



CITY OF SNOQUALMIE
CITY COUNCIL REGULAR HYBRID MEETING
Monday, July 24, 2023, at 7:00 PM
Snoqualmie City Hall, 38624 SE River Street & Zoom

MAYOR & COUNCIL MEMBERS

Mayor Katherine Ross

Councilmembers: Ethan Benson, Cara Christensen,
Bryan Holloway, Jo Johnson, James Mayhew,
Louis Washington, and Robert Wotton

This meeting will be conducted in person and remotely using teleconferencing technology provided by Zoom.

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Press *9 to raise your hand to speak. Raising your hand signals the meeting moderator that you have a comment.
Press *6 to mute and unmute.

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- 1) Click this [link](#)
 - 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
 - 3) If prompted for Webinar ID, enter **813 0614 8787**; Enter Password **1800110121**
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CALL TO ORDER & ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

PUBLIC HEARINGS, PRESENTATIONS, PROCLAMATIONS, AND APPOINTMENTS

Presentations

1. Introduction of Pacific West Rail Model Train Museum

Public Hearings

Appointments

2. Mayor Pro Tem Councilmember Liaison Appointments

Proclamations

PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA

CONSENT AGENDA

3. Approve the City Council Meeting Minutes dated July 10, 2023.
4. Approve the Claims Approval Report dated July 24, 2023.
5. **AB23-095:** ILA for Fire and EM Services for Echo Glen Children's Center
6. **AB23-096:** Amendment to Public Works Contract with Purcell Painting & Coatings for the City Hall Stairs Repair Project

ORDINANCES

COMMITTEE REPORTS

Public Safety Committee:

Community Development Committee:

Parks & Public Works Committee:

Finance & Administration Committee:

Committee of the Whole:

REPORTS

7. Mayor's Report
8. Commission/Committee Liaison Reports
9. Councilmember Regional Liaison Updates

EXECUTIVE/CLOSED SESSION

10. Executive session pursuant to RCW 42.30.110(1)(a)(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency; and

Executive session pursuant to RCW 42.30.110(1)(c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public; and

Closed Session pursuant to RCW 42.30.140(4)(b) for the planning or adoption of a strategy or position to be taken during the course of any collective bargaining proceedings, or reviewing the proposals made in the negotiations or proceedings; and

Closed Session pursuant to RCW 42.30.140(4)(b) for the planning or adoption of a strategy or position to be taken during the course of any collective bargaining proceedings, or reviewing the proposals made in the negotiations or proceedings.

ADJOURNMENT



CITY COUNCIL REGULAR MEETING MINUTES

July 10, 2023

CALL TO ORDER & ROLL CALL: Mayor Ross called the meeting to order 7:00 pm

City Council:

Mayor Katherine Ross, Councilmembers Ethan Benson, Rob Wotton, Bryan Holloway, James Mayhew, Louis Washington, Cara Christensen, and Jolyon Johnson were present.

City Staff:

Mike Chambless, Interim City Administrator; David Linehan, Interim City Attorney; Jen Ferguson, Finance and HR Director (remote); Deana Dean, City Clerk; Hind Ahmed, Project Engineer; Andrew Vining, Project Engineer; Brian Lynch, Police Captain; Danna McCall, Communications Coordinator; Emily Arteche, Community Development Director (remote); Drew Bouta, Budget Manager; Joseph Spears, Police Officer; Carson Hornsby, Management Analyst (remote); Michael Liebetrau, Police Records and Evidence Technician; Mike Bailey, Interim Fire Chief; Andrew Jongekryg, IT Support and Jimmie Betts, IT Support.

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

It was moved by CM Holloway; seconded by CM Christensen to:

Approve the agenda as amended.

PASSED: 7-0 (Benson, Wotton, Holloway, Mayhew, Washington, Christensen, Johnson)

It was moved by CM Mayhew; seconded by CM Johnson to:

Revise the agenda, item #1, to read move to approve the appointment of Brian Lynch as the City of Snoqualmie Interim Police Chief.

PASSED: 7-0 (Benson, Wotton, Holloway, Mayhew, Washington, Christensen, Johnson)

PUBLIC HEARINGS, PRESENTATIONS, PROCLAMATIONS, AND APPOINTMENTS

1. **AB23-093:** Interim Police Chief Appointment. Summary read into the record by CM Holloway. Interim Chief Lynch spoke to Council and thanked them for their support.

It was moved by CM Holloway; seconded by CM Christensen to:

Appoint Brian Lynch as the City of Snoqualmie Interim Police Chief.

PASSED: 7-0 (Benson, Wotton, Holloway, Mayhew, Washington, Christensen, Johnson)

2. Swearing In Ceremony – Police Officer Joseph Spears. Interim Chief Lynch introduced Officer Spears and spoke to his education and experience. Mayor Ross administered the Oath of Office.
3. Fire Lieutenant Badge Pinning: Interim Fire Chief Mike Bailey introduced Ben Parker in his promotion to Lieutenant. Badge pinning performed by Kristina Parker.

PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA – None.

CONSENT AGENDA

3. Approve the City Council Meeting Minutes dated June 26, 2023.
4. Approve the Claims Approval Report dated July 10, 2023.

It was moved by CM Holloway; seconded by CM Washington to:

Approve the consent agenda.

PASSED: 7-0 (Benson, Wotton, Holloway, Mayhew, Washington, Christensen, Johnson)

CM Mayhew noted he had raised questions regarding the claims approval report and was pleased with staff's thorough response.

ORDINANCES – None.

COMMITTEE REPORTS

Community Development Committee: No report.

Public Safety Committee: No report.

Parks & Public Works Committee:

5. **AB23-091:** ICON Materials Amendment #1 - 2023 Overlay Project. Summary and motion read into the record by CM Holloway. Project Engineer Hind Ahmed was present to answer questions.

It was moved by CM Holloway; seconded by CM Benson to:

Approve Amendment No. 1 to the Public Works Contract with ICON Materials, Inc. for the 2023 Overlay Project.

PASSED: 7-0 (Benson, Wotton, Holloway, Mayhew, Washington, Christensen, Johnson)

6. **AB23-092:** Resolution No. 1651 to Adopt the Water System Plan and Water Use Efficiency Goals. Summary and motion read into the record by CM Holloway. Project Engineer Andrew Vining and Zach Schrempp from RH2 were present to answer questions.

It was moved by CM Holloway; seconded by CM Washington to:

Approve Resolution No. 1651 adopting the Water System Plan and authorize final submittal to agencies.

PASSED: 7-0 (Benson, Wotton, Holloway, Mayhew, Washington, Christensen, Johnson)

Finance & Administration Committee: No report.

Committee of the Whole: No report.

REPORTS

12. Mayor's Report:

- Thank you to Snoqualmie Ridge ROA and Church on the Ridge for fun Fourth of July activities. Also, thank you to police, fire, parks & public works staff for helping with events and for the high level of service they provide to our community.
- Special thanks went out to the urban forestry group.
- Conversation with Council is scheduled for July 27th at 5:00 pm before the Music in the Park event.
- Next week, the Mayor and CM Wotton will be presenting for the jurisdiction transfer to WSDOT.
- A special workshop with legislators is going to be planned in the fall to discuss issues in Snoqualmie and council legislative priorities for when they return to session in January 2024.
- Congratulations to Snoqualmie resident Joe Waskom who placed 2nd in the USA Track and Field Outdoor Championships at Hayward Field at the University of Oregon over the weekend.

13. Commission/Committee Liaison Reports:

- CM Washington provided an update on the Snoqualmie Watershed Forum.
- CM Holloway commented on agenda bill etiquette and proposed a discussion with P&PW on concussion protocols when organizations use our facilities.
- CM Wotton provided updates on Meadowbrook Farm Preservation, Snoqualmie Valley Housing Task Force, Housing Chat, Sno Valley Innovation Center, and Regional Law Safety and Justice Committee.
- CM Christensen provided an update on the SCA PIC Committee.

14. Department Reports:

- June 2023 Department Reports were reviewed by Mike Chambless, Interim City Administrator. CM Mayhew commented on delayed audits by the State Auditor's Office. Budget Manager Drew Bouta responded to CM Mayhew's comments. CM Johnson and Jen Ferguson, Finance & HR Director, also commented on this issue.

EXECUTIVE SESSION

Executive Session pursuant to RCW 42.30.110(1)(i): To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency lasting approximately 20 minutes.

Mayor Ross stated possible action would occur following Executive Session which was expected to end at 8:15 pm.

Executive Session commenced at 7:53 pm.

At 8:15 pm, Council extended Executive Session to 8:25 pm.

At 8:25 pm, Council extended Executive Session to 8:35 pm

At 8:37 pm, Council resumed open session.

ADJOURNMENT

It was moved by CM Mayhew; seconded by CM Holloway to:

Adjourn the meeting.

PASSED: 7-0 (Benson, Wotton, Holloway, Mayhew, Washington, Christensen, Johnson)

Meeting was adjourned at 8:38 pm.

CITY OF SNOQUALMIE

Katherine Ross, Mayor

Attest:

Deana Dean, City Clerk



Jennifer Ferguson, Director
38624 SE River St. | PO Box 987
Snoqualmie, Washington 98065
(425) 888-1555 | jferguson@snoqualmiewa.gov

To: City Council
Finance & Administration Committee

From: Jerry Knutsen, Financial Services Manager

Date: July 24, 2023

Subject: CLAIMS REPORT
Approval of payments for the period: June 27, 2023 through July 5, 2023

BACKGROUND

Per RCW 42.24.080, all claims presented against the city by persons furnishing materials, rendering services, or performing labor must be certified by the appropriate official to ensure that the materials have been furnished, the services rendered, or the labor performed as described, and that the claims are just, due, and unpaid obligations against the city, before payment can be made. Expedited processing of the payment of claims when certain conditions have been met allows for the payment of claims before the legislative body has acted to approve the claims when: (1) the appropriate officers have furnished official bonds; (2) the legislative body has adopted policies that implement effective internal control; (3) the legislative body has provided for review of the documentation supporting the claims within a month of issuance; and (4) that if claims are disapproved, they shall be recognized as receivables and diligently pursued. The City of Snoqualmie meets all requirements of this state law.

Pursuant to Snoqualmie Municipal Code (SMC) Chapter 3.85, all Claims, Demands and Vouchers against the city, provides that the Finance Director or her designee will examine all claims prior to payment and provide periodic reporting of the payments to the City Council for final approval. Per SMC 3.85.040, to meet these requirements, the Finance Director schedules payment of claims and payroll for monthly Finance & Administration Committee review followed by full City Council approval on the consent agenda. Per SMC 3.85.050, documentation supporting claims paid and the Finance Director’s written report are made available to all city council members at City Hall for 48 hours prior to the Finance & Administration Committee meeting. Following the 48-hour review period, the Finance & Administration Committee considers the claims as part of its regular agenda and recommends to the full city council whether to approve or disapprove the claims. Consistent with these requirements, this report seeks City Council approval of payment of claims and payroll batches summarized in the table below.

ANALYSIS

All payments made during these periods were found to be valid claims against the city. Details are available in documentation provided for City Council review prior to the Finance & Administration Committee meeting. The City’s internal controls include certification of the validity of all expenditures by the appropriate department and an internal audit conducted by designated finance department staff who review all claims and payroll payments. Staff performs system validation and exception reviews to validate payroll records. The Finance Director performs a random sampling review of supporting documentation for claims payments to ensure validity, as well as regularly reviews its processes to ensure appropriate internal controls are in place.

The City issues disbursements for claims and payroll via the following methods:

- Warrant: paper negotiable instruments, very much like, although legally distinct from, checks
- Commercial Credit Card: as authorized by Financial Management Policy
- Electronic Funds Transfer (EFT). EFTs are electronic banking transactions (no paper instrument) of two basic

types: (1) Automated Clearing House (ACH) for Electronic Fund Transfer (EFT) and (2) Wire Transfers a direct transfer between bank accounts

Item 4.

The following table summarizes the claims and payments authorized by the Finance Director:

The foregoing amounts were budgeted in the 2023-2024 biennial budget, and sufficient funds to cover these payments, as appropriate.

CITY OF SNOQUALMIE
Disbursements for Council Approval
Claims, Payroll and Miscellaneous

CLAIMS							
Batch ID	Date	Warrants			ACH		CLAIMS TOTAL
		From #	Thru #	Amount	Qty	Amount	
31	6/29/2023	61448	61466				\$ -
		61519	61521				-
		62695	62739	\$ 191,928.19			191,928.19
32	7/3/2023	62740	62740	\$ 1,636.47			1,636.47
							-
Grand Total							193,564.66

MISCELLANEOUS DISBURSEMENTS				
Date	Description	ACH Amount	Wire Amount	MISC TOTAL
6/27/2023	Dept. of Revenue	\$ 41,115.30		\$ 41,115.30
7/3/2023	Merchant Card Fees - Bankcard	\$ 7,733.70		7,733.70
7/3/2023	Merchant Card Fees - Bluefin	\$ 913.58		913.58
7/3/2023	Merchant Card Fees - Fiserv Merchant	\$ 155.11		155.11
7/5/2023	Merchant Card Fees - Merchant Transact	\$ 829.70		829.70
7/5/2023	Merchant Card Fees - American Express	\$ 1,081.50		1,081.50
Grand Total				51,828.89

PAYROLL (including Payroll Benefits)							
Batch ID	Date	Warrants			ACH		PAYROLL TOTAL
		From #	Thru #	Amount	Qty	Amount	
P6-2023	6/30/2023				129	\$ 625,184.37	\$ 625,184.37
D6-2023	6/15/2023				72	\$ 134,045.00	134,045.00
PV6-2023	7/3/2023	61614	61624	\$ 51,846.21	12	\$ 661,580.87	713,427.08
Grand Total							1,472,656.45

Total **1,718,050.00**

The following claims and payments were objected to by Finance Director: **NONE**
(Itemize claims/demands amounts and circumstances, and summarize reasons for objection)

I, the undersigned, do hereby certify under penalty of perjury that the claims and payroll warrant and/or checks itemized above were issued to pay just, due, and unpaid obligations of the City of Snoqualmie for materials furnished, services rendered, or labor performed, and that I am authorized to authenticate and certify the foregoing.

Jerry Knutsen

Jul 7, 2023

Jerry Knutsen, Financial Services Manager/Auditing Officer

Date

FINANCE & ADMINISTRATION COMMITTEE RECOMMENDATION

Accounts Payable

Blanket Voucher Approval Document



User: ITreptow
 Printed: 06/29/2023 - 1:22PM
 Warrant Request Date: 6/29/2023
 DAC Fund:

Batch: 00007.06.2023 - 6-29-23 Check Run

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$ 191,928.19
 for claims warrants numbered 61448 through 61466 & dated 6/29/23
61519 through 61521 & dated 6/29/23
62695 through 62739 & dated 6/29/23

*Using checks that were inadvertently omitted from prior accounts payable batches.

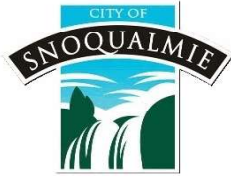
Line	Claimant	Voucher No.	Amount
1	911 SUPPLY INC	000061448	1,196.52
2	ALLIED ELECTRONICS INC	000061450	357.95
3	AM TEST INC	000061451	820.00
4	AMAZON CAPITAL SERVICES	000061452	237.33
5	A Pinch Different, LLC - Sarah Hughes	000061449	553.40
6	BERRY DUNN MCNEIL & PARKER LLC	000061453	4,940.00
7	CENTURYLINK PD	000061454	1,426.35
8	CINTAS	000061455	140.48
9	Complete Office (Fin Acct)	000061458	869.02
10	CITY OF ISSAQUAH	000061456	18,226.20
11	CITY OF MERCER ISLAND	000061457	269.10
12	Complete Office (PD Acct)	000061459	302.96
13	Occupational Health Centers of WA, P.S.	000062711	772.00
14	Core & Main	000061460	2,363.13
15	Crystal Springs	000061461	287.14
16	Dark Horse Printing, LLC	000061462	434.12
17	Draveling, Nigel	000061463	30.00
18	Evergreen Ford, Inc.	000061464	4,383.65
19	Galls, LLC PD	000061465	568.42
20	GRIMCO INC	000061466	537.98
21	Hach Company, Inc.	000061519	7,972.70
22	Idexx Distribution Inc.	000061520	1,011.71
23	Issaquah Municipal Court	000061521	9,016.10
24	Jenkins Pipeline Services LLC	000062696	3,722.46
25	Jack Henry and Assoc., Inc.	000062695	3,887.16
26	KING COUNTY RADIO COMM SVCS	000062698	3,081.38
27	King County Finance	000062697	3,331.25
28	Lawson Products	000062699	283.44
29	Lewis & Laws, PLLC	000062700	800.00
30	Liebetau, Michael	000062701	35.37
31	Moberly, Lynn	000062706	6,000.00
32	Macdonald-Miller	000062702	5,014.94
33	Matzke Polygraph, LLC	000062703	150.00
34	McMaster-Carr	000062704	34.55
35	Minuteman Press	000062705	857.03
36	Mountain View Apartments	000062707	10,000.00
37	North Bend Auto Parts, Inc. (Gen.)	000062708	593.71
38	North Coast Electric Co.	000062709	9,336.08
39	Northwest Hydraulic Consultants, Inc	000062710	18,573.75
40	ORKIN	000062712	173.14
41	Panorama Apartments, LLC	000062714	15,000.00

Page Total: \$137,590.52

Line	Claimant	Voucher No.	Amount	Item 4.
42	PITNEY BOWES BANK INC PURCHASE POWER	000062715	2,015.00	
43	Prothman Company	000062717	2,487.45	
44	Platt 152997	000062716	187.27	
45	Pacific Office Automation (OR)	000062713	3,032.70	
46	Public Safety Psychological Services	000062718	450.00	
47	RH2 Engineering, Inc.	000062719	1,442.29	
48	South Correctional Entity	000062721	1,244.00	
49	Seattle Automotive Distributing	000062720	355.15	
50	Stericycle, Inc. (PD)	000062722	10.36	
51	Telco Inc.	000062724	4,674.36	
52	TrojanUV	000062728	6,635.22	
53	Technical Systems, Inc.	000062723	8,080.38	
54	TETRA TECH, INC.	000062725	3,244.24	
55	The Workwear Place	000062726	300.52	
56	Uline	000062729	989.54	
57	USA Bluebook	000062730	1,878.59	
58	Verizon (PD)	000062731	1,840.86	
59	Verizon Wireless (Central Svcs.)	000062732	7,057.10	
60	VisionQuest Window Cleaning, Inc.	000062733	1,050.00	
61	Waste Management - AS Payment Agent	000062735	220.56	
62	Weiss,Jason	000062736	130.00	
63	Thomson Reuters - West Pymt. Center	000062727	205.82	
64	Westlake Ace Hardware	000062737	360.01	
65	WRPA Wa Recreation Parks	000062738	1,200.00	
66	WA ST Patrol - B & F Servs	000062734	246.25	
67	Yvonne Dalke Real Estate	000062739	5,000.00	
			Page Total:	\$54,337.67
			Grand Total:	\$191,928.19

Accounts Payable

Computer Check Register



User: ITreptow
 Printed: 06/29/2023 - 1:21PM
 Batch: 00007.06.2023 - 6-29-23 Check Run
 Bank Account: KWR

Check	Vendor No	Vendor Name	Date	Invoice No	amount
61448	911 supp	911 SUPPLY INC	6/29/2023		
				INV-2-29878	273.94
				INV-2-30048	330.22
				INV-2-29742	176.32
				INV-2-29832	85.81
				INV-2-30048	330.23
		Check 61448 Total:			1,196.52
61449	apinch	A Pinch Different, LLC - Sara	6/29/2023		
				6.12.23	553.40
		Check 61449 Total:			553.40
61450	alliede	ALLIED ELECTRONICS IN	6/29/2023		
				9017959670	357.95
		Check 61450 Total:			357.95
61451	am test	AM TEST INC	6/29/2023		
				133848	820.00
		Check 61451 Total:			820.00
61452	amazoncap	AMAZON CAPITAL SERVI	6/29/2023		
				X-Q79W-1TDG	8.70
				1V-FDXF-FVRL	141.56
				HF-HJPG-J7DK	87.07
		Check 61452 Total:			237.33
61453	berrdun	BERRY DUNN MCNEIL & F	6/29/2023		
				430823	4,940.00
		Check 61453 Total:			4,940.00
61454	CENLINK	CENTURYLINK PD	6/29/2023		
				575004-5-23	1,426.35
		Check 61454 Total:			1,426.35
61455	cintas	CINTAS	6/29/2023		
				9225949622	140.48
		Check 61455 Total:			140.48
61456	coi	CITY OF ISSAQUAH	6/29/2023		
				23000199	18,226.20
		Check 61456 Total:			18,226.20

Check	Vendor No	Vendor Name	Date	Invoice No	Item 4.
61457	comi	CITY OF MERCER ISLAND	6/29/2023	PD-2023-03	269.10
		Check 61457 Total:			269.10
61458	co	Complete Office (Fin Acct)	6/29/2023	2207294-0	434.51
				2207294-0	434.51
		Check 61458 Total:			869.02
61459	comp pd	Complete Office (PD Acct)	6/29/2023	2217771-0	64.39
				2219312-0	10.67
				2217771-0	97.91
				2219312-0	129.99
		Check 61459 Total:			302.96
61460	coremain	Core & Main	6/29/2023	S854546	2,363.13
		Check 61460 Total:			2,363.13
61461	cryspr	Crystal Springs	6/29/2023	5310053 052123	287.14
		Check 61461 Total:			287.14
61462	darkhors	Dark Horse Printing, LLC	6/29/2023	20230616	434.12
		Check 61462 Total:			434.12
61463	draveln	Nigel Draveling	6/29/2023	EIMB N. Dravel	30.00
		Check 61463 Total:			30.00
61464	ef	Evergreen Ford, Inc.	6/29/2023	6281781	4,383.65
		Check 61464 Total:			4,383.65
61465	gallsllc	Galls, LLC PD	6/29/2023	1001093561	156.82
				24281751	254.78
				24306349	156.82
		Check 61465 Total:			568.42
61466	GRIMINC	GRIMCO INC	6/29/2023	30633700-03	537.98
		Check 61466 Total:			537.98
61519	hci	Hach Company, Inc.	6/29/2023	13582221	727.45
				13580227	848.23
				13590986	5,902.66
				13596279	494.36

Check	Vendor No	Vendor Name	Date	Invoice No	Item 4.
					7,972.70
		Check 61519 Total:			
61520	idc	Idexx Distribution Inc.	6/29/2023		
				3129521884	1,011.71
		Check 61520 Total:			1,011.71
61521	imc	Issaquah Municipal Court	6/29/2023		
				SQL MAY 2023	9,016.10
		Check 61521 Total:			9,016.10
62695	jh&assoc	Jack Henry and Assoc., Inc.	6/29/2023		
				4306539	3,887.16
		Check 62695 Total:			3,887.16
62696	jenkinsp	Jenkins Pipeline Services LLC	6/29/2023		
				26446	2,532.96
				27034	1,189.50
		Check 62696 Total:			3,722.46
62697	kcf 710	King County Finance	6/29/2023		
				11013693	3,069.00
				3004199	262.25
		Check 62697 Total:			3,331.25
62698	kc radio	KING COUNTY RADIO CO	6/29/2023		
				19740	1,466.09
				455411	149.20
				19740	1,466.09
		Check 62698 Total:			3,081.38
62699	lawsonpr	Lawson Products	6/29/2023		
				9310655826	283.44
		Check 62699 Total:			283.44
62700	lewislaw	Lewis & Laws, PLLC	6/29/2023		
				1783	800.00
		Check 62700 Total:			800.00
62701	liebeta	Michael Liebetau	6/29/2023		
				:EIMB Liebetau	35.37
		Check 62701 Total:			35.37
62702	macdmill	Macdonald-Miller	6/29/2023		
				SVC262084	735.85
				SVC263182	1,060.01
				SVC263184	652.31
				SVC263469	2,566.77
		Check 62702 Total:			5,014.94
62703	matzken	Matzke Polygraph, LLC	6/29/2023		
				3923	150.00

Check	Vendor No	Vendor Name	Date	Invoice No	Item 4.
					Check 62703 Total: 150.00
62704	mcmaster	McMaster-Carr	6/29/2023	98608030	34.55
					Check 62704 Total: 34.55
62705	mp	Minuteman Press	6/29/2023	90834	77.57
				90806	779.46
					Check 62705 Total: 857.03
62706	lolm	Lynn Moberly	6/29/2023	MAY 2023	6,000.00
					Check 62706 Total: 6,000.00
62707	MVapts	Mountain View Apartments	6/29/2023	5-16-23 ARPA	10,000.00
					Check 62707 Total: 10,000.00
62708	nb autog	North Bend Auto Parts, Inc. (C	6/29/2023	989513	142.03
				989626	2.98
				987713	172.53
				989622	48.11
				990373	228.06
					Check 62708 Total: 593.71
62709	ncec	North Coast Electric Co.	6/29/2023	s12403808.003	301.89
				s12403808.004	7,245.42
				s012403896.004	1,563.41
				s012507692.001	225.36
					Check 62709 Total: 9,336.08
62710	nhc	Northwest Hydraulic Consulte	6/29/2023	29782	18,573.75
					Check 62710 Total: 18,573.75
62711	concen	Occupational Health Centers c	6/29/2023	79331295	772.00
					Check 62711 Total: 772.00
62712	orkin	ORKIN	6/29/2023	243715744	173.14
					Check 62712 Total: 173.14
62713	poa-or	Pacific Office Automation (Ol	6/29/2023	CSQ-0523	1,516.35
				CSQ-0623	1,516.35
					Check 62713 Total: 3,032.70

Check	Vendor No	Vendor Name	Date	Invoice No	Item 4.
62714	Panorama	Panorama Apartments, LLC	6/29/2023	6-12-23 ARPA	15,000.00
		Check 62714 Total:			15,000.00
62715	PBBIPP	PITNEY BOWES BANK INC	6/29/2023	PP 6-23	2,015.00
		Check 62715 Total:			2,015.00
62716	platt	Platt 152997	6/29/2023	4Z10442	187.27
		Check 62716 Total:			187.27
62717	pc	Prothman Company	6/29/2023	2023-8262	2,487.45
		Check 62717 Total:			2,487.45
62718	psps	Public Safety Psychological S	6/29/2023	3418	450.00
		Check 62718 Total:			450.00
62719	rh2	RH2 Engineering, Inc.	6/29/2023	90690	1,442.29
		Check 62719 Total:			1,442.29
62720	seaauto	Seattle Automotive Distributir	6/29/2023	S5-8149418	355.15
		Check 62720 Total:			355.15
62721	score	South Correctional Entity	6/29/2023	6918	1,244.00
		Check 62721 Total:			1,244.00
62722	stericyc	Stericycle, Inc. (PD)	6/29/2023	3006497159	10.36
		Check 62722 Total:			10.36
62723	tsi lw	Technical Systems, Inc.	6/29/2023	8161-003	8,080.38
		Check 62723 Total:			8,080.38
62724	tenelco	Tenelco Inc.	6/29/2023	87765	2,368.46
				87903	2,305.90
		Check 62724 Total:			4,674.36
62725	ttd	TETRA TECH, INC.	6/29/2023	52080218	3,244.24
		Check 62725 Total:			3,244.24
62726	twwp	The Workwear Place	6/29/2023		

Check	Vendor No	Vendor Name	Date	Invoice No	Item 4.
				2313	154.10
				2327	118.89
				2328	27.53
					<hr/>
				Check 62726 Total:	300.52
62727	westpay	Thomson Reuters - West Pym	6/29/2023		
				848413125	205.82
					<hr/>
				Check 62727 Total:	205.82
62728	trojuv	TrojanUV	6/29/2023		
				200/11737	6,635.22
					<hr/>
				Check 62728 Total:	6,635.22
62729	uline	Uline	6/29/2023		
				164046317	210.73
				164044271	778.81
					<hr/>
				Check 62729 Total:	989.54
62730	usab	USA Bluebook	6/29/2023		
				221917	105.88
				170052	438.62
				305042	196.92
				177794	418.91
				200603	174.23
				230052	335.48
				186149	165.53
				178984	43.02
					<hr/>
				Check 62730 Total:	1,878.59
62731	veriz 3	Verizon (PD)	6/29/2023		
				9935099765	1,840.86
					<hr/>
				Check 62731 Total:	1,840.86
62732	verizcs	Verizon Wireless (Central Srv	6/29/2023		
				9935059559	6,427.00
				9933223943	315.04
				9935599387	315.06
					<hr/>
				Check 62732 Total:	7,057.10
62733	visionq	VisionQuest Window Cleanin;	6/29/2023		
				000905	775.00
				000906	275.00
					<hr/>
				Check 62733 Total:	1,050.00
62734	wsp bf	WA ST Patrol - B & F Servs	6/29/2023		
				I23006572	246.25
					<hr/>
				Check 62734 Total:	246.25
62735	wastemgm	Waste Management - AS Payr	6/29/2023		
				0271696-2677-0	36.76
				0271696-2677-0	36.76
				0271696-2677-0	36.76
				0271696-2677-0	36.76

Check	Vendor No	Vendor Name	Date	Invoice No	Item 4.
				0271696-2677-0	36.76
				0271696-2677-0	36.76
					<hr/>
				Check 62735 Total:	220.56
62736	weisj	Jason Weiss	6/29/2023		
				REIMB J. Weiss	130.00
					<hr/>
				Check 62736 Total:	130.00
62737	wlace	Westlake Ace Hardware	6/29/2023		
				15309059	28.95
				15309165	20.70
				15309134	28.09
				15309133	174.05
				15309069	93.21
				15309173	15.01
					<hr/>
				Check 62737 Total:	360.01
62738	wrpa	WRPA Wa Recreation Parks	6/29/2023		
				8752	665.00
				8750	535.00
					<hr/>
				Check 62738 Total:	1,200.00
62739	YVONNE.D	Yvonne Dalke Real Estate	6/29/2023		
				6-12-23 ARPA	5,000.00
					<hr/>
				Check 62739 Total:	5,000.00
					<hr/>
				Report Total:	191,928.19
					<hr/>
					<hr/>

Accounts Payable

Blanket Voucher Approval Document



User: ITreptow
Printed: 07/03/2023 - 11:47AM
Warrant Request Date: 7/3/2023
DAC Fund:

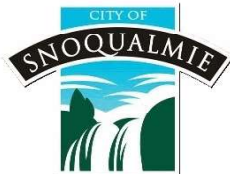
Batch: 00001.07.2023 - 7-3-23 UB Mailing Check R

City of Snoqualmie
Claims presented to the City to be paid in the amount of \$ 1,636.47
for claims warrants numbered 62740 through 62740 & dated 7/3/2023.

Line	Claimant	Voucher No.	Amount
1	US Postmaster	000062740	1,636.47
Page Total:			\$1,636.47
Grand Total:			\$1,636.47

Accounts Payable

Computer Check Register



User: ITreptow
 Printed: 07/03/2023 - 11:43AM
 Batch: 00001.07.2023 - 7-3-23 UB Mailing Check Run
 Bank Account: KWR

Check	Vendor No	Vendor Name	Date	Invoice No	amount
62740	usp	US Postmaster	7/3/2023		
				6-23 Mailing	545.49
				6-23 Mailing	545.49
				6-23 Mailing	545.49
					<hr/>
				Check 62740 Total:	1,636.47
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				Report Total:	1,636.47
					<hr/> <hr/>

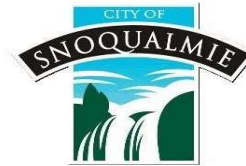


Payroll
Blanket Voucher Document

Claims presented to the City to be paid on 6/30/2023 in the amount of \$ 134,045.00
which includes claim warrants numbered _____ through _____,
totaling \$ 0.00, and direct deposits totaling \$ 134,045.00.

ACH Check Register

User: 'THolden'
 Printed: 06/13/2023 - 3:23PM
 Batch: 00001.06
 Include Partial: TRUE



Check Date	Check	Partial ACH	Employee Name	Amount
06/15/2023	0	False	Reina McCauley	2,400.00
06/15/2023	0	False	Deana Dean	2,000.00
06/15/2023	0	False	Tania Holden	700.00
06/15/2023	0	False	Jimmie Betts Jr.	1,400.00
06/15/2023	0	False	Brendon Ecker	1,775.00
06/15/2023	0	False	Andrew Latham	1,700.00
06/15/2023	0	False	Sarah Reeder	3,050.00
06/15/2023	0	False	Andrew Jongekryg	1,750.00
06/15/2023	0	False	Christopher Miller	2,000.00
06/15/2023	0	False	Jennifer Ferguson	3,000.00
06/15/2023	0	False	Krista Hintz	1,000.00
06/15/2023	0	False	Debbie Kinsman	1,500.00
06/15/2023	0	False	Gerald Knutsen	400.00
06/15/2023	0	False	Kyla Henderson	2,000.00
06/15/2023	0	False	Janna Walker	2,700.00
06/15/2023	0	False	Tami Wood	1,500.00
06/15/2023	0	False	Danna McCall	3,000.00
06/15/2023	0	False	Brian Lynch	1,500.00
06/15/2023	0	False	Melinda Black	1,600.00
06/15/2023	0	False	Stephanie Butler	2,800.00
06/15/2023	0	False	Austin Gutwein	2,100.00
06/15/2023	0	False	Joseph Spears	2,350.00
06/15/2023	0	False	Drew Ward	2,300.00
06/15/2023	0	False	Michael Peter	2,200.00
06/15/2023	0	False	Pamela Mandery	2,000.00
06/15/2023	0	False	James Aguirre	2,500.00
06/15/2023	0	False	Michael Liebetrau	1,250.00
06/15/2023	0	False	Deanna Patterson	1,780.00
06/15/2023	0	False	Craig Miller	2,350.00
06/15/2023	0	False	Joseph Meadows	2,700.00
06/15/2023	0	False	Cory Hendricks	2,400.00
06/15/2023	0	False	Nicholas Schulgen	2,050.00
06/15/2023	0	False	Chase Smith	2,000.00
06/15/2023	0	False	Kim Stonebraker-W	2,000.00
06/15/2023	0	False	James Kaae	2,000.00
06/15/2023	0	False	Jason Weiss	2,000.00
06/15/2023	0	False	Nigel Draveling	1,500.00
06/15/2023	0	False	Dmitriy Vladis	2,000.00
06/15/2023	0	False	Philip Bennett	1,440.00
06/15/2023	0	False	Jordan Jolley	1,950.00
06/15/2023	0	False	Jason Battles	1,800.00
06/15/2023	0	False	Neil MacVicar	1,700.00
06/15/2023	0	False	Ryan Barnet	1,775.00
06/15/2023	0	False	Michael Chambless	4,750.00
06/15/2023	0	False	Kevin Aspy	1,585.00
06/15/2023	0	False	Patrick Fry	2,900.00

06/15/2023	0	False	Andrew Vining	2,950.00
06/15/2023	0	False	Hind Ahmed	3,200.00
06/15/2023	0	False	Thomas Holmes	1,100.00
06/15/2023	0	False	Alec Bagley	1,900.00
06/15/2023	0	False	Joan Quade	1,150.00
06/15/2023	0	False	Ryan Dalziel	1,200.00
06/15/2023	0	False	Jason George	800.00
06/15/2023	0	False	Kevin Halbert	1,350.00
06/15/2023	0	False	Timothy Barrett	1,950.00
06/15/2023	0	False	Donald Harris	200.00
06/15/2023	0	False	Kevin Snyder	1,500.00
06/15/2023	0	False	Christopher Wilson	1,865.00
06/15/2023	0	False	Todd Shinn	1,000.00
06/15/2023	0	False	John Cooper	800.00
06/15/2023	0	False	David Goodman	2,700.00
06/15/2023	0	False	Ilyse Treptow	950.00
06/15/2023	0	False	Jonathan Kesler	2,900.00
06/15/2023	0	False	Rebecca Buelna	1,200.00
06/15/2023	0	False	Dylan Gamble	1,875.00
06/15/2023	0	False	Michael Bailey	1,400.00
06/15/2023	0	False	Tylor Fischer	2,000.00
06/15/2023	0	False	Jacob Fouts	600.00
06/15/2023	0	False	Darby Summers	1,200.00
06/15/2023	0	False	Gregory Heath	2,200.00
06/15/2023	0	False	Matthew West	1,500.00
06/15/2023	0	False	Robert Lasswell	1,400.00
				0.00
				134,045.00
		Total	72	134,045.00



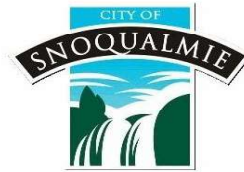
Payroll
Blanket Voucher Document

Claims presented to the City to be paid on 6/30/2023 in the amount of \$ 625,184.37
which includes claim warrants numbered _____ - _____ through _____ - _____,
totaling \$ 0.00, and direct deposits totaling \$ 625,184.37.

Payroll

ACH Check Register

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 Printed: 06/27/2023 - 4:15PM
 Batch: 00002.06.2023 - EOM 6-30-2023
 Include Partial: TRUE



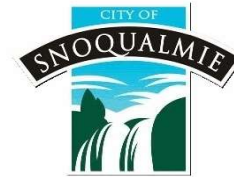
Check Date	Check Number	Partial ACH	Employee Name	Amount
06/30/2023	0	False	Michael Sauerwein	11,219.57
06/30/2023	0	False	James Mayhew	824.89
06/30/2023	0	False	Bryan Holloway	916.66
06/30/2023	0	False	Louis Washington	724.89
06/30/2023	0	False	Ethan Benson	824.89
06/30/2023	0	False	Jolyon Johnson	824.89
06/30/2023	0	False	Robert Wotton	674.89
06/30/2023	0	False	Cara Christensen	824.89
06/30/2023	0	False	Katherine Ross	3,874.48
06/30/2023	0	False	Reina McCauley	2,106.42
06/30/2023	0	False	Deana Dean	4,487.63
06/30/2023	0	False	Tania Holden	5,377.08
06/30/2023	0	False	Jimmie Betts Jr.	4,296.48
06/30/2023	0	False	Brendon Ecker	2,547.63
06/30/2023	0	False	Andrew Latham	4,767.03
06/30/2023	0	False	Sarah Reeder	3,925.23
06/30/2023	0	False	Andrew Jongekryg	1,925.67
06/30/2023	0	False	Mohsen Hafiz	2,641.84
06/30/2023	0	False	Christopher Miller	3,533.42
06/30/2023	0	False	Andrew Bouta	6,662.05
06/30/2023	0	False	Samantha Brumfield	3,216.33
06/30/2023	0	False	Kimberly Johnson	5,771.18
06/30/2023	0	False	Nicole Wiebe	4,784.75
06/30/2023	0	False	Jennifer Ferguson	7,662.65
06/30/2023	0	False	Carson Hornsby	5,506.17
06/30/2023	0	False	Krista Hintz	5,583.00
06/30/2023	0	False	Debbie Kinsman	3,246.17
06/30/2023	0	False	Heather Florida	4,273.65
06/30/2023	0	False	Gerald Knutsen	6,095.67
06/30/2023	0	False	Kyla Henderson	3,846.79
06/30/2023	0	False	Janna Walker	2,627.01
06/30/2023	0	False	Tami Wood	4,685.33
06/30/2023	0	False	Gail Folkins	3,385.05
06/30/2023	0	False	Danna McCall	3,398.00
06/30/2023	0	False	Brian Lynch	5,531.55
06/30/2023	0	False	Melinda Black	3,431.96
06/30/2023	0	False	Stephanie Butler	3,141.31
06/30/2023	0	False	Austin Gutwein	6,665.50
06/30/2023	0	False	Joseph Spears	2,698.66
06/30/2023	0	False	Drew Ward	3,042.77
06/30/2023	0	False	Michael Peter	2,356.83
06/30/2023	0	False	Pamela Mandery	7,046.66
06/30/2023	0	False	James Aguirre	5,941.16
06/30/2023	0	False	Michael Liebetau	1,406.44
06/30/2023	0	False	Deanna Patterson	4,322.15
06/30/2023	0	False	Craig Miller	10,735.96

06/30/2023	0	False	Daniel Moate	10,986.96
06/30/2023	0	False	Perry Phipps	10,159.61
06/30/2023	0	False	Joseph Meadows	4,707.02
06/30/2023	0	False	Cory Hendricks	6,000.60
06/30/2023	0	False	Nicholas Schulgen	4,486.65
06/30/2023	0	False	Chase Smith	5,783.77
06/30/2023	0	False	Kim Stonebraker-W	4,578.39
06/30/2023	0	False	James Kaae	8,702.17
06/30/2023	0	False	Jason Weiss	11,561.22
06/30/2023	0	False	Nigel Draveling	8,243.12
06/30/2023	0	False	Dmitriy Vladis	5,236.46
06/30/2023	0	False	Christopher Werre	7,111.05
06/30/2023	0	False	Philip Bennett	6,899.14
06/30/2023	0	False	Jordan Jolley	2,813.06
06/30/2023	0	False	Justin Ren	4,777.84
06/30/2023	0	False	Jason Battles	5,348.99
06/30/2023	0	False	Neil MacVicar	4,885.60
06/30/2023	0	False	Jorge Orozco	7,689.77
06/30/2023	0	False	Ryan Barnet	5,495.56
06/30/2023	0	False	Michael Chambless	5,612.07
06/30/2023	0	False	Kyle Markwardt	4,121.57
06/30/2023	0	False	Christine Iverson Sti	4,291.90
06/30/2023	0	False	Kevin Aspy	4,872.64
06/30/2023	0	False	Lyle Beach	10,349.73
06/30/2023	0	False	Patrick Fry	3,517.03
06/30/2023	0	False	Jeffrey Hamlin	8,128.09
06/30/2023	0	False	Andrew Vining	3,656.68
06/30/2023	0	False	Hind Ahmed	3,909.55
06/30/2023	0	False	Thomas Holmes	14,095.30
06/30/2023	0	False	Alec Bagley	4,172.94
06/30/2023	0	False	Joan Quade	3,479.06
06/30/2023	0	False	Ryan Dalziel	5,070.26
06/30/2023	0	False	Jason George	10,019.68
06/30/2023	0	False	Kevin Halbert	4,764.74
06/30/2023	0	False	Timothy Barrett	3,382.89
06/30/2023	0	False	Donald Harris	9,356.15
06/30/2023	0	False	Kevin Snyder	6,431.15
06/30/2023	0	False	Kenneth Knowles	6,887.72
06/30/2023	0	False	Christopher Wilson	2,994.67
06/30/2023	0	False	Todd Shinn	6,038.60
06/30/2023	0	False	Matthew Hedger	9,544.51
06/30/2023	0	False	John Cooper	6,104.79
06/30/2023	0	False	Emily Artech	8,925.83
06/30/2023	0	False	David Goodman	2,938.24
06/30/2023	0	False	Ashley Wragge	3,999.76
06/30/2023	0	False	Ilyse Treptow	4,629.99
06/30/2023	0	False	Jonathan Kesler	3,132.84
06/30/2023	0	False	Rebecca Buelna	3,131.71
06/30/2023	0	False	Dylan Gamble	3,562.74
06/30/2023	0	False	Michael Bailey	7,828.24
06/30/2023	0	False	Jessica Rellamas	2,680.94
06/30/2023	0	False	Tylor Fischer	2,932.04
06/30/2023	0	False	Zachary Schumann	6,926.06
06/30/2023	0	False	Mark Correira	39,020.81
06/30/2023	0	False	Jacob Fouts	7,422.84
06/30/2023	0	False	Darby Summers	4,673.57
06/30/2023	0	False	Theresa Tozier	5,000.91
06/30/2023	0	False	Gregory Heath	5,687.32

06/30/2023	0	False	Albert Wolfe	5,889.10
06/30/2023	0	False	Nicholas Lathrop	5,932.20
06/30/2023	0	False	Matthew West	7,194.88
06/30/2023	0	False	William Wisham	10,263.97
06/30/2023	0	False	Robert Lasswell	7,212.52
06/30/2023	0	False	Catherine Cotton	273.01
06/30/2023	0	False	Benjamin Parker	10,545.02
06/30/2023	0	False	Jesse Curlee	435.90
06/30/2023	0	False	Bir Davinder Badesf	432.15
06/30/2023	0	False	Colin Kubota	435.90
06/30/2023	0	False	Joshua Phahongchar	435.90
06/30/2023	0	False	Johnny Mutyaba	435.90
06/30/2023	0	False	Kristen Favro	435.90
06/30/2023	0	False	John-Louis Solms	27.53
06/30/2023	0	False	Robert Angrisano	784.61
06/30/2023	0	False	Lorrie Jones	289.99
06/30/2023	0	False	Peter O'Donnell	8,209.75
06/30/2023	0	False	Kristina Myers	144.99
06/30/2023	0	False	Kyle Liston	435.90
06/30/2023	0	False	David Hazelton	582.72
06/30/2023	0	False	Kathleen Anthony	435.90
06/30/2023	0	False	Mary Beinner	518.49
06/30/2023	0	False	Thomas Walker	628.61
06/30/2023	0	False	Anna Meehan	601.08
06/30/2023	0	False	Joshua Demetrescu	456.68
				0.00
				625,184.37
		Total Employees:	129	625,184.37

Accounts Payable

Blanket Voucher Approval Document



User: THolden
 Printed: 07/06/2023 - 12:26PM
 Warrant Request Date: 7/3/2023
 DAC Fund:

Batch: 00006.06.2023 - PV6-2023

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$ 713,427.08 (Incl. ACH)
 for claims warrants numbered 61614 through 61624 & dated 7/3/2023.

Line	Claimant	Voucher No.	Amount
1	AFLAC	000000000	78.13
2	AWC BENEFITS	000000000	158,675.73
3	AWC BENEFITS STANDARD LIFE INS	000000000	50.40
4	CITY OF SNOQUALMIE	000061614	3,037.40
5	Dept of Retirement Syst.-PERS	000000000	92,059.86
6	Dept. of Labor & Industries	000061615	27,577.48
7	Dept. of Retirement Syst.- DCP	000000000	40,448.00
8	Dept. of Retirement Syst.- PSERS	000000000	2,335.50
9	Dept. of Retirement Syst.-LEOFF	000000000	55,627.33
10	DiMartino Associates	000061616	409.50
11	Employment Security Dept.	000061618	8,748.69
12	Employment Security Dept.	000061617	2,148.20
13	IAFF Firepac-Political Affairs Dept.	000061619	4.18
14	IAFF LOCAL #2878	000061620	2,917.26
15	ICMA Retirement Trust -303907	000000000	9,141.00
16	IRS-Payroll EFTPS	000000000	277,236.43
17	NWFFT TRUST	000000000	23,433.58
18	Office of Support Enforcement - DSHS	000000000	2,044.91
19	Snoqualmie Police Association	000061621	1,400.00
20	Teamsters Local Union #763	000061622	3,766.00
21	Voya Institutional Trust Company	000000000	450.00
22	Western States Police Medical Trust	000061623	862.50
23	WSCFF	000061624	975.00

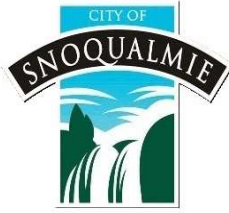
Page Total: \$713,427.08

Grand Total: \$713,427.08

Accounts Payable

Check Detail

User: THolden
 Printed: 07/06/2023 - 2:32PM



Check Number Check Date **Amount**

90110 - AFLAC Line Item Account

0	07/03/2023		
	Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2023	PR Batch 00002.06.2023 AFLAC-Pre Tax	631-00-000-231-50-19-000	78.13
	Inv Total		78.13
0 Total:			78.13

90110 - AFLAC Total:

78.13

90000 - AWC BENEFITS Line Item Account

0	07/03/2023		
	Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2023	PR Batch 00002.06.2023 AWC Medical Benefits Employee	631-00-000-231-50-14-000	350.28
06/27/2023	PR Batch 00002.06.2023 AWC Dental Benefits Employee	631-00-000-231-50-14-000	22.30
06/27/2023	PR Batch 00002.06.2023 AWC Long Term Disab. Employee	631-00-000-231-50-14-000	5.41
06/27/2023	PR Batch 00002.06.2023 AWC-Dental Benefits	631-00-000-231-50-14-000	11,822.50
06/27/2023	PR Batch 00002.06.2023 AWC Life Insurance Employee	631-00-000-231-50-14-000	4.80
06/27/2023	PR Batch 00002.06.2023 AWC-Vision Employee	631-00-000-231-50-14-000	3.81
06/27/2023	PR Batch 00002.06.2023 AWC-Life Insurance Police	631-00-000-231-50-14-000	765.00
06/27/2023	PR Batch 00002.06.2023 AWC Life Insurance	631-00-000-231-50-14-000	520.20
06/27/2023	PR Batch 00002.06.2023 AWC - Medical Benefits/HF 250	631-00-000-231-50-14-000	109,453.10
06/27/2023	PR Batch 00002.06.2023 AWC-Medical Benefits/HF 500	631-00-000-231-50-14-000	29,125.56
06/27/2023	PR Batch 00002.06.2023 Kaiser Medical Benefits/200	631-00-000-231-50-14-000	2,276.38
06/27/2023	PR Batch 00002.06.2023 AWC Long Term Disability	631-00-000-231-50-14-000	756.24
06/27/2023	PR Batch 00002.06.2023 AWC-Vision	631-00-000-231-50-14-000	1,749.57
	Inv Total		156,855.15
	Inv 06-2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/28/2023	Edmund Crosson Medical Premium	001-08-009-521-22-22-400	1,820.58
	Inv 06-2023 Total		1,820.58
0 Total:			158,675.73

90000 - AWC BENEFITS Total:

158,675.73

90005 - AWC BENEFITS STANDARD LIFE INS Line Item Account

0	07/03/2023			
	Inv			
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
	06/27/2023	PR Batch 00002.06.2023 AWC-Employee Pd Life Add'l	631-00-000-231-50-14-000	50.40
	Inv Total			50.40
				50.40
0 Total:				50.40

90005 - AWC BENEFITS STANDARD LIFE INS Total: 50.40

90099 - CITY OF SNOQUALMIE Line Item Account

61614	07/03/2023			
	Inv			
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
	06/27/2023	PR Batch 00002.06.2023 FSA	631-00-000-231-50-15-000	3,037.40
	Inv Total			3,037.40
				3,037.40
61614 Total:				3,037.40

90099 - CITY OF SNOQUALMIE Total: 3,037.40

90070 - Dept of Retirement Syst.-PERS Line Item Account

0	07/03/2023			
	Inv			
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
	06/27/2023	PR Batch 00002.06.2023 PERS2 Employee	631-00-000-231-50-16-000	30,320.22
	06/27/2023	PR Batch 00002.06.2023 PERS 3 Employee	631-00-000-231-50-16-000	4,443.49
	06/27/2023	PR Batch 00002.06.2023 PERS 2 Employer	631-00-000-231-50-16-000	49,532.60
	06/27/2023	PR Batch 00002.06.2023 PERS 3 Employer	631-00-000-231-50-16-000	7,763.55
	Inv Total			92,059.86
				92,059.86
0 Total:				92,059.86

90070 - Dept of Retirement Syst.-PERS Total: 92,059.86

90010 - Dept. of Labor & Industries Line Item Account

61615	07/03/2023			
	Inv			
	<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
	06/27/2023	PR Batch 00002.06.2023 L&I Employer	631-00-000-231-50-73-000	22,801.00
	06/27/2023	PR Batch 00002.06.2023 L&I Employee	631-00-000-231-50-73-000	4,776.48
	Inv Total			27,577.48

61615 Total: 27,577.48

90010 - Dept. of Labor & Industries Total: 27,577.48

90105 - Dept. of Retirement Syst.- DCP Line Item Account

0 07/03/2023

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2023	PR Batch 00002.06.2023 DCP-Employer-Supplement	631-00-000-231-50-19-000	2,715.00
06/27/2023	PR Batch 00002.06.2023 DCP Employee	631-00-000-231-50-19-000	25,801.00
06/27/2023	PR Batch 00002.06.2023 DCP-Employer	631-00-000-231-50-19-000	11,932.00

Inv Total 40,448.00

0 Total: 40,448.00

90105 - Dept. of Retirement Syst.- DCP Total: 40,448.00

90075 - Dept. of Retirement Syst.- PSERS Line Item Account

0 07/03/2023

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2023	PR Batch 00002.06.2023 PSERS Employee	631-00-000-231-50-16-000	894.62
06/27/2023	PR Batch 00002.06.2023 PSERS Employer	631-00-000-231-50-16-000	1,440.88

Inv Total 2,335.50

0 Total: 2,335.50

90075 - Dept. of Retirement Syst.- PSERS Total: 2,335.50

90030 - Dept. of Retirement Syst.-LEOFF Line Item Account

0 07/03/2023

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2023	PR Batch 00002.06.2023 LEOFF 2 Employer	631-00-000-231-50-16-000	21,317.76
06/27/2023	PR Batch 00002.06.2023 LEOFF 2 Employee	631-00-000-231-50-16-000	34,309.57

Inv Total 55,627.33

0 Total: 55,627.33

90030 - Dept. of Retirement Syst.-LEOFF Total: 55,627.33

90300 - DiMartino Associates Line Item Account

Check Number Check Date

61616 07/03/2023

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2023	PR Batch 00002.06.2023 Brown & Brown DBA DiMartino	631-00-000-231-50-14-000	409.50

Inv Total 409.50

61616 Total: 409.50

90300 - DiMartino Associates Total: 409.50

90020 - Employment Security Dept. Line Item Account

61617 07/03/2023

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2023	PR Batch 00002.06.2023 Emp Sec- Unemployment Tax	631-00-000-231-50-50-000	2,148.20

Inv Total 2,148.20

61617 Total: 2,148.20

61618 07/03/2023

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2023	PR Batch 00002.06.2023 WA Paid Fam. & Med. Leave	631-00-000-231-50-32-000	2,383.16
06/27/2023	PR Batch 00002.06.2023 WA Paid Fam. & Med. Leave	631-00-000-231-50-32-000	6,365.53

Inv Total 8,748.69

61618 Total: 8,748.69

90022 - Employment Security Dept. Total: 10,896.89

90035 - IAFF Firepac-Political Affairs Dept. Line Item Account

61619 07/03/2023

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2023	PR Batch 00002.06.2023 IAFF-FirePac	631-00-000-231-50-50-000	4.18

Inv Total 4.18

61619 Total: 4.18

90035 - IAFF Firepac-Political Affairs Dept. Total: 4.18

90045 - IAFF LOCAL #2878 Line Item Account

61620 07/03/2023

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2023	PR Batch 00002.06.2023 IAFF-Local 2878 Fire	631-00-000-231-50-21-000	2,917.26

Inv Total 2,917.26

61620 Total: 2,917.26

90045 - IAFF LOCAL #2878 Total: 2,917.26

90100 - ICMA Retirement Trust -303907 Line Item Account

0 07/03/2023

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2023	PR Batch 00002.06.2023 ICMA-Employee	631-00-000-231-50-19-000	6,766.00
06/27/2023	PR Batch 00002.06.2023 ICMA-Employer	631-00-000-231-50-19-000	2,075.00
06/27/2023	PR Batch 00002.06.2023 ICMA-Employer Supplement	631-00-000-231-50-19-000	300.00

Inv Total 9,141.00

0 Total: 9,141.00

90100 - ICMA Retirement Trust -303907 Total: 9,141.00

90085 - IRS-Payroll EFTPS Line Item Account

0 07/03/2023

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2023	PR Batch 00002.06.2023 FICA Employer	631-00-000-231-50-27-000	55,014.45
06/27/2023	PR Batch 00002.06.2023 Imputed Income Tax	631-00-000-231-50-50-000	527.50
06/27/2023	PR Batch 00002.06.2023 Medicare Employer	631-00-000-231-50-27-000	15,814.95
06/27/2023	PR Batch 00002.06.2023 Medicare Employee	631-00-000-231-50-27-000	15,814.95
06/27/2023	PR Batch 00002.06.2023 Federal Income Tax	631-00-000-231-50-27-000	135,050.13
06/27/2023	PR Batch 00002.06.2023 FICA Employee	631-00-000-231-50-27-000	55,014.45

Inv Total 277,236.43

0 Total: 277,236.43

90085 - IRS-Payroll EFTPS Total: 277,236.43

90310 - NWFFT TRUST Line Item Account

0 07/03/2023

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2023	PR Batch 00002.06.2023 Medical/Vision Benefits	631-00-000-231-50-14-000	21,375.56
06/27/2023	PR Batch 00002.06.2023 Dental Benefits	631-00-000-231-50-14-000	2,058.02

Inv Total		23,433.58
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0 Total:		23,433.58
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90310 - NWFFT TRUST Total:		23,433.58
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90060 - Office of Support Enforcement - DSHS Line Item Account		
0	07/03/2023	
Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
06/27/2023	PR Batch 00002.06.2023 Child Support	631-00-000-231-50-30-000
		2,044.91
Inv Total		2,044.91
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0 Total:		2,044.91
<hr/>		
90060 - Office of Support Enforcement - DSHS Total:		2,044.91
<hr/>		
90180 - Snoqualmie Police Association Line Item Account		
61621	07/03/2023	
Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
06/27/2023	PR Batch 00002.06.2023 Police Union Dues	631-00-000-231-50-21-000
		1,400.00
Inv Total		1,400.00
<hr/>		
61621 Total:		1,400.00
<hr/>		
90180 - Snoqualmie Police Association Total:		1,400.00
<hr/>		
90040 - Teamsters Local Union #763 Line Item Account		
61622	07/03/2023	
Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
06/27/2023	PR Batch 00002.06.2023 Teamsters Union Dues	631-00-000-231-50-21-000
		3,766.00
Inv Total		3,766.00
<hr/>		
61622 Total:		3,766.00
<hr/>		
90040 - Teamsters Local Union #763 Total:		3,766.00
<hr/>		
90095 - Voya Institutional Trust Company Line Item Account		
0	07/03/2023	
Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>

Check Number Check Date

A Item 4.

06/27/2023	PR Batch 00002.06.2023 Voya-Employer	631-00-000-231-50-19-000	200.00
06/27/2023	PR Batch 00002.06.2023 Voya-Employee	631-00-000-231-50-19-000	250.00
	Inv Total		450.00
0 Total:			450.00
90095 - Voya Institutional Trust Company Total:			450.00
90400 - Western States Police Medical Trust Line Item Account			
61623	07/03/2023		
	Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2023	PR Batch 00002.06.2023 W States Police Medical Trust	631-00-000-231-50-17-000	862.50
	Inv Total		862.50
61623 Total:			862.50
90400 - Western States Police Medical Trust Total:			862.50
90120 - WSCFF Line Item Account			
61624	07/03/2023		
	Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2023	PR Batch 00002.06.2023 WSCFF-BENEFIT TRUST FF ER	631-00-000-231-50-22-000	975.00
	Inv Total		975.00
61624 Total:			975.00
90120 - WSCFF Total:			975.00
Total:			713,427.08






Claims Approval Report F&A 7-18-23, CM 7-24-23

Final Audit Report

2023-07-07

Created:	2023-07-07
By:	Tania Holden (THolden@snoqualmiewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA5LzJHAa6kh7bVCE9fUf6KZKwGk1hdkzC

"Claims Approval Report F&A 7-18-23, CM 7-24-23" History

-  Document created by Tania Holden (THolden@snoqualmiewa.gov)
2023-07-07 - 10:58:40 PM GMT
-  Document emailed to Jerry Knutsen (JKnutsen@snoqualmiewa.gov) for signature
2023-07-07 - 10:59:50 PM GMT
-  Email viewed by Jerry Knutsen (JKnutsen@snoqualmiewa.gov)
2023-07-07 - 11:24:50 PM GMT
-  Document e-signed by Jerry Knutsen (JKnutsen@snoqualmiewa.gov)
Signature Date: 2023-07-07 - 11:40:07 PM GMT - Time Source: server
-  Agreement completed.
2023-07-07 - 11:40:07 PM GMT



**BUSINESS OF THE CITY COUNCIL
CITY OF SNOQUALMIE**

**AB23-095
July 24, 2023
Committee Report**

Item 5.

AGENDA BILL INFORMATION

TITLE:	AB23-095 – ILA for Fire and EM Services for Echo Glen Children's Center	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
PROPOSED ACTION:	MOVE to approve the ILA with Echo Glen Children’s Center for Fire and EM services	

REVIEW:	Department Director	Choose an item.	Click or tap to enter a date.
	Finance	Drew Bouta	7/13/2023
	Legal	David Linehan	7/13/2023
	City Administrator	Mike Chambless	7/13/2022

DEPARTMENT:	Fire		
STAFF:	Mike Bailey, Interim Fire Chief		
COMMITTEE:	Public Safety	COMMITTEE DATE:	July 17, 2023
EXHIBITS:	1. City of Snoqualmie.2364-49879.Fire and EM Services		

AMOUNT OF EXPENDITURE	\$ 0
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUESTED	\$ n/a

SUMMARY

INTRODUCTION

The Fire Department has been providing Fire and EMS services for Echo Glen Children’s Center (EGCC) since June 2003. The Department of Children, Youth & Families (DCYF) will pay the City \$16,578.99 annually for the two-year term of this agreement.

BACKGROUND

The EGCC is a medium/maximum security detention facility for male and female offenders located at 33010 SE 99th Street, Snoqualmie (unincorporated King County). This site is located in King County Fire District 27’s (Fall City Fire) response area but can only be accessed through City of Snoqualmie routes. In 2003, the City Council approved the first interlocal agreement with the Department of Human and Health Services for Fire and Emergency Medical Services to this facility. This agreement required DSHS to annually pay the City \$5,000 for emergency services to EGCC. This annual agreement remained unchanged until 2014 when the state developed a new funding formula. This new approach moved away from a flat-rate payment for services, to a cost-per-square-foot model. This increased the revenue for this service from \$5,000 annually to \$14,134

annually for that contract. In 2019, DCYF took over responsibility for the facility, but the ILA and funding model has remained the same.

ANALYSIS

The Snoqualmie Fire Department has provided services to EGCC since 2003. The Snoqualmie Fire Department is the closest fire station to this facility, allowing the City to provide the quickest service. The Department also does not require additional staffing or equipment to provide service to this facility. The Department responded to twelve incidents at this facility in 2022. The annual revenue for this agreement is \$16,578.99, which is a fair and equitable amount to provide this service. The City could choose to not provide service to this site. This would shift the burden onto King County Fire District 27 (Fall City Fire). If this were to occur, the Fall City Fire District would respond through the community on city streets, driving past a staffed fire station and increasing the risks to the residents by longer response distance and time. The proposed agreement mirrors previous versions and utilizes the cost-per-square-foot formula with a proposed biennial payment of \$33,157.98 (\$16,578.99 annually) for the period of July 1st, 2023, to June 30th, 2025.

BUDGET IMPACTS

This agreement provides revenue to the General Fund. There are no direct budget implications with this agreement beyond normal Fire/EMS operating expenses.

NEXT STEPS

Approve this ILA

PROPOSED ACTION

MOVE to approve the ILA for Fire and EM services for EGCC

		<h2>INTERLOCAL AGREEMENT</h2> <h3>Fire & EM Services for EGCC</h3>		DCYF Agreement Number: 2364-49879	
This Agreement is by and between the State of Washington Department of Children, Youth & Families (DCYF) and the Contractor identified below, and is issued pursuant to the Interlocal Cooperation Act, chapter 39.34 RCW.				Program Contract Number: Contractor Contract Number:	
CONTRACTOR NAME City of Snoqualmie			CONTRACTOR doing business as (DBA)		
CONTRACTOR ADDRESS 37600 SE Snoqualmie Parkway Snoqualmie, WA 98065			WASHINGTON UNIFORM BUSINESS IDENTIFIER (UBI) 179-000-205	DCYF INDEX NUMBER 37750	
CONTRACTOR CONTACT Mike Bailey	CONTRACTOR TELEPHONE (425) 888-1551	CONTRACTOR FAX		CONTRACTOR E-MAIL ADDRESS MBailey@snoqualmiewa.gov	
DCYF ADMINISTRATION Department of Children, Youth, and Families	DCYF DIVISION Children, Youth and Families		DCYF CONTRACT CODE 2000LC-64		
DCYF CONTACT NAME AND TITLE Karena McGovern Contract Specialist		DCYF CONTACT ADDRESS 1115 Washington St SE Olympia, WA 98504			
DCYF CONTACT TELEPHONE (360)870-5727	DCYF CONTACT FAX Click here to enter text.		DCYF CONTACT E-MAIL ADDRESS karena.mcgovern@dcyf.wa.gov		
IS THE CONTRACTOR A SUBRECIPIENT FOR PURPOSES OF THIS CONTRACT? No			CFDA NUMBER(S)		
AGREEMENT START DATE 07/01/2023	AGREEMENT END DATE 06/30/2025		MAXIMUM AGREEMENT AMOUNT \$33,157.98		
EXHIBITS. The following Exhibits are attached and are incorporated into this Agreement by reference: <input type="checkbox"/> Exhibits (specify): No Data Security Exhibit <input checked="" type="checkbox"/> No Exhibits.					
The terms and conditions of this Agreement are an integration and representation of the final, entire and exclusive understanding between the parties superseding and merging all previous agreements, writings, and communications, oral or otherwise regarding the subject matter of this Agreement, between the parties. The parties signing below represent they have read and understand this Agreement, and have the authority to execute this Agreement. This Agreement shall be binding on DCYF only upon signature by DCYF.					
CONTRACTOR SIGNATURE		PRINTED NAME AND TITLE		DATE SIGNED	
DCYF SIGNATURE		PRINTED NAME AND TITLE		DATE SIGNED	

1. **Definitions.** The words and phrases listed below, as used in this Contract, shall each have the following definitions:
 - a. “Contract” or “Agreement” means the entire written agreement between DCYF and the Contractor, including any Exhibits, documents, or materials incorporated by reference. The parties may execute this contract in multiple counterparts, each of which is deemed an original and all of which constitute only one agreement. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
 - b. “Contractor” means the individual or entity performing services pursuant to this Contract and includes the Contractor’s owners, members, officers, directors, partners, employees, and/or agents, unless otherwise stated in this Contract. For purposes of any permitted Subcontract, “Contractor” includes any Subcontractor and its owners, members, officers, directors, partners, employees, and/or agents.
 - c. “DCYF Contracts Administrator” means the individual in the DCYF Contracts Department with oversight authority for the Department of Children, Youth & Families statewide agency contracting procedures, or their appropriate designee.
 - d. “DCYF Contracts Department” means the Department of Children, Youth & Families statewide agency headquarters contracting office, or successor section or office.
 - e. “Department of Children, Youth & Families” or “DCYF” means the Washington agency devoted exclusively to serve and support Washington state’s youth and their families.
 - f. “Debarment” means an action taken by a Federal agency or official to exclude a person or business entity from participating in transactions involving certain federal funds.
 - g. “Program Agreement” means an agreement between the Contractor and DCYF containing special terms and conditions, including a statement of work to be performed by the Contractor and payment to be made by DCYF.
 - h. “RCW” means the Revised Code of Washington. All references in this Contract to RCW chapters or sections shall include any successor, amended, or replacement statute. Pertinent RCW chapters can be accessed at <http://apps.leg.wa.gov/rcw/>.
 - i. “Regulation” means any federal, state, or local regulation, rule, or ordinance.
 - j. “Subcontract” means any separate agreement or contract between the Contractor and an individual or entity (“Subcontractor”) to perform all or a portion of the duties and obligations that the Contractor is obligated to perform pursuant to this Contract.
 - k. “WAC” means the Washington Administrative Code. All references in this Contract to WAC chapters or sections shall include any successor, amended, or replacement regulation. Pertinent WAC chapters or sections can be accessed at <http://apps.leg.wa.gov/wac/>.
2. **Amendment.** This Contract may only be modified by a written amendment signed by both parties. Only personnel authorized to bind each of the parties may sign an amendment.
3. **Assignment.** The Contractor shall not assign this Contract or any Program Agreement to a third party without the prior written consent of DCYF.

4. Billing Limitations.

- a. DCYF shall pay the Contractor only for authorized services provided in accordance with this Contract.
- b. DCYF shall not pay any claims for payment for services submitted more than twelve (12) months after the calendar month in which the services were performed.
- c. The Contractor shall not bill and DCYF shall not pay for services performed under this Contract, if the Contractor has charged or will charge another agency of the state of Washington or any other party for the same services.

5. Compliance with Applicable Law. At all times during the term of this Contract, the Contractor shall comply with all applicable federal, state, and local laws and regulations, including but not limited to, nondiscrimination laws and regulations.

6. Debarment Certification. The Contractor, by signature to this Contract, certifies that the Contractor is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from participating in transactions (Debarred). The Contractor also agrees to include the above requirement in any and all Subcontracts into which it enters. The Contractor shall immediately notify DCYF if, during the term of this Contract, Contractor becomes Debarred. DCYF may immediately terminate this Contract by providing Contractor written notice if Contractor becomes Debarred during the term hereof.

7. Governing Law and Venue. This Contract shall be construed and interpreted in accordance with the laws of the state of Washington and the venue of any action brought hereunder shall be in Superior Court for Thurston County.

8. Independent Contractor. The parties intend that an independent contractor relationship will be created by this Contract. The Contractor and his or her employees or agents performing under this Contract are not employees or agents of the Department. The Contractor, his or her employees, or agents performing under this Contract will not hold himself/herself out as, nor claim to be, an officer or employee of the Department by reason hereof, nor will the Contractor, his or her employees, or agent make any claim of right, privilege or benefit that would accrue to such officer or employee.

9. Inspection. The Contractor shall, at no cost, provide DCYF and the Office of the State Auditor with reasonable access to Contractor’s place of business, Contractor’s records, and DCYF client records, wherever located. These inspection rights are intended to allow DCYF and the Office of the State Auditor to monitor, audit, and evaluate the Contractor’s performance and compliance with applicable laws, regulations, and these Contract terms. These inspection rights shall survive for six (6) years following this Contract’s termination or expiration.

10. Maintenance of Records. The Contractor shall maintain records relating to this Contract and the performance of the services described herein. The records include, but are not limited to, accounting procedures and practices, which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Contract. All records and other material relevant to this Contract shall be retained for six (6) years after expiration or termination of this Contract.

Without agreeing that litigation or claims are legally authorized, if any litigation, claim, or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

- 11. **Order of Precedence.** In the event of any inconsistency or conflict between the General Terms and Conditions and the Special Terms and Conditions of this Contract or any Program Agreement, the inconsistency or conflict shall be resolved by giving precedence to these General Terms and Conditions. Terms or conditions that are more restrictive, specific, or particular than those contained in the General Terms and Conditions shall not be construed as being inconsistent or in conflict.
- 12. **Severability.** If any term or condition of this Contract is held invalid by any court, the remainder of the Contract remains valid and in full force and effect.
- 13. **Survivability.** The terms and conditions contained in this Contract or any Program Agreement which, by their sense and context, are intended to survive the expiration or termination of the particular agreement shall survive. Surviving terms include, but are not limited to: Billing Limitations; Disputes; Indemnification and Hold Harmless, Inspection, Maintenance of Records, Notice of Overpayment, Ownership of Material, Termination for Default, Termination Procedure, and Treatment of Property.
- 14. **Termination Due to Change in Funding.** If the funds DCYF relied upon to establish this Contract or Program Agreement are withdrawn, reduced or limited, or if additional or modified conditions are placed on such funding, DCYF may immediately terminate this Contract by providing written notice to the Contractor. The termination shall be effective on the date specified in the termination notice.
- 15. **Waiver.** Waiver of any breach or default on any occasion shall not be deemed to be a waiver of any subsequent breach or default. Any waiver shall not be construed to be a modification of the terms and conditions of this Contract. Only the DCYF Contracts Administrator or designee has the authority to waive any term or condition of this Contract on behalf of DCYF.

Additional General Terms and Conditions – Interlocal Agreements:

- 16. **Disputes.** Both DCYF and the Contractor (“Parties”) agree to work in good faith to resolve all conflicts at the lowest level possible. However, if the Parties are not able to promptly and efficiently resolve, through direct informal contact, any dispute concerning the interpretation, application, or implementation of any section of this Agreement, either Party may reduce its description of the dispute in writing, and deliver it to the other Party for consideration. Once received, the assigned managers or designees of each Party will work to informally and amicably resolve the issue within five (5) business days. If managers or designees are unable to come to a mutually acceptable decision within five (5) business days, they may agree to issue an extension to allow for more time.

If the dispute cannot be resolved by the managers or designees, the issue will be referred through each Agency’s respective operational protocols, to the Secretary of DCYF (“Secretary”) and the Contractor’s Agency Head (“Agency Head”) or their deputies or designated delegates. Both Parties will be responsible for submitting all relevant documentation, along with a short statement as to how they believe the dispute should be settled, to the Secretary and Agency Head.

Upon receipt of the referral and relevant documentation, the Secretary and Agency Head will confer to consider the potential options of resolution, and to arrive at a decision within fifteen (15) business days. The Secretary and Agency Head may appoint a review team, a facilitator, or both, to assist in the resolution of the dispute. If the Secretary and Agency Head are unable to come to a mutually acceptable decision within fifteen (15) business days, they may agree to issue an extension to allow for more time.

The final decision will be put in writing, and will be signed by both the Secretary and Agency Head. If the Agreement is active at the time of resolution, the Parties will execute an amendment or change order to incorporate the final decision into the Agreement. The decision will be final and binding as to

the matter reviewed and the dispute shall be settled in accordance with the terms of the decision.

If the Secretary and Agency Head are unable to come to a mutually acceptable decision, the Parties will request intervention by the Governor, per RCW 43.17.330, in which case the governor shall employ whatever dispute resolution methods that the governor deems appropriate in resolving the dispute.

Both Parties agree that, the existence of a dispute notwithstanding, the Parties will continue without delay to carry out all respective responsibilities under this Agreement that are not affected by the dispute.

17. Hold Harmless.

- a. The Contractor shall be responsible for and shall hold DCYF harmless from all claims, loss, liability, damages, or fines arising out of or relating to the Contractor's, or any Subcontractor's, performance or failure to perform this Agreement, or the acts or omissions of the Contractor or any Subcontractor. DCYF shall be responsible for and shall hold the Contractor harmless from all claims, loss, liability, damages, or fines arising out of or relating to DCYF's performance or failure to perform this Agreement.
- b. The Contractor waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend, and hold harmless the State and its agencies, officials, agents, or employees.

18. Ownership of Material. Material created by the Contractor and paid for by DCYF as a part of this Contract shall be owned by DCYF and shall be "work made for hire" as defined by Title 17 USCA, Section 101. This material includes, but is not limited to: books; computer programs; documents; films; pamphlets; reports; sound reproductions; studies; surveys; tapes; and/or training materials. Material which the Contractor uses to perform the Contract but is not created for or paid for by DCYF is owned by the Contractor and is not "work made for hire"; however, DCYF shall have a perpetual license to use this material for DCYF internal purposes at no charge to DCYF, provided that such license shall be limited to the extent which the Contractor has a right to grant such a license.

19. Subrecipients.

- a. General. If the Contractor is a subrecipient of federal awards as defined by 2 CFR Part 200 and this Agreement, the Contractor shall:
 - (1) Maintain records that identify, in its accounts, all federal awards received and expended and the federal programs under which they were received, by Catalog of Federal Domestic Assistance (CFDA) title and number, award number and year, name of the federal agency, and name of the pass-through entity;
 - (2) Maintain internal controls that provide reasonable assurance that the Contractor is managing federal awards in compliance with laws, regulations, and provisions of contracts or grant agreements that could have a material effect on each of its federal programs;
 - (3) Prepare appropriate financial statements, including a schedule of expenditures of federal awards;
 - (4) Incorporate 2 CFR Part 200, Subpart F audit requirements into all agreements between the Contractor and its Subcontractors who are subrecipients;
 - (5) Comply with the applicable requirements of 2 CFR Part 200, including any future amendments to 2 CFR Part 200, and any successor or replacement Office of Management and Budget (OMB) Circular or regulation; and

(6) Comply with the Omnibus Crime Control and Safe streets Act of 1968, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, Title IX of the Education Amendments of 1972, The Age Discrimination Act of 1975, and The Department of Justice Non-Discrimination Regulations, 28 C.F.R. Part 42, Subparts C.D.E. and G, and 28 C.F.R. Part 35 and 39. (Go to <https://ojp.gov/about/offices/ocr.htm> for additional information and access to the aforementioned Federal laws and regulations.)

- b. Single Audit Act Compliance. If the Contractor is a subrecipient and expends \$750,000 or more in federal awards from any and/or all sources in any fiscal year, the Contractor shall procure and pay for a single audit or a program-specific audit for that fiscal year. Upon completion of each audit, the Contractor shall:
 - (1) Submit to the DCYF contact person the data collection form and reporting package specified in 2 CFR Part 200, Subpart F, reports required by the program-specific audit guide (if applicable), and a copy of any management letters issued by the auditor;
 - (2) Follow-up and develop corrective action for all audit findings; in accordance with 2 CFR Part 200, Subpart F; prepare a "Summary Schedule of Prior Audit Findings" reporting the status of all audit findings included in the prior audit's schedule of findings and questioned costs.
- c. Overpayments. If it is determined by DCYF, or during the course of a required audit, that the Contractor has been paid unallowable costs under this or any Program Agreement, DCYF may require the Contractor to reimburse DCYF in accordance with 2 CFR Part 200.

20. Termination.

- a. Default. If for any cause, either party fails to fulfill its obligations under this Agreement in a timely and proper manner, or if either party violates any of the terms and conditions contained in this Agreement, then the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given fifteen (15) working days to correct the violation or failure. If the failure or violation is not corrected, this Agreement may be terminated immediately by written notice from the aggrieved party to the other party.
- b. Convenience. Either party may terminate this Interlocal Agreement for any other reason by providing thirty (30) calendar days' written notice to the other party.
- c. Payment for Performance. If this Interlocal Agreement is terminated for any reason, DCYF shall only pay for performance rendered or costs incurred in accordance with the terms of this Agreement and prior to the effective date of termination.

21. Treatment of Client Property. Unless otherwise provided, the Contractor shall ensure that any adult client receiving services from the Contractor has unrestricted access to the client's personal property. The Contractor shall not interfere with any adult client's ownership, possession, or use of the client's property. The Contractor shall provide clients under age eighteen (18) with reasonable access to their personal property that is appropriate to the client's age, development, and needs. Upon termination of the Contract, the Contractor shall immediately release to the client and/or the client's guardian or custodian all of the client's personal property.

Special Terms and Conditions

Item 5.

1. **Definitions Specific to Special Terms.** The words and phrases listed below, as used in this Contract, shall each have the following definitions:
 - a. "Resident" means any or all of the clients, residents, or patients at Echo Glen Children's Center.
 - b. "Echo Glen Children's Center" or "EGCC" means a juvenile rehabilitation center owned and operated by the State of Washington, DCYF, located at 33010 SE 99th Street, Snoqualmie, WA 98065.
 - c. "State Building Code" means the Washington State Building Code adopted in RCW 19.27.031, but not including any local amendments thereto adopted by King County.
2. **Purpose.** The purpose of this Contract is for the Contractor to provide emergency medical, fire suppression, fire protection, and inspection services for the Echo Glen Children's Center (EGCC) campus in accordance with RCW 35.21.775.
3. **Statement of Work.** The Contractor shall provide the services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:
 - a. Upon DCYF's call for service, provide fire protection and suppression services to all lands, equipment, buildings and their contents, related property improvements, and the personal property of Residents and employees located on or at the EGCC campus in King County, Washington. DCYF shall call for fire protection and suppression services by calling 911, and/or by calling the City of Snoqualmie Fire Department ("SFD") and speaking directly with a SFD representative. Contractor shall provide quarterly written performance reports that identify the number of fire and suppression services calls responded to at EGCC, the type of incidents, and the services provided by the Contractor.
 - b. Upon DCYF's call for service, provide emergency medical services to all people residing, working or visiting the EGCC campus. DCYF shall call for fire protection and suppression services by calling 911, and/or by calling the City of Snoqualmie Fire Department ("SFD") and speaking directly with a SFD representative. Contractor shall provide quarterly written performance reports that identify the number of emergency medical services calls responded to at EGCC, the type of incidents, and the services provided by the Contractor.
 - c. Provide inspections as often as necessary, as determined by Contractor in the exercise of its reasonable discretion but not less than annually, across the whole of the EGCC campus for the purpose of identifying violations of the International Fire Code, International Building Code, and any other code adopted as part of the State Building Code affecting fire and life safety. The Parties acknowledge that the EGCC is located in unincorporated King County, outside of Contractor's corporate boundaries, and that Contractor lacks legal jurisdiction to apply or enforce any King County laws, codes, ordinances or regulations. Upon completion of annual inspections, Contractor shall provide a written report to EGCC of its findings and recommendations.
 - d. For any significant fire/incident to which the Contractor responds, and the fire/incident results in a required debriefing by EGCC administration officials, a representative of the Contractor shall provide consultation during the incident debriefing. For significant fire/incidents to which the Contractor responds, Contractor shall provide a written summary report of the debriefing information Contractor provided to EGCC.
 - e. The Contractor shall send all required written reports within this Agreement to the DCYF Capital Budget Facilities Administrator below:

Special Terms and Conditions

Item 5.

Trent Phillips
Capital Budget Facilities Administrator
1110 Jefferson St SE
Olympia, WA 98501
360.951.0717
trent.phillips@dcyf.wa.gov

- 4. Consideration.** Total consideration payable to Contractor for satisfactory performance of the work under this Contract is up to a maximum of **\$33,157.98**, including any and all expenses, and shall be based on the following:
- a. DCYF shall pay the Contractor a fee based upon the sum of the EGCC total square footage of improvements multiplied by \$.09 (nine cents) per square foot per year.
 - b. EGCC total gross square footage as of July 1, 2023 equals 184,211.
 - (1) 184,211 sf x \$0.09 equates to \$16,578.99 annually, or \$1,381.58 monthly, for the period of July 1, 2023, through June 30, 2025.
 - c. This contract may be extended by additional two year terms upon mutual agreement of the parties.
 - d. All payments to Contractor under this Contract shall be contingent upon Contractor's satisfactory completion of all goods and services, including all written reports.
- 5. Billing and Payment.**
- a. Invoice System. The Contractor shall submit invoices using State Form A-19 Invoice Voucher, or such other form as designated by DCYF. Consideration for services rendered shall be payable upon receipt of properly completed invoices which shall be submitted to: **Echo Glen Children's Center, Attn: Accounts Payable, 33010 SE 99th Street, Snoqualmie, Washington 98065** by the Contractor not more often than monthly. The invoices shall describe and document to DCYF's satisfaction a description of the work performed, activities accomplished, the progress of the project, and fees. The rates shall be in accordance with those set forth in Section 4, Consideration, of this Contract.
 - b. Payment. Payment shall be considered timely if made by DCYF within thirty (30) days after receipt and acceptance by Echo Glen Children's Center of the properly completed invoices. Payment shall be sent to the address designated by the Contractor on page one (1) of this Contract. DCYF may, at its sole discretion, withhold payment claimed by the Contractor for services rendered if Contractor fails to satisfactorily comply with any term or condition of this Contract.
- 6. Insurance.**
- a. DCYF certifies that it is self-insured under the State's self-insurance liability program, as provided by RCW 4.92.130, and shall pay for losses for which it is found liable.
 - b. The Contractor certifies, by checking the appropriate box below, initialing to the left of the box selected, and signing this Agreement, that:

Special Terms and Conditions

Item 5.

- _____ The Contractor is self-insured or insured through a risk pool and shall pay for losses for which it is found liable; or
- _____ The Contractor maintains the types and amounts of insurance identified below and shall, prior to the execution of this Agreement by DCYF, provide certificates of insurance to that effect to the DCYF contact on page one of this Agreement.

Commercial General Liability Insurance (CGL) – to include coverage for bodily injury, property damage, and contractual liability, with the following minimum limits: Each Occurrence - \$1,000,000; General Aggregate - \$2,000,000. The policy shall include liability arising out of premises, operations, independent contractors, products-completed operations, personal injury, advertising injury, and liability assumed under an insured contract. The State of Washington, DCYF, its elected and appointed officials, agents, and employees shall be named as additional insureds.

7. DCYF/JR Program Contact.

The Contractor shall notify the DCYF Program Contact listed below for billings and any questions or issues related to services under this contract:

Ryan Weisheyer
Superintendent
Echo Glen Children's Center
425.414.0613
ryan.weisheyer@dcyf.wa.gov



**BUSINESS OF THE CITY COUNCIL
CITY OF SNOQUALMIE**

**AB23-096
July 24, 2023
Committee Report**

AGENDA BILL INFORMATION

TITLE:	AB23-096: Amendment to Public Works Contract with Purcell Painting & Coatings for the City Hall Stairs Repair Project	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
	PROPOSED ACTION:	
	Approve Amendment No. 1 to the Public Works Contract with CPM Development Corporation DBA ICON Materials, Inc for the 2023 Overlay Project	

REVIEW:	Department Director	Choose an item.	Click or tap to enter a date.
	Finance	Drew Bouta	7/13/2023
	Legal	David Linehan	Click or tap to enter a date.
	City Administrator	Mike Chambless	7/23/2022

DEPARTMENT:	Parks & Public Works		
STAFF:	Patrick Fry		
COMMITTEE:	Parks & Public Works	COMMITTEE DATE: July 17, 2023	
MEMBERS:	Ethan Benson	Bryan Holloway	Jo Johnson
EXHIBITS:	1. AB23-096x1 (Contract) 2. AB23-096x2 (AB23-028) 3. AB23-096x3 (Existing Conditions) 4. AB23-096x4 (Fees) 5. AB23-096x5 (CIP)		

AMOUNT OF EXPENDITURE	\$ 84,696.87
AMOUNT BUDGETED	\$ 960,000
APPROPRIATION REQUESTED	\$ 0

SUMMARY

INTRODUCTION

This Agenda Bill seeks to amend the existing Public Works contract with Purcell Paintings & Coatings for the City Hall Stairs Repair Project. The City Hall Stairs Repair project scope included demolition of the existing concrete; sand blasting the newly exposed steel; priming, sealing, & painting the steel; installing a snow melt system; and repouring the concrete on the deck landings and stairs. This amendment would allow for the replacement of the (3) deck landings and all of the stairs.

LEGISLATIVE HISTORY

The original contract with Purcell Paintings & Coatings was approved by Council on March 13, 2023 under AB23-028 for the construction of the City Hall Stairs Repair Project.

BACKGROUND

The City of Snoqualmie's 2023-2028 Capital Improvement Plan (CIP) identified the need to rehabilitate the City Hall back stairwell under the Facilities Maintenance Program. The budget allocated for the Facilities Program in the 2023-2024 biennium is \$960,000. The Fire Station Boiler project is also utilizing the Facilities Program, which is expected to incur a cost of \$264,260. The cost for the City Hall Stairs Repair Project was expected to be \$399,990 including tax.

In the Summer of 2022, Parks and Public Works posted the City Hall Stairs project on the Builders Exchange for bids. A total of zero bids were received. Due to the lack of bids, staff identified a qualified contractor, Purcell Painting & Coatings, that could do the work. Engineers estimate for the work was \$369,000 pre-tax.

The additional work will bring the contract total to \$484,686.87.

ANALYSIS

The original scope of work of demolition of the existing concrete; sand blasting the newly exposed steel; priming, sealing, & painting the steel; installing a snow melt system; and repouring the concrete on the deck landings and stairs was based upon the assumption that the underlying steel of the landings and stairs was in good condition. Upon removal of the concrete, the landings and stairs were found to not be in good condition and require total replacement. The existing material cannot sustain sand blasting, which is a required step prior to priming, thus the material must be replaced.

The existing structural steel is in good condition and does not need to be replaced. A structural engineer with OTAK, inc will inspect the completed work prior to concrete being poured.

BUDGET IMPACTS

Administration recommends approving an amendment to the contract with Purcell Painting & Coatings in the amount of \$84,697 to complete the repairs of the rear stair tower at City Hall. The 2023-24 Budget appropriates \$960,000 for this and other similar repair work through the Facilities Maintenance Program within the Non-Utilities Capital Fund (#310). Currently, \$47,178 has been spent in the current biennium and \$734,885 is encumbered for outstanding contracts within the program. With the addition of this amendment, the remaining Biennial Budget appropriation is \$93,240. Therefore, sufficient appropriation exists within the 2023-2024 Biennial Budget (Non-Utilities Capital Fund #310) to fund the amendment.

Facilities Maintenance Program

	2023-2024 Biennial Budget	
Beginning Budget	\$	960,000
Expenditures	\$	(47,178)
Outstanding Contract Value (Previously Approved)	\$	(734,885)
Current Available Budget	\$	177,937
Value of this Contract (AB23-096)	\$	(84,697)
Available Budget after AB23-096	\$	93,240

NEXT STEPS

Following Council approval staff will work with the Mayor to execute Amendment No. 1 with Purcell Paintings & Coatings with the added scope.

PROPOSED ACTION

Move to approve Amendment No. 1 to the Public Works Contract with Purcell Paintings & Coatings for the City Hall Stairs Repair Project.

SMALL WORKS CONTRACT

[Insert Project Name Here]

THIS AGREEMENT is made on this _____, 20____ between the City of Snoqualmie ("City"), a municipal corporation located in the State of Washington and _____, a Washington _____ . ("Contractor").

In consideration of the terms and conditions contained in this Contract and the requirements attached to it, the parties agree as follows:

1. Project. Contractor shall do all work and furnish all tools, materials, and equipment for the City's public works project known as the City Hall Stairs Repair Project at 38624 SE River St Snoqualmie, WA 98065 ("Project") in accordance with and as more fully described in Attachment A.
2. Work. The term Work, as used in this Contract, means the construction and services necessary or incidental to fulfill Contractor's obligations in conformance with this Contract.
3. Project Cost. The City shall pay Contractor seventy seven thousand nine hundred and eighteen dollars and zero cents (\$77,918.00) plus Washington State sales tax of 8.7 percent for a total eighty four thousand six hundred and ninety six dollars and eighty seven cents (\$84,696.87) ("Project Cost"). The Project Cost includes all costs associated with the Project, including, but not limited to labor, materials, overhead, administrative, and permit and regulatory costs, unless otherwise agreed to by the parties in writing.
4. Payment Terms. The Project Cost shall be payable in the following manner: On or before the 26th day of each month, Contractor shall submit a detailed monthly pay application for all services provided describing in reasonable and understandable detail the work completed during the previous month, the progress of the work, and the requested payment in an amount proportionate to the work completed. The City shall pay the pay application within thirty (30) days after approval of the pay application, pursuant to the terms below:
 - a. In cases of single payment, the City shall make payment only after all appropriate releases are submitted.
 - b. In cases of multiple payments, the City shall retain monies as required by RCW 60.28 and pay the retainage as provided therein.
5. Equitable Adjustments. Contractor shall file a written notice for any equitable adjustment to the Project Cost within twenty-four (24) hours of the City's written change order or oral change order. No more than five (5) days thereafter, Contractor shall then file a written claim with the City, stating the amount claimed, supported by appropriate documentation. Failure to provide written notice and claim under the terms of this Contract constitutes waiver of such claim. In no case, shall a claim for equitable adjustment be allowed if submitted after the Project has reached final acceptance by the City.

6. Completion Deadline/Liquidated Damages. Contractor shall commence work under this Contract upon receipt of notice to proceed from the City. The Project must be completed no later than October 1st, 2023. If the Project is not completed by such date, then, because of the difficulty in computing the actual damages to the City arising from any delay in completing the Project work, it is agreed by the parties that Contractor shall pay the City \$200.00 for each calendar day that the work remains incomplete after expiration of the specified completion date. The parties agree that such amount represents a reasonable forecast of the actual damages the City will suffer by failure of the Contractor to complete the work within the agreed upon time. The execution of this Contract constitutes acknowledgement by the Contractor that the Contractor has ascertained and agrees that the City will actually suffer damages in the above amount.
7. Warranty. Contractor warrants that all materials and equipment shall be new unless otherwise specified, of good quality, and free from defective workmanship and materials. Contractor further warrants that the Work shall be free from defects in workmanship and material, and shall transfer to the City all written warranties related to the Work performed and equipment installed. Contractor guarantees payment of all obligations incurred in this Work until final acceptance of the Work and consistent with the Contract Documents.
8. Prevailing Wages. The Contractor shall pay prevailing wages as required and shall comply with RCW 39.12 and RCW 49.28. Notice of intent to pay prevailing wages and prevailing wage rates for the Project must be posted for the benefit of workers. At the completion of the Project, the Contractor and its subcontractors shall submit Affidavits of Wages Paid to the Department of Labor and Industries for certification. Final payment on the Contract shall be withheld until the City receives certification from the Department of Labor and Industries that prevailing wage requirements have been satisfied.
9. Bond. Contractor shall provide a performance and payment bond for the faithful performance and payment of all its obligations under this Contract and in accordance with RCW 39.08.010. The performance bond shall remain in effect to guarantee the repair and replacement of defective equipment, materials, and workmanship and payment of damages sustained by the City on account of such defects, discovered within one (1) year after final acceptance by the City. If this Contract is for less than \$150,000, Contractor authorizes the City, in lieu of a bond, to retain 10% of the Contract amount for a period of thirty days after the date of final acceptance as provided for under RCW 39.08.010.
10. Indemnification. Contractor shall defend, indemnify, and hold harmless the City, its commissioners, officers, managers, employees, engineers, agents, and volunteers from and against all demands, claims, losses, injuries, damages, liabilities, suits, judgment, attorneys' fees and costs, and other expenses of any kind on account of, relating to, or arising out of Contractor's work under this Contract, except to the extent such injuries or damages are caused by the negligence of the City. For the purposes of this indemnification, Contractor specifically and expressly waives any immunity granted under the Washington Industrial Insurance Act, Title 51 RCW. This waiver has been mutually negotiated and agreed to by the parties. If a court of competent jurisdiction determines that this contract is subject to RCW 4.24.115, Contractor's obligation to defend, indemnify, and hold harmless the City, its officers,

employees, agents and volunteers shall be limited to the extent of the City's negligence. The provisions of this paragraph shall survive the expiration or termination of this Contract.

11. Insurance. Contractor shall obtain, and keep in force during the term of this Contract, insurance policies as follows:
- a. Commercial General Liability. Limits no less than \$1,000,000 combined single limit per occurrence and \$2,000,000 aggregate for personal injury, bodily injury and property damage. Coverage shall be as broad as Insurance Services Office form number (CG 00 01) covering Commercial General Liability.
 - b. Automobile Liability Insurance. Limits no less than \$1,000,000 combined single limit per accident for bodily injury and property damage. Coverage shall be as broad as Insurance Services Office form number (CA 00 01) covering Business Auto Coverage, symbol 1 "any auto"; or the combination of symbols 2, 8, and 9.
 - c. Workers' Compensation. Statutory requirements of the State of residency. Coverage shall be at least as broad as Workers' Compensation coverage, as required by the Industrial Insurance Act of the State of Washington, as well as any similar coverage required for this work by applicable Federal or "other States" State Law.
 - d. Employer's Liability or "Stop Gap". Coverage shall be at least as broad as the protection provided by the Workers Compensation policy Part 2 (Employers Liability) or, in states with monopolistic state funds, the protection provided by the "Stop Gap" endorsement to the general liability policy.
 - e. The insurance policies shall specifically name the City, its elected or appointed officials, officers, employees, and volunteers as insureds with regard to damages and defense of claims arising from (1) activities performed by or on half of the Contractor; or (2) products and completed operations of the Contractor; or (3) premises owned, leased, or used by the Contractor. Such policy shall also contain an endorsement or policy wording providing for not less than 30 days prior written notice to the City of any change, cancellation or expiration of such policy
 - f. The insurance policies (1) shall state that coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; (2) shall be primary insurance with regard to the City; and (3) shall state that the City will be given at least 30 days' prior written notice of any cancellation, suspension or material change in coverage.
 - g. Before commencing work and services, Contractor shall provide to the City a Certificate of Insurance evidencing the required insurance accompanied by endorsements as are necessary to comply with the requirements of this paragraph. The City reserves the right to request and receive a certified copy of all required insurance policies.
 - h. Any payment of deductible or self-insured retention shall be the sole responsibility of Contractor.

12. Job Safety/Housekeeping. All work done shall be done in a manner that minimizes interruptions or inconvenience to the public and/or City staff. All work shall be carried on with due regard for the safety of the public, and Contractor shall maintain strict compliance with the appropriate provisions relating to control of traffic and pedestrians through work areas as set forth in the Manual on Uniform Traffic and Control Devices (current edition) as adopted by the Washington State Department of Highways. Property and streets adjacent to the Project site shall be kept free and clear at all times from accumulations of mud, dirt, gravel, rock, and other matter. Contractor will be responsible for daily and final clean up and disposal of refuse, waste and debris produced by its operation. Refuse shall not be permitted to accumulate to the extent that it interferes with free access to the Project site. Should the City determine Contractor is not fulfilling its obligation in this regard, the City reserves the right to take such action as may be necessary, and to charge Contractor with any costs that may be incurred in such remedial action.

13. Compliance with Codes and Regulations. Contractor is expected to comply with all applicable statutes in performing Project Work, including, but not limited to all state and local laws, regulations, codes and standards that are applicable at the time Contractor performs work.

14. Permits, Taxes, Temporary Functions. Contractor shall secure and pay for all permits, fees and licenses necessary for the performance of this Contract, including but not limited to a City of Snoqualmie business license. Contractor shall pay any and all federal, state and municipal taxes, including sales taxes, if any, for which Contractor may be liable in carrying out this Contract. Contractor shall be responsible for all temporary functions associated with its work, including but not limited to, lighting, wiring, protection, hoisting, scaffolding, rigging, flagman, drinking water, storage, ventilation and heat.

15. Termination. If Contractor: (1) fails to provide a sufficient number of properly skilled workers or a sufficient quantity of suitable materials or adequate equipment; (2) fails to diligently proceed with work according to the Project schedule; (3) causes, by act or omission, stoppage, delay, or interference of the work; (4) fails to correct or repair any damaged or defective work or materials; (5) fails to comply with any provisions of this Contract; (6) become insolvent or adjudged bankrupt; or (7) fails to make prompt payment to lower tier subcontractors or suppliers, then the City may terminate this Contract upon written notice to the Contractor.

16. General Provisions.

a. Notices. Any notice or demand desired or required to be given under this Contract shall be in writing and deemed given when personally delivered, sent by facsimile machine, or deposited in the United States Mail (or with an express courier), postage prepaid, sent certified or registered mail, and addressed to the parties as set forth below or to such other address as either party shall have previously designated by such a notice:

City:

Contractor:

City of Snoqualmie
PO Box 987
Snoqualmie, WA 98065

Attn: _____

- b. Entire Agreement. This Contract and its attachments contain the entire understanding between the City and Contractor relating to the Project which is the subject of this Contract. This Contract merges all prior discussions, negotiations, letters of understanding or other promises whether oral or in writing. Subsequent modification or amendment of this Contract shall be in writing and signed by the parties to this Contract.
- c. Modification. No modification of this Contract and no waiver of rights under this Contract shall be valid or binding on the parties unless the same is in writing.
- d. Waiver. Waiver of any breach or default hereunder shall not constitute a continuing waiver or a waiver of any subsequent breach either of the same or of another provision of this Contract.
- e. Assignment. Neither party shall assign, transfer or otherwise dispose of this Contract in whole or in part to any individual, firm or corporation without the prior written consent of the other party. Any assignee or subcontractor approved by the City shall comply with all provisions of this Contract, including by way of example only and without limitation the requirements for payment of prevailing wage (Section 8), bond (Section 9), indemnification (Section 10) and insurance (Section 11). Subject to the provisions of the preceding sentence, this Contract shall be binding upon and inure to the benefit of the respective successors and assigns of the parties hereto. This Contract is made only for the benefit of the City and the Contractor and successors in interest and no third party or person shall have any rights hereunder whether by agency or as a third party beneficiary.
- f. Severability. If any term, covenant or condition of this Contract is held by a court of competent jurisdiction to be invalid, the remainder of this Contract shall remain in effect.
- g. Dispute Resolution. If any dispute, controversy, or claim arises out of this Contract, the parties agree to first try to settle the dispute, controversy, or claim in non-binding mediation with the assistance of a recognized professional mediation service. The parties shall each designate a representative with full settlement authority who will participate in the mediation. The parties shall bear all expenses charged by the mediation service equally; the parties shall be responsible for their own attorneys' fees incurred as a result of mediation.
- h. Jurisdiction/Law. This Contract shall be governed by and construed in accordance with the laws of the State of Washington. Any suit to enforce or relating to this Contract shall be brought in King County Superior Court, King County, Washington.
- i. Attorneys' Fees. In the event that any party commences litigation against the other party relating to the performance, enforcement or breach of this Contract, the prevailing party in such action shall be entitled to all costs, including attorneys' fees and costs and any such fees or costs incurred on appeal.

CITY OF SNOQUALMIE ("CITY")

_____ [INSERT
CONTRACTOR NAME HERE].

By _____

By _____

Typed Name: Katherine Ross _____

Typed Name _____

Its: Mayor _____

Its _____

Phone: _____

Phone: _____

Fax: _____

Fax: _____

Date: _____

Date: _____

WA Contractor's License No. _____

ATTACHMENT A

Project Plans and Specifications

PERFORMANCE, PAYMENT AND GUARANTY BOND

_____, as Principal, and _____, as Surety, a corporation duly licensed and authorized to do business in the State of Washington, are held and firmly bound unto the CITY OF SNOQUALMIE, hereinafter called "City", in the full sum of _____ Dollars (\$_____), for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Principal has been awarded and has entered into that Contract, dated _____ and attached hereto, with City to perform the work as specified or indicated in the Contract documents entitled "_____", according to the terms, conditions and covenants specified in the Contract, including all of the Contract documents therein referred to which are hereby referred to and made a part hereof as fully and completely as though set forth in detail herein.

NOW, THEREFORE, if Principal shall perform all of the requirements of the Contract documents required to be performed on its part, at the times and in the manner specified therein; and

If Principal shall pay for all materials, equipment, or other supplies, or for rental of same, used in connection with the performance of work contracted to be done, and for all amounts due under applicable State law for any work or labor thereon; and

If Principal shall pay the sales, use and any other applicable taxes of the State of Washington or any political subdivision of said State relating to the Contract or to the work performed under the Contract, and pay amounts due the State pursuant to Titles 50 and 51 of the Revised Code of Washington; and

If Principal shall indemnify and hold the City harmless from any defects in the workmanship or materials incorporated into the work for a period of **one year** after the final acceptance of the work;

THEN the obligation of Principal and Surety under this Bond shall be void, but otherwise it shall remain in full force and effect.

This Bond shall inure to the benefit of any persons, companies or corporations entitled to file claims under applicable State law.

If suit is brought upon this Bond, a reasonable attorney's fee shall be awarded to the prevailing party.

Any alterations in the work to be done or the materials to be furnished, or changes in the time of completion, which may be made pursuant to the terms of the Contract documents, shall not in any way release Principal or Surety there under, nor shall any extensions of time granted under the provisions of the Contract documents release either Principal or Surety, and notice of such alterations or extension of the Contract is hereby waived by Surety.

IT IS FURTHER AGREED that nothing of any kind or nature that will not discharge the Principal shall operate as a discharge or release of the Surety, regardless of law, rule of equity or usage relating to the liability of sureties to the contrary notwithstanding.

IT IS FURTHER AGREED that whenever the Contractor shall be, and declared by the City to be, in default under the Contract, the City having performed its obligations hereunder, the Surety at the request of the City shall promptly remedy the default in a manner acceptable to the City.

SIGNED AND SEALED, this ____ day of _____, 20__.

(Seal)

(Seal)

(Principal)

(Principal)

By: _____
(Print Name)

By: _____
(Print Name)

Signature

Signature

Title

Title

Address: _____

Telephone No.: _____



**BUSINESS OF THE CITY COUNCIL
CITY OF SNOQUALMIE**

**AB23-028
March 13, 2023
Consent Agenda**

AGENDA BILL INFORMATION

TITLE: RECOMMENDED ACTION:	AB23-028: Resolution No. 1638 Awarding the City Hall Stairs Repair Project to Purcell Painting & Coatings	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
	Adopt Resolution No. 1638 Awarding the City Hall Stairs Repair Project to Purcell Painting & Coatings	

DEPARTMENT:	Parks & Public Works		
STAFF:	Patrick Fry, Project Engineer		
COMMITTEE:	Parks & Public Works	Meeting Date: 03/7/2023	
COUNCIL LIAISON:	Bryan Holloway	Jo Johnson	Ethan Benson
EXHIBITS:	1. AB23-028x1a (Res. No. 1638) 2. AB23-028x1b (Contract) 3. AB23-028x2 (Scope of Work) 4. AB23-028x3 (Compensation) 5. AB23-028x4 (CIP Excerpts)		

AMOUNT OF EXPENDITURE	\$ 399,990
AMOUNT BUDGETED	\$ 960,000
APPROPRIATION REQUESTED	\$ 0

SUMMARY

SUMMARY STATEMENT

This Agenda Bill seeks approval to award Purcell Painting and Coatings for the repair of the rear stair tower at City Hall. After years of being exposed to the elements and the utilization of corrosive deicers, the City Hall Stairs are in need of repair. This agenda bill will allow the current structural steel to be repaired, while the concrete landings and paint will be replaced. A snow melt system is to be installed in the stairs to prevent the need for the use of corrosive deicers in the future and further extending the lifespan of the stair tower.

BACKGROUND

The City of Snoqualmie’s 2023-2028 Capital Improvement Plan (CIP) identified the need to rehabilitate the City Hall back stairwell under the Facilities Maintenance Program. The budget allocated for the Facilities Program in the 2023-2024 biennium is \$960,000. The Fire Station Boiler project is also intended to utilize the

Facilities Program, which is expected to incur a cost of \$243,000. The cost for the City Hall Stairs Repair Project is to be \$399,990 including tax.

In the Summer of 2022, Parks and Public Works posted the City Hall Stairs project on the Builders Exchange for bids. A total of zero bids were received. Due to the lack of bids, staff identified a qualified contractor, Purcell Painting & Coatings, that could do the work. Engineers estimate for the work was \$369,000 pre-tax.

Therefore, Parks and Public Works seeks Council approval of awarding Purcell Painting & Coatings the City Hall Stairs Repair Project and authorize the mayor to sign the A&E Services Agreement.

BUDGET IMPACTS

Administration recommends approving a contract with Purcell Painting & Coatings in the amount of \$399,990 to commence and complete the repairs of the rear stair tower at City Hall. The 2023-24 Budget appropriates \$960,000 for this and other similar repair work through the Facilities Maintenance Program within the Non-Utilities Capital Fund (#310). Currently, \$23,480 is encumbered for an outstanding contract. With the addition of the Purcell Painting & Coatings contract, the remaining Biennial Budget appropriation is \$536,530.

Facilities Maintenance Program

2023-2024 Biennial Budget	
Beginning Budget	\$ 960,000
Expenditures	\$ -
Outstanding Contract Value <i>(Previously Approved)</i>	\$ (23,480)
Current Available Budget	\$ 936,520
Value of this Purchase Order <i>(AB23-028)</i>	\$(399,990)
Available Budget after AB23-028	\$ 536,530

NEXT STEPS (FUTURE TASKS)

Following Council approval staff will work with the Mayor to execute the final contract agreement with Purcell Painting & Coatings. Work on the Stair tower will commence when weather permits.

RECOMMENDED ACTION

Move to adopt Resolution No. 1638 Awarding Purcell Paintings & Coatings the City Hall Stairs Repair Project and authorize the Mayor to sign.

1st Floor Landing

Above

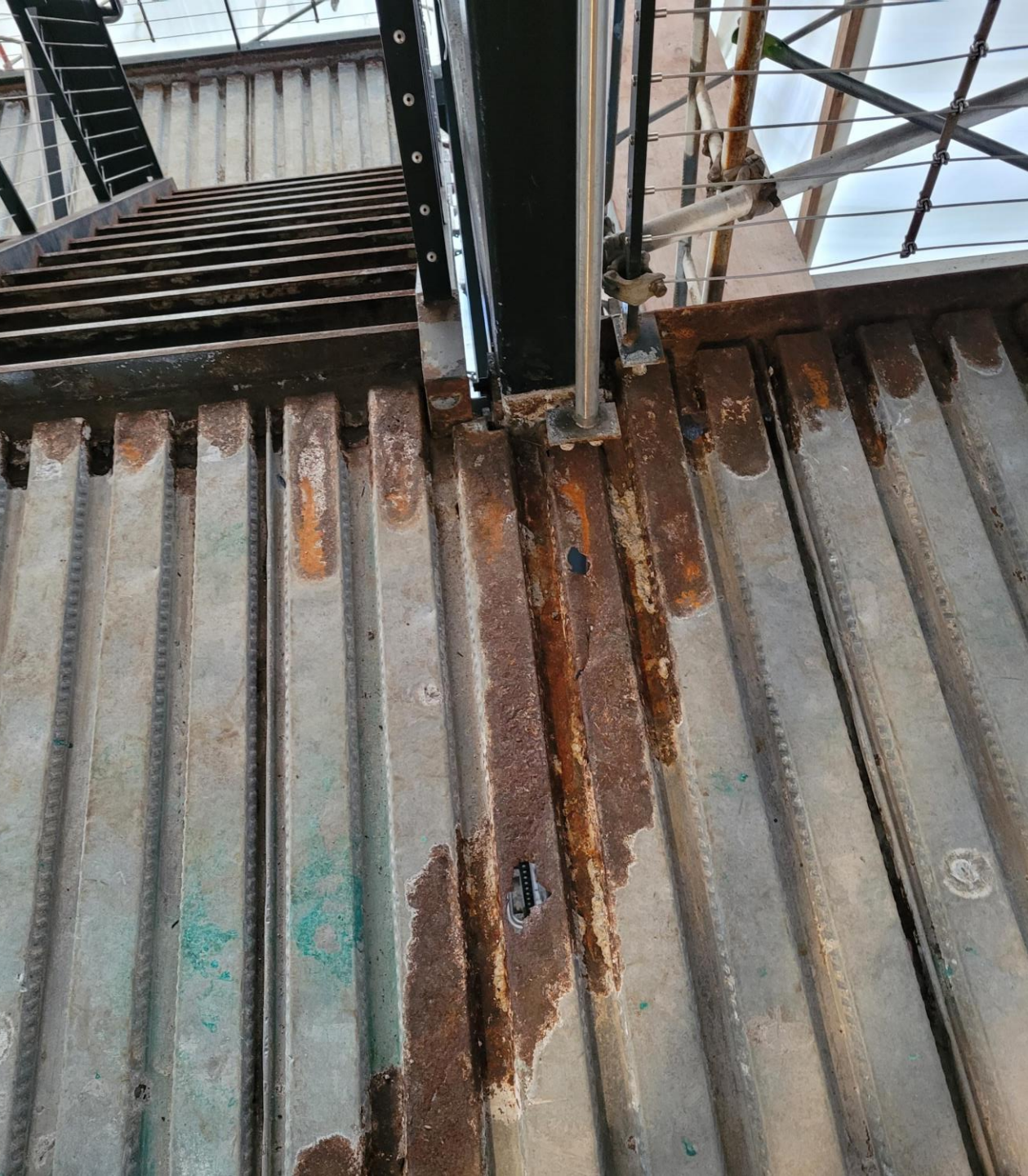


Below





Stairs



3rd Floor Landing

SKILFAB INDUSTRIES INCORPORATED

QUOTATION

Item 6.

(Mail) PO Box # 1775
 Snoqualmie, WA 98065
 (Pick up & Delivery) 8300 Railroad Ave SE
 P(425) 831-5555 F(425) 831-5575
 Email: office@skilfab.com

Date	Quote #
7/12/2023	20096

Customer Name / Address
City of Snoqualmie

Customer Salesman - Contact Info
Patrick Fry 425 681 4613 pfry@snoqualmiewa.gov

P.O. Number	Terms	Skilfab Salesman	Delivery	Project / Job
	50%DN,45%BI,5%	Josh	Install	Steps and Landings

Item Description	Total
<p>BID AT PREVAILING WAGE</p> <p>1. To repair stairs and landings at 3864 SE River St. 3 landings approximately 300 square feet. Stairs count (31) plus trims at top and bottom of (3) stair sets, 11 ga. Landings to be repaired with 1-1/2" composite metal deck with G-90 finish, 20 ga. Includes removal of existing metal decks (3) and steps as needed. Includes scaffold and fall protection. Skilfab recommends replacing all steps. Bid at prevailing wage, anything not called above is excluded. LANDINGS \$55854, STEPS \$22064</p>	77,918.00T

THESE NOTES APPLY TO ALL QUOTATIONS: The following is "ALL BY OTHERS" unless stated in description above: Installation, plumbing, electrical & controls, gas & refer hook-ups, structural & mechanical engineering, permits, permit drawings, installation, fire suppression, curbs & shafts, holes in roof & ceiling, rated walls, crating / shipping, sensors. Parts left are at owner's own risk. Welding is not certified. No international orders. We intend to lien property if not paid as agreed upon. We need "Reseller Permit" or we must collect Sales Tax when product is used in Washington State. We add 3% fee to all VISA and MASTERCARD transactions. Pricing is good for 30 days.
 Approved for Faxing ___ Billing ___ Emailing ___.

Subtotal	\$77,918.00
Sales Tax (8.7%)	\$6,778.87
Total	\$84,696.87

Accepted by: _____	Date: _____
To proceed with quote, sign & return to Skilfab with down payment if required.	



FACILITIES CAPITAL PROJECT OR PROGRAM

FACILITIES MAINTENANCE PROGRAM

CIP Project ID: FAC21002CIP
Department: Parks
Project Status: Other
Project Location: Multiple Locations
Project Contact: Michael Chambless

Current Program Budget: **\$1,896,000**

Years Project in CIP: Ongoing Capital Program
Contact Email: mchambless@snoqualmiewa.gov

Description:

This program is responsible for ensuring that City facilities are properly maintained and can achieve their useful life as originally designed. Over the next biennium, the City intends to cover and/or rehabilitate the City Hall back stairwell, replace and/or install a new boiler at the Fire Station, install server room power upgrades, conduct a parking review for the police station, and begin planning for a new covered Parks & Public Works operations and storage facility. Additional projects include remodeling old library, air conditioners for City Hall, and exterior painting for several buildings.

Community Impact:

The intent of this program is to preserve and maintain City facilities.

Photo or Map:



Operating Impact:

This program does not require changes to the operating environment or budget. It is anticipated that there will be savings as a result of all of these projects through reduced injury claims, better energy efficiency, and lengthened service life of capital assets. However, the amount of these potential savings is unknown at this time.

Budget:

Project Activities	% of Budg.	Total Activity Budget	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	This capital program is anticipated to continue indefinitely into the future.
Design	4%	\$ 76,516	\$ 31,898	\$ 9,477	\$ 9,670	\$ 9,777	\$ 9,694	\$ 6,000	
Construction	85%	\$ 1,616,977	\$ 637,967	\$ 189,549	\$ 193,390	\$ 195,533	\$ 193,873	\$ 206,666	
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Contingency	4%	\$ 80,849	\$ 31,898	\$ 9,477	\$ 9,670	\$ 9,777	\$ 9,694	\$ 10,333	
Labor	6%	\$ 106,355	\$ 31,857	\$ 9,601	\$ 11,337	\$ 13,958	\$ 21,801	\$ 17,801	
Art	1%	\$ 15,303	\$ 6,380	\$ 1,895	\$ 1,934	\$ 1,955	\$ 1,939	\$ 1,200	
Other	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	100%	\$ 1,896,000	\$ 740,000	\$ 220,000	\$ 226,000	\$ 231,000	\$ 237,000	\$ 242,000	
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

TOTAL PROJECT BUDGET: \$1,896,000

TOTAL OPERATING BUDGET: \$0

Anticipated Funding Mix:

Source	Total Sources	2023	2024	2025	2026	2027	2028
Real Estate Excise Tax	\$ 1,896,000	\$ 740,000	\$ 220,000	\$ 226,000	\$ 231,000	\$ 237,000	\$ 242,000
TOTAL	\$ 1,896,000	\$ 740,000	\$ 220,000	\$ 226,000	\$ 231,000	\$ 237,000	\$ 242,000

Fiscal Notes: **TOTAL FUNDING SOURCES: \$1,896,000**

FUTURE FUNDING REQUIREMENTS: \$0