CITY OF SULTAN
COUNCIL MEETING – COMMUNITY CENTER
March 26, 2015

7:00 PM CALL TO ORDER - Pledge of Allegiance and Roll Call

CHANGES/ADDITIONS TO THE AGENDA

PRESENTATIONS
1) Business Spotlight – Sultan Insurance
2) Volunteer Spotlight – Elizabeth Emmons

COMMENTS FROM THE PUBLIC: Citizens are requested to keep comments to a 3 minute maximum to allow time for everyone to speak. It is also requested that you complete a comment form for further contact.

COUNCILMEMBER COMMENTS

CITY ADMINISTRATOR COMMENTS

STAFF REPORTS – Written Reports Submitted
1) Public Works Report

CONSENT AGENDA: The following items are incorporated into the consent agenda and approved by a single motion of the Council.
1) Approval of the Council Meeting Minutes
2) Approval of Vouchers – 2015

ACTION ITEMS:
1) Ordinance 1214-15 – Council Salary
2) Ordinance 1215-15 – Salary Commission
3) Resolution 15-02 – Business License
4) Everett Intertiel Electrical Contract

DISCUSSION: **Time Permitting**

PUBLIC COMMENT ON AGENDA ITEMS ONLY

COUNCILMEMBER RESPONSE TO PUBLIC COMMENT ON AGENDA ITEMS

Executive Session: Pending Litigation

Adjournment - 10:00 PM or at the conclusion of Council business.

ADA NOTICE: City of Sultan Community Centeris accessible. Accommodations for persons with disabilities will be provided upon request. Please make arrangements prior to the meeting by calling City Hall at 360-793-2231.
For additional information please contact the City at cityhall@ci.sultan.wa.us or visit our web site at www.ci.sultan.wa.us

CITY OF SULTAN
AGENDA ITEM COVER SHEET

Agenda Item: Presentation – P-1

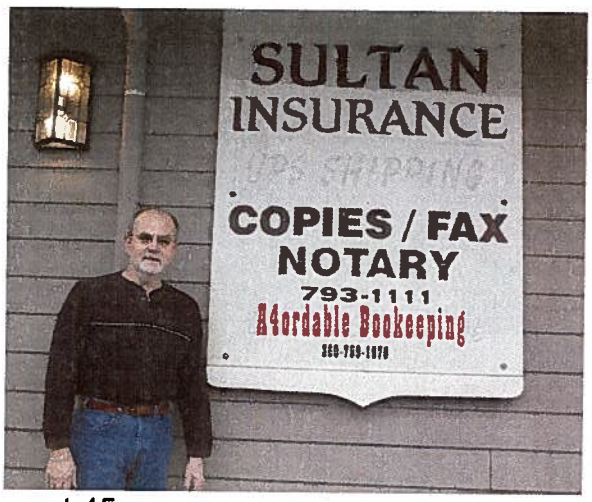
Date: March 26, 2015

SUBJECT: Business Spotlight

Sultan Insurance Donna Murphy KW

CONTACT PERSON: Donna Murphy Grants and Volunteer Coordinator

ISSUE:
The issue before the Council is to recognize Sultan Insurance as the City of Sultan's Business Spotlight for March, 2015.



SUMMARY STATEMENT:

Gayle Claffey worked a few different jobs growing up in Sultan, but she's glad she followed one of her father's, Jim Jenft.

Jim Jenft said his family has had their hand in Sultan Insurance since his mother, Sophia founded the business in 1932 as Sophia's Place. He took it over in 1950 and ran it for the next 45 years.

Gayle started learning about the family's insurance business as a high school sophomore. She explored other career options such as working at the Candy Cane Drive Inn and as a hairdresser, but Gayle decided that working at Sultan Insurance offered her an opportunity and she earned her Insurance Broker's License in 1981. Gayle ran the business with her dad from 1981 until 1995.

In the meantime, in 1979 Gayle met Mark Claffey, also working in insurance and they were married in November, 1979.

Sultan Insurance is located at 801 Main Street and since Gayle and her dad, Jim retired, the business is run by Mark Claffey. Gayle and Mark live in the house attached to the business and have a tenant next door, A4dorable Bookkeeping, owned by Cindy Zirkle who has been there for 7 years.

Even though they're a small independent office, they offer services and products that compare with the "Big Guys", according to Mark, they're small in stature and large in heart.

They offer insurance coverages for residential homes, businesses, autos, RV's (boats, motor homes, travel trailers and campers) and have customers all over Washington State.

They feel their prices are competitive and Mark has been known to say, "Just give me the chance to give you a quote, I don't charge for quotes, that's all we ask".

SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET

ITEM NO: P-2
DATE: March 26, 2015
SUBJECT: **Volunteer Spotlight – Elizabeth Emmons**

Donna Murphy KW

CONTACT PERSON: Donna Murphy, Volunteer Coordinator
ISSUE: To recognize Elizabeth Emmons as the City of Sultan's Volunteer Spotlight for March, 2015.

SUMMARY:

Elizabeth Emmons is originally from Kenmore, WA. She moved to Oregon in 2002 to attend Portland State University with her now husband, Ben. She graduated summa cum laude with a Bachelors' Degree in Psychology while simultaneously working full time as the executive assistant in a high paced commercial brokerage firm.

Elizabeth and Ben were married in 2003 and have two children, Elianna and Luke, now 8 and 5 who are, according to Elizabeth, the two sweetest little honey bunnies on earth.

Elizabeth & Ben coached their children's BGC soccer team in 2012.

In early 2007, Ben was hired by a local law enforcement agency and shipped off to the Police Academy in Spokane. Elizabeth moved to their new home in Sultan solo with Elianna until Ben came home in July. In the span of one month, Elizabeth went from working full time managing multi-million dollar sales transactions in a busy downtown office to standing in the middle of Sultan with a baby on her hip, wondering what planet she was on.

With Elizabeth, there is a direct correlation between being busy and being happy. She knew she needed to get to work and hoped she could be of service to her new community. That's when she met Donna Murphy, the Volunteer Coordinator for the City of Sultan. After a brief discussion about passion and skill sets, Donna said, "You need to meet Debbie Copple."

Debbie Copple became Elizabeth's lifeline, role model and friend. She inspired Elizabeth to ask not what Sultan could do for her, but what she could do for the Sky Valley. Over the past 8-years, they have partnered on numerous projects and Elizabeth has stepped up to manage several of her own events (always with Debbie's support and guidance).

Elizabeth is a fan of people coming together to work collaboratively. She values the various skill sets, experiences and resources each individual brings to the table. "Working together, we can do anything", says Elizabeth. "Leave your ego at the door and let's make the magic happen.

Following are of some of the volunteer projects Elizabeth has been involved in:

Chamber of Commerce Event Coordinator

- Project Manager: Easter Egg Hunt, Sky Valley Farm Festival & Winterfest
- Graphic Designer: Annual Event Guide, Brochures & Event Posters
- Shindig: Crew volunteer and Main Stage Manger (new in 2014)
- General help at most Chamber events

Sultan School District

- Chaired two successful levies
- Sultan Elementary School PTO President (2013 – Present)

Sultan Food Bank

- Board member and volunteer (2008-2010)

Worst kept secret in Sultan: Elizabeth's husband has been the Easter "Benny" for the past several years. He helps Elizabeth on all of her community events. They are a team and his support makes all of the work possible.

Elizabeth & Ben enjoy making fun memories with their kids and the kids in their neighborhood , known as "The Amberwood Circle Kids." Above: Shindig Children's Parade Jedi's. Below: Lip Sync Champions 2014.

SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET

ITEM NO:	SR – 1
DATE:	March 26, 2015
SUBJECT:	Public Works Monthly Report
CONTACT PERSON:	Mick Matheson, P.E., Public Works Director

ISSUE:
Provide monthly reports to Council regarding:

- City of Sultan Water Plant Production and Operation
- Everett Meter Readings
- 2015 Water Meter Replacement Program
- 2015 Fire Hydrant Exercising Schedule
- City of Sultan Wastewater Treatment Plant Operation
- Recycling and Garbage Reports
- Cemetery Report
- Field Supervisor Report

SUMMARY:
There are twelve total attachments. Seven attachments are designed to provide information regarding the City of Sultan's water production, a water supply comparison, water meter replacement program, fire hydrant exercising schedule and information on the Everett meter readings.

Lastly, there are five attachments designed to provide information with respect to the City of Sultan's Wastewater Treatment Plant operation, garbage collection, recycling, cemetery and current public works crew activities. The attachments are updated monthly.

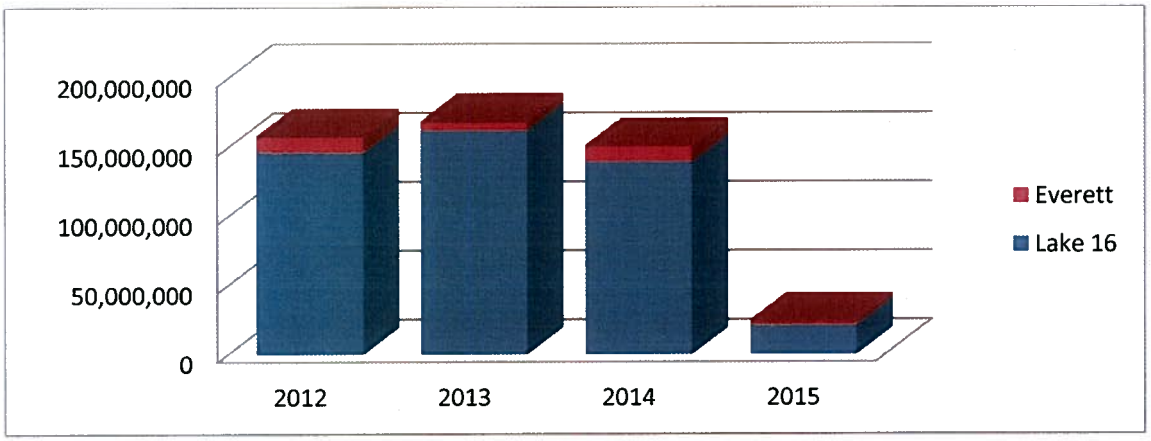
ATTACHMENTS:

Attachment A-1	Lake 16 vs. City of Everett Water Supply Comparison
Attachment A-2	Lake 16 Production for 2015
Attachment A-3	City of Sultan Water Plant Production Past 6 Years
Attachment A-4	Yearly Totals to Distribution System
Attachment A-5	2015 Water Meter Replacement Schedule
Attachment A-6	2015 Fire Hydrant Exercising Schedule
Attachment A-7	Everett Meter Readings for 2015
Attachment A-8	City of Sultan Wastewater Treatment Plant Operational Report
Attachment A-9	Garbage Report
Attachment A-10	Recycling Report
Attachment A-11	Cemetery Report
Attachment A-12	Field Supervisor Report

Lake 16 vs. City of Everett Water Supply Comparison

Yearly Totals for Lake 16 and Everett Productions

	2012	2013	2014	2015
Lake 16	146,762,070	163,185,000	140,098,000	20,847,000
Everett	11,943,316	6,154,544	11,577,544	3,879,128
Total Gallons	158,705,386	169,339,544	169,339,544	24,726,128
% Everett	8%	4%	7%	16%



NOTE: ALL NUMBERS ARE IN GALLONS

LAKE 16 ANNUAL PRODUCTION

MONTH	RUN TIME HOURS	FLOW	FLUSHES	BACKWASH	FILTER TO WASTE	TOTAL TO TOWN	CHLORINE POUNDS	FILTER AID/POUNDS	COAGULANT LBS	CAUSTIC LBS	FLUORIDE LBS	SODA ASH LBS
Jan-15	249.2	11,085,000	595,200	1,089,000	618,750	8,782,050	128.5	1.7	1,499	1,487	84.0	1,502.9
Feb-15	218.9	9,762,000	528,000	860,000	528,750	7,845,250	109.4	1.1	1,320	1,680	66.2	1,563.0
Mar-15						0						
Apr-15						0						
May-15						0						
Jun-15						0						
Jul-15						0						
Aug-15						0						
Sep-15						0						
Oct-15						0						
Nov-15						0						
Dec-15						0						
TOTALS	**468.1**	**20,847,000**	**1,123,200**	**1,949,000**	**1,147,500**	**16,627,300**	**237.9**	**2.8**	**2,819**	**3,167**	**150.2**	**3,065.9**
AVERAGE	**234.1**	**10,423,500**	**561,600**	**974,500**	**573,750**		**119.0**	**1.4**	**1,410**	**1,584**	**75.1**	**1,533.0**

FLOW/FLUSHES/BACKWASH/FILTER TO WASTE/ TOTAL TO TOWN NUMBERS ARE ALL IN GALLONS

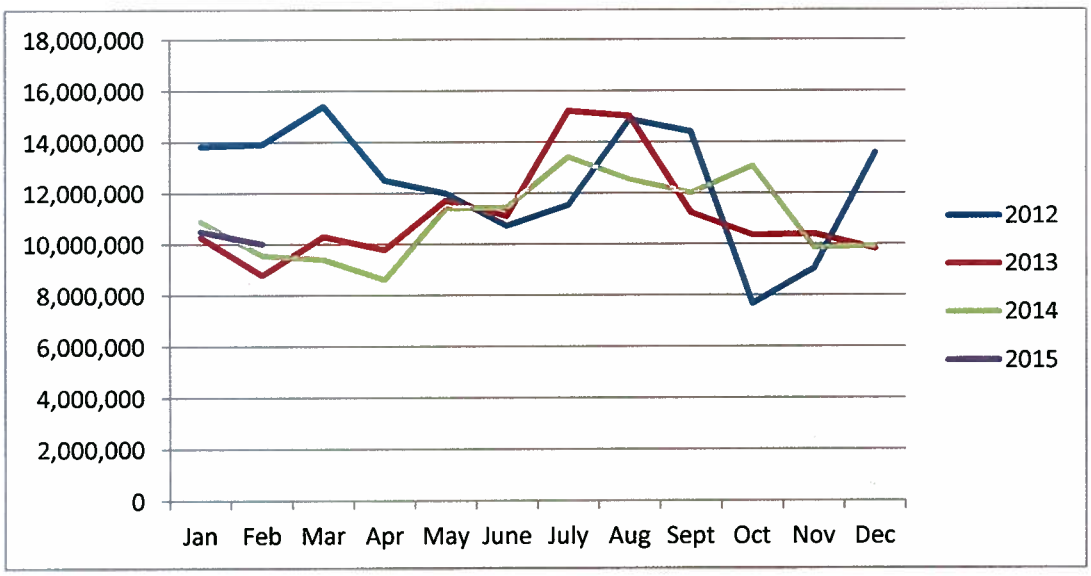
CITY OF SULTAN
Water Plant Production Past 6 years

	2010	2011	2012	2013	2014	2015
JAN	11,986,600	11,816,800	13,837,500	12,695,000	13,552,000	11,085,000
FEB	10,940,800	11,059,100	13,917,500	10,821,000	11,889,000	9,762,000
MARCH	12,070,300	11,246,150	15,413,700	12,453,000	11,968,000	
APRIL	11,473,900	3,636,500	12,509,700	12,330,000	10,739,000	
MAY	12,080,100	0	11,994,500	14,516,000	14,191,000	
JUNE	10,055,300	0	10,721,850	13,654,000	14,036,000	
JUL	16,291,400	0	11,536,100	18,270,000	16,632,000	
AUG	16,332,850	0	14,897,550	16,369,000	15,095,000	
SEPT	11,716,200	0	14,403,400	13,820,000	14,458,000	
OCT	11,049,000	0	7,669,000	12,901,000	9,691,000	
NOV	11,755,700	4,359,500	9,048,000	13,074,000	10,339,000	
DEC	11,397,000	13,589,000	10,813,600	12,282,000	11,966,000	
AVG	12,262,429	4,642,254	12,230,200	13,598,750	12,879,667	10,423,500
TOTAL	**147,149,150**	**55,707,050**	**146,762,400**	**163,185,000**	**154,556,000**	**20,847,000**

YEARLY TOTALS TO DISTRIBUTION SYSTEM

	2012	2013	2014	2015
Jan	13,837,500	10,271,500	10,896,750	10,494,970
Feb	13,917,500	8,778,600	9,565,500	10,011,458
Mar	15,413,700	10,295,800	9,414,140	
Apr	12,509,700	9,775,750	8,608,100	
May	11,994,500	11,709,190	11,414,350	
June	10,721,850	11,106,400	11,442,950	
July	11,536,100	15,208,100	13,420,500	
Aug	14,897,550	15,005,000	12,551,110	
Sept	14,403,400	11,235,750	12,015,410	
Oct	7,669,000	10,349,400	13,065,976	
Nov	9,048,000	10,396,050	9,876,190	
Dec	13,589,000	9,823,500	9,933,596	
TOTAL	**149,537,800**	**133,955,040**	**132,204,572**	**20,506,428**
AVG	**12,461,483**	**11,162,920**	**11,017,048**	**10,253,214**

ALL NUMBERS ARE IN GALLONS



2015 WATER METER EXCHANGE SCHEDULE

Attachment A-5

Month-Year	Actual # Meters Changed	Program Goal	Remaining Meters at Month End
Beginning Balance			**275**
Jan-15	3	25	272
Feb-15	102	25	170
Mar-15		25	
Apr-15		25	
May-15		25	
Jun-15		25	
Jul-15		25	
Aug-15		25	
Sep-15		25	
Oct-15		25	
Nov-15		25	
Dec-15		25	
TOTAL	105	275	170

2015 FIRE HYDRANT EXERCISING SCHEDULE

Attachment A-6

Month-Year	Actual # of FH's Exercised	Program Goal	Remaining FH's at Month End
Jan-15	0	257	257
Feb-15	22		235
Mar-15			
Apr-15			
May-15			
Jun-15			
Jul-15			
Aug-15			
Sep-15			
Oct-15			
Nov-15			
Dec-15			
		REMAINING	235

Everett Meter Readings for 2015

DATE	PREVIOUS READING	CURRENT READING	TOTAL CUBIC FEET	TOTAL GALLONS	AVERAGE PER DAY
1/2/2015	177,821	178,598	77,700	581,196	18,748
2/5/2015	178,598	180,888	229,000	1,712,920	55,255
3/12/2015	180,888	183,784	289,600	2,166,208	77,365
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
TOTALS			**596,300**	**4,460,324**	**151,368**

CITY OF SULTAN
Wastewater Treatment Plant
Operational Report
2014 - 2015

	Influent Flow (Max High allowed 0.72 MGD)				Total Rainfall	Effluent PH (Range allowed 6.0 - 9.0)		Biological Oxygen Demand (Range allowed 85% to 100%)	Avg Suspended Solids (Range allowed 85% to 100%)	Sludge Wasted	Hauled
MONTH	Total (MG)	Avg (MGD)	High (MGD)	Low (MGD)	Inches	PH Low	PH High	Avg % Reduction	Avg % Reduction	Gallons	Wet Tons
Jan-14	11,255	0.363	0.683	0.278	7.83	6.3	6.5	97.3	97.8	95,399	49.06
Feb-14	9,055	0.323	0.448	0.263	7.39	6.2	6.6	97.5	97.9	95,954	36.67
Mar-14	16,208	0.523	1.181	0.292	16.49	6.3	6.6	96.9	98.3	81,701	36.87
Apr-14	10,541	0.351	0.533	0.282	7.06	6.3	6.6	97.9	98.8	119,782	49.36
May-14	10,397	0.335	0.500	0.259	5.76	6.3	6.5	98.3	98.5	97,025	37.52
Jun-14	7,328	0.244	0.289	0.217	2.42	6.3	6.5	98.9	98.6	81,570	24.93
Jul-14	6,661	0.215	0.292	0.195	2.46	6.2	6.7	97.9	95.9	51,333	25.08
Aug-14	6,305	0.203	0.247	0.185	2.19	6.4	6.9	98.0	97.8	34,551	9.79
Sep-14	6,704	0.223	0.308	0.197	4.50	6.5	6.7	98.4	98.1	45,631	11.05
Oct-14	8,690	0.280	0.451	0.203	12.35	6.3	6.8	98.8	98.6	59,757	29.28
Nov-14	14,498	0.483	1.900	0.271	11.87	6.2	6.6	97.2	98.1	42,557	24.19
Dec-14	13,026	0.420	0.566	0.337	9.62	6.3	6.5	98.2	98.4	84,239	37.01
Jan-15	14,365	0.463	1.894	0.327	8.9	6.3	6.5	97.0	96.7	40,227	0.00
Feb-15	11,065	0.395	0.686	0.276	8.34	6.2	6.5	97.3	97.2	74,696	38.66
Mar-15											
Apr-15											
May-15											
Jun-15											
Jul-15											
Aug-15											
Sep-15											
Oct-15											
Nov-15											
Dec-15											

2015 GARBAGE REPORT

	2014 TONS	2014 COST	2015 TONS	2015 COST
January	154.42	$16,216.00	145.33	$15,261.00
February	121.97	$12,809.00	128.13	$13,455.00
March	147.69	$15,509.00		
April	126.11	$13,248.00		
May	161.18	$16,930.00		
June	151.83	$15,943.00		
July	142.83	$15,001.00		
August	143.13	$15,030.00		
September	155.61	$16,233.00		
October	162.67	$17,079.00		
November	131.56	$13,797.00		
December	157.68	$16,558.00		
TOTALS	**1,756.68**	**$ 184,353.00**	**273.46**	**$28,716.00**

REPUBLIC SERVICES

City of Sultan
Tonnage

Sector	Commodity	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Total
Commercial	Recycle	3.57	2.85	-	-	-	-	-	-	-	-	-	-	6.42
Multifamily	Recycle	2.86	2.48	-	-	-	-	-	-	-	-	-	-	5.34
Residential	Recycle	46.38	33.91	-	-	-	-	-	-	-	-	-	-	80.29
	Total Recycle	**52.81**	**39.24**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**92.05**
Commercial	Yardwaste	0.19	0.27	-	-	-	-	-	-	-	-	-	-	0.46
Multifamily	Yardwaste	0.04	0.05	-	-	-	-	-	-	-	-	-	-	0.09
Residential	Yardwaste	12.30	17.81	-	-	-	-	-	-	-	-	-	-	30.11
	Total Yardwaste	**12.53**	**18.13**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**30.66**

City of Sultan
Customer Counts

Sector	Commodity	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Total
Residential	Recycle	1,490	1,493	-	-	-	-	-	-	-	-	-	-	2,983
Commercial	Recycle	21	21	-	-	-	-	-	-	-	-	-	-	42
Multifamily	Recycle	4	4	-	-	-	-	-	-	-	-	-	-	8
Residential	Yardwaste	320	320	-	-	-	-	-	-	-	-	-	-	640
Commercial	Yardwaste	3	3	-	-	-	-	-	-	-	-	-	-	6
Multifamily	Yardwaste	1	2	-	-	-	-	-	-	-	-	-	-	3

CEMETERY REPORT
BURIALS

103 Cemetery Operating Fund

Description	2015 BUDGET	2015 ACTUAL
Revenue		
Beginning Balance	0	5,200
Cemetery Fees	25,000	0
Investment Interest	100	0
Total Resources	25,100	5,200
Expenditures		
Total Expenditures	23,440	3,158
Ending Fund Balance	**1,660**	**2,042**

Burials	YTD 2015
Ash	1
Full	1

We also had two disinturments in February

These numbers are January 2015 through February 2015

SULTAN CITY COUNCIL

AGENDA ITEM

DATE:	March 26, 2015
SUBJECT:	Public Works Projects-Update
CONTACT PERSON:	Connie Dunn, Public Works Field Supervisor

Contact City Hall at 360.793.2231 regarding garbage changes.

ISSUE:
The Public Works projects list and status report.

PARKS:
Sultan River Park is currently being used by walkers, dog walkers, skate boarders, and people who like to stop and picnic. A great place to stretch your legs when traveling. This park continues to be a great asset for the City of Sultan.

GARBAGE:
The new and improved garbage service is going very well. The Sultan residents are adjusting to the change and everybody likes the reduced rates. The city has received questions and concerns that the front desk and field crew have been able to answer, give assistance or correction where needed.

PUBLIC WORKS STAFF:

Water:
Jason Strauss is primarily in the water department as of January 2015. He successfully attained the WA State Water Distribution Manager (WDM) I certification. He will continue to train for the WA State Water Treatment Plant Operator (WTPO) Certificate.

Mike Williams is studying and will be taking the WA State Water Treatment Plant Operator (WTPO) III. Currently, Mike is a Water Distribution Manager III, Water Treatment Plant Operator II and Cross Connection Specialist with WA State Department of Health.

Sewer:
Bobbie Lewis, who started January 5, 2015, has his Commercial Driver's License (CDL) Class B, and has been working at the Wastewater Treatment Plant 4 hours per week.

Todd Strom is continuing as the monthly safety meeting leader along with his other duties at the WWTP.

Utility:
Riley Edwards, employed since November 3, 2014 has attained his CDL Class B driver's license. Riley has shown an interest in park maintenance, especially Osprey Park field and trails. Riley also received training on the city road grader and has graded the city owned gravel roads.

Thank you,
Connie Dunn

SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET

ITEM NO: Consent C 1

DATE: March 26, 2015

SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

SUMMARY:
Attached are the minutes of the March 12, 2015 Council meeting as on file in the office of the City Clerk.

RECOMMENDED ACTION:
Approve as submitted.

CITY OF SULTAN COUNCIL MEETING – March 12, 2015

Mayor Eslick called the regular meeting of the Sultan City Council to order in the Sultan Community Center. Councilmembers present: McCarty, Seehuus, Walker, Davenport-Smith, Neigel, Naslund and Beeler.

PRESENTATIONS:

Permit Workshop

Stacy MacGregor, Senior Planner and Cyd Sparks, Permit Assistant provided an overview of the permit process for the city. Reviewed the current permit board. Briefly discussed the need to readdress areas of the city.

Monte Beaton: Mayor Eslick presented a photo and news story to Chief Beaton. Chief Beaton received a Certificate of Merit from the Sheriff's Office for creating and operating the Sky Valley Citizens Academy (CERT) program. Chief Beaton's daughter Emily was awarded a Letter of Commendation for her contributions to the academy.

Chief Beaton briefly discussed the changes to staffing in the department and the Everett property code that effectively deals with vacant homes owned by the banks.

COMMENTS FROM THE PUBLIC:

Lucy Hitchcock – Library board meeting – new staff person; Jana Harris, local writer, will be doing a program this month. Need to fix the door. Sultan Basin road development – need to work out transportation issues.

COUNCILMEMBER COMMENTS

McCarty: Parks Board meeting: the nice weather has increase use of the state parks that are still operating with limited staff. Trails are being booked for events (Centennial trail) and creating some conflicts with other users. June 28, 1905 the city was incorporated and he is working on a flag program for the city.

Davenport-Smith: March 10th was the cutoff date for legislative bills. The state budget debate begins now and the city needs more citizen input. Need to lobby for the capital budget.

Naslund: Emergency Management Day will be held at the state capital on March 24th. She will be in attendance and it would be a good time to network and talk about our emergency project.

Beeler: City needs to address the missing sections of sidewalk on the Sultan Basin Road. Could consider a walking path at least. The is no right turn lane on to SR 2 from the Sultan Basin Road and one would be nice to eliminate wait time for the residents turning. Great to see staff vactoring the storm drains and to have our own truck to do the work. Asked when the staff would be doing street cleaning.

Ken Walker: Public works staff has been requested to develop a vactoring and street cleaning plan for the entire city.

Mayor Eslick: There are three new food places in the city – Taco Wagon; sushi and Japanese food and Pho restaurant under construction. Sky Valley auction is on April 4th and she would like to fill a table from the city. Working on youth programs

CITY OF SULTAN COUNCIL MEETING – March 12, 2015

STAFF REPORTS – Written Reports Submitted and are on file in the Office of the City Clerk.
1) Planning Board Minutes
2) Police Report

CONSENT AGENDA: The following items are incorporated into the consent agenda and approved by a single motion of the Council. On a motion by Councilmember Naslund, seconded by Councilmember Seehuus, the consent agenda was approved as presented. McCarty – aye, abstain on vouchers; Seehuus – aye; Walker – aye; Davenport-Smith – aye, Neigel – aye; Naslund – aye; Beeler - aye.
1) Approval of the February 26, 2015 Council Meeting Minutes
2) Approval of the February 26, 2015 Public Hearing minutes on the Geological Hazardous Area Code
3) Approval of Vouchers in the amount of $156,996.80 and payroll through February 27 2015 in the amount of $50,344.71 to be drawn and paid on the proper accounts.

ACTION ITEMS:

Alder Avenue Project – Final Acceptance

The issue before the City Council is final acceptance of the Alder Avenue Reconstruction project completed by SRV Construction, Inc. The council awarded the base bid and authorized the Mayor to sign a contract with SRV Construction, Inc. not to exceed $913,400 (which included a five percent contingency) to construct the Alder Avenue Reconstruction project on May 22, 2014. SRV Construction's contract was for $869,933.73.
Change Order Number 1 added a Federal Heavy Wage Rate Decision WA140100 to the work included in Schedule B of the contract due to CDBG funding requirements. There were no additional costs associated with this change order. Change Order Number 2 included five work items with a net increase of $888.00. The project came in $6,106.11 under budget primarily due to bid quantities being less than anticipated.

	Bid Amount	Final Cost	Net
Schedule A (Road & Storm Drainage)	$449,563.50	$445,230.62	-$4,332.88
Schedule B (Water & Sewer)	$389,239.23	$386,729.00	-$2,510.23
Schedule C (Sidewalk from 7th to 8th)	$31,131.00	$31,868.00	$737.00
Total	$869,933.73	$863,827.72	-$6106.11

On a motion by Councilmember Davenport-Smith, seconded by Councilmember Seehuus, the Council accepted the Alder Avenue Reconstruction project as completed by SRV Construction, Inc. All ayes.

Trane Energy Service Proposal - WWTP

The issue before the City Council is acceptance of Trane's Energy Service Proposal for process and efficiency improvements at the City's wastewater treatment plant (WWTP), and to authorize the Washington State Department of Enterprise Services (DES) to generate contract documents for the City and Trane's signature for Energy Conservation Measures 2, 3 and 4.
Trane has identified a $273,754 combination of initiatives that via the State of Washington's Energy Services Contract will generate benefits for the City.

Trane has completed an Investment Grade Audit of the existing wastewater treatment plant. Through this IGA, Trane has presented a project solution that maximizes grant and utility incentive dollars, improves system operation, addresses capital improvement needs and maximizes energy efficiency. Trane's detailed IGA has confirmed that the best solution for meeting all of these objectives is by implementing the following Energy Conservation Measures:

- ECM 2. Oxidation Ditch - Control Aerators to Dissolved Oxygen Setpoint
- ECM 3. Operations Building Heat Pump Replacement
- ECM 4. Wastewater Treatment Plan Exterior Lighting

The guaranteed Maximum Project Cost of $233,844, which includes project contingency, and measurement and verification cost, and excludes the cost of DES fees and taxes. The guaranteed Maximum Project Cost with guaranteed energy savings of 84,091 KWh/year will result in a 15-year life cycle cost benefit in excess of $170,641.
The total project (ECM 2-4) cost including DES Fees and tax is $273,754. The City has received a grant from Department of Commerce for $196,584 that required a City match commitment of $82,000, which was included in the 2015 Capital Budget. Estimated Utility incentives from Snohomish County PUD are $16,118. The City's net project cost is therefore $61,053.
On a motion by Councilmember Neigel, seconded by Councilmember Davenport-Smith, the Council accepted Trane's Energy Service Proposal for process and efficiency improvements at the City's WWTP, and to authorize the Washington State DES to generate contract documents for the City and Trane's signature for Energy Conservation Measures 2, 3, and 4. All ayes, except Councilmember Naslund who voted nay.

DISCUSSION ITEMS:
Planning Board Work List
The Council reviewed the Planning Board's request to direct their work plan and consider the board's list of work plan items. Several items tie into the PROS plan (park plan) such as the trails and safe routes to schools. Due to limited staff time, it will be difficult to do the necessary research for the plan.
Discussion: Interest in the Dark Skies Initiative (have streetlights point down so they don't light up the night skies); opposed to Tree City USA; sidewalk gaps and lack of funding; federal funding for safe routes to schools; may need to consider a Transportation Benefit District.

PUBLIC COMMENTS
Kay George: Delighted to see new building permits as they are need to survive. The city is going backs to being developer friendly. The prior planning director designed the code to be very specific and require consultants and thus cut the ma and pa developers out. If the homes do not sell, they will not continue to pull the permits. Need to be cautious about revenue projections. How many more hookups do we have for all these developments? Improvements help but there is not an infinite amount until we get the pipe across the bridge.

Lucy Hitchcock: Cognate of staff's lack of time. The meeting was cancelled this month due to lack of staff. Planning board is willing to do the research and help any way they can. Some items on the list they can do the homework on.

Janet Peterson: The Planning Board has not done anything in the past three months. They have had some good educational items but really no work and that is why they would like to do the research for the park plan.

COUNCIL RESPONSE TO COMMENTS

Beeler: People serve on the boards because they want to make things better. Ms George is right we do have to be concerned about development until we expand the pipes across the bridge. Thanks for time spent on the board.

Neigel: the Planning Board members were agreeing with Lucy – need to put them to work; thanks for their work.

Davenport-Smith: Hears what they are saying and it does take time to put the work together but maybe they can do the research. They are valued and need to make sure they feel they are contributing and have worth.

McCarty: Willing to help out with the park issues and will provide some information to them. Would like to see the centennial trail expanded and will need the bridge to complete the trail.

Adjournment: On a motion by Councilmember Davenport-Smith seconded by Councilmember Naslund, the meeting adjourned at 9:15 PM. All ayes.

_____
Carolyn Eslick, Mayor

_____
Laura J. Koenig, City Clerk

SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET

ITEM #: Consent 2

DATE: March 26, 2015

SUBJECT: Voucher Approval - 2015

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

SUMMARY:
Attached are the vouchers for approval in the amount of $104,664.05 and payroll through March 13, 2015 in the amount of $73,253.64 to be drawn and paid on the proper accounts.

FISCAL IMPACT: $177,917.69

RECOMMENDATION:
Approve the payment of vouchers as submitted.

City Of Sultan
Voucher Approval
March 26, 2015

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, or the labor performed as described hereon, and that the claim is just, due and an unpaid obligation against the City of Sultan, and that I am authorized to authenticate and certify to said claim.

_____
Laura J. Koenig, Clerk/Deputy Finance Director

We, the undersigned City Council of Sultan Washington, do hereby certify that the merchandise or services hereinafter specified have been received and the claims are approved for payment in the following amounts:

Payroll Check #30325-26	$ 3,473.74
Direct Deposit #6	$ 26,109.21
Benefits Check #30319-23	$ 31,925.63
Tax Deposit #5	$ 11,745.06
Accounts Payable Checks #30324,27-67	$ 104,664.05
ACH Transactions - DOR	$ 0
TOTAL	$ 177,917.69

_____
Bob McCarty, Councilmember

_____
John Seehuus, Councilmember

_____
Rocky Walker, Councilmember

_____
Sarah Davenport-Smith, Councilmember

_____
Joe Neigel, Councilmember

_____
Marianne Naslund, Councilmember

_____
Jeffrey Beeler, Councilmember

Accounts Payable

Check Register Totals Only

User: laura.koenig
Printed: 3/19/2015 - 11:01 AM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
30327	03/26/2015	airport	Airport Way Service Glass	993.69	0
30328	03/26/2015	amtest	AM Test	585.00	0
30329	03/26/2015	Aramark	Aramark Uniform Services - AUS We:	289.90	0
30330	03/26/2015	APP	Associated Petroleum Products Inc	754.35	0
30331	03/26/2015	wilbert	Automatic Wilbert Vault Co.	3,375.84	0
30332	03/26/2015	Comcast	Comcast	956.93	0
30333	03/26/2015	DOE	Department of Ecology - Cashiering S	600.00	0
30334	03/26/2015	EconAll	Economic Alliance Snohomish County	1,000.00	0
30335	03/26/2015	EvUtil	Everett Utilities	5,888.23	0
30336	03/26/2015	EvDC	Evergreen District Court	753.24	0
30337	03/26/2015	Frontier	Frontier	734.82	0
30338	03/26/2015	GBGeek	Gold Bar Geek	2,877.88	0
30339	03/26/2015	Gray	Gray & Osborne Inc.	5,019.14	0
30340	03/26/2015	Groco	Groco, Inc	2,474.24	0
30341	03/26/2015	Guardian	Guardian Fence Company	2,430.47	0
30342	03/26/2015	HoneyB	Honey Bucket	183.50	0
30343	03/26/2015	Kenyon	Kenyon Disend PLLC	9,051.00	0
30344	03/26/2015	Kroll	Kroll Map Company	141.13	0
30345	03/26/2015	lab	Lab/Cor, Inc.	200.00	0
30346	03/26/2015	lowes	Lowes	24.75	0
30347	03/26/2015	MadCity	MadCity Buzz LLC	375.00	0
30348	03/26/2015	Mailfin	Mail Finance	732.66	0
30349	03/26/2015	napa	Monroe Parts House	1,647.70	0
30350	03/26/2015	OASYS	Oasys Office Automation Systems	39.42	0
30351	03/26/2015	OfcDepot	Office Depot	4,010.39	0
30352	03/26/2015	Pitney	Pitney Bowes	583.12	0
30353	03/26/2015	PUD 1	PUD	2,918.95	0
30354	03/26/2015	PSE	Puget Sound Energy	879.28	0
30355	03/26/2015	QBS	QualityBusinesss Systems	72.65	0
30356	03/26/2015	RedApl	Red Apple Market	77.40	0
30357	03/26/2015	SCpubwor	Snohomish County Finance	13,455.00	0
30358	03/26/2015	SChumsvc	Snohomish County Human Services	253.23	0
30359	03/26/2015	soundpub	Sound Publishing Inc	466.12	0
30360	03/26/2015	SRVConst	SRV Construction Inc.	26,100.28	0
30361	03/26/2015	tsi	Technical Systems, Inc.	5,052.63	0
30362	03/26/2015	thermco	Thermco Products, Inc.	134.66	0
30363	03/26/2015	atrua	Aimee Lou Trua	1,700.00	0
30364	03/26/2015	USBank	US Bank	32.00	0
30365	03/26/2015	BluBook	USA Blue Book	525.96	0
30366	03/26/2015	weed	Weed, Graafstra & Benson, Inc, P.S.	774.50	0
30367	03/26/2015	wyatt	Wyatt Electric Inc.	6,038.99	0
			Check Total:	104,204.05	

Checks for Approval

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
30327	03/26/2015	INSURANCE CLAIMS FUND	Capital Outlay	Airport Way Service Glass	993.69
30328	03/26/2015	UTILITY WATER FUND	Water - Testing	AM Test	120.00
30328	03/26/2015	UTILITY WATER FUND	Water - Testing	AM Test	440.00
30328	03/26/2015	UTILITY WATER FUND	Water - Testing	AM Test	25.00
30329	03/26/2015	UTILITY WATER FUND	Operating Supply	Aramark Uniform Services	10.68
30329	03/26/2015	UTILITY SEWER FUND	Operating Supplies	Aramark Uniform Services	10.67
30329	03/26/2015	UTILITY GARBAGE FUND	Operating Supplies	Aramark Uniform Services	10.68
30329	03/26/2015	GENERAL FUND	Office/Operating Supplies	Aramark Uniform Services	10.67
30329	03/26/2015	STREET FUND	Office/Operating Supplies	Aramark Uniform Services	10.68
30329	03/26/2015	UTILITY WATER FUND	Operating Supply	Aramark Uniform Services	10.56
30329	03/26/2015	UTILITY SEWER FUND	Operating Supplies	Aramark Uniform Services	10.55
30329	03/26/2015	UTILITY GARBAGE FUND	Operating Supplies	Aramark Uniform Services	10.56
30329	03/26/2015	GENERAL FUND	Office/Operating Supplies	Aramark Uniform Services	10.55
30329	03/26/2015	STREET FUND	Office/Operating Supplies	Aramark Uniform Services	10.56
30329	03/26/2015	UTILITY WATER FUND	Operating Supply	Aramark Uniform Services	24.73
30329	03/26/2015	UTILITY SEWER FUND	Operating Supplies	Aramark Uniform Services	24.72
30329	03/26/2015	UTILITY GARBAGE FUND	Operating Supplies	Aramark Uniform Services	24.73
30329	03/26/2015	GENERAL FUND	Office/Operating Supplies	Aramark Uniform Services	24.72
30329	03/26/2015	STREET FUND	Office/Operating Supplies	Aramark Uniform Services	24.73
30329	03/26/2015	UTILITY WATER FUND	Operating Supply	Aramark Uniform Services	12.02
30329	03/26/2015	UTILITY SEWER FUND	Operating Supplies	Aramark Uniform Services	12.02
30329	03/26/2015	UTILITY GARBAGE FUND	Operating Supplies	Aramark Uniform Services	12.03
30329	03/26/2015	GENERAL FUND	Office/Operating Supplies	Aramark Uniform Services	12.02
30329	03/26/2015	STREET FUND	Office/Operating Supplies	Aramark Uniform Services	12.02
30330	03/26/2015	UTILITY GARBAGE FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	451.10
30330	03/26/2015	UTILITY SEWER FUND	Vehicle Operation Maintenance	Associated Petroleum Products Inc	55.07
30330	03/26/2015	UTILITY WATER FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	207.45
30330	03/26/2015	CEMETERY FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	13.57
30330	03/26/2015	STREET FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	13.58
30330	03/26/2015	GENERAL FUND	Vehicle Maintenance	Associated Petroleum Products Inc	13.58
30331	03/26/2015	CEMETERY FUND	Professional Services	Automatic Wilbert Vault Co.	1,047.99
30331	03/26/2015	CEMETERY FUND	Items for Resale	Automatic Wilbert Vault Co.	397.48
30331	03/26/2015	CEMETERY FUND	Professional Services	Automatic Wilbert Vault Co.	1,930.37
30332	03/26/2015	GENERAL FUND	Communication	Comcast	27.82
30332	03/26/2015	UTILITY WATER FUND	Communication	Comcast	18.55
30332	03/26/2015	UTILITY SEWER FUND	Communication	Comcast	18.55
30332	03/26/2015	UTILITY GARBAGE FUND	Communication	Comcast	18.55
30332	03/26/2015	STREET FUND	Communication	Comcast	9.27

30332	03/26/2015	STREET FUND	Communication	Comcast	53.90
30332	03/26/2015	UTILITY WATER FUND	Communication	Comcast	53.90
30332	03/26/2015	UTILITY SEWER FUND	Communication	Comcast	53.91
30332	03/26/2015	UTILITY GARBAGE FUND	Communication	Comcast	53.90
30332	03/26/2015	STORMWATER UTILITY FUND	Communication	Comcast	53.90
30332	03/26/2015	GENERAL FUND	Communication	Comcast	237.87
30332	03/26/2015	UTILITY WATER FUND	Communication	Comcast	118.94
30332	03/26/2015	UTILITY SEWER FUND	Communication	Comcast	118.93
30332	03/26/2015	UTILITY GARBAGE FUND	Communication	Comcast	118.94
30333	03/26/2015	UTILITY SEWER FUND	Sewer - Testing	Department of Ecology - Cashiering	600.00
30334	03/26/2015	GENERAL FUND	Organization Dues	Economic Alliance Snohomish County	1,000.00
30335	03/26/2015	UTILITY WATER FUND	Utilities	Everett Utilities	5,888.23
30336	03/26/2015	GENERAL FUND	Miscellaneous - Court Filing F	Evergreen District Court	753.24
30337	03/26/2015	GENERAL FUND	Communication	Frontier	97.99
30337	03/26/2015	STREET FUND	Communication	Frontier	98.00
30337	03/26/2015	UTILITY WATER FUND	Communication	Frontier	97.99
30337	03/26/2015	UTILITY SEWER FUND	Communication	Frontier	98.00
30337	03/26/2015	UTILITY GARBAGE FUND	Communication	Frontier	97.99
30337	03/26/2015	UTILITY SEWER FUND	Communication	Frontier	244.85
30338	03/26/2015	INFORMATION TECHNOLOGY FUND -	Professional Service	Gold Bar Geek	2,877.88
30339	03/26/2015	STREET IMPROVEMENT FUND	Alder Avenue Project	Gray & Osborne Inc.	5,019.14
30340	03/26/2015	UTILITY SEWER FUND	Professional Service	Groco, Inc	2,474.24
30341	03/26/2015	STREET FUND	Capital - Equipment and Signs	Guardian Fence Company	2,430.47
30342	03/26/2015	UTILITY SEWER FUND	Rentals	Honey Bucket	183.50
30343	03/26/2015	GENERAL FUND	Legal - Litigation Fees	Kenyon Disend PLLC	1,025.00
30343	03/26/2015	GENERAL FUND	Legal - Litigation Fees	Kenyon Disend PLLC	8,026.00
30344	03/26/2015	UTILITY GARBAGE FUND	Operating Supplies	Kroll Map Company	141.13
30345	03/26/2015	UTILITY WATER FUND	Miscellaneous	Lab/Cor, Inc.	200.00
30346	03/26/2015	STREET FUND	Office/Operating Supplies	Lowes	24.75
30347	03/26/2015	INFORMATION TECHNOLOGY FUND -	Repair and Maintenance	MadCity Buzz LLC	75.00
30347	03/26/2015	INFORMATION TECHNOLOGY FUND -	Repair and Maintenance	MadCity Buzz LLC	75.00
30347	03/26/2015	INFORMATION TECHNOLOGY FUND -	Repair and Maintenance	MadCity Buzz LLC	75.00
30347	03/26/2015	INFORMATION TECHNOLOGY FUND -	Repair and Maintenance	MadCity Buzz LLC	75.00
30347	03/26/2015	INFORMATION TECHNOLOGY FUND -	Repair and Maintenance	MadCity Buzz LLC	75.00
30348	03/26/2015	UTILITY WATER FUND	Rentals	Mail Finance	202.87
30348	03/26/2015	UTILITY SEWER FUND	Rentals	Mail Finance	147.85
30348	03/26/2015	UTILITY GARBAGE FUND	Miscellaneous	Mail Finance	186.76
30348	03/26/2015	STORMWATER UTILITY FUND	Rentals	Mail Finance	195.18
30349	03/26/2015	UTILITY WATER FUND	Vehicle Operation/Maintenance	Monroe Parts House	234.78
30349	03/26/2015	UTILITY SEWER FUND	Vehicle Operation Maintenance	Monroe Parts House	234.78
30349	03/26/2015	UTILITY GARBAGE FUND	Vehicle Operation/Maintenance	Monroe Parts House	273.68
30349	03/26/2015	STORMWATER UTILITY FUND	Vehicle Operation Maintenance	Monroe Parts House	195.91

30349	03/26/2015	UTILITY WATER FUND	Vehicle Operation/Maintenance	Monroe Parts House	25.50
30349	03/26/2015	UTILITY SEWER FUND	Vehicle Operation Maintenance	Monroe Parts House	25.50
30349	03/26/2015	STORMWATER UTILITY FUND	Vehicle Operation Maintenance	Monroe Parts House	25.50
30349	03/26/2015	UTILITY GARBAGE FUND	Vehicle Operation/Maintenance	Monroe Parts House	70.43
30349	03/26/2015	UTILITY GARBAGE FUND	Vehicle Operation/Maintenance	Monroe Parts House	107.16
30349	03/26/2015	GENERAL FUND	Vehicle Maintenance	Monroe Parts House	68.25
30349	03/26/2015	UTILITY WATER FUND	Vehicle Operation/Maintenance	Monroe Parts House	68.21
30349	03/26/2015	UTILITY SEWER FUND	Vehicle Operation Maintenance	Monroe Parts House	68.00
30349	03/26/2015	UTILITY GARBAGE FUND	Vehicle Operation/Maintenance	Monroe Parts House	250.00
30350	03/26/2015	UTILITY WATER FUND	Repair and Maintenance	Oasys Office Automation Systems	6.57
30350	03/26/2015	UTILITY SEWER FUND	Repair and Maintenance	Oasys Office Automation Systems	6.57
30350	03/26/2015	UTILITY GARBAGE FUND	Repair and Maintenance	Oasys Office Automation Systems	6.57
30350	03/26/2015	STORMWATER UTILITY FUND	Repair and Maintenance	Oasys Office Automation Systems	6.58
30350	03/26/2015	UTILITY WATER FUND	Repair and Maintenance	Oasys Office Automation Systems	6.56
30350	03/26/2015	GENERAL FUND	Office/Operating Supplies	Oasys Office Automation Systems	6.57
30351	03/26/2015	INFORMATION TECHNOLOGY FUND -	Capital - Equipment	Office Depot	2,528.21
30351	03/26/2015	INFORMATION TECHNOLOGY FUND -	Capital - Equipment	Office Depot	632.05
30351	03/26/2015	GENERAL FUND	Office/Operating Supplies	Office Depot	5.53
30351	03/26/2015	UTILITY WATER FUND	Office Supplies	Office Depot	1.38
30351	03/26/2015	UTILITY SEWER FUND	Office Supplies	Office Depot	1.39
30351	03/26/2015	UTILITY GARBAGE FUND	Office Supplies	Office Depot	1.38
30351	03/26/2015	STREET FUND	Office Supplies	Office Depot	1.39
30351	03/26/2015	UTILITY WATER FUND	Office Supplies	Office Depot	14.58
30351	03/26/2015	UTILITY SEWER FUND	Office Supplies	Office Depot	14.58
30351	03/26/2015	UTILITY GARBAGE FUND	Office Supplies	Office Depot	14.58
30351	03/26/2015	STREET FUND	Office Supplies	Office Depot	14.58
30351	03/26/2015	GENERAL FUND	Office/Operating Supplies	Office Depot	58.31
30351	03/26/2015	UTILITY WATER FUND	Office Supplies	Office Depot	62.28
30351	03/26/2015	UTILITY SEWER FUND	Office Supplies	Office Depot	62.28
30351	03/26/2015	UTILITY GARBAGE FUND	Office Supplies	Office Depot	62.28
30351	03/26/2015	STREET FUND	Office Supplies	Office Depot	62.28
30351	03/26/2015	GENERAL FUND	Office/Operating Supplies	Office Depot	249.12
30351	03/26/2015	UTILITY WATER FUND	Office Supplies	Office Depot	4.07
30351	03/26/2015	UTILITY SEWER FUND	Office Supplies	Office Depot	4.07
30351	03/26/2015	UTILITY GARBAGE FUND	Office Supplies	Office Depot	4.07
30351	03/26/2015	STREET FUND	Office Supplies	Office Depot	4.08
30351	03/26/2015	GENERAL FUND	Office/Operating Supplies	Office Depot	16.28
30351	03/26/2015	UTILITY WATER FUND	Office Supplies	Office Depot	17.55
30351	03/26/2015	UTILITY SEWER FUND	Office Supplies	Office Depot	17.54
30351	03/26/2015	UTILITY GARBAGE FUND	Office Supplies	Office Depot	17.55
30351	03/26/2015	STREET FUND	Office Supplies	Office Depot	17.55
30351	03/26/2015	GENERAL FUND	Office/Operating Supplies	Office Depot	70.18

30351	03/26/2015	UTILITY WATER FUND	Office Supplies	Office Depot	3.39
30351	03/26/2015	UTILITY SEWER FUND	Office Supplies	Office Depot	3.40
30351	03/26/2015	UTILITY GARBAGE FUND	Office Supplies	Office Depot	3.39
30351	03/26/2015	STREET FUND	Office Supplies	Office Depot	3.39
30351	03/26/2015	GENERAL FUND	Office/Operating Supplies	Office Depot	13.57
30351	03/26/2015	UTILITY WATER FUND	Office Supplies	Office Depot	3.01
30351	03/26/2015	UTILITY SEWER FUND	Office Supplies	Office Depot	3.02
30351	03/26/2015	UTILITY GARBAGE FUND	Office Supplies	Office Depot	3.01
30351	03/26/2015	STREET FUND	Office Supplies	Office Depot	3.02
30351	03/26/2015	GENERAL FUND	Office/Operating Supplies	Office Depot	12.05
30352	03/26/2015	GENERAL FUND	Communication	Pitney Bowes	204.09
30352	03/26/2015	GENERAL FUND	Communication	Pitney Bowes	87.47
30352	03/26/2015	STREET FUND	Communication	Pitney Bowes	72.89
30352	03/26/2015	UTILITY WATER FUND	Communication	Pitney Bowes	72.89
30352	03/26/2015	UTILITY SEWER FUND	Communication	Pitney Bowes	72.89
30352	03/26/2015	UTILITY GARBAGE FUND	Communication	Pitney Bowes	72.89
30353	03/26/2015	STREET FUND	Utilities	PUD	15.92
30353	03/26/2015	STREET FUND	Utilities	PUD	707.60
30353	03/26/2015	STREET FUND	Utilities	PUD	419.39
30353	03/26/2015	STREET FUND	Utilities	PUD	1,611.18
30353	03/26/2015	STREET FUND	Utilities	PUD	63.28
30353	03/26/2015	STREET FUND	Utilities	PUD	101.58
30354	03/26/2015	GENERAL FUND	Utilities	Puget Sound Energy	153.23
30354	03/26/2015	STREET FUND	Utilities	Puget Sound Energy	55.00
30354	03/26/2015	UTILITY WATER FUND	Utilities	Puget Sound Energy	55.00
30354	03/26/2015	UTILITY SEWER FUND	Utilities	Puget Sound Energy	54.99
30354	03/26/2015	UTILITY GARBAGE FUND	Utilities	Puget Sound Energy	55.00
30354	03/26/2015	GENERAL FUND	Utilities	Puget Sound Energy	145.30
30354	03/26/2015	GENERAL FUND	Utilities	Puget Sound Energy	180.38
30354	03/26/2015	STREET FUND	Utilities	Puget Sound Energy	36.08
30354	03/26/2015	UTILITY WATER FUND	Utilities	Puget Sound Energy	36.07
30354	03/26/2015	UTILITY SEWER FUND	Utilities	Puget Sound Energy	36.08
30354	03/26/2015	UTILITY GARBAGE FUND	Utilities	Puget Sound Energy	36.07
30354	03/26/2015	GENERAL FUND	Utilities	Puget Sound Energy	36.08
30355	03/26/2015	GENERAL FUND	Office/Operating Supplies	QualityBusinesss Systems	14.53
30355	03/26/2015	STREET FUND	Office Supplies	QualityBusinesss Systems	14.53
30355	03/26/2015	UTILITY WATER FUND	Office Supplies	QualityBusinesss Systems	14.53
30355	03/26/2015	UTILITY SEWER FUND	Office Supplies	QualityBusinesss Systems	14.53
30355	03/26/2015	UTILITY GARBAGE FUND	Office Supplies	QualityBusinesss Systems	14.53
30356	03/26/2015	UTILITY SEWER FUND	Operating Supplies	Red Apple Market	77.40
30357	03/26/2015	UTILITY GARBAGE FUND	Intergovernmental - Disposal F	Snohomish County Finance	13,455.00
30358	03/26/2015	GENERAL FUND	Intergovernmental	Snohomish County Human Services	253.23

30359	03/26/2015	GENERAL FUND	Advertising and Legal Notices	Sound Publishing Inc	357.76
30359	03/26/2015	GENERAL FUND	Advertising and Legal Notices	Sound Publishing Inc	20.64
30359	03/26/2015	GENERAL FUND	Advertising and Legal Notices	Sound Publishing Inc	20.64
30359	03/26/2015	GENERAL FUND	Advertising and Legal Notices	Sound Publishing Inc	20.64
30359	03/26/2015	GENERAL FUND	Advertising and Legal Notices	Sound Publishing Inc	25.80
30359	03/26/2015	GENERAL FUND	Advertising and Legal Notices	Sound Publishing Inc	20.64
30360	03/26/2015	STREET IMPROVEMENT FUND	Alder Avenue Project	SRV Construction Inc.	26,100.28
30361	03/26/2015	UTILITY SEWER FUND	Repair and Maintenance	Technical Systems, Inc.	2,478.81
30361	03/26/2015	UTILITY SEWER FUND	Repair and Maintenance	Technical Systems, Inc.	2,573.82
30362	03/26/2015	UTILITY SEWER FUND	Repair and Maintenance	Thermco Products, Inc.	134.66
30363	03/26/2015	GENERAL FUND	Public Defender Attorney	Aimee Lou Trua	1,700.00
30364	03/26/2015	GENERAL FUND	Bank Fees	US Bank	32.00
30365	03/26/2015	UTILITY WATER FUND	Repair and Maintenance	USA Blue Book	525.96
30366	03/26/2015	GENERAL FUND	Legal - Litigation Fees	Weed, Graafstra & Benson, Inc, P.S.	43.75
30366	03/26/2015	LID GUARANTY AND BOND FUND	Professional Services	Weed, Graafstra & Benson, Inc, P.S.	730.75
30367	03/26/2015	BUILDING MAINTENANCE FUND	Capital - Buildings	Wyatt Electric Inc.	6,038.99
				TOTAL	104,204.05

SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET

Agenda Item #: Action A 1

Date: March 26, 2015

SUBJECT: Ordinance 1214-15 Council/Mayor Pay Structure

CONTACT PERSON: Laura Koenig, City Clerk/Deputy Finance Director

Issue:
The issue before the Council is the introduction of Ordinance 1214-15 to set the method of payment of the monthly salary for the Mayor and Councilmembers

Summary:
During the March 14, 2015 retreat, the Council discussed methods and amount of pay for Councilmembers. Alternatives discussed included:

1. Leave the current pay structure in place
2. Change the pay to a flat rate per month
3. Set a flat rate per meeting regardless of the type (council meeting, committee, board)
4. Create a salary commission to recommend a pay structure.

Discussion:
The Council holds two council meetings per month, three retreats and one joint meeting with the Planning Board. This totals 28 meetings per year. If a councilmember only attends these meetings they would be paid $1,375 per year. The maximum salary per year is $1,800 based on the current ordinance that was amended in 2011.

In 2014, the total number of meetings attended by the council was 437. Based on the seven members of the council, this averages out to 62 meetings per councilmember or 5 meetings per month. The average pay for meeting is $29.

The current code provides for a salary for the Mayor of $500 per month. Councilmembers are paid $50 per council meeting/maximum of two per month and $25 per other meeting/maximum of two per month for a maximum total of $150 per month. Per SMC 2.05.030 " Meetings shall include regularly scheduled council meetings, special council meetings, public hearings, council workshops, committee meetings and other city related task force or associations that the councilmember has been appointed to or requested to attend".

Councilmembers that have attend several other meetings and workshops in a month do not earn the maxiumum pay possible if they are unable to attend both council meetings due to unforeseen circumstances.

In accordance with RCW 35A.12.070 (Attachment B), the Council can not increase its own pay unless a Salary Commission is established under RCW 35.21.015. The Council can increase the Mayor's pay at any time with the proper budget amendments. If the Council increases council pay without a salary commission, the pay would be effective for only new council members beginning in January 2017.

The proposed ordinance would not increase the monthly pay for a Councilmember. The ordinance has been drafted with two options:

1. Payment of $150 per month without regard to the number of meetings.
2. Payment of $50 per meeting with a maximum of 3 meetings per month.

Recommendation:
Adoption of Ordinance 1214-15, to set payments to the Councilmembers. The Council will need to select an option as part of the motion.

Attachments:

A. Ordinance 1214-15 - Council Salaries
B. RCW 35A.12.070 – Council salaries

ATTACHMENT A

CITY OF SULTAN
WASHINGTON
ORDINANCE NO. 1214-15

AN ORDINANCE OF THE CITY OF SULTAN, WASHINGTON, ADOPTING A COUNCIL SALARIES; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS the City has determined the method of payment for attendance at city meetings should be periodically reviewed; and

WHEREAS, the Council has not changed the method of payment to council members since January 2011; and

WHEREAS, the change in the method of payment to council members will not increase the monthly pay;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SULTAN, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. SMC 2.05.020 is hereby amended to read as follows:

2.05.020 Salaries set.

The mayor and city council members shall receive salaries as follows:

Mayor	$500.00 per month
Councilmember	**$50.00 per meeting not to exceed $150 per month or $150 per month**

Section 2. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 3. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force on December 1, 2011.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 8th DAY OF DECEMBER, 2011.

CITY OF SULTAN
Carolyn Eslick, Mayor

ATTEST/AUTHENTICATED:
Laura Koenig, City Clerk

Approved as to form:
Danielle Evans, City Attorney

ATTACHMENT B

RCW 35A.12.070 Compensation of elective officers--Expenses.

The salaries of the mayor and the councilmen shall be fixed by ordinance and may be revised from time to time by ordinance, but any increase in the compensation attaching to an office shall not be applicable to the term then being served by the incumbent if such incumbent is a member of the city legislative body fixing his own compensation or as mayor in a mayor-council code city casts a tie-breaking vote relating to such ordinance: PROVIDED, That if the mayor of such a city does not cast such a vote, his salary may be increased during his term of office.

Until the first elective officers under this mayor-council plan of government may lawfully be paid the compensation provided by such salary ordinance, such officers shall be entitled to be compensated in the same manner and in the same amount as the compensation paid to officers of such city performing comparable services immediately prior to adoption of this mayor-council plan.

Until a salary ordinance can be passed and become effective as to elective officers of a newly incorporated code city, such first officers shall be entitled to compensation as follows: In cities having less than five thousand inhabitants, the mayor shall be entitled to a salary of one hundred and fifty dollars per calendar month and a councilman shall be entitled to twenty dollars per meeting for not more than two meetings per month; in cities having more than five thousand but less than fifteen thousand inhabitants, the mayor shall be entitled to a salary of three hundred and fifty dollars per calendar month and a councilman shall be entitled to one hundred and fifty dollars per calendar month; in cities having more than fifteen thousand inhabitants, the mayor shall be entitled to a salary of twelve hundred and fifty dollars per calendar month and a councilman shall be entitled to four hundred dollars per calendar month: PROVIDED, That such interim compensation shall remain in effect only until a salary ordinance is passed and becomes effective as to such officers, and the amounts herein provided shall not be construed as fixing the usual salary of such officers. The mayor and councilmen shall receive reimbursement for their actual and necessary expenses incurred in the performance of the duties of their office, or the council by ordinance may provide for a per diem allowance. Procedure for approval of claims for expenses shall berovided by ordinance.

SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET

Agenda Item #: Action A 2

Date: March 26, 2015

SUBJECT: Ordinance 1215-15 Salary Commission

CONTACT PERSON: Laura Koenig, City Clerk/Deputy Finance Director

Issue:
The issue before the Council is the introduction of Ordinance 1215-15, formation of a Salary Commission.

Summary:
During the March 14, 2015 retreat, the Council has discussed methods and amount of pay for Councilmembers on several occassions. Alternatives discussed included:

1. Leave the current pay structure in place
2. Change the pay to a flat rate per month
3. Set a flat rate per meeting regardless of the type (council meeting, committee, board)
4. Create a salary commission to recommend a pay structure.

The consensus of the council was to adopt an ordinance to establish a Salary Commission. This will allow the council the option to appoint members to the Salary Commission to complete an independent study of appropriate pay for the council and mayor.

Discussion:
In accordance with RCW 35A.12.070 (Attachment B), the Council can not increase its own pay unless a Salary Commission is established under RCW 35.21.015. The Council can increase the Mayor's pay at any time with the proper budget amendments. RCW 35.21.015 (Attachment B) provides for establishment of a salary commission which allows mid term increases to council pay. If the Council increases council pay without a salary commission, the pay would be effective for only new council members beginning in January 2017.

The proposed ordinance will establish a Salary Commission and proposes:
1. 5 members
2. 3-year terms with a maximum of two terms
3. Qualifications for appointment
4. Duties of the commission – time for meetings

The Council will need to determine when the initial appointment of the Salary Commission would occur.

Recommendation:
Discussion and introduction of Ordinance 1215-15 to establish a Salary Commission

Attachments:
A. Ordinance 1215-15 - Salary Commission
B. RCW 35.21.015 – Salary Commissions

CITY OF SULTAN
SULTAN WASHINGTON
ORDINANCE 1215-15

AN ORDINANCE OF THE CITY OF SULTAN, WASHINGTON ESTABLISHING A SALARY COMMISSION FOR THE CITY; ADDING A NEW CHAPTER 2.07 TO THE SULTAN MUNICIPAL CODE, PROVIDING FOR AN EFFECTIVE DATE AND PROVIDING FOR SEVERABILITY

WHEREAS, RCW 35.21.015, authorizes the City to establish by ordinance an independent salary commission with authority to set the salary of the Mayor and members of the City Council and provides that the Commission's action fixing such salaries shall supersede any provision in a city ordinance related to fixing salaries;

NOW, THEREFORE THE CITY COUNCIL OF THE CITY OF SULTAN, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. A new Chapter 2.07 entitled "Salary Commission" is hereby added to the Sultan Municipal Code which shall read as follows:

2.07.010 Purpose.
It is the policy of the City of Sultan to base salaries of elected officials on realistic standards so that officials may be paid according to the duties of their offices, so that citizens of the highest quality may be attracted to public service.

2.07.020 Created -Membership, appointment, compensation, term.

A. There is created and established an independent Salary Commission.

B. The salary commission shall review and establish the salaries of the mayor and the councilmembers and shall exercise the powers and perform the duties set forth by RCW 35.21.015, as now existing or hereafter amended.

C. The salary commission shall consist of five members, to be appointed by the Mayor with the approval of the City Council.

D. A member of the Commission shall serve for a three year term without compensation, and shall be a US citizen and a resident of the City for at least one year preceding the appointment. The initial members shall be appointed for staggered terms of one, two or three years.

E. No member of the Commission shall be appointed to more than two terms.

F. A member of the Commission shall not be an officer, official, or employee of the City or an immediate family member of an officer, official, or employee of the city. For purposes of this section, "immediate family member" means the parents, spouse, siblings, children, or dependent relatives of an officer, official, or employee of the city, whether or not living in the household of the officer, official, or employee.

2.07.030 Vacancies.
In the event of a vacancy in office of commissioner, the Mayor shall appoint, subject to approval of the City Council, a person to serve the unexpired portion of the term of the expired position.

2.07.040 Removal.
A member of the Commission may be removed from office by the Mayor, with the approval of the City Council only for cause of incapacity, incompetence, neglect of duty, or malfeasance in office, or for a disqualifying change of eligibility. The unexcused absence of any member of the Commission from two (2) consecutive meetings of the Commission shall constitute relinquishment of that person's membership on the Commission.

2.07.050 Duties

A. The Commission shall meet every two years during the month of August. The members of the Commission shall elect a chair from among the members. The Commission shall set a schedule of salaries by an affirmative vote of the majority of the Commission. Three members present at any meeting shall constitute a quorum.

B. The Commission shall study the relationship of salaries to the duties of the elected officials and shall set the salaries for the respective position. If after such review the Commission determines that the salary paid to an elected City official should be increased or decreased, the Commission shall file the Commission's written salary schedule with the City Clerk.

C. Any increase or decrease in salary established by the Commission shall become effective and incorporated into the city budget thirty (30) days after the filing thereof, following Commission review without further action of the City Council or the Commission except as provided in section 2.07.060

D. Salary increases established by the Commission shall be effective as to all city elected officials, regardless of their terms of office.

E. Salary decreases established by the Commission shall become effective as to incumbent city elected officials at the commencement of their next subsequent term of office.

F. Staff support shall be provided to the Commission as needed by the Commission.

2.07.060 Referendum

Any salary increase or decrease established by the Commission pursuant to this chapter shall be subject to referendum petition by the voters of the City, in the same manner as a City ordinance, upon filing of a referendum petition with the City Clerk within thirty days after filing of a salary schedule by the Commission. In the event of the filing of a valid referendum petition, the salary increase or decrease shall not go into effect until approved by a vote of the people. Referendum measures under this section shall be submitted to the voters of the City at the next following general or municipal election occurring thirty days or more after the petition is filed, and shall otherwise be governed by the provisions of the State Constitution and the laws generally applicable to referendum measures. By adoption of this provision it shall not be the intent to adopt the powers of Referendum generally.

2.07.070 Meetings to be open.

All meetings, actions, hearings and business of the Salary Commission shall be undertaken in compliance with the Open Public Meetings Act, Chapter 42.30 RCW as if the Commission was a "governing body" as defined in that Act; provided, that notice of all meetings of the Commission shall be issued pursuant to RCW 42.30.080.

Section 2. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 3. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE _____DAY OF _____, 2015.

CITY OF SULTAN
Carolyn Eslick, Mayor

ATTEST/AUTHENTICATED:

Laura Koenig, City Clerk

Approved as to form:

Danielle Evans, City Attorney

RCW 35.21.015
Salary commissions.

(1) Salaries for elected officials of towns and cities may be set by salary commissions established in accordance with city charter or by ordinance and in conformity with this section.

(2) The members of such commissions shall be appointed in accordance with the provisions of a city charter, or as specified in this subsection:

(a) Shall be appointed by the mayor with approval of the city council;

(b) May not be appointed to more than two terms;

(c) May only be removed during their terms of office for cause of incapacity, incompetence, neglect of duty, or malfeasance in office or for a disqualifying change of residence; and

(d) May not include any officer, official, or employee of the city or town or any of their immediate family members. "Immediate family member" as used in this subsection means the parents, spouse, siblings, children, or dependent relatives of the officer, official, or employee, whether or not living in the household of the officer, official, or employee.

(3) Any change in salary shall be filed by the commission with the city clerk and shall become effective and incorporated into the city or town budget without further action of the city council or salary commission.

(4) Salary increases established by the commission shall be effective as to all city or town elected officials, regardless of their terms of office.

(5) Salary decreases established by the commission shall become effective as to incumbent city or town elected officials at the commencement of their next subsequent terms of office.

(6) Salary increases and decreases shall be subject to referendum petition by the people of the town or city in the same manner as a city ordinance upon filing of such petition with the city clerk within thirty days after filing of the salary schedule. In the event of the filing of a valid referendum petition, the salary increase or decrease shall not go into effect until approved by vote of the people.

(7) Referendum measures under this section shall be submitted to the voters of the city or town at the next following general or municipal election occurring thirty days or more after the petition is filed, and shall be otherwise governed by the provisions of the state Constitution, or city charter, or laws generally applicable to referendum measures.

(8) The action fixing the salary by a commission established in conformity with this section shall supersede any other provision of state statute or city or town ordinance related to municipal budgets or to the fixing of salaries.

(9) Salaries for mayors and councilmembers established under an ordinance or charter provision in existence on July 22, 2001, that substantially complies with this section shall remain in effect unless and until changed in accordance with such charter provision or ordinance.

[2001 c 73 § 4.]

NOTES:

Findings -- Intent -- 2001 c 73: "The legislature hereby finds and declares that:

(1) Article XXX, section 1 of the state Constitution permits midterm salary increases for municipal officers who do not fix their own compensation;

(2) The Washington citizens' commission on salaries for elected officials established pursuant to Article XXVIII, section 1 of the state Constitution with voter approval has assured that the compensation for state and county elected officials will be fair and certain, while minimizing the dangers of midterm salary increases being used to influence those officers in the performance of their duties;

(3) The same public benefits of independent salary commissions should be extended to the setting of compensation of municipal elected officers; and

(4) This act is intended to clarify the intent of the legislature that existing state law authorizes:

(a) The establishment of independent salary commissions to set the salaries of city or town elected officials, county commissioners, and county councilmembers; and

(b) The authority of the voters of such cities, towns, and counties to review commission decisions to increase or decrease such salaries by means of referendum." [2001 c 73 § 1.]

Severability -- 2001 c 73: "If any provision of this act or its application to any person or circumstance is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected." [2001 c 73 § 6.]

SULTAN CITY COUNCIL MEETING
AGENDA COVER SHEET

ITEM NO: Action A-3

DATE: March 26, 2015

SUBJECT: City of Sultan 2015 Fee Schedule - Amendment
Resolution 15-02

CONTACT PERSON: Ken Walker, City Administrator

ISSUE:
The issue before the Council is the adoption of Resolution 15-02 amending the 2015 City of Sultan Fee Schedule that sets fees charged by the City for the various services provided to citizens and the community. The amendment would decrease the amount charged for a home occupation and mall space business license renewal from $50 to $25.

BACKGROUND:
Resolution 14-11 setting the 2015 Fee Schedule was adopted by the City Council on December 11, 2014. The adopted schedule included a $50 fee for the annual renewal fee for a business license. There was no distinction for home occupations or retail mall spaces.

SUMMARY:
During the March 14, 2015 Council retreat, the fee for home occupations and retail mall space business licenses with the city was discussed. The current fee for a new business license is $25 and the annual renewal for all business licenses is $50. A reduced fee for renewal home occupation and retail mall space business was discussed to encourage economic growth. The Council was in agreement to reduce the renewal business license fee for home occupations and retail mall spaces to $25.

Applications for a business license are submitted through the State of Washington Business Licensing Service. This allows applicants to obtain a state license and city licenses at the same time. The State notifies the city that an application has been received. Staff reviews the application for code compliance and approves the application online.

The revised fee schedule would be as follows:

Other Municipal Services	
Business License	$25.00
Business License Renewal	$50.00
Business License Renewal, Home Occupation	$25.00
Business License Renewal, Retail Mall Space	$25.00

RECOMMENDED ACTION:
Authorize the Mayor to sign Resolution 15-02 amending the 2015 City of Sultan Fee Schedule.

Attachment: Resolution 15-02 - Amending 2015 Fee Schedule

CITY OF SULTAN
SULTAN WASHINGTON

RESOLUTION 15-02

A RESOLUTION AMENDING THE 2015 FEE SCHEDULE TO ESTABLISH FEES, FINES, PENALTIES AND CHARGES FOR SERVICES PROVIDED BY THE CITY.

WHEREAS, the City Council of the City of Sultan has determined that it is in the best interest of the City of Sultan to provide a single, efficient and convenient listing of all fees, fines, penalties, interest and charges for permits, services applications and filing fees; and

WHEREAS, such a listing will better facilitate the updating and uniform review of all such fees, fines, penalties, interest and charges on a periodic basis;

WHEREAS, all ordinances require the setting of fees, fines, penalties, interest and charges for service by resolution;

WHEREAS, the Council has determined it would be in the best interest of the community to decrease the initial business license fee;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sultan that the document titled 2015 City of Sultan Fee Schedule adopted under Resolution 14-11 is hereby amended as follows:

Other Municipal Services

Business License $25.00

Business License Renewal $50.00

Business License Renewal, Home Occupation... $25.00

Business License Renewal, Retail Mall Space.... $25.00

PASSED AND ADOPTED this 26th day of March, 2015.

CITY OF SULTAN

_____
Carolyn Eslick, Mayor

ATTEST:

_____
Laura J. Koenig, City Clerk

SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET

ITEM NO: A – 4

DATE: March 26, 2015

SUBJECT: Everett Intertie Improvement Electrical Work

CONTACT PERSON: Mick Matheson, P.E. – Public Works Director

ISSUE:
The issue before the city council is to authorize the Mayor to sign a contract with Technical Systems Inc. (TSI) for an amount not to exceed $7,500.00 not including sales tax (which includes a six percent construction contingency) to provide wiring and programming of a Krohne Waterflux 3000 Flow Meter and PLC/SCADA programming associated with the Everett Intertie improvements.

STAFF RECOMMENDATION:
Authorize the Mayor to sign a contract with TSI for an amount not to exceed $7,500.00 not including sales tax to provide wiring and programming of a Krohne Waterflux 3000 Flow Meter and PLC/SCADA programming associated with the Everett Intertie improvements.

ALTERNATIVES:
1) Authorize the Mayor to sign a contract with TSI.
2) Do not authorize the Mayor sign a contract with TSI and direct staff to areas of concern.

SUMMARY:
The City of Sultan contracted with RH2 Engineering on November 22, 2013 to evaluate improvements necessary to allow the existing Everett Intertie to open automatically in the event that the existing 632 Zone Booster Pump Station (BPS) cannot provide adequate pressures to the system.

City staff is scheduled to construct these improvements. A key element of the upgrade is providing wiring and programming of a Krohne Waterflux 3000 Flow Meter and PLC/SCADA programming. This was anticipated and included in the project budget.

Staff solicited two written quotes to perform the wiring and programming. TSI provided quotes to provide both the wiring and the programming. Wyatt Electric provided a quote for the wiring, but since they are unfamiliar with Sultan's Water Treatment Plant PLC/SCADA system, were unwilling to provide a firm quote for this element of work.

Company	Wiring	Programming
TSI	$5,080	$1980
Wyatt Electric	$5,910	Time and Materials

Since TSI has the less expensive quote for wiring, and is very familiar with the City's Water Treatment Plant PLC/SCADA system, it is staff's recommendation to award the contract to TSI.

FISCAL IMPACT:
The 2015 Capital Budget included the Everett Intertie project. There is adequate funding in place to complete this element of the project.

RECOMMENDED ACTION:
Authorize the Mayor to sign a contract with Technical Systems Inc. (TSI) for an amount not to exceed $7,500.00 not including sales tax (which includes a six percent construction contingency) to provide wiring and programming of a Krohne Waterflux 3000 Flow Meter and PLC/SCADA programming associated with the Everett Intertie improvements.

ATTACHMENT A Contract with Technical Systems Inc.
ATTACHMENT B TSI Quote
ATTACHMENT C Wyatt Electric Quote

CITY OF SULTAN
LIMITED PUBLIC WORKS CONTRACT

THIS AGREEMENT, is made by and between the City of Sultan (hereinafter referred as "City"), a Washington Municipal Corporation, and Technical Systems Inc. (hereinafter referred to as "Contractor"), doing business at 2303 196th Street SW, Lynnwood, WA 98036.

WHEREAS, Contractor is in the business of providing certain services specified herein; and

WHEREAS, the City desires to contract with Contractor for the provision of such services for wiring and programming of a Krohne Waterflux 3000 Flow Meter and PLC/SCADA programming at the City of Sultan Water Treatment Plant, and Contractor agrees to contract with the City for same;

NOW, THEREFORE, in consideration of the mutual promises set forth herein, it is agreed by and between the parties as follows:

TERMS

1. **Work**. The Contractor agrees to perform all work in accordance with this Contract and the following documents, incorporated herein:

   - Scope of Work
   - All provisions required by law to be inserted in this Contract whether actually attached hereto or not.

2. **Payment**. Payment for the work as described in the Contract shall not exceed seven thousand sixty dollars ($7,060), excluding sales tax and approved change orders, in accordance with the lump sum prices shown on the attached bid proposal. If during the course of the Contract, the work rendered does not meet the requirements set forth in the Contract, the Contractor shall correct or modify the required work to comply with the requirements of the Contract. The City shall have the right to withhold payment for such work until it meets the requirements of the Contract.

3. **General Administration**. The Contract Administrator, Mick Matheson, P.E., of the City of Sultan shall have primary responsibility for the City under this Contract and shall oversee and approve all work to be performed, coordinate communications, and review and approve all invoices, under this Contract.

4. **Final Payment**. Thirty (30) days after completion and final acceptance of this project by the City as complying with the terms of this Contract, the City shall pay to the Contractor

all sums due as provided by this Contract except those required to be withheld by law or agreed to in special contract provisions.

5. **Notice to Proceed / Completion Time**. The Contractor agrees to begin the work set forth in this Contract immediately after receiving written notice from the City to proceed and further agrees to carry on such work regularly and uninterruptedly thereafter with such force as to secure its completion within sixty calendar days (holidays and weekends included), after such notice to begin work. The time of beginning, rate of progress and time of completion are essential conditions of this Contract.

6. **Ownership of Documents**. On payment to the Contractor by the City of all compensation due under this Contract, all finished or unfinished documents and material prepared by the Contractor with funds paid by the City under this Contract shall become the property of the City and shall be forwarded to the City upon its request. Any records, reports, information, data or other documents or materials given to or prepared or assembled by the Contractor under this Contract will be kept confidential and shall not be made available to any individual or organization by the Contractor without prior written approval of the City or by court order.

7. **Indemnity / Hold Harmless**. The Contractor shall indemnify, defend and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees arising out of or in connection with the performance of this Contract, except for injuries and damages caused by the sole negligence of the City.

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

8. **Bonds / Surety**. (City must check one of the following boxes.) The City √ waives ☐ does not waive the bond/surety provisions of this paragraph pursuant to RCW 39.04.155. If the City waives these provisions then Contractor need not complete this section. If the City does not waive these provisions then Contractor shall provide **<u>one</u>** of the following and shall check and initial next to one of the boxes below to indicate its selection:

   ☐ Performance bond in an amount of the bid amount plus 10%. The bond must be accepted by the City prior to the execution of the contract. The bond shall be released thirty days after the date of final acceptance of the work performed under this Contract, and receipt of all necessary releases from the

Department of Revenue and Department of Labor and Industries in settlement of any liens filed under Chapter 60.28 RCW, whichever is later.

☐ Performance Surety. In lieu of retainage and a performance bond, the City shall withhold 50% of all progress payments, excluding any applied tax, for the duration of the work performed under this Contract. This retained amount shall be released thirty (30) days after the date of final acceptance by the City of all work performed under this Contract, including any change orders, or receipt of all necessary releases from the Department of Labor and Industries and the Department of Revenue and any liens filed under Chapter 60.28 RCW are settled whichever is later. No interest shall be accrued nor paid to the Contractor on the retained amount. The City may, at its option, attach and expend the Performance Surety to cover any costs to complete any outstanding work or work deemed unacceptable under this contract.

9. **Subletting or Assigning of Contracts**. Neither the City nor the Contractor shall assign, transfer, or encumber any rights, duties or interests accruing from this Contract without the express prior written consent of the other.

10. **Relationship of Parties**. The parties intend that an independent contractor - client relationship will be created by this Contract. No agent, employee, representative or subcontractor of Contractor shall be or shall be deemed to be the employee, agent, representative or subcontractor of the City. None of the benefits provided by the City to its employees, including, but not limited to, compensation, insurance and unemployment insurance, are available from the City to the Contractor or his employees, agents, representatives or subcontractors. Contractor will be solely and entirely responsible for his acts and for the acts of Contractor's agents, employees, representatives and subcontractors during the performance of this Agreement. The City may, during the term of this Contract, engage other independent contractors to perform the same or similar work that Contractor performs hereunder.

11. **Warranty**. Contractor shall be liable for any costs, losses, expenses or damages including consequential damages suffered by the City resulting from defects in the Contractor's work including, but not limited to, cost of materials and labor expended by the City in making emergency repairs and cost of engineering, inspection and supervision by the City. The Contractor shall hold the City harmless from any and all claims, which may be made against the City as a result of any defective work, and the Contractor shall defend any claims at its own expense. Where materials or procedures are not specified in the Contract, the City will rely on the professional judgment of the Contractor to make the appropriate selections.

12. **Correction of Defects**. Contractor shall be responsible for correcting all defects in workmanship and/or materials discovered after the acceptance of this work. When corrections of defects are made, Contractor shall be responsible for correcting all defects in workmanship and/or materials in the corrected work for one year after the acceptance of the corrections of the City. The Contractor shall start work to remedy such defects within

seven (7) days of mailing notice of discovery thereof by City and shall complete such work within a reasonable time. In emergencies where damage may result from delay or where loss of service may result, such corrections may be made by the City, in which case the cost shall be borne by the Contractor. In the event the Contractor does not accomplish corrections within the time specified, the work will be otherwise accomplished and the cost of same shall be paid by the Contractor.

13. **Claims**. Any claim from Contractor against the City for damages, expenses, costs or extras arising out of the performance of this Contract must be made in writing to the City within thirty (30) days after the discovery of such damage, expense or loss, and in no event later than the time of approval by the City for final payment. Contractor, upon making application for the final payment, shall be deemed to have waived its right to claim for any other damages for which application has not been made, unless such claim for final payment includes notice of additional claim and fully describes such claim.

14. **Contractor's Risk of Loss**. It is understood that the whole of the work under this Contract is to be done at the Contractor's risk, and that he has familiarized himself with all existing conditions and other contingencies likely to affect the work, and has made his bid accordingly, and that he shall assume the responsibility and risk of all loss or damage to materials or work which may arise from any cause whatsoever prior to completion.

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

    A. Minimum Scope of Insurance. Contractor shall obtain insurance of the types described below:

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

        2. *Commercial General Liability* insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide the Aggregate Per Project Endorsement ISO form CG 25 03 11 85. There shall be no endorsement or modification of the Commercial Liability insurance for liability arising from explosion, collapse or underground property damage. The City shall be named as an insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO additional endorsement CG 20 10 10 01 and CG 20 37 10 01 or substitute endorsements providing equivalent coverage.

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

4. *Professional Liability* insurance appropriate to the Contractor's profession.

B. Minimum Amounts of Insurance. Contractor shall maintain the following insurance limits:

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

2. *Commercial General Liability* insurance shall be written with limits no less than $1,000,000 each occurrence, $2,000,000 general aggregate and $2,000,000 products-completed operations aggregate limit.

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

C. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance:

1. The Contractor's insurance coverage shall be primary insurance as respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Contractor's insurance and shall not contribute with it.

2. The Contractor's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

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

E. Verification of Coverage. Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the Automobile Liability and Commercial General Liability insurance of the Contractor before commencement of the work.

F. Subcontractors. Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certifications and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the same insurance requirements as stated herein for the Contractor.

16. Compliance with Laws. The Contractor shall comply with all federal, state and local laws and regulations applicable to the work done under this Contract. Any violation of the provisions of these applicable laws and regulations shall be considered a violation of a material provision of this Contract and shall be grounds for cancellation, termination or

suspension of the Contract by the City, in whole or in part, and may result in ineligibility for further work for the City.

17. **Job Safety**. Contractor shall take all necessary precaution for the safety of employees on the work site and shall comply with all applicable provisions of federal, state and local regulations, ordinances and codes. Contractor shall erect and properly maintain, at all times, as required by the conditions and progress of the work, all necessary safeguards for the protection of workers and the public and shall post danger signs warning against known and unusual hazards.

18. **Prevailing Wage**. This Contract is subject to the requirements of Chapter 39.12 RCW, and as it may be amended, relating to prevailing wages. Prevailing rate shall be paid on public works and building service maintenance contracts, funded in part or in whole with Federal funds, Federal wage laws and regulations shall be applicable. No worker, laborer or mechanic employed in the performance of any part of this contract shall be paid less than the prevailing rate of wage as determined by the Industrial Statistician of the Department of Labor and Industries for the State of Washington. The schedule of prevailing wage rates for this Contract is attached hereto and by this reference made a part of this contract as though fully set forth herein.

    Prior to making any payment under this Contract, the City must receive an approved copy of the "Statement of Intent to Pay Prevailing Wages" from the Department of Labor and Industries. It is the Contractor's responsibility to obtain and file the Statement. The Contractor shall be responsible for all filing fees. Each invoice shall include a signed statement that prevailing wages have been paid by the Contractor and all subcontractors. Following the final acceptance of services rendered, Contractor shall submit an "Affidavit of Wages Paid" which must be certified by the Industrial Statistician of the Department of Labor and Industries.

    In case any dispute arises as to what are the prevailing rates of wages for work of a similar nature and such dispute cannot be adjusted by the parties of interest, including labor and management representatives, the matter shall be referred for arbitration to the Director of the Department of Labor and Industries of the State and his/her decision therein shall be final and conclusive and binding on all parties involved in the dispute as provided for by RCW 39.12.060 as amended.

19. **Termination**. This contract shall terminate upon satisfactory completion of the work described in the Scope of Work (Exhibit A) and final payment by the City. Additionally, the City may terminate the Contract and take possession of the premises and all materials thereon and finish the work by whatever methods it may deem expedient, by giving ten (10) days written notice to the Contractor.

    In the event this Contract is terminated by the City, Contractor shall not be entitled to receive any further amounts due under this Contract until the work specified in the Scope of Work (Exhibit A) is satisfactorily completed, as scheduled, up to the date of termination.

At such time, if the unpaid balance of the amount to be paid under the Contract exceeds the expense incurred by the City in finishing the work, and all damages sustained by the City or which may be sustained by the City or which may be sustained by the reason of such refusal, neglect, failure or discontinuance of employment, such excess shall be paid by the City to the Contractor. If the City's expense and damages exceed the unpaid balance, Contractor and his surety shall be jointly and severally liable therefore to the City and shall pay such difference to the City. Such expense and damages shall include all legal costs incurred by the City to protect the rights and interests of the City under the Contract, provided such legal costs shall be reasonable.

20. **Extent of Contract / Modification**. This contract, together with attachments and/or other addenda, represents the entire and integrated Contract between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral. This contract may be amended, modified or added to only by written change order properly signed by both parties.

21. **Nondiscrimination**. Contractor agrees not to discriminate against any employee or applicant for employment or any other persons in the performance of this Contract because of race, creed, color, national origin, marital status, sex, age or disability, or other circumstances as may be defined by federal, state or local law or ordinance, except for a bona fide occupational qualification.

22. **Written Notice**. All communications regarding this Agreement shall be sent to the parties at the addresses listed below, unless notified to the contrary. Any written notice hereunder shall become effective as of the date of mailing by registered or certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in this Agreement or such other address as may be hereafter specified in writing.

23. **Non-Waiver of Breach**. The failure of the City to insist upon strict performance of any of the covenants and agreements contained herein, or to exercise any option herein conferred in one or more instances shall not be construed to be a waiver or relinquishment of said covenants, agreements or options, and the same shall be and remain in full force and effect.

24. **Resolution of Disputes, Governing Law, Venue**. Should any dispute, misunderstanding or conflict arise as to the terms and conditions contained in this Agreement, the matter shall be referred to the City Administrator, whose decision shall be final. In the event of any litigation arising out of this Agreement, the prevailing party shall be reimbursed for its reasonable attorney fees from the other party. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in Snohomish County, Washington.

25. **Severability**. Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall

continue to be valid and binding upon the City and Service Provider, who agree that the Agreement shall be reformed to replace such stricken provision or part with a valid and enforceable provision that comes as close as reasonably possible to expressing the intent of the stricken provision.

Dated this day of , 20

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year above written.

CITY OF SULTAN

By: _____
Mayor

CONTRACTOR

By: _____
Title: _____
Taxpayer ID #: _____

CITY CONTACT

_____
City of Sultan
PO Box 1199
Sultan, 98294
Phone: 360-793-2231
Fax: 360-793-334

CONTRACTOR CONTACT

_____
_____
_____
_____
Phone: _____
Fax: _____

ATTEST/AUTHENTICATED

By: _____
City Clerk

APPROVED AS TO FORM

By: _____
Office of the City Attorney

Exhibit A

Technical Systems Inc.
Corporate Office
2303 196th Street SW
Lynnwood, WA 98036
Tel 425.775.5696
TSIcontrols.com

Exhibit A
(End of contract)

February 19, 2019

To: Mike Williams

Project: City of Sultan WTP Flow meter Improvement

Reference: Quotation for wiring & programming of a Krohne Waterflux 3000 Flow Meter and PLC/SCADA programming.

Technical Systems, Inc. (TSI) is pleased to provide a quotation for the above referenced project. Material for this project will be shipped FOB Lynnwood WA, complete.

TSI's price for the project, as detailed below:

1. Electrical work only — **$ 5080.00**
   Per scope items 1 & 2 plus Flowmeter programming, calibration and testing

2. WTP PLC and SCADA programming only — ***$ 1980.00***

Terms: Net 30
FOB: Lynnwood WA
Freight: Prepaid
This quote is valid for 90 days.

Please call me with any question you may have concerning this quotation.

Sincerely,

Brent Miller
Field Service Technician
EL01 Journeyman Electrician
AD01 Electrical Administrator

(425) 678-4180 Office
(206) 406-6132 Cellular

A4

Scope of Work:

WTP Project:

1. TSI will provide the installation of the Krohne IFC100 transmitter (supplied by the City) and all conduit and wiring, required for the operation of the Krohne Waterflux 3000 flow meter and IFC100 transmitter.
2. TSI will provide and install the shielded cable between the flow transmitter and the PLC control panel in the Water Treatment building.
3. TSI will provide programming of the flowmeter transmitter and PLC/SCADA programming for a water flow totalizer on the SCADA computer.
4. The City of Sultan will provide the Krohne flowmeter and transmitter.
5. The City of Sultan will provide the required signal cables between the flow tube and the transmitter.
6. The City of Sultan is responsible for all excavation, trenching and back fill required for conduit installation.
7. Installation of the Waterflux 3000 flow meter is by others.
8. If a new conduit is required between the electrical vault and the Water Treatment building, installation of this conduit will be billed at TSI standard rates for time and material.
9. TSI's price DOES include calibration, field testing, and startup.

STANDARD INCLUSIONS

We provide the following unless specifically excluded on our bill of material:

1) Equipment shipped FOB factory with freight allowed, tailgate, and destination.
2) Instruction manuals as required.

STANDARD EXCLUSIONS

We do NOT include the following unless specifically included in our bill of material:

1) Pipe, tubing, valves or fittings between the instrument and the process.
2) Any material or services not in our quoted sections.
3) Warranty service of the Krohne flowmeter and transmitter is provided by others.
4) TSI's one year warranty is for the installation of equipment provided by TSI.
5) This proposal is based on award of a supply purchase order and does not include any of the costs associated with bonding or subcontract administration. If bonding or a subcontract is required they can be provided for additional cost.
6) WWST is not included in the price.

Attachment B

Technical Systems Inc.
Corporate Office
2303 196th Street SW
Lynnwood, WA 98036
Tel 425.775.5696
TSIcontrols.com

February 19, 2015

To: Mike Williams

Project: City of Sultan WTP Flow meter Improvement

Reference: Quotation for wiring & programming of a Krohne Waterflux 3000 Flow Meter and PLC/SCADA programming.

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Terms: Net 30
FOB: Lynnwood WA
Freight: Prepaid
This quote is valid for 90 days.

Please call me with any question you may have concerning this quotation.

Sincerely,

Brent Miller
Field Service Technician
EL01 Journeyman Electrician
AD01 Electrical Administrator

(425) 678-4180 Office
(206) 406-6132 Cellular

A 4

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4. The City of Sultan will provide the Krohne flowmeter and transmitter.
5. The City of Sultan will provide the required signal cables between the flow tube and the transmitter.
6. The City of Sultan is responsible for all excavation, trenching and back fill required for conduit installation.
7. Installation of the Waterflux 3000 flow meter is by others.
8. If a new conduit is required between the electrical vault and the Water Treatment building, installation of this conduit will be billed at TSI standard rates for time and material.
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3) Warranty service of the Krohne flowmeter and transmitter is provided by others.
4) TSI's one year warranty is for the installation of equipment provided by TSI.
5) This proposal is based on award of a supply purchase order and does not include any of the costs associated with bonding or subcontract administration. If bonding or a subcontract is required they can be provided for additional cost.
6) WWST is not included in the price.

A4

Wyatt Electric Inc.

204 E Stanley ST - PO BOX 74 Granite Falls, WA. 98252

360.454.0641 office - 425.870.5485 cell – 888.857.4196 fax

WyattElectric@gmail.com – www.WyattElectric.net

ELECTRICAL BID

CLIENT: City of Sultan

Job Name: WTP Flow Meter

Work to be installed on this job by Wyatt Electric, Inc.:

Service Work: Flow Meter

- Install 1 Flow Meter Transmitter
  - Meter supplied by Sultan Water Treatment Plant
- Install 1 1" Rigid conduit from Flow Meter Transmitter to existing PNL-300 Panel
- Install 1 3/4" Rigid conduit from Flow Meter Transmitter to existing PNL-300 Panel
- Install new conductors in existing ¾" Rigid conduit from PNL-300 Panel to Existing Hand hole on lower plant
  - Install 2 14gauge copper THHN conductors 140ft in length each
  - Install 1 2 conductor shielded Manufacturer cable (supplied by Sultan Water Treatment Plant)140ft in length
- Install 1 6x6x6 PVC junction box in existing Hand hole
- Install 20ft of ¾" PVC conduit in ditch from Hand hole to existing Flow control vault
- Install 1 6x6x6 PVC junction box in existing Flow control vault
- Install ½" PVC flex whip to new Flow Meter
  - Install connection of new 14gauge wires to flow meter
  - Install connection of new 2 conductor shielded to flow meter
- Install new 12gauge conductors, breaker 120volt 20amp 1phase from existing panel in PNL-300 to new Flow Meter Transmitter
  - Circuit space 9
  - 1 black wire 12gauge
  - 1 white wire 12gauge
  - 1 green wire 12gauge
- Terminate 2 14gauge wire to existing Relay Input 2
- Terminate 1 2 conductor shielded to Relay Input 7
- Test voltage and Continuity
- Label
- Labor & Industries permit fees

Pride in Craftsmanship

Wyatt Electric Inc.

-Electrical Bid proposed with Prevailing wages

Bid is good for 30 days of today's date: 03-03-2015

Job Address:
31020 124th ST SE – Sultan, WA. 98294

BID PRICE: $ 5,910.00
PLUS TAX @ 8.6%: $ 508.26

Sincerely,

David Wyatt- Wyatt Electric, Inc.

Accepted by:

Date:

A4

Wyatt Electric Inc.

204 E Stanley ST - PO BOX 74 - Granite Falls, WA. 98252

360.454.0641 office – 425.870.5485 cell – 888.857.4196 fax

WWW.WyattElectric.net - WyattElectric@gmail.com

Not included in this Bid are any Utility charges/fees, appliances, trenching/ditching/backfill and garbage removal. All devices to be installed will be standard switches and standard outlets White in color. Any items found not meeting current state/city electrical code will be upgraded at a rate of Time and Material. All working hours will be from 7:00am to 5:00pm Monday through Friday. Bathroom required onsite supplied by General contractor or Home owner.

All Bids are done per blue prints or walk through. Anything installed in this building that is not included in this Bid is considered an extra and will be billed as such. This bid is expressly conditioned upon terms and conditions of subcontractor acceptable to Wyatt Electric, Inc...

Billing will be 50% down payment, 50% upon completion of electrical installation. All past due accounts are subject to a 2.5% per month finance charge. Payment must be received upon invoice. All Job sites will receive intent to lien notice. Any contractors delaying the project on scheduled electrical installation time will be billed for lost labor hours.

EXCLUDED IS:

-Sheet rock, ceiling tile, paint, concrete, brick, roof top siding/tar & siding damage repair-

-Existing electrical and any 2014 NEC code violations- Coring holes – Sheet rock removal-

-Relays, terminal blocks- Installation of Flow Meter Water Flux 3000- Programming-

-Flow Meter 2 conductor shielded Manufacture required cable-

Bid is good for 30 days of today's date: 03-03-2015

Job Address:

31020 124th ST SE – Sultan, WA. 98294

David Wyatt

Wyatt Electric, Inc.

Accepted by:

Date: