City Council
Meeting Schedule
October 2016

October 4, 2016

Tuesday, 6:30 p.m.	REGULAR COUNCIL MEETING

October 11, 2016

Tuesday, 6:15 p.m.	EXECUTIVE SESSION (RCW 42.30.110(1)(g) Union Bargaining Contract (10 minutes)
Tuesday, 6:30 p.m.	WORKSHOP MEETING 1. 2017 Tourism Promotion Area (TPA) Budget and Marketing Plan 2. Industrial Land Analysis Final Report 3. Hearing Examiner Annual Report 4. Vehicle-Based Business Update

October 18, 2016

Tuesday, 6:30 p.m.	REGULAR COUNCIL MEETING

October 25, 2016

Tuesday, 6:30 p.m.	WORKSHOP MEETING 1. Budget Update 2. Animal Control/Facilities Update 3. Vehicles for Hire

October 2016
Updated 10/11/16

10/18/16 CITY COUNCIL AGENDA 6:30 p.m.

1. CALL TO ORDER

Roll Call/Pledge of Allegiance/Welcome

HONORS & RECOGNITIONS

- Yard of the Season
  - Resident: David & Laura Sieler, 4008 S. Morain Loop
  - Commercial: Pediatrics for You, LLC, 6802 W. Rio Grande Ave
- Cyber Security Awareness Month Proclamation
- Geo Coin Presentation

2. APPROVAL OF AGENDA

3. CONSENT AGENDA

All matters listed within the Consent Agenda have been distributed to each member of the Kennewick City Council for reading and study, are considered to be routine, and will be enacted by one motion of the Council with no separate discussion.

a. Minutes of Regular Meeting of October 4, 2016.

b. (1) Motion to approve Claims Roster - None
(2) Claims Roster for Toyota Center Operations Account for August 2016.
(3) Claims Roster for Toyota Center Box Office Account for August 2016.

c. Motion to approve Payroll Roster for September 30, 2016.

d. Motion to authorize the City Manager to sign Contract 16-030 with CompuNet, Inc. in the amount of $319,039.70 for the replacement of the physical security and video surveillance systems.

e. Motion to approve the funding and award of the public works contract for Video Surveillance and Physical Security Access Wiring to Paramount Communications Inc. in the amount of $17,991.76.

f. Motion to authorize the Mayor to sign a Consulting Agreement with HDR Engineering, Inc., for engineering services for a design study for the replacement of a failed16" steel water mainline with 24" ductile iron between Entiat and Canal Drive.

g. Motion to authorize the Mayor to sign a one-year extension from January 1, 2017 - December 31, 2017 to the current PSS IUOE Collective Bargaining Agreement.

4. VISITORS

To assure disabled persons the opportunity to participate in or benefit from City services, please provide twenty-four (24) hour advance notice for additional arrangements to reasonably accommodate special needs.

Please be advised that all Kennewick City Council Meetings are Audio Taped

10/18/16 CITY COUNCIL AGENDA 6:30 p.m.

5. ORDINANCES/RESOLUTIONS

a. Ordinance 5671: Vehicle Based Businesses

6. PUBLIC HEARINGS/MEETINGS

a. (1)Ordinance 5677: Water Rate Increase
(2)Ordinance 5678: Sewer Rate Increase

7. NEW BUSINESS

a. November meeting schedule

8. UNFINISHED BUSINESS

9. COUNCIL COMMENTS/DISCUSSION

10. EXECUTIVE SESSION (RCW 42.30.110(1)(i)) Potential Litigation (15 minutes)

11. ADJOURNMENT

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CITY OF KENNEWICK
CITY COUNCIL
Regular Meeting
October 4, 2016

1. CALL TO ORDER

Mayor Steve Young called the meeting to order at 6:30 pm.

City Council and Staff Present:

Mayor Pro Tem Don Britain	Christina Palmer	Evelyn Lusignan
Greg Jones	Lisa Beaton	Wes Romine
Paul Parish	Cary Roe	Carol Evans
Bob Parks	Terri Wright	Mikal Barnett
John Trumbo	Dan Legard	Chris Guerrero
Mayor Steve Young	Terry Walsh	Bruce Mills
Marie Mosley	Vince Beasley	
Greg McCormick	Ken Hohenberg	

Excused absence: Council member Matt Boehnke.

Mayor Young led the Pledge of Allegiance.

HONORS & RECOGNITIONS

2016 Historic Preservation Award – Hopper House: Craig and Robyn Davis joined Diane Crawford and Wessley from the Historic Preservation Commission as they presented them with the award.

2. APPROVAL OF AGENDA

Mr. Jones moved, seconded by Mr. Parks to approve the Agenda as presented. The motion carried unanimously.

3. APPROVAL OF CONSENT AGENDA

a. Minutes of Regular Meeting of September 20, 2016.
b. (1) Motion to approve Claims Roster September 23, 2016.
(2) Claims Roster for Columbia Park Golf Course Account for August 2016.
c. Motion to approve Payroll Roster for September 15, 2016.
d. Motion to approve expenditure of $54,000 in Park Mitigation Funding for the purchase of a shade structure at the Southridge Sports and Events Complex.
e. Motion to approve the expenditure of $104,566 in Park Mitigation Funding for the purchase of an outdoor fitness station for Sunset Park.

Mr. Jones moved, seconded by Mr. Trumbo to approve the Consent Agenda. The motion carried unanimously.

4. VISITORS

Les Roeder, 2711 W. Metaline Ave, Kennewick
Helen Snyder, 902 S. Kellogg St, Kennewick

5. ORDINANCE/RESOLUTIONS

a. Ordinance 5675: Limited Tax General Obligation Bond Delegation Authority. Dan Legard, Finance Director reported.

ORDINANCE NO. 5675

AN ORDINANCE OF THE CITY OF KENNEWICK, WASHINGTON, RELATING TO CONTRACTING INDEBTEDNESS; PROVIDING FOR THE ISSUANCE, FIXING OR SETTING PARAMETERS WITH RESPECT TO CERTAIN TERMS AND COVENANTS, AND FIXING THE FORM OF NOT TO EXCEED $7,500,000 PRINCIPAL AMOUNT LIMITED TAX GENERAL OBLIGATION BONDS, IN ONE OR MORE SERIES, TO PROVIDE FUNDS TO PAY OR REIMBURSE THE CITY FOR A PORTION OF THE COSTS OF CONSTRUCTING AN ARTERIAL ROADWAY TO COMPLETE BOB OLSON PARKWAY/HILDEBRAND BOULEVARD, INCLUDING UTILITIES, IRRIGATION AND LANDSCAPING; APPOINTING THE CITY'S DESIGNATED REPRESENTATIVE PURSUANT TO RCW 39.46.040(2) TO APPROVE THE FINAL TERMS OF THE ISSUANCE, SALE AND DELIVERY OF THE BONDS; AND PROVIDING FOR OTHER MATTERS PROPERLY RELATED THERETO, ALL AS MORE PARTICULARLY SET FORTH HEREIN

Mr. Parish moved, seconded by Mr. Parks to adopt Ordinance 5675. The motion passed unanimously.

b. Ordinance 5676: Fire Code Prevention Code Amendment. Lisa Beaton, City Attorney reported.

ORDINANCE NO. 5676

AN ORDINANCE RELATING TO THE FIRE PREVENTION CODE AND AMENDING SECTION 15.30.290 OF THE KENNEWICK MUNICIPAL CODE

Mr. Parks moved, seconded by Mr. Parish to adopt Ordinance 5676. The motion passed unanimously.

6. PUBLIC HEARINGS/MEETINGS

a. 2017 Draft Community Development Block Grant Annual Action Plan. Carol Hughs Evans, Community Development Coordinator reported.

Public hearing was opened at 6:58 pm.

PUBLIC COMMENT:

Ron Hue, 3906 S. Green St, Kennewick

Public hearing was closed at 7:00 pm.

Mr. Jones moved, seconded by Mayor Pro Tem Britain to approve the 2017 Draft Community Development Block Grant Annual Action Plan and funding recommendation as prepared by the CDBG Committee. The motion carried unanimously.

7. NEW BUSINESS - None

8. UNFINISHED BUSINESS - None

9. COUNCIL COMMENTS/DISCUSSION

Council members reported on their respective activities.

10. AJOURNMENT

Meeting was adjourned at 7:08 pm.

Terri L. Wright, CMC
City Clerk

Council Agenda Coversheet

Agenda Item Number	3.b.(2)	Council Date	10/18/2016
Agenda Item Type	General Business Item		
Subject	Toyota Center Operations Account		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Finance		

- Consent Agenda ☒
- Ordinance/Reso ☐
- Public Mtg / Hrg ☐
- Other ☐
- Quasi-Judicial ☐

Recommendation

That Council approve the Claims Roster for the Toyota Center Operations Accounts for August 2016.

Motion for Consideration

I move to approve the Claims Roster for the Toyota Center Operations Accounts for August 2016 in the amount of $214,541.78, comprised of check numbers 17756-17828 in the amount of $201,805.22 and electronic transfers in the amount of $12,736.56.

Summary

None.

Alternatives

None.

Fiscal Impact

Total $214,541.78.

Through	Denise Winters Oct 10, 09:25:39 GMT-0700 2016
Dept Head Approval	Dan Legard Oct 10, 10:03:21 GMT-0700 2016
City Mgr Approval	Marie Mosley Oct 14, 08:09:35 GMT-0700 2016

Attachments: Roster

☐ **Recording Required?**

Toyota Center and Toyota Arena
Operations Claims Roster
August 2016

Num	Date	Name	Memo	Account	Paid Amount
17756	**08/03/2016**	**Amerigas**	**0910002962**	**1006.1 · Sterling Operating Account**	
3054311455	07/21/2016		Propane: 132.6 Gallons 7/18/16	8033 · Propane	-258.45
			Due from TRCC - Propane: 132.6 Gallons 7/18/16	2215 · Due To (From) Convention Center	-64.61
				TOTAL	-323.06
17757	**08/03/2016**	**Bond, Craig**	**Learn to Skate coaching July 2016**	**1006.1 · Sterling Operating Account**	
LTSJul16	08/01/2016		Learn to Skate coaching July 2016	8065 · Contracted Labor	-390.00
				TOTAL	-390.00
17758	**08/03/2016**	**Bond, Jennifer**		**1006.1 · Sterling Operating Account**	
LTSJuly16	08/01/2016		Learn to Skate coaching July 2016	8065 · Contracted Labor	-490.00
LTSAJuly16	08/01/2016		Learn to Skate Administration July 2016	8065 · Contracted Labor	-1,000.00
				TOTAL	-1,490.00
17759	**08/03/2016**	**Brashear Electric, Inc.**	**3rd floor electrical work - buffet removal 6/29-6/30**	**1006.1 · Sterling Operating Account**	
26783	07/14/2016		3rd floor electrical work - buffet removal 6/29-6/30	8041 · Repairs & Maintenance-Building	-363.81
				TOTAL	-363.81
17760	**08/03/2016**	**Consolidated Supply Co.**		**1006.1 · Sterling Operating Account**	
S7853232.001	07/25/2016		Pressure relief valve for boiler PO#1092	8041 · Repairs & Maintenance-Building	-174.10
S7862838.001	07/27/2016		Pea trap PO#1103	8041 · Repairs & Maintenance-Building	-44.02
				TOTAL	-218.12
17761	**08/03/2016**	**Culligan**	**230326**	**1006.1 · Sterling Operating Account**	
76649	07/18/2016		Cold cooler service 6/29/16-7/18/16	8098 · Supplies & Equipment	-63.96
				TOTAL	-63.96
17762	**08/03/2016**	**Gillespie Roofing, Inc**	**Replacement roof Toyota Center**	**1006.1 · Sterling Operating Account**	
2016228	07/01/2016		Replacement roof Toyota Center	8026 · Capital Improvements	-104,502.36
				TOTAL	-104,502.36
17763	**08/03/2016**	**Gormley, Gillian**	**Learn to Skate coaching July 2016**	**1006.1 · Sterling Operating Account**	
LTSJuly16	08/01/2016		Learn to Skate coaching July 2016	8065 · Contracted Labor	-70.00
				TOTAL	-70.00
17764	**08/03/2016**	**Grady, Justin**	**Mileage to Vancouver - BBall court setup May 2016**	**1006.1 · Sterling Operating Account**	
MayMileage	07/22/2016		Mileage to Vancouver - BBall court setup May 2016	8052 · Travel-Mileage	-241.92
				TOTAL	-241.92
17765	**08/03/2016**	**Houtz, Katelyn**	**Learn to Skate Coaching July 2016**	**1006.1 · Sterling Operating Account**	
LTSJul16	08/01/2016		Learn to Skate Coaching July 2016	8065 · Contracted Labor	-50.00
				TOTAL	-50.00
17766	**08/03/2016**	**Infinity Pro Sports**	**Web hosting services Aug 2016**	**1006.1 · Sterling Operating Account**	
2016-2022	08/01/2016		Web hosting services Aug 2016 TA	8094 · Outside Services	-175.00
			Web hosting services Aug 2016 TC	8094 · Outside Services	-175.00
				TOTAL	-350.00
17767	**08/03/2016**	**Jet Ice**	**Ice in supplies at TC PO#1063**	**1006.1 · Sterling Operating Account**	
89437	07/18/2016		Ice in supplies at TC PO#1063	8104 · Ice-Related	-1,364.50
				TOTAL	-1,364.50
17768	**08/03/2016**	**KNDOTV23/KNDUTV25**	**Sesame Street Live ads PO#9941**	**1006.1 · Sterling Operating Account**	
9368-1	07/19/2016	!:Sesame Street Live	Sesame Street Live ads PO#9941	1633.11 · Sesame Street, Prepd Expenses	-909.50
				TOTAL	-909.50
17769	**08/03/2016**	**Labor Ready Northwest, Inc.**	**4040-1097**	**1006.1 · Sterling Operating Account**	
21163845	07/15/2016	!:KISS - July 2016	Contracted labor for Kiss 7/10/16	5008 · Contract Labor-Reimbursed	-4,652.91
				TOTAL	-4,652.91

Toyota Center and Toyota Arena
Operations Claims Roster
August 2016

Num	Date	Name	Memo	Account	Paid Amount
17770	**08/03/2016**	**Leshko, Stephen**	**Adult Hockey Refund - Injured before season**	**1006.1 · Sterling Operating Account**	
AdultHockeyRefund	07/01/2016		Adult Hockey Refund - Injured before season	5148 · Adult Hockey League	-180.00
				TOTAL	-180.00
17771	**08/03/2016**	**Lowe's Commercial Services**		**1006.1 · Sterling Operating Account**	
16435	07/01/2016		Paint for ice in PO#1051	8104 · Ice-Related	-69.10
16258	07/10/2016	!:KISS - July 2016	Earplugs for Kiss 7/13/16	8178 · Event Supplies	-34.43
16282	07/10/2016	!:KISS - July 2016	Plastic Sheeting for Kiss 7/10/16	5073 · Reimbursed Outside Services	-90.75
16695	07/12/2016		Shop Van & Bags PO#1077	8016 · Tools & Small Equipment	-140.26
25092	07/26/2016		Supplies for summer projects PO#1098	8041 · Repairs & Maintenance-Building	-123.28
6160	07/27/2016	Lowe's Commercial Services	Faucet PO#1098	2000 · Accounts Payable-Operations	0.00
16298	07/28/2016		Sink Faucet PO#1105	8098 · Supplies & Equipment	-30.92
				TOTAL	-488.74
17772	**08/03/2016**	**M. Campbell & Company**	**Compressor replacement - Kitchen PO#1076**	**1006.1 · Sterling Operating Account**	
A712660	07/25/2016		Compressor replacement - Kitchen PO#1076	8041 · Repairs & Maintenance-Building	-3,502.63
				TOTAL	-3,502.63
17773	**08/03/2016**	**Mantanona, Hanna**	**Learn to Skate coaching July 2016**	**1006.1 · Sterling Operating Account**	
LTSJuly16	08/01/2016		Learn to Skate coaching July 2016	8065 · Contracted Labor	-40.00
				TOTAL	-40.00
17774	**08/03/2016**	**Moon Security Services, Inc.**		**1006.1 · Sterling Operating Account**	
829868	08/01/2016		Basic fire monitoring 8/1/16-8/31/16	8039 · Security & Fire Alarm System	-38.00
831644	08/01/2016		Basic comm monitoring - Ammonia 8/1/16-8/31/16	8039 · Security & Fire Alarm System	-33.00
830183	08/01/2016		Basic fire monitoring 8/1/16-8/31/16	8039 · Security & Fire Alarm System	-48.00
831999	08/01/2016		Kitchen & Vault Monitoring 8/1/16-8/31/16	8039 · Security & Fire Alarm System	-16.50
			Kitchen & Vault Monitoring 8/1/16-8/31/16	8039FB · Sec & Fire Alarm, Food & Bev	-47.95
			Due from TRCC - Kitchen & Vault Monitoring 8/1/16-8/31/16	2215 · Due To (From) Convention Center	-16.50
				TOTAL	-199.95
17775	**08/03/2016**	**Oxarc**	**Rentals for Kiss 7/10/16**	**1006.1 · Sterling Operating Account**	
15903PP	07/12/2016	!:KISS - July 2016	Rentals for Kiss 7/10/16	5073 · Reimbursed Outside Services	-1,908.77
				TOTAL	-1,908.77
17776	**08/03/2016**	**Pavement Surface Control**	**Traffic control for marquee repairs**	**1006.1 · Sterling Operating Account**	
16186-01	07/18/2016		Traffic control for marquee repairs	8041 · Repairs & Maintenance-Building	-350.00
				TOTAL	-350.00
17777	**08/03/2016**	**Spectrum Business**	**Phone & Internet services 7/26/16-8/25/16**	**1006.1 · Sterling Operating Account**	
Svc7/26-8/25	07/20/2016		Internet services 7/26/16-8/25/16	8034.3 · Internet	-109.98
			Phone services 7/26/16-8/25/16	8034.1 · Telephone	-883.04
				TOTAL	-993.02
17778	**08/03/2016**	**Springhill Suites**		**1006.1 · Sterling Operating Account**	
206D500001908	07/12/2016	!:KISS - July 2016	Rooms for contracted workers - Kiss 7/9/16	5073 · Reimbursed Outside Services	-133.61
206D500001909	07/12/2016	!:KISS - July 2016	Rooms for contracted workers - Kiss 7/9/16	5073 · Reimbursed Outside Services	-668.05
				TOTAL	-801.66
17779	**08/03/2016**	**Starplex Corporation**	**Contracted Labor for Kiss 7/10/16**	**1006.1 · Sterling Operating Account**	
44787	07/11/2016	!:KISS - July 2016	Contracted Labor for Kiss 7/10/16	5008 · Contract Labor-Reimbursed	-3,922.46
				TOTAL	-3,922.46
17780	**08/03/2016**	**Townsquare Media-Tri Cities**		**1006.1 · Sterling Operating Account**	
IN-1160738338	07/12/2016	!:KISS - July 2016	Kiss Ads PO#1029	1633.71 · KISS - 2016	-821.10
IN-1160738472	07/19/2016	!:Chase Rice	Chase Rice Ads PO#1032	1633.80 · Chase Rice	-571.20
CC-1160725448	07/19/2016		Chase Rice Ads PO#1031	1633.80 · Chase Rice	-336.60
				TOTAL	-1,728.90
17781	**08/03/2016**	**Tri-City Sign and Barricade**	**Crowd control rentals for Kiss BBQ**	**1006.1 · Sterling Operating Account**	
8646	07/15/2016	!:KISS - July 2016	Crowd control rentals for Kiss BBQ	8178 · Event Supplies	-733.05
				TOTAL	-733.05

Toyota Center and Toyota Arena
Operations Claims Roster
August 2016

Num	Date	Name	Memo	Account	Paid Amount
17782	**08/03/2016**	**UPS**	**15VE91371**	**1006.1 · Sterling Operating Account**	
000019RV91296	07/16/2016		Late fee for postage machine returned items	8017 · Miscellaneous	-1.41
				TOTAL	-1.41
17783	**08/03/2016**	**WCP Solutions**		**1006.1 · Sterling Operating Account**	
9663426	07/12/2016		Janitorial supplies - JW & Restocking PO#1090	8095 · Janitorial Supplies	-829.35
9663428	07/12/2016		Janitorial supplies - JW & Restocking PO#1090	8095 · Janitorial Supplies	-792.57
9663427	07/12/2016		Janitorial supplies - JW & Restocking PO#1090	8095 · Janitorial Supplies	-1,507.93
9665825	07/12/2016		Janitorial supplies - JW & Restocking PO#1090	8095 · Janitorial Supplies	-954.59
9670064	07/14/2016		Janitorial supplies - JW & Restocking PO#1090	8095 · Janitorial Supplies	-72.40
9668033	07/14/2016		Janitorial supplies - JW & Restocking PO#1090	8095 · Janitorial Supplies	-112.08
				TOTAL	-4,268.92
	08/05/2016	**Tri-Cities Fever**	**QuickBooks generated zero amount transaction for bill payment stub**	**1006.1 · Sterling Operating Account**	
1655	08/05/2016	Tri-Cities Fever	Adjust entry to post credit against final game	2000 · Accounts Payable-Operations	0.00
				TOTAL	0.00
17784	**08/19/2016**	**Alexandra Communications**	**Amy Grant & Michael W Smith Ads PO#1038**	**1006.1 · Sterling Operating Account**	
16070297	07/31/2016	!:Michael W Smith & Amy Grant	Amy Grant & Michael W Smith Ads PO#1038	1633.79 · Michael W Smith & Amy Grant	-212.50
				TOTAL	-212.50
17785	**08/19/2016**	**American Express CC**		**1006.1 · Sterling Operating Account**	
PCardJul16	07/28/2016		Due from TRCC - Purchasing Card 6/29/16-7/28/16 H. Breymeyer	2215 · Due To (From) Convention Center	-319.58
PCardJul16	07/28/2016		Due from TRCC - Purchasing Card 6/29/16-7/28/16 L. Lutz	2215 · Due To (From) Convention Center	-114.91
PCardJul16	07/28/2016	!:KISS - July 2016	Facebook: Kiss boosts PO#9897	1633.71 · KISS - 2016	-191.95
			Gateway & Formstack: Adult hockey online services	8094 · Outside Services	-64.00
			Pandora: Monthly licensing fee	8012 · Licenses & Permits	-29.27
			Due from TRCC - Purchasing Card 6/29/16-7/28/16 J. Potts	2215 · Due To (From) Convention Center	-2,325.38
PCardJul16	07/28/2016		Les Schwabb: Brining salt PO#1043	8104 · Ice-Related	-1,297.21
			Sports Authority: weights for hockey net cables	8042 · Repairs & Maintenance-Equipment	-66.46
			Hilton: Travel to Idaho for Kiss load-in	8054 · Travel-Lodging	-157.70
		!:KISS - July 2016	Walmart, Target, BB&B, Shopko: Kiss Towels	5073 · Reimbursed Outside Services	-631.89
			Texas Roadhouse: Dinner w/Rocket Man Pyro	8103 · Advertising & Marketing	-103.64
		!:KISS - July 2016	In Home Medical: Rentals for Kiss	5073 · Reimbursed Outside Services	-54.30
			Best Buy: TV Monitor for Arena Lobby PO#1074	8140 · Building Equipment	-401.80
			Papa John's: Lunch for Ops crew	8013 · Employee Recognition	-213.42
			Harbor Freight: Pallet jack PO#1089	8016 · Tools & Small Equipment	-282.35
			Due from TRCC - Purchasing Card 6/29/16-7/28/16 R. Gierke	2215 · Due To (From) Convention Center	-87.04
PCardJul16	07/28/2016	!:KISS - July 2016	Uhaul: Catering van rental for Kiss	5007 · Reimbursed Expenses	-121.14
PCardJul16	07/28/2016	!:KISS - July 2016	Lamps for Kiss	5073 · Reimbursed Outside Services	-41.21
			Morgan's: Travel meal Corporate conference	8056 · Travel-Meals	-26.99
			Due from TRCC - Purchasing Card 6/29/16-7/28/16 C. Pearson	2215 · Due To (From) Convention Center	-435.47
				TOTAL	-6,965.71
17786	**08/19/2016**	**Apollo Inc**		**1006.1 · Sterling Operating Account**	
164223	06/24/2016		Monthly maintenance billing June 2016	8041 · Repairs & Maintenance-Building	-418.59
			Monthly maintenance billing June 2016	8038 · Repairs & Maintenance-HVAC	-1,325.53
165719	07/27/2016		Monthly maintenance billing July 2016	8041 · Repairs & Maintenance-Building	-418.59
			Monthly maintenance billing July 2016	8038 · Repairs & Maintenance-HVAC	-1,325.53
				TOTAL	-3,488.24
17787	**08/19/2016**	**Benton PUD**		**1006.1 · Sterling Operating Account**	
LgGenSvc7/6-8/6	08/09/2016		Large General Service 7/6/16-8/6/16	8036.3 · Electricity	-16,642.82
SmGenSvcSign	08/09/2016		Small General Service - Sign 7/8/16-8/8/16	8036.3 · Electricity	-285.22
			Due from TRCC - Small General Service - Sign 7/8/16-8/8/16	2215 · Due To (From) Convention Center	-122.23
SmGenSvcLights	08/09/2016		Small General Service - Lights 7/6/16-8/6/16	8036.3 · Electricity	-53.24
			Due from TRCC - Small General Service - Lights 7/6/16-8/6/16	2215 · Due To (From) Convention Center	-53.23
				TOTAL	-17,156.74
17788	**08/19/2016**	**Brashear Electric, Inc.**	**Stage hookup for Kiss 7/6/16**	**1006.1 · Sterling Operating Account**	
26913	08/03/2016	!:KISS - July 2016	Stage hookup for Kiss 7/6/16	5073 · Reimbursed Outside Services	-1,482.39
				TOTAL	-1,482.39
17789	**08/19/2016**	**Cascade Natural Gas - COL**	**Natural gas services 7/13/16-8/10/16**	**1006.1 · Sterling Operating Account**	
Svc7/13-8/10	08/11/2016		Natural gas services 7/13/16-8/10/16	8036.2 · Natural Gas	-265.69
				TOTAL	-265.69

Toyota Center and Toyota Arena
Operations Claims Roster
August 2016

Num	Date	Name	Memo	Account	Paid Amount
17790	**08/19/2016**	**Cascade Natural Gas - ICE**	**Arena Natural gas services 7/13/16-8/10/16**	**1006.1 · Sterling Operating Account**	
Svc7/13-8/10	08/11/2016		Natural gas services 7/13/16-8/10/16	8036.2 · Natural Gas	-705.40
				TOTAL	-705.40
17791	**08/19/2016**	**Chemsearch**	**Contract water treatment program**	**1006.1 · Sterling Operating Account**	
2408769	08/05/2016		Contract water treatment program	8094 · Outside Services	-3,531.98
				TOTAL	-3,531.98
17792	**08/19/2016**	**Cherry Creek Radio**	**Amy Grant/Michael W Smith Ads PO#1037**	**1006.1 · Sterling Operating Account**	
IN-F-116079722	07/31/2016	!:Michael W Smith & Amy Grant	Amy Grant/Michael W Smith Ads PO#1037	1633.79 · Michael W Smith & Amy Grant	-214.20
				TOTAL	-214.20
17793	**08/19/2016**	**Daktronics**	**133692-003**	**1006.1 · Sterling Operating Account**	
6698777	08/02/2016		Marquee repair service 6/13/16-7/7/16	8041 · Repairs & Maintenance-Building	-3,032.40
				TOTAL	-3,032.40
17794	**08/19/2016**	**Dept of L & I - Elevator**	**Elevator permit renewal 2016**	**1006.1 · Sterling Operating Account**	
198610	08/15/2016		Elevator permit renewal 2016	8012 · Licenses & Permits	-166.80
				TOTAL	-166.80
17795	**08/19/2016**	**Elevate Network Management**	**After hours work for Kiss concert 7/10/16**	**1006.1 · Sterling Operating Account**	
14035	07/31/2016		After hours work for Kiss concert 7/10/16	8094 · Outside Services	-170.51
				TOTAL	-170.51
17796	**08/19/2016**	**Farmer Brothers Coffee**	**Coffee order 7/28/16**	**1006.1 · Sterling Operating Account**	
64041125	07/28/2016		Coffee order 7/28/16	1400.1 · Inventory-Food	-44.70
				TOTAL	-44.70
17797	**08/19/2016**	**Fastenal**	**WAKE10189**	**1006.1 · Sterling Operating Account**	
WARIC58791	07/25/2016		Tool supply purchase PO#1054	8016 · Tools & Small Equipment	-69.18
				TOTAL	-69.18
17798	**08/19/2016**	**Holmes Murphy**	**Comm Floater Ins Renewal 7/1/16-7/1/17**	**1006.1 · Sterling Operating Account**	
377608	08/12/2016		Comm Floater Ins Renewal 7/1/16-7/1/17	1610 · Prepaid Insurance	-56.00
				TOTAL	-56.00
17799	**08/19/2016**	**Lowe's Commercial Services**		**1006.1 · Sterling Operating Account**	
16931	07/01/2016		Maintenance Supplies PO#1052	8041 · Repairs & Maintenance-Building	-13.89
25179	08/05/2016		Maintenance supplies PO#1131	8098 · Supplies & Equipment	-550.16
16857	08/08/2016		Paint supplies PO#1140	8041 · Repairs & Maintenance-Building	-79.15
16340	08/11/2016		Ice trench repair parts	8104 · Ice-Related	-33.08
16534	08/12/2016		Mini fridge, supplies PO#1148	8140 · Building Equipment	-228.43
				TOTAL	-904.71
17800	**08/19/2016**	**M. Campbell & Company**	**Kitchen fridge pumpline repairs**	**1006.1 · Sterling Operating Account**	
A712964	08/09/2016		Kitchen fridge pumpline repairs	8041.1 · Emergency Repairs-Building	-1,469.57
				TOTAL	-1,469.57
17801	**08/19/2016**	**Meier Inc**	**Consulting on Kiss show requirements**	**1006.1 · Sterling Operating Account**	
16443	07/10/2016		Consulting on Kiss show requirements	8094 · Outside Services	-4,185.85
				TOTAL	-4,185.85
17802	**08/19/2016**	**Moon Security Services, Inc.**	**Service call to prepare for Kiss 7/10/16**	**1006.1 · Sterling Operating Account**	
833585	07/11/2016	!:KISS - July 2016	Service call to prepare for Kiss 7/10/16	8039 · Security & Fire Alarm System	-186.25
				TOTAL	-186.25
17803	**08/19/2016**	**Mustang Sign Group**	**Fire code sign replacements PO#1104**	**1006.1 · Sterling Operating Account**	
5164	07/29/2016		Fire code sign replacements PO#1104	8097 · Signage	-889.94
			Due from TRCC - Fire code sign replacements PO#1104	2215 · Due To (From) Convention Center	-844.93
				TOTAL	-1,734.87

Toyota Center and Toyota Arena
Operations Claims Roster
August 2016

Num	Date	Name	Memo	Account	Paid Amount
17804	**08/19/2016**	**Naf's Ice Paints**	**Paint for ice in PO#1062**	**1006.1 · Sterling Operating Account**	
20165576	07/25/2016		Paint for ice in PO#1062	8104 · Ice-Related	-211.24
				TOTAL	-211.24
17805	**08/19/2016**	**Papa Johns.**	**Tip not included on original invoice**	**1006.1 · Sterling Operating Account**	
S4176-16-8288	07/01/2016		Tip not included on original invoice	1400.9 · Inventory-Toyota Arena	-25.00
				TOTAL	-25.00
17806	**08/19/2016**	**RADIO TRI CITIES**		**1006.1 · Sterling Operating Account**	
4739	07/31/2016	!:KISS - July 2016	Kiss ads PO#1030	1633.71 · KISS - 2016	-430.95
8826	07/31/2016	!:KISS - July 2016	Kiss ads PO#1030	1633.71 · KISS - 2016	-1,744.20
				TOTAL	-2,175.15
17807	**08/19/2016**	**Schindler Elevator Corp.**	**1061995**	**1006.1 · Sterling Operating Account**	
8104333499	08/01/2016		Elevator maintenance 8/1/16-10/31/16	8094 · Outside Services	-947.36
				TOTAL	-947.36
17808	**08/19/2016**	**Spectrum Reach**	**Kiss Ads PO#1001**	**1006.1 · Sterling Operating Account**	
INV-1705366	07/31/2016	!:KISS - July 2016	Kiss Ads PO#1001	1633.71 · KISS - 2016	-1,673.65
				TOTAL	-1,673.65
17809	**08/19/2016**	**Townsquare Media-Tri Cities**		**1006.1 · Sterling Operating Account**	
IN-1160638192	07/30/2016	!:KISS - July 2016	Kiss Ads PO#1029	1633.71 · KISS - 2016	-224.40
IN-1160738593	07/31/2016	!:Michael W Smith & Amy Grant	Amy Grant/Michael W Smith Ads PO#1036	1633.79 · Michael W Smith & Amy Grant	-421.60
				TOTAL	-646.00
17810	**08/19/2016**	**Tri-City Herald**	**Broadway 16/17 Ads PO#9991**	**1006.1 · Sterling Operating Account**	
BWJune16Ads	07/31/2016		Broadway 16/17 Ads PO#9991	1633.72 · Broadway Series 2016-2017	-1,500.00
				TOTAL	-1,500.00
17811	**08/19/2016**	**Weaver Exterminating Service, Inc.**		**1006.1 · Sterling Operating Account**	
563707	07/19/2016		Monthly pest control 7/19/16	8094 · Outside Services	-249.78
563706	07/19/2016		Monthly Rodent control 7/19/16	8094 · Outside Services	-124.89
				TOTAL	-374.67
17812	**08/19/2016**	**Houtz, Katelyn**	**Learn to Skate Coaching July 2016 - Diff owed for rate change**	**1006.1 · Sterling Operating Account**	
LTSJul16	08/19/2016		Learn to Skate Coaching July 2016 - Diff owed for rate change	8065 · Contracted Labor	-75.00
				TOTAL	-75.00
17813	**08/31/2016**	**A-Complete Janitorial Supply**	**Defoamer for brine - emergency purchase**	**1006.1 · Sterling Operating Account**	
73251	08/19/2016		Defoamer for brine - emergency purchase	8104 · Ice-Related	-105.56
				TOTAL	-105.56
17814	**08/31/2016**	**Amerigas**	**0910002962**	**1006.1 · Sterling Operating Account**	
3055156419	08/20/2016		Propane: 154.3 Gallons 8/18/16	8033 · Propane	-320.20
			Due from TRCC - Propane: 154.3 Gallons 8/18/16	2215 · Due To (From) Convention Center	-80.05
				TOTAL	-400.25
17815	**08/31/2016**	**Becker Arena Products, Inc**	**Practice pucks PO#1144**	**1006.1 · Sterling Operating Account**	
1002744	08/10/2016		Practice pucks PO#1144	8098 · Supplies & Equipment	-332.53
				TOTAL	-332.53
17816	**08/31/2016**	**Canon Financial Services, Inc.**	**730707**	**1006.1 · Sterling Operating Account**	
16388895	08/13/2016		Copier Maintenance IRC5250 6/29/16-7/31/16	8007 · Printing & Copiers	-297.05
				TOTAL	-297.05
17817	**08/31/2016**	**Canon Solutions America (Oce)**	**BHA806**	**1006.1 · Sterling Operating Account**	
4019830138	08/01/2016		Copier Maintenance SHPIM3511 8/1/16-8/31/16	8007 · Printing & Copiers	-23.13
4019838263	08/01/2016		Copier Maintenance KMZF25 8/1/16-8/31/16	8007 · Printing & Copiers	-25.44
162609829	08/01/2016		Finisher for copier PO#1094	8007 · Printing & Copiers	-802.55
				TOTAL	-851.12

Toyota Center and Toyota Arena
Operations Claims Roster
August 2016

Num	Date	Name	Memo	Account	Paid Amount
17818	**08/31/2016**	**Consolidated Supply Co.**	**Maintenance Supplies PO#1164**	**1006.1 · Sterling Operating Account**	
S7897255.001	08/22/2016		Maintenance Supplies PO#1164	8098 · Supplies & Equipment	-36.48
				TOTAL	-36.48
17819	**08/31/2016**	**Gierke, Roni**	**Reimburse Office Depot purchase - Supplies**	**1006.1 · Sterling Operating Account**	
Reimburse	08/23/2016		Reimburse Office Depot purchase - Supplies	8005 · Office Supplies	-20.62
				TOTAL	-20.62
17820	**08/31/2016**	**Grainger Industrial Supply**	**Absorbant pads for compressor room PO#1114**	**1006.1 · Sterling Operating Account**	
9199688798	08/17/2016		Absorbant pads for compressor room PO#1114	8041 · Repairs & Maintenance-Building	-123.15
				TOTAL	-123.15
17821	**08/31/2016**	**Infinity Pro Sports**	**Web Hosting Services September 2016**	**1006.1 · Sterling Operating Account**	
2016-2266	09/01/2016		Web Hosting Services September 2016 Arena	8094 · Outside Services	-175.00
			Web Hosting Services September 2016 TC	8094 · Outside Services	-175.00
				TOTAL	-350.00
17822	**08/31/2016**	**Lowe's Commercial Services**		**1006.1 · Sterling Operating Account**	
16912	08/15/2016		Tap & Die set PO#1151	8016 · Tools & Small Equipment	-79.38
11471	08/16/2016		Ice in supplies PO#1153	8104 · Ice-Related	-35.35
16906	08/22/2016		Wall anchors for maintenance - PO#1165	8098 · Supplies & Equipment	-28.97
16847	08/22/2016		F&B maintenance supplies PO#1163	8041FB · Repr & Maint Bldg, Food & Bev	-27.10
16963	08/22/2016		Ice in supplies, caulking PO#1153	8104 · Ice-Related	-61.80
16234	08/24/2016		Replacement part F&B Maintenance PO#1163	8041FB · Repr & Maint Bldg, Food & Bev	-9.19
16163	08/24/2016		Wall Anchors PO#1165	8098 · Supplies & Equipment	-17.45
16337	08/25/2016		50 ft hose PO#1175	8104 · Ice-Related	-52.57
16360	08/25/2016		50 ft hose PO#1175	8104 · Ice-Related	-25.77
				TOTAL	-337.58
17823	**08/31/2016**	**Moon Security Services, Inc.**		**1006.1 · Sterling Operating Account**	
834565	09/01/2016		Basic fire monitoring 9/1/16-9/30/16	8039 · Security & Fire Alarm System	-48.00
836014	09/01/2016		Basic comm monitoring - Ammonia 9/1/16-9/30/16	8039 · Security & Fire Alarm System	-33.00
834254	09/01/2016		Basic fire monitoring 9/1/16-9/30/16	8039 · Security & Fire Alarm System	-38.00
836363	09/01/2016		Basic kitchen & vault monitoring 9/1/16-9/30/16	8039 · Security & Fire Alarm System	-16.50
			Basic kitchen & vault monitoring 9/1/16-9/30/16	8039FB · Sec & Fire Alarm, Food & Bev	-47.95
			Due from TRCC - Basic kitchen & vault monitoring 9/1/16-9/30/16	2215 · Due To (From) Convention Center	-16.50
				TOTAL	-199.95
17824	**08/31/2016**	**Mount's Lock, Key & Engraving, Inc.**	**Fix door by Section U Fever PO#1195**	**1006.1 · Sterling Operating Account**	
214075	08/23/2016		Fix door by Section U Fever PO#1195	8041 · Repairs & Maintenance-Building	-556.58
				TOTAL	-556.58
17825	**08/31/2016**	**Pape' Material Handling**		**1006.1 · Sterling Operating Account**	
7689965	08/18/2016		Hydrolic trans fluid for forklift PO#1160	8042 · Repairs & Maintenance-Equipment	-40.08
7690474	08/19/2016		E Brake cables for forklift repairs PO#1161	8042 · Repairs & Maintenance-Equipment	-46.99
				TOTAL	-87.07
17826	**08/31/2016**	**Roto-Rooter**	**Emergency Arena repairs - drain/plumbing**	**1006.1 · Sterling Operating Account**	
903801	08/10/2016		Emergency Arena repairs - drain/plumbing	8041.1 · Emergency Repairs-Building	-346.98
				TOTAL	-346.98
17827	**08/31/2016**	**Trios Health - KGH EMTS**	**July 2016 EMT Services**	**1006.1 · Sterling Operating Account**	
EMTSvcsJul16	08/04/2016	!:KISS - July 2016	EMT Services - Kiss 7/10/16	5008 · Contract Labor-Reimbursed	-1,162.50
				TOTAL	-1,162.50
17828	**08/31/2016**	**VenuWorks, Inc.**	**August 2016 Management Fee**	**1006.1 · Sterling Operating Account**	
13707	08/11/2016		August 2016 Management Fee	8124 · VenuWorks Management Fee	-8,816.39
				TOTAL	-8,816.39
EFT	**08/02/2016**	**Fintech.net**	**Transactionals 7/1/16-7/31/16**	**1006.1 · Sterling Operating Account**	
			Transactionals 7/1/16-7/31/16	8111FB · Banking Fees - Food & Bev	-20.00
				TOTAL	-20.00

Toyota Center and Toyota Arena
Operations Claims Roster
August 2016

Num	Date	Name	Memo	Account	Paid Amount
ONLINE	**08/25/2016**	**Department of Revenue**	**Excise Tax Return July 2016**	**1006.1 · Sterling Operating Account**	
			B&O Tax Payable July 2016	2206 · B&O Tax Payable	-5,401.95
		Department of Revenue	Sales Tax Payable July 2016	2201 · *Sales Tax Payable	-7,268.72
			B&O Tax Expense July 2016	8241 · Sales, B&O & Use Taxes	880.02
				TOTAL	-11,790.65
AUTO	**08/31/2016**	**American Express**	**AMEX fees**	**1006.1 · Sterling Operating Account**	
			Express Collection	8109 · Credit Card Fees	-7.95
			AMEX discount	8109 · Credit Card Fees	-7.74
				TOTAL	-15.69
AUTO	**08/31/2016**	**American Payment Solutions**	**Credit card processing Aug 2016**	**1006.1 · Sterling Operating Account**	
			Credit card processing Aug 2016	8109 · Credit Card Fees	-535.22
			Terminal costs assessed	8109 · Credit Card Fees	-375.00
				TOTAL	-910.22

Total Paid $214,541.78

I, Dan Legard, Finance Director, do hereby certify that the merchandise or services hereinbefore specified have been received, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation and that the vouchers listed above are approved for payment this day.

Dan Legard, Finance Director

The payments on this claims roster are comprised of the following:

Check numbers 17756-17828		$ 201,805.22
Electronic transfers		12,736.56
	Total	$ 214,541.78

Exceptions:

Council Agenda Coversheet

Agenda Item Number	3.b.(3)	Council Date	10/18/2016
Agenda Item Type	General Business Item		
Subject	Toyota Center Box Office Account		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Finance		

- Consent Agenda ☒
- Ordinance/Reso ☐
- Public Mtg / Hrg ☐
- Other ☐
- Quasi-Judicial ☐

Recommendation

That Council approve the Claims Roster for the Toyota Center Box Office Account for August 2016.

Motion for Consideration

I move to approve the Claims Roster for the Toyota Center Box Office Account for August 2016 in the amount of $828.65, comprised of electronic transfers.

Summary

None.

Alternatives

None.

Fiscal Impact

Total $828.65.

Through	Denise Winters Oct 10, 09:27:24 GMT-0700 2016
Dept Head Approval	Dan Legard Oct 10, 10:04:11 GMT-0700 2016
City Mgr Approval	Marie Mosley Oct 14, 08:10:18 GMT-0700 2016

Attachments: Roster

☐ **Recording Required?**

Toyota Center and Toyota Arena
Box Office Claims Roster
August 2016

Num	Date	Name	Memo	Account	Paid Amount
ONLINE	**08/02/2016**	**Sterling Change**	**Change Order for BO 8/5/16**	**1006.3 · Sterling Box Office Account**	
			Change Order for BO 8/5/16	1130 · Vault Cash-Box Office	-800.00
				TOTAL	-800.00
AUTO	**08/31/2016**	**American Express**	**AMEX fees**	**1006.3 · Sterling Box Office Account**	
			Express Collection	8109 · Credit Card Fees	-7.95
			AMEX discount	8109 · Credit Card Fees	-20.70
				TOTAL	-28.65

Total Paid $828.65

I, Dan Legard, Finance Director, do hereby certify that the merchandise or services hereinbefore specified have been received, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation and that the vouchers listed above are approved for payment this day.

Dan Legard, Finance Director

The payments on this claims roster are comprised of the following:

Electronic transfers		$ 828.65
	Total	$ 828.65

Exceptions:

Council Agenda Coversheet

Agenda Item Number	3.c.	Council Date	10/18/2016
Agenda Item Type	General Business Item		
Subject	Payroll Roster (9/30/2016)		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Finance		

- Consent Agenda ☒
- Ordinance/Reso ☐
- Public Mtg / Hrg ☐
- Other ☐
- Quasi-Judicial ☐

Recommendation

That council approve the payroll roster.

Motion for Consideration

I move to approve the payroll roster for 9/30/2016, in the amount of $1,601,037.31, comprised of check numbers 70353 through 70388 and direct deposit numbers 142438 through 142834.

Summary

None.

Alternatives

None.

Fiscal Impact

Total $1,601,037.31.

Through	Phil Bleazard Oct 10, 12:30:38 GMT-0700 2016
Dept Head Approval	Dan Legard Oct 10, 13:03:39 GMT-0700 2016
City Mgr Approval	Marie Mosley Oct 14, 08:11:23 GMT-0700 2016

Attachments: Roster

☐ **Recording Required?**

Payroll Roster for 9/30/2016

October 18, 2016

All Departments:		September 30, 2016
ADMINISTRATIVE TEAM		1,780.41
CITY COUNCIL		3,621.00
CITY MANAGER		11,188.77
COMMUNITY PLANNING & ECONOMIC DEVELOPMENT		34,488.09
EMPLOYEE & COMMUNITY RELATIONS		49,416.33
ENGINEERING		55,223.15
FACILITIES & GROUNDS		69,989.65
FINANCE		42,127.85
FIRE		223,519.73
LEGAL SERVICES		19,518.68
MANAGEMENT SERVICES		69,553.19
POLICE		387,942.08
	Subtotal General Fund	**968,368.93**
STREETS		13,751.27
TRAFFIC		22,470.26
	Subtotal Street Fund	**36,221.53**
BI-PIN		5,751.34
BUILDING SAFETY		31,938.22
COMMUNITY DEVELOPMENT		3,718.90
CRIMINAL JUSTICE		51,690.72
EQUIPMENT RENTAL		8,354.07
MEDICAL SERVICES		136,907.51
METRO GRANT FUND		2,314.73
RISK MANAGEMENT		2,955.23
STORMWATER UTILITY		17,224.03
WATER & SEWER		120,984.17
	Subtotal Other Funds	**381,838.92**
	Total Salaries and Wages	**1,386,429.38**
Benefits:		
Industrial Insurance		24,323.24
Medical Retirement Account		2,887.50
Retirement		109,380.28
Social Security (FICA)		78,016.91
	Total Benefits	**214,607.93**
	Grand Total	**$1,601,037.31**

I, Dan Legard, Finance Director, at the direction of the Council, do hereby certify that the Payroll hereinabove specified is approved for payment in the amount of $1,601,037.31 comprised of check numbers 70353 through 70388 and direct deposit numbers 142438 through 142834.

Approved for payment:

Dan Legard

Dan Legard, Finance Director

Council Agenda Coversheet

Agenda Item Number	3.d.	Council Date	10/18/2016
Agenda Item Type	Contract/Agreement/Lease		
Subject	Physical Security and Video Surveillance System		
Ordinance/Reso #		Contract #	16-030
Project #		Permit #	
Department	Management Services		

- Consent Agenda ☒
- Ordinance/Reso ☐
- Public Mtg / Hrg ☐
- Other ☐
- Quasi-Judicial ☐

Recommendation

Staff recommends that Council authorize the City Manager to sign Contract 16-030 with CompuNet, Inc for the replacement of the physical security and video surveillance systems.

Motion for Consideration

I move to authorize the City Manager to sign Contract 16-030 with CompuNet, Inc in the amount of $319,039.70 for the replacement of the physical security and video surveillance systems.

Summary

The City's current physical security & video surveillance system has reached end-of-life and requires replacement in order to ensure ongoing stability of this environment. The project will replace the existing video surveillance system and physical access control system currently in use at City Hall, the Police Station, and Fire Station 5. It will also add initial physical access controls at the Frost Facility. This project will also provide an expandable platform with capacity to extend service to other City facilities in the future.

This contract utilized several national procurement cooperative programs for pricing on hardware, software and professional services (GSA #GS-35F-0284U; NCPA #22-16; MNWNC-109/PADD15201190; AR-233 (14-19)/01114). Overall project cost of $350,943.67 includes contract amount plus 10% contingency.

Alternatives

None recommended

Fiscal Impact

Project cost estimated at $350,944 which includes a 10% contingency. Funding source has been identified and will be coming to the City Council as part of the Fall Budget Adjustment. Allocation by facility is as follows:

Police Facility: $282,990; City Hall Facility: $53,415; Frost Facility: $14,539

Through	
Dept Head Approval	Christina Palmer Oct 12, 12:21:11 GMT-0700 2016
City Mgr Approval	Marie Mosley Oct 14, 08:15:16 GMT-0700 2016

Attachments: Agreement 16-030

☐ **Recording Required?**

AGREEMENT BETWEEN CITY AND{PRIVATE } CONSULTANT

THIS AGREEMENT, is made between the City of Kennewick, PO Box 6108, 210 W. 6th Ave., Kennewick, Washington, (hereinafter referred to as the "City"), and CompuNet, Inc., 2264 S. Bonito Way, Suite 150, Meridian, ID 83642 (hereinafter referred to as the "Consultant").

WITNESSETH:

1) SCOPE OF WORK AND AGREEMENT CONTENTS

a) The Consultant shall furnish all services, labor and related equipment necessary to conduct and complete the work as designated in this Agreement. The Consultant shall provide professional services for installation and configuration of infrastructure prerequisites (switches and storage), Genetec Software, cameras and physical access components for the Video Surveillance and Physical Access Project.

b) This Agreement consists of this Agreement, and other documents listed below issued prior to the execution of this agreement and all modifications and change orders issued subsequent thereto. These form the entire agreement and all are as fully a part of the Agreement as if attached to this Agreement or repeated herein. In the event of a conflict between documents, the order of precedence will be the order listed below. An enumeration of the Agreement documents is set forth below:

(i) This Agreement No. 16-030 between the City and Consultant.
(ii) Exhibit A: Detailed Scope of Work
(iii) Exhibit B: Quote MJS061239 v2 submitted by Consultant dated 18 August 2016.
(iv) Exhibit C: Quote MJS063033 v1 submitted by Consultant.
(v) Exhibit D: Quote MJS066369 v1 submitted by Consultant dated 16 August 2016.
(vi) Exhibit E: Quote MJS067215 v1 submitted by Consultant dated 16 August 2016.
(vii) Exhibit F: Quote MJS067465 v2 submitted by Consultant dated 26 August 2016.
(viii) Exhibit G: Quote MJS067858 v1 submitted by Consultant dated 18 August 2016.
(ix) Exhibit H: Maps showing new camera locations and access control points.

2) GENERAL REQUIREMENTS

a) The Consultant shall attend status, progress, and coordination meetings with the designated City of Kennewick representatives, or such federal, community, state, city or county officials, groups or individuals as may be requested by the City. If additional meetings are requested, the City will provide the Consultant sufficient notice prior to those meetings requiring Consultant participation.

b) The Consultant shall prepare a monthly progress report if requested, in a form approved by the City, that will outline in written and/or graphical form the various phases and the order of

performance of the work in sufficient details so that the progress of the work can easily be evaluated.

3) TIME FOR BEGINNING AND COMPLETION

The Consultant shall not begin any work under the terms of this Agreement until authorized in writing by the City. Consultant agrees to use best efforts to complete all work described under this Agreement by March 1, 2017.

4) PAYMENT

a) The City shall pay the Consultant an amount not to exceed Three hundred nineteen thousand, thirty-nine dollars and seventy cents ($319,039.70) to complete the services rendered under this Agreement. Payment shall be made on a "time and materials" basis. Payment as identified in this section shall be full compensation for all work performed or services rendered, and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work specified in Exhibit A, Scope of Work.

b) Invoices not in dispute by the City will be paid net thirty (30) days and shall reference the contract number and/or purchase order applicable to the work. The invoice shall provide sufficient detail on the work being billed and include detailed receipts for any invoices

c) Partial payments to cover the percentage of work completed may be requested by the Consultant. These payments shall not be more than one (1) per month.

d) Pre-approved travel, meals and lodging will be reimbursed at cost and only when consultant travels at least 150 miles per one-way trip. Reimbursable expenses are limited to the following: coach airfare, ground transportation (taxi, shuttle, car rental), hotel accommodations at the government rate, personal or company vehicle use at the then-current federal mileage rate, and meals at the current federal per-diem meal allowance or up to the current federal per-diem with detailed receipts, no alcohol, and a 20% maximum gratuity.

e) Reimbursement for extra services/reimbursable expenses are not authorized under this Agreement unless detailed in the Scope of Work or agreed upon in writing as a modification to this Agreement.

f) The Consultant will allow access to the City, the State of Washington, the Federal Grantor Agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records that are directly pertinent to the specific contract for making audit, examination, excerpts, and transcriptions. Unless otherwise provided, said records must be retained for three years from the date of receipt of final payment. If any litigation, claim, or audit arising out of, in connection with, or relating to this contract is initiated before the expiration of the three-year period, the records shall be retained until such litigation, claim, or audit involving the records is completed.

5) INDEPENDENT CONTRACTOR

a) The Consultant, and any and all employees of the Consultant or other persons engaged in the performance of any work or services required of the Consultant under this Agreement, are independent contractors and shall not be considered employees of the City. Any and all claims that arise at any time under any Workers' 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 engaged in any of the work or services required to be provided herein, shall be the sole obligation and responsibility of the Consultant.

6) OWNERSHIP OF DOCUMENTS

a) All designs, drawings, specifications, documents, reports and other work products prepared pursuant to this Agreement, shall become the property of the City upon payment to the Consultant of the fees set forth in this Agreement. The City acknowledges the Consultant's plans and specifications, including all documents on electronic media, as instruments of professional services. The plans and specifications prepared under this Agreement shall become the property of the City upon completion of the services and payment in full of all payment due to the Consultant. The City may make or permit to be made any modifications to the plans and specifications without the prior written authorization of the Consultant. The City agrees to waive any claim against the Consultant arising from any unauthorized reuse of the plans and specifications, and to indemnify and hold the Consultant harmless from any claim, liability or cost arising or allegedly arising out of any reuse of the plans and specifications by the City or its agent not authorized by the Consultant.

7) TERMINATION

a) This Agreement may be terminated by either party upon thirty (30) days' written notice. In the event this contract is terminated by the Consultant, the City shall be entitled to reimbursement of costs occasioned by such termination by the Consultant. In the event the City terminates this Agreement, the City shall pay the Consultant for the work performed, which shall be an amount equal to the percentage of completion of the work as mutually agreed between the City and the Consultant.

b) If any work covered by this Agreement shall be suspended or abandoned by the City before the Consultant has completed the assigned work, the Consultant shall be paid an amount equal to the costs incurred up to the date of termination or suspension as mutually agreed upon between the City and the Consultant.

8) DISPUTE RESOLUTION

a) The City and the Consultant agree to negotiate in good faith for a period of thirty (30) days from the date of notice of all disputes between them prior to exercising their rights under this Agreement, or under law.

b) All disputes between the City and the Consultant not resolved by negotiation between the parties may be arbitrated only by mutual agreement of the City and the Consultant. If not mutually agreed to resolve the claim by arbitration, the claim will be resolved by legal action.

9) DEBARMENT CERTIFICATION

a) The Consultant certifies that neither the Consultant nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this contract by any federal or state department or agency. Further, the Consultant agrees not to enter into any arrangements or contracts related to completion of the work contemplated under this Agreement with any party that is on the "General Service Administration List of Parties Excluded from Federal Procurement or Non-procurement Programs" which can be found at:
www.sam.gov and
http://www.lni.wa.gov/TradesLicensing/PrevWage/AwardingAgencies/default.asp

10) VENUE, APPLICABLE LAW AND PERSONAL JURISDICTION

a) In the event that either party deems it necessary to initiate a legal action to enforce any right or obligation under this Agreement, the parties agree that any such action shall be initiated in the Superior Court of the State of Washington situated in Benton County. The parties agree that all questions shall be resolved by application of Washington law, and that the parties to such action shall have the right of appeal from such decision 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 Benton County.

11) ATTORNEY'S FEES

a) The parties agree that should legal action be necessary to enforce any of the provisions of this Agreement, that the prevailing party will be awarded its reasonable attorney's fees and costs in action, including costs and attorney's fees on appeal if appeal is taken.

12) INSURANCE

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

a) No Limitation. Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

b) Minimum Scope of Insurance. Consultant shall obtain insurance of the types described below:

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

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

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

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

c) Minimum Amounts of Insurance. Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of $1,000,000 per accident.

2. Commercial General Liability insurance shall be written with limits no less than $1,000,000 each occurrence, $2,000,000 general aggregate.

3. Professional Liability insurance shall be written with limits no less than $1,000,000 per claim and $1,000,000 policy aggregate limit.

d) Other Insurance Provisions. The Consultant's insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

e) Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. best rating of not less than A:VII.

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

g) Notice of Cancellation. The Consultant shall provide the City with written notice of any policy cancellation within two (2) business days of Consultant's receipt of such notice.

h) Failure to Maintain Insurance. Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

13) INDEMNIFICATION / HOLD HARMLESS

a) Consultant shall defend, indemnify, and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant or the Consultant's employees or agents in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

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

14) STANDARD OF CARE

a) The professional services will be furnished in accordance with the care and skill ordinarily used by members of the same profession practicing under similar conditions at the same time and in the same locality.

15) SUCCESSORS OR ASSIGNS

a) All of the terms, conditions and provisions hereof shall inure to the benefit of and be binding upon the parties hereto, and their respective successors and assigns; provided, however, that no assignment of the Agreement shall be made without written consent of the parties to the Agreement.

16) EQUAL OPPORTUNITY AGREEMENT

a) The Consultant agrees that s/he will not discriminate against any employee or job applicants for work under this Agreement for reasons of race, sex, nationality, religious creed, or sexual orientation.

17) PARTIAL INVALIDITY

a) Any provision of this Agreement which is found to be invalid or unenforceable shall be ineffective to the extent of such invalidity or unenforceability, and the invalidity or unenforceability of such provision shall not affect the validity or enforceability of the remaining provisions hereof.

18) AMENDMENTS

a) All amendments must be in writing and be approved and signed by both parties.

19) CHANGE IN LAW

a) The parties hereto agree that in the event legislation is enacted or regulations are promulgated, or a decision of court is rendered, or any interpretive policy or opinion of any governmental agency charged with the enforcement of any such law or regulation is published that affects or may affect the legality of this Agreement or any part thereof or that materially and adversely affects the ability of either party to perform its obligations or receive the benefits intended hereunder ("Adverse Change in Law"), then within fourteen (14) days following written notice by either party to the other party of such adverse change in law, the parties shall meet to negotiate in good faith an amendment which will carry out the original intention of the parties to the extent possible. If, despite good faith attempts, the parties cannot reach agreement upon an amendment within sixty (60) days after commencing negotiation, then this Agreement may be terminated by either party as of the earlier of: (i) the effective date of the adverse change in law, or (ii) the expiration of a period of sixty (60) days following written notice of termination provided by one party to the other.

20) CONFIDENTIALITY

a) In the course of performing under this Agreement, Consultant, including its employees, agents or representatives, may receive, be exposed to, or acquire confidential information. Confidential information may include, but is not limited to, patient information, contract terms, sensitive employee information, or proprietary data in any form, whether written, oral, or contained in any computer database or computer readable form. Consultant shall: i) not disclose confidential information except as permitted by this Agreement; (ii) only permit use of such confidential information by employees, agents and representatives having a need to know in connection with performance under this

Agreement; and (iii) advise each of its employees, agents, and representatives of their obligations to keep such information confidential.

21) CHANGES OF WORK

a) When required to do so, and without any additional compensation, the Consultant shall make such changes and revisions in the completed work of this Agreement as necessary to correct or revise any errors, omissions, or other deficiencies in the design, drawings, specifications, reports, and other similar documents which the Consultant is responsible for preparing or furnishing under this Agreement.

b) Should the City find it desirable for its own purposes to have previously satisfactorily completed work or parts thereof changed or revised, the Consultant shall make such revisions as directed by the City. This work shall be considered as Extra Work and will be paid for as herein provided under Section 22, Extra Work.

22) EXTRA WORK

a) The City may desire to have the Consultant perform work or render additional services within the general scope of this Agreement. Such work shall be considered as extra work and will be specified in a written supplement to this Agreement which will set forth the nature of the scope, schedule for additional work, additional fees and the method of payment. Work under a supplemental Agreement shall not proceed until authorized in writing by the City.

23) PUBLIC DISCLOSURE

a) The parties to this Agreement understand and acknowledge that the City is subject to the Public Records Act, RCW 42.56 et seq. If the City receives a public records request for this agreement and/or for documents and/or materials provided to the City under this agreement, generally such information will be a public record and must be disclosed to the public records requester. However, the City agrees to notify the Consultant if it receives such a public records request and the date the City plans to release the records. If the Consultant fails to obtain a protective order from the applicable court prior to the time the City releases the records to the public records requester, the Consultant shall be deemed to have given the City full authority to release the records on the date specified, and the Consultant understands it has thereby given up all rights to challenge the disclosure in any forum.

This Agreement/Contract may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. This Agreement/Contract may be delivered by facsimile or other electronic means and those signatures shall be treated as original signatures for all applicable purposes. The person signing this Agreement/Contract for Consultant represents that he or she has full and proper authority to do so and to bind the party that they are representing. This Agreement/Contract will become binding on the date of last execution hereon:

EXECUTED THIS ____ day of _____, _____.

CITY OF KENNEWICK, WASHINGTON

_____
Marie Mosley
City Manager

ATTEST:

_____
Terri L. Wright
City Clerk

APPROVED AS TO FORM:

_____
Lisa Beaton
City Attorney

CONSULTANT

_____
Signature

_____
Printed Name & Title

_____

_____
Address

Phone: _____

Email: _____

Fax: _____

EXHIBIT A: Detailed Scope of Work

1) **EXECUTIVE SUMMARY.**
   a) CompuNet has prepared this Statement of Work in response to Client's desire replace and augment the existing video surveillance and physical access system with the City Hall, Police Department, and Fire Station 5, along with adding physical access management at the Frost location.

2) **PROJECT OVERVIEW.**
   a) This CompuNet Statement of Work details the professional services provided by CompuNet for installation and configuration of infrastructure prerequisites (switches and storage), Genetec Software, cameras, and physical access components.

3) **PROJECT SCOPE.**
   a) PHASE 1: SWITCHING, SOFTWARE, AND STORAGE INSTALLATIONS
      - Cisco switching upgrades
        - Rack/install new switches in customer installed rack at Police Department
        - Remove existing patches and install new patches, online new switches
        - This work will be completed after normal business hours
      - EMC VNX SAN expansion
        - Add two (2) Disk Array Enclosures
        - Add twenty- five (25) 3TB disks to Array
        - Provision Storage pools, LUNS, and Storage Groups
        - Present LUNs to VMware environment
      - Genetec Security Desk Software Deployment
        - Installation and setup of VMware virtual machines
          - Setup Windows 2008/2012 VM in current VMware environment
            - Installation and configuration of Security Desk Software
            - Configuration of Active Directory Integration
            - Configuration of Storage for video archival
            - Setup retention schedules
            - Installation and configuration of Mobile Server
            - Assist client with setup of GSC Mobile for Android/Ios

   b) PHASE 2: CITY HALL AND KENNEWICK POLICE DEPARTMENT CAMERAS DEPLOYMENT
      - KPD camera deployment (Dependent on Ethernet cabling and termination completion)
        - Deployment of 53 Axis cameras to predefined locations
          - Configure camera authentication and network settings
          - Mount, focus, and aim camera
        - Add cameras to Genetec Security Desk
          - Setup camera recording schedules, retentions, streams, and areas
          - Setup required Partitions for defined user access to camera entities
        - City Hall camera deployment
          - Deployment of 13 Axis cameras to predefined locations
            - Configure camera authentication and network settings
            - Mount, focus, and aim camera
        - Add cameras to Genetec Security Desk
          - Setup camera recording schedules, retentions, streams, and areas

        - Setup required Partitions for defined user access to camera entities
    - Operator and Administrative Training

c) PHASE 3: PHYSICAL ACCESS CONTROL INSTALLATION
- Genetec Synergis software setup and configuration
    - Active Directory user import
    - Access Rules and Schedules
        - KPD
        - City Hall
        - Frost
        - Fire Station 5
    - Threat level Configuration
- Door Configuration
    - City Hall, KPD, & Fire Station 5
        - Using existing door hardware
        - Synergis CloudLink configuration
        - Door setup with controllers
        - Door correlation with Access rules & Schedules
    - Frost Building
        - Cabling to door locations (provided by 3rd party)
        - Installation of new door hardware
            - Synergis CloudLink configuration
            - Door controller wiring and configuration
            - Door setup with controllers
            - Door correlation with Access rules & Schedules
    - Operator & Admin Training
    - Warranty

d) ADDITIONAL PROJECT SPECIFIC TECHNICAL INFORMATION
This project requires the purchase of software and hardware per attached CompuNet quotes. Additional services and equipment NOT provided by CompuNet are also required, these include:
    - Cabling to all IP Camera locations
    - Cabling to all door locations where existing door hardware is not already in place
    - Rack and stack installation at Police Department
    - Project coordination and management between vendors completing work
    - City of Kennewick staff dedicated to providing access to all areas in scope of the project work
    - City of Kennewick staff dedicated time for final training and system handoff

e) DOCUMENTATION
- Provide Client with documentation of changes to their environment
- Review Project Closeout Document with Client and obtain sign-off

f) OUTAGES
- Outages will be required with this scope of work
    - Date and time of outages will be determined by project and Client schedule

4) ENGAGEMENT AND FEE SCHEDULE.

a. SCHEDULE
Start Date: TBD
Project Review Meeting: TBD

b. COMPUNET PROFESSIONAL SERVICES FEE
Total Professional Services: $72,900.00

c. EXPENSES AND TRAVEL TIME
- Expenses will be charged to the Client for this scope of work in conjunction with this statement of work.
- Travel time will be billed to the Client in conjunction with the statement of work at the rate incurred
    - Expenses will be billed at the rate incurred, estimated expense: $23,010 provided for budgetary purposes

5) SERVICE AGREEMENT.

The following detailed service parameters are available for fee from the Service Provider in the ongoing support of the systems installed per this Agreement. Manufacturer direct support is available and included for 1 year on applicable equipment, see quotation for details. It is recommended that the customer renews manufacturer coverage when due, Service Provider support is not in lieu of manufacturer support.

a. SERVICE SCOPE
The following Services are available:
- Manned telephone support
- Monitored email support
- Remote assistance using Remote Desktop and a Virtual Private Network where available
- Planned or Emergency Onsite assistance (extra costs apply)
- Monthly system health check

b. CUSTOMER REQUIREMENTS
Customer responsibilities and/or requirements in support of this Agreement include:
- Payment for all support costs at the agreed interval.
- Reasonable availability of customer representative(s) when resolving a service related incident or request.

c. SERVICE PROVIDER REQUIREMENTS
Service Provider responsibilities and/or requirements in support of this Agreement include:
- Meeting response times associated with service related incidents.
- Appropriate notification to Customer for all scheduled maintenance.

d. SERVICE ASSUMPTIONS
Assumptions related to in-scope services and/or components include:
- Changes to services will be communicated and documented to all stakeholders.

6) SERVICE MANAGEMENT.

Effective support of in-scope services is a result of maintaining consistent service levels. The following sections provide relevant details on service availability, monitoring of in-scope services and related components.

a. SERVICE AVAILABILITY

Coverage parameters specific to the service(s) covered in this Agreement are as follows:

- Telephone support: 9:00 A.M. to 5:00 P.M. Monday – Friday
  - Calls received out of office hours will be forwarded to a mobile phone and best efforts will be made to answer / action the call, however there will be a backup answer phone service
- Email support: Monitored 9:00 A.M. to 5:00 P.M. Monday – Friday
  - Emails received outside of office hours will be collected, however no action can be guaranteed until the next working day
- Onsite assistance guaranteed within 72 hours during the business week

b. SERVICE REQUESTS

In support of services outlined in this Agreement, the Service Provider will respond to service related incidents and/or requests submitted by the Customer within the following periods:

- 0-8 hours (during business hours) for issues classified as High priority.
- Within 48 hours for issues classified as Medium priority.
- Within 5 working days for issues classified as Low priority.

Remote assistance will be provided in-line with the above timescales dependent on the priority of the support request.

7) CONDITIONS OF AGREEMENT.

- CompuNet will require access to facilities and Client owned network equipment on an “as needed” basis and during regular business hours only. Should access be needed outside of standard business hours, prior arrangements must be made with both a CompuNet associate and the Client.
- If for any reason the scope of work outlined in this SOW should take longer than 30 days to complete, the project will become subject to progress billing on a monthly basis
  - Monthly invoices will be based on the percentage of the project that is complete
- CompuNet contract services invoiced as Net 30 unless other arrangements are agreed upon prior to sign off on this contract.
- CompuNet will make prior arrangements with the appropriate Client IT onsite staff to be available as needed during the installation.
- CompuNet provides appropriate personnel to perform the services specified in the Project Scope section above.
- Client will designate a single point of contact (Project Manager) for all matters relating to this engagement.
- Client will provide required access to facilities and network equipment, both physical and remote, as needed for a successful engagement by the CompuNet engineer.
- Client will provide all existing configurations and pertinent network diagrams prior to installation

- Services to be performed during normal business hours (8:00 AM to 5:00 PM, local time), Mon – Fri, unless Client policies require off hours deployment, in which case such time will be scheduled with CompuNet engineer
- Custom configuration work and training can be provided outside the scope of this engagement on a time & expense basis at the rate $150.00 per hour.
- Training and shadowing will be provided to assigned Client IT staff during implementation process
- Upon project completion, Client sign off is required to indicate acceptance that the scope of work has been completed.
- Any additions or changes to this Statement of Work must be mutually agreed upon by CompuNet and Client in a separate CompuNet Statement of Work detailing the proposed changes, the impact of the proposed change on pricing and schedule, and other relevant terms. Depending on the scope of such additions or changes, Client may be required to agree to CompuNet's then- current standard terms and conditions for professional services. Such changes include, but are not limited to:
    - Any additional hardware configuration not listed in this document.
    - Modification of the Client's application software.
    - Development of custom solutions including scripting.

Exhibit B: Quote MJS061239 v2 submitted by Consultant dated 18 August 2016

Remit to address:
Compunet, Inc.
PO Box 410802
Salt Lake City, UT. 84141

Video Surveillance

Quote: MJS061239
Version: 2
NCPA #22-16

Bill To:
City of Kennewick
210 W 6th Ave

Kennewick, WA 99336

Contact:
John Barada
5095854323
John.Barada@ci.kennewick.wa.us

Ship To:
City of Kennewick
210 W 6th Ave

Kennewick, WA 99336

Prepared By:
Marilynne Schott
Phone: 208-562-4727
Email: mschott@compunet.biz

Axis (Police Dept)		List	Price	Qty	Extended
0514-001	AXIS M3006-V Network Camera - Color - M12-mount	$499.00	$365.87	2	$731.74
0515-001	AXIS M3007-PV Network Camera - Color - M12-mount - Vandal Resistant with HDTV	$649.00	$431.40	2	$862.80
0614-001	AXIS P3215-V 2 Megapixel Network Camera - Color, Monochrome	$599.00	$518.41	13	$6,739.33
0615-001	AXIS P3215-VE Network Camera - Color	$749.00	$592.41	3	$1,777.23
0761-001	AXIS P3225-LV 2 Megapixel Network Camera - Color	$699.00	$569.40	2	$1,138.80
0618-001	AXIS Q3505-VE 2.3 Megapixel Network Camera - Color, Monochrome	$1,149.00	$936.46	11	$10,301.06
0619-001	AXIS Q3505-VE 2.3 Megapixel Network Camera - Color, Monochrome	$1,249.00	$1,083.28	2	$2,166.56
0670-001	AXIS P5635-E Network Camera - Color, Monochrome	$1,999.00	$1,628.22	1	$1,628.22
0710-001	AXIS Q8414-LVS 1.3 Megapixel Network Camera - Monochrome, Color	$1,299.00	$1,100.33	12	$13,203.96
0658-001	AXIS F41 Main Unit, Supports Full HDTV 1080P and WDR 2-Way Audio	$0.00	$385.61	5	$1,928.05
0734-001	AXIS COMMUNICATION INC AXIS F1025 Sensor Unit	$269.00	$227.86	5	$1,139.30
5017-671	Axis T91A67 Pole Bracket	$99.00	$81.16	1	$81.16
5033-541	AXIS T8353B Microphone	$449.00	$384.67	4	$1,538.68

Thursday, August 18, 2016 Page 1

CompuNet, Inc.

Remit to address:
Compunet, Inc.
PO Box 410802
Salt Lake City, UT. 84141

Video Surveillance
Quote: MJS061239
Version: 2
NCPA #22-16

Axis (Police Dept)		List	Price	Qty	Extended
0319-004	AXIS P7701 Video Decoder	$499.00	$427.51	1	$427.51
	Axis (Police Dept) Subtotal				**$43,664.40**

Additional Hardware		List	Price	Qty	Extended
DMF2-WAXFX8D	WREN flush-mount, White	$0.00	$88.24	4	$352.96
DMF2-BAXFX8D	WREN flush-mount, Black	$0.00	$88.24	1	$88.24
BLU-100	Soundweb London, 12 Analog input, 8 analog output, networked signal processor w/BLU Link	$0.00	$1,850.00	1	$1,850.00
PB-D-2NO-GR	Pushbutton, Dual, 2NO, Momentary, Green/Red	$0.00	$31.18	8	$249.44
Misc. Connectors	Miscellaneous mounting hardware and consumables	$0.00	$500.00	1	$500.00
	Additional Hardware Subtotal				**$3,040.64**

Axis (City Hall)		List	Price	Qty	Extended
0514-001	AXIS M3006-V Network Camera - Color - M12-mount	$499.00	$365.87	2	$731.74
0515-001	AXIS M3007-PV Network Camera - Color - M12-mount - Vandal Resistant with HDTV	$649.00	$431.40	1	$431.40
0614-001	AXIS P3215-V 2 Megapixel Network Camera - Color, Monochrome	$599.00	$518.41	2	$1,036.82
0618-001	AXIS Q3505-VE 2.3 Megapixel Network Camera - Color, Monochrome	$1,149.00	$936.46	8	$7,491.68
0619-001	AXIS Q3505-VE 2.3 Megapixel Network Camera - Color, Monochrome	$1,249.00	$1,083.28	2	$2,166.56
	Axis (City Hall) Subtotal				**$11,858.20**

Additional Hardware		List	Price	Qty	Extended
Misc. Connectors	Miscellaneous mounting hardware and consumables	$0.00	$150.00	1	$150.00
	Additional Hardware Subtotal				**$150.00**

Shipping		List	Price	Qty	Extended
Shipping	Ground Shipping Estimated, Billed As Actual	$0.00	$0.00	1	$0.00

CompuNet, Inc.

Remit to address:
Compunet, Inc.
PO Box 410802
Salt Lake City, UT. 84141

Video Surveillance
Quote: MJS061239
Version: 2
NCPA #22-16

Shipping	List	Price	Qty	Extended
Shipping Subtotal				**$0.00**

Summary	Amount
Axis (Police Dept)	$43,664.40
Additional Hardware	$3,040.64
Axis (City Hall)	$11,858.20
Additional Hardware	$150.00
Subtotal	**$58,713.24**
Tax	**$5,049.33**
Shipping	**$0.00**
Total	**$63,762.57**

*****Quotes are valid for 30 days unless otherwise noted.*****
Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors. Your electronic signature, per the Electronic Signature Act, is considered equivalent to your signed and faxed signature, and allows you to accept and place your order. A copy of this acceptance and the attached proposal document will be sent to your email address to complete your order acceptance. Your are NOT required to electronically sign your order, you may fax or email your signed proposal to your Account Manager.

To place your order you may sign and fax to: (208) 489-0615

PO Number:_____

_____ _____
Signature **Date**

Thursday, August 18, 2016 Page 3

Exhibit C: Quote MJS063033 v1 submitted by Consultant.

CompuNet, Inc.

Remit to address:
Compunet, Inc.
PO Box 410802
Salt Lake City, UT. 84141

EMC VNX Drive
Quote: MJS063033
Version: 1
EMC NASPO ValuePoint Contract
MNWNC-109/PADD15201190

Bill To:
City of Kennewick
210 W 6th Ave

Kennewick, WA 99336

Contact:
John Barada
5095854255
John.Barada@ci.kennewick.wa.us

Ship To:
City of Kennewick
210 W 6th Ave

Kennewick, WA 99336

Prepared By:
Marilynne Schott
Phone: 208-562-4727
Email: mschott@compunet.biz

Hardware/Software		List	Price	Qty	Extended
V31-DAE-N-15	3U DAE WITH 15X3.5 INCH DRIVE SLOTS	$2,360.00	$1,640.49	2	$3,280.98
V3-VS07-030U	VNX 3TB NL SAS DRV UPG-15X3.5IN DPE/DAE	$1,200.00	$834.15	25	$20,853.75
	Hardware/Software Subtotal				**$24,134.73**

CompuNet Services		List	Price	Qty	Extended
CNet Pro Services-DC	CompuNet Professional Services-Data Center Services	$300.00	$300.00	1	$300.00
	CompuNet Services Subtotal				**$300.00**

Shipping		List	Price	Qty	Extended
Shipping	Ground Shipping Estimated, Billed As Actual	$0.00	$0.00	1	$0.00
	Shipping Subtotal				**$0.00**

Summary	Amount
Hardware/Software	$24,134.73
CompuNet Services	$300.00
Subtotal	**$24,434.73**
Tax	**$2,101.38**
Shipping	**$0.00**
Total	**$26,536.11**

Page 1

CompuNet, Inc.

Remit to address:
Compunet, Inc.
PO Box 410802
Salt Lake City, UT. 84141

EMC VNX Drive
Quote: MJS063033
Version: 1
EMC NASPO ValuePoint Contract
MNWNC-109/PADD15201190

*****Quotes are valid for 30 days unless otherwise noted.*****
Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors. Your electronic signature, per the Electronic Signature Act, is considered equivalent to your signed and faxed signature, and allows you to accept and place your order. A copy of this acceptance and the attached proposal document will be sent to your email address to complete your order acceptance. Your are NOT required to electronically sign your order, you may fax or email your signed proposal to your Account Manager.

To place your order you may sign and fax to:

PO Number:_____

_____ _____
Signature **Date**

Page 2

Exhibit D: Quote MJS066369 v1 submitted by Consultant dated 16 August 2016.

CompuNet, Inc.

Remit to address:
Compunet, Inc.
PO Box 410802
Salt Lake City, UT. 84141

Video Surveillance (Genetec)

Quote: MJS066369
Version: 1
GSA GS-35F-0284U

Bill To:
City of Kennewick
210 W 6th Ave

Kennewick, WA 99336

Contact:
John Barada
5095854323
John.Barada@ci.kennewick.wa.us

Ship To:
City of Kennewick
210 W 6th Ave

Kennewick, WA 99336

Prepared By:
Marilynne Schott
Phone: 208-562-4727
Email: mschott@compunet.biz

Genetec		List	Price	Qty	Extended
GSC-1U	Genetec Security Desk Client Connection	$300.00	$243.75	5	$1,218.75
GSC-1MobileU	1 Security Center Mobile app connection (mobile app or web client)	$250.00	$203.12	5	$1,015.60
GSC-1AD-USCH	Security Center Active Directory Integration (users and cardholders). Enables Windows user accounts to be linked to Security Center user and Synergis cardholder accounts. Only available with Professional or Enterprise packages (Synergis and/or Omnicast) o	$1,720.00	$1,397.50	1	$1,397.50
GSC-Om-P-1C	1 camera connection	$230.00	$175.88	66	$11,608.08
ADV-CAM-P-1Y	Genetec Advantage for 1 Omnicast Pro Camera - 1 Year	$40.00	$40.00	66	$2,640.00
GSC-5.4	Software Version	$0.00	$0.00	1	$0.00
GSC-Base-5.4	Genetec Security Center (GSC) Base Package - Version 5.4 which includes: 1 Directory, 5 Security Desk client connections (incl. Web Client), Plan Manager Basic, Alarm Management, Advanced Reporting, System Partitioning, Zone Monitoring, IO Modules Support	$0.00	$0.00	1	$0.00
GSC-Om-P	GSC Omnicast Professional Package which includes:	$1,130.00	$918.12	1	$918.12
	Genetec Subtotal				**$18,798.05**

CompuNet Services		List	Price	Qty	Extended
CNet Pro Services-Phys. Sec.	CompuNet Professional Services-Genetec server setup and configuration for system users, video streams, archiving and viewing. Camera configuration for IP network. Camera install and focus. (Police Dept)	$23,000.00	$23,000.00	1	$23,000.00
CNet Pro Services-Phys. Sec.	CompuNet Professional Services-Genetec server setup and configuration for system users, video streams, archiving and viewing. Camera configuration for IP network. Camera install and focus. (City Hall)	$7,300.00	$7,300.00	1	$7,300.00
CNet Travel & Expenses	Estimated travel (billed as actual) - Police Dept	$5,280.00	$5,280.00	1	$5,280.00
CNet Travel & Expenses	Estimated travel (billed as actual)	$2,730.00	$2,730.00	1	$2,730.00
	CompuNet Services Subtotal				**$38,310.00**

Tuesday, August 16, 2016 Page 1

CompuNet, Inc.

Remit to address:
Compunet, Inc.
PO Box 410802
Salt Lake City, UT. 84141

Video Surveillance (Genetec)

Quote: MJS066369
Version: 1
GSA GS-35F-0284U

Shipping		List	Price	Qty	Extended
Shipping	Ground Shipping Estimated, Billed As Actual	$0.00	$0.00	1	$0.00
	Shipping Subtotal				**$0.00**

Summary	Amount
Geneted	$18,798.05
CompuNet Services	$38,310.00
Subtotal	**$57,108.05**
Tax	**$4,911.28**
Shipping	**$0.00**
Total	**$62,019.33**

Quotes are valid for 30 days unless otherwise noted. Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors. Your electronic signature, per the Electronic Signature Act, is considered equivalent to your signed and faxed signature, and allows you to accept and place your order. A copy of this acceptance and the attached proposal document will be sent to your email address to complete your order acceptance. Your are NOT required to electronically sign your order, you may fax or email your signed proposal to your Account Manager.

To place your order you may sign and fax to:

PO Number:_____

_____ **Signature**

_____ **Date**

Exhibit E: Quote MJS067215 v1 submitted by Consultant dated 16 August 2016.

CompuNet, Inc.

Remit to address:
Compunet, Inc.
PO Box 410802
Salt Lake City, UT. 84141

Police Department Switch
Quote: MJS067215
Version: 1
Cisco NASPO ValuePoint Washington
AR-233 (14-19) / 01114

Bill To:
City of Kennewick
210 W 6th Ave

Kennewick, WA 99336

Contact:
John Barada
5095854255
John.Barada@ci.kennewick.wa.us

Ship To:
City of Kennewick
210 W 6th Ave

Kennewick, WA 99336

Prepared By:
Marilynne Schott
Phone: 208-562-4727
Email: mschott@compunet.biz

2960X-48FPS-L		List	Price	Qty	Extended
WS-C2960X-48FPS-L	Catalyst 2960-X 48 GigE PoE 740W, 4 x 1G SFP, LAN Base	$6,595.00	$3,825.10	5	$19,125.50
CAB-16AWG-AC	AC Power cord, 16AWG	$0.00	$0.00	5	$0.00
PWR-CLP	Power Retainer Clip For Cisco 3560-C and 2960-C Compact Swit	$0.00	$0.00	5	$0.00
C2960X-STACK	Catalyst 2960-X FlexStack Plus Stacking Module	$1,195.00	$693.10	5	$3,465.50
CAB-STK-E-0.5M	Cisco FlexStack 50cm stacking cable	$0.00	$0.00	5	$0.00
	2960X-48FPS-L Subtotal				**$22,591.00**

Smartnet (1 Year)		List	Price	Qty	Extended
CON-SNT-WSC294SL	SNTC-8X5XNBD Catalyst 2960-X 48 G	$415.00	$373.50	5	$1,867.50
	Smartnet (1 Year) Subtotal				**$1,867.50**

2960X-48FPS-L		List	Price	Qty	Extended
WS-C2960X-48FPS-L	Catalyst 2960-X 48 GigE PoE 740W, 4 x 1G SFP, LAN Base	$6,595.00	$3,825.10	4	$15,300.40
CAB-16AWG-AC	AC Power cord, 16AWG	$0.00	$0.00	4	$0.00
PWR-CLP	Power Retainer Clip For Cisco 3560-C and 2960-C Compact Swit	$0.00	$0.00	4	$0.00
C2960X-STACK	Catalyst 2960-X FlexStack Plus Stacking Module	$1,195.00	$693.10	4	$2,772.40
CAB-STK-E-0.5M	Cisco FlexStack 50cm stacking cable	$0.00	$0.00	4	$0.00
	2960X-48FPS-L Subtotal				**$18,072.80**

Smartnet (1 Year)		List	Price	Qty	Extended
CON-SNT-WSC294SL	SNTC-8X5XNBD Catalyst 2960-X 48 G	$415.00	$373.50	4	$1,494.00
	Smartnet (1 Year) Subtotal				**$1,494.00**

Tuesday, August 16, 2016

Page 1

CompuNet, Inc.

Remit to address:
Compunet, Inc.
PO Box 410802
Salt Lake City, UT. 84141

Police Department Switch

Quote: MJS067215
Version: 1

Cisco NASPO ValuePoint Washington
AR-233 (14-19) / 01114

2960X-24PS-L		List	Price	Qty	Extended
WS-C2960X-24PS-L	Catalyst 2960-X 24 GigE PoE 370W, 4 x 1G SFP, LAN Base	$3,195.00	$1,853.10	1	$1,853.10
CAB-AC15A-90L-US	15A AC Pwr Cord, left-angle (United States) (bundle option)	$0.00	$0.00	1	$0.00
PWR-CLP	Power Retainer Clip For Cisco 3560-C and 2960-C Compact Swit	$0.00	$0.00	1	$0.00
	2960X-24PS-L Subtotal				**$1,853.10**

Smartnet (1 Year)		List	Price	Qty	Extended
CON-SNT-WSC224SL	SNTC-8X5XNBD Catalyst 2960-X 24 G	$201.00	$180.90	1	$180.90
	Smartnet (1 Year) Subtotal				**$180.90**

APC		List	Price	Qty	Extended
SMX3000RMLV2U	APC Smart-UPS X 3000 VA Rack-mountable UPS	$1,625.00	$1,440.93	1	$1,440.93
AP9625	APC 2-Post Mounting Kit	$207.00	$138.01	1	$138.01
	APC Subtotal				**$1,578.94**

Miscellaneous		List	Price	Qty	Extended
EO-1EBE3FTB	EQUAL OPTICS CAT 5E CABLE BLUE 3 FT	$3.50	$2.65	50	$132.50
EO-1EBE5FTB	EQUAL OPTICS CAT 5E CABLE BLUE 5 FT	$4.80	$3.99	50	$199.50
EO-1EBE7FTB	EQUAL OPTICS CAT 5E CABLE BLUE 7FT	$6.50	$5.32	50	$266.00
EO-1EBE10FTB	EQUAL OPTICS CAT 5E CABLE BLUE 10FT	$7.55	$6.65	25	$166.25
55053-703	Chatsworth Standard 19" Rack, Black	$185.00	$178.51	1	$178.51
AT55WMP	Wire management panel, 1RU	$48.00	$40.14	12	$481.68
	Miscellaneous Subtotal				**$1,424.44**

CompuNet Services		List	Price	Qty	Extended
CNet Pro Services-Network	CompuNet Professional Services-Borderless Services	$1,500.00	$1,500.00	1	$1,500.00
	CompuNet Services Subtotal				**$1,500.00**

Shipping		List	Price	Qty	Extended
Shipping	Ground Shipping Estimated, Billed As Actual	$0.00	$0.00	1	$0.00
	Shipping Subtotal				**$0.00**

Tuesday, August 16, 2016

Page 2

CompuNet, Inc.

Remit to address:
Compunet, Inc.
PO Box 410802
Salt Lake City, UT. 84141

Police Department Switch

Quote: MJS067215
Version: 1

Cisco NASPO ValuePoint Washington
AR-233 (14-19) / 01114

Summary	Amount
2960X-48FPS-L	$22,591.00
Smartnet (1 Year)	$1,867.50
2960X-48FPS-L	$18,072.80
Smartnet (1 Year)	$1,494.00
2960X-24PS-L	$1,853.10
Smartnet (1 Year)	$180.90
APC	$1,578.94
Miscellaneous	$1,424.44
CompuNet Services	$1,500.00
Subtotal	**$50,562.68**
Tax	**$4,348.39**
Shipping	**$0.00**
Total	**$54,911.07**

*****Quotes are valid for 30 days unless otherwise noted.*****
Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors. Your electronic signature, per the Electronic Signature Act, is considered equivalent to your signed and faxed signature, and allows you to accept and place your order. A copy of this acceptance and the attached proposal document will be sent to your email address to complete your order acceptance. Your are NOT required to electronically sign your order, you may fax or email your signed proposal to your Account Manager.

To place your order you may sign and fax to: (208) 489-0615

PO Number:_____

_____ _____
Signature **Date**

Exhibit F: Quote MJS067465 v2 submitted by Consultant dated 26 August 2016.

CompuNet, Inc.

Remit to address:
Compunet, Inc.
PO Box 410802
Salt Lake City, UT. 84141

Physical Access
Quote: MJS067465
Version: 2
GSA GS-35F-0284U

Bill To:
City of Kennewick
210 W 6th Ave

Kennewick, WA 99336

Contact:
Pat Sparks
5095854257
Pat.Sparks@ci.kennewick.wa.us

Ship To:
City of Kennewick
210 W 6th Ave

Kennewick, WA 99336

Prepared By:
Marilynne Schott
Phone: 208-562-4727
Email: mschott@compunet.biz

Genetec		List	Price	Qty	Extended
GSC-Base-5.4	Genetec Security Center (GSC) Base Package - Version 5.4 which includes: 1 Directory, 5 Security Desk client connections (incl. Web Client), Plan Manager Basic, Alarm Management, Advanced Reporting, System Partitioning, Zone Monitoring, IO Modules Support	$0.00	$0.00	1	$0.00
GSC-Sy-P	GSC Synergis Professional Package software which includes: 1 Access Manager. Max. 256 readers, Max. 2 Access Managers, Max. 10 clients	$3,500.00	$2,843.75	1	$2,843.75
GSC-THREATLEVELS	Threat Level Module. Only available with Professional or Enterprise packages (Synergis and/or Omnicast).	$1,450.00	$1,178.12	1	$1,178.12
GSC-Sy-P-1USBR	1 RF Ideas USB enrollment reader connection (not required if RF Ideas USB enrollment reader purchased with software).	$100.00	$81.25	1	$81.25
GSC-Sy-P-IMP	Import Tool (import cardholder and credential data)	$1,000.00	$812.50	1	$812.50
SY-CLOUDLINK	Synergis Cloud Link w/2GB RAM, 16GB Flash, image installed w/Synergis access control firmware, four RS-485 ports, PoE	$1,150.00	$934.38	2	$1,868.76
2000PGGMN	HID iCLASS 2000 PVC Card	$3.86	$3.14	100	$314.00
920PTNNEK00000	HID multiCLASS SE RP40 Smart Card Reader	$228.25	$185.45	5	$927.25
SY-29X23ENC-KIT	Large Enclosure Kit (unassembled). 29x23 inches/73.7 x 58.4 cm enclosure, lock/key, tamper, backplate, screws for backplate (including for Mercury and HID modules), battery cover and tamper	$680.00	$552.50	1	$552.50
SY-6APS-B-NA-KIT	6A Power Supply Kit for America. 6A power supply/charger board (110VAC/60Hz, 12 VDC @ 6A output); Screws& standoffs,	$320.00	$260.00	1	$260.00
Sy-70100AEP0N	VertX V100 Reader Interface. Software reader connections (qty 2) are included (with plastic enclosure back plate & cover; no power supply, metal enclosure not included)	$483.00	$392.44	3	$1,177.32
910PTNNEK00000	HID multiCLASS RP15 6145C Smart Card Reader	$228.25	$185.45	1	$185.45
ADV-RDR-P-1Y	Genetec™ Advantage for 1 Synergis Pro Reader - 1 YR	$13.00	$10.56	48	$506.88
GSC-Sy-P-1R	1 External reader connection (required when hardware not purchased from Genetec)	$200.00	$162.50	42	$6,825.00
			Genetec Subtotal		**$17,532.78**

Friday, August 26, 2016 Page 1

CompuNet, Inc.

Remit to address:
Compunet, Inc.
PO Box 410802
Salt Lake City, UT. 84141

Physical Access

Quote: MJS067465
Version: 2
GSA GS-35F-0284U

Access Control		List	Price	Qty	Extended
9400-630	HES 9400	$270.00	$259.99	1	$259.99
100630496	HES 1006C	$325.00	$316.24	2	$632.48
5200C 12/24 630	HES 5200C	$125.00	$93.74	1	$93.74
AL600ULACM	Altronix 6amp 12/24VDC power supply	$265.00	$243.74	1	$243.74
Miscellaneous	Miscellaneous mounting hardware and consumables	$500.00	$500.00	1	$500.00
SY-ASSAABLOY-GEN	Generic part number for Assa Abloy projects. - INCLUDES 1 READER CONNECTION - **70-16-56-M1-8804F-24V-BIPS-03-PSB 630-LHR	$2,682.60	$2,548.47	2	$5,096.94
QC-C300P	Wire Harness to connect QC-12 hinge through door to lockset or exit device trim, cable has molex connectors on one end and pins crimped on other end. 38 Inch in length	$15.30	$14.54	2	$29.08
QC-C1500P	Wire Harness to connect QC-12 hinge through frame jamb up to ceiling, or up and around a full lite or half lite metal door. Cable has molex connectors on one end and pins crimped on other end.. 12 wires 15' 2 Inch in length	$31.87	$30.28	2	$60.56
	Access Control Subtotal				**$6,916.53**

Card Printer/Ribbon		List	Price	Qty	Extended
50120	DTC1250e Double Sided Dye Sublimation/Thermal Transfer Printer - Color - Desktop - Card Print, Three year printer warranty (NA)	$2,706.65	$1,756.24	1	$1,756.24
45010	RBN D1000 CART YMCKOK 200	$103.40	$58.12	1	$58.12
	Card Printer/Ribbon Subtotal				**$1,814.36**

CompuNet Services		List	Price	Qty	Extended
CNet Pro Services-Phys. Sec.	CompuNet Professional Services-Genetec server setup and configuration for system users, doors, schedules, access policies, cardholders and credentials. Door controller configuration for IP network.	$30,000.00	$30,000.00	1	$30,000.00
CNet Travel and Expenses	Estimated travel (billed as actual)	$12,000.00	$12,000.00	1	$12,000.00
	CompuNet Services Subtotal				**$42,000.00**

Shipping		List	Price	Qty	Extended
Shipping	Ground Shipping Estimated, Billed As Actual	$20.00	$20.00	1	$20.00
	Shipping Subtotal				**$20.00**

CompuNet, Inc.

Remit to address:
Compunet, Inc.
PO Box 410802
Salt Lake City, UT. 84141

Physical Access
Quote: MJS067465
Version: 2
GSA GS-35F-0284U

Summary	Amount
Geneteo	$17,532.78
Access Contro	$6,916.53
Card Printer/Ribbon	$1,814.36
CompuNet Services	$42,000.00
Subtotal	**$68,263.67**
Tax	**$5,870.67**
Shipping	**$20.00**
Total	**$74,154.34**

Quotes are valid for 30 days unless otherwise noted. Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors. Your electronic signature, per the Electronic Signature Act, is considered equivalent to your signed and faxed signature, and allows you to accept and place your order. A copy of this acceptance and the attached proposal document will be sent to your email address to complete your order acceptance. Your are NOT required to electronically sign your order, you may fax or email your signed proposal to your Account Manager.

To place your order you may sign and fax to:

PO Number:_____

_____ **Signature**

_____ **Date**

Exhibit G: Quote MJS067858 v1 submitted by Consultant dated 18 August 2016.

CompuNet, Inc.

Remit to address:
Compunet, Inc.
PO Box 410802
Salt Lake City, UT. 84141

Access Control Swap Out Option

Quote: MJS067858
Version: 1
GSA GS-35F-0284U

Bill To:
City of Kennewick
210 W 6th Ave

Kennewick, WA 99336

Contact:
Pat Sparks
5095854257
Pat.Sparks@ci.kennewick.wa.us

Ship To:
City of Kennewick
210 W 6th Ave

Kennewick, WA 99336

Prepared By:
Marilynne Schott
Phone: 208-562-4727
Email: mschott@compunet.biz

Genetec		List	Price	Qty	Extended
Sy-82000CKE1A	E1A EDGE EVO EH400-K Standard Controller. Single door, IP-based controller for Host-based systems. Single physical package. Door inputs/outputs are 4 external inputs, 2 outputs; on-board optical tamper (standard mount). One Wiegand/Clock-and-Data reader	$475.00	$385.94	33	$12,736.02
920PTNNEK00000	HID multiCLASS SE RP40 Smart Card Reader	$317.00	$185.45	33	$6,119.85
			Genetec Subtotal		**$18,855.87**

Miscellaneous		List	Price	Qty	Extended
Miscellaneous	Miscellaneous	$2,000.00	$2,000.00	1	$2,000.00
			Miscellaneous Subtotal		**$2,000.00**

CompuNet Services		List	Price	Qty	Extended
CNet Pro Services-Phys. Sec.	CompuNet Professional Services-Door controller configuration for IP network. Door hardware installation and setup.	$10,800.00	$10,800.00	1	$10,800.00
CNet Travel and Expenses	Estimated travel (billed as actual)	$3,000.00	$3,000.00	1	$3,000.00
			CompuNet Services Subtotal		**$13,800.00**

Shipping		List	Price	Qty	Extended
Shipping	Ground Shipping Estimated, Billed As Actual	$20.00	$20.00	1	$20.00
			Shipping Subtotal		**$20.00**

Thursday, August 18, 2016 Page 1

CompuNet, Inc.

Remit to address:
Compunet, Inc.
PO Box 410802
Salt Lake City, UT. 84141

Access Control Swap Out Option

Quote: MJS067858
Version: 1
GSA GS-35F-0284U

Summary	Amount
Geneteo	$18,855.87
Miscellaneous	$2,000.00
CompuNet Services	$13,800.00
Subtotal	**$34,655.87**
Tax	**$2,980.41**
Shipping	**$20.00**
Total	**$37,656.28**

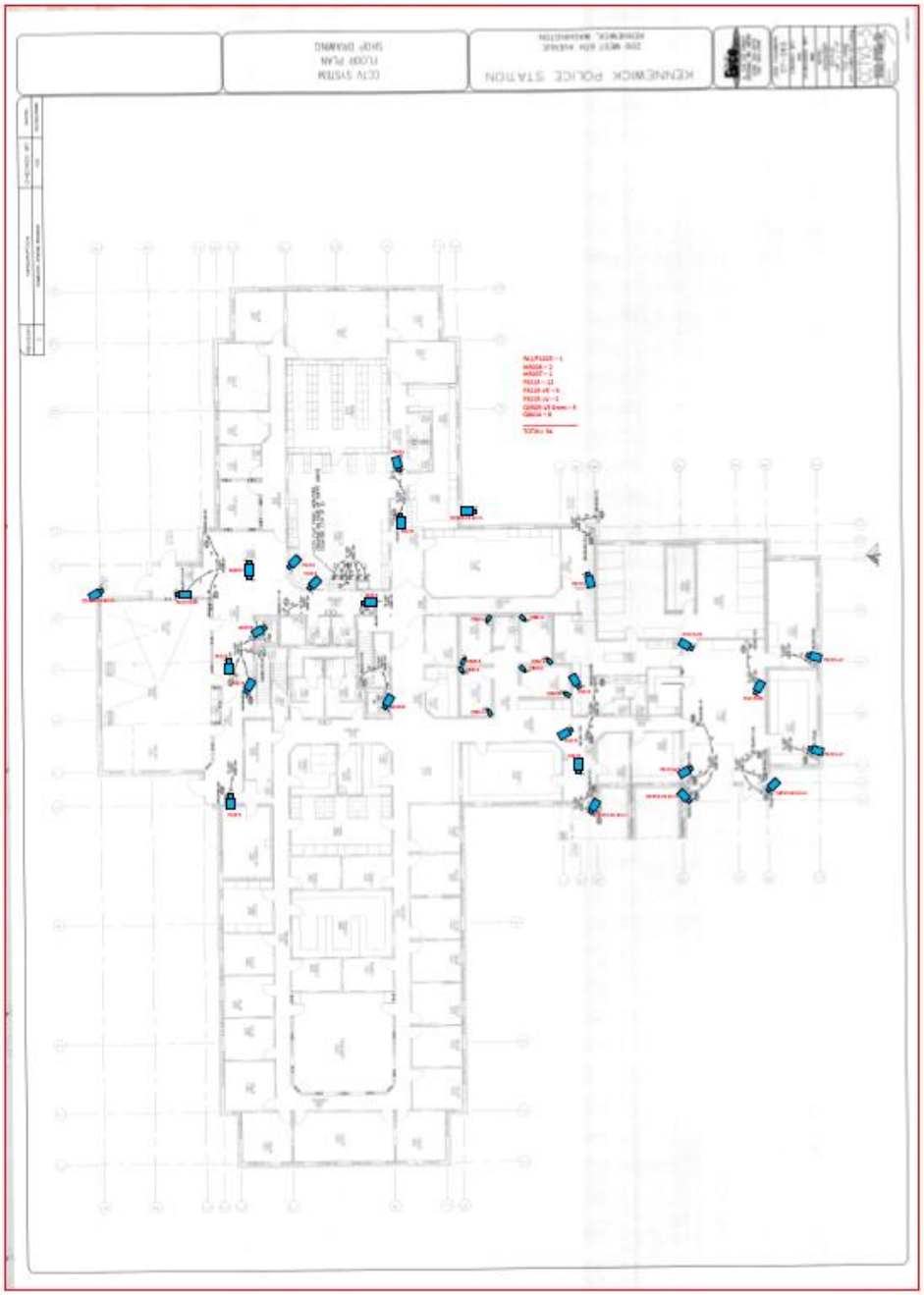
Quotes are valid for 30 days unless otherwise noted. Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors. Your electronic signature, per the Electronic Signature Act, is considered equivalent to your signed and faxed signature, and allows you to accept and place your order. A copy of this acceptance and the attached proposal document will be sent to your email address to complete your order acceptance. Your are NOT required to electronically sign your order, you may fax or email your signed proposal to your Account Manager.

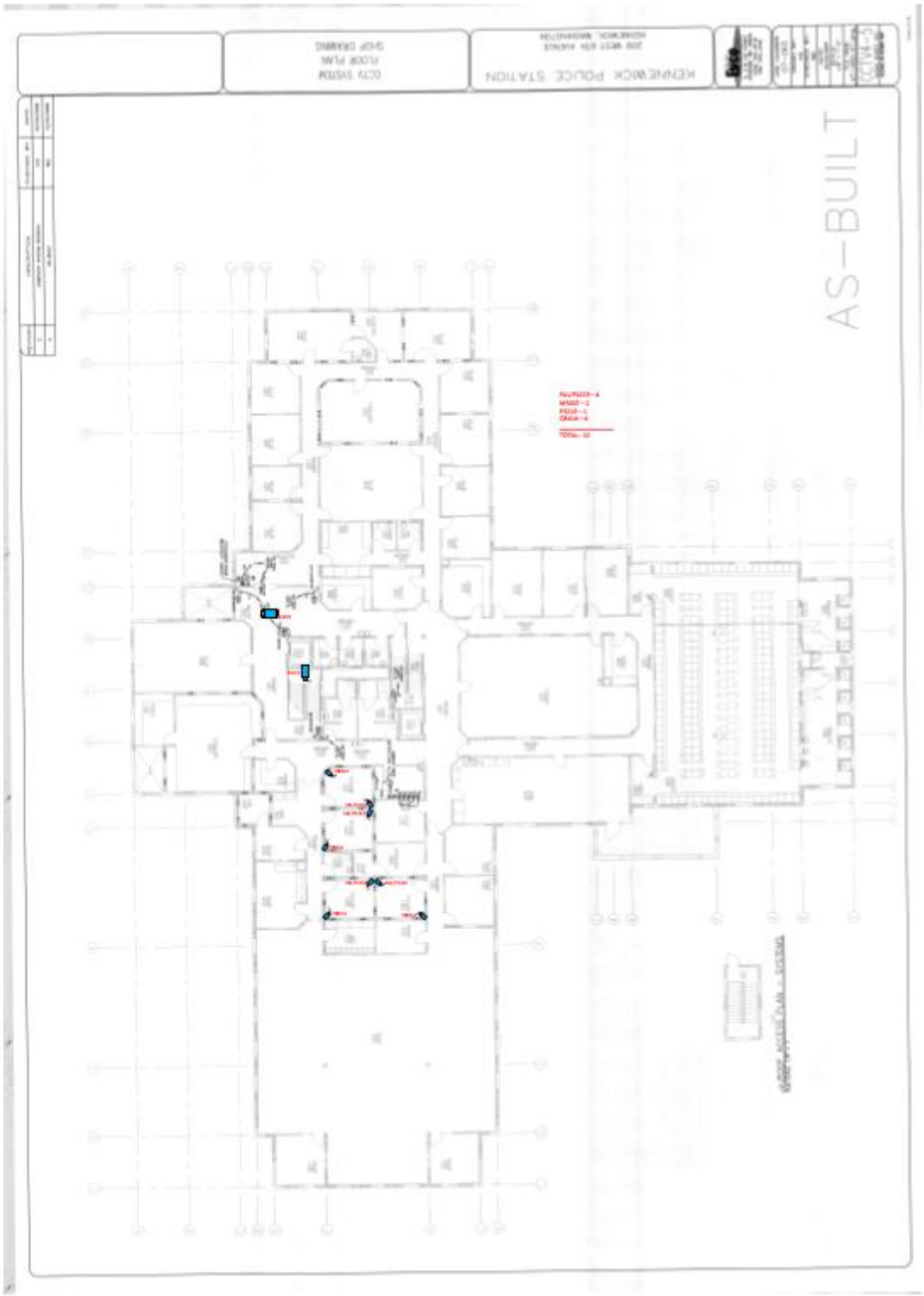
To place your order you may sign and fax to:

PO Number:_____

_____ _____
Signature **Date**

Exhibit H: Maps showing new camera locations and access control points.

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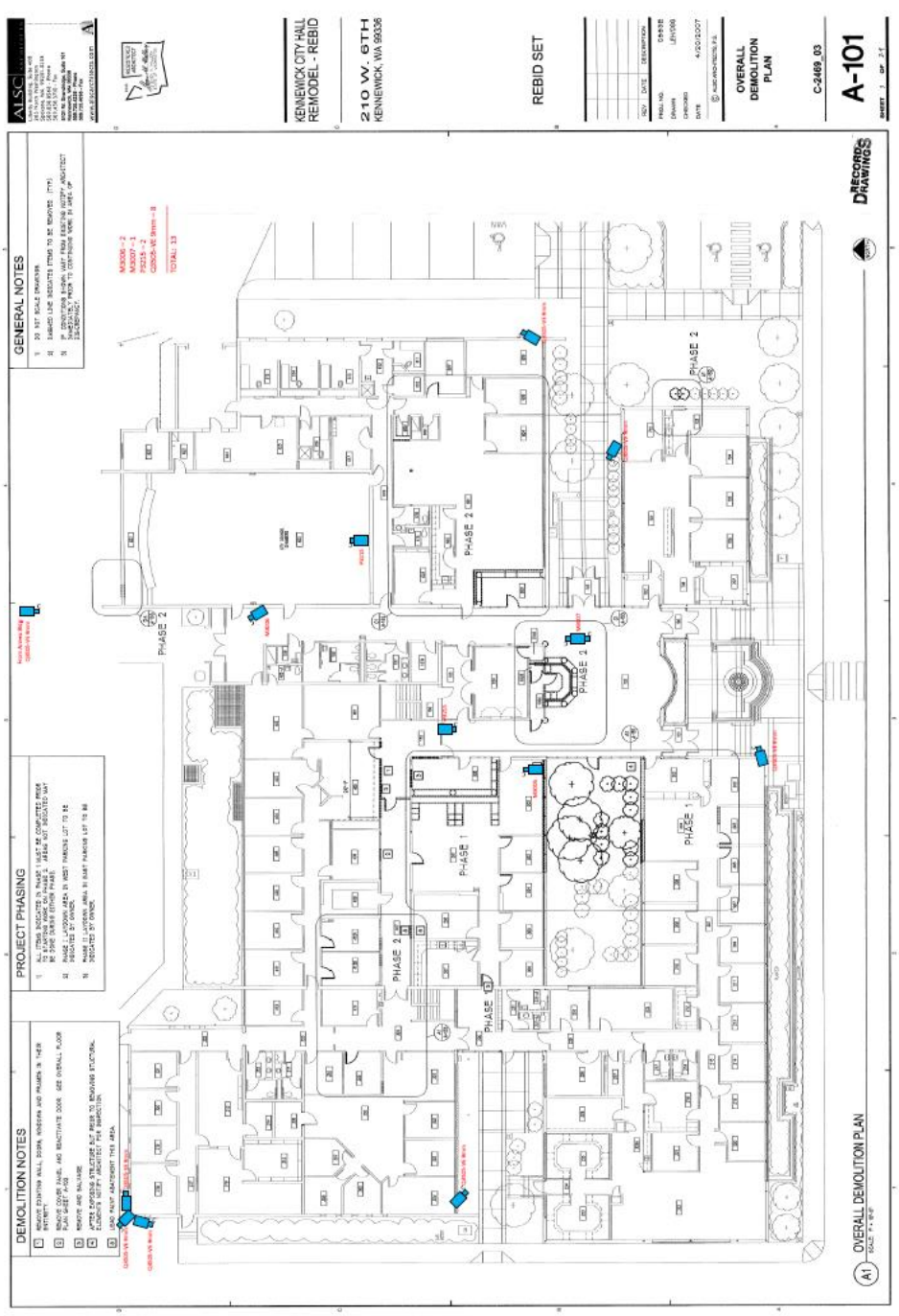
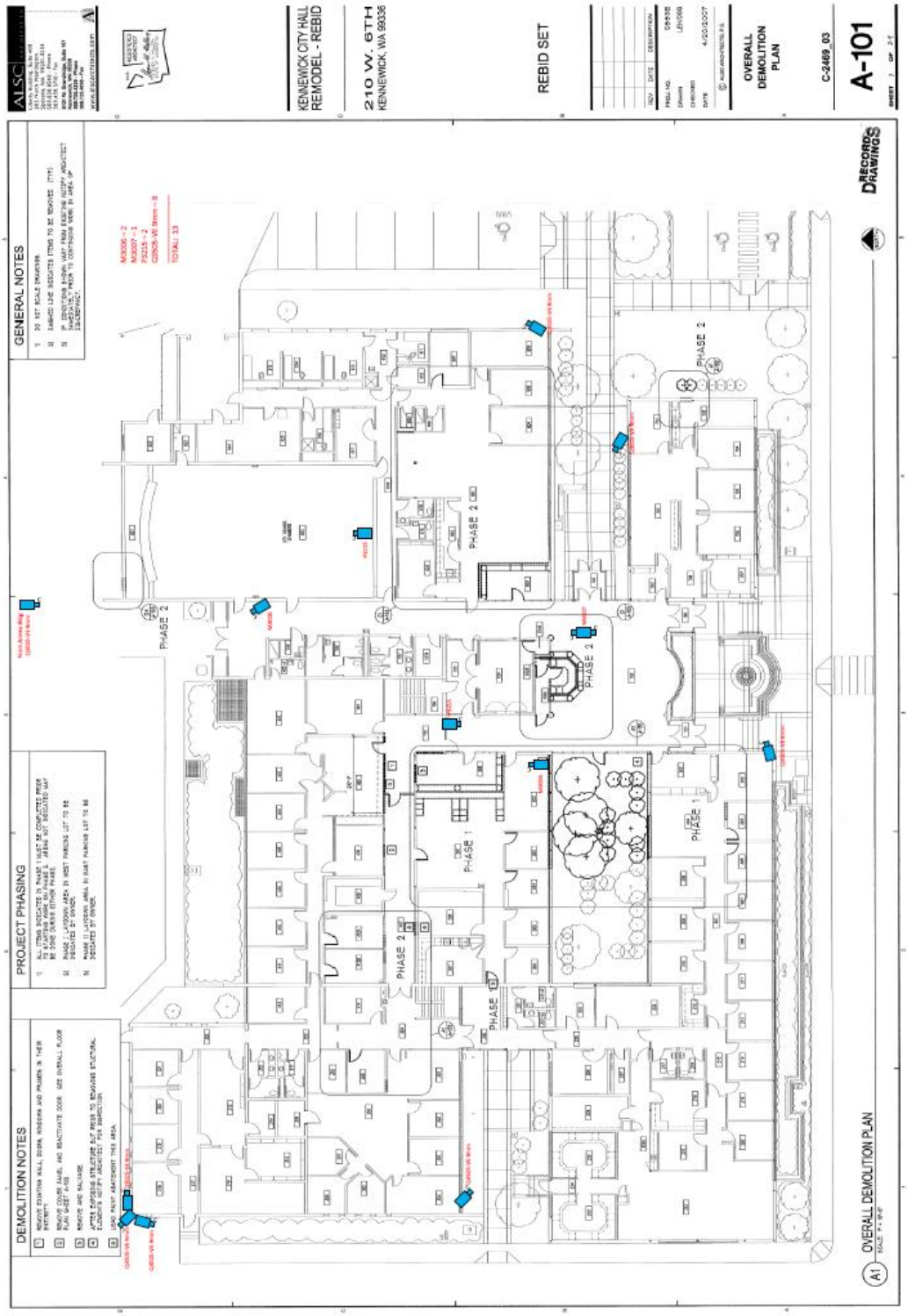
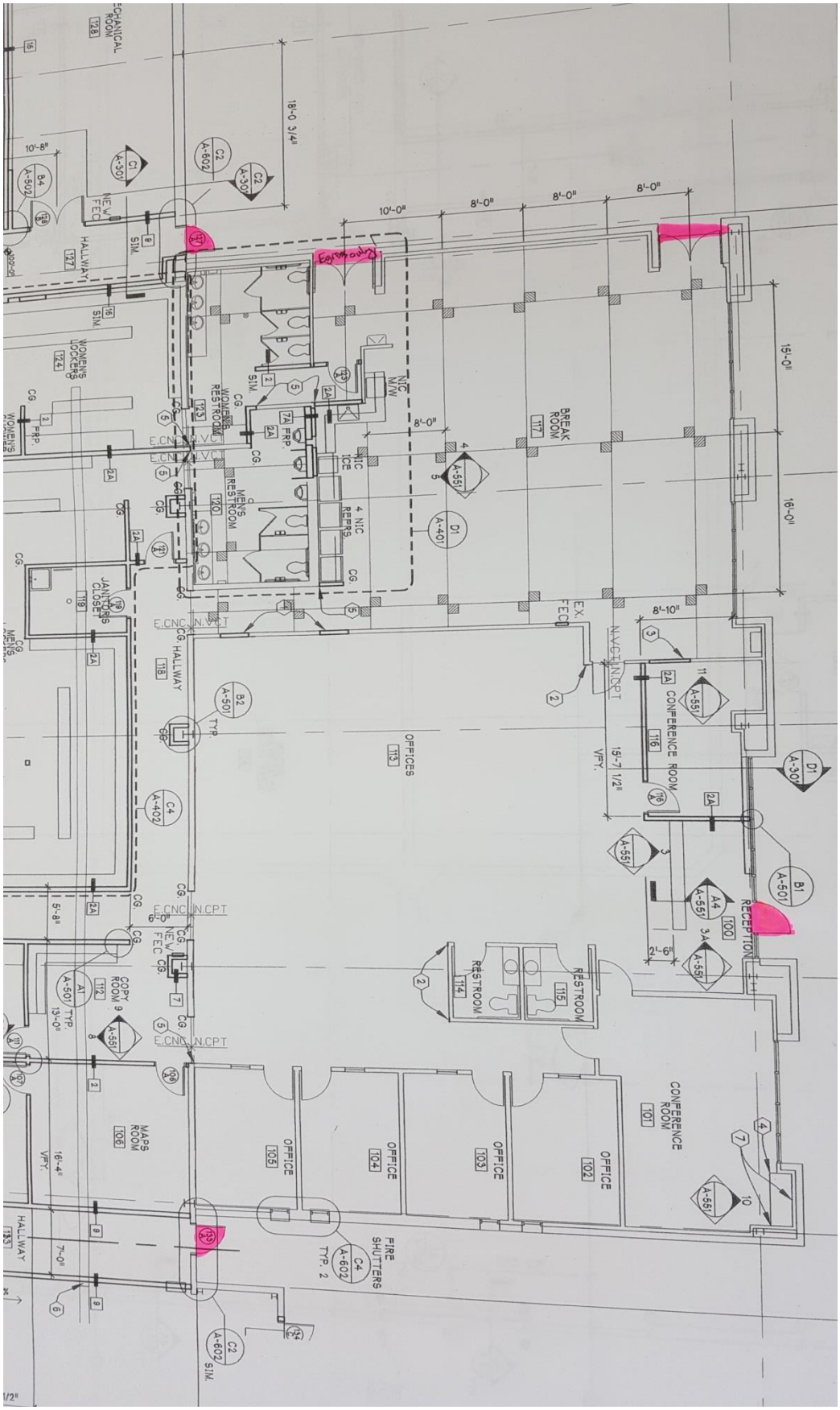
KENNEBUNK POLICE STATION
CCTV SYSTEM
FLOOR PLAN
SHOP DRAWING


ALSC
KENNEWICK CITY HALL
REMODEL - REBID
210 W. 6TH
KENNEWICK, WA 99336
REBID SET
OVERALL
DEMOLITION
PLAN
C-2469.03
A-101
GENERAL NOTES
PROJECT PHASING
DEMOLITION NOTES
PHASE 1
PHASE 2
RECORD DRAWINGS
A1 OVERALL DEMOLITION PLAN


ALSC
KENNEWICK CITY HALL
REMODEL - REBID
210 W. 6TH
KENNEWICK, WA 99336
REBID SET
OVERALL
DEMOLITION
PLAN
C-2469_03
A-101
GENERAL NOTES
PROJECT PHASING
DEMOLITION NOTES
PHASE 1
PHASE 2
RECORD DRAWINGS
A1 OVERALL DEMOLITION PLAN


MECHANICAL ROOM
128
HALLWAY
127
WOMENS LOCKERS
121
WOMENS RESTROOM
123
MENS RESTROOM
120
JANITORS CLOSET
119
HALLWAY
118
COPY ROOM
112
MAPS ROOM
106
HALLWAY
135
OFFICES
113
BREAK ROOM
117
CONFERENCE ROOM
116
RECEPTION
100
RESTROOM
114
RESTROOM
115
OFFICE
105
OFFICE
104
OFFICE
103
OFFICE
102
CONFERENCE ROOM
101
FIRE SHUTTERS
NEW FEC
EX. FEC
NIC ICE
NIC MW
NIC REFS
E.CNC.JN.CPT
E.CNC.JN.VCT
N.VCT.JN.CPT
18'-0 3/4"
10'-8"
10'-0"
8'-0"
8'-0"
8'-0"
8'-0"
15'-0"
16'-0"
8'-10"
15'-7 1/2" VFY.
2'-6"
5'-8"
16'-4" VFY.
7'-0"
13'-0"
6'-0"
Existing only

Council Agenda Coversheet

Agenda Item Number	3.e.	Council Date	10/18/2016
Agenda Item Type	Contract/Agreement/Lease		
Subject	Wiring for Physical Access & Surveillance Environ.		
Ordinance/Reso #		Contract #	16-031
Project #	RFB16-015	Permit #	
Department	Management Services		

- Consent Agenda ☒
- Ordinance/Reso ☐
- Public Mtg / Hrg ☐
- Other ☐
- Quasi-Judicial ☐

Recommendation

Staff recommends that City Council approve the funding and award of the public works contract for Video Surveillance and Physical Security Access Wiring to Paramount Communications Inc. in the amount of $17,991.76

Motion for Consideration

I move to approve the funding and award of the public works contract for Video Surveillance and Physical Security Access Wiring to Paramount Communications Inc. in the amount of $17,991.76

Summary

This contract is for providing , installing and completing the wiring necessary for the Video Surveillance and Physical Security Access Wiring project at City hall, Police and Frost buildings.

A request for bids, RFB16-015, was issued utilizing the Washington State Master Contract for Inside Wiring from three pre-approved contractors, E3 solutions, Interwest Technology Systems and Paramount Communications Inc.. One bid was received from Paramount Communications Inc. in the amount of $17,991.76 including tax. This is within the estimated cost for the work. This contractor was responsive and has experience in this type of work with the ability to complete within the project schedule.

Alternatives

None recommended

Fiscal Impact

Total project cost estimated at $19,791 which includes a 10% contingency. Funding for this project has been identified and will be included in the Fall budget adjustment. Allocation by facility is as follows:

Police Station: $15,959; City Hall Facility: $3,012; Frost Facility: $820

Through	John Noble Oct 11, 09:51:19 GMT-0700 2016
Dept Head Approval	Christina Palmer Oct 12, 11:23:04 GMT-0700 2016
City Mgr Approval	Marie Mosley Oct 14, 13:45:24 GMT-0700 2016

Attachments:

☐ **Recording Required?**

Council Agenda Coversheet

Agenda Item Number	3.f.	Council Date	10/18/2016
Agenda Item Type	Contract/Agreement/Lease		
Subject	Entiat to Canal Drive Water Line Design Study		
Ordinance/Reso #		Contract #	
Project #	P1606	Permit #	
Department	Public Works		

- Consent Agenda ☒
- Ordinance/Reso ☐
- Public Mtg / Hrg ☐
- Other ☐
- Quasi-Judicial ☐

Recommendation

That City Council authorize the Mayor to sign a Consulting Agreement with HDR Engineering, Inc., for engineering services for a design study for the replacement of a failed16" steel water mainline with 24" ductile iron between Entiat and Canal Drive.

Motion for Consideration

I move to authorize the Mayor to sign a Consulting Agreement with HDR Engineering, Inc., for engineering services for a design study for the replacement of a failed16" steel water mainline with 24" ductile iron between Entiat and Canal Drive.

Summary

A 16" steel water mainline between Entiat and Canal Drive that has failed and is currently shut off and isolated. The main line supplies water from the Ranney Collector Wells to the Booster station that feeds the zone two pressure system. Without this water main in service we reduce flow capabilities of the system and reduce redundancies in our water supply.

The current failed water main runs beneath 2 sets of railroad tracks (UPRR & BNSF), Columbia Irrigation canal and a Corp of Engineers drainage easement. This engineering study will look at alternative routes to minimize the number of crossings and the regulatory requirements that would be required with the various agencies, simplifying the design and reduce the permitting requirements to help speed up the process of getting the line replaced.

This engineering study will look at alternatives to the existing water line alignment and plan for up-sizing the new main line to a 24" diameter ductile iron pipe as a means to provide appropriate sizing to meet the 2016 Kennewick Hydraulic model completed as part of the 2016 Water Comprehensive Plan.

Alternatives

None Recommended

Fiscal Impact

401.010.594.34.65.75 - $396,463 Consultant - $110,396

Through	Pat Everham Oct 10, 14:39:18 GMT-0700 2016
Dept Head Approval	Cary Roe Oct 11, 15:06:25 GMT-0700 2016
City Mgr Approval	Marie Mosley Oct 14, 13:48:35 GMT-0700 2016

Attachments: Agreement

☐ **Recording Required?**

AGREEMENT BETWEEN OWNER AND CONSULTANT

ENGINEERING SERVICES - ENTIAT TO CANAL WATER LINE DESIGN

THIS AGREEMENT, entered into this 4th day of October, 2016, by and between the City of Kennewick, 210 West 6th Avenue, Kennewick, Washington (hereinafter called the "OWNER"), and HDR Engineering, Inc. 2805 Saint Andrews Loop, Suite A, Pasco, WA. 99301-6121 (hereinafter called the "CONSULTANT").

WITNESSETH:

1. **GENERAL DESCRIPTION OF WORK.** The OWNER does hereby employ the CONSULTANT to provide engineering services required for the engineering study for a basis of design report of a 24-inch diameter water transmission main. The study shall include investigation of up to four different routes for the newly proposed water transmission main with consideration of the permitting process and estimated timelines of the agencies involved with each route, geo-technical challenges, preliminary profiles of each of the routes, abandonment requirements for the existing 12-inch water transmission main, and estimated costs for construction. All alignments shall originate at the intersection of N. Palouse St. and W. Entiat Ave. and tie-in to the existing system just north of W. Canal Dr., using the basis of four different alignments as agreed upon by the Consultant and the Owner. The CONSULTANT shall furnish all services, labor, and related equipment necessary to conduct and complete the work as designated elsewhere in this agreement.

2. **SCOPE OF WORK.** Services to be provided by the CONSULTANT are detailed in the attached Exhibit A.

3. **GENERAL REQUIREMENTS.** The Consultant shall attend coordination meetings, progress and presentation meetings with the Owner, or such Federal, Community, State, City, or County officials, groups or individuals as may be requested by the OWNER. The OWNER will provide the CONSULTANT sufficient notice prior to meetings requiring CONSULTANT participation. Compensation for additional meetings (those in addition to the meetings specified in Attachment A) requested by the OWNER shall be considered Extra Work.

4. **TIME FOR BEGINNING AND COMPLETION.** The CONSULTANT shall not begin any work under the terms of this Agreement until authorized in writing by the OWNER. CONSULTANT agrees to use best efforts to complete all work described under this Agreement by March 2017. The CONSULTANT shall not be responsible for any delays which occur due to no fault of its own or which could not have been reasonably foreseen by the parties at the time this Agreement was executed.

5. **PAYMENT.** The CONSULTANT shall be paid by the OWNER to complete the services described in Exhibit A. Payment shall be full compensation for all work performed or services rendered, and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work as specified.

   The CONSULTANT shall be paid a **Time and Materials Amount not to exceed $100,360** by the OWNER to complete design services described in Exhibit A.

a. **Management Reserve Fund.**

The OWNER has established a Management Reserve Fund to provide the Public Works Director the flexibility of authorizing additional funds to the Agreement for allowable unforeseen costs, or reimbursing the CONSULTANT for additional work beyond that already defined in this Agreement. Such authorization(s) shall be in writing and shall not exceed 10% of the amounts shown below. Any changes requiring additional costs in excess of the Management Reserve Fund shall be made in accordance with Section 18, Extra Work.

b. **Maximum Total Amount Payable.**

i. The Maximum Total Amount Payable, by the OWNER to the CONSULTANT under this Agreement, shall not exceed **$110,396** which includes the Management Reserve Funds.

ii. Partial payments to cover the percentage of work completed may be requested by the CONSULTANT. These payments shall not be more than one (1) per month. If the OWNER wishes to question an invoice submitted to it for payment by the CONSULTANT, the CONSULTANT shall provide the OWNER with such verifying information as it may reasonably request.

iii. Final payment of any balance due the CONSULTANT of the gross amount earned will be made promptly upon its verification by the OWNER after the completion of the work 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 OWNER, unless such claims are specifically reserved in writing and transmitted to the OWNER by the CONSULTANT prior to its acceptance. Said final payment shall not, however, be a bar to any claims that the OWNER may have against the CONSULTANT or to any remedies the OWNER may pursue with respect to such claims.

iv. After final payment, the CONSULTANT and his/her sub-consultants shall keep cost records, accounts and all items relating to or bearing upon these records available for inspection by representatives of the OWNER, the State and the United States for a period of three years with the following exception: If any litigation, claim, or audit arising out of, in connection with, or relating to this contract is initiated before the expiration of the three-year period, the cost records and accounts shall be retained until such litigation, claim, or audit involving the records is completed.

6. **EMPLOYMENT.** Any and all employees of the CONSULTANT, or its agents, 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 OWNER, and any and all claims that may or might arise under any

Workmen's Compensation Act on behalf of said employees or agents while so engaged, and any and all claims made by a third party as a consequence of any negligent act or omission on the part of the CONSULTANT's employees or its agents 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.

7. **OTHER PARTIES.** It is mutually agreed that this Agreement is not transferable by either signatory to a third party without the consent of the other principal party.

8. **OWNERSHIP OF DOCUMENTS.** All designs, drawings, specifications, documents, and other work products prepared pursuant to this Agreement, will become the property of the OWNER upon payment to the CONSULTANT of its fees as set forth in this Agreement. The Owner acknowledges the CONSULTANT's plans and specifications, including all documents on electronic media, as instruments of professional services. The plans and specifications prepared under this Agreement shall become the property of the OWNER upon completion of the services and payment in full of all payment due to the CONSULTANT. The OWNER shall not make, or permit to be made, any modifications to the plans and specifications without the prior written authorization of the CONSULTANT. The OWNER agrees to waive any claim against the CONSULTANT arising from any unauthorized reuse of the plans and specifications and to indemnify and hold the CONSULTANT harmless from any claim, liability or cost arising, or allegedly arising, out of any reuse of the plans and specifications by the OWNER or its agent not authorized by the CONSULTANT.

9. **TERMINATION.**

   a. This Agreement may be terminated by either party upon thirty (30) days written notice, by registered mail, or mailed to the other party at their usual place of business. In the event this contract is terminated by the CONSULTANT, the OWNER will be entitled to reimbursement of costs occasioned by such termination by the CONSULTANT. In the event the OWNER terminates this Agreement, the OWNER shall pay the CONSULTANT for the work performed, an amount equal to the percentage of completion of the work as mutually agreed between the OWNER and the CONSULTANT.

   b. If any work covered by this Agreement shall be suspended or abandoned by the OWNER before the CONSULTANT has completed the assigned work, the CONSULTANT shall be paid for services performed down to the time of such termination or suspension an amount equal to the costs incurred at the date of termination as mutually agreed upon between the OWNER and the CONSULTANT.

10. **DISPUTE RESOLUTION.**

   a. The OWNER and the CONSULTANT agree to negotiate in good faith for a period of thirty (30) days from the date of notice of all disputes between them prior to exercising their rights under this Agreement, or under law.

   b. All disputes between the OWNER and the CONSULTANT not resolved by negotiation between the parties may be arbitrated only by mutual agreement of the OWNER and the CONSULTANT. If not mutually agreed to resolve the claim by arbitration, the claim will be resolved by legal action. Arbitration of all

claims will be in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association.

11. **VENUE, APPLICABLE LAW AND PERSONAL JURISDICTION.** In the event that either party deems it necessary to institute legal action or proceedings to enforce any right or obligation under this Agreement, the parties hereto agree that any such action shall be initiated in the Superior Court of the State of Washington, situated in Benton County. The parties hereto agree that all questions shall be resolved by application of Washington law and that the parties to such action shall have the right of appeal from such decision 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 Benton County.

12. **INSURANCE.** The CONSULTANT shall maintain Commercial General Liability and Automobile Liability insurance as will protect the OWNER from claims for bodily injury, or death, or property damage which may arise from the negligent performance by their employees in the functions and services required under this Agreement. Said insurance shall be at the minimum specified in Section 5.56.240 of the Kennewick Municipal Code (minimum combined single-limit coverage of $1,000,000.00). The City shall be named as an additional insured and the CONSULTANT shall provide thirty (30) days' notice in the event of cancellation. The CONSULTANT shall maintain Professional Liability Insurance in the amount of $1,000,000.00. Certificates of the above requirements shall be provided to the OWNER as a condition to the OWNER issuing to the CONSULTANT a Notice to Proceed.

13. **HOLD HARMLESS.**

    a. It is further agreed that the CONSULTANT shall hold harmless and indemnify the OWNER for any claims, cause of action, injury, or damage caused by the sole negligence of the CONSULTANT, its agents or employees in the performance of this Agreement.

    b. It is further agreed that the OWNER shall hold harmless and indemnify the CONSULTANT for any claims, cause of action, injury, or damage caused by the sole negligence of the OWNER, its agents or employees, in the performance of this Agreement.

    c. The CONSULTANT will indemnify the City against any claim or suit and the costs thereof brought by any of the CONULTANT's employees, sub-consultants, or sub-consultant's employees, whether brought pursuant to the Worker's Compensation Act, RCW Title 51, or otherwise, and the CONSULTANT waives any immunity whatsoever with respect to such indemnification.

14. **WARRANTY.** The professional services will be furnished in accordance with generally accepted professional practice and principles. No other warranty is either expressed or implied.

15. **SUCCESSORS OR ASSIGNS.** All of the terms, conditions and provisions hereof shall inure to the benefit of and are binding upon the parties hereto, and their respective successors and assigns; provided, however, that no assignment of the Agreement shall be made without written consent of the parties to the Agreement.

16. **EQUAL OPPORTUNITY AGREEMENT.** The CONSULTANT agrees that it will not discriminate against any employee or job applicants for work on this Agreement for reasons of race, sex, nationality or religious creed.

17. **CHANGES OF WORK.**

a. The CONSULTANT shall make such changes and revisions in the completed work of this Agreement as necessary to correct or revise any errors, omissions, or other deficiencies in the design, drawings, specifications, reports, and other similar documents which the CONSULTANT is responsible for preparing or furnishing under this Agreement, when required to do so by the OWNER, without additional compensation thereof.

b. Should the OWNER find it desirable for its own purposes to have previously satisfactorily completed work or parts thereof changed or revised, the CONSULTANT shall make such revisions as directed by the OWNER. This work shall be considered as Extra Work and will be paid for as herein provided under Section 18, Extra Work.

18. **EXTRA WORK.** The OWNER may desire to have the CONSULTANT perform work or render additional services within the general scope of this Agreement. Such work shall be considered as Extra Work and will be specified in a written supplement to this Agreement which will set forth the nature of the scope, schedule for additional work, and the method of payment and shall be agreed to in writing by both OWNER and CONSULTANT. Work under a Supplemental Agreement shall not proceed until authorized in writing by the OWNER.

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

CITY OF KENNEWICK

STEVE C. YOUNG, Mayor

Attest:

TERRI L. WRIGHT, City Clerk

Approved as to form:

Lisa Beaton, City Attorney

HDR ENGINEERING, Inc.

Karen Doherty

KAREN DOHERTY, Sr. Vice President

Engineering Services – Entiat to Canal Water Line
Task 100 – Preliminary Engineering

Scope of Services

September 2016

28015 Saint Andrews Loop
Suite A
Pasco, WA 99301-6121
(509) 546-2040

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EXHIBIT A

SCOPE OF SERVICES

Background

The City of Kennewick (City) desires to design and install a 24-inch water transmission main to replace two existing water lines. One is a 16-inch steel line near the BNSF railroad right-of-way that has failed due to leakage issues and is currently not in use. The other water line is a 12-inch line and in service. The existing 16-inch steel line will be abandoned in place and the 12-inch ductile iron pipe (DIP) will be abandoned in place or may be considered for removal. The new main will tie-in to the existing water lines near the intersection of N. Olympia St. and W. Entiat Ave. and to the existing valve cluster northeast of W. Canal Dr., south of the Washington State Highway 395 overpass. At a minimum, the new main will cross the Union Pacific Railroad and BNSF railroads, the Columbia Irrigation District canal, and the City interceptor sewer.

The City's overarching project objective is to eliminate water line leakage by replacing the subject segment water lines with a single large main. The City intends to utilize consultant engineering services to perform the project in the following four task execution approach:

- Task 100 – Preliminary Engineering
- Task 200 – Detailed Design
- Task 300 – Bidding
- Task 400 – Construction

This scope describes the first (Task 100) of those four tasks. The subsequent tasks will be scoped in separate contract amendments at the discretion of the City.

The scope objective of this first task is for HDR to collect and prepare the relevant information for four alterative pipeline alignment corridors identified in the consultant selection process. These four alternatives will then be presented to the City for preference selection. The preferred alignment will then be advanced to detailed design in Task 200.

This scope has been prepared using the following basis previously presented and discussed between HDR and City staff:

- The feasibility of all four alignment alternatives will be developed, including preliminary opinion of probable construction cost estimates. The basis for the alignment corridor identified in the HDR statement of qualifications as "Pipe Bursting Corridor" will include installing a new 24-inch ductile iron water main and not include pipe bursting.
- Permit fees costs are to be included in cost estimates along with estimated timelines for the permitting process for each of the agencies that would be involved with the pipe alignment.
- Surveying will be performed for all four alignment alternatives.
- Geotechnical investigation will be performed on the City's selected alignment alternative.
- HDR will work directly with the railroads, irrigation district, US Army Corp of Engineers, and other agencies having jurisdiction within the limits of the project.
- There will be two review meetings, one after the feasibility information is developed and another to review comments on the draft report.

General Assumptions

The following general assumptions are common to all tasks unless stated otherwise:

- City staff will review and submit one set of consolidated comments on all submittals transmitted by HDR within two weeks of the date of transmittal.
- Unless noted otherwise, all submittals identified in the following task descriptions will be electronic submittals in PDF format transmitted via email with larger documents requiring downloading using HDR's Slingshot email attachment handling software.

Scope of Services

Task 100 Preliminary Engineering

Objective

To develop the following:

- Surveying, permitting procedures and costs, and construction cost information necessary for the City to evaluate the four alignment alternatives for alignment selection.
- Complete the geotechnical investigation for the selected alternative.
- Complete a basis of design report.
- Provide the appropriate level of project management for this task to monitor and control scope, schedule, and budget as well as provide monthly status reporting and invoicing

HDR will subcontract the geotechnical investigation to Shannon & Wilson and surveying to Rogers Surveying.

Task 101 Surveying

HDR Services

1. Rogers Surveying (Rogers), as a subconsultant to HDR, will:
   A. Complete training required to work within UPRR and BNSF ROW.
   B. Establish vertical and horizontal survey control points for use in the topographic surveys, construction surveys, and for use in preparing any legal descriptions. The points will be based upon the City of Kennewick's horizontal and vertical datum.
   C. Survey controlling cadastral corners as needed to facilitate any legal descriptions required.
   D. Perform topographic surveys of the four alignment alternatives to including the following:
      i. Sewer line manholes with inverts upstream and downstream of the alignments.
      ii. Water lines with elevation of the tops of valve nuts and locations of valve boxes.
      iii. Centerline and edge of pavements including curb and gutter, and sidewalks.
      iv. Railroad tracks, turnouts and structures related to drainage.
      v. Ground elevations to generate contours at 1 foot intervals.
      vi. Drainage ditches channels and structures.
      vii. Canal sections and structures.
      viii. Any other relevant utilities or features.
   E. Survey horizontal and vertical location data on the borings drilled by the geotechnical subconsultant.
   F. Provide legal descriptions that might be required for the final selected alignment.

Deliverables

1. Survey data will be provided in AutoCAD Civil 3D 2016 format.
2. Legal descriptions will be provided in electronic format, e.g., PDF.

Task 102 Geotechnical Investigation

HDR Services

1. Shannon & Wilson, as the geotechnical subconsultant, will:
   A. Collect and compile data readily available published geotechnical and hydrogeologic reports, water well reports, and groundwater monitoring data for the alignment alternatives. Data sources will include the Washington State Department of Ecology (Ecology); Washington State Department of Natural Resources Geologic Maps; USDA Natural Resources Conservation Service Web Soil Survey; and other readily available similar listings for the alternative alignments.
   B. Complete any training required to work near UPRR and BNSF ROW.
   C. Contact the Utility Notification Center utility locate service to have the locations of utilities owned by organizations that subscribe to One-Call service identified and marked prior to explorations being performed.
   D. Arrange to have a private locator mobilize to the site and look for utilities not subscribing to the Utility Notification Center utility locate service. Additional utilities identified will be marked prior to explorations being performed.
   E. Subcontract up to 5 drilled borings (maximum of 5 borings to depths of 20 to 40 feet below existing grades or refusal) and 2 test pits (maximum of 8 to 10 feet below existing grades) within the City selected alignment, exclusively.
   F. Log each exploration and obtain disturbed samples.
   G. Backfill test pits with excavated material and backfill borings with bentonite.
   H. Select samples from the borings and test pits will be testing in a laboratory. Testing may include: Moisture content and grain size analysis.
   I. Estimate engineering properties materials.
   J. Make grading and earthwork recommendations including stripping and compaction.
   K. Temporary cut slope and permanent embankment slope inclination recommendations.
   L. Meet with HDR and City representatives to discuss findings and recommendations.
   M. Submit the Geotechnical Report which will be used for design of the 24-inch transmission main.

Deliverables

1. Shannon & Wilson will prepare a draft and final Geotechnical Technical Memorandum summarizing the findings of the exploration, laboratory testing, and any engineering analysis, including copies of the exploration logs and any copies of laboratory testing results.

Task 103 Engineering

HDR Services

1. Meet or communicate with the BNSF, UPRR, CID, and USACE to establish the design basis requirements and permitting requirement for crossing their ROW and facilities.
2. Prepare preliminary plan and profile figures for each alternative alignment.
3. Prepare Preliminary Opinion of Probable Construction Cost (OPCC) (AACE Class 3 Estimate) for each alternative alignment. Identify anticipated permitting costs and permit fees as a separate cost item.
4. Prepare and distribute information packets for alternative review meeting attendees. The content of the packets will include the following for each alternative:
   A. Plan and profile figure
   B. OPCC and permitting costs, including fees.
   C. Summary of design requirements.
   D. Pros and cons summary table.
   E. A list of potential identified risks for each alternative.
5. Conduct an alternative review meeting. Attendees to include HDR design staff along with key City staff.
6. Prepare a summary of alternative review meeting and distribute to participants for review. Incorporate comments into a final summary.
7. Preparation of a draft and final Basis of Design Report that will include the following:
   A. 30% design drawings.
   B. Preliminary OPCC (AACE Class 3 Estimate)
   C. Permitting requirements, fee estimates, and costs.
   D. Utility accommodation agreements and easement requirements.
   E. Risk assessment.
   F. A summary narrative.
   G. Geotechnical technical memorandum.
8. Conduct a draft basis of design report review meeting. Attendees to include HDR design staff along with key City staff.
9. Prepare a summary of basis of design report review meeting and distribute to participants for review. Incorporate comments into a final summary.

Deliverables

1. Information packets for alternative review meeting.
2. Draft and final alternative review meeting summary.
3. Draft and final Basis of Design Report.
4. Draft and final Basis of Design Report review meeting summary.

Task 104 Project Management

HDR Services

1. Prepare a Project Management Plan (Project Guide) outlining the project scope, team organization, schedule, and communications information.
2. Coordinate and manage the project team.
3. Subcontract with and manage project subconsultants.
4. Prepare monthly status reports describing the following:
   A. Services completed during the month
   B. Services planned for the next month
   C. Needs for additional information
   D. Scope/schedule/budget issues
   E. Schedule update and financial status summary
5. Prepare monthly invoices formatted in HDR's standard invoice format.
6. Project Manager will attend monthly project management meetings with the client Project Manager to review project scope, schedule, and budget issues.

Deliverables

1. Gantt chart Schedule.
2. Subconsultant subcontracts.
3. Monthly reports and invoices e-mailed PDF.
4. Monthly project schedule and budget updates.
5. Project management meeting agenda and notes emailed.

Task 100 Client Responsibilities

1. Provide site access to HDR and subconsultants.
2. The City will need to clean the valve boxes ahead of survey efforts.
3. Provide "as-built" or construction drawings, lease agreements, and or other documents for the water, sewer, and stormwater lines within the subject area.
4. Provide City staff to answer questions or make comments on inquiries from HDR, Shannon & Wilson, and/or Rogers Surveying.
5. Provide available information regarding any buried pipes and/or conduits installed by the City in subject area.
6. Assist as necessary, with notifications and communications for the Utility Notification Center utility locate service and utilities owned by others. Assist as necessary, with arrangements to have the locations of utilities not subscribing to the Utility Notification Center utility locate service identified and marked prior to explorations being performed.
7. Provide a fire hydrant meter for the exploration driller to access and use during drilling operations.

8. Prepare for and participate in meetings.
9. Review and comment on draft documents and meeting notes.
10. Attend project management meetings.
11. Timely processing and payment of invoices.
12. Review and process contract change requests and amendments, if needed.

Task 100 Assumptions

1. One legal description will be required for the City's chosen alignment.
2. Shannon & Wilson and Rogers will have access to the site via the irrigation district gated access roads to the area between the BNSF and UPRR tracks.
3. Shannon & Wilson basis for estimate for drilling is a total of 150 feet below existing grade. The final drilling depth will be determined following collection of survey data and selection of the preferred alternative.
4. Groundwater is at least 10-feet below the depth excavation.
5. Shannon & Wilson will be able to schedule and mobilize a driller to perform the onsite borings within a period of 30 days from the date of the City choosing an alignment.
6. HDR staff will make two site visits during the geotechnical drilling to observe the work being performed is in accordance with the subcontract agreement. Six hours is included in the budget for both site visits.
7. Two HDR staff will attend three onsite meetings with the UPRR, BNSF, and CID to discuss the technical requirements and permitting process.
8. Location of buried utilities to be based upon locates provided by the City, telephone, power, and gas companies.
9. Spoils from the explorations to be spread on the ground surface on site.
10. No potholing is required to locate below- grade structures, pipes, or conduits.
11. Travel time for each out-of-town participant is included in the budget and will be based on participants coming into Pasco the day before the workshop and leaving the following day after the workshop.
12. The project duration will be 5 months.
13. One project management meeting will be held per month with 1.5 hours of project manager time will be required for each meeting preparation, attendance, follow-up, and email notes.
14. Invoices will be HDR standard invoice format.
15. HDR will provide standard itemized invoices with copies of subconsultant invoices.

Task 100 Schedule

The estimated project schedule is attached.

Task 100 Fee and Billing Rates

Task	Labor	Expense	Subtotal
Task 101 – Surveying	$980.00	$16,460.00	$17,440.00
Task 102 – Geotechnical Investigation	$1,270.00	$33,110.00	$34,380.00
Task 103 –- Engineering	$37,390.00	$2,200.00	$39,590.00
Task 104 – Project Management	$8,910.00	$40.00	$8,950.00
Task 100 – Total	$48,550.00	$51,810.00	$100,360.00

Billing Rates by Position

Position	2016	2017
Project Manager	$224.10	$233.06
Project Engineer, Rail	$141.92	$147.60
Technical Advisor/Piping SME	$228.61	$237.75
CAD	$81.02	$84.26
Technical Advisor/Rail SME	$268.00	$278.72
Irrigation SME	$156.54	$162.80
Project Engineer, Civil II	$119.42	$124.20
Project Engineer, Civil I	$90.85	$94.48
QC Lead	$228.26	$237.39
Technical Advisor/Constructability	$267.49	$278.19
Principal in charge/Environmental	$210.88	$219.32
Admin	$66.91	$69.59
Controller	$112.03	$116.51

Task 200 Detailed Design

To Be Defined Later and Amended to the Contract at the City's Discretion.

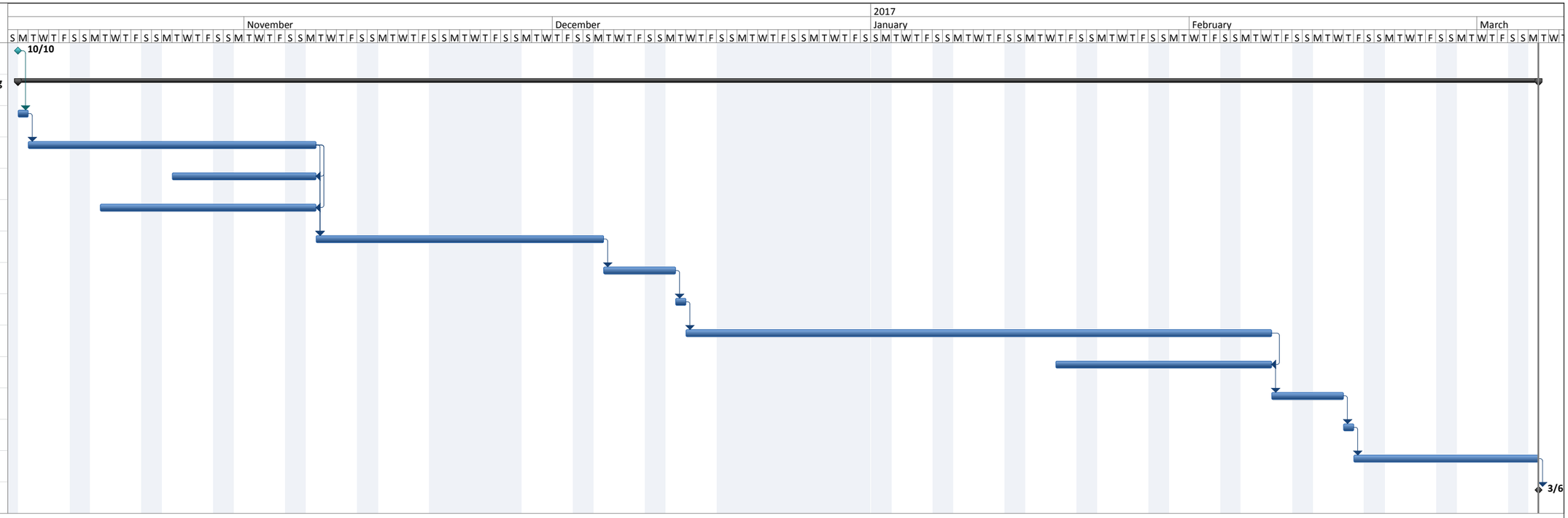
Task 300 Bidding

To Be Defined Later and Amended to the Contract at the City's Discretion.

Task 400 Construction

To Be Defined Later and Amended to the Contract at the City's Discretion.

ID	Task Name
1	**Notice to Proceed**
2	**Task 100 - Preliminary Engineering**
3	Project Kickoff
4	Surveying
5	Data Collection
6	Permitting Review
7	Develop Information Packets
8	City Review
9	Alignment Review Meeting
10	Geotechnical Investigation
11	Draft Basis of Design Report
12	City Review
13	Draft Report Reivew
14	Finalize Report
15	Task 100 Complete



Project: Scope and Fee Schedule 2
Date: Mon 9/19/16

Task		Summary		External Milestone		Inactive Summary		Manual Summary Rollup		Finish-only			
Split		Project Summary		Inactive Task		Manual Task		Manual Summary		Deadline			
Milestone		External Tasks		Inactive Milestone		Duration-only		Start-only		Progress			

Council Agenda Coversheet

Agenda Item Number	3.g.	Council Date	10/18/2016
Agenda Item Type	Contract/Agreement/Lease		
Subject	PSS IUOE Collective Bargaining Agreement		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Employee & Community Relations		

- Consent Agenda ☒
- Ordinance/Reso ☐
- Public Mtg / Hrg ☐
- Other ☐
- Quasi-Judicial ☐

Recommendation

Staff recommends that council approve a one-year extension to the collective bargaining agreement with IUOE Police Support Specialists (PSS).

Motion for Consideration

I move to authorize the Mayor to sign a one-year extension from January 1, 2017 - December 31, 2017 to the current PSS IUOE Collective Bargaining Agreement.

Summary

Staff has worked with the Police Support Specialist (PSS) bargaining unit, which is a part of IUOE Local 280 for a one year contract extension. The two items noted in the extension are wages at 2% for 2017 and effective January 1, 2017, employees will pay one hundred and eighty dollars ($180) per month toward their health insurance premiums and will remain on their current health insurance plan.

Alternatives

None recommended

Fiscal Impact

In alignment with 2017-2018 budgetary proposal.

Through	Terry Walsh Oct 13, 14:02:17 GMT-0700 2016
Dept Head Approval	Terry Walsh Oct 13, 14:02:22 GMT-0700 2016
City Mgr Approval	Marie Mosley Oct 14, 13:50:38 GMT-0700 2016

Attachments: Contract Extension

☐ **Recording Required?**

AMENDMENT TO THE COLLECTIVE BARGAINGING AGREEMENT
BETWEEN THE INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL 280
REPRESENTING THE POLICE SUPPORT SPECIALISTS
AND CITY OF KENNEWICK

BY THIS FIRST AMENDMENT to the 2014-2016 Collective Bargaining Agreement (CBA) between the International Union of Operating Engineers Local 280 ("the Local 280") representing the Police Support Specialist and the City of Kennewick ("the City"), collectively ("the Parties"), dated the 17th day of December 2013, the parties agree to the following.

WHEREAS, the Parties wish to continue the terms and conditions of employment set forth in the 2014-2016 CBA except as expressly modified herein.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Parties agree as follows:

1. The Parties will extend the duration of the 2014-2016 CBA by one (1) additional year, extending it through December 31, 2017.

2. Effective January 1, 2017, the City will increase employees' wages by two percent (2%).

3. Effective January 1, 2017, employees will pay one hundred and eighty dollars ($180) per month toward their health insurance premiums and will remain on their current health insurance plan.

4. All other terms and conditions relating to the hours, wages and working conditions set forth in the 2014-2016 CBA, dated the 17th day of December 2013, will remain in full force and effect through December 31, 2017.

IN WITNESS WHEREOF, the International Union of Operating Engineers Local 280 representing the Police Support Specialist and the City of Kennewick, Washington, by their authorized officials have executed this Agreement pursuant to all requirements of law on this ____th day of October, 2016.

_____	_____
Mayor	Business Manager
_____	_____
City Manager	President
_____	_____
Executive Director of Employee Community Relations	Recording Secretary
_____	
Human Resources Director	
_____	
Attest: City Clerk	

Council Agenda Coversheet

Agenda Item Number	5.a.	Council Date	10/18/2016
Agenda Item Type	Ordinance		
Subject	Amendment to vehicle based food business regs.		
Ordinance/Reso #	5671	Contract #	
Project #	ZOA 16-04	Permit #	AMD-2016-01817
Department	Planning		

- Consent Agenda ☐
- Ordinance/Reso ☒
- Public Mtg / Hrg ☐
- Other ☐
- Quasi-Judicial ☐

Recommendation

The Planning Commission recommends that the City Council concur with the findings and conclusions contained in the staff report and approve zoning code amendment ZOA 16-04 by adopting Ordinance 5671.

Motion for Consideration

I move to adopt Ordinace 5671.

Summary

The City of Kennewick (The Economic Development Department) submitted an application to amend KMC 18.12.250(5) by establishing specific operating regulations for Vehicle Based Food Businesses in the Bridge to Bridge, River to Rail Subarea.

Council considered an Ordinance adopting amendments to KMC 18.12.250(5) on August 16th. At that meeting Council requested the amendment be reviewed in greater depth at the Council Workshop on August 23rd. At the August 23rd workshop city Economic Development staff along with representatives from the Port of Kennewick, Benton/Franklin Health Department and the local food truck organization provided Council with additional information regarding mobile food vendors. Council identified additional changes to draft code language, which were brought back to Council workshop on October 11th.

At the October 11th Council Workshop the following issues were discussed:

- Restroom Agreements.
- Discharge plan for used oils and gray water.
- Parking area paving requirements.
- Site Plan requirements including outdoor seating layout.
- All vehicles must be currently licensed, operable and able to leave site at any time under their own power.

It was further discussed that staff would bring back this topic in approximately one year to discuss with Council the results of implementation of these changes. Staff will also schedule cart based businesses as a discussion item at a future workshop.

Alternatives

None recommended.

Fiscal Impact

None.

Through	Steve Donovan Oct 12, 13:08:42 GMT-0700 2016
Dept Head Approval	Gregory McCormick Oct 12, 15:28:13 GMT-0700 2016
City Mgr Approval	Marie Mosley Oct 14, 13:58:31 GMT-0700 2016

Attachments: Ordinance 5671

☐ **Recording Required?**

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CITY OF KENNEWICK
ORDINANCE NO. 5671

AN ORDINANCE RELATING TO ZONE DISTRICTS AND STANDARDS AND AMENDING SECTION 18.12.250 OF THE KENNEWICK MUNICIPAL CODE

WHEREAS, the City Council determined there is a need for vehicle based food businesses in the marketplace; and

WHEREAS, vehicle based food businesses would support microenterprise jobs in the community; and

WHEREAS, vehicle based food businesses will enhance the pedestrian and visitor experience in the Bridge to Bridge River to Rail Subarea; and

WHEREAS, these amendments are to ensure that the siting/design of vehicle based food businesses are compatible with adjacent commercial activities and protect the public's health, safety and welfare, commercial district aesthetics, and economic development efforts; and

WHEREAS, a status update will be provided in one year on the vehicle based food businesses in the Bridge to Bridge River to Rail Subarea to determine if the business are operating as required by the amendments; NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Section 18.12.250 of the Kennewick Municipal Code be, and the same hereby is, amended to read as follows:

18.12.250: Temporary and Parking Lot Businesses:

(1) General requirements:

(a) A City of Kennewick business license is required;

(b) The use of City property requires approval of a lease, background check, a hold harmless agreement and an insurance policy naming the City of Kennewick as an additional insured in the amount of one million dollars; or

(c) The use of City property requires approval of a lease, background check, a hold harmless agreement, and an insurance policy naming the City of Kennewick as an additional insured in an amount approved by the City Attorney;

(d) Operation in a city park also requires approval of a concessionaires permit;

(e) Any business-related discharge into the sanitary or storm sewer systems requires the written approval of the Public Works Director;

(f) Written approval from the Benton-Franklin County Health District is required if food is served or if restrooms are required;

(g) Buildings must be on a permanent perimeter foundation or otherwise fastened and designed to secure the structure for a minimum of a 70-mile per hour wind load;

(h) The Fire Marshall must review and approve the use of a tent for applicable requirements of the Uniform Fire Code;

(i) No structure or temporary use may be within five feet of any right-of-way. Sight distance triangles must be observed;

(j) There must be adequate off-street parking provided in accord with KMC 18.36. The site must be paved or graveled;

(k) If on the same parcel as an existing business the minimum off-street parking for the primary business must be maintained;

(l) The temporary business must submit an accurate site plan drawn to scale depicting the following:

  (i) The parcel lines and right-of-way lines;

  (ii) The boundaries of the portion of the property to be used by the temporary business;

  (iii) The parking area, which is to be used by the temporary business and the driveways to be used for access;

  (iv) Drive areas must remain open and all pedestrian walkways must remain passable;

(v) The location and dimension of existing structures as well as the location and dimension of all structures, vehicles, and signs to be used by the temporary business;

  (vi) How any temporary on-site residency and sanitation is to be accommodated;

  (vii) Proposed operating hours.

(m) The business license must list the Washington state tax number including the City's location code number;

(n) All signs, circulars, and other advertising material must be removed within three days of the termination of the business;

(o) There must be adequate provisions made for dust and litter control;

(p) The applicant must submit the property owner's written consent for the use of premises;

(q) All electrical facilities must be inspected and approved by the Washington State Department of Labor and Industries;

(r) Temporary businesses must conform to the noise standards set forth in KMC 9.52;

(s) The applicant must show evidence of any required State licenses with the application for a business license;

(t) No business shall be located in the parking area immediately adjacent to the entrance to another business without the written permission of the affected business owner;

(u) All temporary and parking lot businesses that cannot demonstrate legal non-conforming status must be in compliance with the requirements of the section within one year from the date of adoption;

(v) No vision obstructions within the vision clearance triangle are permitted.

(2) Permanent small building businesses:

(a) Must meet all applicable regulations including but not limited to: parking, landscaping, and signage;

(b) Businesses with drive through windows must have a minimum of six (6) stacking stalls per KMC 18.36.060;

(c) Businesses with outdoor (or under-tent) seating must meet the applicable requirements of the International Building Code for employee and customer restrooms;

(d) The business must be connected to public water and sewerage systems.

(3) Long term temporary stands:

(a) Shall locate in Kennewick for a maximum of 180 consecutive days annually;

(b) The structure used must be removed within 10 days of the business closing for the year;

(c) The business must operate from a structure;

(d) Shall locate only in the CC, CG, CR and IL zoning districts.

(4) Short term temporary stands:

(a) The business must operate from a structure;

(b) The structure used must be removed within three days of the business closing for the year;

(c) The business shall locate for no more than two non-consecutive 30-day periods within one calendar year at any one location;

(d) All short term temporary businesses must be on the same parcel and secondary to a principle permitted use, locate within a zone that allows public and quasi-public uses and must comply with all regulations, including permitted use, appertaining to that district except as modified by this section.

(5) Vehicle based food businesses:

(a) Allowed in CO, CBD, CC, CG, CM, CR, BP, IL, IH, OS, and PF zoning districts;

(b) Standing. No vehicle based business operator shall stand or allow their vehicle to stand upon any public way for more than one hour in any one place, except as otherwise permitted;

(c) Outdoor seating is not permitted, except as stated in subsection (f) below;

(d) Except as stated in subsection (f) below, a~~A~~ vehicle-based business shall operate in the same location for a maximum of 30 days in addition to the requirements of subsection (b) above;

(e) The business shall not function as a drive-through.

(f) The following standards apply to operation within the Bridge to Bridge River to Rail subarea.

(i) Vehicle based food businesses may operate without a maximum time limit and have outdoor seating;

(ii) In determining whether or not the proposed location would be permitted, the following criteria shall be considered:

(A) The type and intensity of the proposed use and the type and intensity of existing uses;

(B) The width of the sidewalk, pedestrian plaza or parking lot in which it is to be located;

(C) The proximity and location of existing street furniture, including but not limited to signposts, lampposts, bus shelters, benches,

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phone booths, trees, newsstands, as well as the presence of bus stops and truck loading areas;

(D) Established or proposed pedestrian and vehicular traffic patterns;

(E) The number of vehicle based food businesses in a given area;

(F) Other factors deemed relevant by the approving authority, consistent with the purpose of this chapter and intent of the subarea zone proposed for the use.

(G) The vehicle based food business shall be placed in a parking area that must be surfaced with asphalt or Portland cement binder pavement to provide a durable and dustless surface.

(iii) In addition to the requirements to establish compliance with KMC "Temporary and Parking Lot Business" General Requirement 18.12.250 (1) and other codes as applicable, the following items specific to Vehicle Based Food Businesses are required:

(A) Site plan including outdoor seating layout.

(B) Restroom agreement.

(C) Discharge plan for used oils and graywater.

(iv) Vehicles must be currently licensed, operable, and able to leave a site at any time under their own power.

(v) No vehicle based food vendor shall locate his or her vehicle or other conveyance in such a manner as to cause a traffic hazard.

(vi) No vehicle based food vendor shall obstruct or cause to be obstructed the passage of a sidewalk, street, avenue, alley or any other public place by causing people to congregate at or near the place where food is being sold or offered for sale.

(vii) The vending site shall be kept clean and orderly at all times, and the vendor must provide a refuse container and is encouraged to provide containers for recycling. Refuse, debris and liquid spills by any person using the business location shall be cleaned up daily, and refuse containers emptied on a regular basis.

(viii) Support equipment and accessories shall generally be self-contained within the vendor unit and site. Support equipment and accessories, including accessory seating and tables, must not be placed so as to impede pedestrian or vehicular traffic or distract from the pedestrian experience.

(ix) Outdoor equipment shall be low maintenance and cleanable, durable, and preferably painted or of noncorrosive metal.

(x) No portion of a vendor's inventory, sales equipment, or any other structure or equipment used in the sales or solicitation process shall be left overnight upon any unenclosed portion of any lot or site within the City, nor upon any public street or right-of-way.

(xi) The City reserves the right to limit the number of vehicle based food vendors in any given area of the Bridge to Bridge River to Rail Subarea. City review may consider the needs of the public, diversity of products offered for sale, the smooth flow of pedestrian and vehicular traffic, number of complaints, and locations where vendors are located.

(xii) At the conclusion of business activities at a given location, the vehicle, ancillary equipment, and debris generated by the vendor's business

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activities shall be removed and the site and public area surrounding it cleaned.

(6) Cart businesses:

(a) The cart must be stored indoors or off-site when not open for business;

(b) Allowed in CN, CO, CBD, CC, CG, CM, CR, BP, IL, IH, OS, and PF zoning districts;

(c) Operation in a city park also requires approval of a concessionaires permit;

(d) Standing. No cart-based business operator shall stand or allow their vehicle to stand upon any public way for more than two hours in any one place;

(e) The business shall not function as a drive through.

(7) Trade shows, circuses, carnivals, outdoor concerts, bazaars, festivals, or similar temporary uses including religious meetings, rallies, and revival tents must obtain a permit in accord with Chapter 6.47. The use must comply with the following:

(a) The use will be allowed for no more than two non-consecutive ten (10) day periods annually;

(b) No structure or activity shall be within 300 feet of a residential district. The activity must not seriously interfere with traffic, emergency services, or other normal City operations. Adequate off-street parking as well as access must be provided;

(c) Residential districts must be shielded from disruptive sounds and noises;

(d) Provisions must be made for the control of dust and litter;

(e) Parking Facilities. The applicant shall submit a plan showing adequate parking facilities on or adjacent to the location where the event is to be held. At least one (1) parking space for every four (4) persons expected to attend shall be provided. All parking facilities shall be off the public right-of-ways and adequate ingress and egress shall be provided to and from the area to facilitate the movement of vehicles. If non-adjacent parking facilities are approved, the permittee shall provide shuttle bus service on a no-charge basis;

(f) Traffic Control. The License Officer shall ensure that adequate traffic and crowd control has been provided.

(g) Traffic and crowd control personnel shall be approved by the License Officer. One (1) traffic control officer and one (1) crowd control officer may be required if more than two hundred (200) people can reasonably be expected to attend the event, and more may be required if conditions warrant. The cost of crowd and traffic control must be borne by the permittee. If at any time the size of the crowd exceeds by twenty percent (20%) the number of people represented by the permittee to be in attendance, the License Officer may require the permittee to limit further attendance;

(h) Temporary Accommodations. If temporary campsites, trailer parks, or other accommodations are provided, adequate sanitary facilities must be provided and minimum fire safety standards must be met. Adequate access and parking must be established, and provisions made for the maintenance of order and security at all times; and

(i) No outdoor musical assembly or similar activity shall be conducted between the hours of 12:00 A.M. and 9:00 A.M., nor circus or carnival between 2:00 A.M. and

9:00 A.M., and permittee shall clear the licensed area no later than 1:00 A.M. or 3:00 A.M. respectively.

(8) Seasonal and non-seasonal merchandise in conjunction with an existing business:

(a) Outdoor display and sales of general merchandise are allowed for no more than three non-consecutive ten (10) day periods annually when conducted in the parking area;

(b) Outdoor display and sales of automobiles, recreational vehicles, boats, and similar vehicles are allowed for no more than twelve (12) non-consecutive five (5) day periods annually when conducted in the parking area;

(c) Where vehicles are displayed for sale the transaction must occur within the City of Kennewick;

(d) Outdoor display and sales of seasonal merchandise is allowed for a maximum of 90 consecutive days annually; and

(e) Merchandise display areas must meet minimum required setbacks in conformance with the Uniform Fire Code. (Ord. 5671 Sec. 1, 2016: Ord. 5663 Sec. 1, 2016: Ord. 5434 Sec. 7, 2012: Ord. 5431 Sec. 1, 2012: Ord. 5180 Sec. 1, 2007)

Section 2. This ordinance shall be in full force and effect five days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 16th day of August, 2016, and signed in authentication of its passage this 16th day of August, 2016.

Attest:

_____
TERRI L. WRIGHT, City Clerk

Approved as to Form:

_____
LISA BEATON, City Attorney

_____
STEVE C. YOUNG, Mayor

ORDINANCE NO. 5671 filed and recorded in the office of the City Clerk of the City of Kennewick, Washington this 17th day of August, 2016.

_____
TERRI L. WRIGHT, City Clerk

DATE OF PUBLICATION_____

Council Agenda Coversheet

Agenda Item Number	6.a.	Council Date	10/18/2016
Agenda Item Type	Ordinance		
Subject	Water Sewer Rate Study & Updates		
Ordinance/Reso #	5677	Contract #	
Project #	P1603	Permit #	
Department	Public Works		

- Consent Agenda ☐
- Ordinance/Reso ☒
- Public Mtg / Hrg ☒
- Other ☐
- Quasi-Judicial ☐

Recommendation

Staff recommends adoption of Ordinance 5677 and 5678 amending and adding sections of Kennewick Municipal Code (KMC) 14.13 Charges (Water); 14.26 Sanitary Sewer User Charges.

Motion for Consideration

I move to adopt Ordinance 5677.
I move to adopt Ordinance 5678.

Summary

As part of the 2015/2016 biennial budget, staff recommended and received Council approval to conduct an updated rate study for the City's water and sewer utility rates. The City of Kennewick's last water-sewer rate study was completed over 20 years ago in 1995. After completing a competitive selection process, the City selected FCS Group to complete the study. The primary purpose of the study was to determine whether the utility's current rate structure will provide funding to adequately meet the utility's financial obligations and capital improvements required to maintain the current system and meet additional needs required to serve new growth.

The General Sewer Comprehensive Plan, Wastewater Treatment Plant Facility Plan, both approved and adopted by the City Council in 2015, along with the Final Draft of the updated Water Comprehensive Plan, currently being reviewed by the Department of Health, are being used to assist in the development of the rate study.

The current rate study is a multi-year financial plan that will provide revenue requirements to meet the following obligations.

- Operating Expenses
- Debt Service
- Capital Expenditures
- Fiscal Policy Achievement

The rate study evaluated the sufficiency of the current rates on a standalone basis and developed a rate implementation strategy. Staff recommendation is for a rate implementation in 2017 of 3.15% for Water and 5.40% for Sewer and then implements the same rates again in 2018, while maintaining the current consumer price indexing (estimated at 2%). At the end of 2018 the plan will be reevaluated for the 2019/2020 biennial budget.

Alternatives

None Recommended.

Fiscal Impact

None.

Through	Pat Everham Oct 12, 14:16:40 GMT-0700 2016
Dept Head Approval	Cary Roe Oct 12, 14:26:59 GMT-0700 2016
City Mgr Approval	Marie Mosley Oct 14, 15:42:31 GMT-0700 2016

Attachments:
Ordinance 5677
Ordinance 5678
Presentation

☐ **Recording Required?**

CITY OF KENNEWICK
ORDINANCE NO. 5677

AN ORDINANCE RELATING TO WATER CHARGES AND AMENDING SECTIONS 14.13.030, 14.13.040, AND 14.13.050 OF THE KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Section 14.13.030 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

14.13.030: Residential Water Rates - Inside the City Limits: This schedule applies to all residences and individual apartment houses within the City limits where service is furnished through a separate meter for each such individual apartment:

(1) Effective January 1, 2017, ~~T~~the service fee for a bi-monthly billing period will be $~~15.00~~21.19 plus any modification authorized under Section 14.13.100. Effective January 1, 2018, the service fee for a bi-monthly billing period will be increased by an additional 3.15%, plus any modification authorized under Section 14.13.100.

(2) Effective January 1, 2017, ~~A~~all water use during the bi-monthly billing period will be charged at $1.204~~0.85~~ per 100 cubic feet of water metered, plus any modification authorized under Section 14.13.100. Effective January 1, 2018, the charge for water use during the bi-monthly billing period will be increased by an additional 3.15%, plus any modification authorized under Section 14.13.100. (Ord. 5677 Sec. 1, 2016: Ord. 3619 Sec. 5, 1995: Ord. 3121 Sec. 1 (part), 1987: Ord. 3084 Sec. 1 (part), 1987: Ord. 2973 Sec. 1 (part), 1985: Ord. 2910 Sec. 1 (part), 1985: Ord. 2888 Sec. 3 (part), 1985: Ord. 2481 Sec. 2 (part), 1980)

Section 2. Section 14.13.040 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

14.13.040: Residential Water Rates - Outside the City Limits: This schedule applies to all residences, and the individual apartments in apartment houses outside the City limits where service is furnished through a separate meter for each such individual apartment:

(1) Effective January 1, 2017, ~~T~~the service fee for a bi-monthly billing period will be $~~33.00~~46.61, plus any modification authorized under Section 14.13.100. Effective January 1, 2018, the service fee for a bi-monthly billing period will be increased by an additional 3.15%, plus any modification authorized under Section 14.13.100.

(2) Effective January 1, 2017, ~~A~~all water use during the bi-monthly billing period will be charged at $2.648~~1.87~~ per 100 cubic feet of water metered, plus any modification authorized under Section 14.13.100. Effective January 1, 2018, the charge for water use during the bi-monthly billing period will be increased by an additional 3.15%, plus any modification authorized under Section 14.13.100. (Ord. 5677 Sec. 2, 2016: Ord. 3619 Sec. 6, 1995: Ord. 3121 Sec. 1 (part), 1987: Ord. 3084 Sec. 1 (part), 1987: Ord. 2973 Sec. 1 (part), 1985: Ord. 2910 Sec. 1 (part), 1985: Ord. 2888 Sec. 3 (part), 1985: Ord. 2481 Sec. 2 (part), 1980)

Section 3. Section 14.13.050 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

14.13.050: Multi-family, Commercial and Industrial Water Rates:

(1) Effective January 1, 2017, ~~T~~the following schedule plus $1.204~~0.85~~ per 100 cubic feet of water, plus any modification to these rates authorized under Section 14.13.100, applies to all nonresidential water users within the City limits:

METER SIZE	RATE FOR 2 MOS.
¾"	$ ~~29.00~~40.96
1"	~~43.40~~61.26
1½"	~~77.20~~108.95
2"	~~101.40~~143.13
3"	~~154.50~~218.05
4"	~~226.90~~320.24
6"	~~342.80~~483.80

Effective January 1, 2018, rates authorized under this section shall be increased by an additional 3.15%, plus any modification authorized under Section 14.13.100.

(2) Effective January 1, 2017, T~~t~~he following schedule, plus $~~1.87~~2.648 per 100 cubic feet of water, plus any modification to these rates authorized under Section 14.13.100, applies to all nonresidential water users outside the City limits:

METER SIZE	RATE FOR 2 MOS.
¾"	$ ~~63.80~~90.11
1"	~~95.48~~134.78
1½"	~~169.84~~239.68
2"	~~223.08~~314.89
3"	~~339.90~~479.71
4"	~~499.18~~704.52
6"	~~754.16~~1,064.37

Effective January 1, 2018, rates authorized under this section shall be increased by an additional 3.15%, plus any modification authorized under Section 14.13.100. (Ord. 5677 Sec. 3, 2016: Ord. 3619 Sec. 7, 1995: Ord. 3121 Sec. 1 (part), 1987: Ord. 3084 Sec. 1 (part), 1987: Ord. 2973 Sec. 1 (part), 1985: Ord. 2910 Sec. 1 (part), 1985: 2888 Sec. 3 (part), 1985: Ord. 2481 Sec. 2 (part), 1980)

Section 4. This ordinance shall be in full force and effect on January 1, 2017.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 18th day of October, 2016, and signed in authentication of its passage this 18th day of October, 2016.

_____

STEVE C. YOUNG, Mayor

Attest:

_____

TERRI L. WRIGHT, City Clerk

ORDINANCE NO. 5677 filed and recorded in the office of the City Clerk of the City of Kennewick, Washington this 19th day of October, 2016.

Approved as to Form:

_____

LISA BEATON, City Attorney

_____

TERRI L. WRIGHT, City Clerk

DATE OF PUBLICATION_____

CITY OF KENNEWICK
ORDINANCE NO. 5678

AN ORDINANCE RELATING TO SANITARY SEWER USER CHARGES AND AMENDING SECTIONS 14.26.010, 14.26.020, 14.26.030 AND 14.26.040 OF THE KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Section 14.26.010 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

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14.26.010: User Charge Basis: Each connection to the sanitary sewer from single-family dwelling unit, multi-family dwelling unit, commercial and industrial accounts shall have a user charge assessed and collected bi-monthly by the City Treasurer on the following basis:

(1) Single-Family Dwelling Unit Accounts: A flat fee charge rate shall be charged.

(2) Multi-Family Dwelling Unit Accounts: A variable charge rate based upon metered water consumption shall be charged. The rate shall be determined as follows:

(a) A rate, never less than a minimum charge, equal in amount to the single-family dwelling unit flat fee charge rate, normally;

(b) Effective January 1, 2017, ~~A~~a rate determined by multiplying the user charge rate (dollars per 100 cubic feet discharged) by the metered water consumption in hundred (100) cubic feet and an ~~eight dollar~~eleven dollar and fifty-five cent ($~~8~~11.55~~.00~~) per unit service fee, plus any modifications authorized under Section 14.26.070, ~~per unit service fee~~ for each two (2) month billing cycle and effective January 1, 2018, a rate determined by multiplying the user charge rate (dollars per 100 cubic feet discharged) by the metered water consumption in hundred (100) cubic feet and a rate that has been increased by an additional 5.4%, plus any modifications authorized under Section 14.26.070 per unit service fee for each two (2) month billing cycle; but

(c) Never higher than a maximum charge determined by multiplying the number of dwelling units in the account by the single-family dwelling unit flat fee rate.

(3) Commercial/Industrial Accounts: A variable charge rate based upon metered water consumption shall be charged. The rate shall be determined as follows:

(a) A rate never less than a minimum charge equal in amount to the single-family dwelling unit flat fee charge rate, normally;

(b) Effective January 1, 2017, a~~A~~ rate determined by multiplying the user's charge rate (dollars per 100 cubic feet discharged) by the metered water consumption in hundred (100) cubic feet and an eleven dollar and fifty-five cent ~~eight dollar~~ ($~~8.00~~11.55) per unit service fee, plus any modifications authorized under Section 14.26.070, ~~per unit service fee~~ for each two (2) month billing cycle and effective January 1, 2018, a rate determined by multiplying the user charge rate (dollars per 100 cubic feet discharged) by the metered water consumption in hundred (100) cubic feet and a rate that has been increased by an additional 5.4%, plus any modifications authorized under Section 14.26.070 per unit service fee for each two (2) month billing cycle; but

(c) If the metered water consumption is not representative of the wastewater discharged into the sanitary sewer, a factor "K" may be applied to the rate

determined in subdivision (b) of this subsection. The factor "K" is a ratio found by dividing the volume of wastewater discharged by the metered water consumption, both determined simultaneously during a common time period. It is the responsibility of the City that their proposed "K" factor is a valid value.

(4) Outside City Limits Accounts: All accounts outside the City limits shall be assessed a fifty percent (50%) surcharge over and above the respective inside City limits rates.

(5) The usual charge for sanitary sewer service shall be billed to the user, when possible, on the same bill as for domestic water. Sewer service charges shall become delinquent fifteen (15) days after date of billing.

(6) Quantity discounts to large-volume users shall not be allowed. (Ord. 5678 Sec. 1, 2016: Ord. 3619 Sec. 11, 1995: Ord. 2480 Sec. 8, 1980: Ord. 1919 Sec. 2 (part), 1976)

Section 2. Section 14.26.020 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

14.26.020: Single-Family Dwelling Unit Rate - Schedule 1: This schedule applies to all single-family dwelling units connected or required to be connected to the sanitary sewer. Effective January 1, 2017, ~~W~~within the City limits, the rate shall be a flat fee bi-monthly user charge of forty-four dollars and seventy-two cents~~thirty-one dollars~~ ($~~31.00~~44.72), plus any modification authorized under Section 14.26.070. Effective January 1, 2018, within City limits, the rate shall be a flat fee bi-monthly user charge that has been increased by an additional 5.4%, plus any modification authorized under Section 14.26.070. (Ord. 5678 Sec. 2, 2016: Ord. 5678 Sec. 2, 2016: Ord. 3619 Sec. 12, 1995: Ord. 3121 Sec. 2 (part), 1987: Ord. 3084 Sec. 2 (part), 1987: Ord. 2973 Sec. 2 (part), 1985: Ord. 2910 Sec. 2 (part), 1985: Ord. 2888 Sec. 6 (part) 1985: Ord. 2480 Sec. 9 (part), 1980: Ord. 1919 Sec. 2 (part), 1976)

Section 3. Section 14.26.030 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

14.26.030: Multi-family Dwelling Unit Rate - Schedule 2: This schedule applies to all multi-family dwelling units connected or required to be connected to the sanitary sewer. Effective January 1, 2017, ~~W~~within the City limits, the bi-monthly rate shall be calculated separately for each account using a user charge rate of two ~~one~~ dollars nine and one-half ~~forty-five~~ cents ($~~1.45~~2.095), plus any modification authorized under Section 14.26.070, for each one hundred (100) cubic feet of metered water consumption, plus the service charge in Section 14.26.010. Effective January 1, 2018, the bi-monthly rate shall be calculated separately for each account using a user charge rate that has been increased by an additional 5.4%, plus any modification authorized under Section 14.26.070, for each one hundred (100) cubic feet of metered water consumption, plus the service charge in Section 14.26.010. (Ord. 5678 Sec. 3, 2016: Ord. 3619 Sec. 13, 1995: Ord. 3121 Sec. 2 (part), 1987: Ord. 3084 Sec. 2 (part), 1987: Ord. 2973 Sec. 2 (part), 1985: Ord. 2910 Sec. 2 (part), 1985: Ord. 2888 Sec. 6 (part), 1985: Ord. 2480 Sec. 9 (part), 1980: Ord. 1919 Sec. 2 (part), 1976)

Section 4. Section 14.26.040 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

14.26.040: Commercial/Industrial Accounts - Schedule 3: This schedule applies to all other accounts not classified in Schedules 1 or 2 that are connected or required to be connected to the sanitary sewer. Effective January 1, 2017, ~~W~~within the City limits, the bi-monthly rate

shall be calculated separately for each account using a user charge rate of ~~one dollar forty-five~~two dollars nine and one-half cents ($~~1.45~~2.095) plus any modification authorized under Section 14.26.070, for each one hundred (100) cubic feet of metered water consumption, plus the service charge in Section 14.26.010. Effective January 1, 2018, the bi-monthly rate shall be calculated separately for each account using a user charge rate that has been increased by an additional 5.4%, plus any modification authorized under Section 14.26.070, for each one hundred (100) cubic feet of metered water consumption, plus the service charge in Section 14.26.010. (Ord. 5678 Sec. 4, 2016: Ord. 3619 Sec. 14, 1995: Ord. 3121 Sec. 2 (part), 1987: Ord. 3084 Sec. 2 (part), 1987: Ord. 2973 Sec. 2 (part), 1985: Ord. 2910 Sec. 2 (part), 1985: Ord. 2888 Sec. 6 (part), 1985: Ord. 2480 Sec. 9 (part), 1980: Ord. 1919 Sec. 2 (part), 1976)

Section 5. This ordinance shall be in full force and effect on January 1, 2017.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 18th day of October, 2016, and signed in authentication of its passage this 18th day of October, 2016.

Attest:

_____
STEVE C. YOUNG, Mayor

_____
TERRI L. WRIGHT, City Clerk

ORDINANCE NO. 5678 filed and recorded in the office of the City Clerk of the City of Kennewick, Washington this 19th day of October, 2016.

Approved as to Form:

_____
LISA BEATON, City Attorney

_____
TERRI L. WRIGHT, City Clerk

DATE OF PUBLICATION_____

City Council Meeting

Water & Wastewater Rate Study

Cary Roe, P.E. Public Works Director, City of Kennewick
Angie Sanchez Virnoche, Principal; FCS Group
Sergey Tarasov, Project Manager; FCS Group

October 18, 2016

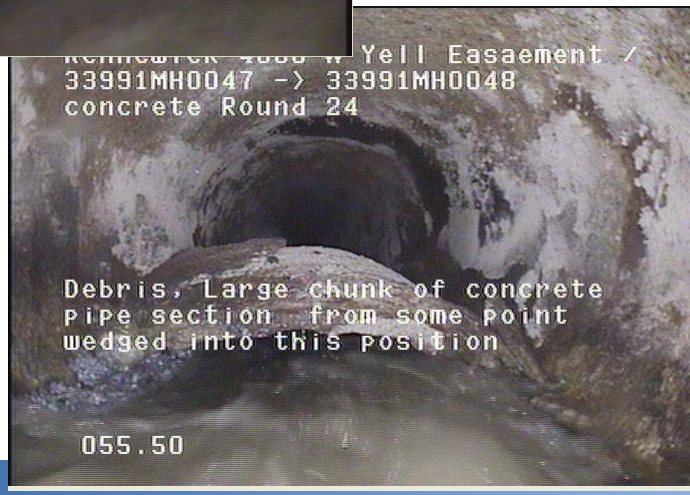
FCS GROUP
Solutions-Oriented Consulting

Background

- The last water/sewer Rate study was conducted in 1995
- The current Rate Study was funded in the 2015/2016 biennial budget
- The current study utilizes the operational and capital improvement needs included in the:
  - General Sewer Plan adopted in 2015
  - Wastewater Treatment Facility Plan adopted in 2015
  - The final draft of the Water Comprehensive Plan which is tentatively scheduled for Council adoption in October

Deferred Maintenance

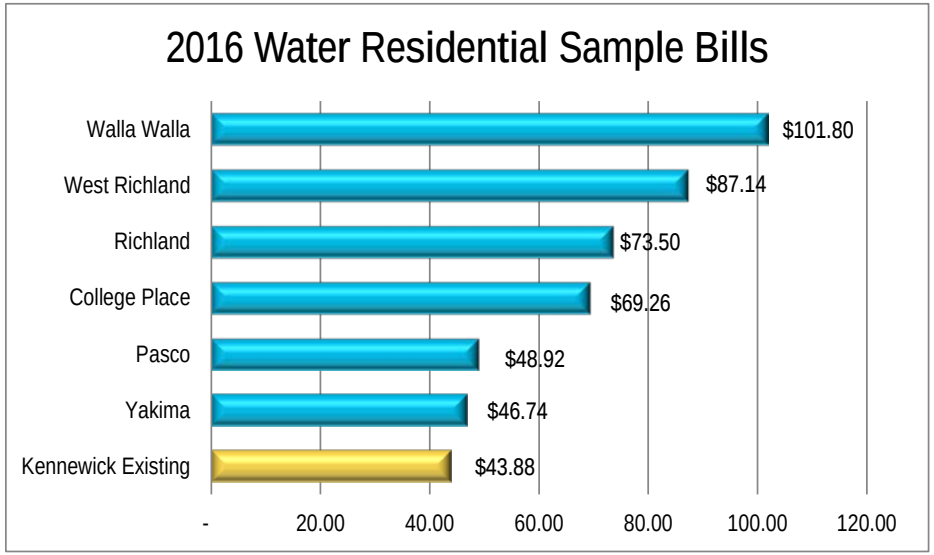
- Union Pacific Railroad sewer main consists of 5.7 miles. We had a collapse and an emergency repair. Currently in an Engineering study .



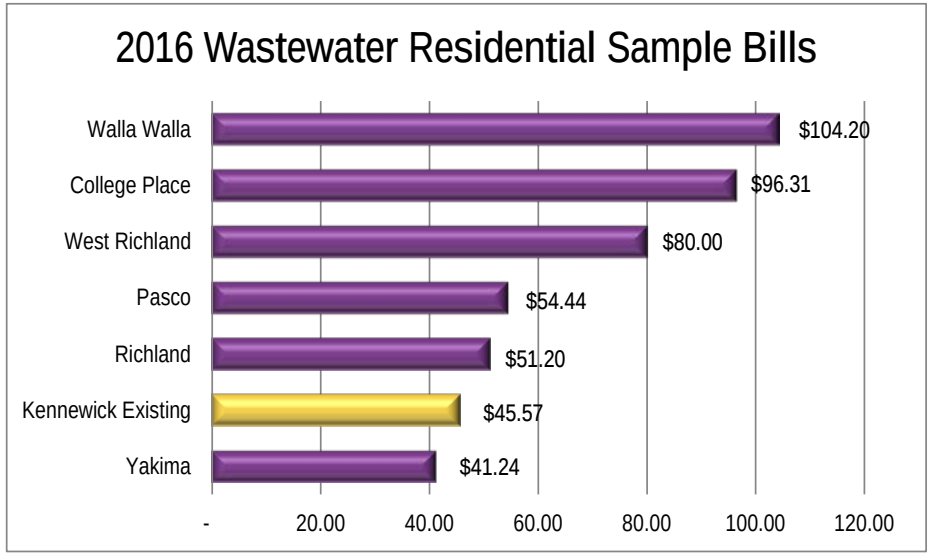
Deferred Maintenance

- Large Diameter Water Transmission Main from Ranney Well System

Residential Bill Comparisons



Note: Assumes residential meter ¾" and 20 ccf bi-monthly usage



Note: Assumes 13.3 ccf bi-monthly usage where applicable

Discussion Outline

- Overview of key assumptions/components
- Summary of findings
- Next steps

Revenue Requirement

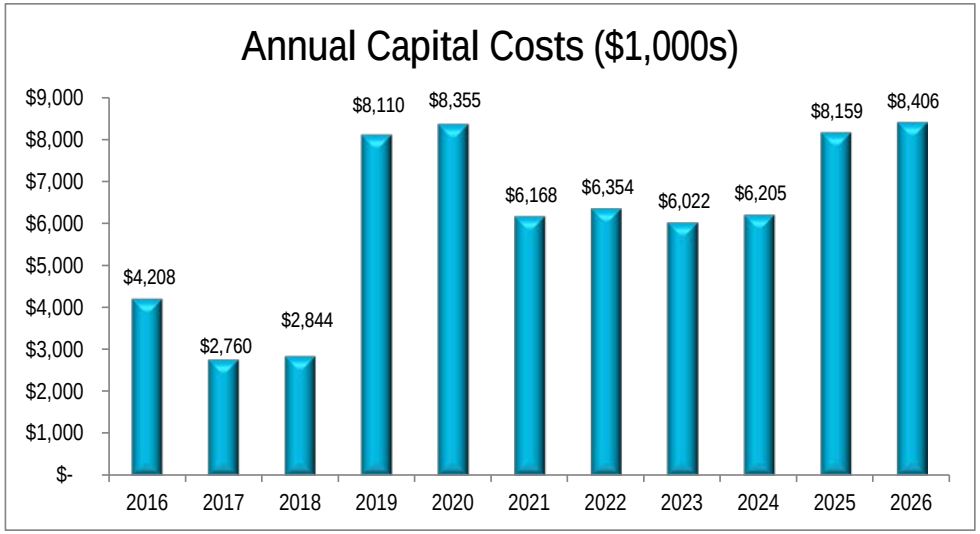
- Multi-year financial plan
- Determines the amount of revenue necessary to meet all utility financial obligations
  - Operating costs
  - Capital expenditures
  - Debt service
  - Fiscal policy achievement
- Evaluates sufficiency of current rates on a stand-alone basis
  - Cash Flow: revenue sources will meet total cash outlays
  - Coverage: allowable revenues will equal at least cash operating expenses plus a multiple of revenue bond debt service
- Develops rate implementation strategy

Key Assumptions

- Study period 2016-2026
  - Projection through 2036
- Customer growth of 1.5% per year
- 2015/2016 adjusted budget and 2017/2018 draft budget used as baseline
- New Debt to fund Capital assumes 60% Revenue Bond and 40% Low Interest Loan split
    - Revenue Bonds: 20 year term, 5.0% interest, 1.0% issuance
    - Low Interest Loans: 20 year term, 1.5% interest, 1.0% issuance
- Fiscal Policy Targets–
  - 90 days O&M water; 60 days O&M sewer
  - Capital Reserve 1% of original cost asset value
  - System Reinvestment target = annual depreciation
  - Debt service coverage = 1.25 minimum

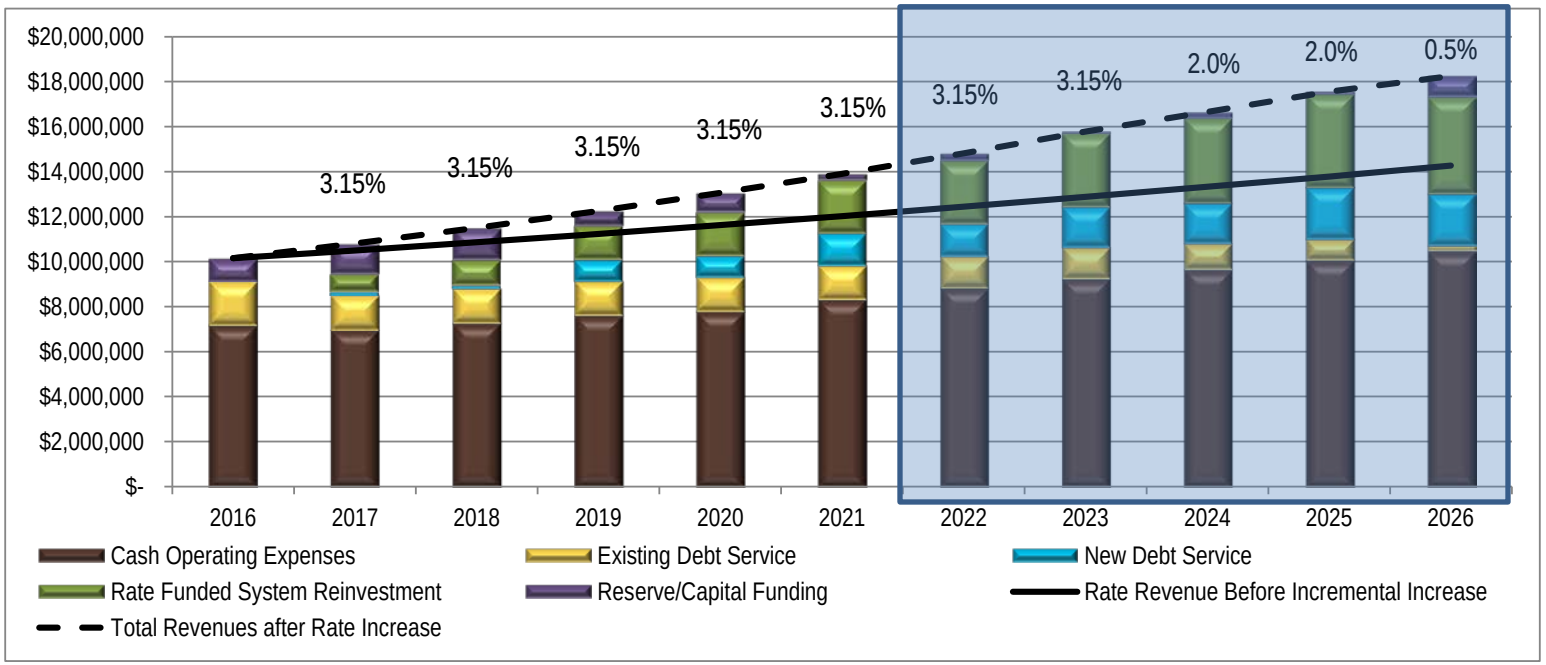
Key Components – Water

Description	Water 2016-2026
Existing Rate Revenue	$9.6 mil - $11.2 mil
O&M Expenses	$7.1 mil - $9.6 mil
Existing Debt Service	$1.9 mil - $0.24 mil
New Debt Service	$0.0 - $2.3 mil
System Reinvestment	$0 - $4.3 mil
Total CIP (2016-2026)	$67,590,654



- Total CIP of $67.6M (inflated to year of construction)
- Capital program funded by:
  - Existing resources: cash reserves, rate funding, front footage fee/ contributions/ grants/ loan repayments/ DWSRF loan – $4.2 million
  - New debt required – $30.1 million
    - Revenue bonds: $18.1 million
    - Low interest loans: $12.0 million

Water Summary



- Baseline scenario phases-in 100% depreciation funding over 9-years
- Existing debt nearly complete by 2026
- New annual debt service $152,000 - $1.4 million

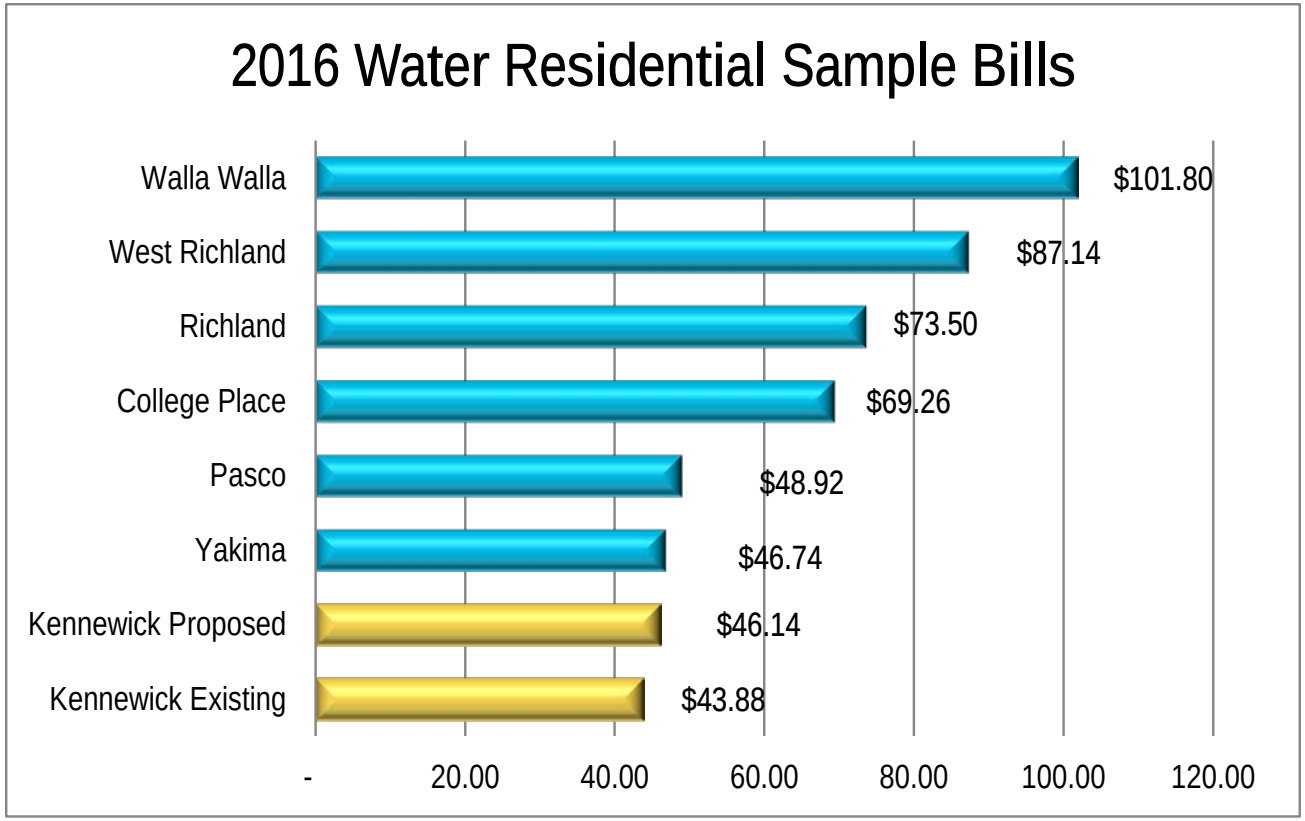
Residential Bi-monthly Bill Impact

Water Sample Bill	Existing	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Proposed Increases - Annual CPI		2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Proposed Increases - Above CPI		3.15%	3.15%	3.15%	3.15%	3.15%	3.15%	3.15%	2.00%	2.00%	0.50%
Total Proposed Increases		5.15%	5.15%	5.15%	5.15%	5.15%	5.15%	5.15%	4.00%	4.00%	2.50%
Sample Residential Bi-Monthly Bill	$ 43.88	$ 46.14	$ 48.52	$ 51.01	$ 53.64	$ 56.40	$ 59.31	$ 62.36	$ 64.86	$ 67.45	$ 69.14
Difference		*$ 2.26*	*$ 2.38*	*$ 2.50*	*$ 2.63*	*$ 2.76*	*$ 2.90*	*$ 3.05*	*$ 2.49*	*$ 2.59*	*$ 1.69*

Note: Sample bill for residential customer with 3/4" meter and average bi-monthly usage of 20 ccf

- City practice is to annually index fees and charges to CPI
  - Assumed at 2% per year
- Additional 3.15% per year above current practice
- Rate impacts shown are bi-monthly

Rate Comparison



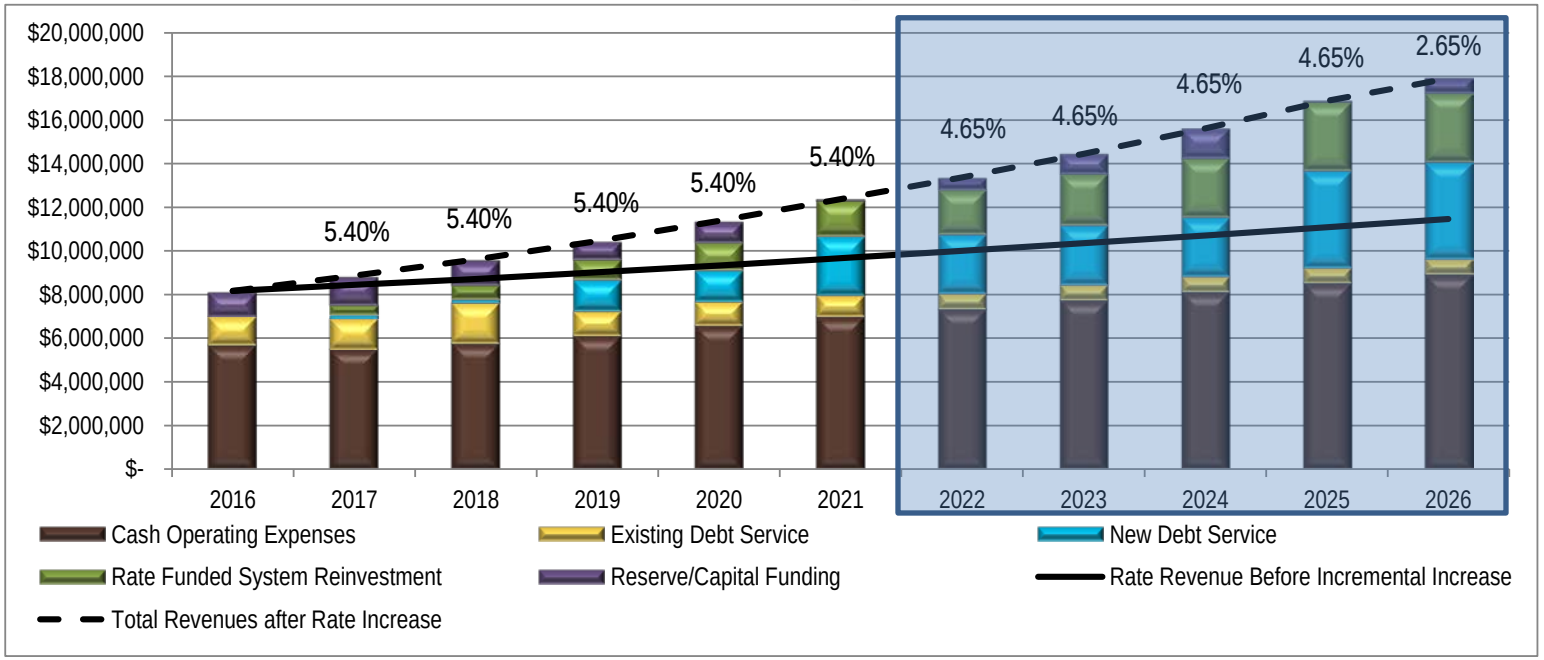
Note: Assumes residential meter ¾" and 20 ccf bi-monthly usage

Key Components – Wastewater

Description	Water 2016-2026
Existing Rate Revenue	$7.7 mil - $9.0 mil
O&M Expenses	$5.7 mil - $8.0 mil
Existing Debt Service	$1.3 mil - $0.70 mil
New Debt Service	$0.2 - $4.4 mil
System Reinvestment	$0 - $3.2 mil
Total CIP (2016-2026)	$96,595,130

- Total CIP of $96.6M (inflated to year of construction)
- Capital program funded by:
  - Existing resources: cash reserves, system reinvestment, connection charges, contributions, grants, loan repayments, 2016 Revolving Loans – $7.4 million
  - New Debt – $57.8 million
    - Revenue bonds: $34.7 million
    - Low Interest loans: $23.1 million

Wastewater Summary



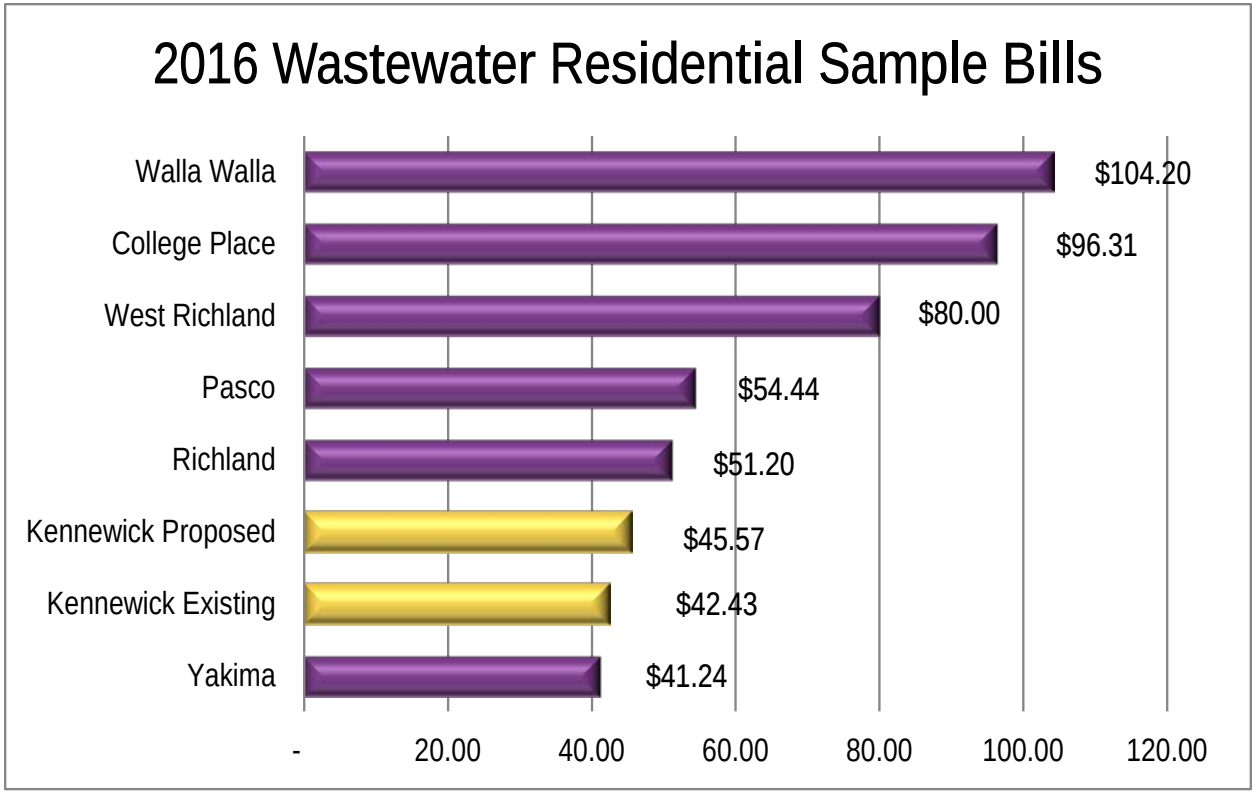
- Baseline scenario phases-in 100% depreciation funding over 9-years
- Existing debt reducing over time
- New annual debt service $160,000 - $2.7 million

Residential Bi-Monthly Bill Impact

Wastewater Sample Bill	Existing	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Proposed Increases - Annual CPI		2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Proposed Increases - Above CPI		5.40%	5.40%	5.40%	5.40%	5.40%	4.65%	4.65%	4.65%	4.65%	2.65%
Total Proposed Increases		7.40%	7.40%	7.40%	7.40%	7.40%	6.65%	6.65%	6.65%	6.65%	4.65%
Sample Residential Bi-Monthly Bill	$ 42.43	$ 45.57	$ 48.94	$ 52.56	$ 56.45	$ 60.63	$ 64.66	$ 68.96	$ 73.55	$ 78.44	$ 82.09
Difference		*$ 3.14*	*$ 3.37*	*$ 3.62*	*$ 3.89*	*$ 4.18*	*$ 4.03*	*$ 4.30*	*$ 4.59*	*$ 4.89*	*$ 3.65*

- City practice is to annually index fees and charges to CPI
  - Assumed at 2% per year
- Additional 5.40% per year above current practice
- Rate impacts shown are bi-monthly

Rate Comparison



Note: Assumes 13.3 ccf bi-monthly usage where applicable

STAFF RECOMMENDATIONS

- Implement Rate Recommendations
  - Implement Rate increase for 2017 – 2018 biennium only
  - Continue with current Policy of increasing rates annually by CPI (est. @ 2%)
  - Water = 3.15% for 2017 & 2018
  - Sewer = 5.40% for 2017 & 2018
- Implement rate modifications January 1st, 2017

Council Agenda Coversheet

Agenda Item Number	7.a.	Council Date	10/18/2016
Agenda Item Type	General Business Item		
Subject	November Meeting Schedule Change		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	City Manager		

- Consent Agenda ☐
- Ordinance/Reso ☐
- Public Mtg / Hrg ☐
- Other ☒
- Quasi-Judicial ☐

Recommendation

That Council approve the revised meeting schedule for November 2016.

Motion for Consideration

I move to adopt the revised November 2016 meeting schedule.

Summary

We will be presenting the 2017/2018 recommended biennial budget to the Council in a workshop next Tuesday, October 25th. In reviewing the timelines and schedule for the biennial budget, staff is recommending that we modify the November Council meeting schedule to provide an opportunity for an additional workshop, if needed, on November 1st prior to the adoption of the biennial budget on November 8th. The attached schedule provides for changing the first and second meeting in November. We are requesting that the first meeting on November 1st be set aside as a workshop, if needed, and the second meeting on November 8th be a regularly scheduled meeting to consider the biennial budget and property tax levy.

Alternatives

NA

Fiscal Impact

NA

Through	Terri Wright Oct 18, 10:15:13 GMT-0700 2016
Dept Head Approval	
City Mgr Approval	Marie Mosley Oct 18, 13:12:17 GMT-0700 2016

Attachments: November

☐ **Recording Required?**

City Council
Meeting Schedule
November 2016

November 1, 2016
Tuesday, 6:30 p.m. WORKSHOP MEETING - *Tentative*

November 8, 2016
Tuesday, 6:30 p.m. REGULAR COUNCIL MEETING

November 15, 2016
Tuesday, 6:30 p.m. REGULAR COUNCIL MEETING

November 22, 2016
Tuesday, 6:30 p.m. WORKSHOP MEETING
1. Ambulance Update
2. Fall Budget Adjustment

November 29, 2016
Tuesday, 6:30 p.m. NO MEETING

November 2016
Updated 10/18/16

City Council
Meeting Schedule
November 2016

November 1, 2016
Tuesday, 6:30 p.m. REGULAR COUNCIL MEETING

November 8, 2016
Tuesday, 6:30 p.m. WORKSHOP MEETING
1. Fall Budget Adjustment
2. Complete Streets Ordinance

November 15, 2016
Tuesday, 6:30 p.m. REGULAR COUNCIL MEETING

November 22, 2016
Tuesday, 6:30 p.m. WORKSHOP MEETING
1. Panhandling Update
2. Ambulance Update
3. Title 17 Update

November 29, 2016
Tuesday, 6:30 p.m. NO MEETING

November 2016
Updated 10/11/16