



**Agenda Sheet for City Council:**  
**Committee:** Urban Experience **Date:** 05/18/2026  
**Committee Agenda type:** Consent

<b>Date Rec'd</b>	5/13/2026
<b>Clerk's File #</b>	OPR 2026-0492
<b>Cross Ref #</b>	
<b>Project #</b>	

**Council Meeting Date:** 06/08/2026

<b>Submitting Dept</b>	STREET	<b>Bid #</b>	
<b>Contact Name/Phone</b>	CLINT HARRIS 625-7744	<b>Requisition #</b>	CR 28629
<b>Contact E-Mail</b>	CEHARRIS@SPOKANECITY.ORG		
<b>Agenda Item Type</b>	Contract Item		
<b>Council Sponsor(s)</b>	BWILKERSON		
<b>Sponsoring at Administrators Request</b>	NO		
<b>Lease?</b> NO	<b>Grant Related?</b> NO	<b>Public Works?</b> YES	
<b>Agenda Item Name</b>	FREDERICK AVE CHIP SEAL PROJECT		

**Agenda Wording**

The Streets Department is seeking approval of a contract with the County of Spokane to complete a chip seal project on Frederick Avenue, between Freya Street and Havana Street at a cost estimated to be \$86,050.

**Summary (Background)**

The County of Spokane has offered to chip seal Frederick Avenue, between Freya Street and Havana Street utilizing the County work force to extend an adjoining project they are doing into the city will benefit both agencies.

Approved by Spokane City Council  
on: 6/8/2026

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

**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?**

**Council Subcommittee Review**

<b>Fiscal Impact</b>	
Approved in Current Year Budget? YES	
Total Cost	\$ 86,050.00
Current Year Cost	\$
Subsequent Year(s) Cost	\$
<b><u>Narrative</u></b>	
<b>Amount</b>	<b>Budget Account</b>
Expense \$ 86,050.00	# 1100-21700-42300-54201-99999
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
<b>Funding Source</b> N/A	
<b>Funding Source Type</b> Select	
<b>Is this funding source sustainable for future years, months, etc?</b>	
<b>Expense Occurrence</b>	One-Time
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>	
<b>Approvals</b>	
<b>Dept Head</b>	HARRIS, CLINT E.
<b>Division Director</b>	SNYDER, JON
<b>Accounting Manager</b>	ZOLLINGER, NICHOLAS
<b>Legal</b>	HARRINGTON,
<b>For the Mayor</b>	PICCOLO, MIKE
<b>Additional Approvals</b>	
<b>PURCHASING</b>	PRINCE, THEA
<b>Distribution List</b>	
Becca McConnaughey	ceharris@spokanecity.org
jwthomas@spokanecity.org	kaiumu@spokanecity.org
streetaccounting@spokanecity.org	jdykes@spokanecity.org



**INTERLOCAL COOPERATION AGREEMENT  
BETWEEN THE COUNTY OF SPOKANE AND THE CITY  
OF SPOKANE**

**Re: County Worker Chip Seal City Road**

This Agreement is made and entered into by and between the County of Spokane, a political subdivision of the State of Washington, having offices for the transaction of business at 1116 West Broadway Avenue, Spokane, Washington 99260, hereinafter referred to as "COUNTY" and the City of Spokane, a municipal corporation of the State of Washington, having offices for the transaction of business at 808 West Spokane Falls Boulevard, Spokane, Washington 99201, hereinafter referred to as "CITY," jointly hereinafter referred to as the "PARTIES." The COUNTY and CITY agree as follows.

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, the County has offered to chip seal Frederick Avenue, between Freya Street and Havana Street utilizing County work force at a below market reasonable price to the City; and

WHEREAS, City's road is in need of repair.

NOW, THEREFORE,

The Parties agree as follows:

- 1. PURPOSE.** The Parties desire to cooperatively engage in City Road improvement utilizing County and City authority conferred per RCW 35.77.020 and 030. Chip Seal Repair on Frederick Avenue, between Freya Street and Havana Street.
- 2. COMPENSATION.** Total compensation for the COUNTY'S services under this Agreement shall be a maximum amount not to exceed **EIGHTY-SIX THOUSAND FIFTY AND NO/100 DOLLARS (\$86,050.00)** plus tax if applicable, unless modified by a written amendment to this Agreement. This the is the maximum amount to be paid un this Agreement for the work described in Section 1 above and shall be exceeded without the prior written authorization of both parties.
- 3. PAYMENT.** The COUNTY shall submit its applications for payment to Spokane Street Department, 901 North Nelson Street, Spokane, Washington 99202. Payment will be

made via direct deposit/ACH within thirty (30) days after receipt of the COUNTY'S application except as provided by state law. If the CITY objects to all or any portion of the invoice, it shall notify the COUNTY 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.

**4. DURATION.** This Agreement is effective upon signature by both Parties and shall run until road project completion.

**5. TERMINATION.** Either party may terminate this Agreement, with or without cause, prior to expiration of the Agreement upon thirty (30) days written notice to the other Party. In the event of such termination, CITY will pay COUNTY for all work previously authorized and performed by CITY prior to such termination.

**6. 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.

**7. LEGAL RELATIONS AND INDEMNIFICATION.** COUNTY shall indemnify, defend, and hold harmless the CITY, its officers, employees, and agents from any action, claim, or proceedings instituted by any third party, arising out of the COUNTY'S performance, purported performance, or failure of performance in connection with the CITY road construction work authorized by this agreement. Other than as provided above, CITY shall indemnify, defend, and hold harmless COUNTY, its officers, employees, and agents from any action, claim, or proceedings arising from the negligence of the city, its officers, employees and agents, except to the extent of the concurrent negligence of COUNTY.

**8. CHAPTER 39.34 RCW REQUIRED CLAUSES.**

- A. Purpose. See above.
- B. Duration. See above.
- C. Organization of Separate Entity and Its Powers. See 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/Compensation. See above.
- G. Termination. See above.
- H. Property upon Termination. No property acquisitions expected.

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.

DATED: 6/9/2026



CITY OF SPOKANE

By: Alexander Scott

Title: City Administrator

Date: 6/9/2026

Attest:

*Lisa K. Hester*  
City Clerk

Approved as to form:

*Elizabeth Schoedel*  
Assistant City Attorney

U26-062a

DATED: 6/23/26

BOARD OF COUNTY COMMISSIONERS  
OF SPOKANE COUNTY, WASHINGTON

Mary Brooks  
MARY BROOKS

Josh Kerns  
JOSH KERNS

**ABSENT**

AL FRENCH

**ABSENT**

AMBER WALDREF

Chris Jordan  
CHRIS JORDAN



ATTEST:

GINNA VASQUEZ  
GINNA VASQUEZ, CLERK OF THE BOARD

DATED: June 23, 2026

NO. 26 - 0315

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF SPOKANE COUNTY, WASHINGTON

IN THE MATTER OF EXECUTING AN )  
INTERLOCAL AGREEMENT WITH CITY )  
OF SPOKANE FOR FREDERICK AVENUE )  
CHIP SEAL BY COUNTY FORCES )

**RESOLUTION**

**WHEREAS**, pursuant to the provisions of RCW 36.32.120(6), the Board of County Commissioners of Spokane County (hereinafter sometimes referred to as the "Board") has the care of County property and the management of County funds and business; and

**WHEREAS**, pursuant to Chapters 39.34.080 RCW, the City of Spokane and Spokane County ("County") may enter into cooperative interlocal agreements whereby the County may perform Public Works services for and within the City which each may legally perform as requested and mutually agreed upon; and

**WHEREAS**, the County and City have proposed to enter a document entitled "Interlocal Cooperation Agreement Between the County of Spokane and the City of Spokane Re: County Worker Chip Seal City Road" whereby the County would provide chip seal repair services on the City road Frederick Avenue, between Freya Street and Havana Street, and said agreement is attached hereto; and

**WHEREAS**, pursuant RCW 36.77.065, the County may cause certain road construction projects to be completed using county work forces under a certain aggregate total annually; and

**WHEREAS**, the City is proposing to pay the County an amount not to exceed \$86,050.00 for the provision of chip seal repair services by county forces; and

**WHEREAS**, the Senior Director of Public Works recommends the approval of the cooperative project between Spokane County and the City of Spokane as it is in the best interest of the public and does not find that the County would expenditure more for the use of county forces than allowable pursuant RCW 36.77.065; and

**WHEREAS**, the Board finds that the best interests of the public will be served by entering into said agreement; and

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board that the attached "Interlocal Cooperation Agreement Between the County of Spokane and the City of Spokane Re: County Worker Chip Seal City Road" is hereby approved to enable the County to provide services within the City of Spokane limits by the Spokane County Public Works Department.

**BE IT FURTHER RESOLVED** by the Board that the aforementioned interlocal agreement may be executed by the Chair, or a majority of the Board, at other than an open meeting.

//  
//

PASSED AND ADOPTED this 23<sup>rd</sup> day of June, 2026.



ATTEST:

*Ginna Vasquez*  
Ginna Vasquez, Clerk of the Board

BOARD OF COUNTY COMMISSIONERS  
OF SPOKANE COUNTY, WASHINGTON

*Mary Brooks*  
MARY BROOKS, Chair

*Josh Kerns*  
JOSH KERNS, Vice-Chair

**ABSENT**

AL FRENCH, Commissioner

**ABSENT**

AMBER WALDREF, Commissioner

*Chris Jordan*  
CHRIS JORDAN, Commissioner

**From:** [Cafaro, Christopher](#)  
**To:** [Aiumu, Kailei](#)  
**Subject:** FW: Estimate for Frederick Av  
**Date:** Wednesday, May 13, 2026 9:09:23 AM  
**Attachments:** [image006.png](#)

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**From:** McConnaughey, Becca <[RMCCONNAUGHEY@spokanecounty.gov](mailto:RMCCONNAUGHEY@spokanecounty.gov)>  
**Sent:** Tuesday, April 14, 2026 6:32 PM  
**To:** Cafaro, Christopher <[ccafaro@spokanecity.org](mailto:ccafaro@spokanecity.org)>  
**Subject:** Estimate for Frederick Av

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

Hi Chris,

I want to apologize for getting this to you so late, we have been swamped over here. The estimate below is for the double chip seal on Frederick Av, between Freya St and Havana St. We would use 3/8" aggregate followed by 1/4" aggregate. We use PMRE emulsion which does a fabulous job and we usually do not have a lot of rock loss. I included sweeping 3 times (1 time prior and 2 times post chip seal) but that might change depending on what the road will need. I would expect this estimate to be on the high side, but wanted to include anything that might happen. Of course, we would need to invoice you the actual expenses so they won't be exactly this amount but should be close.

I don't have an exact timeframe of when we would do the work, but it is tentatively scheduled for early to mid-June. Let me know if you would still like for us to do the work and if that timeframe works for you. I am willing to change the date if you need.

City of Spokane			
Frederick Av from Freya St to Havana St			
	SY	Cost/SY	Estimated Cost
Double Chip Seal	9,900	\$6.00	\$59,400
Fog Seal	9,900	\$0.60	\$5,940
Sweeping (3x)	9,900	\$0.30	\$2,970
Indirect Rate (21.21%):			\$17,740
<b>SubTotal:</b>			<b>\$86,050</b>

Thank you,

**Becca McConnaughey**  
**Spokane County Public Works**  
**Maintenance Program Manager**  
**(509)477-7470**


### Certificate Of Completion

Envelope Id: 3318711C-7332-829A-81FD-9E0B6A20223E Status: Completed  
Subject: OPR 2026-0492 - CONTRACT - SPOKANE COUNTY - INTERLOCAL AGREEMENT - FREDERICK AVE CHIP SEAL PROJECT  
Source Envelope:  
Document Pages: 8 Signatures: 4 Envelope Originator:  
Certificate Pages: 5 Initials: 0 Daniel Rose  
AutoNav: Enabled Stamps: 1 808 W. Spokane Falls Blvd.  
Envelopeld Stamping: Enabled Spokane, WA 99201  
Time Zone: (UTC-08:00) Pacific Time (US & drose@spokanecity.org  
Canada) IP Address: 198.1.39.252


### Record Tracking

Status: Original Holder: Daniel Rose Location: DocuSign  
6/9/2026 11:04:47 AM drose@spokanecity.org


### Signer Events

Signer Events	Signature	Timestamp
Terri L. Pfister tpfister@spokanecity.org City Clerk City of Spokane Security Level: Email, Account Authentication (None)	  Signature Adoption: Uploaded Signature Image Using IP Address: 155.190.3.7	Sent: 6/9/2026 11:12:21 AM Viewed: 6/9/2026 11:35:12 AM Signed: 6/9/2026 11:35:23 AM

**Electronic Record and Signature Disclosure:**  
Not Offered via Docusign

Elizabeth Schoedel eschoedel@spokanecity.org Assistant City Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 155.190.3.8	Sent: 6/9/2026 11:35:24 AM Viewed: 6/9/2026 11:38:08 AM Signed: 6/9/2026 11:38:18 AM
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**Electronic Record and Signature Disclosure:**  
Accepted: 6/9/2026 11:38:08 AM  
ID: 3896592f-e3f4-4556-bed8-d6b2ff2f7cfe

Alexander Scott ascott@spokanecity.org City Administrator Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 2600:100f:b031:ebdf:ec2c:c7c7:8ce4:2523 Signed using mobile	Sent: 6/9/2026 11:38:19 AM Viewed: 6/9/2026 11:54:57 AM Signed: 6/9/2026 11:55:07 AM
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**Electronic Record and Signature Disclosure:**  
Accepted: 6/9/2026 11:54:57 AM  
ID: 9ad16cb0-dee1-48da-83d5-79c52c815445

Terri L. Pfister tpfister@spokanecity.org City Clerk City of Spokane Security Level: Email, Account Authentication (None)	    Signature Adoption: Uploaded Signature Image Using IP Address: 155.190.3.7	Sent: 6/9/2026 11:55:08 AM Viewed: 6/9/2026 12:12:58 PM Signed: 6/9/2026 12:13:12 PM
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<b>Signer Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Electronic Record and Signature Disclosure:</b>		
Not Offered via DocuSign		
<b>In Person Signer Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Editor Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Agent Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Intermediary Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Certified Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Witness Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	6/9/2026 11:12:21 AM
Certified Delivered	Security Checked	6/9/2026 12:12:58 PM
Signing Complete	Security Checked	6/9/2026 12:13:12 PM
Completed	Security Checked	6/9/2026 12:13:12 PM
<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
<b>Electronic Record and Signature Disclosure</b>		

## **CONSUMER DISCLOSURE**

From time to time, SHI International Corp OBO City of Spokane (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

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At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures

electronically from us.

**How to contact SHI International Corp OBO City of Spokane:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [klund@spokanecity.org](mailto:klund@spokanecity.org)

**To advise SHI International Corp OBO City of Spokane of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [klund@spokanecity.org](mailto:klund@spokanecity.org) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

**To request paper copies from SHI International Corp OBO City of Spokane**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [klund@spokanecity.org](mailto:klund@spokanecity.org) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with SHI International Corp OBO City of Spokane**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [klund@spokanecity.org](mailto:klund@spokanecity.org) and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

\*\* These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify SHI International Corp OBO City of Spokane as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by SHI International Corp OBO City of Spokane during the course of my relationship with you.

Submit to Clerk of the Board with available supporting materials (Resolutions, Agreements, Presentations, etc.)

**AGENDA SHEET**

**SUBMITTING DEPARTMENT:** Public Works

**CONTACT PERSON:** Kyle Twohig

**PHONE NUMBER:** 477-7450

**CHECK TYPE OF MEETING BELOW:**

**BELOW FOR CLERK'S USE ONLY:**

Regular Legislative Session Agenda

Clerk's Resolution No.	<u>26 - 0315</u>
Approved:	<u>Majority/Unanimous</u>
Denied:	<u>Majority/Unanimous</u>
Renews/Amends No.	<u>                    </u>
Public Works No.	<u>                    </u>
Purchasing Dept. No.	<u>                    </u>

**AGENDA TITLE** (please provide a reasonably descriptive agenda title for this item): In the matter of executing an interlocal agreement with the City of Spokane for Frederick Avenue chip seal by County forces for the Spokane County Public Works Department.

**DESCRIPTIVE SUMMARY** (please provide anticipated fiscal and budgetary information & reason for request): Interlocal agreement to complete a chip seal project on Frederick Avenue, between Freya Street and Havana Street.

**FISCAL IMPACT** (please provide anticipated fiscal and budgetary impact, with amount and source of funds, if applicable): \$86,050.00

**REQUESTED BOARD ACTION** (if any): Approve resolution

Other County Departments Impacted - List any other departments that were notified in advance of this agenda item:  
Office of the Prosecuting Attorney

This Item will need to be codified in the Spokane County Code: No