadvance agendas, as may be requested by council members;
4. Discussion of and any adjustments to either of the draftadvance advance agendas for the following week's meeting;
5. Approval by motion of the advance following week's next week's -draft agenda;
- ~~6. Any new background by staff or council members for items on the final current agenda for; and~~
- ~~6. Discussion of and Consideration of any requests for deferral of items on adjustments to the final current agenda.~~
- ~~7. Approval by motion of the final agenda.~~

B. Executive Session.

The business of an executive session is determined case by case within the restrictions of the OPMA and other provisions of state law. (See also Rule 2.1.D, Meetings). The meeting minutes shall record the announced purpose of the executive session as well as the time that executive session began and ended.

C. Legislative Session.

The regular order of business in a legislative session is as follows. The meeting chair may make adjustments to the order of business as needed, including combining testimony on multiple items.

1. Land Acknowledgement

~~1.2.~~ Pledge of Allegiance;

~~2.3.~~ "Poetry at the Podium," words of inspiration, and special introductions;

~~3.4.~~ Roll call to establish the presence of a quorum;

~~4.5.~~ Reading of proclamations and salutations;

~~5.6.~~ Reports from community organizations;

~~6.7.~~ Announcement of adjustments to the agenda;

~~8.~~ Council appointments and ~~approval-consideration~~ of mayoral appointments;

~~a.~~ Testimony from members of the public concerning the appointments;

~~b.~~ Request(s) by an individual council member, if any, to consider any specific appointments separately;

~~a-c.~~ Action on the appointments;

~~7.9.~~ Consent Agenda;

a. Testimony from members of the public concerning the consent agenda;

b. Request(s) by an individual council member, if any, to consider any specific consent agenda items separately from the consent agenda;

c. Action on the consent agenda;

~~8.10.~~ Reading of each legislative item by the city clerk;

~~a.~~ Report by staff and questions to staff;

~~b-a.~~ Testimony from members of the public concerning the agenda item;

~~e-b.~~ Deliberation by council, and such further dialogue with staff and community members as council may desire, including any motions by council members concerning the agenda item; and

~~d-c.~~ Vote.

11. Special Considerations, Public Hearings

~~9.12.~~ Open Forum

40-13. Adjournment.

- D. Items shall be acted upon in the order in which they appear on the agenda; provided, items may be taken out of order, combined, or separated at the chair's discretion, absent the objection of a majority of the council. Items on the agenda may be grouped under various headings or sections and entire sections may be read and acted upon at one time at the discretion of the chair absent the objection of a majority of the council.
- E. All city council appointments or mayoral appointments which require city council approval shall be announced and voted upon by motion during the legislative session; provided, that the confirmation of mayoral nominations of department heads, the city clerk, and the city attorney, pursuant to Section 24 of the City Charter, shall be by resolution.
- F. Pursuant to SMC 02.01.010, the council may hold a legislative session of a council meeting outside of City Hall in a "Town Hall" format. Town Hall legislative sessions should be held at least once a year in each council district. The purpose of the Town Hall meetings is to offer a time for city council to hear from residents and neighborhood councils at a meeting held outside of City Hall and more convenient to residents of each council district. The order of business at the legislative session of a Town Hall meeting shall be as set forth in Rule 2.14.C above, provided:
  - 1. The "Town Hall" portion of the agenda shall be after council appointments and approval of mayoral appointments, and before reading of consent agenda items;
  - 2. The specific agenda and number of presenters at the Town Hall portion of the legislative agenda shall be determined by the council president, with preference given to the neighborhood councils of the district where the council meeting is held; and
  - 3. No open forum will be commenced or continued after 8:30 p.m.

Rule 2.15 PARTICIPATION BY MEMBERS OF THE PUBLIC IN COUNCIL MEETINGS

The council encourages public participation in the legislative process. Council meetings shall be conducted in a manner that provides the opportunity for all attendees to hear, see and participate in the proceedings to the extent provided in these Rules and applicable city, state, and federal law. Speech or conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of any council meeting is prohibited. In addition to these general principles governing public participation, the following specific rules apply:

- A. Members of the public may address the council regarding the following items



during the council's legislative session: board and commission appointments, the consent agenda as a whole, all first reading ordinances together (with the exception of first reading ordinances associated with hearings, which shall be taken separately), final readings of regular and special budget ordinances, emergency ordinances, hearing items, special considerations, review of mayoral vetoes, and other items before the city council requiring council action, except those that are adjudicatory or solely administrative in nature. This rule shall not limit the public's right to speak on issues that are not part of the current-final or advanced-draft agendas during open forum.

- B. No member of the public may speak without first being recognized for that purpose by the chair. Except for named parties to an adjudicative hearing, a person may be required to sign a sign-up sheet and provide their city of residence as a condition of recognition. Council members must be recognized by the chair for the purpose of obtaining the floor.
- C. Each person speaking in a public council meeting shall verbally identify themselves by name, city of residence, and, if appropriate, representative capacity.
- D. Each speaker shall follow all written and verbal instructions so that verbal remarks are electronically recorded, and documents submitted for the record are identified and marked by the city clerk.
- E. Those who wish to provide commentary but do not wish to give verbal comments at the podium may provide written comments to the council via letter or electronic mail.
- F. No person shall be permitted to conduct demonstrations, display banners, hold signs, applaud or boo speakers, use profanity, vulgar language or obscene speech, yell or make comments that attack or verbally insult any individual, or engage in other such disorderly conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of the proceedings.
- G. Standing is permitted so long as doing so maintains compliance with applicable fire codes and the Americans with Disability Act (ADA), does not interfere with reserved seating areas, and does not impede access to entrances and exits to the Council Chambers, aisles, or pathways inside the Council Chambers. Attendees shall be mindful not to obstruct the views of others in Council Chambers when standing.
- H. A speaker asserting a statement of fact may be asked by a council member to document and identify the sources of the factual datum being asserted.
- I. When addressing the council, members of the public shall direct all remarks to the council president, shall refrain from remarks directed personally to any council member or any other individual, and shall confine remarks to the matters that are

specifically before the council at that time.

- J. City employees or city officials (including members of city boards and commissions) may participate in public comment, including testifying at open forum and offering written testimony, providing they are in compliance with the City of Spokane Code of Ethics and they do the following:
  - 1. Announce at the beginning of their testimony that they are there in their personal capacity or their capacity as a member of a relevant board, commission, committee or community group;
  - 2. Protect confidential information, including, but not limited to, confidential financial information and attorney-client communications;
  - 3. Do not use, or be perceived to use, city funds, including giving testimony during paid work time or while in uniform; or city property, including using a city-issued computer or cell phone, in giving testimony.
  
- K. When any person, including members of the public, city staff, and others, are addressing the council, council members shall observe the same decorum and process as the rules require among the members *inter se*. That is, a council member shall not engage the person addressing the council in colloquy but shall speak only when granted the floor by the council president. All persons and/or council members shall not interrupt one another. The duty of mutual respect and avoiding unlawful harassment set forth in Rule 1.2 and the rules governing debate set forth in *Robert's Rules of Order, Newly Revised*, shall extend to all speakers before the city council. The city council's policy advisor and/or a city attorney shall, with the assistance of council staff, assist the council president to ensure that all individuals desiring to speak shall be identified, appropriately recognized, and provided the opportunity to speak. All persons attending city council meetings or city council sponsored meetings shall refrain from harassing other attendees or risk being removed and/or prohibited from attending future meetings.
  
- L. The city council intends to fully comply with chapter 18.11 SMC, Language Access in Municipal Proceedings. Rules regarding participation of individuals in council proceedings, including legislative sessions and open forum, shall be deemed amended to conform to any Language Access Plan adopted by the council pursuant to SMC 18.11.030. Except as otherwise provided in an adopted Language Access Plan, individuals with limited English language proficiency are encouraged to contact the council office director at least five (5) days prior to a scheduled legislative session for assistance with the signing up to testify or to arrange translation or interpretation assistance.
  
- M. City council legislative sessions are regularly video and audio recorded and available online (<https://vimeo.com/spokanecitycouncil>). Members of the public may also photograph or film council proceedings so long as doing so maintains compliance with applicable fire codes and the Americans with Disability Act (ADA),

does not interfere with reserved seating areas, and does not impede access to entrances and exits to the Council Chambers, aisles, or pathways inside the Council Chambers. Attendees shall be mindful not to obstruct the views of others in Council Chambers when photographing or recording. No flash photography or other lighting is permitted. .

- N. RCW 42.17A.555 generally prohibits the use of city facilities for electioneering. Therefore, no person may use the council meeting or facilities for the purpose of assisting a campaign for election of any person to any office, or for the promotion of or opposition to any ballot proposition. In this context, the term “facilities” includes council chambers, the council gallery and the speaking opportunities available through the public comment and open forum procedures set forth in these rules. Nothing in this rule prevents public comment regarding a council resolution or statement concerning any ballot proposition, so long as such public comment is confined to the merits of the council action and not the merits of the ballot proposition.

#### Rule 2.16 PUBLIC TESTIMONY REGARDING LEGISLATIVE AGENDA ITEMS

- A. Members of the public can sign up to give testimony beginning no later than 5:00 p.m. on the Friday immediately preceding the legislative session and ending at 6:00 p.m. on the date of the meeting. Members of the public can sign up to give testimony on legislative items via the online testimony sign-up form linked in the meeting packet or in person outside council chambers beginning at 8:00 a.m. on the day of the legislative session. Speakers must sign in using a name. Members of the public who are unable to sign up during the sign-up period or who attempt to sign up late will not be added to the list of speakers. The order of the speakers shall be determined at the discretion of the chair.
- B. The city council shall take public testimony on all matters included on its legislative agenda as described at Rule 2.15(A), with those exceptions stated in ~~Rule 2.16(B)~~this paragraph. Public testimony shall be limited to the final council action, except that public testimony shall be allowed at the first reading of ordinances. Public testimony shall be limited to ~~two~~ two (23) minutes per speaker. The chair, absent a majority vote of the council, has the authority to lower the ~~three-two~~ two (23) minutes per speaker time limit by announcing the new, lower time limit at the legislative session. ~~The chair may allow additional time if the speaker is asked to respond to questions from the council.~~ Public testimony and consideration of an item may be extended to a subsequent meeting by a majority vote of the council. Testimony on a legislative item deferred to a future date certain shall be taken on the future date, unless testimony on the date of deferral is allowed by the Council President.
- C. No public testimony shall be taken on oral amendments to consent or legislative agenda items, ~~votes to override a mayoral veto,~~ or solely procedural, parliamentary, or administrative matters of the council.

~~C.D.~~ No person shall be permitted to display visual information during their testimony, including but not limited to presentations, videos, or other media; however, members of the public may share this information with the council by emailing them at [citycouncil2spokanecity.org](mailto:citycouncil2spokanecity.org).

~~D.~~ Public testimony will be taken on consent and legislative items that are moved to council's regular briefing session or study session unless a majority of council votes otherwise during the meeting in which the items are moved.

~~E.~~ For legislative or hearing public hearings items that may affect an identifiable individual, association, or group required by state law, the chair may institute special rules for testimony, the following procedure may be implemented at the discretion of the council president:

~~F.~~ Testimony at council committee meetings shall be governed by Rule 6.2.

~~G.~~ Members of the public may provide written testimony for any agenda item. Written testimony can be provided to the council by sending it via regular mail, delivering it to the city clerk at a regular meeting of the council, or emailing comments to [testimony@spokanecity.org](mailto:testimony@spokanecity.org). To be included in the final agenda packet, written testimony on an agenda item must met the following criteria:

1. Be delivered to the council via email at [testimony@spokanecity.org](mailto:testimony@spokanecity.org);
2. Include a title that clearly identifies the agenda item(s) to which the commenter is submitting testimony (e.g. "Written Testimony on Resolution 2025-0001");
3. Include the name of the submitter;
4. Be limited to 250 total words, excluding the email sender name, recipient, date and subject line; and
5. Be received in the [testimony@spokanecity.org](mailto:testimony@spokanecity.org) inbox no later than 5:00 p.m. on the Wednesday immediately preceding the legislative meeting on which the item is to appear on a final agenda.

Written comments that fail to meet any of the above criteria will not be included in the final agenda packet but should be distributed to the council via email.

~~1.~~ 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:

- ~~a.~~ There shall be up to fifteen (15) minutes for staff, board, or commission presentation of background information, if any.

~~b. The designated representative of the proponents of the issue shall speak first and may include within their presentation the testimony of expert witnesses, visual displays, and any other reasonable methods of presenting the case. Up to thirty (30) minutes may be granted for the proponent's presentation. If there be more than one designated representative, they shall allocate the allotted time between or among themselves.~~

~~e. Following the presentation of the proponents of the issue, three (3) minutes shall be granted for any other person not associated with the designated representative of the proponents who wishes to speak on behalf of the proponent's position.~~

~~d. 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 amount of time which was allotted to the proponents.~~

~~e. Following the presentation by the opponents of the issue, three (3) minutes shall be granted for any other person not associated with the designated representative of the opponents who wishes to speak on behalf of the opponents' position.~~

~~f. Up to ten (10) minutes of rebuttal time may be granted to the designated representative for each side, the proponents speaking first, the opponents speaking second.~~

~~2. 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 (3) minutes to present their position, and no additional compensating time shall be allowed due to the fact that the side has no designated representative.~~

~~3. 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.~~

~~4. In the event that the side for which individuals wish to speak is not identified, those wishing to give testimony shall be granted three (3) minutes to present their position after all sides have made their initial presentations and before each side's rebuttal period.~~

~~E. 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.~~

~~F. No person shall be permitted to display visual information during their testimony, including but not limited to presentations, videos, or other media; however, members of the public may share this information with the council by emailing them at [citycouncil@spokanecity.org](mailto:citycouncil@spokanecity.org).~~

~~G. In addition to in person or remote verbal testimony, testimony may also be submitted by mail to City Council Office, Spokane City Hall, 808 W. Spokane Falls Blvd., Spokane, WA, 99201, by email to all council members, or via the contact form on the council's website.<sup>4</sup>~~

#### Rule 2.17 VOTING, EFFECT OF DEFERRAL

A. Except where a majority plus one vote is required, (e.g., Charter section 19, RCW 35.33.081, RCW 35.33.091), and unless otherwise provided herein, all motions must receive at least four (4) affirmative votes to pass.

B. If a motion receives less than the required number of affirmative votes, it shall be declared that the motion failed and the status quo shall prevail.

C. Upon a tie vote, the status quo prevails on the matter upon which the vote was cast.

~~D. Any legislative item may be deferred indefinitely or to a specific future legislative session date certain by motion. Any legislative item deferred indefinitely may only be returned to an advance council agenda by a motion by a council member who was on the prevailing side of the original vote to defer the item. A motion to return the item to the council advance legislative draft agenda must be adopted by four affirmative votes. Proposed amendments to items after deferral shall be by separate motion. Any item not returned to the council agenda within six months after the initial deferral shall be considered not adopted and may only be returned to the council agenda after introduction pursuant to Rule 2.10 (Agenda Process). Legislative items governed by Section 24 of the City Charter may only be deferred in a manner consistent with the charter.~~

~~D.E. Any legislative item may be referred to a specific future standing committee meeting by motion. Items referred to committee are automatically included on the agenda of the committee to which the item is referred. To move out of the committee and onto a legislative agenda, the item must secure the minimum number of sponsors pursuant to Rule 2.10 (Agenda Process).~~

~~E.F. The votes on any ordinance or formal resolution shall be individually taken and recorded. As to any other matter (such as motions), voting shall be by voice~~

<sup>4</sup> <https://my.spokanecity.org/citycouncil/members/>

vote unless a member requests, prior to action on the next item of business, a roll call vote. Unless otherwise required due to the technical limitations of the specific meeting method or forum, the alternative to voice vote shall be the electronic voting tally system currently in use in the council chambers.

F.G. In all cases of voting by other than voice vote, the city clerk shall record the names of those voting on each side of the question and of those abstaining. In cases of voice vote, it shall be sufficient for the chair to announce, and the record to reflect, whether the motion carried or failed. Regardless of method of voting, each council member shall have the right to explain the reasons for their vote and such a request shall be regarded as a point of personal privilege.

G.H. A council member may abstain from voting on any matter before the council if they have a direct personal or financial interest in the matter before the council which is not held in common with other members of the council. In order to abstain from voting, a council member must describe to the council ~~president~~ the basis for the abstention in an open public meeting prior to the vote.

#### Rule 2.18 SUSPENSION OF THE RULES

These rules may be temporarily suspended for a particular matter or meeting by the affirmative vote of five council members. Motions to suspend the rules must specify both the general purpose of the suspension and the companion main motion prompting the need for a rules suspension, thus allowing for the main motion to be considered in the same action as the rule suspension (e.g., “Motion to suspend the rules for the purpose of adding three items to the agenda”). ~~Except with respect to open forum and public participation in council proceedings, a motion to suspend the rules does not relieve a council member from making a separate motion on the question that prompted suspension of the rules. By way of illustration, a motion to suspend the rules to “add three agenda items” still requires a separate and subsequent motion to add the three items to the agenda.~~

#### Rule 2.19 RECONSIDERATION

All legislative decisions of the city council, including consent items, ordinances, resolutions, veto overrides, and hearing items are final, except that a council member on the prevailing side of a vote or who had an excused absence during ~~was absent for~~ the vote may ~~resubmit that item~~ move for reconsideration of all legislative decisions, other than veto overrides and mayoral appointments, within 15 days of council consideration or prior to the mayor’s action on an ordinance, whichever occurs first. Nothing in this rule shall be deemed to prevent any council member from otherwise submitting an ordinance or resolution to repeal or modify a prior city council action so long as such repeal or modification is added to the committee and council agenda as provided in these rules.

## Rule 2.20 PARTICIPATION BY TELEPHONIC OR VIRTUAL MEANS

- A. A council member may participate telephonically and/or virtually in all or part of a council meeting if:
  - 1. Prior approval is given by the council president ~~for good cause or committee chair, as applicable~~, whose approval shall not be unreasonably withheld;
  - 2. All persons participating in the meeting, including the public, are able to hear each other at the same time, such as by the use of a speaker phone; and
  - 3. The council member participating remotely shall have reviewed all of the applicable material and participated in the relevant portion of the council meeting related to the topic to which the council member is voting on.
- B. Any technical prohibitions or difficulties that prevent all parties present at the council meeting from adequately communicating with one another will negate any authorization previously given by the council president.

### **RULE 3 – ADJUDICATIVE APPEALS AND HEARINGS**

- A. Adjudicative hearings are quasi-judicial hearings involving named parties. Testimony during adjudicative hearings is limited to the parties involved in the hearing. Public testimony is not accepted in adjudicative hearings. Where procedures for appeals and hearings have been established by ordinance, the council shall follow those procedures. If a conflict arises between the ordinance and council rules, the ordinance shall prevail. Where there are no established procedures for an adjudicative appeal or hearing, the council shall implement the following procedure.
- B. No person shall be allowed to discuss any matter pending hearing with any member or members of the council except in the council chambers in the regular course of a council meeting. Each council member shall vigorously strive to avoid any outside communication from anyone in any form concerning a matter pending hearing or decision. If an outside contact cannot be avoided, the council member shall immediately make a note of the contact and shall at the beginning of the council's hearing on the matter announce the fact of the contact, the identity of the person, and the substance of the communication. If the communication be in written form, the council member shall as soon as possible file it with the city clerk.
- C. When the council's discussion and vote on a hearing item is at a meeting other than the hearing, it shall be the obligation of every council member participating in the action to be familiar with the facts in order to reach an informed, independent judgment. When a member discussing or voting on the matter was not present at the hearing, that member will have familiarized themselves with the hearing item



based upon any audio or video recording of the hearing and all documents contained in the record. A council member shall not be briefed by anyone except in an open meeting.

- D. Council members shall disqualify themselves from participating in a hearing whenever bias, interest, or other influences will prevent or appear to prevent them from exercising fair-minded, independent judgment on the facts and established policy. Disqualifying influences include prejudgment of the issues that cannot be swayed by the facts in evidence, a partiality or personal bias for or against a party, and a personal pecuniary interest in the subject matter. Examples of disqualifying bias include a close personal, family, or business relationship with a party, ownership of property the value of which might be affected by the decision, and a business or personal financial situation that might be affected by the decision.
- E. Should a council member be aware of circumstances which might appear to disqualify them, they can either disqualify themselves or explain the circumstances before the hearing and let the rest of the council, by majority vote, decide whether they can participate. Should the council be aware of circumstances which might appear to disqualify a member, the council may, by majority vote, disqualify the member. The council's discussion concerning disqualification of a member may occur in executive session. A disqualified member shall be absent from the dais during the hearing and during discussion and voting.
- F. In all adjudicatory appeals and hearings, council members are acting in their quasi-judicial capacity and shall comply with all applicable provisions of state law including the appearance of fairness doctrine (Chapter 42.36 RCW) and the code of ethics for municipal officers in contract interests (Chapter 42.23 RCW).
- G. Adjudicatory Appeal Hearing Procedures.

At the hearing on the appeal, the following rules apply:

1. Oral argument on appeal is limited to parties of record.
2. Oral argument on appeal is limited to thirty minutes per side. If there is more than one appellant or more than one person wishing to present oral argument on appeal, the total time allowed to all such persons is thirty minutes. Any time reserved for rebuttal or surrebuttal is deducted from the time allowed for opening argument. Time taken to respond to questions from the city council is not deducted from the time allowed for argument.
3. Argument is presented first by the appellant in support of the appeal followed by the respondent in opposition to the appeal.
4. No new evidence may be presented during oral argument. Matters found by the hearing officer or body to be facts in the record are presumed to be true

and accurate. Oral argument is limited to stating why the record does or does not support the decision.

5. The city council may not consider any new facts or evidence on appeal. The city council's review of appeals is limited to the record prepared by the hearing officer or body, including the verbatim transcript of the hearing, the written appeal, memoranda submitted, and, if permitted, oral arguments presented in accordance with the requirements of this section. Closed record appeals before the city council must be concluded within 90 days of the date the appeal is filed unless all parties agree to a longer period.
6. Supplemental documents.
  - a. The parties to the appeal may file memoranda regarding the appeal. Such memoranda must be filed by the agenda deadline for the meeting preceding the meeting set for consideration of the appeal.
  - b. Any replies to the memoranda must be filed by the agenda deadline for the meeting set for consideration of the appeal.
  - c. The city clerk distributes such memoranda and responsive documents to all parties to the appeal, the city council, the city attorney, the planning director, and the hearing examiner.
  - d. Neither memoranda nor responses may contain any new facts or evidence or discuss matters outside the record. They are limited to stating why the record does or does not support the decision.

H. The city council may supplement these rules in a case-by-case situation in order to provide due process to all participants in a hearing.

## **RULE 4 – ORDINANCES AND FORMAL RESOLUTIONS**

### **Rule 4.1 UPLOADING ITEMS FOR COUNCIL CONSIDERATION**

- A. All council agenda items, including ordinances and resolutions shall be uploaded into OnBase as provided in Rule 2.10 (Agenda Process).
- B. After presentation at committee, so long as council sponsorship requirements are met as provided in Rule 2.10 (Agenda Process), the council office director, or their designee, will approve items to move forward to the city clerk for consideration at a future council legislative session. All items, whether discussion or consent, will remain in the council queue and will not advance toward a legislative agenda until having gone through committee unless granted permission to be considered on a compressed timeline as established in Rule

## 2.9 (Introduction of Items).

- C. To accommodate narrow construction windows, engineering construction contract ~~items~~ ~~briefing papers~~ may be submitted to committee prior to bid opening as long as the item includes the engineer's cost estimate and estimated construction timeline. When final construction contract information is received, these items may be re-submitted to the council office director, or their designee, for submission to the city clerk for consideration at a future council legislative session.
- D. An ordinance or resolution must have been filed with the city clerk prior to the meeting of which it is an agenda item. No ordinance or resolution, except emergency measures, shall be passed until it has been on file with the city clerk for at least three (3) business days, including the day of the council meeting.
- E. If an ordinance or resolution, or an amendment to an ordinance or resolution, has not been on file with the city clerk for at least three (3) business days, a council member may request that the ordinance, resolution or amendment be read in full prior to consideration by the council. Absent a request by a council member for a full reading, any ordinance or resolution (including any amendments) that has been submitted to the agenda as provided under these rules may be considered after reading of the title or a summary.
- F. Each ordinance or resolution shall have a succinct, plain-language title and summary which briefly describes its purpose and effect. The agenda sheet for every item shall, when filing the same with the city clerk, specify the committee of origin for the ordinance or resolution and the names of the council members who are sponsoring the ordinance or resolution. Subject to Rule 2.18 (Suspension of rules), every ordinance or resolution must be first presented in a committee before it may appear on the council's agenda for first reading (for ordinances) or for council consideration (for resolutions).
- G. Each ordinance or resolution which would have an impact on the fiscal condition of the city must note that fact on the agenda sheet and be accompanied by a brief description of the fiscal impact of the ordinance or resolution on the current year's budget.
- H. At the time of submission of a legislative discussion item to the council agenda, the record relating to the item must reflect compliance with Rule 2.10.K (Public Comment).

## Rule 4.2 AMENDMENT AND SUBSTITUTION

- A. "Amendment" of legislation pertains only to legislation on the agenda and occurs at the time proposed legislation is under debate by the council, and may be offered by motion by any council member. "Substitution" of legislation occurs prior to debate of proposed legislation and may only be made by sponsors of the ordinance

or resolution. ~~Board, and commission and mayoral appointments are not subject to amendment or substitution.~~ Amendments and substitutions are permitted only as provided in this Rule 4.2.

- B. Every proposed amendment shall be in writing and circulated by the proposing council member or their legislative assistant to the city clerk and city council members and staff prior to ~~405:00~~ 405:00 ~~pa.m.~~ on the ~~Friday-Wednesday~~ immediately preceding ~~council consideration~~ the item appearing on a draft agenda; provided, amendments making clerical or technical corrections may be articulated orally during debate. Any amendment submitted after the ~~405:00~~ 405:00 ~~pa.m.~~ ~~Wednesday~~ Friday deadline, if adopted by council on the Monday immediately following the deadline, shall result in that legislative item being deferred to the next regular council legislative agenda.
- C. Proposed amendments shall be included in the ~~current-draft~~ agenda packet for the benefit of public review and council consideration and shall be identified by the city clerk file number and the council member proposing them (e.g., "ORD CXXXXX ~~The Council Member~~ [LAST NAME] SMITH Amendment to ~~ORD CXXXXX~~").
- D. A substitution of all or a portion of the wording of an ordinance or resolution which is to be listed on ~~an advance~~ draft council agenda may be submitted by the majority of sponsors of the ordinance or resolution without council approval, so long as the substitution is in writing and circulated by the proposing council member or their legislative assistant to all council members and the city clerk by no later than ~~540:00~~ 540:00 ~~pa.m.~~ on the ~~Friday-Wednesday~~ immediately preceding the meeting at which the ordinance or resolution is to appear on a ~~an advance~~ draft agenda.
- E. Any motion to amend an ordinance or resolution shall require four (4) affirmative votes to pass. Any motion to suspend the requirements in this Rule 4.2 shall require five (5) affirmative votes to pass.
- F. Amendments and substitute versions not timely filed with the city clerk ~~at least three days~~ before the meeting, whenever reasonably possible, shall be posted for public viewing on the city council Facebook page or other similar channels so that interested members of the public may review during council's consideration of the matter.
- G. The deletion of an emergency clause converts the ordinance to a regular ordinance which requires a second reading at a subsequent meeting. The addition of an emergency clause by amendment requires the ordinance to be deferred to allow public hearing.

#### Rule 4.3 SUBJECT MATTER

The council shall not consider or pass any ordinance or resolution the subject matter of

which is not directly related to local affairs or municipal business or if action by the city council does not result in the adoption of a new or amendment to an existing ordinance or resolution or affect any city policy or practice.

## **RULE 5 – PROCESSING ORDINANCES**

### **Rule 5.1 PUBLICATION, SIGNATURE AND RECORDING**

- A. An ordinance passed by the city council shall, within five (5) days thereafter, be presented to the mayor.
- B. An ordinance:
  - 1. Making the annual tax levy,
  - 2. Adopting the original annual budget,
  - 3. Making appropriations,
  - 4. Implementing a local improvement district or confirming the assessments therefor,
  - 5. Which is an emergency or special budget ordinance,
  - 6. Which is an emergency ordinance, or
  - 7. Which has been approved by the electors by referendum or initiative

shall become effective immediately upon passage.

- C. Ordinances signed by the mayor, and the approved parts of ordinances that have been partially vetoed, will thereupon be filed with the city clerk for recording and publication if not already published.
- D. Ordinances not signed by the mayor after ten (10) days will be filed with the city clerk for signature, recording and publication as necessary.

### **Rule 5.2 VETO**

If, within ten (10) days of presentment, the mayor vetoes an ordinance or part of an ordinance, the ordinance or part thereof, along with the veto message (if any), is returned to the city council, which shall provide a copy to the city clerk. The city clerk shall schedule the matter for reconsideration for the next available council meeting, if requested by a city council member. If, within thirty (30) days of the mayor's veto or partial veto, the city council overrides the veto, the ordinance shall be considered enacted on the date that the

override occurs and shall take effect 30 days after enactment. Such ordinance will be signed by the council president, council president pro tem, or two council members and filed with the city clerk for publication and recording. Any ordinance vetoed by the mayor, and for which no veto override has been passed by the council, may be resubmitted for council approval as provided in Rule 2.19 (Reconsideration).

## RULE 6 – COMMITTEES

### Rule 6.1 STANDING COMMITTEES – ESTABLISHMENT AND MEMBERSHIP

- A. There shall be four (4) standing committees, as follows:
1. Public Safety and Community Health;
  2. Urban Experience;
  3. Public Infrastructure, Environment and Sustainability;
  4. Finance and Administration.
- B. All council members shall be members of each standing committee. Standing committee meetings shall be noticed as meetings of the council where no legislative action shall occur.
- C. The council president shall chair each study session, agenda review, Briefing Session and Legislative sSession of the city council. All committee chairs and vice-chairs shall be determined by majority vote of the council and shall preside over the meetings of their respective committees.
- D. Each standing committee shall have ~~an executive committee comprised of three council members: the committee~~ one (1) chair and the two (2) one (1) vice chairs. The council shall confirm ~~executive members chairs and vice chairs~~ of each standing committee by resolution adopted no later than the second meeting in January of each year or as soon thereafter as possible.

### Rule 6.2 COMMITTEE PROCESS

- A. The purposes of standing committee meetings are ~~first~~ to provide council members an opportunity to discuss potential legislation publicly, to receive public testimony on items included on the committee's agenda, and ~~second~~ to provide the city administration and city staff an opportunity to update council members regarding department programs, plans, and other administrative activities and future City council administrative items. Standing committee meetings are also a venue to brief the council on future legislative agenda items, and to discuss strategic initiatives with the city administration and measuring progress of these initiatives. Legislative agenda items should be in final or close to final draft form at the

committee presentation. Council members should also utilize standing committees to update each other on their board, committee, and commission assignments,

B. All standing committees shall be video recorded and open to the public using the appropriate method (i.e., webcasting or streaming when physical presence is not possible due to law or regulation) except during such time as the committee is in executive session consistent with the OPMA. ~~No p~~Public testimony is taken during standing committee meetings, and speaker conduct shall be governed by Rule 2.15 (Public Participation). Notwithstanding the public testimony section of the meeting. Participation in a standing committee meeting shall be limited to standing committee members, appropriate staff and other individuals recognized by the committee. ~~Upon motion of the city council, a standing committee meeting may be conducted as a meeting of the full city council, in which case, a special meeting notice shall be issued, and the meeting shall be conducted in a study session format.~~ Administrative support for each committee will be provided by council office staff.

C. Each committee shall meet monthly at ~~12:00 n:-noon 11:00 a.m. 1:15 p.m.~~ in the council chambers, except where cancelled or rescheduled to a different time or date at the discretion of the chair, in the following order:

1. Public Safety and Community Health: First Monday of each month
2. Urban Experience: Second Monday of each month
3. Public Infrastructure, Environment, and Sustainability: Third Monday of each month
4. Finance and Administration: Fourth Monday of each month
5. If there is a fifth Monday in a month, that date is reserved for an additional study session if needed and as convened by the council president.
6. If a committee meeting falls on a scheduled city holiday, the meeting will be rescheduled to the next available Monday at a time determined by the chair~~10:00 a.m.~~

D. Committee meeting agenda are formalized pursuant to Rule 2.10 (Agenda Process). The regular order of business for committee meetings shall be as follows, unless modified is determined by the committee chair in his or her discretion:-

1. Briefing by administration and staff
2. Public testimony on committee agenda

### 3. Council discussion and confirmation of sponsors

D.E. Testimony sign-up for committee meetings shall open no later than 5:00 p.m. on the Friday immediately preceding the meeting. The maximum number of public speakers at committee shall be fifteen (15). In the event that more than fifteen (15) speakers have signed up to speak, preference will be given to those who signed up first. Each speaker shall be limited to two (2) minutes to speak to the entire committee agenda. A majority of the council members in attendance may vote to alter the time limit or number of speakers.

E.F. Each item presented in committee must have a fully completed agenda sheet when uploaded into OnBase, ~~be accompanied by a briefing paper, using the Briefing Paper Template attached to these rules (attachment B),~~ and any additional briefing or research documents necessary, unless waived in the particular case by the committee chair.

F.G. Each ordinance or resolution must be presented by the council sponsor or their designee in the appropriate committee which corresponds to the subject matter of the ordinance or resolution before it may move forward for inclusion on the council's legislative agenda. With written permission from ~~both~~ the council president ~~and one of the executive committee members of the standing committee under which the item would normally fall~~, this requirement may be met by conducting a presentation of the item in a ~~regular~~ council study session which has been noticed as a public meeting.

G.H. By motion of the council, any matter before the council may be referred to a committee, except that no committee shall investigate the facts of, nor shall any member or members of the council take independent action on, any pending or contemplated adjudicated matters.

#### Rule 6.3 INTER-GOVERNMENTAL COMMITTEES AND BOARDS

Unless governed by other regulations, statutes, or ordinances, the nomination of the full slate of council members to inter-governmental committees or boards shall be made by the council president, subject to confirmation by a majority of the city council. All appointments shall be made consistent with the governmental documents creating the inter-governmental committee. The council president shall appoint proxies to attend meetings when the assigned council member is unable to attend a meeting.

#### Rule 6.4 AD HOC COMMITTEES AND WORKING GROUPS

Council ad hoc committees, also known as working groups, with specified functions may be established for a designated term or for a specific task or to advise the council on specific subject matter, by resolution. Unless specified in the resolution which created the ad hoc committee, matters of committee business such as the appointment process and qualifications for membership, the number of members, and the deadline for any resulting



reports of the ad hoc committee shall be determined by the committee itself. Working groups shall not include more than three council members unless the meetings of such a working group publishes notices of its meetings consistent with the OPMA.

#### Rule 6.5      BOARDS AND COMMISSIONS APPOINTMENT PROCESS

The city council shall interview mayoral nominees for appointment to boards and commissions prior to considering their appointment and shall take action on each such nomination in an open public meeting. Re-appointments do not require an interview unless requested by a council member.

### **RULE 7 – MISCELLANEOUS**

#### Rule 7.1      COUNCIL POSITION VACANCY

- A. Upon receipt of a written notice of a vacancy or an impending vacancy of a city council position other than that of council president, the council president or designee shall announce the vacancy within seven (7) days of the receipt of the vacancy notice occurring and call for interested parties to submit their applications for consideration by a deadline stated by the council president set with concurrence of the council.
- B. Upon the close of the deadline, each council member shall review the applications, interview on an individual basis whichever applicant(s) they desire to interview and send the council president a prioritized list of who they believe should be interviewed by the entire city council.
- C. The council president shall compile the council members' prioritization of candidates to be interviewed and schedule the top-ranked candidates to be interviewed by the entire city council. Additional candidates may be selected for interviews by a majority vote of the council. Once the slate of candidates to be interviewed by the entire council is announced, no council member may communicate with any candidate outside of the formal interview by the entire council.
- D. The council shall conduct interviews of each individual candidate selected for interviews in an open public meeting. No public comment is permitted in such public meetings.

~~D-E.~~ After conducting interview of the individual candidates, the council shall hold at least one public hearing during a regular legislative session to accept testimony from the public regarding potential candidates.

E-F. Upon completion of the interviews and public hearing, the council, pursuant to RCW 42.30.110(1)(h), may go into executive session to evaluate the qualifications of each candidate.

~~F.G.~~ \_\_\_\_ The council shall take final action by resolution appointing a candidate to fill the vacancy during an open public meeting.

~~G.H.~~ \_\_\_\_ Provisions regarding the selection of a candidate for a city council vacancy not set forth by these rules shall be determined by the city council by motion during an open public meeting.

~~H.I.~~ \_\_\_\_ If the council president position becomes vacant, the city council may elect to appoint one of the existing council members to fill the position of council president without following the selection procedure set forth above. If, upon a motion of the city council, the city council decides to consider someone other than an existing council member to fill the vacant position of council president, the city council shall follow the selection procedure set forth above.

#### Rule 7.2 COUNCIL MEMBER DISCIPLINE

Council members may be subject to disciplinary action only by motion adopted by the affirmative vote of five (5) members of the council, taken in an open public meeting. Disciplinary action may be based on violation of these rules, the City Ethics Code (SMC [01.04B01.04A](#)), or any standards of behavior expected of elected officials, including apparent conflicts of interest, and may include, without limitation, censure, removal from membership on a standing committee, or removal from membership on an intergovernmental board or commission. Nothing in this rule shall be deemed to prevent the council from adopting a non-binding resolution formally admonishing, rebuking or denouncing any other elected official, to the extent otherwise permitted by law.

#### Rule 7.3 COUNCIL STAFF

- A. Each council member has the sole authority to hire, direct, and discharge one legislative assistant.
- B. While all council members have the authority to direct a member of shared council office staff, pursuant to Charter Section 9 and SMC 02.005.030, the city council delegates to the council president the power to hire, supervise and discharge central office staff, subject to the provisions of SMC 02.005.

#### Rule 7.4 COUNCIL OFFICE BUDGET

- A. Any council member may propose to ~~the council president allocation of~~ funding from the approved council office budget beyond that which is reserved for the salaries of council members, personal staff, and approved shared council office staff. ~~The council president has the authority to either approve or deny any expenditure request of \$10,000 or less.~~

A-B. All council office budget allocation proposals over \$10,000 that differ from the adopted council budget must be approved by the affirmative vote of four (4) council members at an open public meeting.

B-C. On at least a quarterly basis, the council's budget manager shall make available to all council members a report on the status of and balances of all individual line items in the council office budget. The budget manager will also work with the Administration to pursue dashboard capability for public and council review of all city budget line items.

#### Rule 7.5 COUNCIL MEMBER AND STAFF ORIENTATION

A. New council members and newly appointed staff shall receive on-boarding and orientation meetings and information within thirty (30) days of their swearing-in or appointment.

B. Orientation materials shall be generated by the council office director in consultation with the central staff and shall consist of at least the following:

1. City Charter and Spokane Municipal Code overview;
2. Overview of the city's budget process and statutory budget requirements;
3. Overview of the council rules of procedure and meeting process, including the sign-up process for public testimony;
4. Summary of often-cited parliamentary process (i.e., motions, decorum, etc.);
5. Overview of all standing and outside boards and commissions to which council members are appointed, including their functions, history, and composition;
6. Overview of policies and procedures relating to the publication of council materials and use of social media; and
7. Completion of open government training as set forth in Administrative Policy No. 0520-17-06 and RCW 42.30.205.

7-8. Notwithstanding the provisions of this rule, nothing in these council rules preclude the administration from providing onboarding and orientation as to the activities and procedures followed by administration staff.

Rule 7.6 COUNCIL MEMBER RESPONSIBILITIES

A. A time commitment of approximately 30-50 hours per week is normally required to adequately fulfill the role of city council member.

B. Unless excused by the council president or committee chair, as applicable, council members must attend the following recurring engagements:

1. City council ~~agenda review briefing administrative~~ and legislative sessions ~~each Monday~~;
2. Standing committee ~~m~~Meetings ~~on Mondays~~ as scheduled;
3. ~~Weekly s~~Study sessions, as scheduled by the council president;
4. Ad hoc working groups as assigned;
5. Outside boards and commissions as assigned (typically between 6-9);
6. Neighborhood council meetings from their respective council district on a regular basis but not necessarily every scheduled meeting (typically at least two a week district wide during each of the first three weeks of a month);
7. Constituent meetings as necessary;
8. Staff meetings as necessary;
9. Other council member meetings as necessary; and
10. Community events as time permits.

~~—Council member absences shall be deemed unexcused unless (1) prior notice of the absence has been provided to the council president or committee chair, as applicable, when it was practical to do so, and (2) the council president or committee chair approves the absence, which approval shall be liberally granted in instances of illness or medical necessity, family emergency or other unforeseen circumstance.~~

C. ~~Notwithstanding the provisions of this rule, nothing in these council rules preclude the administration from providing onboarding and orientation as to the activities and procedures followed by administration staff.~~

Rule 7.7 CITY COUNCIL PLANNING

A. Council shall consider annual council member appointment to boards,

commissions, and committees by resolution no later than the second council meeting of each calendar year.

- B. Council shall consider the Plan Commission's annual work program by resolution no later than February 28 of each calendar year.
- C. Council shall consider ~~annual and adopt~~ changes to the council rules by resolution no later than February 28 of each calendar year. Additional adjustments to the rules may be made by resolution.
- D. The council president ~~or their designee~~ shall schedule a council ~~R~~etreat annually ~~prior to February 28 of each calendar year~~. Additional retreats may be scheduled throughout the year at the council president's discretion.

#### Rule 7.8 LEGAL INQUIRIES

All inquiries by council members and council staff to the city legal department regarding City Charter provisions, any proposed or existing ordinance, any proposed or existing resolution, or any rule or procedure shall be directed to the appropriate attorney and the city attorney with a copy sent to the city council policy advisor, who shall forward the legal department's response to the inquiry to the full council when (a) any related legislation appears on a committee or council agenda, (b) upon the request of any council member, or (c) if the policy advisor deems the communication relevant matters of interest to council members. All other inquiries may be directed to the city attorney alone, and the response from the legal department to the individual council member's inquiries shall not be forwarded to the city council policy advisor. All inquiries to and responses from the legal department, regardless how originated, shall remain confidential privileged communication unless the privilege is waived by the full council pursuant to Rule 1.3.B. During legislative debate or other public meetings, council members shall refrain from disclosing the content of legal advice provided by the city legal department or outside counsel, except to disclose (a) the fact that the city legal department was consulted on a matter, and (b) that based on said legal advice, the council member is adopting a particular position regarding the matter discussed with the city legal department. For example, the following statements would comply with this rule:

"I consulted with city legal on this legislation, and I think the proposal needs more work before we adopt it."

"This resolution was forwarded to city legal. Based on their review of this resolution, I am not supporting it."

"City legal reviewed this contract. Therefore, from a legal standpoint I see no reason not to approve it."

Adopted by Resolution 2024-\_\_\_\_\_ (12/\_\_/2024)

#### *Attachments:*

- ~~A. Division Standing Committee Assignments (Rule 2.10.C) Briefing Paper template (Rule 2.10.H)~~
- ~~Attachment B.1: Standard Briefing Paper~~
- A. Attachment B.2: Special Budget Ordinance (SBO) Briefing Paper

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In the attachment "Spokane City Council Rules of Procedure," insert the following new section 2.21:

2.21 Council Member Participation in Meetings; Debate.

- A. Debate shall be governed by Robert's Rules of Order, Newly Revised (12th Ed.) except as set forth under this rule. During committee meetings, legislative sessions, and agenda review, council members may only speak to any pending question after being recognized by the chair or presiding officer. Absent permission from the chair or presiding officer, no council member may speak to any pending question more than twice, and on each occasion shall be limited to 10 minutes. Council members shall not engage in debate or commentary regarding first reading ordinances or comments made during open forum except as expressly allowed under these rules.
- B. During commentary, discussion and debate, council members shall not question the motives or intentions of other council members, disturb meetings through conduct or gestures, or criticize a prior council action that is not under debate.
- C. Committee meetings are an opportunity for council to question staff and other permitted speakers regarding any proposed legislative item. Discussion shall be regulated by the chair, who shall ensure all council members have an equal opportunity to participate and ask questions. At committee meetings, council members are permitted to engage in debate regarding any legislative item subject to the general rules of debate above.
- D. Agenda review sessions are an additional opportunity for council to question staff and other permitted speakers regarding any proposed legislative item. Any council member wishing to have an item on a draft agenda briefed by staff at agenda review shall submit the request in writing to the City Administrator and Council Office Director by 5:00 p.m. the day immediately preceding the agenda review session. Other than questions directed to staff, discussion at agenda review sessions shall be confined to debate on motions to adjust the agenda or to amend or substitute legislative items.

**PURPOSE OF AMENDMENT:** Current council rules are not clear as to when council commentary or debate is permitted, or what rules apply to debate. The purpose of the amendment is to expressly incorporate the practice under Robert's Rules; namely, that no debate is permitted at legislative sessions or agenda review absent a pending motion or question. The amendment is further intended to make clear that discussion at committee may occur without a pending question. The amendment also includes language regarding decorum that is currently part of Robert's Rules.

In the attachment "Spokane City Council Rules of Procedure," strike Sections 2.9.A and 2.10.F and insert the following:

2.9.A. Legislation shall only be placed on a regular legislative meeting agenda by the council president or any council member through the process established in Rule 2.10 (Agenda Process), except as otherwise provided by Rule 2.18 (Suspension of Rules). No resolution or ordinance may appear for consideration on a legislative agenda for consideration by the full council unless it has first been presented in a committee or study session and is sponsored by at least two (2) council members. Legislative agenda items for which six (6) months have elapsed since the discussion of the item at a committee meeting should be returned to committee for an additional discussion before appearing for consideration on the legislative agenda. Items that need consideration on a compressed timeline due to an unforeseen urgency or emergency may be added to a draft legislative agenda prior to being presented at a committee or study session with either (i) prior written permission from all of the council sponsor(s) or (ii) the council president. Notwithstanding the accelerated placement on the draft legislative agenda, the matter must still be heard in committee and sponsored by at least two (2) council members, absent suspension of the rules by the council.

2.10.F. To move out of a standing committee and onto a legislative agenda, resolutions and ordinances must secure two (2) council sponsors.

**PURPOSE OF AMENDMENT:**

Restores the prior proposed language that required only two council sponsors to move an item onto the council agenda.



In the attachment "Spokane City Council Rules of Procedure," strike Sections 2.1.A, 2.14.A, 4.2.B, and 6.2.C and insert the following:

2.1.A. As provided in SMC 02.01.010, the regular meeting of the city council is at 3:30 p.m. every Monday in the council chambers. If a Monday is a city holiday, that week's regular meeting shall be held on the next day that is not a holiday if a quorum is available, unless cancelled at the discretion of the council president.

2.14.A. Agenda Review.

The council will meet each week on Monday to review the draft agendas. The meeting chair may make adjustments to the order of business as needed. The regular order of business in an agenda review is as follows.

1. Roll call;
2. Council or staff reports of matters of interest;
3. Staff or council member briefings regarding matters on the draft agenda, as may be requested by council members;
4. Discussion of and any adjustments to the draft agenda;
5. Approval by motion of the draft agenda;
6. Any new background by staff or council members for items on the final agenda; and
7. Consider any requests for deferral of items on the final agenda.
8. Approval by motion of the next week's draft agenda.

4.2.B Every proposed amendment shall be in writing and circulated by the proposing council member or their legislative assistant to the city clerk and city council members and staff prior to 5:00 p.m. on the Wednesday immediately preceding the item appearing on a draft agenda; provided, amendments making clerical or technical corrections may be articulated orally during debate. Any amendment submitted after the 5:00 p.m. Wednesday deadline, if adopted by council on the Monday immediately following the deadline, shall result in that legislative item being deferred to the next regular council legislative agenda.

RES 2024-0119 (BINGLE AMENDMENT NO 2)( 12-04-24)(MEETING DAY)

6.2.C. Each committee shall meet monthly at 11:00 a.m. in the council chambers, except where cancelled or rescheduled to a different time or date at the discretion of the chair, in the following order:

1. Public Safety and Community Health: First Monday of each month
2. Urban Experience: Second Monday of each month
3. Public Infrastructure, Environment, and Sustainability: Third Monday of each month
4. Finance and Administration: Fourth Monday of each month
5. If there is a fifth Monday in a month, that date is reserved for an additional study session if needed and as convened by the council president.
6. If a committee meeting falls on a scheduled city holiday, the meeting will be rescheduled to the next available Monday at a time determined by the chair.

PURPOSE OF AMENDMENT:

Restores the current language in the rules that provide for council meetings on Mondays and makes other changes to the rules to conform to this change.

In the attachment “Spokane City Council Rules of Procedure,” add the following new Section 2.21:

2.21 Council Member Participation in Meetings; Debate.

Debate shall be governed by Robert’s Rules of Order, Newly Revised (12th Ed.) except as set forth under this rule, and shall be freely accommodated by the council president. Notwithstanding the lack of any pending question or motion, a council member may initiate and engage in debate at the following times:

1. During committee meetings, with respect to any item on the committee agenda;
2. During agenda review, with respect to any legislative item on a final or draft agenda;
3. During legislative sessions, with respect to any legislative item, including first reading ordinances.

**PURPOSE OF AMENDMENT:** Clarifies that council members may comment on any legislative item whether or not a question is pending before the council.

In the attachment "Spokane City Council Rules of Procedure," strike Section 1.2 and insert the following:

## 1.2 DUTY OF MUTUAL RESPECT

During council meetings, it is the duty of each council member to conduct themselves in a manner that fosters mutual respect between each other, city staff, board and commission appointees, and the public. The Council President shall act as a neutral facilitator when ensuring that all Councilmembers adhere to these rules and must provide a clear explanation to the body regarding any rulings determining that an action is out of order.

Councilmembers shall have an equitable opportunity to express their views and those of their constituents on any matter before the Council at Agenda Review or the Legislative session. No Councilmember shall be interrupted or silenced unless they violate this rule.

Likewise, all persons who attend a council meeting or interact with council members or council staff in any type of forum or communication, regardless of the form or format, must act respectfully toward all persons and not commit "Unlawful harassment" as defined by RCW 7.105.010(36). Mutual respect includes, but is not limited to, not intentionally disclosing private information about a council member or staff such as personal telephone numbers or home addresses without the permission of the council member or staff.

**PURPOSE OF AMENDMENT:** This amendment revises the first sentence and adds second sentence regarding council president duty. Also adds the second paragraph regarding council members' right to speak. The third paragraph is in the current rule and is unchanged.

In the attachment "Spokane City Council Rules of Procedure," strike Section 1.3.C. and insert the following:

1.3 DUTY OF ETHICAL CONDUCT

1.3.C. No council member may use or authorize the use of facilities of the city, directly or indirectly, for the purpose of assisting a campaign for election of a person to an office or for the purpose of or opposition to a ballot proposition. Council members shall comply with RCW 42.17A.555 (Use of public office or agency facilities in campaigns-Prohibition-Exceptions). Notwithstanding the foregoing, nothing in these rules prevent any member of the public from exercising their rights to free expression by wearing clothing, buttons, or other attire which displays messages of a political nature in a council meeting, so long as such conduct does not include the display of signs and/or disrupt the council meeting. To avoid even the appearance of electioneering, the City Council may not adopt a resolution supporting or opposing state or local ballot propositions.

PURPOSE OF AMENDMENT:

Adds language effectively changing the last sentence of the paragraph to ensure Council Members and Council as a body do not engage in unintended electioneering or the appearance of it.

RES 2024-0119 (CATHCART AMENDMENT NO 3)(12-05-24)(OPEN FORUM)

In the attachment "Spokane City Council Rules of Procedure," strike Section 2.2.C and insert the following:

2.2 OPEN FORUM

2.2.C. No responses from council members, other than a statement of council members' intent to address the matter in the future and points of order, will be permitted by council members during an open forum, unless the question is likely to be of concern by the broader community and can be quickly clarified from the dais by the Council President or whomever she recognizes for such purpose.

PURPOSE OF AMENDMENT:

Includes language allowing Council President or their designee to issue a response when needed and appropriate.

In the attachment "Spokane City Council Rules of Procedure," strike Section 2.5 and insert the following:

2.5 STUDY SESSIONS

- 2.5. From time to time, after consultation with all council members' offices, the council president may schedule a study session of the city council to receive information on staff matters, staff briefings, and enable discussion among council members on issues of public concern. Study sessions are held in a workshop format, with no public hearing, no council action to dispose of any item unless the study session was noticed as a special meeting in compliance with the OPMA and Rule 2.12 (Special Meeting Notices) of these rules. A quorum of the council is not necessary in order to proceed with a study session. Additional study sessions may be scheduled at the discretion of the council president or by a vote of the majority of council members present at a public meeting of the council.

PURPOSE OF AMENDMENT:

Updates first sentence to include all offices of council members to ensure collaboration, schedule coordination, and communication.

RES 2024-0119 (CATHCART AMENDMENT NO 5)(12-05-24)(INTRODUCTION OF ITEMS)(AGENDA PROCESS)

In the attachment "Spokane City Council Rules of Procedure," strike Sections 2.9.A and 2.10.F and insert the following:

2.9 INTRODUCTION OF AGENDA ITEMS

- 2.9.A. Legislation shall only be placed on a regular legislative meeting agenda by the council president or any council member through the process established in Rule 2.10 (Agenda Process), except as otherwise provided by Rule 2.18 (Suspension of Rules). No resolution or ordinance may appear for consideration on a legislative agenda for consideration by the full council unless it has first been presented in a committee or study session and is sponsored by at least three council members. Legislative agenda items for which six (6) months have elapsed since the discussion of the item at a committee meeting should be returned to committee for an additional discussion before appearing for consideration on the legislative agenda. Items that need consideration on a compressed timeline due to an unforeseen urgency or emergency may be added to a draft legislative agenda prior to being presented at a committee or study session with either (i) prior written permission from all of the council sponsors or (ii) the council president. Notwithstanding the accelerated placement on the draft legislative agenda, the matter must still be heard in committee absent a suspension of the rules by the council.

2.10 AGENDA PROCESS

- 2.10.F. To move out of a standing committee and onto a legislative agenda, resolutions and ordinances must secure three (3) council sponsors. A council member must secure at least one (1) council sponsor from each City Council District. Alternatively, if the Council President sponsors the item, it must also have two (2) sponsors from council members representing the two (2) Council Districts where the Council President does not reside.

**PURPOSE OF AMENDMENT:** Requires three council sponsors to place items on the legislative agenda, with at least one council sponsor from each council district. If the Council President is one of the sponsors, the other two sponsors must be from council districts where the council president does not reside.



In the attachment "Spokane City Council Rules of Procedure," strike Sections 2.9.C and 2.10.B and 2.15.A and insert the following:

## 2.9 INTRODUCTION OF ITEMS

2.9.C. The term "legislation" in these rules means any action appearing on a City Council agenda.

## 2.10 AGENDA PROCESS

2.10.B. Except as otherwise provided in Rule 2.9 (Introduction of Items), no agenda item, other than weekly reports of the mayor of pending claims and payments, payroll claims, board/commission/committee appointments, Mayoral nominations and appointments, may appear on a council legislative agenda without (i) first appearing on a standing committee agenda and (ii) meeting the requirements to emerge from the standing committee, as provided in paragraph F of Rule 6.2 (Committee Process).

## 2.15 PARTICIPATION BY MEMBERS OF THE PUBLIC IN MEETINGS

2.15.A The council encourages public participation in the legislative process. Council meetings shall be conducted in a manner that provides the opportunity for all attendees to hear, see and participate in the proceedings to the extent provided in these Rules and applicable city, state, and federal law. Speech or conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of any council meeting is prohibited. In addition to these general principles governing public participation, the following specific rules apply:

A. Members of the public may address the council regarding the following items during the council's legislative session: board and commission appointments, the consent agenda as a whole, all first reading ordinances together (with the exception of first reading ordinances associated with hearings, which shall be taken separately), final readings of regular and special budget ordinances, emergency ordinances, hearing items, special considerations, review of mayoral vetoes, and other legislation

RES 2024-0119 (CATHCART AMENDMENT NO 6)(12-05-24)(INTRO  
ITEMS)(AGENDA PROCESS)(PUBLIC)

before the city council requiring council action, except those that are adjudicatory or solely administrative in nature. This rule shall not limit the public's right to speak on issues that are not part of the final or draft agendas during open forum.

**PURPOSE OF AMENDMENT:** In 2.9.C, the definition of "legislation" is shortened to simply any action item on the council agenda. In Rule 2.10.B, the reference to initiative and referendum matters is deleted, thus requiring they appear in committee first before appearing on the agenda. The special reference to mayoral appointments following the city charter is deleted.

In the attachment "Spokane City Council Rules of Procedure," strike Section 2.14.A and insert the following:

2.14 ORDER OF BUSINESS

2.14.A. Agenda Review

The council will meet each week on Monday to review the draft agendas. The meeting chair may make adjustments to the order of business as needed. The regular order of business in an agenda review is as follows.

1. Roll call;
2. Council or staff reports of matters of interest;
3. Interviews with any Mayoral hires subject to Council confirmation;
4. Interviews with Boards and Commissions applicants;
5. Staff or council member briefings regarding matters on either of the draft agendas, as may be requested by council members;
6. Discussion of and any adjustments to either of the draft advance agendas;
7. Approval by motion of the advance next week's draft agenda.
8. Consideration of any requests for deferral of items on the final agenda.

**PURPOSE OF AMENDMENT:** Adds items No. 3 and 4 relating to interviews of appointments to make them a regular part of agenda review.

RES 2024-0119 (CATHCART AMENDMENT NO 8)(12-05-24)(PUBLIC PARTICIPATION)

In the attachment "Spokane City Council Rules of Procedure," strike Section 2.15.A and insert the following:

2.15 PARTICIPATION BY MEMBERS OF THE PUBLIC IN COUNCIL MEETINGS

2.15.A. Members of the public may address the council regarding the following items during the council's legislative session: board and commission appointments, the consent agenda as a whole, all first reading ordinances together (with the exception of first reading ordinances associated with hearings, which shall be taken separately), final readings of regular and special budget ordinances, emergency ordinances, hearing items, special considerations, review of mayoral vetoes, and other items before the city council requiring council action, except those that are adjudicatory or solely administrative in nature. This rule shall not limit the public's right to speak on issues that are not part of the final or the most imminent public draft agenda during open forum.

**PURPOSE OF AMENDMENT:** With two advanced agendas, the public should only be beholden to the most imminent and not both with regards to being on-topic at Open Forum.

In the attachment "Spokane City Council Rules of Procedure," strike Section 2.16.A and insert the following:

2.16 PUBLIC TESTIMONY REGARDING LEGISLATIVE AGENDA ITEMS

2.16.A. Legislation The city council shall take public testimony on all matters included on its legislative agenda as described at Rule 2.15(A), with those exceptions stated in this paragraph. Public testimony shall be limited to the final council action, except that public testimony shall be allowed at the first reading of ordinances. Public testimony is limited to three (3) minutes per speaker for hearings and legislative items under final consideration. For the consent agenda, first reading of ordinances, or special consideration testimony is limited to two (2) minutes per speaker the chair, absent a majority vote of the council, has the authority to lower the per speaker time limit by announcing the new, lower time limit at the legislative session. Public testimony and consideration of an item may be extended to a subsequent meeting by a majority vote of the council. Testimony on a legislative item deferred to a future date certain shall be taken on the future date, unless testimony on the date of deferral is allowed by the Council President.

PURPOSE OF AMENDMENT:

Increases the time limit on public testimony for items under Final Consideration.



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Discussion

**Date Rec'd** 11/21/2024

**Clerk's File #** RES 2024-0120

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	CITY COUNCIL	<b>Bid #</b>	
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<b>Contact Name/Phone</b>	CHRIS WRIGHT 625-6210	<b>Requisition #</b>	
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<b>Contact E-Mail</b>	CWRIGHT@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Resolutions		
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<b>Council Sponsor(s)</b>	BWILKERSON MCATHCART		
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<b>Agenda Item Name</b>	0320 - RESOLUTION REQUESTING EXTENSION OF COPS CONTRACT		
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**Agenda Wording**

Resolution requesting administration extend the COPs contract for 4 months at a cost of \$200,000, and authorizing the council president to execute an extension if not executed by the mayor by December 9, 2024.

**Summary (Background)**

The current contract for COPs (Community Oriented Policing Services ) expires December 31, 2024, but is eligible for two 1-year renewals. This resolution requests the administration extend the contract for 4 months to April 30, 2025 at a cost of \$200,000. If the extension is not executed by the mayor by December 9, 2024, the resolution authorizes the council president to execute the extension. Administration is requested to complete a procurement process for similar services by May 1, 2025.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? NO

Total Cost	\$ 200,000
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Current Year Cost	\$ 0
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Subsequent Year(s) Cost	\$ 200,000
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**Narrative**

Compensation based on roughly current rate of cost under existing contract.

<b>Amount</b>	<b>Budget Account</b>
Select \$	#
Select \$	#
Select \$	#
Select \$	#
\$	#
\$	#



## Committee Briefing Paper

### Urban Experience Committee

<b>Committee Date</b>	11/25/24
<b>Submitting Department</b>	City Council
<b>Contact Name</b>	Council President Wilkerson
<b>Contact Email &amp; Phone</b>	<a href="mailto:bwilkerson@spokanecity.org">bwilkerson@spokanecity.org</a> /625-6258
<b>Council Sponsor(s)</b>	Wilkerson
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Resolution Requesting Extension of COPs Contract
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>*use the Fiscal Impact box below for relevant financial information</p> <p>The current contract for COPs (Community Oriented Policing Services ) expires December 31, 2024, but is eligible for two 1-year renewals. This resolution requests the administration extend the contract for 4 months to April 30, 2025 at a cost of \$200,000. If the extension is not executed by the mayor by December 9, 2024, the resolution authorizes the council president to execute the extension. The administration is requested to complete a new procurement process for community services by May 31, 2025.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <a href="#">Click or tap here to enter text.</a></p> <p>Current year cost: 0</p> <p>Subsequent year(s) cost: \$200,000</p> <p><b>Narrative:</b> <span style="color: yellow;">!</span> <u>The extension requires funding of \$200,000 in 2025, which funds have not as yet been identified.</u></p> <p><b>Funding Source</b>    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities?</li> </ul> <p style="padding-left: 40px;"><b>COPs provides community oriented services throughout the city, in all three council districts.</b></p> <ul style="list-style-type: none"> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?</li> </ul> <p style="padding-left: 40px;"><b>The current contract requires annual reporting regarding performance of COPs agreed services.</b></p>	



- How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?

**The current contract requires annual reporting regarding performance of COPs agreed services.**

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**COPs has provided community oriented services for more than 30 years, and typically was designated by the City Council as a sole source provider of the services. Multiple council resolutions have supported the program and its funding by the City.**

#### **Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

**No applicable committee.**

**RESOLUTION NO. 2024-0120**

**A RESOLUTION** requesting the Brown Administration to extend the current contract with Community Oriented Policing Services (COPS), authorizing the council president to execute the extension if necessary, and setting forth terms and conditions for extension.

**WHEREAS**, the City endorses the philosophy of community-oriented policing, which combines the efficiency of patrolling with the personal involvement of the old police "beats"; and

**WHEREAS**, Spokane Community Oriented Policing Services (COPs) is a non-profit 501(c)(3) corporation, formed to assist neighborhoods in organizing and operating COPS stations, to act as a liaison with the Spokane Police Department (SPD) and community groups and the public, and to function as a tax-exempt organization for receipt of charitable contributions to the C.O.P.S. program; and

**WHEREAS**, since 1993 the City of Spokane and the Spokane Police Department have contracted with Spokane COPS to provide a program whereby neighborhoods could partner with the police department in improving their safety and quality of life; and

**WHEREAS**, Spokane COPS current is providing services under an agreement executed with the City of Spokane and the Spokane Police Department on March 30, 2020, which agreement expires December 31, 2024, unless it is otherwise extended or renewed for two additional one-year terms as provided in the agreement; and

**WHEREAS**, the Brown Administration and the Police Chief require time to evaluate the services provided by COPs to determine whether its model of community oriented policing services conforms to the Brown Administration's long-term plans for policing in Spokane, and to further allow for competitive bidding of services consistent with those long-term plans;

**WHEREAS**, the city council is unwilling to permit the current contract with COPs to lapse at the end of year 2024 without adequate notice to the COPs organization, and is willing to have the City renew the contract on a limited basis.

**NOW, THEREFORE,**

**BE IT RESOLVED** by the city council for the City of Spokane that it hereby authorizes the Brown Administration to extend the current COPs agreement for a period

of four months, terminating on April 30, 2025, with total compensation for the period from January 1, 2025 through April 30, 2025 not to exceed \$200,000, all other terms and conditions of the current agreement otherwise to remain as agreed; and

**BE IT FURTHER RESOLVED** that if the Mayor has not signed an extension of the COPs agreement on the foregoing terms by December 9, 2024 at 3:00 p.m., then pursuant to Section 38 of the Spokane City Charter, the City Council President is authorized to sign an extension on the same terms and conditions; and

**BE IT FURTHER RESOLVED** that the city council respectfully requests the Brown Administration immediately commence a formal procurement process for community oriented policing services and to complete the procurement process by May 1, 2025, with council approval on such dates consistent with an anticipated commencement date of June 1, 2025.

**ADOPTED** by the City Council this \_\_\_\_ day of \_\_\_\_\_, 2024.

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City Clerk

Approved as to form:

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Assistant City Attorney

Strike the final three paragraphs of the resolution and substitute the following in their place:

**BE IT RESOLVED** by the city council for the City of Spokane that it hereby authorizes the Brown Administration to extend the current COPs agreement for a period of three months, terminating on March 31, 2025, with total compensation for the period from January 1, 2025 through March 31, 2025 not to exceed \$125,000 and payable monthly on a reimbursement basis (rather than quarterly), all other terms and conditions of the current agreement otherwise to remain as agreed; and

**BE IT FURTHER RESOLVED** that if the Mayor or her authorized designee has not signed an extension of the COPs agreement on the foregoing terms by December 10, 2024 at 3:00 p.m., then pursuant to Section 38 of the Spokane City Charter, the City Council President is authorized to sign an extension on the same terms and conditions; and

**BE IT FURTHER RESOLVED**, that this resolution shall be deemed approval of extension of the COPs Agreement, to the extent council approval is required under the City’s rules of procurement; and

**BE IT FURTHER RESOLVED** that the city council respectfully requests the Brown Administration immediately commence a formal procurement process for community oriented policing services and to complete the procurement process by March 31, 2025, with council approval of any resulting contract scheduled on such dates consistent with an anticipated contract commencement date of April 1, 2025.

**PURPOSE OF AMEDNMENT:** The purpose of the amendment is to (1) reduce the contract extension to three months at a reduced amount of \$125,000 payable on a reimbursement basis, (2) to change the mayor deadline for execution to December 10, one day after expected council action on the resolution and to allow for execution by the Mayor’s designee, (3) to add language indicating the resolution constitutes council approval of the extension to the extent council approval is needed under procurement rules, and (4) to alter the requested procurement process for new services to be completed by March 31. This version number 2 of the amendment adds additional language indicating that payments shall be made on a reimbursable basis.



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Consent

**Date Rec'd**

9/9/2024

**Clerk's File #**

ORD C36626

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

**Submitting Dept**

FINANCE, TREASURY & ADMIN

**Bid #**

**Contact Name/Phone**

JESSICA 954-9217

**Requisition #**

**Contact E-Mail**

JSTRATTON@SPOKANECITY.ORG

**Agenda Item Type**

First Reading Ordinance

**Council Sponsor(s)**

MCATHCART BWILKERSON ZZAPPONE

**Agenda Item Name**

0410 - 2025-2026 BIENNIUM BUDGET ADOPTION

**Agenda Wording**

Adoption of the 2025-2026 Biennium Budget.

**Summary (Background)**

The City of Spokane is a first-class city with a population of less than 300,000 persons and is required, pursuant to RCW 35.34.120, to adopt a final budget prior to the close of the current fiscal year at midnight, December 31, 2024.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

**Amount**

**Budget Account**

Select \$ #

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #



## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	Finance
<b>Contact Name</b>	Jessica Stratton
<b>Contact Email &amp; Phone</b>	<a href="mailto:jstratton@spokanecity.org">jstratton@spokanecity.org</a> 509-954-9217
<b>Council Sponsor(s)</b>	Cathcart, Wilkerson, Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested: min
<b>Agenda Item Name</b>	2025-2026 Biennium Budget Adoption
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p><u>Background</u></p> <p>The City of Spokane is a first-class city with a population of less than 300,000 persons and is required, pursuant to RCW 35.34.120, to adopt a final budget prior to the close of the current fiscal year at midnight, December 31, 2024.</p> <p>*use the Fiscal Impact box below for relevant financial information</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <a href="#">Click or tap here to enter text.</a></p> <p>Current year cost:</p> <p>Subsequent year(s) cost:</p> <p><b>Narrative:</b> Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue</p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: <a href="#">Select Funding Source*</a></p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? – N/A</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? – N/A</li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution? – N/A</li> <li>• Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others? – N/A</li> </ul>	

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not. – N/A



**CITY OF SPOKANE**

**Spokane,  
Washington**

**ORDINANCE NO**

**C\_\_\_\_\_**

AN ORDINANCE ADOPTING A BIENNIAL BUDGET FOR THE CITY OF SPOKANE, WASHINGTON, FOR THE YEARS 2025 AND 2026, AND SETTING FORTH IN SUMMARY FORM THE TOTALS OF ESTIMATED REVENUES AND APPROPRIATIONS FOR EACH SEPARATE FUND, THE AGGREGATE TOTALS FOR ALL SUCH FUNDS COMBINED, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, State Law, Chapter 35.34 RCW has provided that the legislative body of any city may, by ordinance, elect to have a two-year fiscal biennial budget in lieu of the annual budget which is otherwise provided for; and

WHEREAS, pursuant to State Law, Chapter 35.34, the City of Spokane, as a first-class city, is authorized to adopt a two-year biennial budget; and

WHEREAS, on June 24, 2024 the City Council adopted Ord. No C-36531, establishing a two-year biennial budget for the City of Spokane for the first two-year budget period beginning January 1, 2025.

WHEREAS, State Law requires that the City adopt a biennial budget before the end of the preceding calendar year; and

WHEREAS, the Mayor proposed the 2025-2026 Biennial Budget, on November 2, 2024 to the Spokane City Council as provided by law; and

WHEREAS, as required by law, on November 4, 2024, November 14, 2024, November 18, 2024 and November 25, 2024, the City Council held public hearings and provided opportunity for public comment on the proposed 2025-2026 Biennial Budget; and

WHEREAS, all appropriations in the final budget must be limited to the total estimated revenues therein including the amount to be raised by all municipal revenue sources and the unencumbered fund balances estimated to be available at the close of the current fiscal year; and

WHEREAS, pursuant to RCW 35.33.121 the expenditures as classified and itemized by fund in the final budget adopted by the City Council shall constitute the City of Spokane's appropriations for the fiscal biennium commencing after midnight, December 31, 2024, subject to later adjustments as provided therein;

NOW, THEREFORE, the City Council of Spokane, Washington do ordain as follows:

Section 1. The biennial budget for the City of Spokane, Washington, for the years 2025 and 2026 is hereby adopted, by this reference, at the fund level in its final form and content as set forth below.

Section 2. Estimated revenues and expenditures, including fund balances or working capital for each separate fund of the City of Spokane, Washington, and the aggregate total for all such funds combined, for each year 2025 and 2026, are hereby appropriated for expenditure at the fund level set forth below.

Section 3. The City Chief Financial Officer is directed to transmit a copy of the budget, hereby adopted, to the Washington State Auditor’s Office, and to the Association of Washington Cities.

Section 4. This ordinance shall be in force and take effect January 1, 2025.

Section 5. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section subsection, sentence, clause, phrase or word of this ordinance.

City of Spokane								
Summary Revenues, Expenditures and Fund Balance								
2025-2026 Biennial Budget								
Fund Category	Fund	Estimated Beginning Balance	2025 Revenue	2025 Expense	Estimated Closing Balance	2026 Revenue	2026 Expense	Estimated Closing Balance
General Fund	0100 - General Fund	-	265,575,371	262,390,012	3,185,359	270,466,423	272,849,652	802,130
<b>General Fund Total</b>		-	<b>265,575,371</b>	<b>262,390,012</b>	<b>3,185,359</b>	<b>270,466,423</b>	<b>272,849,652</b>	<b>802,130</b>
Special Revenue Funds	1100 - Street Maintenance Fund	2,382,248	27,227,184	28,053,436	1,555,996	27,237,410	28,408,988	384,418
	1200 - Code Enforcement Fund	605,243	4,608,791	4,599,419	614,615	4,830,593	4,726,765	718,444
	1300 - Library Fund	5,927,566	12,516,511	14,143,709	4,300,367	12,557,058	14,704,758	2,152,668
	1340 - Historic Preservation Incentives Fund	8,783	10,000	17,500	1,283	10,000	10,000	1,283
	1350 - Pension Contributions Fund	2,187,926	5,003,943	5,003,943	2,187,926	5,320,431	5,320,431	2,187,926
	1360 - Miscellaneous Grants Fund	229,366	178,500	178,500	229,366	178,500	178,500	229,366
	1370 - Domestic Violence Prevention	7,591	500	500	7,591	500	500	7,591
	1375 - Cannabis Tax Fund	62,466	661,000	661,000	62,466	695,000	695,000	62,466
	1380 - Traffic Calming Measures	7,900,188	5,922,143	8,007,621	5,814,710	5,870,143	7,535,196	4,149,657
	1390 - Urban Forestry Fund	94,562	2,020,000	2,018,074	96,487	2,020,000	2,018,081	98,407
	1400 - Parks And Recreation Fund	3,600,405	26,793,868	27,344,962	3,049,311	27,340,589	28,659,329	1,730,571
	1425 - American Rescue Plan	4,407,865	-	-	4,407,865	-	-	4,407,865
	1440 - Fire Grants - Miscellaneous	-	1,525,824	1,525,824	-	1,212,390	1,212,390	-
	1460 - Parking Meter Revenue Fund	2,352,100	5,705,414	6,089,447	1,968,067	5,810,771	6,215,144	1,563,695
	1500 - Paths And Trails Reserve Fund	814,667	194,500	685,657	323,510	194,500	485,715	32,295
	1540 - Human Services Grants Fund	1,433,998	32,587,049	33,301,979	719,068	32,563,256	33,282,324	0
	1541 - Continuum Of Care	-	8,492,958	8,492,958	-	8,492,958	8,492,958	-
	1555 - Opioid Response Fund	2,895,376	317,221	1,117,616	2,094,981	331,877	1,118,366	1,308,492
	1560 - Forfeitures & Contribution Fund	1,189,061	584,228	671,398	1,101,891	585,000	672,523	1,014,368
	1590 - Hotel/Motel Tax Fund	615,149	5,500,000	4,500,549	1,614,600	5,500,000	4,859,311	2,255,289
	1595 - Housing Sales Tax	16,787,245	7,685,000	16,573,250	7,898,995	7,840,000	3,754,995	11,984,000
	1610 - Real Estate Excise Tax Fund Second Quarter Percent	6,215,465	4,539,000	9,232,750	1,521,715	4,602,985	6,124,700	-
	1615 - Real Estate Excise Tax First Quarter Percent	985,000	4,274,000	4,500,000	759,000	4,361,000	4,300,000	820,000
	1620 - Public Safety & Judicial Grant	-	3,268,897	3,259,798	9,099	1,122,273	1,113,032	18,340
	1625 - Public Safety Levy Fund	1,153,495	7,123,347	7,140,082	1,136,760	7,272,259	7,336,388	1,072,631
	1640 - Communications Bldg M&O Fund	825,830	334,986	336,173	824,643	342,293	344,580	822,356
	1650 - Community Development Fund	36,493	15,000	35,000	16,493	15,000	31,493	-
	1680 - Community Housing & Human Services Fund	1,048,996	-	479,902	569,094	-	569,093	0
	1690 - Community Development Block Grants	3,470	8,575,300	8,575,300	3,470	8,575,300	8,575,300	3,470
	1695 - Community Development Block Grants Revolving Loan Fund	578,063	2,000,000	2,215,362	362,701	2,000,000	2,237,299	125,402
	1700 - Miscellaneous Community Development Grants	626,537	231,000	407,907	449,630	231,000	407,907	272,723
	1710 - Home Entitlement Program	0	5,474,023	5,474,023	0	5,474,023	5,474,023	0
	1715 - Home Revolving Loan Fund	662,662	395,000	1,057,662	-	395,000	395,000	-
	1720 - Housing Assistance Program	191,464	1,500	97,000	95,964	1,500	97,000	464
	1725 - Affordable & Supportive Housing	669,944	400,000	1,069,944	0	420,000	420,000	0
	1760 - Emergency Rental Assistance Grant	95,879	-	-	95,879	-	-	95,879
	1770 - Housing Trust Grant Fund	223,273	7,100	118,736	111,637	7,100	118,737	-
	1775 - Legal Services and Relocation Fund	-	156,000	156,000	-	156,000	156,000	-
	1780 - Rental Rehabilitation Fund	374,304	51,000	238,152	187,152	51,000	238,152	0
	1785 - Residential Rental Property Mitigation Fund	10,376	76,456	76,456	10,376	78,750	78,750	10,376
	1890 - Trial Court Improvement Fund	-	65,000	65,000	-	65,000	65,000	-
	1910 - Criminal Justice Assistance Fund	2,585,430	6,567,880	8,773,449	379,861	6,761,000	7,138,563	2,298
	1915 - Community Safety Fund	-	4,513,000	4,513,000	-	6,694,450	6,694,450	-

	1920 - Financial Partnership Fund	-	-	-	-	-	-	-	
	1940 - Channel Five Equipment Reserve Fund	570,814	252,000	252,000	570,814	252,000	252,000	570,814	
	1950 - Park Cumulative Reserve Fund	2,330,564	4,077,568	4,758,352	1,649,780	1,427,568	2,773,352	303,996	
	1970 - Fire/Ems Fund	-	76,391,969	76,391,969	0	79,453,435	79,453,435	0	
	1980 - Defined Contribution Administration Fund	152,861	75,000	69,206	158,655	82,650	76,510	164,795	
	1985 - VOYADefined Contribution Administration Fund	46,118	46,000	45,933	46,185	50,692	50,418	46,459	
	1990 - Transportation Benefit Fund	1,502,600	3,250,000	4,613,160	139,440	3,250,000	88,889	3,300,551	
	<b>Special Revenue Funds Total</b>	<b>74,391,443</b>	<b>279,695,660</b>	<b>306,939,659</b>	<b>47,147,444</b>	<b>281,733,253</b>	<b>286,961,344</b>	<b>41,919,354</b>	
	<b>Debt Service Funds</b>	<b>2100 - Go Bond Redemption Fund</b>	<b>7,141,560</b>	<b>16,583,207</b>	<b>16,186,207</b>	<b>7,538,560</b>	<b>16,969,953</b>	<b>16,586,953</b>	<b>7,921,560</b>
		<b>2300 - Special Assessment Debt Fund</b>	<b>583,819</b>	<b>125,000</b>	<b>143,812</b>	<b>565,007</b>	<b>125,000</b>	<b>107,833</b>	<b>582,174</b>
		<b>2350 - Special Assessment Guaranty Fund</b>	<b>574,640</b>		<b>8,000</b>	<b>566,640</b>		<b>8,000</b>	<b>558,640</b>
		<b>2500 - Iron Bridge TIF Debt Service</b>	<b>69,700</b>	<b>103,761</b>	<b>101,361</b>	<b>72,100</b>	<b>53,979</b>	<b>51,483</b>	<b>74,596</b>
		<b>2502 - University District LRF Debt Service</b>	<b>1,000,064</b>	<b>250,000</b>	<b>224,281</b>	<b>1,025,783</b>	<b>275,000</b>	<b>285,882</b>	<b>1,014,901</b>
	<b>Debt Service Funds Total</b>	<b>9,369,783</b>	<b>17,061,968</b>	<b>16,663,661</b>	<b>9,768,090</b>	<b>17,423,932</b>	<b>17,040,151</b>	<b>10,151,871</b>	
	<b>Capital Funds</b>	<b>3160 - General Capital Improvements</b>	<b>20,226</b>		<b>20,226</b>				
		<b>3200 - Street Capital Fund (Arterial St)</b>	<b>15,054,077</b>	<b>59,494,654</b>	<b>60,860,427</b>	<b>13,688,304</b>	<b>53,604,227</b>	<b>50,906,528</b>	<b>16,386,003</b>
		<b>3495 - Capital Improvements 1995</b>	<b>40,778</b>		<b>40,778</b>				
		<b>3500 - Kendall Yards TIF</b>		<b>490,000</b>	<b>490,000</b>		<b>562,000</b>	<b>562,000</b>	
		<b>3501 - West Quadrant TIF</b>	<b>1,616,667</b>	<b>681,000</b>	<b>2,297,667</b>		<b>749,100</b>	<b>749,100</b>	
		<b>3502 - University District LRF</b>	<b>723,105</b>	<b>264,000</b>	<b>723,000</b>	<b>264,105</b>	<b>317,000</b>	<b>264,000</b>	<b>317,105</b>
	<b>Capital Funds Total</b>	<b>17,454,853</b>	<b>60,929,654</b>	<b>64,432,098</b>	<b>13,952,409</b>	<b>55,232,327</b>	<b>52,481,628</b>	<b>16,703,108</b>	
	<b>Enterprise Funds</b>	<b>4100 - Water Division</b>	<b>39,121,144</b>	<b>58,278,522</b>	<b>74,661,917</b>	<b>22,737,749</b>	<b>60,680,884</b>	<b>76,381,552</b>	<b>7,037,081</b>
		<b>4210 - Water/Ww Debt Service Fund</b>		<b>13,549,028</b>	<b>13,549,028</b>		<b>13,549,778</b>	<b>13,549,778</b>	
		<b>4250 - Integrated Capital Management</b>	<b>7,904,943</b>	<b>75,970,294</b>	<b>89,232,155</b>	<b>(5,356,918)</b>	<b>76,689,819</b>	<b>87,546,445</b>	<b>(16,213,544)</b>
		<b>4300 - Sewer Fund</b>	<b>31,026,282</b>	<b>77,390,651</b>	<b>89,011,214</b>	<b>19,405,719</b>	<b>80,816,319</b>	<b>98,128,560</b>	<b>2,093,479</b>
		<b>4480 - Solid Waste Fund</b>	<b>8,373,950</b>	<b>107,208,747</b>	<b>108,811,590</b>	<b>6,771,107</b>	<b>113,755,512</b>	<b>112,979,634</b>	<b>7,546,985</b>
		<b>4600 - Golf Fund</b>	<b>2,638,813</b>	<b>6,492,101</b>	<b>6,856,234</b>	<b>2,274,680</b>	<b>6,592,101</b>	<b>6,791,951</b>	<b>2,074,831</b>
		<b>4700 - Development Svcs Center</b>	<b>8,055,221</b>	<b>10,789,708</b>	<b>16,107,466</b>	<b>2,737,462</b>	<b>10,759,041</b>	<b>11,792,476</b>	<b>1,704,028</b>
	<b>Enterprise Funds Total</b>	<b>97,120,353</b>	<b>349,679,051</b>	<b>398,229,604</b>	<b>48,569,800</b>	<b>362,843,454</b>	<b>407,170,395</b>	<b>4,242,859</b>	
	<b>Internal Service Funds</b>	<b>5100 - Fleet Services Fund</b>	<b>2,011,427</b>	<b>20,051,359</b>	<b>19,564,800</b>	<b>2,497,986</b>	<b>20,051,359</b>	<b>19,731,542</b>	<b>2,817,803</b>
		<b>5110 - Fleet Svcs Equip Repl Fund</b>	<b>6,619,497</b>	<b>1,671,160</b>	<b>2,264,115</b>	<b>6,026,542</b>	<b>1,645,160</b>	<b>2,029,835</b>	<b>5,641,867</b>
		<b>5200 - Public Works And Utilities</b>	<b>586,533</b>	<b>9,674,762</b>	<b>9,538,817</b>	<b>722,478</b>	<b>10,055,935</b>	<b>10,002,023</b>	<b>776,390</b>
		<b>5300 - IT Fund</b>	<b>2,183,191</b>	<b>14,030,007</b>	<b>14,049,570</b>	<b>2,163,628</b>	<b>14,859,075</b>	<b>14,880,679</b>	<b>2,142,023</b>
		<b>5310 - IT Capital Replacement Fund</b>	<b>3,532,901</b>	<b>1,467,381</b>	<b>1,618,483</b>	<b>3,381,799</b>	<b>1,453,312</b>	<b>2,330,827</b>	<b>2,504,353</b>
		<b>5400 - Reprographics Fund</b>	<b>3,544</b>			<b>3,544</b>			<b>3,544</b>
		<b>5500 - Purchasing &amp; Stores Fund</b>	<b>283,556</b>	<b>1,355,261</b>	<b>1,370,754</b>	<b>268,063</b>	<b>1,405,949</b>	<b>1,423,442</b>	<b>250,570</b>
		<b>5600 - Accounting Services</b>	<b>1,636,588</b>	<b>6,505,286</b>	<b>6,517,550</b>	<b>1,624,324</b>	<b>6,818,732</b>	<b>6,795,711</b>	<b>1,647,345</b>
		<b>5700 - My Spokane</b>	<b>299,822</b>	<b>2,064,265</b>	<b>2,103,916</b>	<b>260,172</b>	<b>2,242,634</b>	<b>2,247,704</b>	<b>255,101</b>
		<b>5750 - Office Of Performance Mgmt</b>	<b>34,863</b>	<b>1,557,537</b>	<b>1,560,953</b>	<b>31,446</b>	<b>1,593,085</b>	<b>1,592,330</b>	<b>32,201</b>
		<b>5800 - Risk Management Fund</b>	<b>13,775,073</b>	<b>7,584,280</b>	<b>7,538,792</b>	<b>13,820,562</b>	<b>7,970,025</b>	<b>7,932,775</b>	<b>13,857,812</b>
		<b>5810 - Workers' Compensation Fund</b>	<b>10,272,600</b>	<b>6,449,788</b>	<b>6,446,323</b>	<b>10,276,065</b>	<b>6,799,405</b>	<b>6,806,257</b>	<b>10,269,214</b>
		<b>5820 - Unemployment Compensation Fund</b>	<b>1,586,453</b>	<b>385,971</b>	<b>481,762</b>	<b>1,490,662</b>	<b>385,971</b>	<b>508,178</b>	<b>1,368,455</b>
		<b>5830 - Employees Benefits Fund</b>	<b>20,126,199</b>	<b>50,624,986</b>	<b>51,261,185</b>	<b>19,490,000</b>	<b>52,500,826</b>	<b>53,531,400</b>	<b>18,459,426</b>
		<b>5900 - Facilities Operating Fund</b>	<b>3,783,919</b>	<b>5,707,743</b>	<b>6,506,434</b>	<b>2,985,228</b>	<b>5,845,766</b>	<b>6,696,348</b>	<b>2,134,646</b>
		<b>5901 - SIP Debt Fund</b>	<b>1,453,199</b>	<b>6,748,947</b>	<b>6,921,950</b>	<b>1,280,196</b>	<b>8,253,799</b>	<b>8,253,802</b>	<b>1,280,193</b>
		<b>5902 - Police Capital Fund</b>	<b>253,899</b>	<b>3,268,997</b>	<b>3,268,997</b>	<b>253,899</b>	<b>3,042,360</b>	<b>3,042,360</b>	<b>253,899</b>
		<b>5903 - Fire Capital Fund</b>	<b>1,493,937</b>	<b>4,557,433</b>	<b>4,557,433</b>	<b>1,493,937</b>	<b>5,697,300</b>	<b>5,697,300</b>	<b>1,493,937</b>
		<b>5904 - Facilities Capital</b>	<b>502,358</b>	<b>744,381</b>	<b>1,233,143</b>	<b>13,596</b>	<b>744,381</b>	<b>744,381</b>	<b>13,596</b>
	<b>Internal Service Funds Total</b>	<b>70,439,559</b>	<b>144,449,544</b>	<b>146,804,976</b>	<b>68,084,127</b>	<b>151,365,143</b>	<b>154,246,894</b>	<b>65,202,376</b>	
	<b>Fiduciary Funds</b>	<b>6010 - Finch Memorial Arboretum Fund</b>	<b>87,544</b>	<b>75,000</b>	<b>75,000</b>	<b>87,544</b>	<b>75,000</b>	<b>75,000</b>	<b>87,544</b>
		<b>6100 - Retirement</b>	<b>337,325,883</b>	<b>37,830,000</b>	<b>42,201,507</b>	<b>332,954,376</b>	<b>39,952,660</b>	<b>44,501,382</b>	<b>328,405,654</b>
		<b>6200 - Firefighters' Pension Fund</b>	<b>32,100,853</b>	<b>3,303,643</b>	<b>5,242,350</b>	<b>30,162,146</b>	<b>3,477,061</b>	<b>5,473,084</b>	<b>28,166,123</b>
		<b>6230 - Building Code Records Mgmt</b>	<b>2,653</b>	<b>60,000</b>	<b>60,000</b>	<b>2,653</b>	<b>60,000</b>	<b>60,000</b>	<b>2,653</b>
		<b>6250 - Municipal Court</b>		<b>1,300,000</b>	<b>1,300,000</b>		<b>1,489,800</b>	<b>1,489,800</b>	
		<b>6300 - Police Pension</b>	<b>1,038,334</b>	<b>3,595,000</b>	<b>3,581,750</b>	<b>1,051,584</b>	<b>3,749,620</b>	<b>3,717,098</b>	<b>1,084,106</b>
		<b>6730 - Parking &amp; Business Improvement District</b>	<b>150,000</b>		<b>75,000</b>	<b>75,000</b>		<b>75,000</b>	
	<b>Fiduciary Funds Total</b>	<b>370,705,266</b>	<b>46,163,643</b>	<b>52,535,607</b>	<b>364,333,302</b>	<b>48,804,141</b>	<b>55,391,364</b>	<b>357,746,079</b>	
	<b>Grand Total</b>	<b>639,481,257</b>	<b>1,163,554,891</b>	<b>1,247,995,617</b>	<b>555,040,531</b>	<b>1,187,868,674</b>	<b>1,246,141,428</b>	<b>496,767,778</b>	

ADOPTED by the City Council and APPROVED by the Mayor on \_\_\_\_\_

Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

**Strike the entirety of the Ordinance and substitute the following in its place:**

**ORDINANCE C36626**

AN ORDINANCE ADOPTING A BIENNIAL BUDGET FOR THE CITY OF SPOKANE, WASHINGTON, FOR THE YEARS 2025 AND 2026, AND SETTING FORTH IN SUMMARY FORM THE TOTALS OF ESTIMATED REVENUES AND APPROPRIATIONS FOR EACH SEPARATE FUND, THE AGGREGATE TOTALS FOR ALL SUCH FUNDS COMBINED, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, State Law, Chapter 35.34 RCW has provided that the legislative body of any city may, by ordinance, elect to have a two-year fiscal biennial budget in lieu of the annual budget which is otherwise provided for; and

WHEREAS, pursuant to State Law, Chapter 35.34, the City of Spokane, as a first-class city, is authorized to adopt a two-year biennial budget; and

WHEREAS, on June 24, 2024 the City Council adopted Ord. No C-36531, establishing a two-year biennial budget for the City of Spokane for the first two-year budget period beginning January 1, 2025.

WHEREAS, State Law requires that the City adopt a biennial budget before the end of the preceding calendar year; and

WHEREAS, the Mayor proposed the 2025-2026 Biennial Budget, on November 2, 2024 to the Spokane City Council as provided by law; and

WHEREAS, as required by law, on November 4, 2024, November 14, 2024, November 18, 2024, November 25, 2024, and December 2, 2024 the City Council held public hearings and provided opportunity for public comment on the proposed 2025-2026 Biennial Budget; and

WHEREAS, all appropriations in the final budget must be limited to the total estimated revenues therein including the amount to be raised by all municipal revenue sources and the unencumbered fund balances estimated to be available at the close of the current fiscal year; and

WHEREAS, pursuant to RCW 35.33.121 the expenditures as classified and itemized by fund in the final budget adopted by the City Council shall constitute the City of Spokane's appropriations for the fiscal biennium commencing after midnight, December 31, 2024, subject to later adjustments as provided therein;

NOW, THEREFORE, the City Council of Spokane, Washington do ordain as follows:

ORD C36626 (BIENNIAL BUDGET 2025-2026)(WILKERSON AMENDMENT)(Corrected)

Section 1. The biennial budget for the City of Spokane, Washington, for the years 2025 and 2026 is hereby adopted, by this reference, at the fund level in its final form and content as set forth below.

Section 2. Estimated revenues and expenditures, including fund balances or working capital for each separate fund of the City of Spokane, Washington, and the aggregate total for all such funds combined, for each year 2025 and 2026, are hereby appropriated for expenditure at the fund level set forth below.

Section 3. The City Chief Financial Officer is directed to transmit a copy of the budget, hereby adopted, to the Washington State Auditor's Office, and to the Association of Washington Cities.

Section 4. This ordinance shall be in force and take effect January 1, 2025.

Section 5. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section subsection, sentence, clause, phrase or word of this ordinance.

Section 6. The Budget Memorandum dated December 9, 2024, attached hereto, is incorporated by reference and made part of this ordinance.

ORD C36626 (BIENNIAL BUDGET 2025-2026)(WILKERSON AMENDMENT)(Corrected)

City of Spokane								
Summary Revenues, Expenditures and Fund Balance								
2025-2026 Biennial Budget								
Fund Category	Fund	Estimated Beginning Balance	2025 Revenue	2025 Expense	Estimated Closing Balance	2026 Revenue	2026 Expense	Estimated Closing Balance
General Fund	0100 - General Fund	-	264,573,920	261,800,538	2,773,382	270,069,372	272,784,846	57,908
<b>General Fund Total</b>		-	<b>264,573,920</b>	<b>261,800,538</b>	<b>2,773,382</b>	<b>270,069,372</b>	<b>272,784,846</b>	<b>57,908</b>
Special Revenue Funds	1100 - Street Maintenance Fund	2,382,248	27,227,184	28,053,436	1,555,996	27,237,410	28,408,988	384,418
	1200 - Code Enforcement Fund	605,243	4,832,128	4,822,756	614,616	5,062,336	4,958,508	718,444
	1300 - Library Fund	5,927,566	12,516,511	14,143,709	4,300,367	12,557,058	14,704,758	2,152,668
	1340 - Historic Preservation Incentives Fund	8,783	10,000	17,500	1,283	10,000	10,000	1,283
	1350 - Pension Contributions Fund	2,187,926	5,003,943	5,003,943	2,187,926	5,320,431	5,320,431	2,187,926
	1360 - Miscellaneous Grants Fund	229,366	178,500	178,500	229,366	178,500	178,500	229,366
	1370 - Domestic Violence Prevention	7,591	500	500	7,591	500	500	7,591
	1375 - Cannabis Tax Fund	62,466	661,000	661,000	62,466	695,000	695,000	62,466
	1380 - Traffic Calming Measures	7,900,188	5,922,143	6,026,440	7,795,891	5,870,143	6,126,241	7,539,793
	1390 - Urban Forestry Fund	94,562	2,020,000	2,018,074	96,487	2,020,000	2,018,081	98,407
	1400 - Parks And Recreation Fund	3,600,405	26,793,868	27,344,962	3,049,311	27,340,589	28,659,329	1,730,571
	1425 - American Rescue Plan	4,407,865	-	-	4,407,865	-	-	4,407,865
	1440 - Fire Grants - Miscellaneous	-	1,525,824	1,525,824	-	1,212,390	1,212,390	-
	1460 - Parking Meter Revenue Fund	2,352,100	5,705,414	6,089,447	1,968,067	5,810,771	6,215,144	1,563,695
	1500 - Paths And Trails Reserve Fund	814,667	194,500	685,657	323,510	194,500	485,715	32,295
	1540 - Human Services Grants Fund	1,433,998	32,587,049	33,301,979	719,068	32,563,256	33,282,324	0
	1541 - Continuum Of Care	-	8,492,958	8,492,958	-	8,492,958	8,492,958	-
	1555 - Opioid Response Fund	2,895,376	317,221	1,117,616	2,094,981	331,877	1,118,366	1,308,492
	1560 - Forfeitures & Contribution Fund	1,189,061	584,228	671,398	1,101,891	585,000	672,523	1,014,368
	1590 - Hotel/Motel Tax Fund	615,149	5,500,000	4,500,549	1,614,600	5,500,000	4,859,311	2,255,289
	1595 - Housing Sales Tax	16,787,245	7,685,000	16,573,250	7,898,995	7,840,000	3,754,995	11,984,000
	1610 - Real Estate Excise Tax Fund Second Quarter Percent	6,215,465	4,539,000	9,232,750	1,521,715	4,602,985	6,124,700	-
	1615 - Real Estate Excise Tax First Quarter Percent	985,000	4,274,000	4,500,000	759,000	4,361,000	4,300,000	820,000
	1620 - Public Safety & Judicial Grant	-	3,268,897	3,259,798	9,099	1,122,273	1,113,032	18,340
	1625 - Public Safety Levy Fund	1,153,495	7,123,347	7,140,082	1,136,760	7,272,259	7,336,388	1,072,631
	1640 - Communications Bldg M&O Fund	825,830	334,986	336,173	824,643	342,293	344,580	822,356
	1650 - Community Development Fund	36,493	15,000	35,000	16,493	15,000	31,493	-
	1680 - Community Housing & Human Services Fund	1,048,996	-	479,902	569,094	-	569,093	0
	1690 - Community Development Block Grants	3,470	8,575,300	8,575,300	3,470	8,575,300	8,575,300	3,470
	1695 - Community Development Block Grants Revolving Loan Fund	578,063	2,000,000	2,215,362	362,701	2,000,000	2,237,299	125,402
	1700 - Miscellaneous Community Development Grants	626,537	231,000	407,907	449,630	231,000	407,907	272,723
	1710 - Home Entitlement Program	0	5,474,023	5,474,023	0	5,474,023	5,474,023	0
	1715 - Home Revolving Loan Fund	662,662	395,000	1,057,662	-	395,000	395,000	-
	1720 - Housing Assistance Program	191,464	1,500	97,000	95,964	1,500	97,000	464
	1725 - Affordable & Supportive Housing	669,944	400,000	1,069,944	0	420,000	420,000	0
	1760 - Emergency Rental Assistance Grant	95,879	-	-	95,879	-	-	95,879
	1770 - Housing Trust Grant Fund	223,273	7,100	118,736	111,637	7,100	118,737	-
	1775 - Legal Services and Relocation Fund	-	156,000	156,000	-	156,000	156,000	-
	1780 - Rental Rehabilitation Fund	374,304	51,000	238,152	187,152	51,000	238,152	0
	1785 - Residential Rental Property Mitigation Fund	10,376	76,456	76,456	10,376	78,750	78,750	10,376
	1890 - Trial Court Improvement Fund	-	65,000	65,000	-	65,000	65,000	-
	1910 - Criminal Justice Assistance Fund	2,585,430	6,567,880	8,773,449	379,861	6,761,000	7,138,563	2,298
	1915 - Community Safety Fund	-	4,513,000	4,513,000	-	6,694,450	6,694,450	-

**ORD C36626 (BIENNIAL BUDGET 2025-2026)(WILKERSON AMENDMENT)(Corrected)**

Fund Category	Fund	Estimated Beginning Balance	2025 Revenue	2025 Expense	Estimated Closing Balance	2026 Revenue	2026 Expense	Estimated Closing Balance
	1920 - Financial Partnership Fund	-	-	-	-	-	-	-
	1940 - Channel Five Equipment Reserve Fund	570,814	252,000	252,000	570,814	252,000	252,000	570,814
	1950 - Park Cumulative Reserve Fund	2,330,564	4,077,568	4,758,352	1,649,780	1,427,568	2,773,352	303,996
	1970 - Fire/Ems Fund	-	78,591,969	78,591,969	0	80,453,435	80,453,435	0
	1980 - Defined Contribution Administration Fund	152,861	75,000	69,206	158,655	82,650	76,510	164,795
	1985 - VOYADefined Contribution Administration Fund	46,118	46,000	45,933	46,185	50,692	50,418	46,459
	1990 - Transportation Benefit Fund	1,502,600	3,250,000	4,613,160	139,440	3,250,000	88,889	3,300,551
<b>Special Revenue Funds Total</b>		<b>74,391,443</b>	<b>282,118,997</b>	<b>307,381,814</b>	<b>49,128,626</b>	<b>282,964,996</b>	<b>286,784,132</b>	<b>45,309,490</b>
<b>Debt Service Funds</b>								
	2100 - Go Bond Redemption Fund	7,141,560	16,583,207	16,186,207	7,538,560	16,969,953	16,586,953	7,921,560
	2300 - Special Assessment Debt Fund	583,819	125,000	143,812	565,007	125,000	107,833	582,174
	2350 - Special Assessment Guaranty Fund	574,640	-	8,000	566,640	-	8,000	558,640
	2500 - Iron Bridge TIF Debt Service	69,700	103,761	101,361	72,100	53,979	51,483	74,596
	2502 - University District LRF Debt Service	1,000,064	250,000	224,281	1,025,783	275,000	285,882	1,014,901
<b>Debt Service Funds Total</b>		<b>9,369,783</b>	<b>17,061,968</b>	<b>16,663,661</b>	<b>9,768,090</b>	<b>17,423,932</b>	<b>17,040,151</b>	<b>10,151,871</b>
<b>Capital Funds</b>								
	3160 - General Capital Improvements	20,226	-	20,226	-	-	-	-
	3200 - Street Capital Fund (Arterial St)	15,054,077	59,494,654	60,860,427	13,688,304	53,604,227	50,906,528	16,386,003
	3495 - Capital Improvements 1995	40,778	-	40,778	-	-	-	-
	3500 - Kendall Yards TIF	-	490,000	490,000	-	562,000	562,000	-
	3501 - West Quadrant TIF	1,616,667	681,000	2,297,667	-	749,100	749,100	-
	3502 - University District LRF	723,105	264,000	723,000	264,105	317,000	264,000	317,105
<b>Capital Funds Total</b>		<b>17,454,853</b>	<b>60,929,654</b>	<b>64,432,098</b>	<b>13,952,409</b>	<b>55,232,327</b>	<b>52,481,628</b>	<b>16,703,108</b>
<b>Enterprise Funds</b>								
	4100 - Water Division	39,121,144	58,278,522	74,661,917	22,737,749	60,680,884	76,381,552	7,037,081
	4210 - Water/Ww Debt Service Fund	-	13,549,028	13,549,028	-	13,549,778	13,549,778	-
	4250 - Integrated Capital Management	7,904,943	75,970,294	89,232,155	(5,356,918)	76,689,819	87,546,445	(16,213,544)
	4300 - Sewer Fund	31,026,282	77,390,651	89,011,214	19,405,719	80,816,319	98,128,560	2,093,479
	4480 - Solid Waste Fund	8,373,950	107,208,747	109,161,590	6,421,107	113,755,512	113,329,634	6,846,985
	4600 - Golf Fund	2,638,813	6,492,101	6,856,234	2,274,680	6,592,101	6,791,951	2,074,831
	4700 - Development Svcs Center	8,055,221	10,789,708	16,107,466	2,737,462	10,759,041	11,792,476	1,704,028
<b>Enterprise Funds Total</b>		<b>97,120,353</b>	<b>349,679,051</b>	<b>398,579,604</b>	<b>48,219,800</b>	<b>362,843,454</b>	<b>407,520,395</b>	<b>3,542,859</b>
<b>Internal Service Funds</b>								
	5100 - Fleet Services Fund	2,011,427	20,051,359	19,564,800	2,497,986	20,051,359	19,731,542	2,817,803
	5110 - Fleet Svcs Equip Repl Fund	6,619,497	1,671,160	2,264,115	6,026,542	1,645,160	2,029,835	5,641,867
	5200 - Public Works And Utilities	586,533	9,674,762	9,538,817	722,478	10,055,935	10,002,023	776,390
	5300 - IT Fund	2,183,191	14,197,007	14,211,704	2,168,494	15,030,075	15,054,468	2,144,100
	5310 - IT Capital Replacement Fund	3,532,901	1,442,381	1,618,483	3,356,799	1,428,381	2,330,827	2,454,353
	5400 - Reprographics Fund	3,544	-	-	3,544	-	-	3,544
	5500 - Purchasing & Stores Fund	283,556	1,355,261	1,370,754	268,063	1,405,949	1,423,442	250,570
	5600 - Accounting Services	1,636,588	6,505,286	6,517,550	1,624,324	6,818,732	6,795,711	1,647,345
	5700 - My Spokane	299,822	2,064,265	2,103,916	260,172	2,242,634	2,247,704	255,101
	5750 - Office Of Performance Mgmt	34,863	1,557,537	1,560,953	31,446	1,593,085	1,592,330	32,201
	5800 - Risk Management Fund	13,775,073	7,584,280	7,538,792	13,820,562	7,970,025	7,932,775	13,857,812
	5810 - Workers' Compensation Fund	10,272,600	6,449,788	6,446,323	10,276,065	6,799,405	6,806,257	10,269,214
	5820 - Unemployment Compensation Fund	1,586,453	385,971	481,762	1,490,662	385,971	508,178	1,368,455
	5830 - Employees Benefits Fund	20,126,199	50,624,986	51,261,185	19,490,660	52,500,826	53,531,400	18,459,426
	5900 - Facilities Operating Fund	3,783,919	5,707,743	6,506,434	2,985,228	5,845,766	6,696,348	2,134,646
	5901 - SIP Debt Fund	1,453,199	6,748,947	6,921,950	1,280,196	8,253,799	8,253,802	1,280,193
	5902 - Police Capital Fund	253,899	3,268,997	3,268,997	253,899	3,042,360	3,042,360	253,899
	5903 - Fire Capital Fund	1,493,937	4,557,433	4,557,433	1,493,937	5,697,300	5,697,300	1,493,937
	5904 - Facilities Capital	502,358	744,381	1,233,143	13,596	744,381	744,381	13,596
<b>Internal Service Funds Total</b>		<b>70,439,559</b>	<b>144,591,544</b>	<b>146,967,110</b>	<b>68,063,993</b>	<b>151,511,143</b>	<b>154,420,683</b>	<b>65,154,453</b>
<b>Fiduciary Funds</b>								
	6010 - Finch Memorial Arboretum Fund	87,544	75,000	75,000	87,544	75,000	75,000	87,544
	6100 - Retirement	337,325,883	37,830,000	42,201,507	332,954,376	39,952,660	44,501,382	328,405,654
	6200 - Firefighters' Pension Fund	32,100,853	3,303,643	5,242,350	30,162,146	3,477,061	5,473,084	28,166,123
	6230 - Building Code Records Mgmt	2,653	60,000	60,000	2,653	60,000	60,000	2,653
	6250 - Municipal Court	-	1,300,000	1,300,000	-	1,489,800	1,489,800	-
	6300 - Police Pension	1,038,334	3,595,000	3,581,750	1,051,584	3,749,620	3,717,098	1,084,106
	6730 - Parking & Business Improvement District	150,000	-	75,000	75,000	-	75,000	-
<b>Fiduciary Funds Total</b>		<b>370,705,266</b>	<b>46,163,643</b>	<b>52,535,607</b>	<b>364,333,302</b>	<b>48,804,141</b>	<b>55,391,364</b>	<b>357,746,079</b>
<b>Grand Total</b>		<b>639,481,257</b>	<b>1,165,118,777</b>	<b>1,248,360,432</b>	<b>556,239,602</b>	<b>1,188,849,366</b>	<b>1,246,423,200</b>	<b>498,665,769</b>

ADOPTED by the City Council and APPROVED by the Mayor on \_\_\_\_\_

\_\_\_\_\_  
Council President



Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

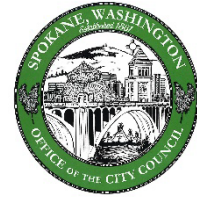
\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

# MEMO



**To:** City Council Members

**From:** Betsy Wilkerson, City Council President

**cc:** Mayor Lisa Brown; Alex Scott, City Administrator; Matt Boston, CFO; Jessica Stratton, Budget Director; Terri Pfister, City Clerk

**Date:** 9 December, 2024

**Re:** Amendments to the Mayor’s 2025-2026 Biennial Budget Proposed Budget

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The City Council appreciates the many dedicated members of the City’s Finance and Budgeting teams who have worked with the Administration to deliver the City’s first biennial budget in a challenging fiscal climate. When Council recently enacted legislation moving the City to a biennial budgeting cycle, we hoped to foster a culture dedicated to a long-term budgeting approach, rather than one prone to relying on temporary fixes to the structural issues underlying the City’s financial challenges. Throughout this process, Council has taken a collaborative approach with a new Administration and a new Chief Financial Officer, showing deference to their judgement where possible. However, we submit the following amendments in the interest of better serving our constituents’ interests and continuing the Administration’s work towards putting the City on a long-term path toward fiscal sustainability.

This Budget Amendment adopted by Council makes further investments in the priorities we hear from community members: clean and safe neighborhoods, improved street safety, and community policing. The Amendment provides funding to stand up an additional code enforcement team to keep City streets clean and safe. Council also expanded funding for removing abandoned vehicles and RVs, while retaining all funding for public works and transportation implementations from the Spokane Safe Streets Fund, to ensure more projects will be built throughout the City. We agreed to provide bridge funding for COPS for the first quarter of 2025, and to fund a volunteer community policing program that will be awarded after a request for proposals is completed.

As with many municipalities, the City of Spokane continues to face structural budgeting challenges due to a confluence of factors, including labor contracts that inexorably drive costs to increase substantially more rapidly than revenues; deferred maintenance and capital expenses for essential resources; and rising costs related to homelessness, mental health, crime, and addiction. City Council Members are grateful to the voters for their broad and generous support for the Community Safety Sales Tax, allowing for additional investments in public safety, including reinstating the Police Department’s neighborhood resource officers and traffic enforcement; funding critical improvements to aged fire department equipment; buttressing effective programming in Community Court; and allocating more funds for accountability in the Police Ombuds Office.

As with most cities, Spokane continues to struggle with housing affordability issues. In keeping with the numerous

**ORD C36626 (BIENNIAL BUDGET 2025-2026)(WILKERSON AMENDMENT)(Corrected)**

ordinances Council’s majority passed in 2024 to support affordable housing and rental protections, we support the Mayor’s proposals to continue funding efforts to expand housing options throughout the City. It has been a privilege to work with the many engaged citizens who attended our Homelessness Roundtables, and we look forward to forging progressively better solutions to homelessness, mental health, and addiction issues. Nevertheless, because many of these issues are outside the scope of what any city can tackle, it will require work at the county, state, and federal levels, which is why we share the Administration’s expansion of grant writing and exploration of a multijurisdictional task force to address homelessness.

Our budget should reflect our core value of equity and inclusiveness. Budgeting should bridge these ideals with what is fiscally feasible, in a way that reflects our community’s shared values while acknowledging constraints on our finances and service options. Our Budget Director remains actively engaged with our Manager of Equity and Inclusion and will continue to engage historically disadvantaged and underrepresented groups in the budgeting process. Going forward, the Council hopes to help shape a budgeting culture where City resources are carefully evaluated to consider disparities in our City via program evaluation, data analysis, and community engagement

In sum, Council expects the Administration to diligently work to deliver the surpluses projected in this budget (which shall incorporate by reference the attached spreadsheet, entitled “City Council’s Changes to the Biennial Budget 2025-2026”, and dated 6Dec24). Under a shared mandate to continue serving our residents in a fiscally prudent and responsive manner, the City Council adopts the Mayor’s Proposed 2025-2026 Biennial Budget, subject to the following changes and with an understanding that the Administration will present a responsive plan to any material changes to their forecasts at the September 2025 mid-biennial review:

**GENERAL FUND**

**Non-Departmental (0020)**

- 1. Move state lobbying contracts from Council:

2025	2026
\$81,028	\$81,028

- 2. Add an apprenticeship contract:

2025	2026
\$40,000	\$40,000

**Police Ombuds (0030)**

- 1. Add one classified Crime Analyst position omitted from the Proposed Budget

**Human Services (0300)**

- 1. Reduce contractual services:

2025	2026
(\$500,000)	-

**City Council (0320)**

1. **Increase auto allowance for each of the seven Councilmembers in the following amounts:**

2025	2026
\$1,310 x 7	\$1,310 x 7

2. **Increase airfare for each of the seven Councilmembers in the following amounts:**

2025	2026
\$1,000 x 7	\$1,000 x 7

3. Increase salary & benefits for staff promotions:

2025	2026
\$28,626	\$38,028

4. Increase miscellaneous other charges, for security, community engagement, and due diligence:

2025	2026
\$57,000	\$68,000

5. Move state lobbying contracts from Council:

2025	2026
(\$81,028)	(\$81,028)

6. Restore funding for interns:

2025	2026
\$10,000	\$10,000

**Engineering Services (0370)**

1. Remove one classified Bridge Engineer position, 237001:

2025	2026
(\$189,606)	(\$193,747)

**Mayor's Office (0520)**

1. Transfer-in funding from the Safe Streets for All fund for the Director of Transportation & Sustainability position:

2025	2026
\$198,549	\$202,949

2. Increase contractual services:

2025	2026
\$25,000	\$25,000

**Planning Department (0650)**

1. Remove two classified urban design positions, 263002 and 259008:

2025	2026
(\$220,113)	(\$225,096)

**Police Department (0680)**

1. Increase community policing volunteer funding:

2025	2026
\$220,113	\$225,096

2. Increase by \$300,000 to provide adequate funding for the expeditious towing and disposition of abandoned vehicles, including recreational vehicles, and to be used only after exhaustion of any intergovernmental funds the Administration shall pursue (from proposed \$50,000 to \$350,000 total):

2025	2026
\$150,000	\$150,000

3. Eliminate allocation from Safe Streets For All Fund to the SPD:

2025	2026
(\$1,200,000)	(\$600,000)

4. Per Administration, increase SPD vacancy discount to account for the attrition and new officer additions:

2025	2026
(\$450,000)	(\$450,000)

**Allocations (0980)**

Reallocate the following amounts, per the Administration:

1. Reduce transfer to Fire Capital Fund:

2025	2026
(\$1,999,990)	(\$1,000,000)

2. Increase transfer to Fire/EMS Fund:

2025	2026
\$1,999,990	\$1,000,000

3. Transfer-out to Code Enforcement for three additional Laborer I positions:

2025	2026
\$223,337	\$231,743

***The net impact to the General Fund for the above actions is a \$744,223 increase to the fund over the biennium.***

**NON-GENERAL FUND DEPARTMENTS**

**Code Enforcement Fund (1200)**

Council sees an urgent need for enhanced Code Enforcement functions, especially cleaning and enforcement activities, and has negotiated with the Administration to find funding for three (3) additional Laborer I FTEs.

**ORD C36626 (BIENNIAL BUDGET 2025-2026)(WILKERSON AMENDMENT)(Corrected)**

1. Add three classified Laborer I positions

2025	2026
\$74,446 x 3	\$77,248 x 3

2. Increase transfer-in from the General Fund:

2025	2026
(\$223,337)	(\$231,743)

***The net impact to the Code Enforcement Fund for the above actions is no net change to the fund over biennium.***

**Safe Streets For All / Traffic Calming Fund (1380)**

City residents have a high priority for infrastructure improvements to make streets safe for all. As such, Council requests the Administration to confine spending from this dedicated fund to infrastructure and design projects and the appropriate staff to implement those projects.

1. Remove nine classified police officers:

2025	2026
(\$108,859) x9	(\$112,434) x9

2. Eliminate allocation from Safe Streets For All Fund to the SPD:

2025	2026
(\$1,200,000)	(\$600,000)

3. Transfer-out funding from the Safe Streets for All fund for the Director of Transportation & Sustainability position in the General Fund:

2025	2026
\$198,549	\$202,949

***The net impact to the Safe Streets For All Fund for the above actions is a \$3,390,139 decrease to the fund over the biennium.***

**Community Safety Sales Tax Fund (1915)**

1. Reduce the transfer-out to the Fire Capital Fund:

2025	2026
(\$200,010)	-

2. Add a transfer-out to the Fire/EMS Fund:

2025	2026
\$200,010	-

***The net impact to Community Safety Sales Tax Fund for the above actions is no net change to the fund over the biennium.***

**Fire Operations Fund (1970)**

1. Increase the transfer-in from the General Fund:

2025	2026
\$1,999,990	\$1,000,000

2. Add a transfer-in from the Community Safety Sales Tax Fund:

2025	2026
\$200,010	-

3. Increase fire uniform overtime:

2025	2026
\$2,200,000	\$1,000,000

***The net impact to the Fire Operations Fund for the above actions is no net change to the fund over the biennium.***

**Solid Waste Fund (4500)**

1. Increase Compressed Natural Gas (CNG) allocation due to increase in fleet size:

2025	2026
\$350,000	\$350,000

***The net impact to the Solid Waste Fund for the above actions is a \$700,000 increase to the fund over the biennium.***

**Information Technology Fund (5300)**

1. Restore a Network Administrator position, 138004:

2025	2026
\$128,982	\$140,150

2. Increase salary & benefits for staff promotions:

2025	2026
\$33,152	\$33,639

3. Move fiber leasing revenue from the IT capital fund and increase it due to a recent contract renewal:

2025	2026
\$167,000	\$171,000

***The net impact to the Information Technology Fund for the above actions is a \$2,077 increase to the fund over the biennium.***

**Information Technology Replacement Fund (5310)**

1. Move fiber leasing revenue from the IT capital fund:

<b>2025</b>	<b>2026</b>
(\$25,000)	(\$25,000)

***The net impact to the Information Technology Replacement Fund for the above actions is a \$50,000 increase to the fund over the biennium.***

*This Budget Memo and the attached spreadsheet shall be incorporated into Ordinance No C36626 for the Biennial Budget 2025-2026, and all adopted amendments thereto.*





ORD C36626 (Biennial Budget)(WILKERSON AMENDMENT)(Corrected)

		General Fund Net Change \$																
Code Enforcement	Addition of Laborer for Litter Control	1200	58200	24600	5XXXX	501997-R	\$	151,693	\$	74,446	\$	77,248	\$	151,693	\$	151,693	\$	-
Code Enforcement	Addition of Laborer for Litter Control	1200	58200	24600	5XXXX	501998-R	\$	151,693	\$	74,446	\$	77,248	\$	151,693	\$	151,693	\$	-
Code Enforcement	Addition of Laborer for Litter Control	1200	58200	24600	5XXXX	501999-R	\$	151,693	\$	74,446	\$	77,248	\$	151,693	\$	151,693	\$	-
Code Enforcement	Increase Transfer in from the General Fund	1200	58200	99999	39710		\$	(455,080)	\$	(223,337)	\$	(231,743)	\$	(455,080)	\$	(455,080)	\$	-
		Code Enforcement Fund Net Change \$																
Sale Streets for All	Eliminate contribution to PD	1380	30210	97101	80101		\$	(1,800,000)	\$	(1,200,000)	\$	(600,000)	\$	(1,800,000)	\$	-	\$	1,800,000
Sale Streets for All	Funding for Dr. Transp & Sust to 0520	1380	30210	97101	80101	836999-R	\$	401,498	\$	198,549	\$	202,949	\$	401,498	\$	401,498	\$	-
Sale Streets for All	Remove vacant Police Officer position from the Sale S	1380	24104	21700	5XXXX	901463	\$	(221,293)	\$	(108,859)	\$	(112,434)	\$	(221,293)	\$	-	\$	221,293
Sale Streets for All	Remove vacant Police Officer position from the Sale S	1380	24104	21700	5XXXX	901464	\$	(221,293)	\$	(108,859)	\$	(112,434)	\$	(221,293)	\$	-	\$	221,293
Sale Streets for All	Remove vacant Police Officer position from the Sale S	1380	24104	21700	5XXXX	901465	\$	(221,293)	\$	(108,859)	\$	(112,434)	\$	(221,293)	\$	-	\$	221,293
Sale Streets for All	Remove vacant Police Officer position from the Sale S	1380	24104	21700	5XXXX	901466	\$	(221,293)	\$	(108,859)	\$	(112,434)	\$	(221,293)	\$	-	\$	221,293
Sale Streets for All	Remove vacant Police Officer position from the Sale S	1380	24104	21700	5XXXX	901467	\$	(221,293)	\$	(108,859)	\$	(112,434)	\$	(221,293)	\$	-	\$	221,293
Sale Streets for All	Remove vacant Police Officer position from the Sale S	1380	24104	21700	5XXXX	901468	\$	(221,293)	\$	(108,859)	\$	(112,434)	\$	(221,293)	\$	-	\$	221,293
Sale Streets for All	Remove vacant Police Officer position from the Sale S	1380	24104	21700	5XXXX	901469	\$	(221,293)	\$	(108,859)	\$	(112,434)	\$	(221,293)	\$	-	\$	221,293
Sale Streets for All	Remove vacant Police Officer position from the Sale S	1380	24104	21700	5XXXX	901470	\$	(221,293)	\$	(108,859)	\$	(112,434)	\$	(221,293)	\$	-	\$	221,293
Sale Streets for All	Remove vacant Police Officer position from the Sale S	1380	24104	21700	5XXXX	901471	\$	(221,293)	\$	(108,859)	\$	(112,434)	\$	(221,293)	\$	-	\$	221,293
		Sale Streets for All Fund Net Change \$ (3,390,139)																
Community Safety/Sales Tax Fund	Transfer to fire capital fund ADMIN	1915	30210	97187	80101		\$	(200,010)	\$	(200,010)	\$	-	\$	(200,010)	\$	1,448,990	\$	1,649,000
Community Safety/Sales Tax Fund	Transfer to Fire/EVS fund ADMIN	1915	30210	97117	80101		\$	200,010	\$	200,010	\$	-	\$	200,010	\$	200,010	\$	-
		Community Safety/Sales Tax Fund Net Change \$																
Fire Operations	Transfer from General Fund ADMIN	1970	35121	99999	39710		\$	(2,999,990)	\$	(1,999,990)	\$	(1,000,000)	\$	(2,999,990)	\$	(101,492,014)	\$	(98,492,024)
Fire Operations	Transfer from Community Safety/Sales Tax Fund	1970	35121	99999	39773		\$	(200,010)	\$	(200,010)	\$	-	\$	(200,010)	\$	(200,010)	\$	-
Fire Operations	Increase uniform overtime	1970	35121	22200	51215		\$	3,200,000	\$	2,200,000	\$	1,000,000	\$	3,200,000	\$	7,703,487	\$	4,503,487
		Fire/EVS Fund Net Change \$																
Solid Waste Fund	Increase CNG due to add'l vehicles ADMIN	4500	44200	37148	54849		\$	700,000	\$	350,000	\$	350,000	\$	700,000	\$	1,090,000	\$	390,000
		Solid Waste Fund Net Change \$																
ITOP Fund	Restore Network Administrator position (removed in Proposed	5300	73200	18880	5XXXX	138004	\$	269,132	\$	128,982	\$	140,150	\$	269,132	\$	269,132	\$	-
ITOP Fund	Reserve for reclassification of Director to CTO	5300	30210	18810	59954		\$	66,791	\$	33,152	\$	33,639	\$	66,791	\$	66,791	\$	-
ITOP Fund	Move fiber revenue from IT/capital fund to operating fund & increase for new contract	5300	30210	99999	34319		\$	(338,000)	\$	(167,000)	\$	(171,000)	\$	(338,000)	\$	(338,000)	\$	-
		ITOP Fund Net Change \$																
ITCap Fund	Move fiber revenue from IT/capital fund to operating fund	5310	73100	99999	34319		\$	50,000	\$	25,000	\$	25,000	\$	50,000	\$	-	\$	(50,000)
		ITCap Fund Net Change \$																

CF Surplus \$ 3,185,359 \$ 390,152  
 Council Adj \$ 411,978 \$ 332,245  
 Revised CF Surplus/(Deficit) \$ 2,773,381 \$ 57,907



**Strike the applicable sections of the budget memo related to the Police Department's budget within the General Fund as well as all applicable sections of Ordinance C36626 and its attachments and substitute the following in its place:**

**Police Department (0680)**

2. Increase 0680-11310-21390-54201 Community Policing volunteer Funding from \$445,207 to \$800,000, an increase of \$354,793 over the biennium:
  - a. Allocated the Planning Department eliminated position funding (above)
  - b. Apply \$125,000 of this \$800,000 to pay 1Q-25 funding for COPS, while RFQ process is completed

2025	2026
\$220,113	\$225,096
\$400,000	\$400,000

**Amend the applicable sections of the budget memo related to the Police Department's budget within the General Fund as well as all applicable sections of Ordinance C36626 and its attachments with the following:**

6. Increase 0680-24000-35474-56401-00000 from \$0 to \$250,000 over the biennium to support FLOCK/LPR/Surveillance efforts in the following amounts:

2025	2026
\$125,000	\$125,000

**Amend the applicable sections of the budget memo to include the Office of Performance Management's budget within the General Fund as well as all applicable sections of Ordinance C36626 and its attachments with the following:**

**Office of Performance Management (5750)**

1. Defund two (2) FTEs from the Office of Performance Management division, saving \$606,4476 in budgeted Salary, Wages and Benefits over the biennium:
  - c. Defund 5750-53700-99999-51000-036001 from \$287,804 to \$0
  - d. Defund 5750-53700-99999-51000-037002 from \$318,643 to \$0

**PURPOSE OF AMENDMENT:** This amendment adds \$354,793 of funding for a total of \$800,000 over the biennium to the Police Department's budget for community oriented policing services and adds \$250,000 of funding over the biennium to the Police Department's budget for FLOCK/LPR/Surveillance cameras. This amendment decreases funding in the Office of Performance Management division by \$604,793 over the biennium to pay for these increases.

**Amend the following sections of the budget memo as well as all applicable sections of Ordinance C36626 and its attachments to include:**

**City Council (0320)**

[...]

- h. Increase 03220-36100-11600-54201-00000 Contractual Services, to allocate costs associated with a due diligence analysis ahead of the SCRAPS renewal at 2025 yearend, from \$0 to \$30,000 over the biennium

<b>2025</b>	<b>2026</b>
\$30,000	-

**Take the \$30,000 from Police Overtime.**

**PURPOSE OF AMENDMENT:** This amendment decreases police overtime by \$30,000 of funding in the first year of the biennium to the Council Office budget for an animal control study.



**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Discussion

**Date Rec'd** 11/20/2024

**Clerk's File #** ORD C36618

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

**Submitting Dept** MAYOR

**Bid #**

**Contact Name/Phone** MATT BOSTON 6820

**Requisition #**

**Contact E-Mail** MBOSTON@SPOKANECITY.ORG

**Agenda Item Type** First Reading Ordinance

**Council Sponsor(s)** BWILKERSON KKLITZKE

**Agenda Item Name** ORDINANCE RELATING TO BUSINESS ACTIVITIES SUBJECT TO TAX

**Agenda Wording**

This ordinance removes a December 31, 2024, expiration date on a 1% utility tax increase and maintains the current 21% gross receipts tax on solid waste collections, wastewater and treatment and selling or furnishing of water for hire.

**Summary (Background)**

In 2023, the Woodward Administration proposed a 1% utility tax increase with a provision to expire the increase on December 31, 2024. The City Council unanimously adopted this proposal in Ordinance C36468. This one-time funding source was used to temporarily reduce the budget gap and to pay for ongoing costs in the General Fund. The December 31, 2024, expiration date in SMC 08.10.030D will impact the General Fund.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

**Amount**

**Budget Account**

Select \$ #

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

SCOTT, ALEXANDER

##### Division Director

##### Accounting Manager

BUSTOS, KIM

##### Legal

SCHOEDEL, ELIZABETH

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

mboston@spokanecity.org

amcdaniel@spokanecity.org

aalbinmoore@spokanecity.org

kyoung@spokanecity.org

jsalstrom@spokanecity.org

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	November 18, 2024
<b>Submitting Department</b>	Finance
<b>Contact Name</b>	Matt Boston
<b>Contact Email &amp; Phone</b>	mboston@spokanecity.org
<b>Council Sponsor(s)</b>	<u>Wilkerson, Bingle, Klitzke</u>
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested 5 minutes
<b>Agenda Item Name</b>	Ordinance relating to Business Activities Subject to Tax
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>In 2023, the Woodward Administration proposed a 1% utility tax increase with a provision to expire the increase on December 31, 2024. The City Council unanimously adopted this proposal in Ordinance C36468. This one-time funding source was used to temporarily reduce the budget gap and to pay for ongoing costs in the General Fund. The December 31, 2024, expiration date in SMC 08.10.030D will impact the General Fund.</p> <p>This ordinance removes the December 31, 2024, expiration date and maintains the current 21% gross receipts tax on solid waste collection services, public wastewater and treatment system operations, and the selling or furnishing water for hire.</p>
<b>Fiscal Impact</b>	<p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <a href="#">Click or tap here to enter text.</a></p> <p>Current year cost: \$</p> <p>Subsequent year(s) cost:</p> <p><b>Narrative:</b> Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue</p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Specify funding source: Reallocation</p> <p>Is this funding source sustainable for future years, months, etc?</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	N/A
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?	N/A



How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

N/A

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

N/A

ORDINANCE NO. C36618

An ordinance relating to Business Activities Subject to Tax; amending Section 08.10.030 of the Spokane Municipal Code.

**NOW, THEREFORE,** the City of Spokane does ordain:

**Section 1.** That Section 08.10.030 of Chapter 08.10 of the Spokane Municipal Code is amended to read follows:

**Section 08.10.030 Business Activities Subject to Tax – Amounts ((– Effective 1/1/2024 to 12/31/2024))**

- A. There is levied upon and shall be collected from all persons engaging in the following utility business activities a utility gross receipts tax or license fee measured by multiplying the rate specified times the gross income as follows:
1. Selling, wheeling, or furnishing electric light or power: Six percent of gross income.
  2. Selling, brokering, or furnishing natural or manufactured gas for hire: Six percent of gross income.
  3. Providing solid waste collection service: Twenty-One percent of gross income.
  4. Operating a public wastewater collection and treatment system: Twenty-One percent of gross income.
  5. Providing telegraph service: Three and one-half percent of gross income.
  6. Engaging in the telephone business: Six percent.
    - a. This percentage is taken of gross revenues derived from engaging in the telephone business in the City of Spokane, including one hundred percent of the total gross revenues derived from intrastate toll telephone services so long as the tax is not imposed on that portion of network telephone service, as defined in RCW 82.04.065, which represents charges to another telecommunications company, as defined in RCW 80.04.010, for connecting fees, switching charges or carrier access charges relating to intrastate toll telephone service, or for access to, or charges for interstate services, or charges for network telephone service that is purchased for the purpose of resale.

- b. With respect to any rate affecting cellular taxation, subject also to RCW 35.21.870, no change in the tax rate affects business activities occurring before the effective date of the change, and no change will take effect sooner than sixty days following enactment of any amendatory ordinance.
  - c. In the case of cellular telephone service, when the service is provided to a customer roaming outside his normal use cellular network area, gross income for taxation purposes is determined consistent with the taxpayer's accounting system to the location of the originating cell site of the call, or to the location of the main cellular switching office that switched the call.
  - d. In the case of cellular telephone service, payments by a customer for the telephone service for telephones without a fixed location shall be allocated among taxing jurisdictions to the location of the customer's principal service address for the period during which the tax applies. There is a presumption that the service address a customer supplies to the taxpayer is accurate and current, unless the taxpayer has knowledge or reason to know the contrary.
  - e. If there is a dispute between the City of Spokane and another Washington city imposing a municipal telephone utility tax on cellular service of the same nature as imposed by this chapter, which dispute is limited only to the question of the correct allocation of municipal telephone taxes as between the City of Spokane and some other Washington city, the taxpayer may obtain exoneration from further tax liability, interest, and penalties due and owing to the City of Spokane with respect to the transactions under dispute by tendering the total amount of tax claimed due by the City of Spokane into an escrow account with the City treasurer or as established hereafter by appropriate interlocal agreements under the administrative sponsorship of the Association of Washington Cities. Under these arrangements, the taxpayer remains responsible to adjust its billing records promptly upon notification under procedures sanctioned through the Association of Washington Cities of the resolution of any dispute encompassed within the terms of this paragraph.
7. Selling or furnishing water for hire: Twenty-One percent of gross income.
8. Providing cable, telecommunications, or similar type service to the public, which involves the use of the right-of-way for the installation of wires, cables, fixtures, or other equipment, where not otherwise addressed in this section or prohibited by law: Six percent of gross income.

B. Subsections (A)(3), (A)(4), and (A)(7) of this section include, so far as permitted by law, the City of Spokane, and the fee or tax imposed applies to the specified business of the entire City service area, except that subsection (A)(3) of this section does not apply to operations or functions undertaken by the City occurring outside the City of Spokane and undertaken by the City as manager of a joint project pursuant to interlocal cooperation agreement.

C. The taxes imposed in subsections A (1), (2), (3), (5), (6), and (8) do not apply to amounts derived from utility business activities otherwise taxable arising from providing service to customers at locations operated or managed by an airport board pursuant to interlocal agreement arising under the authority of chapter 14.08 RCW, where such locations have been annexed to the City, said annexation taking effect on or after January 1, 2012; provided further, this exclusion does not apply to revenues derived from customers operating municipal solid waste disposal facilities or revenues otherwise taxable from municipal solid waste disposal facility operations.

~~((D. The increased taxes imposed in sections (A)(3), (A)(4), and (A)(7) of this section are temporary increases from January 1, 2024 through December 31, 2024, after which said increases in sections (A)(3), (A)(4), and (A)(7) of this section shall revert to a total tax of twenty (20%) percent, effective January 1, 2025.))~~

PASSED by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney

\_\_\_\_\_

\_\_\_\_\_

Mayor

Date

---

Effective Date

**Strike the entirety of Ordinance C36618 and substitute the following in its place:**

ORDINANCE NO. C36618

An ordinance relating to Business Activities Subject to Tax; amending Section 08.10.030 of the Spokane Municipal Code.

**WHEREAS**, the City of Spokane enacted Ordinance C36468 in December 2023 to impose a temporary one percent (1%) increase in the utility tax imposed under Section 08.10.030 of the Spokane Municipal Code, said increase to be effective only for the year 2024; and

**WHEREAS**, it was the intent of the City Council that the utility tax increase imposed under Section 08.10.030 of the Spokane Municipal Code should revert to 20% effective January 1, 2025; and

**WHEREAS**, the Administration has requested the 1% increase in the utility tax originally adopted under Ordinance C36468 be made permanent; and

**WHEREAS**, the City Council is willing to extend the duration of the increase, but is not willing to make the increase permanent,

**NOW, THEREFORE**, the City of Spokane does ordain:

**Section 1.** That Section 08.10.030 of Chapter 08.10 of the Spokane Municipal Code is amended to read follows:

**Section 08.10.030 Business Activities Subject to Tax – Amounts Effective ~~((1/1/2024 to 12/31/2024))~~ 1/1/2024 to 12/31/2027**

- A. There is levied upon and shall be collected from all persons engaging in the following utility business activities a utility gross receipts tax or license fee measured by multiplying the rate specified times the gross income as follows:
1. Selling, wheeling, or furnishing electric light or power: Six percent of gross income.
  2. Selling, brokering, or furnishing natural or manufactured gas for hire: Six percent of gross income.
  3. Providing solid waste collection service: Twenty-One percent of gross income.

4. Operating a public wastewater collection and treatment system: Twenty-One percent of gross income.
5. Providing telegraph service: Three and one-half percent of gross income.
6. Engaging in the telephone business: Six percent.
  - a. This percentage is taken of gross revenues derived from engaging in the telephone business in the City of Spokane, including one hundred percent of the total gross revenues derived from intrastate toll telephone services so long as the tax is not imposed on that portion of network telephone service, as defined in RCW 82.04.065, which represents charges to another telecommunications company, as defined in RCW 80.04.010, for connecting fees, switching charges or carrier access charges relating to intrastate toll telephone service, or for access to, or charges for interstate services, or charges for network telephone service that is purchased for the purpose of resale.
  - b. With respect to any rate affecting cellular taxation, subject also to RCW 35.21.870, no change in the tax rate affects business activities occurring before the effective date of the change, and no change will take effect sooner than sixty days following enactment of any amendatory ordinance.
  - c. In the case of cellular telephone service, when the service is provided to a customer roaming outside his normal use cellular network area, gross income for taxation purposes is determined consistent with the taxpayer's accounting system to the location of the originating cell site of the call, or to the location of the main cellular switching office that switched the call.
  - d. In the case of cellular telephone service, payments by a customer for the telephone service for telephones without a fixed location shall be allocated among taxing jurisdictions to the location of the customer's principal service address for the period during which the tax applies. There is a presumption that the service address a customer supplies to the taxpayer is accurate and current, unless the taxpayer has knowledge or reason to know the contrary.
  - e. If there is a dispute between the City of Spokane and another Washington city imposing a municipal telephone utility tax on cellular service of the same nature as imposed by this chapter, which dispute is limited only to the question of the correct allocation of municipal telephone taxes as between the City of Spokane and some other Washington city, the taxpayer may obtain exoneration from further tax liability, interest, and penalties due and owing to the City of

Spokane with respect to the transactions under dispute by tendering the total amount of tax claimed due by the City of Spokane into an escrow account with the City treasurer or as established hereafter by appropriate interlocal agreements under the administrative sponsorship of the Association of Washington Cities. Under these arrangements, the taxpayer remains responsible to adjust its billing records promptly upon notification under procedures sanctioned through the Association of Washington Cities of the resolution of any dispute encompassed within the terms of this paragraph.

7. Selling or furnishing water for hire: Twenty-One percent of gross income.
  8. Providing cable, telecommunications, or similar type service to the public, which involves the use of the right-of-way for the installation of wires, cables, fixtures, or other equipment, where not otherwise addressed in this section or prohibited by law: Six percent of gross income.
- B. Subsections (A)(3), (A)(4), and (A)(7) of this section include, so far as permitted by law, the City of Spokane, and the fee or tax imposed applies to the specified business of the entire City service area, except that subsection (A)(3) of this section does not apply to operations or functions undertaken by the City occurring outside the City of Spokane and undertaken by the City as manager of a joint project pursuant to interlocal cooperation agreement.
- C. The taxes imposed in subsections A (1), (2), (3), (5), (6), and (8) do not apply to amounts derived from utility business activities otherwise taxable arising from providing service to customers at locations operated or managed by an airport board pursuant to interlocal agreement arising under the authority of chapter 14.08 RCW, where such locations have been annexed to the City, said annexation taking effect on or after January 1, 2012; provided further, this exclusion does not apply to revenues derived from customers operating municipal solid waste disposal facilities or revenues otherwise taxable from municipal solid waste disposal facility operations.
- D. The increased taxes imposed in sections (A)(3), (A)(4), and (A)(7) of this section are temporary increases from January 1, 2024 through ~~((December 31, 2024))~~ December 31, 2027, after which said increases in sections (A)(3), (A)(4), and (A)(7) of this section shall revert to ~~((a total))~~ an aggregate tax of twenty (20%) percent on gross income, effective ~~((January 1, 2025.))~~ January 1, 2028.

PASSED by the City Council on \_\_\_\_\_



Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

**PURPOSE OF AMENDMENT:** The one percent increase in the utility tax enacted in December 2023 will expire on December 31, 2024. Ordinance C36618, as originally proposed by the administration, would make the 1% increase permanent. This amendment (a) adds recitals to explain the purpose of the ordinance, (b) clarifies existing language in the sunset clause, and (c) restores the sunset date for the tax increase and has the increase expire in three years, so that the original 20% tax is restored on January 1, 2028.

**Strike the entirety of Ordinance C36618 and substitute the following in its place:**

ORDINANCE NO. C36618

An ordinance relating to Business Activities Subject to Tax; amending Section 08.10.030 of the Spokane Municipal Code.

**WHEREAS**, the City of Spokane enacted Ordinance C36468 in December 2023 to impose a temporary one percent (1%) increase in the utility tax imposed under Section 08.10.030 of the Spokane Municipal Code, said increase to be effective only for the year 2024; and

**WHEREAS**, it was the intent of the City Council that the utility tax increase imposed under Section 08.10.030 of the Spokane Municipal Code should revert to 20% effective January 1, 2025; and

**WHEREAS**, the Administration has requested the 1% increase in the utility tax originally adopted under Ordinance C36468 be made permanent; and

**WHEREAS**, the City Council is willing to extend the duration of the increase, but is not willing to make the increase permanent,

**NOW, THEREFORE**, the City of Spokane does ordain:

**Section 1.** That Section 08.10.030 of Chapter 08.10 of the Spokane Municipal Code is amended to read follows:

**Section 08.10.030 Business Activities Subject to Tax – Amounts Effective ((1/1/2024 to 12/31/2024)) 1/1/2024 to 12/31/2026**

- A. There is levied upon and shall be collected from all persons engaging in the following utility business activities a utility gross receipts tax or license fee measured by multiplying the rate specified times the gross income as follows:
1. Selling, wheeling, or furnishing electric light or power: Six percent of gross income.
  2. Selling, brokering, or furnishing natural or manufactured gas for hire: Six percent of gross income.
  3. Providing solid waste collection service: Twenty-One percent of gross income.

4. Operating a public wastewater collection and treatment system: Twenty-One percent of gross income.
5. Providing telegraph service: Three and one-half percent of gross income.
6. Engaging in the telephone business: Six percent.
  - a. This percentage is taken of gross revenues derived from engaging in the telephone business in the City of Spokane, including one hundred percent of the total gross revenues derived from intrastate toll telephone services so long as the tax is not imposed on that portion of network telephone service, as defined in RCW 82.04.065, which represents charges to another telecommunications company, as defined in RCW 80.04.010, for connecting fees, switching charges or carrier access charges relating to intrastate toll telephone service, or for access to, or charges for interstate services, or charges for network telephone service that is purchased for the purpose of resale.
  - b. With respect to any rate affecting cellular taxation, subject also to RCW 35.21.870, no change in the tax rate affects business activities occurring before the effective date of the change, and no change will take effect sooner than sixty days following enactment of any amendatory ordinance.
  - c. In the case of cellular telephone service, when the service is provided to a customer roaming outside his normal use cellular network area, gross income for taxation purposes is determined consistent with the taxpayer's accounting system to the location of the originating cell site of the call, or to the location of the main cellular switching office that switched the call.
  - d. In the case of cellular telephone service, payments by a customer for the telephone service for telephones without a fixed location shall be allocated among taxing jurisdictions to the location of the customer's principal service address for the period during which the tax applies. There is a presumption that the service address a customer supplies to the taxpayer is accurate and current, unless the taxpayer has knowledge or reason to know the contrary.
  - e. If there is a dispute between the City of Spokane and another Washington city imposing a municipal telephone utility tax on cellular service of the same nature as imposed by this chapter, which dispute is limited only to the question of the correct allocation of municipal telephone taxes as between the City of Spokane and some other Washington city, the taxpayer may obtain exoneration from further tax liability, interest, and penalties due and owing to the City of

Spokane with respect to the transactions under dispute by tendering the total amount of tax claimed due by the City of Spokane into an escrow account with the City treasurer or as established hereafter by appropriate interlocal agreements under the administrative sponsorship of the Association of Washington Cities. Under these arrangements, the taxpayer remains responsible to adjust its billing records promptly upon notification under procedures sanctioned through the Association of Washington Cities of the resolution of any dispute encompassed within the terms of this paragraph.

7. Selling or furnishing water for hire: Twenty-One percent of gross income.
  8. Providing cable, telecommunications, or similar type service to the public, which involves the use of the right-of-way for the installation of wires, cables, fixtures, or other equipment, where not otherwise addressed in this section or prohibited by law: Six percent of gross income.
- B. Subsections (A)(3), (A)(4), and (A)(7) of this section include, so far as permitted by law, the City of Spokane, and the fee or tax imposed applies to the specified business of the entire City service area, except that subsection (A)(3) of this section does not apply to operations or functions undertaken by the City occurring outside the City of Spokane and undertaken by the City as manager of a joint project pursuant to interlocal cooperation agreement.
- C. The taxes imposed in subsections A (1), (2), (3), (5), (6), and (8) do not apply to amounts derived from utility business activities otherwise taxable arising from providing service to customers at locations operated or managed by an airport board pursuant to interlocal agreement arising under the authority of chapter 14.08 RCW, where such locations have been annexed to the City, said annexation taking effect on or after January 1, 2012; provided further, this exclusion does not apply to revenues derived from customers operating municipal solid waste disposal facilities or revenues otherwise taxable from municipal solid waste disposal facility operations.
- D. The increased taxes imposed in sections (A)(3), (A)(4), and (A)(7) of this section are temporary increases from January 1, 2024 through ~~((December 31, 2024))~~ December 31, 2026, after which said increases in sections (A)(3), (A)(4), and (A)(7) of this section shall revert to ~~((a total))~~ an aggregate tax of twenty (20%) percent on gross income, effective ~~((January 1, 2025.))~~ January 1, 2027.

PASSED by the City Council on \_\_\_\_\_

Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

**PURPOSE OF AMENDMENT:** The one percent increase in the utility tax enacted in December 2023 will expire on December 31, 2024. Ordinance C36618, as originally proposed by the administration, would make the 1% increase permanent. This amendment (a) adds recitals to explain the purpose of the ordinance, (b) clarifies existing language in the sunset clause, and (c) restores the sunset date for the tax increase and has the increase expire in two years, so that the original 20% tax is restored on January 1, 2027.



**Agenda Sheet for City Council:**

**Committee:** Urban Experience **Date:** 12/09/2024

**Committee Agenda type:** Discussion

**Date Rec'd** 11/22/2024

**Clerk's File #** ORD C36619

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

**Submitting Dept** DEVELOPMENT SERVICES CENTER

**Bid #**

**Contact Name/Phone** TAMI 6157

**Requisition #**

**Contact E-Mail** TPALMQUIST@SPOKANECITY.ORG

**Agenda Item Type** First Reading Ordinance

**Council Sponsor(s)** BWILKERSON ZZAPPONE

**Agenda Item Name** 4700 - DSC FEE STUDY

**Agenda Wording**

The DSC is responsible for providing coordinated, fast, and predictable review and inspection services for building, permitting, construction and development activities. The last fee study was completed in 2007 with fees being adopted in 2008.

**Summary (Background)**

The DSC has selected FCS Group to provide professional services for the development of a full cost allocation plan and a comprehensive fee study for our development related services.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

**Amount**

**Budget Account**

Select \$ #

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

PALMQUIST, TAMI

##### Division Director

##### Accounting Manager

##### Legal

SCHOEDEL, ELIZABETH

##### For the Mayor

#### **Additional Approvals**

#### **Distribution List**

tpalmquist@spokanecity.org

smaedonald@spokanecity.org      akiehn@spokanecity.org

## Committee Agenda Sheet

### Study Session

<b>Submitting Department</b>	DSC
<b>Contact Name</b>	Tami Palmquist
<b>Contact Email &amp; Phone</b>	<a href="mailto:tpalmquist@spokanecity.org">tpalmquist@spokanecity.org</a> 625-6157
<b>Council Sponsor(s)</b>	CM Bingle, CM Zappone, CM Klitzke
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 90
<b>Agenda Item Name</b>	DSC Fee Study
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The DSC is responsible for providing coordinated, fast, and predictable review and inspection services for building, permitting, construction and development activities. The last fee study was completed in 2007 with fees being adopted in 2008. Fees have not been increased since this time.</p> <p>The DSC has selected FCS Group to provide professional services for the development of a full cost allocation plan and a comprehensive fee study for our development related services.</p>
<b>Proposed Council Action</b>	Approval and adoption of new fees for development related services.
<b>Fiscal Impact</b> Total Cost: <u>Contract with FCS group was included in budget.</u> Approved in current year budget? <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A  Funding Source <input type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source: DSC Enterprise Budget  Expense Occurrence <input type="checkbox"/> One-time <input type="checkbox"/> Recurring  Other budget impacts: (revenue generating, match requirements, etc.) This is a revenue generating item for the DSC, with minor amendments also planned for Historic Preservation.	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities? Building permit fees would be applied consistently to the entire City.	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? This level of data will not be collected through the fee study.	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution? The scope of services within the contract will include outreach to local developers and a customer service questionnaire.	
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others? Charging adequate fees will ensure that the DSC is able to deliver services at the level citizens expect and deserve.	



ORDINANCE NO C36619

An Ordinance relating to fees and charges amending Chapter 08.02 and Chapter 13.04 of the Spokane Municipal Code. Specifically amending Section 08.02.0220 Sidewalk Cafes, Section 08.02.0235 Parklets and Streateries, Section 08.02.030 Boiler Code, Section 08.02.031 Building Code, Section 08.02.032 Electrical Code, Section 08.02.033 Elevator Code, Section 08.02.035 Mechanical Code, Section 08.02.036 Plumbing Code, Section 08.02.037 Sewer Code, Section 08.02.0371 Water Code, Section 08.02.038 Shorelines Management, Section 08.02.039 Special Inspections and Other Fees, Section 08.02.060 Building Code, Section 08.02.061 Environmental Policy, Section 08.02.064 Plats, Section 08.02.065 Streets and Airspace, Section 08.02.0655 Private Construction Plan Review and Inspection, Section 08.02.066 Zoning, Section 08.02.0665 Design Review, Section 08.02.067 Existing Building and Conservation Code, Section 08.02.069 Comprehensive Plan and Land Use Code Amendments, Section 08.02.0696 Concurrency Inquiry Application Fee, Section 08.02.085 Historic Preservation, Section 08.02.087 Appeals, Section 08.02.089 Special Permits For Oversize Or Overweight Movements, Section 08.02.0204 Building Contractors and Workers, Section 13.04.2026 Small Taps and Meters – Additional, Section 13.04.2028 Large Taps and Meters, setting an effective date, and other matters properly related thereto.

The City of Spokane does hereby ordain:

Section 1. That SMC section 08.02.0204 is amended to read as follows:

08.02.0204 Building Contractors and Workers

A. Fees are provided in the Development Fee Schedule.

~~((A. Blasting.~~

- ~~1. The fee for a blaster's license is twenty five dollars per year.~~
- ~~2. The fee for a blasting permit is one hundred dollars for each job.~~
- ~~3. The fee for a transportation permit required by SMC 10.29.010(D) is sixty-five dollars per year.~~

~~B. Boilers and Pressure Vessels.~~

- ~~1. The examination fee is twenty four dollars.~~
- ~~2. The annual license fees are:
  - ~~a. Fireman: Twenty four dollars;~~
  - ~~b. Third class engineer: Thirty dollars;~~
  - ~~c. Second class engineer: Thirty six dollars;~~
  - ~~d. First class engineer: Forty eight dollars;~~
  - ~~e. Boiler inspector: No charge.~~~~

~~C. Mechanics.~~

- ~~1. The examination fee for all mechanic licenses is twenty four dollars.~~

2. ~~The annual license fees are:~~
- a. ~~Gas heating mechanic I: Thirty-six dollars;~~
  - b. ~~Gas heating mechanic II: Forty-eight dollars;~~
  - c. ~~Apprentice heating mechanic: Twenty-four dollars;~~
  - d. ~~Oil burner installer or servicer: Thirty-six dollars;~~
  - e. ~~Oil inspector, gas inspector I or gas inspector II: No charge.))~~

~~((D))~~B. Expiration of Licenses and Renewal.

Any license ~~((, the license fee for which))~~ that has not been paid before its expiration date ~~((;))~~ is void.

1. A void license may be renewed at any time up to ~~((one-year))~~ nine months past the expiration date.
2. After being void for ~~((one-year))~~ nine months, the license may not be renewed: The test for the license must be taken and passed and a new license obtained.

Section 2. That SMC section 08.02.0220 is amended to read as follows:

08.02.0220 Sidewalk Cafes

~~((A. An annual fee of one hundred dollars shall be paid for operation of a sidewalk café as long as the original approved site plan is implemented. Modifications of the sidewalk café which extend beyond the original approved plan shall require a new review and a review fee of two hundred fifty dollars.~~

~~B. The application fee for a new sidewalk café is fifty dollars.~~

~~C. The review fee for a new sidewalk café is three hundred dollars.))~~

All fees for sidewalk cafes are provided in the Development Fee Schedule.

Section 3. That SMC section 08.02.0235 is amended to read as follows:

08.02.0235 Parklets and Streateries

~~((A. An annual license fee of one hundred dollars (\$100) shall be paid for operation of a parklet or streatery, as the same are defined in SMC 10.55, as long as the original approved site plan is implemented. Modifications of an approved parklet or streatery license application which extend beyond the original approved plan shall require a new review and a review fee of two hundred fifty dollars (\$250).~~

~~B. The application fee for a license for a new parklet or streatery is fifty dollars (\$50).~~

~~C. The review fee for an application for a new parklet or streatery license is three hundred dollars (\$300).~~

- ~~D. License applicants shall post a refundable cash bond to secure removal of the parklet or streatory, at the time of application, in the amount of one thousand dollars (\$1,000).~~
- ~~E. Parking meter revenue loss mitigation.~~
- ~~1. Streatory license applications in locations requiring removal of parking meters shall be subject to the following fees:
    - ~~a. 2-hour meter zone: \$2.09 per square foot per month~~
    - ~~b. 4-hour and all-day meter zones: \$2.09 per square foot per month~~
    - ~~c. Time-restricted free parking: \$1.05 per square foot per month~~
    - ~~d. Meter removal and replacement fee: \$80.~~~~
  - ~~2. Parklet license applications in locations requiring removal of parking meters shall be subject to the following fees:
    - ~~a. 2-hour meter zone: \$1.05 per square foot per month~~
    - ~~b. 4-hour and all-day meter zones: \$1.05 per square foot per month~~
    - ~~c. Meter removal and replacement fee: \$80.)~~~~
- ~~A. Application, review, and annual license fees are provided in the Development Fee Schedule.~~
- ~~B. Parking meter revenue loss mitigation fees are also provided in the Development Fee Schedule.~~
- ~~((F))C. In addition to the annual fee, the city shall collect from the license applicant and remit to the state department of revenue the required state leasehold excise tax, as prescribed in chapter 82.29A, RCW.~~

Section 4. That SMC section 08.02.030 is amended to read as follows:

08.02.030 Boiler Code

- ~~((A. Permit fees for new installations are:~~
- ~~1. Low pressure and hot water boiler:
    - ~~a. Under five hundred thousand BTU: One hundred fifty dollars each;~~
    - ~~b. From five hundred thousand to under two million BTU: Two hundred fifty dollars each;~~
    - ~~c. Two million BTU and above: Four hundred dollars each.~~~~
  - ~~2. Power boiler:
    - ~~a. Under one million BTU: Four hundred dollars each;~~
    - ~~b. From one to under five million BTU: Eight hundred dollars each;~~
    - ~~c. Five million BTU and above: Eight hundred twenty dollars plus twenty dollars per million BTU over five million, to a maximum fee of one thousand five hundred dollars each.~~~~
  - ~~3. Electric boiler under two hundred fifty kilowatts: Two hundred dollars each.~~
  - ~~4. Unfired pressure vessel: Eighty dollars each.~~

~~5. When more than one pressure vessel is to be installed at the same time: The full fee is charged for the boiler with the highest fee and one-half the normal fee is charged for each of the others.~~

~~B. Inspection fees are:~~

~~1. Low pressure steam and hot water boiler:~~

~~a. Under two million BTU: Eighty dollars biennially each;~~

~~b. Two million BTU or over: One hundred dollars biennially each.~~

~~2. Power boiler:~~

~~a. Under one million BTU: Eighty dollars annually each;~~

~~b. From one to under five million BTU: One hundred dollars annually each;~~

~~c. Five million BTU and over: One hundred twenty dollars annually each.~~

~~3. Electric boiler under two hundred fifty kilowatts: Eighty dollars annually each.~~

~~4. Unfired pressure vessel: Forty dollars each, biennially.~~

~~5. Hydrostatic pressure test: One hundred twenty dollars each.~~

~~6. Repair: Seventy-five dollars per hour or fraction of an hour.))~~

~~A. Permit fees for new installations are provided in the Development Fee Schedule.~~

~~B. Permit fees for operating permits and inspections are provided in the Development Fee Schedule.~~

~~((C. The fee for an operating permit based on insurance company inspection is one-half the inspection fee.~~

~~D. Multiple Boilers.~~

~~If more than one boiler or pressure vessel is inspected on the same site, at the same time, by the city inspector, full fee is charged for one, and one-half fee for all others.~~

~~E. In addition to the above fees, the processing fee for each permit is twenty-five dollars.~~

~~F. Reinspections.~~

~~The fee for reinspections for work that was not ready, or corrections previously identified but remain uncorrected, or site not accessible is seventy-five dollars per incident.~~

~~G. Inspections Outside Normal Inspector Working Hours.~~

~~The fee for inspections outside normal inspector working hours is seventy-five dollars per hour or fraction of an hour. A minimum of two hours is payable at the time the request is made and before an inspection can be scheduled.))~~

~~H. Work Done Without Permit/Investigation Fees.~~

~~Where work has commenced without first obtaining the required permit(s), a work without permit fee equivalent to the greater of:~~

- ~~1. twice the inspection fee, or~~
- ~~2. the permit fee plus one hundred fifty dollars;~~

~~must be paid prior to the issuance of the permit(s).))~~

Section 5. That SMC section 08.02.0031 is amended to read as follows:

#### 08.02.031 Building Code

##### A. Building Permit.

Building permit fees are based on the value of the work to be done as follows:

##### VALUE OF WORK

(in dollars)

##### FEE

(in dollars)

~~1 – ((500))~~ 2,000

~~((28.00))~~ 73.00

~~((501 – 2,000~~

~~28.00 plus 3.00 for each 100 over 500))~~

2,001 - 25,000

73.00 plus 13.00 for each 1,000 over 2,000

25,001 - 50,000

372.00 plus 10.00 for each 1,000 over 25,000

50,001 - 100,000

622.00 plus 7.00 for each 1,000 over 50,000

100,001 - 500,000

972.00 plus 5.00 for each 1,000 over 100,000

500,001 - 1,000,000

2,972.00 plus 4.00 for each 1,000 over 500,000

1,000,001 - 99,999,999

4,972.00 plus 3.00 for each 1,000 over 1,000,000

##### B. Valuation.

1. The value of construction for purposes of calculating the amount of the fee is determined by using the:
  - a. most current building valuation data from the International Code Council (ICC) as published and updated by the ICC twice annually;  
or
  - b. ~~((contract))~~ total construction valuation, whichever is greater. The total construction valuation shall include the total value of all

construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems, and any other permanent equipment.

2. "Gross area" when used in conjunction with the ICC building valuation data to determine valuation of a project is the total area of all floors, measured from the exterior face, outside dimension, or exterior column line of a building, including basements and balconies but excluding unexcavated areas.
3. The fee is based on the highest type of construction to which a proposed structure most nearly conforms, as determined by the building official.
4. For roofing permits, the value is determined to be:
  - a. ~~((one))~~ two hundred fifty dollars per square for recovering roofs;
  - b. ~~((two))~~ three hundred fifty dollars per square for roofing projects when existing layers of roofing are torn off and a new layer is installed;
  - c. ~~((two))~~ four hundred ~~((fifteen))~~ dollars per square for roofing projects when existing layers of roofing are torn off, new sheeting is installed, and a new layer of roof is installed;
  - d. or the contract valuation if it is greater.

C. Building Plan Review.

1. Fees are provided in the Development Fee Schedule  
~~((1. Plan review fees are sixty five percent of the building permit fee as calculated from the table rounded up to the next whole dollar amount for:~~
  - a. ~~all commercial building permits;~~
  - b. ~~all industrial building permits;~~
  - c. ~~all mixed use building permits; and~~
  - d. ~~new multi-family residences with three or more units.~~
2. ~~Plan review fees are one hundred and twenty-five percent of the building permit fee as calculated from the table for fast track projects.~~
3. ~~Plan review fees are ((twenty-five)) fifty percent of the building permit fee as calculated from the table rounded up to the next whole dollar amount for new:~~
  - a. ~~single-family residences; ((and))~~
  - b. ~~accessory dwelling units that are accessory to single-family residences; and~~
  - ~~((b))~~ c. duplexes.
- ~~((4. Plan review fees are twenty five dollars for:~~
  - a. ~~new buildings that are accessory structures for single-family residences and duplexes to include garages, pole buildings, greenhouses, sheds that require a permit, etc.; and~~
  - b. ~~additions to existing single family residences and duplexes to include living space, garages, sunrooms, decks, etc.~~

- ~~5. Plan review fees for additional review required by changes, additions, or revisions to plans are seventy-five dollars per hour or fraction thereof.))~~
- ~~6. The building official may elect to assess plan review for remodeling single family residences and duplexes when required. This amount will not be higher than the twenty-five percent of the building fee as calculated in the table rounded to the nearest whole dollar charged on a new single-family residence or duplex.))~~

D. Demolition

~~((Demolition permit fees are:~~

- ~~1. Single family residence, duplex and accessory structures: Thirty-five dollars each.~~
- ~~2. Other structures: Thirty-five dollars for every thousand square feet, to a maximum fee of three hundred fifty dollars.~~
- ~~3. The processing fee is twenty-five dollars.~~
- ~~4. For historic landmarks and contributing buildings within an historic district or located within the Downtown Boundary Area: five hundred dollars.))~~

~~1. Permit fees are provided in the Development Fee Schedule.~~

~~((5))2. All demolition permit fees provided in the Development Fee Schedule received by the city are to be deposited in the historic preservation incentives fund established by SMC 07.08.152.~~

E. Fencing.

~~((1. The permit fee is twenty dollars per one hundred linear feet, or fraction thereof.))~~

~~((2. The processing fee and review fee is twenty-five dollars.))~~

~~Permit fees are provided in the Development Fee Schedule.~~

F. Grading.

~~((1. Grading permit fees are as follow:~~

~~VOLUME~~

~~(in cubic yards)~~

~~FEE~~

~~(in dollars)~~

~~100 or less~~

~~28.00~~

~~100—1,000~~

~~28.00 plus 12.00 for each 100 over 100~~

~~1,001—10,000~~

~~136.00 plus 10.00 for each 1,000 over 1,000~~

~~10,001—100,000~~

~~226.00 plus 45.00 for each 10,000 over 10,000~~

~~100,001 and more~~

~~631.0 plus 25.00 for each 10,000 over 100,000~~

~~2. Grading plan review fees are as follow:~~

~~VOLUME~~

~~(in cubic yards)~~

~~FEE~~

~~(in dollars)~~

~~50 or less~~

~~None~~

~~51—100~~

~~20.00~~

~~101—1,000~~

~~25.00~~

~~1,001—10,000~~

~~35.00~~

~~10,001—100,000~~

~~35.00 plus 17.00 for each 10,000 over 10,000~~

~~100,001—200,000~~

~~188.00 plus 10.00 for each 10,000 over 100,000~~

~~200,001 and more~~

~~288.0 plus 5.00 for each 10,000 over 200,000))~~

~~1. Permit fees are provided in the Development Fee Schedule.~~

~~2. Plan review fees are provided in the Development Fee Schedule.~~

3. Failure to obtain a grading permit is a class one infraction under SMC 1.05.150.

~~((4. The processing fee is twenty five dollars.))~~

G. Sign Permits.

~~((1. Sign permit fees are:~~

~~a. thirty dollars for each wall sign, projecting sign and incidental sign;  
or~~

~~b. seventy five dollars for each pole sign, including billboards and off-premises signs.~~

~~2. The building services plan review fee is fifty dollars and is in addition to the sign permit fee for pole signs in excess of one hundred square feet or more than thirty feet high.~~

~~3. The planning services review fee is fifty dollars for all signs.~~

~~4. The processing fee is twenty five dollars.))~~

~~1. Permit fees are provided in the Development Fee Schedule.~~

~~2. Plan review fees are provided in the Development Fee Schedule.~~

H. Factory-built Housing.

1. The installation fee for factory-built housing is ~~((fifty dollars per section))~~ provided in the Development Fee Schedule.



2. A foundation or basement requires a separate building permit.
  3. Decks, carports and garages require a separate building permit.
  4. The development services review fee is ~~((fifty dollars))~~ provided in the Development Fee Schedule.  
~~((5. The processing fee is twenty five dollars.))~~
- I. Manufactured (Mobile) Home.
1. The installation fee for a manufactured (mobile) home is ~~((fifty dollars per section))~~ provided in the Development Fee Schedule.
  2. A basement requires a separate building permit.
  3. Decks, carports and garages require a separate building permit.
  4. The development services review fee is ~~((fifty dollars))~~ provided in the Development Fee Schedule.  
~~((5. The processing fee is twenty five dollars.))~~
- J. Temporary Structures.
- ~~((Permit fees for temporary structures are:~~
- ~~1. One hundred dollars for the first one hundred eighty days; and~~
  - ~~2. Five hundred dollars for the second one hundred eighty days.~~
  - ~~3. No third session will be allowed.~~
  - ~~4. The development services review fee is fifty dollars.~~
  - ~~5. The processing fee is twenty five dollars.))~~
1. Permit fees are provided in the Development Fee Schedule.
  2. Review fees are provided in the Development Fee Schedule.
  3. No third session will be permitted.
- K. Relocation.
- ~~((1. The fee for a building relocation inspection for bond determination is seventy five dollars.~~
- ~~2. The development services review fee is fifty dollars.~~
  - ~~3. The processing fee is twenty five dollars.))~~
1. Inspection fees for bond determination are provided in the Development Fee Schedule.
  2. Review fees are provided in the Development Fee Schedule.
- ~~((4))~~3. Any repairs or alterations required for relocation are handled by various building permits and the fees for such building permits are in addition to the relocation permit fee.
- L. Early Start and Fast Track Approval.  
The fee for an early start or fast track building permit approval is twenty-five percent of the building permit fee rounded to the next whole dollar amount and is in addition to ~~((any))~~ all ~~((required))~~ applicable fees.
- M. Certificate of Occupancy.
1. There is no separate fee for the issuance of a certificate of occupancy following final inspection ~~((under))~~ of a permit ~~((so long as the fee for the permit is at least fifty dollars))~~; otherwise, the minimum fee for a building

permit and certificate of occupancy is provided in the Development Fee Schedule ((fifty dollars)) plus a ((twenty-five dollar)) processing fee.

2. The fees for the issuance of a certificate of occupancy not resulting from work done under permit are as provided in SMC 8.02.060.
3. The building official will assess a fee not to exceed one hundred percent of the building permit fee for the issuance or extension of any temporary certificate of occupancy. The minimum fee will be:
  - a. ((two hundred twenty-five)) five-hundred and twenty dollars plus a ((twenty-five dollar)) processing fee when the building permit fee exceeds this amount;
  - b. equal to the amount of the building permit fee when the building permit fee is less than ((two hundred fifty)) five-hundred and twenty dollars.

N. Swimming Pools.

~~((1. The building and plumbing permit fee for a swimming pool is:~~

- ~~a. seventy-five dollars for those accessory to a single-family residence; and~~
- ~~b. one hundred dollars for all others.~~

~~2. The planning services review fee is twenty-five dollars.~~

~~3. The processing fee is twenty-five dollars.)~~

1. Permit fees are provided in the Development Fee Schedule.

2. ((Planning Services)) Review fees are provided in the Development Fee Schedule.

~~((4))~~3. Mechanical, electrical and fence permits are additional.

O. Parking Lot and Site Work Permits.

The fee for a site work permit is charged in accordance with the fee table in subsection (A) of this section.

P. Reinspections.

~~((The fee for reinspections for work that was not ready, or corrections previously identified but remain uncorrected, or site not accessible is seventy-five dollars per incident.))~~

Reinspection fees are provided in the Development Fee Schedule.

Q. Inspections Outside Normal Inspector Working Hours.

~~((The fee for inspections outside normal inspector working hours is seventy-five dollars per hour or fraction of an hour. A minimum of two hours is payable at the time the request is made and before an inspection can be scheduled.))~~

Fees for inspections outside normal inspector working hours are provided in the Development Fee Schedule.

R. Work Done Without a Permit/Investigation Fees.

Where work has commenced without first obtaining the required permit(s), a work without permit fee equivalent to the greater of:

1. twice the inspection fee, or

2. the permit fee plus ~~((one))~~ three hundred ~~((fifty))~~ dollars, must be paid prior to the issuance of the permit(s).

S. Safety Inspections.

~~((The fees for safety inspections are:~~

- ~~1. Commercial Buildings: Seventy-five dollars per hour or fraction of an hour with a prepaid minimum of one hundred fifty dollars.~~
- ~~2. Single-family Residence – Electrical only: Seventy-five dollars.~~
- ~~3. Single-family Residence – Two or more trade categories: One hundred fifty dollars.~~
- ~~4. Two-family Residence: One hundred seventy-five dollars.~~
- ~~5. Multifamily – Three to six units: Two hundred fifty dollars.~~
- ~~6. Multifamily – Seven to fifty units: Two hundred fifty dollars plus twenty-five dollars for each unit over six.~~
- ~~7. Multifamily – Over fifty units: One thousand three hundred fifty dollars plus ten dollars for every unit over fifty.~~
- ~~8. Electrical Service Reconnect – Residence – Twenty-five dollars~~
- ~~9. Electrical Service Reconnect – Commercial – Fifty dollars~~
- ~~10. Processing fee: Twenty-five dollars.))~~

1. Safety inspection fees are provided in the Development Fee Schedule.

T. Recording Fee Use of Public Right-of-way and Large Accessory Building Agreement.

The property owner shall be charged a pass-through fee equal to the amount assessed by Spokane County when erecting a fence, retaining wall or other structure in a public right-of-way. This is a recording fee for the acknowledged agreement whereby the property owner covenants to remove the encroachment upon notice by the City. An additional ~~((twenty-five dollar))~~ processing fee is required when a permit is not issued in conjunction with the recording.

Processing fees are provided in the Development Fee Schedule.

U. Expired Permits Over Six Months.

1. Building Permits.

- a. No inspections have been made: Permits require full resubmittal, and if a commercial project, plan review. Original valuation shall be contained in description of new permit.
- b. Footings and foundations only have been inspected and approved: Minimum of seventy-five percent of the original assessed permit fee plus new processing fees. Original valuation shall be contained in description of new permit.
- c. All rough-in inspections approved: Minimum of twenty-five percent of original permit fee plus new processing fees. Original valuation shall be contained in description of new permit.
- d. Additional work done not on original permit: New valuation shall be calculated based upon either square footage if new construction, or valuation if remodel.

2. Plumbing Permits.
    - a. No inspections: A full new permit for all fixtures is required.
    - b. Partial inspections approved: If water tests, top outs and ground plumbing have been approved, then twenty-five percent of the original itemized permit fees plus new processing fee.
  3. Mechanical Permits.
    - a. No inspections: A full new permit is required.
    - b. Partial inspections: If all rough-in inspections and air tests have been approved, then twenty-five percent of the original permit fee plus new processing fee.
  4. Electrical Permit.
    - a. No inspections: A full new permit is required.
    - b. Partial inspections: If all rough-in inspections and service inspections have been approved, then twenty-five percent of the original fees plus new processing fee.
- V. Processing Fee.  
 In addition to all of the fees identified in SMC 8.02.031, the processing fee for each permit is ~~((twenty-five dollars))~~ as provided in the Development Fee Schedule, unless specifically stated otherwise.
- W. Solar Permits.
- ~~((1. For single-family residence, duplex, and associated accessory structure installations and modifications eligible for review under the adopted International Residential Codes.~~
- ~~a. Plan Review: seventy-five dollars~~
  - ~~b. SFRD Inspection Fee: one hundred fifty dollars~~
  - ~~c. Electrical Service Fee: assessed in accordance with SMC 08.02.032(C)(2).~~
- ~~2. For all other installations and alterations.~~
- ~~a. Plan Review Fee: sixty-five percent of the MFCOM Inspection Fee.~~
  - ~~b. MFCOM Inspection Fee: calculated based on the table included in Section 08.02.031(A).~~
  - ~~c. Electrical Service Fee: assessed in accordance with SMC 08.02.032(C)(2).~~
- ~~3. Additional electrical fees in accordance with SMC 08.02.032.~~
- ~~4. Energy Storage Systems: fifty dollars.)~~
1. Solar permit fees are provided in the Development Fee Schedule.
  2. Additional electrical fees are as provided in SMC 08.02.032.

Section 6. That SMC section 08.02.032 is amended to read as follows:

08.02.032 Electrical Code

- A. Electrical inspection fees for new construction are based upon the area of the building(~~(-as follows:)). Fees are provided in the Development Fee Schedule.~~  
~~((1. Up to five thousand square feet: Four dollars per hundred square feet, or fraction thereof.~~  
~~2. Five thousand one to twenty thousand square feet: Two hundred dollars, plus two dollars per one hundred square feet, or fraction thereof.~~  
~~3. Over twenty thousand square feet: Five hundred dollars, plus one dollar per hundred square feet, or fraction thereof.))~~
- B. Electrical inspection fees for alteration, repair or addition in existing buildings including finishing of tenant spaces are based on the number of circuits. The fee is ~~((five dollars for each circuit))~~ provided in the Development Fee Schedule.  
~~((C. There are separate other inspection fees in addition to those listed above:~~  
~~1. Light standard: Seven dollars each.~~  
~~2. Services, whether new, alteration or addition:~~  
~~a. Six hundred volts or less:~~  
~~i. One to two hundred amps: Forty dollars.~~  
~~ii. Two hundred one to four hundred amps: Fifty dollars.~~  
~~iii. Four hundred one to six hundred amps: Sixty dollars.~~  
~~iv. Six hundred one to eight hundred amps: Seventy dollars.~~  
~~v. Eight hundred one to one thousand amps: Eighty dollars.~~  
~~vi. Over one thousand amps: Eighty dollars plus five dollars for every one hundred amps, or fraction thereof, over one thousand.~~  
~~b. Over six hundred volts:~~  
~~i. One to two hundred amps: Seventy dollars.~~  
~~ii. Two hundred one to four hundred amps: Eighty dollars.~~  
~~iii. Four hundred one to six hundred amps: Ninety dollars.~~  
~~iv. Six hundred one to eight hundred amps: One hundred dollars.~~  
~~v. Eight hundred one to one thousand amps: One hundred ten dollars.~~  
~~vi. Over one thousand amps: One hundred ten dollars plus five dollars for every one hundred amps, or fraction thereof, over one thousand.~~  
~~3. Alarm and control circuits: Ten dollars per zone.~~  
~~4. Temporary service for construction wiring: Twenty dollars each.~~  
~~5. Transformers: Thirty dollars plus ten dollars for every two hundred amps, or fraction thereof. No fee is charged for class 2 transformers for control or signal circuits.~~  
~~6. Generators (emergency, standby and resource recovery): Thirty dollars plus ten dollars for every two hundred amps, or fraction thereof, based on the amperage of the generator. Generators of fifty kilowatt or less are considered equivalent to a two hundred amp service.~~

- ~~7. Feeder: Fifteen dollars.~~
- ~~8. Ground Work-Ground Ufers: Twenty-five dollars per inspection or inspector visit is the minimum fee. Extensive ground work may be charged at an hourly rate of seventy-five dollars per hour.~~
- ~~9. Special fees: A firm, corporation or other entity which has a regularly employed maintenance staff may choose to purchase an annual electrical work permit rather than a work permit for each installation or alteration in accordance with this paragraph. The following fee will entitle the purchaser to the number of inspections shown for a one-year period after the date of purchase of an electrical work permit:~~
- ~~a. One to three plant electricians: One thousand five hundred dollars for twelve inspections.~~
  - ~~b. Four to six plant electricians: Three thousand dollars for twenty-four inspections.~~
  - ~~c. Seven to twelve plant electricians: Four thousand five hundred dollars for thirty-six inspections.~~
  - ~~d. Thirteen or more plant electricians: Six thousand dollars for fifty-two inspections.))~~

~~C. There are separate inspection fees in addition to the general inspection fees listed above. Fees are provided in the Development Fee Schedule.~~

~~D. The processing fee is twenty-five dollars.~~

~~E. The permit fee is the sum of the processing fee, plus the inspection fee. The minimum permit fee is forty dollars.))~~

~~((F))D. Reinspections.~~

~~((The fee for reinspections for work that was not ready, or corrections previously identified but remain uncorrected, or site not accessible is seventy-five dollars per incident.))~~

~~Reinspection fees are provided in the Development Fee Schedule.~~

~~((G))E. Inspections Outside Normal Inspector Working Hours.~~

~~((The fee for inspections outside normal inspector working hours is seventy-five dollars per hour or fraction of an hour. A minimum of two hours is payable at the time the request is made and before an inspection can be scheduled.))~~

~~Fees for inspections outside normal inspector working hours are provided in the Development Fee Schedule.~~

~~((H))F. Work Done Without Permit/Investigation Fees.~~

~~Where work has commenced without first obtaining the required permit(s), a work without permit fee equivalent to the greater of:~~

- ~~1. twice the inspection fee, or~~
  - ~~2. the permit fee plus ~~((one)) three~~ hundred ~~((fifty))~~ dollars,~~
- ~~must be paid prior to the issuance of the permit(s).~~

Section 7. That SMC section 08.02.033 is amended to read as follows:

## 08.02.033 Elevator Code

- ~~((A. New Installation Permit Fees — permit fee includes one new installation inspection.~~
- ~~1. Elevators, Escalators, and Moving Walks.
    - ~~a. Valuation of one dollar to five thousand dollars: Two hundred fifty dollars.~~
    - ~~b. Valuation over five thousand dollars: Two hundred fifty dollars plus four dollars for each one thousand dollars in valuation over five thousand dollars.~~~~
  - ~~2. Stair climbers, platform lifts: Eighty eight dollars (Plan Review Fees not required.)~~
  - ~~3. Dumbwaiters, material lifts: One hundred seventy seven dollars.~~
  - ~~4. Temporary Personnel Hoist (construction lift): Two hundred fifty dollars (includes initial semiannual operating permit).~~
- ~~B. Annual Operating Permit Fees.~~
- ~~1. Hydraulic elevators: One hundred seventy seven dollars plus twenty two dollars each additional stop over two.~~
  - ~~2. Cable elevators: Three hundred fifty three dollars plus twenty two dollars each additional stop over two.~~
  - ~~3. Escalators and Moving Walks: Three hundred fifty three dollars.~~
  - ~~4. Dumbwaiters, platform lifts, stair climbers, material lifts: Eighty eight dollars.~~
- ~~C. Alterations /Repairs/Modernizations/Permit Fees — All Conveyances.~~
- ~~1. Valuation of one dollar to five thousand dollars: Two hundred fifty dollars.~~
  - ~~2. Valuation over five thousand dollars: Permit fee is two hundred fifty dollars plus four dollars for each one thousand dollars in valuation over five thousand dollars.~~
- ~~D. In addition to the above fees, the processing fee for each permit is twenty five dollars.~~
- ~~E. Reinspections.~~
- ~~The fee for reinspections for work that was not ready, or corrections previously identified, or site not accessible is:~~
- ~~1. Hydraulic elevators: Eighty eight dollars plus twenty two dollars per stop over two.~~
  - ~~2. Electric elevators: One hundred seventy seven dollars plus twenty two dollars per stop over two.~~
  - ~~3. All others: Seventy five dollars.~~
- ~~F. Inspections Outside Normal Inspector Working Hours.~~
- ~~The fee for inspections outside normal inspector working hours is three hundred fifty three dollars and is payable at the time the request is made and before an inspection can be scheduled.~~
- ~~G. Work Done Without Permit Fees.~~

~~Where work has commenced without first obtaining the required permit(s), a "work without permit penalty fee" equal to the required permit fee will be added to the permit application and must be paid prior to the issuance of the permit(s).~~

~~H. Uncorrected Deficiencies.~~

~~The fee for operating a conveyance with uncorrected deficiencies is one hundred seventy-seven dollars. Fees will be assessed at the following intervals from the date of inspection:~~

- ~~1. Ninety days,~~
- ~~2. One hundred twenty days, and~~
- ~~3. One hundred fifty days.~~

~~I. Document replacement fee: Twenty-five dollars.~~

~~J. Temporary Personnel Hoist (construction lift) semiannual inspection and operator's permit renewal.~~

~~Following a successful semi-annual inspection, temporary personnel hoists are eligible for a renewal of a semi-annual operator's permit.~~

- ~~1. Semiannual inspections or jump inspection: One hundred seventy-seven dollars.~~
- ~~2. Semiannual Operating Permit: One hundred seventy-seven dollars.~~

~~K. Temporary operating permit fee: One hundred dollars plus fifteen dollars per stop over two.~~

~~L. Plans review fees for new installations, major alterations: Eighty-eight dollars.~~

~~M. Variance request fees with site visit: One hundred seventy-seven dollars plus eighty-eight dollars per hour after two hours.~~

~~N. Variance request fees via desk evaluation only and not requiring a site visit: Eighty-eight dollars.~~

~~O. Technical advice site visit fee: One hundred seventy-seven dollars plus eighty-eight dollars per hour after two hours.~~

~~P. Decommissioning of conveyance fee: One hundred seventy-seven dollars.~~

~~Q. Re-commissioning fee of conveyance fee: One hundred seventy-seven dollars plus eighty-eight dollars per hour after two hours.~~

~~R. Operating a Conveyance without an Operator's Permit.~~

- ~~1. Failure to renew an operator's permit within thirty days of due date: A penalty fee of one hundred sixty-four dollars will be added to the operating permit fee and paid prior to issuing an operator's permit.~~
- ~~2. If an operator's permit has lapsed one hundred twenty days or more, a conveyance may be removed from service by the inspector.~~

~~S. Annual Fee Adjustment.~~

~~Effective January 1, 2012, and the first of January of each year thereafter, the various elevator code fees set forth above shall be adjusted by the City of Spokane building official for an amount equal to the consumer price index adjustment of the previous July-July U.S. All City Average (CPI-U and CPI-W). The newly determined amount shall be rounded up to the nearest dollar. In addition, the adjusted fees shall be presented to the city council for approval and~~



~~a copy of the approved fees filed with the city clerk and city building official before becoming effective.))~~

- ~~A. Elevator permit and inspection fees, including for annual operating permits are provided in the Development Fee Schedule.~~
- ~~B. Reinspection fees for work that was not ready, for corrections previously identified, or for an inaccessible site are provided in the Development Fee Schedule.~~
- ~~C. Fees for work done without a permit are provided in the Development Fee Schedule and shall be paid prior to the issuance of the permit(s).~~

Section 8. That SMC section 08.02.035 is amended to read as follows:

#### 08.02.035 Mechanical Code

- ~~((A. Mechanical inspection fees are:~~
- ~~1. Air handler, ten thousand CFM: Fifteen dollars.~~
  - ~~2. Clothes dryer: Thirteen dollars.~~
  - ~~3. Ductwork system, per zone: Thirteen dollars.~~
  - ~~4. Evaporative coolers: Thirteen dollars.~~
  - ~~5. Gas log: Thirteen dollars.~~
  - ~~6. Gas piping:
    - ~~a. One to four outlets: Twelve dollars;~~
    - ~~b. Five or more outlets: Three dollars each.~~~~
  - ~~7. Gas water heater: Thirteen dollars.~~
  - ~~8. Heat pump and air conditioner:
    - ~~a. Up to three tons: Fifteen dollars;~~
    - ~~b. Three to fifteen tons: Twenty-five dollars;~~
    - ~~c. Fifteen to thirty tons: Thirty dollars;~~
    - ~~d. Thirty to fifty tons: Forty-five dollars;~~
    - ~~e. Over fifty tons: Seventy-five dollars.~~~~
  - ~~9. Heating equipment:
    - ~~a. Less than one hundred thousand BTU: Fifteen dollars;~~
    - ~~b. More than one hundred thousand BTU: Twenty dollars.~~~~
  - ~~10. Hood:
    - ~~a. Type I (per twelve feet or twelve-foot portion of hood): Sixty-five dollars;~~
    - ~~b. Type II: Thirteen dollars.~~~~
  - ~~11. Hydronic piping:
    - ~~a. One to four outlets: Twelve dollars;~~
    - ~~b. Five or more outlets: Three dollars per outlet.~~~~
  - ~~12. Miscellaneous (items not covered elsewhere): Thirteen dollars.~~
  - ~~13. Propane tanks: Thirteen dollars.~~
  - ~~14. Range: Thirteen dollars.~~
  - ~~15. Refrigeration unit:~~

- a. ~~One to one hundred thousand BTU (not air conditioning or heat pump): Fifteen dollars;~~
  - b. ~~One hundred thousand to five hundred thousand BTU: Twenty-five dollars;~~
  - c. ~~Five hundred thousand to one million BTU: Thirty dollars;~~
  - d. ~~One million to one million seven hundred fifty thousand BTU: Forty-five dollars;~~
  - e. ~~Over one million seven hundred fifty thousand BTU: Seventy-five dollars.~~
16. ~~Unlisted gas appliance:~~
- a. ~~Up to four hundred thousand BTU: Seventy-five dollars;~~
  - b. ~~Over four hundred thousand BTU: One hundred twenty-five dollars.~~
17. ~~Used appliance:~~
- a. ~~Up to hundred thousand BTU: Seventy-five dollars;~~
  - b. ~~Over four hundred thousand BTU: One hundred twenty-five dollars.~~
18. ~~Ventilating fans: Thirteen dollars.~~
19. ~~Wood stove or insert: Twenty-five dollars fifty cents.~~
- B. ~~The processing fee is twenty-five dollars.~~
- C. ~~The permit fee is the sum of the processing fee and the inspection fee. The minimum permit fee is forty dollars.~~
- D. ~~Reinspections.~~  
~~The fee for reinspections for work that was not ready, or corrections previously identified but remain uncorrected, or site not accessible is seventy-five dollars per incident.~~
- E. ~~Inspections Outside Normal Inspector Working Hours.~~  
~~The fee for inspections outside normal inspector working hours is seventy-five dollars per hour or fraction of an hour. A minimum of two hours is payable at the time the request is made and before an inspection can be scheduled.~~
- F. ~~Unauthorized Work Done Without Permit or by Unlicensed Person Investigation Fees.~~  
~~Where work has commenced without first obtaining the required permit(s) or where work was performed by a person without a heating mechanics license pursuant to SMC 10.29.030, an unauthorized work fee shall be imposed in the amount of one hundred fifty dollars. The unauthorized work investigation fee may be assessed against the person performing the work without a license or against the employer or contractor directing the work who failed to obtain the required permit.))~~
- A. Mechanical inspection fees are provided in the Development Fee Schedule.
- B. Reinspection fees for work that was not ready, for corrections previously identified, or for an inaccessible site are provided in the Development Fee Schedule.
- C. Where work has commenced without first obtaining the required permit(s) or where work was performed by a person without a heating mechanics license pursuant to SMC 10.29.030, an unauthorized work fee shall be imposed in the amount in the

Development Fee Schedule. The unauthorized work investigation fee may be assessed against the person performing the work without a license or against the employer or contractor directing the work who failed to obtain the required permit.

D. Processing fees are provided in the Development Fee Schedule.

Section 9. That SMC section 08.02.036 is amended to read as follows:

#### 08.02.036 Plumbing Code

~~((A. Plumbing inspection fees are:~~

- ~~1. Bar sink: Eleven dollars.~~
- ~~2. Bathtub: Eleven dollars.~~
- ~~3. Clothes washer: Eleven dollars.~~
- ~~4. Dishwasher: Eleven dollars.~~
- ~~5. Drinking fountain: Eleven dollars.~~
- ~~6. Electric water heater: Eleven dollars.~~
- ~~7. Floor drain: Eleven dollars.~~
- ~~8. Floor sink: Eleven dollars.~~
- ~~9. Garbage disposal: Eleven dollars.~~
- ~~10. Kitchen sink: Eleven dollars.~~
- ~~11. Lawn sprinkler (with one backflow device): Eleven dollars.~~
- ~~12. Medical gas outlet, each station: Eleven dollars.~~
- ~~13. Miscellaneous: Eleven dollars.~~
- ~~14. Sewage ejector: Eleven dollars.~~
- ~~15. Shower: Eleven dollars.~~
- ~~16. Sink: Eleven dollars.~~
- ~~17. Toilet: Eleven dollars.~~
- ~~18. Urinal: Eleven dollars.~~
- ~~19. Utility sink: Eleven dollars.~~
- ~~20. Vacuum breaker/backflow device: Eleven dollars.~~
- ~~21. Water softener: Eleven dollars.~~

~~B. The processing fee is twenty-five dollars.~~

~~C. The permit fee is the sum of the processing fee plus the inspection fees. The minimum permit fee is forty dollars.~~

~~D. Reinspections.~~

~~The fee for reinspections for work that was not ready, or corrections previously identified but remain uncorrected, or site not accessible is seventy-five dollars per incident.~~

~~E. Inspections Outside Normal Inspector Working Hours.~~

~~The fee for inspections outside normal inspector working hours is seventy-five dollars per hour or fraction of an hour. A minimum of two hours is payable at the time the request is made and before an inspection can be scheduled.~~

~~F. Work Done Without Permit/Investigation Fees.~~

~~Where work has commenced without first obtaining the required permit(s), a work without permit fee equivalent to the greater of:~~

- ~~1. twice the inspection fee, or~~
- ~~2. the permit fee plus one hundred fifty dollars, must be paid prior to the issuance of the permit(s).))~~

~~A. Plumbing inspection fees are provided in the Development Fee Schedule.~~

~~B. Reinspection fees for work that was not ready, for corrections previously identified, or for an inaccessible site are provided in the Development Fee Schedule.~~

~~C. Processing fees are provided in the Development Fee Schedule.~~

Section 10. That SMC section 08.02.037 is amended to read as follows:

08.02.037 Sewer Code

- A. The fee for a side sewer permit is in two parts:
  1. Permit application: ~~((Forty))~~ Sixty-five dollars.
  2. Permit inspection: One hundred fifty dollars.
- B. The fee for a sewer tapping permit is one hundred dollars.
- C. Fees herein do not include local improvement districts, general facilities charges or other applicable fees or charges.
- D. The fee for reinspection is fifty dollars.

Section 11. That SMC section 08.02.0371 is amended to read as follows:

08.02.0371 Water Code

The fee for a water tapping permit application is ~~((forty))~~ sixty-five dollars. The fee for a water meter application fee is ~~((forty))~~ sixty-five dollars, except if these two applications are made together, only one ~~((forty))~~ sixty-five dollar fee is assessed.

Section 12. That SMC section 08.02.038 is amended to read as follows:

08.02.038 Shorelines Management

A. The application fees for ~~((new))~~ Shoreline projects are provided in the Development Fee Schedule ((as follows

~~PROJECT VALUATION~~

~~FEE~~

~~\$2,500 - \$10,000~~

~~\$1,020~~

~~\$10,001 - \$50,000~~

~~\$1,420  
\$50,001—\$250,000  
\$2,700  
\$250,001—\$1,000,000  
\$5,400  
Over \$1,000,000  
\$6,750 plus 0.1% of project value  
For Variance Add  
\$2,160  
For Conditional Use Add  
\$1,860~~

- ~~B. The fee for presubmittal review is five hundred fifty five dollars.~~
- ~~C. The fee for a shoreline exemption is five hundred fifty five dollars.~~
- ~~D. The fee for a permit amendment is eighty percent of the fee under this schedule.~~
- ~~E. The fee should accompany the formal application for a permit or amendment.)~~

Section 13. That SMC section 08.02.039 is amended to read as follows:

#### 08.02.039 Special Inspections and Other Fees

- A. The fee for re-inspection as provided in the adopted codes, to be billed to each permittee, is ~~((seventy five dollars))~~ provided in the Development Fee Schedule.
- B. The fee for inspection by any building services department personnel outside normal working hours is ~~((seventy five dollars per hour or fraction of an hour))~~ provided in the Development Fee Schedule. A minimum of two hours is payable at the time the request is made.
- C. The fee for investigation of work done without a permit is ~~((:))~~ provided in the Development Fee Schedule.  
~~((1. double the inspection fee, or  
2. the permit fee plus one hundred fifty dollars,  
whichever is greater.))~~
- D. The minimum fee for any permit or inspection not otherwise provided for is ~~((forty dollars))~~ provided in the Development Fee Schedule.
- E. Refund of Fees.
  - 1. All requests for refunds must be in writing to the building official.
  - 2. Refunds of permit and inspection fees will be granted only if the:
    - a. work described on the permit was not done and no inspections or site visits were made, or
    - b. permit was a duplicate of an already issued permit, or
    - c. permit was issued in error by the department.
  - 3. The following fees are not refundable:
    - a. Plan review fees.

- b. Application fees, to include processing fees and the state building code fee.
- F. ~~((No more than twenty-five dollars is charged for the))~~ The processing fee for each printed permit is provided in the Development Fee Schedule.
- G. The fee for doing research of files and codes or preparing reports is ~~((sixty dollars per hour))~~ provided in the Development Fee Schedule with a one-hour minimum, plus actual copying or printing expense.
- H. The fee to recommence suspended or abandoned work under an extended permit is provided in SMC 08.02.031(U).

Section 14. That SMC section 08.02.060 is amended to read as follows:

#### 08.02.060 Building Code

The fee for a certificate of occupancy is provided in the Development Fee Schedule.~~((: A. fifty dollars when the requirement arises from a change in occupancy not involving work requiring a permit; or B. twenty dollars for a home occupation, plus seventy-five dollars if an inspection is required; C. twenty-five dollars for the processing fee.))~~

Section 15. That SMC section 08.02.061 is amended to read as follows:

#### 08.02.061 Environmental Policy

~~((Whenever the City is lead agency under the Washington State Environmental Policy Act (SEPA), the responsible official collects from applicants the following fees:))~~

~~A. Whenever the City is lead agency under the Washington State Environmental Policy Act (SEPA), the responsible official collects fees as provided in the Development Fee Schedule.~~

~~((A. Initial review of completed environmental checklist: Two hundred fifty dollars.~~

~~B. When a threshold determination results in a mitigated determination of nonsignificance: One hundred sixty-five dollars.))~~

~~((C))~~B.When a threshold determination results in a declaration of significance, a fee will be charged for the actual cost associated with:

1. scoping,
2. production of a draft environmental impact statement or draft supplemental environmental impact statement,
3. review and addressing comments on draft statements,
4. conducting public hearings on draft statements,
5. production of a final environmental impact statement or final supplemental environmental impact statement, and

6. any miscellaneous operations performed in conjunction with the aforementioned functions is recovered from the applicant, costs are based on an hourly rate for the persons performing the work, including salary, personnel benefits and overhead, as well as the actual cost of large expenditure items such as printing and mailing. Before any work begins, the applicant makes a deposit of not less than two thousand four hundred fifty dollars, against which administrative and other costs are charged. As the deposit is depleted, the applicant makes additional deposits as requested by the planning director. Production of the statement is suspended in the event additional moneys are not deposited upon request.
- D. The full cost of all public notices is borne by the applicant.
- E. The full cost of reproducing an environmental document is recovered from the party requesting such document as provided in SMC 8.02.011.

Section 16. That SMC section 08.02.064 is amended to read as follows:

#### 08.02.064 Plats

~~((The fees for approvals under the subdivision code are:))~~

~~A. Fees are provided in the Development Fee Schedule.~~

~~((A. Long Plat Extension, Phasing, Vacation, Final or Alteration.~~

- ~~1. For a one-year extension of time on a preliminary long plat approval: Five hundred fifty dollars.~~
- ~~2. For phasing of an approved preliminary plat: Five hundred fifty dollars.~~
- ~~3. For vacation of an approved plat: Four hundred ninety dollars.~~
- ~~4. For a final long plat: Two thousand twenty five dollars plus twenty five dollars per lot.~~
- ~~5. For alteration of an approved preliminary or final long plat: Eighty percent of the plat fee under this schedule.~~

~~B. Short Plat Extension, Phasing, Vacation, Final or Alteration.~~

- ~~1. For a one-year extension of time on a preliminary short plat approval: Five hundred fifty dollars.~~
- ~~2. For phasing of an approved preliminary short plat: Five hundred fifty dollars.~~
- ~~3. For vacation of an approved plat: Four hundred ninety dollars.~~
- ~~4. For a final short plat except short plats with minor engineering review: A filing fee of one thousand eight hundred twenty dollars plus thirty dollars per lot.~~
- ~~5. For a final short plat with minor engineering review: A filing fee of three hundred fifty dollars plus thirty dollars per lot.~~
- ~~6. For alteration of an approved preliminary or final short plat: Eighty percent of the plat fee under this schedule.~~

- ~~C. Binding Site Plan Extension, Final or Alteration.~~
- ~~1. For a one-year extension of time on a preliminary binding site plan approval: Five hundred fifty dollars.~~
  - ~~2. For a final binding site plan: Two thousand nine hundred seventy dollars plus thirty dollars for each additional acre.~~
  - ~~3. For alteration of an approved preliminary or final binding site plan: Eighty percent of the binding site plan fee under this schedule, plus the cost of publishing the notice of hearing in the newspaper.~~
- ~~D. Boundary Line Adjustment.~~  
For a boundary line adjustment, a filing fee of three hundred fifty dollars.
- ~~E. Street Name Change.~~  
For changing the name of an existing dedicated street: One thousand three hundred fifty-five dollars.
- ~~F. Other Matters.~~
- ~~1. For any other matter not listed above that requires a public hearing before the hearing examiner: One thousand eight hundred ninety-five dollars.~~
  - ~~2. A fee of eighty-five dollars per hour may be charged to cover the cost of a particular planning staff service for the applicant that greatly exceeds the above fees or is not covered by the fees listed above.)~~
- B. A fee may be charged as provided in the Development Fee Schedule to cover the cost of a particular planning staff service for the applicant that greatly exceeds the above fees or is not covered by the fees listed above.

Section 17. That SMC section 08.02.065 is amended to read as follows:

#### 08.02.065 Streets and Airspace

- ~~((A. The fees in connection with skywalks are:~~
- ~~1. Seven thousand one hundred sixty dollars for the application to the hearing examiner.~~
  - ~~2. Three hundred thirty-five dollars for annual inspection; and~~
  - ~~3. Two thousand two hundred ninety dollars for renewal if the renewal is sought within twenty years from date of issuance of the permit.~~
- ~~For the use of public airspace other than pedestrian skywalk, the fee will be as provided in the agreement.~~
- ~~B. [Deleted]~~
- ~~C. The fee for a street address assignment as provided in SMC 17D.050A.100 is ten dollars. The fee for a street address change is twenty-five dollars.~~
- ~~D. The street obstruction permit fees are as follows. All fees are minimum charges for time periods stated or portions of said time periods:~~
- ~~1. when the public way is obstructed by a dumpster or a temporary storage unit the fee is one hundred dollars per fifteen-day period.~~



- ~~2. for long-term obstruction (longer than twenty-one days) in the central business district or other congested area the fee is twenty cents per square foot of public right-of-way obstructed for each month period. The director of engineering services may adjust these boundaries in the interests of the public health, safety, and convenience, considering the need to promote traffic flows and convenience in administrative enforcement needs.~~
- ~~3. for an obstruction not provided for in subsections (1) or (2) of this section, the fees are stated below:
  - ~~a. When the public way is excavated for:
    - ~~i. the first three working days: One hundred dollars;~~
    - ~~ii. each additional three working day period: Forty dollars.~~~~
  - ~~b. When no excavation for:
    - ~~i. the first three days: Twenty-five dollars per day;~~
    - ~~ii. each additional three day period: Forty dollars.~~~~
  - ~~c. Master annual permit fee set by the Development Services Center manager based on a reasonable estimate of the expense to the City of providing permit services. Permit fees are payable at least quarterly. If a master annual permit fee is revoked, the party may apply for a refund of unused permit fees;~~~~
- ~~4. a revenue loss affected by an obstruction of the public right-of-way shall be equivalent to the maximum daily rate for each space obstructed in the Paid Parking Zone (defined in SMC 16A.04.100). Current Paid Parking Zone rates can be found on the City's website (SMC 08.02.083(C)(8));~~
- ~~5. a charge of five hundred dollars is levied whenever a person:
  - ~~a. does work without a required permit; or~~
  - ~~b. exempt from the requirement for a permit fails to give notice as required by SMC 12.02.0740(B);~~~~
- ~~6. a charge of two hundred fifty dollars is levied whenever a permittee does work beyond the scope of the permit;~~
- ~~7. no fee is charged for street obstruction permits for activities done by or under contract for the City.~~
- ~~E. The review fee for a traffic control plan is fifty dollars.~~
- ~~F. The fee for a building moving permit is one hundred dollars, which shall be waived for the moving of a building which is an historic landmark or a contributing building located within an historic district.~~
- ~~G. The annual permit fee for applicators of road oil or other dust palliatives to public ways and places of public travel or resort is one hundred dollars. A contractor must notify the department of engineering services in accordance with SMC 12.02.0740(B).~~
- ~~H. Street vacation application fee is four hundred dollars.~~
- ~~I. The fees for approach permits are:
  - ~~1. For a commercial driveway: Thirty dollars; and~~~~

- ~~2. For a residential driveway: Twenty dollars.))~~
- A. Fees are provided in the Development Fee Schedule.
- B. Street Obstruction Permits.
1. The director of engineering services may adjust the boundaries where a long-term obstruction is considered to be in a congested area in the interests of the public health, safety, and convenience, considering the need to promote traffic flows and convenience in administrative enforcement needs.
  2. The Director of the Development Services Center may set a master annual obstruction permit fee based on a reasonable estimate of the expense to the City of providing permit services. Permit fees are payable at least quarterly. If a master annual permit fee is revoked, the party may apply for a refund of unused permit fees;
  3. No obstruction fee is charged for street obstruction permits for activities done by or under contract for the City.
- C. The fee for a building moving permit shall be waived for the moving of a building which is an historic landmark or a contributing building located within an historic district.
- D. A contractor shall notify the department of engineering services for application of road oil or other dust palliatives to public ways and places of public travel or resort in accordance with SMC 12.02.0740(B).

Section 18. That SMC section 08.02.0655 is amended to read as follows:

08.02.0655 Private Construction Plan Review and Inspection

- A. Except for stormwater systems, the charges by the department of engineering services for private construction plan review are an amount based on the value of the work, as shown in the following table:

VALUE OF WORK	
(in dollars)	FEE (in dollars)
1 - 10,000	300
10,001 - 50,000	300 plus 15 for each 1,000 over 10,000
50,001 - 100,000	900 plus 13 for each 1,000 over 50,000
100,001 - 500,000	1,550 plus 10.50 for each 1,000 over 100,000
500,001 - 1,000,000	5,750 plus 9.50 for each 1,000 over 500,000
Over 1,000,000	10,500 plus 8.75 for each 1,000 over 1,000,000

- B. The fee for additional review required by excessive changes, additions or revisions is ~~((sixty dollars per hour))~~ billed at the City of Spokane hourly rate found in the Development Fee Schedule.
- C. For plan review of on-site sewer and water systems that are not associated with a City building permit (i.e. projects located outside the City limits but within the City's sewer and/or water service area) the review fees are:
1. Two hundred fifty dollars for review of an on-site water system; and
  2. Two hundred fifty dollars for review of an on-site sanitary sewer system.
- D. Stormwater Review Fees.
1. Standard Stormwater Systems.  
Stormwater systems with simple analysis using rational method with all drainage disposed of using swales and drywells only; complexity of analysis limited to use of bowstring calculation of individual swales with outflow limited to drywells (i.e., no routing analysis); no off-site drainage entering or exiting the site.
    - a. Less than ten lots: Four hundred dollars plus ten dollars per lot.
    - b. Between ten lots and one hundred lots: Five hundred dollars plus ten dollars per lot.
    - c. Greater than one hundred lots: Seven hundred fifty dollars plus ten dollars per lot.
    - d. For plan review of on-site stormwater systems not associated with a City building permit the review fees are:
      - i. Two hundred fifty dollars for review of an on-site system for a project site two acres or less; and
      - ii. Five hundred dollars for review of an on-site system for a project site greater than two acres.
  2. Complex Stormwater Systems.  
Stormwater systems requiring complex routing and analysis, or situated on slopes ten percent or greater, or receiving off-site drainage.
    - a. Less than ten lots: Five hundred dollars plus ten dollars per lot.
    - b. Between ten lots and one hundred lots: Seven hundred fifty dollars plus fifteen dollars per lot.
    - c. Greater than one hundred lots: One thousand dollars plus fifteen dollars per lot.
    - d. For plan review of on-site stormwater systems not associated with a City building permit the review fees are:
      - i. Five hundred dollars for review of an on-site system for a project site two acres or less; and
      - ii. One thousand dollars for review of an on-site system for a project site greater than two acres.
  3. Storm Sewers.

Review fees for public or private storm sewers to be constructed in easements or City street rights-of-way are determined in accordance with subsection (A)(1) of this section.

4. Waivers or Variances.

Additional charge for requested variances or waivers for inadequate “208” swale volumes or nonstandard drainage facilities or special conditions will be billed at ~~((a rate of sixty dollars per hour))~~ the City of Spokane hourly rate found in the Development Fee Schedule.

- E. The plan review fee for a site development permit is two hundred fifty dollars.
- F. The review fee for a traffic impact analysis is two hundred dollars.
- G. The review fee of five hundred eighty-five dollars shall be paid to the water and hydroelectric department for review of a hydraulic analysis.)
- H. The charges by the department of engineering services for private construction inspection are an amount based on the value of the work, as shown in the following table:

VALUE OF WORK

(in dollars) FEE (in dollars)

1 - 5,000	500
5,001 - 10,000	1,000
10,001 - 50,000	1,000 plus 25 for each 1,000 over 10,000
50,001 - 100,000	2,000 plus 20 for each 1,000 over 50,000
100,001 - 500,000	3,000 plus 15 for each 1,000 over 100,000
500,001 - 1,000,000	9,000 plus 10 for each 1,000 over 500,000
Over 1,000,000	14,000 plus 5 for each 1,000 over 1,000,000

- I. Non-typical specialty projects (unusual projects involving specific conditions not typically encountered) will be billed on an hourly basis. The customer may request a written estimate in advance. When the director determines hourly billing should apply, such billings will include hours for the work, additional inspections and overtime inspection at the ~~((following rates:))~~ rates provided in the Development Fee Schedule.

~~1. Forty dollars per hour for inspection.~~

~~2. Sixty dollars per hour for overtime inspection.~~

~~3. One hundred twenty dollars per hour for a survey crew; and~~

~~4. One hundred eighty dollars per hour overtime for a survey crew.)~~

Section 19. That SMC section 08.02.066 is amended to read as follows:

08.02.066 Zoning

Unless an action is initiated by the city council, the fees for approvals under the zoning code are ~~((:))~~ as provided in the Development Fee Schedule.

- ~~((A. Staff preparation of a notification district map and associated documents: One hundred fifty dollars.~~
- ~~B. Type I application: One thousand eighty-five dollars. In the case of building and construction permit applications, the fee is based on Article III of this chapter.~~
- ~~C. Type II application, except preliminary short plats with minor engineering review: Four thousand three hundred twenty-five dollars plus sixty dollars per each additional acre.~~
- ~~D. Type II application for preliminary short plats with minor engineering review: One thousand eighty-five dollars.~~
- ~~E. Type III application: Four thousand five hundred ninety dollars plus one hundred ten dollars per each additional acre.~~
- ~~F. Site plan review and/or modification: Eight hundred fifteen dollars plus five hundred fifty dollars per each additional increment of ten acres of site or portion thereof.~~
- ~~G. Optional consolidated project review: Four thousand three hundred twenty-five dollars plus two hundred fifteen dollars for each additional acre.~~
- ~~H. Planned unit development bonus density or final planned unit development:
  - ~~1. Bonus density: Additional eight hundred eighty dollars if bonus density is sought.~~
  - ~~2. Final planned unit development: Three thousand two hundred ninety-five dollars.~~~~
- ~~I. Any temporary use permit: Six hundred seventy-five dollars.~~
- ~~J. Floodplain development permit: Nine hundred dollars plus fifty-five dollars per each additional acre.~~
- ~~K. Establishment of a front yard setback that is more or less than the depth required by the zoning code: Eight hundred ten dollars.~~
- ~~L. Accessory dwelling unit permit: Six hundred fifty-five dollars.~~
- ~~M. Formal written interpretation of the zoning code: Five hundred eighty dollars.~~
- ~~N. Any other matter not listed above that requires a public hearing before the hearing examiner: One thousand eight hundred ninety-five dollars.~~
- ~~O. A fee of eighty-five dollars per hour may be charged to cover the cost of a particular planning staff service for the applicant that greatly exceeds the above fee or is not covered by the fees listed above.~~
- ~~P. Short Term Rental Permit — In residential zones: Two hundred dollars. The annual renewal for a short-term rental unit in a residential zone is one hundred dollars.~~
- ~~Q. Short Term Rental Permit — In all other zones: three hundred dollars. The annual renewal for a short-term rental unit in zones, except residential, is one hundred fifty dollars.))~~

Section 20. That SMC section 08.02.0665 is amended to read as follows:

08.02.0665 Design Review

When design review is required or conducted under the provisions of chapter 4.13 SMC or chapter 17G.040 SMC, fees shall be as ~~((follows:))~~ provided in the Development Fee Schedule.

~~((A.— Design review conducted by the urban design staff: Six hundred dollars.~~

~~B.— Design review conducted by the design review board: One thousand two hundred seventy-five dollars.))~~

Section 21. That SMC section 08.02.067 is amended to read as follows:

08.02.067 Existing Building and Conservation Code

A. Fees are provided in the Development Fee Schedule.

~~((A))~~ B. General.

There may be charged against the owner and assessed against the land of a boarded-up, substandard, unfit, abandoned, or otherwise a nuisance building all costs and expenses incurred by the City in administration and enforcement of this code.

~~((B))~~ C. Boarding and Securing.

Cost incurred by the City for the securing and/or boarding of an unfit, substandard, or abandoned building and charged against the property are separate from the annual hearing processing fee and the annual property monitoring fee. These costs are nonrefundable.

~~((C))~~ D. Property Monitoring.

If the building official orders the monitoring of any boarded, unfit, substandard, or abandoned building, an annual property monitoring fee ~~((of three hundred dollars))~~ shall be charged against the property.

~~((C))~~ E. Annual Hearing Processing Fee.

1. The annual hearing processing fee applies to properties the building official determines are substandard, unfit, or abandoned building(s) during the hearing required under SMC 17F.070.440. The fee covers the costs of administration, notices, inspections, and the hearing process and other lienable functions within the meaning of RCW 35.80.030(1)(h).
2. A property that has been placed on the building official's review agenda and has been determined under SMC 17F.070.440 to be substandard, unfit, or abandoned shall be charged an annual fee ~~((of one thousand five hundred dollars))~~. A new fee will be assessed the beginning of each twelve-month period the building remains substandard, unfit, or abandoned as determined by the building official at a public hearing.
3. Up to five hundred dollars of the annual fee may be refunded if the property is repaired and removed from the building official process within one year from the first hearing. The building official or his designee is

authorized to officially remove a property from the building official process and authorize the refund, or release of a lien, of a portion of the fee.

- a. A building may be removed from the building official process when conditions are corrected and the building is no longer determined to be substandard, unfit, or abandoned.
4. The annual hearing processing fee is lienable under SMC 17F.070.500.
5. If the hearing processing fee has been recorded as a lien against the property, and no payments have been received by the City, the refunded portion of the fee shall be reflected as a reduction in the lien amount.

Section 22. That SMC section 08.02.069 is amended to read as follows:

#### 08.02.069 Comprehensive Plan and Land Use Code Amendments

- ~~((A. A threshold review fee of five hundred dollars shall be charged for applications submitted pursuant to SMC 17G.020.010(G)(3) and shall be credited to the full application fee pursuant to SMC 17G.020.010(G)(4)(e).~~
- ~~B. The fee for a proposal to change the comprehensive plan, map or text, or other land use codes, is five thousand dollars plus one thousand seventy five dollars per each additional increment of ten acres of site for comprehensive plan map changes plus the cost of publishing the notice of hearing in the newspaper.~~
- ~~C. A fee of eighty five dollars per hour may be charged to cover a particular planning staff service for the applicant that greatly exceeds the above fees or is not covered by the fees listed above.~~
- ~~D. For a formal written interpretation of the comprehensive plan: One thousand seventy five dollars.))~~
- A. Fees are provided in the Development Fee Schedule.
- B. The threshold review fee shall be credited to the full application fee pursuant to SMC 17G.020.050(B)(5).
- C. The hourly fee provided in the Development Fee Schedule may be charged to cover a particular planning staff service for the applicant that greatly exceeds the above fees or is not covered by the fees listed above.

Section 23. That SMC section 08.02.0696 is amended to read as follows:

#### 08.02.0696 Concurrency Inquiry Application Fee

A fee ~~((of two hundred dollars))~~ shall be charged for each concurrency inquiry application requested pursuant to SMC 11.21.030(D). The fee is provided in the Development Fee Schedule.

Section 24. That SMC section 08.02.087 is amended to read as follows:

08.02.087 Appeals

~~((A. Appeal of an administrative decision to the hearing examiner: Two hundred fifty dollars.~~

~~1. Exception.~~

~~The appeal of a determination of a junk vehicle: Two hundred dollars.~~

~~B. Appeal of a hearing examiner decision to city council: Five hundred dollars.))~~

~~A. Fees are provided in the Development Fee Schedule.~~

~~((C))~~ B. The party appealing a matter must pay the actual cost of preparation of any record and transcript. The actual cost includes the wages and benefits of the persons involved in preparation of the documents.

~~((D. Except as otherwise provided, the fee for filing an appeal or request for reconsideration is one hundred fifty dollars.))~~

Section 25. That SMC section 08.02.089 is amended to read as follows:

08.02.089 Special Permits For Oversize Or Overweight Movements

~~((The fees for special permits for oversize or overweight movements are:~~

~~A. Oversize load — fifty dollars for thirty days.~~

~~B. Overweight load — seventy five dollars for thirty days on a specified route.~~

~~C. Superload — seventy five dollars per single trip))~~

~~Fees are provided in the Development Fee Schedule.~~

Section 26. That SMC section 13.04.2026 is amended to read as follows:

13.04.2026 Small Taps and Meters – Additional

A. The fees associated with small taps and meters are set annually in accordance with City of Spokane Public Rule 4100-20-02 Water and Hydroelectric Department Fee Schedule.

B. All new One-inch and Three-quarter inch residential meters will be installed in a meter box within three feet of property line or in a dedicated utility easement. The meter and box will be sold as one unit.

C. In addition to costs contained herein and in the Public Rule there is a ~~((forty dollars (\$40.00)))~~ processing fee for staff costs provided in the Development Fee Schedule.



- D. Permit shall be valid for twelve months after which it will expire and a new permit will be required.

Section 27. That SMC section 13.04.2028 is amended to read as follows:

#### 13.04.2028 Large Taps and Meters

- A. The fees associated with large taps and meters are set annually in accordance with City of Spokane Public Rule 4100-20-02 Water and Hydroelectric Department Fee Schedule.
- B. In addition to costs contained herein and in the Public Rule there is a ~~((forty dollars (\$40.00)))~~ processing fee for staff costs provided in the Development Fee Schedule.
- C. Permit shall be valid for twelve months after which it will expire and a new permit will be required.

Section 28. That SMC section 13.02.0224 is amended to read as follows:

#### 13.02.0224 Abatement of Public Nuisance

- A. Failure of an owner or occupant of any occupied premises to receive weekly solid waste collection service is declared to be a public nuisance, as a condition tending to promote the breeding of vermin and spread of disease.
- B. Notwithstanding any other provision of this chapter, and in addition thereto, the maintenance of any condition upon premises creating or tending to create a risk to the public health or safety, specifically including but not limited to the accumulation of solid waste, including garbage, refuse, or any malodorous, unhealthful, flammable, or putrescent materials on premises shall constitute a public nuisance and, in the discretion of the fire inspector, building official, code enforcement official, health officer, or director shall be susceptible to abatement by the City, with or without prior notice, at the expense and liability of the premises owner and/or the person causing or maintaining the same.
- C. Costs of abatement of any nuisance as above defined are declared to be part of municipal solid waste collection and disposal service which may be billed as a utility service to the premises where the condition arose or exists. This section shall not limit the City or premises owners rights to seek recovery against other responsible persons.
- D. The costs of abatement by the City include, but are not limited to, personnel and equipment costs, both direct and indirect, costs incurred in documenting the

violation; hauling, transportation, and disposal expenses; filing fees; and actual expenses and costs of the City in preparing notices, specifications, and contracts, and in accomplishing and/or contracting and inspecting the work; the costs of any required printing or mailing; and any others costs to provide collection and disposal service.

1. Notice of Violation – Service Charge.

Failure to remedy a nuisance condition listed under this chapter that results in abatement by the City after a notice of violation has been provided will result in an ~~((eighty-five-dollar))~~ two-hundred-and-fifty-dollar fee to defray administration costs related to providing solid waste collection and disposal services.

2. Abatement – Minimum Service Charge.

The required number of personnel for an abatement will be at the discretion of the director or code enforcement supervisor, and will be billed at a half-hour minimum for travel to the premises and abatement of the nuisance. In addition, time required to transport and dispose of abated materials will be based on a half-hour minimum. Additional time will be billed at quarter hour increments.

a. For travel time and abatement labor charges, the service charge will be billed at a half hour minimum.

i. Service charge for one half-hour under this section: ~~((One hundred thirty-six dollars six cents.))~~ Two hundred thirty-two dollars seventy-one cents

ii. Service charge for each additional quarter-hour: ~~((Sixty-eight dollars three cents.))~~ One hundred sixteen dollars thirty-six cents

iii. Service charge for each additional personnel will be billed:

A. ~~((sixty-one dollars nine cents per hour))~~ ninety-seven and eighty-three cents per hour for a Laborer I and one hundred nineteen dollars thirty-seven cents per hour for a Laborer II, or

B. ~~((thirty-dollars fifty-five cents per half-hour))~~ forty-eight dollars ninety-two cents per half-hour for a Laborer I and fifty-nine dollars sixty-nine cents for a Laborer II, or

C. ~~((fifteen-dollars twenty-seven cents per quarter-hour))~~ twenty-four dollars forty-six cents per quarter-hour for

a Laborer I and twenty-nine dollars eighty-four cents for a Laborer II.

- b. For transporting solid waste to the proper disposal facility; the service charge will be billed at a half-hour minimum.
  - i. Service charge for one-half hour under this section: ~~((Sixty-two dollars ninety-five cents.))~~ One hundred eight dollars sixty cents.
  - ii. Service charge for each additional quarter-hour: ~~((Thirty-one dollars forty-seven cents.))~~ One hundred eight dollars sixty cents.
- c. In addition to the labor and equipment charges, there is added to this section a charge for waste disposal: Waste disposal rates pursuant to [SMC 13.02.0528\(C\)](#).

Section 29. That SMC section 08.02.085 is amended to read as follows:

[08.02.085](#) Historic Preservation

The fees for the services of the historic landmarks commission and historic preservation office are found in the Development Fee Schedule:

~~((A. Nomination to the Local Register of Historic Places.~~

- ~~1. Fifty dollars for residential property; and~~
- ~~2. One hundred dollars for all other property.~~

~~B. Design Review/Certificate of Appropriateness.~~

- ~~1. Twenty-five dollars for staff review of the application; and~~
- ~~2. Seventy-five for commission review.~~
- ~~3. One hundred fifty dollars for work done without a certificate of appropriateness (in addition to regular fees).~~

~~C. Activities to ensure compliance with the federal guidelines for cultural resource management under Section 106 of the 1966 Historic Preservation Act, as amended: Fifty dollars.~~

~~D. Application for Special Valuation Tax Abatement.~~

- ~~1. One hundred fifty dollars for residential property; and~~
- ~~2. Two hundred fifty dollars for commercial property less than one million dollars value of the rehabilitation at the time of filing the special valuation application with the Landmarks Commission.~~
- ~~3. Five hundred for commercial property one million dollars to five million dollars of value of the rehabilitation at the time of filing the special valuation application with the Landmarks Commission.~~
- ~~4. One thousand dollars for commercial property of five million one dollars or more of value of the rehabilitation at the time of filing the special valuation application with the Landmarks Commission.~~

~~E. Application and liaison activities for investment tax credit technical assistance, based on the value of the rehabilitation work, as follows:~~

- ~~1. Fifty thousand dollars or less: One hundred twenty-five dollars.~~
- ~~2. Over fifty thousand dollars but not over one hundred thousand dollars: Two hundred fifty dollars.~~
- ~~3. Over one hundred thousand dollars but not over two million dollars: Five hundred dollars.~~
- ~~4. Over two million dollars but not over five million dollars: One thousand dollars; and~~
- ~~5. Over five million dollars: One thousand five hundred dollars.))~~

Section 30:

Effective January 1, 2026, and the first of January of each year thereafter, the various development fees set forth above in the Development Fee Schedule shall be adjusted by the City of Spokane building official for an amount equal to the consumer price index adjustment of the previous July - July U.S. All City Average (CCI). The newly determined amount shall be rounded up to the nearest dollar. In addition, the adjusted fees shall be presented to the city council for approval and a copy of the approved fees filed with the city clerk and city building official before becoming effective.

Section 31:

Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or

constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 32:

Clerical Errors. Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

Section 33:

Effective Date. This ordinance shall become effective upon passage and approval on February 1, 2025.

PASSED by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

**Development Services Center Cost of Service & Fee Analysis  
Appendix**

# Appendix A: Building Fee Schedule

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#	Division	Fee Schedule Description	Current Rate (2024)	Proposed Rate (2024)
1		<b>Blasting Licenses and Permits</b>		
2				
3	DSC - Building	Blaster's License	\$25.00	\$55.00
4	DSC - Building	Blasting Permit	\$100.00	\$275.00
5	DSC - Building	Blasting Transportation Permit	\$65.00	\$65.00
6				
7		<b>Boiler License Fees</b>		
8	DSC - Building	Boiler Exam Fee	\$24.00	\$110.00
9	DSC - Building	Fireman Boiler License	\$24.00	\$55.00
10	DSC - Building	3rd Class Engineer	\$30.00	\$55.00
11	DSC - Building	2nd Class Engineer	\$36.00	\$55.00
12	DSC - Building	1st Class Engineer	\$48.00	\$55.00
13	DSC - Building	Boiler Inspector	No Charge	No Charge
14				
15		<b>Gas Heating Mechanic Fees</b>		
16	DSC - Building	Gas Heating Mechanic Exam Fee	\$24.00	\$110.00
17	DSC - Building	Gas Heating Mechanic I	\$36.00	\$55.00
18	DSC - Building	Gas Heating Mechanic II	\$48.00	\$55.00
19	DSC - Building	Apprentice Heating Mechanic	\$24.00	\$55.00
20	DSC - Building	Oil Burner Servicer/Installer	\$36.00	\$55.00
21	DSC - Building	Oil, Gas I, or Gas II Inspector	No Charge	No Charge
22				
23		<b>Boiler Installation Inspection Fees</b>		
24	DSC - Building	Low Pressure & Hot Water Boiler < 500,000 BTUs	\$150.00	\$175.00
25	DSC - Building	LP & HWB 500,000 to < 2,000,000 BTUs	\$250.00	\$300.00
26	DSC - Building	LP & HWB 2,000,000 BTUs and greater	\$400.00	\$450.00
27	DSC - Building	Power Boilers < 1,000,000 BTUs	\$400.00	\$450.00
28	DSC - Building	Power Boilers from 1,000,000 to < 5,000,000 BTUs	\$800.00	\$850.00
29	DSC - Building	Power Boilers 5,000,000 BTUs and greater - Base	\$800.00	\$850.00
30	DSC - Building	Power Boilers 5,000,000 BTUs and greater -Additional Charge per million BTUs	\$20.00	\$25.00
31	DSC - Building	Electric Boiler < 250 kw	\$200.00	\$250.00
32	DSC - Building	Unfired Pressure Vessel	\$80.00	\$95.00
33				
34		<b>Boiler Operating Permit &amp; Accessory Fees</b>		
35	DSC - Building	Boilers - Base Operating Permit Fee	\$80.00	\$98.00
36	DSC - Building	Boilers - per Vessel	\$100.00	\$35.00
37	DSC - Building	Power Boilers < 1,000,000 BTUs - Annual - [FEE CONSOLIDATED]	\$80.00	N/A
38	DSC - Building	Power Boilers from 1,000,000 to < 5,000,000 BTUs - Annual - [FEE CONSOLIDATED]	\$100.00	N/A
39	DSC - Building	Power Boilers 5,000,000 BTUs and greater - Annual - [FEE CONSOLIDATED]	\$120.00	N/A
40	DSC - Building	Electric Boiler < 250 kw - Annual - [FEE CONSOLIDATED]	\$80.00	N/A
41	DSC - Building	Unfired Pressure Vessel - Biennial - [FEE CONSOLIDATED]	\$40.00	N/A
42	DSC - Building	Hydrostatic Pressure Test	\$120.00	\$145.00
43	DSC - Building	Repair Inspections - Hourly	\$75.00	\$114.00 per hour
44	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
45	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
46	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
47	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
48	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
49				
50		<b>Building Permit Fees</b>		
51	DSC - Building	\$1 - \$2,000 Job Value Fee - Base	\$28.00	\$73.00
52	DSC - Building	\$501 - \$2,000 Job Value Fee - Base - [FEE CONSOLIDATED]	\$28.00	N/A
53	DSC - Building	\$501 - \$2,000 Job Value Fee - Variable - [FEE CONSOLIDATED]	\$3.00	N/A
54	DSC - Building	\$2,001 - \$25,000 Job Value Fee - Base	\$73.00	\$73.00
55	DSC - Building	\$2,001 - \$25,000 Job Value Fee - Variable	\$13.00	\$13.00
56	DSC - Building	\$25,001 - \$50,000 Job Value Fee - Base	\$372.00	\$372.00
57	DSC - Building	\$25,001 - \$50,000 Job Value Fee - Variable	\$10.00	\$10.00
58	DSC - Building	\$50,001 - \$100,000 Job Value Fee - Base	\$622.00	\$622.00
59	DSC - Building	\$50,001 - \$100,000 Job Value Fee - Variable	\$7.00	\$7.00
60	DSC - Building	\$100,001 - \$500,000 Job Value Fee - Base	\$972.00	\$972.00
61	DSC - Building	\$100,001 - \$500,000 Job Value Fee - Variable	\$5.00	\$5.00
62	DSC - Building	\$500,001 - \$1,000,000 Job Value Fee - Base	\$2,972.00	\$2,972.00
63	DSC - Building	\$500,001 - \$1,000,000 Job Value Fee - Variable	\$4.00	\$4.00
64	DSC - Building	Over \$1,000,000 Job Value Fee - Base	\$4,972.00	\$4,972.00
65	DSC - Building	Over \$1,000,000 Job Value Fee - Variable	\$3.00	\$3.00
66	DSC - Building	Plan Review for Commercial & Multi-Family over 2 units	65% of job value fee	65% of job value fee
67	DSC - Building	Fast Track Plan Review Fee	125% of Building Fee	125% of Building Fee
68	DSC - Building	Plan Review for New Single-Family Residences, Accessory Dwelling Units, & Duplexes	50% of Building Fee	50% of Building Fee
69	DSC - Building	Plan Review for SFR & Duplex Accessory Structures & Additions	25% of Building Fee	25% of Building Fee
70	DSC - Building	Revision Review Fee - Hourly	\$75 per hour	\$114.00 per hour
71	DSC - Building	Plan Review for SFR & Duplex Accessory Structure Remodels	25% of Building Fee	25% of Building Fee
72	DSC - Building	Demolition of SFR, Duplex, or Accessory Structure	\$35.00	\$45.00
73	DSC - Building	Demolition of Other Structures - Per 1,000 Sq Ft - [MAXIMUM \$450]	\$35.00	\$45.00
74	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
75	DSC - Building	Demolition of historic landmarks, historic district contributing buildings, and "Downtown" buildings - [FEE CONSOLIDATED]	\$500.00	N/A
76	DSC - Building	Fence Permit Fee	\$20.00	\$20.00
77	DSC - Building	Fence Processing and Review Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
78	DSC - Building	100 cubic yards or less of Grading or Fill - [FEE CONSOLIDATED]	\$28.00	N/A
79	DSC - Building	101 - 1,000 cubic yards of Grading or Fill - Base - [FEE CONSOLIDATED]	\$28.00	N/A
80	DSC - Building	101 - 1,000 cubic yards of Grading or Fill -Variable - [FEE CONSOLIDATED]	\$12.00	N/A
81	DSC - Building	10,000 cubic yards or less of Grading or Fill - Base	\$136.00	\$145.00
82	DSC - Building	1,001 - 10,000 cubic yards of Grading or Fill - Variable - [FEE CONSOLIDATED]	\$10.00	N/A
83	DSC - Building	10,000 cubic yards or more of Grading or Fill - Base	\$226.00	\$145.00
84	DSC - Building	10,000 cubic yards or more of Grading or Fill - Variable	\$45.00	\$30.00
85	DSC - Building	100,001 and more cubic yards of Grading or Fill - Base - [FEE CONSOLIDATED]	\$631.00	N/A
86	DSC - Building	100,001 and more cubic yards of Grading or Fill - Variable - [FEE CONSOLIDATED]	\$25.00	N/A
87	DSC - Building	Plan Review for 1,000 cubic yards or less	\$20.00	\$75.00
88	DSC - Building	Plan Review for 51 - 100 cubic yards - [FEE CONSOLIDATED]	\$20.00	N/A
89	DSC - Building	Plan Review for 101 - 1,000 cubic yards - [FEE CONSOLIDATED]	\$25.00	N/A
90	DSC - Building	Plan Review for 1,001 - 10,000 - [FEE CONSOLIDATED]	\$35.00	N/A
91	DSC - Building	Plan Review for 1,001 - 100,000 cubic yards - Base	\$35.00	\$190.00
92	DSC - Building	Plan Review for each 10,000 cubic yards over 100,000 - Variable	\$17.00	\$10.00
93	DSC - Building	Plan Review for 100,001 - 200,000 - Base - [FEE CONSOLIDATED]	\$188.00	N/A
94	DSC - Building	Plan Review for 100,001 - 200,000 - Variable - [FEE CONSOLIDATED]	\$10.00	N/A
95	DSC - Building	Plan Review for 200,001 and more cubic yards - Base - [FEE CONSOLIDATED]	\$288.00	N/A
96	DSC - Building	Plan Review for 200,001 and more cubic yards - Variable - [FEE CONSOLIDATED]	\$5.00	N/A



97	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
98	DSC - Building	Wall, Projecting, and Incidental Sign Permit Fee - Per Sign	\$30.00	\$47.00
99	DSC - Building	Pole, Billboard, and Off-Premises Sign Permit Fee - Per Sign	\$75.00	\$117.00
100	DSC - Building	Building Services Review Fee for Pole Signs with area over 100 sq ft or over 30 ft high - [FEE CONSOLIDATED]	\$50.00	N/A
101	DSC - Building	Sign Review Fee	\$50.00	\$135.00
102	DSC - Building	Sign Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
103	DSC - Building	Factory Built Housing - Per Section	\$50.00	\$75.00
104	DSC - Building	Development Services Review Fee	\$50.00	\$135.00
105	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
106	DSC - Building	Manufactured (Mobile) Home - Per Section	\$50.00	\$75.00
107	DSC - Building	Development Services Review Fee	\$50.00	\$135.00
108	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
109	DSC - Building	Temporary Structures - 1st 180 days	\$100.00	\$250.00
110	DSC - Building	Temporary Structures - 2nd 180 days	\$500.00	\$550.00
111	DSC - Building	Development Services Review Fee	\$50.00	\$135.00
112	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
113	DSC - Building	Relocation Inspection for Bond Determination - [FEE ELIMINATED]	\$75.00	N/A
114	DSC - Building	Relocation Determination Fee	\$50.00	\$75.00
115	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
116	DSC - Building	Early Start and Fast Track Approval	25% Additional fee	25% Additional fee
117	DSC - Building	Temporary Certificate of Occupancy Issuance or Extension	\$250.00	\$520.00
118	DSC - Building	Swimming Pool Permit Fee (when accessory to SFR or Duplex)	\$75.00	\$95.00
119	DSC - Building	Swimming Pool Permit Fee (for all others)	\$100.00	\$215.00
120	DSC - Building	Development Services Review Fee	\$25.00	\$25.00
121	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
122	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
123	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
124	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
125	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
126	DSC - Building	Safety Inspection - Commercial Building - Per hour (2-hr minimum)	\$75.00	\$114.00 per hour
127	DSC - Building	Safety Inspection - SFR, Electrical Only	\$75.00	\$95.00
128	DSC - Building	Safety Inspection - SFR, 2 or more categories	\$100.00	\$190.00
129	DSC - Building	Safety Inspection - Duplex	\$175.00	\$245.00
130	DSC - Building	Safety Inspection - Multi-Family 3 to 6 units	\$250.00	\$315.00
131	DSC - Building	Safety Inspection - Multi-Family over 6 units - Base	\$250.00	\$315.00
132	DSC - Building	Safety Inspection - Multi-Family over 6 units - Variable	\$25.00	\$35.00
133	DSC - Building	Safety Inspection - Multi-Family over 50 units - Base - [FEE CONSOLIDATED]	\$1,350.00	N/A
134	DSC - Building	Safety Inspection - Multi-Family over 50 units - Variable - [FEE CONSOLIDATED]	\$10.00	N/A
135	DSC - Building	Electrical Service Reconnect - Residence	\$25.00	\$50.00
136	DSC - Building	Electrical Service Reconnect - Commercial	\$50.00	\$110.00
137	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
138	DSC - Building	Recording Fee	What County Charges	What County Charges
139	DSC - Building	Recording Fee - No Permit - [RELOCATED TO SHARED FEES]	\$25.00	N/A
140	DSC - Building	Expired Building Permit Renewal when No Inspections	100 percent	100 percent
141	DSC - Building	Expired Building Permit Renewal when Foundation Approved	75 percent	75 percent
142	DSC - Building	Expired Building Permit Renewal when All Rough-ins Approved	25 percent	25 percent
143	DSC - Building	Expired Building Permit Renewal with Additional Work	Job Value Fee	Job Value Fee
144	DSC - Building	Expired Plumbing Permit Renewal when No Inspections	100 percent	100 percent
145	DSC - Building	Expired Plumbing Permit Renewal when Top Outs Approved	25 percent	25 percent
146	DSC - Building	Expired Mechanical Permit Renewal when No Inspections	100 percent	100 percent
147	DSC - Building	Expired Mechanical Permit Renewal when Rough-Ins Approved	25 percent	25 percent
148	DSC - Building	Expired Electrical Permit Renewal when No Inspections	100 percent	100 percent
149	DSC - Building	Expired Electrical Permit Renewal when Rough-Ins/Service Approved	25 percent	25 percent
150	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
151				
152		<b>Electrical Permit Fees</b>		
153	DSC - Building	New Square Footage up to 5000 sq ft - Variable per 100 sq ft	\$4.00	\$5.00
154	DSC - Building	New Square Footage over 5,000 sq ft - Base	\$200.00	\$250.00
155	DSC - Building	New Square Footage over 5,000 sq ft - Variable per 100 sq. ft.	\$2.00	\$3.00
156	DSC - Building	New Square Footage over 20,000 sq ft - Base - [FEE CONSOLIDATED]	\$500.00	N/A
157	DSC - Building	New Square Footage over 20,000 sq ft - Variable per 100 sq ft - [FEE CONSOLIDATED]	\$1.00	N/A
158	DSC - Building	Alterations/Wiring of Existing Space	\$5.00	\$7.00
159	DSC - Building	Light Standard	\$7.00	\$10.00
160	DSC - Building	Service, 1-200 Amps	\$40.00	\$50.00
161	DSC - Building	Service, 201-400 Amps	\$50.00	\$62.00
162	DSC - Building	Service, 401-600 Amps	\$60.00	\$75.00
163	DSC - Building	Service, 601-800 Amps	\$70.00	\$87.00
164	DSC - Building	Service, 801-1,000 Amps	\$80.00	\$100.00
165	DSC - Building	Service, Over 1,000 Amps - Base	\$80.00	\$100.00
166	DSC - Building	Service, Over 1,000 Amps - Variable	\$5.00	\$7.00
167	DSC - Building	Service, Over 600V, 1-200 Amps - [FEE CONSOLIDATED]	\$70.00	N/A
168	DSC - Building	Service, Over 600V, Surcharge	\$80.00	\$60.00
169	DSC - Building	Service, Over 600V, 401-600 Amps - [FEE CONSOLIDATED]	\$90.00	N/A
170	DSC - Building	Service, Over 600V, 601-800 Amps - [FEE CONSOLIDATED]	\$100.00	N/A
171	DSC - Building	Service, Over 600V, 801-1,000 Amps - [FEE CONSOLIDATED]	\$110.00	N/A
172	DSC - Building	Service, Over 600V, Over 1,000 Amps - Base - [FEE CONSOLIDATED]	\$110.00	N/A
173	DSC - Building	Service, Over 600V, Over 1,000 Amps - Variable - [FEE CONSOLIDATED]	\$5.00	N/A
174	DSC - Building	Alarms, Telecommunications, and Control Circuits other low-voltage systems (per 2,500 sq. ft.)	\$10.00	\$15.00
175	DSC - Building	Temporary Service and Load Test	\$20.00	\$45.00
176	DSC - Building	Transformer - Base	\$30.00	\$40.00
177	DSC - Building	Transformer - Variable	\$10.00	\$12.00
178	DSC - Building	Generator (emergency, standby, and resource recovery) - Base	\$30.00	\$40.00
179	DSC - Building	Generator (emergency, standby, and resource recovery) - Variable	\$10.00	\$12.00
180	DSC - Building	Feeder	\$15.00	\$20.00
181	DSC - Building	Ground Work-Ground Ufer	\$25.00	\$30.00
182	DSC - Building	Extensive Ground Work	\$75.00	\$105.00
183	DSC - Building	Annual Electrical Permit, 12 Inspections/1 - 3 Electricians	\$1,500.00	\$2,300.00
184	DSC - Building	Annual Electrical Permit, 24 Inspections/4 - 6 Electricians	\$3,000.00	\$4,600.00
185	DSC - Building	Annual Electrical Permit, 36 Inspections/7 - 12 Electricians	\$4,500.00	\$6,900.00
186	DSC - Building	Annual Electrical Permit, 52 Inspections/13+ Electricians	\$6,000.00	\$8,200.00
187	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
188	DSC - Building	Minimum Sum of Combined Fees, Processing + Inspection Fees - [FEE ELIMINATED]	\$40.00	N/A
189	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
190	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
191	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
192	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
193				
194		<b>Elevator Permit Fees</b>		
195	DSC - Building	Install: Elevator, Escalator, or Moving Walk \$5,000 Value or Less	\$250.00	\$250.00

196	DSC - Building	Install: Elevator, Escalator, or Moving Walk Install > \$5,000 Value - Base	\$250.00	\$250.00
197	DSC - Building	Install: Elevator, Escalator, or Moving Walk Install > \$5,000 Value -Variable	\$4.00	\$4.00
198	DSC - Building	Install: Stair Climber or Plan Form Lift	\$80.00	\$80.00
199	DSC - Building	Install: Dumbwaiter or Material Lift	\$170.00	\$170.00
200	DSC - Building	Install: Temporary Personnel Hoist (Construction Lift)	\$250.00	\$350.00
201	DSC - Building	Operating Permit: Hydraulic Elevator - Annual, Base	\$177.00	\$177.00
202	DSC - Building	Operating Permit: Hydraulic Elevator - Annual, Variable	\$22.00	\$22.00
203	DSC - Building	Operating Permit: Cable Elevator - Annual, Base	\$353.00	\$353.00
204	DSC - Building	Operating Permit: Cable Elevator - Annual, Variable	\$22.00	\$22.00
205	DSC - Building	Operating Permit: Escalator or Moving Walk	\$353.00	\$353.00
206	DSC - Building	Operating Permit: Dumbwaiter, Platform/Material Lift, or Stair Climber	\$88.00	\$88.00
207	DSC - Building	Alteration or Repair: \$5,000 Value or Less	\$250.00	\$250.00
208	DSC - Building	Alteration or Repair: > \$5,000 Value - Base	\$250.00	\$250.00
209	DSC - Building	Alteration or Repair: > \$5,000 Value - Variable	\$4.00	\$4.00
210	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
211	DSC - Building	Elevator Reinspection: Hourly	\$88.00	\$114.00 per hour
212	DSC - Building	Elevator Reinspection: Hydraulic - Variable - [FEE CONSOLIDATED]	\$22.00	N/A
213	DSC - Building	Elevator Reinspection: Electric - Base - [FEE CONSOLIDATED]	\$177.00	N/A
214	DSC - Building	Elevator Reinspection: Electric - Variable - [FEE CONSOLIDATED]	\$22.00	N/A
215	DSC - Building	Elevator Reinspection: Other Conveyance Types - [FEE CONSOLIDATED]	\$75.00	N/A
216	DSC - Building	Elevator Inspections Outside Normal Inspector Working Hours - [RELOCATED TO SHARED FEES]	\$355.00	N/A
217	DSC - Building	Elevator Work Without Permit Fee - [RELOCATED TO SHARED FEES]	Equal to Permit Fee	N/A
218	DSC - Building	Uncorrected Deficiencies (assessed at 90, 120, and 150 days)	\$177.00	\$177.00
219	DSC - Building	Document Replacement Fee	\$25.00	\$65.00
220	DSC - Building	Temp Hoist: Semi-Annual or Jump Inspection	\$177.00	\$177.00
221	DSC - Building	Temp Hoist: Semi-Annual Operating Permit	\$177.00	\$177.00
222	DSC - Building	Temporary Operating Permit Fee - Base	\$115.00	\$115.00
223	DSC - Building	Temporary Operating Permit Fee - Variable	\$15.00	\$15.00
224	DSC - Building	Plan Review for Installs and Major Alterations	\$88.00	\$88.00
225	DSC - Building	Variance Request w/ Site Visit - Base	\$177.00	\$177.00
226	DSC - Building	Variance Request w/ Site Visit - Variable	\$88.00	\$88.00
227	DSC - Building	Variance Request via Desk Evaluation (w/o site visit)	\$88.00	\$88.00
228	DSC - Building	Technical Advise Site Visit Fee - Base	\$177.00	\$177.00
229	DSC - Building	Technical Advise Site Visit Fee - Variable	\$88.00	\$88.00
230	DSC - Building	Decommissioning Conveyance Fee	\$177.00	\$177.00
231	DSC - Building	Re-Commissioning Conveyance Fee - Base	\$177.00	\$177.00
232	DSC - Building	Re-Commissioning Conveyance Fee - Variable	\$88.00	\$88.00
233	DSC - Building	Operating a Conveyance w/o Permit: 30 Day Penalty Fee	\$164.00	\$164.00
234				
235		<b>Mechanical Permit Fees</b>		
236	DSC - Building	Air Handler (per 10,000 cfm or fraction of)	\$15.00	\$17.00
237	DSC - Building	Clothes Dryer (Gas)	\$13.00	\$15.00
238	DSC - Building	Ductwork System	\$13.00	\$15.00
239	DSC - Building	Evaporative Cooler	\$13.00	\$15.00
240	DSC - Building	Gas Log	\$13.00	\$15.00
241	DSC - Building	Gas Piping: 1-4 outlets - [FEE CONSOLIDATED]	\$12.00	N/A
242	DSC - Building	Gas Piping: per outlet	\$3.00	\$4.00
243	DSC - Building	Gas Water Heater	\$13.00	\$15.00
244	DSC - Building	Heat Pump and A/C: 0 to 15 tons	\$15.00	\$23.00
245	DSC - Building	Heat Pump and A/C: 15 to 50 tons	\$25.00	\$45.00
246	DSC - Building	Heat Pump and A/C: 15 to 30 tons - [FEE CONSOLIDATED]	\$30.00	N/A
247	DSC - Building	Heat Pump and A/C: 30 to 50 tons - [FEE CONSOLIDATED]	\$45.00	N/A
248	DSC - Building	Heat Pump and A/C: Over 50 tons	\$75.00	\$75.00
249	DSC - Building	Heating Equipment: Less than 100,000 BTUs	\$15.00	\$17.00
250	DSC - Building	Heating Equipment: More than 100,000 BTUs	\$20.00	\$25.00
251	DSC - Building	Hood: Type I (per 12 ft or 12 ft portion of hood)	\$65.00	\$70.00
252	DSC - Building	Hood: Type II	\$13.00	\$15.00
253	DSC - Building	Electric Water Heater - [FEE RELOCATED]	\$12.00	N/A
254	DSC - Building	Hydronic Piping: per outlet	\$3.00	\$4.00
255	DSC - Building	Miscellaneous (items not covered elsewhere)	\$13.00	\$15.00
256	DSC - Building	Propane Tanks	\$13.00	\$15.00
257	DSC - Building	Range (Gas)	\$13.00	\$15.00
258	DSC - Building	Refrigeration Unit: 1-100,000 BTUs - [FEE CONSOLIDATED]	\$15.00	N/A
259	DSC - Building	Refrigeration Unit: 1 - 500,000 BTUs	\$25.00	\$25.00
260	DSC - Building	Refrigeration Unit: 500,000 - 1,000,000 BTUs - [FEE CONSOLIDATED]	\$30.00	N/A
261	DSC - Building	Refrigeration Unit: 500,000 - 1,750,000 BTUs	\$45.00	\$45.00
262	DSC - Building	Refrigeration Unit: Over 1,750,000 BTUs	\$75.00	\$75.00
263	DSC - Building	Unlisted Gas Appliance: Up to 400,000 BTUs	\$75.00	\$75.00
264	DSC - Building	Unlisted Gas Appliance: Over 400,000 BTUs	\$125.00	\$125.00
265	DSC - Building	Used Appliance: Up to 400,000 BTUs	\$75.00	\$75.00
266	DSC - Building	Used Appliance: Over 400,000 BTUs	\$125.00	\$125.00
267	DSC - Building	Vent Fans	\$13.00	\$15.00
268	DSC - Building	Wood Stove or Insert	\$25.00	\$40.00
269	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
270	DSC - Building	Minimum Sum of Combined Fees, Processing + Inspection Fees - [FEE ELIMINATED]	\$40.00	N/A
271	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
272	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
273	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
274	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
275				
276		<b>Plumbing Permit Fees</b>		
277	DSC - Building	Bar Sink	\$11.00	\$15.00
278	DSC - Building	Bathtub	\$11.00	\$15.00
279	DSC - Building	Clothes Washer	\$11.00	\$15.00
280	DSC - Building	Dishwasher	\$11.00	\$15.00
281	DSC - Building	Drinking Fountain	\$11.00	\$15.00
282	DSC - Building	Electric Water Heater - [FEE RELOCATED]	\$11.00	N/A
283	DSC - Building	Floor Drain	\$11.00	\$15.00
284	DSC - Building	Floor Sink	\$11.00	\$15.00
285	DSC - Building	Garbage Disposal	\$11.00	\$15.00
286	DSC - Building	Kitchen Sink	\$11.00	\$15.00
287	DSC - Building	Lawn Sprinkler (with 1 backflow device)	\$11.00	\$15.00
288	DSC - Building	Medical Gas Outlet	\$11.00	\$15.00
289	DSC - Building	Miscellaneous (items not covered elsewhere)	\$11.00	\$15.00
290	DSC - Building	Sewage Ejector	\$11.00	\$15.00
291	DSC - Building	Shower	\$11.00	\$15.00
292	DSC - Building	Sink	\$11.00	\$15.00
293	DSC - Building	Toilet	\$11.00	\$15.00
294	DSC - Building	Urinal	\$11.00	\$15.00

295	DSC - Building	Utility Sink	\$11.00	\$15.00
296	DSC - Building	Vacuum Breaker/Backflow Device	\$11.00	\$15.00
297	DSC - Building	Water Softener	\$11.00	\$15.00
298	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
299	DSC - Building	Minimum Sum of Combined Fees, Processing + Inspection Fees - [FEE ELIMINATED]	\$40.00	N/A
300	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
301	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
302	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
303	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
304				
305		<b>Special Inspection and Other Fees</b>		
306	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
307	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
308	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
309	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
310	DSC - Building	Minimum Sum of Combined Fees, Processing + Inspection Fees - [FEE ELIMINATED]	\$40.00	N/A
311	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
312	DSC - Building	Research & Report Fees - [FEE ELIMINATED]	\$60.00	N/A
313				
314		<b>Certificate of Occupancy Fees</b>		
315	DSC - Building	For Change of Occupancy when no work required	\$50.00	\$90.00
316	DSC - Building	For Home Occupation - Base - [FEE ELIMINATED]	\$20.00	N/A
317	DSC - Building	For Home Occupation - Variable - [FEE ELIMINATED]	\$75.00	N/A
318	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
319				
320		<b>Code Enforcement: Existing Building and Conservation Code Fees</b>		
321	DSC - Building	General: Bill equal to all costs and expenses incurred by City	Cost Incurred	Cost Incurred
322	DSC - Building	Boarding and Securing	Cost Incurred	Cost Incurred
323	DSC - Building	Property Monitoring	\$300.00	\$300.00
324	DSC - Building	Annual Hearing Processing Fee - First Year	\$1,500.00	\$2,000.00
325	DSC - Building	Annual Hearing Processing Fee - Each Subsequent Year - [FEE CREATED]	NEW FEE	\$5,000.00
326				
327		<b>Code Enforcement: Obstruction From Vegetation and Debris Fees</b>		
328	DSC - Building	Vegetation and Debris Abatement	Cost Incurred	Cost Incurred
329	DSC - Building	Vegetation and Debris Abatement Surcharge	\$85.00	\$250.00
330				
331		<b>Code Enforcement: Existing Building and Conservation Code Fees</b>		
332	DSC - Building	Annual Foreclosure Property Registration Fee	\$350.00	\$350.00
333				
334		<b>Appeal Fees</b>		
335	DSC - Building	Appeal of Administrative Decision to Hearing Examiner	\$250.00	\$350.00
336	DSC - Building	Exception: Junk Vehicle Determination Appeal	\$200.00	\$200.00
337	DSC - Building	Appeal of Hearing Examiner Decision to City Council	\$500.00	\$700.00
338	DSC - Building	Appeal Preparation Fee	Actual Cost	Actual Cost
339	DSC - Building	Appeal Filing Fee (except as otherwise provided)	\$150.00	\$250.00
340				
341		<b>Multi-Family Housing Property Tax Incentive Program</b>		
342	DSC - Building	Multi-Family Tax Exemption (MFTE) Application	\$1,000.00	\$1,000.00
343	DSC - Building	MFTE Extension Application	\$1,000.00	\$1,000.00
344	DSC - Building	MFTE Final Certificate	\$2,000.00	\$2,000.00
345	DSC - Building	MFTE Final Certificate Conversion from 12 to 8 year	\$500.00	\$500.00
346				
347		<b>Solar Fees</b>		
348	DSC - Building	SFR-Duplex Solar Plan Review Fee (DSC)	\$75.00	\$75.00
349	DSC - Building	SFR-Duplex Solar Inspection Fee (DSC)	\$150.00	\$150.00
350	DSC - Building	MFCOM Solar Plan Review Fee (DSC)	65% of Job Value Fee	65% of Job Value Fee
351	DSC - Building	MFCOM Solar Inspection Fee (DSC)	Job Value Based	Job Value Based
352	DSC - Building	Electrical Service Fee assessed in accordance with the Electrical Fee Schedule	See Electric Schedule	See Electric Schedule
353	DSC - Building	Addition electrical fees assessed as applicable to the scope of work.	See Electric Schedule	See Electric Schedule
354	DSC - Building	Fire Review and Inspection Fees assessed in accordance with the Fire Codes	See Fire Code	See Fire Code
355				
356		<b>Demolition Review Fees:</b>		
357	DSC - Building	Under 4,000 sq feet:	NEW FEE	\$150.00
358	DSC - Building	4,001-10,000 sq feet:	NEW FEE	\$250.00
359	DSC - Building	10,001-25,000 sq feet:	NEW FEE	\$500.00
360	DSC - Building	Over 25,001 sq feet:	NEW FEE	\$1,000.00
361				
362	DSC - Building	For properties that must be deconstructed according to SMC 15.06 (HP capped at \$1,500, including th	NEW FEE	,500 in combination w/ above fees
363				

## **Appendix B: Planning Fee Schedule**

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#	Division	Fee Schedule Description	Current Rate (2024)	Proposed Rate (2024)
1				
2		<b>Shorelines Management</b>		
3	DSC - Planning	\$2,500 - \$10,000 Project Value Fee	\$1,020.00	\$1,200.00
4	DSC - Planning	\$10,001 - \$50,000 Project Value Fee	\$1,420.00	\$1,600.00
5	DSC - Planning	\$50,001 - \$250,000 Project Value Fee	\$2,700.00	\$3,000.00
6	DSC - Planning	\$250,001 - \$1,000,000 Project Value Fee	\$5,400.00	\$5,800.00
7	DSC - Planning	Over \$1,000,000 Project Value Fee - Base	\$6,750.00	\$7,000.00
8	DSC - Planning	Over \$1,000,000 Project Value Fee - Variable	0.1% of project valuation	0.1% of project valuation
9	DSC - Planning	Variance Fee	\$2,160.00	\$2,300.00
10	DSC - Planning	Conditional Use Fee	\$1,860.00	\$2,000.00
11	DSC - Planning	Pre-Submittal Review	\$555.00	\$600.00
12	DSC - Planning	Shoreline Exemption Fee	\$555.00	\$600.00
13	DSC - Planning	Permit Amendment Fee	80% of fee in this schedule	80% of fee in this schedule
14				
15		<b>State Environmental Policy Act (SEPA)</b>		
16	DSC - Planning	SEPA Environmental Checklist Initial Review	\$250.00	\$500.00
17	DSC - Planning	Threshold Determination of MDNS	\$165.00	\$325.00
18	DSC - Planning	Threshold Determination Resulting in Declaration of Significance	Actual Cost	Actual Cost
19	DSC - Planning	Threshold Determination Resulting in Declaration of Significance - Deposit	\$2,450.00	\$3,250.00
20	DSC - Planning	Public Notice	Actual Cost	Actual Cost
21	DSC - Planning	Environmental Document Reproduction	Actual Cost	Actual Cost
22				
23		<b>Plats</b>		
24	DSC - Planning	Long Plat: One-Year Extension of Preliminary Approval	\$550.00	\$500.00
25	DSC - Planning	Long Plat: Phasing of Approved Preliminary Plat	\$500.00	\$600.00
26	DSC - Planning	Long Plat: Vacation	\$490.00	\$800.00
27	DSC - Planning	Final Long Plat - Base	\$2,025.00	\$3,305.00
28	DSC - Planning	Final Long Plat - Additional fee per lot	\$25.00	\$30.00
29	DSC - Planning	Long Plat: Alteration of Approved Preliminary or Final Long Plat	80% of fee in this schedule	80% of fee in this schedule
30	DSC - Planning	Short Plat: One-Year Extension One-Year Extension of Preliminary Approval	\$550.00	\$500.00
31	DSC - Planning	Short Plat: Phasing of Approved Preliminary Plat	\$500.00	\$600.00
32	DSC - Planning	Short Plat: Vacation	\$490.00	\$800.00
33	DSC - Planning	Final Short Plat Filing Fee	\$1,820.00	\$2,271.00
34	DSC - Planning	Final Short Plat Filing Fee - Additional fee per lot	\$30.00	\$30.00
35	DSC - Planning	Final Short Plat Filing Fee with Minor Engineering Review	\$350.00	\$350.00
36	DSC - Planning	Final Short Plat Filing Fee with Minor Engineering Review - Additional fee per lot	\$30.00	\$30.00
37	DSC - Planning	Short Plat: Alteration of Approved Preliminary or Final Short Plat	80% of fee in this schedule	80% of fee in this schedule
38	DSC - Planning	Binding Site Plan: One-Year Extension of Preliminary Approval	\$550.00	\$500.00
39	DSC - Planning	Final Binding Site Plan	\$2,970.00	\$2,970.00
40	DSC - Planning	Final Binding Site Plan - fee per additional acre	\$30.00	\$30.00
41	DSC - Planning	Binding Site Plan: Alteration of Approved Preliminary or Final	80% of fee in this schedule	80% of fee in this schedule
42	DSC - Planning	Boundary Line Adjustment Filing Fee	\$350.00	\$370.00
43	DSC - Planning	Street Name Change	\$1,355.00	\$2,994.00
44	DSC - Planning	Public Hearing for Other Matters	\$1,895.00	\$1,895.00
45	DSC - Planning	Use of Planning Staff Not Covered by Plat Fees	\$85.00	\$132.00 per hour
46				
47		<b>Zoning</b>		
48	DSC - Planning	Staff Preparation of Notification Map and Associated Documents	\$150.00	\$207.00
49	DSC - Planning	Type I Application	\$1,085.00	\$1,085.00
50	DSC - Planning	Type II Application	\$4,325.00	\$4,325.00
51	DSC - Planning	Type II Application - per additional acre	\$60.00	\$60.00
52	DSC - Planning	Type II Application with Minor Engineering Review	\$1,085.00	\$1,085.00
53	DSC - Planning	Type III Application	\$4,590.00	\$4,590.00
54	DSC - Planning	Type III Application - per additional acre	\$215.00	\$215.00
55	DSC - Planning	Site Plan Review and/or Modification	\$815.00	\$815.00
56	DSC - Planning	Site Plan Review and/or Modification - per additional 10 acres	\$550.00	\$550.00
57	DSC - Planning	Optional Consolidated Project Review - [FEE ELIMINATED]	\$4,325.00	N/A
58	DSC - Planning	Optional Consolidated Project Review - per additional acre - [FEE ELIMINATED]	\$215.00	N/A
59	DSC - Planning	Planned Unit Development (PUD) Bonus Density	\$880.00	\$880.00
60	DSC - Planning	Final PUD	\$3,295.00	\$3,295.00
61	DSC - Planning	Temporary Use Permit	\$675.00	\$675.00
62	DSC - Planning	Floodplain Development Permit	\$900.00	\$1,139.00
63	DSC - Planning	Floodplain Development Permit -per additional acre	\$55.00	\$55.00
64	DSC - Planning	Front Yard Setback Establishment Different Than Zoning Code	\$810.00	\$810.00
65	DSC - Planning	Accessory Dwelling Unit (ADU) - [FEE CONSOLIDATED]	\$655.00	N/A
66	DSC - Planning	Formal Written Interpretation of Zoning Code	\$580.00	\$727.00
67	DSC - Planning	Public Hearing for Other Matters	\$1,895.00	\$1,895.00
68	DSC - Planning	Use of Planning Staff Not Covered by Above Fees - Hourly	\$85.00	\$132.00 per hour
69	DSC - Planning	Short Term Rental Permit - In Residential Zones - [FEE RELOCATED]	\$200.00	N/A
70	DSC - Planning	Short Term Rental Renewal - In Residential Zones - Annually - [FEE RELOCATED]	\$100.00	N/A
71	DSC - Planning	Short Term Rental Permit - In All Other Zones - [FEE RELOCATED]	\$300.00	N/A
72	DSC - Planning	Short Term Rental Renewal - In All Other Zones - Annual - [FEE RELOCATED]	\$150.00	N/A
73				
74		<b>Design Review</b>		
75	DSC - Planning	Design Review by Urban Design Staff	\$600.00	\$600.00
76	DSC - Planning	Design Review by Design Review Board	\$1,275.00	\$1,275.00
77				
78	DSC - Planning	<b>Comprehensive Plan and Land Use Code Amendments</b>		
79	DSC - Planning	Threshold Review Fee	\$500.00	\$500.00
80	DSC - Planning	Comp Plan, Map, Text, or other Land Use Code Amendment - Base	\$5,000.00	\$7,000.00
81	DSC - Planning	Comp Plan, Map, Text, or other Land Use Code Amendment - Variable per additional 10 acres	\$1,075.00	\$1,075.00
82	DSC - Planning	Use of Planning Staff Not Covered by Above Fees	\$85.00	\$132.00 per hour
83	DSC - Planning	Formal Written Interpretation of Comp Plan	\$1,075.00	\$1,075.00
84				
85		<b>Concurrency Inquiry Application</b>		
86	DSC - Planning	Concurrency Inquiry Application	\$200.00	\$200.00
87				
88		<b>Short Term Rental License Fee</b>		
89	DSC - Planning	Platform Booking Fee - per night (paid quarterly) - [FEE ELIMINATED]	\$4.00	N/A
90	DSC - Planning	Registration for STR - Residential Zone - Application	NEW FEE	\$200.00
91	DSC - Planning	Registration for STR - Residential Zone - Renewal	NEW FEE	\$100.00
92	DSC - Planning	Registration for STR - Other Zone - Application	NEW FEE	\$300.00
93	DSC - Planning	Registration for STR - Other Zone - Renewal	NEW FEE	\$100.00
94				
95		<b>Shared Fees</b>		
96	DSC	Processing Fee	\$25.00	\$65.00

97	DSC	Re-Inspection Fee	\$75.00	\$150.00
98	DSC	Work Beyond Scope of Permit - [FEE CREATED]	NEW FEE	\$150.00
99	DSC	Work Done Without Permit/Investigative Fees - Greater Of:	2x the Inspection Fee(s)	2x the Inspection Fee(s)
100	DSC	Work Done Without Permit/Investigative Fees - Greater Of:	\$150.00	\$300.00
101	DSC	Inspection Outside Normal Working Hours (2-hr minimum)	\$75/hr	\$115.00 per hour
102	DSC	Additional, Excessive, Phased Reviews	50% Original Review Fee	50% Original Review Fee
103	DSC	Additional, Excessive, Phased Inspections - [FEE CREATED]	NEW FEE	\$105.00
104	DSC	Trade Review (2-hr minimum)	\$75/hr	\$115.00 per hour
105				
106		<b>New Fees</b>		
107	DSC	Credit Card Surcharge/Convenience Fee	NEW FEE	3.00%
108	DSC	Refund Administration Fee - Plan Review and Processing Fees are non-refundable, no refunds of less	NEW FEE	N/A
109	DSC	Stock Plan Review Fee	NEW FEE	25% of Job Value Fee
110	DSC	Reduced Plan Review Fee	NEW FEE	25% of Job Value Fee
111	DSC	State Building Code Fee	NEW FEE	State Determines
112	DSC	Adult Family Home Inspection	NEW FEE	\$245.00
113	DSC	Demolition of Accessory Structures - (i.e. -garages + propose use for Swimming Pools)	NEW FEE	\$35.00
114	DSC	Permit or Application Extension Fee	NEW FEE	\$45.00
115	DSC	Electrical Permit: Load Test Fee	NEW FEE	\$45.00
116	DSC	Zoning Verification Letter	NEW FEE	\$132.00 per hour
117				

## **Appendix C: Engineering Fee Schedule**

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#	Division	Fee Schedule Description	Current Rate (2024)	Proposed Rate (2024)
1				
2		<b>Sidewalk Café Fees</b>		
3	DSC - Engineering	Sidewalk Café Annual Fee	\$100.00	\$150.00
4	DSC - Engineering	Site Modification Review Fee	\$250.00	\$275.00
5	DSC - Engineering	Application Fee - [RELOCATED TO SHARED FEES]	\$50.00	N/A
6	DSC - Engineering	Initial Review Fee	\$300.00	\$300.00
7				
8		<b>Parklets and Streateries</b>		
9	DSC - Engineering	Annual License Fee	\$100.00	\$150.00
10	DSC - Engineering	Site Modification Review Fee	\$250.00	\$300.00
11	DSC - Engineering	Application Fee - [RELOCATED TO SHARED FEES]	\$50.00	N/A
12	DSC - Engineering	Initial Review Fee	\$300.00	\$300.00
13	DSC - Engineering	Refundable Cash Bond	\$1,000.00	\$1,000.00
14	DSC - Engineering	2-hour zone per square foot per month	\$2.09	\$3.04
15	DSC - Engineering	4-hour and all-day zones per square foot per month	\$2.09	\$2.05
16	DSC - Engineering	Time-restricted fee parking	\$1.05	\$1.05
17	DSC - Engineering	Devise removal and replacement fee - Single Space Meter	\$80.00	\$60.00
18	DSC - Engineering	Devise removal and replacement fee - Dual Space Meter	\$80.00	\$120.00
19	DSC - Engineering	Devise removal and replacement fee - Kiosk	\$80.00	\$500.00
20	DSC - Engineering	Meter Removal and Replacement Fee - [FEE CONSOLIDATED]	\$80.00	N/A
21				
22		<b>Sewer Code Fees</b>		
23	DSC - Engineering	Side Sewer Application Fee - [RELOCATED TO SHARED FEES]	\$40.00	N/A
24	DSC - Engineering	Side Sewer Inspection Fee	\$150.00	\$150.00
25	DSC - Engineering	Sewer Tap	\$100.00	\$100.00
26	DSC - Engineering	Reinspection Fee	\$50.00	\$50.00
27				
28		<b>Water Code Fees</b>		
29	DSC - Engineering	Water Tap Application Fee - [RELOCATED TO SHARED FEES]	\$40.00	N/A
30	DSC - Engineering	Water Meter Application Fee - [RELOCATED TO SHARED FEES]	\$40.00	N/A
31				
32		<b>Small Taps and Meters--Additional</b>		
33	DSC - Engineering	Water Tap & Meter Processing Fee - [RELOCATED TO SHARED FEES]	\$40.00	N/A
34				
35		<b>Large Taps and Meters</b>		
36	DSC - Engineering	Water Tap & Meter Processing Fee - [RELOCATED TO SHARED FEES]	\$40.00	N/A
37				
38		<b>Streets and Airspace Fees</b>		
39	DSC - Engineering	Skywalk Application to Hearing Examiner	\$7,160.00	\$7,160.00
40	DSC - Engineering	Skywalk Annual Inspection	\$335.00	\$588.00
41	DSC - Engineering	Skywalk Renewal (within 20 years of permit issuance)	\$2,290.00	\$2,290.00
42	DSC - Engineering	Street Address Assignment	\$10.00	\$15.00
43	DSC - Engineering	Street Address Change	\$20.00	\$61.00
44	DSC - Engineering	ROW Obstruction: Dumpster or Temp Storage Unit (Pod)	\$100.00	\$150.00
45	DSC - Engineering	ROW Obstruction: Long-term (more than 20 days)	\$0.20	\$0.30
46	DSC - Engineering	ROW Obstruction: With Excavation 1-3 Days	\$100.00	\$150.00
47	DSC - Engineering	ROW Obstruction: With Excavation Each Additional Day	\$40.00	\$25.00
48	DSC - Engineering	ROW Obstruction: No Excavation 1-3 Days	\$20.00	\$40.00
49	DSC - Engineering	ROW Obstruction: No Excavation Each Additional Day	\$40.00	\$20.00
50	DSC - Engineering	Master Annual Permit	Expense based	Expense based
51	DSC - Engineering	Parking Meter Obstruction - [FEE RELOCATED]	Parking Fee	Parking Fee
52	DSC - Engineering	Obstruction W/O Permit or Exempt Notification	\$500.00	\$500.00
53	DSC - Engineering	Work Beyond Scope of Permit	\$250.00	\$250.00
54	DSC - Engineering	No Fee For Activities Done Under City Contract	\$0.00	\$0.00
55	DSC - Engineering	Traffic Control Plan Review Fee	\$50.00	\$78.00
56	DSC - Engineering	Building Move Permit	\$100.00	\$172.00
57	DSC - Engineering	Road Oiling (and other dust palliatives)	\$100.00	\$156.00
58	DSC - Engineering	Street Vacation Application Fee	\$400.00	\$623.00
59	DSC - Engineering	Approach Permit: Commercial	\$30.00	\$52.00
60	DSC - Engineering	Approach Permit: Residential Driveway	\$20.00	\$31.00
61				
62	DSC	IT Plan Review for Fiber - [FEE CREATED]	NEW FEE	\$95.00
63				
64		<b>Private Construction Plan Review and Inspection</b>		
65		<u>Plan Review Fee Table:</u>		
66	DSC - Engineering	\$1 - \$10,000 Job Value Fee	\$300.00	\$300.00
67	DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Base	\$300.00	\$300.00
68	DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Variable	\$15.00	\$15.00
69	DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Base	\$900.00	\$900.00
70	DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Variable	\$13.00	\$13.00
71	DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Base	\$1,550.00	\$1,550.00
72	DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Variable	\$10.50	\$10.50
73	DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Base	\$5,750.00	\$5,750.00
74	DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Variable	\$9.50	\$9.50
75	DSC - Engineering	Over \$1,000,000 Job Value Fee - Base	\$10,500.00	\$10,500.00
76	DSC - Engineering	Over \$1,000,000 Job Value Fee - Variable	\$8.75	\$8.75
77	DSC - Engineering	Additional Review (for excessive plan changes)	\$60 per hour	\$115.00 per hour
78	DSC - Engineering	On-Site Water Systems Review Fee - outside City limits or no bldg permit	\$250.00	\$250.00
79	DSC - Engineering	On-Site Sanitary Sewer Systems Review - outside City limits or no bldg permit	\$250.00	\$250.00
80	DSC - Engineering	Standard (Simple) Stormwater Systems Review: Under 10 lots - Base	\$400.00	\$400.00
81	DSC - Engineering	Standard (Simple) Stormwater Systems Review: Under 10 lots - Variable	\$10.00	\$10.00
82	DSC - Engineering	Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Base	\$500.00	\$500.00
83	DSC - Engineering	Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Variable	\$10.00	\$10.00
84	DSC - Engineering	Standard (Simple) Stormwater Systems Review: Over 100 lots - Base	\$700.00	\$700.00
85	DSC - Engineering	Standard (Simple) Stormwater Systems Review: Over 100 lots - Variable	\$10.00	\$10.00
86	DSC - Engineering	Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	\$250.00	\$250.00
87	DSC - Engineering	Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	\$500.00	\$500.00
88	DSC - Engineering	Complex Stormwater Systems Review: Under 10 lots - Base	\$500.00	\$500.00
89	DSC - Engineering	Complex Stormwater Systems Review: Under 10 lots - Variable	\$10.00	\$10.00
90	DSC - Engineering	Complex Stormwater Systems Review: 10 - 100 lots - Base	\$750.00	\$750.00
91	DSC - Engineering	Complex Stormwater Systems Review: 10 - 100 lots - Variable	\$15.00	\$15.00
92	DSC - Engineering	Complex Stormwater Systems Review: Over 100 lots - Base	\$1,000.00	\$1,000.00
93	DSC - Engineering	Complex Stormwater Systems Review: Over 100 lots - Variable	\$15.00	\$15.00
94	DSC - Engineering	Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	\$500.00	\$500.00
95	DSC - Engineering	Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	\$1,000.00	\$1,000.00
96	DSC - Engineering	Storm Sewer Review - in accordance with subsection (A) above.	No Charge	No Charge



97	DSC - Engineering	Waiver or Variance Review	\$60.00	\$115.00 per hour
98	DSC - Engineering	Site Development Plan Review	\$250.00	\$250.00
99	DSC - Engineering	Traffic Impact Analysis Review Fee	\$200.00	\$200.00
100	DSC - Engineering	Hydraulic Analysis Review Fee	\$580.00	\$580.00
101				
102		<u>Inspection Fee Table:</u>		
103	DSC - Engineering	\$1 - \$5,000 Job Value Fee	\$500.00	\$500.00
104	DSC - Engineering	\$5,001 - \$10,000 Job Value Fee	\$1,000.00	\$1,000.00
105	DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Base	\$1,000.00	\$1,000.00
106	DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Variable	\$25.00	\$25.00
107	DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Base	\$2,000.00	\$2,000.00
108	DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Variable	\$20.00	\$20.00
109	DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Base	\$3,000.00	\$3,000.00
110	DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Variable	\$15.00	\$15.00
111	DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Base	\$9,000.00	\$9,000.00
112	DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Variable	\$10.00	\$10.00
113	DSC - Engineering	Over \$1,000,000 Job Value Fee - Base	\$14,000.00	\$14,000.00
114	DSC - Engineering	Over \$1,000,000 Job Value Fee - Variable	\$5.00	\$5.00
115	DSC - Engineering	Non-Typical, Specialty Project Inspection	\$40.00	\$115.00 per hour
116	DSC - Engineering	Non-Typical, Specialty Project Overtime Inspection	1.5x the Inspection Fee(s)	1.5x the Inspection Fee(s)
117	DSC - Engineering	Non-Typical, Specialty Project Survey Crew Inspection	\$120.00	\$115.00 per hour
118	DSC - Engineering	Non-Typical, Specialty Project Survey Crew Overtime Inspection	1.5x the Inspection Fee(s)	1.5x the Inspection Fee(s)
119				
120		<u>Oversize or Overweight Movements</u>		
121	DSC - Engineering	Oversize Load - Per 30 Days or fraction of	\$50.00	\$78.00
122	DSC - Engineering	Overweight Load (on specified route) - Per 30 Days or fraction of	\$75.00	\$117.00
123	DSC - Engineering	Superload - Per Trip	\$75.00	\$117.00
124				

## **Appendix D: Fee Survey**

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Planning Fee Comparison	Spokane	Spokane County	Spokane Valley	Vancouver, WA	Tacoma
Final Short Plat Filing Fee (without engineering review)	\$1,820.00	\$2,222.16	\$1,406.00	\$6,272.00	\$3,500.00
Boundary Line Adjustment - Filing Fee	\$350.00	N/A	\$270.00	N/A	N/A
Shoreline Conditional Use Fee	\$1,860.00	\$4,197.43	\$1,731.00	\$1,798.00	\$6,240.00
Residential Short Term Rental Permit	\$200.00	N/A	N/A	Business License	Business License
Non-Res Short Term Rental Permit	\$300.00	N/A	N/A	Business License	Business License

Planning Fee Comparison	Spokane	Seattle	Boise	Post Falls
Final Short Plat Filing Fee Without Engineering Review	\$1,820.00	\$4,930.00	\$315.00	\$600.00
Boundary Line Adjustment Filing Fee	\$350.00	\$394.00	\$242.55	N/A
Shoreline Conditional Use Fee	\$1,860.00	\$4,930.00	\$1,370.25	\$750.00
Residential Short Term Rental Permit	\$200.00	\$110.00	\$81.50	\$81.50
Non-Res Short Term Rental Permit	\$300.00	\$110.00	\$81.50	\$81.50

Building Fee Comparison	Valuation	Spokane	Spokane County	Spokane Valley	Vancouver, WA	Tacoma
New Large Commercial Building	\$ 63,309,560	\$ 191,901	N/A	\$ 201,884	\$ 258,285	\$ 541,771
Including Review Fee		\$ 316,636	N/A	\$ 333,108	\$ 426,171	\$ 893,923
New Commercial Building	\$ 5,370,000	\$ 18,082	N/A	\$ 19,374	\$ 24,789	\$ 49,285
Including Review Fee		\$ 29,835	N/A	\$ 31,968	\$ 40,901	\$ 81,320
New Commercial Building	\$ 1,654,943	\$ 6,937	N/A	\$ 7,672	\$ 9,817	\$ 17,707
Including Review Fee		\$ 11,446	N/A	\$ 12,659	\$ 16,198	\$ 29,217
New Residential Building	\$ 625,771	\$ 3,475	N/A	\$ 3,831	\$ 4,900	\$ 8,408
Including Review Fee		\$ 4,344	N/A	\$ 5,364	\$ 8,085	\$ 12,191
New Residential Building	\$ 368,642	\$ 2,315	N/A	\$ 2,498	\$ 3,194	\$ 5,652
Including Review Fee		\$ 2,894	N/A	\$ 3,497	\$ 5,269	\$ 8,196
Residential Building Addition	\$ 71,846	\$ 840	N/A	\$ 797	\$ 1,107	\$ 1,738
Including Review Fee		\$ 1,051	N/A	\$ 1,115	\$ 1,827	\$ 2,520

Building Fee Comparison	Spokane	Seattle	Boise	Post Falls
New Large Commercial Building	\$ 191,901	\$ 190,831	\$ 327,707	\$ 201,884
Including Review Fee	\$ 316,636	\$ 381,662	\$ 540,716	\$ 333,108
New Commercial Building	\$ 18,082	\$ 23,667	\$ 28,159	\$ 19,374
Including Review Fee	\$ 29,835	\$ 47,334	\$ 46,462	\$ 31,968
New Commercial Building	\$ 6,937	\$ 9,168	\$ 8,952	\$ 7,672
Including Review Fee	\$ 11,446	\$ 18,336	\$ 14,771	\$ 12,659
New Residential Building	\$ 3,475	\$ 4,186	\$ 3,631	\$ 3,831
Including Review Fee	\$ 4,344	\$ 8,372	\$ 4,358	\$ 4,789
New Residential Building	\$ 2,315	\$ 2,867	\$ 2,302	\$ 2,498
Including Review Fee	\$ 2,894	\$ 5,735	\$ 2,762	\$ 3,123
Residential Building Addition	\$ 840	\$ 882	\$ 734	\$ 797
Including Review Fee	\$ 1,051	\$ 1,764	\$ 881	\$ 996

Additional Fee Comparison	Spokane	Spokane County	Spokane Valley	Vancouver, WA	Tacoma
Technology Surcharge	0.00%	0.00%	0.00%	0.00%	5.00%
Credit Card Transaction Fees	0.00%	0.00%	2.50%	0.00%	0.00%
Processing Fee	\$25.00	\$68.00	\$66.00	\$31.00	Included in Base

Additional Fee Comparison	Spokane	Seattle	Boise	Post Falls
Technology Surcharge	0.00%	5.00%	0.00%	0.00%
Credit Card Transaction Fees	0.00%	0.00%	0.00%	0.00%
Processing Fee	\$25.00	Included in Base	\$35.00	\$35.00

## **Appendix E: Technology Surcharge**

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**To:** Tami Palmquist, Director of Development Services Center

**Date:** 08/22/2024

**From:** Shivani Lal, Project Manager  
Evan Coughlan, and Devin Tryon, Sr. Analysts

**CC:** Angie Sanchez, Principal

**RE** Technology Surcharge Memorandum

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## Introduction

In 2023, the City of Spokane engaged FCS GROUP to conduct a comprehensive study on development service fees. The study included an in-depth analysis of the concept of a technology surcharge, a review of best practices from other organizations, and projections of potential revenues that various technology surcharge thresholds could generate for the City.

This memorandum summarizes FCS GROUP's understanding of the concept of a Technology Surcharge, as well as our research on other jurisdictions and revenue estimates pertain to the City's potential decision to subsidize technology-adjacent costs through the establishment of a technology surcharge.

## Concept of a Technology Surcharge

A technology surcharge is typically collected by cities as a percentage of a permit fee within the city's development fee schedule. The purpose of this surcharge is to provide the necessary funds to maintain the technology-dependent service levels required by a city's community development department. This surcharge helps ensure the sustainability and efficiency of various technological services crucial to city operations.

Examples of services supported by the technology surcharge include the provision of an online permit portal for customers, which allows for convenient submission and tracking of permit applications, and the management of permit workflows and fee payments, which streamlines administrative processes and improves service delivery. These technological solutions are vital for maintaining transparency, accessibility, and efficiency in handling development permits.

When establishing a technology surcharge, cities typically consider two main cost centers: the ongoing annual maintenance and licensing expenses of the technology used, and the eventual replacement of technology systems. Ongoing maintenance and licensing costs cover regular updates, technical support, and security enhancements necessary to keep the systems operational and secure. The eventual replacement costs account for the need to upgrade or replace technology systems as they become outdated or reach the end of their useful life.

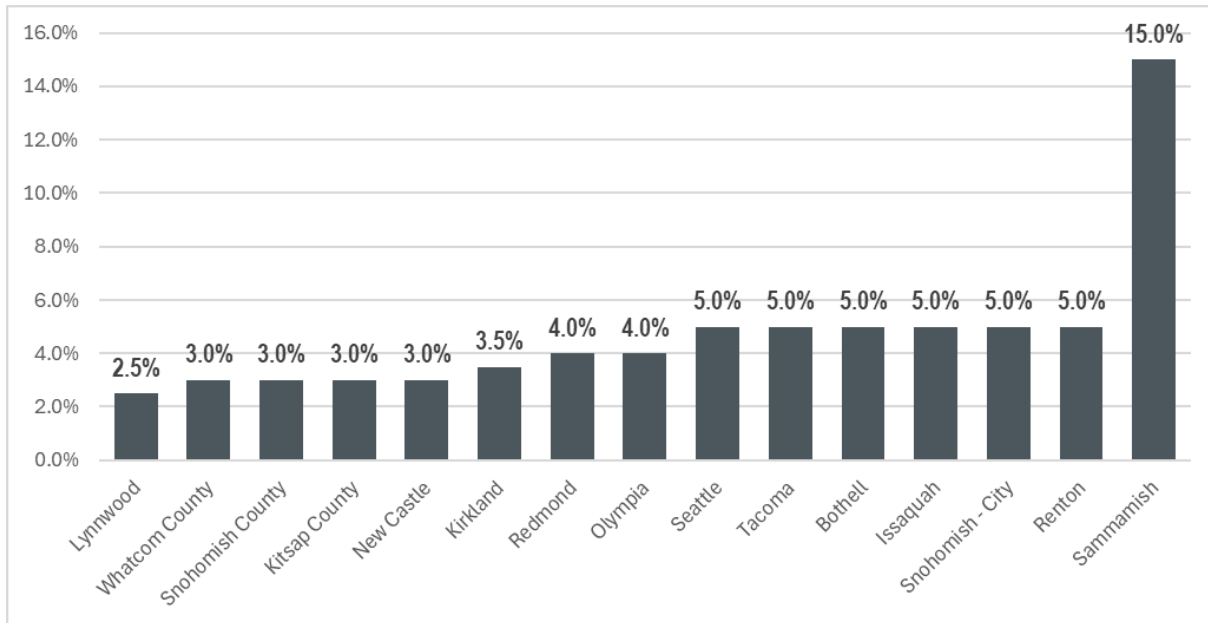
Annual revenues generated from the technology surcharge, after covering maintenance costs, are allocated into a reserve fund specifically designated for future capital replacement expenses. This ensures that when the technology systems need to be replaced, the funds are readily available, preventing any disruption in service levels. The reserve fund is strictly used for replacing technology essential to maintaining the desired service standards set by the city's community development department.

Regular monitoring of the reserve fund and the technology surcharge is crucial to ensure that the funds are being used appropriately and that the surcharge rate remains sufficient to cover both current and future technology costs. This proactive financial management helps cities avoid budget shortfalls and ensures continuous improvement and adaptation of technological services to meet evolving needs.

## Practices of Other Organizations

In conducting its research, FCS GROUP surveyed the technology surcharge practices across fifteen local jurisdictions. The findings revealed a notable variance in surcharge rates, ranging from a minimum of 2.5 percent to a maximum of 15.0 percent. Among these rates, the most frequently observed percentages were 3.0 percent and 5.0 percent. For further details and a comprehensive breakdown of the surveyed data, please refer to **Exhibit 1** below.

**Exhibit 1: Technology Surcharge Interjurisdictional Survey**



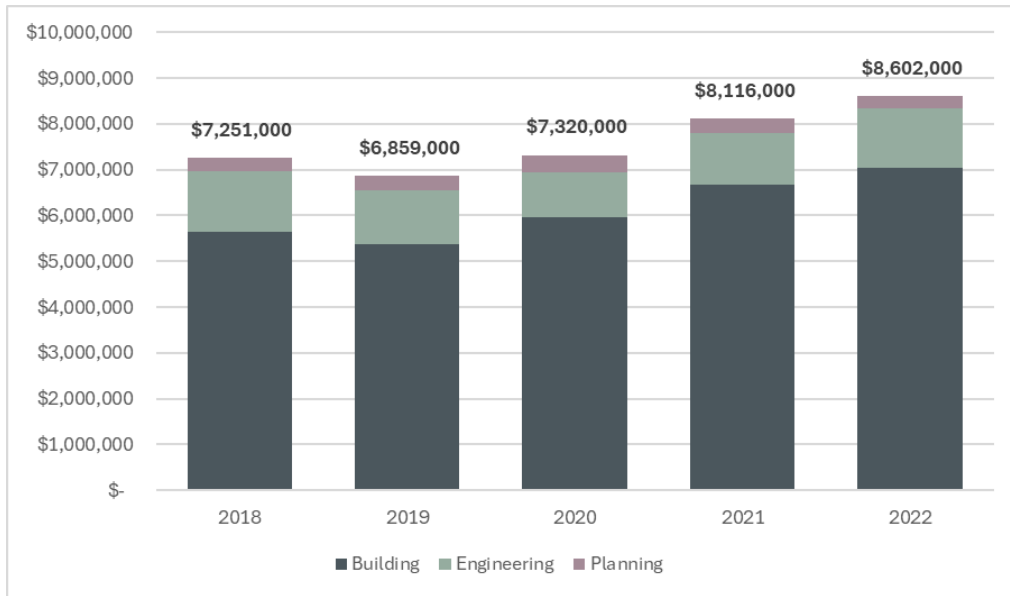
Depending on the technology costs and policy decisions made by the surveyed jurisdictions, the reserves established by this surcharge may serve different purposes. In some cases, these reserves are sufficient to fully fund the replacement of outdated technology systems, ensuring a seamless transition and continuous service provision. In other instances, the reserves may be used to subsidize the fiscal impact of technology replacement, reducing the financial burden on the city's general budget. This approach allows jurisdictions to strategically manage their financial resources while maintaining the necessary technological infrastructure to support their community development activities.

## Projected Revenue from Technology Surcharge

Development permit fees include charges collected in relation to Building, Engineering, and Planning for the review and inspection of new developments and the redevelopment of existing infrastructure. These fees apply to a wide range of projects, from the construction of new homes and office buildings to the renovation and improvement of existing structures, such as installing a new roof or upgrading electrical systems. These fees ensure that all construction activities comply with local building codes, safety standards, and zoning regulations, thereby promoting safe and sustainable development within the community.

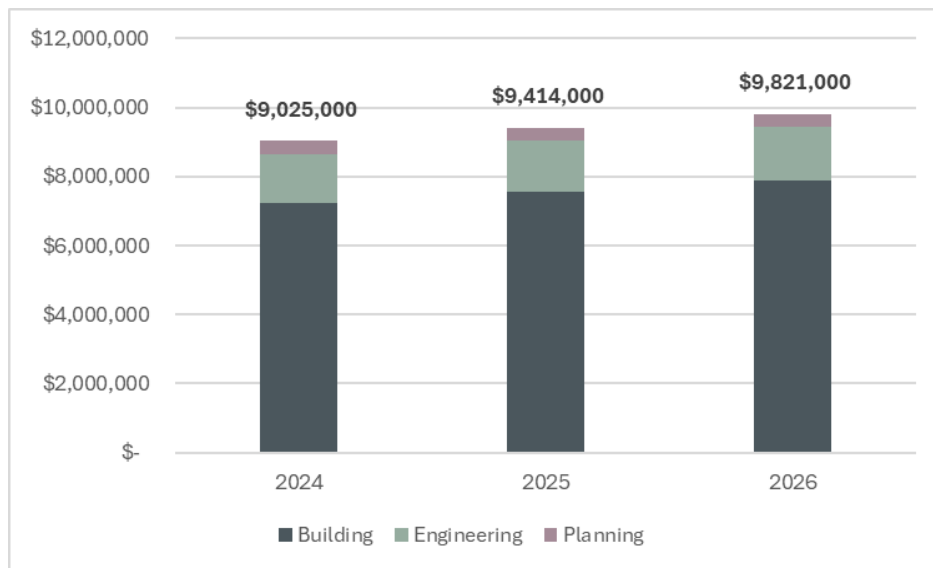
Based on historical permit data provided by the City, development fees have shown significant variation over recent years. In 2018, the total fees collected amounted to \$7.2 million, while in 2022, this figure increased to \$8.6 million. This fluctuation reflects changes in development activity, economic conditions, and possibly adjustments in fee schedules over the years. For a detailed breakdown of these figures and their implications, please refer to **Exhibit 2**.

**Exhibit 2: Historical Permit Fee Revenues**



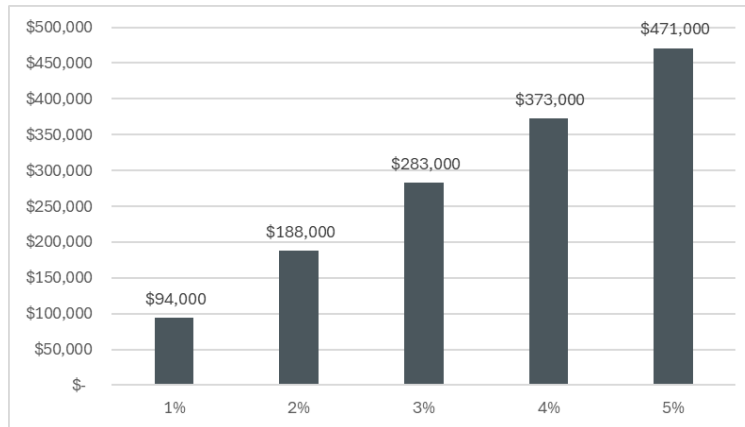
Based on the analysis completed during the City’s on-going engagement with FCS GROUP, **Exhibit 3** below shows the forecasted future permit fee revenues should the city implement recommendations provided regarding permit fee revenues. These forecasted revenues are used as the basis for the average expected revenue should the city wish to establish a technology surcharge at differing levels.

**Exhibit 3: Forecasted Permit Fee Revenues – After Adjustments**



Using the forecasted revenue from FCS GROUP’s active Development Fee Study with the City as shown above in **Exhibit 3**, the City can expect approximately \$94,000 on average in revenue from each additional percent of a technology surcharge during the 2024-2026 forecast period.

**Exhibit 4: Technology Surcharge Revenue at different levels.**



Most typically, as seen in the interjurisdictional survey above, these surcharges are set between the range of 3 percent to 5 percent on average. The City could expect about \$283,000 on average for a 3 percent surcharge over the period of 2024 to 2026 and \$471,000 on average for a 5 percent surcharge respectively, as shown in **Exhibit 4** above.

## Estimated Costs of Replacement

The City recently evaluated alternative information technology systems to manage the Development Services Center’s permitting processes and fee collection from applicants. The current permitting system, Accela, is being phased out. From the competitive request for proposal process, the City had selected three finalists: Davenport Group, MaintStar, and Tyler Technologies. The cost estimates from these three finalists for the replacement are detailed in **Exhibit 5** below. Ultimately the City chose to award the contract to the Davenport Group.

**Exhibit 5: RFP Permitting System Cost Estimates Provided By The City**

RFP Option	Implementation Costs	Year 1 O&M	Year 2 O&M	Year 3 O&M	Year 4 O&M	Year 5 O&M	TOTAL
<b>Davenport Group</b>	\$879,500	\$160,000	\$166,400	\$173,056	\$179,978	\$187,177	<b>\$1,746,111</b>
<b>MaintStar</b>	\$82,100	\$264,000	\$243,500	\$253,500	\$266,200	\$279,550	<b>\$1,388,850</b>
<b>Tyler Technology</b>	\$744,500	\$680,564	\$680,564	\$680,564	\$680,564	\$680,564	<b>\$4,147,320</b>

## Summary

The City is currently in the process of gathering information regarding technology surcharges used at other jurisdictions along with evaluating the costs associated with implementing new information technology systems. This information will be used to guide the policy decision on implementing a technology surcharge, including determining the appropriate rate to charge. If a technology surcharge is established, it is important to frequently monitor the revenue received and the level of reserves accumulated to ensure there is adequate funding to achieve the City’s policy goals associated with the surcharge.

Due to the cyclical nature of Community Development revenues and the policies established regarding recoverable costs, it is important to note that a technology surcharge and its resulting reserves may not always be fully adequate to cover the cost basis for maintaining the City’s desired level of service from technology investments. Depending on the maintenance and replacement costs associated with the City’s RFP decisions, as seen in **Exhibit 5**, the City may choose to have the technology surcharge fully cover the costs of providing technology services, or partially cover the costs with the remainder subsidized from other sources.



## **Appendix F: Stakeholder Interviews (Exigy)**

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## **FCS Group/City of Spokane Development Services Fee Study**

### **Stakeholder Interview Report**

#### **Executive Summary**

EXIGY Consulting conducted eight stakeholder interviews during March-April 2024 as part of the City of Spokane's Development Services Fee Study by FCS Group. The eight stakeholders were comprised of builders, developers, and professional services providers such as planners and architects representing single family residential, middle housing, multi-family residential, mixed use, and commercial development types.

Some principal impressions and themes from the interviews included:

- All stakeholders indicated the City of Spokane's building and planning fees are competitive locally (Spokane County, City of Spokane Valley, Northern Idaho, Tri-Cities area) and are significantly lower than other comparable and larger regional metros (Seattle, Portland, Boise, Phoenix) where they indicated having experience
- All stakeholders brought up the City's recent increase in General Facilities Charges as a negative because of the abrupt and substantial nature of the increase in fees; stakeholders recognized the fee increases were justified and likely long overdue, however they felt these should have been socialized and implemented over a longer period of time so as to allow for better adjustment to the financial impacts, and also cautioned the City should consider the cumulative impacts of all development-related entitlement fees and charges on the costs of housing
- All stakeholders stated a high level of satisfaction working with DSC personnel; where frustrations were expressed by stakeholders concerning customer service these were directed at review process structures/procedures and how these functions are divided between building and planning (DSC), and engineering and utilities (public works), with some stakeholders perceiving a disconnection between the different departments' approaches to the same case/project
- The customer user experience with the City's building and development technology is positive for residential developers, however commercial

- developers expressed frustrations with the lack of technical functionality compared to other similarly sized and larger jurisdictions/markets where they develop commercial projects, in particular fully electronic submittals
- Stakeholders were divided on how the City should recover the cost of technology, with four saying it should be included in the base fee, three saying it should be assessed through a separate charge, and one stating no preference; none of the stakeholders were enthusiastic about any increases in fees, however there was recognition expressed that fee increases were likely justified and overdue; All stakeholders stated the City needs to present its value proposition clearly and directly to justify fee increases

Areas of improvement/best practice implementation based on stakeholder interview feedback:

- Work to improve case management approach, especially integration of development engineering and utilities department reviews
  - Ensure first round of comments are comprehensive and consolidated
  - Ensure subsequent comment rounds are consistent with prior reviews
- Holistic policy implementation approach to assure all related functions and departments are aligned with broad policy goals and objectives
  - Middle housing initiatives (zoning code changes incentivize development, but engineering and utilities policies impede ability for projects to attain scale economies)
  - Use case studies and benchmarking to assess impact of proposed increases in fees and charges to overall project (residential, commercial)
- Review fees and charges on regular intervals to keep pace with rising costs and needed investments in resources, technology, and infrastructure as well as to smooth the impact of cost increases over time

## Background and Approach

In October 2023, the City of Spokane contracted with FCS Group of Redmond, WA to conduct a periodic fee study of the City's Development Services functional area, encompassing building, current planning, and development engineering. Part of the scope of work included a task comprised of conducting interviews with Development Services stakeholders. EXIGY Consulting was contracted by FCS Group to work directly with the City of Spokane to develop a scope and plan for this task and to conduct the interviews.

EXIGY worked with Development Services representatives to identify objectives of the stakeholder interview task, develop interview questions to guide discussion with stakeholders, and identify appropriate stakeholders to accomplish the objectives. The main objectives identified were:

- Determine interviewee's baseline level of engagement and satisfaction with Development Services processes and fees
- Solicit feedback from interviewee regarding potential changes to fee structure and how these would be received
- Discuss technology investments and how best to pay for them

EXIGY and FCS Group developed the following interview questions/discussion guide with City staff:

### Orienting Participants

The City has contracted with FCS Group to assist in its periodic review of the development fee schedule and related processes and is seeking your input as a stakeholder. The information you offer will provide valuable insights into customer satisfaction, identify areas for improvement, and help the City make informed decisions about future fee structure and process changes. All information will be reported to the City in aggregate with no direct attribution to any specific participant in the interviews.

### Baseline/current state assessment

How satisfied are you with the current permitting processes and fees charged by the City of Spokane?

What aspects of the current fee system and permitting processes do you find either beneficial, challenging, or unclear?

Are there projects or situations where you feel the current fee structure and permitting processes are burdensome or unfair?

What unintended consequences or challenges arising from the current fee structure and permitting processes have you observed that the City may not be aware of?

Recent code changes provide for greater residential development density in some zones of the City. Have these changes prompted you to engage in new or different development activity than previously? What impact have the City's fees had on those decisions?

#### Scoping potential changes to fee structure

How do the City's permit fees and processes compare to those in neighboring jurisdictions or similar cities? What areas do you see for improvement or adjustment?

How satisfied are you with how transparently permit fees are calculated and allocated? What if any improvements would you suggest?

What factors should be considered when determining building permit fees? (e.g., project size, complexity, type)

Are there alternative fee structures, models, or processes used in other jurisdictions you feel could be beneficial if adopted by the City of Spokane?

Are there any additional services or features you would like to see included in the current fee structure? (i.e. ~ expedited or priority plan review)

#### Technology fee

How important is it for the City to invest in upgrading its technology to enhance permitting process efficiency?

Would you prefer the associated costs be covered by an increase in the current permit fees or through a separate surcharge/technology fee to pay for associated hardware and software systems?

If a separate fee were introduced, would you prefer it to be: (1) a flat fee, (2) a fee varying based on permit type or complexity, or (3) a percentage surcharge across all permit types assessed on the base fees for individual permit types?

#### Conclusion

Are there any other comments you would like to add?

As this project proceeds, would you be willing to be contacted by the City for follow-up questions and additional information?

Development Services staff sought to obtain perspectives of stakeholders representing a variety of development types and activities in the City of Spokane. These included builders, developers, general contractors, and professional services providers/applicant representatives engaged in building and land development types such as: custom home building, production home building/single family subdivisions, middle housing (attached single family/townhomes), multi family residential (apartments and mixed use), commercial, and light industrial. The following stakeholders agreed to participate and were generous with both their time and perspectives:

Drew Kleman, Press Architecture

Vadim Smelik, Kodiak General

Randy Palazzo, Urban Empire Homes

Brent Parrish, Lennar Homes

Andrew Zinniger, Lennar Homes

Chris Olson, Olson Projects Architects

Evan Verduin, Trek Architecture

Jordan Tampien, JORDAN@4DEGREES.COM

Jim Frank, Greenstone Homes

The City of Spokane Development Services, FCS Group, and EXIGY Consulting express appreciation for the insights offered by these stakeholders. Each stakeholder indicated continuing interest in this process, offering to be available for follow up and further involvement.

### **Level of Satisfaction with Permitting Processes and Fees**

Stakeholders indicated comparative jurisdictional experience with development activity in: Boise, ID; Phoenix, AZ; Denver, CO; Portland, OR; Seattle, WA; throughout Montana; Spokane area (Spokane Valley, WA; Spokane County, WA; Northern Idaho). One national single-family homebuilder also participated.

*Stakeholder Commentary Specific to Processes:*

Processes are generally viewed as fair and comparatively/commendably fast with few exceptions (occasional project with added complexity or relatively rare human error/oversight in the review/approvals process). Stakeholders acknowledged turnaround times are increasing (mostly for labor turnover/retention reasons and unfilled positions) but still comparatively better (one cited turnaround used to be 5 weeks and has increased to 6-8 weeks).

With respect to the process for commercial development, stakeholders would like to see similar process efficiency improvements as exist for residential projects, primarily in terms of fully electronic plan submission rather than waiting for the City to send an FTP link. Interviewees pointed out hurdles and unclear communication of expectations, especially with respect to completeness determinations where there is a perception of differing acceptance criteria across reviewers. One interviewee indicated the different reviewers at the City have different “top ten reasons submittals are not accepted for review,” but that these reasons are not consistent across the group of reviewers. It was also noted that the City’s systems for payment of review fees for commercial projects require the applicant or their representative to notify the City when fees have been paid and review may commence. This has created delays when, for example, an applicant paid the fees directly and did not notify their representative (architect or consultant) of payment and the initiation of review was delayed.

Interviewees expressed perspectives on the practice of holding predevelopment meetings. Most found these meetings to be helpful in establishing expectations and gaining greater clarity and certainty with respect to the review process and expectations. Stakeholders shared:

*“The pre-development meeting is a great process, and communication with the City is good as an application moves from intake through the review process. Sometimes there are fights over code flexibility with projects involving older building types. City staff are really helpful. I’ve been involved in lots of processes with the City from comp plan changes to other land use and development applications and am very happy with how things work at Spokane.”*

*“Preapplication conferences with the City of Spokane are beneficial compared to other jurisdictions – a step above. These are helpful to preemptively ask specific building and land use questions. Staff have been great to work with and are very helpful: it is clear they want to see projects be successful.”*

Most stated finding information on fees was clear and simple, and the materials provided at predevelopment meetings were easy to understand. A small number of interviewees expressed frustrations with finding utilities connection fees, stating all

related fees for a project should be presented in a single location. For its part the City is continually working on improving and refining pre-development processes, looking to improve the level of service and responsiveness, the quality of the review comments, and meeting customers where they are at with respect to the individual customer's levels of experience and sophistication with development processes. FCS Group is producing a fee schedule as part of this project that will enable all development related fees to reside in a single location.

With respect to review comments, stakeholders expressed some concerns. One interviewee stated that the content of the review comments on similar types of projects are inconsistent from project to project. Multiple stakeholders stated plan check comments are not comprehensive and that new issues are raised on successive rounds, resulting in delays of ten business days each time. They feel minor issues should be resolved without resetting the ten-day clock, and that in some cases applicants are being asked for items already submitted during the short plat process. They feel lack of development engineering consistency and support is what's not working in the process. Another stated that the conflict between departments is evident in the process as issues arise in the third and fourth rounds of comments.

Conflicts and lack of coordination between departments arises on occasion, and most recently with the implementation of new zoning codes related to middle housing initiatives. While planning and zoning policies were changed to align with the middle housing initiative and the related code changes were enthusiastically welcomed by stakeholders (roughly half of whom shifted development activity into this development type), other related functional areas to the review process are not aligned. Stakeholders offered examples of middle housing projects where development standards applied by engineering, utilities, streets, forestry, and fire are limiting with respect to the ability of such projects to gain adequate economies of scale. An example cited by one interviewee was how planning eliminated parking minimums, but engineering then required alley improvements.

Interviewees suggested the City undertake a more comprehensive review of development standards and policies for middle housing to identify where these may be at cross purposes impeding the effectiveness of the City's middle housing planning and zoning policies to deliver intended outcomes. Interviewees further suggested the City study the cumulative impact of all fees required to deliver a project and the impact on housing affordability goals. One interviewee cited difficulties with the lot subdivision process for development of attached single family dwellings, adding this will result in creation of more rental units rather than home ownership.

The national production homebuilder interviewed offered some comments on their experience in Spokane and observations of best practices in other areas where they do business. They are new to the Spokane market and have hundreds of home sites across



multiple projects in some stage of review or construction. They state with their large volumes they sense they are overloading the City at times. They offered that, while fees should be competitive and reasonable, they are much more interested in reducing the time to get from beginning to end on a project, especially in a market with a short building season. They suggested the following practices based on their experiences in other markets:

- Express plan review – in Southern Nevada they pay a premium to get a one-week review time
- Ability to submit building plans for review prior to final plat recording – their goal is begin foundation work upon recording and eliminate the delay between recording and building permit issuance
- Suggested City consider self-certification programs practiced in jurisdictions in Arizona and Southern Nevada
- For production developments using a fixed set of plans with little variation minimize the amount of review required/reduce or eliminate repetitive review of same plans
- Consider long term maintenance impacts, for example with respect to where water and sewer stubs are placed and the placement of street trees

The City has indicated its intent to add engineering personnel to relieve process bottlenecks and other under-resourced areas of development review. Implementation and ongoing management of new and additional initiatives to reduce the time to provide development review and approval will require additional City staff in all disciplines. Development stakeholders recognize these investments will increase operational costs but can be justified on the basis of increased levels of service, better responsiveness, and improved turnaround times on development review ultimately providing a time and therefore cost savings to development stakeholders.

*Stakeholder Commentary Specific to Fees:*

Stakeholders understand that fees must cover costs of the development services department and that fees are rising everywhere as costs rise. The City of Spokane's fees are viewed as fair and comparatively lower cost than other jurisdictions, and particularly Western Washington jurisdictions by roughly 15% to 20% according to one stakeholder.

Nearly all stakeholders were satisfied with the way fees are calculated, fee transparency, and how to locate fees. All suggested development of a fee estimating tool that comprehensively considers project fees, including all impact fees and utilities connection charges, that can reside in a single, easy to locate online location.

The recently increased General Facilities Charges (GFCs) were frequently mentioned by stakeholders. They acknowledged that GFCs had not increased for a long period of time even as infrastructure costs over the same period rose substantially. One stakeholder mentioned policies focused on keeping GFCs low in the downtown area and other areas of the City where systems are already developed to incentivize development within the City and to minimize sprawl.

Commenting generally on fee increases (GFCs or otherwise), stakeholders encouraged the City to provide as much advance notice of fee increases as possible and to be particularly clear on the specific amounts of the increases and when they become effective. This helps to avoid financial “surprises”/unanticipatedly high costs that can jeopardize projects. Stakeholders asked for the City to develop estimation tools to use when budgeting for projects as this aids in decision making without having to repeatedly query the City, and to look for ways to clearly present all development related fee information in one location. Stakeholders likewise ask that expected fees/charges be communicated at preapplication conferences wherever possible rather than at a later, uncertain date.

One stakeholder commented on how some utilities connection fees impeded the ability of middle housing projects to attain scale and result in better housing affordability. They stated that water connection fees seem high relative to the pipe diameter versus the unit count yield, giving an example of a four-plex versus a 24-unit apartment building.

Stakeholders expressed a high level of satisfaction with the structure of Spokane’s fee schedule relative to other jurisdictions. In terms of factors to consider when determining building permit fees, stakeholders offered the following responses:

- How often inspectors have to be on the job
- The level of effort on the part of the City to intake an application (time and cost for the City to perform completeness determination, respond to questions, etc.)
- Project size, complexity and type – scale based on ERUs (equivalent residential units); water and sewer fees need to be changed as smaller projects are lumped in with much larger building types
- Building/project valuation; IBC building valuation tables
- Fee needs to reflect the level of work to adjudicate permit, but at the same time the City needs to work to reduce costs by simplifying processes and becoming more efficient
- Square footage/building size, number of units – more units in a smaller area should receive a discount for higher density (scalability of an efficiency unit versus single family home)

Nearly all stakeholders expressed an interest in a priority plan review/expedited review service offering being added to the City’s fee schedule. In addition to concerns for

equity, some indicated if everyone opts for expedited service the City wouldn't have the capacity to respond to the volume. Two interviewees suggested the option to pay for a third-party plan review instead (a service the City of Coeur d'Alene offers) or alternatively to pay for City staff overtime for expedited review. One stakeholder was opposed to fee for expedited service indicating better process efficiencies should be found instead.

*Stakeholder Commentary Regarding Technology and Related Costs:*

Stakeholders expressed broad support for improvements in technology and passing along the costs, offering the following caveats and suggestions:

- The City must make the clear business case for technology investments and expected improvements/results to development stakeholders
- The technology selected should enable more efficient processes, information accessibility, and applicant self-service
- Maintain human interaction, availability, and level of service
- Ensure technology doesn't place additional burden on applicant
- Use a system such as Bluebeam to digitize plan review comments
- Ensure fee payments are fully integrated for all project types
- See Shoreline WA, Kirkland WA, Mill Creek WA, and Gresham OR as examples of using tech where information submittal, following progress, and communicating comments are easy
- Improve document management and delivery; unlock PDF document of approved plans so applicant can parcel out pages to different contractors

When asked if technology investments should be paid for by an increase in the base fee or through a separate charge, the group of stakeholders were evenly split. The rationale behind support for an increase in the base fee is that technology is simply a cost of the Development Services business and it is presumed that technology costs are likely to increase over time as are other costs of doing business. Those advocating a separate charge preferred the transparency that approach affords.

When asked to assume a separate charge or fee to cover technology would be introduced, and whether stakeholders preferred the charge or fee to be a flat fee, a variable fee (based on permit type or complexity), or a percentage surcharge, responses of stakeholders were:

- Three insisted it be included in the base fee rather than a separate charge and offered nothing further
- Three preferred a flat fee but wanted to see how that would look practically

- One preferred a percentage surcharge as it better reflects a distribution of the technology cost by project complexity and use of review resources
- One stated no preference

## Conclusion

In soliciting concluding comments, a couple of stakeholders offered the following:

*“I have heard some developers and other groups speak about Spokane building and permit process as challenging, but I haven’t seen that. I’ve seen the City step up, ask questions early on, and be helpful as a partner in the development process. The City may need to do outreach to groups that view the City as challenging to work with.”*

*“It’s great to work with the City of Spokane! I expect challenges with growth and scale. The department heads are helpful in getting involved to resolve issues. The City wants development and density and it shows in how they conduct business.”*

For its part the City’s Development Services Center is aware of the issues stakeholders have raised, recognizes their importance to stakeholders, and is affirmed in ongoing improvement efforts, especially the replacement of the permit system and related process improvements and enablements.

## **Appendix G: Economic Development Incentives (Exigy)**

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## **FCS Group/City of Spokane Development Services Fee Study**

### **Memorandum: Economic Development Incentives Review**

As part of the City of Spokane's Development Services Fee Study conducted by FCS Group, EXIGY Consulting was asked to review the City's regime of economic development incentives. This review was conducted through interviews with City staff and development stakeholders, and by reviewing information provided by the City on its economic development web pages.

The City currently utilizes a variety of economic development incentives. These take the form of land use policies, tax exemptions, and in some cases financial grants and incentives to attract development types which address the City's housing and employment goals. Existing programs include:

- Multi-Family Tax Exemption (or MFTE) – an affordable housing development incentive
- Parking 2 People – an incentive to convert underutilized parking lots into development of affordable housing units
- Historic Preservation – tax credits and grants to improve and preserve designated historic buildings
- Single-Family and Detached Accessory Dwelling Unit (or ADU) Tax Exemption – three-year property tax exemption on value of improvements
- New Market Tax Credits (or NMTC) – a federal program using tax credits as incentives for development in 34 distressed Census Tracts in the City
- Opportunity Zones – a federal program providing for preferential tax treatment of new development in economically-distressed areas; Spokane has 11 Census Tracts designated as Opportunity Zones
- Brownfields – a program using state and federal revolving loan funds to reclaim and redevelop sites formerly used for commercial and industrial activity which may be subject to pollution or contamination
- Clean Buildings Act – an energy utility administered, state-backed program providing energy management assistance to businesses
- IRS Small Business Tax Deduction for Fire Sprinklers – IRS code enabling the write-off of up-front costs to install or replace fire suppression systems up to \$1.04 million

- Spokane Foreign Trade Zone (or FTZ) – a federal program providing exemption from Customs entry procedures, duties, and federal excise taxes for storage, assembly, manufacturing and processing activities in Spokane’s three FTZs
- Spokane County’s Commercial Property Assessed Clean Energy + Resiliency (C-PACER) Program – a financing tool for certain commercial and multi-family property capital projects
- Community Housing and Human Services Department (CHHS) Incentives – Federal Housing and Urban Development programs such as Community Development Block Grants (CDBG) to provide basic housing and support services for vulnerable populations

In accordance with policies and initiatives related to affordable housing goals, the City has engaged in a variety of strategies to create incentives and reduce barriers for developers to build more affordable housing units. The City recently changed its zoning code to allow for middle housing development (single-family attached dwellings, townhomes) on existing single-family lots up to a medium level of density and reduced or eliminated on site-parking requirements subject to proximity to transit and other local factors.

The City used part of its allotment of American Rescue Plan Act (ARPA) funds to enhance its MFTE program by waiving fees (and using federal funds to reimburse the Development Services Center for the waived fees) for building, application review, and land use fees up to \$150,000 per project. Provided funding were available, the City would look to waive in part or whole General Facilities Charges (GFCs) for MFTE projects. The City also uses fee waivers periodically combined with other incentives like tax-increment financing and public development authority areas for certain development types. With respect to MFTE projects, existing systems don’t provide for easy discernment of qualifying affordable housing projects, making program administration challenging and inefficient.

Spokane has a technology hub designation related to aerospace manufacturing focused on building and development in the West Plains area of the City. This hub is a collaboration with Gonzaga University, who serves as the applicant representing the aerospace manufacturing consortium. The focus of the hub is to increase global competitiveness in the production of microplastic panels and related equipment, materials, technology, and workforce development. The City provides expedited plan review for any tenant improvement applications.

Development stakeholders offered constructive feedback on how incentives impact their investment decisions.

- Incentives such as MFTE and Parking 2 People combined with zoning code changes allowing for greater density are effective in generating additional affordable housing units
- Reducing process time (and therefore cost) is a critical area of concern to development stakeholders; providing a fee-based expedited review service along with continued investment in systems, technology, processes and personnel to improve efficiency and ease of transaction with City constitutes a significant development incentive; development stakeholders typically stated something approximating “time equals money plus interest”
- Middle housing initiatives prompting recent zoning code changes to increase single-family density was a welcomed change; stakeholders indicated a desire to see this taken further through review across functional areas (utilities and streets) to identify requirements that inhibit project scale and feasibility; review of off-street parking and alley improvement requirements was likewise suggested
- Stakeholders also recommended use of preapproved building plans for repetitive types of single family detached and attached construction to expedite review timelines

Regular consultation at the policy level should be given with respect to fee reductions, waivers, subsidies, and other discounts for building and development fees and charges as well as impact fees, General Facilities Charges, connection fees, and other jurisdictional costs added to projects. These should be reviewed through the lens of cumulative financial impact and benchmarked with comparable and neighboring jurisdictions. This is especially critical for specific development types identified as high priorities for the City: affordable housing, middle housing, targeted employment types and traded sectors, and intentional investment in geographic areas/disadvantaged Census Tracts.

We acknowledge the contributions of time, information, and perspective of City staff (Tami Palmquist, Amanda Beck, and Teri Stripes) as well as the development stakeholders who participated in interviews for the Development Services Fee Study.



## **Appendix H: Process Review & Best Practices (Exigy)**

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## **FCS Group/City of Spokane Development Services Fee Study**

### **Memorandum: Process Review and Best Practices**

As part of the City of Spokane's Development Services Fee Study conducted by FCS Group, EXIGY Consulting was asked to review the City's development review processes and make recommendations for improvement based on industry best practices. This review was conducted through interviews with City staff and development stakeholders and through application of consultants' expertise and experience having performed similar analyses in other jurisdictions in Washington.

As documented in the Stakeholder Interview Report, the City's Development Services Center and its staff are highly regarded for their responsive, helpful approach to customers. Spokane's DSC is viewed favorably to comparably-sized jurisdictions in other regions, with better service and responsiveness and much more economical fees and turnaround times for development review. Regionally the City is on par and competitive with neighboring jurisdictions in the Tri-Cities area, Spokane County, and Northern Idaho.

Interviews with development stakeholders and discussions with staff generated recommendations in the following four areas:

#### Predevelopment

- Predevelopment Meetings – provide applicants with as much complete information as is reasonably possible at predevelopment conferences, including an estimate of all fees and charges related to the anticipated development/project and preliminary estimates of the time required to review the anticipated application and render a decision
- Develop an online fee/cost estimating tool so prospective applicants preparing project budgets can estimate the cost of land use/development review fees, building and plan review fees, utilities connection charges, impact fees, system development charges, and general facilities charges

#### Development Review

- Improve case management approach, particularly coordination and integration of development review activities performed by the Engineering and Utilities Departments

- Ensure first round of development review comments are comprehensive and consolidated; institute quality controls to ensure subsequent rounds of development review comments are consistent with prior reviews (applicant responses to prior round comments are integrated; avoiding introducing new information requests or requirements; assure information requests are non-duplicative)

#### Policy initiative implementation

- Use a holistic approach to policy development and implementation, ensuring all related functions and departments are aligned with the broad policy goals and objectives (relevant policies and processes for planning, building, engineering, utilities, streets, fire, etc. affecting a policy are examined to reduce and/or eliminate conflicts)
- Holistically examine middle housing initiatives to resolve areas of conflict (recent zoning code changes to increase densities incentivize development, however engineering, utilities, and streets policies and requirements impede ability for projects to attain economies of scale)

#### Establishing and implementing fees and charges

- Use case studies and benchmarking to assess impact of proposed increases in fees and charges to overall project (residential, commercial); for example, consider fiscal impacts to typical residential and commercial development types, and benchmark against similar developments in comparable and neighboring jurisdictions
- Review fees and charges on regular intervals to keep pace with rising costs and needed investments in resources, technology, and infrastructure as well as to smooth the impact of cost increases over time

In discussions with DSC staff they indicated awareness of these areas of improvement, and noted many of the process improvements will be enabled by the new permitting system, while implementing other improvements will require additional staff resources and capacity.

## **Appendix I: Staffing Model (Exigy)**

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702 Spring Street, #W812  
Seattle, WA 98104  
(360) 975-9466

## FCS Group/City of Spokane Development Services Fee Study

### Technical Memorandum: Staffing Model

As part of the City of Spokane's Development Services Fee Study conducted by FCS Group, EXIGY Consulting was asked to review the City's staffing level for development review processes. To do this, a mathematical model was developed to estimate labor hour demand based on the City's Development Services Center (DSC) business volumes and compare this to available labor hours/staffing capacity based on 2023 staffing levels. The model is then used to derive recommendations for staffing levels.

#### Data Sources

Extract of 2013-2023 DSC permit activity by division

Estimated level of effort by permit type

Available staff labor hours (2023) by position compiled by FCS Group

#### Model Specification and Procedure

##### Calculating Labor Demand

1. Compile count of permits by type and division per year using a pivot table
2. Generate averages for most recent three years, five years, and for the entire data set
3. Multiply: average permit count by type (3-year, 5-year, data set), by estimated level of effort by type of permit to generate the gross hours by division for each permit type (Some permit types are only processed by a division/functional area a fraction of the time. In these cases a multiplicative constant is introduced. For example, for permit type "commercial building remodel" planning division typically reviews these 14% of the time and engineering division reviews these 8% of the time.)
4. Sum the gross hours by division for all permit types for the 3-year, 5-year, and full data set averages.

##### Calculating Labor Supply

1. Using the available staff labor hours (2023) by position compiled by FCS Group, classify each position by division/functional area (building, planning, engineering)

2. Derive the sum of available fee time hours by division. For sensitivity testing also derive the sum of total labor hours by division.

**Calculating Surplus/Deficit in Labor Supply**

1. Subtract average hours of labor demand by division from available fee time hours by division.
2. Show numerical surplus/deficit and derive percentage.

**Potential Sources of Error**

1. Variations in naming conventions – permit type referred to by varying wording in permitting system, level of effort/time study, and fee schedule
2. Time studies used in lieu of system-generated time tracking data due to limitations of City’s permit system; recency bias in deriving estimates of level of effort
3. Averaging - generalization and homogenization of level of effort required to process permit cases of a single permit type loses the perspective of complexity, range, and variability within that permit type
4. Duplicate entries – current permitting system records separate transaction entries for different activities against a unique permit case ID (plan review fees, impact fees, etc.); it is anticipated a new permitting system will have improved report production capabilities to easily extract management data
5. Estimates used to model available labor hours by division and possible misclassification of positions as available for fee time hours

**Results of Analysis**

	<b>PLAN</b>	<b>ENG</b>	<b>BLDG</b>
<b>Available Labor Hours (2023)</b>	<b>11066</b>	<b>13935</b>	<b>61925</b>
Avg Labor Demand 2021-2023	11896.56 -830.56 -8%	52955.73 -39020.73 -280%	144170.74 -82245.74 -133%
Avg Labor Demand 2019-2023	13008.85 -1942.85 -18%	70381.58 -56446.58 -405%	158966.24 -97041.24 -157%
Avg Labor Demand 2013-2023	12914.98 -1848.98 -17%	90578.60 -76643.60 -550%	169263.23 -107338.23 -173%

**Discussion**

The results of the data analysis point to deficiencies in staffing capacity/available labor hours in all divisions processing development review and building at the City of Spokane.

This validates and confirms information from interviews with City staff and development stakeholders. Because of potential sources of error in the data used in the model, the specific degree to which available labor hours should be increased to more closely approximate the demand signal is not completely clear. What is clear is that an increase is necessary and warranted, and is consistently evident over the 11-year set of data analyzed.

Constructing a model to rationalize the demand signal from development activity with available capacity at the City to adjudicate development applications is an achievement in and of itself. The predictive and analytical power of the model will improve substantially with the implementation of a new permitting system which affords more rigorous level of effort data collection and management reporting. While the efforts to construct the model and the results it yielded are insightful, feedback from staff and stakeholders strongly indicates the need for additional staff absent the model analysis.

As cities develop, easier and less complex areas tend to develop first followed by more challenging areas and parcels later. The increasing challenges and complexities are primarily due to site constraints and characteristics not present on easier-to-develop parcels: steep slopes, environmentally sensitive areas like shorelines and wetlands, redevelopment to more intensive uses and related infrastructure gaps/capacity constraints with transportation and utilities, brownfields, etc. With respect to level of effort required to review and process development permit applications, this means over time the need to increase available labor hour capacity can be expected to increase.

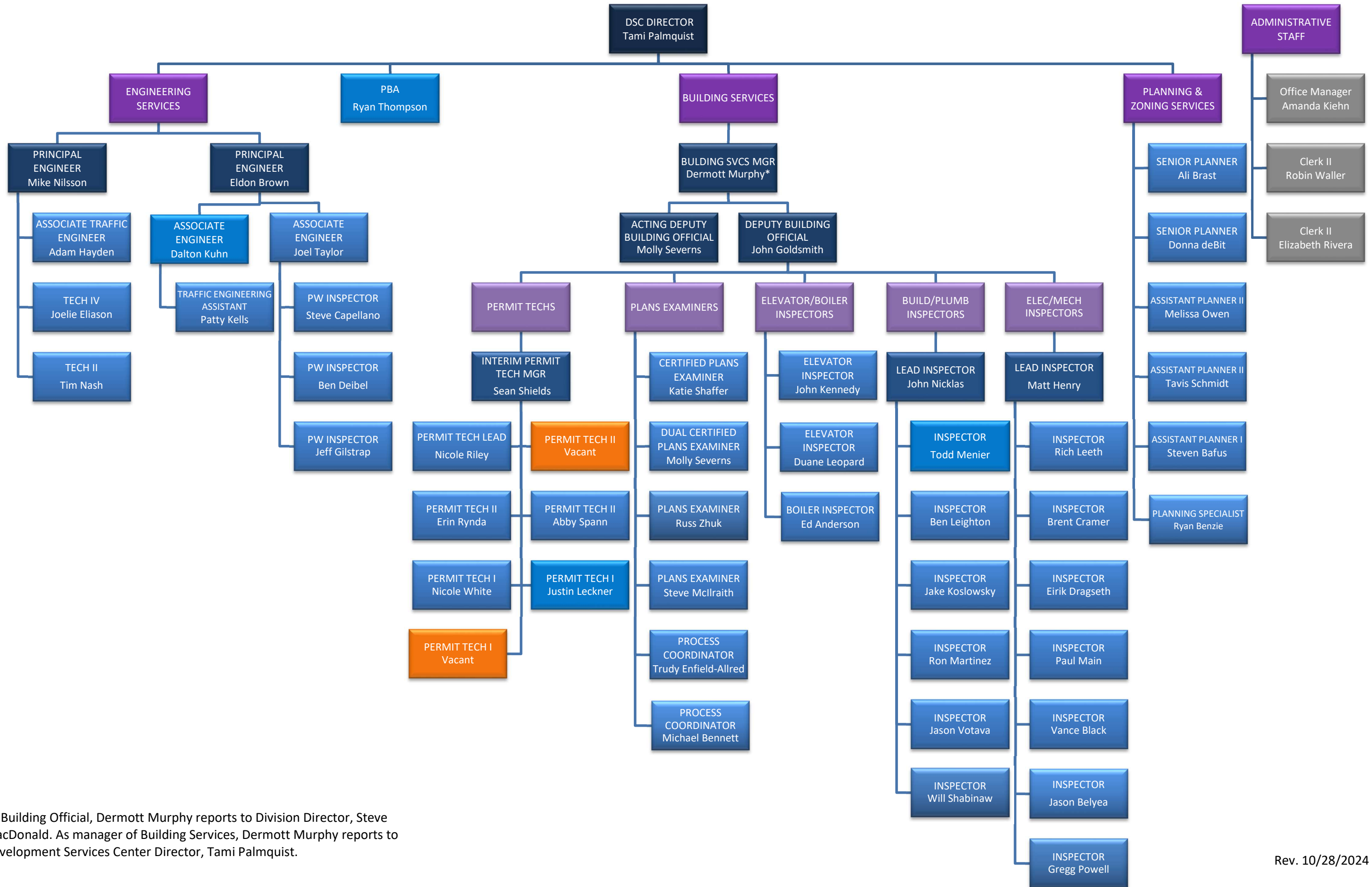
Depending on what time period is considered as the demand signal, the analytical results indicate the planning division needs approximately one to two additional positions, while the building and engineering divisions need to multiply in size entirely by a factor of more than five times in the case of the engineering division using 2013-2023 data.

**Appendix J: City of Spokane Organizational Chart (DSC 2024)**

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# Development Services Center October 2024

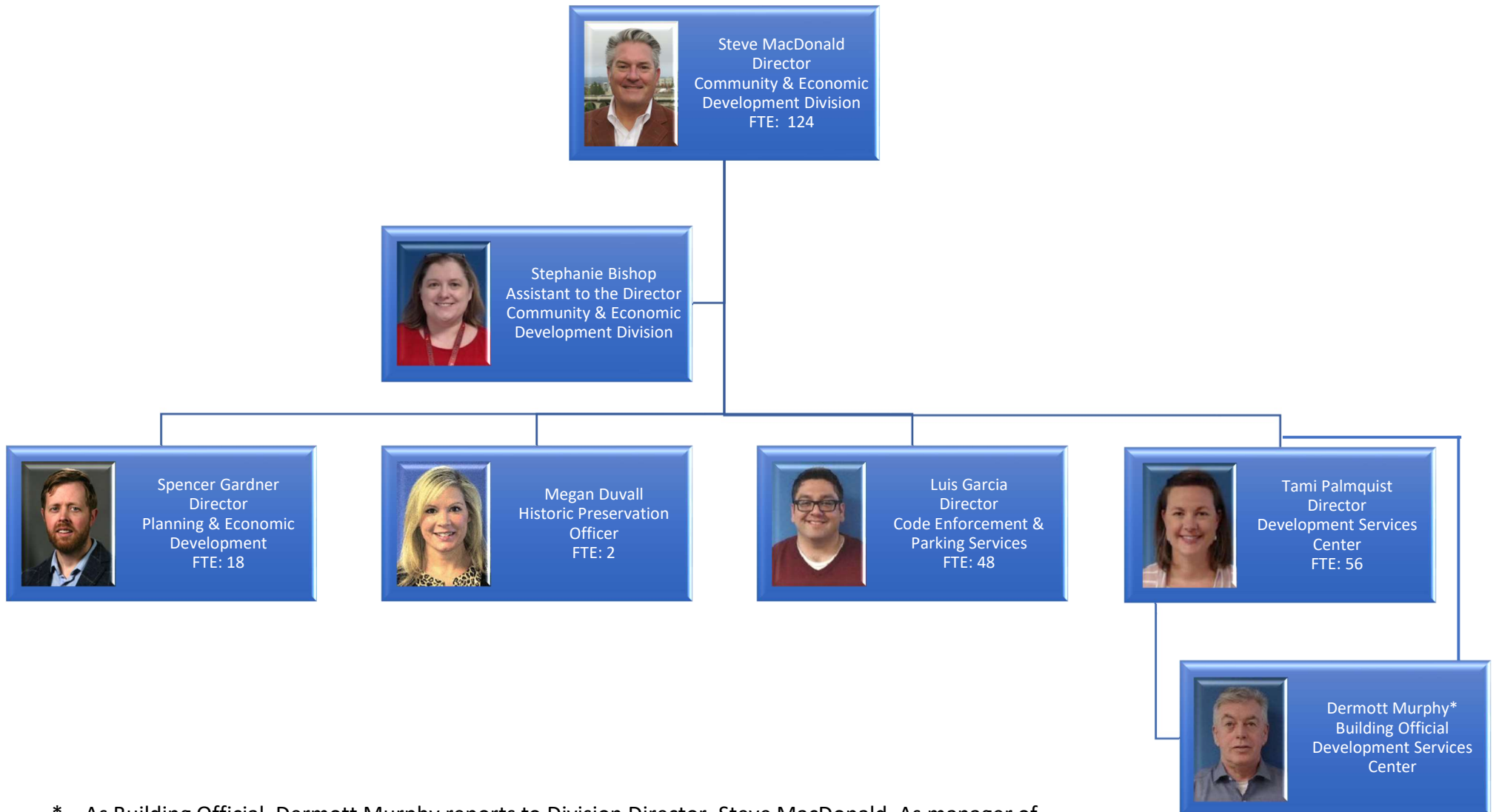


\* As Building Official, Dermott Murphy reports to Division Director, Steve MacDonald. As manager of Building Services, Dermott Murphy reports to Development Services Center Director, Tami Palmquist.

## **Appendix K: City of Spokane Organizational Chart (CED 2024)**

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# COMMUNITY AND ECONOMIC DEVELOPMENT DIVISION



\* As Building Official, Dermott Murphy reports to Division Director, Steve MacDonald. As manager of Building Services, Dermott Murphy reports to Development Services Center Director, Tami Palmquist.

Section	Development Fee Schedule	Current (Adopted)
	<b><u>Blasting Licenses and Permits</u></b>	
DSC - Building	Blaster's License	\$25.00
DSC - Building	Blasting Permit	\$100.00
DSC - Building	Blasting Transportation Permit	\$65.00
	<b><u>Boiler License Fees</u></b>	
DSC - Building	Boiler Exam Fee	\$24.00
DSC - Building	Fireman Boiler License	\$24.00
DSC - Building	3rd Class Engineer	\$30.00
DSC - Building	2nd Class Engineer	\$36.00
DSC - Building	1st Class Engineer	\$48.00
DSC - Building	Boiler Inspector	No Charge
	<b><u>Gas Heating Mechanic Fees</u></b>	
DSC - Building	Gas Heating Mechanic Exam Fee	\$24.00
DSC - Building	Gas Heating Mechanic I	\$36.00
DSC - Building	Gas Heating Mechanic II	\$48.00
DSC - Building	Apprentice Heating Mechanic	\$24.00
DSC - Building	Oil Burner Servicer/Installer	\$36.00
DSC - Building	Oil, Gas I, or Gas II Inspector	No Charge
	<b><u>Boiler Installation Inspection Fees</u></b>	
DSC - Building	Low Pressure & Hot Water Boiler < 500,000 BTUs	\$150.00
DSC - Building	LP & HWB 500,000 to < 2,000,000 BTUs	\$250.00
DSC - Building	LP & HWB 2,000,000 BTUs and greater	\$400.00
DSC - Building	Power Boilers < 1,000,000 BTUs	\$400.00
DSC - Building	Power Boilers from 1,000,000 to < 5,000,000 BTUs	\$800.00
DSC - Building	Power Boilers 5,000,000 BTUs and greater - Base	\$800.00
DSC - Building	Power Boilers 5,000,000 BTUs and greater -Additional Charge per million BTUs	\$20.00
DSC - Building	Electric Boiler < 250 kw	\$200.00
DSC - Building	Unfired Pressure Vessel	\$80.00
	<b><u>Boiler Operating Permit &amp; Accessory Fees</u></b>	
DSC - Building	Boilers - Base Operating Permit Fee	\$80.00
DSC - Building	Boilers - per Vessel	\$100.00
DSC - Building	Hydrostatic Pressure Test	\$120.00
DSC - Building	Repair Inspections - Hourly	\$75.00
	<b><u>Building Permit Fees</u></b>	
DSC - Building	\$1 - \$2,000 Job Value Fee - Base	\$28.00
DSC - Building	\$2,001 - \$25,000 Job Value Fee - Base	\$73.00
DSC - Building	\$2,001 - \$25,000 Job Value Fee - Variable	\$13.00
DSC - Building	\$25,001 - \$50,000 Job Value Fee - Base	\$372.00
DSC - Building	\$25,001 - \$50,000 Job Value Fee - Variable	\$10.00
DSC - Building	\$50,001 - \$100,000 Job Value Fee - Base	\$622.00
DSC - Building	\$50,001 - \$100,000 Job Value Fee - Variable	\$7.00
DSC - Building	\$100,001 - \$500,000 Job Value Fee - Base	\$972.00
DSC - Building	\$100,001 - \$500,000 Job Value Fee - Variable	\$5.00
DSC - Building	\$500,001 - \$1,000,000 Job Value Fee - Base	\$2,972.00
DSC - Building	\$500,001 - \$1,000,000 Job Value Fee - Variable	\$4.00
DSC - Building	Over \$1,000,000 Job Value Fee - Base	\$4,972.00
DSC - Building	Over \$1,000,000 Job Value Fee - Variable	\$3.00
DSC - Building	Plan Review for Commercial & Multi-Family over 2 units	65% of job value fee
DSC - Building	Fast Track Plan Review Fee	125% of Building Fee
DSC - Building	Plan Review for New Single-Family Residences, Accessory Dwelling Units, & Duplexes	50% of Building Fee
DSC - Building	Plan Review for SFR & Duplex Accessory Structures & Additions	25% of Building Fee
DSC - Building	Revision Review Fee - Hourly	\$75 per hour
DSC - Building	Plan Review for SFR & Duplex Accessory Structure Remodels	25% of Building Fee
DSC - Building	Demolition of SFR, Duplex, or Accessory Structure	\$35.00
DSC - Building	Demolition of Other Structures - Per 1,000 Sq Ft - [MAXIMUM \$450]	\$35.00
DSC - Building	Fence Permit Fee	\$20.00
DSC - Building	10,000 cubic yards or less of Grading or Fill - Base	\$136.00
DSC - Building	10,000 cubic yards or more of Grading or Fill - Base	\$226.00
DSC - Building	10,000 cubic yards or more of Grading or Fill - Variable	\$45.00
DSC - Building	Plan Review for 1,000 cubic yards or less	\$20.00
DSC - Building	Plan Review for 1,001 - 100,000 cubic yards - Base	\$35.00
DSC - Building	Plan Review for each 10,000 cubic yards over 100,000 - Variable	\$17.00
DSC - Building	Wall, Projecting, and Incidental Sign Permit Fee - Per Sign	\$30.00
DSC - Building	Pole, Billboard, and Off-Premises Sign Permit Fee - Per Sign	\$75.00
DSC - Building	Sign Review Fee	\$50.00
DSC - Building	Factory Built Housing - Per Section	\$50.00
DSC - Building	Development Services Review Fee	\$50.00
DSC - Building	Manufactured (Mobile) Home - Per Section	\$50.00
DSC - Building	Development Services Review Fee	\$50.00
DSC - Building	Temporary Structures - 1st 180 days	\$100.00
DSC - Building	Temporary Structures - 2nd 180 days	\$500.00
DSC - Building	Development Services Review Fee	\$50.00
DSC - Building	Relocation Determination Fee	\$50.00
DSC - Building	Early Start and Fast Track Approval	25% Additional fee
DSC - Building	Temporary Certificate of Occupancy Issuance or Extension	\$250.00
DSC - Building	Swimming Pool Permit Fee (when accessory to SFR or Duplex)	\$75.00
DSC - Building	Swimming Pool Permit Fee (for all others)	\$100.00
DSC - Building	Development Services Review Fee	\$25.00
DSC - Building	Safety Inspection - Commercial Building - Per hour (2-hr minimum)	\$75.00
DSC - Building	Safety Inspection - SFR, Electrical Only	\$75.00
DSC - Building	Safety Inspection - SFR, 2 or more categories	\$100.00
DSC - Building	Safety Inspection - Duplex	\$175.00
DSC - Building	Safety Inspection - Multi-Family 3 to 6 units	\$250.00
DSC - Building	Safety Inspection - Multi-Family over 6 units - Base	\$250.00
DSC - Building	Safety Inspection - Multi-Family over 6 units - Variable	\$25.00
DSC - Building	Electrical Service Reconnect - Residence	\$25.00

Proposed Fee
\$55.00
\$275.00
\$65.00
\$110.00
\$55.00
\$55.00
\$55.00
\$55.00
\$55.00
\$110.00
\$55.00
\$55.00
\$55.00
\$55.00
\$55.00
\$175.00
\$300.00
\$450.00
\$450.00
\$850.00
\$850.00
\$25.00
\$250.00
\$95.00
\$98.00
\$35.00
\$145.00
\$114.00
\$73.00
\$73.00
\$13.00
\$372.00
\$10.00
\$622.00
\$7.00
\$972.00
\$5.00
\$2,972.00
\$4.00
\$4,972.00
\$3.00
65% of job value fee
125% of Building Fee
50% of Building Fee
25% of Building Fee
\$114.00
25% of Building Fee
\$45.00
\$45.00
\$20.00
\$145.00
\$145.00
\$30.00
\$75.00
\$190.00
\$10.00
\$47.00
\$117.00
\$135.00
\$75.00
\$135.00
\$75.00
\$135.00
\$250.00
\$550.00
\$135.00
\$75.00
25% Additional fee
\$520.00
\$95.00
\$215.00
\$25.00
\$114.00
\$95.00
\$190.00
\$245.00
\$315.00
\$315.00
\$35.00
\$50.00

DSC - Building	Electrical Service Reconnect - Commercial	\$50.00
DSC - Building	Recording Fee	What County Charges
DSC - Building	Expired Building Permit Renewal when No Inspections	100 percent
DSC - Building	Expired Building Permit Renewal when Foundation Approved	75 percent
DSC - Building	Expired Building Permit Renewal when All Rough-ins Approved	25 percent
DSC - Building	Expired Building Permit Renewal with Additional Work	Job Value Fee
DSC - Building	Expired Plumbing Permit Renewal when No Inspections	100 percent
DSC - Building	Expired Plumbing Permit Renewal when Top Outs Approved	25 percent
DSC - Building	Expired Mechanical Permit Renewal when No Inspections	100 percent
DSC - Building	Expired Mechanical Permit Renewal when Rough-Ins Approved	25 percent
DSC - Building	Expired Electrical Permit Renewal when No Inspections	100 percent
DSC - Building	Expired Electrical Permit Renewal when Rough-Ins/Service Approved	25 percent
<b>Electrical Permit Fees</b>		
DSC - Building	New Square Footage up to 5000 sq ft - Variable per 100 sq ft	\$4.00
DSC - Building	New Square Footage over 5,000 sq ft - Base	\$200.00
DSC - Building	New Square Footage over 5,000 sq ft - Variable per 100 sq. ft.	\$2.00
DSC - Building	Alterations/Wiring of Existing Space	\$5.00
DSC - Building	Light Standard	\$7.00
DSC - Building	Service, 1-200 Amps	\$40.00
DSC - Building	Service, 201-400 Amps	\$50.00
DSC - Building	Service, 401-600 Amps	\$60.00
DSC - Building	Service, 601-800 Amps	\$70.00
DSC - Building	Service, 801-1,000 Amps	\$80.00
DSC - Building	Service, Over 1,000 Amps - Base	\$80.00
DSC - Building	Service, Over 1,000 Amps - Variable	\$5.00
DSC - Building	Service, Over 600V, Surcharge	\$80.00
DSC - Building	Alarms, Telecommunications, and Control Circuits other low-voltage systems (per 2,500 sq. ft.)	\$10.00
DSC - Building	Temporary Service and Load Test	\$20.00
DSC - Building	Transformer - Base	\$30.00
DSC - Building	Transformer - Variable	\$10.00
DSC - Building	Generator (emergency, standby, and resource recovery) - Base	\$30.00
DSC - Building	Generator (emergency, standby, and resource recovery) - Variable	\$10.00
DSC - Building	Feeder	\$15.00
DSC - Building	Ground Work-Ground Ufer	\$25.00
DSC - Building	Extensive Ground Work	\$75.00
DSC - Building	Annual Electrical Permit, 12 Inspections/1 - 3 Electricians	\$1,500.00
DSC - Building	Annual Electrical Permit, 24 Inspections/4 -6 Electricians	\$3,000.00
DSC - Building	Annual Electrical Permit, 36 Inspections/7 - 12 Electricians	\$4,500.00
DSC - Building	Annual Electrical Permit, 52 Inspections/13+ Electricians	\$6,000.00
<b>Elevator Permit Fees</b>		
DSC - Building	Install: Elevator, Escalator, or Moving Walk \$5,000 Value or Less	\$250.00
DSC - Building	Install: Elevator, Escalator, or Moving Walk Install > \$5,000 Value - Base	\$250.00
DSC - Building	Install: Elevator, Escalator, or Moving Walk Install > \$5,000 Value -Variable	\$4.00
DSC - Building	Install: Stair Climber or Plan Form Lift	\$80.00
DSC - Building	Install: Dumbwaiter or Material Lift	\$170.00
DSC - Building	Install: Temporary Personnel Hoist (Construction Lift)	\$250.00
DSC - Building	Operating Permit: Hydraulic Elevator - Annual, Base	\$177.00
DSC - Building	Operating Permit: Hydraulic Elevator - Annual, Variable	\$22.00
DSC - Building	Operating Permit: Cable Elevator - Annual, Base	\$353.00
DSC - Building	Operating Permit: Cable Elevator - Annual, Variable	\$22.00
DSC - Building	Operating Permit: Escalator or Moving Walk	\$353.00
DSC - Building	Operating Permit: Dumbwaiter, Platform/Material Lift, or Stair Climber	\$88.00
DSC - Building	Alteration or Repair: \$5,000 Value or Less	\$250.00
DSC - Building	Alteration or Repair: > \$5,000 Value - Base	\$250.00
DSC - Building	Alteration or Repair: > \$5,000 Value - Variable	\$4.00
DSC - Building	Elevator Reinspection: Hourly	\$88.00
DSC - Building	Uncorrected Deficiencies (assessed at 90, 120, and 150 days)	\$177.00
DSC - Building	Document Replacement Fee	\$25.00
DSC - Building	Temp Hoist: Semi-Annual or Jump Inspection	\$177.00
DSC - Building	Temp Hoist: Semi-Annual Operating Permit	\$177.00
DSC - Building	Temporary Operating Permit Fee - Base	\$115.00
DSC - Building	Temporary Operating Permit Fee - Variable	\$15.00
DSC - Building	Plan Review for Installs and Major Alterations	\$88.00
DSC - Building	Variance Request w/ Site Visit - Base	\$177.00
DSC - Building	Variance Request w/ Site Visit - Variable	\$88.00
DSC - Building	Variance Request via Desk Evaluation (w/o site visit)	\$88.00
DSC - Building	Technical Advise Site Visit Fee - Base	\$177.00
DSC - Building	Technical Advise Site Visit Fee - Variable	\$88.00
DSC - Building	Decommissioning Conveyance Fee	\$177.00
DSC - Building	Re-Commissioning Conveyance Fee - Base	\$177.00
DSC - Building	Re-Commissioning Conveyance Fee - Variable	\$88.00
DSC - Building	Operating a Conveyance w/o Permit: 30 Day Penalty Fee	\$164.00
<b>Mechanical Permit Fees</b>		
DSC - Building	Air Handler (per 10,000 cfm or fraction of)	\$15.00
DSC - Building	Clothes Dryer (Gas)	\$13.00
DSC - Building	Ductwork System	\$13.00
DSC - Building	Evaporative Cooler	\$13.00
DSC - Building	Gas Log	\$13.00
DSC - Building	Gas Piping: per outlet	\$3.00
DSC - Building	Gas Water Heater	\$13.00
DSC - Building	Heat Pump and A/C: 0 to 15 tons	\$15.00
DSC - Building	Heat Pump and A/C: 15 to 50 tons	\$25.00
DSC - Building	Heat Pump and A/C: Over 50 tons	\$75.00
DSC - Building	Heating Equipment: Less than 100,000 BTUs	\$15.00
DSC - Building	Heating Equipment: More than 100,000 BTUs	\$20.00
DSC - Building	Hood: Type I (per 12 ft or 12 ft portion of hood)	\$65.00
DSC - Building	Hood: Type II	\$13.00
DSC - Building	Hydronic Piping: per outlet	\$3.00
DSC - Building	Miscellaneous (items not covered elsewhere)	\$13.00
DSC - Building	Propane Tanks	\$13.00
DSC - Building	Range (Gas)	\$13.00
DSC - Building	Refrigeration Unit: 1 - 500,000 BTUs	\$25.00
DSC - Building	Refrigeration Unit: 500,000 - 1,750,000 BTUs	\$45.00
DSC - Building	Refrigeration Unit: Over 1,750,000 BTUs	\$75.00
DSC - Building	Unlisted Gas Appliance: Up to 400,000 BTUs	\$75.00
DSC - Building	Unlisted Gas Appliance: Over 400,000 BTUs	\$125.00
DSC - Building	Used Appliance: Up to 400,000 BTUs	\$75.00

\$110.00  
What County Charges  
100 percent  
75 percent  
25 percent  
Job Value Fee  
100 percent  
25 percent  
100 percent  
25 percent  
100 percent  
25 percent

\$5.00  
\$250.00  
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\$25.00  
\$45.00  
\$75.00  
\$75.00  
\$125.00  
\$75.00

DSC - Building	Used Appliance: Over 400,000 BTUs	\$125.00
DSC - Building	Vent Fans	\$13.00
DSC - Building	Wood Stove or Insert	\$25.00
<b><u>Plumbing Permit Fees</u></b>		
DSC - Building	Bar Sink	\$11.00
DSC - Building	Bathtub	\$11.00
DSC - Building	Clothes Washer	\$11.00
DSC - Building	Dishwasher	\$11.00
DSC - Building	Drinking Fountain	\$11.00
DSC - Building	Floor Drain	\$11.00
DSC - Building	Floor Sink	\$11.00
DSC - Building	Garbage Disposal	\$11.00
DSC - Building	Kitchen Sink	\$11.00
DSC - Building	Lawn Sprinkler (with 1 backflow device)	\$11.00
DSC - Building	Medical Gas Outlet	\$11.00
DSC - Building	Miscellaneous (items not covered elsewhere)	\$11.00
DSC - Building	Sewage Ejector	\$11.00
DSC - Building	Shower	\$11.00
DSC - Building	Sink	\$11.00
DSC - Building	Toilet	\$11.00
DSC - Building	Urinal	\$11.00
DSC - Building	Utility Sink	\$11.00
DSC - Building	Vacuum Breaker/Backflow Device	\$11.00
DSC - Building	Water Softener	\$11.00
<b><u>Certificate of Occupancy Fees</u></b>		
DSC - Building	For Change of Occupancy when no work required	\$50.00
<b><u>Code Enforcement: Existing Building and Conservation Code Fees</u></b>		
DSC - Building	General: Bill equal to all costs and expenses incurred by City	Cost Incurred
DSC - Building	Boarding and Securing	Cost Incurred
DSC - Building	Property Monitoring	\$300.00
DSC - Building	Annual Hearing Processing Fee - First Year	\$1,500.00
DSC - Building	Annual Hearing Processing Fee - Each Subsequent Year - [FEE CREATED]	NEW FEE
<b><u>Code Enforcement: Obstruction From Vegetation and Debris Fees</u></b>		
DSC - Building	Vegetation and Debris Abatement	Cost Incurred
DSC - Building	Vegetation and Debris Abatement Surcharge	\$85.00
<b><u>Code Enforcement: Existing Building and Conservation Code Fees</u></b>		
DSC - Building	Annual Foreclosure Property Registration Fee	\$350.00
<b><u>Sidewalk Café Fees</u></b>		
DSC - Engineering	Sidewalk Café Annual Fee	\$100.00
DSC - Engineering	Site Modification Review Fee	\$250.00
DSC - Engineering	Initial Review Fee	\$300.00
<b><u>Parklets and Streateries</u></b>		
DSC - Engineering	Annual License Fee	\$100.00
DSC - Engineering	Site Modification Review Fee	\$250.00
DSC - Engineering	Initial Review Fee	\$300.00
DSC - Engineering	Refundable Cash Bond	\$1,000.00
DSC - Engineering	2-hour zone per square foot per month	\$2.09
DSC - Engineering	4-hour and all-day zones per square foot per month	\$2.09
DSC - Engineering	Time-restricted fee parking	\$1.05
DSC - Engineering	Devise removal and replacement fee - Single Space Meter	\$80.00
DSC - Engineering	Devise removal and replacement fee - Dual Space Meter	\$80.00
DSC - Engineering	Devise removal and replacement fee - Kiosk	\$80.00
<b><u>Sewer Code Fees</u></b>		
DSC - Engineering	Side Sewer Inspection Fee	\$150.00
DSC - Engineering	Sewer Tap	\$100.00
DSC - Engineering	Reinspection Fee	\$50.00
<b><u>Streets and Airspace Fees</u></b>		
DSC - Engineering	Skywalk Application to Hearing Examiner	\$7,160.00
DSC - Engineering	Skywalk Annual Inspection	\$335.00
DSC - Engineering	Skywalk Renewal (within 20 years of permit issuance)	\$2,290.00
DSC - Engineering	Street Address Assignment	\$10.00
DSC - Engineering	Street Address Change	\$20.00
DSC - Engineering	ROW Obstruction: Dumpster or Temp Storage Unit (Pod)	\$100.00
DSC - Engineering	ROW Obstruction: Long-term (more than 20 days)	\$0.20
DSC - Engineering	ROW Obstruction: With Excavation 1-3 Days	\$100.00
DSC - Engineering	ROW Obstruction: With Excavation Each Additional Day	\$40.00
DSC - Engineering	ROW Obstruction: No Excavation 1-3 Days	\$20.00
DSC - Engineering	ROW Obstruction: No Excavation Each Additional Day	\$40.00
DSC - Engineering	Master Annual Permit	Expense based
DSC - Engineering	Obstruction W/O Permit or Exempt Notification	\$500.00
DSC - Engineering	Work Beyond Scope of Permit	\$250.00
DSC - Engineering	No Fee For Activities Done Under City Contract	\$0.00
DSC - Engineering	Traffic Control Plan Review Fee	\$50.00
DSC - Engineering	Building Move Permit	\$100.00
DSC - Engineering	Road Oiling (and other dust palliatives)	\$100.00
DSC - Engineering	Street Vacation Application Fee	\$400.00
DSC - Engineering	Approach Permit: Commercial	\$30.00
DSC - Engineering	Approach Permit: Residential Driveway	\$20.00
IT	IT Plan Review for Fiber - [FEE CREATED]	NEW FEE
<b><u>Private Construction Plan Review and Inspection</u></b>		
<b><u>Plan Review Fee Table:</u></b>		
DSC - Engineering	\$1 - \$10,000 Job Value Fee	\$300.00
DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Base	\$300.00
DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Variable	\$15.00
DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Base	\$900.00
DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Variable	\$13.00
DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Base	\$1,550.00



\$125.00  
\$15.00  
\$40.00

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\$15.00

\$90.00

Cost Incurred  
Cost Incurred  
\$300.00  
\$2,000.00  
\$5,000.00

Cost Incurred  
\$250.00

\$350.00

\$150.00  
\$275.00  
\$300.00

\$150.00  
\$300.00  
\$300.00  
\$1,000.00  
\$3.04  
\$2.05  
\$1.05  
\$60.00  
\$120.00  
\$500.00

\$150.00  
\$100.00  
\$50.00

\$7,160.00  
\$588.00  
\$2,290.00  
\$15.00  
\$61.00  
\$150.00  
\$0.20  
\$150.00  
\$25.00  
\$40.00  
\$20.00

Expense based  
\$500.00  
\$250.00  
\$0.00  
\$78.00  
\$172.00  
\$156.00  
\$623.00  
\$52.00  
\$31.00

\$95.00

\$300.00  
\$300.00  
\$15.00  
\$900.00  
\$13.00  
\$1,550.00

DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Variable	\$10.50
DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Base	\$5,750.00
DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Variable	\$9.50
DSC - Engineering	Over \$1,000,000 Job Value Fee - Base	\$10,500.00
DSC - Engineering	Over \$1,000,000 Job Value Fee - Variable	\$8.75
DSC - Engineering	Additional Review (for excessive plan changes)	\$60 per hour
DSC - Engineering	On-Site Water Systems Review Fee - outside City limits or no bldg permit	\$250.00
DSC - Engineering	On-Site Sanitary Sewer Systems Review - outside City limits or no bldg permit	\$250.00
DSC - Engineering	Standard (Simple) Stormwater Systems Review: Under 10 lots - Base	\$400.00
DSC - Engineering	Standard (Simple) Stormwater Systems Review: Under 10 lots - Variable	\$10.00
DSC - Engineering	Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Base	\$500.00
DSC - Engineering	Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Variable	\$10.00
DSC - Engineering	Standard (Simple) Stormwater Systems Review: Over 100 lots - Base	\$700.00
DSC - Engineering	Standard (Simple) Stormwater Systems Review: Over 100 lots - Variable	\$10.00
DSC - Engineering	Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	\$250.00
DSC - Engineering	Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	\$500.00
DSC - Engineering	Complex Stormwater Systems Review: Under 10 lots - Base	\$500.00
DSC - Engineering	Complex Stormwater Systems Review: Under 10 lots - Variable	\$10.00
DSC - Engineering	Complex Stormwater Systems Review: 10 - 100 lots - Base	\$750.00
DSC - Engineering	Complex Stormwater Systems Review: 10 - 100 lots - Variable	\$15.00
DSC - Engineering	Complex Stormwater Systems Review: Over 100 lots - Base	\$1,000.00
DSC - Engineering	Complex Stormwater Systems Review: Over 100 lots - Variable	\$15.00
DSC - Engineering	Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	\$500.00
DSC - Engineering	Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	\$1,000.00
DSC - Engineering	Storm Sewer Review - in accordance with subsection (A) above.	No Charge
DSC - Engineering	Waiver or Variance Review	\$60.00
DSC - Engineering	Site Development Plan Review	\$250.00
DSC - Engineering	Traffic Impact Analysis Review Fee	\$200.00
DSC - Engineering	Hydraulic Analysis Review Fee	\$580.00
<b>Inspection Fee Table:</b>		
DSC - Engineering	\$1 - \$5,000 Job Value Fee	\$500.00
DSC - Engineering	\$5,001 - \$10,000 Job Value Fee	\$1,000.00
DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Base	\$1,000.00
DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Variable	\$25.00
DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Base	\$2,000.00
DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Variable	\$20.00
DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Base	\$3,000.00
DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Variable	\$15.00
DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Base	\$9,000.00
DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Variable	\$10.00
DSC - Engineering	Over \$1,000,000 Job Value Fee - Base	\$14,000.00
DSC - Engineering	Over \$1,000,000 Job Value Fee - Variable	\$5.00
DSC - Engineering	Non-Typical, Specialty Project Inspection	\$40.00
DSC - Engineering	Non-Typical, Specialty Project Overtime Inspection	1.5x the Inspection Fee(s)
DSC - Engineering	Non-Typical, Specialty Project Survey Crew Inspection	\$120.00
DSC - Engineering	Non-Typical, Specialty Project Survey Crew Overtime Inspection	1.5x the Inspection Fee(s)
<b>Oversize or Overweight Movements</b>		
DSC - Engineering	Oversize Load - Per 30 Days or fraction of	\$50.00
DSC - Engineering	Overweight Load (on specified route) - Per 30 Days or fraction of	\$75.00
DSC - Engineering	Superload - Per Trip	\$75.00
<b>Appeal Fees</b>		
DSC - Building	Appeal of Administrative Decision to Hearing Examiner	\$250.00
DSC - Building	Exception: Junk Vehicle Determination Appeal	\$200.00
DSC - Building	Appeal of Hearing Examiner Decision to City Council	\$500.00
DSC - Building	Appeal Preparation Fee	Actual Cost
DSC - Building	Appeal Filing Fee (except as otherwise provided)	\$150.00
<b>Multi-Family Housing Property Tax Incentive Program</b>		
DSC - Building	Multi-Family Tax Exemption (MFTE) Application	\$1,000.00
DSC - Building	MFTE Extension Application	\$1,000.00
DSC - Building	MFTE Final Certificate	\$2,000.00
DSC - Building	MFTE Final Certificate Conversion from 12 to 8 year	\$500.00
<b>Shorelines Management</b>		
DSC - Planning	\$2,500 - \$10,000 Project Value Fee	\$1,020.00
DSC - Planning	\$10,001 - \$50,000 Project Value Fee	\$1,420.00
DSC - Planning	\$50,001 - \$250,000 Project Value Fee	\$2,700.00
DSC - Planning	\$250,001 - \$1,000,000 Project Value Fee	\$5,400.00
DSC - Planning	Over \$1,000,000 Project Value Fee - Base	\$6,750.00
DSC - Planning	Over \$1,000,000 Project Value Fee - Variable	0.1% of project valuation
DSC - Planning	Variance Fee	\$2,160.00
DSC - Planning	Conditional Use Fee	\$1,860.00
DSC - Planning	Pre-Submittal Review	\$555.00
DSC - Planning	Shoreline Exemption Fee	\$555.00
DSC - Planning	Permit Amendment Fee	80% of fee in this schedule
<b>State Environmental Policy Act (SEPA)</b>		
DSC - Planning	SEPA Environmental Checklist Initial Review	\$250.00
DSC - Planning	Threshold Determination of MDNS	\$165.00
DSC - Planning	Threshold Determination Resulting in Declaration of Significance	Actual Cost
DSC - Planning	Threshold Determination Resulting in Declaration of Significance - Deposit	\$2,450.00
DSC - Planning	Public Notice	Actual Cost
DSC - Planning	Environmental Document Reproduction	Actual Cost
<b>Plats</b>		
DSC - Planning	Long Plat: One-Year Extension of Preliminary Approval	\$550.00
DSC - Planning	Long Plat: Phasing of Approved Preliminary Plat	\$500.00
DSC - Planning	Long Plat: Vacation	\$490.00
DSC - Planning	Final Long Plat - Base	\$2,025.00
DSC - Planning	Final Long Plat - Additional fee per lot	\$25.00
DSC - Planning	Long Plat: Alteration of Approved Preliminary or Final Long Plat	80% of fee in this schedule
DSC - Planning	Short Plat: One-Year Extension One-Year Extension of Preliminary Approval	\$550.00
DSC - Planning	Short Plat: Phasing of Approved Preliminary Plat	\$500.00
DSC - Planning	Short Plat: Vacation	\$490.00
DSC - Planning	Final Short Plat Filing Fee	\$1,820.00
DSC - Planning	Final Short Plat Filing Fee - Additional fee per lot	\$30.00
DSC - Planning	Final Short Plat Filing Fee with Minor Engineering Review	\$350.00

\$10.50  
 \$5,750.00  
 \$9.50  
 \$10,500.00  
 \$8.75  
 \$115.00  
 \$250.00  
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 \$500.00  
 \$10.00  
 \$750.00  
 \$15.00  
 \$1,000.00  
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 \$500.00  
 \$1,000.00  
 No Charge  
 \$115.00  
 \$250.00  
 \$200.00  
 \$580.00  
  
 \$500.00  
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 \$15.00  
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 \$10.00  
 \$14,000.00  
 \$5.00  
 \$115.00  
 1.5x the Inspection Fee(s)  
 \$115.00  
 1.5x the Inspection Fee(s)  
  
 \$78.00  
 \$117.00  
 \$117.00  
  
 \$350.00  
 \$200.00  
 \$700.00  
 Actual Cost  
 \$250.00  
  
 \$1,000.00  
 \$1,000.00  
 \$2,000.00  
 \$500.00  
  
 \$1,200.00  
 \$1,600.00  
 \$3,000.00  
 \$5,800.00  
 \$7,000.00  
 0.1% of project valuation  
 \$2,300.00  
 \$2,000.00  
 \$600.00  
 \$600.00  
 80% of fee in this schedule  
  
 \$500.00  
 \$325.00  
 Actual Cost  
 \$3,250.00  
 Actual Cost  
 Actual Cost  
  
 \$500.00  
 \$600.00  
 \$800.00  
 \$3,305.00  
 \$30.00  
 80% of fee in this schedule  
 \$500.00  
 \$600.00  
 \$800.00  
 \$2,271.00  
 \$30.00  
 \$350.00

DSC - Planning	Final Short Plat Filing Fee with Minor Engineering Review - Additional fee per lot	\$30.00
DSC - Planning	Short Plat: Alteration of Approved Preliminary or Final Short Plat	80% of fee in this schedule
DSC - Planning	Binding Site Plan: One-Year Extension of Preliminary Approval	\$550.00
DSC - Planning	Final Binding Site Plan	\$2,970.00
DSC - Planning	Final Binding Site Plan - fee per additional acre	\$30.00
DSC - Planning	Binding Site Plan: Alteration of Approved Preliminary or Final	80% of fee in this schedule
DSC - Planning	Boundary Line Adjustment Filing Fee	\$350.00
DSC - Planning	Street Name Change	\$1,355.00
DSC - Planning	Public Hearing for Other Matters	\$1,895.00
DSC - Planning	Use of Planning Staff Not Covered by Plat Fees	\$85.00
<b>Zoning</b>		
DSC - Planning	Staff Preparation of Notification Map and Associated Documents	\$150.00
DSC - Planning	Type I Application	\$1,085.00
DSC - Planning	Type II Application	\$4,325.00
DSC - Planning	Type II Application - per additional acre	\$60.00
DSC - Planning	Type II Application with Minor Engineering Review	\$1,085.00
DSC - Planning	Type III Application	\$4,590.00
DSC - Planning	Type III Application - per additional acre	\$215.00
DSC - Planning	Site Plan Review and/or Modification	\$815.00
DSC - Planning	Site Plan Review and/or Modification - per additional 10 acres	\$550.00
DSC - Planning	Planned Unit Development (PUD) Bonus Density	\$880.00
DSC - Planning	Final PUD	\$3,295.00
DSC - Planning	Temporary Use Permit	\$675.00
DSC - Planning	Floodplain Development Permit	\$900.00
DSC - Planning	Floodplain Development Permit -per additional acre	\$55.00
DSC - Planning	Front Yard Setback Establishment Different Than Zoning Code	\$810.00
DSC - Planning	Formal Written Interpretation of Zoning Code	\$580.00
DSC - Planning	Public Hearing for Other Matters	\$1,895.00
DSC - Planning	Use of Planning Staff Not Covered by Above Fees - Hourly	\$85.00
<b>Design Review</b>		
DSC - Planning	Design Review by Urban Design Staff	\$600.00
DSC - Planning	Design Review by Design Review Board	\$1,275.00
<b>Comprehensive Plan and Land Use Code Amendments</b>		
DSC - Planning	Threshold Review Fee	\$500.00
DSC - Planning	Comp Plan, Map, Text, or other Land Use Code Amendment - Base	\$5,000.00
DSC - Planning	Comp Plan, Map, Text, or other Land Use Code Amendment - Variable per additional 10 acres	\$1,075.00
DSC - Planning	Use of Planning Staff Not Covered by Above Fees	\$85.00
DSC - Planning	Formal Written Interpretation of Comp Plan	\$1,075.00
<b>Concurrency Inquiry Application</b>		
DSC - Planning	Concurrency Inquiry Application	\$200.00
<b>Short Term Rental License Fee</b>		
DSC - Planning	Registration for STR - Residential Zone - Application	\$200.00
DSC - Planning	Registration for STR - Residential Zone - Renewal	\$100.00
DSC - Planning	Registration for STR - Other Zone - Application	\$300.00
DSC - Planning	Registration for STR - Other Zone - Renewal	\$100.00
<b>Solar Fees</b>		
DSC - Building	SFR-Duplex Solar Plan Review Fee (DSC)	\$75.00
DSC - Building	SFR-Duplex Solar Inspection Fee (DSC)	\$150.00
DSC - Building	MFCOM Solar Plan Review Fee (DSC)	65% of Job Value Fee
DSC - Building	MFCOM Solar Inspection Fee (DSC)	Job Value Based
DSC - Building	Electrical Service Fee assessed in accordance with the Electrical Fee Schedule	See Electric Schedule
DSC - Building	Addition electrical fees assessed as applicable to the scope of work.	See Electric Schedule
DSC - Building	Fire Review and Inspection Fees assessed in accordance with the Fire Codes	See Fire Code
<b>Shared Fees</b>		
Summary (NO INPUT)	Processing Fee	\$25.00
Summary (NO INPUT)	Re-Inspection Fee	\$75.00
Summary (NO INPUT)	Work Beyond Scope of Permit - [FEE CREATED]	NEW FEE
Summary (NO INPUT)	Work Done Without Permit/Investigative Fees - Greater Of:	2x the Inspection Fee(s)
Summary (NO INPUT)	Work Done Without Permit/Investigative Fees - Greater Of:	\$150.00
Summary (NO INPUT)	Inspection Outside Normal Working Hours (2-hr minimum)	\$75/hr
Summary (NO INPUT)	Additional, Excessive, Phased Reviews	50% Original Review Fee
Summary (NO INPUT)	Additional, Excessive, Phased Inspections - [FEE CREATED]	NEW FEE
Summary (NO INPUT)	Trade Review (2-hr minimum)	\$75/hr
<b>New Fees</b>		
Summary (NO INPUT)	Credit Card Surcharge/Convenience Fee	NEW FEE
Summary (NO INPUT)	Refund Administration Fee - Plan Review and Processing Fees are non-refundable, no refunds of less than \$30 unless City error.	NEW FEE
Summary (NO INPUT)	Stock Plan Review Fee	NEW FEE
Summary (NO INPUT)	Reduced Plan Review Fee	NEW FEE
Summary (NO INPUT)	State Building Code Fee	NEW FEE
Summary (NO INPUT)	Adult Family Home Inspection	NEW FEE
Summary (NO INPUT)	Demolition of Accessory Structures - (i.e. -garages + propose use for Swimming Pools)	NEW FEE
Summary (NO INPUT)	Permit or Application Extension Fee	NEW FEE
Summary (NO INPUT)	Electrical Permit: Load Test	NEW FEE
DSC - Planning	Zoning Verification Letter	NEW FEE
<b>Spokane Register of Historic Places Nomination Fees:</b>		
Historic Preservation	Residential Property:	\$50.00
Historic Preservation	Commercial Property:	\$100.00
Spokane County Auditor	All nominated properties must also pay the Auditor's Filing Fee:	\$303.50
<b>Special Valuation Tax Incentive Fees:</b>		
Historic Preservation	Residential Property:	\$150.00
Historic Preservation	Commercial Property (based on cost of rehab):	
Historic Preservation	Less than \$1M	\$250.00
Historic Preservation	\$1M to \$5M	\$500.00
Historic Preservation	Over \$5M	\$1,000.00
Spokane County Auditor	All properties receiving Special Valuation must also pay the Auditor's Filing Fee:	\$303.50
<b>Design Review of Historic Properties</b>		
Historic Preservation	<i>Spokane Register of Historic Places Individually Listed:</i>	
Historic Preservation	<b>Residential</b> - Administrative	\$25.00

\$30.00  
80% of fee in this schedule  
\$500.00  
\$2,970.00  
\$30.00  
80% of fee in this schedule  
\$370.00  
\$2,994.00  
\$1,895.00  
\$132.00

\$207.00  
\$1,085.00  
\$4,325.00  
\$60.00  
\$1,085.00  
\$4,590.00  
\$215.00  
\$815.00  
\$550.00  
\$880.00  
\$3,295.00  
\$675.00  
\$1,139.00  
\$55.00  
\$810.00  
\$727.00  
\$1,895.00  
\$132.00

\$600.00  
\$1,275.00

\$500.00  
\$7,000.00  
\$1,075.00  
\$132.00  
\$1,075.00

\$200.00

\$200.00  
\$100.00  
\$300.00  
\$100.00

\$75.00  
\$150.00  
65% of Job Value Fee  
Job Value Based  
See Electric Schedule  
See Electric Schedule  
See Fire Code

\$65.00  
\$150.00  
\$150.00  
2x the Inspection Fee(s)  
\$300.00  
\$115.00  
50% Original Review Fee  
\$105.00  
\$115.00

2.99%  
N/A  
25% of Job Value Fee  
25% of Job Value Fee  
State Determines  
\$245.00  
\$35.00  
\$45.00  
\$45.00  
\$132.00

\$50.00  
\$100.00  
\$303.50

\$150.00

\$350.00  
\$1,000.00  
\$1,500.00  
\$303.50

\$75.00

Historic Preservation	<b>Residential</b> - Full Landmarks Commission	\$75.00
Historic Preservation	<b>Commercial</b> - Administrative	\$25.00
	<b>Commercial</b> - Full Landmarks (based on project cost)	
	<b>Project cost:</b>	
Historic Preservation	\$0-99,999	\$75.00
Historic Preservation	\$100,000-\$499,999	\$75.00
Historic Preservation	\$500,000 - \$999,999	\$75.00
Historic Preservation	\$1M-\$2M	\$75.00
Historic Preservation	Over \$2M	\$75.00
	<i>Spokane Register of Historic Places</i> <b>District</b> Property:	
Historic Preservation	<b>District</b> Property - Administrative	\$25.00
Historic Preservation	<b>District</b> Property - Full Landmarks Commission:	\$75.00
	<b>Retroactive Design Review (work done without a Certificate of Appropriateness):</b>	
Historic Preservation	Residential:	\$150.00
Historic Preservation	Commercial:	\$150.00
	<b>Demolition Review Fees (to determine historically eligible properties (SMC 17D.100.230)) or those listed on the Spokane Register or within a Spokane Register Historic District:</b>	
Historic Preservation	under 4000 sq feet:	\$0.00
Historic Preservation	4001-10,000 sq feet:	\$0.00
Historic Preservation	10,001-25,000 sq feet:	\$0.00
Historic Preservation	Over 25,001 sq feet:	\$0.00
Historic Preservation	<b>For properties that must be deconstructed according to SMC 15.06, HP fee will be capped at \$1500 total including the above fees</b>	
Historic Preservation	<b>Historic Plaque Purchase:</b>	\$250.00

\$250.00

\$175.00

\$250.00

\$500.00

\$1,000.00

\$2,000.00

\$3000 max

\$75.00

\$250.00

\$250.00

\$250.00

\$150.00

\$250.00

\$500.00

\$1,000.00

\$1500 total in combination with  
fees above

\$250.00

**Strike the entirety of the ordinance and substitute the following in its place:**

ORDINANCE NO C36619

An Ordinance relating to fees and charges amending Chapter 08.02 and Chapter 13.04 of the Spokane Municipal Code. Specifically amending Section 08.02.0220 Sidewalk Cafes, Section 08.02.0235 Parklets and Streateries, Section 08.02.030 Boiler Code, Section 08.02.031 Building Code, Section 08.02.032 Electrical Code, Section 08.02.033 Elevator Code, Section 08.02.035 Mechanical Code, Section 08.02.036 Plumbing Code, Section 08.02.037 Sewer Code, Section 08.02.0371 Water Code, Section 08.02.038 Shorelines Management, Section 08.02.039 Special Inspections and Other Fees, Section 08.02.060 Building Code, Section 08.02.061 Environmental Policy, Section 08.02.064 Plats, Section 08.02.065 Streets and Airspace, Section 08.02.0655 Private Construction Plan Review and Inspection, Section 08.02.066 Zoning, Section 08.02.0665 Design Review, Section 08.02.067 Existing Building and Conservation Code, Section 08.02.069 Comprehensive Plan and Land Use Code Amendments, Section 08.02.0696 Concurrency Inquiry Application Fee, Section 08.02.085 Historic Preservation, Section 08.02.087 Appeals, Section 08.02.089 Special Permits For Oversize Or Overweight Movements, Section 08.02.0204 Building Contractors and Workers, Section 13.04.2026 Small Taps and Meters – Additional, Section 13.04.2028 Large Taps and Meters, adding Section 08.02.2030 Development Periodic Fee Adjustment, and other matters properly related thereto.

The City of Spokane does hereby ordain:

**Section 1.** That SMC section 08.02.0204 is amended to read as follows:

08.02.0204 Building Contractors and Workers

A. Fees are provided in the Development Fee Schedule.

~~((A. Blasting.~~

- ~~1. The fee for a blaster's license is twenty-five dollars per year.~~
- ~~2. The fee for a blasting permit is one hundred dollars for each job.~~
- ~~3. The fee for a transportation permit required by SMC 10.29.010(D) is sixty-five dollars per year.~~

~~B. Boilers and Pressure Vessels.~~

- ~~1. The examination fee is twenty-four dollars.~~
- ~~2. The annual license fees are:
  - ~~a. Fireman: Twenty-four dollars;~~
  - ~~b. Third class engineer: Thirty dollars;~~
  - ~~c. Second class engineer: Thirty-six dollars;~~
  - ~~d. First class engineer: Forty-eight dollars;~~~~



~~e. — Boiler inspector: No charge.~~

~~C. — Mechanics.~~

~~1. — The examination fee for all mechanic licenses is twenty-four dollars.~~

~~2. — The annual license fees are:~~

~~a. — Gas heating mechanic I: Thirty-six dollars;~~

~~b. — Gas heating mechanic II: Forty-eight dollars;~~

~~c. — Apprentice heating mechanic: Twenty-four dollars;~~

~~d. — Oil burner installer or servicer: Thirty-six dollars;~~

~~e. — Oil inspector, gas inspector I or gas inspector II: No charge.))~~

~~((D))~~ B. Expiration of Licenses and Renewal.

Any license (~~(, the license fee for which)~~) that has not been paid before its expiration date (~~(;)~~) is void.

1. A void license may be renewed at any time up to ~~((one year))~~ nine months past the expiration date.

2. After being void for ~~((one year))~~ nine months, the license may not be renewed: The test for the license must be taken and passed and a new license obtained.

**Section 2.** That SMC section 08.02.0220 is amended to read as follows:

08.02.0220 Sidewalk Cafes

~~((A. — An annual fee of one hundred dollars shall be paid for operation of a sidewalk café as long as the original approved site plan is implemented. Modifications of the sidewalk café which extend beyond the original approved plan shall require a new review and a review fee of two hundred fifty dollars.~~

~~B. — The application fee for a new sidewalk café is fifty dollars.~~

~~C. — The review fee for a new sidewalk café is three hundred dollars.))~~

All fees for sidewalk cafes are provided in the Development Fee Schedule.

**Section 3.** That SMC section 08.02.0235 is amended to read as follows:

08.02.0235 Parklets and Streateries

~~((A. — An annual license fee of one hundred dollars (\$100) shall be paid for operation of a parklet or streatery, as the same are defined in SMC 10.55, as long as the original approved site plan is implemented. Modifications of an approved parklet or streatery license application which extend beyond the original approved plan shall require a new review and a review fee of two hundred fifty dollars (\$250).~~

~~B. — The application fee for a license for a new parklet or streatery is fifty dollars (\$50).~~

- ~~C. The review fee for an application for a new parklet or streatery license is three hundred dollars (\$300).~~
- ~~D. License applicants shall post a refundable cash bond to secure removal of the parklet or streatery, at the time of application, in the amount of one thousand dollars (\$1,000).~~
- ~~E. Parking meter revenue loss mitigation.
  - ~~1. Streatery license applications in locations requiring removal of parking meters shall be subject to the following fees:
    - ~~a. 2-hour meter zone: \$2.09 per square foot per month~~
    - ~~b. 4-hour and all-day meter zones: \$2.09 per square foot per month~~
    - ~~c. Time-restricted free parking: \$1.05 per square foot per month~~
    - ~~d. Meter removal and replacement fee: \$80.~~~~
  - ~~2. Parklet license applications in locations requiring removal of parking meters shall be subject to the following fees:
    - ~~a. 2-hour meter zone: \$1.05 per square foot per month~~
    - ~~b. 4-hour and all-day meter zones: \$1.05 per square foot per month~~
    - ~~c. Meter removal and replacement fee: \$80.)~~~~~~
- A. Application, review, and annual license fees are provided in the Development Fee Schedule.
- B. Parking meter revenue loss mitigation fees are also provided in the Development Fee Schedule.
- ~~((F))C.~~ In addition to the annual fee, the city shall collect from the license applicant and remit to the state department of revenue the required state leasehold excise tax, as prescribed in chapter 82.29A, RCW.

**Section 4.** That SMC section 08.02.030 is amended to read as follows:

08.02.030 Boiler Code

- ~~((A. Permit fees for new installations are:
  - ~~1. Low pressure and hot water boiler:
    - ~~a. Under five hundred thousand BTU: One hundred fifty dollars each;~~
    - ~~b. From five hundred thousand to under two million BTU: Two hundred fifty dollars each;~~
    - ~~c. Two million BTU and above: Four hundred dollars each.~~~~
  - ~~2. Power boiler:
    - ~~a. Under one million BTU: Four hundred dollars each;~~
    - ~~b. From one to under five million BTU: Eight hundred dollars each;~~
    - ~~c. Five million BTU and above: Eight hundred twenty dollars plus twenty dollars per million BTU over five million, to a maximum fee of one thousand five hundred dollars each.~~~~
  - ~~3. Electric boiler under two hundred fifty kilowatts: Two hundred dollars each.~~~~

- ~~4. Unfired pressure vessel: Eighty dollars each.~~
- ~~5. When more than one pressure vessel is to be installed at the same time: The full fee is charged for the boiler with the highest fee and one-half the normal fee is charged for each of the others.~~
- ~~B. Inspection fees are:~~
  - ~~1. Low pressure steam and hot water boiler:
    - ~~a. Under two million BTU: Eighty dollars biennially each;~~
    - ~~b. Two million BTU or over: One hundred dollars biennially each.~~~~
  - ~~2. Power boiler:
    - ~~a. Under one million BTU: Eighty dollars annually each;~~
    - ~~b. From one to under five million BTU: One hundred dollars annually each;~~
    - ~~c. Five million BTU and over: One hundred twenty dollars annually each.~~~~
  - ~~3. Electric boiler under two hundred fifty kilowatts: Eighty dollars annually each.~~
  - ~~4. Unfired pressure vessel: Forty dollars each, biennially.~~
  - ~~5. Hydrostatic pressure test: One hundred twenty dollars each.~~
  - ~~6. Repair: Seventy-five dollars per hour or fraction of an hour.))~~
- ~~A. Permit fees for new installations are provided in the Development Fee Schedule.~~
- ~~B. Permit fees for operating permits and inspections are provided in the Development Fee Schedule.~~
- ~~((C. The fee for an operating permit based on insurance company inspection is one-half the inspection fee.~~
- ~~D. Multiple Boilers.~~

If more than one boiler or pressure vessel is inspected on the same site, at the same time, by the city inspector, full fee is charged for one, and one-half fee for all others.
- ~~E. In addition to the above fees, the processing fee for each permit is twenty-five dollars.~~
- ~~F. Reinspections.~~

The fee for reinspections for work that was not ready, or corrections previously identified but remain uncorrected, or site not accessible is seventy-five dollars per incident.
- ~~G. Inspections Outside Normal Inspector Working Hours.~~

The fee for inspections outside normal inspector working hours is seventy-five dollars per hour or fraction of an hour. A minimum of two hours is payable at the time the request is made and before an inspection can be scheduled.))
- ~~H. Work Done Without Permit/Investigation Fees.~~

~~Where work has commenced without first obtaining the required permit(s), a work without permit fee equivalent to the greater of:~~

- ~~1. twice the inspection fee, or~~
- ~~2. the permit fee plus one hundred fifty dollars,~~

~~must be paid prior to the issuance of the permit(s).))~~

**Section 5.** That SMC section 08.02.0031 is amended to read as follows:

08.02.031 Building Code

A. Building Permit.

Building permit fees are based on the value of the work to be done as follows:

VALUE OF WORK

(in dollars)

FEE

(in dollars)

1 – ~~((500))~~ 2,000

~~((28.00))~~ 73.00

~~((501 – 2,000~~

~~28.00 plus 3.00 for each 100 over 500))~~

2,001 - 25,000

73.00 plus 13.00 for each 1,000 over 2,000

25,001 - 50,000

372.00 plus 10.00 for each 1,000 over 25,000

50,001 - 100,000

622.00 plus 7.00 for each 1,000 over 50,000

100,001 - 500,000

972.00 plus 5.00 for each 1,000 over 100,000

500,001 - 1,000,000

2,972.00 plus 4.00 for each 1,000 over 500,000

1,000,001 - 99,999,999

4,972.00 plus 3.00 for each 1,000 over 1,000,000

B. Valuation.

1. The value of construction for purposes of calculating the amount of the fee is determined by using the:

- a. most current building valuation data from the International Code Council (ICC) as published and updated by the ICC twice annually;
- or

- b. ~~((contract))~~ total construction valuation, whichever is greater. The total construction valuation shall include the total value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems, and any other permanent equipment.
  2. “Gross area” when used in conjunction with the ICC building valuation data to determine valuation of a project is the total area of all floors, measured from the exterior face, outside dimension, or exterior column line of a building, including basements and balconies but excluding unexcavated areas.
  3. The fee is based on the highest type of construction to which a proposed structure most nearly conforms, as determined by the building official.
  4. For roofing permits, the value is determined to be:
    - a. ~~((one))~~ two hundred fifty dollars per square for recovering roofs;
    - b. ~~((two))~~ three hundred fifty dollars per square for roofing projects when existing layers of roofing are torn off and a new layer is installed;
    - c. ~~((two))~~ four hundred ~~((fifteen))~~ dollars per square for roofing projects when existing layers of roofing are torn off, new sheeting is installed, and a new layer of roof is installed;
    - d. or the contract valuation if it is greater.
- C. Building Plan Review.
1. Fees are provided in the Development Fee Schedule  
~~((1. Plan review fees are sixty-five percent of the building permit fee as calculated from the table rounded up to the next whole dollar amount for:~~
    - a. ~~all commercial building permits;~~
    - b. ~~all industrial building permits;~~
    - c. ~~all mixed-use building permits; and~~
    - d. ~~new multi-family residences with three or more units.~~
  2. ~~Plan review fees are one hundred and twenty-five percent of the building permit fee as calculated from the table for fast-track projects.~~
  3. ~~Plan review fees are ((twenty-five)) fifty percent of the building permit fee as calculated from the table rounded up to the next whole dollar amount for new:~~
    - a. ~~single-family residences; ((and))~~
    - b. accessory dwelling units that are accessory to single-family residences; and
    - ~~((b)) c. duplexes.~~
  4. ~~Plan review fees are twenty-five dollars for:~~
    - a. ~~new buildings that are accessory structures for single-family residences and duplexes to include garages, pole buildings, greenhouses, sheds that require a permit, etc.; and~~

- ~~b. additions to existing single family residences and duplexes to include living space, garages, sunrooms, decks, etc.~~
- ~~5. Plan review fees for additional review required by changes, additions, or revisions to plans are seventy five dollars per hour or fraction thereof.)~~
- ~~6. The building official may elect to assess plan review for remodeling single family residences and duplexes when required. This amount will not be higher than the twenty five percent of the building fee as calculated in the table rounded to the nearest whole dollar charged on a new single family residence or duplex.)~~

D. Demolition

~~((Demolition permit fees are:~~

- ~~1. Single family residence, duplex and accessory structures: Thirty five dollars each.~~
- ~~2. Other structures: Thirty five dollars for every thousand square feet, to a maximum fee of three hundred fifty dollars.~~
- ~~3. The processing fee is twenty five dollars.~~
- ~~4. For historic landmarks and contributing buildings within an historic district or located within the Downtown Boundary Area: five hundred dollars.)~~

1. Permit fees are provided in the Development Fee Schedule.

~~((5))~~2. All demolition permit fees provided in the Development Fee Schedule received by the city are to be deposited in the historic preservation incentives fund established by SMC 07.08.152.

E. Fencing.

~~((1. The permit fee is twenty dollars per one hundred linear feet, or fraction thereof.))~~

~~((2. The processing fee and review fee is twenty five dollars.))~~

Permit fees are provided in the Development Fee Schedule.

F. Grading.

~~((1. Grading permit fees are as follow:~~

~~VOLUME~~

~~(in cubic yards)~~

~~FEE~~

~~(in dollars)~~

~~100 or less~~

~~28.00~~

~~100 — 1,000~~

~~28.00 plus 12.00 for each 100 over 100~~

~~1,001 — 10,000~~

~~136.00 plus 10.00 for each 1,000 over 1,000~~

~~10,001 — 100,000~~

~~226.00 plus 45.00 for each 10,000 over 10,000~~

~~100,001 and more  
631.0 plus 25.00 for each 10,000 over 100,000~~

~~2. Grading plan review fees are as follow:~~

~~VOLUME  
(in cubic yards)  
FEE  
(in dollars)  
50 or less  
None  
51—100  
20.00  
101—1,000  
25.00  
1,001—10,000  
35.00  
10,001—100,000  
35.00 plus 17.00 for each 10,000 over 10,000  
100,001—200,000  
188.00 plus 10.00 for each 10,000 over 100,000  
200,001 and more  
288.0 plus 5.00 for each 10,000 over 200,000))~~

- ~~1. Permit fees are provided in the Development Fee Schedule.~~
- ~~2. Plan review fees are provided in the Development Fee Schedule.~~
3. Failure to obtain a grading permit is a class one infraction under SMC 1.05.150.

~~((4. The processing fee is twenty five dollars.))~~

G. Sign Permits.

~~((1. Sign permit fees are:~~

- ~~a. thirty dollars for each wall sign, projecting sign and incidental sign;  
or~~
- ~~b. seventy five dollars for each pole sign, including billboards and off-premises signs.~~

- ~~2. The building services plan review fee is fifty dollars and is in addition to the sign permit fee for pole signs in excess of one hundred square feet or more than thirty feet high.~~
- ~~3. The planning services review fee is fifty dollars for all signs.~~
- ~~4. The processing fee is twenty five dollars.))~~

1. Permit fees are provided in the Development Fee Schedule.
2. Plan review fees are provided in the Development Fee Schedule.

H. Factory-built Housing.

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1. The installation fee for factory-built housing is ~~((fifty dollars per section))~~ provided in the Development Fee Schedule.
  2. A foundation or basement requires a separate building permit.
  3. Decks, carports and garages require a separate building permit.
  4. The development services review fee is ~~((fifty dollars))~~ provided in the Development Fee Schedule.  
~~((5. The processing fee is twenty five dollars.))~~
- I. Manufactured (Mobile) Home.
1. The installation fee for a manufactured (mobile) home is ~~((fifty dollars per section))~~ provided in the Development Fee Schedule.
  2. A basement requires a separate building permit.
  3. Decks, carports and garages require a separate building permit.
  4. The development services review fee is ~~((fifty dollars))~~ provided in the Development Fee Schedule.  
~~((5. The processing fee is twenty five dollars.))~~
- J. Temporary Structures.
- ~~((Permit fees for temporary structures are:~~
- ~~1. One hundred dollars for the first one hundred eighty days; and~~
  - ~~2. Five hundred dollars for the second one hundred eighty days.~~
  - ~~3. No third session will be allowed.~~
  - ~~4. The development services review fee is fifty dollars.~~
  - ~~5. The processing fee is twenty five dollars.))~~
1. Permit fees are provided in the Development Fee Schedule.
  2. Review fees are provided in the Development Fee Schedule.
  3. No third session will be permitted.
- K. Relocation.
- ~~((1. The fee for a building relocation inspection for bond determination is seventy five dollars.~~
- ~~2. The development services review fee is fifty dollars.~~
  - ~~3. The processing fee is twenty five dollars.))~~
1. Inspection fees for bond determination are provided in the Development Fee Schedule.
  2. Review fees are provided in the Development Fee Schedule.
  - ~~((4))~~3. Any repairs or alterations required for relocation are handled by various building permits and the fees for such building permits are in addition to the relocation permit fee.
- L. Early Start and Fast Track Approval.
- The fee for an early start or fast track building permit approval is twenty-five percent of the building permit fee rounded to the next whole dollar amount and is in addition to ~~((any))~~ all other ~~((required))~~ applicable fees.
- M. Certificate of Occupancy.
1. There is no separate fee for the issuance of a certificate of occupancy following final inspection ~~((under))~~ of a permit ~~((so long as the fee for the~~



~~permit is at least fifty dollars~~)); otherwise, the minimum fee for a building permit and certificate of occupancy is provided in the Development Fee Schedule ((fifty dollars)) plus a ((twenty-five dollar)) processing fee.

2. The fees for the issuance of a certificate of occupancy not resulting from work done under permit are as provided in SMC 8.02.060.
3. The building official will assess a fee not to exceed one hundred percent of the building permit fee for the issuance or extension of any temporary certificate of occupancy. The minimum fee will be:
  - a. ~~((two hundred twenty-five))~~ five-hundred and twenty dollars plus a ~~((twenty-five dollar))~~ processing fee when the building permit fee exceeds this amount;
  - b. equal to the amount of the building permit fee when the building permit fee is less than ~~((two hundred fifty))~~ five-hundred and twenty dollars.

N. Swimming Pools.

~~((1. The building and plumbing permit fee for a swimming pool is:~~

- a. ~~seventy five dollars for those accessory to a single family residence; and~~
- b. ~~one hundred dollars for all others.~~

~~2. The planning services review fee is twenty five dollars.~~

~~3. The processing fee is twenty five dollars.))~~

1. Permit fees are provided in the Development Fee Schedule.

2. ((Planning Services)) Review fees are provided in the Development Fee Schedule.

~~((4))~~3. Mechanical, electrical and fence permits are additional.

O. Parking Lot and Site Work Permits.

The fee for a site work permit is charged in accordance with the fee table in subsection (A) of this section.

P. Reinspections.

~~((The fee for reinspections for work that was not ready, or corrections previously identified but remain uncorrected, or site not accessible is seventy five dollars per incident.))~~

Reinspection fees are provided in the Development Fee Schedule.

Q. Inspections Outside Normal Inspector Working Hours.

~~((The fee for inspections outside normal inspector working hours is seventy five dollars per hour or fraction of an hour. A minimum of two hours is payable at the time the request is made and before an inspection can be scheduled.))~~

Fees for inspections outside normal inspector working hours are provided in the Development Fee Schedule.

R. Work Done Without a Permit/Investigation Fees.

Where work has commenced without first obtaining the required permit(s), a work without permit fee equivalent to the greater of:

1. twice the inspection fee, or

2. the permit fee plus ~~((one))~~ three hundred ~~((fifty))~~ dollars, must be paid prior to the issuance of the permit(s).

S. Safety Inspections.

~~((The fees for safety inspections are:~~

- ~~1. Commercial Buildings: Seventy-five dollars per hour or fraction of an hour with a prepaid minimum of one hundred fifty dollars.~~
- ~~2. Single-family Residence—Electrical only: Seventy-five dollars.~~
- ~~3. Single-family Residence—Two or more trade categories: One hundred fifty dollars.~~
- ~~4. Two-family Residence: One hundred seventy-five dollars.~~
- ~~5. Multifamily—Three to six units: Two hundred fifty dollars.~~
- ~~6. Multifamily—Seven to fifty units: Two hundred fifty dollars plus twenty-five dollars for each unit over six.~~
- ~~7. Multifamily—Over fifty units: One thousand three hundred fifty dollars plus ten dollars for every unit over fifty.~~
- ~~8. Electrical Service Reconnect—Residence—Twenty-five dollars~~
- ~~9. Electrical Service Reconnect—Commercial—Fifty dollars~~
- ~~10. Processing fee: Twenty-five dollars.))~~

1. Safety inspection fees are provided in the Development Fee Schedule.

T. Recording Fee Use of Public Right-of-way and Large Accessory Building Agreement.

The property owner shall be charged a pass-through fee equal to the amount assessed by Spokane County when erecting a fence, retaining wall or other structure in a public right-of-way. This is a recording fee for the acknowledged agreement whereby the property owner covenants to remove the encroachment upon notice by the City. An additional ~~((twenty-five dollar))~~ processing fee is required when a permit is not issued in conjunction with the recording.

Processing fees are provided in the Development Fee Schedule.

U. Expired Permits Over Six Months.

1. Building Permits.

- a. No inspections have been made: Permits require full resubmittal, and if a commercial project, plan review. Original valuation shall be contained in description of new permit.
- b. Footings and foundations only have been inspected and approved: Minimum of seventy-five percent of the original assessed permit fee plus new processing fees. Original valuation shall be contained in description of new permit.
- c. All rough-in inspections approved: Minimum of twenty-five percent of original permit fee plus new processing fees. Original valuation shall be contained in description of new permit.
- d. Additional work done not on original permit: New valuation shall be calculated based upon either square footage if new construction, or valuation if remodel.

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2. Plumbing Permits.
    - a. No inspections: A full new permit for all fixtures is required.
    - b. Partial inspections approved: If water tests, top outs and ground plumbing have been approved, then twenty-five percent of the original itemized permit fees plus new processing fee.
  3. Mechanical Permits.
    - a. No inspections: A full new permit is required.
    - b. Partial inspections: If all rough-in inspections and air tests have been approved, then twenty-five percent of the original permit fee plus new processing fee.
  4. Electrical Permit.
    - a. No inspections: A full new permit is required.
    - b. Partial inspections: If all rough-in inspections and service inspections have been approved, then twenty-five percent of the original fees plus new processing fee.
- V. Processing Fee.  
In addition to all of the fees identified in SMC 8.02.031, the processing fee for each permit is ~~((twenty-five dollars))~~ as provided in the Development Fee Schedule, unless specifically stated otherwise.
- W. Solar Permits.  
~~((1. For single-family residence, duplex, and associated accessory structure installations and modifications eligible for review under the adopted International Residential Codes:  
a. Plan Review: seventy-five dollars  
b. SFRD Inspection Fee: one hundred fifty dollars  
c. Electrical Service Fee: assessed in accordance with SMC 08.02.032(C)(2).  
2. For all other installations and alterations:  
a. Plan Review Fee: sixty-five percent of the MFCOM Inspection Fee.  
b. MFCOM Inspection Fee: calculated based on the table included in Section 08.02.031(A).  
c. Electrical Service Fee: assessed in accordance with SMC 08.02.032(C)(2).  
3. Additional electrical fees in accordance with SMC 08.02.032.  
4. Energy Storage Systems: fifty dollars.))~~  
1. Solar permit fees are provided in the Development Fee Schedule.  
2. Additional electrical fees are as provided in SMC 08.02.032.

**Section 6.** That SMC section 08.02.032 is amended to read as follows:

08.02.032 Electrical Code

- A. Electrical inspection fees for new construction are based upon the area of the building(~~((as follows:)). Fees are provided in the Development Fee Schedule.~~  
~~((1. Up to five thousand square feet: Four dollars per hundred square feet, or fraction thereof.~~  
~~2. Five thousand one to twenty thousand square feet: Two hundred dollars, plus two dollars per one hundred square feet, or fraction thereof.~~  
~~3. Over twenty thousand square feet: Five hundred dollars, plus one dollar per hundred square feet, or fraction thereof.))~~
- B. Electrical inspection fees for alteration, repair or addition in existing buildings including finishing of tenant spaces are based on the number of circuits. The fee is ~~((five dollars for each circuit))~~ provided in the Development Fee Schedule.  
~~((C. There are separate other inspection fees in addition to those listed above:~~  
~~1. Light standard: Seven dollars each.~~  
~~2. Services, whether new, alteration or addition:~~  
~~a. Six hundred volts or less:~~  
~~i. One to two hundred amps: Forty dollars.~~  
~~ii. Two hundred one to four hundred amps: Fifty dollars.~~  
~~iii. Four hundred one to six hundred amps: Sixty dollars.~~  
~~iv. Six hundred one to eight hundred amps: Seventy dollars.~~  
~~v. Eight hundred one to one thousand amps: Eighty dollars.~~  
~~vi. Over one thousand amps: Eighty dollars plus five dollars for every one hundred amps, or fraction thereof, over one thousand.~~  
~~b. Over six hundred volts:~~  
~~i. One to two hundred amps: Seventy dollars.~~  
~~ii. Two hundred one to four hundred amps: Eighty dollars.~~  
~~iii. Four hundred one to six hundred amps: Ninety dollars.~~  
~~iv. Six hundred one to eight hundred amps: One hundred dollars.~~  
~~v. Eight hundred one to one thousand amps: One hundred ten dollars.~~  
~~vi. Over one thousand amps: One hundred ten dollars plus five dollars for every one hundred amps, or fraction thereof, over one thousand.~~  
~~3. Alarm and control circuits: Ten dollars per zone.~~  
~~4. Temporary service for construction wiring: Twenty dollars each.~~  
~~5. Transformers: Thirty dollars plus ten dollars for every two hundred amps, or fraction thereof. No fee is charged for class 2 transformers for control or signal circuits.~~  
~~6. Generators (emergency, standby and resource recovery): Thirty dollars plus ten dollars for every two hundred amps, or fraction thereof, based on the amperage of the generator. Generators of fifty kilowatt or less are considered equivalent to a two hundred amp service.~~

- ~~7. Feeders: Fifteen dollars.~~
- ~~8. Ground Work Ground Ufers: Twenty-five dollars per inspection or inspector visit is the minimum fee. Extensive ground work may be charged at an hourly rate of seventy-five dollars per hour.~~
- ~~9. Special fees: A firm, corporation or other entity which has a regularly employed maintenance staff may choose to purchase an annual electrical work permit rather than a work permit for each installation or alteration in accordance with this paragraph. The following fee will entitle the purchaser to the number of inspections shown for a one-year period after the date of purchase of an electrical work permit:
  - ~~a. One to three plant electricians: One thousand five hundred dollars for twelve inspections.~~
  - ~~b. Four to six plant electricians: Three thousand dollars for twenty-four inspections.~~
  - ~~c. Seven to twelve plant electricians: Four thousand five hundred dollars for thirty-six inspections.~~
  - ~~d. Thirteen or more plant electricians: Six thousand dollars for fifty-two inspections.))~~~~

~~C. There are separate inspection fees in addition to the general inspection fees listed above. Fees are provided in the Development Fee Schedule.~~

~~D. The processing fee is twenty-five dollars.~~

~~E. The permit fee is the sum of the processing fee, plus the inspection fee. The minimum permit fee is forty dollars.))~~

~~((F))D. Reinspections.~~

~~((The fee for reinspections for work that was not ready, or corrections previously identified but remain uncorrected, or site not accessible is seventy-five dollars per incident.))~~

~~Reinspection fees are provided in the Development Fee Schedule.~~

~~((G))E. Inspections Outside Normal Inspector Working Hours.~~

~~((The fee for inspections outside normal inspector working hours is seventy-five dollars per hour or fraction of an hour. A minimum of two hours is payable at the time the request is made and before an inspection can be scheduled.))~~

~~Fees for inspections outside normal inspector working hours are provided in the Development Fee Schedule.~~

~~((H))F. Work Done Without Permit/Investigation Fees.~~

~~Where work has commenced without first obtaining the required permit(s), a work without permit fee equivalent to the greater of:~~

- ~~1. twice the inspection fee, or~~
  - ~~2. the permit fee plus ~~((one)) three~~ hundred ~~((fifty))~~ dollars,~~
- ~~must be paid prior to the issuance of the permit(s).~~

**Section 7.** That SMC section 08.02.033 is amended to read as follows:

08.02.033 Elevator Code

- ~~((A. New Installation Permit Fees — permit fee includes one new installation inspection.~~
- ~~1. Elevators, Escalators, and Moving Walks.
    - ~~a. Valuation of one dollar to five thousand dollars: Two hundred fifty dollars.~~
    - ~~b. Valuation over five thousand dollars: Two hundred fifty dollars plus four dollars for each one thousand dollars in valuation over five thousand dollars.~~~~
  - ~~2. Stair climbers, platform lifts: Eighty-eight dollars (Plan Review Fees not required.)~~
  - ~~3. Dumbwaiters, material lifts: One hundred seventy-seven dollars.~~
  - ~~4. Temporary Personnel Hoist (construction lift): Two hundred fifty dollars (includes initial semiannual operating permit).~~
- ~~B. Annual Operating Permit Fees.~~
- ~~1. Hydraulic elevators: One hundred seventy-seven dollars plus twenty-two dollars each additional stop over two.~~
  - ~~2. Cable elevators: Three hundred fifty-three dollars plus twenty-two dollars each additional stop over two.~~
  - ~~3. Escalators and Moving Walks: Three hundred fifty-three dollars.~~
  - ~~4. Dumbwaiters, platform lifts, stair climbers, material lifts: Eighty-eight dollars.~~
- ~~C. Alterations /Repairs/Modernizations/Permit Fees — All Conveyances.~~
- ~~1. Valuation of one dollar to five thousand dollars: Two hundred fifty dollars.~~
  - ~~2. Valuation over five thousand dollars: Permit fee is two hundred fifty dollars plus four dollars for each one thousand dollars in valuation over five thousand dollars.~~
- ~~D. In addition to the above fees, the processing fee for each permit is twenty-five dollars.~~
- ~~E. Reinspections.~~
- ~~The fee for reinspections for work that was not ready, or corrections previously identified, or site not accessible is:~~
- ~~1. Hydraulic elevators: Eighty-eight dollars plus twenty-two dollars per stop over two.~~
  - ~~2. Electric elevators: One hundred seventy-seven dollars plus twenty-two dollars per stop over two.~~
  - ~~3. All others: Seventy-five dollars.~~
- ~~F. Inspections Outside Normal Inspector Working Hours.~~
- ~~The fee for inspections outside normal inspector working hours is three hundred fifty-three dollars and is payable at the time the request is made and before an inspection can be scheduled.~~
- ~~G. Work Done Without Permit Fees.~~

~~Where work has commenced without first obtaining the required permit(s), a “work without permit penalty fee” equal to the required permit fee will be added to the permit application and must be paid prior to the issuance of the permit(s).~~

~~H. Uncorrected Deficiencies.~~

~~The fee for operating a conveyance with uncorrected deficiencies is one hundred seventy-seven dollars. Fees will be assessed at the following intervals from the date of inspection:~~

- ~~1. Ninety days,~~
- ~~2. One hundred twenty days, and~~
- ~~3. One hundred fifty days.~~

~~I. Document replacement fee: Twenty-five dollars.~~

~~J. Temporary Personnel Hoist (construction lift) semiannual inspection and operator’s permit renewal.~~

~~Following a successful semi-annual inspection, temporary personnel hoists are eligible for a renewal of a semi-annual operator’s permit.~~

- ~~1. Semiannual inspections or jump inspection: One hundred seventy-seven dollars.~~
- ~~2. Semiannual Operating Permit: One hundred seventy-seven dollars.~~

~~K. Temporary operating permit fee: One hundred dollars plus fifteen dollars per stop over two.~~

~~L. Plans review fees for new installations, major alterations: Eighty-eight dollars.~~

~~M. Variance request fees with site visit: One hundred seventy-seven dollars plus eighty-eight dollars per hour after two hours.~~

~~N. Variance request fees via desk evaluation only and not requiring a site visit: Eighty-eight dollars.~~

~~O. Technical advice site visit fee: One hundred seventy-seven dollars plus eighty-eight dollars per hour after two hours.~~

~~P. Decommissioning of conveyance fee: One hundred seventy-seven dollars.~~

~~Q. Re-commissioning fee of conveyance fee: One hundred seventy-seven dollars plus eighty-eight dollars per hour after two hours.~~

~~R. Operating a Conveyance without an Operator’s Permit.~~

- ~~1. Failure to renew an operator’s permit within thirty days of due date: A penalty fee of one hundred sixty-four dollars will be added to the operating permit fee and paid prior to issuing an operator’s permit.~~
- ~~2. If an operator’s permit has lapsed one hundred twenty days or more, a conveyance may be removed from service by the inspector.~~

~~S. Annual Fee Adjustment.~~

~~Effective January 1, 2012, and the first of January of each year thereafter, the various elevator code fees set forth above shall be adjusted by the City of Spokane building official for an amount equal to the consumer price index adjustment of the previous July–July U.S. All City Average (CPI-U and CPI-W). The newly determined amount shall be rounded up to the nearest dollar. In addition, the adjusted fees shall be presented to the city council for approval and~~

~~a copy of the approved fees filed with the city clerk and city building official before becoming effective.))~~

- ~~A. Elevator permit and inspection fees, including for annual operating permits are provided in the Development Fee Schedule.~~
- ~~B. Reinspection fees for work that was not ready, for corrections previously identified, or for an inaccessible site are provided in the Development Fee Schedule.~~
- ~~C. Fees for work done without a permit are provided in the Development Fee Schedule and shall be paid prior to the issuance of the permit(s).~~

**Section 8.** That SMC section 08.02.035 is amended to read as follows:

08.02.035 Mechanical Code

- ~~((A. Mechanical inspection fees are:~~
- ~~1. Air handler, ten thousand CFM: Fifteen dollars.~~
  - ~~2. Clothes dryer: Thirteen dollars.~~
  - ~~3. Ductwork system, per zone: Thirteen dollars.~~
  - ~~4. Evaporative coolers: Thirteen dollars.~~
  - ~~5. Gas log: Thirteen dollars.~~
  - ~~6. Gas piping:
    - ~~a. One to four outlets: Twelve dollars;~~
    - ~~b. Five or more outlets: Three dollars each.~~~~
  - ~~7. Gas water heater: Thirteen dollars.~~
  - ~~8. Heat pump and air conditioner:
    - ~~a. Up to three tons: Fifteen dollars;~~
    - ~~b. Three to fifteen tons: Twenty-five dollars;~~
    - ~~c. Fifteen to thirty tons: Thirty dollars;~~
    - ~~d. Thirty to fifty tons: Forty-five dollars;~~
    - ~~e. Over fifty tons: Seventy-five dollars.~~~~
  - ~~9. Heating equipment:
    - ~~a. Less than one hundred thousand BTU: Fifteen dollars;~~
    - ~~b. More than one hundred thousand BTU: Twenty dollars.~~~~
  - ~~10. Hood:
    - ~~a. Type I (per twelve feet or twelve-foot portion of hood): Sixty-five dollars;~~
    - ~~b. Type II: Thirteen dollars.~~~~
  - ~~11. Hydronic piping:
    - ~~a. One to four outlets: Twelve dollars;~~
    - ~~b. Five or more outlets: Three dollars per outlet.~~~~
  - ~~12. Miscellaneous (items not covered elsewhere): Thirteen dollars.~~
  - ~~13. Propane tanks: Thirteen dollars.~~
  - ~~14. Range: Thirteen dollars.~~
  - ~~15. Refrigeration unit:~~



- a. ~~One to one hundred thousand BTU (not air conditioning or heat pump): Fifteen dollars;~~
- b. ~~One hundred thousand to five hundred thousand BTU: Twenty-five dollars;~~
- c. ~~Five hundred thousand to one million BTU: Thirty dollars;~~
- d. ~~One million to one million seven hundred fifty thousand BTU: Forty-five dollars;~~
- e. ~~Over one million seven hundred fifty thousand BTU: Seventy-five dollars.~~
- 16. ~~Unlisted gas appliance:
  - a. ~~Up to four hundred thousand BTU: Seventy-five dollars;~~
  - b. ~~Over four hundred thousand BTU: One hundred twenty-five dollars.~~~~
- 17. ~~Used appliance:
  - a. ~~Up to hundred thousand BTU: Seventy-five dollars;~~
  - b. ~~Over four hundred thousand BTU: One hundred twenty-five dollars.~~~~
- 18. ~~Ventilating fans: Thirteen dollars.~~
- 19. ~~Wood stove or insert: Twenty-five dollars fifty cents.~~
- B. ~~The processing fee is twenty-five dollars.~~
- C. ~~The permit fee is the sum of the processing fee and the inspection fee. The minimum permit fee is forty dollars.~~
- D. ~~Reinspections.  
The fee for reinspections for work that was not ready, or corrections previously identified but remain uncorrected, or site not accessible is seventy-five dollars per incident.~~
- E. ~~Inspections Outside Normal Inspector Working Hours.  
The fee for inspections outside normal inspector working hours is seventy-five dollars per hour or fraction of an hour. A minimum of two hours is payable at the time the request is made and before an inspection can be scheduled.~~
- F. ~~Unauthorized Work Done Without Permit or by Unlicensed Person Investigation Fees.  
Where work has commenced without first obtaining the required permit(s) or where work was performed by a person without a heating mechanics license pursuant to SMC 10.29.030, an unauthorized work fee shall be imposed in the amount of one hundred fifty dollars. The unauthorized work investigation fee may be assessed against the person performing the work without a license or against the employer or contractor directing the work who failed to obtain the required permit.))~~
- A. Mechanical inspection fees are provided in the Development Fee Schedule.
- B. Reinspection fees for work that was not ready, for corrections previously identified, or for an inaccessible site are provided in the Development Fee Schedule.
- C. Where work has commenced without first obtaining the required permit(s) or where work was performed by a person without a heating mechanics license pursuant to SMC 10.29.030, an unauthorized work fee shall be imposed in the amount in the

Development Fee Schedule. The unauthorized work investigation fee may be assessed against the person performing the work without a license or against the employer or contractor directing the work who failed to obtain the required permit.

D. Processing fees are provided in the Development Fee Schedule.

**Section 9.** That SMC section 08.02.036 is amended to read as follows:

08.02.036 Plumbing Code

~~((A. Plumbing inspection fees are:~~

- ~~1. Bar sink: Eleven dollars.~~
- ~~2. Bathtub: Eleven dollars.~~
- ~~3. Clothes washer: Eleven dollars.~~
- ~~4. Dishwasher: Eleven dollars.~~
- ~~5. Drinking fountain: Eleven dollars.~~
- ~~6. Electric water heater: Eleven dollars.~~
- ~~7. Floor drain: Eleven dollars.~~
- ~~8. Floor sink: Eleven dollars.~~
- ~~9. Garbage disposal: Eleven dollars.~~
- ~~10. Kitchen sink: Eleven dollars.~~
- ~~11. Lawn sprinkler (with one backflow device): Eleven dollars.~~
- ~~12. Medical gas outlet, each station: Eleven dollars.~~
- ~~13. Miscellaneous: Eleven dollars.~~
- ~~14. Sewage ejector: Eleven dollars.~~
- ~~15. Shower: Eleven dollars.~~
- ~~16. Sink: Eleven dollars.~~
- ~~17. Toilet: Eleven dollars.~~
- ~~18. Urinal: Eleven dollars.~~
- ~~19. Utility sink: Eleven dollars.~~
- ~~20. Vacuum breaker/backflow device: Eleven dollars.~~
- ~~21. Water softener: Eleven dollars.~~

~~B. The processing fee is twenty-five dollars.~~

~~C. The permit fee is the sum of the processing fee plus the inspection fees. The minimum permit fee is forty dollars.~~

~~D. Reinspections.~~

~~The fee for reinspections for work that was not ready, or corrections previously identified but remain uncorrected, or site not accessible is seventy-five dollars per incident.~~

~~E. Inspections Outside Normal Inspector Working Hours.~~

~~The fee for inspections outside normal inspector working hours is seventy-five dollars per hour or fraction of an hour. A minimum of two hours is payable at the time the request is made and before an inspection can be scheduled.~~

~~F. Work Done Without Permit/Investigation Fees.~~

~~Where work has commenced without first obtaining the required permit(s), a work without permit fee equivalent to the greater of:~~

- ~~1. twice the inspection fee, or~~
- ~~2. the permit fee plus one hundred fifty dollars, must be paid prior to the issuance of the permit(s).))~~

A. Plumbing inspection fees are provided in the Development Fee Schedule.

B. Reinspection fees for work that was not ready, for corrections previously identified, or for an inaccessible site are provided in the Development Fee Schedule.

C. Processing fees are provided in the Development Fee Schedule.

**Section 10.** That SMC section 08.02.037 is amended to read as follows:

08.02.037 Sewer Code

- A. The fee for a side sewer permit is in two parts:
  1. Permit application: ~~((Forty))~~ Sixty-five dollars.
  2. Permit inspection: One hundred fifty dollars.
- B. The fee for a sewer tapping permit is one hundred dollars.
- C. Fees herein do not include local improvement districts, general facilities charges or other applicable fees or charges.
- D. The fee for reinspection is fifty dollars.

**Section 11.** That SMC section 08.02.0371 is amended to read as follows:

08.02.0371 Water Code

The fee for a water tapping permit application is ~~((forty))~~ sixty-five dollars. The fee for a water meter application fee is ~~((forty))~~ sixty-five dollars, except if these two applications are made together, only one ~~((forty))~~ sixty-five dollar fee is assessed.

**Section 12.** That SMC section 08.02.038 is amended to read as follows:

08.02.038 Shorelines Management

A. The application fees for ~~((new))~~ Shoreline projects are provided in the Development Fee Schedule ((as follows

~~PROJECT VALUATION~~

~~FEE~~

~~\$2,500 – \$10,000~~

~~\$1,020~~

~~\$10,001 – \$50,000~~

~~\$1,420  
\$50,001—\$250,000  
\$2,700  
\$250,001—\$1,000,000  
\$5,400  
Over \$1,000,000  
\$6,750 plus 0.1% of project value  
For Variance Add  
\$2,160  
For Conditional Use Add  
\$1,860~~

- ~~B. The fee for presubmittal review is five hundred fifty-five dollars.~~
- ~~C. The fee for a shoreline exemption is five hundred fifty-five dollars.~~
- ~~D. The fee for a permit amendment is eighty percent of the fee under this schedule.~~
- ~~E. The fee should accompany the formal application for a permit or amendment.)~~

**Section 13.** That SMC section 08.02.039 is amended to read as follows:

08.02.039 Special Inspections and Other Fees

- A. The fee for re-inspection as provided in the adopted codes, to be billed to each permittee, is ~~((seventy-five dollars))~~ provided in the Development Fee Schedule.
- B. The fee for inspection by any building services department personnel outside normal working hours is ~~((seventy-five dollars per hour or fraction of an hour))~~ provided in the Development Fee Schedule. A minimum of two hours is payable at the time the request is made.
- C. The fee for investigation of work done without a permit is ~~((:))~~ provided in the Development Fee Schedule.  
~~((1. double the inspection fee, or  
2. the permit fee plus one hundred fifty dollars,  
whichever is greater.))~~
- D. The minimum fee for any permit or inspection not otherwise provided for is ~~((forty dollars))~~ provided in the Development Fee Schedule.
- E. Refund of Fees.
  - 1. All requests for refunds must be in writing to the building official.
  - 2. Refunds of permit and inspection fees will be granted only if the:
    - a. work described on the permit was not done and no inspections or site visits were made, or
    - b. permit was a duplicate of an already issued permit, or
    - c. permit was issued in error by the department.
  - 3. The following fees are not refundable:
    - a. Plan review fees.

- b. Application fees, to include processing fees and the state building code fee.
- F. ~~((No more than twenty five dollars is charged for the))~~ The processing fee for each printed permit is provided in the Development Fee Schedule.
- G. The fee for doing research of files and codes or preparing reports is ~~((sixty dollars per hour))~~ provided in the Development Fee Schedule with a one-hour minimum, plus actual copying or printing expense.
- H. The fee to recommence suspended or abandoned work under an extended permit is provided in SMC 08.02.031(U).

**Section 14.** That SMC section 08.02.060 is amended to read as follows:

08.02.060 Building Code

The fee for a certificate of occupancy is provided in the Development Fee Schedule.~~((: A. fifty dollars when the requirement arises from a change in occupancy not involving work requiring a permit; or B. twenty dollars for a home occupation, plus seventy five dollars if an inspection is required. C. twenty five dollars for the processing fee.))~~

**Section 15.** That SMC section 08.02.061 is amended to read as follows:

08.02.061 Environmental Policy

~~((Whenever the City is lead agency under the Washington State Environmental Policy Act (SEPA), the responsible official collects from applicants the following fees:))~~

A. Whenever the City is lead agency under the Washington State Environmental Policy Act (SEPA), the responsible official collects fees as provided in the Development Fee Schedule.

~~((A. Initial review of completed environmental checklist: Two hundred fifty dollars. B. When a threshold determination results in a mitigated determination of nonsignificance: One hundred sixty five dollars.))~~

~~((C))~~B. When a threshold determination results in a declaration of significance, a fee will be charged for the actual cost associated with:

1. scoping,
2. production of a draft environmental impact statement or draft supplemental environmental impact statement,
3. review and addressing comments on draft statements,
4. conducting public hearings on draft statements,
5. production of a final environmental impact statement or final supplemental environmental impact statement, and

6. any miscellaneous operations performed in conjunction with the aforementioned functions is recovered from the applicant, costs are based on an hourly rate for the persons performing the work, including salary, personnel benefits and overhead, as well as the actual cost of large expenditure items such as printing and mailing. Before any work begins, the applicant makes a deposit of not less than two thousand four hundred fifty dollars, against which administrative and other costs are charged. As the deposit is depleted, the applicant makes additional deposits as requested by the planning director. Production of the statement is suspended in the event additional moneys are not deposited upon request.
- D. The full cost of all public notices is borne by the applicant.
- E. The full cost of reproducing an environmental document is recovered from the party requesting such document as provided in SMC 8.02.011.

**Section 16.** That SMC section 08.02.064 is amended to read as follows:

#### 08.02.064 Plats

~~((The fees for approvals under the subdivision code are:))~~

~~A. Fees are provided in the Development Fee Schedule.~~

~~((A. Long Plat Extension, Phasing, Vacation, Final or Alteration:~~

- ~~1. For a one-year extension of time on a preliminary long plat approval: Five hundred fifty dollars.~~
- ~~2. For phasing of an approved preliminary plat: Five hundred fifty dollars.~~
- ~~3. For vacation of an approved plat: Four hundred ninety dollars.~~
- ~~4. For a final long plat: Two thousand twenty-five dollars plus twenty-five dollars per lot.~~
- ~~5. For alteration of an approved preliminary or final long plat: Eighty percent of the plat fee under this schedule.~~

~~B. Short Plat Extension, Phasing, Vacation, Final or Alteration:~~

- ~~1. For a one-year extension of time on a preliminary short plat approval: Five hundred fifty dollars.~~
- ~~2. For phasing of an approved preliminary short plat: Five hundred fifty dollars.~~
- ~~3. For vacation of an approved plat: Four hundred ninety dollars.~~
- ~~4. For a final short plat except short plats with minor engineering review: A filing fee of one thousand eight hundred twenty dollars plus thirty dollars per lot.~~
- ~~5. For a final short plat with minor engineering review: A filing fee of three hundred fifty dollars plus thirty dollars per lot.~~
- ~~6. For alteration of an approved preliminary or final short plat: Eighty percent of the plat fee under this schedule.~~

- ~~C. Binding Site Plan Extension, Final or Alteration.
 
  - 1. For a one-year extension of time on a preliminary binding site plan approval: Five hundred fifty dollars.
  - 2. For a final binding site plan: Two thousand nine hundred seventy dollars plus thirty dollars for each additional acre.
  - 3. For alteration of an approved preliminary or final binding site plan: Eighty percent of the binding site plan fee under this schedule, plus the cost of publishing the notice of hearing in the newspaper.~~
- ~~D. Boundary Line Adjustment.
 
  - For a boundary line adjustment, a filing fee of three hundred fifty dollars.~~
- ~~E. Street Name Change.
 
  - For changing the name of an existing dedicated street: One thousand three hundred fifty five dollars.~~
- ~~F. Other Matters.
 
  - 1. For any other matter not listed above that requires a public hearing before the hearing examiner: One thousand eight hundred ninety five dollars.
  - 2. A fee of eighty five dollars per hour may be charged to cover the cost of a particular planning staff service for the applicant that greatly exceeds the above fees or is not covered by the fees listed above.))~~
- B. A fee may be charged as provided in the Development Fee Schedule to cover the cost of a particular planning staff service for the applicant that greatly exceeds the above fees or is not covered by the fees listed above.

**Section 17.** That SMC section 08.02.065 is amended to read as follows:

08.02.065 Streets and Airspace

- ~~((A. The fees in connection with skywalks are:
 
  - 1. Seven thousand one hundred sixty dollars for the application to the hearing examiner.
  - 2. Three hundred thirty five dollars for annual inspection; and
  - 3. Two thousand two hundred ninety dollars for renewal if the renewal is sought within twenty years from date of issuance of the permit.
 For the use of public airspace other than pedestrian skywalk, the fee will be as provided in the agreement.~~
- ~~B. [Deleted]~~
- ~~C. The fee for a street address assignment as provided in SMC 17D.050A.100 is ten dollars. The fee for a street address change is twenty five dollars.~~
- ~~D. The street obstruction permit fees are as follows. All fees are minimum charges for time periods stated or portions of said time periods:
 
  - 1. when the public way is obstructed by a dumpster or a temporary storage unit the fee is one hundred dollars per fifteen-day period.~~

- ~~2. for long term obstruction (longer than twenty one days) in the central business district or other congested area the fee is twenty cents per square foot of public right of way obstructed for each month period. The director of engineering services may adjust these boundaries in the interests of the public health, safety, and convenience, considering the need to promote traffic flows and convenience in administrative enforcement needs.~~
- ~~3. for an obstruction not provided for in subsections (1) or (2) of this section, the fees are stated below:
  - ~~a. When the public way is excavated for:
    - ~~i. the first three working days: One hundred dollars;~~
    - ~~ii. each additional three working day period: Forty dollars.~~~~
  - ~~b. When no excavation for:
    - ~~i. the first three days: Twenty five dollars per day;~~
    - ~~ii. each additional three day period: Forty dollars.~~~~
  - ~~c. Master annual permit fee set by the Development Services Center manager based on a reasonable estimate of the expense to the City of providing permit services. Permit fees are payable at least quarterly. If a master annual permit fee is revoked, the party may apply for a refund of unused permit fees;~~~~
- ~~4. a revenue loss affected by an obstruction of the public right of way shall be equivalent to the maximum daily rate for each space obstructed in the Paid Parking Zone (defined in SMC 16A.04.100). Current Paid Parking Zone rates can be found on the City's website (SMC 08.02.083(C)(8));~~
- ~~5. a charge of five hundred dollars is levied whenever a person:
  - ~~a. does work without a required permit; or~~
  - ~~b. exempt from the requirement for a permit fails to give notice as required by SMC 12.02.0740(B);~~~~
- ~~6. a charge of two hundred fifty dollars is levied whenever a permittee does work beyond the scope of the permit;~~
- ~~7. no fee is charged for street obstruction permits for activities done by or under contract for the City.~~
- ~~E. The review fee for a traffic control plan is fifty dollars.~~
- ~~F. The fee for a building moving permit is one hundred dollars, which shall be waived for the moving of a building which is an historic landmark or a contributing building located within an historic district.~~
- ~~G. The annual permit fee for applicators of road oil or other dust palliatives to public ways and places of public travel or resort is one hundred dollars. A contractor must notify the department of engineering services in accordance with SMC 12.02.0740(B).~~
- ~~H. Street vacation application fee is four hundred dollars.~~
- ~~I. The fees for approach permits are:
  - ~~1. For a commercial driveway: Thirty dollars; and~~~~



- ~~2. For a residential driveway: Twenty dollars.)~~
- A. Fees are provided in the Development Fee Schedule.
- B. Street Obstruction Permits.
1. The director of engineering services may adjust the boundaries where a long-term obstruction is considered to be in a congested area in the interests of the public health, safety, and convenience, considering the need to promote traffic flows and convenience in administrative enforcement needs.
  2. The Director of the Development Services Center may set a master annual obstruction permit fee based on a reasonable estimate of the expense to the City of providing permit services. Permit fees are payable at least quarterly. If a master annual permit fee is revoked, the party may apply for a refund of unused permit fees;
  3. No obstruction fee is charged for street obstruction permits for activities done by or under contract for the City.
- C. The fee for a building moving permit shall be waived for the moving of a building which is an historic landmark or a contributing building located within an historic district.
- D. A contractor shall notify the department of engineering services for application of road oil or other dust palliatives to public ways and places of public travel or resort in accordance with SMC 12.02.0740(B).

**Section 18.** That SMC section 08.02.0655 is amended to read as follows:

08.02.0655 Private Construction Plan Review and Inspection

- A. Except for stormwater systems, the charges by the department of engineering services for private construction plan review are an amount based on the value of the work, as shown in the following table:

VALUE OF WORK	
(in dollars)	FEE (in dollars)
1 - 10,000	300
10,001 - 50,000	300 plus 15 for each 1,000 over 10,000
50,001 - 100,000	900 plus 13 for each 1,000 over 50,000
100,001 - 500,000	1,550 plus 10.50 for each 1,000 over 100,000
500,001 - 1,000,000	5,750 plus 9.50 for each 1,000 over 500,000
Over 1,000,000	10,500 plus 8.75 for each 1,000 over 1,000,000

- B. The fee for additional review required by excessive changes, additions or revisions is ~~((sixty dollars per hour))~~ billed at the City of Spokane hourly rate found in the Development Fee Schedule.
- C. For plan review of on-site sewer and water systems that are not associated with a City building permit (i.e. projects located outside the City limits but within the City's sewer and/or water service area) the review fees are:
  - 1. Two hundred fifty dollars for review of an on-site water system; and
  - 2. Two hundred fifty dollars for review of an on-site sanitary sewer system.
- D. Stormwater Review Fees.
  - 1. Standard Stormwater Systems.

Stormwater systems with simple analysis using rational method with all drainage disposed of using swales and drywells only; complexity of analysis limited to use of bowstring calculation of individual swales with outflow limited to drywells (i.e., no routing analysis); no off-site drainage entering or exiting the site.

    - a. Less than ten lots: Four hundred dollars plus ten dollars per lot.
    - b. Between ten lots and one hundred lots: Five hundred dollars plus ten dollars per lot.
    - c. Greater than one hundred lots: Seven hundred fifty dollars plus ten dollars per lot.
    - d. For plan review of on-site stormwater systems not associated with a City building permit the review fees are:
      - i. Two hundred fifty dollars for review of an on-site system for a project site two acres or less; and
      - ii. Five hundred dollars for review of an on-site system for a project site greater than two acres.
  - 2. Complex Stormwater Systems.

Stormwater systems requiring complex routing and analysis, or situated on slopes ten percent or greater, or receiving off-site drainage.

    - a. Less than ten lots: Five hundred dollars plus ten dollars per lot.
    - b. Between ten lots and one hundred lots: Seven hundred fifty dollars plus fifteen dollars per lot.
    - c. Greater than one hundred lots: One thousand dollars plus fifteen dollars per lot.
    - d. For plan review of on-site stormwater systems not associated with a City building permit the review fees are:
      - i. Five hundred dollars for review of an on-site system for a project site two acres or less; and
      - ii. One thousand dollars for review of an on-site system for a project site greater than two acres.
  - 3. Storm Sewers.

Review fees for public or private storm sewers to be constructed in easements or City street rights-of-way are determined in accordance with subsection (A)(1) of this section.

- 4. Waivers or Variances.  
Additional charge for requested variances or waivers for inadequate “208” swale volumes or nonstandard drainage facilities or special conditions will be billed at ~~((a rate of sixty dollars per hour))~~ the City of Spokane hourly rate found in the Development Fee Schedule.
- E. The plan review fee for a site development permit is two hundred fifty dollars.
- F. The review fee for a traffic impact analysis is two hundred dollars.
- G. The review fee of five hundred eighty-five dollars shall be paid to the water and hydroelectric department for review of a hydraulic analysis.)
- H. The charges by the department of engineering services for private construction inspection are an amount based on the value of the work, as shown in the following table:

VALUE OF WORK

(in dollars) FEE (in dollars)

1 - 5,000	500
5,001 - 10,000	1,000
10,001 - 50,000	1,000 plus 25 for each 1,000 over 10,000
50,001 - 100,000	2,000 plus 20 for each 1,000 over 50,000
100,001 - 500,000	3,000 plus 15 for each 1,000 over 100,000
500,001 - 1,000,000	9,000 plus 10 for each 1,000 over 500,000
Over 1,000,000	14,000 plus 5 for each 1,000 over 1,000,000

- I. Non-typical specialty projects (unusual projects involving specific conditions not typically encountered) will be billed on an hourly basis. The customer may request a written estimate in advance. When the director determines hourly billing should apply, such billings will include hours for the work, additional inspections and overtime inspection at the ~~((following rates:))~~ rates provided in the Development Fee Schedule.  
~~((1. Forty dollars per hour for inspection.  
2. Sixty dollars per hour for overtime inspection.  
3. One hundred twenty dollars per hour for a survey crew; and  
4. One hundred eighty dollars per hour overtime for a survey crew.))~~

**Section 19.** That SMC section 08.02.066 is amended to read as follows:

08.02.066 Zoning

Unless an action is initiated by the city council, the fees for approvals under the zoning code are ~~((:))~~ as provided in the Development Fee Schedule.

- ~~((A. Staff preparation of a notification district map and associated documents: One hundred fifty dollars.~~
- ~~B. Type I application: One thousand eighty-five dollars. In the case of building and construction permit applications, the fee is based on Article III of this chapter.~~
- ~~C. Type II application, except preliminary short plats with minor engineering review: Four thousand three hundred twenty-five dollars plus sixty dollars per each additional acre.~~
- ~~D. Type II application for preliminary short plats with minor engineering review: One thousand eighty-five dollars.~~
- ~~E. Type III application: Four thousand five hundred ninety dollars plus one hundred ten dollars per each additional acre.~~
- ~~F. Site plan review and/or modification: Eight hundred fifteen dollars plus five hundred fifty dollars per each additional increment of ten acres of site or portion thereof.~~
- ~~G. Optional consolidated project review: Four thousand three hundred twenty-five dollars plus two hundred fifteen dollars for each additional acre.~~
- ~~H. Planned unit development bonus density or final planned unit development:
  - ~~1. Bonus density: Additional eight hundred eighty dollars if bonus density is sought.~~
  - ~~2. Final planned unit development: Three thousand two hundred ninety-five dollars.~~~~
- ~~I. Any temporary use permit: Six hundred seventy-five dollars.~~
- ~~J. Floodplain development permit: Nine hundred dollars plus fifty-five dollars per each additional acre.~~
- ~~K. Establishment of a front yard setback that is more or less than the depth required by the zoning code: Eight hundred ten dollars.~~
- ~~L. Accessory dwelling unit permit: Six hundred fifty-five dollars.~~
- ~~M. Formal written interpretation of the zoning code: Five hundred eighty dollars.~~
- ~~N. Any other matter not listed above that requires a public hearing before the hearing examiner: One thousand eight hundred ninety-five dollars.~~
- ~~O. A fee of eighty-five dollars per hour may be charged to cover the cost of a particular planning staff service for the applicant that greatly exceeds the above fee or is not covered by the fees listed above.~~
- ~~P. Short Term Rental Permit — In residential zones: Two hundred dollars. The annual renewal for a short-term rental unit in a residential zone is one hundred dollars.~~
- ~~Q. Short Term Rental Permit — In all other zones: three hundred dollars. The annual renewal for a short-term rental unit in zones, except residential, is one hundred fifty dollars.))~~

**Section 20.** That SMC section 08.02.0665 is amended to read as follows:

08.02.0665 Design Review

When design review is required or conducted under the provisions of chapter 4.13 SMC or chapter 17G.040 SMC, fees shall be as ~~((follows:))~~ provided in the Development Fee Schedule.

~~((A.— Design review conducted by the urban design staff: Six hundred dollars.  
B.— Design review conducted by the design review board: One thousand two hundred seventy five dollars.))~~

**Section 21.** That SMC section 08.02.067 is amended to read as follows:

08.02.067 Existing Building and Conservation Code

A. Fees are provided in the Development Fee Schedule.

~~((A))~~ B. General.

There may be charged against the owner and assessed against the land of a boarded-up, substandard, unfit, abandoned, or otherwise a nuisance building all costs and expenses incurred by the City in administration and enforcement of this code.

~~((B))~~ C. Boarding and Securing.

Cost incurred by the City for the securing and/or boarding of an unfit, substandard, or abandoned building and charged against the property are separate from the annual hearing processing fee and the annual property monitoring fee. These costs are nonrefundable.

~~((C))~~ D. Property Monitoring.

If the building official orders the monitoring of any boarded, unfit, substandard, or abandoned building, an annual property monitoring fee ~~((of three hundred dollars))~~ shall be charged against the property.

~~((C))~~ E. Annual Hearing Processing Fee.

1. The annual hearing processing fee applies to properties the building official determines are substandard, unfit, or abandoned building(s) during the hearing required under SMC 17F.070.440. The fee covers the costs of administration, notices, inspections, and the hearing process and other lienable functions within the meaning of RCW 35.80.030(1)(h).
2. A property that has been placed on the building official’s review agenda and has been determined under SMC 17F.070.440 to be substandard, unfit, or abandoned shall be charged an annual fee ~~((of one thousand five hundred dollars))~~. A new fee will be assessed the beginning of each twelve-month period the building remains substandard, unfit, or abandoned as determined by the building official at a public hearing.
3. Up to five hundred dollars of the annual fee may be refunded if the property is repaired and removed from the building official process within one year from the first hearing. The building official or his designee is

authorized to officially remove a property from the building official process and authorize the refund, or release of a lien, of a portion of the fee.

- a. A building may be removed from the building official process when conditions are corrected and the building is no longer determined to be substandard, unfit, or abandoned.
4. The annual hearing processing fee is lienable under SMC 17F.070.500.
5. If the hearing processing fee has been recorded as a lien against the property, and no payments have been received by the City, the refunded portion of the fee shall be reflected as a reduction in the lien amount.

**Section 22.** That SMC section 08.02.069 is amended to read as follows:

08.02.069 Comprehensive Plan and Land Use Code Amendments

- ~~((A.—A threshold review fee of five hundred dollars shall be charged for applications submitted pursuant to SMC 17G.020.010(G)(3) and shall be credited to the full application fee pursuant to SMC 17G.020.010(G)(4)(e).~~
- ~~B.—The fee for a proposal to change the comprehensive plan, map or text, or other land use codes, is five thousand dollars plus one thousand seventy five dollars per each additional increment of ten acres of site for comprehensive plan map changes plus the cost of publishing the notice of hearing in the newspaper.~~
- ~~C.—A fee of eighty five dollars per hour may be charged to cover a particular planning staff service for the applicant that greatly exceeds the above fees or is not covered by the fees listed above.~~
- ~~D.—For a formal written interpretation of the comprehensive plan: One thousand seventy five dollars.))~~
- A. Fees are provided in the Development Fee Schedule.
- B. The threshold review fee shall be credited to the full application fee pursuant to SMC 17G.020.050(B)(5).
- C. The hourly fee provided in the Development Fee Schedule may be charged to cover a particular planning staff service for the applicant that greatly exceeds the above fees or is not covered by the fees listed above.

**Section 23.** That SMC section 08.02.0696 is amended to read as follows:

08.02.0696 Concurrency Inquiry Application Fee

A fee ~~((of two hundred dollars))~~ shall be charged for each concurrency inquiry application requested pursuant to SMC 11.21.030(D). The fee is provided in the Development Fee Schedule.

**Section 24.** That SMC section 08.02.087 is amended to read as follows:

08.02.087 Appeals

~~((A. Appeal of an administrative decision to the hearing examiner: Two hundred fifty dollars.~~

~~1. Exception.~~

~~The appeal of a determination of a junk vehicle: Two hundred dollars.~~

~~B. Appeal of a hearing examiner decision to city council: Five hundred dollars.))~~

A. Fees are provided in the Development Fee Schedule.

~~((C))~~B. The party appealing a matter must pay the actual cost of preparation of any record and transcript. The actual cost includes the wages and benefits of the persons involved in preparation of the documents.

~~((D. Except as otherwise provided, the fee for filing an appeal or request for reconsideration is one hundred fifty dollars.))~~

**Section 25.** That SMC section 08.02.089 is amended to read as follows:

08.02.089 Special Permits For Oversize Or Overweight Movements

~~((The fees for special permits for oversize or overweight movements are:~~

~~A. Oversize load — fifty dollars for thirty days.~~

~~B. Overweight load — seventy five dollars for thirty days on a specified route.~~

~~C. Superload — seventy five dollars per single trip))~~

Fees are provided in the Development Fee Schedule.

**Section 26.** That SMC section 13.04.2026 is amended to read as follows:

13.04.2026 Small Taps and Meters – Additional

A. The fees associated with small taps and meters are set annually in accordance with City of Spokane Public Rule 4100-20-02 Water and Hydroelectric Department Fee Schedule.

B. All new One-inch and Three-quarter inch residential meters will be installed in a meter box within three feet of property line or in a dedicated utility easement. The meter and box will be sold as one unit.

C. In addition to costs contained herein and in the Public Rule there is a ~~((forty dollars (\$40.00)))~~ sixty-five-dollar (\$65.00) processing fee for staff costs.

D. Permit shall be valid for twelve months after which it will expire and a new permit will be required.

**Section 27.** That SMC section 13.04.2028 is amended to read as follows:

13.04.2028 Large Taps and Meters

- A. The fees associated with large taps and meters are set annually in accordance with City of Spokane Public Rule 4100-20-02 Water and Hydroelectric Department Fee Schedule.
- B. In addition to costs contained herein and in the Public Rule there is a ~~((forty dollars (\$40.00)))~~ sixty-five-dollar (\$65.00) processing fee for staff costs.
- C. Permit shall be valid for twelve months after which it will expire and a new permit will be required.

**Section 28.** That SMC section 13.02.0224 is amended to read as follows:

13.02.0224 Abatement of Public Nuisance

- A. Failure of an owner or occupant of any occupied premises to receive weekly solid waste collection service is declared to be a public nuisance, as a condition tending to promote the breeding of vermin and spread of disease.
- B. Notwithstanding any other provision of this chapter, and in addition thereto, the maintenance of any condition upon premises creating or tending to create a risk to the public health or safety, specifically including but not limited to the accumulation of solid waste, including garbage, refuse, or any malodorous, unhealthful, flammable, or putrescent materials on premises shall constitute a public nuisance and, in the discretion of the fire inspector, building official, code enforcement official, health officer, or director shall be susceptible to abatement by the City, with or without prior notice, at the expense and liability of the premises owner and/or the person causing or maintaining the same.
- C. Costs of abatement of any nuisance as above defined are declared to be part of municipal solid waste collection and disposal service which may be billed as a utility service to the premises where the condition arose or exists. This section shall not limit the City or premises owners rights to seek recovery against other responsible persons.
- D. The costs of abatement by the City include, but are not limited to, personnel and equipment costs, both direct and indirect, costs incurred in documenting the violation; hauling, transportation, and disposal expenses; filing fees; and actual expenses and costs of the City in preparing notices, specifications, and contracts, and in accomplishing and/or contracting and inspecting the work; the costs of any



required printing or mailing; and any others costs to provide collection and disposal service.

1. Notice of Violation – Service Charge.

Failure to remedy a nuisance condition listed under this chapter that results in abatement by the City after a notice of violation has been provided will result in an ~~((eighty-five-dollar))~~ two-hundred-and-fifty-dollar fee to defray administration costs related to providing solid waste collection and disposal services.

2. Abatement – Minimum Service Charge.

The required number of personnel for an abatement will be at the discretion of the director or code enforcement supervisor, and will be billed at a half-hour minimum for travel to the premises and abatement of the nuisance. In addition, time required to transport and dispose of abated materials will be based on a half-hour minimum. Additional time will be billed at quarter hour increments.

- a. For travel time and abatement labor charges, the service charge will be billed at a half hour minimum.
  - i. Service charge for one half-hour under this section: ~~((One hundred thirty-six dollars six cents.))~~ Two hundred thirty-two dollars seventy-one cents
  - ii. Service charge for each additional quarter-hour: ~~((Sixty-eight dollars three cents.))~~ One hundred sixteen dollars thirty-six cents
  - iii. Service charge for each additional personnel will be billed:
    - A. ~~((sixty-one dollars nine cents per hour))~~ ninety-seven and eighty-three cents per hour for a Laborer I and one hundred nineteen dollars thirty-seven cents per hour for a Laborer II, or
    - B. ~~((thirty dollars fifty-five cents per half-hour))~~ forty-eight dollars ninety-two cents per half-hour for a Laborer I and fifty-nine dollars sixty-nine cents for a Laborer II, or
    - C. ~~((fifteen dollars twenty-seven cents per quarter-hour))~~ twenty-four dollars forty-six cents per quarter-hour for a Laborer I and twenty-nine dollars eighty-four cents for a Laborer II.

- b. For transporting solid waste to the proper disposal facility; the service charge will be billed at a half-hour minimum.
  - i. Service charge for one-half hour under this section: ~~((Sixty-two dollars ninety-five cents.))~~ One hundred eight dollars sixty cents.
  - ii. Service charge for each additional quarter-hour: ~~((Thirty-one dollars forty-seven cents.))~~ One hundred eight dollars sixty cents.
- c. In addition to the labor and equipment charges, there is added to this section a charge for waste disposal: Waste disposal rates pursuant to [SMC 13.02.0528\(C\)](#).

**Section 29.** That SMC section 08.02.085 is amended to read as follows:

08.02.085 Historic Preservation

The fees for the services of the historic landmarks commission and historic preservation office are found in the Historic Preservation Fee Schedule:

~~((A. Nomination to the Local Register of Historic Places.~~

- ~~1. Fifty dollars for residential property; and~~
- ~~2. One hundred dollars for all other property.~~

~~B. Design Review/Certificate of Appropriateness.~~

- ~~1. Twenty-five dollars for staff review of the application; and~~
- ~~2. Seventy-five for commission review.~~
- ~~3. One hundred fifty dollars for work done without a certificate of appropriateness (in addition to regular fees).~~

~~C. Activities to ensure compliance with the federal guidelines for cultural resource management under Section 106 of the 1966 Historic Preservation Act, as amended: Fifty dollars.~~

~~D. Application for Special Valuation Tax Abatement.~~

- ~~1. One hundred fifty dollars for residential property; and~~

- ~~2. Two hundred fifty dollars for commercial property less than one million dollars value of the rehabilitation at the time of filing the special valuation application with the Landmarks Commission.~~
  - ~~3. Five hundred for commercial property one million dollars to five million dollars of value of the rehabilitation at the time of filing the special valuation application with the Landmarks Commission.~~
  - ~~4. One thousand dollars for commercial property of five million one dollars or more of value of the rehabilitation at the time of filing the special valuation application with the Landmarks Commission.~~
- ~~E. Application and liaison activities for investment tax credit technical assistance, based on the value of the rehabilitation work, as follows:~~
- ~~1. Fifty thousand dollars or less: One hundred twenty-five dollars.~~
  - ~~2. Over fifty thousand dollars but not over one hundred thousand dollars: Two hundred fifty dollars.~~
  - ~~3. Over one hundred thousand dollars but not over two million dollars: Five hundred dollars.~~
  - ~~4. Over two million dollars but not over five million dollars: One thousand dollars; and~~
  - ~~5. Over five million dollars: One thousand five hundred dollars.))~~

**Section 30:** That a new Section 08.02.012 is added to the Spokane Municipal Code to read as follows:

Section 08.02.012 Development Periodic Fee Adjustment

- A. Effective January 1, 2026, and the first January of each year thereafter, the development fees listed in Section 08.02.0220 Sidewalk Cafes, Section 08.02.0235 Parklets and Streateries, Section 08.02.030 Boiler Code, Section 08.02.031 Building Code, Section 08.02.032 Electrical Code, Section 08.02.033 Elevator Code, Section 08.02.035 Mechanical Code, Section 08.02.036 Plumbing Code, Section 08.02.037 Sewer Code, Section 08.02.0371 Water Code, Section 08.02.038 Shorelines Management, Section 08.02.039 Special Inspections and Other Fees, Section 08.02.060 Building Code, Section 08.02.061 Environmental Policy, Section 08.02.064 Plats, Section 08.02.065 Streets and Airspace, Section 08.02.0655 Private Construction Plan Review and

Inspection, Section 08.02.066 Zoning, Section 08.02.0665 Design Review, Section 08.02.067 Existing Building and Conservation Code, Section 08.02.069 Comprehensive Plan and Land Use Code Amendments, Section 08.02.0696 Concurrency Inquiry Application Fee, Section 08.02.087 Appeals, Section 08.02.089 Special Permits For Oversize Or Overweight Movements, Section 08.02.0204 Building Contractors and Workers shall be adjusted by the City of Spokane Building Official for an amount equal to the Consumer Price Index for West Urban Consumers (CPI) adjustment for the previous July-to-July U.S. All City Average (CPI-U and CPI-W). The adjusted fees shall include an upper limit based on the average CPI rate over the past three years. The newly determined amount shall be rounded up to the nearest dollar and shall not exceed the calculated upper limit "average percentage". In addition, the adjusted fees shall be presented to the city council for approval and a copy of the approved fees filed with the city clerk and city building official before becoming effective.

- B. Building permit fees shall not be included in the annual automatic adjustment because updates occur semi-annually through the International Code Council (ICC) published updates.
- C. No other fee schedules shall be affected by such automatic adjustments unless expressly noted.

**Section 31:** Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

**Section 32:** Clerical Errors. Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

PASSED by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

**PURPOSE OF AMENDMENT:** This amendment makes technical and formatting corrections, deletes the effective date language in Section 33, and updates the attachments.

# Development Fee Schedule 2025

## Automatic Annual Adjustment

Effective January 1, 2026, and the first January of each year thereafter, the development fees shall be adjusted by the City of Spokane Building Official for an amount equal to the Consumer Price Index for West Urban Consumers (CPI) adjustment for the previous July-to-July U.S. All City Average (CPI-U and CPI-W). The adjusted fees shall include an upper limit based on the average CPI rate over the past three years. The newly determined amount shall be rounded up to the nearest dollar and shall not exceed the calculated upper limit “average percentage”. In addition, the adjusted fees shall be presented to the city council for approval and a copy of the approved fees filed with the city clerk and city building official before becoming effective. No other fee schedules shall be affected by such automatic adjustments unless expressly noted.

Building permit fees shall not be included in the annual automatic adjustment because updates occur semi-annually through the International Code Council (ICC) published updates.

<b>Development Fee Schedule</b>	<b>Fee Amount</b>
<b>Shared Fees</b>	
Processing Fee	\$65.00
Development Services Review Fee	\$115.00
Re-Inspection Fee	\$150.00
Work Beyond Scope of Permit	\$150.00
Work Done Without Permit/Investigative Fees - Greater Of:	2x the Inspection Fee(s) or \$300
Inspection Outside Normal Working Hours (2-hr minimum)	\$115 per hour
Additional, Excessive, Phased Reviews	50% Original Review Fee
Additional, Excessive, Phased Inspections	\$105.00
Trade Review (2-hr minimum)	\$115 per hour
Refund Administration Fee - Plan Review and Processing Fees are non-refundable, no refunds of less than \$30 unless City error.	N/A
State Building Code Fee	State Determined Fee
Permit or Application Extension Fee	\$45.00
Recording Fee	County Determined Fee
Technology Fee	2.5%
<b>State Environmental Policy Act (SEPA)</b>	
SEPA Environmental Checklist Initial Review	\$500.00
Threshold Determination of MDNS	\$325.00
Threshold Determination Resulting in Declaration of Significance	Actual Cost
Threshold Determination Resulting in Declaration of Significance - Deposit	\$3,250.00
Public Notice	Actual Cost
Environmental Document Reproduction	Actual Cost
<b>Appeal Fees</b>	

Appeal of Administrative Decision to Hearing Examiner	\$350.00
Exception: Junk Vehicle Determination Appeal	\$200.00
Appeal of Hearing Examiner Decision to City Council	\$700.00
Appeal Preparation Fee	Actual Cost
Appeal Filing Fee (except as otherwise provided)	\$250.00
<b><u>Blasting Licenses and Permits</u></b>	
Blaster's License	\$55.00
Blasting Permit	\$275.00
Blasting Transportation Permit	\$65.00
<b><u>Boiler License Fees</u></b>	
Boiler Exam Fee	\$110.00
Fireman Boiler License	\$55.00
3rd Class Engineer	\$55.00
2nd Class Engineer	\$55.00
1st Class Engineer	\$55.00
Boiler Inspector	\$55.00
<b><u>Gas Heating Mechanic Fees</u></b>	
Gas Heating Mechanic Exam Fee	\$110.00
Gas Heating Mechanic I	\$55.00
Gas Heating Mechanic II	\$55.00
Apprentice Heating Mechanic	\$55.00
Oil Burner Servicer/Installer	\$55.00
Oil, Gas I, or Gas II Inspector	\$55.00
<b><u>Boiler Installation Inspection Fees</u></b>	
Low Pressure & Hot Water Boiler < 500,000 BTUs	\$175.00
LP & HWB 500,000 to < 2,000,000 BTUs	\$300.00
LP & HWB 2,000,000 BTUs and greater	\$450.00
Power Boilers < 1,000,000 BTUs	\$450.00
Power Boilers from 1,000,000 to < 5,000,000 BTUs	\$850.00
Power Boilers 5,000,000 BTUs and greater - Base	\$850.00
Power Boilers 5,000,000 BTUs and greater -Additional Charge per million BTUs	\$25.00
Electric Boiler < 250 kw	\$250.00
Unfired Pressure Vessel	\$95.00
<b><u>Boiler Operating Permit &amp; Accessory Fees</u></b>	
Boilers - Base City Inspected Operating Permit Fee	\$98.00
Boilers - per Vessel	\$35.00
Hydrostatic Pressure Test	\$145.00
Repair Inspections - Hourly	\$115.00
<b><u>Building Permit Fees</u></b>	
\$1 - \$2,000 Job Value Fee - Base	\$73.00
\$2,001 - \$25,000 Job Value Fee - Base	\$73.00

\$2,001 - \$25,000 Job Value Fee - Variable per \$1000 over \$2000	\$13.00
\$25,001 - \$50,000 Job Value Fee - Base	\$372.00
\$25,001 - \$50,000 Job Value Fee - Variable per \$1000 over \$25,000	\$10.00
\$50,001 - \$100,000 Job Value Fee - Base	\$622.00
\$50,001 - \$100,000 Job Value Fee - Variable per \$1000 over \$50,000	\$7.00
\$100,001 - \$500,000 Job Value Fee - Base	\$972.00
\$100,001 - \$500,000 Job Value Fee - Variable per \$1000 over \$100,000	\$5.00
\$500,001 - \$1,000,000 Job Value Fee - Base	\$2,972.00
\$500,001 - \$1,000,000 Job Value Fee - Variable per \$1000 over \$500,000	\$4.00
Over \$1,000,000 Job Value Fee - Base	\$4,972.00
Over \$1,000,000 Job Value Fee - Variable per \$1000 over \$1,000,000	\$3.00
Plan Review for Commercial & Multi-Family over 2 units	65% of Job Value Fee
Fast Track Plan Review Fee	125% of Job Value Fee
Early Start and Fast Track Approval	25% Additional fee
Stock Plan Review Fee	25% of Job Value Fee
Reduced Plan Review Fee	25% of Job Value Fee
Plan Review for New Single-Family Residences, Accessory Dwelling Units, & Duplexes	50% of Job Value Fee
Plan Review for SFR & Duplex Accessory Structures & Additions	25% of Job Value Fee
Revision Review Fee - Hourly	\$115 per hour
Plan Review for SFR & Duplex Accessory Structure Remodels	25% of Job Value Fee
Demolition of SFR or Duplex	\$45.00
Demolition of Other Structures - Per 1,000 Sq Ft - [MAXIMUM \$450]	\$45.00
Demolition of Accessory Structures - (i.e. -garages, Swimming Pools)	\$35.00
Fence Permit Fee per 100 linear feet or fraction thereof	\$20.00
10,000 cubic yards or less of Grading or Fill - Base	\$145.00
10,000 cubic yards or more of Grading or Fill - Base	\$145.00
10,000 cubic yards or more of Grading or Fill - Variable over 10,000	\$30.00
Plan Review for 1,000 cubic yards or less	\$75.00
Plan Review for 1,001 - 100,000 cubic yards - Base	\$190.00
Plan Review for each 10,000 cubic yards over 100,000 - Variable over 100,000	\$10.00
Wall, Projecting, and Incidental Sign Permit Fee - Per Sign	\$47.00
Pole, Billboard, and Off-Premises Sign Permit Fee - Per Sign	\$117.00
Sign Review Fee	\$115.00
Factory Built Housing - Per Section	\$75.00
Manufactured (Mobile) Home - Per Section	\$75.00
Temporary Structures - 1st 180 days	\$250.00
Temporary Structures - 2nd 180 days	\$550.00
Relocation Determination Fee	\$75.00
Swimming Pool Permit Fee (when accessory to SFR or Duplex)	\$95.00
Swimming Pool Permit Fee (for all others)	\$215.00
Adult Family Home Inspection	\$245.00
Safety Inspection - Commercial Building - Per hour (2-hr minimum)	\$114 per hour
Safety Inspection - SFR, Electrical Only	\$95.00
Safety Inspection - SFR, 2 or more categories	\$190.00
Safety Inspection - Duplex	\$245.00
Safety Inspection - Multi-Family 3 to 6 units	\$315.00
Safety Inspection - Multi-Family over 6 units - Base	\$315.00



Safety Inspection - Multi-Family over 6 units - Variable	\$35.00
Electrical Service Reconnect - Residence	\$50.00
Electrical Service Reconnect - Commercial	\$110.00
Expired Building Permit Renewal when No Inspections	100% of Permit Fee
Expired Building Permit Renewal when Foundation Approved	75% of Permit Fee
Expired Building Permit Renewal when All Rough-ins Approved	25% of Permit Fee
Expired Building Permit Renewal with Additional Work	Job Value Fee
Expired Plumbing Permit Renewal when No Inspections	100% of Permit Fee
Expired Plumbing Permit Renewal when Top Outs Approved	25% of Permit Fee
Expired Mechanical Permit Renewal when No Inspections	100% of Permit Fee
Expired Mechanical Permit Renewal when Rough-Ins Approved	25% of Permit Fee
Expired Electrical Permit Renewal when No Inspections	100% of Permit Fee
Expired Electrical Permit Renewal when Rough-Ins/Service Approved	25% of Permit Fee
<b><u>Certificate of Occupancy Fees</u></b>	
For Change of Occupancy when no work is required	\$90.00
Temporary Certificate of Occupancy Issuance	\$500.00
Temporary Certificate of Occupancy Extension	\$250.00
<b><u>Solar Fees</u></b>	
SFR-Duplex Solar Plan Review Fee (DSC)	\$75.00
SFR-Duplex Solar Inspection Fee (DSC)	\$150.00
MFCOM Solar Plan Review Fee (DSC)	65% of Job Value Fee
MFCOM Solar Inspection Fee (DSC)	Job Value Based
Electrical fees assessed as applicable to the scope of work	See Elec Fees
Fire Review and Inspection Fees assessed in accordance with the Fire Codes	See Fire Code
<b><u>Electrical Permit Fees</u></b>	
New Square Footage up to 5000 sq ft - Variable per 100 sq ft	\$5.00
New Square Footage over 5,000 sq ft - Base	\$250.00
New Square Footage over 5,000 sq ft - Variable per 100 sq. ft.	\$3.00
Alterations/Wiring of Existing Space	\$7.00
Light Standard	\$10.00
Service, 1-200 Amps	\$50.00
Service, 201-400 Amps	\$62.00
Service, 401-600 Amps	\$75.00
Service, 601-800 Amps	\$87.00
Service, 801-1,000 Amps	\$100.00
Service, Over 1,000 Amps - Base	\$100.00
Service, Over 1,000 Amps - Variable per 100 Amps over 1,000 Amps	\$7.00
Service, Over 600V, Surcharge	\$60.00
Alarms, Telecommunications, and Control Circuits other low-voltage systems (per 2,500 sq. ft.)	\$15.00
Temporary Service and Load Test	\$45.00
Transformer - Base	\$40.00
Transformer - Variable per 200 Amps or fraction thereof	\$12.00
Generator (emergency, standby, and resource recovery) - Base	\$40.00

Generator (emergency, standby, and resource recovery) - Variable per 200 Amps or fraction thereof	\$12.00
Note: Generators of 50 kW or less are considered equivalent to a 200 Amp service	NA
Feeder	\$20.00
Ground Work-Ground Ufer	\$30.00
Extensive Ground Work	\$105.00
Annual Electrical Permit, 12 Inspections/1 - 3 Electricians	\$2,300.00
Annual Electrical Permit, 24 Inspections/4 - 6 Electricians	\$4,600.00
Annual Electrical Permit, 36 Inspections/7 - 12 Electricians	\$6,900.00
Annual Electrical Permit, 52 Inspections/13+ Electricians	\$8,200.00
Electrical Permit: Load Test	\$45.00
<b>Elevator Permit Fees</b>	
Install: Elevator, Escalator, or Moving Walk \$5,000 Value or Less	\$250.00
Install: Elevator, Escalator, or Moving Walk Install > \$5,000 Value - Base	\$250.00
Install: Elevator, Escalator, or Moving Walk Install > \$5,000 Value - Variable	\$4.00
Install: Stair Climber or Plan Form Lift	\$80.00
Install: Dumbwaiter or Material Lift	\$170.00
Install: Temporary Personnel Hoist (Construction Lift)	\$350.00
Operating Permit: Hydraulic Elevator - Annual, Base	\$177.00
Operating Permit: Hydraulic Elevator - Annual, Variable	\$22.00
Operating Permit: Cable Elevator - Annual, Base	\$353.00
Operating Permit: Cable Elevator - Annual, Variable	\$22.00
Operating Permit: Escalator or Moving Walk	\$353.00
Operating Permit: Dumbwaiter, Platform/Material Lift, or Stair Climber	\$88.00
Alteration or Repair: \$5,000 Value or Less	\$250.00
Alteration or Repair: > \$5,000 Value - Base	\$250.00
Alteration or Repair: > \$5,000 Value - Variable	\$4.00
Elevator Reinspection: Hourly	\$114.00
Uncorrected Deficiencies (assessed at 90, 120, and 150 days)	\$177.00
Document Replacement Fee	\$65.00
Temp Hoist: Semi-Annual or Jump Inspection	\$177.00
Temp Hoist: Semi-Annual Operating Permit	\$177.00
Temporary Operating Permit Fee - Base	\$115.00
Temporary Operating Permit Fee - Variable	\$15.00
Plan Review for Installs and Major Alterations	\$115.00
Variance Request w/ Site Visit - Base	\$177.00
Variance Request w/ Site Visit - Variable	\$88.00
Variance Request via Desk Evaluation (w/o site visit)	\$88.00
Technical Advice Site Visit Fee - Base	\$177.00
Technical Advice Site Visit Fee - Variable	\$88.00
Decommissioning Conveyance Fee	\$177.00
Re-Commissioning Conveyance Fee - Base	\$177.00
Re-Commissioning Conveyance Fee - Variable	\$88.00
Operating a Conveyance w/o Permit: 30 Day Penalty Fee	\$164.00

<b>Mechanical Permit Fees</b>	
Air Handler (per 10,000 cfm or fraction of)	\$17.00
Clothes Dryer (Gas)	\$15.00
Ductwork System	\$15.00
Evaporative Cooler	\$15.00
Gas Log	\$15.00
Gas Piping: per outlet	\$4.00
Gas Water Heater	\$15.00
Heat Pump and A/C: 0 to 15 tons	\$23.00
Heat Pump and A/C: 15 to 50 tons	\$45.00
Heat Pump and A/C: Over 50 tons	\$75.00
Heating Equipment: Less than 100,000 BTUs	\$17.00
Heating Equipment: More than 100,000 BTUs	\$25.00
Hood: Type I (per 12 ft or 12 ft portion of hood)	\$70.00
Hood: Type II	\$15.00
Hydronic Piping: per outlet	\$4.00
Miscellaneous (items not covered elsewhere)	\$15.00
Propane Tanks	\$15.00
Range (Gas)	\$15.00
Refrigeration Unit: 1 - 500,000 BTUs	\$25.00
Refrigeration Unit: 500,000 - 1,750,000 BTUs	\$45.00
Refrigeration Unit: Over 1,750,000 BTUs	\$75.00
Unlisted Gas Appliance: Up to 400,000 BTUs	\$75.00
Unlisted Gas Appliance: Over 400,000 BTUs	\$125.00
Used Appliance: Up to 400,000 BTUs	\$75.00
Used Appliance: Over 400,000 BTUs	\$125.00
Vent Fans	\$15.00
Wood Stove or Insert	\$40.00
<b>Plumbing Permit Fees</b>	
Bar Sink	\$15.00
Bathtub	\$15.00
Clothes Washer	\$15.00
Dishwasher	\$15.00
Drinking Fountain	\$15.00
Floor Drain	\$15.00
Floor Sink	\$15.00
Garbage Disposal	\$15.00
Kitchen Sink	\$15.00
Lawn Sprinkler (with 1 backflow device)	\$15.00
Medical Gas Outlet	\$15.00
Miscellaneous (items not covered elsewhere)	\$15.00
Sewage Ejector	\$15.00
Shower	\$15.00
Sink	\$15.00
Toilet	\$15.00
Urinal	\$15.00

Utility Sink	\$15.00
Vacuum Breaker/Backflow Device	\$15.00
Water Softener	\$15.00
<b><u>Code Enforcement: Existing Building and Conservation Code Fees</u></b>	
General: Bill equal to all costs and expenses incurred by City	Cost Incurred
Boarding and Securing	Cost Incurred
Property Monitoring	\$300.00
Annual Hearing Processing Fee - First Year	\$2,000.00
Annual Hearing Processing Fee - Each Subsequent Year	\$5,000.00
<b><u>Code Enforcement: Obstruction From Vegetation and Debris Fees</u></b>	
Vegetation and Debris Abatement	Cost Incurred
Vegetation and Debris Abatement Surcharge	\$250.00
<b><u>Code Enforcement: Existing Building and Conservation Code Fees</u></b>	
Annual Foreclosure Property Registration Fee	\$350.00
<b><u>Sidewalk Café Fees</u></b>	
Sidewalk Café Annual Fee	\$150.00
Site Modification Review Fee	\$275.00
Initial Review Fee	\$300.00
<b><u>Parklets and Streateries</u></b>	
Annual License Fee	\$150.00
Site Modification Review Fee	\$300.00
Initial Review Fee	\$300.00
Refundable Cash Bond	\$1,000.00
2-hour zone per square foot per month	\$3.04
4-hour and all-day zones per square foot per month	\$2.05
Time-restricted fee parking	\$1.05
Devise removal and replacement fee - Single Space Meter	\$60.00
Devise removal and replacement fee - Dual Space Meter	\$120.00
Devise removal and replacement fee - Kiosk	\$500.00
<b><u>Streets and Airspace Fees</u></b>	
Skywalk Application to Hearing Examiner	\$7,160.00
Skywalk Annual Inspection	\$588.00
Skywalk Renewal (within 20 years of permit issuance)	\$2,290.00
Street Address Assignment	\$15.00
Street Address Change	\$61.00
ROW Obstruction: Dumpster or Temp Storage Unit (Pod)	\$150.00
ROW Obstruction: Long-term (more than 20 days)	\$0.20
ROW Obstruction: With Excavation 1-3 Days	\$150.00
ROW Obstruction: With Excavation Each Additional Day	\$25.00
ROW Obstruction: No Excavation 1-3 Days	\$40.00
ROW Obstruction: No Excavation Each Additional Day	\$20.00

Master Annual Permit	Expense based
Obstruction W/O Permit or Exempt Notification	\$500.00
Work Beyond Scope of Permit	\$250.00
No Fee For Activities Done Under City Contract	\$0.00
Traffic Control Plan Review Fee	\$78.00
Building Move Permit	\$172.00
Road Oiling (and other dust palliatives)	\$156.00
Street Vacation Application Fee	\$623.00
Approach Permit: Commercial	\$52.00
Approach Permit: Residential Driveway	\$31.00
IT Plan Review for Fiber Projects	\$95 per hour
<b><u>Oversize or Overweight Movements</u></b>	
Oversize Load - Per 30 Days or fraction of	\$78.00
Overweight Load (on specified route) - Per 30 Days or fraction of	\$117.00
Superload - Per Trip	\$117.00
<b><u>Private Construction Plan Review and Inspection</u></b>	
<b><u>Plan Review Fee Table:</u></b>	
\$1 - \$10,000 Job Value Fee	\$300.00
\$10,001 - \$50,000 Job Value Fee - Base	\$300.00
\$10,001 - \$50,000 Job Value Fee - Variable for each 1,000 over 10,000	\$15.00
\$50,001 - \$100,000 Job Value Fee - Base	\$900.00
\$50,001 - \$100,000 Job Value Fee - Variable for each 1,000 over 50,000	\$13.00
\$100,001 - \$500,000 Job Value Fee - Base	\$1,550.00
\$100,001 - \$500,000 Job Value Fee - Variable for each 1,000 over 100,000	\$10.50
\$500,001 - \$1,000,000 Job Value Fee - Base	\$5,750.00
\$500,001 - \$1,000,000 Job Value Fee - Variable for each 1,000 over 500,000	\$9.50
Over \$1,000,000 Job Value Fee - Base	\$10,500.00
Over \$1,000,000 Job Value Fee - Variable for each 1,000 over 1,000,000	\$8.75
Additional Review (for excessive plan changes)	\$115 per hour
On-Site Water Systems Review Fee - outside City limits or no bldg permit	\$250.00
On-Site Sanitary Sewer Systems Review - outside City limits or no bldg permit	\$250.00
Standard (Simple) Stormwater Systems Review: Under 10 lots - Base	\$400.00
Standard (Simple) Stormwater Systems Review: Under 10 lots - Variable per lot	\$10.00
Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Base	\$500.00
Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Variable per lot	\$10.00
Standard (Simple) Stormwater Systems Review: Over 100 lots - Base	\$700.00
Standard (Simple) Stormwater Systems Review: Over 100 lots - Variable per lot	\$10.00
Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	\$250.00
Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	\$500.00
Complex Stormwater Systems Review: Under 10 lots - Base	\$500.00
Complex Stormwater Systems Review: Under 10 lots - Variable per lot	\$10.00
Complex Stormwater Systems Review: 10 - 100 lots - Base	\$750.00
Complex Stormwater Systems Review: 10 - 100 lots - Variable per lot	\$15.00
Complex Stormwater Systems Review: Over 100 lots - Base	\$1,000.00
Complex Stormwater Systems Review: Over 100 lots - Variable per lot	\$15.00

Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	\$500.00
Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	\$1,000.00
Storm Sewer Review - in accordance with subsection (A) above.	No Charge
Waiver or Variance Review	\$115.00
Site Development Plan Review	\$250.00
Traffic Impact Analysis Review Fee	\$200.00
Hydraulic Analysis Review Fee	\$580.00
<b>Inspection Fee Table:</b>	
\$1 - \$5,000 Job Value Fee	\$500.00
\$5,001 - \$10,000 Job Value Fee	\$1,000.00
\$10,001 - \$50,000 Job Value Fee - Base	\$1,000.00
\$10,001 - \$50,000 Job Value Fee - Variable for each 1,000 over 10,000	\$25.00
\$50,001 - \$100,000 Job Value Fee - Base	\$2,000.00
\$50,001 - \$100,000 Job Value Fee - Variable for each 1,000 over 50,000	\$20.00
\$100,001 - \$500,000 Job Value Fee - Base	\$3,000.00
\$100,001 - \$500,000 Job Value Fee - Variable for each 1,000 over 100,000	\$15.00
\$500,001 - \$1,000,000 Job Value Fee - Base	\$9,000.00
\$500,001 - \$1,000,000 Job Value Fee - Variable for each 1,000 over 500,000	\$10.00
Over \$1,000,000 Job Value Fee - Base	\$14,000.00
Over \$1,000,000 Job Value Fee - Variable for each 1,000 over 1,000,000	\$5.00
Non-Typical, Specialty Project Inspection	\$115.00
Non-Typical, Specialty Project Overtime Inspection	1.5x the Inspection Fee(s)
Non-Typical, Specialty Project Survey Crew Inspection	\$115.00
Non-Typical, Specialty Project Survey Crew Overtime Inspection	1.5x the Inspection Fee(s)
<b>Multi-Family Housing Property Tax Incentive Program</b>	
Multi-Family Tax Exemption (MFTE) Application	\$1,000.00
MFTE Extension Application	\$1,000.00
MFTE Final Certificate	\$2,000.00
MFTE Final Certificate Conversion from 12 to 8 year	\$500.00
<b>Shorelines Management</b>	
\$2,500 - \$10,000 Project Value Fee	\$1,200.00
\$10,001 - \$50,000 Project Value Fee	\$1,600.00
\$50,001 - \$250,000 Project Value Fee	\$3,000.00
\$250,001 - \$1,000,000 Project Value Fee	\$5,800.00
Over \$1,000,000 Project Value Fee - Base	\$7,000.00
Over \$1,000,000 Project Value Fee - Variable	0.1% of project valuation
Variance Fee	\$2,300.00
Conditional Use Fee	\$2,000.00
Pre-Submittal Review	\$600.00
Shoreline Exemption Fee	\$600.00
Permit Amendment Fee	80% of fee in this schedule

<b>Plats</b>	
Long Plat: One-Year Extension of Preliminary Approval	\$500.00
Long Plat: Phasing of Approved Preliminary Plat	\$600.00
Long Plat: Vacation	\$800.00
Final Long Plat - Base	\$3,305.00
Final Long Plat - Additional fee per lot	\$30.00
Long Plat: Alteration of Approved Preliminary or Final Long Plat	80% of fee in this schedule
Short Plat: One-Year Extension One-Year Extension of Preliminary Approval	\$500.00
Short Plat: Phasing of Approved Preliminary Plat	\$600.00
Short Plat: Vacation	\$800.00
Final Short Plat Filing Fee	\$2,271.00
Final Short Plat Filing Fee - Additional fee per lot	\$30.00
Final Short Plat Filing Fee with Minor Engineering Review	\$350.00
Final Short Plat Filing Fee with Minor Engineering Review - Additional fee per lot	\$30.00
Short Plat: Alteration of Approved Preliminary or Final Short Plat	80% of fee in this schedule
Binding Site Plan: One-Year Extension of Preliminary Approval	\$500.00
Final Binding Site Plan	\$2,970.00
Final Binding Site Plan - fee per additional acre	\$30.00
Binding Site Plan: Alteration of Approved Preliminary or Final	80% of fee in this schedule
Boundary Line Adjustment Filing Fee	\$370.00
Street Name Change	\$2,500.00
Public Hearing for Other Matters	\$1,895.00
Use of Planning Staff Not Covered by Plat Fees	\$115.00
Concurrency Inquiry Application	\$200.00
<b>Zoning</b>	
Staff Preparation of Notification Map and Associated Documents	\$207.00
Type I Application	\$1,085.00
Type II Application	\$4,325.00
Type II Application - per additional acre	\$60.00
Type II Application with Minor Engineering Review	\$1,085.00
Type III Application	\$4,590.00
Type III Application - per additional acre	\$215.00
Site Plan Review and/or Modification	\$815.00
Site Plan Review and/or Modification - per additional 10 acres	\$550.00
Planned Unit Development (PUD) Bonus Density	\$880.00
Final PUD	\$3,295.00
Temporary Use Permit	\$675.00
Floodplain Development Permit	\$1,139.00
Floodplain Development Permit -per additional acre	\$55.00
Formal Written Interpretation of Zoning Code	\$727.00
Public Hearing for Other Matters	\$1,895.00
Use of Planning Staff Not Covered by Above Fees - Hourly	\$115.00
Zoning Verification Letter	\$115.00

<b>Design Review</b>	
Design Review by Urban Design Staff	\$600.00
Design Review by Design Review Board	\$1,275.00
<b>Comprehensive Plan and Land Use Code Amendments</b>	
Threshold Review Fee	\$500.00
Comp Plan, Map, Text, or other Land Use Code Amendment - Base	\$7,000.00
Comp Plan, Map, Text, or other Land Use Code Amendment - Variable per additional 10 acres	\$1,075.00
Use of Planning Staff Not Covered by Above Fees	\$115.00
Formal Written Interpretation of Comp Plan	\$1,075.00
<b>Short Term Rental License Fee</b>	
Registration for STR - Residential Zone - Application	\$200.00
Registration for STR - Residential Zone - Renewal	\$100.00
Registration for STR - Other Zone - Application	\$300.00
Registration for STR - Other Zone - Renewal	\$100.00



# Historic Preservation Fee Schedule 2025

<b>Spokane Register of Historic Places Nomination Fees:</b>	
Residential Property:	\$50.00
Commercial Property:	\$100.00
All nominated properties must also pay the Auditor's Filing Fee	County Determined Fee
<b>Special Valuation Tax Incentive Fees:</b>	
Residential Property:	\$150.00
Commercial Property (based on cost of rehab):	
Less than \$1M	\$350.00
\$1M to \$5M	\$1,000.00
Over \$5M	\$1,500.00
All properties receiving Special Valuation must also pay the Auditor's Filing Fee	County Determined Fee
<b>Design Review of Historic Properties</b>	
<i>Spokane Register of Historic Places <b>Individually Listed:</b></i>	
<b>Residential</b> - Administrative	\$75.00
<b>Residential</b> - Full Landmarks Commission	\$250.00
<b>Commercial</b> - Administrative	\$175.00
<b>Commercial</b> - Full Landmarks (based on project cost)	
<b>Project cost:</b>	
\$0-99,999	\$250.00
\$100,000 - \$499,999	\$500.00
\$500,000 - \$999,999	\$1,000.00
\$1,000,000 - \$2,000,000	\$2,000.00
Over \$2,000,000	\$3000 max
<i>Spokane Register of Historic Places <b>District Property:</b></i>	
<b>District</b> Property - Administrative	\$75.00
<b>District</b> Property - Full Landmarks Commission	\$250.00
<b>Retroactive Design Review (work done without a Certificate of Appropriateness):</b>	
Residential	\$250.00
Commercial	\$250.00
<b>Demolition Review Fees (to determine historically eligible properties (SMC 17D.100.230)) or those listed on the Spokane Register or within a Spokane Register Historic District:</b>	
under 4000 sq feet:	\$150.00
4001-10,000 sq feet:	\$250.00
10,001-25,000 sq feet:	\$500.00
Over 25,001 sq feet:	\$1,000.00

<b>For properties that must be deconstructed according to SMC 15.06, HP fee will be capped at \$1500 total including the above fees</b>	\$1500 total in combination with fees above
<b>Historic Plaque Purchase:</b>	\$250.00



**CITY OF SPOKANE**

# **Development Services Center Cost of Service & Fee Analysis**

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*October 29, 2024*



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## Executive Summary

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In June 2023, the City of Spokane (City) Development Services Center (DSC) engaged FCS to conduct a cost-of-service study for its plan review, inspections, and permit services related to building, current planning, and engineering functions. The City additionally included for review any recoverable fee services from Historic Preservation and Planning Services. The study identifies the labor and non-labor resources that support development permit services. It also establishes the full cost of service and cost recovery level for these services. The technical results of the study provide a rational and defensible foundation for changes to fees that support the City's cost recovery and other development goals.

This study found the following:

- Staff spent 91,889 hours on tasks related to recoverable DSC activities in 2022.
- The cost to deliver permit review services, including direct labor, operating expenses and allocated overhead is projected to total \$10.6 million in 2024 or \$115.26 per hour.
- Overall, based on existing fees, the DSC currently recovers about 64 percent of its costs of operations. The individual DSC programs have the following recovery rates:
  - » DSC Building Program: 74%
  - » DSC Planning Program: 25%
  - » DSC Engineering Program: 58%
- FCS also calculated the full cost recovery fees for individual fees based upon the estimated staff time necessary to review, adjudicate, and approach each individual fee service. The DSC has the ability to adopt increases in fees up to the cost of service for each fee, though it is not recommended that any adopted fee exceeds its individual and division cost of service. The building valuation fees are not reflective of the labor estimates; rather, they are often based on the International Code Council Building Valuation Data.
- The City should be aware that annual revenues can and will vary, sometimes considerably, with ebbs and flows of development activity and general economic conditions. Thus, the City and the DSC should review this study as simply a point-in-time snapshot of the financial performance of the Department.
- The study also included a comparative survey of current DSC fees to neighboring communities as seen in **Appendix D**. It should be noted that the identified fees for these other communities may or may not be at the cost of service and may or may not have been recently increased for cost inflation. This comparative survey should be reviewed as a point-in-time snapshot only.
- Additionally, the study included an in-depth analysis of the concept of a technology surcharge, practices of other organizations, estimated revenues to the City should it establish a surcharge at various levels, and issues that the City may consider should it wish to implement a surcharge in the future. The analysis compared scenarios from City's top three selected contractors.

FCS collaborated with Exigy Consulting to include stakeholder engagement, staffing analysis, and a review of best practices in business processes, fee structures, and development incentives. Exigy's findings are detailed in **Appendices F, G, H and I**.

Going forward, the City and DSC should annually adjust all Department fees by a weighted application of labor, benefits, and general cost inflation as each of these cost centers can rise at different rates. For example, labor cost inflation could be indexed to increases in the City's salary adjustments as determined through its labor contracts, while general cost inflation would be used based on anticipated increases for typical City costs such as IT / software consultants, vehicles, office supplies, etc.

## Introduction

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In June 2023, the Development Services Center (DSC) of the City of Spokane (City), initiated a cost-of-service study for its development-related permit fees with FCS. The cost-of-service study from FCS identifies the labor and non-labor resources that support development fee-related services. It also establishes the full cost of service and cost recovery level for these services. The technical results of the study provide a rational and defensible foundation for changes to fees that support the DSC's cost recovery and other development goals. The calculated fees should be reviewed as one data point for reference when setting fees. Other reference points may include what other neighboring communities charge for similar services as well as the importance of price-based incentive for compliance with City policies and objectives.

The approach used to conduct the study included:

- Working with DSC management and staff who are involved with fee (e.g., permit inspections, plan review, and public information) and non-fee related services (e.g., code enforcement, long range planning, code & policy development) for the building, current planning, and engineering programs of the DSC.
- Working with City staff who are involved with fee and non-fee related services for Historic Preservation and Planning Services.
- Analyzing historical and budgeted financial documents and data associated with development related services and fees such as the City of Spokane 2023 adopted budget.
- Working with DSC staff to analyze the existing fees and to estimate the direct labor time needed to provide each permit service.
- Reviewing the direct and indirect labor estimates, non-labor and overhead cost allocations, and historical permit volumes and revenue data.
- Reviewing the cost of service and cost recovery for each service fee with DSC staff.

The process used for collecting and analyzing the data required active participation by DSC staff. We want to take the opportunity to recognize the time, participation, and effort the DSC project team devoted to the study.

## Development Services Background

DSC provides building, planning, and engineering permits for proposed construction and development activities, as well as permits and services including land use, obstruction permits / special events, and certifications for certain trades for the City. Approval of the permit process ensures that development within the City aligns with local, regional, and state plans, rules, and regulations. These services also ensure that public infrastructure is available to support development.

Permitting services are supported by fees paid by permit applicants. DSC has a goal of 100 percent full cost recovery. The DSC is a department of the Community & Economic Development (CED) Division. Economic development activities are provided largely through Planning Services and were considered for cost recovery eligibility. **Appendices J & K** details the DSC and CED organizational charts respectively.



## Cost Basis for Development Fees

Development permit fees are regulated by the State of Washington through RCW 82.20.020 which states that a city may “collect reasonable fees from an applicant for a permit or other governmental approval to cover the cost...of processing applications, inspecting and reviewing plans, or preparing detailed statements [related to SEPA reviews]”. The cost basis for fees reviewed in the study is primarily supported by actual financial activity in 2022 related to labor and non-labor expenses for the building, current planning, and engineering programs, as well as expenses for City staff that support development services including Historic Preservation and Planning Services. The study also relies on the following regulatory and industry publications to establish a cost basis for fees:

- “Performance Audit Report of Eight Counties’ Building Permit and Inspection Fees” by Washington State Auditor. Report No. 1002634. Published December 29, 2009.
- International Conference of Building Officials Uniform Building Code.
- International Conference of Building Officials Uniform Administrative Code.

## Determining Recoverable Costs

As stated above, determining the recoverability of costs related to development permit services is governed by RCW 82.02.020, and reinforced through case law and opinions from the Washington State Attorney General. For example, the following precedence provides guidance on the recoverability of development related costs.

**Programs for broad social benefits.** The Washington State Supreme Court (WSSC) has drawn a bright line on the permissibility of using fee revenues to fund programs that have a broad social benefit. Prior to the designing of fees, the City must first clearly define the primary purpose of its social equity program or policy. This test is used to determine whether a program is regulatory in nature, and thus funded by a fee, or if it is for the greater public good, and thus funded with a tax. Local governments cannot establish a tax, the power of taxation is granted to local governments only by the State Constitution or the State Legislature. The WSSC defines taxes as “burdens or charges imposed by the legislative authority on persons or property, to raise money for public purposes”. [*Spokane v Spokane Police Guild*].

**Properly defining the nature of the City’s social equity program is important.** For example, in *San Telmo Assoc v Seattle*, the Supreme Court held that requiring a developer to fund housing for low-income residents displaced by the development is a tax rather than a regulatory fee as the City’s ordinance merely raised revenues to fund the public responsibility of providing such housing. This same concept is reiterated in *WA State Attorney General Opinion 1988, No.7*, where the Attorney General advised that if a fee is designed to raise revenue in excess of the regulatory program’s actual costs, then the government’s statutory authority is exceeded, and the charge is therefore an improper form of taxation.

**Using development service fees to recover the costs associated with policy making is not permissible.** In *Tiger Mountain LLC vs King County*, the Snohomish County Superior Court found the cost of long-range planning, including policy making and adoption of the comprehensive plan was not permissible to be recovered from development services permitting fees: “Regulatory fees charged by DDES may not include costs arising from the legislative or judicial functions of government, or any executive functions of government which are not related to or facilitate the County’s permitting program.”

However, the City may adjust its development fees in response to regulatory changes resulting from updates to the comprehensive plan. For example, if the City were to require an additional regulatory process (e.g., design

review) for new construction as part of an update to the comprehensive plan, fee services affected by this new regulation may be adjusted to reflect the additional staff time required.

Finally, and alternatively, if a portion of the comprehensive plan update is allocable to utilities, then this cost could be considered a part of the utility cost of service and potentially recoverable from utility fees.

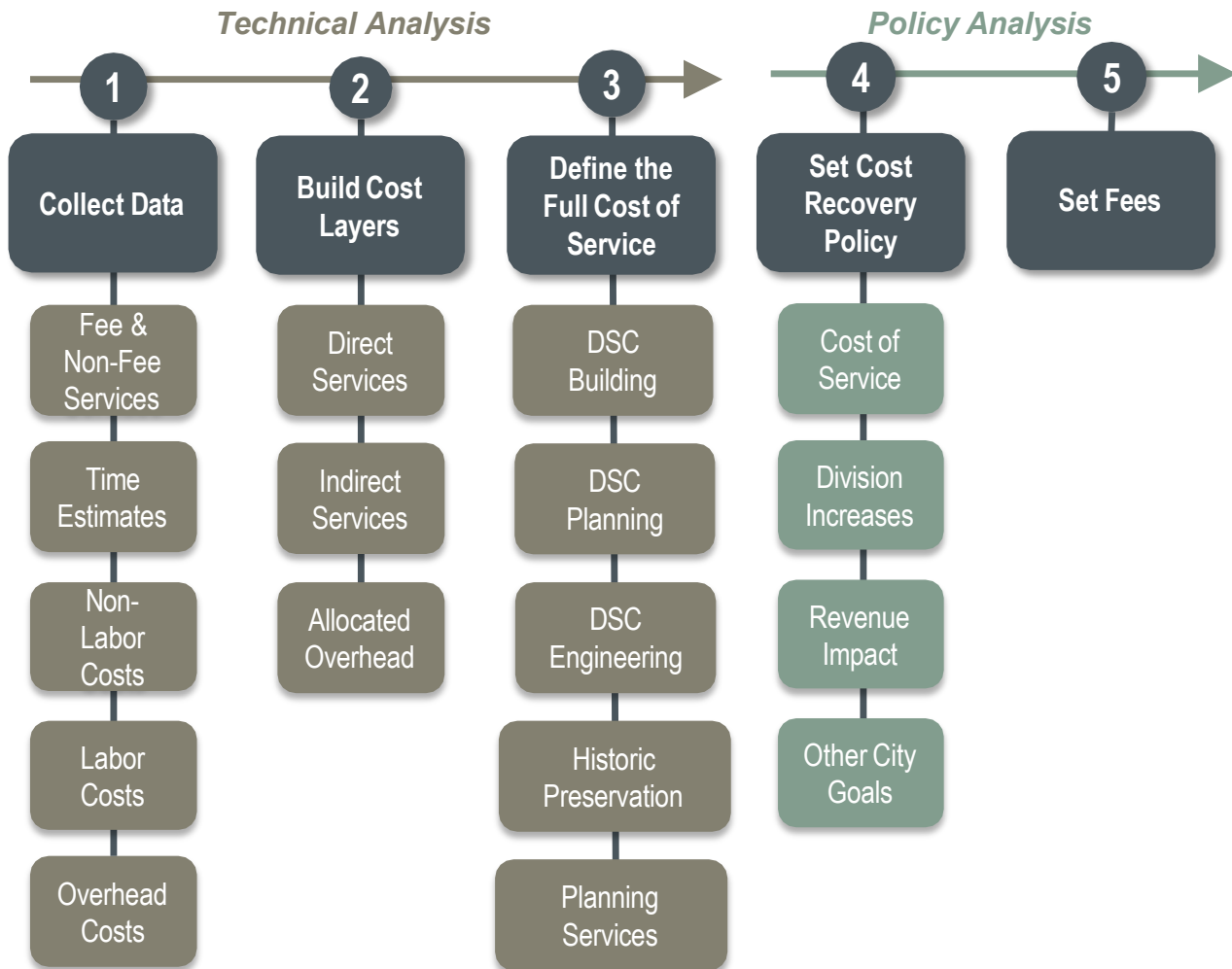
## Study Framework

The methodology for this cost-of-service study was prepared consistently with the aforementioned guiding principles, precedents, and legal opinions.

## Methodology

To determine the cost-of-service and the appropriate fees, a defined task plan was followed as outlined below in **Exhibit 1**. The methodology identifies both the labor and non-labor resources that are required to perform the services, activities and analyzes the cost-of-service for each of the fee and non-fee permit services performed by City staff. The analysis provides the City’s elected officials, management, and City staff with the cost basis for its services and fees.

**Exhibit 1. Cost of Service Methodology**



The following sections summarize the assumptions and methodology that support each step in the cost-of-service analysis.

### Step 1: Collect Data

#### Identify Fee and Non-Fee Permit Services

The first part of the study process identifies the DSC permit services to be evaluated for the building, planning, and engineering programs. The City also identified portions of time from Historic Preservation and Planning

Services to be included in the analysis. In addition to establishing the framework for the study, this step also provides the opportunity to review and identify potential efficiencies and/or consolidations in the fee schedule. Based on their recommendations, select fees were eliminated, created, or consolidated.

### Identify Staff Time Requirements for Services

With the permit service fees identified, the data collection effort focuses on financial and time data from all staff involved in processing fees. City staff provided two sets of timekeeping records for each staff member for 2022. The first data set included total work hours, leave hours, and paid hours for each role. The second data set provided detailed work hours by task for each role. These two data sets were used as the basis for establishing the total number of annual work hours available and the distribution of work hours by fee. The detailed work hours by task were bucketed into the following three categories:

- **Direct Services** – Services provided as the result of a project, permit application, or specific related activity and that are often tied to a specific fee (e.g. plan review). These services were allocated based on the time spent processing permits for DSC’s building, current planning, and engineering programs, as well as portions of Historic Preservation and Planning Services.  
Direct services also include services provided directly for or to the public that are not fee-related (e.g., code enforcement and planning services). Non-fee related areas are ineligible for cost of service recovery. It is of note that only a small portion of Planning Services contributed to direct fee-related services.
- **Indirect Services** – Services that cannot be assigned to a specific project, application, or activity (e.g. front counter customer service, administrative duties, and annual leave). Staff time assigned to indirect services is then allocated between fee and non-fee permit services based on the proportion of direct service hours assigned to fee and non-fee permit services. City staff reviewed the work activities in 2022, and the following activities were assigned as indirect services:
  - » Public Information and Customer Service – Time spent assisting customers and the public with information and questions about permit service fees.
  - » Management and Administrative Duties – Time spent on general office tasks, such as organizational management, supervision, internal meetings/calls/e-mails, filing, and other miscellaneous activities in support of processing permits.
  - » Training and Certification – Time spent for continued professional education and maintaining currency with laws and regulations.
- **Overhead Services** – Department and Citywide general management and administrative time.
  - » The DSC’s overhead expenses include the labor and non-labor expenses for the administrative / overhead cost center that is not specifically assigned to a direct service program. Administrative overhead expenses are allocated across DSC’s building, planning, and engineering programs in different ways depending on the expense. Examples of allocation include being based on the revenue of the DSC program, the spread of DSC FTEs, or by assigning an individual department directly.

The combined annual work hours for direct services, indirect services, and overhead services for each employee in 2022 were then compared to and reconciled with the timekeeping data for each employee’s reported work hours for the year. A summary of direct service hours that support fee and non-fee permit services is outlined in **Exhibit 2**.

**Exhibit 2. Direct Service Labor Allocation by Fee Category and Program**

Direct Service Hours by Fee Category and by Program		Program					Total
		DSC - Building	DSC - Engineering	DSC - Planning	Historic Preservation	Planning Services	
Category	DSC - Building	64,748	-	-	-	369	65,117
	DSC - Engineering	3,075	11,757	277	-	-	15,108
	DSC - Planning	-	-	6,328	-	2,793	9,121
	Historic Preservation	-	-	-	646	185	831
	Planning Services	-	-	-	-	1,711	1,711
<b>Total Direct Service Fee Hours</b>		<b>67,823</b>	<b>11,757</b>	<b>6,605</b>	<b>646</b>	<b>5,058</b>	<b>91,889</b>
Category	DSC - Building	4,706	-	-	-	-	4,706
	DSC - Engineering	-	-	-	-	-	-
	DSC - Planning	-	-	-	-	-	-
	Historic Preservation	-	-	-	2,826	-	2,826
	Planning Services	-	-	-	-	25,760	25,760
<b>Total Direct Service Non-Fee Hours</b>		<b>4,706</b>	<b>-</b>	<b>-</b>	<b>2,826</b>	<b>25,760</b>	<b>33,291</b>

Source: FCS City of Spokane Development Services Fee Model, Labor Summary - 2024

City staff identified the time required to process permit applications. The time estimates varied by the permit service and by position classification. City staff met several times to discuss and refine the estimates for each permit service.

**Step 2: Build Cost Layers**

The next stage in the process is to develop an analytical model for calculating the costs related to each fee category.

Labor Costs

*Department Labor*

To build the labor cost layer, the staff time allocations for each activity (i.e. direct, indirect, and overhead) were multiplied by each staff member’s loaded hourly rate. The loaded hourly rate for one staff member equals the person’s annual salary and benefits divided by the available work hours (i.e. total annual hours minus leave) in 2022.

*Department Overhead Labor*

Overhead labor expenses for the administration / overhead program are allocated to each development service category in proportion to FTEs: DSC building (78 percent), DSC planning (14 percent), and DSC engineering (8 percent). The overhead labor costs include positions as part of the DSC administration program (#30210) such as various clerks, director, and building official.

Non-Labor Costs

After the labor costs for each staff member and each service were calculated, the non-labor costs were analyzed. The City accounts for non-labor costs for the DSC building, planning, and engineering programs, as well as Historic Preservation, and Planning Services separately. Each non-labor account was analyzed and reviewed with City staff to determine the appropriate allocation.

For all non-labor expenditures, capital outlays, debt payments, and contingency accounting were excluded. Staff also reviewed expense data to identify any one-time or non-recurring items to remove from the forecast.

### *DSC Building Program*

As identified by staff time, all building cost center non-labor costs support permit review and inspection services (e.g., travel, training, and dues) and are allocated to permit fee and non-fee services in proportion to reported direct service hours. Cost centers included as a part of building non-labor costs were DSC Boilers and Elevators (#41450), Boilers (#41460), Elevators (#41465), and a significant portion of the DSC Building Permitting (#41100).

### *DSC Planning Program*

As identified by staff time, the majority of DSC planning's non-labor costs are available for recovery through fees. Non-labor expenses include training, supplies, advertising, membership dues, and contractual services programs included as a part of planning non-labor costs were the DSC Plan Review (#41400), and a portion of the DSC Building Permitting (#41100).

It is noted that the DSC Planning section operates separately from Planning Services, and largely handles development responsibilities not related to comprehensive city planning.

### *DSC Engineering Program*

The DSC engineering program's non-labor costs are allocated to permit fee and non-fee services in proportion to reported direct service hours. The only non-labor expense programs identified for inclusion were DSC Public Works Inspectors (#41440), and a portion of the DSC Building Permitting (41100).

### *Historic Preservation*

The Historic Preservation office

Historic Preservations non-labor costs are allocated to permit fee and non-fee services in proportion to reported direct service hours. The program included as a part of historic preservation non-labor costs was listed under Historic Preservation (#53610).

### *Planning Services*

Planning Service's non-labor costs are allocated to permit fee and non-fee services in proportion to reported direct service hours. The program included as a part of planning's non-labor costs was listed under Planning & Development (#51100).

### Department Overhead Non-Labor

DSC's overhead non-labor expenses for the administration / overhead program are allocated to each development service category in proportion to FTEs: DSC building (78 percent), DSC planning (14 percent), and DSC engineering (8 percent). The overhead non-labor costs include expenses such as materials and services, interfund costs, and contractual services as part of the DSC administration department (#30210).

## Step 3: Define the Full Cost of Service

The cost of service was calculated for the DSC building, planning, and engineering programs, in addition to the development recoverable relevant portions of Historic Preservation and Planning Services. The cost of service was also calculated for individual permit fee services within each of these departments for select fees at the request of the City.

Cost of Service by Development Service Category

After establishing the different cost layers, the full cost of service was calculated for DSC’s building, planning, and engineering programs, as well as portions of Historic Preservation and Planning Services. The study primarily focuses on DSC programs in building, planning, and engineering. Planning Services offers development-related services that are largely non-recoverable through fees. Historic Preservation was also included to assess recoverable costs related to development services, though individual fees were not adjusted in this study.

The full cost of service includes labor and non-labor costs for direct permit fee services as well as the allocated share of indirect service and overhead expenses.

The cost-of-service analysis was also compared to the 2023 actual expenses for each DSC program. FCS coordinated with City staff to identify potential reasons for differences in the cost of service and how costs have historically been allocated across the DSC.

Cost of Service by Individual Permit Service Fee

Fully loaded hourly rates were calculated for each City staff member. Fully loaded hourly rates differ from the loaded hourly rates as defined:

- **Loaded hourly rates** divide a staff member’s annual salaries and benefit costs by available work hours.
- **Fully loaded hourly rates** divide a staff member’s annual salaries and benefit costs plus a proportionate share of non-labor and overhead expenses by available work hours.

The methodology for each of these components making up the fully loaded hourly rate is outlined in **Exhibit 3**. The fully loaded hourly rates were then applied to the time estimates provided by City staff to perform individual fee services to determine the cost of service for each fee service.

**Exhibit 3. Fully-Loaded Hourly Rate Components**

	Labor	Non-Labor
<b>Direct Service</b>	Based on the direct recoverable portion of employee’s total salary and benefits divided by annual work hours for staff time	Based on direct service costs allocated to the permit fee category divided by direct service fee hours within the permit fee category
<b>Indirect Service</b>	Based on the indirect recoverable portion of employee’s total salary and benefits divided by annual work hours for staff time	Based on indirect service non-labor costs allocated to the permit fee category divided by direct service hours within the permit fee category
<b>Overhead Service</b>	Based on overhead labor costs allocated to the permit fee category divided by direct service hours within the permit fee category	Based on overhead non-labor costs allocated to the permit fee category divided by direct service hours within the permit fee category

**Exhibit 4** details the department-wide fully-loaded hourly rate calculation. In this example, direct labor expenses are based on staff member’s annual salary and benefit costs divided by available work hours (\$66.60 per hour).

Direct service non-labor (\$6.59 per hour), indirect service labor (\$14.15 per hour), indirect service non-labor (\$1.24), overhead labor (\$8.42 per hour), and overhead non-labor (\$18.26 per hour) rates are then layered on top of the loaded hourly rate to generate the fully loaded hourly rate (\$115.26 per hour).

**Exhibit 4. DSC Department-Wide Fully-Loaded Hourly Rate**

Component	Allocated Cost	Divided by	Hourly Rate
Direct Service Labor	\$ 6,119,890	91,889 direct service hours	\$ 66.60
Direct Service Non-Labor	605,294	91,889 direct service hours	6.59
Indirect Service Labor	1,300,302	91,889 direct service hours	14.15
Indirect Service Non-Labor	113,923	91,889 direct service hours	1.24
Overhead Labor	773,568	91,889 direct service hours	8.42
Overhead Non-Labor	1,677,969	91,889 direct service hours	18.26
<b>Total</b>	<b>\$ 10,590,946</b>	<b>91,889 direct service hours</b>	<b>\$ 115.26</b>

Source: FCS City of Spokane Development Services Fee Model, Cost of Service - 2024

### Step 4: Set Cost Recovery Policy

Once the full cost of service is identified and the fully loaded hourly rates are established, the next step is to identify the cost recovery levels and to establish cost recovery objectives. Overall cost recovery levels for development services were determined by comparing each fee category’s total cost of service to the forecast permit fee revenue in 2024. Cost recovery levels for individual fees were also determined by comparing the costs of the various services to the individual fees charged (e.g. percentage of full costs compared to revenue generated). Each fee category’s cost of service provides a general cost estimate, and the cost recovery levels might also be affected by these estimates. When services cost more than the revenue generated, funding from the General Fund or other funds is needed to cover the gap between costs and revenues.

Cost recovery objectives can be based on a variety of factors, including the public versus private benefit provided by the service. For this reason, the target cost recovery policy for a fee service is a decision generally made by City Council. If a permit has a public benefit, it might be more appropriately supported by the General Fund. Conversely, if a permit has mostly private benefits, it might be more appropriately supported 100 percent by fees. Permits and applications that have a mix of public and private benefits might be supported by a combination of fees and the General Fund.

### Step 5: Set Fees

The final step of the cost of service and fee analysis was to calculate the cost of service of individual fees and potential revenues. The cost of service is calculated based on time estimates provided by City staff on length of time needed to complete a permit. Often, time is collected based on position, before being averaged across the number of employees responsible. By multiplying the time estimates by the fully-loaded hourly rate (as detailed in **Exhibit 5**), the cost of service for an individual fee can be determined. The hourly rates used in the calculations of the respective cost of service for each program are listed in **Exhibit 5**.



**Exhibit 5. Program Fully-Loaded Hourly Rate**

Program	Allocated Cost	Divided by	Hourly Rate
DSC Building	\$ 7,420,696	65,117 direct service hours	\$ 113.96
DSC Planning	1,205,005	9,121 direct service hours	132.11
DSC Engineering	1,744,965	15,108 direct service hours	115.50
Historic Preservation	72,065	831 direct service hours	86.71
Planning Services	148,216	1,711 direct service hours	86.60
<b>Total</b>	<b>\$ 10,590,946</b>	<b>91,889 direct service hours</b>	<b>\$ 115.26</b>

Source: FCS City of Spokane Development Services Fee Model, Cost of Service - 2024

## Cost of Service and Cost Recovery

Based on the methodology described in the previous section, the estimated 2024 full cost of service and cost recovery levels were calculated for DSC building, planning, and engineering programs, as well as Historic Preservation, and Planning Services. Combined, the recoverable portion of these services total an estimated \$10,590,946 as shown in **Exhibit 6**.

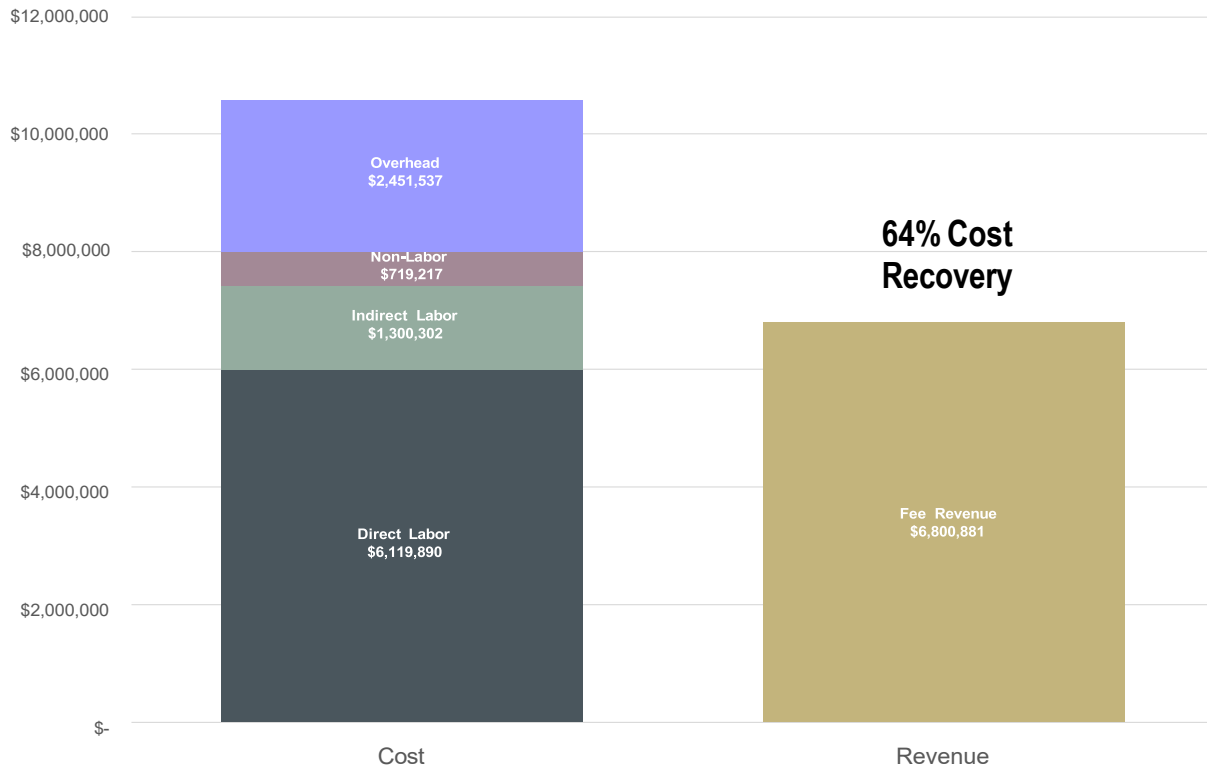
Direct services were about 63.5 percent of the full cost of service, while indirect services were 13.5 percent of the full cost of service. Department overhead costs represented the remaining 23 percent of the full cost of service.

**Exhibit 6. 2024 Full Cost of Service for Development Services Center**

Department Cost of Service	Full Cost of Service			Rate Components			Direct Hours
	Labor	Non-Labor	Total	Labor	Non-Labor	Total	
Direct Services	\$ 6,119,890	\$ 605,294	\$ 6,725,184	\$ 66.60	\$ 6.59	\$ 73.19	91,889
Indirect Services	1,300,302	113,923	1,414,225	14.15	1.24	15.39	91,889
Overhead Services	773,568	1,677,969	2,451,537	8.42	18.26	26.68	91,889
<b>Total Direct Fee Services</b>	<b>\$ 8,193,760</b>	<b>\$ 2,397,186</b>	<b>\$10,590,946</b>	<b>\$ 89.17</b>	<b>\$ 26.09</b>	<b>\$ 115.26</b>	<b>91,889</b>

The analysis shows the cost of service at both the at the department permit service level and individual service level. **Exhibit 7** details the total recoverable expenses for the entirety of the DSC, as well as the recoverable portions of Historic Preservation and Planning Services. The result was a department-wide cost recovery level of 64 percent. The total cost of recovery for development fees is based only on permit fees (excluding non-permit revenue, any form of inter-governmental subsidies) and top-step employment levels. The recovery percentage represents what the department is charging compared to the overall 100% fee recovery.

**Exhibit 7. 2024 Full Cost of Service for Development Services Center**



Source: FCS City of Spokane Development Services Fee Model, Cost of Service - 2024

A cost recovery of 64 percent means that fees must be adjusted to reach full cost recovery by the Department. An across-the-board increase was suggested to be used to increase fees for those that were not adjusted based on individual cost of service methodology.

Individual fee adjustments often followed a tiered approach in anticipation of policy direction. FCS coordinated with City staff to develop the Fee Tool Calculator with “fee tiers”. These policy tiers are general guidelines for establishing cost recovery targets for individual fee services. These tiers are designed to provide a rational and consistent pricing approach for services that balance full cost recovery and other program goals such as affordability and accessibility on a fee-by-fee basis. The definitions and cost recovery levels for each of these tiers was based on discussions with City staff and was additionally influenced by the cost recovery structures and policies used by comparable jurisdictions. The five policy tiers are designed to account for the City’s goals to achieve financial sustainability as well as to promote affordability and accessibility within the final fees approved. The five tiers are defined as follows:

- **COSA:** 100 percent of the total cost of service.
- **Tier 0:** No change from the current adopted fee.
- **Tier 1:** 70 percent of the total cost of service.
- **Tier 2:** 50 percent of the total cost of service.
- **Tier 3:** 30 percent of the total cost of service.

The tier percentages of the total cost of service are applied to the calculated individual permit cost of service as detailed in **Step 5** of the previous section. The final level of adjustment is at the discretion of the City.

## DSC Building

### DSC Building Program-Wide

As shown in **Exhibit 8**, the full cost of DSC building permit fee services is estimated at \$7,420,571.

Within the DSC building fee services, direct services were about 62 percent of the full cost of service, while indirect services were 10 percent of the full cost of service. Department overhead costs represented the remaining 28 percent of the full cost of service.

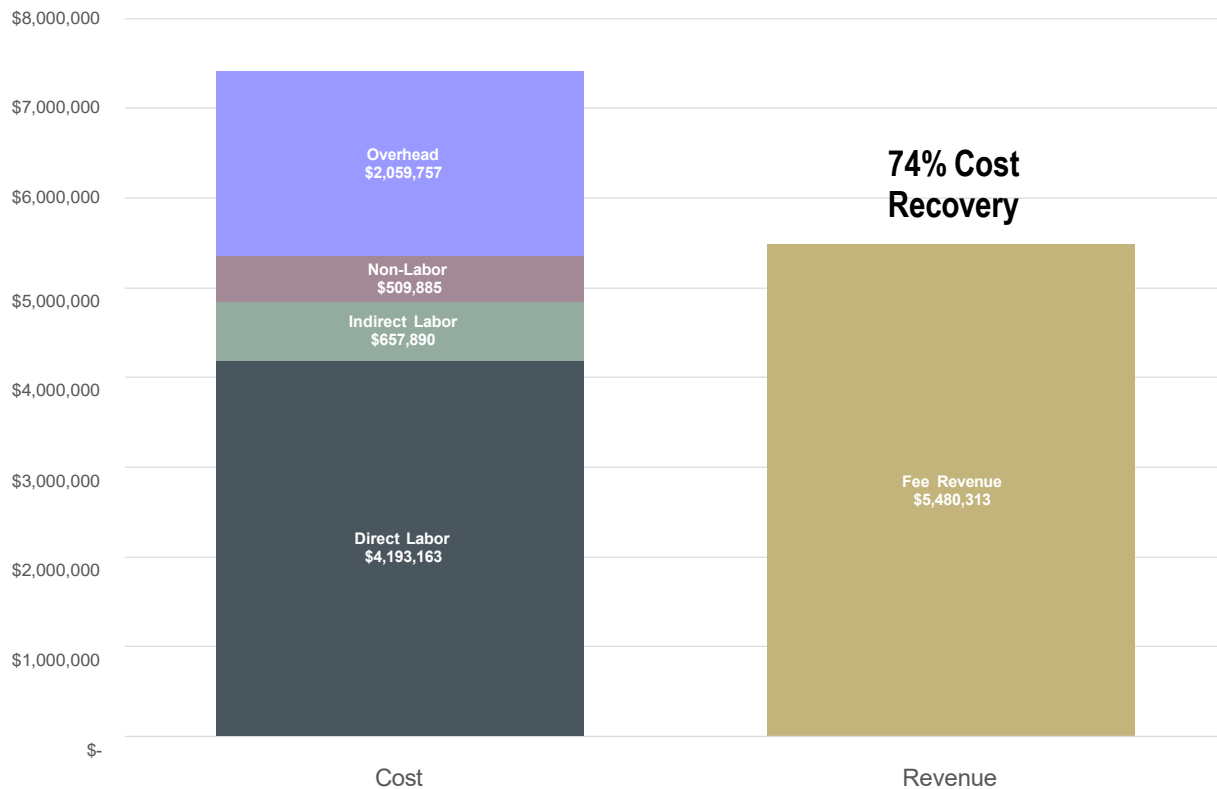
**Exhibit 8. 2024 Full Cost of Service for Building Program**

DSC - Building Cost of Service	Full Cost of Service			Rate Components			Direct Hours
	Labor	Non-Labor	Total	Labor	Non-Labor	Total	
Direct Services	\$ 4,193,163	\$ 438,818	\$ 4,631,981	\$ 64.39	\$ 6.74	\$ 71.13	65,117
Indirect Services	657,890	71,067	728,958	10.10	1.09	11.19	65,117
Overhead Services	766,388	1,293,369	2,059,757	11.77	19.86	31.63	65,117
<b>Total Direct Fee Services</b>	<b>\$ 5,617,441</b>	<b>\$ 1,803,254</b>	<b>\$ 7,420,696</b>	<b>\$ 86.27</b>	<b>\$ 27.69</b>	<b>\$ 113.96</b>	<b>65,117</b>

Source: FCS City of Spokane Development Services Fee Model, Cost of Service - 2024

**Exhibit 9** compares the cost-of-service results from **Exhibit 8** with the revenue generated from building permit fee services. Building permit fee revenue in 2024 is forecast to generate \$5,480,313, resulting in an overall cost recovery rate of 74 percent compared to building permit service expenditures.

**Exhibit 9. 2024 Cost Recovery for DSC Building Program**



Source: FCS City of Spokane Development Services Fee Model, Cost of Service - 2024

Most revenue from building permits is determined by the value of construction. Periods of relatively strong development and/or major construction projects will result in higher than normal revenue. Conversely, periods of low development will result in lower than normal revenue levels. A single multi-family or commercial construction project will generate substantial permit fee revenue. While major construction projects generate significant permit revenue, they do not occur every year and should not be relied upon as a recurring revenue source to offset the cost of the City’s fee services. Analysis on valuation-based fees is documented in the next chapter.

Individual DSC Building Program

In addition to the building fee services that are based on construction value, the City also provides building, mechanical, and plumbing permit services that are fixed or assessed on an hourly basis. Based on the selected time estimates for each permit service as well as loaded-hourly rates for each employee, the full cost of service select permit services was calculated. The cost of service for each permit was then assigned a policy fee tier with assistance from the City or increased by an amount that fell below the calculated maximum. The result was the final proposed adjustment for the selected individual building permits.

The estimated time and cost of service for many of these permit services are small relative to valuation-based building permit services. As a result, the cost recovery rate when measured as a percentage for these permit services may suggest significant differences between existing fees and cost of service; however, the actual difference in dollars may be relatively minor.

The current and proposed fee schedule for the City of Spokane DSC building permit fee services is included in **Appendix A**.

## DSC Planning

### DSC Planning Program-Wide

As shown in **Exhibit 10**, the full cost of DSC planning permit fee services is estimated at \$1,205,005.

Within the DSC planning fee services, direct services were about 70 percent of the full cost of service, while indirect services were 19.5 percent of the full cost of service. Department overhead costs represented the remaining 11.5 percent of the full cost of service.

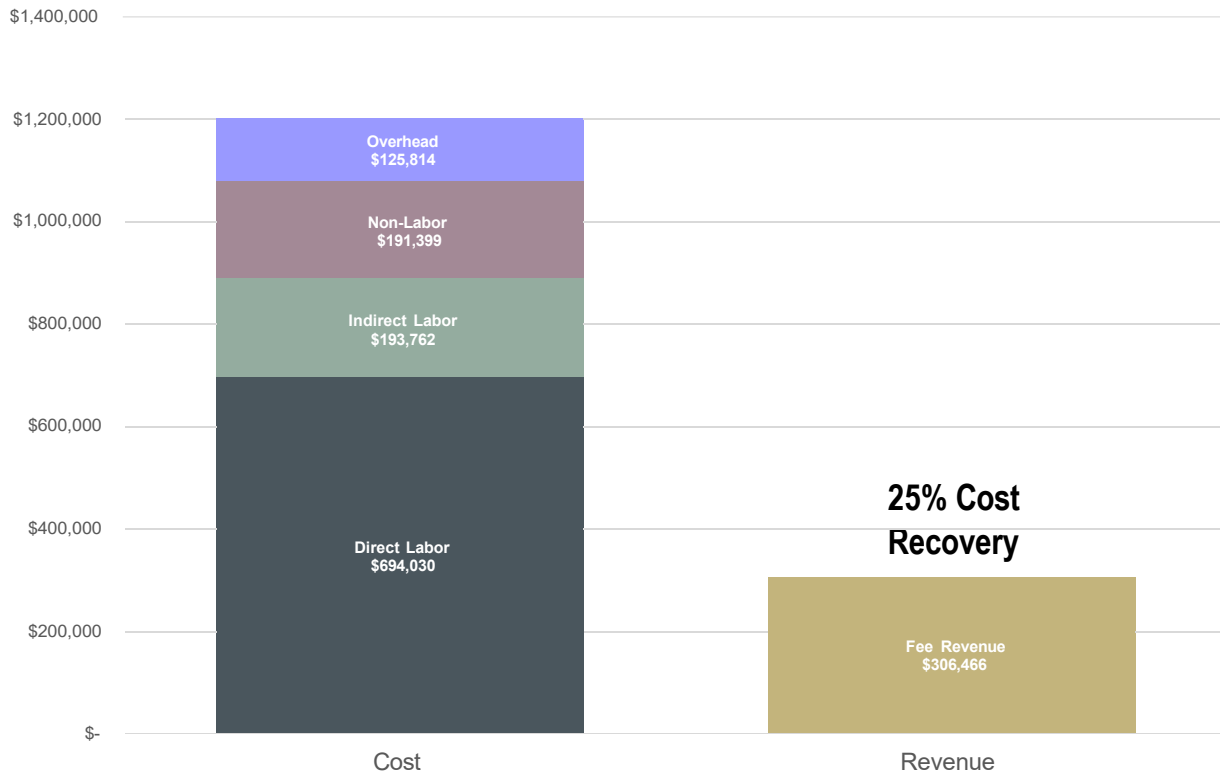
**Exhibit 10. 2024 Full Cost of Service for DSC Planning Program**

DSC - Planning Cost of Service	Full Cost of Service			Rate Components			Direct Hours
	Labor	Non-Labor	Total	Labor	Non-Labor	Total	
Direct Services	\$ 694,030	\$ 151,076	\$ 845,105	\$ 76.09	\$ 16.56	\$ 92.65	9,121
Indirect Services	193,762	40,323	234,086	21.24	4.42	25.66	9,121
Overhead Services	-	125,814	125,814	-	13.79	13.79	9,121
<b>Total Direct Fee Services</b>	<b>\$ 887,792</b>	<b>\$ 317,213</b>	<b>\$ 1,205,005</b>	<b>\$ 97.33</b>	<b>\$ 34.78</b>	<b>\$ 132.11</b>	<b>9,121</b>

Source: FCS City of Spokane Development Services Fee Model, Cost of Service - 2024

**Exhibit 11** compares the cost-of-service results from **Exhibit 10** with the revenue generated from permit fee services. Permit fee revenue in 2024 is forecast to generate \$306,466, resulting in an overall cost recovery rate of 25 percent compared to DSC planning permit service expenditures.

**Exhibit 11. 2024 Cost Recovery for DSC Planning Program**



Source: FCS City of Spokane Development Services Fee Model, Cost of Service - 2024

Individual DSC Planning Program

The City provides DSC planning permit services that are fixed or assessed on an hourly basis. Based on the identified time estimates for each permit service as well as loaded-hourly rates for each employee, the full cost of service was calculated. The cost of service for the selected permits was then assigned a policy fee tier with assistance from the City or increased by an amount that fell below the calculated maximum. The result was the final proposed adjustment for the selected individual DSC planning permits.

The current and proposed fee schedule for the City of Spokane DSC planning permit fees is included in **Appendix B**.

## DSC Engineering

### DSC Engineering Program-Wide

As shown in **Exhibit 12**, the full cost of DSC engineering permit fee services is estimated at \$1,744,965.

Within the DSC engineering fee services, direct services were about 62 percent of the full cost of service, while indirect services were 25 percent of the full cost of service. Department overhead costs represented the remaining 13 percent of the full cost of service.

**Exhibit 12. 2024 Full Cost of Service for DSC Engineering Program**

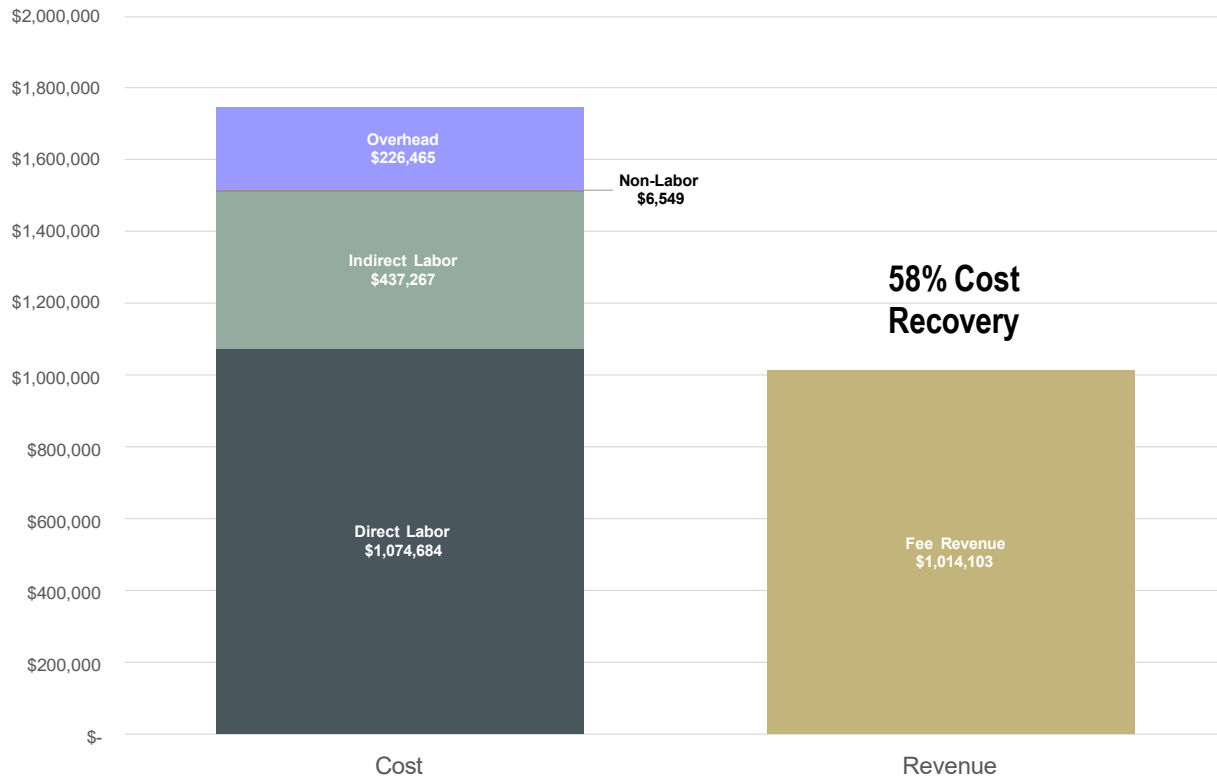
DSC - Engineering Cost of Service	Full Cost of Service			Rate Components			Direct Hours
	Labor	Non-Labor	Total	Labor	Non-Labor	Total	
Direct Services	\$ 1,074,684	\$ 4,708	\$ 1,079,392	\$ 71.13	\$ 0.31	\$ 71.45	15,108
Indirect Services	437,267	1,841	439,108	28.94	0.12	29.06	15,108
Overhead Services	-	226,465	226,465	-	14.99	14.99	15,108
<b>Total Direct Fee Services</b>	<b>\$ 1,511,951</b>	<b>\$ 233,014</b>	<b>\$ 1,744,965</b>	<b>\$ 100.08</b>	<b>\$ 15.42</b>	<b>\$ 115.50</b>	<b>15,108</b>

Source: FCS City of Spokane Development Services Fee Model, Cost of Service - 2024

**Exhibit 13** compares the cost-of-service results from **Exhibit 12** with the revenue generated from permit fee services. Permit fee revenue in 2024 is forecast to generate \$1,014,103, resulting in an overall cost recovery rate of 70 percent compared to DSC engineering permit service expenditures.



**Exhibit 13. 2024 Cost Recovery for DSC Engineering Program**



Source: FCS City of Spokane Development Services Fee Model, Cost of Service - 2024

Individual DSC Engineering Program

The City provides DSC engineering permit services that are fixed or assessed on an hourly basis. Based on the identified time estimates for each permit service as well as loaded-hourly rates for each employee, the full cost of service was calculated. The cost of service for the selected permits was then assigned a policy fee tier with assistance from the City or increased by an amount that fell below the calculated maximum. The result was the final proposed adjustment for the selected individual DSC engineering permits.

The current and proposed fee schedule for the City of Spokane DSC engineering permit fees are included in **Appendix C**.

**Historic Preservation**

Historic Preservation Program-Wide

As shown in **Exhibit 14**, the full cost of historic preservation permit fee services is estimated at \$72,065. As this category serves only the development fee related portion of a much larger department, only the costs relevant to the study were included.

Within the historic preservation fee services, direct services were about 93 percent of the full cost of service, while indirect services represented the remaining 7 percent of the full cost of service. There was no associated department overhead costs as part of the full cost of service.

**Exhibit 14. 2024 Full Cost of Service for Historic Preservation Permit Services**

Historic Preservation Cost of Service	Full Cost of Service			Rate Components			Direct Hours
	Labor	Non-Labor	Total	Labor	Non-Labor	Total	
Direct Services	\$ 56,992	\$ 10,332	\$ 67,323	\$ 68.57	\$ 12.43	\$ 81.01	831
Indirect Services	4,073	668	4,741	4.90	0.80	5.71	831
Overhead Services	-	-	-	-	-	-	831
<b>Total Direct Fee Services</b>	<b>\$ 61,065</b>	<b>\$ 11,000</b>	<b>\$ 72,065</b>	<b>\$ 73.48</b>	<b>\$ 13.24</b>	<b>\$ 86.71</b>	<b>831</b>

Source: FCS City of Spokane Development Services Fee Model, Cost of Service - 2024

Unlike DSC program areas the historic preservation division has no pre-existing revenue from which to draw comparisons to. The cost of service and resulting hourly rate has the potential to be used to create new fees for development purposes within the program.

## Planning Services

### Planning Services -Wide

As shown in **Exhibit 15**, the full cost of planning services permit fee services is estimated at \$148,216.

Within the planning services fee services, direct services were about 70 percent of the full cost of service, while indirect services were 5 percent of the full cost of service. Department overhead costs represented the remaining 25 percent of the full cost of service.

**Exhibit 15. 2024 Full Cost of Service for Planning Services**

Long Range Planning Cost of Service	Full Cost of Service			Rate Components			Direct Hours
	Labor	Non-Labor	Total	Labor	Non-Labor	Total	
Direct Services	\$ 101,022	\$ 360	\$ 101,382	\$ 59.03	\$ 0.21	\$ 59.24	1,711
Indirect Services	7,308	24	7,333	4.27	0.01	4.28	1,711
Overhead Services	7,180	32,321	39,501	4.20	18.89	23.08	1,711
<b>Total Direct Fee Services</b>	<b>\$ 115,510</b>	<b>\$ 32,705</b>	<b>\$ 148,216</b>	<b>\$ 67.49</b>	<b>\$ 19.11</b>	<b>\$ 86.60</b>	<b>1,711</b>

Source: FCS City of Spokane Development Services Fee Model, Cost of Service - 2024

Given the legal requirements surrounding development fees and planning services, only a small portion of expenses within this program were eligible for recovery. There was also no pre-existing revenue from which to draw comparisons to. The cost of service and resulting hourly rate have the potential to create new fees for development purposes within planning services.

## Cost Recovery Strategies

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City staff and FCS reviewed the preliminary results of the study, comparative fees from benchmark communities, and historical permit revenue data to establish calculated fees for select individual development permit services. The purpose of this section is to summarize the calculated fee adjustments.

### Guiding Principles for Cost Recovery

The City is seeking to gain knowledge on the current cost recovery of fees to later make an informed decision adjusting fees to recover the full cost of providing development permit-related services through applicant fees.

Due to the cyclical nature of development, permit revenue may exceed the cost of service in a particular year. This net revenue can be used to support permit-related services during low development cycles.

### Calculated Cost Recovery Policy

Based on discussions with City staff and the guiding principles described above, the following cost recovery policy is recommended for setting fees within each division of Development Services:

The City establishes fees to sustainably recover the full cost of providing development services. The City's approach to fee setting for individual services are evaluated based on several factors, including:

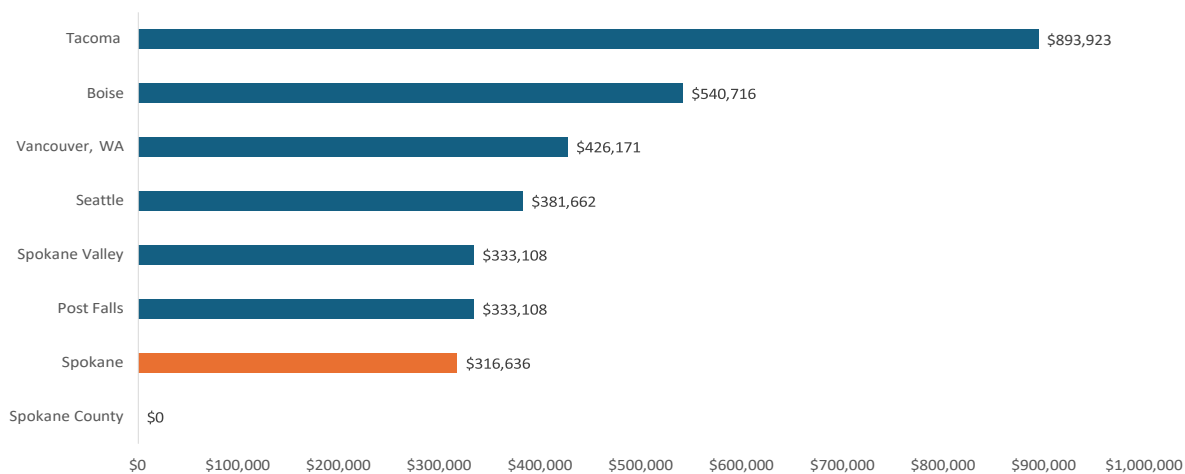
- The cost of issuing the permit.
- Fees for similar services in comparable cities.
- Ensuring that fees do not discourage applicants from the permitting process.

## Fee Survey

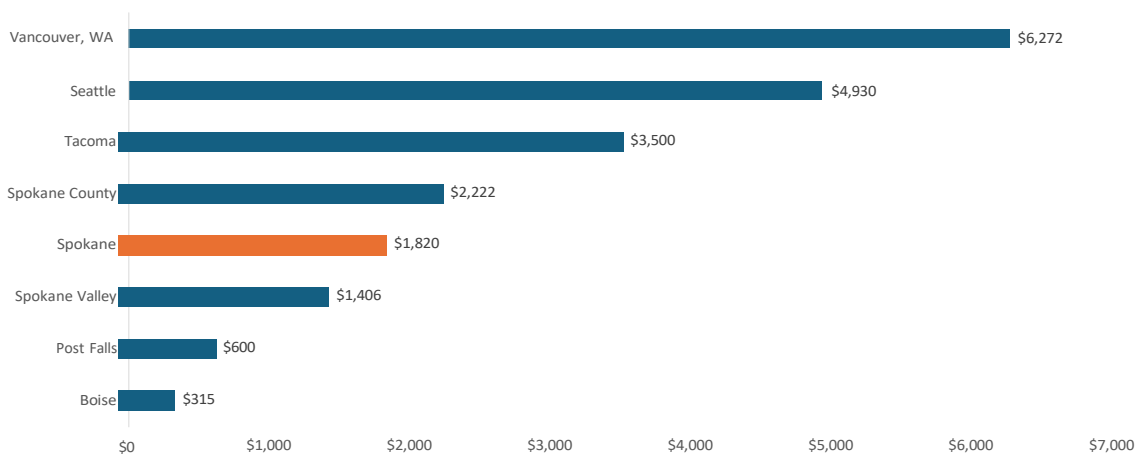
A fee survey was conducted for several services in comparable jurisdictions including Spokane County, Spokane Valley, Vancouver (WA), Tacoma, Seattle, Boise, and Post Falls. Some of the City’s permit services do not have “like-for-like” comparisons in other jurisdictions. Comparable cities may also provide similar permit services; however, the fee structure is different from the City’s fee structure (e.g., charging a fixed fee versus an hourly rate). As a result, the survey provides a general benchmark to the City’s existing fees.

**Appendix D** details the comparative fee survey for select building, planning, and engineering fees. These fees were selected based on the most common permits and applications received by the City between 2019-2022. Of note, the fee survey was transmitted via email to the City on April 2<sup>nd</sup> 2024. Graphical representations of the jurisdictional comparison are shown as follows in **Exhibit 16** through **Exhibit 21**:

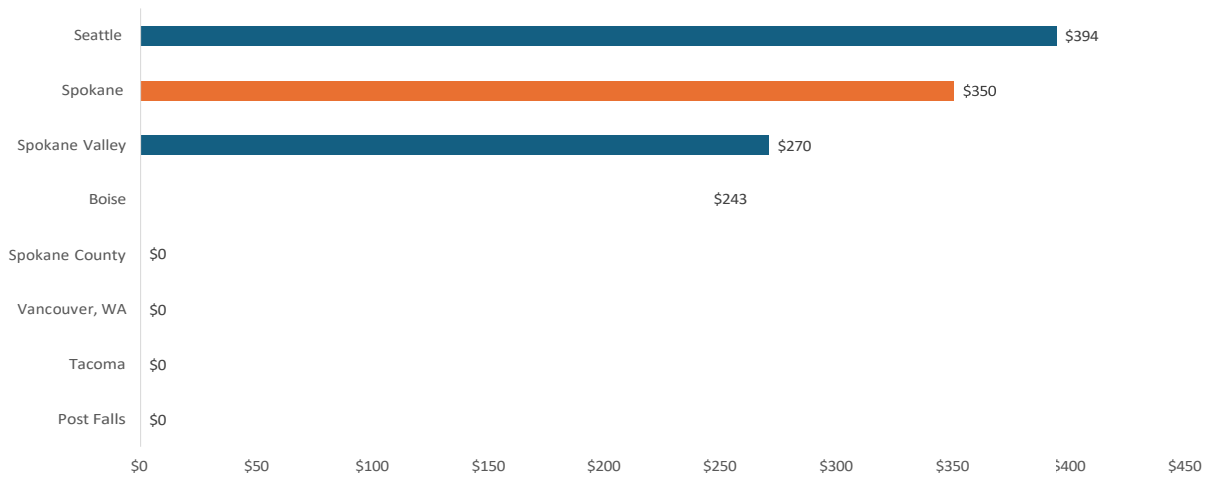
**Exhibit 16. Large Commercial Building Fee w/ Plan Review**



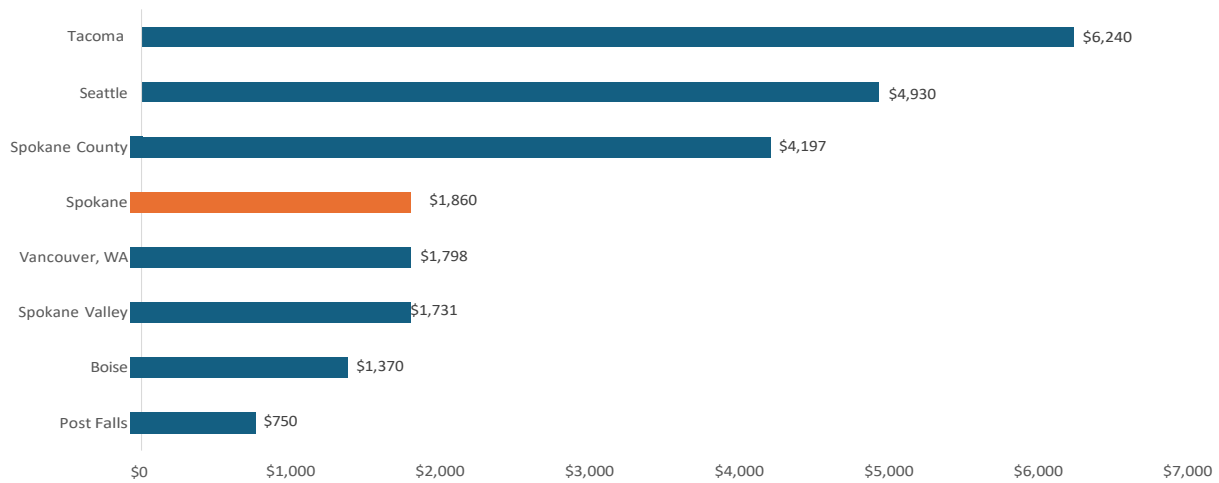
**Exhibit 17. Final Short Plat (Filing Fee)**



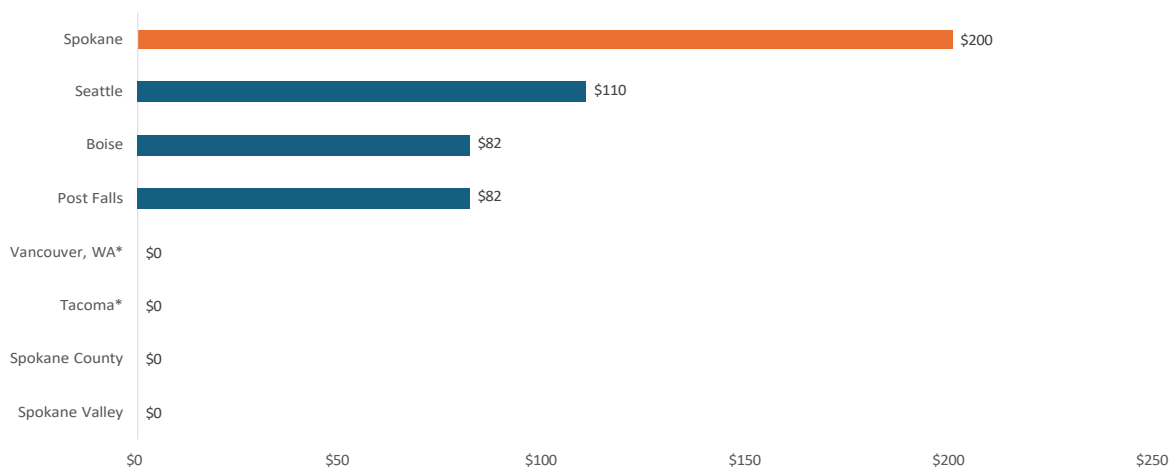
**Exhibit 18. Boundary Line Adjustment (Filing Fee)**



**Exhibit 19. Shoreline Conditional Use**

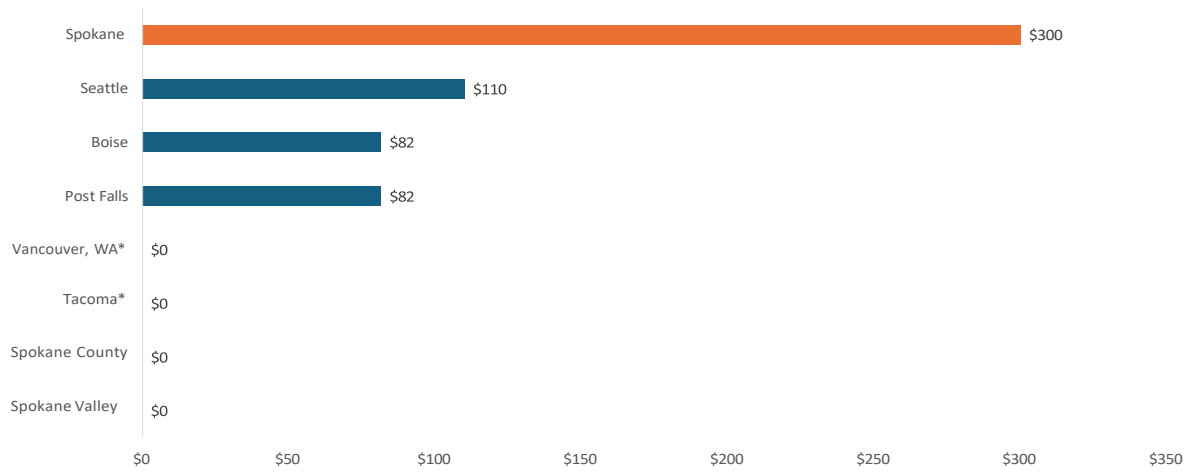


**Exhibit 20. Residential Short-Term Rental**



\*Business License fee required

### Exhibit 21. Non-Residential Short-Term Rental



\*Business License fee required

## Technology Surcharge

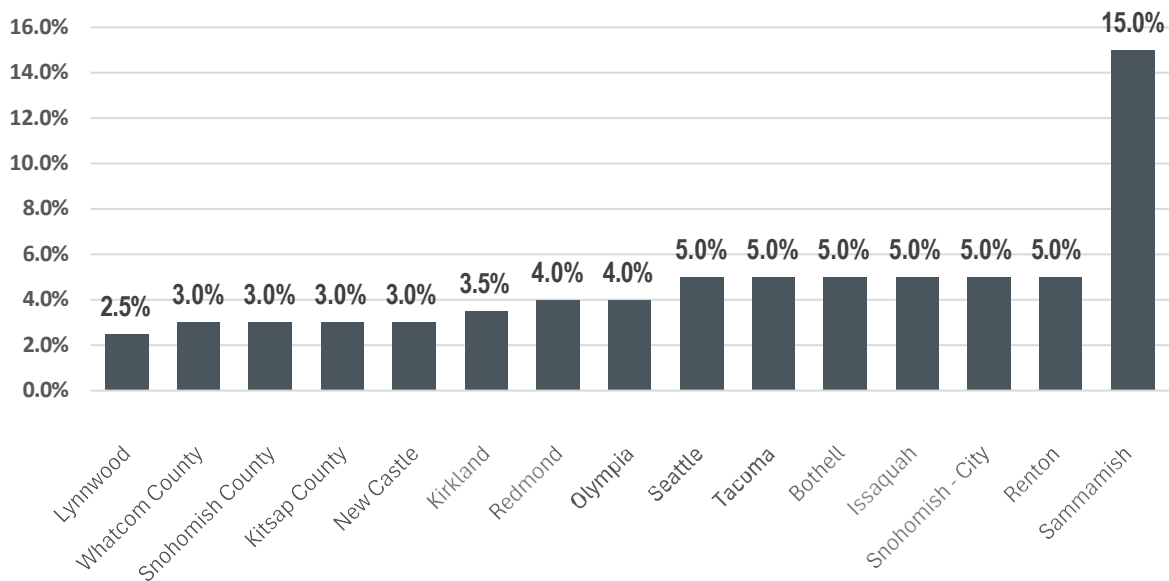
As part of the DSC cost of service study, the City of Spokane requested an in-depth analysis of the concept of a technology surcharge, a review of best practices from other organizations, and projections of potential revenues that various technology surcharge thresholds could generate for the City.

The findings of the analysis include FCS’s understanding of the concept of a technology surcharge, as well as our research on other jurisdictions and revenue estimates pertinent to the City’s decision to subsidize technology-adjacent costs through the establishment of a technology surcharge.

### Results

The City recently evaluated alternative information technology systems to manage the Development Services Center’s permitting processes and fee collection from applicants. The current permitting system, Accela, is being phased out. From the competitive request for proposal process, the City had selected three finalists: Davenport Group, MaintStar, and Tyler Technologies. Ultimately, the City chose to award the contract to the Davenport Group. A survey of neighboring jurisdictions and the imposed technology surcharge is presented in **Exhibit 22**.

**Exhibit 22. Technology Surcharge Survey**



These findings and comprehensive analysis can be found in the technology memorandum that was communicated to the City on August 22<sup>nd</sup>, 2024, and as presented in **Appendix E**.

**Development Services Center Cost of Service & Fee Analysis  
Appendix**



# **Appendix A: Building Fee Schedule**

---

#	Division	Fee Schedule Description	Current	Rate Year
1				
2		<b>Blasting Licenses and Permits</b>		
3	DSC - Building	Blaster's License	\$25.00	\$55.00
4	DSC - Building	Blasting Permit	\$100.00	\$275.00
5	DSC - Building	Blasting Transportation Permit	\$65.00	N/A
6				
7		<b>Boiler License Fees</b>		
8	DSC - Building	Boiler Exam Fee	\$24.00	\$110.00
9	DSC - Building	Fireman Boiler License	\$24.00	\$55.00
10	DSC - Building	3rd Class Engineer	\$30.00	\$55.00
11	DSC - Building	2nd Class Engineer	\$36.00	\$55.00
12	DSC - Building	1st Class Engineer	\$48.00	\$55.00
13	DSC - Building	Boiler Inspector	No Charge	No Charge
14				
15		<b>Gas Heating Mechanic Fees</b>		
16	DSC - Building	Gas Heating Mechanic Exam Fee	\$24.00	\$110.00
17	DSC - Building	Gas Heating Mechanic I	\$36.00	\$55.00
18	DSC - Building	Gas Heating Mechanic II	\$48.00	\$55.00
19	DSC - Building	Apprentice Heating Mechanic	\$24.00	\$55.00
20	DSC - Building	Oil Burner Servicer/Installer	\$36.00	\$55.00
21	DSC - Building	Oil, Gas I, or Gas II Inspector	No Charge	No Charge
22				
23		<b>Boiler Installation Inspection Fees</b>		
24	DSC - Building	Low Pressure & Hot Water Boiler < 500,000 BTUs	\$150.00	\$175.00
25	DSC - Building	LP & HWB 500,000 to < 2,000,000 BTUs	\$250.00	\$292.00
26	DSC - Building	LP & HWB 2,000,000 BTUs and greater	\$400.00	\$450.00
27	DSC - Building	Power Boilers < 1,000,000 BTUs	\$400.00	\$450.00
28	DSC - Building	Power Boilers from 1,000,000 to < 5,000,000 BTUs	\$800.00	\$850.00
29	DSC - Building	Power Boilers 5,000,000 BTUs and greater - Base	\$800.00	\$850.00
30	DSC - Building	Power Boilers 5,000,000 BTUs and greater -Additional Charge per million BTUs	\$20.00	\$25.00
31	DSC - Building	Electric Boiler < 250 kw	\$200.00	\$250.00
32	DSC - Building	Unfired Pressure Vessel	\$80.00	\$95.00
33				
34		<b>Boiler Operating Permit &amp; Accessory Fees</b>		
35	DSC - Building	Low Pressure Steam & Hot Water Boilers < 2,000,000 BTUs - Biennial	\$80.00	\$136.00
36	DSC - Building	LPS & HW Boilers equal to and greater than 2,000,000 BTUs - Biennial	\$100.00	\$170.00
37	DSC - Building	Power Boilers < 1,000,000 BTUs - Annual	\$80.00	\$136.00
38	DSC - Building	Power Boilers from 1,000,000 to < 5,000,000 BTUs - Annual	\$100.00	\$170.00
39	DSC - Building	Power Boilers 5,000,000 BTUs and greater - Annual	\$120.00	\$204.00
40	DSC - Building	Electric Boiler < 250 kw - Annual	\$80.00	\$136.00
41	DSC - Building	Unfired Pressure Vessel - Biennial	\$40.00	\$68.00
42	DSC - Building	Hydrostatic Pressure Test	\$120.00	\$204.00
43	DSC - Building	Repair Inspections - Hourly	\$75.00	\$113.96 per hour
44	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
45	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
46	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
47	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
48	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
49				
50		<b>Building Permit Fees</b>		
51	DSC - Building	\$1 - \$2,000 Job Value Fee - Base	\$28.00	\$73.00
52	DSC - Building	\$501 - \$2,000 Job Value Fee - Base - [FEE CONSOLIDATED]	\$28.00	N/A
53	DSC - Building	\$501 - \$2,000 Job Value Fee - Variable - [FEE CONSOLIDATED]	\$3.00	N/A
54	DSC - Building	\$2,001 - \$25,000 Job Value Fee - Base	\$73.00	\$73.00
55	DSC - Building	\$2,001 - \$25,000 Job Value Fee - Variable	\$13.00	\$13.00
56	DSC - Building	\$25,001 - \$50,000 Job Value Fee - Base	\$372.00	\$372.00
57	DSC - Building	\$25,001 - \$50,000 Job Value Fee - Variable	\$10.00	\$10.00
58	DSC - Building	\$50,001 - \$100,000 Job Value Fee - Base	\$622.00	\$622.00
59	DSC - Building	\$50,001 - \$100,000 Job Value Fee - Variable	\$7.00	\$7.00
60	DSC - Building	\$100,001 - \$500,000 Job Value Fee - Base	\$972.00	\$972.00
61	DSC - Building	\$100,001 - \$500,000 Job Value Fee - Variable	\$5.00	\$5.00
62	DSC - Building	\$500,001 - \$1,000,000 Job Value Fee - Base	\$2,972.00	\$2,972.00
63	DSC - Building	\$500,001 - \$1,000,000 Job Value Fee - Variable	\$4.00	\$4.00
64	DSC - Building	Over \$1,000,000 Job Value Fee - Base	\$4,972.00	\$4,972.00
65	DSC - Building	Over \$1,000,000 Job Value Fee - Variable	\$3.00	\$3.00
66	DSC - Building	Plan Review for Commercial & Multi-Family over 2 units	65% of job value fee	65% of job value fee
67	DSC - Building	Fast Track Plan Review Fee	125% of Building Fee	125% of Building Fee
68	DSC - Building	Plan Review for New Single-Family Residences & Duplexes	50% of Building Fee	50% of Building Fee
69	DSC - Building	Plan Review for SFR & Duplex Accessory Structures & Additions	25% of Building Fee	25% of Building Fee
70	DSC - Building	Revision Review Fee - Hourly	\$75 per hour	\$113.96 per hour
71	DSC - Building	Plan Review for SFR & Duplex Accessory Structure Remodels	25% of Building Fee	25% of Building Fee
72	DSC - Building	Demolition of SFR, Duplex, or Accessory Structure	\$35.00	\$45.00
73	DSC - Building	Demolition of Other Structures - Per 1,000 Sq Ft - [MAXIMUM \$450]	\$35.00	\$45.00
74	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
75	DSC - Building	Demolition of historic landmarks, historic district contributing buildings, and "Downtown" buildings	\$500.00	\$500.00
76	DSC - Building	Fence Permit Fee	\$20.00	\$20.00
77	DSC - Building	Fence Processing and Review Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
78	DSC - Building	100 cubic yards or less of Grading or Fill - [FEE CONSOLIDATED]	\$28.00	N/A
79	DSC - Building	101 - 1,000 cubic yards of Grading or Fill - Base - [FEE CONSOLIDATED]	\$28.00	N/A
80	DSC - Building	101 - 1,000 cubic yards of Grading or Fill -Variable - [FEE CONSOLIDATED]	\$12.00	N/A
81	DSC - Building	10,000 cubic yards or less of Grading or Fill - Base	\$136.00	\$145.00
82	DSC - Building	1,001 - 10,000 cubic yards of Grading or Fill - Variable - [FEE CONSOLIDATED]	\$10.00	N/A
83	DSC - Building	10,000 cubic yards or more of Grading or Fill - Base	\$226.00	\$145.00
84	DSC - Building	10,000 cubic yards or more of Grading or Fill - Variable	\$45.00	\$30.00
85	DSC - Building	100,001 and more cubic yards of Grading or Fill - Base - [FEE CONSOLIDATED]	\$631.00	N/A
86	DSC - Building	100,001 and more cubic yards of Grading or Fill - Variable - [FEE CONSOLIDATED]	\$25.00	N/A
87	DSC - Building	Plan Review for 1,000 cubic yards or less	\$20.00	\$75.00
88	DSC - Building	Plan Review for 51 - 100 cubic yards - [FEE CONSOLIDATED]	\$20.00	N/A
89	DSC - Building	Plan Review for 101 - 1,000 cubic yards - [FEE CONSOLIDATED]	\$25.00	N/A
90	DSC - Building	Plan Review for 1,001 - 10,000 - [FEE CONSOLIDATED]	\$35.00	N/A
91	DSC - Building	Plan Review for 1,001 - 100,000 cubic yards - Base	\$35.00	\$190.00
92	DSC - Building	Plan Review for each 10,000 cubic yards over 100,000 - Variable	\$17.00	\$10.00
93	DSC - Building	Plan Review for 100,001 - 200,000 - Base - [FEE CONSOLIDATED]	\$188.00	N/A
94	DSC - Building	Plan Review for 100,001 - 200,000 - Variable - [FEE CONSOLIDATED]	\$10.00	N/A
95	DSC - Building	Plan Review for 200,001 and more cubic yards - Base - [FEE CONSOLIDATED]	\$288.00	N/A
96	DSC - Building	Plan Review for 200,001 and more cubic yards - Variable - [FEE CONSOLIDATED]	\$5.00	N/A
97	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A

98	DSC - Building	Wall, Projecting, and Incidental Sign Permit Fee - Per Sign	\$30.00	\$45.00
99	DSC - Building	Pole, Billboard, and Off-Premises Sign Permit Fee - Per Sign	\$75.00	\$90.00
100	DSC - Building	Building Services Review Fee for Pole Signs with area over 100 sq ft or over 30 ft high - [FEE CONSOLIDATED]	\$50.00	N/A
101	DSC - Building	Sign Review Fee	\$50.00	\$113.96 per hour
102	DSC - Building	Sign Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
103	DSC - Building	Factory Built Housing - Per Section	\$50.00	\$75.00
104	DSC - Building	Development Services Review Fee	\$50.00	\$135.00
105	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
106	DSC - Building	Manufactured (Mobile) Home - Per Section	\$50.00	\$75.00
107	DSC - Building	Development Services Review Fee	\$50.00	\$135.00
108	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
109	DSC - Building	Temporary Structures - 1st 180 days	\$100.00	\$250.00
110	DSC - Building	Temporary Structures - 2nd 180 days	\$500.00	\$550.00
111	DSC - Building	Development Services Review Fee	\$50.00	\$135.00
112	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
113	DSC - Building	Relocation Inspection for Bond Determination - [FEE ELIMINATED]	\$75.00	N/A
114	DSC - Building	Relocation Determination Fee	\$50.00	\$75.00
115	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
116	DSC - Building	Early Start and Fast Track Approval	25% Additional fee	25% Additional fee
117	DSC - Building	Temporary Certificate of Occupancy Issuance or Extension	\$250.00	\$527.00
118	DSC - Building	Swimming Pool Permit Fee (when accessory to SFR or Duplex)	\$75.00	\$95.00
119	DSC - Building	Swimming Pool Permit Fee (for all others)	\$100.00	\$215.00
120	DSC - Building	Development Services Review Fee	\$25.00	N/A
121	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
122	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
123	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
124	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
125	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
126	DSC - Building	Safety Inspection - Commercial Building - Per hour (2-hr minimum)	\$75.00	\$113.96 per hour
127	DSC - Building	Safety Inspection - SFR, Electrical Only	\$75.00	\$95.00
128	DSC - Building	Safety Inspection - SFR, 2 or more categories	\$100.00	\$190.00
129	DSC - Building	Safety Inspection - Duplex	\$175.00	\$245.00
130	DSC - Building	Safety Inspection - Multi-Family 3 to 6 units	\$250.00	\$315.00
131	DSC - Building	Safety Inspection - Multi-Family over 6 units - Base	\$250.00	\$315.00
132	DSC - Building	Safety Inspection - Multi-Family over 6 units - Variable	\$25.00	\$35.00
133	DSC - Building	Safety Inspection - Multi-Family over 50 units - Base - [FEE CONSOLIDATED]	\$1,350.00	N/A
134	DSC - Building	Safety Inspection - Multi-Family over 50 units - Variable - [FEE CONSOLIDATED]	\$10.00	N/A
135	DSC - Building	Electrical Service Reconnect - Residence	\$25.00	\$50.00
136	DSC - Building	Electrical Service Reconnect - Commercial	\$50.00	\$110.00
137	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
138	DSC - Building	Recording Fee	What County Charges	What County Charges
139	DSC - Building	Recording Fee - No Permit - [RELOCATED TO SHARED FEES]	\$25.00	N/A
140	DSC - Building	Expired Building Permit Renewal when No Inspections	100 percent	100 percent
141	DSC - Building	Expired Building Permit Renewal when Foundation Approved	75 percent	75 percent
142	DSC - Building	Expired Building Permit Renewal when All Rough-ins Approved	25 percent	25 percent
143	DSC - Building	Expired Building Permit Renewal with Additional Work	Job Value Fee	Job Value Fee
144	DSC - Building	Expired Plumbing Permit Renewal when No Inspections	100 percent	100 percent
145	DSC - Building	Expired Plumbing Permit Renewal when Top Outs Approved	25 percent	25 percent
146	DSC - Building	Expired Mechanical Permit Renewal when No Inspections	100 percent	100 percent
147	DSC - Building	Expired Mechanical Permit Renewal when Rough-Ins Approved	25 percent	25 percent
148	DSC - Building	Expired Electrical Permit Renewal when No Inspections	100 percent	100 percent
149	DSC - Building	Expired Electrical Permit Renewal when Rough-Ins/Service Approved	25 percent	25 percent
150	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
151				
152		<b>Electrical Permit Fees</b>		
153	DSC - Building	New Square Footage up to 5000 sq ft - Variable per 100 sq ft	\$4.00	\$5.00
154	DSC - Building	New Square Footage over 5,000 sq ft - Base	\$200.00	\$250.00
155	DSC - Building	New Square Footage over 5,000 sq ft - Variable per 100 sq. ft.	\$2.00	\$3.00
156	DSC - Building	New Square Footage over 20,000 sq ft - Base - [FEE CONSOLIDATED]	\$500.00	N/A
157	DSC - Building	New Square Footage over 20,000 sq ft - Variable per 100 sq ft - [FEE CONSOLIDATED]	\$1.00	N/A
158	DSC - Building	Alterations/Wiring of Existing Space	\$5.00	\$7.00
159	DSC - Building	Light Standard	\$7.00	\$10.00
160	DSC - Building	Service, 1-200 Amps	\$40.00	\$50.00
161	DSC - Building	Service, 201-400 Amps	\$50.00	\$62.00
162	DSC - Building	Service, 401-600 Amps	\$60.00	\$75.00
163	DSC - Building	Service, 601-800 Amps	\$70.00	\$87.00
164	DSC - Building	Service, 801-1,000 Amps	\$80.00	\$100.00
165	DSC - Building	Service, Over 1,000 Amps - Base	\$80.00	\$100.00
166	DSC - Building	Service, Over 1,000 Amps - Variable	\$5.00	\$7.00
167	DSC - Building	Service, Over 600V, 1-200 Amps - [FEE CONSOLIDATED]	\$70.00	N/A
168	DSC - Building	Service, Over 600V, Surcharge	\$80.00	\$60.00
169	DSC - Building	Service, Over 600V, 401-600 Amps - [FEE CONSOLIDATED]	\$90.00	N/A
170	DSC - Building	Service, Over 600V, 601-800 Amps - [FEE CONSOLIDATED]	\$100.00	N/A
171	DSC - Building	Service, Over 600V, 801-1,000 Amps - [FEE CONSOLIDATED]	\$110.00	N/A
172	DSC - Building	Service, Over 600V, Over 1,000 Amps - Base - [FEE CONSOLIDATED]	\$110.00	N/A
173	DSC - Building	Service, Over 600V, Over 1,000 Amps - Variable - [FEE CONSOLIDATED]	\$5.00	N/A
174	DSC - Building	Alarms, Telecommunications, and Control Circuits other low-voltage systems (per 2,500 sq. ft.)	\$10.00	\$15.00
175	DSC - Building	Temporary Service and Load Test	\$20.00	\$45.00
176	DSC - Building	Transformer - Base	\$30.00	\$38.00
177	DSC - Building	Transformer - Variable	\$10.00	\$12.00
178	DSC - Building	Generator (emergency, standby, and resource recovery) - Base	\$30.00	\$38.00
179	DSC - Building	Generator (emergency, standby, and resource recovery) - Variable	\$10.00	\$12.00
180	DSC - Building	Feeder	\$15.00	\$20.00
181	DSC - Building	Ground Work-Ground Ufer	\$25.00	\$30.00
182	DSC - Building	Extensive Ground Work	\$75.00	\$105.00
183	DSC - Building	Annual Electrical Permit, 12 Inspections/1 - 3 Electricians	\$1,500.00	\$2,300.00
184	DSC - Building	Annual Electrical Permit, 24 Inspections/4 -6 Electricians	\$3,000.00	\$4,600.00
185	DSC - Building	Annual Electrical Permit, 36 Inspections/7 - 12 Electricians	\$4,500.00	\$6,900.00
186	DSC - Building	Annual Electrical Permit, 52 Inspections/13+ Electricians	\$6,000.00	\$8,200.00
187	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
188	DSC - Building	Minimum Sum of Combined Fees, Processing + Inspection Fees - [FEE ELIMINATED]	\$40.00	N/A
189	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
190	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
191	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
192	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
193				
194		<b>Elevator Permit Fees</b>		
195	DSC - Building	Install: Elevator, Escalator, or Moving Walk \$5,000 Value or Less	\$250.00	\$425.00
196	DSC - Building	Install: Elevator, Escalator, or Moving Walk Install > \$5,000 Value - Base	\$250.00	\$425.00

197	DSC - Building	Install: Elevator, Escalator, or Moving Walk Install > \$5,000 Value -Variable	\$4.00	\$6.80
198	DSC - Building	Install: Stair Climber or Plan Form Lift	\$80.00	\$136.00
199	DSC - Building	Install: Dumbwaiter or Material Lift	\$170.00	\$289.00
200	DSC - Building	Install: Temporary Personnel Hoist (Construction Lift)	\$250.00	\$425.00
201	DSC - Building	Operating Permit: Hydraulic Elevator - Annual, Base	\$177.00	\$300.90
202	DSC - Building	Operating Permit: Hydraulic Elevator - Annual, Variable	\$22.00	\$37.40
203	DSC - Building	Operating Permit: Cable Elevator - Annual, Base	\$353.00	\$600.10
204	DSC - Building	Operating Permit: Cable Elevator - Annual, Variable	\$22.00	\$37.40
205	DSC - Building	Operating Permit: Escalator or Moving Walk	\$353.00	\$600.10
206	DSC - Building	Operating Permit: Dumbwaiter, Platform/Material Lift, or Stair Climber	\$88.00	\$93.00
207	DSC - Building	Alteration or Repair: \$5,000 Value or Less	\$250.00	\$425.00
208	DSC - Building	Alteration or Repair: > \$5,000 Value - Base	\$250.00	\$425.00
209	DSC - Building	Alteration or Repair: > \$5,000 Value - Variable	\$4.00	\$6.80
210	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
211	DSC - Building	Elevator Reinspection: Hourly	\$88.00	\$113.96 per hour
212	DSC - Building	Elevator Reinspection: Hydraulic - Variable - [FEE CONSOLIDATED]	\$22.00	N/A
213	DSC - Building	Elevator Reinspection: Electric - Base - [FEE CONSOLIDATED]	\$177.00	N/A
214	DSC - Building	Elevator Reinspection: Electric - Variable - [FEE CONSOLIDATED]	\$22.00	N/A
215	DSC - Building	Elevator Reinspection: Other Conveyance Types - [FEE CONSOLIDATED]	\$75.00	N/A
216	DSC - Building	Elevator Inspections Outside Normal Inspector Working Hours - [RELOCATED TO SHARED FEES]	\$355.00	N/A
217	DSC - Building	Elevator Work Without Permit Fee - [RELOCATED TO SHARED FEES]	Equal to Permit Fee	N/A
218	DSC - Building	Uncorrected Deficiencies (assessed at 90, 120, and 150 days)	\$177.00	\$177.00
219	DSC - Building	Document Replacement Fee	\$25.00	\$55.00
220	DSC - Building	Temp Hoist: Semi-Annual or Jump Inspection	\$177.00	\$300.90
221	DSC - Building	Temp Hoist: Semi-Annual Operating Permit	\$177.00	\$300.90
222	DSC - Building	Temporary Operating Permit Fee - Base	\$115.00	\$195.50
223	DSC - Building	Temporary Operating Permit Fee - Variable	\$15.00	\$25.50
224	DSC - Building	Plan Review for Installs and Major Alterations	\$88.00	\$149.60
225	DSC - Building	Variance Request w/ Site Visit - Base	\$177.00	\$300.90
226	DSC - Building	Variance Request w/ Site Visit - Variable	\$88.00	\$149.60
227	DSC - Building	Variance Request via Desk Evaluation (w/o site visit)	\$88.00	\$149.60
228	DSC - Building	Technical Advise Site Visit Fee - Base	\$177.00	\$300.90
229	DSC - Building	Technical Advise Site Visit Fee - Variable	\$88.00	\$149.60
230	DSC - Building	Decommissioning Conveyance Fee	\$177.00	\$300.90
231	DSC - Building	Re-Commissioning Conveyance Fee - Base	\$177.00	\$300.90
232	DSC - Building	Re-Commissioning Conveyance Fee - Variable	\$88.00	\$149.60
233	DSC - Building	Operating a Conveyance w/o Permit: 30 Day Penalty Fee	\$164.00	\$278.80
234				
235		<b>Mechanical Permit Fees</b>		
236	DSC - Building	Air Handler (per 10,000 cfm or fraction of)	\$15.00	\$17.00
237	DSC - Building	Clothes Dryer (Gas)	\$13.00	\$15.00
238	DSC - Building	Ductwork System	\$13.00	\$15.00
239	DSC - Building	Evaporative Cooler	\$13.00	\$15.00
240	DSC - Building	Gas Log	\$13.00	\$15.00
241	DSC - Building	Gas Piping: 1-4 outlets - [FEE CONSOLIDATED]	\$12.00	N/A
242	DSC - Building	Gas Piping: per outlet	\$3.00	\$4.00
243	DSC - Building	Gas Water Heater	\$13.00	\$15.00
244	DSC - Building	Heat Pump and A/C: 0 to 15 tons	\$15.00	\$25.00
245	DSC - Building	Heat Pump and A/C: 15 to 50 tons	\$25.00	\$45.00
246	DSC - Building	Heat Pump and A/C: 15 to 30 tons - [FEE CONSOLIDATED]	\$30.00	N/A
247	DSC - Building	Heat Pump and A/C: 30 to 50 tons - [FEE CONSOLIDATED]	\$45.00	N/A
248	DSC - Building	Heat Pump and A/C: Over 50 tons	\$75.00	\$75.00
249	DSC - Building	Heating Equipment: Less than 100,000 BTUs	\$15.00	\$17.00
250	DSC - Building	Heating Equipment: More than 100,000 BTUs	\$20.00	\$25.00
251	DSC - Building	Hood: Type I (per 12 ft or 12 ft portion of hood)	\$65.00	\$70.00
252	DSC - Building	Hood: Type II	\$13.00	\$15.00
253	DSC - Building	Electric Water Heater - [FEE RELOCATED]	\$12.00	\$15.00
254	DSC - Building	Hydronic Piping: per outlet	\$3.00	\$4.00
255	DSC - Building	Miscellaneous (items not covered elsewhere)	\$13.00	\$15.00
256	DSC - Building	Propane Tanks	\$13.00	\$15.00
257	DSC - Building	Range (Gas)	\$13.00	\$15.00
258	DSC - Building	Refrigeration Unit: 1-100,000 BTUs	\$15.00	N/A
259	DSC - Building	Refrigeration Unit: 100,000 - 500,000 BTUs	\$25.00	\$25.00
260	DSC - Building	Refrigeration Unit: 500,000 - 1,000,000 BTUs	\$30.00	N/A
261	DSC - Building	Refrigeration Unit: 1,000,000 - 1,750,000 BTUs	\$45.00	\$45.00
262	DSC - Building	Refrigeration Unit: Over 1,750,000 BTUs	\$75.00	\$75.00
263	DSC - Building	Unlisted Gas Appliance: Up to 400,000 BTUs	\$75.00	\$75.00
264	DSC - Building	Unlisted Gas Appliance: Over 400,000 BTUs	\$125.00	\$125.00
265	DSC - Building	Used Appliance: Up to 400,000 BTUs	\$75.00	\$75.00
266	DSC - Building	Used Appliance: Over 400,000 BTUs	\$125.00	\$125.00
267	DSC - Building	Vent Fans	\$13.00	\$15.00
268	DSC - Building	Wood Stove or Insert	\$25.00	\$30.00
269	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
270	DSC - Building	Minimum Sum of Combined Fees, Processing + Inspection Fees - [FEE ELIMINATED]	\$40.00	N/A
271	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
272	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
273	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
274	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
275				
276		<b>Plumbing Permit Fees</b>		
277	DSC - Building	Bar Sink	\$11.00	\$11.00
278	DSC - Building	Bathtub	\$11.00	\$11.00
279	DSC - Building	Clothes Washer	\$11.00	\$11.00
280	DSC - Building	Dishwasher	\$11.00	\$11.00
281	DSC - Building	Drinking Fountain	\$11.00	\$11.00
282	DSC - Building	Electric Water Heater - [FEE RELOCATED]	\$11.00	\$15.00
283	DSC - Building	Floor Drain	\$11.00	\$11.00
284	DSC - Building	Floor Sink	\$11.00	\$11.00
285	DSC - Building	Garbage Disposal	\$11.00	\$11.00
286	DSC - Building	Kitchen Sink	\$11.00	\$11.00
287	DSC - Building	Lawn Sprinkler (with 1 backflow device)	\$11.00	\$11.00
288	DSC - Building	Medical Gas Outlet	\$11.00	\$11.00
289	DSC - Building	Miscellaneous (items not covered elsewhere)	\$11.00	\$11.00
290	DSC - Building	Sewage Ejector	\$11.00	\$11.00
291	DSC - Building	Shower	\$11.00	\$11.00
292	DSC - Building	Sink	\$11.00	\$11.00
293	DSC - Building	Toilet	\$11.00	\$11.00
294	DSC - Building	Urinal	\$11.00	\$11.00
295	DSC - Building	Utility Sink	\$11.00	\$11.00

296	DSC - Building	Vacuum Breaker/Backflow Device	\$11.00	\$11.00
297	DSC - Building	Water Softener	\$11.00	\$11.00
298	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
299	DSC - Building	Minimum Sum of Combined Fees, Processing + Inspection Fees - [FEE ELIMINATED]	\$40.00	N/A
300	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
301	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
302	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
303	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
304				
305		<b>Special Inspection and Other Fees</b>		
306	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
307	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
308	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
309	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
310	DSC - Building	Minimum Sum of Combined Fees, Processing + Inspection Fees - [FEE ELIMINATED]	\$40.00	N/A
311	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
312	DSC - Building	Research & Report Fees - [FEE ELIMINATED]	\$60.00	N/A
313				
314		<b>Certificate of Occupancy Fees</b>		
315	DSC - Building	For Change of Occupancy when no work required	\$50.00	\$95.00
316	DSC - Building	For Home Occupation - Base - [FEE ELIMINATED]	\$20.00	N/A
317	DSC - Building	For Home Occupation - Variable - [FEE ELIMINATED]	\$75.00	N/A
318	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
319				
320		<b>Code Enforcement: Existing Building and Conservation Code Fees</b>		
321	DSC - Building	General: Bill equal to all costs and expenses incurred by City	Cost Incurred	Cost Incurred
322	DSC - Building	Boarding and Securing	Cost Incurred	Cost Incurred
323	DSC - Building	Property Monitoring	\$300.00	\$300.00
324	DSC - Building	Annual Hearing Processing Fee	\$1,500.00	\$1,500.00
325				
326		<b>Code Enforcement: Obstruction From Vegetation and Debris Fees</b>		
327	DSC - Building	Vegetation and Debris Abatement	Cost Incurred	Cost Incurred
328	DSC - Building	Vegetation and Debris Abatement Surcharge	\$85.00	\$85.00
329				
330		<b>Code Enforcement: Existing Building and Conservation Code Fees</b>		
331	DSC - Building	Annual Foreclosure Property Registration Fee	\$350.00	\$350.00
332				
333		<b>Appeal Fees</b>		
334	DSC - Building	Appeal of Administrative Decision to Hearing Examiner	\$250.00	\$350.00
335	DSC - Building	Exception: Junk Vehicle Determination Appeal	\$200.00	\$200.00
336	DSC - Building	Appeal of Hearing Examiner Decision to City Council	\$500.00	\$700.00
337	DSC - Building	Appeal Preparation Fee	Actual Cost	Actual Cost
338	DSC - Building	Appeal Filing Fee (except as otherwise provided)	\$150.00	\$150.00
339				
340		<b>Multi-Family Housing Property Tax Incentive Program</b>		
341	DSC - Building	Multi-Family Tax Exemption (MFTE) Application	\$1,000.00	\$1,000.00
342	DSC - Building	MFTE Extension Application	\$1,000.00	\$1,000.00
343	DSC - Building	MFTE Final Certificate	\$2,000.00	\$2,000.00
344	DSC - Building	MFTE Final Certificate Conversion from 12 to 8 year	\$500.00	\$500.00
345				
346		<b>Technology</b>		
347	DSC	FABrC Review - [FEE CREATED]	NEW FEE	\$95.00
348				
349		<b>Solar Fees</b>		
350	DSC - Building	SFR-Duplex Solar Plan Review Fee (DSC)	\$75.00	\$75.00
351	DSC - Building	SFR-Duplex Solar Inspection Fee (DSC)	\$150.00	\$150.00
352	DSC - Building	MFCOM Solar Plan Review Fee (DSC)	65% of Job Value Fee	65% of Job Value Fee
353	DSC - Building	MFCOM Solar Inspection Fee (DSC)	Job Value Based	Job Value Based
354	DSC - Building	Electrical Service Fee assessed in accordance with the Electrical Fee Schedule	See Electric Schedule	See Electric Schedule
355	DSC - Building	Addition electrical fees assessed as applicable to the scope of work.	See Electric Schedule	See Electric Schedule
356	DSC - Building	Fire Review and Inspection Fees assessed in accordance with the Fire Codes	See Fire Code	See Fire Code
357				
358		<b>Shared Fees</b>		
359	DSC	Processing Fee	\$25.00	\$65.00
360	DSC	Re-Inspection Fee	\$75.00	\$150.00
361	DSC	Work Beyond Scope of Permit - [FEE CREATED]	NEW FEE	\$150.00
362	DSC	Work Done Without Permit/Investigative Fees - Greater Of:	2x the Inspection Fee(s)	2x the Inspection Fee(s)
363	DSC	Work Done Without Permit/Investigative Fees - Greater Of:	\$150.00	\$300.00
364	DSC	Inspection Outside Normal Working Hours (2-hr minimum)	\$75/hr	\$115.26 per hour
365	DSC	Additional, Excessive, Phased Reviews	50% Original Review Fee	50% Original Review Fee
366	DSC	Additional, Excessive, Phased Inspections - [FEE CREATED]	NEW FEE	\$105.00
367				
368		<b>New Fees</b>		
369	DSC	Credit Card Surcharge/Convenience Fee	NEW FEE	2.5% or Cost
370	DSC	Refund Administration Fee - No refunds when permit fees are \$75 or less.	NEW FEE	N/A
371	DSC	Stock Plan Review Fee	NEW FEE	25% of Job Value Fee
372	DSC	Reduced Plan Review Fee	NEW FEE	25% of Job Value Fee
373	DSC	State Building Code Fee	NEW FEE	State Determines
374	DSC	Multi-Family (or just Affordable Housing) Review Fee	NEW FEE	50% of Job Value Fee
375	DSC	Demolition of Accessory Structures - (i.e -garages + propose use for Swimming Pools)	NEW FEE	\$35.00
376	DSC	Permit or Application Extension Fee	NEW FEE	\$45.00
377	DSC	Load Test	NEW FEE	\$45.00
378				

## **Appendix B: Planning Fee Schedule**

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#	Division	Fee Schedule Description	Current	Rate Year
1				
2		<b>Shorelines Management</b>		
3	DSC - Planning	\$2,500 - \$10,000 Project Value Fee	\$1,020.00	\$1,020.00
4	DSC - Planning	\$10,001 - \$50,000 Project Value Fee	\$1,420.00	\$1,420.00
5	DSC - Planning	\$50,001 - \$250,000 Project Value Fee	\$2,700.00	\$2,700.00
6	DSC - Planning	\$250,001 - \$1,000,000 Project Value Fee	\$5,400.00	\$5,400.00
7	DSC - Planning	Over \$1,000,000 Project Value Fee - Base	\$6,750.00	\$6,750.00
8	DSC - Planning	Over \$1,000,000 Project Value Fee - Variable	0.1% of project valuation	0.1% of project valuation
9	DSC - Planning	Variance Fee	\$2,160.00	\$2,160.00
10	DSC - Planning	Conditional Use Fee	\$1,860.00	\$1,860.00
11	DSC - Planning	Pre-Submittal Review	\$555.00	\$555.00
12	DSC - Planning	Shoreline Exemption Fee	\$555.00	\$555.00
13	DSC - Planning	Permit Amendment Fee	80% of fee in this schedule	80% of fee in this schedule
14				
15		<b>State Environmental Policy Act (SEPA)</b>		
16	DSC - Planning	SEPA Environmental Checklist Initial Review	\$250.00	\$700.00
17	DSC - Planning	Threshold Determination of MDNS	\$165.00	\$325.00
18	DSC - Planning	Threshold Determination Resulting in Declaration of Significance	Actual Cost	Actual Cost
19	DSC - Planning	Threshold Determination Resulting in Declaration of Significance - Deposit	\$2,450.00	\$3,250.00
20	DSC - Planning	Public Notice	Actual Cost	Actual Cost
21	DSC - Planning	Environmental Document Reproduction	Actual Cost	Actual Cost
22				
23		<b>Plats</b>		
24	DSC - Planning	Long Plat: One-Year Extension of Preliminary Approval	\$550.00	\$897.70
25	DSC - Planning	Long Plat: Phasing of Approved Preliminary Plat	\$500.00	\$816.00
26	DSC - Planning	Long Plat: Vacation	\$490.00	\$799.70
27	DSC - Planning	Final Long Plat - Base	\$2,025.00	\$3,305.00
28	DSC - Planning	Final Long Plat - Additional fee per lot	\$25.00	\$40.80
29	DSC - Planning	Long Plat: Alteration of Approved Preliminary or Final Long Plat	80% of fee in this schedule	80% of fee in this schedule
30	DSC - Planning	Short Plat: One-Year Extension One-Year Extension of Preliminary Approval	\$550.00	\$550.00
31	DSC - Planning	Short Plat: Phasing of Approved Preliminary Plat	\$500.00	\$500.00
32	DSC - Planning	Short Plat: Vacation	\$490.00	\$490.00
33	DSC - Planning	Final Short Plat Filing Fee Without Engineering Review	\$1,820.00	\$2,271.00
34	DSC - Planning	Final Short Plat Filing Fee Without Engineering Review - Additional fee per lot	\$30.00	\$37.40
35	DSC - Planning	Final Short Plat Filing Fee With Engineering Review	\$350.00	\$436.70
36	DSC - Planning	Final Short Plat Filing Fee With Engineering Review - Additional fee per lot	\$30.00	\$37.40
37	DSC - Planning	Short Plat: Alteration of Approved Preliminary or Final Short Plat	80% of fee in this schedule	80% of fee in this schedule
38	DSC - Planning	Binding Site Plan: One-Year Extension of Preliminary Approval	\$550.00	\$550.00
39	DSC - Planning	Final Binding Site Plan	\$2,970.00	\$2,970.00
40	DSC - Planning	Final Binding Site Plan - fee per additional acre	\$30.00	\$30.00
41	DSC - Planning	Binding Site Plan: Alteration of Approved Preliminary or Final	80% of fee in this schedule	80% of fee in this schedule
42	DSC - Planning	Boundary Line Adjustment Filing Fee	\$350.00	\$350.00
43	DSC - Planning	Street Name Change	\$1,355.00	\$1,355.00
44	DSC - Planning	Public Hearing for Other Matters	\$1,895.00	\$1,895.00
45	DSC - Planning	Use of Planning Staff Not Covered by Plat Fees	\$85.00	\$85.00
46				
47		<b>Zoning</b>		
48	DSC - Planning	Staff Preparation of Notification Map and Associated Documents	\$150.00	\$413.00
49	DSC - Planning	Type I Application	\$1,085.00	\$1,085.00
50	DSC - Planning	Type II Application: Without Engineering Review	\$4,325.00	\$4,325.00
51	DSC - Planning	Type II Application: Without Engineering Review - per additional acre	\$60.00	\$60.00
52	DSC - Planning	Type II Application: With Minor Engineering Review	\$1,085.00	\$1,085.00
53	DSC - Planning	Type III Application	\$4,590.00	\$4,590.00
54	DSC - Planning	Type III Application - per additional acre	\$215.00	\$215.00
55	DSC - Planning	Site Plan Review and/or Modification	\$815.00	\$815.00
56	DSC - Planning	Site Plan Review and/or Modification - per additional 10 acres	\$550.00	\$550.00
57	DSC - Planning	Optional Consolidated Project Review	\$4,325.00	\$4,325.00
58	DSC - Planning	Optional Consolidated Project Review - per additional acre	\$215.00	\$215.00
59	DSC - Planning	Planned Unit Development (PUD) Bonus Density	\$880.00	\$880.00
60	DSC - Planning	Final PUD	\$3,295.00	\$3,295.00
61	DSC - Planning	Temporary Use Permit	\$675.00	\$675.00
62	DSC - Planning	Floodplain Development Permit	\$900.00	\$1,139.00
63	DSC - Planning	Floodplain Development Permit -per additional acre	\$55.00	\$69.60
64	DSC - Planning	Front Yard Setback Establishment Different Than Zoning Code	\$810.00	\$810.00
65	DSC - Planning	Accessory Dwelling Unit (ADU) - [FEE CONSOLIDATED]	\$655.00	N/A
66	DSC - Planning	Formal Written Interpretation of Zoning Code	\$580.00	\$727.00
67	DSC - Planning	Public Hearing for Other Matters	\$1,895.00	\$1,895.00
68	DSC - Planning	Use of Planning Staff Not Covered by Above Fees - Hourly	\$85.00	\$85.00
69	DSC - Planning	Short Term Rental Permit - In Residential Zones	\$200.00	\$200.00
70	DSC - Planning	Short Term Rental Renewal - In Residential Zones - Annually	\$100.00	\$100.00
71	DSC - Planning	Short Term Rental Permit - In All Other Zones	\$300.00	\$300.00
72	DSC - Planning	Short Term Rental Renewal - In All Other Zones - Annual	\$150.00	\$150.00
73				
74		<b>Design Review</b>		
75	DSC - Planning	Design Review by Urban Design Staff	\$600.00	\$600.00
76	DSC - Planning	Design Review by Design Review Board	\$1,275.00	\$1,275.00
77				
78	DSC - Planning	<b>Comprehensive Plan and Land Use Code Amendments</b>		
79	DSC - Planning	Threshold Review Fee	\$500.00	\$500.00
80	DSC - Planning	Comp Plan, Map, Text, or other Land Use Code Amendment - Base	\$5,000.00	\$5,000.00
81	DSC - Planning	Comp Plan, Map, Text, or other Land Use Code Amendment - Variable per additional 10 acres	\$1,075.00	\$1,075.00
82	DSC - Planning	Use of Planning Staff Not Covered by Above Fees	\$85.00	\$85.00
83	DSC - Planning	Formal Written Interpretation of Comp Plan	\$1,075.00	\$1,075.00
84				
85		<b>Concurrency Inquiry Application</b>		
86	DSC - Planning	Concurrency Inquiry Application	\$200.00	\$200.00
87				
88		<b>Short Term Rental License Fee</b>		
89	DSC - Planning	Platform Booking Fee - per night (paid quarterly)	\$4.00	\$4.00
90	DSC - Planning	Registration for STR - Residential Zone - Application - [FEE CREATED]	NEW FEE	\$200.00
91	DSC - Planning	Registration for STR - Residential Zone - Renewal - [FEE CREATED]	NEW FEE	\$100.00
92	DSC - Planning	Registration for STR - Other Zone - Application - [FEE CREATED]	NEW FEE	\$300.00
93	DSC - Planning	Registration for STR - Other Zone - Renewal - [FEE CREATED]	NEW FEE	\$100.00
94				

# Appendix C: Engineering Fee Schedule

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#	Division	Fee Schedule Description	Current	Rate Year
1				
2		<b>Sidewalk Café Fees</b>		
3	DSC - Engineering	Sidewalk Café Annual Fee	\$100.00	\$150.00
4	DSC - Engineering	Site Modification Review Fee	\$250.00	\$300.00
5	DSC - Engineering	Application Fee - [RELOCATED TO SHARED FEES]	\$50.00	N/A
6	DSC - Engineering	Initial Review Fee	\$300.00	\$450.00
7				
8		<b>Parklets and Streateries</b>		
9	DSC - Engineering	Annual License Fee	\$100.00	\$150.00
10	DSC - Engineering	Site Modification Review Fee	\$250.00	\$300.00
11	DSC - Engineering	Application Fee - [RELOCATED TO SHARED FEES]	\$50.00	N/A
12	DSC - Engineering	Initial Review Fee	\$300.00	\$450.00
13	DSC - Engineering	Refundable Cash Bond	\$1,000.00	\$1,000.00
14	DSC - Engineering	Streatery, 2-hr parking meter removal	\$2.09	\$2.10
15	DSC - Engineering	Streatery, 4-hr & all day parking meter removal	\$2.09	\$2.10
16	DSC - Engineering	Streatery, Time-restricted free parking	\$1.05	\$1.10
17	DSC - Engineering	Meter Removal and Replacement Fee	\$80.00	\$80.00
18	DSC - Engineering	Parklet, 2-hr parking meter removal	\$1.05	\$1.10
19	DSC - Engineering	Parklet, 4-hr & all day parking meter removal	\$1.05	\$1.10
20	DSC - Engineering	Meter Removal and Replacement Fee	\$80.00	\$80.00
21				
22		<b>Sewer Code Fees</b>		
23	DSC - Engineering	Side Sewer Application Fee - [RELOCATED TO SHARED FEES]	\$40.00	N/A
24	DSC - Engineering	Side Sewer Inspection Fee	\$150.00	\$150.00
25	DSC - Engineering	Sewer Tap	\$100.00	\$100.00
26	DSC - Engineering	Reinspection Fee	\$50.00	\$150.00
27				
28		<b>Water Code Fees</b>		
29	DSC - Engineering	Water Tap Application Fee - [RELOCATED TO SHARED FEES]	\$40.00	N/A
30	DSC - Engineering	Water Meter Application Fee - [RELOCATED TO SHARED FEES]	\$40.00	N/A
31				
32		<b>Small Taps and Meters--Additional</b>		
33	DSC - Engineering	Water Tap & Meter Processing Fee - [RELOCATED TO SHARED FEES]	\$40.00	N/A
34				
35		<b>Large Taps and Meters</b>		
36	DSC - Engineering	Water Tap & Meter Processing Fee - [RELOCATED TO SHARED FEES]	\$40.00	N/A
37				
38		<b>Streets and Airspace Fees</b>		
39	DSC - Engineering	Skywalk Application to Hearing Examiner	\$7,160.00	\$7,160.00
40	DSC - Engineering	Skywalk Annual Inspection	\$335.00	\$335.00
41	DSC - Engineering	Skywalk Renewal (within 20 years of permit issuance)	\$2,290.00	\$2,290.00
42	DSC - Engineering	Street Address Assignment	\$10.00	\$15.00
43	DSC - Engineering	Street Address Change	\$20.00	\$75.00
44	DSC - Engineering	ROW Obstruction: Dumpster or Temp Storage Unit (Pod)	\$100.00	\$175.00
45	DSC - Engineering	ROW Obstruction: Long-term (more than 20 days)	\$0.20	\$0.30
46	DSC - Engineering	ROW Obstruction: With Excavation 1-3 Days	\$100.00	\$150.00
47	DSC - Engineering	ROW Obstruction: With Excavation Each Addition 3 Day Period	\$40.00	\$75.00
48	DSC - Engineering	ROW Obstruction: No Excavation 1-3 Days	\$20.00	\$30.00
49	DSC - Engineering	ROW Obstruction: No Excavation Each Addition 3 Day Period	\$40.00	\$60.00
50	DSC - Engineering	Master Annual Permit	Expense based	Expense based
51	DSC - Engineering	Parking Meter Obstruction - [FEE RELOCATED]	Parking Fee	Parking Fee
52	DSC - Engineering	Obstruction W/O Permit or Exempt Notification	\$500.00	\$500.00
53	DSC - Engineering	Work Beyond Scope of Permit	\$250.00	\$250.00
54	DSC - Engineering	No Fee For Activities Done Under City Contract	\$0.00	N/A
55	DSC - Engineering	Traffic Control Plan Review Fee	\$50.00	\$95.00
56	DSC - Engineering	Building Move Permit	\$100.00	\$300.00
57	DSC - Engineering	Road Oiling (and other dust palliatives)	\$100.00	\$150.00
58	DSC - Engineering	Street Vacation Application Fee	\$400.00	\$1,200.00
59	DSC - Engineering	Approach Permit: Commercial	\$30.00	\$95.00
60	DSC - Engineering	Approach Permit: Residential Driveway	\$20.00	\$75.00
61				
62		<b>Private Construction Plan Review and Inspection</b>		
63		Plan Review Fee Table:		
64	DSC - Engineering	\$1 - \$10,000 Job Value Fee	\$300.00	\$300.00
65	DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Base	\$300.00	\$300.00
66	DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Variable	\$15.00	\$15.00
67	DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Base	\$900.00	\$900.00
68	DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Variable	\$13.00	\$13.00
69	DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Base	\$1,550.00	\$1,550.00
70	DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Variable	\$10.50	\$10.50
71	DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Base	\$5,750.00	\$5,750.00
72	DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Variable	\$9.50	\$9.50
73	DSC - Engineering	Over \$1,000,000 Job Value Fee - Base	\$10,500.00	\$10,500.00
74	DSC - Engineering	Over \$1,000,000 Job Value Fee - Variable	\$8.75	\$8.80
75	DSC - Engineering	Additional Review (for excessive plan changes)	\$60 per hour	\$115.50 per hour
76	DSC - Engineering	On-Site Water Systems Review Fee - outside City limits or no bldg permit	\$250.00	\$250.00
77	DSC - Engineering	On-Site Sanitary Sewer Systems Review - outside City limits or no bldg permit	\$250.00	\$250.00
78	DSC - Engineering	Standard (Simple) Stormwater Systems Review: Under 10 lots - Base	\$400.00	\$400.00
79	DSC - Engineering	Standard (Simple) Stormwater Systems Review: Under 10 lots - Variable	\$10.00	\$10.00
80	DSC - Engineering	Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Base	\$500.00	\$500.00
81	DSC - Engineering	Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Variable	\$10.00	\$10.00
82	DSC - Engineering	Standard (Simple) Stormwater Systems Review: Over 100 lots - Base	\$700.00	\$700.00
83	DSC - Engineering	Standard (Simple) Stormwater Systems Review: Over 100 lots - Variable	\$10.00	\$10.00
84	DSC - Engineering	Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	\$250.00	\$250.00
85	DSC - Engineering	Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	\$500.00	\$500.00
86	DSC - Engineering	Complex Stormwater Systems Review: Under 10 lots - Base	\$500.00	\$500.00
87	DSC - Engineering	Complex Stormwater Systems Review: Under 10 lots - Variable	\$10.00	\$10.00
88	DSC - Engineering	Complex Stormwater Systems Review: 10 - 100 lots - Base	\$750.00	\$750.00
89	DSC - Engineering	Complex Stormwater Systems Review: 10 - 100 lots - Variable	\$15.00	\$15.00
90	DSC - Engineering	Complex Stormwater Systems Review: Over 100 lots - Base	\$1,000.00	\$1,000.00
91	DSC - Engineering	Complex Stormwater Systems Review: Over 100 lots - Variable	\$15.00	\$15.00
92	DSC - Engineering	Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	\$500.00	\$500.00
93	DSC - Engineering	Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	\$1,000.00	\$1,000.00
94	DSC - Engineering	Storm Sewer Review - in accordance with subsection (A) above.	No Charge	No Charge
95	DSC - Engineering	Waiver or Variance Review	\$60.00	\$115.50 per hour
96	DSC - Engineering	Site Development Plan Review	\$250.00	\$250.00
97	DSC - Engineering	Traffic Impact Analysis Review Fee	\$200.00	\$200.00

98	DSC - Engineering	Hydraulic Analysis Review Fee	\$580.00	\$580.00
99		<u>Inspection Fee Table:</u>		
100	DSC - Engineering	\$1 - \$5,000 Job Value Fee	\$500.00	\$500.00
101	DSC - Engineering	\$5,001 - \$10,000 Job Value Fee	\$1,000.00	\$1,000.00
102	DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Base	\$1,000.00	\$1,000.00
103	DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Variable	\$25.00	\$25.00
104	DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Base	\$2,000.00	\$2,000.00
105	DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Variable	\$20.00	\$20.00
106	DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Base	\$3,000.00	\$3,000.00
107	DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Variable	\$15.00	\$15.00
108	DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Base	\$9,000.00	\$9,000.00
109	DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Variable	\$10.00	\$10.00
110	DSC - Engineering	Over \$1,000,000 Job Value Fee - Base	\$14,000.00	\$14,000.00
111	DSC - Engineering	Over \$1,000,000 Job Value Fee - Variable	\$5.00	\$5.00
112	DSC - Engineering	Non-Typical, Specialty Project Inspection	\$40.00	\$115.50 per hour
113	DSC - Engineering	Non-Typical, Specialty Project Overtime Inspection	1.5x the Inspection Fee(s)	1.5x the Inspection Fee(s)
114	DSC - Engineering	Non-Typical, Specialty Project Survey Crew Inspection	\$120.00	\$115.50 per hour
115	DSC - Engineering	Non-Typical, Specialty Project Survey Crew Overtime Inspection	1.5x the Inspection Fee(s)	1.5x the Inspection Fee(s)
116				
117		<b><u>Oversize or Overweight Movements</u></b>		
118	DSC - Engineering	Oversize Load - Per 30 Days or fraction of	\$50.00	\$95.00
119	DSC - Engineering	Overweight Load (on specified route) - Per 30 Days or fraction of	\$75.00	\$145.00
120	DSC - Engineering	Superload - Per Trip	\$75.00	\$145.00
121				

# Appendix D: Fee Survey

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**City of Spokane**  
**Development Fee Study**  
 Fee Survey

Planning Fee Comparison	Spokane	Spokane County	Spokane Valley	Vancouver, WA	Tacoma
Final Short Plat Filing Fee (without engineering review)	\$1,820.00	\$2,222.16	\$1,406.00	\$6,272.00	\$3,500.00
Boundary Line Adjustment - Filing Fee	\$350.00	N/A	\$270.00	N/A	N/A
Shoreline Conditional Use Fee	\$1,860.00	\$4,197.43	\$1,731.00	\$1,798.00	\$6,240.00
Residential Short Term Rental Permit	\$200.00	N/A	N/A	Business License	Business License
Non-Res Short Term Rental Permit	\$300.00	N/A	N/A	Business License	Business License

Planning Fee Comparison	Spokane	Seattle	Boise	Post Falls
Final Short Plat Filing Fee Without Engineering Review	\$1,820.00	\$4,930.00	\$315.00	\$600.00
Boundary Line Adjustment Filing Fee	\$350.00	\$394.00	\$242.55	N/A
Shoreline Conditional Use Fee	\$1,860.00	\$4,930.00	\$1,370.25	\$750.00
Residential Short Term Rental Permit	\$200.00	\$110.00	\$81.50	\$81.50
Non-Res Short Term Rental Permit	\$300.00	\$110.00	\$81.50	\$81.50

Building Fee Comparison	Valuation	Spokane	Spokane County	Spokane Valley	Vancouver, WA	Tacoma
New Large Commerical Building	\$ 63,309,560	\$ 191,901	N/A	\$ 201,884	\$ 258,285	\$ 541,771
Including Review Fee		\$ 316,636	N/A	\$ 333,108	\$ 426,171	\$ 893,923
New Commerical Building	\$ 5,370,000	\$ 18,082	N/A	\$ 19,374	\$ 24,789	\$ 49,285
Including Review Fee		\$ 29,835	N/A	\$ 31,968	\$ 40,901	\$ 81,320
New Commerical Building	\$ 1,654,943	\$ 6,937	N/A	\$ 7,672	\$ 9,817	\$ 17,707
Including Review Fee		\$ 11,446	N/A	\$ 12,659	\$ 16,198	\$ 29,217
New Residential Building	\$ 625,771	\$ 3,475	N/A	\$ 3,831	\$ 4,900	\$ 8,408
Including Review Fee		\$ 4,344	N/A	\$ 5,364	\$ 8,085	\$ 12,191
New Residential Building	\$ 368,642	\$ 2,315	N/A	\$ 2,498	\$ 3,194	\$ 5,652
Including Review Fee		\$ 2,894	N/A	\$ 3,497	\$ 5,269	\$ 8,196
Residential Building Addition	\$ 71,846	\$ 840	N/A	\$ 797	\$ 1,107	\$ 1,738
Including Review Fee		\$ 1,051	N/A	\$ 1,115	\$ 1,827	\$ 2,520

Building Fee Comparison	Spokane	Seattle	Boise	Post Falls
New Large Commerical Building	\$ 191,901	\$ 190,831	\$ 327,707	\$ 201,884
Including Review Fee	\$ 316,636	\$ 381,662	\$ 540,716	\$ 333,108
New Commerical Building	\$ 18,082	\$ 23,667	\$ 28,159	\$ 19,374
Including Review Fee	\$ 29,835	\$ 47,334	\$ 46,462	\$ 31,968
New Commerical Building	\$ 6,937	\$ 9,168	\$ 8,952	\$ 7,672
Including Review Fee	\$ 11,446	\$ 18,336	\$ 14,771	\$ 12,659
New Residential Building	\$ 3,475	\$ 4,186	\$ 3,631	\$ 3,831
Including Review Fee	\$ 4,344	\$ 8,372	\$ 4,358	\$ 4,789
New Residential Building	\$ 2,315	\$ 2,867	\$ 2,302	\$ 2,498
Including Review Fee	\$ 2,894	\$ 5,735	\$ 2,762	\$ 3,123
Residential Building Addition	\$ 840	\$ 882	\$ 734	\$ 797
Including Review Fee	\$ 1,051	\$ 1,764	\$ 881	\$ 996

Additional Fee Comparison	Spokane	Spokane County	Spokane Valley	Vancouver, WA	Tacoma
Technology Surcharge	0.00%	0.00%	0.00%	0.00%	5.00%
Credit Card Transaction Fees	0.00%	0.00%	2.50%	0.00%	0.00%
Processing Fee	\$25.00	\$68.00	\$66.00	\$31.00	Included in Base

Additional Fee Comparison	Spokane	Seattle	Boise	Post Falls
Technology Surcharge	0.00%	5.00%	0.00%	0.00%
Credit Card Transaction Fees	0.00%	0.00%	0.00%	0.00%
Processing Fee	\$25.00	Included in Base	\$35.00	\$35.00

## **Appendix E: Technology Surcharge**

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**To:** Tami Palmquist, Director of Development Services Center

**Date:** 08/22/2024

**From:** Shivani Lal, Project Manager  
Evan Coughlan, and Devin Tryon, Sr. Analysts

**CC:** Angie Sanchez, Principal

**RE** Technology Surcharge Memorandum

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## Introduction

In 2023, the City of Spokane engaged FCS GROUP to conduct a comprehensive study on development service fees. The study included an in-depth analysis of the concept of a technology surcharge, a review of best practices from other organizations, and projections of potential revenues that various technology surcharge thresholds could generate for the City.

This memorandum summarizes FCS GROUP's understanding of the concept of a Technology Surcharge, as well as our research on other jurisdictions and revenue estimates pertain to the City's potential decision to subsidize technology-adjacent costs through the establishment of a technology surcharge.

## Concept of a Technology Surcharge

A technology surcharge is typically collected by cities as a percentage of a permit fee within the city's development fee schedule. The purpose of this surcharge is to provide the necessary funds to maintain the technology-dependent service levels required by a city's community development department. This surcharge helps ensure the sustainability and efficiency of various technological services crucial to city operations.

Examples of services supported by the technology surcharge include the provision of an online permit portal for customers, which allows for convenient submission and tracking of permit applications, and the management of permit workflows and fee payments, which streamlines administrative processes and improves service delivery. These technological solutions are vital for maintaining transparency, accessibility, and efficiency in handling development permits.

When establishing a technology surcharge, cities typically consider two main cost centers: the ongoing annual maintenance and licensing expenses of the technology used, and the eventual replacement of technology systems. Ongoing maintenance and licensing costs cover regular updates, technical support, and security enhancements necessary to keep the systems operational and secure. The eventual replacement costs account for the need to upgrade or replace technology systems as they become outdated or reach the end of their useful life.

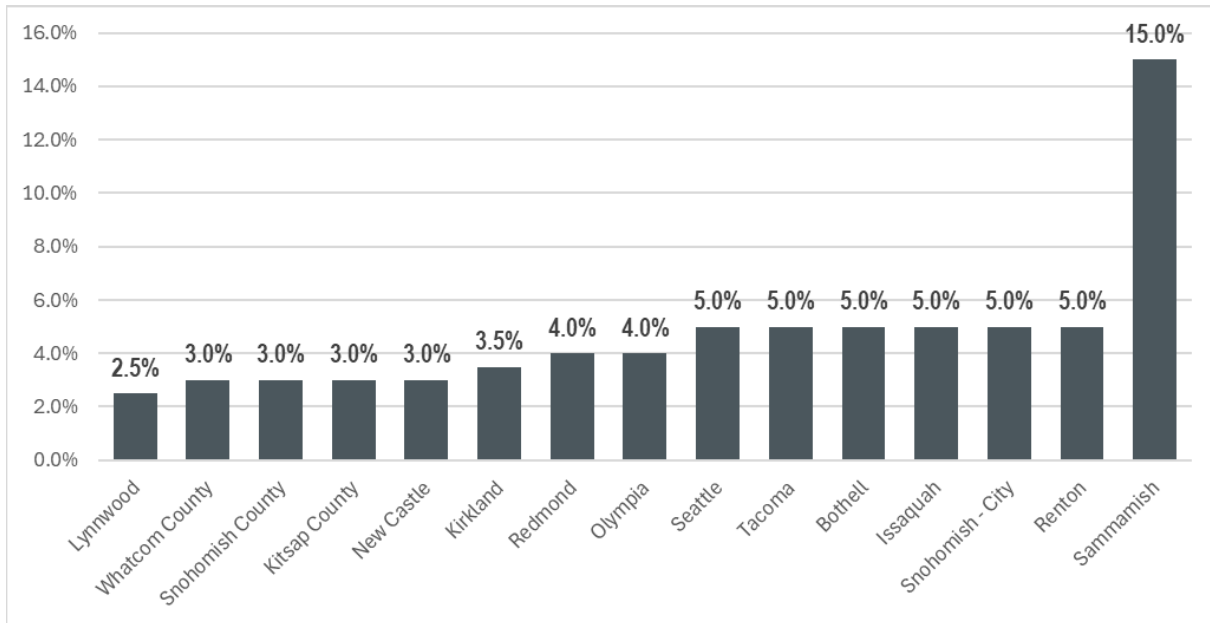
Annual revenues generated from the technology surcharge, after covering maintenance costs, are allocated into a reserve fund specifically designated for future capital replacement expenses. This ensures that when the technology systems need to be replaced, the funds are readily available, preventing any disruption in service levels. The reserve fund is strictly used for replacing technology essential to maintaining the desired service standards set by the city's community development department.

Regular monitoring of the reserve fund and the technology surcharge is crucial to ensure that the funds are being used appropriately and that the surcharge rate remains sufficient to cover both current and future technology costs. This proactive financial management helps cities avoid budget shortfalls and ensures continuous improvement and adaptation of technological services to meet evolving needs.

## Practices of Other Organizations

In conducting its research, FCS GROUP surveyed the technology surcharge practices across fifteen local jurisdictions. The findings revealed a notable variance in surcharge rates, ranging from a minimum of 2.5 percent to a maximum of 15.0 percent. Among these rates, the most frequently observed percentages were 3.0 percent and 5.0 percent. For further details and a comprehensive breakdown of the surveyed data, please refer to **Exhibit 1** below.

**Exhibit 1: Technology Surcharge Interjurisdictional Survey**



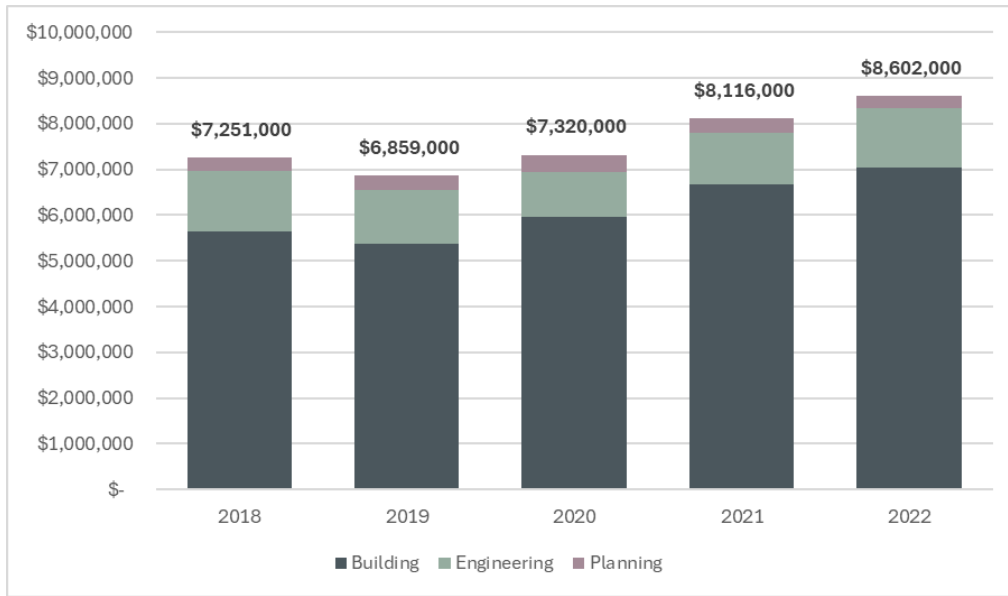
Depending on the technology costs and policy decisions made by the surveyed jurisdictions, the reserves established by this surcharge may serve different purposes. In some cases, these reserves are sufficient to fully fund the replacement of outdated technology systems, ensuring a seamless transition and continuous service provision. In other instances, the reserves may be used to subsidize the fiscal impact of technology replacement, reducing the financial burden on the city's general budget. This approach allows jurisdictions to strategically manage their financial resources while maintaining the necessary technological infrastructure to support their community development activities.

## Projected Revenue from Technology Surcharge

Development permit fees include charges collected in relation to Building, Engineering, and Planning for the review and inspection of new developments and the redevelopment of existing infrastructure. These fees apply to a wide range of projects, from the construction of new homes and office buildings to the renovation and improvement of existing structures, such as installing a new roof or upgrading electrical systems. These fees ensure that all construction activities comply with local building codes, safety standards, and zoning regulations, thereby promoting safe and sustainable development within the community.

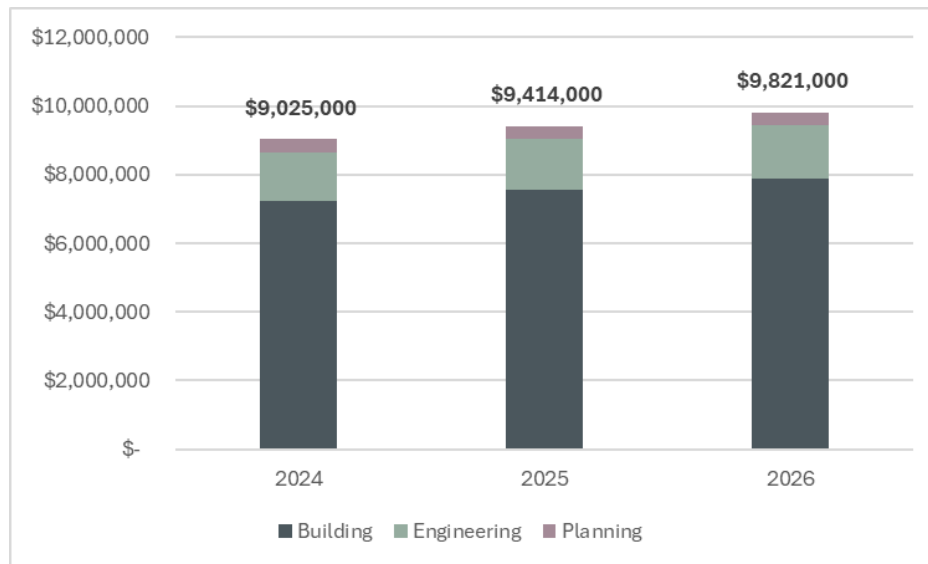
Based on historical permit data provided by the City, development fees have shown significant variation over recent years. In 2018, the total fees collected amounted to \$7.2 million, while in 2022, this figure increased to \$8.6 million. This fluctuation reflects changes in development activity, economic conditions, and possibly adjustments in fee schedules over the years. For a detailed breakdown of these figures and their implications, please refer to **Exhibit 2**.

**Exhibit 2: Historical Permit Fee Revenues**



Based on the analysis completed during the City’s on-going engagement with FCS GROUP, **Exhibit 3** below shows the forecasted future permit fee revenues should the city implement recommendations provided regarding permit fee revenues. These forecasted revenues are used as the basis for the average expected revenue should the city wish to establish a technology surcharge at differing levels.

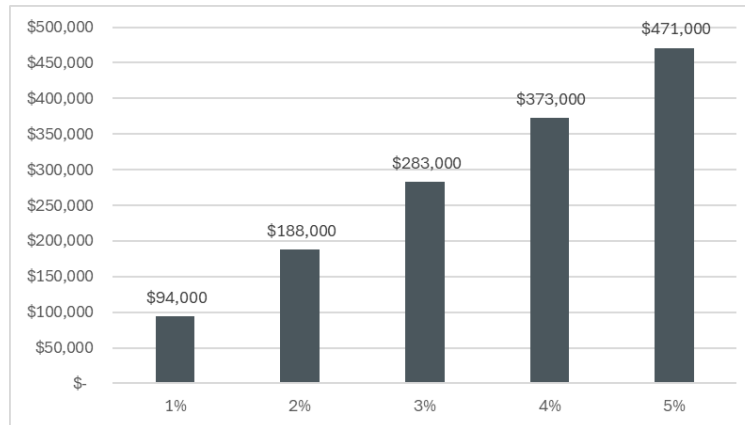
**Exhibit 3: Forecasted Permit Fee Revenues – After Adjustments**



Using the forecasted revenue from FCS GROUP’s active Development Fee Study with the City as shown above in **Exhibit 3**, the City can expect approximately \$94,000 on average in revenue from each additional percent of a technology surcharge during the 2024-2026 forecast period.



**Exhibit 4: Technology Surcharge Revenue at different levels.**



Most typically, as seen in the interjurisdictional survey above, these surcharges are set between the range of 3 percent to 5 percent on average. The City could expect about \$283,000 on average for a 3 percent surcharge over the period of 2024 to 2026 and \$471,000 on average for a 5 percent surcharge respectively, as shown in **Exhibit 4** above.

## Estimated Costs of Replacement

The City recently evaluated alternative information technology systems to manage the Development Services Center’s permitting processes and fee collection from applicants. The current permitting system, Accela, is being phased out. From the competitive request for proposal process, the City had selected three finalists: Davenport Group, MaintStar, and Tyler Technologies. The cost estimates from these three finalists for the replacement are detailed in **Exhibit 5** below. Ultimately the City chose to award the contract to the Davenport Group.

**Exhibit 5: RFP Permitting System Cost Estimates Provided By The City**

RFP Option	Implementation Costs	Year 1 O&M	Year 2 O&M	Year 3 O&M	Year 4 O&M	Year 5 O&M	TOTAL
<b>Davenport Group</b>	\$879,500	\$160,000	\$166,400	\$173,056	\$179,978	\$187,177	<b>\$1,746,111</b>
<b>MaintStar</b>	\$82,100	\$264,000	\$243,500	\$253,500	\$266,200	\$279,550	<b>\$1,388,850</b>
<b>Tyler Technology</b>	\$744,500	\$680,564	\$680,564	\$680,564	\$680,564	\$680,564	<b>\$4,147,320</b>

## Summary

The City is currently in the process of gathering information regarding technology surcharges used at other jurisdictions along with evaluating the costs associated with implementing new information technology systems. This information will be used to guide the policy decision on implementing a technology surcharge, including determining the appropriate rate to charge. If a technology surcharge is established, it is important to frequently monitor the revenue received and the level of reserves accumulated to ensure there is adequate funding to achieve the City’s policy goals associated with the surcharge.

Due to the cyclical nature of Community Development revenues and the policies established regarding recoverable costs, it is important to note that a technology surcharge and its resulting reserves may not always be fully adequate to cover the cost basis for maintaining the City’s desired level of service from technology investments. Depending on the maintenance and replacement costs associated with the City’s RFP decisions, as seen in **Exhibit 5**, the City may choose to have the technology surcharge fully cover the costs of providing technology services, or partially cover the costs with the remainder subsidized from other sources.

## **Appendix F: Stakeholder Interviews (Exigy)**

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702 Spring Street, #W812  
Seattle, WA 98104  
(360) 975-9466

## **FCS Group/City of Spokane Development Services Fee Study**

### **Stakeholder Interview Report**

#### **Executive Summary**

EXIGY Consulting conducted eight stakeholder interviews during March-April 2024 as part of the City of Spokane's Development Services Fee Study by FCS Group. The eight stakeholders were comprised of builders, developers, and professional services providers such as planners and architects representing single family residential, middle housing, multi-family residential, mixed use, and commercial development types.

Some principal impressions and themes from the interviews included:

- All stakeholders indicated the City of Spokane's building and planning fees are competitive locally (Spokane County, City of Spokane Valley, Northern Idaho, Tri-Cities area) and are significantly lower than other comparable and larger regional metros (Seattle, Portland, Boise, Phoenix) where they indicated having experience
- All stakeholders brought up the City's recent increase in General Facilities Charges as a negative because of the abrupt and substantial nature of the increase in fees; stakeholders recognized the fee increases were justified and likely long overdue, however they felt these should have been socialized and implemented over a longer period of time so as to allow for better adjustment to the financial impacts, and also cautioned the City should consider the cumulative impacts of all development-related entitlement fees and charges on the costs of housing
- All stakeholders stated a high level of satisfaction working with DSC personnel; where frustrations were expressed by stakeholders concerning customer service these were directed at review process structures/procedures and how these functions are divided between building and planning (DSC), and engineering and utilities (public works), with some stakeholders perceiving a disconnection between the different departments' approaches to the same case/project
- The customer user experience with the City's building and development technology is positive for residential developers, however commercial

- developers expressed frustrations with the lack of technical functionality compared to other similarly sized and larger jurisdictions/markets where they develop commercial projects, in particular fully electronic submittals
- Stakeholders were divided on how the City should recover the cost of technology, with four saying it should be included in the base fee, three saying it should be assessed through a separate charge, and one stating no preference; none of the stakeholders were enthusiastic about any increases in fees, however there was recognition expressed that fee increases were likely justified and overdue; All stakeholders stated the City needs to present its value proposition clearly and directly to justify fee increases

Areas of improvement/best practice implementation based on stakeholder interview feedback:

- Work to improve case management approach, especially integration of development engineering and utilities department reviews
  - Ensure first round of comments are comprehensive and consolidated
  - Ensure subsequent comment rounds are consistent with prior reviews
- Holistic policy implementation approach to assure all related functions and departments are aligned with broad policy goals and objectives
  - Middle housing initiatives (zoning code changes incentivize development, but engineering and utilities policies impede ability for projects to attain scale economies)
  - Use case studies and benchmarking to assess impact of proposed increases in fees and charges to overall project (residential, commercial)
- Review fees and charges on regular intervals to keep pace with rising costs and needed investments in resources, technology, and infrastructure as well as to smooth the impact of cost increases over time

## Background and Approach

In October 2023, the City of Spokane contracted with FCS Group of Redmond, WA to conduct a periodic fee study of the City's Development Services functional area, encompassing building, current planning, and development engineering. Part of the scope of work included a task comprised of conducting interviews with Development Services stakeholders. EXIGY Consulting was contracted by FCS Group to work directly with the City of Spokane to develop a scope and plan for this task and to conduct the interviews.

EXIGY worked with Development Services representatives to identify objectives of the stakeholder interview task, develop interview questions to guide discussion with stakeholders, and identify appropriate stakeholders to accomplish the objectives. The main objectives identified were:

- Determine interviewee's baseline level of engagement and satisfaction with Development Services processes and fees
- Solicit feedback from interviewee regarding potential changes to fee structure and how these would be received
- Discuss technology investments and how best to pay for them

EXIGY and FCS Group developed the following interview questions/discussion guide with City staff:

### Orienting Participants

The City has contracted with FCS Group to assist in its periodic review of the development fee schedule and related processes and is seeking your input as a stakeholder. The information you offer will provide valuable insights into customer satisfaction, identify areas for improvement, and help the City make informed decisions about future fee structure and process changes. All information will be reported to the City in aggregate with no direct attribution to any specific participant in the interviews.

### Baseline/current state assessment

How satisfied are you with the current permitting processes and fees charged by the City of Spokane?

What aspects of the current fee system and permitting processes do you find either beneficial, challenging, or unclear?

Are there projects or situations where you feel the current fee structure and permitting processes are burdensome or unfair?

What unintended consequences or challenges arising from the current fee structure and permitting processes have you observed that the City may not be aware of?

Recent code changes provide for greater residential development density in some zones of the City. Have these changes prompted you to engage in new or different development activity than previously? What impact have the City's fees had on those decisions?

#### Scoping potential changes to fee structure

How do the City's permit fees and processes compare to those in neighboring jurisdictions or similar cities? What areas do you see for improvement or adjustment?

How satisfied are you with how transparently permit fees are calculated and allocated? What if any improvements would you suggest?

What factors should be considered when determining building permit fees? (e.g., project size, complexity, type)

Are there alternative fee structures, models, or processes used in other jurisdictions you feel could be beneficial if adopted by the City of Spokane?

Are there any additional services or features you would like to see included in the current fee structure? (i.e. ~ expedited or priority plan review)

#### Technology fee

How important is it for the City to invest in upgrading its technology to enhance permitting process efficiency?

Would you prefer the associated costs be covered by an increase in the current permit fees or through a separate surcharge/technology fee to pay for associated hardware and software systems?

If a separate fee were introduced, would you prefer it to be: (1) a flat fee, (2) a fee varying based on permit type or complexity, or (3) a percentage surcharge across all permit types assessed on the base fees for individual permit types?

#### Conclusion

Are there any other comments you would like to add?

As this project proceeds, would you be willing to be contacted by the City for follow-up questions and additional information?

Development Services staff sought to obtain perspectives of stakeholders representing a variety of development types and activities in the City of Spokane. These included builders, developers, general contractors, and professional services providers/applicant representatives engaged in building and land development types such as: custom home building, production home building/single family subdivisions, middle housing (attached single family/townhomes), multi family residential (apartments and mixed use), commercial, and light industrial. The following stakeholders agreed to participate and were generous with both their time and perspectives:

Drew Kleman, Press Architecture

Vadim Smelik, Kodiak General

Randy Palazzo, Urban Empire Homes

Brent Parrish, Lennar Homes

Andrew Zinniger, Lennar Homes

Chris Olson, Olson Projects Architects

Evan Verduin, Trek Architecture

Jordan Tampien, JORDAN@4DEGREES.COM

Jim Frank, Greenstone Homes

The City of Spokane Development Services, FCS Group, and EXIGY Consulting express appreciation for the insights offered by these stakeholders. Each stakeholder indicated continuing interest in this process, offering to be available for follow up and further involvement.

### **Level of Satisfaction with Permitting Processes and Fees**

Stakeholders indicated comparative jurisdictional experience with development activity in: Boise, ID; Phoenix, AZ; Denver, CO; Portland, OR; Seattle, WA; throughout Montana; Spokane area (Spokane Valley, WA; Spokane County, WA; Northern Idaho). One national single-family homebuilder also participated.

*Stakeholder Commentary Specific to Processes:*

Processes are generally viewed as fair and comparatively/commendably fast with few exceptions (occasional project with added complexity or relatively rare human error/oversight in the review/approvals process). Stakeholders acknowledged turnaround times are increasing (mostly for labor turnover/retention reasons and unfilled positions) but still comparatively better (one cited turnaround used to be 5 weeks and has increased to 6-8 weeks).

With respect to the process for commercial development, stakeholders would like to see similar process efficiency improvements as exist for residential projects, primarily in terms of fully electronic plan submission rather than waiting for the City to send an FTP link. Interviewees pointed out hurdles and unclear communication of expectations, especially with respect to completeness determinations where there is a perception of differing acceptance criteria across reviewers. One interviewee indicated the different reviewers at the City have different “top ten reasons submittals are not accepted for review,” but that these reasons are not consistent across the group of reviewers. It was also noted that the City’s systems for payment of review fees for commercial projects require the applicant or their representative to notify the City when fees have been paid and review may commence. This has created delays when, for example, an applicant paid the fees directly and did not notify their representative (architect or consultant) of payment and the initiation of review was delayed.

Interviewees expressed perspectives on the practice of holding predevelopment meetings. Most found these meetings to be helpful in establishing expectations and gaining greater clarity and certainty with respect to the review process and expectations. Stakeholders shared:

*“The pre-development meeting is a great process, and communication with the City is good as an application moves from intake through the review process. Sometimes there are fights over code flexibility with projects involving older building types. City staff are really helpful. I’ve been involved in lots of processes with the City from comp plan changes to other land use and development applications and am very happy with how things work at Spokane.”*

*“Preapplication conferences with the City of Spokane are beneficial compared to other jurisdictions – a step above. These are helpful to preemptively ask specific building and land use questions. Staff have been great to work with and are very helpful: it is clear they want to see projects be successful.”*

Most stated finding information on fees was clear and simple, and the materials provided at predevelopment meetings were easy to understand. A small number of interviewees expressed frustrations with finding utilities connection fees, stating all



related fees for a project should be presented in a single location. For its part the City is continually working on improving and refining pre-development processes, looking to improve the level of service and responsiveness, the quality of the review comments, and meeting customers where they are at with respect to the individual customer's levels of experience and sophistication with development processes. FCS Group is producing a fee schedule as part of this project that will enable all development related fees to reside in a single location.

With respect to review comments, stakeholders expressed some concerns. One interviewee stated that the content of the review comments on similar types of projects are inconsistent from project to project. Multiple stakeholders stated plan check comments are not comprehensive and that new issues are raised on successive rounds, resulting in delays of ten business days each time. They feel minor issues should be resolved without resetting the ten-day clock, and that in some cases applicants are being asked for items already submitted during the short plat process. They feel lack of development engineering consistency and support is what's not working in the process. Another stated that the conflict between departments is evident in the process as issues arise in the third and fourth rounds of comments.

Conflicts and lack of coordination between departments arises on occasion, and most recently with the implementation of new zoning codes related to middle housing initiatives. While planning and zoning policies were changed to align with the middle housing initiative and the related code changes were enthusiastically welcomed by stakeholders (roughly half of whom shifted development activity into this development type), other related functional areas to the review process are not aligned. Stakeholders offered examples of middle housing projects where development standards applied by engineering, utilities, streets, forestry, and fire are limiting with respect to the ability of such projects to gain adequate economies of scale. An example cited by one interviewee was how planning eliminated parking minimums, but engineering then required alley improvements.

Interviewees suggested the City undertake a more comprehensive review of development standards and policies for middle housing to identify where these may be at cross purposes impeding the effectiveness of the City's middle housing planning and zoning policies to deliver intended outcomes. Interviewees further suggested the City study the cumulative impact of all fees required to deliver a project and the impact on housing affordability goals. One interviewee cited difficulties with the lot subdivision process for development of attached single family dwellings, adding this will result in creation of more rental units rather than home ownership.

The national production homebuilder interviewed offered some comments on their experience in Spokane and observations of best practices in other areas where they do business. They are new to the Spokane market and have hundreds of home sites across

multiple projects in some stage of review or construction. They state with their large volumes they sense they are overloading the City at times. They offered that, while fees should be competitive and reasonable, they are much more interested in reducing the time to get from beginning to end on a project, especially in a market with a short building season. They suggested the following practices based on their experiences in other markets:

- Express plan review – in Southern Nevada they pay a premium to get a one-week review time
- Ability to submit building plans for review prior to final plat recording – their goal is begin foundation work upon recording and eliminate the delay between recording and building permit issuance
- Suggested City consider self-certification programs practiced in jurisdictions in Arizona and Southern Nevada
- For production developments using a fixed set of plans with little variation minimize the amount of review required/reduce or eliminate repetitive review of same plans
- Consider long term maintenance impacts, for example with respect to where water and sewer stubs are placed and the placement of street trees

The City has indicated its intent to add engineering personnel to relieve process bottlenecks and other under-resourced areas of development review. Implementation and ongoing management of new and additional initiatives to reduce the time to provide development review and approval will require additional City staff in all disciplines. Development stakeholders recognize these investments will increase operational costs but can be justified on the basis of increased levels of service, better responsiveness, and improved turnaround times on development review ultimately providing a time and therefore cost savings to development stakeholders.

#### *Stakeholder Commentary Specific to Fees:*

Stakeholders understand that fees must cover costs of the development services department and that fees are rising everywhere as costs rise. The City of Spokane's fees are viewed as fair and comparatively lower cost than other jurisdictions, and particularly Western Washington jurisdictions by roughly 15% to 20% according to one stakeholder.

Nearly all stakeholders were satisfied with the way fees are calculated, fee transparency, and how to locate fees. All suggested development of a fee estimating tool that comprehensively considers project fees, including all impact fees and utilities connection charges, that can reside in a single, easy to locate online location.

The recently increased General Facilities Charges (GFCs) were frequently mentioned by stakeholders. They acknowledged that GFCs had not increased for a long period of time even as infrastructure costs over the same period rose substantially. One stakeholder mentioned policies focused on keeping GFCs low in the downtown area and other areas of the City where systems are already developed to incentivize development within the City and to minimize sprawl.

Commenting generally on fee increases (GFCs or otherwise), stakeholders encouraged the City to provide as much advance notice of fee increases as possible and to be particularly clear on the specific amounts of the increases and when they become effective. This helps to avoid financial “surprises”/unanticipatedly high costs that can jeopardize projects. Stakeholders asked for the City to develop estimation tools to use when budgeting for projects as this aids in decision making without having to repeatedly query the City, and to look for ways to clearly present all development related fee information in one location. Stakeholders likewise ask that expected fees/charges be communicated at preapplication conferences wherever possible rather than at a later, uncertain date.

One stakeholder commented on how some utilities connection fees impeded the ability of middle housing projects to attain scale and result in better housing affordability. They stated that water connection fees seem high relative to the pipe diameter versus the unit count yield, giving an example of a four-plex versus a 24-unit apartment building.

Stakeholders expressed a high level of satisfaction with the structure of Spokane’s fee schedule relative to other jurisdictions. In terms of factors to consider when determining building permit fees, stakeholders offered the following responses:

- How often inspectors have to be on the job
- The level of effort on the part of the City to intake an application (time and cost for the City to perform completeness determination, respond to questions, etc.)
- Project size, complexity and type – scale based on ERUs (equivalent residential units); water and sewer fees need to be changed as smaller projects are lumped in with much larger building types
- Building/project valuation; IBC building valuation tables
- Fee needs to reflect the level of work to adjudicate permit, but at the same time the City needs to work to reduce costs by simplifying processes and becoming more efficient
- Square footage/building size, number of units – more units in a smaller area should receive a discount for higher density (scalability of an efficiency unit versus single family home)

Nearly all stakeholders expressed an interest in a priority plan review/expedited review service offering being added to the City’s fee schedule. In addition to concerns for

equity, some indicated if everyone opts for expedited service the City wouldn't have the capacity to respond to the volume. Two interviewees suggested the option to pay for a third-party plan review instead (a service the City of Coeur d'Alene offers) or alternatively to pay for City staff overtime for expedited review. One stakeholder was opposed to fee for expedited service indicating better process efficiencies should be found instead.

*Stakeholder Commentary Regarding Technology and Related Costs:*

Stakeholders expressed broad support for improvements in technology and passing along the costs, offering the following caveats and suggestions:

- The City must make the clear business case for technology investments and expected improvements/results to development stakeholders
- The technology selected should enable more efficient processes, information accessibility, and applicant self-service
- Maintain human interaction, availability, and level of service
- Ensure technology doesn't place additional burden on applicant
- Use a system such as Bluebeam to digitize plan review comments
- Ensure fee payments are fully integrated for all project types
- See Shoreline WA, Kirkland WA, Mill Creek WA, and Gresham OR as examples of using tech where information submittal, following progress, and communicating comments are easy
- Improve document management and delivery; unlock PDF document of approved plans so applicant can parcel out pages to different contractors

When asked if technology investments should be paid for by an increase in the base fee or through a separate charge, the group of stakeholders were evenly split. The rationale behind support for an increase in the base fee is that technology is simply a cost of the Development Services business and it is presumed that technology costs are likely to increase over time as are other costs of doing business. Those advocating a separate charge preferred the transparency that approach affords.

When asked to assume a separate charge or fee to cover technology would be introduced, and whether stakeholders preferred the charge or fee to be a flat fee, a variable fee (based on permit type or complexity), or a percentage surcharge, responses of stakeholders were:

- Three insisted it be included in the base fee rather than a separate charge and offered nothing further
- Three preferred a flat fee but wanted to see how that would look practically

- One preferred a percentage surcharge as it better reflects a distribution of the technology cost by project complexity and use of review resources
- One stated no preference

## Conclusion

In soliciting concluding comments, a couple of stakeholders offered the following:

*“I have heard some developers and other groups speak about Spokane building and permit process as challenging, but I haven’t seen that. I’ve seen the City step up, ask questions early on, and be helpful as a partner in the development process. The City may need to do outreach to groups that view the City as challenging to work with.”*

*“It’s great to work with the City of Spokane! I expect challenges with growth and scale. The department heads are helpful in getting involved to resolve issues. The City wants development and density and it shows in how they conduct business.”*

For its part the City’s Development Services Center is aware of the issues stakeholders have raised, recognizes their importance to stakeholders, and is affirmed in ongoing improvement efforts, especially the replacement of the permit system and related process improvements and enablements.

## **Appendix G: Economic Development Incentives (Exigy)**

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702 Spring Street, #W812  
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## **FCS Group/City of Spokane Development Services Fee Study**

### **Memorandum: Economic Development Incentives Review**

As part of the City of Spokane's Development Services Fee Study conducted by FCS Group, EXIGY Consulting was asked to review the City's regime of economic development incentives. This review was conducted through interviews with City staff and development stakeholders, and by reviewing information provided by the City on its economic development web pages.

The City currently utilizes a variety of economic development incentives. These take the form of land use policies, tax exemptions, and in some cases financial grants and incentives to attract development types which address the City's housing and employment goals. Existing programs include:

- Multi-Family Tax Exemption (or MFTE) – an affordable housing development incentive
- Parking 2 People – an incentive to convert underutilized parking lots into development of affordable housing units
- Historic Preservation – tax credits and grants to improve and preserve designated historic buildings
- Single-Family and Detached Accessory Dwelling Unit (or ADU) Tax Exemption – three-year property tax exemption on value of improvements
- New Market Tax Credits (or NMTC) – a federal program using tax credits as incentives for development in 34 distressed Census Tracts in the City
- Opportunity Zones – a federal program providing for preferential tax treatment of new development in economically-distressed areas; Spokane has 11 Census Tracts designated as Opportunity Zones
- Brownfields – a program using state and federal revolving loan funds to reclaim and redevelop sites formerly used for commercial and industrial activity which may be subject to pollution or contamination
- Clean Buildings Act – an energy utility administered, state-backed program providing energy management assistance to businesses
- IRS Small Business Tax Deduction for Fire Sprinklers – IRS code enabling the write-off of up-front costs to install or replace fire suppression systems up to \$1.04 million

- Spokane Foreign Trade Zone (or FTZ) – a federal program providing exemption from Customs entry procedures, duties, and federal excise taxes for storage, assembly, manufacturing and processing activities in Spokane’s three FTZs
- Spokane County’s Commercial Property Assessed Clean Energy + Resiliency (C-PACER) Program – a financing tool for certain commercial and multi-family property capital projects
- Community Housing and Human Services Department (CHHS) Incentives – Federal Housing and Urban Development programs such as Community Development Block Grants (CDBG) to provide basic housing and support services for vulnerable populations

In accordance with policies and initiatives related to affordable housing goals, the City has engaged in a variety of strategies to create incentives and reduce barriers for developers to build more affordable housing units. The City recently changed its zoning code to allow for middle housing development (single-family attached dwellings, townhomes) on existing single-family lots up to a medium level of density and reduced or eliminated on-site parking requirements subject to proximity to transit and other local factors.

The City used part of its allotment of American Rescue Plan Act (ARPA) funds to enhance its MFTE program by waiving fees (and using federal funds to reimburse the Development Services Center for the waived fees) for building, application review, and land use fees up to \$150,000 per project. Provided funding were available, the City would look to waive in part or whole General Facilities Charges (GFCs) for MFTE projects. The City also uses fee waivers periodically combined with other incentives like tax-increment financing and public development authority areas for certain development types. With respect to MFTE projects, existing systems don’t provide for easy discernment of qualifying affordable housing projects, making program administration challenging and inefficient.

Spokane has a technology hub designation related to aerospace manufacturing focused on building and development in the West Plains area of the City. This hub is a collaboration with Gonzaga University, who serves as the applicant representing the aerospace manufacturing consortium. The focus of the hub is to increase global competitiveness in the production of microplastic panels and related equipment, materials, technology, and workforce development. The City provides expedited plan review for any tenant improvement applications.

Development stakeholders offered constructive feedback on how incentives impact their investment decisions.



- Incentives such as MFTE and Parking 2 People combined with zoning code changes allowing for greater density are effective in generating additional affordable housing units
- Reducing process time (and therefore cost) is a critical area of concern to development stakeholders; providing a fee-based expedited review service along with continued investment in systems, technology, processes and personnel to improve efficiency and ease of transaction with City constitutes a significant development incentive; development stakeholders typically stated something approximating “time equals money plus interest”
- Middle housing initiatives prompting recent zoning code changes to increase single-family density was a welcomed change; stakeholders indicated a desire to see this taken further through review across functional areas (utilities and streets) to identify requirements that inhibit project scale and feasibility; review of off-street parking and alley improvement requirements was likewise suggested
- Stakeholders also recommended use of preapproved building plans for repetitive types of single family detached and attached construction to expedite review timelines

Regular consultation at the policy level should be given with respect to fee reductions, waivers, subsidies, and other discounts for building and development fees and charges as well as impact fees, General Facilities Charges, connection fees, and other jurisdictional costs added to projects. These should be reviewed through the lens of cumulative financial impact and benchmarked with comparable and neighboring jurisdictions. This is especially critical for specific development types identified as high priorities for the City: affordable housing, middle housing, targeted employment types and traded sectors, and intentional investment in geographic areas/disadvantaged Census Tracts.

We acknowledge the contributions of time, information, and perspective of City staff (Tami Palmquist, Amanda Beck, and Teri Stripes) as well as the development stakeholders who participated in interviews for the Development Services Fee Study.

## **Appendix H: Process Review & Best Practices (Exigy)**

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## **FCS Group/City of Spokane Development Services Fee Study**

### **Memorandum: Process Review and Best Practices**

As part of the City of Spokane's Development Services Fee Study conducted by FCS Group, EXIGY Consulting was asked to review the City's development review processes and make recommendations for improvement based on industry best practices. This review was conducted through interviews with City staff and development stakeholders and through application of consultants' expertise and experience having performed similar analyses in other jurisdictions in Washington.

As documented in the Stakeholder Interview Report, the City's Development Services Center and its staff are highly regarded for their responsive, helpful approach to customers. Spokane's DSC is viewed favorably to comparably-sized jurisdictions in other regions, with better service and responsiveness and much more economical fees and turnaround times for development review. Regionally the City is on par and competitive with neighboring jurisdictions in the Tri-Cities area, Spokane County, and Northern Idaho.

Interviews with development stakeholders and discussions with staff generated recommendations in the following four areas:

#### Predevelopment

- Predevelopment Meetings – provide applicants with as much complete information as is reasonably possible at predevelopment conferences, including an estimate of all fees and charges related to the anticipated development/project and preliminary estimates of the time required to review the anticipated application and render a decision
- Develop an online fee/cost estimating tool so prospective applicants preparing project budgets can estimate the cost of land use/development review fees, building and plan review fees, utilities connection charges, impact fees, system development charges, and general facilities charges

#### Development Review

- Improve case management approach, particularly coordination and integration of development review activities performed by the Engineering and Utilities Departments

- Ensure first round of development review comments are comprehensive and consolidated; institute quality controls to ensure subsequent rounds of development review comments are consistent with prior reviews (applicant responses to prior round comments are integrated; avoiding introducing new information requests or requirements; assure information requests are non-duplicative)

#### Policy initiative implementation

- Use a holistic approach to policy development and implementation, ensuring all related functions and departments are aligned with the broad policy goals and objectives (relevant policies and processes for planning, building, engineering, utilities, streets, fire, etc. affecting a policy are examined to reduce and/or eliminate conflicts)
- Holistically examine middle housing initiatives to resolve areas of conflict (recent zoning code changes to increase densities incentivize development, however engineering, utilities, and streets policies and requirements impede ability for projects to attain economies of scale)

#### Establishing and implementing fees and charges

- Use case studies and benchmarking to assess impact of proposed increases in fees and charges to overall project (residential, commercial); for example, consider fiscal impacts to typical residential and commercial development types, and benchmark against similar developments in comparable and neighboring jurisdictions
- Review fees and charges on regular intervals to keep pace with rising costs and needed investments in resources, technology, and infrastructure as well as to smooth the impact of cost increases over time

In discussions with DSC staff they indicated awareness of these areas of improvement, and noted many of the process improvements will be enabled by the new permitting system, while implementing other improvements will require additional staff resources and capacity.

## **Appendix I: Staffing Model (Exigy)**

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## FCS Group/City of Spokane Development Services Fee Study

### Technical Memorandum: Staffing Model

As part of the City of Spokane's Development Services Fee Study conducted by FCS Group, EXIGY Consulting was asked to review the City's staffing level for development review processes. To do this, a mathematical model was developed to estimate labor hour demand based on the City's Development Services Center (DSC) business volumes and compare this to available labor hours/staffing capacity based on 2023 staffing levels. The model is then used to derive recommendations for staffing levels.

#### Data Sources

Extract of 2013-2023 DSC permit activity by division

Estimated level of effort by permit type

Available staff labor hours (2023) by position compiled by FCS Group

#### Model Specification and Procedure

##### Calculating Labor Demand

1. Compile count of permits by type and division per year using a pivot table
2. Generate averages for most recent three years, five years, and for the entire data set
3. Multiply: average permit count by type (3-year, 5-year, data set), by estimated level of effort by type of permit to generate the gross hours by division for each permit type (Some permit types are only processed by a division/functional area a fraction of the time. In these cases a multiplicative constant is introduced. For example, for permit type "commercial building remodel" planning division typically reviews these 14% of the time and engineering division reviews these 8% of the time.)
4. Sum the gross hours by division for all permit types for the 3-year, 5-year, and full data set averages.

##### Calculating Labor Supply

1. Using the available staff labor hours (2023) by position compiled by FCS Group, classify each position by division/functional area (building, planning, engineering)

2. Derive the sum of available fee time hours by division. For sensitivity testing also derive the sum of total labor hours by division.

**Calculating Surplus/Deficit in Labor Supply**

1. Subtract average hours of labor demand by division from available fee time hours by division.
2. Show numerical surplus/deficit and derive percentage.

**Potential Sources of Error**

1. Variations in naming conventions – permit type referred to by varying wording in permitting system, level of effort/time study, and fee schedule
2. Time studies used in lieu of system-generated time tracking data due to limitations of City’s permit system; recency bias in deriving estimates of level of effort
3. Averaging - generalization and homogenization of level of effort required to process permit cases of a single permit type loses the perspective of complexity, range, and variability within that permit type
4. Duplicate entries – current permitting system records separate transaction entries for different activities against a unique permit case ID (plan review fees, impact fees, etc.); it is anticipated a new permitting system will have improved report production capabilities to easily extract management data
5. Estimates used to model available labor hours by division and possible misclassification of positions as available for fee time hours

**Results of Analysis**

	<b>PLAN</b>	<b>ENG</b>	<b>BLDG</b>
<b>Available Labor Hours (2023)</b>	<b>11066</b>	<b>13935</b>	<b>61925</b>
Avg Labor Demand 2021-2023	11896.56 -830.56 -8%	52955.73 -39020.73 -280%	144170.74 -82245.74 -133%
Avg Labor Demand 2019-2023	13008.85 -1942.85 -18%	70381.58 -56446.58 -405%	158966.24 -97041.24 -157%
Avg Labor Demand 2013-2023	12914.98 -1848.98 -17%	90578.60 -76643.60 -550%	169263.23 -107338.23 -173%

**Discussion**

The results of the data analysis point to deficiencies in staffing capacity/available labor hours in all divisions processing development review and building at the City of Spokane.

This validates and confirms information from interviews with City staff and development stakeholders. Because of potential sources of error in the data used in the model, the specific degree to which available labor hours should be increased to more closely approximate the demand signal is not completely clear. What is clear is that an increase is necessary and warranted, and is consistently evident over the 11-year set of data analyzed.

Constructing a model to rationalize the demand signal from development activity with available capacity at the City to adjudicate development applications is an achievement in and of itself. The predictive and analytical power of the model will improve substantially with the implementation of a new permitting system which affords more rigorous level of effort data collection and management reporting. While the efforts to construct the model and the results it yielded are insightful, feedback from staff and stakeholders strongly indicates the need for additional staff absent the model analysis.

As cities develop, easier and less complex areas tend to develop first followed by more challenging areas and parcels later. The increasing challenges and complexities are primarily due to site constraints and characteristics not present on easier-to-develop parcels: steep slopes, environmentally sensitive areas like shorelines and wetlands, redevelopment to more intensive uses and related infrastructure gaps/capacity constraints with transportation and utilities, brownfields, etc. With respect to level of effort required to review and process development permit applications, this means over time the need to increase available labor hour capacity can be expected to increase.

Depending on what time period is considered as the demand signal, the analytical results indicate the planning division needs approximately one to two additional positions, while the building and engineering divisions need to multiply in size entirely by a factor of more than five times in the case of the engineering division using 2013-2023 data.

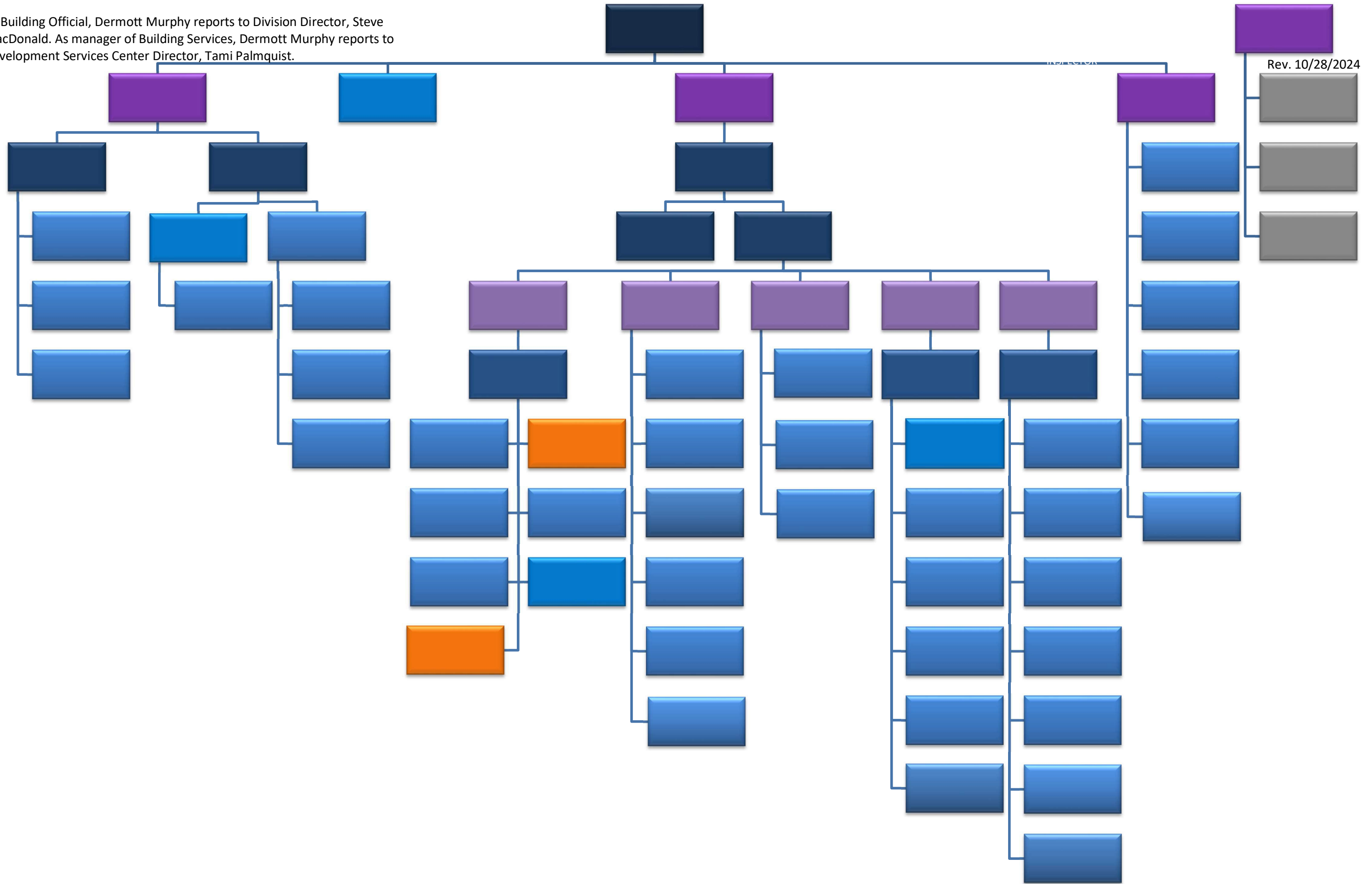


## **Appendix J: City of Spokane Organizational Chart (DSC 2024)**

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# Development Services Center October 2024

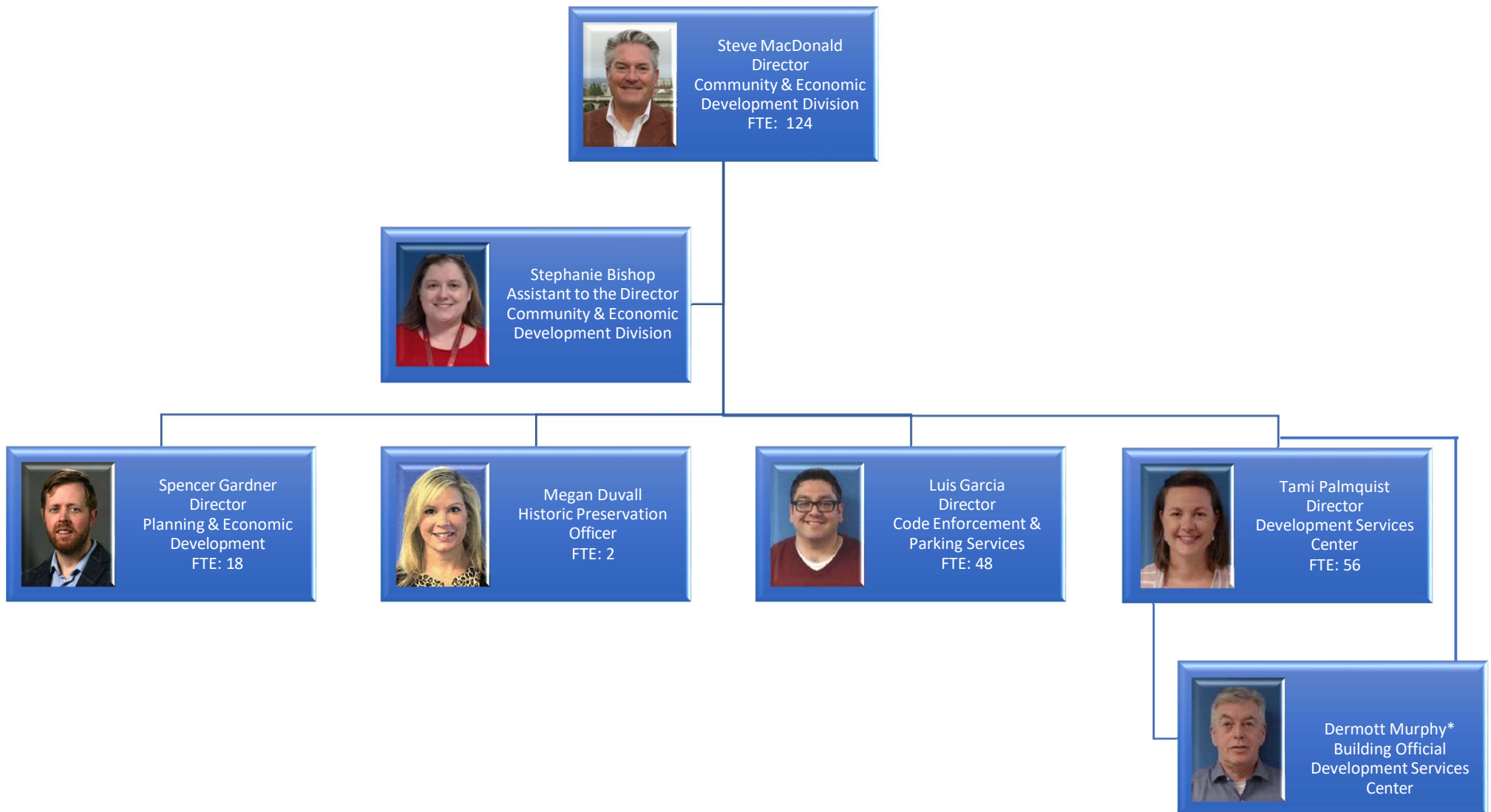
□ As Building Official, Dermott Murphy reports to Division Director, Steve MacDonald. As manager of Building Services, Dermott Murphy reports to Development Services Center Director, Tami Palmquist.



**Appendix K: City of Spokane Organizational Chart (CED 2024)**

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# COMMUNITY AND ECONOMIC DEVELOPMENT DIVISION



\* As Building Official, Dermott Murphy reports to Division Director, Steve MacDonal. As manager of Building Services, Dermott Murphy reports to Development Services Center Director, Tami Palmquist.



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Discussion

**Date Rec'd** 11/13/2024

**Clerk's File #** ORD C36625

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

**Submitting Dept** FINANCE, TREASURY & ADMIN

**Bid #**

**Contact Name/Phone** MATT BOSTON 6820

**Requisition #**

**Contact E-Mail** MBOSTON@SPOKANECITY.ORG

**Agenda Item Type** First Reading Ordinance

**Council Sponsor(s)** MCATHCART BWILKERSON ZZAPPONE

**Agenda Item Name** ORDINANCE RELATING TO THE ACCOUNTING & GRANTS DEPARTMENT

**Agenda Wording**

This ordinance updates Spokane Municipal Code Section 03.01A.215 (Accounting and Grants) to reflect the director of the department as the Director of Accounting. [Grants duties will be performed by other staff]

**Summary (Background)**

This ordinance updates Spokane Municipal Code Section 03.01A.215 (Accounting and Grants) to reflect the director of the department as the Director of Accounting. [Grants duties will be performed by other staff]

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

**Amount**

**Budget Account**

Select \$ #

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

MURRAY, MICHELLE

##### Division Director

BOSTON, MATTHEW

##### Accounting Manager

MURRAY, MICHELLE

##### Legal

SCHOEDEL, ELIZABETH

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

mboston@spokanecity.org

amcdaniel@spokanecity.org

## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	November 25, 2024
<b>Submitting Department</b>	Mayor's Office
<b>Contact Name</b>	Matt Boston
<b>Contact Email &amp; Phone</b>	mboston@spokanecity.org
<b>Council Sponsor(s)</b>	Please enter the name of the Council Sponsor(s)
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested 5 minutes
<b>Agenda Item Name</b>	Ordinance
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	This ordinance updates Spokane Municipal Code Section 03.01A.215 (Accounting and Grants) to reflect the director of the department as the Director of Accounting. [Grants duties will be performed by other staff]
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <a href="#">Click or tap here to enter text.</a></p> <p>    Current year cost: \$</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue</p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Specify funding source: Reallocation</p> <p>Is this funding source sustainable for future years, months, etc?</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities? N/A	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution? N/A	
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?  N/A	



ORDINANCE NO. C36625

An ordinance relating to the Accounting and Grants Department; amending Section 03.01A.215 of the Spokane Municipal Code.

**NOW, THEREFORE,** the City of Spokane does ordain:

**Section 1.** That Section 03.01A.215 of the Spokane Municipal Code is amended to read as follows:

**Section 03.01A.215 Accounting and Grants**

The Accounting and Grants Department is a financial administrative department responsible for preparing financial statements, maintaining the general ledger, paying bills, billing customers, payroll, inventory management, disseminating and monitoring financial policies and internal controls, financial analysis, administration of some joint governmental agencies, receipt, and technical review of grant applications and the close out of grants and financial assistance awards. The department is managed by the Director of Accounting ((and Grants)).

PASSED by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Discussion

**Date Rec'd**

11/4/2024

**Clerk's File #**

ORD C36627

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

**Submitting Dept**

CONTRACTS & PURCHASING

**Bid #**

**Contact Name/Phone**

JASON 232-8841

**Requisition #**

**Contact E-Mail**

JNECHANICKY@SPOKANECITY.ORG

**Agenda Item Type**

First Reading Ordinance

**Council Sponsor(s)**

MCATHCART BWILKERSON ZZAPPONE

**Agenda Item Name**

5500 - ORD MODIFYING SMC SECTIONS RELATING TO SMALL WORKS ROSTER

**Agenda Wording**

This ordinance amends sections of the SMC relating to small works roster and repeals a section of SMC to ensure compliance and alignment with State requirements.

**Summary (Background)**

An ordinance amending SMC sections relating to the small works roster procurement process for small works. 5268-S2.SL.pdf (wa.gov) was passed in the 2023 legislative session and went into effect July 1, 2024. This act related to equity and efficiencies in public works procurement including modifications to the small works roster requirements.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

**Amount**

**Budget Account**

Select \$ #

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

**Dept Head**

NECHANICKY, JASON

**Division Director**

BOSTON, MATTHEW

**Accounting Manager**

BUSTOS, KIM

**Legal**

SCHOEDEL, ELIZABETH

**For the Mayor**

PICCOLO, MIKE

**Additional Approvals**

**Distribution List**

[purchasing@spokanecity.org](mailto:purchasing@spokanecity.org)

## Committee Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	11/25/2024
<b>Submitting Department</b>	Purchasing & Contracts
<b>Contact Name</b>	Jason Nechanicky
<b>Contact Email &amp; Phone</b>	<a href="mailto:jnechanicky@spokanecity.org">jnechanicky@spokanecity.org</a> , 509-232-8841
<b>Council Sponsor(s)</b>	
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Ordinance modifying SMC sections relating to Small Works Roster
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>*use the Fiscal Impact box below for relevant financial information</p> <p>An ordinance amending SMC sections relating to the small works roster procurement process for small works. <a href="#">5268-S2.SL.pdf (wa.gov)</a> was passed in the 2023 legislative session and went into effect July 1, 2024. This act related to equity and efficiencies in public works procurement including modifications to the small works roster requirements.</p> <p>This ordinance amends sections of the SMC relating to small works roster and repeals a section of SMC to ensure compliance and alignment with State requirements.</p>
<b>Fiscal Impact</b>	
<b>Approved in current year budget?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Total Cost: <a href="#">Click or tap here to enter text.</a> Current year cost: N/A Subsequent year(s) cost: N/A	
<b>Narrative:</b> <u>No identifiable costs to City operations</u>	
<b>Funding Source</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A Specify funding source: Select Funding Source* Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a>	
<b>Expense Occurrence</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.) None	
<b>Operations Impacts</b> (If N/A, please give a brief description as to why)	
<ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities?  <b>None, this impacts public works small works roster processes.</b></li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?  <b>Not applicable.</b></li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?  <b>These changes amend SMC to comply with updated legislation.</b></li> </ul>	

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**This ensures that City statutes align with minimum requirements set by State.**

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

**Not applicable.**

ORDINANCE NO. C36627

An ordinance relating to the Small Works Roster; amending SMC section 07.06.165; and repealing SMC section 07.06.167.

The City of Spokane does ordain:

**Section 1.** That section 07.06.165 is amended to read as follows:

**Section 07.06.165 Small Works Roster**

The following small public works roster procedures are established for use by the City pursuant to (~~RCW 39.04.155~~) RCW 39.04.151.

- A. The City need not comply with formal sealed bidding requirements for the construction, building, renovation, remodeling, alteration, repair, or improvement of real property where the estimated total cost does not exceed (~~three hundred thousand dollars (\$300,000), which includes the costs of labor, material, equipment, sales, or use taxes as applicable~~) three hundred fifty thousand dollars (\$350,000) excluding state sales tax. Instead, the City may use the Small Works Roster (“SWR”) procedures for Public Works projects as set forth in this section. The breaking of any project into units or accomplishing any projects by phases is prohibited if it is done for the purpose of avoiding the maximum dollar amount of a contract that may be let using the SWR process.
- B. At least once each year, the City or third-party vendor shall on behalf of the City, publish in a newspaper of general circulation within the City of Spokane a notice of the existence of the SWR and solicit the names of the contractors for the SWR. The City or third-party vendor shall add responsible contractors to the SWR at any time that a contractor completes the online application provided and meets minimum state law requirements for roster listing.
- C. The City shall obtain (~~telephone,~~) written (~~(,)~~) or electronic quotations for Public Works contracts from contractors on the appropriate SWR to assure that a competitive price is established, and to award contracts to a contractor who meets the mandatory bidder responsibility criteria in RCW 39.04.350(1). The City may establish Supplementary Bidder Responsibility Criteria (SBRC) under RCW 39.04.350(~~((2))~~) (3) to be considered in the process of awarding a contract.
  - 1. A contract awarded from the SWR will not be advertised. Invitations for quotations shall include an estimate of the scope and nature of the work to be performed as well as materials and equipment to be furnished. However, detailed plans and specifications need not be included in the invitation.

2. Quotations (~~((may))~~ shall be invited from all appropriate contractors on the appropriate SWR that have indicated interest in performing work for the City. ~~((As an alternative, for projects expected to cost less than \$150,000, quotations may be invited from at least five (5) contractors on the appropriate SWR who have indicated the capability of performing the kind of work being contracted, in a manner that will equitably distribute the opportunity among the contractors on the appropriate roster. For purposes of this section, the phrase "equitably distribute" means that the City may not favor certain contractors on the appropriate SWR over other contractors on the appropriate SWR who perform similar services.))~~
3. At the time bids are solicited, the City representative shall not inform a contractor of the terms or amount of any other contractor's bid for the same project.
4. A written record shall be made by the City representative of each contractor's bid on the project and of any conditions imposed on the bid. Immediately after an award is made, the bid quotations obtained shall be recorded, open to public inspection, and available by electronic request.

**Section 2.** That SMC section of 07.06.167 (Limited Public Works Process) is repealed.

PASSED by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 11/25/2024

**Committee Agenda type:** Discussion

**Date Rec'd** 11/14/2024

**Clerk's File #** ORD C36628

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/09/2024

<b>Submitting Dept</b>	CITY COUNCIL	<b>Bid #</b>	
<b>Contact Name/Phone</b>	CHRIS WRIGHT 625-6210	<b>Requisition #</b>	
<b>Contact E-Mail</b>	CWRIGHT@SPOKANECITY.ORG		
<b>Agenda Item Type</b>	First Reading Ordinance		
<b>Council Sponsor(s)</b>	BWILKERSON ZZAPPONE		
<b>Agenda Item Name</b>	0320- AMEND SMC PROVISIONS REGARDING COUNCIL MEETINGS		

**Agenda Wording**

Ordinance making technical amendments to Spokane Municipal Code provisions regarding council meetings.

**Summary (Background)**

City Charter authorizes the City Council to adopt its own rules of procedures, and provides that the City Council set the time and place of its regular weekly meetings by ordinance. The ordinance removes specific references to standing committees, revises code provisions to allow public testimony at committee meetings, removes requirement for minimum number of Town Hall meetings, and revises code to allow public testimony at committees, and makes other technical changes.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

Not Applicable

<b>Amount</b>	<b>Budget Account</b>
Select \$	#
Select \$	#
Select \$	#
Select \$	#
\$	#
\$	#





## Committee Briefing Paper

### Finance & Administration Committee

<b>Committee Date</b>	Nov. 25, 2024
<b>Submitting Department</b>	City Council
<b>Contact Name</b>	Chris Wright
<b>Contact Email &amp; Phone</b>	<a href="mailto:cwright@spokanecity.org">cwright@spokanecity.org</a> 625-6210
<b>Council Sponsor(s)</b>	Wilkerson Zappone
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 10 mins
<b>Agenda Item Name</b>	Ordinance Revising SMC Provisions on Council Meetings
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	Section 9.B of the City Charter authorizes the City Council to adopt its own rules of procedures, and Section 10 provides that the City Council sets the time and place of its regular weekly meetings by ordinance. The ordinance does the following: <ul style="list-style-type: none"> <li>Removes specific references to standing committees in SMC and leaves their creation etc. to council rules</li> <li>Revises SMC provisions to allow public testimony at committee meetings.</li> <li>Deletes an obsolete reference to council rule 4.2.</li> <li>Deletes a sentence that limits participation of council members in meetings that are not a “committee of the whole” changes language to ensure consistency with OPMA.</li> <li>Revises the SMC regarding Town Hall meetings to eliminate the minimum number each year.</li> <li>Repeals SMC 02.01020 (requiring agendas to be published 10 days in advance).</li> <li>Amends Section 02.01.030 to allow public testimony at committees.</li> </ul>
<b>Fiscal Impact</b> <b>Approved in current year budget?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Total Cost: <a href="#">Click or tap here to enter text.</a> Current year cost: Unknown Subsequent year(s) cost: Unknown  <b>Narrative:</b>  <b>Funding Source</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A Specify funding source: Select Funding Source* Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a>  <b>Expense Occurrence</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	

**Operations Impacts** (If N/A, please give a brief description as to why)

- What impacts would the proposal have on historically excluded communities?

**The ordinance revises SMC to expressly allow public testimony at the committee meetings, thereby expanding public opportunity to weigh in on legislation before the council. This provision benefits all members of the public, including members of historically marginalized communities.**

- How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

**N/A**

- How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?

**Council will monitor public participation in council meetings to determine whether participation is helpful, meaningful and of benefit to council legislation and decisions.**

- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

**Sections 9 and 10 of the City Charter authorize the council to establish procedures by rule and to set time, place and other aspects of council meetings by ordinance. The ordinance is also crafted to conform SMC to council practices and ensure no conflict between SMC and council rules.**

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

**No applicable subcommittee.**

**ORDINANCE NO. C36628**

An Ordinance relating to Spokane City Council meetings and amending sections 02.005.010, 02.01.010 and 02.01.030 of the Spokane Municipal Code, repealing Section 02.01.020 of the Spokane Municipal Code, and setting an effective date.

**WHEREAS**, pursuant to Section 9.B of the City Charter, the City Council is authorized to adopt its own rules of procedures; and

**WHEREAS**, pursuant to Section 10 of the City Charter, the City Council designates the time and place of its regular weekly meetings by ordinance; and

**WHEREAS**, Section 1.5 of the City Council Rules of Procedure, last adopted March 4, 2024, provides that any amendments to the council rules of procedure must be adopted pursuant to a resolution; and

**WHEREAS**, Chapter 02.01 SMC sets forth basic requirements for council meetings, but is obsolete given current council practices and procedures; and

**WHEREAS**, the City Council desires to amend the Spokane Municipal Code to reflect its current practice, to allow for public comment at committee meetings, and to make other technical changes,

**NOW, THEREFORE**, the City of Spokane does hereby ordain as follows:

**Section 1.** Section 02.005.010 of the Spokane Municipal Code is amended as follows:

Section 02.005.010 Council President and City Council

- A. As provided in the City Charter a City Council President and six City Council Members constitute the City Council, which is the legislative body of the City. The City Council President and City Council Members have no administrative authority over personnel matters except the Council President and the Council Members:
1. Appoint, evaluate and discharge the Hearing Examiner;
  2. appoint, evaluate, and discharge the City Council's full-time staff, as provided in Section 02.005.030;
  3. appoint, evaluate, and discharge the City Council's seasonal, project and interim staff, as provided in Section 02.005.030;

ORD C36228 (SPONSOR SUBSTITUTION)(11-27-24)

4. approve the appointment by the Mayor of the City Attorney, the City Clerk, and the permanent, acting, or interim administrative head in each department and division; provided:
    - a. any person appointed for the position of department head on a permanent basis shall be placed on the city council agenda by the mayor within 30 days of the appointment and considered for approval pursuant to section 24 of the city charter;
    - b. persons appointed for the job positions of interim or acting department head shall serve as such for up to 180 days, which period can be extended for up to an additional 180 days by city council resolution;
  5. appoint nominees of the Mayor to boards, commissions, and other official City agencies, unless otherwise provided;
  6. hire, supervise, evaluate, and discharge their individual legislative assistants.
- B. The Council President reviews the preparation of the agenda for City Council meetings, briefings, and study session meetings and presides at meetings of the City Council. The Council President also serves as the Mayor Pro Tem. The Council President shall serve as the primary signatory on all Council budgetary, expenditure, and appropriation matters as related to the Council Office budget; consistent with City procedures and policies.
- C. City Council agenda items shall be submitted and processed consistent with the City Council Rules of Procedure and administrative policies and procedures.
- D. The City Council shall establish standing and ad hoc committees by rule to assist in the performance of its assigned duties.
- ~~((1. The standing committees shall have a minimum of three members, one from each of the three City Council districts.~~
- ~~2. The council president may chair two of the standing committees as determined in his or her sole discretion.~~
- ~~3. All other committees, including ad hoc committees, shall select their own chair.~~

- ~~4. At no time shall a member of the City Council chair more than two standing committees at the same time.~~
  - ~~5. Ad hoc committees shall be composed with a minimum of three members appointed by the majority of the City Council.~~
  - ~~6. Standing committee membership shall be determined by the second legislative session of the City Council of each calendar year and memorialized by resolution of the City Council. Membership on each of the standing committees will be determined from those expressing an interest to serve on the committee.))~~
- E. Any City Council committee with more than three Council Members as committee members shall be considered a committee of the whole City Council. All meetings of such a committee shall be considered a ~~((special))~~ City Council meeting with the appropriate public meeting notice. No legislative action may be taken at any standing or ad hoc committee unless the committee meeting was noticed as a special meeting in compliance with the Washington Open Public Meetings Act (OPMA) and ~~((Rule 4.2 of the))~~ applicable City Council Rules of Procedure.
- F. All standing committee meetings shall be open to the public except when the committee adjourns into executive session. ~~((No public testimony will be taken during standing committee meetings))~~. Participation in a standing committee meeting shall be limited to standing committee members, appropriate staff, ~~((and))~~ other individuals recognized by the committee, and members of the public who sign up to testify pursuant to council rules. Participation by Council Members, including deliberation and voting, shall be open to all Council Members when the standing committee is meeting as a committee of the whole and as a special Council meeting. ~~((Participation by Council Members in a standing committee that is not a committee of the whole shall be limited to just the appointed Council Members.))~~

**Section 2.** Section 02.01.010 of the Spokane Municipal Code is amended as follows:

Section 02.01.010 Time & Place

- A. Regular legislative meetings of the City Council shall be held at three-thirty p.m. on Monday each week in the City Council Chambers located in the lower level of City Hall at 808 West Spokane Falls Boulevard. Commencing February 1, 2025, regular legislative meetings of the City Council shall be held at three-thirty p.m. on Tuesday each week. When a Tuesday is a legal holiday according to City

ordinance, then the meeting may be held on the next succeeding day which is not a City holiday, or may be cancelled at the discretion of the Council President.

- B. The regular legislative meeting shall consist of a briefing session followed by ((an administrative session at which time action will be taken on the items on the consent agenda, followed by)) an executive session, if necessary, followed by a recess until six p.m., followed by a legislative and hearings session. When a Monday is a legal holiday according to City ordinance, then the meeting may be held on the next succeeding day which is not a City holiday. Commencing February 1, 2025, the regular legislative meeting shall consist of an agenda review session followed by an executive session, if necessary, followed by a recess until six p.m., followed by a legislative and hearings session.
- C. The City Council may hold a study session(s) intended to provide the Council with background information and briefing from the Mayor or the Mayor's designee and selected other persons regarding forthcoming agenda matters or other items as necessary, when proper notice of the meetings has been given.
- D. An executive session may be called at any time during a regular or special meeting of the City Council as provided in RCW 42.30.110.
- E. ~~((The City Council may, four times a year, hold a "town hall" meeting, which shall be cablecast on Channel 5 or online through the City of Spokane website, for the purpose of providing citizens access to the Council to address concerns of City government)).~~ The City Council may conduct a regular City Council meeting as a "town hall" meeting, which shall be cablecast on Channel 5 or online through the City of Spokane website and may be held outside of the regular meeting location at City Hall. Legislative business may be minimized or suspended during town hall meetings.

**Section 3.** Section 02.01.020 of the Spokane Municipal Code is repealed.

**Section 4.** Section 02.01.030 of the Spokane Municipal Code is amended as follows:

Section 02.01.030 Right to Speak

All meetings of the City Council are open to the public except an executive session. Members of the public shall have the right to speak to an item on the City Council's agenda for any legislative session ((,special consideration,)) or standing committee. ((or hearing agendas that are not adjudicatory hearings.)) Members of the public may attend but do not have the right to speak when the City Council is meeting in ~~((briefing))~~ agenda review, study, or other workshop sessions, ~~((standing or))~~ or when meeting as an ad hoc committee, or when acting in an adjudicative capacity. It shall be the duty of the presiding officer to determine and allot whatever time is necessary due to the number

of public participants and ~~((extend))~~ extent of the proposed participation. Public participation shall be subject to council rules on decorum and testimony.

The right to speak during a council meeting as set forth above may be suspended during a declared emergency and the City Council may proceed with action on an agenda item without public testimony.

**Section 5.** Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

**Section 6.** Clerical Errors. Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

**Section 7.** Effective Date. This ordinance shall go into effect on February 1, 2025 or the effective date set by Section 19 of the City Charter, whichever is later.

PASSED by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date



**ORDINANCE NO. C36628**

An Ordinance relating to Spokane City Council meetings and amending sections 02.005.010, 02.01.010 and 02.01.030 of the Spokane Municipal Code, and repealing Section 02.01.020 of the Spokane Municipal Code.

**WHEREAS**, pursuant to Section 9.B of the City Charter, the City Council is authorized to adopt its own rules of procedures; and

**WHEREAS**, pursuant to Section 10 of the City Charter, the City Council designates the time and place of its regular weekly meetings by ordinance; and

**WHEREAS**, Section 1.5 of the City Council Rules of Procedure, last adopted March 4, 2024, provides that any amendments to the council rules of procedure must be adopted pursuant to a resolution; and

**WHEREAS**, Chapter 02.01 SMC sets forth basic requirements for council meetings, but is obsolete given current council practices and procedures; and

**WHEREAS**, the City Council desires to amend the Spokane Municipal Code to reflect its current practice, to allow for public comment at committee meetings, and to make other technical changes,

**NOW, THEREFORE**, the City of Spokane does hereby ordain as follows:

**Section 1.** Section 02.005.010 of the Spokane Municipal Code is amended as follows:

Section 02.005.010 Council President and City Council

- A. As provided in the City Charter a City Council President and six City Council Members constitute the City Council, which is the legislative body of the City. The City Council President and City Council Members have no administrative authority over personnel matters except the Council President and the Council Members:
1. Appoint, evaluate and discharge the Hearing Examiner;
  2. appoint, evaluate, and discharge the City Council's full-time staff, as provided in Section 02.005.030;
  3. appoint, evaluate, and discharge the City Council's seasonal, project and interim staff, as provided in Section 02.005.030;

4. approve the appointment by the Mayor of the City Attorney, the City Clerk, and the permanent, acting, or interim administrative head in each department and division; provided:
    - a. any person appointed for the position of department head on a permanent basis shall be placed on the city council agenda by the mayor within 30 days of the appointment and considered for approval pursuant to section 24 of the city charter;
    - b. persons appointed for the job positions of interim or acting department head shall serve as such for up to 180 days, which period can be extended for up to an additional 180 days by city council resolution;
  5. appoint nominees of the Mayor to boards, commissions, and other official City agencies, unless otherwise provided;
  6. hire, supervise, evaluate, and discharge their individual legislative assistants.
- B. The Council President reviews the preparation of the agenda for City Council meetings, briefings, and study session meetings and presides at meetings of the City Council. The Council President also serves as the Mayor Pro Tem. The Council President shall serve as the primary signatory on all Council budgetary, expenditure, and appropriation matters as related to the Council Office budget; consistent with City procedures and policies.
- C. City Council agenda items shall be submitted and processed consistent with the City Council Rules of Procedure and administrative policies and procedures.
- D. The City Council shall establish standing and ad hoc committees by rule to assist in the performance of its assigned duties.
- ~~((1. The standing committees shall have a minimum of three members, one from each of the three City Council districts.~~
- ~~2. The council president may chair two of the standing committees as determined in his or her sole discretion.~~
- ~~3. All other committees, including ad hoc committees, shall select their own chair.~~

- ~~4. At no time shall a member of the City Council chair more than two standing committees at the same time.~~
  - ~~5. Ad hoc committees shall be composed with a minimum of three members appointed by the majority of the City Council.~~
  - ~~6. Standing committee membership shall be determined by the second legislative session of the City Council of each calendar year and memorialized by resolution of the City Council. Membership on each of the standing committees will be determined from those expressing an interest to serve on the committee.))~~
- E. Any City Council committee with more than three Council Members as committee members shall be considered a committee of the whole City Council. All meetings of such a committee shall be considered a ~~((special))~~ City Council meeting with the appropriate public meeting notice. No legislative action may be taken at any standing or ad hoc committee unless the committee meeting was noticed as a special meeting in compliance with the Washington Open Public Meetings Act (OPMA) and ~~((Rule 4.2 of the))~~ applicable City Council Rules of Procedure.
- F. All standing committee meetings shall be open to the public except when the committee adjourns into executive session. ~~((No public testimony will be taken during standing committee meetings))~~. Participation in a standing committee meeting shall be limited to standing committee members, appropriate staff, ~~((and))~~ other individuals recognized by the committee, and members of the public who sign up to testify pursuant to council rules. Participation by Council Members, including deliberation and voting, shall be open to all Council Members when the standing committee is meeting as a committee of the whole and as a special Council meeting. ~~((Participation by Council Members in a standing committee that is not a committee of the whole shall be limited to just the appointed Council Members.))~~

**Section 2.** Section 02.01.010 of the Spokane Municipal Code is amended as follows:

Section 02.01.010 Time & Place

- A. Regular legislative meetings of the City Council shall be held at three-thirty p.m. on Monday each week in the City Council Chambers located in the lower level of City Hall at 808 West Spokane Falls Boulevard. When a Monday is a legal holiday according to City ordinance, then the meeting may be held on the next succeeding day which is not a City holiday, or may be cancelled at the discretion of the Council President.

- B. The regular legislative meeting shall consist of ~~((a briefing session))~~ an agenda review followed by ~~((an administrative session at which time action will be taken on the items on the consent agenda, followed by))~~ an executive session, if necessary, followed by a recess until six p.m., followed by a legislative and hearings session. ~~((When a Monday is a legal holiday according to City ordinance, then the meeting may be held on the next succeeding day which is not a City holiday.))~~
- C. The City Council may hold a study session(s) intended to provide the Council with background information and briefing from the Mayor or the Mayor's designee and selected other persons regarding forthcoming agenda matters or other items as necessary, when proper notice of the meetings has been given.
- D. An executive session may be called at any time during a regular or special meeting of the City Council as provided in RCW 42.30.110.
- E. ~~((The City Council may, four times a year, hold a "town hall" meeting, which shall be cablecast on Channel 5 or online through the City of Spokane website, for the purpose of providing citizens access to the Council to address concerns of City government)).~~ The City Council may conduct a regular City Council meeting as a "town hall" meeting, which shall be cablecast on Channel 5 or online through the City of Spokane website and may be held outside of the regular meeting location at City Hall. Legislative business may be minimized or suspended during town hall meetings.

**Section 3.** Section 02.01.020 of the Spokane Municipal Code is repealed.

**Section 4.** Section 02.01.030 of the Spokane Municipal Code is amended as follows:

Section 02.01.030 Right to Speak

All meetings of the City Council are open to the public except an executive session. Members of the public shall have the right to speak to an item on the City Council's agenda for any legislative session ~~((, special consideration,))~~ or standing committee. ~~((or hearing agendas that are not adjudicatory hearings.))~~ Members of the public may attend but do not have the right to speak when the City Council is meeting in ~~((briefing))~~ agenda review, study, or other workshop sessions, ~~((standing or))~~ or when meeting as an ad hoc committee, or when acting in an adjudicative capacity. It shall be the duty of the presiding officer to determine and allot whatever time is necessary due to the number of public participants and ~~((extend))~~ extent of the proposed participation. Public participation shall be subject to council rules on decorum and testimony.

The right to speak during a council meeting as set forth above may be suspended during a declared emergency and the City Council may proceed with action on an agenda item

without public testimony.

**Section 5.** Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

**Section 6.** Clerical Errors. Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener’s errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

PASSED by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

**PURPOSE OF AMENDMENT:** Restores council meeting day to Monday. Otherwise, this amendment retains other technical and substantive changes in the ordinance.