



Agenda
City Council Regular Meeting
Tuesday, June 7, 2016
City Hall Council Chamber | 505 Swift Boulevard

City Council Pre-Meeting - 7:00 p.m. (Discussion Only – Annex Building)

Agenda Item:

- I. Discuss Meeting Agenda Items (15 minutes)
 - City Council Members

City Council Regular Meeting - 7:30 p.m. (City Hall Council Chamber)

Welcome and Roll Call

Pledge of Allegiance

Approval of Agenda: (Approved by Motion)

Presentations:

2. Criminal Justice Sales Tax Report (5 minutes)
 - Chris Skinner, Police Services Director
3. New Hire/Retirements (5 minutes)
 - Lacey Paulsen, Human Resource Analyst
4. Dave Bryant Retirement Recognition (5 minutes)
 - Robert Thompson, Mayor

Public Hearing: (Please Limit Public Hearing Comments to 3 Minutes)

5. Amending the 2016 Budget for the Purchase of Getac Tablets/Mobile Data Terminals (MDTs) - Ordinance No. 26-16
 - Chris Skinner, Police Services Director
6. Amending the 2016 Budget and Revising the 2016 Capital Improvement Plan Regarding the Richland Public Library Makerspace Project - Ordinance No. 29-16
 - Joe Schiessl, Parks and Public Facilities Director
7. Amending 2016-2021 Transportation Improvement Program - Resolution No. 126-16
 - Pete Rogalsky, Public Works Director
8. 2017-2022 Transportation Improvement Program - Resolution No. 130-16
 - Pete Rogalsky, Public Works Director
9. Amending the 2016 Budget for the Industrial Development Fund - Ordinance No. 30-16
 - Kerwin Jensen, Community Development Director

Public Comments: (Please Limit Public Comments to 2 Minutes)

Consent Calendar: (Approved by single vote or Council may pull items and transfer to Items of Business)

Minutes:

10. Approve the Council Minutes of the Meeting Held May 17 and 24, 2016
 - Heather Kintzley, City Attorney

Ordinances - First Reading:

11. Ordinance No. 25-16, Amending RMC Chapter 11.30, Stopping, Standing, or Parking Restricted or Prohibited for portions of Chelan Loop
 - Pete Rogalsky, Public Works Director
12. Ordinance No. 29-16 - Amending the 2016 Budget and Revising the 2016 Capital Improvement Plan regarding the Richland Public Library Makerspace Project
 - Joe Schiessl, Parks and Public Facilities Director
13. Ordinance No. 30-16, Amending the 2016 Budget for the Industrial Development Fund
 - Kerwin Jensen, Community Development Director
14. Ordinance No. 32-16, Amending RMC Title 9: Crime Related to Assault-Domestic Violence
 - Heather Kintzley, City Attorney

Ordinances - Second Reading/Passage:

15. Ordinance No. 24-16, Amending RMC Chapter 11.08, Speed Regulations
 - Pete Rogalsky, Public Works Director
16. Ordinance No. 28-16, Proposed Increase in Appropriations of the Park Project Construction Fund and Revising the 2016 Capital Improvement Program
 - Joe Schiessl, Parks and Public Facilities Director

Ordinances - Third Reading/Passage:

17. Ordinance No. 26-16, Amending the 2016 Budget for the Purchase of Getac Tablets/Mobile Data Terminals (MDTs)
 - Chris Skinner, Police Services Director

Resolutions – Adoption:

18. Resolution No. 02-16, Authorizing Purchase Agreement with Virginia Transformer Corporation for Procurement of Snyder Substation Bank 2 Power Transformer
 - Bob Hammond, Energy Services Director
19. Resolution No. 105-16, Authorizing Execution of Agreement with Hyas Group, LLC to Provide Investment Consulting Services for the 401(a) Plans Nos. 107162 and 107151 and 457 Plan No. 300042
 - Cathleen Koch, Administrative Services Director
20. Resolution No. 115-16, Authorizing Purchase and Sale Agreement with John H. Douglas and Heather N. Douglas for the Vantage Highway Pathway - Phase I Project
 - Pete Rogalsky, Public Works Director

21. Resolution No. 118-16, Authorizing Execution of an Interlocal Agreement with Benton PUD and Franklin PUD for Future Partnerships Relating to Electric Vehicle Charging Stations
 - Bob Hammond, Energy Services Director
22. Resolution No. 123-16, Authorizing a Water Delivery Agreement with the Kennewick Irrigation District for the Lorayne J Subdivision
 - Pete Rogalsky, Public Works Director
23. Resolution No. 124-16, Authorizing the City Manager to execute a Consultant Agreement with the Langdon Group for the Rachel Road Alignment Study
 - Pete Rogalsky, Public Works Director
24. Resolution No. 126-16, Amending 2016-2021 Transportation Improvement Program
 - Pete Rogalsky, Public Works Director
25. Resolution No. 127-16, Authorizing an Administrative Services Only (ASO) Agreement with Cigna Health and Life Insurance
 - Cathleen Koch, Administrative Services Director
26. Resolution No. 128-16, Authorizing Execution of Agreement with Hyas Group, LLC. to Provide Investment Consulting Services for the 457 Plans No. 0036864-001-457
 - Cathleen Koch, Administrative Services Director
27. Resolution No. 129-16, Awarding Bid to Culbert Construction Inc. for Duportail Street Reconstruction Project
 - Pete Rogalsky, Public Works Director

Items for Approval:

28. Authorize Travel for Mayor Bob Thompson
 - Cindy Reents, City Manager

Expenditures - Approval:

29. Expenditures from May 9, 2016 - May 20, 2016 for \$4,197,019.91 including Check Nos. 233942-234416, Wire Nos. 6164-6167, Payroll Check Nos. 105783-106315, and Payroll Wire/ACH Nos. 9454-9466
 - Cathleen Koch, Administrative Services Director

Items of Business:

30. Resolution No. 131-16, Funding Recommendations for Hotel-Motel 2016 Awards
 - Jon Amundson, Assistant City Manager
31. Resolution No. 125-16, Authorizing a Third Amendment to the Purchase and Sale Agreement with The Crown Group, Inc. for 650 George Washington Way
 - Kerwin Jensen, Community Development Director

Reports and Comments:

1. City Manager
2. City Council

3. Mayor

Adjournment

City Council Meetings are broadcast live on CityView Channel 192 and online at CL.RICHLAND.WA.US/CITYVIEW

Richland City Hall is ADA accessible. Council Chamber parking and access is available at the entrance facing George Washington Way. Requests for sign interpreters, audio equipment, and/or other special services must be received 48 hours prior to the City Council Meeting by calling the City Clerk's Office at 942-7388.



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Agenda Item

Key Element:

Subject:

Discuss Meeting Agenda Items (15 minutes)

Department:

City Manager

Ordinance/Resolution Number:

Document Type:

Presentation

Recommended Motion:

Summary:

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Presentations

Key Element:

Subject:

Criminal Justice Sales Tax Report (5 minutes)

Department:

Police Services

Ordinance/Resolution Number:

Document Type:

Presentation

Recommended Motion:

Summary:

None.

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Presentations

Key Element:

Subject:

New Hire/Retirements (5 minutes)

Department:

Administrative Services

Ordinance/Resolution Number:

Document Type:

Presentation

Recommended Motion:

Summary:

Newly hired employees and employee retirements that occurred within the last month will be presented to Council this evening.

Any new employees able to attend this evening will be introduced to Council.

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Presentations

Key Element:

Subject:

Dave Bryant Retirement Recognition (5 minutes)

Department:

City Manager

Ordinance/Resolution Number:

Document Type:

Presentation

Recommended Motion:

Summary:

Retirement presentation

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Public Hearing

Key Element:

Subject:

Amending the 2016 Budget for the Purchase of Getac Tablets/Mobile Data Terminals (MDTs) - Ordinance No. 26-16

Department:
Police Services

Ordinance/Resolution Number:
26-16

Document Type:
Presentation

Recommended Motion:

Summary:

A public hearing will be held, on Ordinance 26-16, pursuant to RMC 35.33.09, amending the City of Richland 2016 budget to provide for additional appropriations for the Richland Police Department to purchase replacement Mobile Data Terminals (MDTs) for use in the patrol vehicles.

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Public Hearing

Key Element: Key 6 - Community Amenities

Subject:

Amending the 2016 Budget and Revising the 2016 Capital Improvement Plan Regarding the Richland Public Library Makerspace Project - Ordinance No. 29-16

Department:

Parks & Public Facilities

Ordinance/Resolution Number:

29-16

Document Type:

Presentation

Recommended Motion:

Summary:

Public Hearing to take comments on a proposed amendment to the 2016 budget to increase appropriations in the General Fund, specifically for the Richland Public Library (RPL) Makerspace project and other facility upgrades.

See staff report for Resolution No. 29-16 for more detail.

Richland Public Library Makerspace CIP Project:

Fiscal Impact:	Library Foundation	\$70,000	<u>\$100,000</u>
	Private Donations	\$30,000	\$30,000
	Library Capital Reserve	\$100,000	<u>\$135,000</u>
	TOTAL	\$200,000	<u>\$270,000</u>

An additional \$35,000 from Library Capital Reserve will be utilized for audio-visual upgrades and PCI credit card compliance software and hardware.

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Public Hearing

Key Element: Key 2 - Infrastructure & Facilities

Subject:

Amending 2016-2021 Transportation Improvement Program - Resolution No. 126-16

Department:
Public Works

Ordinance/Resolution Number:
126-16

Document Type:
Presentation

Recommended Motion:

Summary:

Public Hearing to take comments on a proposed amendment to the 2016-2021 Transportation Improvement Program to adjust the limits of the Queensgate Pathway project.

See staff report for Resolution No. 126-16 for more detail.

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Public Hearing

Key Element: Key 2 - Infrastructure & Facilities

Subject:

2017-2022 Transportation Improvement Program - Resolution No. 130-16

Department:
Public Works

Ordinance/Resolution Number:
130-16

Document Type:
Presentation

Recommended Motion:

Summary:

A Public Hearing will be held to take testimony on Resolution 130-16, adopting the proposed 2017-2022 Six-Year Transportation Improvement Program (TIP).

The TIP has been presented at the May 11, 2016 Planning Commission workshop, the May 12, 2016 Parks and Recreation Commission regular meeting, and the May 25, 2016 Planning Commission regular meeting.

Both the Parks and Recreation Commission and the Planning Commission have recommended approval by Council.

Resolution 130-16, adopting the 2017-2022 Six-Year TIP will be presented at the June 21, 2016 Regular Council meeting.

Fiscal Impact:

Attachments:

1. 2017-2022 Six-Year TIP - Draft
2. 2017-2022 TIP Map

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	1	/ 3440(001) Duportail Bridge Duportail Street Queensgate Drive to Cottonwood Drive Construct a 4-lane road and bridge over the Yakima River with sidewalks and bike paths on both sides. Construct new signalized intersections at Duportail St./Tanglewood Drive and Duportail/City View Drive. Reconstruct SR-240/Duportail intersection and modify traffic signal to accommodate additional lanes. Modify the Queensgate/Duportail intersection. Widen and raise at-grade railroad crossing of Port of Benton track.	R002					01	C P T W	0.670	EA	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	CN	2017		0	CWA	20,000,000	0	20,000,000
P	CN	2017		0		0	15,000,000	15,000,000
Totals				0		20,000,000	15,000,000	35,000,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
CN	0	15,000,000	15,000,000	5,000,000	0
Totals	0	15,000,000	15,000,000	5,000,000	0

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	2	/ 3459(001) Center Parkway Extension Center Parkway Gage Blvd to Tapteal Dr Construct new 3-lane roadway with bike lanes, curb, gutter and sidewalk on both sides. Construct a signalized/gated at-grade crossing of the Port of Benton R/R track.	R001					01		0.330	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	CN	2017	STP(UL)	556,770	TIB	360,420	0	917,190
P	CN	2017	STP(UL)	300,000	TIB	116,930	0	416,930
Totals				856,770		477,350	0	1,334,120

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
CN	1,334,120	0	0	0	0
Totals	1,334,120	0	0	0	0

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	3	I-182/Queensgate Drive Ramp Terminal Improvements Queensgate Drive Columbia Park Trail to Skyline Drive Reconfigure the signalized I-182 EB ramp terminals by constructing a roundabout.	R032					03	O P	0.400	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2017	Discretionary	175,400		0	31,600	207,000
P	RW	2017	Discretionary	42,675		0	7,325	50,000
P	CN	2017	Discretionary	2,081,925		0	376,075	2,458,000
Totals				2,300,000		0	415,000	2,715,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	207,000	0	0	0	0
RW	50,000	0	0	0	0
CN	2,458,000	0	0	0	0
Totals	2,715,000	0	0	0	0

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	4	Queensgate Drive/Columbia Park Trail Improvements Queensgate Drive Keene Road to I-182 EB ramp terminal Reconfigure the Queensgate Drive/Columbia Park Trail intersection by constructing a roundabout and extending Columbia Park Trail west to Jericho Court. Bike/Ped connections will be made to the Queensgate Pathway. Queensgate Drive will be widened to accommodate 4 travel lanes between Jericho Road and the I-182 EB ramp terminals. Access control will be implemented between Keene Road and Columbia Park Trail. All streets will include curb, gutter, sidewalks, street lights, storm drainage, and other utilities. Construct WB right-turn lane on Keene Road.	R033					03	O P S W	0.360	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2017		0	TIB	100,000	20,000	120,000
P	RW	2017		0	TIB	83,000	17,000	100,000
P	CN	2017		0	TIB	1,245,400	234,600	1,480,000
Totals				0		1,428,400	271,600	1,700,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	120,000	0	0	0	0
RW	100,000	0	0	0	0
CN	1,480,000	0	0	0	0
Totals	1,700,000	0	0	0	0

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	5	Swift Boulevard Improvements Swift Boulevard Stevens Dr to George Washington Way Mill and overlay street, widen sidewalks, add shared parking/bike lanes, add decorative street lighting, irrigation, street trees and landscaped medians.	R019					31	P S W	0.500	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2017	STP(UL)	64,000		0	16,000	80,000
P	CN	2017	STP(UL)	1,045,000		0	240,000	1,285,000
Totals				1,109,000		0	256,000	1,365,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	80,000	0	0	0	0
CN	1,250,000	0	0	0	0
Totals	1,330,000	0	0	0	0

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
19	6	Vantage Highway Pathway - Phase 2 Snyder Street Robertson Drive to Stevens Drive Construct a new, separated Hot Mix Asphalt multi-use pathway connecting the Vantage Highway Pathway Phase 1 with the Stevens Drive Pathway.	R018					28	P W	0.400	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2017		0	Ped/Bike Program	43,250	6,750	50,000
P	RW	2017		0	Ped/Bike Program	21,625	3,375	25,000
P	CN	2018		0	Ped/Bike Program	505,750	89,250	595,000
Totals				0		570,625	99,375	670,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	50,000	0	0	0	0
RW	25,000	0	0	0	0
CN	0	595,000	0	0	0
Totals	75,000	595,000	0	0	0

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
14	7	South George Washington Way Intersection Improvements George Washington Way I-182 to Comstock Street Upgrade and reconfigure George Washington Way(GWW) including the intersections of GWW/Columbia Point Drive/Adams Street and GWW/Comstock Street to provide improved safety, capacity, and mobility. Improve pedestrian access and safety crossing George Washington Way. Also includes modifying the WB I-182, NB SR 240, and SB SR 240 ramps to improve safety.	R031					03	O S W	0.680	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2019	STP(UL)	187,800	TIB	450,720	112,680	751,200
P	RW	2020	STP(UL)	125,000	TIB	75,000	300,000	500,000
P	CN	2021	STP(UL)	2,159,700	TIB	5,183,280	1,295,820	8,638,800
Totals				2,472,500		5,709,000	1,708,500	9,890,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	751,200	0	0
RW	0	0	0	500,000	0
CN	0	0	0	0	8,638,800
Totals	0	0	751,200	500,000	8,638,800

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	8	Columbia Park Trail - East Columbia Park Trail SR 240 WB Offramp to East City Limits Reconstruct the street to provide 3-lanes, with curb, gutter, sidewalks, bike lanes street lights, drainage facilities and streetscape on both sides.	R010					04	C P S T W	0.720	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2020		0	TIB	90,000	60,000	150,000
P	CN	2021		0	TIB	690,000	460,000	1,150,000
Totals				0		780,000	520,000	1,300,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	150,000	0
CN	0	0	0	0	1,150,000
Totals	0	0	0	150,000	1,150,000

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
14	9	Step toe Street / Tap teal Drive Intersection Improvements to Realign Tap teal Drive and Step toe Street intersection by constructing a new intersection. Also includes sidewalks, street lights, fully signalized and gated at-grade railroad crossing, storm drainage.	R029					03	S W	0.180	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	RW	2021		0		0	50,000	50,000
P	CN	2021		0		0	1,330,000	1,330,000
Totals				0		0	1,380,000	1,380,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
RW	0	0	0	0	50,000
CN	0	0	0	0	1,330,000
Totals	0	0	0	0	1,380,000

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	10	Rachel Road Improvements Rachel Road Leslie Rd to Steptoe St Construct a 2-lane collector with curb, gutter & sidewalk, street lights and storm drainage on both sides of the street. Left turn lanes will be constructed where needed.	R008					01	O P S W	1.200	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2019		0		0	200,000	200,000
P	RW	2020		0		0	300,000	300,000
P	CN	2021		0		0	1,700,000	1,700,000
Totals				0		0	2,200,000	2,200,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	200,000	0	0
RW	0	0	0	300,000	0
CN	0	0	0	0	1,700,000
Totals	0	0	200,000	300,000	1,700,000

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	11	Queensgate Drive Extension Queensgate Drive Shockley Rd to Keene Rd Construct a 3-lane street with curb, gutter, sidewalk, street lights and drainage facilities on both sides. Construct a roundabout at the Queensgate Drive/Shockley Road intersection. Modify the Keene Road/Queensgate Drive traffic signal to accommodate the new south leg of Queensgate Drive.	R012					01	C G P S T W	0.450	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2020		0		0	150,000	150,000
P	RW	2020		0		0	100,000	100,000
P	CN	2021		0		0	850,000	850,000
Totals				0		0	1,100,000	1,100,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	150,000	0
RW	0	0	0	100,000	0
CN	0	0	0	0	850,000
Totals	0	0	0	250,000	850,000

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	12	Gage Boulevard Improvements Gage Boulevard Penny Royal Ave to Morency Dr. Add bike lanes, shoulders, sidewalks, street lights, storm drainage on Gage Boulevard.	R028					04	O P	0.750	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2021		0		0	75,000	75,000
P	CN	2022		0		0	750,000	750,000
Totals				0		0	825,000	825,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	75,000
CN	0	0	0	0	750,000
Totals	0	0	0	0	825,000

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	13	Bellerive Drive Extension Bellerive Drive Rachel Rd to 100' S. of Wenatchee Ln. Construct a new 2-lane street with curb, gutter, sidewalk, bike lanes, street lights and storm drainage facilities.	R009					01	P S W	0.070	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2019		0		0	10,000	10,000
P	RW	2020		0		0	10,000	10,000
P	CN	2021		0		0	50,000	50,000
Totals				0		0	70,000	70,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	10,000	0	0
RW	0	0	0	10,000	0
CN	0	0	0	0	50,000
Totals	0	0	10,000	10,000	50,000

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
19	14	Marcus Whitman Elementary - SRTS Snow Ave Duportail Street to Hoffman Street Construct concrete sidewalks, curb and gutter, storm drainage, street lights, and HMA overlay on Snow Avenue between Duportail Street and Hoffman Street. Construct concrete sidewalks, curb and gutter, storm drainage, street lights, and HMA to tie into the south side of Gray Street between Snow Avenue and Winslow Avenue on the designated school walk route for Marcus Whitman Elementary.	R035					28	O W	0.270	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2017		0	SRTS	30,000	0	30,000
P	CN	2018		0	SRTS	461,200	0	461,200
Totals				0		491,200	0	491,200

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	30,000	0	0	0	0
CN	0	461,200	0	0	0
Totals	30,000	461,200	0	0	0

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
14	15	Stevens Drive Pathway Stevens Drive Spengler St to Horn Rapids Rd Construct a separated multi-use pathway on east side of Stevens Drive.	R016					28	C P T	2.250	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2020		0		0	70,000	70,000
P	CN	2021		0		0	880,000	880,000
Totals				0		0	950,000	950,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	70,000	0
CN	0	0	0	0	880,000
Totals	0	0	0	70,000	880,000

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	16	Queensgate Drive - Phase II Queensgate Drive Bermuda Rd to Alla Vista Rd Construct new 2-lane collector with curb, gutter, sidewalk, street lights, and storm drainage facilities on both sides	R013					01	P S W	2.000	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2020		0		0	300,000	300,000
P	RW	2021		0		0	500,000	500,000
P	CN	2022		0		0	2,600,000	2,600,000
Totals				0		0	3,400,000	3,400,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	300,000	0
RW	0	0	0	0	500,000
CN	0	0	0	0	2,600,000
Totals	0	0	0	300,000	3,100,000

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
12	17	Vantage Highway Pathway - Phase 3 SR 240 Twin Bridges Road to Kingsgate Way Construct a new, separated Hot Mix Asphalt multi-use pathway on the north side of SR 240.	R034					28		1.750	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2021	TAP(UL)	30,000		0	20,000	50,000
P	CN	2022	TAP(UL)	500,000		0	50,000	550,000
Totals				530,000		0	70,000	600,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	50,000
CN	0	0	0	0	550,000
Totals	0	0	0	0	600,000

	Federal Funds	State Funds	Local Funds	Total Funds
Grand Totals for Richland	7,378,740	29,456,575	28,590,475	65,425,790

City of Richland

2017 - 2022 SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM MAP

Legend

- Intersection Improvements
- Other Transportation Improvements
- Multi-Use Trails
- Route To Be Determined

Project List

- 1 Duportail Bridge
- 2 Center Parkway Extension
- 3 I-182/Queensgate Drive Ramp Terminal Improvements
- 4 Queensgate Drive/Columbia Park Trail Improvements
- 5 Swift Corridor Improvements
- 6 Vantage Highway Pathway Phase 2
- 7 South GWW Safety & Mobility Improvements
- 8 Columbia Park Trail East
- 9 Steptoe/Tapteal Intersection Improvements
- 10 Rachel Road Improvements
- 11 Queensgate Drive Extension
- 12 Gage Boulevard Improvements
- 13 Bellerive Drive Extension
- 14 Marcus Whitman Elementary - SRTS
- 15 Stevens Drive Pathway
- 16 Queensgate Drive Extension - Phase II
- 17 Vantage Highway Pathway Phase 3



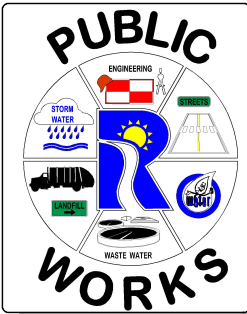
0 0.35 0.7 1.4
Miles

Path: O:_GIS_Maps\Internal\TIP_MAPS\11X17_tip_2017.mxd

Date: 5/5/2016

Coordinate System: NAD 1983 StatePlane Washington South FIPS 4602 Feet
Projection: Lambert Conformal Conic
Datum: North American 1983
False Easting: 1,640,416.6867
False Northing: 0.0000
Central Meridian: -120.5000
Standard Parallel 1: 45.8333
Standard Parallel 2: 47.3333
Latitude Of Origin: 45.3333
Units: Foot US

THE CITY OF RICHLAND DOES NOT WARRANT, GUARANTEE OR ACCEPT ANY LIABILITY FOR THE ACCURACY, PRECISION OR COMPLETENESS OF ANY INFORMATION SHOWN HEREON OR FOR ANY INTERFERENCES MADE THEREFROM. ANY USE MADE OF THIS INFORMATION IS SOLELY AT THE RISK OF THE USER. THE CITY MAKES NO WARRANTY, EXPRESS OR IMPLIED, AND ANY STATEMENT BY ANY EMPLOYEE OF THE CITY OR AGENTS THEREOF TO THE CONTRARY, IS VOID AND ULTRA VIRES. THE INFORMATION SHOWN IS A PRODUCT OF THE CITY OF RICHLAND GEOGRAPHIC INFORMATION SYSTEMS, AND IS PREPARED FOR PRESENTATION PURPOSES ONLY.





COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Public Hearing

Key Element:

Subject:

Amending the 2016 Budget for the Industrial Development Fund - Ordinance No. 30-16

Department:

Community & Development Services

Ordinance/Resolution Number:

30-16

Document Type:

Presentation

Recommended Motion:

Summary:

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Minutes

Key Element: Key I - Financial Stability & Operational Effectiveness

Subject:

Approve the Council Minutes of the Meeting Held May 17 and 24, 2016

Department:
City Attorney

Ordinance/Resolution Number:

Document Type:
Minutes

Recommended Motion:

Approve the minutes of the Council meeting(s) held on May 17 and 24, 2016

Summary:

None.

Fiscal Impact:

None.

Attachments:

1. Draft May 17, 2016 Minutes
2. Draft May 24, 2016 Minutes



MINUTES
RICHLAND CITY COUNCIL REGULAR MEETING
Richland City Hall ~ 505 Swift Boulevard
Tuesday, May 17, 2016

Draft

Pre-Meeting:

Mayor Thompson called the pre-meeting executive session to order at 6:00 p.m. in the City Manager's Conference Room in the City Hall Annex building.

Attendance:

Mayor Thompson, Mayor Pro Tem Christensen, Councilmembers Rose, Lemley, Anderson, Kent and Luzzo Gilmour were present.

Also present were City Manager Reents, Assistant City Manager Amundson, City Attorney Kintzley, Administrative Services Director Koch, Community Development Director Jensen, Parks and Public Facilities Director Schiessl.

Executive Session:

1. Per RCW 42.30.110 (i) Potential Litigation
- Heather Kintzley, City Attorney

MAYOR PRO TEM CHRISTENSEN MOVED AND COUNCILMEMBER ANDERSON SECONDED A MOTION TO MOVE INTO EXECUTIVE SESSION AT 6:00 P.M. TO DISCUSS PER RCW 42.30.110 (I) POTENTIAL LITIGATION FOR 60 MINUTES. THE MOTION CARRIED 7-0.

MAYOR PRO TEM CHRISTENSEN MOVED AND COUNCILMEMBER ANDERSON SECONDED A MOTION TO MOVE OUT OF EXECUTIVE SESSION AT 7:00 P.M. THE MOTION CARRIED 7-0.

Police Chief Skinner, Risk and Safety Program Administrator Harrison and City Clerk Hopkins attended the pre-meeting, following the executive session.

Agenda Items:

1. Risk Management Update
- Paul Harrison, Risk and Safety Program Administrator

Mr. Harrison gave a risk and safety program briefing that included risk and safety goals, the current status of the City's risk management, the top losses and the current year's claims for damages.

2. Discussion of Council Meeting Agenda Items
Council and staff briefly reviewed the proposed agenda scheduled for the regular meeting.

Mr. Jensen gave a brief Swift Corridor Development update and said that two new buildings were being built in the Innovation Center in north Richland.

Mr. Schiessl said the City is getting good press regarding the proposed new City Hall building. He continued by giving details of the project.

Ms. Reents asked Council if they would prefer interviewing the two Richland Public Facilities District Board candidates on a separate date than a Council meeting. Council said they preferred to conduct the interviews before a regularly schedule Council meeting.

Regular Meeting:

Mayor Thompson called the Council meeting to order at 7:30 p.m. in the Council Chamber at City Hall.

Welcome and Roll Call:

Mayor Thompson welcomed those in the audience and expressed appreciation for their attendance.

Mayor Thompson, Mayor Pro Tem Christensen, Councilmembers Rose, Lemley, Anderson, Kent and Luzzo Gilmour were present.

Also present were City Manager Reents, Assistant City Manager Amundson, City Attorney Kintzley, Fire and Emergency Services Director Huntington, Community Development Director Jensen, Administrative Services Director Koch, Public Works Director Rogalsky, Parks and Public Facilities Director Schiessl, Police Services Director Skinner, Development Services Manager Simon, and City Clerk Hopkins.

Pledge of Allegiance:

Mayor Thompson led the Council and audience in the recitation of the Pledge of Allegiance.

Approval of Agenda:

MAYOR PRO TEM CHRISTENSEN MOVED AND COUNCILMEMBER ANDERSON SECONDED A MOTION TO APPROVE THE AGENDA AS PUBLISHED. THE MOTION CARRIED 7-0.

Presentations:

1. CityView Video: Swift Corridor Project
- Parks and Public Facilities Director Schiessl

Mr. Schiessl said the video is about the Swift Corridor Project, which also included the details of the proposed new City Hall building.

2. Proposed Annexation Located East of Dallas Road and North of Cowlitz Boulevard
- Kerwin Jensen, Community Development Director

Mr. Simon said the first step in the annexation process is to present Resolution No. 112-16, Accepting a Request for Annexation, for Council's consideration and action, regarding

the property located east of Dallas Road and north of Cowlitz Boulevard. Mr. Simon outlined the next steps in the annexation process.

Public Hearing:

City Clerk Hopkins read the public hearing and public comments procedure.

1. Proposed Increase in Appropriation of the Parks Project Construction Fund - Ordinance No. 28-16
- Joe Schiessl, Parks and Public Facilities Director

Mr. Schiessl said the state law requires that a public hearing be held prior to consideration of an ordinance to increase the appropriation of existing fund balance. Ordinance No. 28-16 is on this meeting's consent calendar for first reading, by title only, and proposes to appropriate unbudgeted funds in the Park Reserve Fund to the Parks Capital Project Fund for an expansion to the Jeannette Taylor Skate Park.

Mayor Thompson opened the public hearing at 7:41 p.m. and closed the hearing at 7:42 p.m. as there were no public comments.

Public Comments:

No public comments.

Consent Calendar:

City Clerk Hopkins read the Consent items.

Minutes:

1. Approve the Council Minutes of the Meeting Held May 3, 2016
- Heather Kintzley, City Attorney

Ordinances - First Reading:

2. Ordinance No. 24-16, Amending RMC Chapter 11.08, Speed Regulations
- Pete Rogalsky, Public Works Director
3. Ordinance No. 28-16, Proposed Increase in Appropriations of the Parks Capital Project Fund and Revising the 2016 Capital Improvement Plan
- Joe Schiessl, Parks and Public Facilities Director Ordinances –

Second Reading/Passage:

4. Ordinance No. 12-16, Amending RMC Title 3: Finance, Relating to Park District Boundaries
- Joe Schiessl, Parks and Public Facilities Director
5. Ordinance No. 22-16, Amending RMC Chapter 9.26, Firearms and Other Dangerous Weapons
- Heather Kintzley, City Attorney
6. Ordinance No. 26-16, Amending the 2016 Budget for the Purchase of Getac Tablets/Mobile Data Terminals (MDTs)
- Chris Skinner, Police Services Director Resolutions – Adoption:

Resolutions – Adoption:

7. Resolution No. 111-16, Adopting Amendments to the Land Use and Development Regulations for the Badger Mountain South Master Planned Community
- Kerwin Jensen, Community Development Director
8. Resolution No. 112-16, Accepting a Request for Annexation of 2.3 Acres Located East of Dallas Road and North of Cowlitz Boulevard
- Kerwin Jensen, Community Development Director
9. Resolution No. 113-16, Approving the Plat of Clearwater Creek Phase 2
- Kerwin Jensen, Community Development Director
10. Resolution No. 116-16, Approving 2016 Park Partnership Program Funding Awards
- Joe Schiessl, Parks and Public Facilities Director
11. Resolution No. 117-16, Authorizing an Agreement with the Washington State Department of Health for the Lorayne J Water System Consolidation Feasibility Study
- Pete Rogalsky, Public Works Director
12. Resolution No. 119-16, Awarding Bid to Culbert Construction, Inc. for Duportail Extension Project
- Pete Rogalsky, Public Works Director

Expenditures - Approval:

13. Expenditures from April 25, 2016 - May 6, 2016, for \$10,661,559.03 including Check Nos. 233541-233941, Wire Nos. 6145-6163, Payroll Check Nos. 105280-105782, and Payroll Wire/ACH Nos. 9430-9453
- Cathleen Koch, Administrative Services Director

MAYOR PRO TEM CHRISTENSEN MOVED AND COUNCILMEMBER LEMLEY SECONDED A MOTION TO APPROVE THE CONSENT CALENDAR AS PUBLISHED. THE MOTION CARRIED 7-0.

Items of Business:

1. Ordinance No. 27-16, Amending RMC Title 9: Related to Trespass - First Degree
- Heather Kintzley, City Attorney; Chris Skinner, Police Services Director

Ms. Kintzley gave the following report: The City of Richland has need, from time to time, to amend the Richland Municipal Code (RMC) to promote the health, safety, and general welfare of the citizens of the community. Under its general police powers, the City of Richland has occasion to prohibit individuals from entering dwellings or other structures when the buildings are, by law, uninhabitable due to lack of electrical or water service. However, RMC 9.06.070, as currently written, provides a legal loophole that limits the City's authority to enforce actions that are in the best interest of the health, safety and general welfare of the community.

Staff offers the proposed amendment to RMC 9.06.070 to bring the language of Trespass – First Degree into conformance with other municipal codes and the Revised Code of

Washington, 9A.52.070(1), and to eliminate the legal loophole. The first reading of Ordinance No. 27-16 was given at the May 3, 2016, regular council meeting. Mayor Thompson and Mayor Pro Tem Christensen expressed concerns related to the proposed ordinance as written. Prior to second reading, staff will provide a presentation to further inform Council as to the basis for this code amendment request.

Mayor Thompson, Mayor Pro Tem Christensen and Councilmember Kent made comments saying they support code enforcement, but they are against limiting property rights.

Lemley believes the ordinance supports the goal of code enforcement for public safety.

COUNCILMEMBER LEMLEY MOVED AND COUNCILMEMBER ROSE SECONDED A MOTION TO ADOPT ORDINANCE NO 27-16. THE MOTION FAILED 2-5. COUNCILMEMBERS LEMLEY AND ROSE IN FAVOR.

Reports and Comments:

1. City Manager Reents had no comments.

2. Council:

Councilmember Anderson said he sits on the Code Enforcement Board and that it has two new members. He expressed his displeasure with the Tri City Herald newspaper's article on the Crown Group's Public Market concept and the City. He said the newspaper did not contact the Councilmembers to discuss the topic with them. He noted the Council has not had the opportunity to discuss the concept publicly which they would like to do. He said he supports a public market concept but does not support using public funds for a private project as the Crown Group suggested. He said the Crown Group has presented the City only one option and that a public market would need a great deal of public input, which the Crown Group has not provided.

Councilmember Luzzo Gilmour said she supports the development of the George Washington Way property and believes the public wants development on the property as well. She noted the Tri City Herald newspaper had not contact her before their article was published regarding the Crown Group.

Christensen said he attended the ground breaking ceremony for the Savage Logistic Trucking company that will work on Hanford projects.

3. Mayor Thompson said the Council supports a public market but has made a decision that public funds used for a private development is not the best interest of the public tax money. Council does not have enough information about all aspect of the project and needs a business plan from the Crown Group to better understand the project.

Adjournment:

Mayor Thompson adjourned the meeting at 8:20 p.m.

Respectfully Submitted,

Marcia Hopkins, City Clerk

FORM APPROVED:

Robert J. Thompson, Mayor

DATE APPROVED:

DATE PULISHED:



MINUTES
CITY COUNCIL WORKSHOP
Richland City Hall ~ 505 Swift Boulevard
Tuesday, May 24, 2016

City Council Workshop – 6:00 p.m.

Attendance:

Mayor Thompson, Mayor Pro Tem Christensen, Councilmembers Lemley, Kent, Luzzo Gilmour, and Rose were present.

Also present were City Manager Reents, Assistant City Manager Amundson, City Attorney Kintzley, Energy Services Director Hammond, Fire and Emergency Services Director Huntington, Public Works Director Rogalsky, Transportation and Development Manager Peters and City Clerk Hopkins.

Agenda Items:

1. Fire Station No. 73 Funding Partnership Update (15 Minutes)
 - Tom Huntington, Fire and Emergency Services Director

Chief Huntington gave an update on the status, parameters, and possible timelines for the potential capital funding partnerships in North Richland to replace Fire Station No. 73 which is located at the intersection of McMurray St. and Jadwin Ave.

Council had several questions for Chief Huntington which were discussed.

2. Electric Vehicle Charging Stations - Future Partnerships (15 Minutes)
 - Bob Hammond, Energy Services Director

Mr. Hammond said he will provide a summary of discussions to-date and solicit City Council interest in continuing to move forward with these discussions. As with other such partnerships, no specific City action to meet EVITA objectives or to implement the Interlocal Agreement, if it is approved, will happen without City Council approval.

The State of Washington is putting forward various grant funding opportunities for private/public partnerships to build and operate electric vehicle (EV) infrastructure (primarily charging stations). Energy Services Department (RES) staff have been discussing possible partnership opportunities with Benton and Franklin PUDs and Energy Northwest staff that would position the City to take advantage of those future grants and private funds without adversely impacting existing customer rates.

These discussions have loosely formed up into a group called EVITA (electric vehicle infrastructure transportation alliance) and the draft EVITA objectives were provided in the agenda packet. The PUD and the City RES staff also recommend adoption of an Interlocal Agreement that provides a foundation for acting on future opportunities related to EV infrastructure that represent a positive business interest to the utilities. Staff will bring this Interlocal Agreement forward for official City Council consideration at the June 7 meeting.

Council had several questions for Mr. Hammond.

3. Pavement Management System - Street Condition Standard (45 Minutes)
- Pete Rogalsky, Public Works Director

Mr. Rogalsky said the purpose of the workshop discussion was to share an updated state of the pavement report to Council and to solicit Council guidance on its preferred pavement management standard. The selected pavement management standard will be used by staff and the Council's Capital Improvement Plan subcommittee to establish a funding plan for the Pavement Management Program.

The Council thoroughly discussed the topic from which Mr. Rogalsky will develop a 3-5 year strategy option for Council's review.

4. Landfill Groundwater Remediation Approach (30 Minutes)
- Pete Rogalsky, Public Works Director

Mr. Rogalsky said the purpose of the workshop discussion was to update Council on the status of the groundwater contamination at the City's Horn Rapids Landfill and to solicit Council input regarding the approach to compliance with state law. Staff believes that this is a good time to reevaluate the approach and compliance to the state law, Model Toxics Control Act (MTCA).

The City's Horn Rapids Landfill has been in operation since the mid-1970s under Washington State permitting authority. The landfill does not include a bottom liner to isolate waste from the environment. Requirements for liner systems were introduced in the 1990's. Monitoring of groundwater has been ongoing since 1987.

Organic chemical contaminants were detected in 1998 at levels above Washington State water quality standards. Detection of a release of contaminants introduces oversight under MTCA which defines requirements and alternative implementation paths for addressing sites with contaminant releases.

Since the initial detection of contamination, the City has executed an independent approach to MTCA compliance, completing technical evaluations, conducting a feasibility study of available effective remedies, and implementing a remedial action. In the independent approach the City has received technical support and guidance from the Washington State Department of Ecology, but Ecology has not exercised authority over the City's process.

Since the 2011, implementation of the remedial action monitoring has demonstrated that the system is effective at mitigating the source of contamination. The remedial system has not reversed contamination levels beyond the footprint of the landfill itself. Some contamination has migrated beyond the limits of the City's monitoring network. Under MTCA this contaminant migration requires a reassessment of the site.

Council thoroughly discussed the topic and Mr. Rogalsky will request a written clarification from the Department of Ecology on what the City is required to do for the MTCA compliance issues,

Other Business:

City Manager Reents said Council requested a joint meeting with the REACH and the end of June or first part of July is the anticipated time period to schedule the meeting. Ms. Reents asked Council if they prefer a separate meeting or to add this meeting to a regularly schedule Council meeting date. Council preferred to add the meeting to a regular Council meeting date.

Adjournment:

Mayor Thompson adjourned the workshop at 7:28 p.m.

Respectfully Submitted,

Marcia Hopkins, City Clerk

FORM APPROVED:

Robert J. Thompson, Mayor

DATE APPROVED:

DATE PUBLISHED:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Ordinances - First Reading

Key Element: Key 7 - Neighborhoods & Community Safety

Subject:

Ordinance No. 25-16, Amending RMC Chapter 11.30, Stopping, Standing, or Parking Restricted or Prohibited for portions of Chelan Loop

Department:
Public Works

Ordinance/Resolution Number:
25-16

Document Type:
Ordinance

Recommended Motion:

Give first reading, by title only, to Ordinance No. 25-16, amending RMC Chapter 11.30, Stopping, Standing, or Parking Restricted or Prohibited to prohibit parking on one side of Chelan Loop.

Summary:

The City's street construction standards include a single-frontage street design that is intended to support development where lots are not accessible on both sides of the street, eliminating the need for parking on one side of the street.

A new street in the Clearwater Creek Phase 2 subdivision has been constructed to these standards which limits the on-street parking to the side of the street fronting the houses. The width of the street will not support parking on both sides and still provide the required emergency vehicle travel way width since the roadway is only 27 feet wide.

The design feature is noted on the final plat for this phase, but the streets need to be listed in Richland Municipal Code Section 11.40.030 in order to have signs placed and the parking requirements enforced.

The ordinance also includes removing duplicate references to existing parking restrictions on Amon Park Drive.

Staff recommends approval of this ordinance as it will keep the municipal code aligned with the physical environment.

Fiscal Impact:
Yes

There is a small cost, approximately \$75 per sign, associated with this issue. Signs and installation were paid for by developer during permitting, thus there will be no impact to the City's budget.

Attachments:

- I. Ordinance No 25-16 - Parking Restrictions

ORDINANCE NO. 25-16

AN ORDINANCE of the City of Richland amending Title 11: Traffic, of the Richland Municipal Code for the purpose of prohibiting on-street parking on various City streets in the Clearwater Creek Plat.

WHEREAS, new streets have been constructed in the Clearwater Creek Plat with single-frontage roads that are designed to have on-street parking on one side only; and

WHEREAS, these locations are noted on the final plats for each phase that Council has previously approved; and

WHEREAS, signing and enforcement of these restrictions can only be accomplished once codified.

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Richland as follows:

Section 1. Richland Municipal Code Section 11.40.030, entitled Schedule III – Parking prohibited at all times of certain streets, as enacted by Ordinance No. 413, and last amended by Ordinance No. 01-16, is hereby amended to read as follows:

11.40.030 Schedule III – Parking prohibited at all times on certain streets.

A. In accordance with RMC 11.30.020, and when signs are erected giving notice thereof, no person shall at any time park a vehicle upon any of the following described places, streets or parts of streets:

1. North side of Aaron Drive from 1,150 feet south of Abbot Street to Goethals Drive;
2. Both sides of Amon Park Drive from 330 feet north of Lee Boulevard to 830 feet north of Lee Boulevard;
3. Both sides of Amon Park Drive north of Newton Street;
4. East side of Amon Park Drive from Lee Boulevard to 385 feet south of Lee Boulevard;
5. West side of Amon Park Drive from Lee Boulevard to 760 feet south of Lee Boulevard;
6. South side of Banyon Street;
7. East side of Barth Avenue from Falley Street to Benham Street;
8. Both sides of Bellerive Drive from 200 feet north of Gage Boulevard to 200 feet south of Gage Boulevard;
9. South side of Benham Street from George Washington Way to Goethals Drive;

10. East side of Bernard Avenue from Davenport Street to Comstock Street;
11. Both sides of Bradley Boulevard;
12. East side of Casey Avenue from Comstock Street to Benham Street;
13. South and East side of Chelan Loop from Wishkah Drive to the end of road;
- ~~13~~14. North side of Cherokee Street;
- ~~14~~15. Columbia Center Boulevard from Columbia Park Trail to Fowler Street;
- ~~15~~16. South side of Columbia Park Trail from Columbia Center Boulevard to 1,040 feet east of Columbia Center Boulevard;
- ~~16~~17. Both sides of Columbia Point Drive from George Washington Way to the southerly entrance of Columbia Point Marina Park;
- ~~17~~18. Both sides of Comstock Street from George Washington Way to Bradley Boulevard;
- ~~18~~19. South side of Comstock Street from George Washington Way to Goethals Drive;
- ~~19~~20. East side of Craighill Avenue from Davenport Street to Comstock Street;
- ~~20~~21. North side of Davenport Street from George Washington Way to Goethals Drive;
- ~~21~~22. Both sides of Duportail Street from State Route 240 to Riverstone Drive;
- ~~22~~23. Northwest side of Duportail Street from Riverstone Drive to 80 feet southwest of Riverstone Drive;
- ~~23~~24. North side of Duportail Street from Wright Avenue to Hartford Street;
- ~~24~~25. East side of Elementary Street from Keene Road to 280 feet north of Keene Road;
- ~~25~~26. West side of Elementary Street from Keene Road to 210 feet north of Keene Road;
- ~~26~~27. North side of Endress Street from Jadwin Avenue to 100 feet west of Abert Street;
- ~~27~~28. South side of Endress Street from Abert Street to 100 feet west of Abert Street;
- ~~28~~29. South side of Falley Street from George Washington Way to Jadwin Avenue;
- ~~29~~30. West side of Farrell Lane from Torbett Street to Williams Boulevard;
- ~~30~~31. North side of Fort Street;
- ~~31~~32. North side of Fowler Street from Columbia Center Boulevard to Florida Avenue;
- ~~32~~33. South 70 feet of Frankfort Street starting 150 feet west of Wright Avenue;

- ~~33~~34. North side of Gage Boulevard from 550 feet east of Leslie Road to 670 feet west of Keene Road;
- ~~34~~35. South side of Gage Boulevard from Steptoe Street to 3,590 feet west of Keene Road;
- ~~35~~36. Both sides of George Washington Way from 400 feet south of Spengler Street to Horn Rapids Road;
- ~~36~~37. East side of George Washington Way from Columbia Point Drive to 400 feet north of McMurray Street;
- ~~37~~38. West side of George Washington Way from 110 feet south of Falley Street to 400 feet north of McMurray Street;
- ~~38~~39. West side of George Washington Way from Adams Street to 230 feet north of Adams Street;
- ~~39~~40. East side of Gillmore Avenue from Swift Boulevard to Goethals Drive, except from 1,290 feet north of Swift Boulevard to 1,590 feet north of Swift Boulevard;
- ~~40~~41. West side of Gillmore Avenue from Swift Boulevard to Goethals Drive, except from 840 feet north of Swift Boulevard to 1,515 feet north of Swift Boulevard;
- ~~41~~42. North side of Glen Briar Lane from Riverstone Drive to Tanglewood Drive;
- ~~42~~43. Both sides of Goethals Drive from Gillmore Avenue to Williams Boulevard;
- ~~43~~44. Both sides of Goethals Drive from Swift Boulevard to 680 feet north of Swift Boulevard;
- ~~44~~45. East side of Goethals Drive from Swift Boulevard to 300 feet south of Swift Boulevard;
- ~~45~~46. West side of Goethals Drive from Swift Boulevard to Mansfield Street;
- ~~46~~47. West side of Goethals Drive from Symons Street to 350 feet south of Symons Street;
- ~~47~~48. West side of Goethals Drive from Van Giesen Street to Torbett Street;
- ~~48~~49. North side of Greentree Court;
- ~~49~~50. East side of Guyer Street from Williams Boulevard to 730 feet south of Williams Boulevard;
- ~~50~~51. West side of Guyer Street from 330 feet south of Williams Boulevard to 830 feet south of Williams Boulevard;
- ~~51~~52. East side of Hains Avenue from 250 feet south of Van Giesen Street to a point 500 feet from George Washington Way;
- ~~52~~53. East side of Hains Avenue from Van Giesen Street to 275 feet south of Van Giesen Street;
- ~~53~~54. Both sides of Harris Avenue from Sprout Road to 150 feet south of Sprout Road;

~~54~~55. East side of Harris Avenue from Snyder Road to Saint Street;

~~55~~56. West side of Haupt Avenue from Thomas Street to George Washington Way;

~~56. Both sides of Amon Park Drive from 330 feet north of Lee Boulevard to 830 feet north of Lee Boulevard;~~

~~57. Both sides of Amon Park Drive north of Newton Street;~~

~~58. East side of Amon Park Drive from Lee Boulevard to 385 feet south of Lee Boulevard;~~

~~59. West side of Amon Park Drive from Lee Boulevard to 760 feet south of Lee Boulevard;~~

~~60~~57. South side of Ferrara Lane from Sicily Lane to the end of the curve 570 feet east of Sicily Lane;

~~61~~58. East side of Hunt Avenue from North Gaillard Place to George Washington Way;

~~62~~59. West side of Hunt Avenue from 275 feet southwest of Davison Street to 175 feet north of Gaillard Place;

~~63~~60. West side of Jadwin Avenue from 200 feet south of McMurray Street to Stevens Drive;

~~64~~61. West side of Jadwin Avenue from 340 feet north of Torbett Street to 255 feet south of Torbett Street;

~~65~~62. East side of Jadwin Avenue from George Washington Way to Stevens Drive, except from 325 feet north of McMurray Street to 395 feet north of McMurray Street;

~~66~~63. West side of Jadwin Avenue between the bypass and the Shelterbelt and east side of Jadwin from the bypass to 150 feet north of the bypass;

~~67~~64. West side of Jadwin Avenue from Knight Street to George Washington Way except from 35 feet south of Knight Street to 85 feet south of Knight Street;

~~68~~65. West side of Jadwin Avenue from Symons Street to 180 feet south of Mansfield Street;

~~69~~66. West side of Jadwin Avenue from 260 feet south of Mansfield Street to Knight Street except from 160 feet north of Knight Street to 60 feet north of Knight Street;

~~70~~67. East side of Jason Loop and included, along the loop interior lots and tracts;

~~71~~68. East side of Kimball Street from 225 feet south of Symons Avenue to 260 feet south of Symons Avenue;

~~72~~69. West side of Kimball Avenue from Van Giesen Street to Symons Street;

~~73~~70. North side of Knight Street from Stevens Drive to George Washington Way except from 55 feet west of Jadwin Avenue to 165 feet west of Jadwin Avenue;

~~74~~71. South side of Knight Street from Stevens Drive to George Washington Way;

- ~~75~~72. East side of Laurelbrook Court north of Glen Briar Lane;
- ~~76~~73. Both sides of Lawless Drive;
- ~~77~~74. Both sides of Lee Boulevard from Jadwin Avenue to 200 feet east of George Washington Way;
- ~~78~~75. Both sides of Lee Boulevard from Thayer Drive to 340 feet east of Thayer Drive;
- ~~79~~76. North side of Lee Boulevard from Stevens Drive to 220 feet east of Stevens Drive;
- ~~80~~77. South side of Lee Boulevard from Stevens Drive to 220 feet west of Stevens Drive;
- ~~81~~78. South side of Lee Boulevard from Cullum Avenue to Jadwin Avenue;
- ~~82~~79. South side of Lee Boulevard from Wellsian Way to 220 feet west of Wellsian Way;
- ~~83~~80. Both sides of Leslie Road;
- ~~84~~81. East side of Long Avenue from Stevens Drive to 185 feet south of Stevens Drive;
- ~~85~~82. East side of Long Avenue from 450 feet south of Stevens Drive to 660 feet south of Stevens Drive;
- ~~86~~83. East side of Long Avenue from Swift Boulevard to 240 feet north of Stevens Drive;
- ~~87~~84. East and south sides of Long Avenue from Swift Boulevard to 325 feet east of Thayer Drive;
- ~~88~~85. West side of Lucca Lane from Venice Lane to Gala Way;
- ~~89~~86. West side of Mahan Avenue from Van Giesen Street to Williams Boulevard;
- ~~90~~87. North side of Mansfield Street from Goethals Drive to 272 feet west of Goethals Drive;
- ~~91~~88. West side of McPherson Avenue from Torbett Street to Symons Street;
- ~~92~~89. West side of Meriwether Avenue;
- ~~93~~90. West side of Milan Lane from Meadow Hills Drive to end of road;
- ~~94~~91. South side of Mint Loop between its eastern and western terminus with Rosemary Street;
- ~~95~~92. Both sides of Morency Drive from south end of road to 2,100 feet south of Meadow Hills Drive;
- ~~96~~93. Both sides of Mountain View Lane from Leslie Road to 120 feet west of Leslie Road;
- ~~97~~94. West side of Naples Lane from Venice Lane to Gala Way;
- ~~98~~95. North side of Park Street from Harris Avenue easterly 300 feet;

- ~~99~~96. Both sides of Piper Street from end of road to 40 feet north of end of road;
- ~~100~~97. West side of Pisa Lane from Meadow Hills Drive to Gala Way;
- ~~101~~98. East side of Queensgate Drive from 20 feet south of Alla Vista Street to White Bluffs Street;
- ~~102~~99. North side of Roberdeau Street from Long Avenue to 150 feet west of Long Avenue;
- ~~103~~100. North side of Rosemary Street from the end of street cul-de-sac, including within the cul-de-sac, to Penny Royal Avenue;
- ~~104~~101. East side of Sacajawea Avenue from south end of road to Satus Street;
- ~~105~~102. West side of Salerno Lane from Meadow Hills Drive to Gala Way;
- ~~106~~103. West side of Satus Street from 100 feet east of Rimrock Avenue to Canyon Street;
- ~~107~~104. West side of Sawgrass Loop between its northern and southern terminus with River Valley Drive;
- ~~108~~105. West side of Sedgwick Place;
- ~~109~~106. East side of Sedona Circle between its northern and southern terminus with River Valley Drive;
- ~~110~~107. North side of Sibert Avenue from Hunt Avenue to Hains Avenue;
- ~~111~~108. West side of Sicily Lane from Venice Lane to Gala Way;
- ~~112~~109. East end of Skyline Drive within the cul-de-sac;
- ~~113~~110. West side of Sorrento Lane from Venice Lane to Gala Way;
- ~~114~~111. Both sides of Sprout Road from 200 feet west of Harris Avenue to 300 feet east of Harris Avenue;
- ~~115~~112. North side of Stanley Street from Goethals Drive to Jadwin Avenue;
- ~~116~~113. Both sides of Steptoe Street from Columbia Park Trail to the south city limits;
- ~~117~~114. Both sides of Stevens Drive from Van Giesen Street to 230 feet north of Van Giesen Street;
- ~~118~~115. East side of Stevens Drive from Williams Boulevard to 175 feet south of Williams Boulevard;
- ~~119~~116. East side of Stevens Drive from Van Giesen Street to 140 feet south of Van Giesen Street;
- ~~120~~117. East side of Stevens Drive from Swift Boulevard to 175 feet south of Swift Boulevard;

- ~~121~~118. East side of Stevens Drive from Swift Boulevard to 1,200 feet north of Swift Boulevard;
- ~~122~~119. East side of Stevens Drive from Mansfield Street to 220 feet south of Mansfield Street;
- ~~123~~120. East side of Stevens Drive from Knight Street to 175 feet south of Knight Street;
- ~~124~~121. West side of Stevens Drive from Van Giesen Street to 210 feet south of Van Giesen Street;
- ~~125~~122. West side of Stevens Drive from Swift Boulevard to 175 feet north of Swift Boulevard;
- ~~126~~123. West side of Stevens Drive from Mansfield Street to 125 feet north of Mansfield Street;
- ~~127~~124. West side of Stevens Drive from Lee Boulevard to 310 feet north of Lee Boulevard;
- ~~128~~125. North side of Stonecreek Drive;
- ~~129~~126. Both sides of Swift Boulevard from State Route 240 to 100 feet east of State Route 240;
- ~~130~~127. Both sides of Swift Boulevard from George Washington Way to Stevens Drive;
- ~~131~~128. Both sides of Swift Boulevard from Stevens Drive to 250 feet west of Stevens Drive;
- ~~132~~129. North side of Symons Street from Hunt Avenue to Hains Avenue;
- ~~133~~130. South side of Symons Street from Sanford Avenue to Goethals Drive;
- ~~134~~131. Both sides of Tapteal Drive from Columbia Center Boulevard to Steptoe Street;
- ~~135~~132. Both sides of Tapteal Loop from Tapteal Drive to the south city limits;
- ~~136~~133. East side of Terminal Drive from Aileron Drive to 350 feet south of Aileron Drive;
- ~~137~~134. West side of Terminal Drive from 185 feet south of Aileron Drive to 325 feet south of Aileron Drive;
- ~~138~~135. Both sides of Thayer Drive from 220 feet north of Lee Boulevard to 220 feet south of Lee Boulevard;
- ~~139~~136. East side of Thayer Drive from Lee Boulevard to 10 feet north of Longfitt Street;
- ~~140~~137. East side of Thayer Drive from 200 feet south of Long Avenue to 150 feet north of Long Avenue;
- ~~141~~138. West side of Thayer Drive from 70 feet north of Longfitt Street to 70 feet south of Longfitt Street;
- ~~142~~139. West side of Thayer Drive from 70 feet north of Kuhn Street to 70 feet south of Kuhn Street;
- ~~143~~140. South side of Thomas Street from Hunt Avenue to Hains Avenue;

- ~~144~~141. West side of Tilden Court from the end of street cul-de-sac to Sawgrass Loop;
- ~~145~~142. South side of Torbett Street from Goethals Drive to Jadwin Avenue;
- ~~146~~143. South side of Torbett Street from Thayer Drive to Stevens Drive;
- ~~147~~144. East side of Truman Avenue from Kennedy Road to Queensgate Drive;
- ~~148~~145. Both sides of Van Giesen Street from 310 feet east of Wright Avenue to 310 feet west of Wright Avenue;
- ~~149~~146. North side of Van Giesen Street from Jadwin Avenue to 200 feet east of Jadwin Avenue;
- ~~150~~147. North side of Van Giesen Street from State Route 240 to 300 feet east of State Route 240;
- ~~151~~148. South side of Van Giesen Street from George Washington Way to 200 feet west of George Washington Way;
- ~~152~~149. South side of Van Giesen Street from Stevens Drive to 200 feet west of Stevens Drive;
- ~~153~~150. South and west side of Venice Lane from Meadow Hills Drive to end of road at Lucca Lane;
- ~~154~~151. West side of Verona Lane from Meadow Hills Drive to Gala Way;
- ~~155~~152. South side of Wellhouse Loop from 470 feet west of Wellsian Way to 750 feet west of Wellsian Way;
- ~~156~~153. West side of Wellhouse Loop from 250 feet south of Wyman Street to 360 feet south of Wyman Street;
- ~~157~~154. Both sides of Wellsian Way from Lee Boulevard to State Route 240;
- ~~158~~155. North side of Williams Boulevard from Stevens Drive to 170 feet east of Stevens Drive;
- ~~159~~156. North side of Williams Boulevard from Farrell Lane to 170 feet east of Farrell Lane;
- ~~160~~157. North side of Williams Boulevard from Goethals Drive to 170 feet east of Goethals Drive;
- ~~161~~158. North side of Williams Boulevard from Jadwin Avenue to 170 feet east of Jadwin Avenue;
- ~~162~~159. North side of Williams Boulevard from Kimball Avenue to 170 feet east of Kimball Avenue;
- ~~163~~160. South side of Williams Boulevard from George Washington Way to 170 feet west of George Washington Way;

~~164~~161. South side of Williams Boulevard from Goethals Drive to 170 feet west of Goethals Drive;

~~165~~162. South side of Williams Boulevard from Guyer Avenue to 170 feet west of Guyer Avenue;

~~166~~163. South side of Williams Boulevard from Jadwin Avenue to 170 feet west of Jadwin Avenue;

~~167~~164. East side of Wright Avenue from Duportail Street to 200 feet south of Duportail Street;

~~168~~165. West side of Wright Avenue from the intersection of Wright Avenue and Duportail Street to 350 feet north of said intersection.

[Ord. 413; Ord. 17-75; Ord. 32-75; Ord. 31-76; Ord. 46-76; Ord. 60-76; Ord. 45-77; Ord. 46-79; Ord. 63-79; Ord. 83-79; Ord. 19-80; Ord. 27-81; Ord. 47-81; Ord. 63-81; Ord. 14-82; Ord. 7-84; Ord. 10-84; Ord. 11-85; Ord. 11-86; Ord. 13-86; Ord. 11-87; Ord. 32-90; Ord. 27-91; Ord. 48-91; Ord. 36-92; Ord. 21-94; Ord. 62-94; Ord. 7-97; Ord. 12-97; Ord. 24-97; Ord. 2-98; Ord. 15-98; Ord. 22-98; Ord. 17-99; Ord. 22-99; Ord. 37-99; Ord. 24-00; Ord. 36-00; Ord. 06-01; Ord. 16-02; Ord. 23-02; Ord. 33-02; Ord. 07-03; Ord. 27-03; Ord. 28-03; Ord. 34-03; Ord. 38-03; Ord. 03-04; Ord. 12-04; Ord. 32-04; Ord. 40-04; Ord. 02-05; Ord. 14-05; Ord. 34-05; Ord. 46-05; Ord. 14-06; Ord. 27-07; Ord. 07-08; Ord. 16-08; Ord. 24-08; Ord. 21-09; Ord. 18-13 § 1.01; Ord. 40-13 § 1.01; Ord. 64-15 § 1; Ord. 01-16 § 1].

Section 2. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland at a regular meeting on the _____ day of _____, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Ordinances - First Reading

Key Element: Key 6 - Community Amenities

Subject:

Ordinance No. 29-16 - Amending the 2016 Budget and Revising the 2016 Capital Improvement Plan regarding the Richland Public Library Makerspace Project

Department:

Parks & Public Facilities

Ordinance/Resolution Number:

29-16

Document Type:

Ordinance

Recommended Motion:

Give first reading, by title only, to Ordinance No. 29-16, Amending the 2016 Budget and CIP regarding the Richland Public Library Makerspace Project.

Summary:

Washington State law requires that an ordinance be adopted to increase appropriations. Ordinance No. 29-16 proposes to increase appropriations in the General Fund, specifically for the Richland Public Library (RPL) Makerspace project and other facility upgrades.

The existing Capital Improvement Plan (CIP) identifies \$70,000 from the Library Foundation, \$30,000 from private donations and \$100,000 from the Library Capital Reserve Fund for the Makerspace project in 2017. The project will accommodate the growing emphasis on Science, Technology, Engineering and Mathematics (STEM) hands-on programming in the RPL and help to reinforce the facility as a significant contributor for programming within the City's Waterfront District.

Earlier this year the City accepted a donation from the RPL Foundation (RPLF) to fund a conceptual architectural design for the Makerspace. The local firm Design West Architects was hired and facilitated a community outreach effort and facility study. The study concluded that the facility will accommodate the Makerspace project, and that modest additional funding is necessary to accommodate the basic project elements of HVAC, electrical, plumbing, storage, and wall/door systems.

The RPLF recently provided the City with a generous donation, and the project may now begin in 2016 instead of 2017. As such, the funding sources in the CIP have increased to \$100,000 from the Foundation and \$135,000 from the Library Capital Reserve Fund, thereby requiring the budget adjustment and revision to the CIP. The total project budget increased by \$35,000, most of which is absorbed by the RPLF's increased donation.

An additional \$35,000 of Library Capital Reserve is being requested for library upgrades including audio-visual equipment in the Gallery and PCI compliant credit card processing capability. The total budget adjustment is \$270,000, comprised of a \$100,000 private donation from the RPLF and \$170,000 from Library Capital Reserve.

Fiscal Impact:

Of the \$270,000 budget adjustment, \$100,000 is from additional revenue through a donation, and \$170,000 is from Library Capital Reserves in the General Fund. There is currently \$622,951 available in the Library Capital Reserve.

Attachments:

I. Ordinance No. 29-16



ORDINANCE NO. 29-16

AN ORDINANCE of the City of Richland amending the 2016 Budget to provide for additional appropriations and declaring that a public emergency exists in the City's General Fund.

WHEREAS, on November 17, 2015, the Richland City Council approved Ordinance No. 74-15 approving the 2016 Budget; and

WHEREAS, the Richland Public Library has successfully demonstrated the community demand for Science, Technology, Engineering and Math (STEM) programming; and

WHEREAS, the proposed 2017 Capital Improvement Plan (CIP) contains a Makerspace project intended for STEM programming; and

WHEREAS, the Library Foundation recently increased their anticipated donation toward the Makerspace project from \$70,000 to \$100,000 and has provided the funding to the City earlier than anticipated; and

WHEREAS, project construction may now begin in 2016; and

WHEREAS, the Library Capital Reserve (balance of \$622,951) was established by City Council on November 16, 2010 for purposes of library technology and facility upgrades; and

WHEREAS, \$135,000 of Library Capital Reserve funds will be utilized for the construction of the Makerspace and will be combined with the \$100,000 private donation for a grand total of \$235,000; and

WHEREAS, upgrades in software and hardware in the Richland Public Library are necessary to meet new credit card PCI security standards (\$10,000); and

WHEREAS, upgrades in audio and visual equipment are needed in the Richland Public Library Gallery to meet customer expectations for a modern meeting facility (\$25,000); and

WHEREAS, this budget amendment totaling \$270,000 represents a \$100,000 private donation and \$170,000 from Library Capital Reserve, which consists of \$135,000 for the Makerspace project, \$10,000 for PCI compliant credit card processing capability in the Library, and \$25,000 for audio-visual improvements to be made to the Library Gallery Room; and

WHEREAS, a public hearing was held pursuant to RCW 35.33.091 on June 7, 2016 regarding the increase in appropriations from beginning fund balance in the General Fund.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Richland as follows:

Section 1. Facts Constituting Emergency. The funding contained within this ordinance was not anticipated when the 2016 budget was approved.

Section 2. Declaration of Public Emergency. Due to circumstances described above, the City Council declares that a public emergency exists in the General Fund.

Section 3. Amendment of the 2016 Budget. The 2016 Budget is hereby amended to provide additional appropriations in the General Fund from \$100,000 in new donations, and from \$170,000 in unappropriated balances in the Library Bond Reserve.

General Fund

Current Appropriation: \$ 50,076,783

Increase in Appropriation: \$ 270,000

Amended Appropriation: \$ 50,346,783

Section 4. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland, at a regular meeting on the _____ day of June, 2016.

ROBERT J. THOMPSON

Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS

City Clerk

HEATHER KINTZLEY

City Attorney

Date Published: _____



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Ordinances - First Reading

Key Element: Key 3 - Economic Vitality

Subject:

Ordinance No. 30-16, Amending the 2016 Budget for the Industrial Development Fund

Department:

Community & Development Services

Ordinance/Resolution Number:

30-16

Document Type:

Ordinance

Recommended Motion:

Give First Reading, by title only, to Ordinance No. 30-16, authorizing additional appropriations from the Industrial Development Fund.

Summary:

A prior Interlocal Agreement with the Port of Benton obligates the City to share in the cost for the development of a Master Plan and a Rail Master Plan for the 1,341 acres of property north of Horn Rapids Road. In order to fund these projects, a budget adjustment is necessary. Ordinance No. 30-16 will authorize additional appropriations from the Industrial Development Fund for the following projects and activities:

- 1) An appropriation of \$50,000 for the development of a Master Plan to address new road, utility and lot configurations with the undeveloped area.
- 2) An appropriation of \$20,000 for the development of a Rail Master Plan to address industrial rail needs and connections between the 1,341-acre area and the Horn Rapids Industrial Park.

Fiscal Impact:

The proposed budget amendment will increase appropriations by \$70,000 in the Industrial Development Fund. Sufficient unappropriated reserves are available in the Industrial Development Fund to cover these expenses.

Attachments:

- I. Ordinance No. 30-16

ORDINANCE NO. 30-16

AN ORDINANCE of the City of Richland amending the 2016 Budget to provide for additional appropriations and declaring that a public emergency exists in the Industrial Development Fund.

WHEREAS, on November 17, 2015, the Richland City Council approved Ordinance No. 74-15 approving the 2016 Budget; and

WHEREAS, funds were not appropriated in the Industrial Development Fund for the development of a Master Plan for the 1,341 acres of property north of Horn Rapids Road; and

WHEREAS, pursuant to Interlocal Cooperative Agreement No. 211-15 with the Port of Benton, the City is obligated to share in the development and cost of the Master Plan; and

WHEREAS, staff has determined that creating a single Master Plan for the 1,341 acres located north of Horn Rapids Road is in the best interest of the City, the Port of Benton, and the public; and

WHEREAS, \$50,000 in funding is required for the development of a Master Plan and Capital Facilities Plan for the 1,341 acres of property located north of Horn Rapids Road to address new road, utility and lot configurations within the undeveloped area; and

WHEREAS, \$20,000 in additional funding is needed for the development of a Rail Master Plan for the 1,341-acre property; and

WHEREAS, sufficient unappropriated funds are available in the Industrial Development Fund to support the required budget adjustment; and

WHEREAS, a public hearing was held pursuant to RCW 35.33.091 on June 7, 2016, regarding the increase in appropriations from beginning fund balance in the Industrial Development Fund.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Richland as follows:

Section 1. Facts Constituting Emergency. The expenses contained within this ordinance were not anticipated when the 2016 budget was approved.

Section 2. Declaration of Public Emergency. Due to circumstances described above, the City Council declares that a public emergency exists in the Industrial Development Fund.

Section 3. Amendment of the 2016 Budget. The 2016 Budget is hereby amended to provide additional appropriations in the Industrial Development Fund from unappropriated fund balance as follows:

Industrial Development Fund

Current Appropriation: \$ 6,932,442

Increase in Appropriation: \$ 70,000

Amended Appropriation: \$ 7,002,442

Section 4. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland, at a regular meeting on the _____ day of _____, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

Date Published: _____



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Ordinances - First Reading

Key Element: Key I - Financial Stability & Operational Effectiveness

Subject:

Ordinance No. 32-16, Amending RMC Title 9: Crime Related to Assault-Domestic Violence

Department:
City Attorney

Ordinance/Resolution Number:
32-16

Document Type:
Ordinance

Recommended Motion:

Give first reading, by title only, to Ordinance No. 32-16, amending Title 9: Crime of the Richland Municipal Code related to Assault-Domestic Violence.

Summary:

The City of Richland has need, from time to time, to amend the Richland Municipal Code (RMC) to promote the health, safety, and general welfare of the citizens of the community. The City recently recognized that a scrivener's error exists in RMC 9.05.030 that must be corrected to avoid a nonsensical result in statutory construction. Ordinance 32-16 is a housekeeping ordinance designed to remedy an existing scrivener's error.

Staff recommends approval of Ordinance 32-16 for first reading.

Fiscal Impact:

None.

Attachments:

- I. ORD 32-16 Amending Title 9 Related to Assault-DV

ORDINANCE NO. 32-16

AN ORDINANCE of the City of Richland amending
Title 9: Crime of the Richland Municipal Code related to
Assault-Domestic Violence.

WHEREAS, the City of Richland has need, from time to time, to amend the Richland Municipal Code (RMC) to promote the health, safety, and general welfare of the citizens of the community; and

WHEREAS, the City recognizes that a scrivener's error exists in RMC 9.05.030 that must be corrected to avoid a nonsensical result in statutory construction.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Richland as follows:

Section 1. Section 9.05.030, entitled Simple assault – Domestic violence, as created by Ordinance 20-11 and subsequently amended by Ordinance 18-12, is hereby amended to read as follows:

9.05.030 Simple assault – Domestic violence.

A. No person may, as a family or household member, intentionally use or threaten to use by purposeful words or acts, unlawful physical force against another ~~the~~ family or household member ~~of another~~.

B. A person is guilty of assault in the fourth degree if, under circumstances not amounting to assault in the first, second, or third degree, or custodial assault, he or she assaults another family or household member.

C. Any defense available to a person charged with the crime of "assault in the fourth degree" under RCW 9A.36.041 shall also be a defense to the crime of simple assault under this section.

D. Any crime charged under this section shall be a gross misdemeanor.

Section 2. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

_____ PASSED by the City Council of the City of Richland, at a regular meeting on the
_____ day of June, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

Date Published: _____



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Ordinances - Second Reading/Passage

Key Element: Key 7 - Neighborhoods & Community Safety

Subject:

Ordinance No. 24-16, Amending RMC Chapter 11.08, Speed Regulations

Department:
Public Works

Ordinance/Resolution Number:
24-16

Document Type:
Ordinance

Recommended Motion:

Give second reading and pass Ordinance No. 24-16, amending Richland Municipal Code Chapter 11.08, Speed Regulations.

Summary:

Staff has performed a review of Richland Municipal Code Chapter 11.08, Speed Regulations for consistency between existing speed signage on the streets and what is codified. Several inconsistencies were found, including new streets, removed streets, name changes, and school zone locations.

This ordinance corrects these inconsistencies and brings the Municipal Code up to date with the appropriate speeds for all City streets as determined by the Traffic Engineer.

First reading of this ordinance was held on May 17, 2016. Since that time, another street, Columbia Point Drive, was added to the list.

Fiscal Impact:

No

Attachments:

- I. Ordinance No. 24-16 - Speed Regulations

ORDINANCE NO. 24-16

AN ORDINANCE of the City of Richland amending Title 11: Traffic, of the Richland Municipal Code regarding Speed Regulations.

WHEREAS, Richland Municipal Code Chapter 11.08 establishes the speed regulations for the City; and

WHEREAS, a thorough review of this Chapter was conducted and several errors were found requiring correction; and

WHEREAS, speed reductions for school zones have been identified and placed in the appropriate code section.

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Richland as follows:

Section 1. Richland Municipal Code Section 11.08.020, Increasing Speed Limit in Certain Zones, enacted by Ordinance No. 413 and last amended by Ordinance No. 19-13, is hereby amended to read as follows:

11.08.020 Increasing speed limit in certain zones.

It is determined upon the basis of an engineering and traffic investigation that the speed permitted by state law upon the following streets and segments thereof is less than is reasonable and safe under the conditions found by such investigation to exist upon such streets; and except when signs are posted pursuant to state law setting a different maximum speed, the maximum speed permitted on such streets shall be as set forth in this section at the times specified when signs are erected giving notice thereof, but in no case shall the speed limit exceed 60 miles per hour:

STREET SEGMENT	SPEED LIMIT AT ALL TIMES – EXCEPT WHEN SIGNS ARE POSTED SETTING A DIFFERENT MAXIMUM SPEED (MPH)
<u>1st Street from Kingsgate Way to Polar Way</u>	<u>35</u>
Aaron Drive from State Route 240 over-crossing to Adams Street	40
Battelle Boulevard from Kingsgate Way to Stevens Drive	40
State Route 240 from Coast Street to Stevens Drive	35

STREET SEGMENT	SPEED LIMIT AT ALL TIMES – EXCEPT WHEN SIGNS ARE POSTED SETTING A DIFFERENT MAXIMUM SPEED (MPH)
Coast Street from State Route 240 to Stevens Drive	35
Columbia Center Boulevard from Columbia Park Trail to Fowler Street	35
Columbia Park Trail	40
Columbia Park Trail from east city limits to U.S. D.O.E. Railroad Overpass Queensgate Drive	40
First Street from George Washington Way to Stevens Drive Duportail Street from Thayer Drive to Wellsian Way	35 30
Englewood Drive from Keene Road to Glenwood Court	30
Gage Boulevard from 300 feet east of Leslie Road to the easterly city limits	40
Gage Boulevard from 300 feet east of Leslie Road to the westerly city limits	30
George Washington Way from Adams Street to Spengler Street	35 mph, except that from Torbett St. to Davison Ave. the maximum speed permitted during school hrs. shall be 20 mph
George Washington Way from Spengler Street to Hanford Street	35
George Washington Way from Hanford Adams Street to the north city limits	35
Goethals Drive from Aaron Drive to Gillespie Street	30
Horn Rapids Road from State Route 240 to Stevens Drive to the westerly terminus of Horn Rapids Road	50
Horn Rapids Road from Stevens Drive to George Washington Way	35

STREET SEGMENT	SPEED LIMIT AT ALL TIMES – EXCEPT WHEN SIGNS ARE POSTED SETTING A DIFFERENT MAXIMUM SPEED (MPH)
Jadwin Avenue from Lee Boulevard George Washington Way to Williams Boulevard	30
Jadwin Avenue from Williams Boulevard to Stevens Drive	35
Keene Road from Gage Boulevard to 250 feet west of Kapalua Avenue	40
Keene Road from 250 feet west of Kapalua Avenue to 800 feet east of Kensington Way the west city limits	50 45
Keene Road from 800 feet east of Kensington Way to the west city limits	45
Keene Road for the first 870 feet of Keene lying north of the intersection of Gage and Keene	40 mph, except the maximum speed permitted during school hours shall be 20 mph.
Kingsgate Way from Clubhouse Lane to State Route 240	30
Kingsgate Way from Horn Rapids Road to State Route 240	40
Lawless Drive	30
Lee Boulevard from Wright Avenue to George Washington Way	30
Leslie Road from south city limits to Center Gage Boulevard	40
Leslie Road from Center Boulevard to Gage Boulevard	40
Leslie Road from 700 feet north of Canyon Street to Gage Boulevard	35 mph, except from 470 feet south of Mountain View the maximum speed permitted during school hours shall be 20 mph.
Leslie Road from 700 feet north of Canyon Street to Columbia Drive S.E. Park Trail	40

STREET SEGMENT	SPEED LIMIT AT ALL TIMES – EXCEPT WHEN SIGNS ARE POSTED SETTING A DIFFERENT MAXIMUM SPEED (MPH)
Logston Boulevard from State Route 240 to the northerly terminus of Logston Boulevard	35
McMurray Street from George Washington Way to Thayer Drive Van Giesen Street	30
Polar Way from Robertson Drive to northerly terminus of Polar Way	35
Queensgate Drive from Truman Avenue to Skyline Drive Keene Road	35
River Park Drive from Clubhouse Lane to Sonoran Drive	30
River Valley Drive from Clubhouse Lane to River Park Drive	30
Robertson Drive from Snyder Road State Route 240 to the westerly terminus of Robertson Drive	35
Saint Street from Stevens Drive to Harris Avenue	30
Snyder Road from Stevens Drive to Harris Avenue	25
Spengler Street	30
Step toe Street from Columbia Drive Columbia Park Trail to the south city limits	35
Stevens Drive from Lee Boulevard Wellsian Way to Jadwin Avenue	30
Stevens Drive from Jadwin Avenue to 700 feet south of Spengler Street	35
Stevens Drive from 700 feet south of Spengler to 2,100 feet south of First Street University Drive	40
Stevens Drive from 2,100 feet south of First Street University Drive to Horn Rapids Road	55

STREET SEGMENT	SPEED LIMIT AT ALL TIMES – EXCEPT WHEN SIGNS ARE POSTED SETTING A DIFFERENT MAXIMUM SPEED (MPH)
Swift Boulevard from State Route 240 to George Washington Way	30
Tapteal Drive from Columbia Center Boulevard to Steptoe Street	30
Thayer Drive from Van Giesen Street to Aaron Lawless Drive	30
University Drive from George Washington Way to Stevens Drive	35
Van Giesen Street from State Route 240 to George Washington Way	30
Wellsian Way from Lee Boulevard to Aaron Drive	35
Westcliffe Boulevard	30
Williams Boulevard from Wright Avenue to George Washington Way	30
Wright Avenue from Duportail Street to Thayer Drive Van Giesen Street	30
[Ord. 413; Ord. 622; Ord. 750; Ord. 25-76; Ord. 62-76; Ord. 20-78; Ord. 14-79; Ord. 29-81; Ord. 31-82; Ord. 26-83; Ord. 36-83; Ord. 27-85; Ord. 11-87; Ord. 15-87; Ord. 22-91; Ord. 27-91; Ord. 33-91; Ord. 3-92; Ord. 37-92; Ord. 21- 94; Ord. 42-94; Ord. 6-95; Ord. 41-95; Ord. 8-97; Ord. 2-98; Ord. 21-98; Ord. 33-00; Ord. 33-03; Ord. 28-04; Ord. 41- 04; Ord. 08-05; Ord. 42-05; Ord. 17-06; Ord. 08-11 § 1.01; Ord. 27-11 § 1.01; Ord. 19-13 § 1.01].	

Section 2. Richland Municipal Code Section 11.08.030, Decrease of State Law Maximum Speed, enacted by Ordinance No. 413 and last amended by Ordinance No. 6-95, is hereby amended to read as follows:

11.08.030 Decrease of state law maximum speed.

It is determined upon the basis of an engineering and traffic investigation that the speed permitted by state law upon the following streets is greater than is reasonable or safe under the conditions found to exist upon such streets. The speed limit shall be as set forth in this section on those streets or parts of streets designated in this section at the times specified when signs are erected giving notice thereof.

NAME OF STREET	SPEED LIMIT	TIME
<u>Catskill Street from 200 feet east of Cascade Avenue to 100 feet west of George Washington Way</u>	<u>20 mph</u>	<u>When beacon active</u>
<u>Fuller Street from 190 feet east of Baker Avenue to Rainer Avenue</u>	<u>20 mph</u>	<u>When beacon active</u>
<u>George Washington Way from 260 feet north of Torbett Street to 100 feet north of Davison Avenue</u>	<u>20 mph</u>	<u>When beacon active</u>
Glenwood Court	20 mph	At all times
<u>Jadwin Avenue from 240 feet north of Van Giesen Street to 690 feet south of McMurray Street</u>	<u>20 mph</u>	<u>When beacon active</u>
<u>Jadwin Avenue from 70 feet north of Davenport Street to 280 feet north of Falley Street</u>	<u>20 mph</u>	<u>When beacon active</u>
<u>Lee Boulevard from Sanford Avenue to Wright Avenue</u>	<u>20 mph</u>	<u>When beacon active</u>
<u>Leslie Road from 60 feet north of Chaparral Street to 165 feet west of Canyon Avenue</u>	<u>20 mph</u>	<u>When beacon active</u>
<u>McMurray Avenue from Austin Place to 100 feet southwest of Sunset Street</u>	<u>20 mph</u>	<u>When beacon active</u>
<u>Rainer Avenue from Catskill Street to Fuller Street</u>	<u>20 mph</u>	<u>When beacon active</u>
State Sign Route 224 (Van Giesen Street) from the Yakima River Bridge to State Signs Route 240 (Bypass)	40 mph	At all times
State Sign Route 240 off-ramp from a point where the westbound off-ramp forms a district separate lane from the main highway through lanes to Columbia Drive S.E.	40 mph	At all times
<u>Stevens Drive from 380 feet south of Wilson Street to 180 feet north of Sunset Street</u>	<u>20 mph</u>	<u>When beacon active</u>
<u>Stevens Drive from 600 feet north of Swift Boulevard to Long Avenue</u>	<u>20 mph</u>	<u>When beacon active</u>

NAME OF STREET	SPEED LIMIT	TIME
Thayer Drive from 40 feet south of Hoffman Street to 140 feet south of Lee Boulevard	20 mph	When beacon active
Van Giesen Street from 240 feet west of Wright Avenue to 70 feet east of McPherson Avenue	20 mph	When beacon active
Wellsian Way from 155 feet south of Stevens Drive to 250 feet south of Railroad Street	20 mph	When beacon active
Westcliffe Boulevard from 330 feet west of Gala Way to 270 feet east of Gala Way	20 mph	When beacon active
Wright Avenue from Frankfort Street to 235 feet north of Lee Boulevard	20 mph	When beacon active

[Ord. 413 § 1.02; Ord. 25-76 § 1.02; Ord. 20-78 § 1.02; Ord. 56-83; Ord. 11-89; Ord. 22-91; Ord. 27-91; Ord. 6-95].

Section 3. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland at a regular meeting on the 7th day of June, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

Date Published: June 12, 2016



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Ordinances - Second Reading/Passage

Key Element: Key 6 - Community Amenities

Subject:

Ordinance No. 28-16, Proposed Increase in Appropriations of the Park Project Construction Fund and Revising the 2016 Capital Improvement Program

Department:

Parks & Public Facilities

Ordinance/Resolution Number:

28-16

Document Type:

Ordinance

Recommended Motion:

Give second reading and pass Ordinance No. 28-16, increasing appropriations in the Parks Project Construction Fund and revising the 2016 Capital Improvement Plan.

Summary:

State law requires that an ordinance be adopted to increase budgeted appropriations. Ordinance 28-16 proposes to amend the Parks Project Construction Fund by \$54,717.87 for improvements to Jeannette Taylor Skatepark.

In 2003, the City of Richland accepted a donation from the estate of Jeannette Taylor. The funds were used to construct the first phase of the Jeannette Taylor Skatepark. Additional funds have since been received from the estate and have been placed in the Park Reserve Fund.

Staff has met with park users to discuss a conceptual expansion to the skatepark. If the budget adjustment is approved, the project will be discussed with the Parks and Recreation Commission and a design plan, public participation program and a project budget will be developed.

A public hearing and first reading of Ordinance 28-16 occurred at the May 17, 2016 Council meeting.

The ordinance was updated subsequent to the first reading to add clarifying language and include all applicable funds.

Fiscal Impact:

\$54,718 will be transferred from the Park Reserve Fund to the Jeannette Taylor Park budget in the Parks Project Construction Fund.

Attachments:

1. 2016 CIP Sheet, Jeannette Taylor Park
2. Ordinance 28-16

Jeannette Taylor Park

Type of Project

Parks Project

Partnership Project?

NO

Waterfront Project?

Project #

NEW

Key #

Goal #

Strategic Leadership Plan Project?

PROJECT NAME:

Jeannette Taylor Park

PROJECT ADMINISTRATION:

Parks and Recreation Department

PROJECT LOCATION:

Jeannette Taylor Park

PROJECT TIMELINE:

2016

RESPONSE TO *GMA LEVEL OF SERVICE?

NO

PROJECT DESCRIPTION

2016 - create a 2,500 square foot addition to the skatepark

PROJECT ASSUMPTIONS

BENEFITS

The proposed additiona will add additional skating amenities to the park.

PROJECT COST ESTIMATE	Total Estimated Project Cost	Project Costs To-Date 12/31/14	Authorized Budget Remaining in 2015	2016	2017	2018	2019	2020	2021
CONSTRUCTION	54,718 - -			54,718					
TOTAL	\$ 54,718	\$ -	\$ -	\$ 54,718	\$ -	\$ -	\$ -	\$ -	\$ -
RECOMMENDED FUNDING SOURCES	Total Estimated Project Revenues	Project Revenue To-Date 12/31/14	Authorized Budget Remaining in 2015	2016	2017	2018	2019	2020	2021
PRIVATE DONATION	54,718 - - -			54,718					
TOTAL	\$ 54,718	\$ -	\$ -	\$ 54,718	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING & MAINTENANCE COSTS (IMPACTS)	Total Estimated Project Operating & Maint. Costs			2016	2017	2018	2019	2020	2021
	850 - -			0	0	0	200	300	350
TOTAL	\$ 850	-	-	\$ -	\$ -	\$ -	\$ 200	\$ 300	\$ 350

ORDINANCE NO. 28-16

AN ORDINANCE of the City of Richland amending the 2016 Budget and 2016-2021 Capital Improvement Plan to provide for additional appropriations in the Parks Project Construction Fund and the Park Reserve Fund; and declaring that a public emergency exists in the City's Park Reserve Fund.

WHEREAS, on November 17, 2015, the Richland City Council approved Ordinance No. 74-15 approving the 2016 Budget; and

WHEREAS, funds received from the estate of Jeannette Taylor, with the approval of the executive of the estate, have been utilized to construct the skatepark at Jeannette Taylor Park; and

WHEREAS, remaining unspent funds from the estate, in the amount of \$54,717.87, are being held in the Park Reserve Fund; and

WHEREAS, staff has met with park users and has developed a plan to expand the skatepark utilizing the remaining funds from the estate.

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Richland as follows:

Section 1. Facts Constituting Emergency. The expenses contained within this ordinance were not anticipated when the 2016 budget was approved.

Section 2. Declaration of Public Emergency. Due to circumstances described above, the City Council declares that a public emergency exists in the Park Reserve Fund.

Section 3. Amendment of the 2016 Budget. The 2016 Budget is hereby amended to provide additional appropriations in the Parks Project Construction Fund, funded by a transfer from the Park Reserve Fund; and to provide additional appropriations in the Park Reserve Fund from unappropriated fund balance in the amount of \$54,718 as follows:

<u>Parks Project Construction Fund</u>	<u>Park Reserve Fund</u>
Current Appropriation: \$2,873,080	Current Appropriation: \$282,075
Increase in Appropriation: <u>\$ 54,718</u>	Increase in Appropriation: <u>\$ 54,718</u>
Amended Appropriation: <u>\$2,927,798</u>	Amended Appropriation: <u>\$336,793</u>

Section 4. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland, at a regular meeting on the 7th day of June, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

Date Published: June 12, 2016



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Ordinances - Third Reading/Passage

Key Element: Key I - Financial Stability & Operational Effectiveness

Subject:

Ordinance No. 26-16, Amending the 2016 Budget for the Purchase of Getac Tablets/Mobile Data Terminals (MDTs)

Department:
Police Services

Ordinance/Resolution Number:
26-16

Document Type:
Ordinance

Recommended Motion:

Give third reading and pass Ordinance No. 26-16, Amending the 2016 Budget for the purchase of Getac Tablets/Mobile Data Terminals (MDTs).

Summary:

Ordinance No. 26-16, amending the 2016 budget, requires a public hearing be held before it is adopted. A public hearing was not conducted at the Council meetings on the first or second reading of the ordinance. Therefore, a public hearing and a third reading and passage of this Ordinance is necessary at the June 7, 2016 Council meeting.

The Richland Police Department (RPD) patrol vehicles, excluding ones recently bought with CJST funds, are currently using General Dynamics mobile data terminals (MDTs). These MDTs are four years old and are coming to the end of their serviceable lifecycle. When they were purchased in 2012, the RPD purchased them all at one time at a cost of \$200,000.

It is the desire of the department to try to spread the purchase of the next generation of MDTs out over five (5) years to prevent the next generation of these devices from having to be replaced all at once. This year, RPD is scheduled to rotate five (5) patrol cars in the fleet. The money appropriated by this proposed budget adjustment would be used to purchase Getac tablets to replace the General Dynamic laptops in those five (5) patrol cars.

The first reading of Ordinance No. 26-16 was at the May 3, 2016 regular Council meeting. No exceptions were taken. Staff recommends approval.

Fiscal Impact:

A budget adjustment will be made to appropriate \$24,149 from the Police Equipment Reserve.

Attachments:

1. Getac Tablet Quote
2. Proposed Ordinance



Proposal: PROPOSAL-13866/5
For: City of Richland

Corporate Headquarters 1200 W Mississippi Ave Denver, CO 80223 Phone: 888.836.7841 Email: sales@pcsmobile.com	Print Date: 03/30/2016 09:30 AM Proposal Valid Date: 06/30/2016 03:50 PM Inside Sales Rep: Amy Hale Email: amyh@pcsmobile.com Phone: 888-219-8699 Fax: 940-683-4314
Customer: City of Richland 505 Swift Blvd. Richland, WA 99352	Salesperson: Brian Ferring Email: brianf@pcsmobile.com Proposal Created By: Amy Hale

Proposal

Customer	Requested By	F.O.B.	Terms	Contract
	Sergey Savchuk	Origination	Net 30 Days	WA DES 08313

Line	Item Number	Description	Price	Quantity	Subtotal
1	FC91FCGA1HXN	Intel Core i7 - 5600U Processor (vPro) 2.6 GHz, 11.6" with Webcam, Microsoft Windows 8 Professional x64 with RAM 8GB, 128GB SSD, Sunlight Readable (LCD + dual mode Touchscreen + digitizer), Multi-Language + US Power Cord, Camera, WiFi + BT + GPS + Gobi + Passthrough, Without any extra option (461F platform ready), RFID option+ 1D/2D Imager Barcode Reader option, 3 year Bumper to Bumper Warranty	\$3,302.00	5.00	\$16,510.00
	GMHRX2	F110 Bracket w/Rotat Hand Strap (for units w/int SmartCard)			
	GE-SVLFPCP5Y	Priority Care Plan - System (Year 1,2,3,4 & 5)			
2	GE-SVTBNFX5Y	Protection Plus + Ext Warranty - Tablet (Year 1,2,3,4 & 5)	\$562.00	5.00	\$2,810.00
3	GDOFU5	Office Dock Station with AC adaptor	\$342.00	5.00	\$1,710.00
4	GDKBU1	F110 Detachable keyboard	\$401.00	1.00	\$401.00
5	ESTIMATED_TAX	ESTIMATED WA TAX	\$1,843.07	1.00	\$1,843.07
				Total	\$23,274.07

Notes
F110

Terms and Conditions

Portable Computer Systems, Inc., dba: PCS Mobile **Standard Reseller: *Terms and Conditions***

1. **Contract Terms.** These Terms and Conditions are attached to and made a part of a "Quote" for resale of products ("Products") provided by Portable Computer Systems, Inc., dba: PCS Mobile ("PCS") to the buyer named therein ("Buyer"); and all further references herein to "this Agreement" mean the Quote, including these Terms and Conditions. Upon acceptance of this Agreement by Buyer, the provisions of this Agreement constitute a binding contract between PCS and Buyer. This Agreement shall be accepted by Buyer upon either receipt from Buyer of any written communication confirming this Agreement or acceptance by Buyer of Products shipped by PCS pursuant to this Agreement. This Agreement supersedes all prior communications relating to the Products covered by this Agreement, and any contrary or supplemental provisions in any Buyer purchase order or other communication from Buyer are specifically rejected.

2. **Payment.** Payment for the Products shall be in US dollars as stated in this Agreement. Unless stated otherwise, prices stated in this Agreement do not include any state or local sale, use or other taxes or assessments or freight charges (beyond delivery by PCS to common carrier), all of which shall be paid by Buyer. A service charge of 1.5% per month will be charged on all past due balances and will be due on demand. All PCS costs of collection, including reasonable attorney's fees, shall be paid by Buyer. Buyer grants PCS a security interest (and the right to file UCC financing statements) in the Products to secure payment of all amounts due. If Buyer fails to make any payment when due, PCS shall have the right to revoke any credit extended, regarding the Products or otherwise, to delay or cancel any or all future deliveries without liability to Buyer. The obligation of PCS to deliver Products shall terminate without notice upon filing of any bankruptcy proceeding by or against Buyer or appointment of any trustee for Buyer or any of its assets. Under no circumstances may Buyer set off against amounts due PCS pursuant to this Agreement any claim Buyer may have against PCS for any reason.

3. **Shipment.** Delivery of all Products shall be F.O.B. place of shipment by or for PCS, unless otherwise agreed in writing. PCS reserves the right to select the means of shipment, point of shipment and routing. Delivery will be deemed complete upon transfer of possession of Products to common carrier as described above, whereupon all risk of loss, damage or destruction to the Products shall pass to Buyer.

4. **Acceptance of Products; Returns.** All Products shall be deemed accepted by Buyer unless Buyer notifies PCS in writing within seven (7) calendar days of receipt of Products of any short shipment, wrong-product shipment, damaged Products or similar discrepancies. Once accepted by Buyer, Products may be returned only with authorization from PCS, in the sole discretion of PCS; and in no case will returns be considered more than thirty (30) days after delivery to Buyer. If accepted for return Products will be subject to a 20% restocking fee.

5. **Warranties.** PCS makes no representation with regard to Products of any kind or nature, express or implied, including any warranty of merchantability or fitness for a particular purposes, or usage of trade. Products are covered by manufacturer's warranty only. Copies of manufacturer's warranty will be provided to Buyer upon written request. PCS assigns to Buyer all warranties on the Products accepted by Buyer; and PCS shall have no obligation relating to processing claims there under, though PCS may assist Buyer therewith at the sole option of PCS.

6. **Limitation on Liability.** In no event shall PCS be liable for any claims for loss of use, revenue, profit or customer, or any direct, indirect, special, incidental or consequential damages of any kind or nature arising out of, or connected with the Products, the use thereof, or the sale thereof by PCS to Buyer. Further, Buyer agrees to indemnify and defend PCS from any such claims.

7. **Force Majeure.** PCS shall not be liable for any delay or failure to perform any obligation of PCS under this Agreement that is caused by events of force majeure, including without limitation strikes, riots, casualties, acts of God, war, governmental action or other cause beyond the reasonable control of PCS.

8. **Miscellaneous.** This Agreement constitutes the entire agreement between PCS and Buyer regarding the Products, and may not be modified except by written agreement signed by the party to be charged with the modification. Buyer's rights under this Agreement may not be assigned without the written consent of PCS. If any provision of this Agreement shall become invalid or illegal under any provision of applicable law, the remainder of this Agreement shall not be affected. This Agreement shall be binding upon both PCS and Buyer, and their respective successors and assigns. This Agreement shall be interpreted in accordance with the internal laws of the State of Colorado.



Quote 1023129529682.1

CITY OF RICHLAND -PURCHASING

Salesperson	Quote Details	Billing Details
Salesperson Name Lesley Boatright	Quote Date 03/30/2016	Company Name CITY OF RICHLAND -PURCHASING
Salesperson Email Lesley_Boatright@Dell.com	Quote Validity 04/29/2016	Customer Number 11681142
Salesperson Phone 18009993355	Solution ID -	Phone Number 1 (509) 6282600
Salesperson Extension 5138241		Address MS 03 PO BOX 190 RICHLAND WA 99352-0190 US

Price Summary

Description	Quantity	Unit Price	Subtotal Price
Dell Flat Panel Monitor	5	\$160.99	\$804.95
3Yr PREMIUM PANEL Ltd. Warranty, 3 yr Advanced Exchange	5	\$0.00	\$0.00
Subtotal			\$804.95
Tax			\$69.23
Shipping and Handling			\$0.00
Environmental Fee			\$0.00
Total			\$874.18

ORDINANCE NO. 26-16

AN ORDINANCE of the City of Richland amending the 2016 Budget to provide for additional appropriations and declaring that a public emergency exists in the City's General Fund.

WHEREAS, on November 17, 2015, the Richland City Council approved Ordinance No. 74-15 adopting the 2016 Budget; and

WHEREAS, the Richland Police Department Patrol vehicles are currently using Mobile Data Terminals (MDTs) that were purchased in 2012; and

WHEREAS, the Richland Police Department has built a five (5) year replacement schedule for these MDTs; and

WHEREAS, this year, five (5) patrol cars are scheduled to receive MDT replacements, creating the opportunity to replace the previous MDTs with Getac tablets; and

WHEREAS, there are funds available, in the amount of \$24,149, in Police Equipment Reserve to use towards the purchase of the Getac tablets; and

WHEREAS, no funds were appropriated in the General Fund for the purchase of five (5) Getac tablets; and

WHEREAS, sufficient unappropriated funds are available in the Police Equipment Reserve to support the required budget adjustment; and

WHEREAS, a public hearing was held pursuant to RCW 35.33.091 on May 3, 2016, regarding the increase in appropriations from beginning fund balance in the General Fund.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Richland as follows:

Section 1. Facts Constituting Emergency. The expenses contained within this ordinance were not anticipated when the 2016 budget was approved.

Section 2. Declaration of Public Emergency. Due to circumstances described above, the City Council declares that a public emergency exists in the General Fund.

Section 3. Amendment of the 2016 Budget. The 2016 Budget is hereby amended to provide additional appropriations in the General Fund from unappropriated fund balance as follows:

General Fund

Current Appropriation: \$ 50,052,634

Increase in Appropriation: \$ 24,149

Amended Appropriation: \$ 50,076,783

Section 4. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland, at a regular meeting on the 17th day of May, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

Date Published: _____



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Resolutions – Adoption

Key Element: Key 2 - Infrastructure & Facilities

Subject:

Resolution No. 02-16, Authorizing Purchase Agreement with Virginia Transformer Corporation for Procurement of Snyder Substation Bank 2 Power Transformer

Department:

Energy Services

Ordinance/Resolution Number:

02-16

Document Type:

Resolution

Recommended Motion:

Adopt Resolution No. 02-16, authorizing the City Manager to sign and execute a purchase agreement with Virginia Transformer Corporation for procurement of Snyder Substation Bank 2 power transformer and associated five-year warranty.

Summary:

The proposed purchase agreement is for a 25 MVA substation power transformer that will be located at Richland Energy Services' (RES) Snyder Substation, located at 2051 Robertson Drive. This purchase has been identified as part of the 2016 Capital Facilities Plan.

The 2015 RES Long Range Plan identified the need for a new substation power transformer at Snyder Substation in order to provide reliable electric service to customer loads. Substation power transformers convert high voltage electricity from the Bonneville Power Administration's high voltage transmission lines to a lower voltage for distribution on RES electric lines.

A formal Invitation to Bid process was completed to solicit bids for a power transformer to meet RES specifications. Six bids were received. These bids were evaluated for compliance with RES specifications as well as total life cycle owning cost. Virginia Transformer Corporation, of Roanoke, Virginia, was selected as the lowest responsive bidder.

Fiscal Impact:

Staff proposes funding this purchase agreement for \$603,080.00 plus \$51,864.88 in sales tax, for a total cost of \$654,944.88. This amount is included within the City's 2016 approved budget for the Electrical Utility Fund – Material. The amount budgeted for the transformer was \$1,000,000.

Attachments:

1. Proposed Resolution No. 02-16
2. Proposed Purchase Contract
3. Sealed Bid Process Reference
4. Bid Summary

RESOLUTION NO. 02-16

A RESOLUTION of the City of Richland authorizing a purchase agreement with Virginia Transformer Corporation for the purchase of a substation power transformer.

WHEREAS, the City of Richland operates an electric utility (RES), primarily consisting of distribution equipment at eight (8) existing electrical substations where high voltage power is delivered from the Bonneville Power Administration, stepped down in voltage on the City's side of those substations, and then delivered through various RES infrastructure to homes and businesses served by RES; and

WHEREAS, the RES long-range plan identified the need for additional substation capacity at its Snyder Substation facility in order to provide reliable power to customer loads, and the increased capacity requires the installation of a new substation power transformer; and

WHEREAS, purchase of a new power transformer was identified in the City's Capital Improvement Plan; and

WHEREAS, RES's 2016 approved budget includes a transformer purchase in the amount of \$1,000,000; and

WHEREAS, Virginia Transformer Corporation has been selected by RES as the lowest responsive bidder as the result of a formal Invitation to Bid process; and

WHEREAS, the bid from Virginia Transformer Corporation included the transformer, delivery to the substation site, and a five-year warranty.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland, that City Council authorizes the City Manager to execute and administer a purchase agreement with Virginia Transformer Corp. for purchase of a substation power transformer approved in the City's 2016 Budget.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland at a regular meeting on the 7th day of June, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney



PURCHASE CONTRACT NO. 149-16

THIS AGREEMENT, made and entered into on this _____ day of June, 2016, (the Effective Date), by and between the CITY OF RICHLAND, hereinafter called the City, and **VIRGINIA TRANSFORMER CORP**, hereinafter called the Contractor.

WITNESSETH, that in consideration of the terms and conditions contained herein and attached and made a part of this Agreement, the parties hereto covenant and agree as follows:

I. The Contractor shall do all work and furnish all tools, materials, supplies, labor, equipment and other services necessary for the production and delivery of **Bid No. 16-0042 RES, Power Transformer, Contract No. 149-16** in the bid amount of **\$603,080.00**, excluding sales tax, in accordance with and as described in the attached Bid Documents, plans, general conditions and specifications which are by this reference incorporated herein and made a part hereof, and shall perform any alterations in or additions to the work provided under this contract and every part thereof.

Delivery of unit shall occur the third week of March, 2017. If said work is not completed within the time specified, liquidated damages will be deducted from the amount due the Contractor as specified in the Bid Documents.

The Contractor shall provide and bear the expense of all equipment; work and labor of any sort whatsoever that may be required for the transfer of materials and for manufacturing and completing the work provided for in this contract and every part thereof, EXCEPT such as are mentioned in the specifications to be furnished by the City.

II. The City hereby promises and agrees with the Contractor to employ and does employ the Contractor to provide the materials and to do and cause to be done the above-described work and to complete and finish the same according to the attached plans and specifications and the terms and conditions herein contained and hereby contracts to pay for the same according to the attached specifications and the schedule of unit or itemized prices hereto attached, at the time and in the manner and upon the conditions provided for in this contract.

III. The Contractor for himself, and for his heirs, executors, administrators, successors, and assigns, does hereby agree to the full performance of all the covenants herein contained upon the part of the Contractor.

IV. It is further provided that no liability shall attach to the City by reason of entering into this contract, EXCEPT as expressly provided herein.

IN WITNESS WHEREOF the parties hereto have caused this agreement to be executed as of the Effective Date above written.

CITY OF RICHLAND

VIRGINIA TRANSFORMER CORP

BY: _____
CYNTHIA D. REENTS, ICMA-CM
City Manager

Date

BY: _____
Print: _____

Title: _____

Date

ATTEST:

MARCIA HOPKINS, City Clerk

Date

FORM APPROVED:

HEATHER KINTZLEY, City Attorney

Date

Sealed Bids

Per State of Washington public works bid laws (RCW 39) and Richland Municipal Code (RMC 3.04.110) all bids for public works projects where the cost is greater than \$50,000 and \$65,000 in the year 2010 or thereafter, or more shall be submitted to and approved by City Council. The bidding process for these projects shall adhere to the following formal contract procedure;

- Preparation -The contract document shall be prepared by the department requiring the work under the supervision and approved as to form by the City Attorney.
- Advertising -Calls for bids shall be published in the official newspaper of the City by the Purchasing Department.
- Bonding - Each bidder shall make a deposit in an amount equal to not less than 5% of the total bid. The successful bidder shall furnish a performance bond in an amount equal to the total amount of the contract.
- Bid Opening - Bids shall be submitted sealed to the Purchasing Department and opened in public by the Purchasing Department. The Purchasing Department shall make a tabulation of all bids and forward to the appropriate department for recommendation.
- Award or Rejection - A staff report with the recommendation of award to the lowest responsible bidder together with the tabulation of bids received shall be forwarded to City Council for approval or rejection. Upon approval by the City Council, the Purchasing & Contracts Manager shall award the bid to the lowest responsible bidder. Council may, by resolution, reject any and all bids.
- Execution - All such contracts shall be executed by the City Manager.
- Filing - All public works contracts meeting the criteria described above will be filed with the City Clerk.



City of Richland

DATE BIDS OPENED:	May 17, 2016	ITB No. 16-0042 RES	DATE BIDS OPENED:	May 17, 2016
**PROJECT NAME **	Power Transformer		**PROJECT NAME **	Power Transformer

Richland Washington				Shihlin Electric		Iljin Electric USA		Virginia Transformer		CG Power Systems		Pennsylvania XFMR c/o McLaren	
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
SCHEDULE A - BASE BID													
A1	Power Transformer with Load Tap Changer per Specification MS-XFR-30, Rev. 4 - with the following ratings: 115,000Y/66,395 V - 12,470/7,200 V 15/20/25 MVA, @ 55°C 16.8/22.4/28 MVA, @ 65° One (1) year warranty. Desired deliver of Unit 38 weeks after receipt of order. FOB Destination substation pad or designated storage pad at substation site, including offloading transformer onto the substation or staorage pad.	1	EA	\$561,000.00	561,000.00	548,800.00	548,800.00	594,165.00	594,165.00	565,400.00	565,400.00	632,515.00	632,515.00
A2	Specify the delivery method(s) to substation site (preferred delivery is by truck which will be given preference over rail delivery):												
A3	Number of weeks for Delivery ARO (after receipt of order).		Weeks ARO	38	Weeks ARO	38.00	Weeks ARO	25.00	Weeks ARO	31.00	Weeks ARO	42.00	Weeks ARO
					-		-				-		-
SCHEDULE A - BASE BID				SUBTOTAL		\$561,000.00		\$548,800.00		\$594,165.00		\$565,400.00	
8.6%				SALES TAX		48,246.00		47,196.80		51,098.19		48,624.40	
SCHEDULE A - BASE BID				TOTAL		\$609,246.00		\$595,996.80		\$645,263.19		\$614,024.40	
SCHEDULE A - ADDITIVE 1													
A4	Additional cost to provide extended 3 year warranty from date of delivery as described in section 2.5 of the specification.	1	ADDT'L COST	Included	-	\$2,900.00	\$2,900.00	\$5,350.00	\$5,350.00	\$11,300.00	\$11,300.00	Included	\$0.00
A5	Additional cost to provide extended 5 year warranty from date of delivery as described in section 2.5 of the specification.	1	ADDT'L COST	Included	-	\$8,800.00	\$8,800.00	\$8,915.00	\$8,915.00	\$22,600.00	\$22,600.00	Included	\$0.00
Additive A5, Five Year Warranty				SUBTOTAL		-		8,915.00		22,600.00		-	
8.6%				SALES TAX		-		756.80		766.69		1,943.60	
SCHEDULE A - ADDITIVE 1				TOTAL		\$0.00		\$9,556.80		\$9,681.69		\$24,543.60	
SCHEDULE A - ADDITIVE 2													
A6	Additional cost for expedited delivery.	1	ADDT'L COST	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00	\$0.00	-	No Bid	-
A7	Expedited delivery requested: Number of weeks for expedited Delivery ARO (after receipt of order).		WEEKS	32.00	WEEKS	32.00	WEEKS	25.00	WEEKS	31.00	WEEKS	42.00	WEEKS
SCHEDULE A - ADDITIVE 2				SUBTOTAL		\$0.00		\$0.00		\$0.00		\$0.00	
8.6%				SALES TAX		-		-		-		-	
SCHEDULE A - ADDITIVE 2				TOTAL		\$0.00		\$0.00		\$0.00		\$0.00	
SCHEDULE A - Evaluated Cost of Losses													
Loss Data - (Refer to Special Instructions Section 2.0 and 3.0):													
A8	Guaranteed maximum no load losses, referenced to 20°C, at 55°C ONAN (15) MVA rating, with NLTC at position 3 (115 kV). Evaluated at \$5,800/kW.		kW	25.00	145,000.00	19.50	113,100.00	14.20	82,360.00	14.00	81,200.00	15.20	88,160.00
A9	Guaranteed maximum load losses, referenced to 85°C, at 55°C ONAN (15) MVA rating, with NLTC at position 3 (115 kV). Evaluated at \$900/kW		kW	42.00	37,800.00	45.00	40,500.00	72.00	64,800.00	51.10	45,990.00	62.00	55,800.00



				Shihlin Electric		Iljin Electric USA		Virginia Transformer		CG Power Systems		Pennsylvania XFMR c/o McLaren	
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
A10	Guaranteed maximum auxiliary losses , at 55°C ONAF/ONAF (15) MVA rating, stage one and two cooling operating. Evaluated at \$900/kW		kW	3.00	2,700.00	8.00	7,200.00	4.50	4,050.00	3.20	2,880.00	4.80	4,320.00
	Total Cost of Losses				185,500.00		160,800.00		151,210.00		130,070.00		148,280.00
	Delivery Schedule:												
	Describe schedule, after receipt of order, for transmittal of approval drawings:			4 weeks aro		14 weeks ARO		7 weeks ARO		7-9 weeks ARO		12-16 weeks	
	Describe schedule, after receipt of order for delivery F.O.B. Destination Unloaded on Substation Pad or storage pad at substation site.			Ex-work 28 weeks. To USA port 31 weeks ARO. On site 32 weeks ARO				23-25 Weeks		29-31 Weeks.		38-42 weeks	
					-		-		-		-		-
	Witness/Inspection Location												
	Tanking Location			Taiwan		Korea		Pocatello, ID		Washington, MO		Raeford, NC	
	Acceptance Testing Location			Taiwan		Korea		Pocatello, ID		Washington, MO		Raeford, NC	
	Exceptions to bid												
	Exceptions to bid			Tanking and testing outside of USA.		Tanking and testing outside of USA.				Limitation of liability terms. No experience at facility greater than 10 years.		Exception to payment terms. Surety letter would be provided at award.	
	Pertinent notes			Does not comply with 2.6.19 of specification.		Does not comply with 2.6.19 of specification.		Bid Awarded to Virginia Transformer.		Does not comply with 2.1 of specification.			
SCHEDULE A - BASE BID INCL. SALES TAX					\$609,246.00		\$595,996.80		\$645,263.19		\$614,024.40		\$686,911.29
SCHEDULE A - ADDITIVE 1 INCL. SALES TAX					\$0.00		\$9,556.80		\$9,681.69		\$24,543.60		\$0.00
SCHEDULE A - ADDITIVE 2 INCL. SALES TAX					\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
SCHEDULE A - Evaluated Cost of Losses					185,500.00		160,800.00		151,210.00		130,070.00		148,280.00
Total Evaluated Cost					\$794,746.00		\$766,353.60		\$806,154.88		\$768,638.00		\$835,191.29
PURCHASE COST					\$561,000.00		\$557,600.00		\$603,080.00		\$588,000.00		\$632,515.00
8.6% SALES TAX					48,246.00		47,953.60		51,864.88		50,568.00		54,396.29
PURCHASE COST PLUS SALES TAX					\$609,246.00		\$605,553.60		\$654,944.88		\$638,568.00		\$686,911.29



Prater Electric WEG		ABB		Delta Star	
Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price

3



				Prater Electric WEG		ABB		Delta Star	
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
A10	Guaranteed maximum auxiliary losses , at 55°C ONAF/ONAF (15) MVA rating, stage one and two cooling operating. Evaluated at \$900/kW		kW	2.00	1,800.00	4.20	3,780.00	2.00	1,800.00
Total Cost of Losses					143,300.00		131,830.00		134,250.00
Delivery Schedule:									
	Describe schedule, after receipt of order, for transmittal of approval drawings:					6-8 weeks		24-38 weeks ARO. 14-18 weeks if expedited delivery is selected.	
	Describe schedule, after receipt of order for delivery F.O.B. Destination Unloaded on Substation Pad or storage pad at substation site.			26-28 weeks		2 weeks drawing approval, shipment 14-16 weeks.		Assumes unobstructed access	
					-		-		-
Witness/Inspection Location									
	Tanking Location			Tizayuca Hidalgo Mexico		Not Listed		Not Listed	
	Acceptance Testing Location			Tizayuca Hidalgo Mexico		Not Listed		Not Listed	
Exceptions to bid									
	Exceptions to bid			Tanking and testing outside of USA.		Unable to determine tanking and testing location from bid documents. Unit not shipped oil filled.		Unable to determine tanking and testing location from bid documents.	
	Pertinent notes			Does not comply with 2.6.19 of specification.		Unable to confirm compliance with 2.6.19. Does not comply with 2.3.2 of specification.		Unable to confirm compliance with 2.6.19 of specification.	
SCHEDULE A - BASE BID INCL. SALES TAX					\$697,212.00		\$722,336.61		\$797,267.35
SCHEDULE A - ADDITIVE 1 INCL. SALES TAX					\$0.00		\$10,588.50		\$0.00
SCHEDULE A - ADDITIVE 2 INCL. SALES TAX					\$0.00		\$0.00		\$15,450.00
SCHEDULE A - Evaluated Cost of Losses					143,300.00		131,830.00		134,250.00
Total Evaluated Cost					\$840,512.00		\$864,755.11		\$931,517.35
PURCHASE COST					\$642,000.00		\$674,885.00		\$734,132.00
8.6% SALES TAX					55,212.00		58,040.11		63,135.35
PURCHASE COST PLUS SALES TAX					\$697,212.00		\$732,925.11		\$797,267.35



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Resolutions – Adoption

Key Element: Key I - Financial Stability & Operational Effectiveness

Subject:

Resolution No. 105-16, Authorizing Execution of Agreement with Hyas Group, LLC to Provide Investment Consulting Services for the 401(a) Plans Nos. 107162 and 107151 and 457 Plan No. 300042

Department:

Administrative Services

Ordinance/Resolution Number:

105-16

Document Type:

Resolution

Recommended Motion:

Adopt Resolution No. 105-16, Authorizing Execution of a Three-Year Agreement with Hyas Group, LLC. to Provide Financial Consulting Services for the 401(a) Plans Nos. 107162 and 107151 and 457 Plan No. 300042

Summary:

Resolution No. 105-16, authorizes the execution of a service agreement with Hyas Group, LLC. (Hyas), providing investment consulting services for the 401(a) Plans Nos. 107162 and 107151 and 457 Plan No. 300042 administered by International City Manager Association Retirement Corporation (ICMARC).

The City has fiduciary responsibility over these three retirement plans offered to employees. Hyas provides investment and retirement plan expertise to ensure the City is able to make informed decisions associated with these plans, including analysis of fund performance and managers, developing alternatives and plan management best practices.

Fiscal Impact:

The contract stipulates a fee not to exceed \$42,000. These services were anticipated and adequate funds have been budgeted.

Attachments:

1. RES 105-16 Consulting Agreement with Hyas
2. HYAS Group - Services Contract
3. Appendix A - Form ADV Part 2A Firm Brochure
4. Appendix B - Form ADV Part 2B Supplemental Brochure
5. Appendix C - Hyas Group Privacy Policy

RESOLUTION NO. 105-16

A RESOLUTION of the City of Richland authorizing execution of an agreement with Hyas Group, LLC. to provide Investment Consulting Services for 401(a) Plan Nos. 107162 and 107151 and 457 Plan No. 300042.

WHEREAS, the City of Richland ("Employer") has employees rendering valuable services that adhere to the benefit of the City; and

WHEREAS, Employer has established two (2) 401(a) Governmental Money Purchase Plan & Trusts (Nos. 107162 and 107151), and a 457 Deferred Compensation Plan (No. 300042) ("the Plans") for such employees that serves the interest of Employer by enabling it to provide reasonable retirement security for its employees, by providing increased flexibility in its personnel management system, and by assisting in the attraction and retention of competent employees; and

WHEREAS, Employer has determined that expertise associated with monitoring the Plans' investment performance and associated fiduciary responsibilities of Employer is in the interests of Employer and of the employees participating in the Plans; and

WHEREAS, Employer has executed prior agreements with Hyas Group, LLC. to provide for investment consulting services; and

WHEREAS, employees participating in the Plans have paid for such services through administrative fees collected under the Administrative Services Agreement with International City Management Association Retirement Corporation (ICMA-RC); and

WHEREAS, Employer has determined that it is in the best interest of Employer and its employees to enter into an agreement for investment consulting services with Hyas Group, LLC through December 31, 2018.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to execute and administer a Consulting Services Agreement with Hyas Group, LLC., attached hereto as Attachment A, for its two (2) 401(a) Plans (Nos. 107151 and No. 107162), and its 457 Plan (No. 300042).

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland at a regular meeting on the 7th day of June, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney



AGREEMENT BETWEEN CITY AND CONSULTANT

THIS AGREEMENT, entered into this 1st day of January, 2016, by and between the **City of Richland**, 505 Swift Ave., Richland, Washington, (hereinafter referred to as the "City"), and **Hyas Group, LLC.**, 108 NW 9th Avenue, Suite 203, Portland, OR 97209 (hereinafter referred to as the "Consultant").

WITNESSETH:

1) SCOPE OF WORK

- a) The Consultant shall furnish all services, labor and related equipment necessary to conduct and complete the work as designated in this Agreement. The Consultant shall provide Investment Consulting Services for the City of Richland 401(a) Defined Contribution Retirement Plan, 457 Deferred Compensation Plan and Retirement Health Savings Plan.
- b) The following exhibit(s) are attached hereto and made a part of this Agreement:
 - (i) Exhibit A: See Exhibit A instructions.
- c) This Agreement consists of this Agreement, the above referenced Exhibit(s) and other documents listed below. These form the entire Agreement between the parties, and are fully integrated into this Agreement as if stated or repeated herein. In the event of a conflict between documents, the order of precedence will be the order listed below. An enumeration of the Agreement documents is set forth below:
 - (i) City of Richland Agreement No. _____
 - (ii) Exhibit A: Scope of Work

2) GENERAL REQUIREMENTS

- a) The Consultant shall attend regular meetings with the designated City of Richland representatives, as described in Attachment A, Scope of Services. If additional meetings are requested, the City will provide the Consultant sufficient notice prior to those meetings requiring Consultant participation.
- b) The Consultant shall prepare and submit Plan and Investment performance reports to the City in a manner and upon a schedule as described in Attachment A, Scope of Work.

3) TIME FOR BEGINNING AND COMPLETION

The Consultant shall not begin any work under the terms of this Agreement until authorized in writing by the City. Consultant agrees to use best efforts to complete all work described under this Agreement by December 31, 2018.

4) PAYMENT

- a) For services rendered under this Agreement, the City shall pay the Consultant an amount not to exceed the amount in the table provided below. Payment shall be made according to the schedule below. Payment as identified in this section shall be full compensation for all work performed or services rendered, and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work specified in Exhibit A, Scope of Work.

401(a) Defined Contribution Retirement Plan and 457 Deferred Compensation Plan:

Term	Annual Fee	Quarterly Payment
January 1, 2016 – December 31, 2016	\$36,000	\$9,000
January 1, 2017 – December 31, 2017	\$37,000	\$9,250
January 1, 2018 – December 31, 2018	\$38,000	\$9,500

Retirement Health Savings Plan:

Term	Annual Fee	Quarterly Payment
January 1, 2016 – December 31, 2018	\$6,000	\$1,500

- b) Invoices not in dispute by the City will be paid net thirty (30) days and shall reference the contract number and/or purchase order applicable to the work. The invoice shall provide sufficient detail on the work being billed and include detailed receipts for any invoices.
- c) All travel, meals and lodging costs shall be included in the contract payment and are not reimbursable.
- d) Reimbursement for extra services/reimbursable expenses are not authorized under this Agreement unless detailed in the Scope of Work or agreed upon in writing as a modification to this Agreement.
- e) The Consultant will allow access to the City, the State of Washington, the Federal Grantor Agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts, and transcriptions. Unless otherwise provided, said records must be retained for three years from the date of receipt of final payment. If any litigation, claim, or audit arising out of, in connection with, or relating to this contract is initiated before the expiration of the three-year period, the records shall be retained until such litigation, claim, or audit involving the records is completed.

5) INDEPENDENT CONTRACTOR

The Consultant, and any and all employees of the Consultant or other persons engaged in the performance of any work or services required of the Consultant under this Agreement, are independent contractors and shall not be considered employees of the City. Any and all claims that arise at any time under any Workers' Compensation Act on behalf of said employees or other persons while so engaged, and any and all claims made by a third party as a

consequence of any act or omission on the part of the Consultant's employees or other persons engaged in any of the work or services required to be provided herein, shall be the sole obligation and responsibility of the Consultant.

6) OWNERSHIP OF DOCUMENTS

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

7) TERMINATION

- a) This Agreement may be terminated by either party upon thirty (30) days' written notice. In the event this Agreement is terminated by the Consultant, the City shall be entitled to reimbursement of costs occasioned by such termination by the Consultant. In the event the City terminates this Agreement, the City shall pay the Consultant for the work performed, which shall be an amount equal to the percentage of completion of the work as mutually agreed between the City and the Consultant.
- b) If any work covered by this Agreement shall be suspended or abandoned by the City before the Consultant has completed the assigned work, the Consultant shall be paid an amount equal to the costs incurred up to the date of termination or suspension as mutually agreed upon between the City and the Consultant.

8) AVAILABILITY OF RECORDS FOR PUBLIC INSPECTION

- a) As a public contract, all records prepared, generated or used by Consultant or its agents, employees and subcontractors relating to this Agreement and associated work (hereinafter "public records") may be subject to disclosure under the Washington State Public Record Act, Chapter 42.56 RCW.
- b) Contractor shall maintain and retain all such public records in a manner that is readily accessible for a minimum term of no less than three (3) years following completion of the contract work. City shall have the right to timely review all such public records upon request. Contractor shall provide copies of any public records requested by City within 30 days of City's request. If City requests that copies of public records be provided to City in an electronic format, said records shall be provided at no cost to City. If paper copies are requested by City, City shall pay \$.10 per page. Payment for paper copies shall be rendered to Consultant within 20 days of receipt.
- c) All records subject to a public disclosure request will be provided to a requester unless exempted from disclosure by law. The City's decision to exempt or redact any public record shall be based only upon valid exemptions that apply to the City. City will not refrain from disclosing any record under an exemption that may be personal to

Consultant. In the event Consultant objects to release of any public record under this Agreement, Consultant may seek judicial approval to prevent such disclosure at its sole expense. City shall neither aid nor interfere with Consultant's request for an injunction to prevent disclosure of any public record under this Agreement.

- d) Consultant shall insert this provision in all contracts with subcontractors or agents providing services relating to this Agreement.

9) DISPUTE RESOLUTION

- a) The City and the Consultant agree to negotiate in good faith for a period of thirty (30) days from the date of notice of all disputes between them prior to exercising their rights under this Agreement, or under law.
- b) All disputes between the City and the Consultant not resolved by negotiation between the parties may be arbitrated only by mutual agreement of the City and the Consultant. If not mutually agreed to resolve the claim by arbitration, the claim will resolved by legal action.

10) DEBARMENT CERTIFICATION

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

www.sam.gov and

<http://www.lni.wa.gov/TradesLicensing/PrevWage/AwardingAgencies/default.asp>

11) VENUE, APPLICABLE LAW AND PERSONAL JURISDICTION

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

12) ATTORNEY'S FEES

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

13) INSURANCE

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

- a) No Limitation. Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by

such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

- b) Minimum Scope of Insurance. Consultant shall obtain insurance of the types described below:
1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
 2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named as an insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.
 3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
 4. Professional Liability insurance appropriate to the Consultant's profession.
- c) Minimum Amounts of Insurance. Consultant shall maintain the following insurance limits:
1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
 2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
 3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.
- d) Other Insurance Provisions. The Consultant's insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.
- e) Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. best rating of not less than A:VII.
- f) Verification of Coverage. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements evidencing the insurance requirements of the Consultant before commencement of the work, including, but not limited, to the additional insured endorsement.
- g) Notice of Cancellation. The Consultant shall provide the City with written notice of any policy cancellation within two (2) business days of Consultant's receipt of such notice.

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

14) INDEMNIFICATION / HOLD HARMLESS

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

15) STANDARD OF CARE

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

16) SUCCESSORS OR ASSIGNS

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

17) NOTICES

Any notices required under this Agreement will be in writing, addressed to the appropriate party at the address which appears below (as modified in writing from time to time by such party), and given by electronic submission, by facsimile personally, by registered or certified mail, return receipt requested, or by nationally recognized overnight courier service. All notices shall be effective upon the date sent.

Purchasing Manager
City of Richland
2700 Duportail Street, Bldg. 200
PO Box 190, M/S #11
Richland, WA 99352
Email: purchasing@ci.richland.wa.us
Phone: (509) 942-7710

Contact Name:	Greg Settle, Senior Consultant
Name of Firm:	Hyas Group, LLC
Address:	108 NW 9 th Avenue, Suite 203
Address:	Portland, OR 97209
Email:	Gsettle@hyasgroup.com
Phone Number:	(360) 866-9327
Fax Number:	(971) 275-1856

Fax: (509) 942-7397

18) EQUAL OPPORTUNITY AGREEMENT

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

19) PARTIAL INVALIDITY

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

20) AMENDMENTS

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

21) CHANGE IN LAW

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

22) CONFIDENTIALITY

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

23) CHANGES OF WORK

a) When required to do so, and without any additional compensation, the Consultant shall make such changes and revisions in the completed work of this Agreement as necessary to correct or revise any errors, omissions, or other deficiencies in the design, drawings,

specifications, reports, and other similar documents which the Consultant is responsible for preparing or furnishing under this Agreement.

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

24) EXTRA WORK

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

25) ADDITIONAL TERMS

Proxy Voting. Consultant does not exercise proxy voting authority over client securities. The obligation to vote client proxies at all times rests with Client. However, Client is not precluded from contacting Consultant for advice or information about a particular proxy vote. However, Consultant will not be deemed to have proxy voting authority as a result of providing such advice to Client.

Should Consultant inadvertently receive proxy information for a security held in the Plan's account, Consultant will immediately forward such information to Client, but will not take any further action with respect to the voting of such proxy. Upon termination of this Agreement, Consultant will make a good faith and reasonable attempt to forward proxy information inadvertently received by Consultant on Client's behalf to the forwarding address provided by Client.

Risk. Client recognizes that there may be loss or depreciation of the value of any investment due to the fluctuation of market values. Client represents that no party to this Agreement has made any guarantee, either oral or written, that the Plan's investment objectives will be achieved. Consultant will not be liable for any error in judgment and/or for any investment losses in the absence of malfeasance, negligence or violation of applicable law. Nothing in this Agreement will constitute a waiver or limitation of any rights which Client may have under applicable state or federal law, including without limitation state and federal securities laws.

Acknowledgement of Receipt of Part 2 Form ADV. Client acknowledges that it has received and has had an opportunity to read Consultant's firm brochure (Form ADV, Part 2A) and applicable brochure supplements (Form ADV, Part 2B) prior to, or at the time of, entering into this Agreement.

Acknowledgement of Receipt of Privacy Notice. Client acknowledges that it has received and has had an opportunity to read Consultant's privacy notice prior to, or at the time of, entering into this Agreement.

(Signature page to follow)

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

CITY OF RICHLAND, WASHINGTON

HYAS GROUP, LLC

CYNTHIA D. REENTS, ICMA-CM
City Manager

Jayson Davidson, Managing Partner
108 NW 9th Avenue, Suite 203
Portland, OR 97209
Phone: (971) 634-1501
Email: jdavidson@hyasgroup.com
Fax: (971) 275-1856

ATTEST:

MARCIA HOPKINS
City Clerk

APPROVED AS TO FORM:

HEATHER D. KINTZLEY
City Attorney

EXHIBIT A: Detailed Scope of Work

City of Richland 401(a) Defined Contribution Retirement Plan and City of Richland 457 Deferred Compensation Plan - Annual Consulting Services Scope of Work

Review of Investment Policy Statement

- Review general content and structure
- Review and recommend adjustments to investment goals and objectives as appropriate
- Review and recommend adjustments to investment guidelines as appropriate
- Review investment performance review and evaluation criteria

Investment manager searches as deemed necessary and appropriate by the Committee

- Select appropriate screening criteria
- Initiate data collection and review
- Provide comprehensive risk *and* return analysis
- Identify suitable finalist candidates
- Present results to Committee and offer recommendation

Ongoing due diligence for each investment option in the plans

- Produce attributions on each fund manager
- Evaluate attributions according to sector returns and weights, capitalization breakdown, asset class and style benchmarks
- Compare portfolio statistics (standard deviation, beta, alpha, Sharpe Ratio, and R-squared) to the asset class benchmark
- Meet with managers or representatives, as necessary

Ongoing plans compliance review and assistance

- Provide updates related to legal and regulatory changes effecting the plans
- Review plan documents and agreements and provide commentary as required
- Provide assistance to help make sure plans operates in compliance with state and regulatory requirements

Quarterly performance reports and account review

- Illustrate and communicate big picture thematic, economic and specific asset class trends
- Present fund performance against its relative asset class benchmark
- Create asset allocation charts
- Provide investment manager attribution reports and due diligence notes as needed
- Provide in-person presentation of quarterly performance report at client location

City of Richland Retirement Health Savings Plan - Annual Consulting Services Scope of Work

Assist with developing and maintaining an Investment Policy Statement for the RHS Plan

- Select appropriate investment options, drawing from the investment options presently offered in the City's 457 and 401(a) Plans, except as deemed appropriate by the City and the Hyas Group
- Prepare draft investment policy statement, finalize and approve with the Committee
- Review IPS and recommend amendments as appropriate (at least annually)

Fiduciary and defined contribution plan education for Committee

- Annual training update
- Dissemination of important HRA regulatory, legal and legislative information to the Committee as it becomes available to the Hyas Group

Investment manager searches as deemed necessary and appropriate by the Committee, billed separately as incurred

- Select appropriate screening criteria
- Initiate data collection and review
- Provide comprehensive risk and return analysis
- Identify suitable finalist candidates
- Present results to Committee and offer recommendation

Annual on-site performance report, due diligence report and account review

- Illustrate and communicate big picture thematic, economic and specific asset class trends
- Present fund performance against its relative asset class benchmark
- Chart asset allocation among RHS Plan assets
- Provide investment manager attribution reports and due diligence notes
- Evaluate attributions according to sector returns and weights, capitalization breakdown, asset class and style benchmarks
- Compare portfolio statistics (standard deviation, beta, alpha, Sharpe Ratio, and R-squared) to the asset class benchmark
- On-site meetings to be scheduled on the same, prior or following day as the City of Richland Retirement Plan's Committee meetings, unless this requirement is waived by the Consultant.

Semi-annual on-site Committee meeting attendance and Update

- Provide in-person presentation of semi-annual performance flash report at client location
- Provide semi-annual performance flash reports
- Provide updates related to legal and regulatory changes effecting the plan
- Provide assistance to help make sure Plan operates in compliance with state and regulatory requirements
- On-site meetings to be scheduled on the same, prior or following day as the City of Richland Retirement Plan's Committee meetings, unless this requirement is waived by the Consultant.



Form ADV Part 2A, Firm Brochure

Hyas Group, LLC
108 NW 9th Avenue, Suite 203
Portland, OR 97209
971-634-1500
SEC File No. 801-69938
CRD Number 149122

July 7, 2015

This brochure provides information about the qualifications and business practices of Hyas Group LLC ("Hyas" or "Adviser".) If you have any questions about the contents of this brochure, please contact us at 971-634-1500 or mruppelt@hyasgroup.com. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Hyas Group, LLC is a registered investment adviser. Registration of an Investment Adviser does not imply any level of skill or training. The oral and written communications of an Adviser provide you with information about which you determine to hire or retain an Adviser.

Additional information about Hyas Group is also available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Material Changes Pursuant to SEC Rules, this Brochure is reviewed on an ongoing basis for necessary revisions. The change made to this version are:

Item 12, Brokerage Practices. On page 7, a section entitled “Directed Brokerage” has been added.

Item 15, Custody. On page 8, a sentence has been added regarding the client reviewing statements received directly from custodians.

Pursuant to SEC Rules, we will ensure that you receive a summary of any material changes to this and subsequent Brochures within 120 days of the close of our business’ fiscal year. We may further provide other ongoing disclosure information about material changes as necessary.

We will further provide you with a new Brochure as necessary based on changes or new information, at any time, without charge.

Currently, our Brochure may be requested by contacting Michelle Ruppelt, Chief Compliance Officer at 971-634-1508 or mruppelt@hyasgroup.com.

Additional information about Hyas is also available via the SEC’s web site www.adviserinfo.sec.gov. The SEC’s web site also provides information about any persons affiliated with Hyas who are registered, or are required to be registered, as investment adviser representatives of Hyas.

Item 3 -Table of Contents

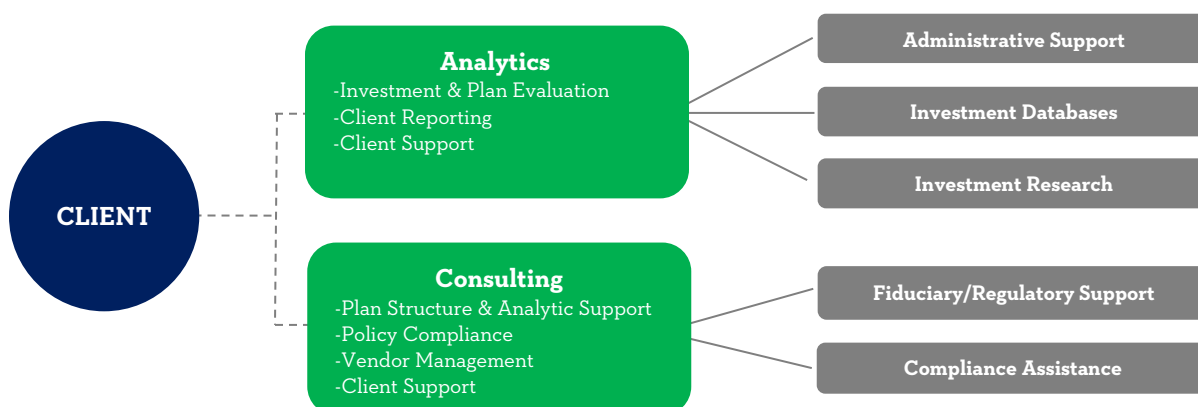
Item 1 - Cover Page.....	i
Item 2 - Material Changes.....	ii
Item 3 - Table of Contents	iii
Item 4 - Advisory Business.....	1
Item 5 - Fees and Compensation	2
Item 6 - Performance-Based Fees and Side-By-Side Management.....	3
Item 7 - Types of Clients.....	3
Item 8 - Methods of Analysis, Investment Strategies and Risk of Loss	4
Item 9 - Disciplinary Information.....	5
Item 10 - Other Financial Industry Activities and Affiliations	5
Item 11 - Code of Ethics.....	6
Item 12 - Brokerage Practices	6
Item 13 - Review of Accounts	7
Item 14 - Client Referrals and Other Compensation	8
Item 15 - Custody	8
Item 16 - Investment Discretion	8
Item 17 - Voting Client Securities	9
Item 18 - Financial Information	9
Additional Information.....	10

Item 4 – Advisory Business

The Hyas Group is an independent investment consulting firm that provides services largely to institutional investors including defined contribution and defined benefit retirement plan clients along with endowments and foundations. Founded in 2008, the firm is structured as a Limited Liability Company (LLC) and is wholly owned by three senior consulting partners. The firm has only one line of business, the investment consulting business. The sole office location is in Portland, Oregon and there are no Hyas Group parents, subsidiaries or affiliates.

The Hyas Group partners have over 45 years of combined experience serving clients in an institutional investment consulting capacity and the firm has been providing investment consulting services since its founding. The Hyas Group offers a wealth of consulting experience to all major plan structures. Corporate, governmental and non-profit plan sponsors have all sought the analytical skills and fiduciary support services offered by the firm.

The overall organizational structure is summarized as follows:



Advisory Services and Fees

Hyas Group, LLC. ("Hyas Group") provides two primary types of services, described below, through its Investment Advisor Representatives (IARs). Our clientele includes committee directed plans such as Defined Benefit Pension Plans and OPEB Trusts, and participant direct plans such as 401, 403(b) and 457 Plans.

Investment Advisory Services

Hyas performs a broad array of investment advisory services for its clients. Not all clients choose to receive all potential services. The potential services include, but are not limited to, review of an existing investment policy statement or assistance in creating an investment policy statement, plan performance reporting, asset allocation modeling, analysis of current investment options and portfolio structure, portfolio rebalancing and investment manager searches.

We also offer discretionary portfolio management services. When utilizing this service, as with all clients, we work with them to create and/or review their investment policy statement, review their current asset allocation, investment manager allocation and manager performance. The ongoing manager selection and strategic rebalancing within the investment policy ranges are managed inhouse by the Hyas Group.

Advice and Consulting not Involving Securities

Many of the services that Hyas Group performs for clients are not investment advisory in nature. These services include, but are not limited to, consulting with investment committees, pension plan review and analysis, fiduciary education and training, plan fee and revenue analysis, vendor search projects, and reporting on investments and pension plan results. The specific services that Hyas Group performs for a client are described in a written agreement with each client.

Hyas Group currently advises approximately \$13.5 billion in client assets. Hyas Group has discretion over approximately \$19.5 million in client assets.

Item 5 - Fees and Compensation

Hyas Group charges some clients a fee based upon the size or value of assets under the advice relationship which may include portfolios that are a part of overall assets. Assets will be valued on the last day calendar quarter. Quarterly fees are calculated and charged in arrears, after services have been performed. The actual rate would vary depending upon the scope of services the client requests Hyas Group to perform. This fee is described in the written agreement entered into between the client and Hyas Group.

The client acknowledges and agrees that fees payable to Hyas Group may if the client desires to do so, be automatically deducted from the client's account.

In cases when the advisory agreement does not span the full billing period, fees are prorated from the date of inception or through the date of termination. The Advisor or client may terminate the investment advisory agreement at any time with written notice to the advisor at their main office.

Fixed Fees

In some cases, Hyas Group will perform services for clients where the cost is set and agreed to with the client in advance of performing the service. The exact cost of the service would depend upon the complexity and scope of the service to be performed. Hyas Group, LLC enters into a written agreement that explains the services to be performed and an estimate of the cost to complete the service. Fees are normally paid upon delivery of the specific work product. If either party terminates the fixed fee engagement, the client is responsible to compensate Hyas Group for work done on a prorata basis, based upon the number of days the services was provided in the quarterly billing period.

Other Fees

The above-referenced fees charged by Hyas Group do not include brokerage commissions and other costs related to the execution of transactions on behalf of clients. Such costs will be paid by advisory

clients in addition to the fees discussed above. Clients are also responsible for asset management fees and plan or account administration fees paid to custodians and broker-dealers. These fees are disclosed in the disclosure document or agreements in the custodian's account opening documents. Clients are also responsible for margin interest, wire transfer fees, safe keeping fees and other special services provided by the broker-dealer, transfer agent, or custodian and disclosed by the custodian at the time the client opens their account(s) or when service is requested.

For some clients, we recommend investment vehicles such as Limited Partnerships or Limited Liability Companies (e.g. real estate, hedge funds). These investments have fees such as annual management fees that the client is also responsible for. Each investment manager states their various fees within the subscription documents and/or offering memorandum.

Investment Company Fees

Investment company funds that are held by clients will bear their own internal transaction and execution costs, as well as directly compensate their investment managers along with internal administrative services. Some funds pay 12b-1 fees, Distribution Fees, and or Shareholder Service Fees to broker-dealers that offer such funds to their clients. These charges affect the Net Asset Value of these fund shares and are thus indirectly borne by fund shareholders such as a Hyas Group client. Some fund companies have imposed a redemption fee. A redemption fee is another type of fee that some funds charge their shareholders when shares are sold or redeemed within a short period of time from the purchase of the fund shares. Although a redemption fee is deducted from redemption proceeds just like a deferred sales load, it is not considered to be a sales load. Unlike a sales load, which is generally used to compensate brokers, a redemption fee is typically used to defray fund costs associated with a shareholder's redemption and is paid directly to the fund, not to a broker. The SEC generally limits redemption fees to 2%. In most cases, the funds will use the "first-in, first-out" (FIFO) method to determine the holding period. Under this method, the date of the redemption will be compared with the earliest purchase date of shares held in the account.

A complete explanation of these charges is contained in the prospectus and "Statement of Additional Information" for each investment company fund. You can get a prospectus from the investment company (through its website or by telephone or mail). Your financial professional or broker can also provide you with a copy.

Item 6 - Performance-Based Fees

It is the Company's policy not to charge clients based upon the performance of their accounts except where the growth in an account will affect an asset based fee (size of the account).

Item 7 - Types of Clients

The Hyas Group provides investment consulting services to municipalities, corporate pension and profit-sharing plans, charitable institutions, foundations, endowments, and high net worth individuals.

Item 8 - Methods of Analysis, Investment Strategies and Risk of Loss

The investment review process at the Hyas Group is continuous and ongoing. Our team reviews mutual funds and other investment vehicles on both a predetermined and impromptu basis. We rely on a number of databases to house our investment return data as well as attribution systems. The databases include mutual funds, commingled funds, insurance products, separate accounts as well as alternative products such as hedge funds.

Our reporting capabilities, analytics resources and manager contacts generally include the following resource tools and data bases:

- Morningstar Direct - which provides extensive mutual fund or separate account data including peer group, performance and holdings information
- Encorr (Ibbotson) proprietary allocation program - which provides asset allocation modeling software for the assessment of pre-mixed portfolios.
- Institutional data-base subscriptions - Barclays Capital (formerly Lehman Brothers), Standard & Poors, Russell and MSCI/Barra all provide data for the compilation of our reports.
- InvestorForce - which provides manager and total plan universe information, index information and software for report production.

These databases can be used for screening a multitude of investment products. The databases make more than 100 screening factors available. Statistical and regression analysis is also performed using the databases. This allows us to analyze portfolios over multiple time periods versus relative benchmarks as well as compare investments on a side-by-side basis. In this quantitative review, we also compare risk and value-add statistics such as standard deviation, alpha, beta and up/down market capture. All of these tools, when taken in concert with an assessment of underlying securities holdings and sector allocations, allow us to feel confident in the total evaluation of the products in which our clients invest.

Our research process is not limited to databases alone. We also provide qualitative assessments of the investment products we recommend to our clients by meeting with investment managers face-to-face and conducting regular conference calls with the individuals responsible for managing and servicing the specific investment vehicles we are evaluating. We feel strongly that active investment performance is driven by skilled people and, therefore, we analyze the manager's philosophy, process and personnel in order to have a firm grasp on the skill sets offered by different managers.

The conversations will typically involve

- 1) a discussion of the dynamics of the investment team,
- 2) strategy,
- 3) firm structure,
- 4) portfolio construction and
- 5) performance attributions.

Often these meetings help facilitate frank discussions with the portfolio managers which help us provide the most accurate and up-to-date information available.

While some risk is inherent in any investment, we believe that it is imperative that risk be managed appropriately. Thorough review of volatility and risk adjusted return can also add value when properly considered. For each of our client's available investment options we'll analyze risk-related measures such as beta, standard deviation, alpha, up-market capture and down-market capture. It is our expectation that all funded products provide a competitive risk adjusted return. Therefore each product is reviewed with that expectation in mind.

Investment Strategy

At the outset of our working with a Client, we review a Client's risk profile, portfolio goals and/or requirements (such as income), which results in an Investment Policy Statement (either newly crafted or a review and possible revision of an existing IPS.) As part of that process, we analyze the Asset Allocation of the portfolio, and propose any recommended changes. We then work on implementation of their IPS/Asset Allocation Study, using research methodologies noted previously, identifying and funding managers which we believe to best meet the Client's IPS and risk profile.

Risk of Loss

Investing in securities involves risk of loss that you should be prepared to bear. We do not represent or guarantee that our services or methods of analysis can or will predict future results, successfully identify market tops or bottoms, or insulate clients from losses due to market corrections or declines. In addition, the investment managers and/or funds that we recommend are also subject to the same domestic and global economic variables, and therefore are subject to the same risk of loss. We cannot offer any guarantees or promises that your financial goals and objectives will be met. Past performance is in no way a guarantee of future performance.

Item 9 - Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of Hyas Group or the integrity of Hyas Group's management. Hyas Group has no information applicable to this Item.

Item 10 - Other Financial Industry Activities and Affiliations

Hyas Group does not receive revenue from any money management firms, recordkeepers or other retirement plan service providers. Our only compensation is that which we receive directly from our clients.

Hyas Group and its representatives may provide services to clients that are not investment advisory in nature. These services may include reporting on investments and account or plan assets, consulting on noninvestment matters, education, vendor search projects, and performance review and evaluation.

Item 11 - Code of Ethics

Hyas Group has adopted a Code of Ethics for all supervised persons of the firm describing its high standard of business conduct, and fiduciary duty to its clients. The Code of Ethics includes provisions relating to the confidentiality of client information, a prohibition on insider trading, restrictions on the acceptance of significant gifts and the reporting of certain gifts and business entertainment items, and personal securities trading procedures, among other things. Our goal is to protect your interests at all times and to demonstrate our commitment to our fiduciary duties of honesty, good faith, and fair dealing with you. All of our supervised persons are expected to adhere strictly to these guidelines. Persons associated with our firm are required to report any violations of our Code of Ethics.

Participation or Interest in Client Transaction

From time-to-time the interests of the principals and employees of Hyas Group may coincide with those of a client. Funds and/or individual securities may be bought, held or sold by a principal or employee of Hyas Group that is also recommended in a model portfolio or held by a client. If potential insider information is inadvertently provided or learned by a principal or employee, it is the policy of Hyas Group to strictly prohibit its use.

It is the policy of Hyas Group to permit the firm, its employees and IARs to buy, sell and hold the same investments that the IAR also recommend to clients. It is acknowledged and understood that Hyas Group performs investment services for various clients with varying investment goals and risk profiles. As such, the investment advice may differ between clients and investments made by Hyas Group IARs. Hyas Group has no obligation to recommend for purchase or sale an investment that Hyas Group, its principals, affiliates, employees or IARs may purchase, sell, or hold. When a decision is made to change an asset allocation recommendation, priority would always be given to the client's orders before those of a related or associated person to the advisor. Hyas Group has procedures dealing with insider trading, employee related accounts, "front running" and other issues that may present a potential conflict when such purchase, sales or recommendations are made. In general, these policies and procedures that are contained in the company's Code of Ethics and Compliance Manual, are intended to eliminate, to the extent possible, the adverse effect on clients of any such potential conflicts of interest.

Pay to Play

In response to the SEC's rule regarding political contributions to candidates and possible pay to play scenarios, it is our policy to allow only up to \$350 per election in personal contributions to candidates within one's voting district and \$150 per election to an elected official or candidate for whom the individual is not entitled to vote. These are the exceptions for de minimis contributions as defined by the SEC.

Hyas Group will provide a copy of its Code of Ethics to clients or prospective clients upon their request.

Item 12 - Brokerage Practices

Hyas Group does not have any business interests with any brokerage firms nor do they receive any soft dollars or other compensation for recommending any brokerage firms, custodians, mutual funds, or investment managers.

For those accounts over which we have discretion, having the client assets held at one custodian, whether bank, trust company, or brokerage firm, enables us to manage the portfolio, including review, place trades, compile performance reports, and answer client questions, in as efficient manner as possible. If the client doesn't currently have a custodian, we may recommend a custodian, one possible option being Charles Schwab. But as stated above, we receive no compensation for recommending Charles Schwab or any other custodian. Schwab has been recommended as they provide an extensive mutual fund platform and nearly all our investment managers have trading agreements with Schwab. In addition, they have a robust internet presence, including trading software, custodial information easily accessed by Hyas Group and the clients, a strong support staff assisting with trading, client and technology servicing questions and issues.

Directed Brokerage

If a client has an established relationship with a custodian, we will place trades with that custodian, which is considered directed brokerage. This directed brokerage arrangement potentially (1) limits Hyas Group's ability to seek best execution and negotiate commissions; (2) limits the clients' ability to participate in aggregated trades; and, as a result, (3) may cost the client more money.

Trade Allocation

Hyas Group has a Trade Allocation Policy, which addresses allocating securities, including IPOs and Private Placements, and/or recommendations among clients. The formula must provide a fair and equitable basis for allocations and be consistently applied to all clients. Prior to the allocation of securities by Hyas, we will determine if a client's investment objectives and suitability requirements qualify the client for participation in purchasing a specific security, IPO or Private Placement. If the client qualifies for participation in the purchase of a specific security, IPO or Private Placement, Hyas Group will allocate a certain percentage of the total allocation to each qualified client based upon the following formula:

The formula is based upon dividing the total shares or amount allocated by the total number of qualified clients and their assets under management. For example, if the total allocation to Hyas Group is 1,000,000 shares and Hyas Group has ten (10) clients that qualify for a percentage of the allocation and each client has a total of \$1,000,000 under management with Hyas Group, each client will receive an allocation of 100,000 shares.

Note that Hyas Group may exclude certain clients from the allocation if the trade allocation would be "de minimus" or so small as not to be in the client's best interest.

Item 13 - Review of Accounts

Performance reports are produced for the client either on a quarterly, semi-annual, or annual basis with the nature and format of the review process matched to the type of plan (Defined Contribution, Defined Benefit, Endowment, etc.) and the unique needs of each client. Frequency of reports is addressed in each client's agreement with Hyas Group. Broadly defined, the process covers a review of the plan's asset allocation or plan construction, individual investment manager and total account performance reviews, plan utilization rates and participant account balances, and review of investment costs. Client

reports are designed to clearly reflect manager and account performance relative to the client's specific investment policy. Performance reports contain a comprehensive evaluation of the plan's investment options relative to investment policy. Color graphics illustrates manager diversification, historical asset allocation and performance versus the relevant indices over differing lengths of time. A statistical section provides an analysis of manager characteristics including sector/quality exposure and market weights. Interpretive text shows how these characteristics impact risk and return and what that means to the investment program.

Our reports include global market commentaries at the end of each calendar quarter. These commentaries provide a broad economic and market overview as well as specific fixed income, equity and international risk and return insight.

Further, the Hyas Group closely monitors plan utilization rates and average participant account balances to assess each plan's investment and structural effectiveness. We provide comparative statistics for similar sized plans as well as a calculated, overall plan and asset class returns for each of our client accounts each quarter. This plan return allows for further comparison of the equity and fixed income participant investment weightings and demonstrates the offered investment options compare, on the whole, to those offered by other clients and industry averages.

The client performance reports are compiled by various analytical staff members of the firm with final reviews completed by Jayson Davidson, Managing Director of Consulting Services and Senior Consultant; Dale Parker, Director of Analytical Services; Brian Loescher, Director of Research; Greg Settle, Senior Consultant; Scott Faris, Senior Consultant; and Vincent Galindo, Senior Consultant.

Item 14 - Client Referrals and Other Compensation

Hyas Group does not compensate any client or person for client referrals.

Item 15 - Custody

Hyas Group does not maintain custody of client funds or securities. Client assets are held by mutual fund companies, banks, trust companies, brokerage firms, or other custodial institutions.

Client is urged to compare the statements it receives from the custodian with the reports it receives from Hyas.

Item 16 - Investment Discretion

Hyas Group has received discretionary authority from a few clients at the outset of the advisory relationship to select the identity and amount of securities to be bought or sold. In all cases, however, such discretion is to be exercised in a manner consistent with the stated investment objectives for the particular client account.

When selecting securities and determining amounts, Hyas Group observes the investment policies, limitations and restrictions of the clients for which it advises. For registered investment companies,

Hyas Group's authority to trade securities may also be limited by certain federal securities and tax laws that require diversifications of investments and favor the holding of investments once made.

Investment guidelines and restrictions must be provided to Hyas Group in writing.

Item 17 - Voting Client Securities

Hyas Group provides investment management services to clients that include, among others, corporate and public pension plans, foundations, and endowments. Unless otherwise stated in the client agreement, Hyas does not vote proxies for clients. For those clients over which Hyas has discretion and therefore has proxy voting authority, Hyas considers proxy voting an important part of those management services. As such, Hyas seeks to vote the proxies of mutual funds and/or securities held by clients in the best interest of those clients.

Hyas believes the best interests of clients are served by voting proxies in a way that maximizes long term shareholder value. Therefore, the investment professionals responsible for voting proxies have the discretion to make the best decision given the individual facts and circumstances of each issue. Proxy issues are evaluated on their merits and considered in the context of the professional's knowledge of a mutual fund or company, its current management, management's past record and Hyas's general position on the issue.

As the management of a portfolio company is responsible for its day-to-day operations, Hyas believes that management, subject to the oversight of the relevant board of directors, is often in the best position to make decisions that serve the interest of shareholders. However, Hyas votes against management on proposals where it perceives a conflict may exist between management and client interests, such as those that may insulate management or diminish shareholder rights. Hyas Group also votes against management in other cases where the facts and circumstances indicate that the proposal is not in its clients' best interests.

Upon client request, Hyas will provide reports of its proxy voting record as it relates to the securities held in the client's account(s) for which Hyas has proxy voting authority.

Item 18 - Financial Information

Hyas Group does not require or solicit prepayment of more than \$1,200 in fees per client, six months or more in advance.

Additionally, we must disclose any financial condition that could impair our ability to fulfill our agreement with our clients. Hyas Group has no such financial condition to disclose. Neither have we even been the subject of any bankruptcy proceeding.

Additional Information

Privacy Statement

We, like other professionals who advise on personal financial matters are required by federal law to inform their clients of their policies regarding the privacy of client information.

In the course of providing our clients with certain advice, we may receive nonpublic personal financial information from our clients, their accountants and other representatives, such as financial statements, tax returns and other personal information. All nonpublic personal information that we receive regarding our clients or former clients is held in strict confidence in accordance with our professional obligations, and is not released to people outside the Firm, except with your consent or as required by law or to explain our actions to professional organizations that we are members of. We may share certain information with third parties who assist us in providing our services to you (such as administrative and client service functions) or marketing services, as permitted by law, subject to the obligation of these third parties not to use or disclose such information for any other purpose.

We retain records relating to professional services that we provide so that we are better able to assist you with your professional needs and, in some cases to comply with professional guidelines. In order to guard your nonpublic personal information from unauthorized disclosure, we maintain physical, electronic and procedural safeguards.

If your financial situation, goals or risk tolerance has changed since you last notified us in writing, please contact us immediately.



**Form ADV Part 2B,
Brochure Supplement**

Hyas Group, LLC
108 NW 9th Avenue, Suite 203
Portland, OR 97209
971-634-1500
SEC File No. 801-69938
CRD Number 149122

March 27, 2015

This brochure provides information about the qualifications and business practices of Hyas Group LLC ("Hyas" or "Adviser".) If you have any questions about the contents of this brochure, please contact us at 971-634-1500 or mruppelt@hyasgroup.com. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Hyas Group, LLC is a registered investment adviser. Registration of an Investment Adviser does not imply any level of skill or training. The oral and written communications of an Adviser provide you with information about which you determine to hire or retain an Adviser.

Additional information about Hyas Group is also available on the SEC's website at www.adviserinfo.sec.gov.

Item 1

Jayson Allen Davidson

This Brochure Supplement provides information about Jayson Davidson that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michele Ruppelt, Chief Compliance Officer, if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Jayson Davidson is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1973

Education after High School: Bachelor of Science, University of California at Berkeley, 1996

Business background:

2008 - present, Managing Partner and Director of Consulting Services at Hyas Group, LLC.

2002 - 2008, Senior Investment Consultant at Arnerich Massena & Associates.

1997 - 2002, Consultant at ICMA-RC

Professional Designations: Mr. Davidson has earned the right to use the Chartered Financial Analyst (CFA) designation. Additionally, he is a member of the Charter Financial Analyst (CFA) Institute and the National Association of Government Defined Contribution Administrators (NAGDCA). He currently serves on the NAGDCA Annual Conference Committee.

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice.

No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Davidson's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt.

Item 1

Brian James Loescher

This Brochure Supplement provides information about Brian Loescher that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Brian Loescher is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1969

Education after High School: Bachelor of Science, Finance, University of Nebraska, 1993

Business background:

2009 - present, Managing Partner, CIO and Director of Research at Hyas Group, LLC.

1999 - 2009, Director of Research at Arnerich Massena & Associates.

1997 - 1999, Research Analyst at R.V. Kuhns & Associates

1995 - 1997, Performance Systems specialist, West One Trust Co.

Professional Designations: Mr. Loescher has earned the right to use the Chartered Financial Analyst (CFA) designation and is a member of the Portland Society of Financial Analysts, Portland Alternative Investment Association and the CFA Institute.

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice.

No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Loescher's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

Gregory Thomas Settle

This Brochure Supplement provides information about Greg Settle that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Greg Settle is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1957

Education after High School: Bachelor of Science, Portland State University, 1983

Business background:

2010 - present, Investment Consultant at Hyas Group, LLC.

2008 - 2010, Consultant at Aon Investment Consulting

2007 - 2007, Consultant at Northwest Capital Management

1992 - 2007, Consultant (1992-1996) and Vice President (1997-2007) at ICMA RC

1988 - 1992, Director, Deferred Compensation Plan Services, The New England Co.

1984 - 1988, Representative, The Holden Group/Security First Group

Professional Designations: Mr. Settle has passed the Chartered Financial Analyst (CFA) Exam 1 (of 3). Additionally he is a member of National Association of Government Defined Contribution Administrators (NAGDCA). He currently holds the Ser. 65 license and has passed the NASD Series 7, 63 and 28 exams, though those designations were allowed to lapse when Mr. Settle entered the consulting industry in 2007. He currently serves on the NAGDCA Survey Committee.

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice.

No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Settle's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

Scott Allen Faris

This Brochure Supplement provides information about Scott Faris that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Scott Faris is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1953

Education after High School: Bachelor of Science, Montana State University, 1977
J.D., William Mitchell College of Law, 1988

Business background:

2011 - present, Investment Consultant at Hyas Group, LLC.
2008 - 2011, Consultant, Towers Watson Investment Services
2005 - 2008, Consultant, Principal, Northwest Capital Management
1997 - 2005, Consultant, Arnerich Massena & Associates
1990 - 1997, Associate, William M. Mercer

Professional Designations: Mr. Faris has earned the right to use the Chartered Financial Analyst (CFA) designation. Additionally, he is a member of the Chartered Financial Analyst (CFA) Institute and the Western Pension & Benefits Conference.

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Faris' work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

P. Vincent Galindo

This Brochure Supplement provides information about Vincent Galindo that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Vincent Galindo is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1970

Education after High School: Bachelor of Arts, University of California at Berkeley, 1995

Business background:

2014 - present, Investment Consultant at Hyas Group, LLC.

2005 - 2014, Investment Consultant, Arnerich Massena & Associates

2004 - 2005, Education Consultant, Arnerich Massena & Associates

2003 - 2004, Investor Information Coordinator, Oregon Division of Finance & Corporate Securities

2001 - 2003, Financial Advisor, Waddell & Reed Inc.

1999 - 2001, Analyst, Thomas Weisel Partners

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice.

No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Galindo's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.



Hyas Group, LLC - Privacy Notice

We, like other professionals who advise on personal financial matters are required to inform our clients of our policies regarding the privacy of client information.

In the course of providing our clients with certain advice, we may receive nonpublic or personal financial information from our clients, their accountants and other representatives, such as financial statements, tax and income information and other financial information. All nonpublic or personal information that we receive regarding our clients or former clients is held in strict confidence in accordance with our professional obligations, and is not released to people outside the Firm, except with your consent or as required by law or to explain our actions to professional organizations that we are members of. We may share certain information with non-affiliated third parties who assist us in providing our services to you (such as administrative and client service functions) or marketing services, to advise you of our services, subject to the obligation of these third parties not to use or disclose such information for any other purpose.

We retain records relating to professional services that we provide so that we are better able to assist you with your professional needs and, in some cases to comply with professional guidelines. In order to guard your nonpublic or personal information from unauthorized disclosure, we maintain physical, electronic and procedural safeguards.



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Resolutions – Adoption

Key Element: Key 2 - Infrastructure & Facilities

Subject:

Resolution No. 115-16, Authorizing Purchase and Sale Agreement with John H. Douglas and Heather N. Douglas for the Vantage Highway Pathway - Phase I Project

Department:
Public Works

Ordinance/Resolution Number:
115-16

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 115-16, authorizing the City Manager to sign and execute a purchase and sale agreement with John H. and Heather N. Douglas for the Vantage Highway Pathway - Phase I project.

Summary:

The Vantage Highway Pathway Project has been prioritized in the City's Transportation Improvement Program as a significant contribution to the City's transportation and recreation infrastructure.

The proposed Purchase and Sale Agreement with John H. Douglas and Heather N. Douglas would acquire a permanent pathway easement for the Vantage Highway Pathway - Phase I Project on property located west of Kingsgate Way.

Staff activities for property acquisition on this project were guided by State and Federal regulations and include offers based on fair market value appraisals. The proposed agreement reflects completion of successful negotiations with John H. Douglas and Heather N. Douglas on their property being impacted by the project.

The amount to be paid to John H. Douglas and Heather N. Douglas will be \$5,600.00, the same amount as the fair market appraisals.

Fiscal Impact:
Yes.

The total cost of this acquisition is estimated at \$5,700, including the \$5,600 purchase price and closing costs to be carried by the City. There is currently \$304,452 available in the Vantage Highway Pathway project.

Attachments:

1. Proposed Resolution No. 115-16
2. Purchase and Sale Agreement - Douglas

RESOLUTION NO. 115-16

A RESOLUTION of the City of Richland authorizing the acquisition of real property interests from John H. Douglas and Heather N. Douglas by negotiated voluntary purchase for the purpose of constructing the Vantage Highway Pathway project.

WHEREAS, the City of Richland's Six-Year Transportation Improvement Program and the 2016–2030 Capital Improvement Plan prioritize completion of the Vantage Highway Pathway as a segment of the City's non-motorized transportation system; and

WHEREAS, the Vantage Highway Pathway project consists of three separate phases: Robertson Drive to Hanford Legacy Park, Stevens Drive to Robertson Drive, and Twin Bridges Road to Kingsgate Way; and

WHEREAS, the Vantage Highway Pathway project, when completed, will provide many benefits to the community including improved bicycle and pedestrian travel; and

WHEREAS, the Vantage Highway Pathway – Phase 1 project will complete the portion of the project from Hanford Legacy Park to Robertson Avenue; and

WHEREAS, the Vantage Highway Pathway – Phase 1 project will require acquisition of property rights to complete; and

WHEREAS, property acquisitions for the Vantage Highway Pathway project will be completed in accordance with state and federal process requirements; and

WHEREAS, in accordance with state and federal regulations, the City of Richland completed appraisals to determine the fair market value of the properties and has negotiated with the owners of the properties to be acquired; and

WHEREAS, John H. Douglas and Heather N. Douglas have property affected by the Vantage Highway Pathway project in the form of permanent pathway easement, and have agreed to terms allowing the City to acquire the necessary easement; and

WHEREAS, the funds necessary to acquire the properties shall be paid by Vantage Highway Pathway project funds.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Richland authorizes the City Manager to sign and execute the purchase and sale agreements, permanent pathway easement, and all other documents necessary to complete the purchase of the required portions of the John H. Douglas and Heather N. Douglas property.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland at a regular meeting on the 7th day of June, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

AGREEMENT FOR PURCHASE AND SALE OF REAL PROPERTY

This Agreement for Purchase and Sale of Real Property ("Agreement") is made and entered into this ____ day of _____, 2016 between the **CITY OF RICHLAND**, a Washington municipal corporation ("Purchaser"), and **JOHN H. DOUGLAS & HEATHER N. DOUGLAS**, husband and wife ("Seller").

1. Purchase and Sale of Property. Seller agrees to sell and Purchaser agrees to purchase, on the terms hereafter stated, all of the following described property (collectively, the "Property"):

1.1. The Property. The land involved in this transaction is located in the City of Richland, Benton County, Washington, and is legally described as follows:

See Exhibit A

1.2. Scrivener's Errors. In the event of an error in the legal description, the parties agree that either party or a scrivener may correct the error.

1.3. Laws and Rights. It is understood that the sale and conveyance to be made pursuant to this Agreement shall be subject to any and all applicable federal, state and local laws, orders, rules and regulations, and any and all outstanding rights of record or which are open and obvious on the ground.

1.4. Timing of Conveyance. The Permanent Easement described in Section 1.1 shall be conveyed to Purchaser within 10 days of execution of this Agreement. Conveyance shall be by means of a Permanent Easement Deed prepared by Purchaser and approved by Seller.

2. Purchase Price. Purchaser shall pay to Seller as the Purchase Price for the Property or Property Rights the sum of five thousand six hundred dollars and no cents **(\$5,600)**.

3. Conditions Precedent to Sale. This Agreement is made and executed by the parties hereto subject to the following conditions precedent:

3.1. Executed Contract. The "Executed Contract Date" is the date that both parties have signed this Purchase and Sale Agreement. If the Purchase and Sale Agreement is signed on different days, the Executed Contract Date is the date of the last signing party. Both Purchaser and Seller must sign this Purchase and Sale Agreement within fifteen (15) business days of approval from the City Council. If signatures are not received by both parties within fifteen (15) business days, this Agreement shall immediately terminate and be without any further force and effect, and without further obligation of either party to the other.

3.2. Council Approval. This transaction is contingent upon approval of this Agreement by the City Council of the City of Richland. In the event the Richland City Council determines not to approve this Agreement, this Agreement shall immediately terminate and be without any further force and effect, and without further obligation of either party to the other.

4. Covenants, Representations and Warranties.

4.1. Seller's Covenants. Seller hereby covenants and agrees as follows:

4.1.1. From the date of this Agreement through recording of the Permanent Easement Deed, Seller shall not make any material alterations to the Property or to any of the licenses, permits, legal classifications or other governmental regulations relating to the Property, nor enter into any leases or agreements pertaining to the Property without the Purchaser's prior written consent.

4.1.2. During the contract period, Seller shall not voluntarily cause to be recorded any encumbrance, lien, deed of trust, easement or the like against the title to the Property without Purchaser's prior consent.

4.1.3. Seller shall use its best efforts to remove all disapproved exceptions within the preliminary title report.

4.1.4. During the contract period, Seller will operate and maintain the Property in a manner consistent with Seller's past practices relative to the Property and so as not to cause waste to the Property.

4.2. Seller's Representations and Warranties. Seller hereby makes the following representations and warranties to Purchaser, each of which shall be true on the date hereof and on the date of recording of the Permanent Easement Deed. Seller shall immediately provide Purchaser with written notice of any event which would make any representation or warranty set forth below incorrect or untrue, and upon receipt of such notice, Purchaser may elect to terminate this Agreement. Upon Purchaser's election to terminate, this Agreement shall be without any further force and effect, and without further obligation of either party to the other.

4.2.1. Seller has full power and authority to enter into and carry out the terms and provisions of this Purchase and Sale Agreement and to execute and deliver all documents which are contemplated by this Agreement, and all actions of Seller necessary to confer such authority upon the persons executing this Purchase and Sale Agreement and such other documents have been, or will be, taken.

4.2.2. Seller has not received any written notice from any governmental authorities or regulatory agencies that eminent domain proceedings for the condemnation of the

Property are pending or threatened.

4.2.3. Seller has not received any written notice of pending or threatened investigation, litigation or other proceeding before a local governmental body or regulatory agency which would materially and adversely affect the Property.

4.2.4. Seller has not received any written notice from any governmental authority or regulatory agency that Seller's use of the Property is presently in violation of any applicable zoning, land use or other law, order, ordinance or regulation affecting the Property.

4.2.5. No special or general assessments have been levied against the Property except those disclosed in the Preliminary Title Report and Seller has not received written notice that any such assessments are threatened.

4.2.6. Seller is not a "foreign person" for purposes of Section 1445 of the Internal Revenue Code.

4.2.7. Seller consists of a husband and wife owning fee title to the Property as their sole and separate property.

4.3. Purchaser's Representations. Purchaser hereby makes the following representations to Seller, each of which shall be true on the date hereof and on the date of closing:

4.3.1. Purchaser has full power and authority to enter into and carry out the terms and provisions of this Purchase and Sale Agreement and to execute and deliver all documents which are contemplated by this Agreement, and all actions of Purchaser necessary to confer such authority upon the persons executing this Purchase and Sale Agreement and such other documents have been, or will be, taken.

4.3.2. Purchaser represents that it has sufficient funds to close this transaction.

4.4. Survival of Covenants. The covenants, representations, and warranties contained in Section 4 of this Agreement shall survive the delivery and recording of the Permanent Easement Deed from Seller to Purchaser.

5. Casualty and Condemnation.

5.1. Material Casualty or Condemnation. If prior to the closing date: (i) the Property shall sustain damage caused by casualty which would cost ten thousand dollars (\$10,000.00) or more to repair or replace, or (ii) if a taking or condemnation of any portion of the Property has occurred, or is threatened, which would materially affect the value of the Property, either Purchaser or Seller may, at its option, terminate this Agreement by written notice to the other party within two (2) days' notice of such event. If, prior to the

closing date, neither party provides said termination notice within such two-day period, the closing shall take place as provided herein with a credit against the Purchase Price in an amount equal to any insurance proceeds or condemnation awards actually collected by Seller. At closing, Seller shall assign to Purchaser Seller's full interest in any insurance proceeds or condemnation awards which may be due but unpaid to Seller on account of such occurrence.

5.2. Immaterial Casualty or Condemnation. If, prior to the closing date, the Property shall sustain damage caused by casualty which is not described in Section 5.1., or a taking or condemnation has occurred, or is imminently threatened, which is not described in Section 5.1., neither Purchaser nor Seller have the right to terminate this Agreement. Closing shall take place as provided herein with a credit against the Purchase Price equal to the cost to repair that portion of the Property so damaged by insured casualty, or an amount equal to the anticipated condemnation award, as applicable. At closing, Purchaser shall assign to Seller all rights or interest in and to any insurance proceeds or condemnation awards which may be due on account of any such occurrence.

6. Purchasers' Remedies. In the event of material breach of this Agreement by Seller, Purchaser shall have, as their sole remedies: (a) the right to pursue specific performance of this Agreement, (b) the right to terminate this Agreement and (c) all remedies presently or hereafter available at law or in equity. Purchaser hereby waives all other remedies on account of a breach hereof by Seller.

7. Miscellaneous.

7.1. Existing 18" Irrigation Line Relocation. Purchaser and Seller agree to enter into a separate agreement to share the cost of relocating the 18" irrigation line that bisects the parcel. Costs will be shared equally (50%/50%) based on actual costs to perform the work.

7.2. Finder's Fee. Purchaser and Seller each agree that a real estate finder's fee ("Real Estate Compensation") is not due to each other or to any third party. Each party hereby agrees to indemnify and defend the other against and hold the other harmless from and against any and all loss, damage, liability or expense, including costs and reasonable attorney's fees, resulting from any claims for Real Estate Compensation by any person or entity other than provided herein. The provisions of this section shall survive the closing.

7.3. Time of the Essence. Time is of the essence of every provision of this Agreement.

7.4. Notices. Whenever any party hereto shall desire to give or serve upon the other any notice, demand, request or other communication, each such notice, demand, request or other communication shall be in writing and shall be given or served upon the other party by personal delivery (including delivery by written electronic transmission) or by certified, registered or express United States mail, or Federal Express or other commercial courier, postage prepaid, addressed as follows:

TO SELLER:

John H. & Heather N. Douglas
12111 Hillcrest Drive
Pasco, WA 99301

TO PURCHASER:

City of Richland
Attn: Mrs. Julie West
P.O. Box 190
Richland, WA 99352
Phone: (509) 942-7461
Fax: (509) 942-7468
Email: jwest@ci.richland.wa.us

Any such notice, demand, request or other communication shall be deemed to have been received upon the earlier of personal delivery thereof or two (2) business days after having been mailed as provided above, as the case may be.

7.5. Assignments and Successors. Purchaser may not assign this Agreement without Seller's consent. Any assignment made without Seller's consent is null and void, and does not relieve the Purchaser of any liability or obligation hereunder.

7.6. Captions. Paragraph titles or captions contained herein are inserted as a matter of convenience and for reference, and in no way define, limit, extend or describe the scope of this Agreement.

7.7. Exhibits. All exhibits attached hereto shall be incorporated by reference as if set out in full herein.

7.8. Binding Effect. Regardless of which party prepared or communicated this Purchase and Sale Agreement, this Purchase and Sale Agreement shall be of binding effect between Purchaser and Seller only upon its execution by an authorized representative of each such party.

7.9. Construction. The parties acknowledge that each party and its counsel have reviewed and revised this Agreement, and that the normal rule of construction providing that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or any amendment or exhibits hereto.

7.10. Counterparts. This Purchase and Sale Agreement may be executed in several counterparts, each of which shall be an original, but all of such counterparts shall constitute one such Agreement.

7.11. Cooperation and Further Assurances. Each party shall cooperate with the other in good faith to achieve the objectives of this Agreement. The parties shall not unreasonably withhold responses to requests for information, approvals, or consents provided for in this Agreement. The parties agree to take further action and execute further documents, both jointly or within their respective powers and authority, as may be reasonably necessary to implement the intent of this Agreement.

7.12. Merger. The delivery of the Deed and any other documents and instruments by Seller and the acceptance and recordation thereof by Purchaser shall effect a merger, and be deemed the full performance and discharge of every obligation on the part of Purchaser and Seller to be performed hereunder, except those clauses, covenants, warranties and indemnifications specifically provided herein to survive the closing.

7.13. Complete Agreement. This Agreement represents and contains the entire understanding between the parties related to the acquisition of the Property. The parties acknowledge that no other oral or written collateral agreements, understandings, or representations exist outside of this document, with the exception of any documents expressly incorporated by reference in this Agreement. Any prior agreements, whether verbal or written, not specifically referred to in this Agreement are hereby terminated.

7.14. Governing Law. This Agreement shall be governed by, and construed in accordance with, the laws of the State of Washington. The parties agree that Benton County is the appropriate venue for filing of any civil action arising out of this Agreement, and Seller expressly agrees to submit to personal jurisdiction in Benton County Superior Court.

7.15. Scrivener. The party drafting this Agreement is the City of Richland. The City of Richland makes no representations regarding the rights or responsibilities of Seller under this Agreement. Seller is encouraged to review the completed contract with counsel before signing this Agreement.

IN WITNESS WHEREOF, the Purchaser has executed this Agreement on the date shown next to its signature, and Seller has accepted on the date shown next to its signature.

JOHN H. DOUGLAS - SELLER

CITY OF RICHLAND - PURCHASER

By: John H. Douglas Date
Its:

By: Cynthia D. Reents, ICMA-CM Date
City Manager

HEATHER N. DOUGLAS - SELLER

By: Heather N. Douglas Date
Its:

Marcia Hopkins Date
City Clerk

Approved by Seller's Legal Counsel:

Approved as to Form:

By:

Heather Kintzley, City Attorney

Exhibit A
Legal Description of Subject Property

Permanent Pathway Easement

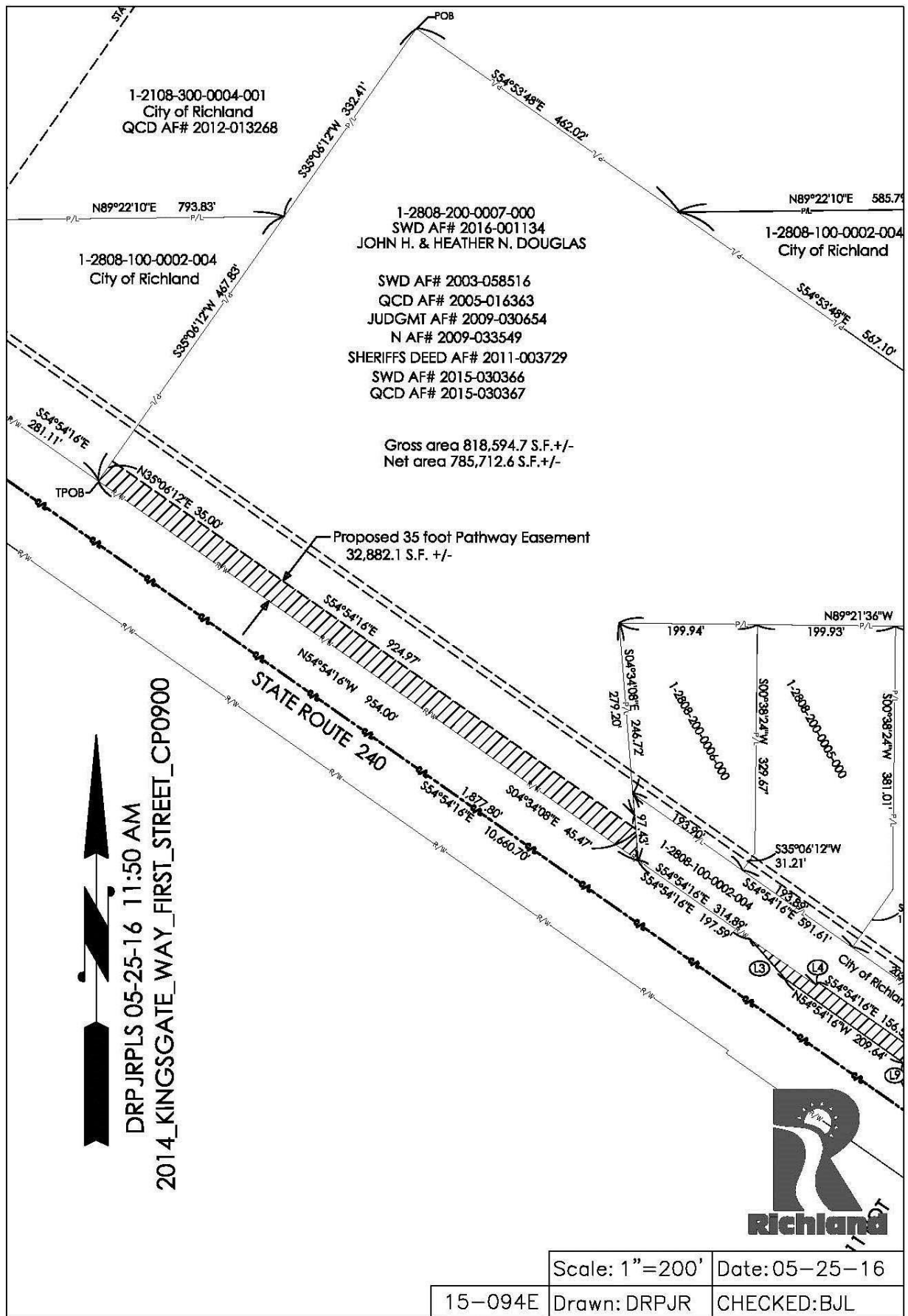
A portion of the Southwest $\frac{1}{4}$ of Section 21, and that portion of the Northwest $\frac{1}{4}$ of Section 28, Township 10 North, Range 28 East, W.M., Benton County, Washington, described as follows:

The Southwesterly 35.00 feet (lying along the Northerly right-of-way of State Route 240) of **Parcel "D"** as described by Statutory Warranty Deed recorded under Auditor's File No. 2015-030366, records of said County and State, more particularly described as follows:

Beginning at the Northwest corner of said Parcel "D"; Thence South $35^{\circ}06'12''$ West a distance of 800.24 feet along the Westerly line of said Parcel "D" leaving said corner to the Southwest corner of said Parcel "D", and a point on the Northerly right-of-way of said State Route 240 and the **TRUE POINT of BEGINNING**; Thence North $35^{\circ}06'12''$ East a distance of 35.00 feet along said Westerly line of said Parcel "D", leaving said Northerly right-of-way; Thence South $54^{\circ}54'16''$ East a distance of 924.97 feet leaving said Westerly line to a point on an Easterly line of said Parcel "D"; Thence South $04^{\circ}34'08''$ East a distance of 45.47 feet along said Easterly line to a point on said Northerly right-of-way of said State Route 240; Thence North $54^{\circ}54'16''$ West a distance of 954.00 feet along said Northerly right-of-way leaving said Easterly line back to the true point of beginning.

Containing 32,882.1 square feet, more or less, according to the bearings and distances listed above and as depicted on the attached **Exhibit "A 15-094E"**.

TOGETHER WITH AND SUBJECT TO covenants, easements, and restrictions of record.





COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Resolutions – Adoption

Key Element: Key 2 - Infrastructure & Facilities
Key 3 - Economic Vitality

Subject:

Resolution No. 118-16, Authorizing Execution of an Interlocal Agreement with Benton PUD and Franklin PUD for Future Partnerships Relating to Electric Vehicle Charging Stations

Department:

Energy Services

Ordinance/Resolution Number:

118-16

Document Type:

Resolution

Recommended Motion:

Adopt Resolution No. 118-16, authorizing the City Manager to sign and execute an interlocal agreement with Benton PUD and Franklin PUD for future partnerships relating to electric vehicle charging stations.

Summary:

The trend for electric vehicles is increasing and is expected to continue into the future. The City of Richland, working with other entities, will have opportunities to benefit from strategically placed electric vehicle (EV) charging stations. Benefits will include increased tourism from EV owners throughout the northwest and from the associated sale of electric power, benefitting all of the City's electric utility rate payers.

City staff recommends adoption of Resolution No. 118-16, Authorizing Execution of an Interlocal Agreement with Benton PUD and Franklin PUD for future partnerships relating to EV charging stations. This agreement will provide a foundation for strategic planning and ultimately placement through public/private partnerships for EV charging stations.

Fiscal Impact:

There is no fiscal impact.

Attachments:

1. Proposed Resolution No. 118-16
2. Proposed Interlocal Agreement

RESOLUTION NO. 118-16

A RESOLUTION of the City of Richland authorizing execution of an Interlocal Agreement with Benton PUD and Franklin PUD relating to installation of electric vehicle charging stations.

WHEREAS, Chapter 39.34 RCW (Interlocal Cooperation Act) permits local government units to make the most efficient use of their powers by enabling them to cooperate with other localities and thereby to provide services and facilities in a manner that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities; and

WHEREAS, the Mid-Columbia Energy Initiative (MCEI) was formed through the Tri-City Development Council (TRIDEC) with a mission to focus on economic development that capitalizes on local infrastructure, resources, and expertise in the energy sector, while retaining and recruiting businesses and jobs that promote solutions to current and future energy challenges; and

WHEREAS, MCEI has a demonstrated track record of forming and guiding private/public partnerships to successfully achieve energy-related objectives; and

WHEREAS, the growth of electric vehicles continues to trend upwards in the U.S. and more so in Washington State; and

WHEREAS, there are now over two dozen all-electric and plug-in hybrid electric vehicle models currently in the market from various manufacturers and at least two dozen additional models that are slated to be available in the near future; and

WHEREAS, installation of a network of electric vehicle charging stations throughout the Tri-Cities area will provide a steady source of electric utility revenues; and

WHEREAS, installation of a network of electric vehicle charging stations throughout the Tri-Cities area will contribute to economic development by attracting business travelers and tourists from metropolitan areas in the state and northwest with a high concentration of electric vehicles and by increasing the sustainability label of the area; and

WHEREAS, collaboration by Benton PUD, Franklin PUD, and City of Richland Energy Services, through participation in MCEI to install electric vehicle charging stations, will provide an opportunity for sharing technical, administrative and marketing services and demonstrate unity and commitment to making tangible investments in energy infrastructure supportive of the MCEI mission and vision for the Tri-Cities area.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland, that the City Council authorizes the City Manager to sign and execute an Interlocal

Cooperation Agreement with Benton PUD and Franklin PUD for installation of electric vehicle charging stations.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland at a regular meeting on the 7th day of June, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

RETURN TO:
Benton PUD
PO Box 6270
Kennewick, WA 99336

BENTON PUD CONTRACT # 16-21-23
CITY OF RICHLAND CONTRACT #125-16
FRANKLIN PUD CONTRACT #8953

**INTERLOCAL COOPERATIVE AGREEMENT FOR INSTALLATION OF ELECTRIC
VEHICLE CHARGING STATIONS
BETWEEN
PUBLIC UTILITY DISTRICT NO. 1 OF BENTON COUNTY, WASHINGTON, PUBLIC
UTILITY DISTRICT NO. 1 OF FRANKLIN COUNTY, WASHINGTON, AND THE CITY OF
RICHLAND, WASHINGTON**

BY THIS INTERLOCAL COOPERATIVE AGREEMENT, hereinafter referred to as “Agreement”, entered into this 19th day of April, 2016; PUBLIC UTILITY DISTRICT NO. 1 OF BENTON COUNTY, WASHINGTON, a municipal corporation of the State of Washington; hereinafter referred to as “Benton”, PUBLIC UTILITY DISTRICT NO. 1 OF FRANKLIN COUNTY, WASHINGTON; a municipal corporation of the State of Washington, hereinafter referred to as “Franklin”, and the CITY OF RICHLAND, a municipal corporation of the State of Washington, hereinafter referred to as “City”, collectively referred to as “Parties” and individually as “Party” enter into the following agreement:

I. RECITALS

WHEREAS, Chapter 39.34, RCW (Interlocal Cooperation Act) permits local government units to make the most efficient use of their powers by enabling them to cooperate with other

localities and thereby to provide services and facilities in a manner that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities; AND

WHEREAS, the Mid-Columbia Energy Initiative (MCEI) was formed through the Tri-City Development Council (TRIDEC) with a mission to focus on economic development that capitalizes on local infrastructure, resources, and expertise in the energy sector, while retaining and recruiting businesses and jobs that promote solutions to current and future energy challenges; AND

WHEREAS, MCEI is working towards bringing about the realization that the Tri-City region is primed to become the nation's recognized leader in solving energy challenges; AND

WHEREAS, Sustainability and minimizing your carbon footprint have become common objectives for many individuals and businesses, particularly the next generation of energy consumers; AND

WHEREAS, Electric vehicles are a key component to the carbon reduction objectives being promoted by federal and state legislators; AND

WHEREAS, There are now over two dozen all-electric and plug-in hybrid electric vehicle models currently in the market from various manufacturers and at least two dozen additional models that are slated to be available in the near future; AND

WHEREAS, Electric vehicles may represent an opportunity for utilities to preserve or even grow revenues in an era when most are experiencing small or declining load-growth rates; AND

WHEREAS, TRIDEC is the lead economic development organization for Benton and Franklin counties; AND

WHEREAS, Installation of a network of electric vehicle charging stations throughout the Tri-Cities area may contribute to economic development by attracting business travelers and tourists from metropolitan areas in the state with a high concentration of electric vehicles and by increasing the sustainability label of the area; AND

WHEREAS, Collaboration by Benton, Franklin, and the City through participation in MCEI to install electric vehicle charging stations will provide an opportunity for sharing technical, administrative and marketing services and for demonstrating unity and commitment to making tangible investments in energy infrastructure supportive of the MCEI mission and vision for the Tri-Cities area.

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained herein, the Parties do hereby mutually agree as follows:

II. AGREEMENT

- 1. Interlocal Cooperation.** RCW Chapter 39.34 (the Interlocal Cooperation Act hereafter referred to as the “Act”) authorizes public entities to jointly exercise those powers which have been granted by statute to each party individually. The Parties have entered into this Agreement to provide for the coordinated and cooperative installation of electric vehicle charging stations. Nothing contained in this Agreement shall be deemed to allow any Party to exercise any powers which it has not been granted by law. No new or separate legal or administrative entity is created to administer the provisions of this Agreement.
- 2. Purpose.** The purpose of this Agreement is to establish a framework within which the Parties will work to develop plans and promote the installation of an electric vehicle charging network throughout the Tri-Cities area and within the service areas of the respective Parties. Collaboration between the Parties will be facilitated through membership and active participation in the MCEI. TRIDEC staff, resources and facilities are available to support collaboration of the Parties and other community partners, recruitment of area businesses and sites for hosting electric vehicle charging stations and for marketing and branding efforts associated with this Agreement.
- 3. Responsibilities of Parties.** Each Party agrees to:
 - a. Identify a primary and secondary point of contact for the administration of this Agreement.
 - b. Identify a lead and alternate representative to the MCEI committee and to commit to regular and active participation in meetings and work efforts necessary to achieve mutually beneficial outcomes associated with this Agreement.
 - c. Engage their respective governing bodies and staff members in efforts supportive of the purpose of this Agreement.
 - d. Coordinate charging station site selection with other Parties to ensure an overall strategic deployment of facilities and equipment and to provide opportunities for sharing technical and administrative resources to the mutual benefit of the Parties.
 - e. Work with the other Parties and TRIDEC staff to develop a common marketing brand for the electric vehicle charging stations that will support economic

development efforts and the mission and vision of the MCEI.

4. Cooperative Purchasing.

- a. The Parties, in negotiating for the purchase of goods and services associated with electric vehicle charging stations, agree to extend the privileges of said negotiation to the other Parties to the extent permitted by law, and agreed upon by the Parties hereto, and the vendors.
- b. Each party accepts responsibility for compliance with all bid laws and any additional or varying laws and regulations governing its purchases. Purchases by a Party or Parties against the bid awards of another shall be affected by a purchase order directed to the vendor who contracted to furnish goods or services through the bid process.
- c. The contracting Party accepts no responsibility for the performance of any purchasing contract by the vendor for another Party, and accepts no responsibility for the payment of any purchases by the other Party(ies).
- d. The individual Parties may contract independently for the purchase of electric vehicle charging station equipment, with notice to the other Parties.
- e. The terms and conditions of this section shall remain in force until canceled by an individual Party, which cancellation may be effected with notice to the other Parties.
- f. The Parties agree to add the following language, or similar language, to solicitations for goods and services associated with electric vehicle charging stations.
 - i. *It is also the intent of this document to make available to other local government entities of the State of Washington, by mutual agreement with the successful bidder and properly authorized inter-local purchasing agreements as provided for by R.C.W. 39.34, the right to purchase the same equipment, product or service at the prices quoted and for the period of the contract. Each bidder shall indicate on the Proposal form if they will honor political subdivision orders in accordance with contract terms and conditions, in addition to orders from the _____. The _____ does not accept any responsibility for purchase orders issued by other public agencies.*

5. Allocation of Costs. The Parties shall be responsible for their own costs associated with administering this Agreement and shall retain ownership of the equipment and facilities

associated with electric vehicle charging stations in their respective service areas unless agreed to otherwise.

6. **Administration.** This Agreement shall not require formation of any new governance entity. The Agreement will be jointly administered by the Parties pursuant to RCW 39.34.030(4). Coordination of the activities and meetings associated with this Agreement shall be facilitated through the Parties active participation in the MCEI.
7. **Exchange of Information/Confidentiality.** The Parties may exchange information as needed to facilitate the collaborative efforts. To the extent the Parties have access to sensitive and confidential materials, including, but not limited to, attorney-client privileged documents, e-mails, and social security numbers, a Party shall not exchange that information if it would become a public record subject to disclosure. Employees of the Parties shall not disclose this information to any person without the prior written permission of the Party who maintains the information. This section shall remain in effect beyond the termination of this Agreement.
8. **Allocation of Liability/Indemnification.** The Parties agree that:
 - a. Each of the Parties to this Agreement shall be solely responsible for the acts or omissions of its employees, agents and contractors.
 - b. Subject to the provisions of Section 4 c., each of the Party(ies) to this Agreement shall indemnify and hold the other Party harmless from liability, obligation or claims arising solely from the negligent actions or omissions of the indemnifying Party, to the extent permitted by law. In the event the liability, obligation or claim arises from the joint action or inaction of the Parties, then each Party shall be responsible to the extent that its negligent action or inaction contributed to the liability, obligation or claim.
 - c. Each of the Parties to this Agreement shall indemnify and hold the other Party(ies) harmless from any environmental claims and liabilities that derive from transport, installation, maintenance, use, ownership or decommissioning of the Parties' separate equipment and facilities, and will also indemnify each other for any such claims deriving from the Parties' individual transport, installation, maintenance, use, or decommissioning of Shared Property, to the extent otherwise allowed by law. The Parties shall defend and share equally in environmental claims or liability deriving from Shared Property for which neither Party has greater responsibility.
 - d. This section shall remain in effect beyond the termination of this Agreement.

9. **Non-Delegation/Non-assignment.** No Party may delegate the performance of any contractual obligation to a third Party unless mutually agreed in writing. No Party may assign this Agreement without the written consent of the other Parties.
10. **No Third Party Rights.** Except as expressly provided herein, nothing in this Agreement shall be construed to permit anyone other than the Parties hereto and their successors and assigns to rely upon the covenants and agreements herein nor to give any such third party a cause of action (as a third-party beneficiary or otherwise) on account of nonperformance hereunder.
11. **Term and Termination.** This Agreement shall commence on the date it is signed by the Parties and end on the fifth anniversary date of the Agreement. The parties may by mutual agreement extend the term of this Agreement in one year installments. Any Party may withdraw from this Agreement with ninety (90) days written notice to the non-withdrawing Parties. Any liability or obligation incurred by the withdrawing Party prior to the date of withdrawal and not satisfied prior to the date of withdrawal shall remain in the obligation or liability of the withdrawing Party and must be satisfied within thirty (30) days from the date of withdrawal.
12. **Compliance with Law.** The Parties to this Agreement shall comply with all **applicable** federal, state and local laws, rules and regulations in carrying out the terms and conditions of this Agreement.
13. **Complete Agreement.** This Agreement contains all the terms and conditions agreed upon. No other understanding, oral or otherwise, regarding this Agreement shall be deemed to exist or bind the Parties. There shall be no modification of this Agreement except in writing and referencing this Agreement.
14. **Dispute Resolution/Venue.** It is the Parties' intent to resolve any disputes relating to the interpretation or application of this Agreement informally through discussions at the staff level.
15. **Severability.** If any provision of this Agreement or its application is held invalid, the remainder of the Agreement or the applications of the remainder of the Agreement shall not be affected.
16. **Notices.** All notices required by this Agreement shall be considered given when delivered in person, by confirmed facsimile, or sent by first class U.S. mail, postage prepaid, duly placed in the U.S. mail, or by overnight delivery service, directed to the attention of the following:

Benton:

Chad Bartram
General Manager

Franklin:

Tim Nies
General Manager

City:

Robert Hammond
Energy Services Director

- 17. Evidence of Authority.** This Agreement shall be executed in originals. Upon execution of this Agreement, each party shall provide the others with a certified copy of the resolution, ordinance, or other authority given to execute this Agreement pursuant to RCW 39.34.030(2), and said document will be attached hereto and incorporated herein as Exhibit A (Benton), Exhibit B (Franklin) and Exhibit C (City). A copy of the executed Agreement shall be filed with the Benton County auditor as provided in RCW 39.34.040.

In Witness Whereof, the Parties have signed this Agreement as of the day and year written below.

**PUBLIC UTILITY DISTRICT NO. 1
OF BENTON COUNTY, WASHINGTON**

By: _____

Title: General Manager

Date: April 26, 2016

**PUBLIC UTILITY DISTRICT NO. 1
OF FRANKLIN COUNTY, WASHINGTON**

By: _____

Title: _____

Date: _____

CITY OF RICHLAND, WASHINGTON

By: _____
Cynthia D. Reents, ICMA-CM

Title: City Manager

Date: _____



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Resolutions – Adoption

Key Element: Key I - Financial Stability & Operational Effectiveness

Subject:

Resolution No. 123-16, Authorizing a Water Delivery Agreement with the Kennewick Irrigation District for the Lorayne J Subdivision

Department:
Public Works

Ordinance/Resolution Number:
123-16

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 123-16, authorizing the City Manager to sign and execute an agreement with the Kennewick Irrigation District waiving the rate surcharge on water service to the Lorayne J subdivision while consolidation of the water system with the City's system is evaluated.

Summary:

The Kennewick Irrigation District operates a public water system serving the Lorayne J subdivision, located off of Leslie Road. The subdivision is within Richland's urban growth boundary, but not within the City limits. The water system's supply wells are impacted by nitrate contamination and cannot deliver water meeting state regulatory requirements. At the request of the Washington State Department of Health and the Kennewick Irrigation District the City is evaluating the feasibility of delivering water supply to the subdivision from the City's water system. The City's water system serves neighborhoods adjacent to the Lorayne J subdivision and the City's water meets all regulatory standards.

An emergency water supply connection currently exists between the City's system and the subdivision. In the past this connection has been used sporadically when the Kennewick Irrigation District's system experienced equipment failures. Since the fall of 2015 the City has continuously provided water to the subdivision. Service rates to the subdivision have been in accordance with the municipal code and include a fifty percent (50%) surcharge for service outside the City limits.

The Kennewick Irrigation District has requested relief from the surcharge to mitigate the financial impact of the water system problems on the District and subdivision residents. Richland Municipal Code section 18.24.040 enables a waiver of the surcharge in cases of extraordinary water use. The proposed agreement would waive the surcharge contingent on the eventual consolidation of the water system with the City and the annexation of the neighborhood into the City. Staff recommends approval.

Fiscal Impact:

Approval of the agreement will reduce water utility revenues by an estimated \$32,500 for the term of the agreement, which ends no later than June, 2017. This reduction will not impact the water utility operating budget as the surcharge revenues were not anticipated nor included in the 2016 budget.

Attachments:

1. Resolution No. 123-16, Authorizing a Water Delivery Agreement with the Kennewick Irrigation District
2. Water Delivery Agreement

RESOLUTION NO. 123-16

A RESOLUTION of the City of Richland authorizing execution of a Water Delivery Agreement with the Kennewick Irrigation District for service to the Lorayne J subdivision.

WHEREAS, the Lorayne J subdivision lies within the City of Richland's Urban Growth Boundary, but outside the City limits; and

WHEREAS, the Lorayne J subdivision receives potable water service from a well water source located within the subdivision. The well and water distribution system are operated by the Kennewick Irrigation District; and

WHEREAS, the Lorayne J well water source is experiencing water quality problems that must be addressed to keep the system in compliance with state and federal regulations; and

WHEREAS, the Washington State Department of Health regulates public drinking water systems and has reached out to the Kennewick Irrigation District and the City in its efforts to facilitate a long term compliance strategy for the Lorayne J water system. The compliance strategy may involve consolidating the Lorayne J subdivision into the City's water service area; and

WHEREAS, as an interim compliance measure, the City is supplying water to the Lorayne J subdivision through an emergency intertie connection; and

WHEREAS, Section 18.24.020 of the Richland Municipal Code (RMC) specifies the rates for City water service, including a fifty percent (50%) surcharge applied to service outside the City limits. This fifty percent (50%) surcharge is being applied to water provided to the Lorayne J subdivision; and

WHEREAS, at its February 23, 2016 workshop, the City Council provided guidance to staff regarding City participation in the solution to the Lorayne J water system concerns; and

WHEREAS, at its May 17, 2016 meeting, the City Council authorized execution of a grant funding agreement with the Washington State Department of Health to complete a feasibility study of the consolidation approach; and

WHEREAS, Kennewick Irrigation District staff, on behalf of the Lorayne J subdivision, has requested relief from the rate surcharge; and

WHEREAS, Section 18.24.040 of the RMC allows relief from the rate surcharge by contract when an extraordinarily high water use warrants that rate consideration; and

WHEREAS, City staff believes that the Lorayne J's complete reliance on City water constitutes an extraordinary use rate for this subdivision and recommends Council authorize the proposed Water Delivery Agreement to waive the surcharge during investigation of the consolidation strategy; and

WHEREAS, the proposed Water Delivery Agreement includes adequate contingencies in case the consolidation strategy is not pursued.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that staff is authorized to execute a Water Delivery Agreement with the Kennewick Irrigation District waiving the rate surcharge for service to the Lorayne J subdivision.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland at a regular meeting on the 7th day of June, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

WATER DELIVERY AGREEMENT
RE: Lorayne J Subdivision

This Water Delivery Agreement ("Agreement") is made and entered into this _____ day of _____, 2016, between the **CITY OF RICHLAND**, a Washington municipal corporation ("City"), and **KENNEWICK IRRIGATION DISTRICT**, a Washington special purpose district ("KID").

WITNESSETH:

I. Recitals

WHEREAS, the Lorayne J subdivision lies within the City of Richland's Urban Growth Boundary, but outside the City limits; and

WHEREAS, the Lorayne J subdivision receives potable water service from a well water source located within the subdivision. The well and water distribution system are operated by the KID; and

WHEREAS, the Lorayne J well water source is experiencing water quality problems that must be addressed to keep the system in compliance with state and federal regulations; and

WHEREAS, the Washington State Department of Health regulates public drinking water systems and has engaged the KID and the City in its efforts to facilitate a long-term compliance strategy for the Lorayne J water system; and

WHEREAS, the Washington State Department of Health promotes consolidation of non-compliant water systems with larger compliant systems. In this case, the Department of Health is promoting a solution that would provide ongoing water supply to the Lorayne J subdivision by the City; and

WHEREAS, the City provides temporary emergency water supply to the Lorayne J subdivision through a long-standing water system intertie; and

WHEREAS, the City's temporary emergency water supply was originally intended to support short-term emergencies such as equipment breakdowns; and

WHEREAS, to address the Lorayne J water supply quality concerns, the subdivision is currently receiving all of its water supply through the City intertie; and

WHEREAS, Richland Municipal Code (RMC) 18.24.020 states that water supplied to users outside the City limits will be subject to a fifty percent (50%) surcharge on the City's normal water service rates; and

WHEREAS, the KID has requested relief from the surcharge costs for the period of time during which the City, KID, and Washington State Department of Health evaluate the feasibility of consolidation by the City; and

WHEREAS, RMC 18.24.040 grants authority, subject to City Council approval, for the City Manager to agree to waive the surcharge costs provided for in RMC 18.24.020; and

WHEREAS, City staff is supportive of waiving the surcharge costs subject to several conditions.

NOW THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained herein, and for such other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and KID do hereby agree as follows:

II. Agreement

1. Incorporation of Recitals. The recitals set forth above are hereby incorporated into this Agreement by reference.
2. Waiver of Water Service Rate Surcharge. Effective on the first billing period after execution of this Agreement, the City shall provide water service to the Lorayne J subdivision at rates for in-City users as published in Title 18 of the Richland Municipal Code. This rate shall remain in place throughout the period needed to evaluate the feasibility of consolidating the Lorayne J water supply system and the City water system. The evaluation period is expected to conclude by December 31, 2016, but in no case shall the evaluation period extend beyond June 30, 2017. The evaluation will consider required capital improvements, funding feasibility and equitable cost-sharing, and annexation by Lorayne J residents into the City of Richland. The City shall not contribute funding to complete the proposed consolidation plan. The evaluation period will end in one of the ways described below:
 - a. If City Council approves a consolidation plan, the City will continue providing water service at the rates described above until such time as service is initiated for the individual properties within the Lorayne J subdivision.
 - b. If the KID declines to pursue consolidation with the City, the evaluation period will terminate on the date this decision is formalized and communicated to the City by the KID, which shall occur no later than June 30, 2017. Upon termination, any water delivery by the City to the Lorayne J subdivision will be at the full rates provided in the City's municipal code, including the surcharge for service to users outside City limits. In addition, the KID will pay the City the amount of the surcharge for the water used during the evaluation period as provided under RMC 18.24.020.
 - c. If the Lorayne J residents decline to execute the required terms of a consolidation plan, including annexation into the City, the evaluation period will terminate on the date this decision is formalized, but no later than June 30, 2017. In this case, any water delivery by the City to the Lorayne J subdivision will be at the full rates provided in the City's municipal code, including the surcharge for service to users outside City limits. In addition, the KID will pay the City the amount of the surcharge for the water used during the evaluation period as provided under RMC 18.24.020.

- d. If the City Council declines approval of a consolidation plan, the evaluation period will terminate as of the date of City Council's decision. Water delivery by the City to the Lorayne J subdivision after this date will be at the full rates provided in the City's municipal code, including the surcharge for service to users outside the City limits required per RMC 18.24.020.
3. Indemnification. KID shall defend, indemnify, and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of KID or KID's employees or agents in performance of this Agreement, except to the extent that said injuries or damages are caused by the gross negligence or willful conduct of the City.

In turn, the City shall defend, indemnify, and hold the KID, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of City or City's employees or agents in performance of this Agreement, except to the extent that said injuries or damages are caused by the gross negligence or willful conduct of the KID.

4. Term of Agreement. This Agreement shall be effective as of the date first written above, and shall remain in effect until terminated as provided below:
 - a. If the KID fails to make timely payment for water service, the City may pursue any and all remedies available under the Richland Municipal Code. Past due water bills beyond ninety (90) days shall be cause for immediate termination of this Agreement without notice and without recourse.
 - b. If the conditions described in Sections 2.a, 2.b, 2.c or 2.d of this Agreement are met, this Agreement shall terminate as provided therein.
 - c. If none of the conditions in Subsections a. and b. of this Section 4 are met, this Agreement shall terminate effective June 30, 2017.
5. Notice. All notices required to be given under this Agreement shall be in writing and shall be deemed served when mailed via certified mail, return receipt requested. The parties may, upon mutual agreement, determine to accept notice via email.

For the City of Richland:

Pete Rogalsky
Public Works Director
840 Northgate Drive
Richland, WA 99352
(509) 942-7500
Email: progalsky@ci.richland.wa.us

For KID:

Chuck Freeman
2015 S. Ely Street
Kennewick, WA 99337
Phone: (509) 586-9111
Email: CFreeman@kid.org

6. Governing Law/Forum Selection. Unless otherwise controlled by federal law, the interpretation and enforcement of this Agreement shall be governed by the laws of the State of Washington. The parties agree that Benton County is the appropriate venue for filing of any civil action arising out of this Agreement. Participant expressly agrees to submit to personal jurisdiction in Benton County Superior Court.

7. Legal Relationship. No partnership, joint venture or joint undertaking shall be construed from the existence of this Agreement, and except as herein specifically provided, neither party shall have the right to make any representations for, act on behalf of, or be liable for the debts of the other. All terms, covenants and conditions to be observed and performed by either of the parties hereto shall be joint and several if entered into by more than one person.
8. Severability. If any provision of this Agreement is found by a court of competent jurisdiction to be invalid or unenforceable as written, the remainder of the Agreement or the applications of the remainder of the Agreement shall not be affected.
9. Assignment. KID shall not assign, convey or transfer this Agreement or any interest herein without the prior written consent of the City of Richland. Any assignment made without City's consent is null and void, and does not relieve KID of any liability or obligation hereunder.
10. Exhibits. All exhibits attached hereto shall be incorporated by reference as if set out in full herein.
11. Captions. Paragraph titles or captions contained herein are inserted as a matter of convenience and for reference, and in no way define, limit, extend or describe the scope of this Agreement.
12. Binding Effect. Regardless of which party prepared or communicated this Agreement, this Agreement shall be of binding effect between City and KID only upon its execution by an authorized representative of each such party, and after receiving approval of the Richland City Council.
13. Warranty of Authority. The persons executing and delivering this Agreement on behalf of KID and the City of Richland each represent and warrant that each of them is duly authorized to do so, and that execution of this Agreement is the lawful and voluntary act of the person or entity on whose behalf they purport to act.
14. Legal Action. In the event legal action is necessary to enforce any of the provisions of this Agreement, the parties agree that the prevailing party will be awarded its reasonable attorney's fees and costs in action.
15. Construction. The parties acknowledge that each party and its counsel have reviewed this Agreement with opportunity to comment, and that the normal rule of construction providing that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or any amendment or exhibits hereto.
16. Scrivener. The party drafting this Agreement is the City of Richland. The City of Richland makes no representations regarding the rights or responsibilities of KID under this Agreement.
17. Complete Agreement. This Agreement represents and contains the entire understanding between the parties. The parties acknowledge that no other oral or written collateral agreements, understandings, or representations exist outside of this document, with the exception of any documents expressly incorporated by reference in this Agreement. Any prior agreements, whether verbal or written, not specifically referred to in this Agreement are hereby terminated.

[Signature Page to Follow]

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

CITY OF RICHLAND

KENNEWICK IRRIGATION DISTRICT

Cynthia D. Reents, ICMA-CM
City Manager

Chuck Freeman
District Manager

Attested:

Marcia Hopkins, City Clerk

Approved as to Form:

Heather Kintzley, City Attorney



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Resolutions – Adoption

Key Element: Key 2 - Infrastructure & Facilities

Subject:

Resolution No. 124-16, Authorizing the City Manager to execute a Consultant Agreement with the Langdon Group for the Rachel Road Alignment Study

Department:
Public Works

Ordinance/Resolution Number:
124-16

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 124-16, authorizing the City Manager to sign and execute a consultant agreement with the Langdon Group for \$153,400 for the Rachel Road Alignment study.

Summary:

Rachel Road, between Steptoe Street and Leslie Road, is a long-standing planned segment of the City's street system. Rachel Road is designated as an arterial collector, providing an efficient link for vehicles, pedestrians, and bicyclists to neighborhoods located in the southerly portion of Richland and adjacent areas of Benton County and the City of Kennewick. A majority of this road segment will be constructed as part of the Clearwater Creek preliminary plat, approved by the City Council in 2014. The westerly end of the road segment will cross City-owned property known as the Amon Creek Property.

The City, Washington State Department of Transportation, Washington State Energy Facility Site Evaluation Council, and the Tapteal Greenway acquired the Amon Creek Property in 2007 with the intended purpose of managing the property as natural open space. The property includes valuable plant and wildlife habitat, including wetlands.

The completion and alignment of the westerly segment of Rachel Road is an item of intense public interest, as evidenced by testimony provided to the City Council in connection with the 2015 Transportation Improvement Program (TIP) and the Clearwater Creek preliminary plat (Plat). City Council, in approving the Plat and the TIP, committed to a public process of selecting the final road alignment. The proposed agreement with the Langdon Group is staff's recommended method for fulfilling that Council commitment.

In accordance with City purchasing policies, staff solicited statements of qualifications to conduct the study. The City's solicitation was guided by input from a City Council workshop on March 22, 2016. Two consultant teams provided submittals for this project. A staff committee comprised of Public Works, Community Development, Parks and Facilities, Communication and Marketing, and the Assistant City Manager rated the consultant teams, selecting the Langdon Group as the most qualified consultant.

Fiscal Impact:
Yes

The total cost of the consultant agreement will not exceed \$153,400. The 2016-2030 Capital Improvement Plan (page 85) approved funding for this project in the amount of \$150,000. Additional funding in the amount of \$3,400 is proposed from Stevens Drive Extension project savings.

Attachments:

- I. Resolution No. 124-16, Authorizing a consultant agreement with the Langdon Group for the Rachel Road Alignment Study

RESOLUTION NO. 124-16

A RESOLUTION of the City of Richland authorizing the execution of a consultant services agreement with the Langdon Group for the Rachel Road Alignment Study.

WHEREAS, the Comprehensive Land Use Plan and the City-wide Transportation Plan include Rachel Road as an arterial collector street between Steptoe Street and Leslie Road; and

WHEREAS, the 2016–2021 Six-year Transportation Improvement Program includes Rachel Road; and

WHEREAS, in 2007 the City participated in the acquisition of the Amon Creek Preserve, receiving ownership and management responsibilities for the property; and

WHEREAS, the property management goals for the Amon Creek Preserve are to preserve and maintain the property as natural open space and to establish a linear trail system to support education, passive recreation, and quiet enjoyment; and

WHEREAS, the Amon Creek Preserve acquisition documents preserved the City's ability to complete the planned Rachel Road across the Preserve; and

WHEREAS, completion of the segment of Rachel Road crossing the Amon Creek Preserve has been a contentious issue in recent years, with significant public input opposing the street construction; and

WHEREAS, preliminary plat approval for the Clearwater Creek subdivision includes a provision requiring the developer to cooperate with a City alignment study that could require the development to be redesigned to accommodate a selected alignment; and

WHEREAS, the 2016 budget included funds dedicated to completing the alignment study; and

WHEREAS, City staff solicited statements of qualifications from consultants experienced in completing robust public input processes with street projects that include sensitive environmental factors; and

WHEREAS, two (2) consultant teams responded to the City's request; and

WHEREAS, a staff team with members from Public Works, Parks and Recreation, Community Development, and the Communications and Marketing Division rated the consultant teams, unanimously selecting the Langdon Group as the most qualified; and

WHEREAS, staff has negotiated a consultant services agreement meeting the objectives of the Rachel Road Alignment Study and recommends authorization of the agreement.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Richland authorizes the City Manager to sign and execute a consultant agreement with the Langdon Group to complete the Rachel Road Alignment Study.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland at a regular meeting on the 7th day of June, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney



AGREEMENT BETWEEN CITY AND CONSULTANT

THIS AGREEMENT, entered into this day # day of June, 2016 by and between the City of Richland, 505 Swift Ave., Richland, Washington, (hereinafter referred to as the "City"), and The Langdon Group, Inc, 250 S. Beechwood Avenue, Suite 201, Boise, Idaho (hereinafter referred to as the "Consultant").

WITNESSETH:

1) SCOPE OF WORK

- a) The Consultant shall furnish all services, labor and related equipment necessary to conduct and complete the work as designated in this Agreement. The Consultant shall provide public engagement, traffic engineering, habitat assessment and impact analysis services for the Rachel Road Alignment Study.
- b) The following exhibit(s) are attached hereto and made a part of this Agreement:
 - (i) Exhibit A – Scope of Work Description and Fee Estimate
 - (ii) Exhibit B – Request for Qualifications – RFQ – 16-0058
- c) This Agreement consists of this Agreement, the above referenced Exhibit(s) and other documents listed below. These form the entire Agreement between the parties, and are fully integrated into this Agreement as if stated or repeated herein. In the event of a conflict between documents, the order of precedence will be the order listed below. An enumeration of the Agreement documents is set forth below:
 - (i) City of Richland Agreement No. Enter #
 - (ii) Exhibit A: Scope of Work
 - (iii) Exhibit B: Request for Qualifications – RFQ – 16-0058

2) GENERAL REQUIREMENTS

- a) The Consultant shall attend status, progress, and coordination meetings with the designated City of Richland representatives, or such federal, community, state, city or county officials, groups or individuals as may be requested by the City. If additional meetings are requested, the City will provide the Consultant sufficient notice prior to those meetings requiring Consultant participation.
- b) The Consultant shall prepare a monthly progress report if requested, in a form approved by the City, that will outline in written and/or graphical form the various phases and the order of performance of the work in sufficient details so that the progress of the work can easily be evaluated.

3) TIME FOR BEGINNING AND COMPLETION

The Consultant shall not begin any work under the terms of this Agreement until authorized in writing by the City. Consultant agrees to use best efforts to complete all work described under this Agreement by June 30, 2017.

4) PAYMENT

- a) For services rendered under this Agreement, the City shall pay the Consultant an amount not to exceed one hundred fifty three thousand, four hundred (\$153,400). Payment shall be made on a "time and materials" basis. Payment as identified in this section shall be full compensation for all work performed or services rendered, and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work specified in Exhibit A – Scope of Work.
- b) Invoices not in dispute by the City will be paid net thirty (30) days and shall reference the contract number and/or purchase order applicable to the work. The invoice shall provide sufficient detail on the work being billed and include detailed receipts for any invoices.
- c) Partial payments to cover the percentage of work completed may be requested by the Consultant. These payments shall not be more than one (1) per month.
- d) Pre-approved travel, meals and lodging will be reimbursed at cost and only when consultant travels at least 150 miles per one way trip. Reimbursable expenses are limited to the following: coach airfare, ground transportation (taxi, shuttle, car rental), hotel accommodations at the government rate, personal or company vehicle use at the then-current federal mileage rate, and meals at the current federal per-diem meal allowance or up to the current federal per-diem with detailed receipts, no alcohol, and a 20% maximum gratuity.
- e) Reimbursement for extra services/reimbursable expenses are not authorized under this Agreement unless detailed in the Scope of Work or agreed upon in writing as a modification to this Agreement.
- f) The Consultant will allow access to the City, the State of Washington, the Federal Grantor Agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts, and transcriptions. Unless otherwise provided, said records must be retained for three years from the date of receipt of final payment. If any litigation, claim, or audit arising out of, in connection with, or relating to this contract is initiated before the expiration of the three-year period, the records shall be retained until such litigation, claim, or audit involving the records is completed.

5) INDEPENDENT CONTRACTOR

The Consultant, and any and all employees of the Consultant or other persons engaged in the performance of any work or services required of the Consultant under this Agreement, are independent contractors and shall not be considered employees of the City. Any and all claims that arise at any time under any Workers' Compensation Act on behalf of said employees or other persons while so engaged, and any and all claims made by a third party as a consequence of any act or omission on the part of the Consultant's employees or other persons engaged in any of the work or services required to be provided herein, shall be the sole obligation and responsibility of the Consultant.

6) OWNERSHIP OF DOCUMENTS

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

7) TERMINATION

- a) This Agreement may be terminated by either party upon thirty (30) days' written notice. In the event this Agreement is terminated by the Consultant, the City shall be entitled to reimbursement of costs occasioned by such termination by the Consultant. In the event the City terminates this Agreement, the City shall pay the Consultant for the work performed, which shall be an amount equal to the percentage of completion of the work as mutually agreed between the City and the Consultant.
- b) If any work covered by this Agreement shall be suspended or abandoned by the City before the Consultant has completed the assigned work, the Consultant shall be paid an amount equal to the costs incurred up to the date of termination or suspension as mutually agreed upon between the City and the Consultant.

8) AVAILABILITY OF RECORDS FOR PUBLIC INSPECTION

- a) As a public contract, all records prepared, generated or used by Consultant or its agents, employees and subcontractors relating to this Agreement and associated work (hereinafter "public records") may be subject to disclosure under the Washington State Public Record Act, Chapter 42.56 RCW.
- b) Contractor shall maintain and retain all such public records in a manner that is readily accessible for a minimum term of no less than three (3) years following completion of the contract work. City shall have the right to timely review all such public records upon request. Contractor shall provide copies of any public records requested by City within 30 days of City's request. If City requests that copies of public records be provided to City in an electronic format, said records shall be provided at no cost to City. If paper copies are requested by City, City shall pay \$.10 per page. Payment for paper copies shall be rendered to Consultant within 20 days of receipt.
- c) All records subject to a public disclosure request will be provided to a requester unless exempted from disclosure by law. The City's decision to exempt or redact any public record shall be based only upon valid exemptions that apply to the City. City will not refrain from disclosing any record under an exemption that may be personal to Consultant. In the event Consultant objects to release of any public record under this Agreement, Consultant may seek judicial approval to prevent such disclosure at its sole

expense. City shall neither aid nor interfere with Consultant's request for an injunction to prevent disclosure of any public record under this Agreement.

- d) Consultant shall insert this provision in all contracts with subcontractors or agents providing services relating to this Agreement.

9) DISPUTE RESOLUTION

- a) The City and the Consultant agree to negotiate in good faith for a period of thirty (30) days from the date of notice of all disputes between them prior to exercising their rights under this Agreement, or under law.
- b) All disputes between the City and the Consultant not resolved by negotiation between the parties may be arbitrated only by mutual agreement of the City and the Consultant. If not mutually agreed to resolve the claim by arbitration, the claim will resolved by legal action.

10) DEBARMENT CERTIFICATION

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

www.sam.gov and

<http://www.lni.wa.gov/TradesLicensing/PrevWage/AwardingAgencies/default.asp>

11) VENUE, APPLICABLE LAW AND PERSONAL JURISDICTION

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

12) ATTORNEY'S FEES

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

13) INSURANCE

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

- a) No Limitation. Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by

such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

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

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
2. Commercial General Liability insurance shall be as least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. The City shall be named as an insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

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

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

d) Other Insurance Provisions. The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance with respect to the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

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

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

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

- h) Failure to Maintain Insurance. Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.
- i) Public Entity Full Availability of Consultant Limits. If the Consultant maintains higher insurance limits than the minimum shown above, the City shall be insured for the full available limits of the Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this contract or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.

14) INDEMNIFICATION / HOLD HARMLESS

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

15) STANDARD OF CARE

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

16) SUCCESSORS OR ASSIGNS

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

17) NOTICES

Any notices required under this Agreement will be in writing, addressed to the appropriate party at the address which appears below (as modified in writing from time to time by such party), and given by electronic submission, by facsimile personally, by registered or certified mail,

return receipt requested, or by nationally recognized overnight courier service. All notices shall be effective upon the date sent.

Purchasing Manager
City of Richland
2700 Duportail Street, Bldg. 200
PO Box 190, M/S #11
Richland, WA 99352

Email: purchasing@ci.richland.wa.us
Phone: (509) 942-7710
Fax: (509) 942-7397

Contact Name: Timothy Haener, Bryant J. Kuechle
Name of Firm: The Langdon Group, Inc.
Address: 250 S. Beechwood Avenue, Suite 201
Boise, Idaho 83709-0944
Email: bk@langdongroupinc.com
tjh@jub.com
Phone Number: 208-376-7330
Fax Number: 208-323-9336

18) EQUAL OPPORTUNITY AGREEMENT

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

19) PARTIAL INVALIDITY

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

20) AMENDMENTS

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

21) CHANGE IN LAW

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

22) CONFIDENTIALITY

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

advise each of its employees, agents, and representatives of their obligations to keep such information confidential.

23) CHANGES OF WORK

- a) When required to do so, and without any additional compensation, the Consultant shall make such changes and revisions in the completed work of this Agreement as necessary to correct or revise any errors, omissions, or other deficiencies in the design, drawings, specifications, reports, and other similar documents which the Consultant is responsible for preparing or furnishing under this Agreement.
- b) Should the City find it desirable for its own purposes to have previously satisfactorily completed work or parts thereof changed or revised, the Consultant shall make such revisions as directed by the City. This work shall be considered as Extra Work and will be paid for as herein provided under Section 22, Extra Work.

24) EXTRA WORK

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

(Signature page to follow)

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

CITY OF RICHLAND, WASHINGTON

CONSULTANT

CYNTHIA D. REENTS, ICMA-CM
City Manager

Signature

ATTEST:

TIMOTHY HAENER
Vice President

MARCIA HOPKINS
City Clerk

APPROVED AS TO FORM:

HEATHER D. KINTZLEY
City Attorney

Exhibit A

Scope of Work – The Langdon Group, Inc. (a J-U-B company)

Rachel Road Alignment Study City of Richland

PROJECT DESCRIPTION AND BACKGROUND

This project consists of public involvement process design and implementation; roadway alternative analysis and design; and the development of a wildlife report.

AGENCY (City of Richland) selected CONSULTANT (The Langdon Group) to provide public involvement process design and implementation; roadway alternative analysis and design; and develop a wildlife report for the Amon Basin Preserve area, consistent with the project currently referred to as the Rachel Road Alignment Study. CONSULTANT will conduct a public involvement process; develop and rate street alignment alternatives, including a no-build alternative, for roadway connectivity through the area; develop a wildlife report; develop data and analysis to support rating of alternatives and present a report to City Council Advisory Committees as directed by the Richland Municipal Code and to the City Council.

Duties and Responsibilities of Consultant

TASK 1 – PUBLIC INVOLVEMENT

CONSULTANT shall provide the Project Management and Public Involvement to the Amon Basin Preserve area, consistent with the project currently referred to as the Rachel Road Alignment Study.

Subtask 1.1 – Project Management

This task includes preparing monthly invoices and status reports, overall project coordination, monitoring the project schedule and keeping the project documentation and files up to date.

Deliverables:

- ☐ Monthly invoices and Project Status Reports

Subtask 1.2 – Team Coordination and Communication

This task involves in-house team meetings and up to two meetings with AGENCY staff to discuss project assumptions, progress and products.

Deliverables:

- ☐ Meeting agendas and summaries of meetings with AGENCY.

Subtask 1.3 – Public Involvement Plan

The public involvement plan will describe the proposed public involvement process with flexibility for responsiveness to ongoing public input and interactions. The document will include:

- ☐ Schedule of activities and outreach efforts
- ☐ List of identified stakeholders, issues impacting public sentiment, and understanding of this project
- ☐ Methods to be used to communicate with stakeholders and general public

Deliverables

- ☐ Public involvement plan
- ☐ Updates as necessary

Subtask 1.4 – Situational Assessment

CONSULTANT team will review appropriate information and data pertinent to the study area to contribute to the background, history and purpose and need of the project. Documents may include: the City Transportation Plan, Comprehensive Land Use Plan, Transportation Improvement Program (with its, associated public hearings), Bicycle and Pedestrian Plan, Parks, Trails, Open Space and Facilities Plan, the BFCOG regional traffic model, Amon Creek Property Acquisition Documents, and natural resource and environmental review documents related to the Amon Creek Properties and nearby parcels..

Through an early situational assessment, CONSULTANT will work with AGENCY to identify key stakeholders, interest groups and organizations that will need to be involved in this effort. One-on-one interviews with key stakeholders will assess what interests or concerns stakeholders have, determine their primary areas of interest, identify Community Advisory Committee (CAC) representatives and identify additional key stakeholders for inclusion in the process. CONSULTANT shall conduct these interviews in person at a venue convenient for the stakeholder if possible. Some interviews with agencies outside of the Tri-Cities may require telephone interviews. CONSULTANT will summarize all key stakeholder interviews and provide recommendations in a formalized report.

Time for this task includes:

- ☐ Review of background data
- ☐ Development of interview questions
- ☐ Logistics/coordination
- ☐ Finalizing stakeholder list
- ☐ Conducting interviews
- ☐ Reporting of interviews

Deliverables

- ☐ Summary of previous background studies and data
- ☐ Up to 14 interviews
- ☐ Interview guide
- ☐ Summary report and recommendations for CAC membership

Subtask 1.5 – Branding, Message and Materials

In coordination with the AGENCY, CONSULTANT will develop project brand and messaging material for consistency in all communication and materials throughout the project schedule. CONSULTANT will write, design, mail and email three (3) project information pieces for print and electronic distribution. CONSULTANT to coordinate mailing list; printing to be done by CONSULTANT; CONSULTANT to coordinate direct mail through USPS.

- ☐ Piece 1: Project information, open house #1 information, website information
- ☐ Piece 2: Project update, open house #2 information
- ☐ Piece 3: Project update, announcement of preferred alternatives

CONSULTANT will also prepare news releases for distribution by AGENCY. CONSULTANT will prepare staff talking points and support project team in media activities, including researching information, events, preparing material for and scheduling interviews. CONSULTANT will also provide project information updates to AGENCY for website and social media postings. CONSULTANT will function as the project spokesperson for media releases and public events.

Deliverables

- ☐ Three project mailings
- ☐ Email template, with project branding, for three electronic distributions
- ☐ Project news release(s)
- ☐ Talking points for interviews and meetings
- ☐ Performance as project spokesperson for media inquiries

Subtask 1.6 – Community Advisory Committee

The CONSULTANT will work with the AGENCY to determine group membership and to define group roles and responsibilities. This forum will allow representatives to serve as a conduit to their constituents and provide equal voice to each interest. The CAC will be key participants in the alternative evaluation process.

CONSULTANT anticipates three CAC meetings with the following goals:

- ☐ CAC 1
 - ☐ Project introduction and background
 - ☐ Identify goals and objectives
 - ☐ Identify areas of concern
 - ☐ Partnering agreement and ground rules
 - ☐ Field Tour
 - ☐ Preliminary alignment development exercise
 - ☐ Alternative Evaluation Matrix: Criteria Development
 - ☐ Wildlife report findings and mitigation alternatives
 - ☐
- ☐ CAC 2
 - ☐ Review Public Comments from Open House

- Alternative Refinement
- Draft alternatives review
- CAC 3
 - Preferred Alternatives selection
 - Habitat mitigation alternative selection

Time for this task includes:

- Content creation for displays, mailers, handouts, website, other project information materials
- Scheduling, logistics and planning for CAC meetings
- Summary reporting for meetings
- Attendance and facilitation at CAC meetings for 3 CONSULTANT team members at 2 meetings and 2 CONSULTANT team members at the other meeting
- AGENCY coordination

Deliverables

- Design/develop/draft/print meeting displays and collateral (printing CONSULTANT direct expense)
- Refreshments (CONSULTANT direct expense)
- Meetings notes

Subtask 1.7 – Public Open Houses

CONSULTANT will plan, facilitate and attend two public open houses at key milestones to discuss project purpose and solicit public input. CONSULTANT will prepare venue, display boards, advertisements, sign-in sheets, comment forms, refreshments, etc. CONSULTANT will also prepare and coordinate distribution of notifications to public and stakeholders. Upon completion of events, CONSULTANT will provide AGENCY with open house summary reports, including comments received at the event. CONSULTANT to provide design/layout for displays and other open house materials consistent with project branding.

Information presented and goals for each set of public open house are:

- Open House #1: Project information and history, issues identified; CAC membership; Alternative evaluation criteria; Alternatives review and input; Wildlife report overview; next steps
- Open House #2: Project update and status; CAC progress; Alternatives Analysis; Wildlife report review and input; Next steps

Time for this task includes:

- Graphic design and development
- Content creation for displays, renderings, mailers, handouts, website, other project information materials
- Scheduling, logistics and planning for public meetings
- Summary reporting for meetings
- Attendance and facilitation at public meeting for 5 CONSULTANT team members

- ☐ Layout, revisions and QC/QA of all meeting materials and promotional materials
- ☐ AGENCY coordination

Direct expenses for this task may include:

- ☐ Refreshments
- ☐ Meeting materials
- ☐ Printing

Deliverables

- ☐ Design/develop/draft/print meeting displays, advertisements and project information materials(printing CONSULTANT direct expense)
- ☐ Refreshments (CONSULTANT direct expense)
- ☐ Event information for AGENCY project web page and social media
- ☐ Open house summary report

Subtask 1.8 – Project Webpage

CONSULTANT will develop materials and content for posting on a dedicated webpage on the AGENCY website.

Time for this task includes:

- ☐ Website content creation
- ☐ AGENCY coordination
- ☐ Ongoing, timely websiteand updates

Deliverables

- ☐ Project website content and materials for posting and management by AGENCY

Subtask 1.9 – Stakeholder Coordination

CONSULTANT will provide a point of contact (phone and project dedicated email) for the public to answer questions and address project concerns. CONSULTANT will attend and present project information and updates at existing interest group meetings.

CONSULTANT will maintain database for the project that includes documentation of all public involvement/stakeholder contact.

Time for this task includes:

- ☐ Ongoing facilitation of stakeholder inquiries and response coordination
- ☐ Database input of stakeholder conversations

Deliverables

- ☐ Public point-of-contact availability via phone and email
- ☐ Attendance and presentations at up to 6 existing interest group meetings as warranted
- ☐ Stakeholder contact reports, as requested

Subtask 1.10 – Project Summary Report

CONSULTANT will compile and distribute a post-project report that includes a summary of all project activities from the beginning to end and recommendations for subsequent project phases if applicable.

Deliverables

- ☐ Project Summary Report

TASK 2 – ALTERNATIVES ANALYSIS

CONSULTANT shall develop and evaluate alternatives using guidance from the public involvement (Task 1) and Wildlife Report (Task 3) of this Study.

Subtask 2.1 – Evaluation Criteria

CONSULTANT will prepare a list and description of potential criteria that could be used in evaluating the alternatives and present to the CAC for their consideration. The team will assist the CAC to identify appropriate meaningful criteria. A pair-wise exercise will be conducted and summarized to weight the criteria to be used. It is anticipated that up to 9 criteria will be used and may include, but not be limited to travel time, safety, planning level cost estimates, environmental impacts, environmental mitigation, bicycle/pedestrian connectivity and neighborhood impacts..

Deliverables

- ☐ Appropriate tables or descriptions of criteria to be used
- ☐ Results of criteria weighting exercise

Subtask 2.2 – Street Design Elements

CONSULTANT will work with AGENCY and the CAC to determine the typical roadway cross-section to inform the public of the desired roadway width and features, including travel lanes, bicycle lanes, shoulders, sidewalk, minimal lighting etc. CONSULTANT will also determine the needed right-of-way and prepare a graphic to help stakeholders and the public better envision the future roadway. Other applicable roadway standards such as access spacing or other desirable street connections will also be identified.

CONSULTANT will work with the City and CAC to develop and refine design features, such as a structures to span valuable habitat or other features, appropriate lighting, separated bike pathways, etc. Two renderings of such features will be prepared for the CAC and public meetings.

Subtask 2.3 – Alternative Alignments

CONSULTANT will develop up to 4 alternative alignments including preliminary design for evaluation through working with the AGENCY, stakeholders and the CAC. The No-Build Alternative will also be evaluated. These alignments will be presented to the public and may be refined by the CAC prior to evaluation. If additional alternatives are

proposed by the public that exceeds four, plus the No-Build, the CAC will be asked to select the four most reasonable or promising alternatives for evaluation.

Deliverables

- ☐ Graphics of typical roadway section
- ☐ Graphics of alternative alignments to be evaluated. Including plan and profile using available contour information provided by the AGENCY.

Subtask 2.3 – Evaluate Alternatives

Depending on the criteria selected for evaluation of the alternatives by the CAC, CONSULTANT will develop data to be used to support the rating of alternatives. It is anticipated that the following data will need to be developed:

- 1) It is anticipated that planning level cost estimates will be prepared for 4 alternatives in addition to a No-Build Scenario.
- 2) Existing turning movement counts for the PM peak hour will be collected at up to nine locations. It is anticipated that the AGENCY will provide similar PM peak hour turning movement counts at two intersections to be used to assist in the forecasting efforts described below. Capacity analysis will be performed for existing conditions at the following intersections: Leslie Road/Broadmoor Street, Leslie Road/Gage Boulevard and Gage Boulevard/Bellerive Drive.
- 3) Traffic forecasts will be prepared for one future year scenario for roadway segments in the study area anticipated to include collector and arterial roadways from Leslie Road on the west, Steptoe Street on the east, Clearwater Avenue on the south and Gage Boulevard on the north. It is assumed that the City of Richland will request the Benton Franklin Council of Governments to run the regional traffic model with and without the Rachel Road connection to assist in the forecasting. Intersection PM peak hour turning movement forecasts will also be prepared for the three intersections identified above for both the No-Build and one Build Scenario, and capacity analysis will be performed to determine likely future improvements necessary to achieve acceptable Level of Service under Build and No-Build scenarios at these three intersections.
- 4) Travel Time comparisons for the 5 scenarios will be prepared for up to 3 origin-destination pairs, anticipated to include Rachel Road west of Leslie Road to/from the Columbia Center Mall, to/from the Clearwater Avenue/Steptoe Street intersection and to/from Kamiakin High School, subject to direction on appropriate origin-destination pairs from the CAC.
- 5) Evaluation of the type of traffic conflicts at study intersections will be prepared.
- 6) Bicycle and Pedestrian accessibility will be evaluated.
- 7) Impact to circulation patterns will be evaluated.

It is anticipated that other data will be derived from the Wildlife Report developed as part of Task 3.

CONSULTANT will rate or score the 4 alternative alignments and the No-Build Scenario against the criteria selected by the CAC using the data developed. Tables and graphics will be prepared as appropriate to explain the application of the criteria to the CAC. It is assumed that up to 9 criteria will be used in the evaluation, representing transportation efficiency, environmental impacts, environmental mitigation and other factors such as

cost and neighborhood impacts. The weighting for the criteria determined earlier will be applied to the scoring to arrive at a final score. These scores will be reviewed in detail with the CAC. The final CAC recommendation will be presented to the public for feedback and comments.

Deliverables

- ☐ Summary of transportation network characteristics
- ☐ Existing and future land use assumptions
- ☐ Planning level cost estimates for 4 alternative alignments and associated improvements
- ☐ Summaries of capacity analysis performed for existing and future conditions.
- ☐ Tables and graphics to support evaluation of alternatives.

Subtask 2.4 – Study Documentation

CONSULTANT will prepare a draft report that summarizes the process for the Rachel Road Alignment Study, including public involvement and CAC efforts and guidance, existing and future traffic conditions with and without the Rachel Road Extension, the alternative alignments developed, evaluation criteria used and the identification of the preferred alternative with costs that include enhancements to habitat and access to the Amon Basin Preserve. This document will be reviewed with AGENCY and presented to the CAC for their review and comment.

A Final report will be prepared that incorporates AGENCY and CAC comments. The study and resulting recommendations will be presented to the Parks and Recreation Committee and City Council at the conclusion of the study. It is assumed that City staff will discuss the Scope of Work and study process with appropriate advisory committees and the City Council at the commencement of the study.

Deliverables

- ☐ Draft project report documenting the study process, results and recommendations
- ☐ Final project report incorporating review comments from AGENCY and CAC and other stakeholders as appropriate.

TASK 3 – WILDLIFE REPORT

CONSULTANT shall develop a Wildlife report to assist in alternative alignment evaluation as well as improving public amenities for the Amon Basin Preserve.

Subtask 3.1 – Wildlife Report

CONSULTANT will prepare a Wildlife Report (WR) for the study area that will function as the baseline environmental document. The WR will evaluate plant communities and wildlife functions and values on the site, consistent with Title 22.10.170 of the Richland Municipal Code and will document the current habitat conditions that fall within the project study area and outline planned best management practices (BMPs) and prescriptive mitigation measures intended to maintain habitat conditions established prior to the proposed project actions.

The following elements are planned to be presented within the WR: potential construction activities; current habitat conditions that fall within the project action area;

an analysis of Endangered Species Act (ESA) listed species and/or habitats; an analysis of Washington Department of Fish and Wildlife (WDFW) Priority Species and Habitats (PHS); and, a wetland and stream assessment . In summary, the WR would detail the biological/ecological baseline information including shrubb steppe and species known to occur required for project stakeholders to make informed and balanced decisions about the proposed project actions. Note: Completing a formal wetland delineation and professional surveying services are not included in the development of the WR. In completing the WR previously completed appropriate studies will be referenced in.

Deliverables

- ☐ Draft Wildlife Report
- ☐ Final Wildlife Report

Subtask 3.2 – Identify Desired Enhancements

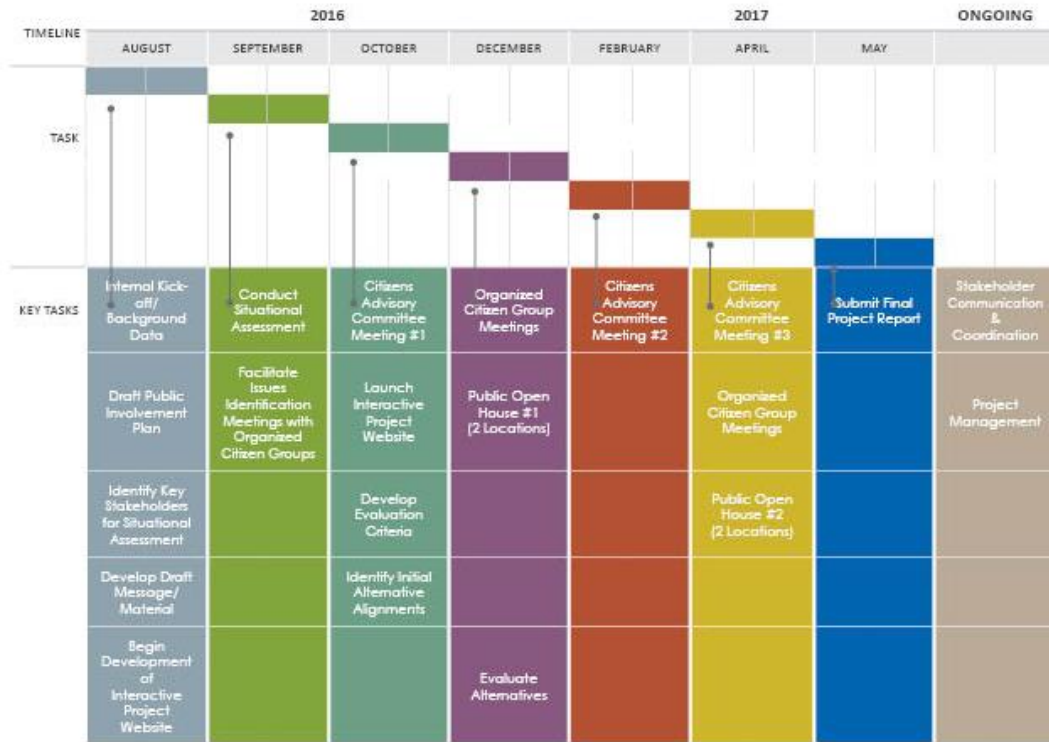
CONSULTANT shall assist in the identification of potential enhancements to the Amon Basin Preserve which may include habitat preservation and enhancement, access improvements such as platforms, trails or kiosks. This will include renderings of potential improvements to help the public and CAC to envision such enhancements. CONSULTANT will prepare cost estimates for the preferred set of mitigation and enhancement features.

Deliverables

- ☐ Up to 3 Renderings depicting appropriate enhancements
- ☐ Appropriate graphics or tables listing other mitigation or enhancements

SCHEDULE OF SERVICES

Predicated upon timely receipt of AGENCY provided information, reviews and active direction during work, CONSULTANT has prepared the following DRAFT schedule with the understanding that a successful public process is dynamic and responsive to the needs and interests of the public. Milestones may shift and processes may be added or removed.



LIMITATIONS AND ASSUMPTIONS

The following limitations have been identified and will apply to this Scope of Work:

1. Geotechnical investigation is not included.
2. Surveying is not included. Title research, and right of way research is not included.
3. Detailed design is not included. Conceptual plan and profile of the alignments identified will be prepared using available contour information provided by the AGENCY.
4. Collection of all-day traffic volumes are not included. Collection of intersection turn movement counts at two locations will be provided by the AGENCY.
5. Cultural Resources investigation are not included.
6. Design of any recommended improvements are not included.
7. The Draft report will be provided in PDF for to the CAC.
8. One PDF version will be provided.

Supplemental Services

This Agreement may also be supplemented with additional services as determined by the AGENCY, such as alternative design and additional mitigation.

ESTIMATED PERSON-HOUR EXHIBIT

Rachel Road Alignment Study

DATE: May 31, 2016

Section: Rachel Road Alignment Study

			Principal In-Charge	Project Manager	Facilitator	Website	Transp. Manager	Transp. Planner	Transp. Engineer	Project Engineer	CADD	Senior Biologist	Biologist	Sr. Environ. Planner	EIT	Sr. Landscape Architect	Landscape Designer	Landscape Architect	Clerical
TASK 1	PUBLIC INVOLVEMENT & COMMUNICATION PLAN		\$73,918.00	3.0	278.0	48.0	0.0	19.0	77.0	0.0	0.0	0.0	58.0	0.0	0.0	0.0	0.0	0.0	10.0
1.1	Project Management (Est 9 mo.)		\$4,099.00	0.0	14.0	0.0	0.0	0.0	5.0	0.0	0.0	0.0	4.0	0.0	0.0	0.0	0.0	0.0	9.0
	Invoices and Status Reports		\$4,099.00	0.0	14.0	0.0	0.0	0.0	5.0	0.0	0.0	0.0	4.0	0.0	0.0	0.0	0.0	0.0	9.0
	1.2 Team Coordination & Communication		\$7,408.00	0.0	26.0	0.0	0.0	8.0	8.0	0.0	0.0	0.0	6.0	0.0	0.0	0.0	0.0	0.0	0.0
	Meetings (2) w/Agency inc. agendas & summaries		\$3,968.00	0.0	12.0	0.0	0.0	4.0	4.0	0.0	0.0	0.0	6.0	0.0	0.0	0.0	0.0	0.0	0.0
	Ongoing team emails, phone, etc.		\$3,440.00	0.0	14.0	0.0	0.0	4.0	4.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	1.3 Public Involvement Plan		\$1,567.00	1.0	6.0	1.0	0.0	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0
	Draft Plan		\$1,279.00	1.0	4.0	1.0	0.0	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0
	Plan updates		\$288.00	0.0	2.0	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	0.0
	1.4 Situational Assessment		\$10,897.00	1.0	42.0	5.0	0.0	1.0	15.0	0.0	0.0	0.0	12.0	0.0	0.0	0.0	0.0	0.0	0.0
	Background data and research		\$5,028.00	0.0	8.0	4.0	0.0	0.0	12.0	0.0	0.0	0.0	12.0	0.0	0.0	0.0	0.0	0.0	0.0
	Conduct assessment including scheduling (up to 12)		\$4,914.00	0.0	32.0	0.0	0.0	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Summary report and recommendations		\$955.00	1.0	2.0	1.0	0.0	1.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
1.5	Branding, Message and Materials		\$9,751.00	0.0	44.0	22.0	0.0	2.0	5.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Project brand including logo		\$1,900.00	0.0	4.0	6.0	0.0	2.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Project information pieces (est. 3)		\$3,594.00	0.0	20.0	4.0	0.0	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Electronic information pieces (est. 3)		\$900.00	0.0	2.0	6.0	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
	News Releases (est. 3)		\$933.00	0.0	4.0	2.0	0.0	0.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Additional communication materials and content		\$2,424.00	0.0	14.0	4.0	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
1.6	Community Advisory Committee		\$13,523.00	1.0	62.0	0.0	0.0	0.0	18.0	0.0	0.0	0.0	12.0	0.0	0.0	0.0	0.0	0.0	0.0
	CAC member coordination/outreach		\$2,592.00	0.0	18.0	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	0.0
	CAC #1		\$4,823.00	1.0	20.0	0.0	0.0	0.0	6.0	0.0	0.0	0.0	6.0	0.0	0.0	0.0	0.0	0.0	0.0
	CAC #2		\$3,462.00	0.0	12.0	0.0	0.0	0.0	6.0	0.0	0.0	0.0	6.0	0.0	0.0	0.0	0.0	0.0	0.0
	CAC #3		\$2,646.00	0.0	12.0	0.0	0.0	0.0	6.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	-		\$0.00	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	0.0	0.0	0.0
1.7	Public Open Houses		\$9,688.00	0.0	22.0	20.0	0.0	8.0	8.0	0.0	0.0	0.0	12.0	0.0	0.0	0.0	0.0	0.0	0.0
	Open House #1 (1 meeting)		\$4,844.00	0.0	11.0	10.0	0.0	4.0	4.0	0.0	0.0	0.0	6.0	0.0	0.0	0.0	0.0	0.0	0.0
	Open House #2 (1 meeting)		\$4,844.00	0.0	11.0	10.0	0.0	4.0	4.0	0.0	0.0	0.0	6.0	0.0	0.0	0.0	0.0	0.0	0.0
1.8	Project Webpage		\$1,152.00	0.0	8.0	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	0.0
	City webpage content development and maintenance support		\$1,152.00	0.0	8.0	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	0.0
	1.9 Stakeholder Coordination		\$11,856.00	0.0	54.0	0.0	0.0	0.0	16.0	0.0	0.0	0.0	12.0	0.0	0.0	0.0	0.0	0.0	0.0
	Ongoing stakeholder communication		\$4,932.00	0.0	30.0	0.0	0.0	0.0	4.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Interest Group meeting presentations		\$6,060.00	0.0	18.0	0.0	0.0	0.0	12.0	0.0	0.0	0.0	12.0	0.0	0.0	0.0	0.0	0.0	0.0
	Stakeholder contact report		\$864.00	0.0	6.0	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	0.0
1.10.	Project Summary Report		\$3,977.00	1.0	8.0	2.0	0.0	4.0	4.0	0.0	0.0	0.0	6.0	0.0	0.0	0.0	0.0	0.0	2.0
	Final report		\$3,977.00	1.0	8.0	2.0	0.0	4.0	4.0	0.0	0.0	0.0	6.0	0.0	0.0	0.0	0.0	0.0	2.0
TASK 2	ALTERNATIVE ANALYSIS		\$55,389.00	0.0	20.0	0.0	0.0	23.0	143.0	22.0	44.0	29.0	6.0	0.0	0.0	48.0	4.0	40.0	8.0
2.1	Evaluation Criteria		\$3,515.00	0.0	4.0	0.0	0.0	3.0	10.0	2.0	2.0	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0
	Develop Initial Criteria		\$2,106.00	0.0	2.0	0.0	0.0	2.0	4.0	2.0	2.0	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0
	Refine Criteria from CAC Meeting/ Pair-Wise comparison		\$1,409.00	0.0	2.0	0.0	0.0	1.0	6.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2.2	Street Design Elements		\$5,275.00	0.0	1.0	0.0	0.0	3.0	3.0	14.0	10.0	4.0	0.0	0.0	0.0	1.0	4.0	0.0	0.0
	Typical Cross-section		\$1,291.00	0.0	0.0	0.0	0.0	1.0	1.0	2.0	2.0	0.0	0.0	0.0	0.0	1.0	4.0	0.0	0.0
	Develop and Refine Design Features & Structure Concept		\$3,984.00	0.0	1.0	0.0	0.0	2.0	2.0	12.0	8.0	4.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2.3	Alternative Alignments		\$10,848.00	0.0	4.0	0.0	0.0	4.0	8.0	8.0	16.0	16.0	0.0	0.0	0.0	4.0	40.0	0.0	0.0
	Develop up to 4 Alignments		\$7,540.00	0.0	4.0	0.0	0.0	4.0	8.0	8.0	16.0	16.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

			Principal In-Charge	Project Manager	Facilitator	Website	Transp. Manager	Transp. Planner	Transp. Engineer	Project Engineer	CADD	Senior Biologist	Biologist	Sr. Environ. Planner	EIT	Sr. Landscape Architect	Landscape Designer	Landscape Architect	Clerical	
Develop Exhibits (Est. 2)			\$3,308.00	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	4.0	40.0	0.0	0.0
2.4 Evaluate Alternatives			\$25,930.00	0.0	2.0	0.0	0.0	11.0	91.0	9.0	23.0	7.0	4.0	0.0	0.0	48.0	0.0	0.0	0.0	0.0
Cost			\$4,513.00	0.0	0.0	0.0	4.0	1.0	6.0	20.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Traffic Counts and Capacity Analysis			\$4,644.00	0.0	0.0	0.0	0.0	4.0	0.0	0.0	0.0	0.0	0.0	0.0	48.0	0.0	0.0	0.0	0.0	0.0
Future Traffic Forecasts			\$6,142.00	0.0	0.0	0.0	2.0	36.0	0.0	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Future Traffic Capacity Analysis			\$1,224.00	0.0	0.0	0.0	0.0	8.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Travel Times			\$3,082.00	0.0	0.0	0.0	2.0	16.0	0.0	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Safety, Bike Ped and other Criteria			\$1,771.00	0.0	0.0	0.0	1.0	6.0	1.0	1.0	1.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Rate Alternatives, apply weighting			\$4,554.00	0.0	2.0	0.0	2.0	20.0	2.0	2.0	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2.5 Study Documentation			\$9,821.00	0.0	10.0	0.0	5.0	34.0	3.0	3.0	6.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	8.0
Draft Report			\$6,560.00	0.0	4.0	0.0	4.0	24.0	2.0	2.0	4.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	6.0
Final Report			\$2,073.00	0.0	2.0	0.0	1.0	6.0	1.0	1.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.0
Present to City Council and Advisory Committees			\$1,188.00	0.0	4.0	0.0	0.0	4.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
TASK 3	WILDLIFE REPORT		\$20,564.00	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	102.0	8.0	8.0	8.0	3.0	36.0	5.0	4.0	
3.1 Wildlife Report			\$16,404.00	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	96.0	8.0	8.0	8.0	0.0	0.0	4.0	4.0	
Draft Report			\$9,834.00	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	60.0	4.0	4.0	4.0	0.0	0.0	2.0	2.0	
Final Report			\$6,570.00	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	36.0	4.0	4.0	4.0	0.0	0.0	2.0	2.0	
3.2 Identify Desired Enhancements			\$4,160.00	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	6.0	0.0	0.0	0.0	0.0	3.0	36.0	1.0	0.0
Renderings (est. 3)			\$3,349.00	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	2.0	0.0	0.0	0.0	0.0	2.0	34.0	1.0	0.0
Graphics, tables, etc.			\$811.00	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	4.0	0.0	0.0	0.0	0.0	1.0	2.0	0.0	0.0
SUBTOTAL			\$149,871.00	3.0	300.0	48.0	0.0	42.0	220.0	22.0	44.0	29.0	166.0	8.0	8.0	56.0	7.0	76.0	5.0	22.0
Expenses			\$3,563.00																	
Total			\$153,434.00																	
Total rounded (\$100)			\$153,400.00																	
Management Reserve			\$0.00																	
TOTAL			\$153,400.00																	



**CITY OF RICHLAND
REQUEST for QUALIFICATIONS
Rachel Road Alignment Study
RFQ -16-0058**

Project Title: RACHEL ROAD ALIGNMENT STUDY

General Information

The City of Richland is a rapidly growing eastern Washington City located in Benton County. The City has a City Manager-Council form of government, and operates as a First Class City under RCW 35. The City was incorporated in 1958 with a current population of approximately 53,019. Several thousand additional area residents work in Richland, or commute to work north of Richland, every day.

The City is a full-service municipality employing approximately 500 people to provide general government, public works, public safety, planning and community development, and recreational services. The City also operates an electric distribution utility, solid waste landfill-collection system, public library, and administers the regional emergency management and 911 dispatch center.

The City regulates development through adoption and maintenance of its Comprehensive Land Use Plan. The Comprehensive Land Use Plan designates the nature of urban development within the City limits and includes infrastructure plans necessary to support the development. Rachel Road is included in the Plan as an arterial collector street providing connectivity in the easterly and westerly directions between Steptoe Street and Leslie Road. Beyond these connections Rachel Road is part of the regional transportation system linking developments in the City of Kennewick and Benton County. The segment of Rachel Road between Steptoe Street and Leslie Road does not presently exist. The attached map illustrates land use in and near the study area.

The Clearwater Creek preliminary plat was approved by the Richland City Council in 2014 and is currently being constructed in phases. Approximately 4,200 feet of the Rachel Road alignment has been designed into the preliminary plat and will be constructed as development proceeds. The easterly terminus for the segment of Rachel Road within the Clearwater Creek development will be at a signalized intersection at Steptoe Street. The westerly terminus of Rachel Road at Leslie Road has not been determined and is the subject of this study.

The western limits of the Clearwater Creek development lie approximately 1,050 feet from the Leslie Road right of way. The property to the west of the Clearwater Creek subdivision is owned by the City of Richland and is designated on the city's Official Zoning Map as "Parks and Public Facilities" and carries a Comprehensive Land Use designation of "Natural Open Space". A portion of the area is also identified on the City's Geological Sensitive Areas map as a "geologic hazard". The property is commonly referred to as the Amon Basin Preserve. Its public ownership began in 2007 with a multi-party agreement to purchase the property and manage it as an undeveloped natural open space. Two state agencies contributed to the purchase to fulfill environmental mitigation requirements related to public infrastructure improvements. The City of Richland and the Tapteal Greenway Association, a private, non-profit organization were parties to the agreement and contributed to the purchase. The purchase documents reserved the City's ability to construct a public street across the property consistent with adopted planning documents.

The Clearwater Creek preliminary plat approval conditions require the developer to redesign the westerly portions of the development to accommodate a City decision regarding the alignment of Rachel Road across the Amon Basin Preserve property. Hayden Homes, the Clearwater Creek developer, and the Kennewick School District, who intends to construct an elementary school within the subdivision, plan to develop property within the westerly portion of the subdivision in 2017. This study is intended to provide a public process for developing and evaluating alternative alignments for the westerly segment of Rachel Road so that the City can provide the guidance to Hayden Homes contemplated in the preliminary plat approval conditions. A target completion date for the study has not been established and will be set in consultation with the selected consultant. It is anticipated that the study results will be presented to the City Council for selection of the planned alignment.

Retention of this segment of Rachel Road as a planned element of the area's street system has been a contentious issue at several points since the Amon Basin Preserve was first established. The most recent time was during consideration of the Clearwater Creek preliminary plat in 2014. During the City Council's review of the preliminary plat and also during Council's consideration of the 2015 Transportation Improvement Program the Council responded to public concern by committing to an open public process for evaluating this street segment. This study is intended to fulfill that commitment by the City Council.

City staff has identified the following as stakeholders that should be included in the study's public involvement process:

- 1) Amon Basin Preserve Property Acquisition Partners
 - a) Washington State Energy Facilities Site Evaluation Council
 - b) Washington State Department of Transportation
 - c) City of Richland
 - d) Tapteal Greenway Association
- 2) Nearby Property Owners
 - a) Kennewick School District
 - b) Hayden Homes
 - c) Area Residents and Homeowners Associations
 - d) Bonneville Power Administration
- 3) Local Jurisdictions
 - a) City of Kennewick
 - b) Benton County
 - c) Kennewick Irrigation District
- 4) Agencies

- a) Washington State Department of Ecology
- b) Washington State Department of Fish and Wildlife
- c) Benton Franklin Council of Governments Transportation Planning
- 5) General Public

The stakeholder's list above is not intended to be exhaustive or exclusive. During the public process design portion of the study the consultant may identify additional stakeholders that should participate in this study.

Purpose

The purpose of this Request for Qualifications is to collect statements of qualifications from qualified consultants to complete the Rachel Road Alignment Study.

Technical Information and Questions

No oral interpretations of this RFQ will be made to any Proposer. All questions and any explanations must be requested in writing and directed to the designated person(s) below. Any oral communications will be considered unofficial and non-binding to the City of Richland. The City is not bound by information, clarification, or interpretation from other City officials or employees, except as directed in this RFQ.

RFQ Terms and Conditions

Cathy Robinson, Purchasing Manager

Phone: 509-942-7710 **Fax:** 509-942-7397 **Email:** purchasing@ci.richland.wa.us

Technical Questions

Pete Rogalsky, Public Works Director

Phone: 509-942-7558 **Fax:** 509-942-7468 **Email:** progalsky@ci.richland.wa.us

Questions received will be answered by addendum, if necessary. The City of Richland reserves the right to not answer any questions received three (3) business days or less than the due date of the RFQ to allow adequate time for issuance and addenda.

Funding and Cost

It is anticipated that the contract compensation will be on a time and materials basis with a not to exceed maximum amount. The City's 2016 budget includes \$150,000 dedicated to this study.

Schedule

The City anticipates the study following the timeline below. This is to provide interested firms information about the anticipated schedule. This is an estimate only, and may change.

- RFQ release date: April 3, 2016
- Submittals due: April 29, 2016
- City staff evaluation of submittals: April 29 – May 13, 2016
- Short-listed Consultant team Interviews: May 16 - 20, 2016
- Announce apparent successful Consultant: May 20, 2016

- Contract Negotiations: May 20 - 27
- Council Approves Consultant agreement: June 7, 2016
- Work begins: June 20, 2016
- To be determined

Consultant Qualifications

The City is seeking a consultant or consultant team with expertise in:

1. Public Involvement Process Design and Implementation
2. Transportation Network Analysis and Design
3. Urban Street Design including specific features for crossing environmentally sensitive areas
4. Wetland and Shrub Steppe Habitat Biology
5. Urban Natural Open Space Management, including habitat restoration and enhancement
6. Washington State and federal Environmental Review Criteria as it relates to Transportation Infrastructure

Scope of Work - Rachel Road Alignment Study

The outline below is a general description of the anticipated scope of work. The consultant should include in its Statement of Qualifications a more detailed description of its recommended scope of work and approach to this study. In doing so the consultant should feel free to suggest improvements to the scope of work that will provide the City with a successful public involvement process and study outcome.

1. Review background data
2. Identify stakeholders
3. Design Public Involvement Process and Communications Plan
4. Design Alternatives Evaluation Matrix
5. Develop alignment alternatives, including a no-build alternative and up to five alternative alignments
6. Develop street design elements that may be applied to satisfy the site specific transportation and habitat objectives for this segment of Rachel Road
7. Develop data and analysis to support rating of alternatives
8. Rate alternatives
9. Prepare Report of Alternatives Evaluation
10. Present Report to City Council Advisory Committees as directed by the Richland Municipal Code and to the City Council.

Submittal Requirements

Consultant is specifically notified that failure to comply with any part of the Request for Qualifications may result in rejection of the submittal as non-responsive.

All submittals must be on eight and one-half by eleven (8 ½ X 11) inch paper, with tabs separating major sections. The major sections shall include the **Public Involvement and Alternatives Evaluation Process, Street System and Design; Habitat Management, and Project Management.**

Appendix “A” must be signed

At a minimum, the City of Richland requires that Consultant submittals address all criteria in this section and the Scope of Work section. Submittals should be prepared and include the information for the four (4) sections as shown below. Failure to prepare submittals as requested may render the submittal as non-responsive.

Public Process and Alternatives Evaluation Process:

- The resume of the team’s public involvement lead
- A detailed description of several projects conducted by the public involvement lead with characteristics applicable to this study
- A sample public involvement and communications plan design applicable to this project. This plan will be the basis of the plan included in the negotiated scope of work, but may be modified during negotiations. The plan should include detailed strategies for engaging stakeholders of different types, such as government agencies, organized citizen groups, and the general public.
- An alternatives rating system design applicable to this project. The system design will be the basis of the system design included in the negotiated scope of work, but may be modified during negotiations and/or by the public involvement process implementation.
- A statement of key factors contributing to the success of a public involvement process.
- A statement of the key factors that could contribute to the failure of a public involvement process.

Street System and Design:

- The resumes of lead and key transportation system and design team members.
- Detailed descriptions of several projects conducted by the team members with similar characteristics to this study
- A sample set of criteria which could be used to evaluate the transportation effectiveness of a street segment design alternative in comparison with another alternative. These criteria may be used in the study, subject to acceptance of the consultant’s public involvement process design and alternatives evaluation system. These criteria will be used to evaluate the consultant’s experience, expertise and insight into this study’s focus.
- A statement of key inputs determining the feasibility of completing a planned street’s construction. This statement will be used to evaluate the consultant’s experience, expertise, and insight into this study’s focus.

Habitat Management:

- The resumes of lead and key support team members that will contribute to the wetland and shrub steppe habitat management elements of the study
- Detailed descriptions of several infrastructure planning and/or construction projects that the team members participated in planning, evaluating designing, and/or implementing
- Detailed descriptions of the team members’ involvement in urban natural open space management planning
- A sample set of criteria used to evaluate the environmental impacts of alternative street alignments. These criteria may be used in the study, subject to acceptance of the

consultant's public involvement process design and alternatives evaluation system. These criteria will be used to evaluate the consultant's experience, expertise, and insight into this study's focus.

- Detailed descriptions of the consultant team's contributions to environmental mitigation and restoration projects.
- A sample set of criteria used to evaluate the value of potential environmental mitigation and restoration elements of alternative street alignments. These criteria, may be used in the study, subject to acceptance of the consultant's public involvement process design and alternatives evaluation system.

Project Management:

- General and legal information about the individual or firm, including name, legal status, SSI or EIN Number, UBI Number, etc.
- Contact information including address, telephone, email, and fax, etc.
- A Statement of Qualifications of the proposed project manager. Include specific experience related to this project. Provide a resume for the project manager. Staff identified in the submittal will be the team actually assigned to this project.
- In the event the Consultant intends to subcontract any of the proposed work stated in its submittal, the Consultant should submit the information required above for each proposed subcontractor.
- A list of at least three client references, including names addresses and telephone numbers and briefly describe the type of service required. The City may contact all references provided.
- A detailed project management approach including project tracking tools and communications plans that will ensure efficient and thorough completion of all work tasks.
- A proposed project schedule detailing significant milestones and activities.

Submission and Award

Consultants shall submit one signed original and six (6) copies of its Statement of Qualifications package. All Statement of Qualifications packages and accompanying documentation will become property of the City and will not be returned. Fax or electronic submittals are not acceptable.

Award will be based upon a review and evaluation by a committee consisting of personnel from the City's Public Works Administration and Engineering Division, Community Development Department, Parks and Facilities Department, and Communication and Marketing Division. Written submittals and oral presentations will be utilized in selecting the most qualified consultant. The following evaluation criteria will be used:

- | | |
|---|-----------|
| • Public Involvement Expertise and Approach | 40 points |
| • Street System and Facility Design | 25 points |
| • Habitat Management | 25 points |
| • Project Management | 10 points |

Total Points Available	100 points
------------------------	------------

The evaluation team will complete an initial rating based on the written Statements of Qualification. Based on the evaluation team's rating of the written submittals a short list of two to four consultants will be selected for oral interviews. These interviews will consist of thirty to forty minute presentations by the consultant team, followed by a period of questions and answers from the evaluation committee. Following the interviews the evaluation committee will revisit and supplement the ratings based on the written submittals to prepare a final rating of the consultants.

The final selection, if any, will be the most qualified firm based on all materials and information presented which, in the opinion of the city best meets the requirements set forth in the RFQ and is in the best interest of the City. The City will then begin negotiations for an agreement with the selected firm.

Submittals will be valid for a period of 60 days. Firms that take exception to this may be considered non-responsive and may be rejected.

Submittals are due no later than April 29, 2016 at 4:00 p.m. at the address below. There will be no "pre-bid conference" or formal "bid opening". Qualifications received by the deadline will be reviewed by the City. Submittals received after the time and date above will be rejected. Consultants should take appropriate care to ensure timely and accurate delivery of their submittals.

Respondents should allow sufficient delivery time to insure receipt on or before the deadline. Respondents assume the risk for the delivery method chosen. The City assumes no responsibility for delays caused by any delivery service. All submittals and any accompanying documentation become the property of the City, become public information upon receipt and will not be returned.

Mail, Hand Delivery or Fed Express to:

US Mail Address

City of Richland
Purchasing Department MS 11
P O Box 190
Richland, WA 99352

Physical Address

City of Richland
Purchasing Department MS 11
2700 Duportail Street
Richland, WA 99352

Contract/Purchase Order

The scope of work described herein will be authorized by a Contract. The City anticipates an hourly contract with a not to exceed figure to accomplish the Scope of Work. The final contract scope and schedule will be negotiated with the selected Consultant. Please note terms and conditions are provided in the sample contract. Consultant should carefully review the Sample Contract to determine the stated requirements and terms.

One original copy of the submitted Statement of Qualifications will require original signature. It must be signed upon submittal. Signature will also be validated through a formal signature as part of the contract document itself.

Consultant should be prepared to accept this RFQ for incorporation into a contract resulting from this RFQ. Contract negotiations may provide for the incorporation of the

Consultant's Statement of Qualifications submittal. It is understood that the submittal will become a part of the official file on this matter without obligation to the City.

This RFQ does not, however, obligate the City to contract for services specified herein.

Revisions to RFQ

The City reserves the right to modify this RFQ and/or cancel or reissue this Request in whole or in part, prior to execution of a contract. In the event it becomes necessary to revise any part of the RFQ, it shall be the responsibility of the interested firms to obtain a copy of the addendum. The City shall make efforts to reach interested firms, but the responsibility shall be on the firms to insure that they have obtained current material.

Rejection of Submittals

The city reserves the right at its sole discretion to reject any and all Submittals received without penalty and not to issue a contract as a result of this RFQ. The City also reserves the right at its sole discretion to waive minor administrative irregularities contained in any Submittal.

Responsible Consultant Criteria

The City shall consider only responsible Consultants. Responsible Consultants are those that have, in the sole judgment of the City, the financial ability, experience, resources, skills, capability, reliability and integrity necessary to perform the requirements of the contract. The City may also consider references, financial stability, and any other information available to the City. Firms with an owner convicted within the past ten years of a crime that impugns honesty or integrity, or with unsatisfied tax or judgment liens, are ineligible to participate and shall not submit.

Obligation to Contract and Costs

This RFQ does not obligate the City to contract for services specified herein. The City will not be liable for any costs incurred by the Consultant in preparation of a Submittal in response to this Request, in conduct of a presentation, or any other activities related to responding to this RFQ.

Commitment of Funds

The City Manager and/or Contracts Officer are the only individuals who may legally commit the City to Expenditures of funds for a contract resulting from this RFQ. **No cost chargeable to the proposed contract may be incurred before receipt of a fully executed contract.**

Examination of RFQ and Contract Documents

The submission of a response shall constitute an acknowledgment upon which the City of Richland may rely that the Consultant thoroughly examined and is familiar with the requirements and contract documents, and reviewed and inspected all applicable statutes, regulations, ordinances, and resolutions dealing with or related to the work and services to be provided. Failure or neglect of a submitter to examine such documents, work site(s), statutes, regulations, ordinances or resolutions, shall in no way relieve the submitter from any obligations with respect

to the contract. No claim for additional compensation will be allowed which is based upon a lack of knowledge of the same.

Proprietary Information/Public Disclosure

Material submitted in response to this RFQ shall become the property of the City.

All submittals received shall remain confidential until the contract, if any, resulting from this RFQ is signed by the City and the Consultant; thereafter the submittal shall be deemed public records as defined in RCW 42.17.250 to .340.

In the event a Consultant desires to claim that portions are exempt from disclosure under the provisions of RCW 42.17.250 to .340, it is incumbent upon the Consultant to identify those portions in the Consultant's transmittal letter. The transmittal letter must identify the page and the particular exception(s) from disclosure upon which it is making its claim. Each page claimed to be exempt from disclosure must be clearly identified by the word "confidential" printed on the lower right hand corner of the page.

The City will consider a Consultant's request(s) for exemption from disclosure; however. The City will make a decision predicated upon applicable laws. An assertion by a Consultant that an entire volume of its submittal is exempt from disclosure will not be honored.

Appendix “A”

Certifications and Assurances

I/we make the following certifications and assurances as a required element of the Statement of Qualifications submittal (SOQ) to which it is attached, understanding that the truthfulness of the facts affirmed here and the continuing compliance with these requirements are conditions precedent to the award or continuation of the related contract(s):

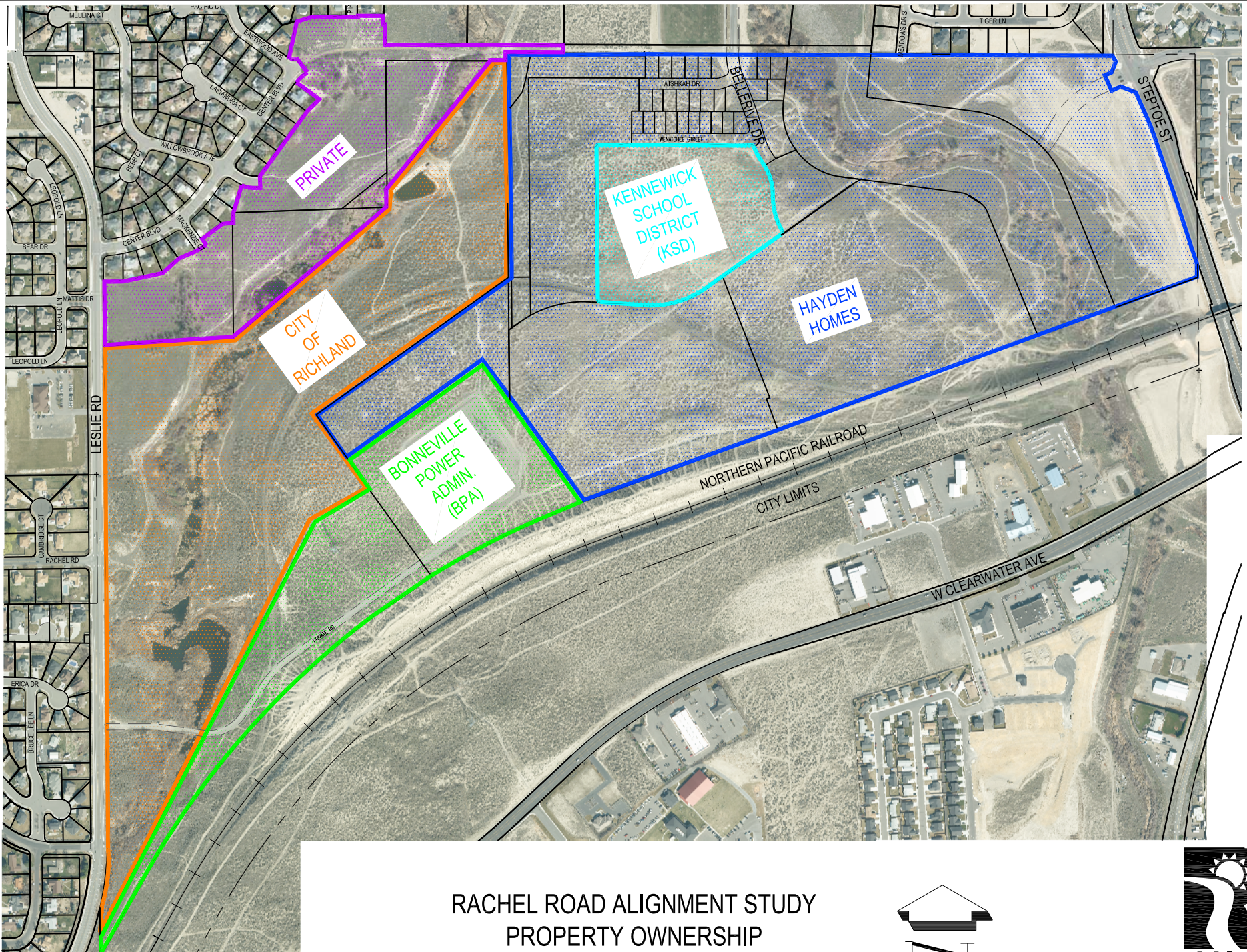
1. The SOQ was created independently, without consultation, communication, or agreement with others for the purpose of restricting competition. However, I/we may freely join with other persons or organizations for the purpose of presenting a single SOQ.
2. In preparing this SOQ, I/we have not been assisted by any current or former employee of the City whose duties relate (or did relate) to this SOQ or prospective contract, and who was assisting in other than his or her official public capacity. Neither does such a person nor any member of his or her immediate family have any financial interest in the outcome of this SOQ. (Any exceptions to these assurances are described in full detail on a separate page and attached to this document.)
3. I understand that the City will not reimburse me/us for any costs incurred in the preparation of this SOQ. All SOQ's will become the property of the City, and I/we claim no proprietary right to the ideas, writings, items, or samples.
4. I/we warrant that, in connection with this SOQ:
 - (a) No attempt has been made or will be made by the Consultant to induce any other person or firm to submit or not to submit a SOQ for the purpose of restricting competition.
5. The Consultant certifies that neither the Consultant nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Contract by any Federal or State department or agency. Further, the Consultant agrees not to enter into any arrangements or contracts related to this SOQ with any party that is on the “General Service Administration List of Parties Excluded from Federal Procurement or Non-procurement Programs” which can be found at:
www.epls.gov and
<http://www.lni.wa.gov/TradesLicensing/PrevWage/AwardingAgencies/default.asp>

Signature

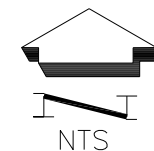
Date

Print Name

Title, Company



RACHEL ROAD ALIGNMENT STUDY PROPERTY OWNERSHIP



DATE: 03-29-16
DRAWN BY: LD
SCALE: Not to Scale
CAD DWG: a:\civil_projects - civil 3d\rachel road\exhibit\rachel rd_align_study_prop owners



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Resolutions – Adoption

Key Element: Key 2 - Infrastructure & Facilities

Subject:

Resolution No. 126-16, Amending 2016-2021 Transportation Improvement Program

Department:
Public Works

Ordinance/Resolution Number:
126-16

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 126-16, amending the 2016-2021 Six-Year Transportation Improvement Program

Summary:

On June 16, 2015, City Council passed Resolution No. 118-15 adopting the 2016-2021 Six-Year Transportation Improvement Program (TIP). The TIP included the Queensgate Pathway project.

On May 3, 2016, City Council passed Resolution No. 99-16 authorizing a request to the Washington State Department of Transportation to repurpose federal funding from the SR 240 & SR 224 Grade Separation project to the Queensgate Drive Improvements - I-182 to Keene Road project.

That project will construct a roundabout at the eastbound ramp terminals, replacing the existing traffic signal and adding a lane onto the eastbound I-182 on-ramp. That construction would impact a portion of the Queensgate Pathway, thus causing a recently-constructed portion to be removed.

This proposed amendment to the Queensgate Pathway project would revise the northern limit to Columbia Park Trail. The remainder of the pathway would be incorporated into the Queensgate Drive Improvements project and would be constructed with the new roundabout.

This change also removes the need for any right-of-way for the Queensgate Pathway project.

Fiscal Impact:

No

Attachments:

1. Resolution No. 126-16 - 2016 TIP Amendment No 1
2. Queensgate Pathway TIP Amendment

RESOLUTION NO. 126-16

A RESOLUTION of the City of Richland authorizing amendments to the 2016-2021 Transportation Improvement Program.

WHEREAS, RCW 35.77.010 requires local jurisdictions to prepare and adopt a perpetual six-year Transportation Improvement Program (TIP); and

WHEREAS, on June 16, 2015, City Council passed Resolution No. 118-15 adopting the 2016-2021 Six-year TIP; and

WHEREAS, the Queensgate Pathway project is a fully funded project in the 2016-2021 Six-year TIP; and

WHEREAS, on May 3, 2016, Council passed Resolution No. 99-16 authorizing a request to the Washington State Department of Transportation to repurpose federal funding from the SR 240 & SR 224 Grade Separation project to the Queensgate Drive Improvements – I-182 to Keene Road project; and

WHEREAS, the Queensgate Drive Improvements project would construct a roundabout to replace the traffic signal at the eastbound I-182 ramp terminals; and

WHEREAS, construction of the roundabout would impact a portion of the Queensgate Pathway, thus causing a recently-constructed portion to be removed; and

WHEREAS, it is in the best interest of the public to remove this portion of the pathway from the Queensgate Pathway project and include it in the Queensgate Drive Improvements project; and

WHEREAS, no right-of-way will be needed for the Queensgate Pathway as a result of this change; and

WHEREAS, a TIP amendment is required to formally make this change of scope and to eliminate the right-of-way (RW) phase; and

WHEREAS, the proposed amendment is consistent with the city, regional and state transportation plans; and

WHEREAS, Local Agency Agreements and Local Agency Prospectus documents are also required by the Washington State Department of Transportation (WSDOT) to obligate federal funds for projects.

NOW, THEREFORE, BE IT RESOLVED, City Council of the City of Richland authorizes an amendment to the 2016-2021 Six-Year Transportation Improvement Program changing the limits of the Queensgate Pathway project (R015) by removing the right-of-way

(RW) phase and re-allocating the RW funds to the Preliminary Engineering (PE) and Construction (CN) phases.

BE IT FURTHER RESOLVED, staff is authorized to execute the standard Local Agency Agreements and Local Agency Prospectus documents necessary to obligate federal funds.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland at a regular meeting on the 7th day of June, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney



Six Year Transportation Improvement Program From 2016 to 2021

Agency: Richland

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	6	/ 3437(001) Queensgate Pathway Queensgate Drive Keene Rd to Columbia Park Trail Construct an asphalt multi-use pathway on the east side of Queensgate Drive.	R015	06/16/15	06/16/15		118-15	28		0.230	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	CN	2017	TAP(UL)	95,470		0	0	95,470
Totals				95,470		0	0	95,470

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
CN	0	95,470	0	0	0
Totals	0	95,470	0	0	0



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Resolutions – Adoption

Key Element: Key I - Financial Stability & Operational Effectiveness

Subject:

Resolution No. 127-16, Authorizing an Administrative Services Only (ASO) Agreement with Cigna Health and Life Insurance

Department:

Administrative Services

Ordinance/Resolution Number:

127-16

Document Type:

Resolution

Recommended Motion:

Adopt Resolution No. 127-16, authorizing the City Manager to sign and execute an Administrative Services Only (ASO) Agreement with Cigna Health and Life Insurance.

Summary:

The City commenced a search for a Third Party Administrator (TPA) or an Administrative Services Only (ASO) entity through a Request for Proposal (RFP) process issued in December 2015. After an extensive review of the RFPs submitted, it was determined that Cigna Health and Life Insurance Company best meets the City's overall needs for ASO services.

As a part of the agreement being adopted, Cigna has provided annual performance guarantees that focus on operational excellence, including areas which directly impact employees and dependents covered under the City's plans. Additionally, Cigna has committed \$40,000 annually towards City initiatives that promote the health of employees and are intended to reduce long-term health care costs.

Fiscal Impact:

This agreement will be in effect for claims beginning on January 1, 2017. Administrative and claims costs have been budgeted at adequate levels.

Attachments:

1. Res. 127-16 New ASO Agreement - Cigna Benefit Plan
2. Cigna ASO Agreement Substantially the form of _ Final

RESOLUTION NO. 127-16

A RESOLUTION of the City of Richland authorizing an Administrative Services Only Agreement with Cigna Health and Life Insurance Company.

WHEREAS, the City of Richland ("the Employer") has employees rendering valuable services; and

WHEREAS, the Employer, as Plan Sponsor, established a health and welfare plan for such employees that serves the interest of the Employer by enabling it to provide medical, dental, vision and other benefits for its employees, certain eligible retirees and eligible dependents; by providing increased flexibility in its personnel management system; and by assisting in the attraction and retention of competent personnel; and

WHEREAS, the Employer has utilized the services of a Third Party Administrator (TPA) for claims administration and other associated services for its self-funded health and welfare plans; and

WHEREAS, the Employer has determined it appropriate to undertake an extensive search for a TPA or an Administrative Services Only entity (ASO), and commenced this search through a Request for Proposal (RFP) issued December 2015; and

WHEREAS, the Employer has determined, after extensive review, that Cigna Health and Life Insurance Company (CHLIC) best meets the Employer's needs for the provision of ASO administration of the health and welfare plans, and proposes that an Administrative Services Only Agreement with CHLIC be executed, effective January 1, 2017; and

WHEREAS, significant preparations are necessary to transition from the current TPA to CHLIC, resulting in the need to commence implementation activities beginning June 8, 2016; and

WHEREAS, the proposed ASO Agreement provides CHLIC necessary authority to proceed with implementation activities in preparation for the CHLIC to begin administration services as of January 1, 2017; and

WHEREAS, CHLIC is in the process of finalizing the 2017 template for Administrative Services Only Agreements which is not anticipated to be completed until fall 2016; and

WHEREAS, the proposed ASO Agreement may require amendment prior to January 1, 2017 in order to conform to CHLIC's 2017 template.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to execute and administer an ASO Agreement with CHLIC in substantially the form as attached hereto as Appendix A.

BE IT FURTHER RESOLVED that the City Manager, through Council authority, is hereby authorized to execute an amended ASO Agreement with CHLIC if necessary to conform to the 2017 template.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland at a regular meeting on the 7th day of June, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

****ASO Agreement has been created with 2016 Template. CHLIC's Annual Contract Review has not finalized the 2017 Template. Please note that CHLIC may issue an Amendment to the client for any material changes once the 2017 Template is published. ****

Administrative Services Only Agreement

By and Between

**City of Richland
"Employer"**

And

**Cigna Health and Life Insurance Company
"CHLIC"**

Effective Date: January 1, 2017

EXCEPT AS PROVIDED BY APPLICABLE LAW, THIS AGREEMENT AND ITS TERMS ARE
PROPRIETARY AND CANNOT BE DISCLOSED WITHOUT THE PERMISSION OF EACH OF THE
PARTIES

Table of Contents

Definitions	3
Section 1. Term and Termination of Agreement.....	4
Section 2. Claim Administration and Additional Services.....	4
Section 3. Funding and Payment of Claims	5
Section 4. Charges	5
Section 5. Enrollment and Determination of Eligibility.....	6
Section 6. Claim Audits and Confidentiality	6
Section 7. Plan Benefit Liability.....	7
Section 8. Modification of Plan and Charges	8
Section 9. Modification of Agreement.....	8
Section 10. Laws Governing Agreement	8
Section 11. Information in CHLIC Processing Systems	8
Section 12. Resolution of Disputes.....	8
Section 13. Third Party Beneficiaries	9
Section 14. Waivers.....	10
Section 15. Headings.....	10
Section 16. Severability	10
Section 17. Force Majeure.....	10
Section 18. Assignment and Subcontracting.....	10
Section 19. Notices	10
Section 20. Identifying Information and Internet Usage	11
SIGNATURES	11
Schedule of Financial Charges	12
Exhibit A - Plan Booklet.....	23
Exhibit B – Services	24
Exhibit C – Claim Audit Agreement (Sample).....	32
Exhibit D – Privacy Addendum.....	35
Exhibit E – Conditional Claim/Subrogation Recovery Services.....	42
APPENDIX A	44
APPENDIX B.....	45

THIS AGREEMENT, effective January 1, 2017, except as specified in Exhibit D- Business Associate Agreement, (the “**Effective Date**”) is by and between City of Richland (“**Employer**”) and Cigna Health and Life Insurance Company (“**CHLIC**”).

RECITALS:

WHEREAS, Employer, as Plan sponsor, has adopted the benefit described in Exhibit A, as may be amended, (“**Plan**”) for certain of its employees/members and their eligible dependents (collectively “**Members**”); and

WHEREAS, Employer, has requested CHLIC to furnish, certain administration services in connection with the Plan (3339863)

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, it is hereby agreed as follows:

Definitions

Agreement – this entire document including the Schedule of Financial Charges and all Exhibits and Addenda.

Applicable Law – means the state, federal and international laws and regulations that apply. Applicable Law includes but is not limited to the Employee Retirement Income Security Act of 1974, as amended and the rules and regulations thereunder (“**ERISA**”), the Health Insurance Portability and Accountability Act of 1996, as amended and the rules and regulations thereunder (“**HIPAA**”), the Foreign Corrupt Practices Act (“**FCPA**”) and any other anti-bribery or anti-corruption laws in the countries where the Parties conduct business.

Bank Account – a benefit plan account with a bank designated by CHLIC; established and maintained by Employer in its or a nominee’s name.

ERISA – the Employee Retirement Income Security Act of 1974, as amended and related regulations, when applicable.

Extra-Contractual Benefits – Payments which Employer has instructed CHLIC to make for health care services and/or products that CHLIC has determined are not covered under the Plan.

Member – a person eligible for and enrolled in the Plan as an employee or dependent.

Participant/Participating Members – Member(s) who is (are) participating in a specific program and/or product available to Members under the Plan.

Participating Providers – providers of health care services and/or products, who/which contract directly or indirectly with CHLIC to provide services and/or products to Members.

Plan Benefits – Amounts payable for covered health care services and products under the terms of the Plan.

Party/Parties – refers to Employer and CHLIC, each a “Party” and collectively, the “Parties”.

Plan Year – the twelve (12) month period, beginning on the Effective Date and, thereafter, each subsequent twelve (12) month period.

Run-Out Claims – claims for Plan Benefits relating to health care services and products that are incurred prior to termination of this Agreement; termination of a Plan benefit option or termination of eligible Members, as applicable.

Subscriber - the Member whose employment or participation is the basis for eligibility under the Plan.

Section 1. Term and Termination of Agreement

This Agreement is effective on the Effective Date and shall remain in effect until the earliest of the following dates:

- i. The date which is at least sixty (60) days from the date that either Employer or CHLIC provides written notice to the other of termination of this Agreement;
- ii. The effective date of any Applicable Law or governmental action which prohibits performance of the activities required by this Agreement;
- iii. The date upon which Employer fails to fund the Bank Account as required by this Agreement or fails to pay CHLIC any charges identified in this Agreement when due provided CHLIC notifies Employer of its election to terminate;
- iv. Any other date mutually agreed upon by Employer and CHLIC.

The Parties agree that time is of the essence under this Agreement. The Parties agree to work cooperatively with each other starting on June 8, 2016 (prior to the Effective Date of this Agreement) to ensure a timely implementation, installation and availability of the ASO services contemplated under this Agreement as of the Effective Date. CHLIC will not require Employer to pay additional fees or charges for the implementation and installation process of the services contemplated hereunder.

Section 2. Claim Administration and Additional Services

- a. While this Agreement is in effect, CHLIC shall, consistent with, the claim administration policies and procedures then applicable to its own health care insurance business (i) receive and review claims for Plan Benefits; (ii) determine the Plan Benefits, if any, payable for such claims; (iii) disburse payments of Plan Benefits to claimants; and (iv) provide in the manner and within the time limits required by Applicable Law, notification to claimants of (a) the coverage determination or (b) any anticipated delay in making a coverage determination beyond the time required by Applicable Law.
- b. Following (i) termination of this Agreement, except pursuant to Section 1 (iii); (ii) termination of a Plan benefit option or (iii) termination of eligible Members, if the required fees have been paid in full, if any, CHLIC shall process Run-Out Claims for the applicable Run-Out Period (Refer to Schedule of Financial Charges for applicable fees and Run-Out Period). At the termination of any applicable Run-Out Period, CHLIC shall cease processing Run-Out Claims and, subject to the requirements of Section 6.b, make all relevant records in its possession relating to such claims reasonably available to Employer or Employer's designee. CHLIC is not required to provide proprietary information to Employer or any other party.
- c. Employer hereby delegates to CHLIC the authority, responsibility and discretion to determine coverage under the Plan based on the eligibility and enrollment information provided to CHLIC by Employer. Employer also hereby delegates to CHLIC the authority, responsibility and discretion to (i) make factual determinations and to interpret the provisions of the Plan to make coverage determinations on claims for Plan Benefits, (ii) conduct a full and fair review of each claim which has been denied as required by ERISA, (iii) decide level one mandatory appeals of "Urgent Care Claims" "Concurrent", "Pre-service" and "Post-service" claims (as those terms are defined under ERISA) and notify the Member or the Member's authorized representative of its decision. Employer will ensure that all summary plan description materials provided to Members reflect this delegation.
- d. In addition to the basic claim administrative duties described above, CHLIC shall also perform the Plan-related administrative duties agreed upon by the Parties and specified in Exhibit B. All services identified in this Agreement shall be provided by CHLIC on an exclusive basis unless otherwise agreed to in writing by CHLIC.

Section 3. Funding and Payment of Claims

- a. Employer shall establish a Bank Account, and maintain in the Bank Account an amount sufficient at all times to fund checks written on it for the following (collectively “**Bank Account Payments**”): (i) Plan Benefits; (ii) those charges and fees identified in the Schedule of Financial Charges as payable through the Bank Account and (iii) any sales or use taxes, or any similar benefit- or Plan-related charge or assessment however denominated, which may be imposed by any governmental authority. Bank Account Payments may include without limitation: (i) fixed per person payments and pay-for-performance incentive payments to Participating Providers; (ii) amounts owed to CHLIC; and (iii) amounts paid to CHLIC’s affiliates and/or subcontractors for, among other things, network access or in- and out-of network health care services/products provided to Members. CHLIC may credit the Bank Account with payments due Employer under a stop loss policy issued by CHLIC or an affiliate.
- b. CHLIC, as agent for the Employer, shall make Bank Account Payments from the Bank Account, in the amount CHLIC reasonably determines to be proper under the Plan and/or under this Agreement.
- c. In the event that sufficient funds are not available in the Bank Account to pay all Bank Account Payments when due, CHLIC shall cease to process claims for Plan Benefits including Run-Out Claims.
- d. CHLIC will promptly adjust any underpayment of Plan Benefits by drawing additional funds due the claimant from the Bank Account. In the event CHLIC overpays a claim for Plan Benefits or pays Plan Benefits to the wrong party, it shall take all reasonable steps to recover the overpayments. CHLIC shall not be required to initiate court, mediation, arbitration or other administrative proceedings to recover any overpayment. However, when it elects to do so, CHLIC is expressly authorized by Employer to take all actions on behalf of the Employer and/or the Plan to pursue overpayment recovery, including, but not limited to, retaining counsel, settling and compromising claims, in which case CHLIC shall be responsible for the attorney fees, court costs or arbitration fees incurred by CHLIC in the specific overpayment recovery action (not applicable to subrogation or conditional claim payment recoveries), but not any other associated third party costs absent consent of CHLIC. CHLIC shall not be responsible for reimbursing any unrecovered payments of Plan Benefits unless made as a result of its gross negligence or intentional wrongdoing.
- e. Employer shall promptly reimburse CHLIC for any Bank Account Payments paid by CHLIC with its own funds on Employer’s behalf and no such payment by CHLIC shall be construed as an assumption of any of Employer’s liability.
- f. Following termination of this Agreement, Employer shall remain liable for payment of all due Bank Account Payments and for all reimbursements due Members under the Plan.

This Section 3 shall survive termination of this Agreement.

Section 4. Charges

- a. Charges. CHLIC shall provide to Employer a monthly statement of all charges Employer is obligated to pay under this Agreement that are not paid as Bank Account Payments. Payment of all billed charges shall be due on the first day of the month, as indicated on the monthly statement. Payments received after the last day of the month in which they are due, shall be subject to late payment charges, from the due date at a rate calculated as follows: In accordance with Washington State Law, (RCW 39.76.011) interest is capped at 1%. For purposes of calculating late payment charges, payments received will be applied first to the oldest outstanding amount due. CHLIC may reasonably revise the methodology for calculating late payment charges upon thirty (30) days’ advance written notice to Employer.

- b. Changes – Additions and Terminations. If a Subscriber's effective date is on or before the fifteenth (15th) day of the month, full charges applicable to that Subscriber shall be due for that Subscriber for that month. If coverage does not start or ceases on or before the fifteenth (15th) day of the month for a Subscriber, no charges shall be due for that Subscriber for that month.
- c. Retroactive Changes and Terminations. Employer shall remain responsible for all applicable charges and Bank Account Payments incurred or charged through the date CHLIC processed Employer's notice of a retroactive change or termination of a Member. However, if the change or termination would result in a reduction in charges, CHLIC shall credit to Employer the reduction in charges charged for the shorter of (a) the sixty (60) day period preceding the date CHLIC processes the notice, or (b) the period from the date of the change or termination to the date CHLIC processes the notice.

This Section 4 shall survive termination of this Agreement.

Section 5. Enrollment and Determination of Eligibility

- a. Eligibility Determinations and Information. Employer is responsible for administering Plan enrollment. In determining any person's right to benefits under the Plan, CHLIC shall rely upon enrollment and eligibility information provided by the Employer. Such information shall identify the effective date of eligibility and the termination date of eligibility and shall be provided promptly to CHLIC in a format and with such other information as reasonably may be required by CHLIC for the proper administration of the Plan.
- b. Release of Liability. Notwithstanding any inconsistent provision of this Agreement to the contrary, if Employer, fails to provide CHLIC with accurate enrollment and eligibility information, benefit design requirements, or other agreed-upon information in CHLIC's standard timeframe and format, CHLIC shall have no liability under this Agreement for any act or omission by CHLIC, or its employees, affiliates, subcontractors, agents or representatives, directly or indirectly caused by such failure.
- c. Reconciliation of Eligibility and Information and Default Terminations. CHLIC will periodically share potential discrepancies in eligibility information with Employer. Employer will review and reconcile any discrepancies within thirty (30) days of receipt. If Employer fails to timely do so, CHLIC may terminate coverage for any Member not listed as eligible in Employer's submitted eligibility information.

Section 6. Claim Audits and Confidentiality

- a. Claim Audit. Employer may, in accordance with the following requirements and at no additional charge while this Agreement is in effect, audit CHLIC's payment of Plan Benefits subject to the following conditions:
 - i. Employer shall provide to CHLIC a scope of audit letter and the fully executed Claim Audit Agreement, a sample of which is attached hereto as Exhibit C, together with a forty-five (45) day advance written request for audit. Employer will designate with CHLIC's consent, such consent not to be unreasonably withheld, an independent, third party auditor to conduct the audit (the "**Auditor**"). In addition, Employer and CHLIC will agree upon the date for the audit during regular business hours at CHLIC's office(s). Employer shall be responsible for its Auditor's costs. The audit shall be conducted in accordance with the terms of CHLIC's Claim Audit Agreement, which is hereby agreed to by Employer and which shall be signed by the Auditor prior to the start of the audit. The employer may conduct additional audits including but not limited to audits of an expanded scope or those required of or by a governmental or administrative authority.

Client Name: City of Richland
Administrative Services Only Agreement

- ii. If Employer has five thousand (5,000) or more employees who are Members, Employer may conduct one such audit every Plan Year (but not within six (6) months of a prior audit); otherwise, Employer may conduct one such audit every two (2) Plan Years (but not within eighteen (18) months of a prior audit).
- iii. Auditor will review payment documents (subject to any contrary terms in Participating Provider agreements) relating to a random, statistically valid sample of two-hundred twenty-five (225) claims paid during the two prior Plan Years and not previously audited. If the audit identifies any claim adjustments, such adjustments will be made in accordance with this Agreement and based upon the actual claims reviewed and not upon statistical projections or extrapolations.

b. Confidentiality

- i. Subject to the requirements of Applicable Law, the terms of this Agreement and the Business Associate Agreement referenced in Exhibit D, a signed Business Associate agreement between Employer and its designee, and a signed Confidentiality Agreement between CHLIC and applicable designee; CHLIC shall release copies of confidential claims and Plan Benefit payment information in CHLIC's claims system ("**Confidential Information**") and may release copies of proprietary information relating to the Plan in CHLIC's claims system ("**Proprietary Information**") to the Employer and/or its designees. Employer agrees that Employer and its designees will keep Confidential Information and Proprietary Information confidential and will use Confidential Information and Proprietary Information solely for the purpose of administering the Plan or as otherwise required by law. Employer is solely responsible for the consequences of any use, misuse, or disclosure of Confidential Information provided by CHLIC pursuant to this paragraph b.
 - ii. CHLIC will maintain the confidentiality of all Protected Health Information in its possession in accordance with the Business Associates Agreement referenced in Exhibit D and any applicable state privacy laws, including, without limitation, 201 CMR 17.00: Massachusetts Standards for the Protection of Personal Information of Residents of the Commonwealth.
- c. Upon termination of this Agreement and subject to the provisions of Section 6.b above, CHLIC shall make information available, to the extent administratively feasible, if the Parties agree upon the charge to be paid by Employer.

The obligations set forth in this Section 6 (b), shall survive termination of this Agreement.

Section 7. Plan Benefit Liability

- a. Employer Liability for Plan Benefits. Employer is responsible for all Plan Benefits including any Plan Benefits paid as a result of any legal action. Employer is responsible for reimbursing CHLIC, its directors, officers and employees for any reasonable expense incurred (including reasonable attorneys' fees) by them in the defense of any action or proceeding involving a claim for Plan Benefits. CHLIC shall reasonably cooperate with Employer, in its defense of such actions.

If Employer directs CHLIC in writing to pay a claim for Extra-Contractual Benefits, Employer is responsible for funding the payment and such payments shall not be considered in determining reimbursements or payments under stop loss insurance or in determining any risk-sharing or performance guarantee reimbursements. Employer shall reimburse CHLIC for any liability or expenses (including reasonable attorneys' fees) CHLIC may incur in connection with making such payments.

- b. Employer Liability for Plan-Related Expenses. Employer shall reimburse CHLIC for any amounts CHLIC may be required to pay (i) as state premium tax or any similar Plan-related tax, charge, surcharge or assessment, or (ii) under any unclaimed or abandoned property, or escheat law, with respect to Plan Benefits and any penalties and/or interest thereon.

The reimbursement obligations set forth in this Section 7 shall survive termination of this Agreement.

Section 8. Modification of Plan and Charges

- a. CHLIC shall have the right to revise the charges identified in this Agreement (i) on or after January 1, 2022 in accordance with a five year rate guarantee and at any time thereafter by giving Employer at least ninety (90) days' prior written notice, but not more frequently than once in a twelve (12) month period, (ii) upon any modification or amendment of the benefits under the Plan, (iii) upon any variation of fifteen percent (15%) or more in the number of Members used by CHLIC to calculate its charges under this Agreement, and/or (iv) upon any change in law or regulation that materially impacts CHLIC's liabilities and/or responsibilities under this Agreement.
- b. Employer shall provide CHLIC written notice of any modification or amendment to the Plan sufficiently in advance of any such change as to allow CHLIC to implement the modification or amendment. Employer and CHLIC shall agree upon the manner and timing of the implementation subject to CHLIC's system and operational capabilities.
- c. Employer is solely responsible for communicating any Plan modification or amendment to Members or individuals considering enrolling in the Plan.

Section 9. Modification of Agreement

This Agreement constitutes the entire contract between the Parties regarding the subject matter herein. Except, as otherwise provided herein, the provisions of this Agreement shall control in the event of a conflict with the terms of any other agreements. No modification or amendment hereto shall be valid unless in writing and signed by an authorized person of each of the Parties.

Section 10. Laws Governing Agreement

- a. This Agreement shall be construed in accordance with the laws of the State of Washington, Court of Benton County, without regard to conflict of law rules, and both Employer and CHLIC consent to the venue and jurisdiction of its courts.
- b. The Parties shall perform their obligations under this Agreement in conformance with all Applicable Laws and regulatory requirements.

Section 11. Information in CHLIC Processing Systems

CHLIC may retain and use all Plan-related claim and Plan Benefit payment information recorded for or otherwise integrated into CHLIC's business records including claim processing systems during the ordinary course of business (provided, however, that claim or payment information will be available to Employer pursuant to Section 6). CHLIC will retain claim and payment information as required by Applicable Law.

Section 12. Resolution of Disputes

It is understood and agreed that any dispute between the Parties arising from or relating to the performance or interpretation of this Agreement ("**Controversy**") shall be resolved exclusively pursuant to the following mandatory dispute resolution procedures:

- a. Any Controversy shall first be referred to an executive level employee of each Party who shall meet and confer with his/her counterpart to attempt to resolve the dispute (“**Executive Review**”) as follows: The disputing Party shall initiate Executive Review by giving the other Party written notice of the Controversy and shall specifically request Executive Review of said Controversy in such notice. Within twenty (20) calendar days of any Party’s written request for Executive Review, the receiving Party shall submit a written response. Both the notice and response shall include a statement of each Party’s position and a summary of the evidence and arguments supporting its position. Within thirty (30) calendar days of any Party’s request for Executive Review, an executive level employee of each Party shall be designated by the Party to meet and confer with his/her counterpart to attempt to resolve the dispute. Each representative shall have full authority to resolve the dispute.
- b. In the event that a Controversy has not been resolved within thirty-five (35) calendar days of the request of Executive Review under Section 12.a, above, the disputing Party shall initiate mediation by providing written notice to the other Party, which shall be conducted in Benton County, Washington, in accordance with the American Arbitration Association Commercial Mediation Rules (“Mediation”). Each Party shall assume its own costs and attorneys’ fees, and the compensation and expenses of the mediator and any administrative fees or costs associated with the mediation proceeding shall be borne equally by the Parties.
- c. In the event that a Controversy has not been resolved by Executive Review or Mediation, the Controversy shall be settled exclusively by binding arbitration. The arbitration shall be conducted in the same location as noted in Section 12.b. above, in accordance with the American Arbitration Association Commercial Arbitration Rules, and which to the extent of the subject matter of the arbitration, shall be binding not only on all Parties to this Agreement but on any other entity controlled by, in control of or under common control with the Party to the extent that such affiliate joins in the arbitration, and judgment on the award rendered by the arbitrator may be entered in any court having jurisdiction thereof. Each Party shall assume its own costs and attorneys’ fees, and the compensation and expenses of the arbitrator and any administrative fees or costs associated with the arbitration proceeding shall be borne equally by the Parties. The decision of the arbitrator shall be final, conclusive and binding, and no action at law or in equity may be instituted by any Party other than to enforce the award of the arbitrator.
- d. The Parties intend this dispute resolution procedure described above to be a private undertaking and agree that an arbitration conducted under this provision will not be consolidated with an arbitration involving other plans administered in whole or in part by CHLIC or other Cigna Corporation affiliate, or third parties not parties to this Agreement. The arbitrator will be without power to conduct arbitration on a class or representative basis. The Employer waives its right to participate in a class action or representative proceeding against CHLIC or other Cigna Corporation affiliate. The arbitrator may award declaratory or injunctive relief only in favor of the individual party seeking relief and only to the extent necessary to provide relief warranted by that party's individual claim. All issues are for the arbitrator to decide, except the courts will decide those issues relating to the scope and enforceability of the arbitration provision.

This Section 12 shall survive termination of this Agreement.

Section 13. Third Party Beneficiaries

This Agreement is solely for the benefit of Employer and CHLIC. It shall not be construed to create any legal relationship between CHLIC and any other party.

Section 14. Waivers

No course of dealing or failure of any Party to strictly enforce any term, right or condition of this Agreement shall be construed as a waiver of such term, right or condition. Waiver by either Party of any default shall not be deemed a waiver of any other default.

Section 15. Headings

Article, section, or paragraph headings contained in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.

Section 16. Severability

If any provision or any part of a provision of this Agreement is held invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not invalidate or render unenforceable any other portion of this Agreement.

Section 17. Force Majeure

CHLIC shall not be liable for any failure to meet any of the obligations required under this Agreement where such failure to perform is due to any contingency beyond the reasonable control of CHLIC, their employees, officers, or directors. Such contingencies include, but are not limited to, acts or omissions of any person or entity not employed or reasonably controlled by CHLIC, their employees, officers, or directors, acts of God, fires, wars, accidents, labor disputes or shortages, and governmental laws, ordinances, rules or regulations.

Section 18. Assignment and Subcontracting

No Party may assign any right, interest, or obligation hereunder without the express written consent of the other Party; provided, however that CHLIC may assign any right, interest, or responsibility under this Agreement to its affiliates and/or subcontract specific obligations under this Agreement provided that CHLIC shall not be relieved of its obligations under this Agreement when doing so.

Section 19. Notices

Except as otherwise provided, all notices or other communications hereunder shall be in writing and shall be deemed to have been duly made when (a) delivered in person, (b) delivered to an agent, such as an overnight or similar delivery service, (c) delivered electronically, or (d) deposited in the United States mail, postage prepaid, and addressed as follows:

To CHLIC:
Cigna Health and Life Insurance Company
8505 East Orchard Road
Greenwood Village, CO 80111
Attention: Chris Daily, Underwriting Director

To Employer:
City of Richland
2700 Duportail, Building 100
Richland, WA 99352
Attention: Alison Jubb, Director of HR

Client Name: City of Richland
Administrative Services Only Agreement

The address to which notices or communications may be given by any Party may be changed by written notice given by one Party to the other pursuant to this Section.

Section 20. Identifying Information and Internet Usage

Except, as necessary in the performance of their duties under this Agreement, no Party may use the other's name, logo, service marks, trademarks or other identifying information or to establish a link to the other's World Wide Web site without its prior written approval.

SIGNATURES

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed in duplicate and signed by their respective officers duly authorized to do so as of the dates given below. Employer executes as the authorized representative of the Plan with respect to the Privacy Addendum to this Agreement.

Dated at _____, _____

CITY OF RICHLAND

This ____ day of _____, _____

By: _____

Name:

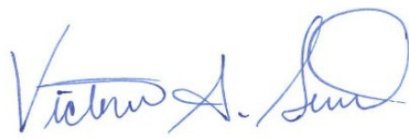
Its

Duly Authorized

Dated at Hartford, Connecticut

CIGNA HEALTH AND LIFE INSURANCE COMPANY

This 8th day of June, 2016

By:  _____

Name: Victoria A. Sirica

Its Contractual Agreement Unit Manager

Duly Authorized

Schedule of Financial Charges

Certain fees and charges identified in this Schedule of Financial Charges will be billed to Employer monthly in accordance with CHLIC's then standard billing practices. However, CHLIC is authorized to pay all fees and charges from the Bank Account unless otherwise specified in this Agreement.

MEDICAL/DENTAL ADMINISTRATION CHARGES		
Product	Description	Charge
Medical	• Open Access Plus (OAP) with PHS Medical Management	\$28.70/employee/month
Dental	• Dental Preferred Provider Organization (DPPO)	\$3.15/employee/month
MEDICAL/DENTAL NETWORK ACCESS FEE, UTILIZATION MANAGEMENT FEE AND OPTIONAL PROGRAM FEE		
Product	Description	Charge
Medical	• OAP Access Fee	\$10.50/employee/month Included in Medical Administration Charge above
Dental	• DPPO Access Fee	\$0.70/employee/month Included in Dental Administration Charge above
AMOUNTS OWED TO CHLIC		
Amounts paid by CHLIC with its own funds on behalf of Employer or the Plan with respect to charges for which Employer or the Plan is obligated to pay under this Agreement including Plan Benefits, Bank Account Payments (including fix per person payments and pay-for-performance payments to Participating Providers), governmental taxes or assessments.		
CREDITS		
ASO Fee Holiday	A one-time ASO fee holiday of \$40,000 applies in year one.	\$40,000 Credit in year one
Optional Services	May be utilized for plan enhancements, programs or services.	Up to \$85,000 for year one **(Includes a \$40,000.00 OS Fund in each of the next four years)**

	CIGNA PHARMACY BENEFIT MANAGEMENT SERVICES CHARGES AND RELATED PROVISIONS	
<u>Definitions</u>		
• “Average Wholesale Price” or “AWP” is the Average Wholesale Price for a given pharmaceutical product in effect on the dispense date for the actual package size dispensed as published by Medi-Span or other alternative publication or benchmark reasonably designated by CHLIC. • “Brand Drug Claim” is a claim for a pharmaceutical product that is adjudicated as a brand drug as indicated on the claim record generated by the claim processing system used by CHLIC. For application of discounts and dispensing fees, a “Brand Drug Claim” includes a claim for a generic drug within its exclusivity period or other period of limited competition, as CHLIC reasonably determines under its standard policies. Except if and where the language expressly states otherwise, a Brand Drug Claim does not include a Specialty Brand Drug Claim. • “Dispensing Fee” means an amount paid to a pharmacy for providing professional services necessary to dispense medication to a Member. • “Drug Claim” is a claim for a pharmaceutical product. • “Generic Drug Claim” is a claim for a pharmaceutical product that is adjudicated as a generic drug as indicated on the claim record generated by the claim processing system used by CHLIC. For application of discounts and dispensing fees, a “Generic Drug Claim” excludes a claim for a generic drug within its exclusivity period or other period of limited competition, as CHLIC reasonably determines under its standard policies. Except if and where the language expressly states otherwise, a Generic Drug Claim does not include a Specialty Generic Drug Claim. • “Mail”, when immediately preceding the term “Brand Drug Claim,” “Generic Drug Claim,” “Specialty Drug Claim,” “Specialty Brand Drug Claim, or “Specialty Generic Drug Claim” means that the resulting term (e.g., “Mail Brand Drug Claim”) refers to such claim as dispensed by a Mail Service Pharmacy. • “Mail Service Pharmacy” or “Cigna Tel-Drug” or “Cigna Home Delivery Pharmacy” is a pharmacy that is owned or operated by Connecticut General or an affiliated company(ies) (currently, Tel-Drug, Inc. and Tel-Drug of Pennsylvania, LLC), which dispenses drugs covered under the Plan’s Pharmacy Benefit by mail, and is not a Retail Pharmacy. • “Maximum Allowable Charge” means the list of drugs designated from lists established by CHLIC for which reimbursement to a pharmacy shall be paid according to the MAC price established by CHLIC for such list. • “Pharmacy Benefit” means the terms of the Plan that govern coverage and care/utilization management of drugs and related supplies dispensed to Members and charged to the Plan by the Mail Service Pharmacy or Retail Pharmacies through CHLIC’s pharmacy claim processing system. • “Rebates” or “Manufacturer Formulary Payments” means amounts that CHLIC collects under contracts with drug manufacturers that are based on utilization of certain of the manufacturers’ brand drugs under the Plan’s Pharmacy Benefit and the drug’s status on the Cigna drug formulary. • “Retail”, when immediately preceding the term “Brand Drug Claim,” “Generic Drug Claim,” “Specialty Drug Claim,” “Specialty Brand Drug Claim, or “Specialty Generic Drug Claim” means that the resulting term (e.g., “Retail Brand Drug Claim”) refers to such claim as dispensed by a Retail Pharmacy.		

Client Name: City of Richland
Administrative Services Only Agreement

- “Retail Pharmacy” is a pharmacy that is entitled to payment under the Plan for drugs it dispenses that are covered under the Plan’s Pharmacy Benefit, and is not a Mail Service Pharmacy.
- “Specialty Drug Claim” is a claim for a pharmaceutical product that is reasonably determined by CHLIC to be a specialty drug in accordance with industry practice. Specialty drugs generally are (i) injected or infused and derived from living cells, or are oral non-protein compounds (e.g., oral chemotherapy drugs); (ii) target the underlying condition, which is usually one of a relatively rare, chronic and costly nature; and/or (iii) require restricted access and/or close monitoring.
- “Specialty Brand Drug Claim” means a claim for a pharmaceutical product that is adjudicated, as indicated on the claim record generated by the claim processing system used by CHLIC, as a brand drug which is also a specialty drug.
- “Specialty Generic Drug Claim” means a claim for a pharmaceutical product that is adjudicated, as indicated on the claim record generated by the claim processing system used by CHLIC, as a generic drug which is also a specialty drug.

	PHARMACY ADMINISTRATION FEE	
--	------------------------------------	--

- | | | |
|--|--|--|
| | <ul style="list-style-type: none">• Cigna Pharmacy Product Administration Fee: This fee is separate from the Medical Administration Charge shown above, but included on same billing line as the Medical Administration Charge for billing purposes only | |
|--|--|--|

	CHARGES FOR DRUGS COVERED UNDER THE PLAN'S PHARMACY BENEFIT	
Drugs Dispensed by Mail Service Pharmacy: CHLIC will charge Employer the following for claims covered under the Plan's Pharmacy Benefit and dispensed by the Mail Service Pharmacy, subject to the "Drug Charges – Additional Provisions" section:		
Brand Drug Claims: AWP minus an average discount of 22.00%.		
Generic Drug Claims: The drug's charge on a CHLIC generic Maximum Allowable Charge schedule that generates an annual average aggregate discount across Generic Drug Claims dispensed at Cigna Home Delivery Pharmacy to CHLIC group-client book of business of AWP minus 77.00%.		
Specialty Drug Claims: The drug's charge discounted as shown in the Cigna Home Delivery Pharmacy Specialty Drug List, attached as Appendix A hereto.		
Home Delivery Drug Claims: An average dispensing fee of no more than \$0.00.		
Drugs Dispensed by Retail Pharmacies: CHLIC will charge Employer the following for drugs covered under the Plan's Pharmacy Benefit and dispensed by a Retail Pharmacy to the Plan Members, subject to the "Drug Charges – Additional Provisions" section:		
Retail Brand Drug Claims: The lesser of (i) AWP minus an average discount of 17.10%; or (ii) the Retail Pharmacy's usual and customary charge.		
Retail Generic Drug Claims (other than those to which the above brand discount applies): The lesser of: (i) the drug's charge on a CHLIC generic Maximum Allowable Charge schedule that generates an annual average aggregate discount across Generic Drug Claims dispensed at Retail Pharmacies to CHLIC group-client book of business of AWP minus 73.00% (Plan-specific results may vary based on drug mix); or (ii) the Retail Pharmacy's usual and customary charge.		
Retail Specialty Generic Drug Claims: The drug's charge discounted as shown in the Specialty Drug List, attached as Appendix A hereto.		
Retail Specialty Brand Drug Claims: The lesser of (i) AWP minus an annual average aggregate discount of 10.5%; or (ii) the Retail Pharmacy's usual and customary charge.		
Retail Drug Claims: An average dispensing fee of no more than \$1.40, except in the case of usual and customary claims, for which no dispensing fee is charged.		

	DRUG CHARGES – ADDITIONAL PROVISIONS	
• Cigna Home Delivery Pharmacy’s discounts are applied to the manufacturer average wholesale price (AWP) for the dispensed size (or to the AWP for the manufacturer-packaged quantity closest to the dispensed size, if there is no AWP for the dispensed size). • The amount paid to the Retail Pharmacy for Brand, Generic, or Specialty Drug Claims may or may not be equal to the amount charged to Employer, and CHLIC will absorb or retain any difference. • An excess achieved in any Plan-specific discount floor or dispensing fee cap offered under this Agreement will be used to offset a shortfall in any other Plan-specific discount floor or dispensing fee cap offered under this Agreement. • Industry Changes to or Replacement of Average Wholesale Price (AWP). Notwithstanding any other provision in this Agreement, including in this Exhibit, in the event of any major change in market conditions affecting the pharmaceutical or pharmacy benefit management market, including, for example, any change in the markup, methodologies, processes or algorithms underlying the published AWP(s), CHLIC may adjust any or all of the charges, rates, discounts, guarantees and/or fees in connection with CHLIC’s administration of the Plan’s Pharmacy Benefit hereunder, including any that are based on AWP, as it reasonably deems necessary to preserve the economic value or benefit of this Agreement as it existed immediately prior to such change. Additionally, and notwithstanding any other provision in this Agreement, including in this Exhibit, CHLIC may replace AWP as its pharmaceutical pricing benchmark with an alternative benchmark and/or may replace Medi-Span, or other such publication as its source for the AWP or alternative benchmark with a different pricing source, provided that CHLIC adjusts any or all such AWP-Based Charges or such alternative benchmark-based charges as it reasonably deems necessary to preserve the economic value or benefit of this Agreement as it existed immediately prior to such replacement or immediately prior to the event(s) giving rise to such replacement, as the case may be.		

FEES FOR PROCESSING RUN-OUT CLAIMS		
OAP and DPPO	Run-Out Period of twelve (12) months CHLIC shall not be required to process Run-Out Claims until it has received full payment of the required fees.	The sum of the last three (3) months of billed fees applicable to the terminated (i) Agreement, (ii) Plan benefit option or (iii) Members.
Pharmacy	Run-Out Period of three (3) months for all pharmacy claims	No Additional Cost
SUBROGATION		
	Subrogation/Conditional Claim Payment. Identification, investigation and recovery of claim payments involving other party liability or where another entity is responsible for payment (including by way of example but not by limitation automobile insurance, homeowner insurance, commercial property insurance, worker's compensation). (This service is only provided with respect to Medical coverage).	5% of recovery plus litigation costs if counsel is retained and an appearance is filed on behalf of CHLIC or Employer in any litigation, or a lawsuit is filed on their behalf; 29% of recovery if no counsel is retained and in all other instances, including cases where state law requires that employee benefit plans be named as party defendants or involuntary plaintiffs.

CHLIC COST CONTAINMENT FEES

CHLIC, a Cigna company, administers the following programs to contain costs with respect to charges for health care service/supplies that are covered by the Plan. In administering these programs, CHLIC contracts with vendors to perform program related services. Specific vendor fees are available upon request. CHLIC's charge for administering these programs is the percentage (indicated below) of either (1) the "net savings" (i.e. the difference between the charge that the provider would have made absent the program savings and the charge made as a result of the program savings, less the applicable vendor fee which generally ranges from 7-11% of the program savings) or (2) the "gross savings" (i.e. the difference between the charge that the provider would have made absent the program savings and the charge made as a result of the program savings; CHLIC pays the applicable vendor fee) or (3) the "recovery" (i.e. the amount recovered) as applicable.

For charges for covered services received from a non-Participating Provider (including emergency/urgent care services that are covered at the in-network benefit level), CHLIC may apply discounts available under agreements with third parties or through negotiation of the billed charges. These programs are identified below as the Network Savings Program, Supplemental Network & Medical Bill Review (pre-payment). CHLIC charges the percentage shown for administering these programs. Applying these discounts may result in higher payments than if the maximum reimbursable charge is applied. Whereas application of the maximum reimbursable charge may result in the patient being balance billed for the entire unreimbursed amount, applying these discounts avoids balance billing and substantially reduces the patient's out-of pocket cost.

If no discount is available or negotiated, reimbursement will be based upon:

- (i) If charges are not subject to CHLIC's benefit enhancement policy – the plan's maximum reimbursable charge (in which case the patient may be balance billed by the provider if the provider's charge exceeds the plan's maximum reimbursable charge); or
- (ii) If charges are subject to CHLIC's benefit enhancement policy – depending upon the Employer's election:
 - a. the amount of provider's billed charge not exceeding the greater of a CHLIC determined percentage of the Medicare allowable amount (the 80th percentile of the reasonable and customary charge if there is no Medicare allowable charge) or the amount required by state or federal, law (in the case of emergency room services) for charges subject to CHLIC's benefit enhancement policy (patient may be balance billed by the provider if the provider's charge exceeds such amount), or
 - b. the provider's billed charge.

This administration of charges for covered services from non-Participating Providers is consistent with the claim administration practices with respect to CHLIC's own health care insurance business where applicable.

MEDICAL AND PHARMACY COST CONTAINMENT

1.	Network Savings Program	29% of net savings
2.	Supplemental Network	29% of net savings
3.	Medical Bill Review – (Pre-payment Cost Containment for Non-contracted claims):	
	Inpatient Hospital Bill Review	
	• Line Item Analysis	Lesser of 5% of hospital bill or the savings achieved

Client Name: City of Richland
Administrative Services Only Agreement

	• Professional Fee Negotiation	29% of net savings
	Outpatient Hospital Bill Review	
	• Professional Fee Negotiation	29% of net savings
	• Line Item Analysis Re-pricing	29% of net savings
	Physician/Professional Bill Review	
	• Professional Fee Negotiation	29% of net savings
	• Line Item Analysis Re-pricing	29% of net savings
4.	Medical Bill Review – (Pre or Post-payment Cost Containment for Non-contracted and Contracted claims):	
	• Bill Audit	29% of the savings/recovery achieved plus hospital fees or expenses passed through
	Diagnosis Related Grouping (DRG) Validation/Audits and Recovery. An overpayment audit and recovery program in which CHLIC or its vendors review paid claim data to identify overpayments based on inaccurate DRG coding.	29% of recovery plus any fees or expenses passed through by the hospital or regulatory agency
	Inpatient Admission Retrospective Review	29% of recovery
	Medical Implant Device Audits	29% of recovery
5.	COB Vendor Recoveries [Exclusive of pharmacy programs where claims are adjudicated at time prescription is received.]	29% of recovery
6.	Secondary Vendor Recovery Program	29% of recovery
7.	Provider Credit Balance Recovery Program	29% of recovery
8.	High Cost Specialty Pharmaceutical Audits (this service is only provided with respect to Medical coverage)	29% of recovery
9.	Pharmacy Vendor Recoveries	30% of recovery
10.	Class Action Recoveries	35% of recovery

DENTAL COST CONTAINMENT		
	Dental Cost Containment	25% of gross savings
CARE MANAGEMENT/COST CONTAINMENT PROGRAM FEES		
	CHLIC arranges for third parties to provide care management services to: (i) contain the cost of specified health care services/items overall with respect to all plans insured and/or administered by CHLIC, and/or (ii) improve adherence to evidence based guidelines designed to promote patient safety and efficient patient care.	Specific vendor fees and care management program services are available upon request.
ELIGIBILITY OVERPAYMENT RECOVERY FEES		
	Eligibility Overpayment Recovery Vendor Services. Identification and recovery of funds in situations where the overpayment is due to the late receipt of Member termination information. (This service is only provided with respect to Medical coverage).	29% of recovery
EXTERNAL REVIEW AND CONSULTATIVE REVIEW FEES		
	When a Member elects an External Review (as that term is defined in ERISA) of a benefit determination by an independent third party, the cost of a specific third party review is dependent on the nature and complexity of the issue on appeal. In highly complex, non-routine cases or cases related to new technology or experimental-investigational treatment, as part of the internal appeal process a panel of reviewers may be necessary. Third party review charges will be commensurate with the number of reviewers (usually only one is used), as well as their level of expertise and time required to complete the review.	\$500-\$4,000 Review
STRATEGIC ALLIANCES		
	CHLIC contracts directly or indirectly with other managed care entities and third party network vendors for access to their provider networks and discounts. These third parties charge either a network access fee, which is included in CHLIC's monthly charges, or a percentage of the savings realized on a claim by claim basis as a result of the application of their discounts. Charges based on percentage of savings may be paid from the Bank Account. Additional details regarding specific charges will be provided upon request.	All Medical Products

OTHER VENDORS AND HEALTH CARE SERVICES PROVIDERS		
	Fixed per person per period and fee-for-service charges for various vendors and other providers/arrangers of health care services and/or supplies will be paid as claims for Plan Benefits. In addition, performance-based payments to Participating Providers will be charged to the Bank Account. Such payments will be at the payment rates then in effect, which may be amended from time to time. Additional details regarding charges and the identity of the vendor or provider of health care services will be made available upon request.	All Products
NOTICE REGARDING PAYMENTS FROM THIRD PARTIES		
	Unless indicated otherwise in the Schedule of Financial Charges, CHLIC retains all payments it may receive from manufacturers of pharmaceutical products covered under the Plan. Information on the amount of such payments with respect to the Plan will be provided upon request.	All Pharmacy Products
	From time to time, CHLIC, directly or through its affiliates, arranges with third party parties (e.g., service vendors, provider network managers) to provide various services (e.g., cost-containment initiatives) in connection with the Plan. CHLIC and its affiliates may receive payments from such third parties to help defray CHLIC's expenses associated with the implementation and/or ongoing administration of these arrangements. CHLIC may also receive compensation from third-party vendors that Employer may retain based upon a referral from CHLIC or that Members may utilize following an introduction facilitated by CHLIC or an affiliate.	All Products
COMPLIANCE ASSISTANCE		
	CHLIC shall provide the following services to assist Employer in meeting its compliance obligations under section 2715 of the Public Health Service Act as added by the Patient Protection and Affordable Care Act and applicable regulations with respect to the provision of the Summary of Benefits and Coverage ("SBC"), translation notice and glossary. Applicable to all medical plans including HRA and FSA which are considered "group health plans" subject to the SBC requirements.	
1.	Preparation of SBC, translation notice. CHLIC will not be responsible for any changes that Employer makes to the SBC.	No charge
2.	Provide SBC, translation notices prepared by CHLIC to Employer electronically as well as any updates or material modifications.	No charge
3.	Include in SBC a summary of benefits administered by carve-out vendor if Employer or carve-out vendor provides CHLIC with necessary carve-out benefit information at least twelve (12) weeks prior to the date the SBCs are to be delivered to Employer.	\$500 for each benefit option under the Plan for which carve-out vendor benefits are included in SBC

Client Name: City of Richland
Administrative Services Only Agreement

ADDITIONAL SERVICES		
Service	Description	Charge
Third Party Stop Loss Interface Fee	CHLIC will provide its standard third party reporting package only after the stop loss carrier and Employer have executed CHLIC's standard hold harmless/confidentiality agreement. CHLIC's standard reporting package is based on paid claim data only (information on incurred-but-not-paid claims, projected claims, pre-certifications of coverage, case management, course of treatment or prognosis is not provided).	\$1.20/employee/month Included in Medical Administration Charge
Behavioral Health	Behavioral Care Advocacy provides behavioral health services in which claims are funded on a fee-for service basis. It includes focused utilization review and case management for inpatient, in-network behavioral health services. This payment arrangement is with respect to the CA/NC Member population only.	Included in Medical Access Fee
Clinical Program	<u>Cigna TheraCare® Program</u> – a targeted condition drug therapy management program that targets individuals using specialty medications for certain chronic conditions and helps them better understand their condition, medication side effects and importance of adherence.	Included at No Additional Cost

Exhibit A - Plan Booklet

A “Plan Booklet” that describes the Plan Benefits and Members’ rights and responsibilities under the Plan will be provided by Employer to CHLIC for its use in administering the Plan including denials and appeals of denials of claims for Plan Benefits. If Employer has not provided CHLIC with a copy of its finalized Plan Booklet by the time this Agreement is effective, CHLIC will administer the Plan in accordance with the Plan Benefits described in the Plan Booklet draft provided by CHLIC to Employer and Section 2 of this Agreement. CHLIC will continue to administer the Plan in this manner until CHLIC receives the finalized Plan Booklet and follows CHLIC’s preparation and review process. After that time CHLIC will administer the Plan in accordance with Plan Benefits described in the finalized Plan Booklet and Section 2 of this Agreement.

Exhibit B – Services

BANKING AND ADMINISTRATION		
Products <u>excluding</u> Health Savings Account		
1.	Furnishing CHLIC's standard Bank Account activity data reports to Employer as and when agreed upon. CHLIC's administration of the Plan does not include performing obligations, if any, under state escheat or unclaimed property laws. It is Employer's responsibility to determine the extent to which these laws may apply to the Plan and to comply with such laws.	All Products
2.	Report to Employer the claim payment information required in connection with Section 6041 of the Internal Revenue Code.	All Products
3.	If Employer has elected, pursuant to section 63 of the New York Health Care Reform Act of 1996 (section 2807-t of the Public Health Law) ("the Act"), to pay the assessment on covered lives set forth in section 63 and has consented to the conditions set forth in section 63, CHLIC shall file such forms and pay such surcharge and assessment on covered lives on behalf of Employer through the Bank Account to the extent set forth in section 63. Such obligation shall end immediately upon Employer's failure to provide any information required by CHLIC to fulfill this obligation, the failure to comply with any requirement imposed upon Employer pursuant to the Act or the failure of Employer to properly fund the Bank Account. In addition, where permitted and agreed to by CHLIC, CHLIC will file applicable forms and pay on behalf of Employer and/or the Plan any assessment, surcharge, tax or other similar charge which is required to be made by Employer and/or the Plan based on covered lives and/or paid claims or otherwise in accordance with and as required by other applicable state and/or federal laws and regulations and the Bank Account will be charged for any such payments made by CHLIC.	All Products
CLAIM ADMINISTRATION		
Products <u>excluding</u> Health Savings Account		
1.	Calculate benefits, check and/or electronic payments disbursed from Employer's Bank Account. Bank Account payments will appear in Employer's standard Bank Account activity data reports.	All Products
2.	CHLIC's generic claim forms are made available to Employer for individuals eligible to enroll in the Plan.	All Products
3.	Investigate claims, as necessary, by CHLIC's Special Investigations Unit.	All Products
4.	Discuss claims, when appropriate, with providers of health services.	All Products
5.	Perform, based on CHLIC's book of business internal audits of plan benefit payments on a random sample basis.	All Products
6.	Claim control procedures reported annually in Statement on Standards for Attestation Engagements (SSAE) No. 16 Report (SAS70 successor report).	All Products
7.	Respond to Insurance Department complaints.	All Products

Client Name: City of Richland
Administrative Services Only Agreement

8.	Dedicated toll-free telephone line for Member and Provider calls to CHLIC Service Centers.	All Products
9.	Member Explanation of Benefit (“EOB”) statements including, when applicable, notice of denied claims, denial reason(s) and appeal rights.	All Products (excluding Pharmacy)
10.	Verify enrollment and eligibility using Member information submitted by Employer and/or its authorized agent.	All Products
Medical Only		
1.	CHLIC’s generic enrollment form is made available to Employer for individuals eligible to enroll in the Plan.	All Medical Products
2.	CHLIC’s standard ID card with toll-free telephone number are prepared and mailed directly to Members.	All Medical Products
3.	Administration of subrogation/conditional Claim Payment (terms described in Exhibit E).	All Medical Products
Dental Only		
1.	CHLIC’s generic enrollment form is made available to Employer for individuals eligible to enroll in the Plan.	All Dental Products
2.	CHLIC’s generic ID cards are prepared and bulk shipped to the employer’s address to distribute to their employees.	All Dental Products
3.	Standard Dental predetermination of benefits for dental procedures on a voluntary basis.	All Dental Products
4.	When elected, the Cigna Oral Health Integration Program® (OHIP) includes the provision of administrative services necessary to provide eligible Members with certain health conditions enhanced dental benefits. The program covers the following conditions: Maternity, Diabetes, Cardiovascular Programs, cerebrovascular disease (stroke), chronic kidney disease, organ transplants and head/neck cancer radiation, and is aimed at improving overall health by encouraging Members to obtain needed dental treatment by providing enhanced benefits. As appropriate, OHIP may be expanded to include new procedures, conditions and programs in the future.	All Dental Products
Pharmacy Only		
1.	CHLIC’s standard ID cards with toll-free telephone number are prepared and mailed directly to Members.	All Pharmacy Products
2.	Pharmacy claims are adjudicated typically on-line at time of service without access to information on other coverage, and therefore coordination of benefits (COB) for pharmacy claims does not occur. Claims for Plan Benefits will be paid regardless of coverage under another plan.	All Pharmacy Products
3.	CHLIC’s standard drug utilization review services.	All Pharmacy Products
4.	CHLIC may receive and retain payments under contracts with drug manufacturers with respect to utilization covered under the Employer’s medical benefit for the manufacturer’s specialty drugs, which are drugs that typically are injected or infused and derived from living cells; target an underlying rare, chronic or costly condition; and/or require restricted access and/or close monitoring. If CHLIC enters into any such contracts, it does so on its own behalf, and not as agent of the Employer or the Plan.	All Pharmacy Products

PLAN BOOKLET		
Products excluding Health Savings Account		
	Prepare and make accessible Member benefit booklet drafts to Employer.	All Products
UNDERWRITING SERVICES		
1.	5500 Schedule C reporting.	All Products
2.	5500 Schedule A or Annual Reconciliation Disclosure reporting (when applicable)	All Products
3.	CHLIC's standard Underwriting services: a) benefit design analysis-b) projected cost analysis.	All Products
HIPAA INDIVIDUAL RIGHTS		
Products excluding Health Savings Account		
	Handling of requests from Members for access to, amendment and accounting of protected health information, and requests for restrictions and alternative communications as required under federal HIPAA law and regulations, as set out in this Agreement and its Exhibits.	All Products
COST CONTAINMENT		
1.	Maximum reimbursable charge determinations of non-Participating Provider charges for covered services.	All Medical Products (with out-of-network benefits)
2.	CHLIC's standard cost containment controls: Application of non-duplication and coordination of benefits rules and coordination with Medicare.	All Medical Products
3.	Delivery of information, as necessary, regarding standard application of non-duplication or coordination of benefits.	All Medical and Dental Products
4.	Review of medical bills in accordance with CHLIC's then current Medical Bill Review program.	All Medical Products
5.	Dental Cost Containment, a network of additional participating PPO providers that provide discounts for which CHLIC retains a portion of the savings generated.	All Dental Products
6.	Network Savings Program, a national vendor network that provides discounted rates when a Member accesses care through a Network Savings Program contracted provider.	All Medical Products
7.	Annual reporting of CHLIC's standard cost containment results upon Employer's request.	All Medical and Dental Products
8.	Pharmacy Vendor Recoveries.	All Pharmacy Products
CUSTOMER REPORTING		
1.	Summary reports of medical, dental and pharmacy cost and utilization experience are available through Cigna's web site, CignaAccess.com.	All Medical, Dental and Pharmacy Products
2.	CHLIC's standard pharmacy utilization reports.	Pharmacy Product Only

Client Name: City of Richland
Administrative Services Only Agreement

3.	Claim Reporting: CHLIC will provide standard banking and financial report information based upon paid claim data. CHLIC will not provide information on incurred-but-not reported claims, projected claims, pre-certifications of coverage, case management information or information on a Member's prognosis or course of treatment. Stop Loss Reporting is an optional service provided at an additional fee to Employers who have stop loss through another entity other than CHLIC. CHLIC will provide its standard reporting only after the stop loss carrier and Employer have executed CHLIC's standard Hold Harmless/Confidentiality Agreement.	All Medical Products
MEMBER EXTERNAL REVIEW PROGRAM		
	CHLIC contracts with three (3) independent review organizations that meet the Patient Protection and Affordable Care Act (PPACA) external review requirements. Members may appeal eligible claims to an external independent review organization which is selected by CHLIC on a random basis. If Employer has chosen not to participate in this program, the Employer may be responsible for making other arrangements to meet the Patient Protection and Affordable Care Act (PPACA) external review requirements.	All Medical Products
MEDICAL MANAGEMENT SERVICES		
	CHLIC provides integrated medical management that includes (depending upon the terms of the Plan) the following core services.	
1.	Pre-Admission Certification and Continued Stay Review (PAC/CSR) services to certify coverage of acute and sub-acute inpatient admissions/stays or provides guidance to appropriate alternative settings. Administered in accordance with CHLIC's then applicable medical management and claims administration policies, practices and procedures.	All Medical Products
2.	Case Management and Retrospective Review of Inpatient Care, a service designed to provide assistance to a Member who is at risk of developing medical complexities or for whom a health incident has precipitated a need for rehabilitation or additional health care support.	All Medical Products
3.	Assist providers with resources and tools to enable them to develop long term treatment plans in the management of chronic or catastrophic cases.	All Medical Products
4.	The Cigna HealthCare Healthy Babies [®] Program is a one-time educational mailing which provides Participants with prenatal care education and resources to help them better manage their pregnancy. Other benefits of this program include the 24-Hour Health Information Line SM and pregnancy information on myCigna.com.	All Medical Products
5.	HealthCare Cost and Quality tools on myCigna.com	All Medical Products
6.	A panel of physicians and other clinicians to assess the safety and effectiveness of new and emerging medical technologies. The panel meets monthly to review and update coverage policies.	All Medical Products
7.	The 24-Hour Health Information Line SM is a service that provides twenty-four (24) hour toll free access to nurses, who provide answers to healthcare questions, recommend appropriate settings for care and assist Participants in locating physicians. It also includes access to an extensive audio library on a wide range of medical topics.	All Medical Products

Client Name: City of Richland
Administrative Services Only Agreement

8.	Cigna LifeSOURCE Transplant Network® contracts with over seven hundred fifty (750) transplant programs at more than one-hundred sixty (160) independent transplant facilities and provides access to solid organ and bone marrow/stem cell transplantation while improving cost containment and reducing financial risk.	All Medical Products
9.	A health education program that delivers mailings to Members with certain conditions.	All Medical Products Except Comprehensive and Indemnity
10.	If behavioral health services are provided/arranged by Cigna Behavioral Health (CBH), CBH provides utilization review and case management for inpatient in-network behavioral health services.	OAP Products Only (CA/NC Members)
11.	If behavioral health services are provided/arranged by Cigna Behavioral Health (CBH), CBH provides utilization review and case management for both inpatient and outpatient, in-network behavioral health services.	OAP Products Only (Non-CA/NC Members)
12.	Implement clinical quality measurements, track and validate performance and initiate continuous quality improvement.	All Medical Products Except Comprehensive and Indemnity
13.	Transition of care services to allow Members with defined conditions to continue treatment with non-Participating Providers after enrollment for continued uninterrupted care for a limited time.	All Medical Products Except Comprehensive and Indemnity
NETWORK MANAGEMENT SERVICES		
	CHLIC, and/or its affiliates or contracted vendors shall:	
1.	Provide or arrange access to the applicable network of Participating Providers to furnish health care services/products to Members at negotiated rates and methods of reimbursement (e.g. fee-for service, fixed per person per period, per diem charges, incentive bonuses, case rates, withholds etc.). The amount and type of negotiated reimbursement may vary depending upon the type of plan. For example, a hospital may accept less for patients enrolled in certain types of plans than others; In addition, CHLIC may contract with Participating Providers and other parties for performance-based incentive payments to promote quality of care, patient safety and cost efficiency.	All Medical and Pharmacy Products
2.	Provide or arrange access to the applicable network of Participating Providers to furnish health care services/products to Members at negotiated rates and methods of reimbursement (e.g. fee-for service, fixed per person per period, per diem charges, incentive bonuses, case rates, withholds etc.). In addition, CHLIC may contract with Participating Providers and other parties for performance-based incentive payments to promote quality of care, patient safety and cost efficiency;	All Dental Products
3.	Credential and re-credential Participating Providers in accordance with CHLIC's credentialing requirements and ensure that third-party network vendors credential/re-credential Participating Providers in accordance with CHLIC's requirements;	All Medical, Dental and Pharmacy Products
4.	Monitor Participating Provider compliance with protocols and procedures for quality, Member satisfaction, and grievance resolution;	All Medical, Dental and Pharmacy Products

Client Name: City of Richland
Administrative Services Only Agreement

5.	Facilitate the identification of Participating Providers by Members; and	All Medical, Dental and Pharmacy Products
6.	Dedicated toll-free telephone line for Member and Provider calls to CHLIC Service Centers.	All Medical, Dental and Pharmacy Products
BEHAVIORAL HEALTH		
	CHLIC has contracted with an affiliate, Cigna Behavioral Health ("CBH"), to provide or arrange for the provision of managed in-network behavioral health services, CBH is a Participating Provider, and is reimbursed primarily on a monthly fixed fee basis. This fixed fee for CBH services will be paid as claims and will appear in Employer's monthly reporting and on financial documents. Such payments will be at the relevant monthly rates then in effect. The monthly rates paid to CBH vary depending on geographic location of Members and on benefit design, and may be subject to change. The rates will be made available upon request. The fixed fee also includes lifestyle management programs, a cognitive behavioral modification program, a Complex Psychiatric Case Management program, and a Narcotics Therapy Management program. Behavioral claims from a client specific network are not included in the behavioral monthly fixed fee and will be paid from the Bank Account. In some states, payment for behavioral health services must be paid on a fee-for-service basis. In these states, fee-for-service payments for behavioral health services and the CBH administrative fee (including the lifestyle management programs, a cognitive behavioral modification program a Complex Psychiatric Case Management program and a Narcotics Therapy Management program) will be paid from the Bank Account as claims and will appear in Employer's monthly reporting.	These services are included in the following products: OAP

CIGNA STAFF MODEL HEALTHPLAN SERVICES		
	The Cigna HealthCare of Arizona, Inc. staff model ("Cigna Medical Group") is a Participating Provider located in metropolitan Phoenix, Arizona. Plan Members may at some time receive treatment from a Cigna Medical Group ("CMG") facility or provider even if they do not reside in Arizona (as when traveling). Members utilizing the IPA network will access certain specialty and/or ancillary services (including laboratory and urgent care services) through the CMG system. Lab services are not provided by CMG for Members in PPO or EPO plans. Except as provided below, for covered services provided to Members, CMG is paid at the rates in effect at the time of service (as may be revised from time to time). Representative rates for routinely performed services are attached. A complete copy of the rates is available on request under a mutually agreed nondisclosure agreement (NDA). If the Plan requires Members to select a primary care physician (PCP), Phoenix area Members who do not select a PCP during open enrollment are assigned to a CMG PCP. CMG is paid for PCP-required Plans at the rates in effect at the time of service. Primary care services rendered to Members in Open Access or LocalPlus Plans that do not provide for PCP assignment are paid at the rates then in effect, as described above. CMG may also receive applicable performance-based incentive payments for its participation in programs designed to improve quality, patient safety and affordability.	All Medical Products

CIGNA HEALTHCARE OF ARIZONA - CIGNA MEDICAL GROUP (CMG)
REPRESENTATIVE RATES FOR ROUTINELY PERFORMED MEDICAL SERVICES

EFFECTIVE AUGUST 1, 2014

(Applicable to all Open Access Plus Products)

Department	CPT Code	Description	OAP Rate
All Departments	99213	OFFICE VISIT, EST EXP PROB FOC	\$65.80
Adult Medicine	99396	WELL EXAM, EST, 40-64 YEARS	\$102.94
Pediatrics	99392	WELL EXAM, EST, 1-4 YEARS	\$85.77
Gastroenterology	45378	COLONOSCOPY - Professional Fee only, at a facility	\$257.75
Neurology	64615	CHEMODENERVATION OF MUSCLE MIGRAINE	\$157.18
Ophthalmology	66984	REMOVE CATARACT, INSERT LEN- Professional Fee only, at a facility	\$700.01
Podiatry	11721	DEBRIDEMENT NAIL SIX OR MORE	\$39.95
Radiology	71020	CHEST X-RAY, PA & LAT	\$30.38
Radiology	G0202 + 77052	SCREENING MAMMOGRAPHY DIGITAL	\$141.02
Urology	52000	CYSTOSCOPY	\$253.87
General Surgery	47562	LAPAROSCOPY;CHOLECYSTECTOMY- Professional Fee only, at a facility	\$837.79
Optometry	92014	EYE EXAM & TREATMENT	\$109.35
Lab	80053	COMPREHENSIVE METABOLIC PANEL	\$14.87
Lab	80061	LIPID PANEL	\$18.85
ASC (Ambulatory surgical center) / Endoscopy Suite	Grouper 2		\$469.00
ASC (Ambulatory surgical center) / Endoscopy Suite	Grouper 8		\$1,104.00

** Medicare does not assign (or may not yet have assigned) relative value units (RVUs) for certain service codes. Codes not valued by Medicare are referred to as "gap codes." For example, Medicare does not assign values for wellness service codes (99381-99397). Cigna Medical Group refers to The Essential RBRVS (Annual) guide to obtain relative values for such gap codes for billing purposes. Typically, Cigna pays CMG for gap codes not valued by Medicare either at the discounted fee schedule referenced above or, for new codes not yet valued by Medicare, at the same rate it pays its IPA providers.*

The Urgent Care case rate excluding radiology and laboratory services is \$115.

CMG pharmacy rates (30-day supply):

Brand Name: AWP – 10.56% + \$2.75 dispensing fee

Generic: AWP – 35% + \$2.75 dispensing fee

Exhibit C – Claim Audit Agreement (Sample)

- A. WHEREAS, Cigna Health and Life Insurance Company ("CHLIC") desires to cooperate with requests by _____ ("Employer") to permit an audit for the purposes set forth below and subject to Section 6 of the Administrative Services Only Agreement between CHLIC and Employer;
- B. WHEREAS, _____ ("Auditor") has been retained by Employer for the purpose of performing an audit ("Audit") of claims administered by CHLIC;
- C. WHEREAS, the Auditor and the Employer recognize CHLIC's legitimate interests in maintaining the confidentiality of its claim information, protecting its business reputation, avoiding unnecessary disruption of its claim administration, and protecting itself from legal liability; and

NOW THEREFORE, IN CONSIDERATION of the premises and the mutual promises contained herein, CHLIC, the Employer and the Auditor hereby agree as follows:

1. Audit Specifications

The Auditor will specify to CHLIC in writing at least forty-five (45) days prior to the commencement of the Audit the following "Audit Specifications":

- a. the name, title and professional qualifications of individual Auditors;
- b. the Claim Office locations, if any, to be audited;
- c. the Audit objectives;
- d. the scope of the Audit (time period, lines of coverage and number of claims);
- e. the process by which claims will be selected for audit;
- f. the records/information required by the Auditor for purposes of the Audit; and
- g. the length of time contemplated as necessary to complete the Audit.

2. Review of Specifications

CHLIC will have the right to review the Audit Specifications and to require any changes in, or conditions on, the Audit Specifications which are necessary to protect CHLIC's legal and business interests identified in paragraph C above.

3. Access to Information

CHLIC will make the records/information called for in the Audit Specifications available to the Auditor at a mutually acceptable time and place.

4. Audit Report

The Auditor will provide CHLIC with a true copy of the Audit's findings, as well as the Audit Report, if any, that is submitted to the Employer. Such copies will be provided to CHLIC at the same time that the Audit findings and the Audit Report are submitted to the Employer.

5. Comment on Audit Report

CHLIC reserves the right to provide the Auditor and the Employer with its comments on the findings and, if applicable, the Audit Report.

6. Confidentiality

The Auditor understands that CHLIC is permitting the Auditor to review the claim records/information solely for purposes of the Audit. Accordingly, the Auditor will ensure that all information pertaining to individual claimants will be kept confidential in accordance with all applicable laws and/or regulations. Without limiting the generality of the foregoing, the Auditor specifically agrees to adhere to the following conditions:

- a. The Auditor shall not make photocopies or remove any of the claim records/information without the express written consent of CHLIC;
- b. The Auditor agrees that its Audit Report or any other summary prepared in connection with the Audit shall contain no individually identifiable information.

7. Restricted Use of the Audit Information

With respect to persons other than the Employer, the Auditor will hold and treat information obtained from CHLIC during the Audit with the same degree and standard of confidentiality owed by the Auditor to its clients in accordance with all applicable legal and professional standards. The Auditor shall not, without the express written consent of CHLIC executed by an officer of CHLIC, disclose in any manner whatsoever, the results, conclusions, reports or information of whatever nature which it acquires or prepares in connection with the Audit to any party other than the Employer except as required by applicable law. The Employer and Auditor agree to indemnify and to hold harmless CHLIC for any and all claims, costs, expenses and damages which may result from any breaches of the Auditor's obligations under paragraphs 6 and 7 of this Agreement or from CHLIC's provision of information to the Auditor. The Employer authorizes CHLIC to provide to the designated Auditor the necessary information to perform the audit in a manner consistent with all Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), Privacy Standards and in compliance with the signed Business Associate Agreement ("BAA").

8. Termination

CHLIC may terminate this Agreement with prior written notice. The obligations set forth in Sections 4 through 7 shall survive termination of this Agreement.

Cigna Health and Life Insurance Company

By: TO BE SIGNED AT TIME OF AUDIT
Duly Authorized

Print Name: _____

Title: _____

Date: _____

Employer: _____

By: TO BE SIGNED AT TIME OF AUDIT
Duly Authorized

Print Name: _____

Title: _____

Date: _____

Auditor: _____

By: TO BE SIGNED AT TIME OF AUDIT
Duly Authorized

Print Name: _____

Title: _____

Date: _____

Exhibit D – Privacy Addendum
(“Business Associate Agreement”)

This Business Associate Agreement (“Agreement”) is entered into by and between City of Richland as Plan Sponsor of the group health plan (“Plan”), and Cigna Health and Life Insurance Company (“CHLIC”), and is effective as of June 8, 2016 (“Effective Date”).

WHEREAS, the Plan is a covered entity as defined in 45 Code of Federal Regulations (“CFR”) Part 164.103 and the regulations codified at 45 C.F.R. Parts 160 and 164 (“HIPAA Privacy Rule”) promulgated under Title F of the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”); and

WHEREAS, the Plan has determined that CHLIC is a business associate of the plan as defined under HIPAA and the Plan may provide, in the course of its operations, individually identifiable health information, or protected health information as defined in HIPAA (“PHI”) to CHLIC to provide services to the Plan;

WHEREAS, this Agreement addresses the conditions under which the Plan may disclose CHLIC may create, receive, use, disclose, manage, and/or maintain such PHI from or on behalf of the Plan for the purposes of complying with HIPAA as well as the American Recovery and Reinvestment Act of 2009 (“ARRA”), specifically the Privacy and Security Regulations, and the Health Information Technology for Economic and Clinical Health Act (“HITECH”), as applicable and as may be amended from time to time

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, and intending to be legally bound, the parties agree as follows:

I. GENERAL PROVISIONS

Section 1. Effect. As of the Effective Date, the terms and provisions of this Addendum are incorporated in and shall supersede any conflicting or inconsistent terms and provisions of (as applicable) the Administrative Services Only Agreement and/or Flexible Spending Account or Reimbursement Accounts Administrative Services Agreement to which this Addendum is attached, including all exhibits or other attachments to, and all documents incorporated by reference in, any such applicable agreements (individually and collectively any such applicable agreements are referred to as the “**Agreement**”). This Addendum sets out terms and provisions relating to the use and disclosure of Protected Health Information (“**PHI**”) without written authorization from the Individual. To the extent there is a conflict between the Agreement and this Addendum, this Addendum shall control.

Section 2. Amendment to Comply with Law. CHLIC, on behalf of itself and its affiliates and subsidiaries that perform services under the Agreement (collectively referred to as “**CHLIC**”), Employer (also referred to as “**Plan Sponsor**”), and the group health plan that is the subject of the Agreement (also referred to as the “**Plan**”) agree to amend this Addendum to the extent necessary to allow either the Plan or CHLIC to comply with applicable laws and regulations including, but not limited to, the Health Insurance Portability and Accountability Act of 1996 and its implementing regulations (45 C.F.R. Parts 160 to 164) (“**HIPAA Privacy and Security Rules**”).

Section 3. Relationship of Parties. The parties intend that CHLIC is an independent contractor and not an agent of the Plan or the Plan Sponsor.

II. PERMITTED USES AND DISCLOSURES BY CHLIC

Section 1. Uses and Disclosures Generally. Except as otherwise provided in this Addendum, CHLIC may use or disclose PHI to perform functions, activities or services for, or on behalf of, the Plan as specified in the Agreement, provided that such use or disclosure would not violate the HIPAA Privacy & Security Rules if done by the Plan. CHLIC shall not further use or disclose PHI other than as permitted or required by this Addendum, or as required by law.

Section 2. To Carry Out Plan Obligations. To the extent CHLIC is to carry out one or more of the Plan's obligations under Subpart E of 45 C.F.R. Part 164, CHLIC agrees to comply with the requirements of Subpart E that apply to the Plan in the performance of such obligations.

Section 3. Management and Administration.

- (A) CHLIC may use PHI for the proper management and administration of CHLIC or to carry out the legal responsibilities of CHLIC.
- (B) CHLIC may disclose PHI for the proper management and administration of CHLIC, provided that disclosures are: (a) required by law; or (b) CHLIC obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as required by law or for the purpose for which it is disclosed to the person, and the person notifies CHLIC of any instances of which it is aware in which the confidentiality of the information has been breached.
- (C) CHLIC may use or disclose PHI to provide Data Aggregation services relating to the Health Care Operations of the Plan, or to de-identify PHI. Once information is de-identified, this Addendum shall not apply.

Section 4. Required or Permitted By Law. CHLIC may use or disclose PHI as required by law or permitted by 45 C.F.R. §164.512.

III. OTHER OBLIGATIONS AND ACTIVITIES OF CHLIC

Section 1. Receiving Remuneration in Exchange for PHI Prohibited. CHLIC shall not directly or indirectly receive remuneration in exchange for any PHI of an Individual, unless an authorization is obtained from the Individual, in accordance with 45 C.F.R. §164.508, that specifies whether PHI can be exchanged for remuneration by the entity receiving PHI of that individual, unless otherwise permitted under the HIPAA Privacy Rule.

Section 2. Limited Data Set or Minimum Necessary Standard and Determination. CHLIC shall, to the extent practicable, limit its use, disclosure or request of Individuals' PHI to the minimum necessary amount of Individuals' PHI to accomplish the intended purpose of such use, disclosure or request and to perform its obligations under the underlying Agreement and this Addendum. CHLIC shall determine what constitutes the minimum necessary to accomplish the intended purpose of such disclosure.

Section 3. Security Standards. CHLIC shall use appropriate safeguards and comply with Subpart C of 45 C.F.R. Part 164 with respect to Electronic PHI to prevent use or disclosure of PHI other than as provided for by the Agreement.

Section 4. Protection of Electronic PHI. With respect to Electronic PHI, CHLIC shall:

- (A) Implement administrative, physical and technical safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of the Electronic PHI that CHLIC creates, receives, maintains or transmits on behalf of the Plan as required by the Security Standards;
- (B) Ensure that any agent or subcontractor to whom CHLIC provides Electronic PHI agrees to implement reasonable and appropriate safeguards to protect such information; and,
- (C) Promptly report to the Plan any Security Incident with respect to Electronic PHI of which it becomes aware and which has compromised the protections set forth in the HIPAA Security Rule. In the event of a Security Incident, CHLIC shall report to the Plan in writing (i) any actual, successful Security Incident within ten (10) business days of the date on which CHLIC first becomes aware of such actual, successful Security Incident and (ii) to the extent commercially reasonable, the Plan may request CHLIC to report in writing attempted but unsuccessful Security Incidents involving PHI of which CHLIC becomes aware, provided however that such reports are not required for trivial and routine incidents such as port scans, attempts to log-in with an invalid password or user name, denial of service attacks that do not result in a server being taken off-line, malware and pings or other similar types of events.

Section 5. Reporting of Violations. CHLIC shall report to the Plan any use or disclosure of PHI not provided for by this Addendum of which it becomes aware. CHLIC agrees to mitigate, to the extent practicable, any harmful effect from a use or disclosure of PHI in violation of this Addendum of which it is aware.

Section 6. Security Breach Notification. CHLIC will notify the Plan of a Breach (including privacy related incidents that might, upon further investigation, be deemed to be a Breach) without unreasonable delay and, in any event, within ten (10) business days after CHLIC's discovery of same. This notification will include, to the extent known:

- i. the names of the individuals whose PHI was involved in the Breach;
- ii. the circumstances surrounding the Breach;
- iii. the date of the Breach and the date of its discovery;
- iv. the information Breached;
- v. any steps the impacted individuals should take to protect themselves;
- vi. the steps CHLIC is taking to investigate the Breach, mitigate losses, and protect against future Breaches; and,
- vii. a contact person who can provide additional information about the Breach.

For purposes of discovery and reporting of Breaches, CHLIC is not the agent of the Plan or the Employer (as “agent” is defined under common law). CHLIC will investigate Breaches, assess their impact under applicable state and federal law, including HITECH, and make a recommendation to the Plan as to whether notification is required pursuant to 45 C.F.R. §§164.404-408 and/or applicable state breach notification laws. With the Plan’s prior approval, CHLIC will issue notices to such individuals, state and federal agencies – including the Department of Health and Human Services, and/or the media – as the Plan is required to notify pursuant to, and in accordance with the requirements of applicable law (including 45 C.F.R. §§164.404-408). In the event of a Breach affecting multiple CHLIC clients where CHLIC believes notification to affected individuals is required in accordance with applicable law, CHLIC reserves to the right to issue notifications to the affected individuals without Plan approval.

CHLIC will pay the costs of issuing notices required by law and other remediation and mitigation which, in CHLIC’s discretion, are appropriate and necessary to address the Breach. CHLIC will not be required to issue notifications that are not mandated by applicable law. CHLIC shall provide the Plan with information necessary for the Plan to fulfill its obligation to report Breaches affecting fewer than 500 Individuals to the Secretary as required by 45 C.F.R. §164.408(c).

Section 7. Disclosures to and Agreements with Third Parties. CHLIC agrees to ensure that any subcontractors that create, receive, maintain, or transmit PHI on behalf of CHLIC agree to the same restrictions, conditions and requirements that apply to CHLIC with respect to such information.

Section 8. Access to PHI. CHLIC shall provide an Individual with access to such Individual's PHI contained in a Designated Record Set in response to such Individual's request in the time and manner required in 45 C.F.R. §164.524.

Section 9. Availability of PHI for Amendment. CHLIC shall respond to a request by an Individual for amendment to such Individual’s PHI contained in a Designated Record Set in the time and manner required in 45 C.F.R. §164.526.

Section 10. Right to Confidential Communications and to Request Restriction of Disclosures of PHI. CHLIC shall respond to a request by an Individual for confidential communications or to restrict the uses and disclosures of PHI contained in such Individual’s Designated Record Set in the time and manner required by 45 C.F.R. §164.522. CHLIC shall not be obligated to agree to, or implement, any restriction, if such restriction would hinder Health Care Operations or the provision of the functions, activities or services, unless such restriction would otherwise be required by 45 C.F.R. § 164.522(a).

Section 11. Accounting of PHI Disclosures. CHLIC shall provide an accounting of disclosures of PHI to an Individual who requests such accounting in the time and manner required in 45 C.F.R. §164.528.

Section 12. Availability of Books and Records. CHLIC hereby agrees to make its internal practices, books and records relating to the use and disclosure of PHI received from, or created or received by CHLIC on behalf of the Plan, available to the Secretary for purposes of determining the Plan's compliance with the Privacy Rule.

Section 13. Standard Transactions. CHLIC certifies that it conducts any applicable transactions that are subject to the HIPAA standard transaction rules (45 C.F.R. Parts 160-164) as required under such rules.

IV. TERMINATION OF AGREEMENT WITH CHLIC

Section 1. Termination Upon Breach of Provisions Applicable to PHI. Any other provision of the Agreement notwithstanding, the Agreement may be terminated by the Plan upon prior written notice to CHLIC in the event that CHLIC materially breaches any obligation of this Addendum and fails to cure the breach within such reasonable time as the Plan may provide for in such notice.

If CHLIC knows of a pattern of activity or practice of the Plan that constitutes a material breach or violation of the Plan's duties and obligations under this Addendum, CHLIC shall provide a reasonable period of time, as agreed upon by the parties, for the Plan to cure the material breach or violation. Provided, however, that, if the Plan does not cure the material breach or violation within such agreed upon time period, CHLIC may terminate the Agreement at the end of such period.

Section 2. Use and Disclosure of PHI upon Termination. The parties hereto agree that it is not feasible for CHLIC to return or destroy PHI at termination of the Agreement; therefore, the protections of this Addendum for PHI shall survive termination of the Agreement, and CHLIC shall limit any further uses and disclosures of such PHI to the purpose or purposes which make the return or destruction of such PHI infeasible.

V. OBLIGATIONS OF THE PLAN AND PLAN SPONSOR

Section 1. Disclosures Generally. Except as otherwise provided for in this Addendum, the Plan will not request that CHLIC use or disclose PHI in any manner that would not be permissible under HIPAA or HITECH if done by the Plan.

Section 2. Disclosures to the Plan or Third Parties. To the extent the Plan requests that CHLIC disclose PHI either to the Plan or to a third party business associate acting for the Plan, the Plan represents and warrants that:

- (A) It only will request PHI for the purposes of Treatment, Payment, or Health Care Operations, or another permitted purpose under the HIPAA Privacy Rule;
- (B) The information requested is the minimum necessary to achieve the purpose of the disclosure; and
- (C) If the PHI is to be disclosed to a third party, the Plan has a business associate agreement in place with the third party.

Section 3. Disclosure to Plan Sponsor. To the extent the Plan requests that CHLIC disclose PHI to the Plan Sponsor, the Plan and Plan Sponsor each represent and warrant that:

- (A) The information only will be used for one of the following purposes:
 - i. Plan Administration functions, as defined by the HIPAA Privacy Rule, and that the Plan Sponsor has executed the required plan amendment and certification allowing the disclosure, as set out in the HIPAA Privacy Rule;
 - ii. Enrollment functions, provided the information to be disclosed is limited to enrollment and disenrollment information; or
 - iii. To amend, modify, or terminate the Plan, or to obtain premium bids to provide health insurance coverage under the Plan, provided the information to be disclosed is limited to Summary Health Information, as defined in the HIPAA Privacy Rule; and

(B) The information requested is the minimum necessary to achieve the purpose of the disclosure.

VI. DEFINITIONS FOR USE IN THIS ADDENDUM

Definitions. Certain capitalized terms used in this Addendum shall have the meanings ascribed to them by HIPAA and HITECH including their respective implementing regulations and guidance. If the meaning of any term defined herein is changed by regulatory or legislative amendment, then this Addendum will be modified automatically to correspond to the amended definition. All capitalized terms used herein that are not otherwise defined have the meanings described in HIPAA and HITECH. A reference in this Addendum to a section in the HIPAA Privacy Rule, HIPAA Security Rule or HITECH means the section then in effect, as amended.

“Breach” means the unauthorized acquisition, access, use or disclosure of Unsecured Protected Health Information which compromises the security or privacy of such information, except where an unauthorized person to whom such information is disclosed would not reasonably have been able to retain such information.

A Breach does not include any unintentional acquisition, access or use of PHI by an employee or individual acting under the authority of CHLIC if such acquisition, access or use was made in good faith and within the course and scope of the employment or other professional relationship of such employee or individual with CHLIC; any inadvertent disclosure from an individual who is otherwise authorized to access PHI at a facility operated by CHLIC to another similarly situated individual at the same facility; and such information is not further acquired, accessed, used or disclosed without authorization by any person.

“Business Associate” means CHLIC.

“Covered Entity” means the Plan.

“Designated Record Set” shall have the same meaning as the term "designated record set" as set forth in the Privacy Rule, limited to the enrollment, payment, claims adjudication and case or medical management record systems maintained by CHLIC for the Plan, or used, in whole or in part, by CHLIC or the Plan to make decisions about Individuals.

“Effective Date” shall mean the earliest date by which CHLIC and the Plan must enter into a business associate agreement under 45 C.F.R. Part 164.

“Electronic Protected Health Information” shall mean PHI that is transmitted by, or maintained in, electronic media as that term is defined in 45 C.F.R. §160.103.

“Limited Data Set” shall have the same meaning as the term “limited data set” as set forth in 45 C.F.R. §164.514(e)(2).

“Protected Health Information” or **“PHI”** shall have the same meaning as set forth at 45 C.F.R. §160.103.

“Secretary” shall mean the Secretary of the United States Department of Health and Human Services.

“Security Incident” shall have the same meaning as the term "security incident" as set forth in 45 C.F.R. §164.304.

“Unsecured Protected Health Information” shall mean PHI that is not rendered unusable, unreadable, or indecipherable to unauthorized individuals through the use of a technology or methodology specified by the Secretary in the guidance issued under Section 13402(h)(2) of ARRA.

Client Name: City of Richland
Administrative Services Only Agreement

CITY OF RICHLAND

CIGNA HEALTH AND LIFE INSURANCE COMPANY

By: _____ By: _____

Print Name: _____ Print Name: _____

Privacy Official Print Title: _____

Date: _____ Date: _____

Exhibit E – Conditional Claim/Subrogation Recovery Services

I. Plans Without CHLIC General Stop Loss Coverage

If Employer has not purchased individual or aggregate stop loss coverage from CHLIC or an affiliate with respect to its self-funded employee welfare benefit plan:

- A. All conditional claim payment and/or subrogation recoveries under the Plan will be handled by the entity checked below;
- ____ Employer
____ An independent recovery vendor whose name and address follow:
____ CHLIC and its subcontractor(s)
- B. If Employer has designated CHLIC and its subcontractors to act as its recovery agent in paragraph I.A. above, then:
- i. Employer hereby confers upon CHLIC and its subcontractors' discretionary authority to reduce recovery amounts by as much as fifty percent (50%) of the total amount of benefits paid on Employer's behalf, and to enter into binding settlement agreements for such amounts.
- ii. In the event a settlement offer represents a reduction greater than the percentage identified above, CHLIC and its subcontractors should seek settlement advice from:
- Name:
Title:
Address:
Telephone:
- iii. All amounts reimbursed to Employer's Bank Account shall be refunded at the gross amount. CHLIC's and its subcontractors' subrogation administration fee on cases where CHLIC and its subcontractors' have retained counsel and in cases where no counsel has been retained by CHLIC and its subcontractors are both reflected in the Schedule of Financial Charges.
- C. Except where agreed to by CHLIC and Employer, CHLIC and its subcontractors shall have no duty or obligation to represent Employer in any litigation or court proceeding involving any matter which is the subject of this Agreement, but shall make available to Employer and/or Employer's counsel such information relevant to such action or proceeding as CHLIC and its subcontractors may have as a result of its handling of any matter under this Agreement.
- D. In the event Employer purchases individual or aggregate stop loss coverage from CHLIC or an affiliate with respect to its self-funded employee welfare benefit plan at any time during the life of this Agreement, the provisions of paragraph II., below, shall control.

II. Plans with CHLIC Stop Loss Coverage

If Employer has purchased individual or aggregate stop loss coverage from CHLIC or an affiliate with respect to its self-funded employee welfare benefit plan:

- A. CHLIC and its subcontractors shall have the right and responsibility to manage all conditional claim payment and/or subrogation recoveries under the Plan. CHLIC and its subcontractors shall reimburse to the Plan the recovery minus relevant individual and aggregate stop loss payments made by CHLIC.
- B. All amounts reimbursed to Employer's Bank Account shall be refunded at the gross amount. CHLIC's and its subcontractors' subrogation administration fee on cases where CHLIC and its subcontractors' have retained counsel and in cases where no counsel has been retained by CHLIC and its subcontractors, are both reflected in the Schedule of Financial Charges.
- C. CHLIC and its subcontractors shall have no duty or obligation to represent Employer in any litigation or court proceeding involving any matter which is the subject of this Agreement but shall make available to Employer and/or Employer's counsel such information relevant to such action or proceeding as CHLIC and its subcontractors may have as a result of its handling of any matter under this Agreement. Notwithstanding the foregoing, CHLIC and its subcontractors reserve to itself the right to retain counsel to represent CHLIC's own interests in any subrogation and/or conditional claim recovery action under the Plan.

APPENDIX A

Cigna Home Delivery Pharmacy Standard Level Specialty Drug List

THIS SPECIALTY DRUG LIST IS CONFIDENTIAL, PROPRIETARY INFORMATION OF CIGNA. IT IS PROVIDED SOLELY FOR EMPLOYER'S PLAN ADMINISTRATION PURPOSES. RE-DISCLOSURE IS STRICTLY PROHIBITED. CIGNA RESERVES ALL LEGAL RIGHTS AND REMEDIES TO ENFORCE THESE PROHIBITIONS ON USE AND DISCLOSURE.

*Actual List is provided under Separate cover for protection of information

APPENDIX B

Performance Guarantees

For each Plan Year, this Exhibit shall consist of the Performance Guarantee Agreement, if any, as mutually agreed upon by the Parties, for that Plan Year, which documents are incorporated by reference herein. The Performance Guarantee Agreement is CONFIDENTIAL, PROPRIETARY INFORMATION OF CIGNA. They are PROVIDED SOLELY FOR EMPLOYER'S PLAN ADMINISTRATION PURPOSES.



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Resolutions – Adoption

Key Element:

Subject:

Resolution No. 128-16, Authorizing Execution of Agreement with Hyas Group, LLC. to Provide Investment Consulting Services for the 457 Plans No. 0036864-001-457

Department:

Administrative Services

Ordinance/Resolution Number:

128-16

Document Type:

Contract/Agreement/Lease

Recommended Motion:

Adopt Resolution No. 128-16, Authorizing Execution of a Three-Year Agreement with Hyas Group, LLC. to Provide Investment Consulting Services for the 457 Plan No. 0036864-001-457.

Summary:

Resolution No. 128-16 authorizes the execution of a service agreement with Hyas Group, LLC. (Hyas), providing investment consulting services for the 457 Plan No. 0036864-001-457 administered by Nationwide Retirement Solutions (Nationwide) for the employees represented by the International Association of Fire Fighters (IAFF) in lieu of the 457 plan administered by International City Manager Association Retirement Corporation (ICMARC)

The City has fiduciary responsibility over this retirement plan offered to IAFF Affiliated employees. Hyas provides investment and retirement plan expertise to ensure the City is able to make informed decisions associated with this plan, including analysis of fund performance and managers, developing alternatives and plan management best practices.

Fiscal Impact:

The contract stipulates a fee not to exceed \$6,000. These services were anticipated and adequate funds have been budgeted.

Attachments:

1. RES 128-16 - Consulting Services Agreement with Hyas Group, LLC.
2. HYAS Service Contract for FF 457 Plan - Final
3. Appendix A - Form ADV Part 2A Firm Brochure
4. Appendix B - Form ADV Part 2B Supplemental Brochure
5. Appendix C - Hyas Group Privacy Policy

RESOLUTION NO. 128-16

A RESOLUTION of the City of Richland authorizing execution of an agreement with Hyas Group, LLC. to provide Investment Consulting Services for 457 Plan No. 0036864-001-457

WHEREAS, the City of Richland ("Employer") has employees rendering valuable services that adhere to the benefit of the City; and

WHEREAS, Resolution No. 29-07 was adopted June 5, 2007, authorizing employees represented by the International Association of Fire Fighters (IAFF) to participate in a 457 Deferred Compensation Plan administered by Nationwide Retirement Solutions (Nationwide) in lieu of the 457 Plan administered by International City Manager Association Retirement Corporation (ICMA-RC); and

WHEREAS, authorizing the Nationwide 457 Deferred Compensation Plan ("the Plan") serves the interest of Employer by enabling it to provide reasonable retirement security for its employees represented by the IAFF, by complying with the terms of the authorized Collective Bargaining Agreement, and by assisting in the attraction and retention of competent employees; and

WHEREAS, Employer has determined that expertise associated with monitoring the Plan's investment performance and associated fiduciary responsibilities of Employer is in the interests of Employer and of the employees participating in the Plan; and

WHEREAS, Employer has executed prior agreements with Hyas Group, LLC to provide for these investment consulting services at the expense of Employer; and

WHEREAS, Employer has determined that it is in the best interest of Employer and its employees to enter into an agreement for consulting services with Hyas Group, LLC through December 31, 2018.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the Mayor is authorized to execute and administer a Consulting Services Agreement with Hyas Group, LLC., attached hereto as Attachment A, for its 457 Plan No. 0036864-001-457.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland at a regular meeting on the 7th day of June, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney



AGREEMENT BETWEEN CITY AND CONSULTANT

THIS AGREEMENT, entered into this 1st day of January, 2016, by and between the **City of Richland**, 505 Swift Ave., Richland, Washington, (hereinafter referred to as the "City"), and **Hyas Group, LLC.**, 108 NW 9th Avenue, Suite 203, Portland, OR 97209 (hereinafter referred to as the "Consultant").

WITNESSETH:

1) SCOPE OF WORK

- a) The Consultant shall furnish all services, labor and related equipment necessary to conduct and complete the work as designated in this Agreement. The Consultant shall provide Investment Consulting Services for the City of Richland Firefighters' 457 Deferred Compensation Plan.
- b) The following exhibit(s) are attached hereto and made a part of this Agreement:
 - (i) Exhibit A: See Exhibit A instructions.
- c) This Agreement consists of this Agreement, the above referenced Exhibit(s) and other documents listed below. These form the entire Agreement between the parties, and are fully integrated into this Agreement as if stated or repeated herein. In the event of a conflict between documents, the order of precedence will be the order listed below. An enumeration of the Agreement documents is set forth below:
 - (i) City of Richland Agreement No. _____
 - (ii) Exhibit A: Scope of Work

2) GENERAL REQUIREMENTS

- a) The Consultant shall attend regular meetings with the designated City of Richland representatives, as described in Attachment A, Scope of Services. If additional meetings are requested, the City will provide the Consultant sufficient notice prior to those meetings requiring Consultant participation.
- b) The Consultant shall prepare and submit Plan and Investment performance reports to the City in a manner and upon a schedule as described in Attachment A, Scope of Work.

3) TIME FOR BEGINNING AND COMPLETION

The Consultant shall not begin any work under the terms of this Agreement until authorized in writing by the City. Consultant agrees to use best efforts to complete all work described under this Agreement by **December 31, 2018**.

4) PAYMENT

- a) For services rendered under this Agreement, the City shall pay the Consultant an amount not to exceed the amount identified in the table below. Payment shall be made according to the schedule below. Payment as identified in this section shall be full compensation for all work performed or services rendered, and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work specified in Exhibit A, Scope of Work.

Term	Annual Fee	Quarterly Payment
January 1, 2016 – December 31, 2018	\$6,000	\$1,500

- b) Invoices not in dispute by the City will be paid net thirty (30) days and shall reference the contract number and/or purchase order applicable to the work. The invoice shall provide sufficient detail on the work being billed and include detailed receipts for any invoices.
- c) All travel, meals and lodging costs shall be included in the contract payment and are not reimbursable.
- d) Reimbursement for extra services/reimbursable expenses are not authorized under this Agreement unless detailed in the Scope of Work or agreed upon in writing as a modification to this Agreement.
- e) The Consultant will allow access to the City, the State of Washington, the Federal Grantor Agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts, and transcriptions. Unless otherwise provided, said records must be retained for three years from the date of receipt of final payment. If any litigation, claim, or audit arising out of, in connection with, or relating to this contract is initiated before the expiration of the three-year period, the records shall be retained until such litigation, claim, or audit involving the records is completed.

5) INDEPENDENT CONTRACTOR

The Consultant, and any and all employees of the Consultant or other persons engaged in the performance of any work or services required of the Consultant under this Agreement, are independent contractors and shall not be considered employees of the City. Any and all claims that arise at any time under any Workers' Compensation Act on behalf of said employees or other persons while so engaged, and any and all claims made by a third party as a consequence of any act or omission on the part of the Consultant's employees or other persons engaged in any of the work or services required to be provided herein, shall be the sole obligation and responsibility of the Consultant.

6) OWNERSHIP OF DOCUMENTS

All designs, drawings, specifications, documents, reports and other work products prepared pursuant to this Agreement shall become the property of the City upon payment to the Consultant of the fees set forth in this Agreement. The City acknowledges the Consultant's plans and specifications, including all documents on electronic media, as instruments of professional services. The plans and specifications prepared under this Agreement shall become the property of the City upon completion of the services and payment in full of all payment due to the Consultant. The City may make or permit to be made any modifications to the plans and specifications without the prior written authorization of the Consultant. The City

agrees to waive any claim against the Consultant arising from any unauthorized reuse of the plans and specifications, and to indemnify and hold the Consultant harmless from any claim, liability or cost arising out of any reuse of the plans and specifications by the City or its agent not authorized by the Consultant.

7) TERMINATION

- a) This Agreement may be terminated by either party upon thirty (30) days' written notice. In the event this Agreement is terminated by the Consultant, the City shall be entitled to reimbursement of costs occasioned by such termination by the Consultant. In the event the City terminates this Agreement, the City shall pay the Consultant for the work performed, which shall be an amount equal to the percentage of completion of the work as mutually agreed between the City and the Consultant.
- b) If any work covered by this Agreement shall be suspended or abandoned by the City before the Consultant has completed the assigned work, the Consultant shall be paid an amount equal to the costs incurred up to the date of termination or suspension as mutually agreed upon between the City and the Consultant.

8) AVAILABILITY OF RECORDS FOR PUBLIC INSPECTION

- a) As a public contract, all records prepared, generated or used by Consultant or its agents, employees and subcontractors relating to this Agreement and associated work (hereinafter "public records") may be subject to disclosure under the Washington State Public Record Act, Chapter 42.56 RCW.
- b) Contractor shall maintain and retain all such public records in a manner that is readily accessible for a minimum term of no less than three (3) years following completion of the contract work. City shall have the right to timely review all such public records upon request. Contractor shall provide copies of any public records requested by City within 30 days of City's request. If City requests that copies of public records be provided to City in an electronic format, said records shall be provided at no cost to City. If paper copies are requested by City, City shall pay \$.10 per page. Payment for paper copies shall be rendered to Consultant within 20 days of receipt.
- c) All records subject to a public disclosure request will be provided to a requester unless exempted from disclosure by law. The City's decision to exempt or redact any public record shall be based only upon valid exemptions that apply to the City. City will not refrain from disclosing any record under an exemption that may be personal to Consultant. In the event Consultant objects to release of any public record under this Agreement, Consultant may seek judicial approval to prevent such disclosure at its sole expense. City shall neither aid nor interfere with Consultant's request for an injunction to prevent disclosure of any public record under this Agreement.
- d) Consultant shall insert this provision in all contracts with subcontractors or agents providing services relating to this Agreement.

9) DISPUTE RESOLUTION

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

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

10) DEBARMENT CERTIFICATION

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

www.sam.gov and

<http://www.lni.wa.gov/TradesLicensing/PrevWage/AwardingAgencies/default.asp>

11) VENUE, APPLICABLE LAW AND PERSONAL JURISDICTION

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

12) ATTORNEY'S FEES

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

13) INSURANCE

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

- a) No Limitation. Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.
- b) Minimum Scope of Insurance. Consultant shall obtain insurance of the types described below:
 - 1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named as an insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.
 3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
 4. Professional Liability insurance appropriate to the Consultant's profession.
- c) Minimum Amounts of Insurance. Consultant shall maintain the following insurance limits:
1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
 2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
 3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.
- d) Other Insurance Provisions. The Consultant's insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.
- e) Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. best rating of not less than A:VII.
- f) Verification of Coverage. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements evidencing the insurance requirements of the Consultant before commencement of the work, including, but not limited, to the additional insured endorsement.
- g) Notice of Cancellation. The Consultant shall provide the City with written notice of any policy cancellation within two (2) business days of Consultant's receipt of such notice.
- h) Failure to Maintain Insurance. Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

14) INDEMNIFICATION / HOLD HARMLESS

- a) Consultant shall defend, indemnify, and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of

the Consultant or the Consultant's employees or agents in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

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

15) STANDARD OF CARE

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

16) SUCCESSORS OR ASSIGNS

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

17) NOTICES

Any notices required under this Agreement will be in writing, addressed to the appropriate party at the address which appears below (as modified in writing from time to time by such party), and given by electronic submission, by facsimile personally, by registered or certified mail, return receipt requested, or by nationally recognized overnight courier service. All notices shall be effective upon the date sent.

Purchasing Manager
City of Richland
2700 Duportail Street, Bldg. 200
PO Box 190, M/S #11
Richland, WA 99352
Email: purchasing@ci.richland.wa.us
Phone: (509) 942-7710
Fax: (509) 942-7397

Contact Name:	Greg Settle, Senior Consultant
Name of Firm:	Hyas Group, LLC
Address:	108 NW 9 th Avenue, Suite 203
Address:	Portland, OR 97209
Email:	Gsettle@hyasgroup.com
Phone Number:	(360) 866-9327
Fax Number:	(971) 275-1856

18) EQUAL OPPORTUNITY AGREEMENT

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

19) PARTIAL INVALIDITY

Any provision of this Agreement which is found to be invalid or unenforceable shall be ineffective to the extent of such invalidity or unenforceability, and the invalidity or

unenforceability of such provision shall not affect the validity or enforceability of the remaining provisions hereof.

20) AMENDMENTS

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

21) CHANGE IN LAW

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

22) CONFIDENTIALITY

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

23) CHANGES OF WORK

- a) When required to do so, and without any additional compensation, the Consultant shall make such changes and revisions in the completed work of this Agreement as necessary to correct or revise any errors, omissions, or other deficiencies in the design, drawings, specifications, reports, and other similar documents which the Consultant is responsible for preparing or furnishing under this Agreement.
- b) Should the City find it desirable for its own purposes to have previously satisfactorily completed work or parts thereof changed or revised, the Consultant shall make such revisions as directed by the City. This work shall be considered as Extra Work and will be paid for as herein provided under Section 22, Extra Work.

24) EXTRA WORK

The City may desire to have the Consultant perform work or render additional services within the general scope of this Agreement. Such work shall be considered as extra work and will be specified in a written supplement to this Agreement which will set forth the nature of the scope,

schedule for additional work, additional fees and the method of payment. Work under a supplemental Agreement shall not proceed until authorized in writing by the City.

25) ADDITIONAL TERMS

Proxy Voting. Consultant does not exercise proxy voting authority over client securities. The obligation to vote client proxies at all times rests with Client. However, Client is not precluded from contacting Consultant for advice or information about a particular proxy vote. However, Consultant will not be deemed to have proxy voting authority as a result of providing such advice to Client.

Should Consultant inadvertently receive proxy information for a security held in the Plan's account, Consultant will immediately forward such information to Client, but will not take any further action with respect to the voting of such proxy. Upon termination of this Agreement, Consultant will make a good faith and reasonable attempt to forward proxy information inadvertently received by Consultant on Client's behalf to the forwarding address provided by Client.

Risk. Client recognizes that there may be loss or depreciation of the value of any investment due to the fluctuation of market values. Client represents that no party to this Agreement has made any guarantee, either oral or written, that the Plan's investment objectives will be achieved. Consultant will not be liable for any error in judgment and/or for any investment losses in the absence of malfeasance, negligence or violation of applicable law. Nothing in this Agreement will constitute a waiver or limitation of any rights which Client may have under applicable state or federal law, including without limitation state and federal securities laws.

Acknowledgement of Receipt of Part 2 Form ADV. Client acknowledges that it has received and has had an opportunity to read Consultant's firm brochure (Form ADV, Part 2A) and applicable brochure supplements (Form ADV, Part 2B) prior to, or at the time of, entering into this Agreement.

Acknowledgement of Receipt of Privacy Notice. Client acknowledges that it has received and has had an opportunity to read Consultant's privacy notice prior to, or at the time of, entering into this Agreement.

(Signature page to follow)

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

CITY OF RICHLAND, WASHINGTON

HYAS GROUP, LLC

ROBERT J. THOMPSON
Mayor

ATTEST:

MARCIA HOPKINS
City Clerk

APPROVED AS TO FORM:

HEATHER D. KINTZLEY
City Attorney

Jayson Davidson, Managing Partner
108 NW 9th Avenue, Suite 203
Portland, OR 97209
Phone: (971) 634-1501
Email: jdavidson@hyasgroup.com
Fax: (971) 275-1856

EXHIBIT A: Detailed Scope of Work

City of Richland Firefighters' 457 Deferred Compensation Plan - Annual Consulting Services Scope of Work

Fiduciary and defined contribution plan education for Committee

- Annual training update
- Provide Quarterly "457 Fiduciary Advisor" Newsletter to Committee via email

Investment manager searches as deemed necessary and appropriate by the Committee, billed separately as incurred

- Select appropriate screening criteria
- Initiate data collection and review
- Provide comprehensive risk and return analysis
- Identify suitable finalist candidates
- Present results to Committee and offer recommendation

Annual on-site performance report, due diligence report and account review

- Illustrate and communicate big picture thematic, economic and specific asset class trends
- Present fund performance against its relative asset class benchmark
- Chart asset allocation among Plan assets
- Provide investment manager attribution reports and due diligence notes
- Evaluate attributions according to sector returns and weights, capitalization breakdown, asset class and style benchmarks
- Compare portfolio statistics to the asset class benchmark
- On-site meetings to be scheduled on the same, prior or following day as the City of Richland Retirement Plan's Committee meetings, unless this requirement is waived by the Consultant.

Semi-annual on-site Committee meeting attendance and update

- Provide in-person presentation of semi-annual performance flash report at client location
- Provide semi-annual performance flash reports for non-meeting quarters
- Provide updates related to legal and regulatory changes effecting the plan
- Provide assistance to help make sure plans operates in compliance with state and regulatory requirements
- On-site meetings to be scheduled on the same, prior or following day as the City of Richland Retirement Plan's Committee meetings, unless this requirement is waived by the Consultant.



Form ADV Part 2A, Firm Brochure

Hyas Group, LLC
108 NW 9th Avenue, Suite 203
Portland, OR 97209
971-634-1500
SEC File No. 801-69938
CRD Number 149122

July 7, 2015

This brochure provides information about the qualifications and business practices of Hyas Group LLC ("Hyas" or "Adviser".) If you have any questions about the contents of this brochure, please contact us at 971-634-1500 or mruppelt@hyasgroup.com. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Hyas Group, LLC is a registered investment adviser. Registration of an Investment Adviser does not imply any level of skill or training. The oral and written communications of an Adviser provide you with information about which you determine to hire or retain an Adviser.

Additional information about Hyas Group is also available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Material Changes Pursuant to SEC Rules, this Brochure is reviewed on an ongoing basis for necessary revisions. The change made to this version are:

Item 12, Brokerage Practices. On page 7, a section entitled “Directed Brokerage” has been added.

Item 15, Custody. On page 8, a sentence has been added regarding the client reviewing statements received directly from custodians.

Pursuant to SEC Rules, we will ensure that you receive a summary of any material changes to this and subsequent Brochures within 120 days of the close of our business’ fiscal year. We may further provide other ongoing disclosure information about material changes as necessary.

We will further provide you with a new Brochure as necessary based on changes or new information, at any time, without charge.

Currently, our Brochure may be requested by contacting Michelle Ruppelt, Chief Compliance Officer at 971-634-1508 or mruppelt@hyasgroup.com.

Additional information about Hyas is also available via the SEC’s web site www.adviserinfo.sec.gov. The SEC’s web site also provides information about any persons affiliated with Hyas who are registered, or are required to be registered, as investment adviser representatives of Hyas.

Item 3 -Table of Contents

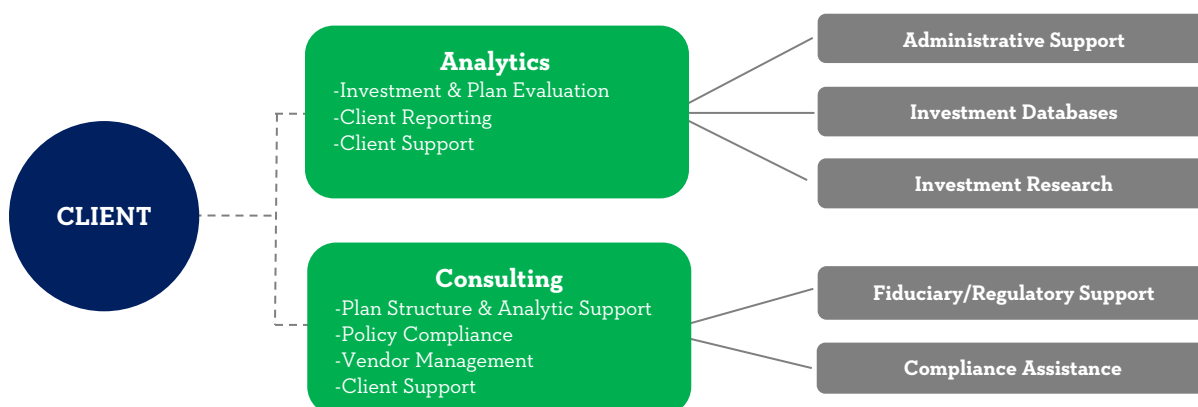
Item 1 - Cover Page.....	i
Item 2 - Material Changes.....	ii
Item 3 - Table of Contents	iii
Item 4 - Advisory Business.....	1
Item 5 - Fees and Compensation	2
Item 6 - Performance-Based Fees and Side-By-Side Management.....	3
Item 7 - Types of Clients.....	3
Item 8 - Methods of Analysis, Investment Strategies and Risk of Loss	4
Item 9 - Disciplinary Information.....	5
Item 10 - Other Financial Industry Activities and Affiliations	5
Item 11 - Code of Ethics.....	6
Item 12 - Brokerage Practices	6
Item 13 - Review of Accounts	7
Item 14 - Client Referrals and Other Compensation	8
Item 15 - Custody	8
Item 16 - Investment Discretion	8
Item 17 - Voting Client Securities	9
Item 18 - Financial Information	9
Additional Information.....	10

Item 4 – Advisory Business

The Hyas Group is an independent investment consulting firm that provides services largely to institutional investors including defined contribution and defined benefit retirement plan clients along with endowments and foundations. Founded in 2008, the firm is structured as a Limited Liability Company (LLC) and is wholly owned by three senior consulting partners. The firm has only one line of business, the investment consulting business. The sole office location is in Portland, Oregon and there are no Hyas Group parents, subsidiaries or affiliates.

The Hyas Group partners have over 45 years of combined experience serving clients in an institutional investment consulting capacity and the firm has been providing investment consulting services since its founding. The Hyas Group offers a wealth of consulting experience to all major plan structures. Corporate, governmental and non-profit plan sponsors have all sought the analytical skills and fiduciary support services offered by the firm.

The overall organizational structure is summarized as follows:



Advisory Services and Fees

Hyas Group, LLC. ("Hyas Group") provides two primary types of services, described below, through its Investment Advisor Representatives (IARs). Our clientele includes committee directed plans such as Defined Benefit Pension Plans and OPEB Trusts, and participant direct plans such as 401, 403(b) and 457 Plans.

Investment Advisory Services

Hyas performs a broad array of investment advisory services for its clients. Not all clients choose to receive all potential services. The potential services include, but are not limited to, review of an existing investment policy statement or assistance in creating an investment policy statement, plan performance reporting, asset allocation modeling, analysis of current investment options and portfolio structure, portfolio rebalancing and investment manager searches.

We also offer discretionary portfolio management services. When utilizing this service, as with all clients, we work with them to create and/or review their investment policy statement, review their current asset allocation, investment manager allocation and manager performance. The ongoing manager selection and strategic rebalancing within the investment policy ranges are managed inhouse by the Hyas Group.

Advice and Consulting not Involving Securities

Many of the services that Hyas Group performs for clients are not investment advisory in nature. These services include, but are not limited to, consulting with investment committees, pension plan review and analysis, fiduciary education and training, plan fee and revenue analysis, vendor search projects, and reporting on investments and pension plan results. The specific services that Hyas Group performs for a client are described in a written agreement with each client.

Hyas Group currently advises approximately \$13.5 billion in client assets. Hyas Group has discretion over approximately \$19.5 million in client assets.

Item 5 - Fees and Compensation

Hyas Group charges some clients a fee based upon the size or value of assets under the advice relationship which may include portfolios that are a part of overall assets. Assets will be valued on the last day calendar quarter. Quarterly fees are calculated and charged in arrears, after services have been performed. The actual rate would vary depending upon the scope of services the client requests Hyas Group to perform. This fee is described in the written agreement entered into between the client and Hyas Group.

The client acknowledges and agrees that fees payable to Hyas Group may if the client desires to do so, be automatically deducted from the client's account.

In cases when the advisory agreement does not span the full billing period, fees are prorated from the date of inception or through the date of termination. The Advisor or client may terminate the investment advisory agreement at any time with written notice to the advisor at their main office.

Fixed Fees

In some cases, Hyas Group will perform services for clients where the cost is set and agreed to with the client in advance of performing the service. The exact cost of the service would depend upon the complexity and scope of the service to be performed. Hyas Group, LLC enters into a written agreement that explains the services to be performed and an estimate of the cost to complete the service. Fees are normally paid upon delivery of the specific work product. If either party terminates the fixed fee engagement, the client is responsible to compensate Hyas Group for work done on a prorata basis, based upon the number of days the services was provided in the quarterly billing period.

Other Fees

The above-referenced fees charged by Hyas Group do not include brokerage commissions and other costs related to the execution of transactions on behalf of clients. Such costs will be paid by advisory

clients in addition to the fees discussed above. Clients are also responsible for asset management fees and plan or account administration fees paid to custodians and broker-dealers. These fees are disclosed in the disclosure document or agreements in the custodian's account opening documents. Clients are also responsible for margin interest, wire transfer fees, safe keeping fees and other special services provided by the broker-dealer, transfer agent, or custodian and disclosed by the custodian at the time the client opens their account(s) or when service is requested.

For some clients, we recommend investment vehicles such as Limited Partnerships or Limited Liability Companies (e.g. real estate, hedge funds). These investments have fees such as annual management fees that the client is also responsible for. Each investment manager states their various fees within the subscription documents and/or offering memorandum.

Investment Company Fees

Investment company funds that are held by clients will bear their own internal transaction and execution costs, as well as directly compensate their investment managers along with internal administrative services. Some funds pay 12b-1 fees, Distribution Fees, and or Shareholder Service Fees to broker-dealers that offer such funds to their clients. These charges affect the Net Asset Value of these fund shares and are thus indirectly borne by fund shareholders such as a Hyas Group client. Some fund companies have imposed a redemption fee. A redemption fee is another type of fee that some funds charge their shareholders when shares are sold or redeemed within a short period of time from the purchase of the fund shares. Although a redemption fee is deducted from redemption proceeds just like a deferred sales load, it is not considered to be a sales load. Unlike a sales load, which is generally used to compensate brokers, a redemption fee is typically used to defray fund costs associated with a shareholder's redemption and is paid directly to the fund, not to a broker. The SEC generally limits redemption fees to 2%. In most cases, the funds will use the "first-in, first-out" (FIFO) method to determine the holding period. Under this method, the date of the redemption will be compared with the earliest purchase date of shares held in the account.

A complete explanation of these charges is contained in the prospectus and "Statement of Additional Information" for each investment company fund. You can get a prospectus from the investment company (through its website or by telephone or mail). Your financial professional or broker can also provide you with a copy.

Item 6 - Performance-Based Fees

It is the Company's policy not to charge clients based upon the performance of their accounts except where the growth in an account will affect an asset based fee (size of the account).

Item 7 - Types of Clients

The Hyas Group provides investment consulting services to municipalities, corporate pension and profit-sharing plans, charitable institutions, foundations, endowments, and high net worth individuals.

Item 8 - Methods of Analysis, Investment Strategies and Risk of Loss

The investment review process at the Hyas Group is continuous and ongoing. Our team reviews mutual funds and other investment vehicles on both a predetermined and impromptu basis. We rely on a number of databases to house our investment return data as well as attribution systems. The databases include mutual funds, commingled funds, insurance products, separate accounts as well as alternative products such as hedge funds.

Our reporting capabilities, analytics resources and manager contacts generally include the following resource tools and data bases:

- Morningstar Direct - which provides extensive mutual fund or separate account data including peer group, performance and holdings information
- Encorr (Ibbotson) proprietary allocation program - which provides asset allocation modeling software for the assessment of pre-mixed portfolios.
- Institutional data-base subscriptions - Barclays Capital (formerly Lehman Brothers), Standard & Poors, Russell and MSCI/Barra all provide data for the compilation of our reports.
- InvestorForce - which provides manager and total plan universe information, index information and software for report production.

These databases can be used for screening a multitude of investment products. The databases make more than 100 screening factors available. Statistical and regression analysis is also performed using the databases. This allows us to analyze portfolios over multiple time periods versus relative benchmarks as well as compare investments on a side-by-side basis. In this quantitative review, we also compare risk and value-add statistics such as standard deviation, alpha, beta and up/down market capture. All of these tools, when taken in concert with an assessment of underlying securities holdings and sector allocations, allow us to feel confident in the total evaluation of the products in which our clients invest.

Our research process is not limited to databases alone. We also provide qualitative assessments of the investment products we recommend to our clients by meeting with investment managers face-to-face and conducting regular conference calls with the individuals responsible for managing and servicing the specific investment vehicles we are evaluating. We feel strongly that active investment performance is driven by skilled people and, therefore, we analyze the manager's philosophy, process and personnel in order to have a firm grasp on the skill sets offered by different managers.

The conversations will typically involve

- 1) a discussion of the dynamics of the investment team,
- 2) strategy,
- 3) firm structure,
- 4) portfolio construction and
- 5) performance attributions.

Often these meetings help facilitate frank discussions with the portfolio managers which help us provide the most accurate and up-to-date information available.

While some risk is inherent in any investment, we believe that it is imperative that risk be managed appropriately. Thorough review of volatility and risk adjusted return can also add value when properly considered. For each of our client's available investment options we'll analyze risk-related measures such as beta, standard deviation, alpha, up-market capture and down-market capture. It is our expectation that all funded products provide a competitive risk adjusted return. Therefore each product is reviewed with that expectation in mind.

Investment Strategy

At the outset of our working with a Client, we review a Client's risk profile, portfolio goals and/or requirements (such as income), which results in an Investment Policy Statement (either newly crafted or a review and possible revision of an existing IPS.) As part of that process, we analyze the Asset Allocation of the portfolio, and propose any recommended changes. We then work on implementation of their IPS/Asset Allocation Study, using research methodologies noted previously, identifying and funding managers which we believe to best meet the Client's IPS and risk profile.

Risk of Loss

Investing in securities involves risk of loss that you should be prepared to bear. We do not represent or guarantee that our services or methods of analysis can or will predict future results, successfully identify market tops or bottoms, or insulate clients from losses due to market corrections or declines. In addition, the investment managers and/or funds that we recommend are also subject to the same domestic and global economic variables, and therefore are subject to the same risk of loss. We cannot offer any guarantees or promises that your financial goals and objectives will be met. Past performance is in no way a guarantee of future performance.

Item 9 - Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of Hyas Group or the integrity of Hyas Group's management. Hyas Group has no information applicable to this Item.

Item 10 - Other Financial Industry Activities and Affiliations

Hyas Group does not receive revenue from any money management firms, recordkeepers or other retirement plan service providers. Our only compensation is that which we receive directly from our clients.

Hyas Group and its representatives may provide services to clients that are not investment advisory in nature. These services may include reporting on investments and account or plan assets, consulting on noninvestment matters, education, vendor search projects, and performance review and evaluation.

Item 11 - Code of Ethics

Hyas Group has adopted a Code of Ethics for all supervised persons of the firm describing its high standard of business conduct, and fiduciary duty to its clients. The Code of Ethics includes provisions relating to the confidentiality of client information, a prohibition on insider trading, restrictions on the acceptance of significant gifts and the reporting of certain gifts and business entertainment items, and personal securities trading procedures, among other things. Our goal is to protect your interests at all times and to demonstrate our commitment to our fiduciary duties of honesty, good faith, and fair dealing with you. All of our supervised persons are expected to adhere strictly to these guidelines. Persons associated with our firm are required to report any violations of our Code of Ethics.

Participation or Interest in Client Transaction

From time-to-time the interests of the principals and employees of Hyas Group may coincide with those of a client. Funds and/or individual securities may be bought, held or sold by a principal or employee of Hyas Group that is also recommended in a model portfolio or held by a client. If potential insider information is inadvertently provided or learned by a principal or employee, it is the policy of Hyas Group to strictly prohibit its use.

It is the policy of Hyas Group to permit the firm, its employees and IARs to buy, sell and hold the same investments that the IAR also recommend to clients. It is acknowledged and understood that Hyas Group performs investment services for various clients with varying investment goals and risk profiles. As such, the investment advice may differ between clients and investments made by Hyas Group IARs. Hyas Group has no obligation to recommend for purchase or sale an investment that Hyas Group, its principals, affiliates, employees or IARs may purchase, sell, or hold. When a decision is made to change an asset allocation recommendation, priority would always be given to the client's orders before those of a related or associated person to the advisor. Hyas Group has procedures dealing with insider trading, employee related accounts, "front running" and other issues that may present a potential conflict when such purchase, sales or recommendations are made. In general, these policies and procedures that are contained in the company's Code of Ethics and Compliance Manual, are intended to eliminate, to the extent possible, the adverse effect on clients of any such potential conflicts of interest.

Pay to Play

In response to the SEC's rule regarding political contributions to candidates and possible pay to play scenarios, it is our policy to allow only up to \$350 per election in personal contributions to candidates within one's voting district and \$150 per election to an elected official or candidate for whom the individual is not entitled to vote. These are the exceptions for de minimis contributions as defined by the SEC.

Hyas Group will provide a copy of its Code of Ethics to clients or prospective clients upon their request.

Item 12 - Brokerage Practices

Hyas Group does not have any business interests with any brokerage firms nor do they receive any soft dollars or other compensation for recommending any brokerage firms, custodians, mutual funds, or investment managers.

For those accounts over which we have discretion, having the client assets held at one custodian, whether bank, trust company, or brokerage firm, enables us to manage the portfolio, including review, place trades, compile performance reports, and answer client questions, in as efficient manner as possible. If the client doesn't currently have a custodian, we may recommend a custodian, one possible option being Charles Schwab. But as stated above, we receive no compensation for recommending Charles Schwab or any other custodian. Schwab has been recommended as they provide an extensive mutual fund platform and nearly all our investment managers have trading agreements with Schwab. In addition, they have a robust internet presence, including trading software, custodial information easily accessed by Hyas Group and the clients, a strong support staff assisting with trading, client and technology servicing questions and issues.

Directed Brokerage

If a client has an established relationship with a custodian, we will place trades with that custodian, which is considered directed brokerage. This directed brokerage arrangement potentially (1) limits Hyas Group's ability to seek best execution and negotiate commissions; (2) limits the clients' ability to participate in aggregated trades; and, as a result, (3) may cost the client more money.

Trade Allocation

Hyas Group has a Trade Allocation Policy, which addresses allocating securities, including IPOs and Private Placements, and/or recommendations among clients. The formula must provide a fair and equitable basis for allocations and be consistently applied to all clients. Prior to the allocation of securities by Hyas, we will determine if a client's investment objectives and suitability requirements qualify the client for participation in purchasing a specific security, IPO or Private Placement. If the client qualifies for participation in the purchase of a specific security, IPO or Private Placement, Hyas Group will allocate a certain percentage of the total allocation to each qualified client based upon the following formula:

The formula is based upon dividing the total shares or amount allocated by the total number of qualified clients and their assets under management. For example, if the total allocation to Hyas Group is 1,000,000 shares and Hyas Group has ten (10) clients that qualify for a percentage of the allocation and each client has a total of \$1,000,000 under management with Hyas Group, each client will receive an allocation of 100,000 shares.

Note that Hyas Group may exclude certain clients from the allocation if the trade allocation would be "de minimus" or so small as not to be in the client's best interest.

Item 13 - Review of Accounts

Performance reports are produced for the client either on a quarterly, semi-annual, or annual basis with the nature and format of the review process matched to the type of plan (Defined Contribution, Defined Benefit, Endowment, etc.) and the unique needs of each client. Frequency of reports is addressed in each client's agreement with Hyas Group. Broadly defined, the process covers a review of the plan's asset allocation or plan construction, individual investment manager and total account performance reviews, plan utilization rates and participant account balances, and review of investment costs. Client

reports are designed to clearly reflect manager and account performance relative to the client's specific investment policy. Performance reports contain a comprehensive evaluation of the plan's investment options relative to investment policy. Color graphics illustrates manager diversification, historical asset allocation and performance versus the relevant indices over differing lengths of time. A statistical section provides an analysis of manager characteristics including sector/quality exposure and market weights. Interpretive text shows how these characteristics impact risk and return and what that means to the investment program.

Our reports include global market commentaries at the end of each calendar quarter. These commentaries provide a broad economic and market overview as well as specific fixed income, equity and international risk and return insight.

Further, the Hyas Group closely monitors plan utilization rates and average participant account balances to assess each plan's investment and structural effectiveness. We provide comparative statistics for similar sized plans as well as a calculated, overall plan and asset class returns for each of our client accounts each quarter. This plan return allows for further comparison of the equity and fixed income participant investment weightings and demonstrates the offered investment options compare, on the whole, to those offered by other clients and industry averages.

The client performance reports are compiled by various analytical staff members of the firm with final reviews completed by Jayson Davidson, Managing Director of Consulting Services and Senior Consultant; Dale Parker, Director of Analytical Services; Brian Loescher, Director of Research; Greg Settle, Senior Consultant; Scott Faris, Senior Consultant; and Vincent Galindo, Senior Consultant.

Item 14 - Client Referrals and Other Compensation

Hyas Group does not compensate any client or person for client referrals.

Item 15 - Custody

Hyas Group does not maintain custody of client funds or securities. Client assets are held by mutual fund companies, banks, trust companies, brokerage firms, or other custodial institutions.

Client is urged to compare the statements it receives from the custodian with the reports it receives from Hyas.

Item 16 - Investment Discretion

Hyas Group has received discretionary authority from a few clients at the outset of the advisory relationship to select the identity and amount of securities to be bought or sold. In all cases, however, such discretion is to be exercised in a manner consistent with the stated investment objectives for the particular client account.

When selecting securities and determining amounts, Hyas Group observes the investment policies, limitations and restrictions of the clients for which it advises. For registered investment companies,

Hyas Group's authority to trade securities may also be limited by certain federal securities and tax laws that require diversifications of investments and favor the holding of investments once made.

Investment guidelines and restrictions must be provided to Hyas Group in writing.

Item 17 - Voting Client Securities

Hyas Group provides investment management services to clients that include, among others, corporate and public pension plans, foundations, and endowments. Unless otherwise stated in the client agreement, Hyas does not vote proxies for clients. For those clients over which Hyas has discretion and therefore has proxy voting authority, Hyas considers proxy voting an important part of those management services. As such, Hyas seeks to vote the proxies of mutual funds and/or securities held by clients in the best interest of those clients.

Hyas believes the best interests of clients are served by voting proxies in a way that maximizes long term shareholder value. Therefore, the investment professionals responsible for voting proxies have the discretion to make the best decision given the individual facts and circumstances of each issue. Proxy issues are evaluated on their merits and considered in the context of the professional's knowledge of a mutual fund or company, its current management, management's past record and Hyas's general position on the issue.

As the management of a portfolio company is responsible for its day-to-day operations, Hyas believes that management, subject to the oversight of the relevant board of directors, is often in the best position to make decisions that serve the interest of shareholders. However, Hyas votes against management on proposals where it perceives a conflict may exist between management and client interests, such as those that may insulate management or diminish shareholder rights. Hyas Group also votes against management in other cases where the facts and circumstances indicate that the proposal is not in its clients' best interests.

Upon client request, Hyas will provide reports of its proxy voting record as it relates to the securities held in the client's account(s) for which Hyas has proxy voting authority.

Item 18 - Financial Information

Hyas Group does not require or solicit prepayment of more than \$1,200 in fees per client, six months or more in advance.

Additionally, we must disclose any financial condition that could impair our ability to fulfill our agreement with our clients. Hyas Group has no such financial condition to disclose. Neither have we even been the subject of any bankruptcy proceeding.

Additional Information

Privacy Statement

We, like other professionals who advise on personal financial matters are required by federal law to inform their clients of their policies regarding the privacy of client information.

In the course of providing our clients with certain advice, we may receive nonpublic personal financial information from our clients, their accountants and other representatives, such as financial statements, tax returns and other personal information. All nonpublic personal information that we receive regarding our clients or former clients is held in strict confidence in accordance with our professional obligations, and is not released to people outside the Firm, except with your consent or as required by law or to explain our actions to professional organizations that we are members of. We may share certain information with third parties who assist us in providing our services to you (such as administrative and client service functions) or marketing services, as permitted by law, subject to the obligation of these third parties not to use or disclose such information for any other purpose.

We retain records relating to professional services that we provide so that we are better able to assist you with your professional needs and, in some cases to comply with professional guidelines. In order to guard your nonpublic personal information from unauthorized disclosure, we maintain physical, electronic and procedural safeguards.

If your financial situation, goals or risk tolerance has changed since you last notified us in writing, please contact us immediately.



**Form ADV Part 2B,
Brochure Supplement**

Hyas Group, LLC
108 NW 9th Avenue, Suite 203
Portland, OR 97209
971-634-1500
SEC File No. 801-69938
CRD Number 149122

March 27, 2015

This brochure provides information about the qualifications and business practices of Hyas Group LLC ("Hyas" or "Adviser".) If you have any questions about the contents of this brochure, please contact us at 971-634-1500 or mruppelt@hyasgroup.com. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Hyas Group, LLC is a registered investment adviser. Registration of an Investment Adviser does not imply any level of skill or training. The oral and written communications of an Adviser provide you with information about which you determine to hire or retain an Adviser.

Additional information about Hyas Group is also available on the SEC's website at www.adviserinfo.sec.gov.

Item 1

Jayson Allen Davidson

This Brochure Supplement provides information about Jayson Davidson that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michele Ruppelt, Chief Compliance Officer, if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Jayson Davidson is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1973

Education after High School: Bachelor of Science, University of California at Berkeley, 1996

Business background:

2008 - present, Managing Partner and Director of Consulting Services at Hyas Group, LLC.

2002 - 2008, Senior Investment Consultant at Arnerich Massena & Associates.

1997 - 2002, Consultant at ICMA-RC

Professional Designations: Mr. Davidson has earned the right to use the Chartered Financial Analyst (CFA) designation. Additionally, he is a member of the Charter Financial Analyst (CFA) Institute and the National Association of Government Defined Contribution Administrators (NAGDCA). He currently serves on the NAGDCA Annual Conference Committee.

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice.

No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Davidson's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt.

Item 1

Brian James Loescher

This Brochure Supplement provides information about Brian Loescher that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Brian Loescher is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1969

Education after High School: Bachelor of Science, Finance, University of Nebraska, 1993

Business background:

2009 - present, Managing Partner, CIO and Director of Research at Hyas Group, LLC.

1999 - 2009, Director of Research at Arnerich Massena & Associates.

1997 - 1999, Research Analyst at R.V. Kuhns & Associates

1995 - 1997, Performance Systems specialist, West One Trust Co.

Professional Designations: Mr. Loescher has earned the right to use the Chartered Financial Analyst (CFA) designation and is a member of the Portland Society of Financial Analysts, Portland Alternative Investment Association and the CFA Institute.

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice.

No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Loescher's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

Gregory Thomas Settle

This Brochure Supplement provides information about Greg Settle that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Greg Settle is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1957

Education after High School: Bachelor of Science, Portland State University, 1983

Business background:

2010 - present, Investment Consultant at Hyas Group, LLC.

2008 - 2010, Consultant at Aon Investment Consulting

2007 - 2007, Consultant at Northwest Capital Management

1992 - 2007, Consultant (1992-1996) and Vice President (1997-2007) at ICMA RC

1988 - 1992, Director, Deferred Compensation Plan Services, The New England Co.

1984 - 1988, Representative, The Holden Group/Security First Group

Professional Designations: Mr. Settle has passed the Chartered Financial Analyst (CFA) Exam 1 (of 3). Additionally he is a member of National Association of Government Defined Contribution Administrators (NAGDCA). He currently holds the Ser. 65 license and has passed the NASD Series 7, 63 and 28 exams, though those designations were allowed to lapse when Mr. Settle entered the consulting industry in 2007. He currently serves on the NAGDCA Survey Committee.

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice.

No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Settle's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

Scott Allen Faris

This Brochure Supplement provides information about Scott Faris that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Scott Faris is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1953

Education after High School: Bachelor of Science, Montana State University, 1977
J.D., William Mitchell College of Law, 1988

Business background:

2011 - present, Investment Consultant at Hyas Group, LLC.
2008 - 2011, Consultant, Towers Watson Investment Services
2005 - 2008, Consultant, Principal, Northwest Capital Management
1997 - 2005, Consultant, Arnerich Massena & Associates
1990 - 1997, Associate, William M. Mercer

Professional Designations: Mr. Faris has earned the right to use the Chartered Financial Analyst (CFA) designation. Additionally, he is a member of the Chartered Financial Analyst (CFA) Institute and the Western Pension & Benefits Conference.

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Faris' work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

P. Vincent Galindo

This Brochure Supplement provides information about Vincent Galindo that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Vincent Galindo is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1970

Education after High School: Bachelor of Arts, University of California at Berkeley, 1995

Business background:

2014 - present, Investment Consultant at Hyas Group, LLC.

2005 - 2014, Investment Consultant, Arnerich Massena & Associates

2004 - 2005, Education Consultant, Arnerich Massena & Associates

2003 - 2004, Investor Information Coordinator, Oregon Division of Finance & Corporate Securities

2001 - 2003, Financial Advisor, Waddell & Reed Inc.

1999 - 2001, Analyst, Thomas Weisel Partners

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice.

No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Galindo's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.



Hyas Group, LLC - Privacy Notice

We, like other professionals who advise on personal financial matters are required to inform our clients of our policies regarding the privacy of client information.

In the course of providing our clients with certain advice, we may receive nonpublic or personal financial information from our clients, their accountants and other representatives, such as financial statements, tax and income information and other financial information. All nonpublic or personal information that we receive regarding our clients or former clients is held in strict confidence in accordance with our professional obligations, and is not released to people outside the Firm, except with your consent or as required by law or to explain our actions to professional organizations that we are members of. We may share certain information with non-affiliated third parties who assist us in providing our services to you (such as administrative and client service functions) or marketing services, to advise you of our services, subject to the obligation of these third parties not to use or disclose such information for any other purpose.

We retain records relating to professional services that we provide so that we are better able to assist you with your professional needs and, in some cases to comply with professional guidelines. In order to guard your nonpublic or personal information from unauthorized disclosure, we maintain physical, electronic and procedural safeguards.



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Resolutions – Adoption

Key Element: Key 2 - Infrastructure & Facilities

Subject:

Resolution No. 129-16, Awarding Bid to Culbert Construction Inc. for Duportail Street Reconstruction Project

Department:
Public Works

Ordinance/Resolution Number:
129-16

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 129-16, authorizing the City Manager to sign and execute an agreement with Culbert Construction Inc. in the amount of \$1,218,762.29 for construction of the Duportail Street Reconstruction project and to execute change orders up to \$100,000 in value as needed to complete the project.

Summary:

The Duportail Street Improvements from SR-240 to Wellsian Way have been prioritized in the City Council's Strategic Leadership Plan as a significant contribution to the City's transportation infrastructure. The Duportail Street Improvements consist of two separate projects: the Duportail Street Reconstruction project between Wright Ave. and Robert Ave., and the Duportail Extension project between Robert Ave. and Wellsian Way.

The Duportail Reconstruction project is the second of the two projects to start construction this year. The Duportail Street Extension construction contract was awarded at the May 17, 2016 Council meeting.

On May 27, 2016, the City opened two (2) bids for the Duportail Reconstruction project with a high bid of \$1,444,180.99 and a low bid of \$1,218,762.29. Engineer's estimate for the project was \$1,256,143.32. Staff recommends awarding the construction contract to Culbert Construction, Inc. as their bid and past performance qualifies them as the low responsible bidder.

Construction is scheduled to start in late June and be completed by October.

Fiscal Impact:
Yes

This project is funded in the 2016-2030 Capital Improvement Plan (page 78), approved by Council on November 17, 2015. Energy Services and City Broadband also have construction elements and funding in the contract award. There is sufficient funding in the project budget to cover the bid award and change orders up to \$100,000. The attached Budget Summary shows all funding sources and anticipated project costs. Total project expenses, including construction contingency, are estimated at \$1,550,026.89. Total project funding totals \$1,584,935.76 and includes allocation of Energy Services, Broadband, and remaining capacity from the Stevens Drive Extension project. The additional capacity may be needed to meet the matching requirements of the several grant sources funding the project.

Attachments:

1. RES 129-16
2. Vicinity Map
3. Bid Tab
4. Budget Summary

RESOLUTION NO. 129-16

A RESOLUTION of the City of Richland authorizing the award of bid and execution of a construction contract to Culbert Construction, Inc. for the Duportail Street Reconstruction project.

WHEREAS, the 2016–2030 Capital Improvement Plan includes a fully-funded project titled Duportail Street Reconstruction; and

WHEREAS, City staff has completed all project development and design work required to advance the project to construction; and

WHEREAS, City staff solicited bids in accordance with the City's purchasing policies, receiving and opening two (2) bids on May 27, 2016; and

WHEREAS, Culbert Construction, Inc., submitted the lowest responsible bid of the two (2) received; and

WHEREAS, the project budget is adequate to complete the project using the lowest responsible bid; and

WHEREAS, it is in the City's best interest to proceed to complete the project in accordance with the Capital Improvement Plan, project design and the lowest responsible bid; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Richland authorizes the City Manager to sign and execute a contract award to Culbert Construction, Inc. in the amount of \$1,218,762.29 and execute change orders up to the amount of \$100,000.00 to fulfill the project's design intent.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland at a regular meeting on the 7th day of June, 2016

ROBERT J. THOMPSON
Mayor

ATTEST:

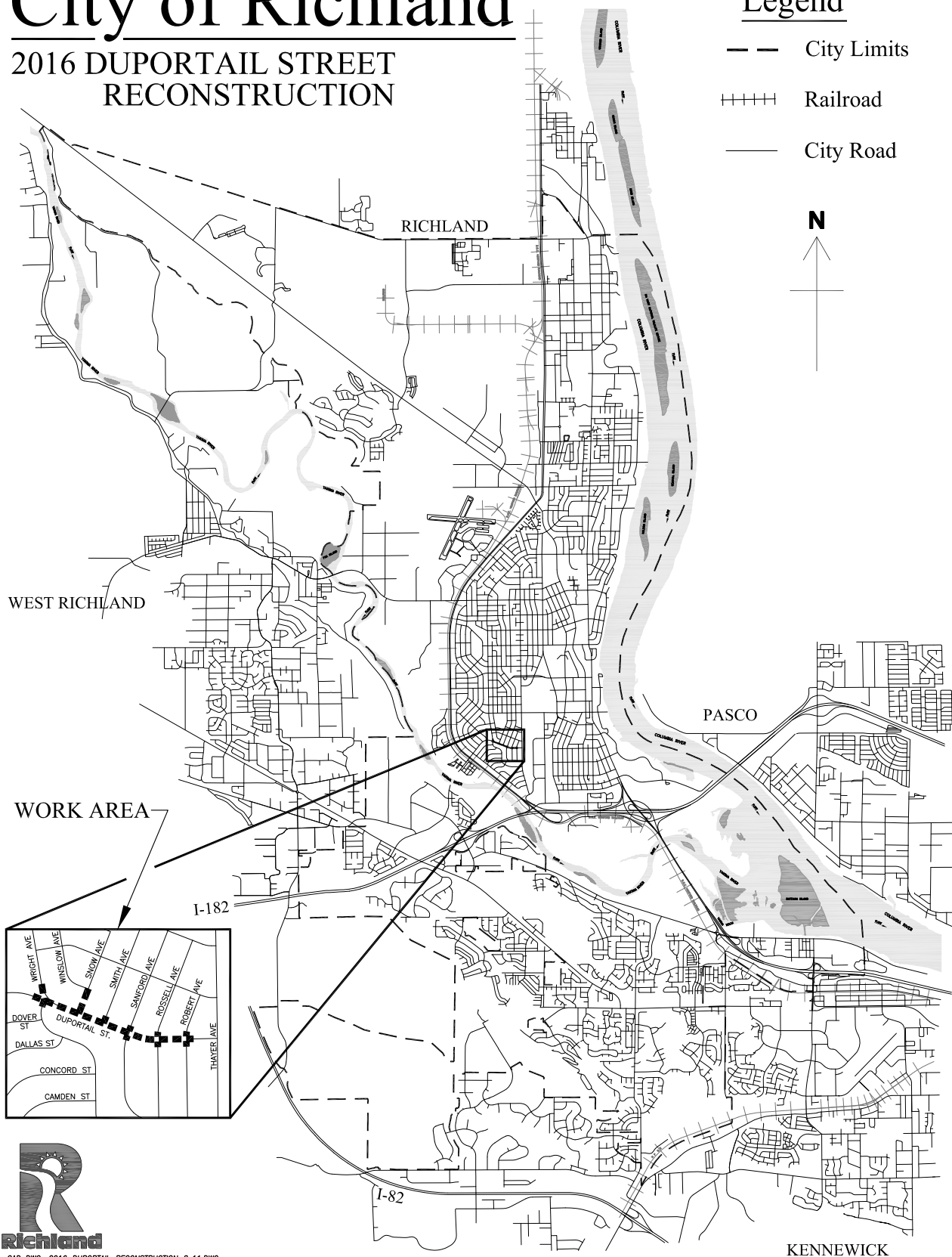
APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

City of Richland

2016 DUPORTAIL STREET RECONSTRUCTION



CAD DWG: 2016_DUPORTAIL_RECONSTRUCTION_8x11.DWG
DATE: 03.18.2016
DRAWN BY: JCORNEILL
SCALE: NONE

City of Richland

DATE BIDS OPENED: May 27, 2016	ITB # 16-0023
DUPORTAIL STREET RECONSTRUCTION	

Item	Description	Qty	Unit	ENGINEER'S ESTIMATE		CULBERT CNST INC PASCO, WA		INLAND ASPHALT CO RICHLAND, WA	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
	SCHEDULE A - BASE BID								
A1	Mobilization.	1	LS	\$67,312.00	67,312.00	60,147.49	60,147.49	120,000.00	120,000.00
A2	SPCC plan.	1	LS	500.00	500.00	41.31	41.31	500.00	500.00
A3	ESC lead.	1	LS	2,500.00	2,500.00	736.14	736.14	1,000.00	1,000.00
A4	Archeological & historical salvage.	1	CALC	1.00	1.00	1.00	1.00	1.00	1.00
A5	Roadway surveying.	1	LS	20,000.00	20,000.00	19,321.75	19,321.75	31,000.00	31,000.00
A6	Record Drawings (minimum bid \$500).	1	LS	500.00	500.00	500.00	500.00	750.00	750.00
A7	Removal of structures & obstructions.	1	LS	31,000.00	31,000.00	66,772.56	66,772.56	59,000.00	59,000.00
A8	Roadway excavation including haul.	3,210	CY	19.00	60,990.00	5.12	16,435.20	15.40	49,434.00
A9	Embankment compaction.	654	CY	2.00	1,308.00	2.38	1,556.52	9.00	5,886.00
A10	HMA CL. 1/2 IN. PG 64-28.	2,442	TON	90.00	219,780.00	70.41	171,941.22	68.00	166,056.00
A11	Job mix compliance price adjustment.	1	CALC	1.00	1.00	1.00	1.00	1.00	1.00
A12	Compaction price adjustment.	1	CALC	1.00	1.00	1.00	1.00	1.00	1.00
A13	Asphalt cost price adjustment.	1	CALC	618.00	618.00	618.00	618.00	618.00	618.00
A14	Soil residual herbicide.	10,571	SY	0.10	1,057.10	0.12	1,268.52	0.10	1,057.10
A15	Crushed surfacing top course.	753	CY	34.00	25,602.00	33.16	24,969.48	36.25	27,296.25
A16	Crushed surfacing base course.	2,486	CY	31.50	78,309.00	34.40	85,518.40	31.00	77,066.00
A17	Cement concrete traffic curb & gutter.	2,774	LF	13.00	36,062.00	13.65	37,865.10	13.00	36,062.00
A18	Roundabout truck apron cement concrete curb & gutter.	195	LF	22.00	4,290.00	51.41	10,024.95	35.00	6,825.00
A19	Roundabout cement concrete curb & gutter.	1,650	LF	15.00	24,750.00	20.27	33,445.50	18.00	29,700.00
A20	Cement concrete curb & gutter transition.	40	LF	18.00	720.00	48.50	1,940.00	35.00	1,400.00
A21	Roundabout center island cement concrete curb.	130	LF	60.00	7,800.00	51.41	6,683.30	35.00	4,550.00
A22	Roundabout splitter island nosing curb.	4	EA	1,500.00	6,000.00	974.58	3,898.32	1,200.00	4,800.00
A23	Cement concrete truck apron (9" concrete).	145	SY	90.00	13,050.00	102.58	14,874.10	116.00	16,820.00
A24	Cement concrete sidewalk (4" concrete).	1,700	SY	35.00	59,500.00	46.32	78,744.00	43.00	73,100.00
A25	Cement concrete patterned (6" concrete).	150	SY	70.00	10,500.00	130.54	19,581.00	126.00	18,900.00
A26	Cement concrete driveway (6" concrete).	464	SY	60.00	27,840.00	61.86	28,703.04	54.00	25,056.00
A27	Cement concrete sidewalk ramp Type 1B.	35	EA	1,800.00	63,000.00	1,130.95	39,583.25	2,245.00	78,575.00
A28	Cement concrete sidewalk ramp Type 2B.	9	EA	1,800.00	16,200.00	1,384.54	12,460.86	2,245.00	20,205.00
A29	Cement concrete sidewalk ramp Type Island.	8	EA	1,500.00	12,000.00	1,384.54	11,076.32	2,245.00	17,960.00

				ENGINEER'S ESTIMATE		CULBERT CNST INC PASCO, WA		INLAND ASPHALT CO RICHLAND, WA	
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
A30	Solid wall PVC storm sewer pipe, 12" diameter.	1,852	LF	28.00	51,856.00	27.24	50,448.48	28.00	51,856.00
A31	Solid wall PVC storm sewer pipe, 18" diameter.	880	LF	52.00	45,760.00	44.07	38,781.60	47.00	41,360.00
A32	Imported pipe zone bedding.	2,732	LF	1.00	2,732.00	-	-	0.01	27.32
A33	Imported pipe zone backfill.	2,732	LF	1.00	2,732.00	-	-	0.01	27.32
A34	Trench safety.	2,732	LF	1.00	2,732.00	1.70	4,644.40	1.00	2,732.00
A35	Control density fill.	23	CY	150.00	3,450.00	182.82	4,204.86	150.00	3,450.00
A36	Underground utility crossing, marked & unmarked.	25	EA	190.00	4,750.00	216.10	5,402.50	200.00	5,000.00
A37	Manhole 48" diameter Type - City Storm.	9	EA	1,900.00	17,100.00	2,876.22	25,885.98	3,950.00	35,550.00
A38	Manhole 48" diameter Type - City Catch Basin.	3	EA	1,850.00	5,550.00	2,540.60	7,621.80	3,200.00	9,600.00
A39	Catch basin Type - City.	27	EA	850.00	22,950.00	978.55	26,420.85	950.00	25,650.00
A40	Illumination system.	1	LS	72,000.00	72,000.00	94,812.00	94,812.00	92,000.00	92,000.00
A41	Monument case, cover & pipe.	14	EA	450.00	6,300.00	409.73	5,736.22	1,000.00	14,000.00
A42	Adjust valve box.	17	EA	300.00	5,100.00	269.10	4,574.70	1,000.00	17,000.00
A43	Replace & adjust valve box.	8	EA	300.00	2,400.00	481.79	3,854.32	1,000.00	8,000.00
A44	Adjust manhole.	2	EA	475.00	950.00	562.40	1,124.80	1,000.00	2,000.00
A45	Remove & adjust manhole lid.	2	EA	750.00	1,500.00	627.66	1,255.32	1,250.00	2,500.00
A46	Removing plastic line.	120	LF	6.00	720.00	5.12	614.40	5.00	600.00
A47	Plastic line (4").	2,532	LF	1.10	2,785.20	1.23	3,114.36	1.15	2,911.80
A48	Plastic wide lane line (8").	4,200	LF	2.20	9,240.00	1.64	6,888.00	1.60	6,720.00
A49	Plastic wide lane line (8").	222	LF	3.30	732.60	3.85	854.70	2.40	532.80
A50	Plastic crosswalk line.	391	SF	4.60	1,798.60	6.46	2,525.86	10.50	4,105.50
A51	Rapid flash beacon system.	1	LS	12,000.00	12,000.00	11,658.00	11,658.00	11,400.00	11,400.00
A52	Permanent signing.	1	LS	10,000.00	10,000.00	13,847.40	13,847.40	12,300.00	12,300.00
A53	Project temporary traffic control.	1	LS	20,000.00	20,000.00	12,986.39	12,986.39	27,300.00	27,300.00
	ROUNDABOUT LANDSCAPING								
A54	1" street service assembly.	1	EA	390.00	390.00	402.66	402.66	1,200.00	1,200.00
A55	1" street service line (Type K Copper).	12	LF	50.00	600.00	73.19	878.28	100.00	1,200.00
A56	1" meter assembly.	1	EA	410.00	410.00	593.62	593.62	800.00	800.00
A57	Electrical meter for irrigation controller.	1	LS	2,000.00	2,000.00	768.66	768.66	750.00	750.00
A58	Psipe (Cornish Heath - 1 gallon).	14	EA	30.00	420.00	22.40	313.60	22.00	308.00
A59	Psipe (Blue Oat Grass - 1 gallon).	19	EA	30.00	570.00	22.44	426.36	22.00	418.00
A60	Psipe (Stella De Oro Daylily - 1 gallon).	11	EA	30.00	330.00	22.36	245.96	22.00	242.00
A61	Psipe (Mexican Feather Grass - 1 gallon).	19	EA	30.00	570.00	22.44	426.36	22.00	418.00
A62	Irrigation.	1	LS	1,953.52	1,953.52	5,073.15	5,073.15	5,000.00	5,000.00

Item	Description	Qty	Unit	ENGINEER'S ESTIMATE		CULBERT CNST INC PASCO, WA		INLAND ASPHALT CO RICHLAND, WA	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
A63	Fertilizer & pre-emergent.	942	SF	0.30	282.60	0.46	433.32	0.50	471.00
A64	Topsoil, Type C.	17.43	CY	36.00	627.48	66.62	1,161.19	65.00	1,132.95
A65	Mineral mulch.	4.54	CY	60.00	272.40	204.98	930.61	225.00	1,021.50
A66	Dry creek bed.	1.91	CY	55.00	105.05	179.22	342.31	180.00	343.80
A67	Boulders.	8	EA	200.00	1,600.00	276.72	2,213.76	300.00	2,400.00
A68	Concrete base for sculpture.	2	EA	500.00	1,000.00	768.66	1,537.32	1,100.00	2,200.00

PROPERTY RESTORATION BEHIND NEW SIDEWALK / DRIVEWAY

A69	Cement concrete driveway (4" concrete & 2" CSTC).	251.30	SY	42.00	10,554.60	50.85	12,778.61	55.00	13,821.50
A70	HMA commercial driveway (2" HMA & 4" CSTC).	98.50	SY	20.00	1,970.00	25.06	2,468.41	35.00	3,447.50
A71	Gravel driveway (2" CSTC).	136.40	SY	2.50	341.00	31.64	4,315.70	5.50	750.20
A72	Cement concrete sidewalk, (4" concrete & 2" CSTC).	29.70	SY	45.00	1,336.50	72.48	2,152.66	48.00	1,425.60
A73	Cement concrete step.	13.60	SF	300.00	4,080.00	86.49	1,176.26	40.00	544.00
A74	Structural earth wall (concrete block).	611.80	SF	35.00	21,413.00	19.11	11,691.50	19.00	11,624.20
A75	Relocate block retaining wall.	180.00	LF	20.00	3,600.00	4.20	756.00	4.50	810.00
A76	Cement concrete 0" landscape curb.	120.30	LF	25.00	3,007.50	33.97	4,086.59	35.00	4,210.50
A77	Cement concrete 6" landscape curb.	110.90	LF	33.00	3,659.70	34.68	3,846.01	35.00	3,881.50
A78	Cement concrete 8" landscape curb.	23.60	LF	36.00	849.60	36.75	867.30	35.00	826.00
A79	Relocate wood fence.	149.70	LF	12.00	1,796.40	37.29	5,582.31	20.00	2,994.00
A80	Relocate chain link fence.	536.20	LF	17.00	9,115.40	20.26	10,863.41	30.00	16,086.00
A81	Site restoration.	1.00	LS	20,000.00	20,000.00	8,866.35	8,866.35	5,800.00	5,800.00

SCHEDULE A - BASE BID SUBTOTAL

\$1,189,184.25

\$1,161,164.53

\$1,334,368.34

0% SALES TAX

-

-

-

SCHEDULE A - BASE BID TOTAL

\$1,189,184.25

\$1,161,164.53

\$1,334,368.34

SCHEDULE B - ENERGY SERVICES

B1	Mobilization.	1	LS	\$2,871.00	2,871.00	1,642.80	1,642.80	1,000.00	1,000.00
B2	Conduit pipe 6".	1,788	LF	6.30	11,264.40	5.00	8,940.00	8.00	14,304.00
B3	Electrical trench.	1,788	LF	3.10	5,542.80	5.45	9,744.60	6.00	10,728.00
B4	Imported pipe zone bedding.	1,788	LF	1.00	1,788.00	-	-	0.01	17.88
B5	Imported pipe zone backfill.	1,788	LF	1.00	1,788.00	-	-	0.01	17.88
B6	Trench safety.	1,788	LF	1.00	1,788.00	-	-	1.00	1,788.00
B7	Underground utility crossing, marked & unmarked.	26	EA	120.00	3,120.00	200.15	5,203.90	200.00	5,200.00

				ENGINEER'S ESTIMATE		CULBERT CNST INC PASCO, WA		INLAND ASPHALT CO RICHLAND, WA	
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
B8	Power vault V19 (STLS).	3	EA	3,500.00	10,500.00	3,668.01	11,004.03	4,000.00	12,000.00
B9	One-year correction warranty (Non-Federal).	1	LS	100.00	100.00	-	-	1,000.00	1,000.00
SCHEDULE B - ENERGY SERVICES SUBTOTAL					\$38,762.20	\$36,535.33		\$46,055.76	
8.6% SALES TAX					3,333.55	3,142.04		3,960.80	
SCHEDULE B - ENERGY SERVICES TOTAL					\$42,095.75	\$39,677.37		\$50,016.56	
SCHEDULE C - CITY BROADBAND									
C1	Mobilization.	1	LS	\$1,696.00	1,696.00	1,368.50	1,368.50	1,000.00	1,000.00
C2	Conduit pipe 1 1/2".	5,379	LF	1.60	8,606.40	1.20	6,454.80	6.00	32,274.00
C3	Electrical trench.	1,793	LF	2.50	4,482.50	0.37	663.41	6.00	10,758.00
C4	Imported pipe zone bedding.	1,793	LF	0.50	896.50	-	-	0.01	17.93
C5	Imported pipe zone backfill.	1,793	LF	0.50	896.50	-	-	0.01	17.93
C6	Trench safety.	1,793	LF	0.50	896.50	-	-	1.00	1,793.00
C7	Underground utility crossing, marked & unmarked.	26	EA	120.00	3,120.00	200.15	5,203.90	200.00	5,200.00
C8	Power vault V11 (STL).	1	EA	2,200.00	2,200.00	2,810.67	2,810.67	3,000.00	3,000.00
C9	One-year correction warranty (Non-Federal).	1	LS	100.00	100.00	-	-	1,000.00	1,000.00
SCHEDULE C - CITY BROADBAND SUBTOTAL					\$22,894.40	\$16,501.28		\$55,060.86	
8.6% SALES TAX					1,968.92	1,419.11		4,735.23	
SCHEDULE C - CITY BROADBAND TOTAL					\$24,863.32	\$17,920.39		\$59,796.09	
SCHEDULE A - BASE BID					\$1,189,184.25	\$1,161,164.53		\$1,334,368.34	
SCHEDULE B - ENERGY SERVICES					42,095.75	39,677.37		50,016.56	
SCHEDULE C - CITY BROADBAND					24,863.32	17,920.39		59,796.09	
GRAND TOTAL					\$1,256,143.32	\$1,218,762.29		\$1,444,180.99	

DUPORTAIL STREET RECONSTRUCTION

(Robert Ave to Wright Ave)

PROJECT FUNDING IS PROPOSED AS FOLLOWS:

TIB GRANT FUNDS	\$	787,793.00	} 2016 CIP pg 78
REET 2nd 1/4%		5,000.00	
STP-UL FUNDS		683,520.00	
TAP-UL FUNDS		20,000.00	
ENERGY SERVICES		42,077.37	
CITY BROADBAND		19,045.39	
STEVENS DR EXTENSION SAVINGS - CITY FUNDS		27,500.00	
TOTAL PROJECT COSTS		<u>1,584,935.76</u>	

PROJECT EXPENSES ARE ESTIMATED AS FOLLOWS:

DESIGN - PW ENG	\$	113,250.00	} Funded by Roadway Project
CNST MGMT - PW ENG		75,000.00	
ROADWAY CONTRACT		1,161,164.53	
ENERGY SERVICES CONTRACT		39,677.37	
CITY BROADBAND CONTRACT		17,920.39	
CONTINGENCY		100,000.00	
ENERGY SERVICES RELOCATIONS		10,310.00	
WATER MAINTENANCE RELOCATIONS		12,900.00	
ARCHEOLOGICAL SERVICES		7,750.00	
ROUNDBOUT ARTWORK		12,054.60	
TOTAL PROJECT COSTS		<u>\$ 1,550,026.89</u>	

REMAINING BUDGET **\$ 34,908.87**



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Items for Approval

Key Element: Key I - Financial Stability & Operational Effectiveness

Subject:

Authorize Travel for Mayor Bob Thompson

Department:
City Manager

Ordinance/Resolution Number:

Document Type:
General Business Item

Recommended Motion:

Authorize Travel for Mayor Thompson to attend the ECA Peer Exchange on the Implementation of the Manhattan Project National Historical Park, from August 17-19, 2016 in Denver Colorado, the 2016 National Cleanup Workshop in Alexandria, VA from September 14-15, 2016 and the Environmental Management Advisory Board on September 16.

Summary:

On August 18-19, 2016 ECA will host a peer exchange to facilitate discussion on the Manhattan Project National Historical Park, including next steps in funding and implementing the established park. The peer exchange will also address the role of local governments in developing momentum around these issues and supporting the Department of Energy (DOE) and National Parks Service (NPS).

On September 14-15, 2016, ECA will host the 2016 National Cleanup Workshop in Alexandria, VA. The workshop will bring together senior DOE executives and site officials, industry executives, and other stakeholders to discuss Energy Management's progress on the cleanup of the environmental legacy of the nation's Manhattan Project and Cold War nuclear weapons program.

On September 16, Mayor Thompson will attend the Environmental Management Advisory Board (EMAB).

Richland Municipal Code, Sections 1.01.040 and 2.26.062, require Council approval when Councilmembers request permission for out-of-state travel, when expenses exceed \$500 or when travel requires an overnight stay.

Fiscal Impact:

Expenses for Mayor Thompson to attend the ECA Peer Exchange in August are estimated at \$1,229. ECA will reimburse up to \$1,300 per person to attend this Exchange. Estimated expenses for Mayor Thompson to attend the ECA 2016 National Cleanup Workshop are \$1,965. The EMAB Board will cover Mayor Thompson's expenses to attend their board meeting. There are enough funds in Council's travel and tuition line items to cover expenses not reimbursed by ECA.

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Expenditures - Approval

Key Element: Key I - Financial Stability & Operational Effectiveness

Subject:

Expenditures from May 9, 2016 - May 20, 2016 for \$4,197,019.91 including Check Nos. 233942-234416, Wire Nos. 6164-6167, Payroll Check Nos. 105783-106315, and Payroll Wire/ACH Nos. 9454-9466

Department:

Administrative Services

Ordinance/Resolution Number:

Document Type:

Expenditures

Recommended Motion:

Approve the expenditures from May 9, 2016 to May 20, 2016 in the amount of \$4,197,019.91

Summary:

Breakdown of Expenditures:

Check Nos.	233942-234416	1,922,423.42
Wire Nos.	6164-6167	180,421.39
Payroll Check Nos.	105783-106315	23,756.21
Payroll Wires/ACH	9454-9466	2,070,418.89
TOTAL		\$4,197,019.91

Fiscal Impact:

Yes Total Disbursements: \$4,197,019.91

Attachments:

1. Wire Transfers
2. Voucher Listing Report

VOUCHER LISTING REPORT
SUMMARY OF WIRE TRANSFERS
MAY 9 - MAY 20, 2016

Payee	Wire Description	Amount
Claims Wires - Wire No. 6164 to 6167		
Zenith Administrators/Matrix	Insurance Claims	<u>\$ 180,421.39</u>
	Total Claim Wire Transfers	<u>\$ 180,421.39</u>
Payroll Wires & Direct Deposits (ACH) - Wire No. 9454 to 9466		
Payroll Wires *see description below	Total Payroll Wire Transfer & Deposits	<u>\$ 2,070,418.89</u>
	Total Claim & Payroll Wires/ACH	<u>\$ 2,250,840.28</u>

*Payroll wires - transactions represent: employee payroll, payment of benefits, payroll taxes and other related payroll benefits.



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
FUND 001		GENERAL FUND			
Division:	000	UNASSIGNED			
BANK OF AMERICA		16040064710	234250	BANK ANALYSIS FEES	\$2,326.84
BENTON COUNTY TREASURER		0416BC	234127	CRIME VICTIMS COMP BCDC-APR'16	\$743.41
DAVIS, BARBARA		16-145 DAVIS	234152	16-145 IAPE PROP RM MGMT	\$301.60
FLORENCE, ANDREW C		16-037 FLORENCE	234170	16-037 CRIM INVEST CELL TEC	\$932.65
GEARHEARD, JULIE		AL REFUND	234173	AL REFUND FOR ALTERED PET	\$25.00
GRANT, SAMUEL		16-128 GRANT	234178	16-128 WSNIA SPRING CONFERENCE	\$714.68
LETTRICK, R. KIM		16-184 LETTRICK	234012	16-184 CMCP/CPD2	\$890.98
RECWARE REFUND		050916	234364	REFUND-SCHEDULE CONFLICT	\$3.00
		051116	234369	REFUND-DEPOSIT RETURN	\$150.00
		051216	234245	REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-CLASS CANCELED	\$25.00
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-CLASS CANCELED	\$35.36
				REFUND-CLASS CANCELED	\$11.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-CLASS CANCELED	\$5.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-OVERPAYMENT	\$13.00
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CANCELED PARTY	\$69.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECWARE REFUND	051216		234245	REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-EVENT CANCELED	\$50.00
			234249	REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS CANCELED	\$35.36
				REFUND-EVENT CANCELED	\$50.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-CANCELED PARTY	\$69.00
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-CLASS CANCELED	\$25.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-CLASS CANCELED	\$5.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-CLASS CANCELED	\$11.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-OVERPAYMENT	\$13.00
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-CLASS CANCELED	\$20.50
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-DIDN'T ATTEND	\$15.25
			234283	REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-OVERPAYMENT	\$20.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND		051216	234283	REFUND-CLASS CANCELED	\$35.36
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-CLASS CANCELED	\$25.00
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-ENTRY ERROR	\$34.50
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-EVENT CANCELED	\$50.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CANCELED PARTY	\$69.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-CLASS CANCELED	\$20.50
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-CLASS CANCELED	\$5.00
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CLASS CANCELED	\$11.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-OVERPAYMENT	\$13.00
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-CLASS PRICE CHANGE	\$9.75
			234284	REFUND-CLASS CANCELED	\$11.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-OVERPAYMENT	\$13.00
				REFUND-CLASS CANCELED	\$5.00
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-SIGNUP AGREEMENT	\$10.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND	051216		234284	REFUND-DID NOT ATTEND	\$10.00
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-ENTRY ERROR	\$34.50
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-CANCELED PARTY	\$69.00
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-EVENT CANCELED	\$50.00
				REFUND-CLASS CANCELED	\$35.36
				REFUND-CLASS CANCELED	\$25.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-CLASS CANCELED	\$20.50
			234288	REFUND-OVERPAYMENT	\$20.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-CLASS CANCELED	\$25.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS CANCELED	\$20.50
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-CLASS CANCELED	\$11.00
				REFUND-ENTRY ERROR	\$34.50



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND	051216		234288	REFUND-CLASS CANCELED	\$35.36
				REFUND-EVENT CANCELED	\$50.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-CANCELED PARTY	\$69.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-CLASS CANCELED	\$5.00
				REFUND-OVERPAYMENT	\$13.00
				REFUND-CLASS PRICE CHANGE	\$9.75
			234289	REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-OVERPAYMENT	\$20.00
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-CLASS CANCELED	\$5.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-CLASS CANCELED	\$20.50
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CLASS CANCELED	\$11.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-OVERPAYMENT	\$13.00
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS WAS ADJUSTED	\$13.75



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECWARE REFUND	051216		234289	REFUND-CLASS CANCELED	\$25.00
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-ENTRY ERROR	\$34.50
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-CANCELED PARTY	\$69.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-EVENT CANCELED	\$50.00
				REFUND-CLASS CANCELED	\$35.36
			234294	REFUND-DEPOSIT RETURN	\$200.00
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-CLASS CANCELED	\$25.00
				REFUND-ENTRY ERROR	\$34.50
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-EVENT CANCELED	\$50.00
				REFUND-CLASS CANCELED	\$11.00
				REFUND-CANCELED PARTY	\$69.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-CLASS CANCELED	\$35.36
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-CLASS CANCELED	\$5.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-OVERPAYMENT	\$13.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-SIGNUP AGREEMENT	\$10.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECWARE REFUND	051216		234294	REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-OVERPAID FOR CLASS	\$7.00
			234296	REFUND-LESSONS CANCELLED	\$6.25
				REFUND-CLASS CANCELED	\$5.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-CLASS CANCELED	\$35.36
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-CANCELED PARTY	\$69.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-EVENT CANCELED	\$50.00
				REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS CANCELED	\$25.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAYMENT	\$13.00
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-OVERPAYMENT	\$20.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-CLASS CANCELED	\$11.00
			234301	REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CLASS CANCELED	\$5.00
				REFUND-CLASS ADJUSTMENT	\$15.50



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECWARE REFUND	051216		234301	REFUND-OVERPAYMENT	\$13.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-EVENT CANCELED	\$50.00
				REFUND-CANCELED PARTY	\$69.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS CANCELED	\$35.36
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-ENTRY ERROR	\$34.50
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS CANCELED	\$20.50
				REFUND-CLASS CANCELED	\$25.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-CLASS CANCELED	\$11.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-DIDN'T GO ON TRIP	\$108.00
			234305	REFUND-DEPOSIT RETURN	\$200.00
				REFUND-CLASS CANCELED	\$25.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-ENTRY ERROR	\$34.50
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-CLASS CANCELED	\$35.36
				REFUND-EVENT CANCELED	\$50.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-CANCELED PARTY	\$69.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECWARE REFUND		051216	234305	REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS CANCELED	\$5.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-CLASS CANCELED	\$11.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-OVERPAYMENT	\$13.00
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS CANCELED	\$20.50
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CLASS ADJUSTMENT	\$9.50
			234315	REFUND-SENIOR PICNIC	\$14.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS CANCELED	\$11.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CANCELED PARTY	\$69.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECWARE REFUND	051216		234315	REFUND-OVERPAYMENT	\$13.00
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-CLASS CANCELED	\$5.00
				REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS CANCELED	\$25.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-CLASS CANCELED	\$20.50
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-CLASS CANCELED	\$35.36
				REFUND-OVERPAYMENT	\$20.00
				REFUND-EVENT CANCELED	\$50.00
			234324	REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-CLASS CANCELED	\$25.00
				REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS CANCELED	\$35.36
				REFUND-EVENT CANCELED	\$50.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-CANCELED PARTY	\$69.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS CANCELED	\$5.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-CLASS CANCELED	\$20.50



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECWARE REFUND	051216		234324	REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CLASS CANCELED	\$11.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-OVERPAYMENT	\$13.00
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS ADJUSTMENT	\$9.50
			234325	REFUND-OVERPAYMENT	\$13.00
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS CANCELED	\$11.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-CLASS CANCELED	\$5.00
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-CANCELED PARTY	\$69.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-EVENT CANCELED	\$50.00
				REFUND-CLASS CANCELED	\$35.36
				REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS CANCELED	\$20.50



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND	051216		234325	REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-CLASS CANCELED	\$25.00
			234327	REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-OVERPAYMENT	\$13.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS CANCELED	\$11.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-CLASS CANCELED	\$5.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-CLASS CANCELED	\$20.50
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-CANCELED PARTY	\$69.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-EVENT CANCELED	\$50.00
				REFUND-CLASS CANCELED	\$35.36
				REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS CANCELED	\$25.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-OVERPAID FOR CLASS	\$22.50
			234332	REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-OVERPAYMENT	\$13.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND	051216		234332	REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS CANCELED	\$11.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-CLASS CANCELED	\$5.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CANCELED PARTY	\$69.00
				REFUND-CLASS CANCELED	\$20.50
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-EVENT CANCELED	\$50.00
				REFUND-CLASS CANCELED	\$35.36
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-CLASS CANCELED	\$25.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-OVERPAYMENT	\$20.00
				REFUND-ENTRY ERROR	\$34.50
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-CLASS ADJUSTMENT	\$15.50
			234333	REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-CLASS CANCELED	\$11.00
				REFUND-CLASS ADJUSTMENT	\$12.75



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECWARE REFUND		051216	234333	REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-OVERPAYMENT	\$13.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS CANCELED	\$5.00
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-ENTRY ERROR	\$34.50
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-CANCELED PARTY	\$69.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-CLASS CANCELED	\$35.36
				REFUND-CLASS CANCELED	\$25.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-CLASS ADJUSTMENT	\$15.50
			234338	REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-EVENT CANCELED	\$50.00
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-OVERPAYMENT	\$13.00
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS CANCELED	\$20.50
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-CLASS CANCELED	\$11.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-OVERPAID FOR CLASS	\$7.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
REWARE REFUND	051216		234338	REFUND-CLASS CANCELED	\$25.00
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-CLASS CANCELED	\$5.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-CANCELED PARTY	\$69.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-EVENT CANCELED	\$50.00
				REFUND-CLASS CANCELED	\$35.36
				REFUND-ENTRY ERROR	\$34.50
				REFUND-DEPOSIT RETURN	\$200.00
			234339	REFUND-CLASS CANCELED	\$11.00
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS CANCELED	\$20.50
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-EVENT CANCELED	\$50.00
				REFUND-OVERPAYMENT	\$13.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CLASS CANCELED	\$5.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-CLASS CANCELED	\$35.36
				REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS CANCELED	\$25.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-CANCELED PARTY	\$69.00
				REFUND-CLASS PRICE CHANGE	\$9.75



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND		051216	234339	REFUND- DID NOT ATTEND	\$5.25
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-DEPOSIT RETURN	\$200.00
			234341	REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-CANCELED PARTY	\$69.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-EVENT CANCELED	\$50.00
				REFUND-CLASS CANCELED	\$35.36
				REFUND-ENTRY ERROR	\$34.50
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS CANCELED	\$11.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CLASS CANCELED	\$25.00
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-CLASS CANCELED	\$5.00
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAYMENT	\$20.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND	051216		234341	REFUND-DID NOT ATTEND	\$10.00
				REFUND-OVERPAYMENT	\$13.00
			234342	REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-CLASS CANCELED	\$25.00
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-CLASS CANCELED	\$35.36
				REFUND-EVENT CANCELED	\$50.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-ENTRY ERROR	\$34.50
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-CANCELED PARTY	\$69.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-CLASS CANCELED	\$5.00
				REFUND-OVERPAYMENT	\$13.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS CANCELED	\$11.00
				REFUND-SIGNUP AGREEMENT	\$10.00
			234344	REFUND-CLASS CANCELED	\$11.00
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-OVERPAYMENT	\$20.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-SENIOR PICNIC	\$14.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
REWARE REFUND		051216	234344	REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-OVERPAYMENT	\$13.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-CLASS CANCELED	\$5.00
				REFUND-CLASS CANCELED	\$20.50
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-CANCELED PARTY	\$69.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-EVENT CANCELED	\$50.00
				REFUND-CLASS CANCELED	\$35.36
				REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS CANCELED	\$25.00
				REFUND-RENTAL AGREEMENT	\$24.00
			234360	REFUND-CANCELED PARTY	\$69.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-CLASS CANCELED	\$5.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-LESSONS CANCELLED	\$6.25



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECWARE REFUND	051216		234360	REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CLASS CANCELED	\$11.00
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-OVERPAYMENT	\$13.00
				REFUND-EVENT CANCELED	\$50.00
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-CLASS CANCELED	\$25.00
				REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS CANCELED	\$35.36
				REFUND-CLASS ADJUSTMENT	\$12.75
			234361	REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-CLASS CANCELED	\$5.00
				REFUND-CLASS CANCELED	\$25.00
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-CLASS CANCELED	\$35.36
				REFUND-EVENT CANCELED	\$50.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-CANCELED PARTY	\$69.00
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND- DID NOT ATTEND	\$5.25



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
REWARE REFUND	051216		234361	REFUND-LESSONS CANCELLED	\$6.25
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CLASS CANCELED	\$11.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-OVERPAYMENT	\$13.00
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-DEPOSIT RETURN	\$150.00
			234365	REFUND- DID NOT ATTEND	\$5.25
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-OVERPAYMENT	\$13.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS CANCELED	\$11.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-CLASS CANCELED	\$5.00
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-EVENT CANCELED	\$50.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-CLASS CANCELED	\$35.36
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DEPOSIT RETURN	\$200.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND		051216	234365	REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS CANCELED	\$25.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-CANCELED PARTY	\$69.00
			234368	REFUND-DIDN'T ATTEND	\$13.33
				REFUND-OVERPAYMENT	\$13.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS CANCELED	\$11.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-EVENT CANCELED	\$50.00
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-CLASS CANCELED	\$35.36
				REFUND-CLASS CANCELED	\$5.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-ENTRY ERROR	\$34.50
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-CLASS CANCELED	\$25.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-CANCELED PARTY	\$69.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND	051216		234368	REFUND-CLASS ADJUSTMENT	\$18.75
			234374	REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-OVERPAYMENT	\$13.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS CANCELED	\$11.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS CANCELED	\$25.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-CANCELED PARTY	\$69.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-EVENT CANCELED	\$50.00
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-ENTRY ERROR	\$34.50
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-CLASS CANCELED	\$5.00
				REFUND-CLASS CANCELED	\$35.36
				REFUND-FEE ADJUSTMENT	\$5.24
			234377	REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CLASS CANCELED	\$25.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAYMENT	\$20.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND	051216		234377	REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-OVERPAYMENT	\$13.00
				REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS CANCELED	\$11.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-CLASS CANCELED	\$5.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-EVENT CANCELED	\$50.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-CANCELED PARTY	\$69.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-CLASS CANCELED	\$35.36
				REFUND-CLASS WAS ADJUSTED	\$13.75
			234380	REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS CANCELED	\$5.00
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-CLASS CANCELED	\$25.00
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-CLASS CANCELED	\$35.36
				REFUND-EVENT CANCELED	\$50.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-CANCELED PARTY	\$69.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECWARE REFUND	051216		234380	REFUND-OVERPAID FIELDS	\$87.50
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CLASS CANCELED	\$11.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-OVERPAYMENT	\$13.00
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS ADJUSTMENT	\$7.75
			234385	REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS CANCELED	\$5.00
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-OVERPAYMENT	\$13.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS CANCELED	\$11.00
				REFUND-EVENT CANCELED	\$50.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-CLASS CANCELED	\$35.36



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND	051216		234385	REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-CANCELED PARTY	\$69.00
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-CLASS CANCELED	\$25.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAYMENT	\$20.00
			234390	REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-ENTRY ERROR	\$34.50
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-OVERPAYMENT	\$13.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-CLASS CANCELED	\$25.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-ENTRY ERROR	\$34.50
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-CANCELED PARTY	\$69.00
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-EVENT CANCELED	\$50.00
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS CANCELED	\$11.00
				REFUND-CLASS CANCELED	\$5.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND	051216		234390	REFUND-FEE ADJUSTMENT	\$5.24
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CLASS CANCELED	\$35.36
				REFUND-CLASS ADJUSTMENT	\$7.50
			234394	REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-EVENT CANCELED	\$50.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-CANCELED PARTY	\$69.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS CANCELED	\$35.36
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-OVERPAYMENT	\$13.00
				REFUND-CLASS CANCELED	\$5.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS CANCELED	\$25.00
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS CANCELED	\$20.50
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-CLASS CANCELED	\$11.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND		051216	234397	REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-CLASS CANCELED	\$5.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-CLASS CANCELED	\$35.36
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-CANCELED PARTY	\$69.00
				REFUND-EVENT CANCELED	\$50.00
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS CANCELED	\$25.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAYMENT	\$20.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS CANCELED	\$11.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-OVERPAYMENT	\$13.00
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-CLASS PRICE CHANGE	\$9.75
			234399	REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-CLASS CANCELED	\$11.00
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-CLASS ADJUSTMENT	\$9.50



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND		051216	234399	REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-CLASS CANCELED	\$35.36
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-CLASS CANCELED	\$5.00
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-CANCELED PARTY	\$69.00
				REFUND-OVERPAYMENT	\$13.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-EVENT CANCELED	\$50.00
				REFUND-CLASS CANCELED	\$25.00
				REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-DIDN'T ATTEND	\$13.33
			234400	REFUND-DIDN'T ATTEND	\$13.33
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS ADJUSTMENT	\$15.50
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-OVERPAYMENT	\$13.00
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS CANCELED	\$11.00
				REFUND-SIGNUP AGREEMENT	\$10.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECWARE REFUND		051216	234400	REFUND-DID NOT ATTEND	\$10.00
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-CLASS CANCELED	\$5.00
				REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-CLASS CANCELED	\$25.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-OVERPAID FIELDS	\$87.50
				REFUND-CANCELED PARTY	\$69.00
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-EVENT CANCELED	\$50.00
				REFUND-CLASS CANCELED	\$35.36
				REFUND-ENTRY ERROR	\$34.50
			234407	REFUND-FEE ADJUSTMENT	\$5.24
				REFUND-CLASS WAS ADJUSTED	\$13.75
				REFUND-DIDN'T ATTEND	\$13.33
				REFUND-OVERPAYMENT	\$13.00
				REFUND-CLASS ADJUSTMENT	\$12.75
				REFUND-CLASS CANCELED	\$11.00
				REFUND-DID NOT ATTEND	\$10.00
				REFUND-SENIOR PICNIC	\$14.00
				REFUND-CLASS CANCELED	\$35.36
				REFUND-OVERPAID FOR CLASS	\$7.00
				REFUND-LESSONS CANCELLED	\$6.25
				REFUND-DIDN'T ATTEND	\$15.25
				REFUND-CLASS ADJUSTMENT	\$9.50
				REFUND-SIGNUP AGREEMENT	\$10.00
				REFUND-CLASS CANCELED	\$5.00
				REFUND-CLASS ADJUSTMENT	\$7.50
				REFUND-CLASS ADJUSTMENT	\$7.75
				REFUND- DID NOT ATTEND	\$5.25
				REFUND-PART DEPOSIT RETURN	\$59.75
				REFUND-ENTRY ERROR	\$34.50
				REFUND-CLASS ADJUSTMENT	\$15.50



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND	051216		234407	REFUND-CLASS PRICE CHANGE	\$9.75
				REFUND-CLASS CANCELED	\$25.00
				REFUND-DIDN'T GO ON TRIP	\$108.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-CANCELED PARTY	\$69.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-RENTAL AGREEMENT	\$24.00
				REFUND-EVENT CANCELED	\$50.00
				REFUND-OVERPAID FOR CLASS	\$22.50
				REFUND-CLASS CANCELED	\$20.50
				REFUND-OVERPAYMENT	\$20.00
				REFUND-CLASS ADJUSTMENT	\$18.75
				REFUND-OVERPAID FIELDS	\$87.50
		051616	234285	REFUND-EVENT CANCELED	\$34.00
				REFUND-ROOM RENAL	\$29.50
				REFUND-SWIM LESSON CXL	\$23.00
				REFUND-TRIP CANCELED	\$49.00
				REFUND-OVERPAYMENT	\$16.50
				REFUND-DEPOSIT RETURN	\$425.00
				REFUND-OVERPAYMENT	\$20.00
				REFUND-EVENT CANCELED	\$100.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DEPOSIT RETURN	\$500.00
				REFUND-DEPOSIT RETURN	\$600.00
				REFUND-DEPOSIT RETURN	\$150.00
			234291	REFUND-ROOM RENAL	\$29.50
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DEPOSIT RETURN	\$600.00
				REFUND-DEPOSIT RETURN	\$500.00
				REFUND-DEPOSIT RETURN	\$425.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-EVENT CANCELED	\$34.00
				REFUND-EVENT CANCELED	\$100.00
				REFUND-SWIM LESSON CXL	\$23.00
				REFUND-OVERPAYMENT	\$20.00
				REFUND-OVERPAYMENT	\$16.50
			234328	REFUND-TRIP CANCELED	\$49.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DEPOSIT RETURN	\$600.00
				REFUND-DEPOSIT RETURN	\$425.00
				REFUND-DEPOSIT RETURN	\$150.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND		051616	234328	REFUND-EVENT CANCELED	\$100.00
				REFUND-EVENT CANCELED	\$34.00
				REFUND-ROOM RENAL	\$29.50
				REFUND-SWIM LESSON CXL	\$23.00
				REFUND-OVERPAYMENT	\$16.50
				REFUND-OVERPAYMENT	\$20.00
				REFUND-TRIP CANCELED	\$49.00
				REFUND-DEPOSIT RETURN	\$500.00
			234347	REFUND-TRIP CANCELED	\$49.00
				REFUND-DEPOSIT RETURN	\$500.00
				REFUND-OVERPAYMENT	\$20.00
				REFUND-DEPOSIT RETURN	\$425.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-SWIM LESSON CXL	\$23.00
				REFUND-EVENT CANCELED	\$100.00
				REFUND-EVENT CANCELED	\$34.00
				REFUND-ROOM RENAL	\$29.50
				REFUND-OVERPAYMENT	\$16.50
				REFUND-DEPOSIT RETURN	\$600.00
				REFUND-DEPOSIT RETURN	\$150.00
			234348	REFUND-EVENT CANCELED	\$34.00
				REFUND-DEPOSIT RETURN	\$500.00
				REFUND-DEPOSIT RETURN	\$425.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-TRIP CANCELED	\$49.00
				REFUND-ROOM RENAL	\$29.50
				REFUND-SWIM LESSON CXL	\$23.00
				REFUND-OVERPAYMENT	\$20.00
				REFUND-OVERPAYMENT	\$16.50
				REFUND-DEPOSIT RETURN	\$600.00
				REFUND-EVENT CANCELED	\$100.00
			234353	REFUND-OVERPAYMENT	\$16.50
				REFUND-DEPOSIT RETURN	\$425.00
				REFUND-DEPOSIT RETURN	\$500.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-OVERPAYMENT	\$20.00
				REFUND-DEPOSIT RETURN	\$600.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-EVENT CANCELED	\$100.00
				REFUND-TRIP CANCELED	\$49.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND	051616		234353	REFUND-EVENT CANCELED	\$34.00
				REFUND-ROOM RENAL	\$29.50
				REFUND-SWIM LESSON CXL	\$23.00
			234356	REFUND-OVERPAYMENT	\$20.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DEPOSIT RETURN	\$500.00
				REFUND-DEPOSIT RETURN	\$425.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DEPOSIT RETURN	\$600.00
				REFUND-EVENT CANCELED	\$100.00
				REFUND-TRIP CANCELED	\$49.00
				REFUND-EVENT CANCELED	\$34.00
				REFUND-SWIM LESSON CXL	\$23.00
				REFUND-OVERPAYMENT	\$16.50
				REFUND-ROOM RENAL	\$29.50
			234379	REFUND-DEPOSIT RETURN	\$200.00
				REFUND-SWIM LESSON CXL	\$23.00
				REFUND-ROOM RENAL	\$29.50
				REFUND-EVENT CANCELED	\$34.00
				REFUND-TRIP CANCELED	\$49.00
				REFUND-EVENT CANCELED	\$100.00
				REFUND-OVERPAYMENT	\$16.50
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-OVERPAYMENT	\$20.00
				REFUND-DEPOSIT RETURN	\$600.00
				REFUND-DEPOSIT RETURN	\$425.00
				REFUND-DEPOSIT RETURN	\$500.00
			234383	REFUND-DEPOSIT RETURN	\$600.00
				REFUND-DEPOSIT RETURN	\$500.00
				REFUND-OVERPAYMENT	\$20.00
				REFUND-EVENT CANCELED	\$100.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-EVENT CANCELED	\$34.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-ROOM RENAL	\$29.50
				REFUND-DEPOSIT RETURN	\$425.00
				REFUND-TRIP CANCELED	\$49.00
				REFUND-OVERPAYMENT	\$16.50
				REFUND-SWIM LESSON CXL	\$23.00
			234386	REFUND-OVERPAYMENT	\$20.00
				REFUND-OVERPAYMENT	\$16.50



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RECFARE REFUND		051616	234386	REFUND-ROOM RENAL	\$29.50
				REFUND-EVENT CANCELED	\$34.00
				REFUND-TRIP CANCELED	\$49.00
				REFUND-EVENT CANCELED	\$100.00
				REFUND-DEPOSIT RETURN	\$150.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DEPOSIT RETURN	\$425.00
				REFUND-DEPOSIT RETURN	\$500.00
				REFUND-DEPOSIT RETURN	\$600.00
			234393	REFUND-SWIM LESSON CXL	\$23.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DEPOSIT RETURN	\$600.00
				REFUND-OVERPAYMENT	\$16.50
				REFUND-OVERPAYMENT	\$20.00
				REFUND-SWIM LESSON CXL	\$23.00
				REFUND-ROOM RENAL	\$29.50
				REFUND-EVENT CANCELED	\$34.00
				REFUND-TRIP CANCELED	\$49.00
				REFUND-EVENT CANCELED	\$100.00
				REFUND-DEPOSIT RETURN	\$500.00
				REFUND-DEPOSIT RETURN	\$425.00
				REFUND-DEPOSIT RETURN	\$150.00
			234416	REFUND-DEPOSIT RETURN	\$150.00
				REFUND-ROOM RENAL	\$29.50
				REFUND-EVENT CANCELED	\$34.00
				REFUND-EVENT CANCELED	\$100.00
				REFUND-OVERPAYMENT	\$20.00
				REFUND-DEPOSIT RETURN	\$200.00
				REFUND-DEPOSIT RETURN	\$425.00
				REFUND-DEPOSIT RETURN	\$500.00
				REFUND-DEPOSIT RETURN	\$600.00
				REFUND-SWIM LESSON CXL	\$23.00
				REFUND-OVERPAYMENT	\$16.50
				REFUND-TRIP CANCELED	\$49.00
SENGER, DAWN M		16-177 SENGER	234216	16-177 BPA UTILITY BOARD	\$501.26
WA STATE DEPARTMENT OF REVENUE		REFUND BNG #11	234110	REFUND OF BROKERED NATURAL GAS	\$10,000.00
WASHINGTON STATE TREASURER		0416WS	234409	FINES & FORFEITURES BC-APR16	\$38,420.88
WEBCHECK INC		5414	234237	WEBCHECK SRVC APR 16	\$977.40
WROOLIE, MICHAEL		16-223 WROOLIE	234240	16-223 NW FIRE INVEST CRS	\$665.75
UNASSIGNED TOTAL ****					\$121,501.25

Division: 001 CITY COUNCIL



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00026574	234251	EB ECA-PE-REG_WA DC-BT	\$140.00
		TXN00026685		Council Meeting Supplies	\$93.37
		TXN00026817		Operating Materials for Council	\$262.12
PARADISE BOTTLED WATER CO		04/16-CITYATTORNE	234367	BOTTLED WATER-APRIL	\$27.97
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$0.49
VERIZON WIRELESS	P056545	9762903027	234233	VERIZON WRLS 542076425-00002	\$180.14
		9764019200		PAST DUE BAL FRM CHANGEOVER	\$130.83
	P056546	9764545111		VERIZON WRLS 542076425-00002	\$180.14
CITY COUNCIL TOTAL ****					\$1,015.06
Division:	100	CITY MANAGER			
BANK OF AMERICA		TXN00026612	234251	ICMA-REG-WC SUMMIT-CR_MAY	\$295.00
		TXN00026638		WLM W KENDRICK-CO_POLO TSHRT-C	\$67.42
		TXN00026744		APPLEBEES-MO CR-MM_CM LNCH	\$27.20
		TXN00026886		FAT-OLIVS-MO CM-EE LNCH SR-AS-	\$46.61
		TXN00026922		APPLEBEES-MO CM-CC LNCH-BA-CR	\$39.43
CITY OF RICHLAND		16-198 REENTS	234140	16-198 WCRS-ICMA CR MAY 4-7	\$664.36
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$45.01
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$38.67
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$51.79
CITY MANAGER TOTAL ****					\$1,275.49
Division:	101	CITY CLERK			
BANK OF AMERICA		TXN00026579	234251	2016 WMCA DUES DB	\$75.00
		TXN00026699		Recorc ORD 15-16	\$80.00
		TXN00026753		Mtg Expense - WCIA Training fo	\$99.83
		TXN00026780		Business Mtg - Trainer A Macfa	\$30.36
		TXN00026910		2016 IIMC DUES - MH	\$220.00
		TXN00026924		2016 IIMC DUES - DB	\$95.00
CODE PUBLISHING INC		336191	234142	RMC SUPPLEMENT UPDATE 4/20/16	\$302.83
PARADISE BOTTLED WATER CO		04/16-CITYATTORNE	234367	BOTTLED WATER-APRIL	\$8.39
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$34.96
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$33.67
CITY CLERK TOTAL ****					\$980.04
Division:	102	CITY ATTORNEY			
BANK OF AMERICA		TXN00026682	234251	PACER800-676-6856IR - Purchase	\$29.20
BENTON COUNTY TREASURER		MARCH 2016	234286	DISTRICT COURT/OPD COSTS MAR	\$54,282.77
CITY OF RICHLAND		16-173 KINTZLEY	233963	16-173 WSAMA SPRING CONF	\$126.00
KENYON DISEND PLLC		184028	234346	FRONTIER COMM V COR	\$342.74
		184029		BROKERED NATURAL GAS TAX	\$60.00
MENKE JACKSON BEYER LLP		04/2016 -065	234357	GENERAL (CITY ATTY)	\$2,761.40
PARADISE BOTTLED WATER CO		04/16-CITYATTORNE	234367	BOTTLED WATER-APRIL	\$5.60



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$3.06
PRONTO PROCESS SERVICE INC		PTO-2016003036	234034	MESSENGER SERVICE-APRIL	\$40.00
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$38.67
	P056579			Verizon Cell Charges 3/29-4/28	\$49.34
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$53.58
CITY ATTORNEY TOTAL ****					\$57,792.36
Division:	110	ASSISTANT CITY MANAGER			
BANK OF AMERICA		TXN00026847	234251	CASA MIA_JMA-HL_CMO DISC	\$26.25
PARADISE BOTTLED WATER CO		04/16-CITYATTORNE	234367	BOTTLED WATER-APRIL	\$8.39
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$38.67
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$35.10
ASSISTANT CITY MANAGER TOTAL ****					\$108.41
Division:	111	COMMUNICATIONS & MARKETING			
BANK OF AMERICA		TXN00026896	234251	TC-RGNL-CHMBR_GOOD HLTH-HL	\$22.00
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$1.86
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$38.93
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$0.27
				PHONE CHARGES 4/23-5/22/16	\$13.08
				PHONE CHARGES 4/23-5/22/16	\$12.95
COMMUNICATIONS & MARKETING TOTAL ****					\$89.09
Division:	112	CABLE COMMUNICATIONS			
BANK OF AMERICA		TXN00026552	234251	HOBBY TOWN USA-ARIAL CAMRA	\$38.01
		TXN00026589		NATOA-15-TWN HL-RPD SVC ABV ST	\$130.00
		TXN00026591		Vimeo Plus+ CITY VW-MBRSHIP	\$59.95
		TXN00026811		PAYPAL-DJI TECH-ARL-CMRA	\$137.00
CITY OF RICHLAND		16-193 CHARBONEAU	234140	16-193 WATOA CONF	\$194.40
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$14.30
CABLE COMMUNICATIONS TOTAL ****					\$573.66
Division:	113	HANFORD COMMUNITIES			
BANK OF AMERICA		TXN00026611	234251	EB ECA PE_WA DC-PBL	\$140.00
		TXN00026644		ALASKA AIR-ECA PE-PLARSEN	\$1,002.20
		TXN00026669		AGENT FEE-TRVL LDRS-PLARSEN	\$35.00
PARADISE BOTTLED WATER CO		04/16-CITYATTORNE	234367	BOTTLED WATER-APRIL	\$5.60
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$9.23
HANFORD COMMUNITIES TOTAL ****					\$1,192.03
Division:	120	FIRE			
AUST, RANDY		16-229 AUST	234124	16-229 2016 FDIC INTRNTL CO	\$169.00
BANK OF AMERICA		TXN00026525	234251	KNOX CO - RESIDENTIAL BOXES	\$556.03
		TXN00026569		CHARTER COMM - JAN/FEB/MAR SVC	\$437.18
		TXN00026584		LABEL YOUR STUFF - IRON ONS	\$38.25



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00026599	234251	AMAZON - HAND SANITIZER	\$18.45
		TXN00026613		HOME DEPOT - STAFF LOCKER	\$117.29
		TXN00026614		LABEL YOUR STUFF - 20% DSCNT	(\$6.78)
		TXN00026625		STAPLES - PAPER, DRY ERASE	\$201.12
		TXN00026626		AMAZON - WASP TRAP, WINDEX	\$66.04
				AMAZON - STA BATTERIES	\$41.43
		TXN00026664		AMAZON - CLEANERS, BDY WSH	\$71.88
				AMAZON - DUCT TAPE, CAR WSH	\$42.37
		TXN00026671		AMAZON - CLEANERS, BRUSHES	\$72.42
		TXN00026688		HARVARD BUS REV - LDRSHP BKS	\$159.00
		TXN00026715		COSTCO - TABLE RET'D	(\$380.09)
		TXN00026720		OFFICE DEPOT - INDEX TABS	\$45.57
		TXN00026743		BASECAMP - APR SUB FEES	\$54.30
		TXN00026766		STAPLES - PAPER, STAPLES, PENS	\$65.23
		TXN00026769		COSTCO - CONFERENCE TABLE	\$380.09
		TXN00026840		ACTIVE911 - CAPT PHONE SUB	\$5.76
		TXN00026858		AMAZON - FLASH DRIVES	\$26.69
		TXN00026867		BEST WESTERN - SC LODGING	\$201.94
		TXN00026897		AMAZON - SHOWER GEL, AIR FRESH	\$58.51
		TXN00026898		AMAZON - SAFETY EAR PRTCTN	\$39.98
				AMAZON - AIR SAN, HANDSOAP	\$55.15
		TXN00026904		AMAZON - CLEANER / POLISH	\$29.48
		TXN00026919		AMAZON - CHAIN BAR OIL	\$20.47
		TXN00026946		USPS - NFA CERTIFIED PKG	\$5.29
		TXN00026948		ALBERTSONS - IFC UPDATE SUPP'S	\$69.95
		TXN00026956		DICKEY'S - IFC UPDATE LUNCH	\$196.40
CASCADE FIRE EQUIPMENT CORP DBA		117760	234295	UNIFORM NAME PATCHES PEMBERTON	\$55.10
	P056432	117770	233955	SHIPPING	\$28.03
	P056432			TECGEN DUAL CERTIFIED JACKETS	\$981.74
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$4,300.79
		16-222 RAMSAY	234140	16-222 NW FIRE INVEST CONF	\$665.75
		16-223 WROOLIE		16-223 NW FIRE INVEST CONF	\$665.75
CLEMENSON, SCOTT		16-204 CLEMENSON	234141	16-204 S-215 FIRE OPS COURS	\$92.00
D&D TELECOMMUNICATION PROPERTIES LLC		228	233971	PERRY MONUMENT RD RENT-MAY	\$737.93
FEDERAL EXPRESS CORP		5-385-80403	234318	SEAWESTERN SHIPPING	\$6.35
		5-393-49519		SEAWESTERN SHIPPING/SCBA	\$4.66
FRONTIER		4/16-206-188-0334	234321	VHF PHONE LINE 04/19-05/18/16	\$422.86
GOULD, ZACH		16-243 GOULD	234176	16-243 2016 NW FIRE/RESCUE	\$318.57
HARRINGTON'S TROPHIES		75337	234330	NAME PLATES PEMBERTON	\$69.07
PARADISE BOTTLED WATER CO		03/16-FIRE ST 71	234028	BOTTLED WATER-MARCH	\$93.02
		03/16-FIRE ST 72		BOTTLED WATER-MARCH	\$51.84



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
PARADISE BOTTLED WATER CO		03/16-FIRE ST 73	234028	BOTTLED WATER-MARCH	\$65.57
		03/16-FIRE ST 74		BOTTLED WATER-MARCH	\$47.27
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$1.86
RICHLAND ACE HARDWARE		50928	234037	VELCRO/KEY RING	\$17.73
SEA WESTERN INC	P056537	184547CR	234215	CREDIT 2ND STAGE HOSE	(\$240.61)
	P056537	189819		CREDIT FOR 2 EA ELKHART #03976	(\$453.41)
	P056537	191319		MSA 10061542 HUD RECEIVER,	\$309.51
	P056537			SHIPPING	\$9.76
	P056537			MSA 10024077, CLEAR COMMAND	\$439.83
SPRINT		891160522-146	234389	RFD CELL PHONES 03/18-04/17/16	\$109.70
SUMMIT LAW GROUP PLLC		78411.1	234221	RFD	\$56.00
UPTOWN CLEANERS		73319	234406	73319	\$278.25
		73437		LAUNDRY SERVICES	\$315.22
		73480		LAUNDRY SERVICES	\$299.98
		73520		LAUNDRY SERVICES	\$289.43
		73586		LAUNDRY SERVICES	\$335.09
		73620		LAUNDRY SERVICES	\$89.60
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$843.73
	P056579			Verizon Cell Charges 3/29-4/28	\$312.10
WROOLIE, MICHAEL		16-223 WROOLIE	234240	16-223 NW FIRE INVEST CONF	\$39.89
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$190.22
YAKIMA VALLEY FIRE AND INJURY PREVENTION		16-04	234064	ELECTRIC/FIRE INVEST (MW/KR)	\$100.00
		16-06		ELECTRIC/FIRE INVEST 2016(JJ)	\$50.00
FIRE TOTAL ****					\$14,858.58
Division:	130	POLICE			
911 SUPPLY LLC	P056457	39598	233942	CUSTOM EMBROIDERY	\$14.00
	P056457			74273-162 5.11 MENS TACLITE PR	\$133.50
	P056457			74326-750 5.11 MENS CLASS B PD	\$87.50
	P056457			74273-162 5.11 MENS TACLITE PR	\$44.50
	P056457			74273-162 5.11 MENS TACLITE PR	\$44.50
	P056457			8131-1 BLAUER POLO SHIRT XL NA	\$155.25
	P056457			SHIPPING	\$41.22
BANK OF AMERICA		TXN00026502	234251	SANDYS TROPHIES/AWARDS	\$486.64
		TXN00026509		ZUMIEZ/BEARINGS	\$32.58
		TXN00026521		STEEBERS LOCK SERVICE/KEY CUT	\$6.52
		TXN00026524		HOME DEPOT/NYLON CORD/1/2" STA	\$59.01
		TXN00026546		SAFEWAY -AWARDS BANQUET CENTE	\$162.90
		TXN00026553		COLUMBIA RIVER CATERING-AWARDS	\$678.04
				COLUMBIA RIVER CATERING -AWARD	\$606.26
		TXN00026555		STAPLES - MOUSE/PENS	\$62.97
		TXN00026557		FAT OLIVES - SGT TESTING LUNCH	\$168.33



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00026558	234251	DIGITAL-DETECTIVE-NETANALYSIS	\$598.00
		TXN00026559		INTERNATIONAL TRANSACTION-DIGI	\$4.78
		TXN00026560		SAFEWAY -AWARDS BANQUET CENTE	\$97.74
		TXN00026567		FBINAA SESSION SUPPOR - STUDEN	\$250.00
		TXN00026571		UPS 0000002654EE146	\$29.08
		TXN00026578		FBI RETAIL-SMITH REQ UNIFORM	\$371.98
		TXN00026580		PAYPAL WASHINGTONS - WSTOA GR	\$300.00
		TXN00026585		SANDYS TROPHIES INC -CLASS A N	\$46.70
		TXN00026586		WAL-MART -ICE FOR TRAINING	\$10.32
		TXN00026622		FREELINC.COM - RADIO EAR PIECE	\$72.00
		TXN00026630		PAYPAL IAPE -BARB DAVIS 2016	\$50.00
		TXN00026632		STAPLES -HDMI CABLES	\$96.08
		TXN00026650		SPORTSMANS WAREHOUSE -SITE LIT	\$130.31
		TXN00026660		STANDARD PRINTING COMPANY -TAR	\$111.07
		TXN00026661		INTERNATIONAL TRANSACTION - EV	\$2.20
		TXN00026662		EVOLUTIONC -BALL CHAIR KIT/REP	\$274.97
		TXN00026665		MEDIC FIRST AID INTL INC - JEN	\$43.44
		TXN00026666		MAXPEDITION COM - CHUBBY POCKE	\$55.49
		TXN00026675		THE HOME DEPOT -KWIKWELD & STE	\$11.99
		TXN00026676		FBI RETAIL STO12010070 - BELT/	\$69.56
		TXN00026683		ALBERTSONS -CRCL CLASS REFRESH	\$26.99
		TXN00026687		UPS INV 0000002654EE156	\$20.10
		TXN00026692		WM SUPERCENTER #3261 - BOTTLED	\$17.76
		TXN00026693		SUNWEST SPORTSWEAR - CODE ENFO	\$507.76
		TXN00026713		SHERATON ATLANTA HOTEL - DEPOS	\$165.08
		TXN00026716		SHERATON ATLANTA HOTEL -DEPOSI	\$165.08
		TXN00026724		WWW.NEWEGG.COM -HDMI CABLE	\$12.96
		TXN00026739		COMFORT SUITES - HOTEL STOHEL	\$93.79
		TXN00026740		HOTWIRE-HOTEL STOHEL 16-194	\$489.64
		TXN00026742		WM SUPERCENTER -CLEANING SUPPL	\$94.81
		TXN00026750		PUBLIC SAFETY VOLUNTEE - VIMS	\$384.00
		TXN00026751		BEST WESTERN PLUS LAKE FR - Cr	(\$391.24)
		TXN00026761		US PATRIOT- FACE SHIELDS	\$57.88
		TXN00026784		OFFICE DEPOT -COLORED PAPER	\$16.28
		TXN00026786		RAVEN CONCEALMENT SYSTEMS - BE	\$21.91
		TXN00026795		UNIFORM NAMETAPE COMPANY - NAM	\$17.90
		TXN00026809		UPS INV 0000002654EE166	\$30.57
		TXN00026815		BROWNELLS INC - GRENADE LAUNCH	\$123.03
		TXN00026853		STAPLES - PAPER	\$236.11
		TXN00026859		THE HOME DEPOT -SHELVING UNITS	\$367.07
		TXN00026861		US PATRIOT- ORDER CANCELED- Cr	(\$57.88)



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00026863	234251	STAPLES - STORAGE BOXES	\$624.85
		TXN00026871		AMAZON-CABLING/ CABLE MNGMT	\$111.52
		TXN00026879		STAPLES - TONER/PENS	\$216.29
		TXN00026889		THE ROBBINS COMPANY -MERITORI	\$43.60
		TXN00026900		UPS INV 0000002654EE176	\$52.95
		TXN00026906		CRYE PRECISION - LOFT JACKET/K	\$329.96
		TXN00026911		BOTACH - FACE SHIELDS	\$152.90
		TXN00026941		FRED-MEYER #0286 -DOOR STOPS/K	\$35.13
		TXN00026951		URM CASH N CARRY #3 - PAPER PL	\$14.31
		TXN00026953		THE HOME DEPOT #4746 - 2X2X8 &	\$54.38
CHARTER COMMUNICATIONS		05/16-0909703POL	233960	RPD INTERNET SRVCS 04/29-5/28	\$78.94
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$2,686.60
		16-037 FLORENCE	234140	16-037 CRIME INVEST USE CEL	\$932.65
		16-095 VER STEEG		16-095 IAPE PROP ROOM MNGMN	\$301.60
		16-111 JUDGE	233963	16-111 ICAC NATIONAL CONF	\$848.24
		16-128 GRANT	234140	16-128 WSNIA SPRNG CONF	\$714.68
		16-145 DAVIS		16-145 IAPE PROP ROOM MNGMN	\$301.60
DAVIS, BARBARA			234152	16-145 IAPE PROP ROOM MNGMN	\$20.00
DAY MANAGEMENT CORPORATION DBA		410162	233973	EAR PIECES	\$38.02
		410726		REPLACE BROKE ANTENNA CONNEC	\$100.59
		411114		EAR PIECES	\$176.47
FLORENCE, ANDREW C		16-037 FLORENCE	234170	16-037 CRIME INVEST USE CEL	\$50.00
FRONTIER	S016924	05/16 2530035792	234321	TELEPHONE CHARGE 5/7/16 - 6/6/	\$636.63
GRANT, SAMUEL		16-128 GRANT	234178	16-128 WSNIA SPRNG CONF	\$104.84
KADLEC REGIONAL MEDICAL CENTER		000357285	234009	ROBERTS MED CLRNC 16-01850	\$195.53
		000666792		COPE MED CLRNC 16-04030	\$102.57
		000666792-1		COPE MED CLRNC 16-04466	\$250.11
		000748830		VOLKMAN MED CLRNC 15-02566	\$173.48
		000791996		WILLIAMS MED CLRNC 16-01289	\$102.57
		001163104		HOUTROUW MED CLRNC 16-00292	\$503.83
		001276476		FEUERBORN MED CLRNC 16-04313	\$185.83
		001535054		BULLERT MED CLRNC 16-01062	\$102.57
		001540926		PERCIFIELD MED CLRNC 15-05236	\$68.38
		001583520		MANTHEI MED CLRNC 15-04833	\$394.54
		001658722		WILCOX MED CLRNC 16-00562	\$756.24
		001696461		COMBS MED CLRNC 16-00272	\$102.57
		001731199		ORANGE MED CLRNC 16-03963	\$195.53
		100025684		AMADOR MED CLRNC 16-02345	\$146.76
		100073244		ALSHAMARIF MED CLRNC 16-04900	\$756.29
		100275153		MARES/WHITE MED CLRNC 16-01246	\$102.57
LARSEN GUNSMITHING & FIREARMS	P056424	8734	234190	SCOI KO3OC/S (SMOKELESS)	\$184.62



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
LARSEN GUNSMITHING & FIREARMS	P056424	8734	234190	SCOI KO1SPC (SMOKELESS)	\$995.32
	P056424			HAZMAT SHIPPING	\$228.06
	P056424			DANNER 24323 12D DESERT TFX G3	\$153.13
	P056424			ADJUST FOR TAX	(\$0.01)
	P056424			SCOI KO1/S (SMOKELESS)	\$692.33
	P056523	8753		HOLSTER #6285-283-132 SLS LOW	\$96.65
MPH INDUSTRIES INC	P056471	581228	234198	SPEEDLASER MODEL R INCLUDES MO	\$15,114.00
	P056471			SPEEDLASER MODEL R INCLUDES MO	\$1,299.80
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$337.81
RIVER CITY TOWING INC		14695	234040	TOW CHARGE	\$48.87
SOUND UNIFORM GROUP LLC	P056335	18620	234218	ZIPPERED CHEST POCKETS	\$143.35
	P056335			JMP93LTDN SUMMER WEIGHT JUMPSU	\$4,181.10
	P056335			JMP93DN WINTER WEIGHT JUMPSUIT	\$890.52
	P056335			UNDER ARM ZIPPERS	\$298.65
	P056335			EMBROIDERED NAMETAGS SILVER	\$95.57
	P056335			SHIPPING	\$81.45
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$4,040.79
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$7.10
				PHONE CHARGES 4/23-5/22/16	\$318.54
POLICE TOTAL ****					\$49,782.80
Division:	210	ADMINISTRATIVE SERVICES			
BANK OF AMERICA		TXN00026634	234251	STERLING'S-ASD LUNCH MTG-CK/LH	\$43.68
		TXN00026912		AWC-LABOR RELATIONS CONF-CKOCH	\$220.00
		TXN00026928		AWC-LABOR RELATIONS CONF-CKOCH	\$100.00
KOCH, CATHLEEN A		16-221 KOCH	234188	16-221 AWC LABOR RELATIONS	\$164.40
PARADISE BOTTLED WATER CO		04/16-ADMIN SRVCS	234203	BOTTLED WATER-APRIL	\$12.94
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$38.67
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$20.83
ADMINISTRATIVE SERVICES TOTAL ****					\$600.52
Division:	211	FINANCE			
ALLEN, BRANDON		16-224 ALLEN	233945	16-224 AWC LABOR RELATIONS	\$100.40
ALLIED ENVELOPE	P056549	168424	234118	TAX ADJUSTMENT	\$0.01
	P056549			INSIDE DELIVERY & STACKING OF	\$59.72
	P056549			UTILITY BILLING STATEMENT, 20#	\$406.98
	P056549	168425		RETURN ENVELOPE WITH SECURITY	\$759.66
	P056549			PRICE ADJUSTMENT	\$0.01
	P056549			INSIDE DELIVERY & STACKING OF	\$59.72
	P056549	168426		INSIDE DELIVERY & STACKING OF	\$53.76
	P056549			TAX ADJUSTMENT	(\$0.01)
	P056549			WINDOW ENVELOPE, REVERSE FLAP,	\$534.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00026698	234251	STAPLES-UB LIGHT BULB	\$4.94
		TXN00026706		STAPLES-FILES/CLOCK/TONER	\$393.77
			STAPLES-TONER/STAPLES/FILES/PA	\$736.80	
		TXN00026735	OFFICE DEPOT-UB COIN TRAYS	\$61.85	
		TXN00026756	STAPLES-CREDIT-RETURNED BULB	(\$4.94)	
		TXN00026783	STAPLES-UB PAPER	\$107.84	
GARDA CL NORTHWEST INC		10197898	234172	ARMORED CAR SRVCS APR 2016	\$435.20
		20155153		EXCESS LIABILITY APR 2016	\$196.20
LOPEZ, JESSICA		16-225 LOPEZ	234013	16-225 AWC LABOR RELATIONS	\$14.00
PARADISE BOTTLED WATER CO		04/16-ADMIN SRVCS	234203	BOTTLED WATER-APRIL	\$60.76
				BOTTLED WATER-APRIL	\$25.90
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$2,607.01
				POSTAGE 04/01/16 TO 04/30/16	\$1,173.46
POSTMASTER		PERMIT 153-05/10	234100	POSTAGE 04/13-05/10/16	\$8,606.25
REDSSON LTD		192754	234209	PORTAL SERVICE LOCATES-APR	\$258.00
RETAIL LOCKBOX INC		16044812	234211	UB PYMT PROCESSING APR'16	\$2,208.14
TALENT WISE INC		94496177	234223	BACKGROUND CHECKS-APRIL	\$120.00
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$74.60
	P056579			Verizon Cell Charges 3/29-4/28	\$38.91
XEROX CORPORATION		084221767	234063	W7225PT BASE CHG/PRINTS-MAR	\$169.46
		084490095	234415	W7855PT BASE CHG/PRINTS-APR	\$339.33
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$0.22
				PHONE CHARGES 4/23-5/22/16	\$138.25
				PHONE CHARGES 4/23-5/22/16	\$79.05
FINANCE TOTAL ****					\$19,819.25
Division:	212	PURCHASING			
BANK OF AMERICA		TXN00026679	234251	WWW.WANIGP.ORG - Annual Dues	\$120.00
		TXN00026681		MUNICIPAL RESEARCH & SERV - Ro	\$360.00
		TXN00026690		RANCHO ALEGRE-PURCHASING MTG-C	\$47.81
		TXN00026714		NIGP - Annual Membership	\$350.00
CALIPER CORPORATION		11465509	234134	PERSONALITY PROFILE-BUYER II	\$175.00
				PERSONALITY PROFILE-BUYER II	\$175.00
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$715.58
MID COLUMBIA ENGINEERING INC	S016864	ST008402	234018	KIM PALMER, SUPPORT SPECIALIST	\$1,080.00
	S016864	ST008426	234195	KIM PALMER, SUPPORT SPECIALIST	\$1,080.00
ORKIN EXTERMINATING INC	S016751	97028294	234200	PEST CONTROL SERVICES FOR BLDG	\$27.15
	S016751			PEST CONTROL SERVICES FOR BLDG	\$27.15
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$6.12
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$19.34
	P056579			Verizon Cell Charges 3/29-4/28	\$33.00
XEROX CORPORATION	S016754	084490097	234241	XEROX 7855 LEASE AND COPY CHAR	\$238.30



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$61.74
				PHONE CHARGES 4/23-5/22/16	\$45.37
PURCHASING TOTAL****					\$4,561.56
Division:	213	INFORMATION TECHNOLOGY			
AIREFCO INC	P056548	3584929	234117	Filters UPS DATA CENTER	\$182.45
BANK OF AMERICA		TXN00026513	234251	ADOBE ACROBAT PRO-JMA	\$216.11
		TXN00026531		STAPLES -IT SUPPLY	\$27.90
		TXN00026547		MICROSOFT -CALL TO HELP DESK	\$499.00
		TXN00026554		NEWEGG-WRL MOUSE	\$22.77
		TXN00026590		STAPLES - OFFICE SUPPLY	\$54.69
		TXN00026628		ESRI INC -DAVE TRAINING	\$1,524.75
		TXN00026686		Amazon-BABOK Guide	\$77.32
		TXN00026723		HOTELS-EMILY RESERVATION BW SA	\$851.44
		TXN00026738		GODADDY.COM -DOMAIN RNWL RICHL	\$16.47
		TXN00026764		ALASKA AIR -EMILY AIRFARE SAND	\$482.20
		TXN00026767		ASPE TRAINING-Training Emily P	\$1,940.40
		TXN00026770		AGENT FEE -EMILY AIRFARE SAND	\$35.00
		TXN00026771		THE HOME DEPOT-CLEAN SUPPLY BR	\$27.10
		TXN00026801		SERVER SUPPLY-8 PORT SWITCH	\$625.00
		TXN00026804		BESTBUY-SHARK VACUUM CLEANER W	\$162.89
		TXN00026810		PAYPAL OEM OPTIC - SFP SPARE	\$136.00
		TXN00026824		CABLES PLUS-COMMERCIAL FIBER C	\$118.32
		TXN00026860		STAPLES - OFFICE SUPPLY/ PAPER	\$173.76
		TXN00026873		WEBEX-MONTHLY	\$26.06
		TXN00026876		MICROSOFT ANSWER DESK-HELP	\$499.00
		TXN00026891		NEWEGG-FLASH DRIVES	\$49.89
		TXN00026905		PTOUCHEDIRECT - LABEL TAPE	\$58.98
		TXN00026913		LUCID8-3 MONTH LICENSE DIGISCO	\$711.75
MOBILEGUARD, INC	P056351	09601	234021	MobileGuard's NetGuard Softwar	\$1,130.00
PARAMOUNT COMMUNICATIONS INC	P056368	31439	234029	Install Equipment Rack at Fire	\$519.26
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$0.93
VERIZON WIRELESS		9762368388	234058	MIFI CHARGES-MARCH	\$44.16
	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$329.79
	P056579			Verizon Cell Charges 3/29-4/28	\$318.42
VISION TECHNOLOGY SOLUTIONS LLC DBA	P056543	32481	234059	SSL CERT WWW.CI.RICHLAND.WA.US	\$399.00
XEROX CORPORATION		084490087	234415	W7855 BASE CHR/PRINTS-APR	\$100.84
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$260.43
ZAYO GROUP HOLDINGS INC DBA	P056100	05/2016 008113	234243	INTERNET SERVICES CHARGES PAID	\$859.44
INFORMATION TECHNOLOGY TOTAL****					\$12,481.52
Division:	220	HUMAN RESOURCES			



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00026529	234251	STAPLES-HNG FLDR TAB/PAPER	\$47.72
		TXN00026530		YAKIMA CARE-DOT PHYS	\$100.00
		TXN00026596		STAPLES-KATIE DESK ORGANIZERS	\$21.49
		TXN00026597		YAKIMA CARE-PRE EMP PHYS	\$100.00
		TXN00026604		STAPLES-SLASH FOLDERS/CONF ENV	\$36.76
		TXN00026619		YAKIMA CARE-PRE EMP PHYS	\$225.00
		TXN00026621		FREDPRYOR-EXCEL TRAINING/JR &	\$128.00
		TXN00026684		AMAZON-5 SUCCESS MGR HANDBOOKS	\$164.15
		TXN00026689		STAPLES-WHITEBOARD/FLDRS/LABEL	\$711.68
		TXN00026733		YAKIMA CARE-PRE EMP PHYS	\$350.00
		TXN00026741		STAPLES-FLDRS/3 HOLE PUNCH/PEN	\$51.01
		TXN00026772		EVERGREEN SAFETY-FLAGGER RE-CE	\$979.07
		TXN00026777		YAKIMA CARE-PRE EMP PHYS	\$125.00
		TXN00026778		COL BASIN SHRM-SEMINAR-PAULSEN	\$100.00
		TXN00026794		COL BASIN SHRM-SEMINAR-PARKER	\$100.00
		TXN00026813		WAL-MART-MERCER MTG Q1 DATA/RF	\$24.32
		TXN00026823		FREDPRYOR-WORKERS COMP-RACHELL	\$299.00
		TXN00026828		NEWEGG-MS WRLS ERGO DESKTOP	\$82.99
		TXN00026843		STAPLES-STAPLES/LP SORTER/FLDR	\$40.68
		TXN00026865		WA PROF LICENSE-RP NOTARY RENE	\$30.00
		TXN00026868		STAPLES-LACEY FILE SORTER	\$11.94
		TXN00026880		YAKIMA CARE-PRE EMP PHYS	\$200.00
		TXN00026882		STAPLES- RETURN EXTRA WHITEBOA	(\$319.27)
		TXN00026893		YAKIMA CARE-PRE EMP PHYS	\$100.00
		TXN00026943		STAPLES-FLDR TABS/GREEN LBLS/F	\$56.70
BI STATE OCCUPATIONAL SAFETY & HEALTH		2616-B	234128	DOT PRE EMP PHYSICALS	\$1,135.00
				DOT PRE EMP PHYSICALS	\$100.00
HARRINGTON'S TROPHIES		75369	233990	RETIREMENT PLAQUE-PARDINI	\$71.68
		75388		RETIREMENT PLAQUE-ENGEL	\$71.68
JUBB, ALLISON		16-226 JUBB	234185	16-226 AWC LABOR RELATIONS	\$309.20
MID COLUMBIA ENGINEERING INC	S016696	ST008410	234018	STEPHANIE DEWEY, HR GENERALIST	\$1,103.63
	P056522	ST008420		RACHAEL BALTHAZOR - CLERICAL	\$134.40
	P056522	ST008431		RACHAEL BALTHAZOR - CLERICAL	\$672.00
MOON, TAE-IM PHD		041216	234023	PSYCH EVALUATION-PETERSEN	\$800.00
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$1.86
TALENT WISE INC		94496177	234223	BACKGROUND CHECKS-APRIL	\$288.86
TRANS UNION LLC		04651458	234227	CREDIT REPORTS-MAY	\$91.64
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$66.23
WASHINGTON CITIES INSURANCE AUTHORITY		101354	234235	NOTARY BOND-RACHELL PARKER	\$40.00
XEROX CORPORATION	P056238	084490096	234241	LEASE FEES 2016 #W7855PT	\$453.69
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$74.64



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
HUMAN RESOURCES TOTAL****					\$9,180.75
Division:	300	COMMUNITY &DEVELOPMENT SERVICE			
BANK OF AMERICA		TXN00026504	234251	DELTA AIR Baggage Fee - KJEN	\$25.00
		TXN00026537		TVM 44TH STWSHG TNARP - KJENSEN	\$20.00
		TXN00026623		UNITED - KJENSEN APA PHOENIX	\$25.00
		TXN00026635		RPS PASCO TRICITIES AP - KJENS	\$63.00
		TXN00026643		HAMPTON INNS - KJENSEN APA PHO	\$794.77
		TXN00026701		YOKE'S FRESH MARKET - MEETING	\$19.99
		TXN00026773		STAPLES PACK.TAPE	\$13.46
		TXN00026818		PAYPAL OLYMPICPENN -C.SOMERS	\$180.00
		TXN00026964		BALLYS HOTEL-Z.RATKAI-RECON CO	\$178.08
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$1.78
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$21.08
COMMUNITY &DEVELOPMENT SERVICE TOTAL****					\$1,342.16
Division:	301	DEVELOPMENT SERVICES			
BANK OF AMERICA		TXN00026717	234251	THE HOME DEPOT-BLDG INSP SMALL	\$49.53
		TXN00026734		AMAZON -OFFICE FAN	\$7.99
		TXN00026736		STAPLES-TAPE,STPL,LABLES,FASTE	\$86.33
		TXN00026749		INT'L CODE COUNCIL -HANDBOOK	\$54.25
		TXN00026760		AMAZON - WIRELESS REMOTE	\$10.99
		TXN00026785		AMAZON- BATTERIES	\$4.90
		TXN00026787		WASHINGTONA - CODE BOOKS	\$123.27
		TXN00026800		WASHINGTONA - Credit	(\$20.63)
		TXN00026834		Amazon.com - TONER	\$141.17
		TXN00026835		CHEVRON -S.ONEIL - PAW CONF	\$34.11
		TXN00026890		HOLIDAY INN -S.ONEIL-PAW CONF.	\$359.94
		TXN00026950		GRAZE (PARKWAY) - LUNCH MTG.,K	\$30.22
		TXN00026967		BALLYS HOTEL -Z.RATKAI-RECON C	\$77.28
CITY OF RICHLAND		16-136 SOMERS	233963	16-136 WSAPT SPRING CONF	\$245.40
		16-215 SCHLUTER	234140	16-215 2015 SIG CODE CHNGS	\$290.00
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$39.63
SCHLUTER, SHAUN		16-215 SHLUTER	234213	16-215 2015 SIG CODE CHNGS	\$20.04
VERIZON WIRELESS		9762378218	234058	MIFI CHARGES-MARCH	\$142.00
	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$499.18
WATER SOLUTIONS INC		13359	234236	3 WTR MACHINES - MAY 2016	\$39.63
				3 WTR MACHINES - MAY 2016	\$16.29
XEROX CORPORATION		084490085	234241	BASEMENT XEROX LX5-692207	\$71.84
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$116.64
				PHONE CHARGES 4/23-5/22/16	\$21.14
DEVELOPMENT SERVICES TOTAL****					\$2,461.14



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
Division:	302	REDEVELOPMENT			
BANK OF AMERICA		TXN00026678	234251	AMERICAN PLANNING ASSOCI - NZR	\$369.00
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$39.50
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$38.67
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$6.47
				PHONE CHARGES 4/23-5/22/16	\$20.77
REDEVELOPMENT TOTAL****					\$474.41
Division:	303	LIBRARY			
BANK OF AMERICA		TXN00026510	234251	INGRAM BOOKS	\$595.81
		TXN00026526		STAFF RM SUPPLY	\$9.98
		TXN00026535		INGRAM BOOKS	\$75.01
		TXN00026551		INGRAM BOOKS	\$120.47
		TXN00026575		INGRAM BOOKS	\$173.92
		TXN00026607		OVERDRIVE DIGITAL BOOKS	\$44.98
		TXN00026610		BLACKSTONE AUDIOBOOKS	\$640.04
		TXN00026624		RECORDED BOOKS	\$294.36
		TXN00026627		RECORDED BOOKS	\$102.67
		TXN00026640		GIFT CARD - CR, SD	\$30.00
		TXN00026648		LAMINATE	\$254.46
		TXN00026651		GIFT CARD - JS	\$25.00
		TXN00026674		AMAZON	\$10.23
		TXN00026677		INGRAM BOOKS	\$200.24
		TXN00026702		INGRAM BOOKS	\$141.95
		TXN00026705		INGRAM BOOKS	\$119.84
		TXN00026711		INGRAM BOOKS	\$2,309.86
		TXN00026731		INGRAM BOOKS	\$28.67
		TXN00026737		INGRAM BOOKS	\$415.09
		TXN00026752		INGRAM BOOKS	\$178.85
		TXN00026765		INGRAM BOOKS	\$723.33
		TXN00026768		INGRAM BOOKS	\$149.78
		TXN00026776		INGRAM BOOKS	\$49.28
		TXN00026807		INGRAM BOOKS	\$592.93
		TXN00026812		FURNITURE CLEANER	\$33.12
		TXN00026825		INGRAM BOOKS	\$87.21
		TXN00026827		INGRAM BOOKS	\$197.33
		TXN00026836		STAFF ROOM SUPPLIES, GIFT CARD	\$154.16
		TXN00026839		INGRAM BOOKS	\$81.25
		TXN00026851		STAFF ROOM SUPPLIES	\$25.52
		TXN00026866		INGRAM BOOKS	\$103.54
		TXN00026870		INGRAM BOOKS	\$417.73



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00026877	234251	INGRAM BOOKS	\$18.23
		TXN00026892		INGRAM BOOKS	\$82.07
		TXN00026894		INGRAM BOOKS	\$30.45
		TXN00026903		INGRAM BOOKS	\$259.92
		TXN00026914		INGRAM BOOKS	\$244.69
		TXN00026916		INGRAM BOOKS	\$21.48
		TXN00026918		MEETING SUPPLIES	\$36.49
		TXN00026925		INGRAM BOOKS	\$519.68
		TXN00026926		MEETING/PROGRAM SUPPLIES	\$49.71
		TXN00026929		INGRAM BOOKS	\$256.53
		TXN00026936		INGRAM BOOKS	\$178.46
		TXN00026945		WALL CLOCKS & SHEET PROTECTORS	\$78.87
		TXN00026955		INGRAM BOOKS	\$104.38
CASCADE NATURAL GAS CORP		04/16-61897100006	233956	NAT GAS 955 NRTHGT 03/18-04/18	\$490.30
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$3,538.94
		16-065 HOFFMAN	233963	16-065 WLA CONF	\$251.30
		16-089 MOKLER		16-089 CODING WORKSHOP SPL	\$192.72
COLUMBIA INDUSTRIES SUPPORT LLC		0034413	234144	ONSITE SHRED SERVICE	\$79.79
FRONTIER	S016779	02/16 5099433152	234321	TELEPHONE CHARGE 2/4/16-3/3-16	\$370.47
	S016915	05/16 5099433152		TELEPHONE CHARGE 5/4/16 - 6/3/	\$370.13
MIDWEST TAPE		93924863	234196	DATABASES	\$1,286.36
OCLC INC		0000462048	234199	CATALOGING SRVCS - APR	\$971.69
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$410.60
THE GALE GROUP INC		57817368	234049	BOOKS-3 TITLES	\$85.88
		57817578		BOOKS-2 TITLES	\$57.00
		57818028		BOOKS-1 TITLE	\$25.84
		57861917		BOOKS-3 TITLES	\$79.04
		57861944		BOOKS-8 TITLES	\$212.04
		57862535		BOOKS-7 TITLES	\$174.80
		57862881		BOOKS-2 TITLES	\$47.88
XEROX CORPORATION		084535886	234241	W7225 BASE CHR/PRINTS-APR	\$175.91
		084535887	234415	W7225 BASE CHR/PRINTS-APR	\$293.49
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$157.50

LIBRARY TOTAL ****

\$19,539.25

Division: 330 PARKS & RECREATION ADMIN

BANK OF AMERICA		TXN00026799	234251	STERLING'S RESTAURANT - HR MEE	\$62.86
		TXN00026969		RAM RESTAURANT AND BREWHO - Pu	\$39.89
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$1,501.20

PARKS & RECREATION ADMIN TOTAL ****

\$1,603.95

Division: 331 PARKS & REC - RECREATION



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00026517	234251	WAL-MART #3261 - CURTAINS FOR	\$56.99
		TXN00026522		WAL-MART #3261 -CURTAINS FOR H	\$34.62
		TXN00026568		WAL-MART #3261 - SPRING BREAK	\$34.75
		TXN00026572		DOLRTREE 2566 00025668 - day c	\$34.75
		TXN00026588		C&C SMART FOOD52305752 - SPRIN	\$18.43
		TXN00026603		USA FOOTBALL - JERSERY S	\$425.00
		TXN00026615		DOLRTREE 3450 00034504 -day ca	\$50.84
		TXN00026616		ALBERTSONS #213 - SPRING BREAK	\$52.00
		TXN00026649		ATOMIC BOWL - BOWLING PASSES F	\$72.76
		TXN00026654		AMAZON.COM AMZN.COM/BILL - TWO	\$177.37
		TXN00026663		THE LIFEGUARD STORE IN - PROUT	\$144.53
		TXN00026729		WM SUPERCENTER #3261 - ENVELOP	\$5.40
		TXN00026762		STAPLES - Copy Paper	\$137.62
		TXN00026775		WAL-MART #3261 - HAPO STAGE CU	(\$56.99)
		TXN00026952		WM SUPERCENTER #3261 - RIBBON	\$11.78
CAMARENA, DANA	APRIL 2016	234135	SALSA INSTRUCTOR-APRIL	\$1,056.82	
ELIZABETH E TROST		234160	APRIL CLASS- 10479	\$508.81	
FOSTER, CATHY I		234171	FOOT CARE CLASSES-APRIL	\$800.40	
MASON, PATTI L		234194	FITNESS CLASSES - APRIL	\$785.72	
	MARCH 2016	234015	FITNESS CLASSES - MARCH	\$747.07	
PITNEY BOWES PURCHASE POWER	0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$51.84	
TALENT WISE INC	94496177	234223	BACKGROUND CHECKS-APRIL	\$28.00	
XO HOLDINGS LLC DBA	0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$38.84	
			PHONE CHARGES 4/23-5/22/16	\$100.31	
			PHONE CHARGES 4/23-5/22/16	\$6.47	
PARKS & REC - RECREATION TOTAL ****					\$5,324.13
Division:	335	PARKS & REC - PARKS&FACILITIES			
AIREFCO INC		3584928	233943	VALVE/QWIKSHOT/ACID TEST	\$830.83
AMERICAN ROCK PRODUCTS INC		270226	234247	MIXER DELIVERY	\$299.52
BANK OF AMERICA		TXN00026505	234251	GRIGGS ACE RICHLAND - wrench	\$8.63
		TXN00026518		NOR NORTHERN TOOL/SPOT SPRAYER	\$145.99
		TXN00026520		THE HOME DEPOT #4746 - utility	\$96.65
		TXN00026527		THE HOME DEPOT #4746 - ties, m	\$143.53
		TXN00026541		GRIGGS ACE RICHLAND - battery	\$32.56
		TXN00026556		STEEBERS LOCK SERVICE - master	\$335.68
		TXN00026563		LOWES #02344 - lumber	\$40.97
		TXN00026601		MILLER PAINT KENNEWICK - paint	\$619.30
		TXN00026605		ACE HDWE - hose, tube	\$27.92
		TXN00026606		L&I PERMITS - electrical permi	\$75.80
		TXN00026617		MONO-SYSTEMS/FREIGHT	\$53.16
		TXN00026629		GRIGGS ACE RICHLAND - ADAPTER	\$17.33



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00026636	234251	STEEBERS LOCK SERVICE - keys	\$34.75
		TXN00026645		GOTOCITRIX.COM - software	\$20.64
		TXN00026646		STEEBERS LOCK SERVICE - locks	\$86.88
		TXN00026657		JOBS NURSERY LLC - trees	\$275.35
		TXN00026658		GRIGGS ACE RICHLAND - supplies	\$71.64
		TXN00026659		GRIGGS ACE RICHLAND -COM CONNE	\$27.10
		TXN00026668		ACE HDWE - washer	\$2.80
		TXN00026673		THE HOME DEPOT #4746 - fireman	\$19.52
		TXN00026680		WM SUPERCENTER #3261 - phone c	\$64.86
		TXN00026696		TRI-CITIES PREP A CATHOLI - BB	\$1,000.00
		TXN00026709		THE HOME DEPOT #4739 - MOSS RU	\$317.05
		TXN00026710		PARTS TOWN, LLC - regulator wa	\$294.06
		TXN00026712		STEEBERS LOCK SERVICE - keys	\$19.55
		TXN00026747		THE HOME DEPOT #4746 - common	\$23.62
		TXN00026755		SUSTAINABLESUPPLY-LIQUID SOAP	\$440.00
		TXN00026779		AMAZON/HOSE REELS	\$181.48
		TXN00026788		THE HOME DEPOT #4746 - drywall	\$24.89
		TXN00026796		GRIGGS ACE RICHLAND - CONTRACT	\$62.91
		TXN00026798		LOWES #02344 - lumber	\$223.10
		TXN00026805		FASTENAL COMPANY01 - FASTENERS	\$4.70
		TXN00026806		AMAZON-MOTOR FOR HAND DRYER	\$70.48
		TXN00026808		LOWES #02344 - screen	\$40.71
		TXN00026816		THE HOME DEPOT #4746 - LEDGERL	\$103.65
		TXN00026829		GRIGGS ACE RICHLAND - SEED	\$32.57
		TXN00026830		G AND R AG PRODUCTS INC - repa	\$88.65
		TXN00026831		ACE HDWE - tube braid	\$7.99
		TXN00026833		LOWES #02344 - SOD FS #4	\$39.03
		TXN00026844		THE HOME DEPOT #4746 - hatchet	\$43.41
		TXN00026845		CARHARTT - flame resistant clo	\$111.03
		TXN00026849		THE HOME DEPOT #4746 - LEDGERL	\$40.71
		TXN00026854		THE HOME DEPOT #4746 - SOD FS	\$71.44
		TXN00026862		GRIGGS ACE RICHLAND - SPRAY PA	\$62.33
		TXN00026864		THE HOME DEPOT #4746 - CONSTRU	\$27.30
		TXN00026895		ACE HDWE - POCKET HOSE, CONCRE	\$86.81
		TXN00026902		ACE HDWE - turf builder	\$41.25
		TXN00026923		ACE HDWE - TURF BUILDER. CORED	\$23.87
		TXN00026927		BAVCO - BACKFLOW PARTS	\$143.84
		TXN00026931		HOME DEPOT - VALVE	\$67.72
		TXN00026934		FRED-MEYER #0286 - dry ice	\$62.74
		TXN00026937		FRED-MEYER #0286 - dry ice	\$27.62
		TXN00026939		HOME DEPOT-PEAT MOSS	\$13.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00026949	234251	HOME DEPOT-PEAT MOSS	\$66.38
		TXN00026966		EXXONMOBIL 48022867 -	\$4.87
		TXN00026968		GRIGGS ACE RICHLAND - Screw WD	\$15.18
BEAVER BARK & ROCK		740771	233950	SOIL	\$102.04
BUILDERS HARDWARE & SUPPLY CO INC		S3464530.001	234133	BHS ACCESS CONTROL-KEYPAD	\$944.08
CASCADE NATURAL GAS CORP		04/16-51897100007	233956	NAT GAS 1005 SWIFT 03/18-04/18	\$10.85
		04/16-73638100005		NAT GAS 500 AMON 3/18-4/18	\$789.20
		04/16-75226321539		NAT GAS 2710 DUPORTAIL	\$213.85
		04/16-75997100005		NAT GAS 871 GW WAY 03/18-04/18	\$715.76
		04/16-80577100003		NAT GAS 200 BLDG 03/17-04/14	\$4,640.31
		04/16-90577100002		NAT GAS 300 BLDG 03/17-04/14	\$3,444.71
		04/16-96738100005		NAT GAS 505 SWIFT 03/18-04/18	\$637.16
		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$107.89
				CITY UTILITY BILLS/APRIL 2016	\$546.55
				CITY UTILITY BILLS/APRIL 2016	\$311.18
CITY OF RICHLAND				CITY UTILITY BILLS/APRIL 2016	\$117.20
				CITY UTILITY BILLS/APRIL 2016	\$291.93
				CITY UTILITY BILLS/APRIL 2016	\$552.03
				CITY UTILITY BILLS/APRIL 2016	\$342.55
				CITY UTILITY BILLS/APRIL 2016	\$490.21
				CITY UTILITY BILLS/APRIL 2016	\$278.48
				CITY UTILITY BILLS/APRIL 2016	\$279.90
				CITY UTILITY BILLS/APRIL 2016	\$494.25
				CITY UTILITY BILLS/APRIL 2016	\$283.81
				CITY UTILITY BILLS/APRIL 2016	\$343.40
				CITY UTILITY BILLS/APRIL 2016	\$376.43
				CITY UTILITY BILLS/APRIL 2016	\$350.08
				CITY UTILITY BILLS/APRIL 2016	\$371.25
				CITY UTILITY BILLS/APRIL 2016	\$96.47
				CITY UTILITY BILLS/APRIL 2016	\$330.65
				CITY UTILITY BILLS/APRIL 2016	\$491.90
				CITY UTILITY BILLS/APRIL 2016	\$97.82
				CITY UTILITY BILLS/APRIL 2016	\$447.15
				CITY UTILITY BILLS/APRIL 2016	\$889.19
				CITY UTILITY BILLS/APRIL 2016	\$124.15
				CITY UTILITY BILLS/APRIL 2016	\$145.35
				CITY UTILITY BILLS/APRIL 2016	\$124.29
				CITY UTILITY BILLS/APRIL 2016	\$935.94
				CITY UTILITY BILLS/APRIL 2016	\$3,270.55
				CITY UTILITY BILLS/APRIL 2016	\$1,019.40
				CITY UTILITY BILLS/APRIL 2016	\$1,202.92



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$454.75
				CITY UTILITY BILLS/APRIL 2016	\$188.52
				CITY UTILITY BILLS/APRIL 2016	\$1,277.27
				CITY UTILITY BILLS/APRIL 2016	\$1,050.73
				CITY UTILITY BILLS/APRIL 2016	\$1,148.32
				CITY UTILITY BILLS/APRIL 2016	\$1,132.41
				CITY UTILITY BILLS/APRIL 2016	\$1,089.89
				CITY UTILITY BILLS/APRIL 2016	\$199.05
				CITY UTILITY BILLS/APRIL 2016	\$195.50
				CITY UTILITY BILLS/APRIL 2016	\$142.25
				CITY UTILITY BILLS/APRIL 2016	\$127.55
				CITY UTILITY BILLS/APRIL 2016	\$1,172.97
				CITY UTILITY BILLS/APRIL 2016	\$1,018.26
				CITY UTILITY BILLS/APRIL 2016	\$112.08
				CITY UTILITY BILLS/APRIL 2016	\$112.95
				CITY UTILITY BILLS/APRIL 2016	\$113.50
				CITY UTILITY BILLS/APRIL 2016	\$184.43
				CITY UTILITY BILLS/APRIL 2016	\$477.10
				CITY UTILITY BILLS/APRIL 2016	\$115.37
				CITY UTILITY BILLS/APRIL 2016	\$273.75
				CITY UTILITY BILLS/APRIL 2016	\$454.15
				CITY UTILITY BILLS/APRIL 2016	\$123.22
				CITY UTILITY BILLS/APRIL 2016	\$382.50
				CITY UTILITY BILLS/APRIL 2016	\$122.95
				CITY UTILITY BILLS/APRIL 2016	\$388.54
				CITY UTILITY BILLS/APRIL 2016	\$399.15
				CITY UTILITY BILLS/APRIL 2016	\$401.70
				CITY UTILITY BILLS/APRIL 2016	\$118.35
				CITY UTILITY BILLS/APRIL 2016	\$414.04
				CITY UTILITY BILLS/APRIL 2016	\$424.96
				CITY UTILITY BILLS/APRIL 2016	\$206.85
				CITY UTILITY BILLS/APRIL 2016	\$121.45
				CITY UTILITY BILLS/APRIL 2016	\$111.70
				CITY UTILITY BILLS/APRIL 2016	\$211.09
				CITY UTILITY BILLS/APRIL 2016	\$16.15
				CITY UTILITY BILLS/APRIL 2016	(\$108,011.50)
				CITY UTILITY BILLS/APRIL 2016	\$238.85
				CITY UTILITY BILLS/APRIL 2016	\$810.10
				CITY UTILITY BILLS/APRIL 2016	\$231.15
				CITY UTILITY BILLS/APRIL 2016	\$170.32
				CITY UTILITY BILLS/APRIL 2016	\$24.66



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$23.77
				CITY UTILITY BILLS/APRIL 2016	\$23.47
				CITY UTILITY BILLS/APRIL 2016	\$22.95
				CITY UTILITY BILLS/APRIL 2016	\$24.97
				CITY UTILITY BILLS/APRIL 2016	\$735.80
				CITY UTILITY BILLS/APRIL 2016	\$25.29
				CITY UTILITY BILLS/APRIL 2016	\$226.45
				CITY UTILITY BILLS/APRIL 2016	\$170.00
				CITY UTILITY BILLS/APRIL 2016	\$218.35
				CITY UTILITY BILLS/APRIL 2016	\$165.05
				CITY UTILITY BILLS/APRIL 2016	\$43.67
				CITY UTILITY BILLS/APRIL 2016	\$891.46
				CITY UTILITY BILLS/APRIL 2016	\$252.45
				CITY UTILITY BILLS/APRIL 2016	\$11.86
				CITY UTILITY BILLS/APRIL 2016	\$148.23
				CITY UTILITY BILLS/APRIL 2016	\$8.13
				CITY UTILITY BILLS/APRIL 2016	\$17.45
				CITY UTILITY BILLS/APRIL 2016	\$28.95
				CITY UTILITY BILLS/APRIL 2016	\$35.75
				CITY UTILITY BILLS/APRIL 2016	\$37.16
				CITY UTILITY BILLS/APRIL 2016	\$40.00
				CITY UTILITY BILLS/APRIL 2016	\$34.90
				CITY UTILITY BILLS/APRIL 2016	\$32.35
				CITY UTILITY BILLS/APRIL 2016	\$30.65
				CITY UTILITY BILLS/APRIL 2016	\$30.56
				CITY UTILITY BILLS/APRIL 2016	\$29.82
				CITY UTILITY BILLS/APRIL 2016	\$29.21
				CITY UTILITY BILLS/APRIL 2016	\$989.90
				CITY UTILITY BILLS/APRIL 2016	\$178.50
				CITY UTILITY BILLS/APRIL 2016	\$10.29
				CITY UTILITY BILLS/APRIL 2016	\$41.74
				CITY UTILITY BILLS/APRIL 2016	\$176.80
				CITY UTILITY BILLS/APRIL 2016	\$28.66
				CITY UTILITY BILLS/APRIL 2016	\$42.21
				CITY UTILITY BILLS/APRIL 2016	\$28.10
				CITY UTILITY BILLS/APRIL 2016	\$27.25
				CITY UTILITY BILLS/APRIL 2016	\$2,973.00
				CITY UTILITY BILLS/APRIL 2016	\$43.40
				CITY UTILITY BILLS/APRIL 2016	\$816.50
				CITY UTILITY BILLS/APRIL 2016	\$27.05
				CITY UTILITY BILLS/APRIL 2016	\$41.67



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$250.38
				CITY UTILITY BILLS/APRIL 2016	\$71.95
				CITY UTILITY BILLS/APRIL 2016	\$72.96
				CITY UTILITY BILLS/APRIL 2016	\$149.42
				CITY UTILITY BILLS/APRIL 2016	\$45.62
				CITY UTILITY BILLS/APRIL 2016	\$148.57
				CITY UTILITY BILLS/APRIL 2016	\$563.10
				CITY UTILITY BILLS/APRIL 2016	\$74.61
				CITY UTILITY BILLS/APRIL 2016	\$79.10
				CITY UTILITY BILLS/APRIL 2016	\$2,042.93
				CITY UTILITY BILLS/APRIL 2016	\$151.20
				CITY UTILITY BILLS/APRIL 2016	\$907.00
				CITY UTILITY BILLS/APRIL 2016	\$249.03
				CITY UTILITY BILLS/APRIL 2016	\$557.30
				CITY UTILITY BILLS/APRIL 2016	\$89.37
				CITY UTILITY BILLS/APRIL 2016	\$91.70
				CITY UTILITY BILLS/APRIL 2016	\$1,434.45
				CITY UTILITY BILLS/APRIL 2016	\$95.00
				CITY UTILITY BILLS/APRIL 2016	\$844.38
				CITY UTILITY BILLS/APRIL 2016	\$879.54
				CITY UTILITY BILLS/APRIL 2016	\$1,430.20
				CITY UTILITY BILLS/APRIL 2016	\$261.11
				CITY UTILITY BILLS/APRIL 2016	\$88.75
				CITY UTILITY BILLS/APRIL 2016	\$155.55
				CITY UTILITY BILLS/APRIL 2016	\$56.55
				CITY UTILITY BILLS/APRIL 2016	\$164.05
				CITY UTILITY BILLS/APRIL 2016	\$51.90
				CITY UTILITY BILLS/APRIL 2016	\$2,162.65
				CITY UTILITY BILLS/APRIL 2016	\$48.31
				CITY UTILITY BILLS/APRIL 2016	\$719.07
				CITY UTILITY BILLS/APRIL 2016	\$58.30
				CITY UTILITY BILLS/APRIL 2016	\$734.10
				CITY UTILITY BILLS/APRIL 2016	\$48.03
				CITY UTILITY BILLS/APRIL 2016	\$575.45
				CITY UTILITY BILLS/APRIL 2016	\$69.48
				CITY UTILITY BILLS/APRIL 2016	\$162.83
				CITY UTILITY BILLS/APRIL 2016	\$63.90
				CITY UTILITY BILLS/APRIL 2016	\$620.97
				CITY UTILITY BILLS/APRIL 2016	\$245.90
				CITY UTILITY BILLS/APRIL 2016	\$46.80
				CITY UTILITY BILLS/APRIL 2016	\$61.42



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
COLUMBIA GRAIN & FEED INC		141260	233966	ROLL LINE	\$1,384.65
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC		3627-559780	234148	FUSE REDUCER	\$330.69
DEPARTMENT OF LABOR & INDUSTRIES		188563	234308	103678 CIVIL PENALTY-ELEVATOR	\$500.00
		269415	234307	BOILER PRESSURE VESSEL CERT	\$1,196.50
		269501		BOILER PRESSURE VESSEL REPAIR	\$1,626.50
EFC EQUIPMENT LLC		54188	234314	RECOIL STARTER	\$30.40
EWING IRRIGATION PRODUCTS INC		1138506	234162	RAINBIRD	\$293.45
		1264926		CARSON 6" EXT BOX	\$135.36
		1282540	233979	COUPLING PVC	\$51.24
		1290092		PVC/FULL PORT/COUPLING/TEFLON	\$148.90
		1305255		RISER EXT/HUNTER ULTRA	\$527.08
		1339731	234162	RAINBIRD	\$285.31
GTP INVESTMENTS LLC	P056199	402917433-02/16	234081	BADGER MOUNTAIN LEASE FOR CITY	\$312.50
	P056199	402917433-03/16	233988	BADGER MOUNTAIN LEASE FOR CITY	\$312.50
	P056199	402917433-04/16	234080	BADGER MOUNTAIN LEASE FOR CITY	\$312.50
JT AUTOMOTIVE PARTS INC DBA		358614	234343	ROD CLIP	\$4.34
KENNEWICK INDUSTRIAL & ELECTRICAL SUPPLY		95677	234011	GASKET, WASHERS, URINAL	\$267.69
		97735	234345	KITCHEN FAUCET	\$144.08
LIBERTY LAWN & SAW SHOP		459	234350	AIR FLTR/PLUGS/STARTER	\$183.84
		460		SPARK PLUG/RECOILER	\$184.59
MILESTONES ATHLETIC SUPPLY INC		84600	234019	HOLLYWOOD BASES	\$223.72
MOON SECURITY SERVICES INC		816715	234197	BASIC FIRE MONITOR LIBRARY	\$33.00
		817706		ST#74 CELL GSM FIRE B/U	\$50.00
		817874		BASIC FIRE MONITOR CREST	\$53.00
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$19.68
POOL CARE PRODUCTS INC		123174	234031	ACID	\$76.02
		123176		PERMA SEAL	\$166.48
REXEL INC DBA		J315016	234375	PLUS HO ALTO	\$436.57
RICHLAND ACE HARDWARE		211139	234376	ELBOW/THREAD/NIPPLE	\$36.58
		211148	234037	CLAMP/HOSE BUSHING/COUPLE	\$30.64
		211205		ELBOW PVC/COUPLE	\$15.12
		211205/2	234376	ELBOW PVC, COUPLE	\$15.12
		211209		STRIPING PAINT	\$40.15
		211220	234037	WATER PIPE/ADAPTER/CLAMP	\$9.48
		211226		HEX KEY SET	\$10.85
		211238		NIPPLE/PVC/THREAD SEAL	\$10.99
		211270		VLV BALL/NIPPLE/ADAPTER/ELB	\$72.52
		211278	234376	ELBOW/PVC/COUPLE	\$41.32
		50182		ROOF COAT	\$86.87
		50422/1		FASTENERS	\$7.34
		50525		TRASH CAN	\$27.14



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RICHLAND ACE HARDWARE	P056082	50783	234037	SHOWERHEAD HANDLE SET	\$29.31
		50898		ADHS CONST PL	\$15.18
		50902		CHAIN COIL	\$12.99
		50906		TRASH CAN	\$54.28
		50936		IDENT KEY/POLY SHRUB/HEDGE	\$46.12
		50947		KILZ PRIMER/ROLLER CONT	\$49.79
		50974		CONTAINER/CONC PATCH	\$25.27
		50991		TIE DOWN RATCHET	\$156.34
		51057		HANDLE TAPR/KEY/TOTE	\$6.99
				HANDLE TAPR/KEY/TOTE	\$51.76
		51066	234376	ATLAS/SPRAYER/BLEACH	\$36.98
		51071		SOCKETS POLE/COMPOSITE	\$10.28
		51082		DOUBLE GRMNT HOOK	\$21.68
SCHINDLER ELEVATOR CORPORATION		7100311944	234041	REPAIR ELEVATOR AT LIBRARY	\$758.02
SCHUYLAR ENTERPRISES INC DBA		13779	234214	ANT/SPIDER CONTROL TREATMENT	\$162.45
SHANNON & WILSON INC	P056082	8011	234387	CONSULTANT AGREEMENT FOR WELL	\$2,905.52
STONEWAY ELECTRIC SUPPLY		S101608008.001	234220	ELE BALLAST	\$35.62
		S101611544.001		PHILIPS LED INSTANT FIT	\$130.32
		22142557	234047	SCREWDRIVER/CARBIDE CYLINDER	\$123.97
		22142658		DIE GRINDER	\$181.97
		22142936	234396	CLEANER/DEGREASER	\$42.02
TACOMA SCREW PRODUCTS INC		22143603		SPRING COMPRESSION	\$21.60
		10100691	234053	3/4 4X8 CDX	\$174.57
		0094492-1819-8	234061	POL SRVC-1032 UNIVERSITY DR	\$204.78
		39674-83007 CREDI		POL SERVICE COMPOST PAD	(\$107.85)
WILBUR ELLIS COMPANY		9840293	234414	WG MINI	\$4,731.05
		9859504		WG MINI	\$5,992.91
	S016893	9868951	234238	FOUNDATION 2.5 GAL JUGS	\$1,107.72
	S016893			FTF DEFOAMER QUART SIZE BOTTL	\$206.34
	S016893			R-11 2.5 GAL JUGS	\$304.08
XO HOLDINGS LLC DBA	S016893			IN-PLACE 2.5 GAL JUGS	\$323.09
		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$101.69
PARKS & REC - PARKS&FACILITIES TOTAL ****					(\$5,628.49)
Division:	338	PARKS & REC - PROJECT ADMIN			
BANK OF AMERICA		TXN00026860	234251	STAPLES - PAPER STOCK P&R	\$53.21
		TXN00026930		SALIENT DISCS & PHYSIC-DISC GO	\$650.00
XEROX CORPORATION		084490087	234415	W7855 BASE CHR/PRINTS-APR	\$66.50
PARKS & REC - PROJECT ADMIN TOTAL ****					\$769.71
Division:	900	NON-DEPARTMENTAL			
CITY OF PASCO	P056274	M041916	233961	COP-ANNUAL ANIMAL CONTROL SERV	\$19,943.47



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$337.28
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$45.33
NON-DEPARTMENTAL TOTAL ****					\$20,326.08
GENERAL FUND Total ***					\$342,024.71
FUND 101	CITY STREETS				
Division:	401	STREETS MAINTENANCE			
BANK OF AMERICA		TXN00026536	234251	WESTERN WHOLESALE/VINYL FOR SI	\$119.79
		TXN00026781		HME - HAZMAT FINGER PRINTING -	\$86.50
		TXN00026860		STAPLES - PAPER STOCK Streets	\$6.42
		TXN00026869		SUNWEST SPORTSWEAR - SHIRT - P	\$25.03
		TXN00026899		RAILROAD EDUCATION - CURD	\$20.00
		TXN00026932		HORIZON/SAFETY VESTS	\$375.21
		TXN00026958		RAILROAD TOOLS/SOCKET	\$109.06
CENTRAL HOSE & FITTINGS INC		432174	233957	FOG NOZZLES	\$68.96
		433409	234139	FOG NOZZLES	\$220.09
		433710		HOSE PARTS/CRACK SEALER	\$118.31
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$958.29
				CITY UTILITY BILLS/APRIL 2016	\$146.34
		04/2016-26	233962	#26 LANDFILL FEES	\$264.54
		04/2016-27		#27 LANDFILL FEES	\$223.31
CORWIN COMPANY, INC DBA	S016906	187090-3	234150	ADA TILES AND SEALS, INVOICE	\$459.80
EBERLE DESIGN INC		22430	233978	TS REPAIR-CONFLICT MONITOR 3	\$225.00
FASTENAL COMPANY		WARIC56397	233980	BOLTS	\$71.59
GRAINGER	S016907	9085334531	234177	SDS MAX ROTARY HAMMER ITEM #4G	\$702.42
	S016907	9085334549		ROTARY HAMMER BIT ITEM #40ZJ37	\$111.94
GTP INVESTMENTS LLC	P056199	402917433-02/16	234081	BADGER MOUNTAIN LEASE FOR CITY	\$200.00
	P056199	402917433-03/16	233988	BADGER MOUNTAIN LEASE FOR CITY	\$200.00
	P056199	402917433-04/16	234080	BADGER MOUNTAIN LEASE FOR CITY	\$200.00
HERTZ EQUIPMENT RENTAL CORP		28584654-001	233993	LIQUID PROPANE	\$19.07
		28586658-001		LIQUID PROPANE	\$85.79
		28591123-001		LIQUID PROPANE	\$103.13
		28594328-001		LIQUID PROPANE	\$37.26
		28600253-001		LIQUID PROPANE	\$49.40
		28602074-001	234180	LIQUID PROPANE	\$46.80
		28611355-001		LIQUID PROPANE	\$87.10
RICHLAND ACE HARDWARE		211272	234037	FLINT	\$11.92
		50989		PRIMER PAINT	\$9.75
		51145		SPRAYER	\$13.02
TRAFFIC SAFETY SUPPLY CO INC	S016882	112257	234226	FREIGHT	\$16.29
	S016882			SIGNFIX POWER TOOL, UL4000	\$2,621.22



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$80.45
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$25.89
STREETS MAINTENANCE TOTAL ****					\$8,119.69
CITY STREETS Total ***					\$8,119.69
FUND 112	INDUSTRIAL DEVELOPMENT FUND				
Division:	305	ECONOMIC DEVELOPMENT			
BANK OF AMERICA		TXN00026609	234251	BEST NAME BADGES - 2016 ICSC N	\$33.09
		TXN00026670		VENEZIA RISTORANTE - KJENSEN Z	\$38.17
		TXN00026719		ALASKA AIR - NZRATKAI ICSC 20	\$315.20
		TXN00026887		DELTA AIR 0067771676981 - Pu	\$225.20
		TXN00026960		GOTPRINT.COM-5.5X8.5-PSTCDS	\$80.10
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$828.06
FETROW, KIMBERLY DBA		1191	234168	PHOTOGRAPHY-ECO DEV MARKETING	\$162.90
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$28.56
ECONOMIC DEVELOPMENT TOTAL ****					\$1,711.28
Division:	306	ECONOMIC DEVELOPMENT PROJECTS			
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$58.76
JUB ENGINEERS INC	P056376	100544	234008	STEPTOE-TAPTEAL INTERSECTION-S	\$3,157.00
ECONOMIC DEVELOPMENT PROJECTS TOTAL ****					\$3,215.76
INDUSTRIAL DEVELOPMENT FUND Total ***					\$4,927.04
FUND 117	CRIMINAL JUSTICE SALES TAX				
Division:	131	CJST POLICE ACTIVITY			
BANK OF AMERICA		TXN00026570	234251	RAVEN CONCEALMENT/HOLSTER	\$119.92
		TXN00026757		DELTA AIR -CROSKREY 16-219	\$225.20
		TXN00026791		PALACE ADV ROOM DEP - CROSKREY	\$72.80
DAY MANAGEMENT CORPORATION DBA	P056488	184680	234154	SHIPPING	\$6.52
	P056488			MOTOROLA STUBBY REPLACEMENT	\$91.22
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$56.95
PUBLIC SAFETY TESTING INC		2016-6727	234208	1ST QTR 2016 SUBSCRIPTION FEES	\$412.50
CJST POLICE ACTIVITY TOTAL ****					\$985.11
CRIMINAL JUSTICE SALES TAX Total ***					\$985.11
FUND 153	COMMUNITY DEV BLOCK GRANT				
Division:	308	CDBG PROGRAM			
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$6.47
				PHONE CHARGES 4/23-5/22/16	\$6.76
CDBG PROGRAM TOTAL ****					\$13.23



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
COMMUNITY DEV BLOCK GRANT Total ***					\$13.23
FUND 154	HOME FUND				
Division:	309	HOME PROGRAM			
TRI CITY TITLE & ESCROW		16-04	234228	DPA RACHINSKI/357 COTTONWOOD	\$10,000.00
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$6.76
HOME PROGRAM TOTAL ****					\$10,006.76
HOME FUND Total ***					\$10,006.76
FUND 301	STREETS CAPITAL CONSTRUCTION				
Division:	402	ARTERIAL STREETS			
BANK OF AMERICA		TXN00026503	234251	ZTOONE COM-MATTE BK	\$183.79
BERGER ABAM ENGINEERS INC	S054546	314526	233952	DUPORTAIL BRIDGE -	\$39,285.10
CASCADE SIGNAL CORPORATION	P056473	3856	234137	FREIGHT	\$487.82
	P056473			CABINET, 16 POS MSX Type 316 S	\$10,100.00
	P056473			SALES TAX @ 8.6%	\$910.55
CORWIN COMPANY, INC DBA	S016849	187136-3	233969	DETECTABLE WARNING PANELS, 2'	\$10,124.24
F & AO, USAED, WALLA WALLA	P056539	927981	234163	DUPORTAIL BRIDGE - EASEMENT &	\$5,000.00
FINANCIAL CONSULTING SOLUTION GROUP	P056415	2513-21604041	233983	DUPORTAIL BRIDGE-TIGER GRANT	\$18,732.67
JUB ENGINEERS INC	P055996	100510	234008	GWW - I-182 ACCESS STUDY -	\$1,112.61
ARTERIAL STREETS TOTAL ****					\$85,936.78
STREETS CAPITAL CONSTRUCTION Total ***					\$85,936.78
FUND 380	PARK PROJECT CONSTRUCTION				
Division:	337	PARKS & REC PROJECTS			
BANK OF AMERICA		TXN00026512	234251	THE HOME DEPOT #4746 - black v	\$48.72
		TXN00026519		THE HOME DEPOT #4746 - mop buc	\$470.85
		TXN00026550		CARROT TOP INDUSTRIES INC - fl	\$342.21
		TXN00026602		SUNWEST SPORTSWEAR - apparel f	\$762.22
		TXN00026641		BUDS AND BLOSSOMS TOO LL - dec	\$39.10
		TXN00026642		SQ EMERALD OF SIAM - stage op	\$66.00
		TXN00026653		FRED-MEYER #0286 - supplies fo	\$66.39
		TXN00026697		ULINE SHIP SUPPLIES - janito	\$176.70
		TXN00026732		WAL-MART #3261 - antenna, coax	\$28.15
		TXN00026754		TOWNSQ MEDIA PASCO - live remo	\$420.00
		TXN00026878		SUNWEST SPORTSWEAR - Apparel	\$76.73
DAVID W HARVEY	P056337	NCRS 2016-2	233972	MOD 1- ADDITIONAL SERVICES	\$1,835.00
DESERT GREEN TURF INC	P056526	7561	233975	PURCHASE & INSTALL SOD FOR FIE	\$5,002.68
		7580	234309	1000 SQ FT OF RB	\$301.50
DGR GRANT CONSTRUCTION INC	P055841	C73-15/PYMT 7	233977	C/O #3- CAT6 CABLE UPGRADE, PA	\$38,848.03



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
DGR GRANT CONSTRUCTION INC	P055841	C73-15/PYMT 8	233977	C/O #1- MODIFICATIONS TO IRRIG	\$5,939.54
	P055841			C/O #2 ADDITIONAL CONCRETE &	\$24,133.49
GRAINGER	S016907	9091175019	234177	TRAY CABLE ITEM #4A648	\$225.70
INLAND ASPHALT CO	P056437	32-356201	234184	CONTRACT TO PAVE THE PARKING L	\$35,539.41
SHANNON & WILSON INC	P056434	8024	234387	CONSULTANT AGREEMENT FOR SHORE	\$2,012.50
STONEWAY ELECTRIC SUPPLY		S101599155.001	234220	STEEL-CITY RS11	\$1.12
		S101599837.001		ARLINTON 357	\$0.89
TRI CITY SIGN & BARRICADE		8095	234403	PARKING BUMPERS W/PINS	\$196.57
PARKS & REC PROJECTS TOTAL ****					\$116,533.50
PARK PROJECT CONSTRUCTION Total ***					\$116,533.50
FUND 401	ELECTRIC UTILITY FUND				
Division:	000				
ANIXTER INC	P056402	3171244-00	233947	PADLOCK EQUIPMENT FARGO GM-322	\$1,277.14
	P056402	3171244-01		GUARD, ANIMAL-SQUIRREL,BIRD	\$229.04
	P056402	3171244-02	234121	INHIBITOR DE-OX, OXIDE INHIBIT	\$74.28
	P056493	3195675-00	233947	CLAMP WEDGE 1/0-4 ACSR SERVICE	\$221.54
APOLLO SHEET METAL INC		260055-161440	234067	1530 DESERT SPRINGS-REBATE-HP	\$1,000.00
BANK OF AMERICA		TXN00026631	234251	DIGIKEY CORP/E STOCK ITEMS	\$178.92
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	P056405	3627-559568	234148	TAPE SCOTCH 13 SEMI-CONDUCTING	\$103.17
	P056405			ROPE HAND LINE, 3/8", POLY/DAC	\$144.66
	P056405			ROPE HAND LINE, 1/2", POLY/DAC	\$228.06
	P056445	3627-560464	233968	METER, SOCKET 13 TERM BLANK HUB	\$3,536.02
	P056445			METER, SOCKET 6 TERM, CT RATED,	\$1,132.48
CORAL SALES COMPANY	P056507	INV-B057399	234149	POLE SKIRT, 10"-15" BCD	\$182.45
	P056507			COUPLING BREAKAWAY, POLE SAFE	\$1,124.01
GENERAL PACIFIC INC	P056418	1254910	233986	T-BODY BASIC ELBOW WITH STUD	\$14,595.84
	P056418			T-BODY TAP PLUG HUBBEL 615ETP	\$13,584.23
	P056418			INSULATED PROTECTIVE CAP 200A	\$9,985.77
	P056418			T-BODY BASIC CONNECTING PLUG	\$5,948.57
	P056418			T-BODY BASIC INSULATING PLUG,	\$4,148.52
	P056418			T-BODY CONDUCTOR CONTACT	\$1,840.77
	P056418			T-BODY CABLE ADAPTER, 750MCM	\$1,625.74
	P056418			TERM, 1/0 STEM CONNECTOR	\$266.07
	P056418	1256007	234174	LOADBREAK BUSHING INSERT XFMR	\$478.27
M CAMPBELL & COMPANY INC		70710	234094	109 CALIENTE SANDS-REBATE-HP	\$1,000.00
PACIFIC STRAPPING INC	P056535	29092	234202	CABLE PULLING TAPE	\$1,585.56
REXEL INC DBA	P056404	J240012	234036	TIE, CABLE, 11" MIN, HVY DUTY	\$40.14
STONEWAY ELECTRIC SUPPLY	P056375	S101571845.001	234391	CLAMP, PIPE 3IN RIGID UNISTRUT	\$203.30
	P056375	S101571845.002		CORD CAP STRAIGHT, 15A, 125V,	\$52.89
	P056375	S101571845.003		CLAMP, PIPE 6IN RIGID UNISTRUT	\$305.60



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
STONEWAY ELECTRIC SUPPLY	P056375	S101571845.004	234391	CLAMP, PIPE 3IN RIGID UNISTRUT	\$50.82
TOTAL ****					\$65,143.86
Division:	501	BUSINESS SERVICES			
BANK OF AMERICA		TXN00026561	234251	UNITED WAY-LIVE UNITED_SE	\$20.00
		TXN00026562		AMAZON.COM AMZN.COM/BILL - LAP	\$45.46
		TXN00026608		AMAZON.COM LAPTOP COMPUTER CA	\$48.12
		TXN00026792		GOTOCITRIX.COM - GO TO MEETING	\$20.64
		TXN00026803		STRBCKS-COFFEE LINEMAN	\$32.47
		TXN00026820		WAL-MART - CHILI CONTEST TROPH	\$14.70
		TXN00026842		VARIDESK-GILL	\$495.00
		TXN00026860		STAPLES - PAPER STOCK ES	\$53.21
		TXN00026881		DELL-22 MONITOR	\$329.85
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$610.13
		160-76 WHITNEY	234140	16-076 UTILITYFORUM/WHITNEY	\$146.00
		16-103 SENG	233963	16-103 ENRGY EFF CONF	\$670.62
		16-177 SENG	234140	16-177 BPA MTNG SENG	\$501.26
		16-178 LARKIN	233963	16-178 NEMS MTG/LARKIN	\$403.14
		16-211 HAMMOND	234140	16-211 PPC/NRU/HAMMOND/0503	\$437.14
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$17.26
SENGER, DAWN M		16-177 SENG	234216	16-177 BPA MTNG SENG	\$25.00
UNITED PARCEL SERVICE	S016916	000986641206	234230	GROUND PKG TO ALTEC FOR POWER	\$13.31
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$131.02
WATER SOLUTIONS INC		13359	234236	3 WTR MACHINES - MAY 2016	\$30.97
WORKSPACE DEVELOPMENT LLC DBA	P056225	560066	234239	DESK AND ASSEMBLY PER CONTRACT	\$11,738.52
	P056225	560066 CREDIT		CREDIT ON OVERCHARGE ON LABOR	(\$8,940.50)
XEROX CORPORATION		084490087	234415	W7855 BASE CHRG/PRINTS-APR	\$93.37
	P056113	084490088	234241	XEROX LEASES FOR 2016:	\$317.77
	P056113	084490089		XEROX LEASES FOR 2016:	\$330.75
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$55.88
				PHONE CHARGES 4/23-5/22/16	\$124.97
				PHONE CHARGES 4/23-5/22/16	\$107.14
				PHONE CHARGES 4/23-5/22/16	\$130.73
				PHONE CHARGES 4/23-5/22/16	\$57.04
BUSINESS SERVICES TOTAL ****					\$8,060.97
Division:	502	ELECTRICAL ENGINEERING			
BANK OF AMERICA		TXN00026545	234251	OFFICE DEPOT #1078 - POST-IT T	\$3.32
		TXN00026576		STAPLES - ADHESIVE SPRAY	\$25.94
		TXN00026730		BENTON CO AUDITOR - ELECT RECO	\$628.00
		TXN00026874		STAPLES - PLOTTER 4 PRINTHEADS	\$739.59
		TXN00026961		BENTON CO AUDITOR - ELECT RECO	\$159.90



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
GEODIGITAL INTERNATIONAL CORP	P056530	GDS23149	234175	SOFTWARE SUPPORT, GEODIGITAL S	\$9,294.00
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$159.22
ELECTRICAL ENGINEERING TOTAL****					\$11,009.97
Division:	503	POWER OPERATIONS			
AMERICAN ROCK PRODUCTS INC	P056541	265008	233946	5/8" MINUS TOP COURSE 6, INVOI	\$133.95
	P056541	265188		5/8" MINUS TOP COURSE 6, INVOI	\$68.96
	P056541	268503		MIXER DELIVERY FEE PRIMARY	\$190.05
	P056541			5/8" MINUS ROCK WITH MIXER	\$97.31
	P056541	269320		MIXER DELIVERY FEE PRIMARY	\$190.05
	P056541			5/8" MINUS ROCK WITH MIXER	\$109.47
ANIXTER INC	S016819	3163425-00	234122	CAPACITOR FUSE #FA5J30	\$819.39
	S016836	3171086	233947	CHANCE BUSHING ADAPTERS #T403-	\$321.08
BANK OF AMERICA		TXN00026540	234251	HOME DEPOT/BITS,WASHERS,SCREWS	\$64.86
		TXN00026592		HOME DEPOT-DEWALT RECIP SAW	\$107.51
		TXN00026594		HOME DEPOT-Credit DEWALT RECIP	(\$107.51)
		TXN00026618		ALTEC-STRIP-N-COIL	\$97.79
		TXN00026620		RADIOSHACK-CAR CHARGER	\$32.57
		TXN00026633		TARGET-PHNE CHRGR DISPATCH	\$27.14
		TXN00026656		HOME DEPOT/SHEETING	\$108.44
		TXN00026691		GRIGGS ACE-LANDSCAPE BARK	\$17.35
		TXN00026695		HI-LINE-INSERT TOOL	\$177.62
		TXN00026707		GRIGGS ACE-LANDSCAPING BARK	\$26.03
		TXN00026748		WAL-MART-FORKS, SPNS	\$11.38
		TXN00026797		BOBS-CO B160029	\$110.00
		TXN00026856		AMAZON-HK PORTER BOLT CUTTERS	\$97.40
		TXN00026872		SHARIS-CO B160032	\$110.86
		TXN00026917		AMAZON - TONER CARTRIDGE	\$261.00
		TXN00026942		AMAZON -- TONER CARTRIDGES	\$543.42
		TXN00026965		FORESTRY SUPPLIERS/WASP SPRAY	\$409.81
BEAVER BARK & ROCK		743601	233950	CONCRETE	\$162.88
BENTON PUD		01/16-4419818251	233951	FLAGGING CARDS OPS	\$291.20
	P056119	04/16 4419818251		SAFETY TRAINING: JAN-APR, 2017	\$2,906.68
	P056121	04/16-5743127752	234287	PRE-NOTIFICATION SERVICES FOR	\$1,702.20
	P056119	05/16-4419818251		SAFETY TRAINING: JAN-APR, 2017	\$2,906.68
BOYD'S TREE SERVICE LLC	P056239	4531	233953	TREE PRUNING SERVICE FROM	\$7,267.88
	P056239	4534	234130	TREE PRUNING SERVICE FROM	\$6,871.25
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$145.79
				CITY UTILITY BILLS/APRIL 2016	\$2,415.78
FASTENAL COMPANY		WARIC55934	233980	SAFETY GLASSES	\$36.09
		WARIC55935		SAFETY GLASSES	\$26.90
		WARIC56087		SAFETY GLASSES	\$40.64



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
FASTENAL COMPANY		WARIC56089	233980	SAFETY GLASSES	\$38.47
		WARIC56127		SAFETY GLASSES	\$40.64
		WARIC56128		SAFETY GLASSES	\$81.28
		WARIC56142		RETURN SAFETY GLASSES	(\$40.64)
		WARIC56159		SAFETY GLASSES	\$40.64
		WARIC56222		SAFETY GLASSES	\$40.64
		WARIC56252		SAFETY GLASSES	\$36.13
		WARIC56253		2 SAFETY GLASSES	\$72.26
		WARIC56254		2 SAFETY GLASSES	\$76.94
		WARIC56255		SAFETY GLASSES	\$40.64
		WARIC56268		SAFETY GLASSES	\$32.61
		WARIC56269		SAFETY GLASSES	\$40.64
		WARIC56332		SAFETY GLASSES	\$32.61
		WARIC56357		2 SAFETY GLASSES	\$78.17
		WARIC56364		SAFETY GLASSES	\$36.09
		WARIC56398		SAFETY GLASSES	\$20.37
		WARIC56399		SAFETY GLASSES	\$36.13
GENERAL PACIFIC INC	S016860	1255727	233986	REPLACEMENT ROD FOR CONDUX DUC	\$1,442.21
GRAINGER	S016907	9094783181	234177	ALIGATOR CLIP ITEM #13M339	\$131.69
HI-LINE HOLDING COMPANY LLC DBA	S016889	10008766	234181	SHIPPING	\$23.32
	S016889			ONE HAND RATCHET CUTTERS #HL60	\$126.28
	S016889			HK PORTER BOLT CUTTERS 24" #01	\$128.35
	S016889			SCORER REPLACEMENT BLADES #167	\$164.25
PARADISE BOTTLED WATER CO		0316-POWER OPS	234028	BOTTLED WATER-MARCH	\$50.80
RICHLAND ACE HARDWARE		50698	234037	TOOLBOX	\$17.50
STONEWAY ELECTRIC SUPPLY		S101597250.001	234046	PVC PIPE, ADAPTRS	\$9.33
TYNDALE ENTERPRISES INC	P056096	1062222	234055	FIRE RETARDANT CLOTHING-2016	\$894.66
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$434.55
POWER OPERATIONS TOTAL ****					\$32,926.46
Division:	504	SYSTEMS DIVISION			
ALLAN ELECTRIC INC		39343	233944	RPLC MTR BASE-3432 BEARDSLEY	\$1,105.15
BANK OF AMERICA		TXN00026593	234251	HOME DEP-BATTERY CLIPS MPP	\$32.16
		TXN00026933		OFFICE DEPOT #962 - TAPE FOR M	\$35.78
		TXN00026938		WAL-MART #3261 - CARD	\$2.68
		TXN00026947		STAPLES 00108480 - MAGNE	\$3.25
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$1,526.33
STONEWAY ELECTRIC SUPPLY		S101611049.001	234220	SELF-TEST GFCI	\$13.58
UTILITIES UNDERGROUND LOCATION CENTER		6040194	234231	UTILITIES LOCATE SERVICE	\$247.68
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$325.43
SYSTEMS DIVISION TOTAL ****					\$3,292.04



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
Division: 505 ENERGY POLICY MGMT					
AMERICOOOL HEATING AND A/C LLC		1236-1417	234248	REVISED REBATE APPLICATION	\$1,000.00
BENTON COUNTY AUDITOR/WEATHERWISE	P056547	181120 RELEASE	234126	M AGUIRRE-RELEASE LIEN; AC# 18	\$73.00
	P056547	212900 RELEASE		K STRONG-LIEN RELEASE; AC# 212	\$73.00
	P056547	621080 RELEASE		D VARGO-RELEASE LIEN; AC# 6210	\$73.00
BUILDER SERVICES GROUP DBA		00552663726	233954	621 SMITH-REBATE-INSULATION	\$534.30
CITY OF RICHLAND		132240	233964	607 JEFFERSON-REBATE-HP	\$1,000.00
		260055-161440		1530 DESERT SPR-REBATE-HP	\$1,000.00
		651280	234298	1914 POPLAR-REBATE-HP	\$1,000.00
		70710	233964	109 CALIENTE SANDS-REBATE-HP	\$1,000.00
		825480	234298	126 ORCHARD-REBATE-HP/WIN	\$1,763.50
		911250	233964	151 OREGON-REBATE-HP	\$1,000.00
CLEARRESULT CONSULTING	P056192	085930-	233965	DUCTLESS HEAT PUMP PROGRAM	\$160.00
DAYCO HEATING & AIR		48183	234155	300 COL PT #j142-REBATE-HP	\$1,000.00
DELTA HEATING & COOLING INC		24204	233974	1311 COTTONWOOD-REBATE-HP	\$1,000.00
		24206		1726 HOWELL-REBATE-HP	\$1,000.00
		24208		1305 COTTONWOOD-REBATE-HP	\$1,000.00
	P056466	24228	234156	EE LOAN: P SANCHEZ, 1914 POPLA	\$7,819.20
		24255		1322 BIRCH-REBATE-HP	\$1,000.00
		24256		1026 WINSLOW-REBATE-HP	\$1,000.00
EES CONSULTING	P055329	32211	234313	POWER RESOURCE PLANNING CONSUL	\$3,850.00
EFFICIENCY SOLUTIONS LLC	P056123	4-16	234157	COMMERCIAL ENERGY EFFICIENCY	\$4,333.50
ELECTRICAL SOLUTIONS LLC		09ES-11128-FY2016	234158	890 STEVENS/140 GAGE-REBATE-CO	\$3,301.00
GLASS NOOK INC	P056357	71660	234326	EE LOAN: L STEVENS, 1118 MCMUR	\$10,218.15
		72003	233987	329 SHERMAN-REBATE-WINDOWS	\$2,115.94
IWI INC	P056483	82547	234335	EE LOAN: R PYLE, 1907 HOWELL -	\$1,688.50
JACOBS & RHODES INC	P056460	36059	233999	EE LOAN: G SILVERNAIL, 120 THA	\$12,814.80
		36094		2003 ORCHARD WY-REBATE-HP	\$1,000.00
M CAMPBELL & COMPANY INC		64859	234192	111 PATTON-REBATE-HP	\$1,000.00
	P056456	69575	234352	EE LOAN: J BINGHAM, 1631 DAVIS	\$13,141.69
		71147	234014	28 TRAVIS LN-REBATE-HP	\$1,000.00
NEW BEGINNINGS THRIFT STORE		09ES-11128-FY2016	234024	1010 LEE-REBATE-COMM LIGHTING	\$2,720.00
PERFECTION GLASS		9939646966	234030	2007 GEO WA WAY-REATE-WINDOWS	\$222.42
		9939647895		2500 GW WAY APT PH3-REBATE-WIN	\$6,946.50
	P056314	9939647925		EE LOAN: T SCHOENWALD, 2300	\$8,819.41
PORT OF BENTON		09ES-11128-FY2016	234207	3100 GEO WAY -REBATE-COMM LIGH	\$4,805.00
SMITH INSULATION INC		13610-COFR	234043	2314 SWIFT-REBATE-WIN	\$372.24
	P056387	13633	234217	EE LOAN: J VANCE, 126 ORCHARD	\$7,321.54
		13638-COR		801 WILLARD-REBATE-INSULATION	\$582.40
TOTAL ENERGY MANAGEMENT INC	P056408	55144LOAN	234051	EE LOAN: J KANDLE, 151 OREGON	\$11,757.04
TRANS UNION LLC		04602607	234227	CREDIT REPORT-BALLI/JUAN/ADELA	\$17.12



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
ENERGY POLICY MGMT TOTAL ****					\$120,523.25
Division:	506	TECHNICAL SERVICES			
BANK OF AMERICA		TXN00026782	234251	SUSPA-GAS SPRING	\$42.34
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$1,236.33
GTP INVESTMENTS LLC	P056199	402917433-02/16	234081	BADGER MOUNTAIN LEASE FOR CITY	\$625.00
	P056199	402917433-03/16	233988	BADGER MOUNTAIN LEASE FOR CITY	\$625.00
	P056199	402917433-04/16	234080	BADGER MOUNTAIN LEASE FOR CITY	\$625.00
STONEWAY ELECTRIC SUPPLY		S101611587.001	234220	OUTBACK JOEY	\$22.79
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$197.69
TECHNICAL SERVICES TOTAL ****					\$3,374.15
ELECTRIC UTILITY FUND Total ***					\$244,330.70
FUND	402	WATER UTILITY FUND			
Division:	000				
ACCELERATED CONSTRUCTION & EXCAVATING LLC		C183-14/RETAINAGE	234116	183-14 RELEASE RETAINAGE	\$5,356.77
HD FOWLER COMPANY INC		C384900	233991	RETURN BOXES	(\$3,222.00)
	P056353	I4164308		FREIGHT	\$16.29
	P056353			VALVE BOX BOTTOM, 30" SLIP	\$943.19
	P056353			TYLER BOX 18" TOP SECTION WITH	\$808.27
	P056353			TYLER BOX 27" BOTTOM, 6500	\$713.18
	P056353			TYLER BOX 16" EXTENSION, 6500	\$248.26
	P056353			TYLER BOX LID, 6500 SERIES,	\$23.46
	P056353			VALVE BOX TOP, 16" SLIP STYLE,	\$1,516.41
	P056353			VALVE BOX BOTTOM, 36" SLIP	\$153.30
		I4178407		HW BOY MSHI BLACK	\$286.40
		I4178592		HW BOY MSHI BLACK	\$2,935.60
	P056380	I4187562	234179	ANGLE BALL METER VALVE 1",	\$917.13
UNASSIGNED TOTAL ****					\$10,696.26
Division:	410	WATER CAPITAL PROJECTS			
BANK OF AMERICA		TXN00026837	234251	HOME DEPOT - SCREWS, FAN, STUD	\$77.48
FASTENAL COMPANY		WARIC56476	233980	METER EXCHANGE BOLTS	\$37.41
		WARIC56612	234165	METER EXCHANGE BOLTS	\$73.85
		WARIC56684		METER EXCHANGE BOLTS	\$18.27
HD SUPPLY WATERWORKS LTD		F339725	233992	36" CC PIPE REPLACEMENT	\$78.28
		F414295		RETURN 36" CC PIPE RPLCMNT	(\$65.94)
STONEWAY ELECTRIC SUPPLY		S101604583.001	234046	CHLORINE BLDG COOLING PARTS	\$38.86
		S101615694.001	234220	CHLORINE BLDG COOLING PARTS	\$13.74
		S101615725.001		CHLORINE BLDG COOLING PARTS	\$2.94
WATER CAPITAL PROJECTS TOTAL ****					\$274.89



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
Division: 412 WATER OPERATIONS					
BANK OF AMERICA		TXN00026508	234251	NOVA TECH - CHLORINE TEST KIT	\$125.78
				NOVA TECH - SHIPPING CHARGES	\$17.29
		TXN00026511		AGM ELECTRONICS/DUAL ISOLATORS	\$728.00
				AGM ELECTRONICS/OVERNIGHT FREI	\$71.94
		TXN00026577		PAYPAL - FAX TONER - WQ	\$42.30
		TXN00026819		TOTAL CONTROL IND/CONTACT BLOC	\$279.96
				TOTAL CONTROL IND/FREIGHT	\$65.67
		TXN00026821		POLLARDWATER - PROCAL KIT	\$436.57
				POLLARDWATER - SHIPPING CHARGE	\$15.69
		TXN00026901		ULINE - EYE WASH	\$299.74
				ULINE - SHIPPING CHARGES	\$22.11
		TXN00026920		ZTOONE-WATER QUAL RPT FLYR	\$245.92
		TXN00026921		ACEHARDWARE - TIMERS	\$91.16
CASCADE NATURAL GAS CORP		04/16-2863810009	233956	NAT GAS 110 SAINT 03/18-04/18	\$10.85
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$116.50
				CITY UTILITY BILLS/APRIL 2016	\$61,340.51
GTP INVESTMENTS LLC	P056199	402917433-02/16	234081	BADGER MOUNTAIN LEASE FOR CITY	\$525.00
	P056199	402917433-03/16	233988	BADGER MOUNTAIN LEASE FOR CITY	\$525.00
	P056199	402917433-04/16	234080	BADGER MOUNTAIN LEASE FOR CITY	\$525.00
HACH COMPANY		9894510	233989	DPD FREE AGENT ACCUVAC	\$180.36
		9894516		DPD FREE AGENT ACCUVAC	\$104.98
LAB/COR INC		160395-2690	234189	WATER SAMPLES	\$575.00
PICARD CORPORATION	S016908	T409542	234205	FREIGHT / DELIVERY CHARGES	\$1,755.19
	S016908			BULK, SODIUM CHLORIDE (NACL)	\$989.81
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$16.84
RICHLAND ACE HARDWARE		51086	234037	VEH CLEANING SUPPLIES	\$35.79
SENSKE LAWN & TREE CARE INC		6964251	234042	WTP PEST CONTROL	\$543.00
		6964255		UV PEST CONTROL	\$97.69
		6967888		INTAKE PEST CONTROL	\$97.69
STEEBER'S LOCK SERVICE		661946	234044	DUPLICATE KEYS	\$16.22
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$125.40
XEROX CORPORATION		084490106	234415	W7225 BASE CHR/PRINTS-APR	\$128.22
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$65.41
WATER OPERATIONS TOTAL****					\$70,216.59
Division: 413 WATER MAINTENANCE					
BANK OF AMERICA		TXN00026538	234251	OFFICE DEPOT - TONER	\$173.26
		TXN00026700		HOME DEPOT - PLASTIC TOTE	\$9.74
		TXN00026726		HOME DEPOT - VEG KILLER	\$146.70
		TXN00026746		PAYPAL - HOOKS FOR GUILLOTINE	\$182.96



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00026860	234251	STAPLES - PAPER STOCK PW	\$17.89
BEAVER BARK & ROCK		741035	233950	SOD	\$161.27
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$21,764.46
				CITY UTILITY BILLS/APRIL 2016	\$470.66
				CITY UTILITY BILLS/APRIL 2016	\$245.90
				CITY UTILITY BILLS/APRIL 2016	\$868.78
				CITY UTILITY BILLS/APRIL 2016	\$54.34
				CITY UTILITY BILLS/APRIL 2016	\$252.63
				CITY UTILITY BILLS/APRIL 2016	\$67.41
				CITY UTILITY BILLS/APRIL 2016	\$66.83
COLUMBIA GRAIN & FEED INC		141330	233966	CUT OFF SAW FILTER	\$18.99
FASTENAL COMPANY		WARIC56250	233980	BOLTS	\$70.05
		WARIC56395		BOLTS	\$23.76
		WARIC56712	234165	SAFETY GLASSES	\$54.18
GRAINGER	S016907	1261240052	234177	CORDLESS IMPACT WRENCH ITEM #3	\$3,981.50
	S016907	9092234245		STD CAP FILTER ITEM #2W239	\$121.57
	S016907	9093239201		SEAL PUMP SHAFT ITEM #5NC12	\$61.25
HD FOWLER COMPANY INC		I4189424	233991	4' MJ PARTS/GASKETS	\$525.77
		I4189521		4' DI PIPE	\$399.36
KENNEWICK INDUSTRIAL & ELECTRICAL SUPPLY		90564	234011	PVC ADAPTER	\$24.22
PRO BUILD COMPANY LLC		1198511	234033	WOOD STAKES	\$62.97
RICHLAND ACE HARDWARE		211233	234037	AMMO CAN	\$19.54
		211292		TORPEDO LEVEL	\$18.19
		50031		PAINT	\$16.27
		50964		TACKLE BOX	\$11.94
		50976		CAULK/TAPE/ROLLER/SANDPAPER	\$41.07
		51015		GATE VALVE/BUSHING/ADAPTER	\$21.79
		51038		CAULK/TAPE/ROLLER/SANDPAPER	\$85.64
		51061		SPRAYER/UTILITY POST	\$15.50
		51065		SEALER-WTP	\$10.84
		51102		PAINT/CAULK-WTP	\$23.29
		51129		CAULK-WTP	\$24.91
		51140		CAULK-WTP	\$36.88
SENSKE LAWN & TREE CARE INC		6967884	234042	HR INTAKE PEST CONTROL	\$97.69
TACOMA SCREW PRODUCTS INC		22142589	234047	SOCKET/SLINGS	\$42.42
THE SHERWIN WILLIAMS CO		5339-0	234050	PAINT/SUPPLIES	\$102.97
		8416-4		PAINT/SUPPLIES	\$126.89
TRI CITIES BATTERY & AUTO REPAIR		110792	234052	BATTERY/HR RES FLOW MTR	\$14.40
TWIN CITY METALS INC		93247	234054	40' 1/2" ROUND	\$17.42
UTILITIES UNDERGROUND LOCATION CENTER		6040194	234231	UTILITIES LOCATE SERVICE	\$41.28
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$196.81



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
XEROX CORPORATION		084490087	234415	W7855 BASE CHRG/PRINTS-APR	\$89.85
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$20.54
WATER MAINTENANCE TOTAL ****					\$30,902.58
WATER UTILITY FUND Total ***					\$112,090.32
FUND 403	WASTEWATER UTILITY FUND				
Division:	421	SEWER CAPITAL PROJECTS			
CENTRAL HOSE & FITTINGS INC		433269	234139	HOSE/FITTINGS/GAUGES	\$1,419.41
COAST CRANE COMPANY		DI/074661	234299	RENT 1195 BOOM TRUCK	\$3,350.55
FISHER SCIENTIFIC COMPANY, LLC	P056492	2384275	234169	LABORATORY GLASSWARE WASHER-	\$9,151.37
	P056492			LABSOLUTION DETERGENT 27.5 LBS	\$251.44
	P056492			LABSOLUTIONS NEUT ACID 34 OZ,	\$49.85
	P056492			PLAST GLASSWARE HOLDER, ITEM	\$78.06
	P056492			UPPER RACK INCLUDES SLIDES, IT	\$727.13
	P056492			PIPET INSERT HOLDS 16 PIPETS,	\$447.70
	P056492			LOWER RACK FOR STEAMSCRUBBERS,	\$357.28
JUB ENGINEERS INC	P053972	100307	234008	WASTEWATER GENERAL PLAN - C77-	\$242.09
	P053972			MOD. #3 ADDITIONAL HYDRAULIC	\$647.51
PARAMOUNT SUPPLY COMPANY		343297	234204	VALVE/NIPPLE/FLANGE-SOLIDS	\$379.79
		347041		BALL VALVE 2" SS	\$185.71
SUNBELT RENTALS INC		59534834-001	234392	135' STR MANLIFT RENT	\$5,088.70
SEWER CAPITAL PROJECTS TOTAL ****					\$22,376.59
Division:	422	SEWER OPERATIONS			
ALS GROUP USA CORP DBA	P056350	51-338997-0	234119	WATER- 1631E TOTAL MERCURY	\$60.00
	P056350			WATER- 624 VOLATILE ORGANIC CO	\$400.00
	P056350			WATER- 625 SEMIVOL. ORGANIC CO	\$215.00
	P056350			WATER- OIL & GREASE TOTAL HEM	\$200.00
	P056350			WATER- 200.8 TRACE ELEMENTS	\$130.00
	P056350			UNITECH 3-15-16 SAMPLING EVENT	\$60.00
	P056350			WATER- BOD (5 DAY) EPA 405.1	\$48.00
	P056350			WATER- 420.1 PHENOLICS	\$45.00
	P056350			WATER- 335.4 TOTAL CYANIDE	\$40.00
	P056350			WATER- AMMONIA-N EPA 350.1/350	\$25.00
	P056350			WATER- TSS EPA 160.2	\$18.00
	P056350			WATER- 608 ORGANOCHLOR. PEST./	\$160.00
	P056379	51-339007-0		WATER- 625 SEMIVOL. ORGANIC CO	\$215.00
	P056379			WATER- AMMONIA-N EPA 350.1/350	\$25.00
	P056379			WATER- 335.4 TOTAL CYANIDE	\$40.00
	P056379			WATER- 420.1 PHENOLICS	\$45.00
	P056379			WATER- BOD (5 DAY) EPA 405.1	\$48.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
ALS GROUP USA CORP DBA	P056379	51-339007-0	234119	WATER- OIL & GREASE TOTAL HEM	\$50.00
	P056379			EMSL 3-22-16 SAMPLING EVENT-	\$60.00
	P056379			WATER- 1631E TOTAL MERCURY	\$60.00
	P056379			WATER- 624 VOLATILE ORGANIC CO	\$100.00
	P056379			WATER- 200.8 TRACE ELEMENTS	\$130.00
	P056379			WATER- TSS EPA 160.2	\$18.00
	P056379			WATER- 608 ORGANOCHLOR.PEST./P	\$160.00
	P056394	51-341047-0	234246	WATER- TSS EPA 160.2	\$18.00
	P056394			WATER- 420.1 PHENOLICS	\$45.00
	P056394			WATER- BOD (5 DAY) EPA 405.1	\$48.00
	P056394			INGREDION 4-4-16 SAMPLING EVEN	\$60.00
	P056394			WATER- 1631E TOTAL MERCURY	\$60.00
	P056394			WATER- 200.8 TRACE ELEMENTS	\$130.00
	P056394			WATER- 608 ORGANOCHLOR.PEST./P	\$160.00
	P056394			WATER- OIL & GREASE TOTAL HEM	\$200.00
	P056394			WATER- 625 SEMIVOL. ORGANIC CO	\$215.00
	P056394			WATER- 624 VOLATILE ORGANIC CO	\$400.00
	P056394			WATER- AMMONIA-N EPA 350.1/350	\$25.00
	P056394			WATER- 335.4 TOTAL CYANIDE	\$40.00
BANK OF AMERICA	TXN00026506		234251	INTERNATIONAL TRANSACTION - Mg	\$0.08
	TXN00026514			STARBUCKS #10476 RICHLAND - Sr	\$32.47
	TXN00026516			ACHIEVE TRAINING CTR - Mgmt tr	\$9.95
	TXN00026523			GRIGGS ACE RICHLAND - Maint pr	\$20.38
	TXN00026532			NEWEGG-3.5MM MICROPHONE CONNEC	\$12.99
	TXN00026539			HOGENTOGLER/BENCHTOP FURNACE	\$2,266.70
	TXN00026542			WHITNEY EQUIPMENT/SOFTWARE	\$154.76
	TXN00026565			EIDUPONTTRAINING - Heat stress	\$376.20
	TXN00026573			USA BLUE BOOK - 934-ah glass f	\$327.27
	TXN00026581			STAPLES - Hand lotion and pens	\$42.14
	TXN00026582			SCHNEIDERELECTRIC-SMART UPS NW	\$1,323.72
	TXN00026583			STAPLES - Copier paper	\$36.91
	TXN00026587			WALMART.COM - Dry erase calend	\$24.57
	TXN00026600			OFFICE DEPOT #1078 - Wall pock	\$6.89
	TXN00026639			THE HOME DEPOT #4746 - Kitchen	\$95.57
	TXN00026647			COLE INDUSTRIAL INC - Boiler t	\$45.00
	TXN00026655			COLE INDUSTRIAL INC - Boiler t	\$795.00
	TXN00026667			LOWES #02344 - Components for	\$50.16
	TXN00026672			STAPLES - Indexers, Finish det	\$38.65
	TXN00026789			QUALITY LOGO PRODUCTS - Sunflo	\$348.00
	TXN00026826			RANCH & HOME KENNEWICK - Life	\$121.60
	TXN00026850			SERVER SUPPLY-HARD DRIVE	\$117.83



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00026881	234251	DELL-22 MONITOR	\$187.16
		TXN00026915		THE HOME DEPOT #4746 - Parts B	\$42.04
		TXN00026935		SPUDNUT SHOP - Pastries & donu	\$17.10
		TXN00026957		KIE SUPPLY- PLUMBING - Parts I	\$76.66
BAY VALVE SERVICE INC	P056452	63419	233949	SHIPPING	\$10.07
	P056452			DECLUTCH LEVER & HARDWARE KIT	\$547.34
CENTRAL HOSE & FITTINGS INC		431056	233957	WATER HOSE	\$622.92
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$20,300.00
COMPLETE PEST PREVENTION INC		30299	234146	WWTP PEST CONTROL SRVCS	\$190.05
		30357		WWTF RODENT/INSECT TREATMENT	\$130.32
FEDERAL EXPRESS CORP		5-385-81026	233982	COOLER RETURN INGREDION SE	\$7.92
		5-400-97816	234167	COOLER RETURN-AREVA	\$8.18
FISHER SCIENTIFIC COMPANY, LLC		0599939	234320	CREDIT-WWTF ACCUPHASTER GLASS	(\$339.86)
		1687723		WWTF PRINER CARTRIDGE	\$41.91
		2482712	234169	WWTF-FLASK DISTILL	\$336.07
		2720684	234320	WWTF GLASS PROBES	\$662.70
GRAINGER		9076465625	234177	STORAGE TANK LADDER	\$609.25
GTP INVESTMENTS LLC	P056199	402917433-02/16	234081	BADGER MOUNTAIN LEASE FOR CITY	\$525.00
	P056199	402917433-03/16	233988	BADGER MOUNTAIN LEASE FOR CITY	\$525.00
	P056199	402917433-04/16	234080	BADGER MOUNTAIN LEASE FOR CITY	\$525.00
HYCHEM INC	P056451	I0043238	233995	FREIGHT	\$868.50
	P056451			POLYMER - HYPERFLOC CE 894 - H	\$6,993.84
IRRIGATION SPECIALISTS INC		1176403-01	234334	MISC. IRRIGATION PARTS - WWTP	\$67.74
KAMAN INDUSTRIAL TECHNOLOGIES		A552242	234186	GEARBOX-DAFT TANK	\$402.62
MOON SECURITY SERVICES INC		813337	234022	WASTERWATER FIRE MONITORING	\$33.15
		817502		WASTERWATER FIRE MONITORING	\$33.15
NORCO INC		18286030	234025	SAFETY LANYARD W/CARABINER	\$195.21
		18331677		SAFETY VESTS	\$73.24
		18364034		SAFETY LANYARD W/CARABINER	\$195.21
OVIVO USA LLC	P056203	8468337	234026	SIXTY (60) - T4.0-18 MEMBRANE	\$22,084.90
OXARC INC		F33242	234027	WWTP FIRE EXT RECHARGE	\$37.04
PARADISE BOTTLED WATER CO		04/16-WASTEWATER	234203	BOTTLED WATER-APRIL	\$284.10
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$0.95
QUALITY CONTROL SERVICES INC	P056412	44461	234035	CALIBRATE ANALOG BALANCE, COC	\$95.00
	P056412			CALIBRATE MOISTURE ANALYZER, C	\$170.00
	P056412			CALIBRATE SPECTROPHOTOMETER, C	\$105.00
	P056412			CALIBRATE ANALYTICAL BALANCE,	\$95.00
RICHLAND ACE HARDWARE		51020	234037	HOSE FITTINGS-WWTP LAB	\$16.37
		51155		STORAGE BAGS-WWTP LAB	\$19.50
STONEWAY ELECTRIC SUPPLY		S101597672.002	234046	FLOODLIGHT	\$150.04
TACOMA SCREW PRODUCTS INC		22142683	234047	LAG SCREWS-AERATION BASIN#2	\$46.06



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
TACOMA SCREW PRODUCTS INC		22143055	234047	PULL RAGS/LENS CLNR/GLOVES	\$45.71
		22143360		WATER REEL	\$285.78
		22143361		FITTINGS FOR WATER REEL	\$51.13
		22143363		CENTER PULL RAGS	\$35.60
		22143755	234222	SUPPORT HANGERS/LAGS-OPS BLDG	\$22.74
		22143857		BRISTLE DISCS/NIPPLES	\$33.09
TIMKEN MOTOR AND CRANE SERVICES LLC DBA	P056211	17762	234225	FREIGHT	\$59.71
	P056211			NIDEC BRAKE MOTOR - 1.5HP 4P 3	\$3,230.85
TRAFFIC SAFETY SUPPLY CO INC	S016882	111766	234226	TRAFFIC CONE, 28" HIGH, TRIMLI	\$319.01
UNITED PARCEL SERVICE	S016904	000986641196	234056	2 NDA PKGS TO ALS FOR WWTP OPS	\$139.58
	S016904			WEIGHT CORRECTION & LARGE PKG	\$136.17
	S016916	000986641206	234230	2 NDA PKGS TO ALS FOR WWTP OPS	\$100.43
USA BLUEBOOK		923884	234057	WWTP LAB CHEMICALS	\$223.86
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$162.58
WHITNEY EQUIPMENT COMPANY INC		80652	234062	USB CABLE	\$255.56
XEROX CORPORATION		084490052	234241	W7845 BASE CHR/PRINTS-APR	\$270.16
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$105.76
SEWER OPERATIONS TOTAL ****					\$72,469.01
Division:	423	SEWER MAINTENANCE			
BANK OF AMERICA		TXN00026566	234251	Amazon-UPS Rplcmnt Battery Car	\$59.68
		TXN00026647		COLE INDUSTRIAL INC - Boiler t	\$750.00
		TXN00026727		COLUMBIA BASIN HOTSYS - Female	\$10.59
		TXN00026763		GRIGGS ACE RICHLAND - Cleaners	\$80.30
		TXN00026909		CCTV CAMERA PROS - VIDEO SPLIT	\$75.01
CENTRAL HOSE & FITTINGS INC		433582	234139	TUBING/ELBOW VEH 3255	\$9.30
		433603		TUBING/FITTING VEH 3255	\$9.20
COLUMBIA GRAIN & FEED INC		141773	234143	DIAMOND CHAIN FOR CHAINSAW	\$488.65
DYNACCO INC	P056552	152453	234311	DYNA-BUSTER PENETRATING OIL -	\$140.64
	P056552			FREIGHT	\$14.39
IRRIGATION SPECIALISTS INC		1175996-01	233998	SOLENOID FOR WWTP SPRINKLERS	\$27.15
		1176482-01		IRRIGATION CONTROLLER	\$146.44
		1176550-01		DC LATCHING SOLENOID	\$19.43
MOON SECURITY SERVICES INC		813337	234022	WASTERWATER FIRE MONITORING	\$33.15
		817502		WASTERWATER FIRE MONITORING	\$33.15
REXEL INC DBA		J116860	234212	METER BOX/NUTS/BOLTS	\$529.36
STONEMAN ELECTRIC SUPPLY		S101605436.001	234220	NIPPLE/BUSHINGS/LOCKNUTS	\$46.85
TACOMA SCREW PRODUCTS INC		22143055	234047	PULL RAGS/LENS CLNR/GLOVES	\$12.96
TRAFFIC SAFETY SUPPLY CO INC	S016882	111766	234226	TRAFFIC CONE, 28", TRIMLINE 7#	\$408.61
	S016882			FREIGHT	\$110.96
	S016882			ONE TIME SETUP FEE	\$38.01
UTILITIES UNDERGROUND LOCATION CENTER		6040194	234231	UTILITIES LOCATE SERVICE	\$41.28



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$166.75
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$1.39
SEWER MAINTENANCE TOTAL ****					\$3,253.25
WASTEWATER UTILITY FUND Total ***					\$98,098.85
FUND 404	SOLID WASTE UTILITY FUND				
Division:	000				
WASTEWORX REFUND		10279	233997	REFUND CREDIT-LANDFILL-10279	\$444.93
		11356-WW	234104	REFUND CREDIT-LANDFILL-11356	\$416.11
UNASSIGNED TOTAL ****					\$861.04
Division:	430	CAPITAL PROJECTS			
JOYCE ZIKER PARKINSON PLLC	P056540	43786	234000	LANDFILL CONTAMINATION - LEGAL	\$16,669.90
CAPITAL PROJECTS TOTAL ****					\$16,669.90
Division:	432	SOLID WASTE COLLECTION			
BANK OF AMERICA		TXN00026543	234251	DELTA AIR-WASTEXPO,M.CHIDESTER	\$225.20
		TXN00026549		DELTA AIR-WASTEXPO,K.BROWN	\$225.20
		TXN00026907		ACT MOLO 2016-M.CHIDESTER, REG	\$700.00
		TXN00026959		KRISPY KREME-STAFF MEETING	\$30.47
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$200.49
ELISABETH M GERMAIN		043016	234159	CPR/1ST AID TRNG	\$550.00
GTP INVESTMENTS LLC	P056199	402917433-02/16	234081	BADGER MOUNTAIN LEASE FOR CITY	\$312.50
	P056199	402917433-03/16	233988	BADGER MOUNTAIN LEASE FOR CITY	\$312.50
	P056199	402917433-04/16	234080	BADGER MOUNTAIN LEASE FOR CITY	\$312.50
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$150.42
RICHLAND ACE HARDWARE		51046	234037	100' INDUSTRIAL HOSES	\$162.87
ROUTEWARE INC	S016742	97382	234381	TRAVEL EXPENSES	\$1,610.22
	S016742			SERVICES- TO INCLUDE:	\$868.80
	P056044	97393		CAMERA SYSTEM FEE FOR 1 UNIT @	\$10.86
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$689.57
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$22.13
SOLID WASTE COLLECTION TOTAL ****					\$6,383.73
Division:	433	SOLID WASTE DISPOSAL			
BANK OF AMERICA		TXN00026534	234251	HOMEDPOT-SAWSALL	\$324.71
		TXN00026637		ACT MOLO 2016 -J.CARDENAS REGI	\$700.00
		TXN00026774		STAPLES - CLEANING SUPPLIES	\$88.99
		TXN00026802		Amazon.com-NITRILE GLOVES	\$7.78
		TXN00026885		SUMMIT SIGN AND SAFETY-SAFETY	\$153.49
		TXN00026888		Amazon.com -HEARING PROTECTION	\$123.56
		TXN00026908		ACT MOLO 2016 -T.REED, REGISTR	\$850.00
		TXN00026962		STAPLES -POST ITS, CLOCK, STAP	\$66.78



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$1,872.90
COYOTE RIDGE CORRECTIONS CENTER		CRCC1603-286	234304	WORK CREW MARCH 2016	\$219.44
FOLLETT, LYNNE		APRIL 2016	233984	FOLLETT-MILEAGE APRIL 2016	\$37.80
MITCHELL, FRANK			234020	MITCHELL-MILEAGE APRIL 2016	\$26.46
PARADISE BOTTLED WATER CO		04/16 LANDFILL	234367	BOTTLED WATER-APRIL	\$82.77
STEEBER'S LOCK SERVICE		472866	234044	DUP KEY FOR LANDFILL	\$5.41
		472870	234219	DUPLICATE KEYS-FRONT GATE	\$16.22
TESTAMERICA LABORATORIES INC	P056510	58094231	234048	2016 LANDFILL MONITORING - LAB	\$6,536.50
UNITED PARCEL SERVICE	S016904	000986641196	234056	GROUND PKG TO LANDTEC FOR LAND	\$16.14
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$66.34
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$45.75
SOLID WASTE DISPOSAL TOTAL ****					\$11,241.04
SOLID WASTE UTILITY FUND Total ***					\$35,155.71
FUND 405	STORMWATER UTILITY FUND				
Division:	441	STORMWATER			
BANK OF AMERICA		TXN00026758	234251	QUALITY LOGO PRODUCTS - Bass S	\$503.28
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$270.64
RICHLAND ACE HARDWARE		211219	234037	PIPE/COUPLER/CUTTER	\$37.98
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$13.67
STORMWATER TOTAL ****					\$825.57
STORMWATER UTILITY FUND Total ***					\$825.57
FUND 407	MEDICAL SERVICES FUND				
Division:	000				
AMBULANCE REFUND		2016-00043	234182	PT BILLED IN ERROR	\$127.36
UNASSIGNED TOTAL ****					\$127.36
Division:	121	AMBULANCE			
BANK OF AMERICA		TXN00026507	234251	AMAZON - QUANTUM BINS	\$44.16
		TXN00026548		AMAZON - QUANTUM BINS	\$62.16
		TXN00026569		CHARTER COMM - JAN/FEB/MAR SVC	\$145.72
		TXN00026595		AMAZON - QUANTUM DIVIDERS	\$43.52
		TXN00026814		AMAZON - QUANTUM BINS	\$62.16
CARDINAL HEALTH 411 INC		646255	234292	EPINEPHREN/GLUCAGEN	\$424.97
		772299		DEXTROSE/AMIDATE/SOLUMEDROL	\$264.67
		820319		AMIDATE/GLUCAGEN/LIDOCAINE	\$499.51
		862290		ATROPINE/QUELICIN/NAXLOXONE	\$1,102.98
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$758.96
LIFE ASSIST INC		749218	234351	PELICAN EMS EQUIPMENT CASE	\$1,107.72
PARADISE BOTTLED WATER CO		03/16-FIRE ST 71	234028	BOTTLED WATER-MARCH	\$31.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
PARADISE BOTTLED WATER CO		03/16-FIRE ST 72	234028	BOTTLED WATER-MARCH	\$17.28
		03/16-FIRE ST 73		BOTTLED WATER-MARCH	\$21.85
		03/16-FIRE ST 74		BOTTLED WATER-MARCH	\$15.75
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$127.32
PUBLIC SAFETY TESTING INC		2016-6727	234208	1ST QTR 2016 SUBSCRIPTION FEES	\$412.50
SEA WESTERN INC	P056214	191153	234215	ADJUST FOR TAX	(\$0.01)
	P056214			#BDU1951-P20 TRI-CERTIFIED PAN	\$1,824.48
	P056214			HEMMING FEES	\$59.73
	P056214			PACKING BY NAME	\$6.52
	P056214			SHIPPING	\$21.58
	P056214	191201		SHIPPING	\$11.02
	P056214			#BDU1951-P20 TRI-CERTIFIED PAN	\$912.24
SPRINT		14765881-101	234389	MONTHLY SVC CHARGES - LIFEPAKS	\$157.77
		891160522-146		RFD CELL PHONES 03/18-04/17/16	\$36.51
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$208.07
	P056579			Verizon Cell Charges 3/29-4/28	\$46.50
WALLING, JON		051016	234234	PARAMEDIC PRE-REQ REIMBURSE	\$679.72
AMBULANCE TOTAL ****					\$9,106.36
MEDICAL SERVICES FUND Total ***					\$9,233.72
FUND 408	BROADBAND FUND				
Division:	460	BROADBAND ADMINISTRATION			
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$145.27
BROADBAND ADMINISTRATION TOTAL ****					\$145.27
BROADBAND FUND Total ***					\$145.27
FUND 501	CENTRAL STORES FUND				
Division:	000				
HORIZON DISTRIBUTION INC	S016843	920567	233994	BLADE, SAWZALL 6", BI-METAL,	\$282.14
	S016843			BLADE, SAWZALL 12", BI-METAL,	\$432.34
	S016843			BLADE, SAWZALL 8", BI-METAL,	\$347.30
UNASSIGNED TOTAL ****					\$1,061.78
CENTRAL STORES FUND Total ***					\$1,061.78
FUND 502	EQUIPMENT MAINTENANCE FUND				
Division:	214	EQUIPMENT MAINTENANCE			
1ST PRIORITY DETAIL		1944	234114	REM BUILDUP VEH 3312 WO 425	\$146.61
		1945		REM BUILDUP VEH 3315 WO 425	\$146.61
		1946		REM BUILDUP VEH 3296 WO 425	\$146.61
		1947		REM BUILDUP VEH 3244 WO 425	\$146.61



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
ALTEC INDUSTRIES INC		10494307	234120	HYDRAULIC CYL VEH 3325	\$1,728.27
		10559780		TRN TBL VEH 3325 WO 42643	\$333.00
		9181058		CREDIT HYD CYL VEH3325 WO41202	(\$1,728.27)
ATOMIC AUTO BODY INC		29829	234123	TRUCK REPAIR VEH 2421 WO 42	\$1,336.55
BANK OF AMERICA		TXN00026528	234251	TRAUSCH - Credit for #4153 Mot	(\$40.02)
		TXN00026694		POLAR SVC CTR - Fire Butterfly	\$131.47
		TXN00026718		HARBOR FREIGHT -- Shop Tools	\$453.85
		TXN00026721		HARBOR FREIGHT - VEH3278 TRLR	\$87.93
		TXN00026728		AUTOZONE - VEH3268 OIL PAN SET	\$30.40
		TXN00026759		HOME DEPOT - VEH3286 Pipe	\$6.34
		TXN00026832		NORFAR.COM - VEH7107 Carb	\$339.88
		TXN00026848		ELITE POWER - VEH5029 Capacito	\$148.50
BLUE TARP FINANCIAL INC		35318769	234129	PWR INVRTR VEH 3329 WO 4271	\$437.99
BRAUN NORTHWEST INC		19322	234131	STEP CONTRL VEH 5043 WO 426	\$221.57
BRUTZMAN'S INC		0000778347	234132	TICKET HOLDER-SHOP SUPPLIES	\$18.67
		0000778367		TICKET HOLDER-SHOP SUPPLIES	\$18.67
CASCADE FIRE EQUIPMENT CORP DBA		117795	234136	GAUGE-LIGHT VEH 5036 WO 425	\$446.16
CENTRAL HOSE & FITTINGS INC		433241	234139	DIX-LOCK VEH 30 WO 42717	\$133.93
		434028		GAUGE VEH 6561 WO 42816	\$33.95
		434029		807902014 VEH 7090 WO 42583	\$292.21
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$2,964.18
COLEMAN OIL COMPANY		CL89662	234071	CARD LOCK FUEL 05/02-05/08/16	\$11,685.29
		CL90872	234302	CARD LOCK FUEL 05/09-05/15/16	\$12,772.42
COMMERCIAL TIRE INC		222683	234145	TIRE VEH 3304 WO 42659	\$131.44
		222734		WHEEL SWITCH VEH 3315 WO 42	\$65.16
		222739		TIRE DISP VEH 3281 WO 42657	\$7.50
		223299		WHEEL SWITCH VEH 3311 WO 42	\$54.30
		223300		WHEEL SWITCH VEH 3333 WO 42	\$65.16
		223472		MT/DSMT VEH 3284 WO 42747	\$91.67
		223474		WHEEL SWITCH VEH 3335 WO 42	\$65.16
		223475		WHEEL SWITCH VEH 3280 WO 42	\$16.30
		223566		MT/DSMT VEH 6594 WO 42755	\$96.74
		223567		MT/DSMT VEH 6566 WO 42754	\$85.88
		223570		FLAT RPR VEH 3335 WO 42571	\$36.92
		223571		FLAT RPR VEH 3309 WO 42749	\$45.07
		223701		TIRE DISP VEH 3292 WO 42748	\$7.50
		223704		TIRE DISP VEH 3292 WO 42748	\$7.50
		223706		TIRE VEH 3230 WO 42753	\$772.76
CONNELL OIL INC		0145693-IN	234147	LUBE PRODUCTS	\$477.24
		C144337-IN	233967	LUBE PRODUCTS	\$1,403.15
CORWIN OF PASCO LLC		380694	234151	SEAL VEH 5043 WO 42608	\$23.51



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CORWIN OF PASCO LLC		380704	234151	BOLTS VEH 5043 WO 42608	\$16.03
		605707		FULL DETAIL VEH 1381 WO 426	\$217.20
		605726		LEAK RPR VEH 2431 WO 42721	\$8.91
		CM380704	233970	RETURN BOLTS VEH 5043	(\$11.16)
DAY MANAGEMENT CORPORATION DBA		411181	234153	RPLC SNAP VEH 5043 WO 4260	\$119.46
FAST SIGNS		139-53080	234164	VEH NMBRS VEH 2457 WO 42636	\$37.53
		139-53147		VEH NUMBERS VEH 2461 WO 427	\$25.02
		139-53162		VEH NUMBERS VEH 2460 WO 427	\$37.53
FASTENAL COMPANY		S4581335.001	234317	BIT/WRAP/CRIMPS SHOP SUPPLIES	\$324.59
		S4581335.002		SPLIT/BIT/TOOLS SHOP SUPPLIES	\$22.86
		S4584860.001	234166	CONNECTOR/SHOP SUPPLIES	\$93.80
		S4591035.001	234317	CAP SCREW VEH 3284 WO 42603	\$15.88
		S4594103.001	234166	RETURN SHOP SUPPLIES	(\$76.82)
		WARIC56386	234077	1ST AID VEH 2455/4 WO 42470/69	\$208.27
		WARIC56545	234165	SHOP SUPPLIES-EYEWEAR	\$112.86
		WARIC56587	234316	METAL KIT VEH 2458 WO 42637	\$44.42
		WARIC58593		METAL KIT VEH 2457 WO 42636	\$44.42
		4230723	234319	PVC PIPE VEH 7152 WO 42652	\$108.38
G & R AG PRODUCTS INC		2163145-0001-02	234322	ELBOW/UNION VEH 7146 WO 42635	\$23.21
GENUINE AUTO GLASS OF TRI CITIES LLC		612383	234079	WS REPAIR VEH 3333 WO 42768	\$32.58
JT AUTOMOTIVE PARTS INC DBA		356739	234001	TOOLS VEH 3296 WO 41542	\$483.47
		357312		ELE CON VEH 3285 WO 42545	\$63.60
		357411		BATTERY VEH 3240 WO 42552	\$621.67
		357412		LAMP VEH 1103 WO 42550	\$53.19
		357417		SOCKET VEH 3268 WO 42530	\$55.61
		357438		REDUCER VEH 3286 WO 42544	\$15.36
		357457		FILTER VEH 2413 WO 42559	\$16.93
		357467		EYE VEH 4101 WO 42526	\$92.17
		357671		WIPERS VEH 2407 WO 42565	\$22.78
		357672		BRK CLN VEH 4101 WO 42526	\$28.72
		357755		DEF VEH 3333 WO 42576	\$14.37
		357756		DEF VEH 3333 WO 42440	\$57.47
		357778		MISC PTS VEH 3283 WO 42575	\$45.87
		357779		CABLE VEH 3278 WO 42465	\$77.11
		357785		BRL CLN VEH 3281 WO 42450	\$92.94
		357806		BRK CLN VEH 3255 WO 42578	\$16.90
		357807		FILTER VEH 7137 WO 42523	\$128.55
		357816		CONN VEH 3219 WO 42633	\$20.08
		357836		DEF VEH 3313 WO 42584	\$28.74
		357861		BRL CLN VEH 3310 WO 42580	\$8.45
		357862		LOOM VEH 3278 WO 42465	\$27.15



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
JT AUTOMOTIVE PARTS INC DBA		357867	234001	HARNESS VEH 3278 WO 42465	\$15.74
		357901		ELE PTS VEH 6238 WO 42591	\$54.69
		357954		BELT VEH 7145 WO 42604	\$17.76
		357973		HOOK MT VEH 3278 WO 42465	\$157.63
		357975		CREDIT VEH WO	(\$52.26)
		357978		WREN VEH 3320 WO 42520	\$47.75
		357980		BELT VEH 7145 WO 42604	(\$17.76)
		357983		BELT VEH 7145 WO 42604	\$15.88
		357985		DEF VEH 3335 WO 42464	\$14.37
		358009		DEF VEH 3333 WO 42576	\$14.37
		358041		FILTER VEH 2343 WO 42616	\$16.87
		358042		FILTER VEH 3323 WO 42622	\$16.39
		358043		FILTER VEH 3303 WO 42621	\$16.44
		358045		FILTER VEH 3293 WO 42620	\$16.44
		358046		FILTER VEH 1381 WO 42613	\$24.47
		358047		FILTER VEH 2432 WO 42624	\$19.57
		358048		FILTER VEH 2431 WO 42623	\$19.33
		358049		FILTER VEH 2367 WO 42627	\$16.39
		358050		FILTER VEH 1378 WO 42626	\$12.89
		358051		ADAP VEH 1207 WO 42631	\$3.94
		358063		FILTER VEH 2394 WO 42617	\$16.44
		358064		FILTER VEH 2421 WO 42618	\$16.56
		358065		FILTER VEH 3305 WO 42619	\$16.44
		358084		BRK CLN VEH 4118 WO 42525	\$8.45
		358085		BULB VEH 1107 WO 42614	\$29.08
		358094		BELT VEH 7122 WO 42625	\$71.78
		358100		FILTER VEH 1207 WO 42628	\$19.48
		358102		FILTER VEH 1103 WO 42629	\$19.48
		358109		COMM SHP VEH SHOP WO SUPP	\$24.02
		358113		BRAKES VEH 1207 WO 42631	\$118.33
		358207		BRK CLN VEH 3320 WO 42520	\$25.35
		358237		FILTERS VEH 7136 WO 42615	\$58.39
		358259		FILTER VEH 3195 WO 42642	\$9.86
		358281		BATTERY VEH 7145 WO 42647	\$352.17
		358282		LINE VEH 3195 WO 42642	\$44.92
		358321		FILTER VEH 5039 WO 42654	\$178.99
		358326		BRK CLN VEH 3195 WO 42642	\$12.67
		358345		HUB CAP VEH 3285 WO 42653	\$28.67
		358371		BRK CLN VEH 6545 WO 42610	\$25.35
		358392		PUNCH VEH 3251 WO 42644	\$5.96
		358400		CONN VEH 3313 WO 42670	\$10.63



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
JT AUTOMOTIVE PARTS INC DBA		358404	234001	SUPP VEH 5039 WO 42571	\$28.77
		358451		FILTERS VEH 5036 WO 42682	\$194.64
		358486		FILTERS VEH 3299 WO 42678	\$16.44
		358487		FILTERS VEH 3234 WO 42677	\$3.91
		358489		FILTERS VEH 2389 WO 42675	\$19.53
		358490		FILTERS VEH 2422 WO 42681	\$28.30
		358491		FILTERS VEH 2379 WO 42680	\$17.81
		358492		FILTERS VEH 2388 WO 42679	\$4.00
		358493		FILTERS VEH 2405 WO 42693	\$16.44
		358494		FILTERS VEH 2404 WO 42692	\$16.44
		358495		FILTERS VEH 2393 WO 42691	\$18.44
		358496		DEF VEH 3335 WO 42686	\$28.74
		358497		FILTERS VEH 2385 WO 42690	\$16.44
		358498		DEF VEH 3333 WO 42687	\$28.74
		358499		FILTERS VEH 2375 WO 42689	\$18.44
		358500		FILTERS VEH 2347 WO 42688	\$12.16
		358501		FILTERS VEH 3319 WO 42685	\$20.67
		358502		FILTERS VEH 3213 WO 42684	\$186.97
		358503		FILTERS VEH 2382 WO 42683	\$16.36
		358504		FILTERS VEH 5044 WO 42703	\$16.39
		358506		FILTERS VEH 5033 WO 42701	\$77.65
		358507		FILTERS VEH 2371 WO 42698	\$18.44
		358508		FILTERS VEH 2342 WO 42697	\$16.87
		358509		FILTERS VEH 2324 WO 42696	\$16.87
		358510		FILTERS VEH 7146 WO 42705	\$236.25
		358512		FILTERS VEH 3328 WO 42709	\$31.14
		358513		FILTERS VEH 3288 WO 42708	\$4.00
		358514		FILTERS VEH 3255 WO 42707	\$174.32
		358515		FILTERS VEH 3226 WO 42706	\$5.30
		358516		FILTERS VEH 3205 WO 42711	\$106.78
		358517		FILTERS VEH 2272 WO 42710	\$8.71
		358805		FILTERS VEH 5038 WO 42702	\$287.95
KENWORTH SALES COMPANY		PASIN1788400	234090	SOFT PLUG VEH 3309 WO 42453	\$15.92
		PASIN1798504		EMERGNCY MNT VEH 3313 WO 42584	\$3.87
		PASIN1815904	234187	CLAMP VEH 3308 WO 42716	\$6.58
LIBERTY LAWN & SAW SHOP		1936	234350	SEAT/GOV VEH 6561 WO 42715	\$405.03
MCCURLEY CHEVROLET		900488	234355	WEATSO115 VEH 2454 WO 42756	\$49.14
		901136		DEFELCTOR VEH 2426 WO 42577	\$83.08
		901325		MOTOR/BOLT VEH 1207 WO 42605	\$183.51
		901326		BAL/WASHER VEH 1207 WO 42605	\$224.39
		901408		HARNES VEH 1103 WO 42660	\$305.87



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
MCCURLEY CHEVROLET		CM895754	234355	CORE CREDIT VEH 3256	(\$5.43)
		CM896562A		RETURN PIPE VEH 1207	(\$198.52)
MOBILE FLEET SERVICE INC		1261040017	234097	STRAPS/SCKET VEH 3222 WO 42543	\$583.98
		1261120041	234358	KIT/HANDLE VEH 3204 WO 42719	\$227.49
		1261120042		MANI/VLV VEH 3204 WO 42719	\$82.50
NORCO INC		18367756	234363	ALUMINA/GL VEH 6545 WO 42610	\$29.96
OXARC INC		R411350	234201	SHOP SUPPLIES/GASSES	\$147.53
PETERSON PACIFIC CORP		CI000036695	234370	LADDER/BELT VEH 7143 WO 42414	\$1,374.20
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$1.15
RDO EQUIPMENT CO		P13015	234373	CAP VEH 6600 WO 42598	\$13.24
		P13016		BLADE VEH 6594 WO 42634	\$222.85
		P13449		ARM/WHEELKIT VEH 6595 WO 42649	\$93.35
		P13450		MIRROR KIT VEH 6600 WO 42665	\$323.61
		P13766		BLADE VEH 6594 WO 42648	\$74.28
		P13767		BLADE VEH 6566 WO 42651	\$148.56
REXEL INC DBA		I899974	234102	CMR CNTL PAK VEH 4000 WO 42720	\$341.30
		J338586	234375	SHOP TOOLS	\$29.16
RMT EQUIPMENT		T33700	234103	RAKE SPRING VEH 6580 WO 42668	\$210.46
ROWAND MACHINERY CO		201134	234382	AIR/OIL FLTR VEH 7151 WO 42695	\$401.22
		201135		AIR/OIL FLTR VEH 7120 WO 42694	\$291.58
		201214		SEAL COVER VEH 7122 WO 42466	\$75.61
RUSS DEAN INC		555717	234384	SHOPSUPP VEH 2457/8 WO 42722/3	\$977.40
SPECIAL ASPHALT PRODUCTS INC		INVC070848	234388	BALL VALVE VEH 6545 WO 42610	\$257.40
		INVC070857		VALVE KIT VEH 6585 WO 42611	\$342.74
TACOMA SCREW PRODUCTS INC		22143215	234396	FITTING/CALP VEH 3281 WO 42450	\$52.67
THERMO KING NORTHWEST, INC DBA		2306700	234224	FILTER/AIR HTR VEH 7136 WO	\$105.80
		2308170		BELT/GSKT VEH 7136 WO 42639	\$1,155.05
TIRE FACTORY INC DBA		03-113649	234401	STEEL HUB VEH 3312 WO 42478	\$162.90
		03-113708	234108	TIRES VEH 3298 WO 42640	\$968.28
		03-113731		TIRES VEH 6587 WO 42601	\$322.67
		03-113785		TIRES VEH 3292 WO 42602	\$3,630.20
		03-113858	234401	SNSR MT/DSMT VEH 7137 WO 42630	\$456.81
		03-113860	234108	TIRES VEH 4127 WO 42569	\$374.56
		03-113861		TIRE VEH 4127 WO 42569	\$100.64
		03-113872	234401	WHEL MT/DSMT VEH 2419 WO 42599	\$142.88
TTB, LLC DBA		2694	234229	VEHICLE WASHES-APR	\$184.00
UNITED PARCEL SERVICE	S016916	000986641206	234230	GROUND PKG TO VINTAGE GOLF CAR	\$6.06
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$38.67
WEST COAST OFF ROAD		24513	234111	SIDE BOX VEH 2455 WO 42470	\$1,449.98
		24526	234410	TOOL BX/COAT VEH 2457 WO 42636	\$953.26
		24527		TOO/RAIL BOX VEH 2458 WO 42637	\$1,961.29



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
WESTERN PETERBILT INC		H251249	234112	CORE VEH 3230 WO 40821	\$156.38
		H256859		YOKE VEH 3281 WO 42450	\$203.72
		H257053		PUMP ASSY VEH 3281 WO 42450	\$1,928.27
		H257069		GASKET/TUBE VEH 3320 WO 42520	\$401.19
		H257081		SAL RNG VEH 3320 WO 42520	\$59.10
		H257201	234411	HARNESS VEH 3320 WO 42520	\$193.30
		H257227		COOLENT LVL VEH 3281 WO 42450	\$149.42
		H257236		HARNESS VEH 3320 WO 42520	\$119.01
		H257266		HANDLE VEH 3142 WO 42724	\$75.32
		H257468		GASKET/NUT VEH 3285 WO 42667	\$17.43
		H257620		BUGSCREEN VEH 3284 WO RETURNED	\$76.88
		H257630		RECIEVER/DRY VEH 3308 WO 42716	\$245.42
		H257636		BUGSCREEEN VEH 3284 WO 42603	\$76.88
		H257652		CREDIT - RETURNED ITEM	(\$76.88)
		H257692		CONDENE ASSY VEH 3308 WO 42716	\$466.53
WESTERN STATES EQUIPMENT COMPANY		IN000012319	234412	SLEEVE/COUP VEH 3310 WO 42580	\$89.80
		IN000014292		COUPLING VEH 3280 WO 42542	\$19.07
		IN000016585		COUPLING VEH 6585 WO 42611	\$14.32
WESTERN SYSTEMS & FABRICATION INC		15119	234413	BELT ASY GRP VEH 3284 WO 42603	\$254.40
XEROX CORPORATION		084490098	234241	W7225 BASE CHRGR/PRINTS-APR	\$184.65
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$73.39

EQUIPMENT MAINTENANCE TOTAL ****

\$66,602.60

EQUIPMENT MAINTENANCE FUND Total ***

\$66,602.60

FUND 503

EQUIPMENT REPLACEMENT FUND

Division:

215

EQUIPMENT REPLACEMENT

CORWIN OF PASCO LLC	P056163	303724	234151	LICENSE FEE'S	\$115.25
	P056163			LICENSE FEE'S	\$2,375.92
	P056163			ONE (1) NEW 2016 FORD F-150	\$27,627.00
	P056149	303913		ONE (1) NEW 2016 FORD F-150 1/	\$27,627.00
	P056149			SALES TAX	\$2,375.92
	P056149			LICENSE FEES	\$115.25
	P056161	303918		SALES TAX	\$2,201.60
	P056161			LICENSE FEE'S	\$115.25
	P056161			ONE (1) NEW 2016 POLICE	\$25,600.00
	P056147	303920		SALES TAX	\$2,578.88
	P056147			ONE (1) NEW 2016 FORD EXPLORER	\$29,987.00
	P056147			LICENSE FEES	\$115.25
	P056146	303945	233970	ONE (1) NEW 2016 FORD F-350 4X	\$29,140.00
	P056146			SALES TAX	\$2,506.04
	P056146			LICENSE FEES	\$115.25



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CORWIN OF PASCO LLC	P056162	303947	233970	LICENSE FEES	\$115.25
	P056162			ONE (1) NEW 2016 POLICE	\$25,600.00
	P056162			SALES TAX	\$2,201.60
	P056159	303948		LICENSE FEES	\$115.25
	P056159			SALES TAX	\$2,633.75
	P056159			ONE (1) NEW 2016 FORD EXPLORER	\$30,625.00
	P056148	304095		SALES TAX	\$2,452.72
	P056148			LICENSE FEES	\$115.25
	P056148			ONE (1) NEW 2016 FORD EXPLORER	\$28,520.00
	P056157	304097		LICENSE FEES	\$115.25
	P056157			SALES TAX	\$2,578.88
	P056157			ONE (1) NEW 2016 FORD EXPLORER	\$29,987.00
	P056160	304100		SALES TAX	\$2,256.64
	P056160			LICENSE FEES	\$115.25
	P056160			ONE (1) NEW 2016 FORD F-350 1-	\$26,240.00
	P056254	304199	234303	SALES TAX @ 8.6%	\$2,375.92
	P056254			LICENSE AND DOC FEES	\$115.25
	P056254			ONE (1) NEW 2016 FORD F-150	\$27,627.00
	P056158	304200		ONE (1) NEW 2016 FORD EXPLORER	\$30,625.00
	P056158			SALES TAX	\$2,633.75
	P056158			LICENSE FEES	\$115.25
	P056156	304220		LICENSE FEES	\$115.25
	P056156			ONE (1) NEW 2016 FORD EXPLORER	\$30,625.00
	P056156			SALES TAX	\$2,633.75
	P056145	304221		LICENSE FEES	\$115.25
	P056145			SALES TAX	\$1,907.91
	P056145			ONE (1) NEW 2017 FORD ESCAPE S	\$22,185.00
	P056152	304222		ONE (1) NEW 2016 FORD EXPLORER	\$30,625.00
	P056152			SALES TAX	\$2,633.75
	P056152			LICENSE FEES	\$115.25
	P056151	304226		ONE (1) NEW 2016 FORD F-250 3/	\$27,582.00
	P056151			SALES TAX	\$2,372.05
	P056151			LICENSE FEES	\$115.25
PAPE' MATERIAL HANDLING	P056256	228120	234366	SALES TAX 8.6%	\$2,139.99
	P056256			ONE (1) NEW 2016 HYSTER FORKLI	\$24,883.60
EQUIPMENT REPLACEMENT TOTAL ****					\$517,808.67
EQUIPMENT REPLACEMENT FUND Total ***					\$517,808.67
FUND	505	PUBLIC WORKS ADMIN & ENGINEER			
Division:	450	PW ADMIN & ENGINEERING			
ABADAN INC		ARIN063334	234115	MYLAR PLOTTER PAPER	\$258.02



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00026722	234251	BENTON CO AUDITOR - RECORDING	\$157.85
		TXN00026730		BENTON CO AUDITOR - RECORDING	\$1,028.40
		TXN00026822		EL PORTON RESTAURANT - MTCA NE	\$78.35
CITY OF RICHLAND		04/2016 APRIL	234297	CITY UTILITY BILLS/APRIL 2016	\$849.83
FEDERAL EXPRESS CORP		5-393-20861	234167	SHIPPING-FEB 2016	\$14.55
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$39.09
VERIZON WIRELESS	P056579	9764545110	234408	Verizon Cell Charges 3/29-4/28	\$662.23
WA STATE DEPT OF TRANSPORTATION	P056527	RE-45JE5719L001	234060	HORN RAPIDS RESIDENTIAL SEWER	\$818.63
WATER SOLUTIONS INC		13359	234236	3 WTR MACHINES - MAY 2016	\$76.01
XEROX CORPORATION		084490084	234241	1ST FLOOR XEROX-DEV CNTR	\$157.97
		084490085		BASEMENT XEROX LX5-692207	\$71.84
		084490086		2ND FLOOR XEROX MX4-343197	\$392.81
XO HOLDINGS LLC DBA		0282233732	234242	PHONE CHARGES 4/23-5/22/16	\$197.62
PW ADMIN & ENGINEERING TOTAL ****					\$4,803.20
PUBLIC WORKS ADMIN & ENGINEER Total ***					\$4,803.20
FUND 506	WORKERS COMPENSATION FUND				
Division:	221	WORKERS COMP INSURANCE RESERVE			
DEPARTMENT OF LABOR & INDUSTRIES		1ST QTR 2016	234306	1ST QTR 2016 SELF INSURANCE	\$34,809.66
WORKERS COMP INSURANCE RESERVE TOTAL ****					\$34,809.66
WORKERS COMPENSATION FUND Total ***					\$34,809.66
FUND 520	HEALTH CARE/BENEFITS PLAN				
Division:	222	EMPLOYEE BENEFIT PROGRAM			
MAGELLAN BEHAVIORAL HEALTH		MAY 2016	234193	EAP PREMIUMS-MAY	\$679.44
MERCER (US) INC	P056134	102210002754	234016	PROVIDE BENEFITS CONSULTING AN	\$6,375.00
EMPLOYEE BENEFIT PROGRAM TOTAL ****					\$7,054.44
HEALTH CARE/BENEFITS PLAN Total ***					\$7,054.44
FUND 521	UNEMPLOYMENT FUND				
Division:	223	UNEMPLOYMENT COMPENSATION			
STATE OF WASHINGTON		1STQTR2016	234161	1ST QTR 2016 UNEMPLOYMENT	\$51,231.55
UNEMPLOYMENT COMPENSATION TOTAL ****					\$51,231.55
UNEMPLOYMENT FUND Total ***					\$51,231.55
FUND 522	POST EMP HEALTHCARE PLAN				
Division:	224	POST EMPLOYMENT BENEFITS PRGM			
MERCER (US) INC	P056134	102210002754	234016	PROVIDE BENEFITS CONSULTING AN	\$708.33



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
POST EMPLOYMENT BENEFITS PRGM TOTAL ****					\$708.33
POST EMP HEALTHCARE PLAN Total ***					\$708.33
FUND 611		FIREMAN'S PENSION			
Division:	216	FIRE PENSION			
BANK OF AMERICA		TXN00026533	234251	ARLENE'S FLOWERS-PALMQUIST FLO	\$41.51
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$4.14
FIRE PENSION TOTAL ****					\$45.65
FIREMAN'S PENSION Total ***					\$45.65
FUND 612		POLICEMEN'S PENSION			
Division:	217	POLICE PENSION			
BANK OF AMERICA		TXN00026533	234251	ARLENE'S FLOWERS-PALMQUIST FLO	\$41.51
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$4.13
POLICE PENSION TOTAL ****					\$45.64
POLICEMEN'S PENSION Total ***					\$45.64
FUND 641		SOUTHEAST COMMUNICATIONS CTR			
Division:	600	SECOMM OPERATIONS GENERAL			
AT&T LONG DISTANCE		04/16 03030107210	233948	FAX LINES 03/21-04/22/16	\$32.35
BANK OF AMERICA		TXN00026544	234251	WAPRO/PROVENCHER CONFERENCE RE	\$175.00
		TXN00026564		WM SUPERCENTER #3261\BREAKFAST	\$30.68
		TXN00026598		PIZZA HUT/OVERNIGHT CAD UPGRAD	\$83.46
		TXN00026703		PIZZA HUT/4 \$50 CARDS FOR TELE	\$200.00
		TXN00026704		STARBUCKS/ 28 \$10 TELECOMMUNIC	\$280.00
		TXN00026790		GREEK ISLAND CUISINE INC\LUNCH	\$31.11
		TXN00026793		CDW GOVERNMENT\ADAPTERS	\$94.94
		TXN00026838		CDW GOVERNMENT\ADAPTERS	\$33.89
		TXN00026846		PACIFIC WEST MEDICAL INC\PHILI	\$138.60
		TXN00026883		AMAZON MKTPLACE PMTSI\ROLLER KI	\$33.57
		TXN00026944		DOMINO'S\CISCO SWITCH CUTOVER	\$75.00
BARBER, JAMES		16-192 BARBER	234125	16-192 WCIA FULL BOARD MTNG	\$125.97
CDW GOVERNMENT INC	P056508	CVG4124	234138	KEYBOARD, MICROSOFT ERGONOMIC	\$352.95
CENTURYLINK		0416-509-624-3863	233958	GENERAL 04/16-05/16/16	\$7.31
DEVRIES BUSINESS SERVICES		0075843	233976	SHREDDING SRVCS	\$4.09
FRONTIER		04/15 2061881060	233985	GENERAL 04/19-05/18/16	\$413.97
		04/16 2530120862		GENERAL 04/22-05/21/16	\$37.81
		04/16 5096282609		GENERAL 04/25-5/24/16	\$429.27
LEGACY TELECOMMUNICATIONS INC		19435	234191	COMMAND CTR-INSPECT GENERATOR	\$787.35
MOON, TAE-IM PHD		042916	234359	PSYCH EVALUATION-MORNEAU	\$400.00



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
POCKETINET COMMUNICATIONS INC		134504	234206	WIRELESS TRNSPRT/INTERNET-MAY	\$268.28
STEPHANIE KING	P056499	35205K	234045	PHILLIPS DPM8900 CONFERENCE	\$493.00
VANGUARD CLEANING SYSTEM OF INLAND NW		60205	234232	BCES JANITORIAL SRVCS-MAY	\$375.00
XEROX CORPORATION		084490079	234063	W7855 BASE CHRGP/PRINTS-APR	\$90.50
SECOMM OPERATIONS GENERAL TOTAL ****					\$4,994.10
Division:	601	E911 OPERATIONS			
BANK OF AMERICA		TXN00026515	234251	EXXONMOBIL/CHILDRESS TRIP 16-0	\$24.19
		TXN00026652		NENA\LETTTRICK CMCP REGISTRATIO	\$1,000.00
		TXN00026708		FRED M FUEL/GEORGE FUEL TRIP 1	\$17.80
		TXN00026725		NORTHN QUEST/BARBER DEPOSIT RE	(\$164.02)
		TXN00026745		NORTHN QUEST/DEPOSIT ADJUSTMEN	(\$64.20)
		TXN00026940		EXPEDIA/OLLERMAN CMCP/NENA CON	\$4.00
		TXN00026954		UNITED/OLLERMAN PARTIAL AIRFAR	\$202.60
		TXN00026963		AMERICAN AIR/OLLERMAN PARTIAL	\$236.60
CITY OF RICHLAND		16-184 LETTRICK	233963	16-184 CMCP COURSE	\$890.98
HUSA, E. IVAR		16-228 HUSA	234183	16-228 CPD1	\$125.85
LETTTRICK, R. KIM		16-184 LETTRICK	234012	16-184 CMCP COURSE	\$34.33
MOON, TAE-IM PHD		042916	234359	PSYCH EVALUATION-MORNEAU	\$400.00
POCKETINET COMMUNICATIONS INC		134504	234206	WIRELESS TRNSPRT/INTERNET-MAY	\$268.27
E911 OPERATIONS TOTAL ****					\$2,976.40
Division:	602	SECOMM AGENCY			
BANK OF AMERICA		TXN00026855	234251	THE HOME DEPOT #4746\TOOLS FOR	\$5.41
CERIUM NETWORKS INC	P056141	053145-	233959	CISCO 4500X AND NEXUS DATA	\$140,378.84
MID COLUMBIA CONSTRUCTION INC DBA		1056259	234017	START UP SPRINKLER SYSTEM	\$48.87
SECOMM AGENCY TOTAL ****					\$140,433.12
SOUTHEAST COMMUNICATIONS CTR Total ***					\$148,403.62
FUND	642	800 MHZ PROJECT			
Division:	610	800 MHZ			
BENTON PUD		04/16 4843174575	233951	UTILITY SRVCS 03/26-04/27	\$579.31
LEGACY TELECOMMUNICATIONS INC		19433	234191	BADGER MTN-INSPECT GENERATOR	\$2,349.00
		19435		COMMAND CTR-INSPECT GENERATOR	\$787.35
		19436		GOLGOTHA-INSPECT GENERATOR	\$2,349.00
		19437		SILLUSI-INSPECT GENERATOR	\$2,349.00
STEPHANIE KING	P056499	35205K	234045	PHILLIPS DPM8900 CONFERENCE	\$100.00
800 MHZ TOTAL ****					\$8,513.66
800 MHZ PROJECT Total ***					\$8,513.66
FUND	643	EMERGENCY MANAGEMENT			
Division:	620	STATE / LOCAL ASSISTANCE			



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00026841	234251	WM SUPERCENTER #3261\CURAD GLO	\$10.03
INTERGRAPH CORPORATION	P056482	1-1261376643	233996	GEOMEDIA RENEWAL FROM 4/1/16 -	\$1,155.50
LEGACY TELECOMMUNICATIONS INC		19435	234191	COMMAND CTR-INSPECT GENERATOR	\$262.45
POCKETINET COMMUNICATIONS INC		134504	234206	WIRELESS TRNSPRT/INTERNET-MAY	\$76.65
STEPHANIE KING	P056499	35205K	234045	PHILLIPS DPM8900 CONFERENCE	\$164.33
STATE / LOCAL ASSISTANCE TOTAL ****					\$1,668.96
Division:	621	RADIOLOGICAL EMGCY PREPAREDNES			
INTERGRAPH CORPORATION	P056482	1-1261376643	233996	GEOMEDIA RENEWAL FROM 4/1/16 -	\$1,155.50
LEGACY TELECOMMUNICATIONS INC		19435	234191	COMMAND CTR-INSPECT GENERATOR	\$262.45
MID COLUMBIA ENGINEERING INC	P056132	ST008401	234018	BECKI COATS, SURVEY TAKER	\$81.00
	P056132	ST008425	234195	BECKI COATS, SURVEY TAKER	\$405.00
POCKETINET COMMUNICATIONS INC		134504	234206	WIRELESS TRNSPRT/INTERNET-MAY	\$85.91
STEPHANIE KING	P056499	35205K	234045	PHILLIPS DPM8900 CONFERENCE	\$164.34
VANGUARD CLEANING SYSTEM OF INLAND NW		60205	234232	BCES JANITORIAL SRVCS-MAY	\$250.00
XEROX CORPORATION		084490079	234063	W7855 BASE CHRGP/PRINTS-APR	\$211.16
RADIOLOGICAL EMGCY PREPAREDNES TOTAL ****					\$2,615.36
Division:	622	DOE EMERGENCY PREPAREDNESS			
INTERGRAPH CORPORATION	P056482	1-1261376643	233996	GEOMEDIA RENEWAL FROM 4/1/16 -	\$1,155.50
	P056482			ADJUST FOR TAX	\$0.01
LEGACY TELECOMMUNICATIONS INC		19435	234191	COMMAND CTR-INSPECT GENERATOR	\$262.45
POCKETINET COMMUNICATIONS INC		134504	234206	WIRELESS TRNSPRT/INTERNET-MAY	\$67.39
STEPHANIE KING	P056499	35205K	234045	PHILLIPS DPM8900 CONFERENCE	\$164.33
DOE EMERGENCY PREPAREDNESS TOTAL ****					\$1,649.68
Division:	623	JURISIDICITION			
AT&T LONG DISTANCE		04/16 03030107210	233948	FAX LINES 03/21-04/22/16	\$32.35
BANK OF AMERICA		TXN00026793	234251	CDW GOVERNMENT\ADAPTERS	\$94.93
		TXN00026838		CDW GOVERNMENT\ADAPTERS	\$33.88
		TXN00026846		PACIFIC WEST MEDICAL INC\PHILI	\$138.59
		TXN00026852		AMAZON/SERVICE AGRMNT ON RECOR	\$73.85
		TXN00026855		THE HOME DEPOT #4746\TOOLS FOR	\$5.42
		TXN00026857		AMAZON/VOICE RECORDER FOR MEET	\$1,014.37
		TXN00026884		AMAZON/SERVICE AGRMNT REFUND O	(\$73.85)
DEVRIES BUSINESS SERVICES		0075843	233976	SHREDDING SRVCS	\$4.09
MID COLUMBIA CONSTRUCTION INC DBA		1056259	234017	START UP SPRINKLER SYSTEM	\$48.87
PITNEY BOWES PURCHASE POWER		0416/14823173	234210	POSTAGE 04/01/16 TO 04/30/16	\$5.01
JURISIDICITION TOTAL ****					\$1,377.51
EMERGENCY MANAGEMENT Total ***					\$7,311.51
FUND	644	MICRO-WAVE			



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
Division: 611 MICROWAVE					
DAY MANAGEMENT CORPORATION DBA		407503	233973	DEPOT REPAIR	\$955.68
				MICROWAVE TOTAL****	\$955.68
				MICRO-WAVE Total ***	\$955.68
FUND 803 UTILITY BILL CLEARING FUND					
Division: 000					
ADVANCED UTILITY ACCOUNTS PAYABLE INVOICES		CISPAY12083	234069	Customer Refund	\$52.95
		CISPAY12084	234075	Customer Refund	\$48.88
		CISPAY12085	234105	Customer Refund	\$168.87
		CISPAY12086	234098	Customer Refund	\$7.10
		CISPAY12087	234092	Customer Refund	\$90.70
		CISPAY12088	234091	Customer Refund	\$100.31
		CISPAY12089	234107	Customer Refund	\$20.57
		CISPAY12090	234083	Customer Refund	\$103.35
		CISPAY12091	234082	Customer Refund	\$102.50
		CISPAY12092	234078	Customer Refund	\$74.51
		CISPAY12093	234074	Customer Refund	\$239.60
		CISPAY12094	234070	Customer Refund	\$67.99
		CISPAY12095	234095	Customer Refund	\$136.04
		CISPAY12096	234072	Customer Refund	\$92.08
		CISPAY12097	234089	Customer Refund	\$300.03
		CISPAY12098	234085	Customer Refund	\$45.35
		CISPAY12099	234113	Customer Refund	\$1.65
		CISPAY12100	234109	Customer Refund	\$10.00
				Customer Refund	\$28.71
		CISPAY12101	234101	Customer Refund	\$113.00
		CISPAY12102	234106	Customer Refund	\$120.70
		CISPAY12103	234087	Customer Refund	\$216.19
		CISPAY12104	234099	Customer Refund	\$47.09
		CISPAY12105	234084	Customer Refund	\$48.69
		CISPAY12106	234068	Customer Refund	\$11.78
		CISPAY12107	234093	Customer Refund	\$88.24
		CISPAY12108	234076	Customer Refund	\$156.30
		CISPAY12109	234073	Customer Refund	\$10.00
		CISPAY12110	234086	Customer Refund	\$1.81
		CISPAY12111	234096	Customer Refund	\$57.60
		CISPAY12112	234066	Customer Refund	\$108.94
		CISPAY12113	234088	Customer Refund	\$89.05
		CISPAY12114	234065	Customer Refund	\$106.82



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
ADVANCED UTILITY ACCOUNTS PAYABLE INVOICES		CISPAY12115	234293	Customer Refund	\$47.05
		CISPAY12116	234310	Customer Refund	\$78.95
		CISPAY12117	234290	Customer Refund	\$139.08
		CISPAY12118	234340	Customer Refund	\$24.19
		CISPAY12119	234362	Customer Refund	\$98.23
		CISPAY12120	234329	Customer Refund	\$113.38
		CISPAY12121	234378	Customer Refund	\$57.22
				Customer Refund	\$3.89
		CISPAY12122	234404	Customer Refund	\$22.86
				Customer Refund	\$33.16
		CISPAY12123	234349	Customer Refund	\$107.16
		CISPAY12124	234405	Customer Refund	\$2.54
		CISPAY12125	234244	Customer Refund	\$169.77
		CISPAY12126	234312	Customer Refund	\$130.25
		CISPAY12127	234395	Customer Refund	\$167.79
		CISPAY12128	234354	Customer Refund	\$114.30
		CISPAY12129	234337	Customer Refund	\$73.98
		CISPAY12130	234300	Customer Refund	\$108.19
		CISPAY12131	234336	Customer Refund	\$2.93
		CISPAY12132	234398	Customer Refund	\$6.98
		CISPAY12133	234323	Customer Refund	\$40.62
		CISPAY12134	234402	Customer Refund	\$0.71
		CISPAY12135	234371	Customer Refund	\$47.45
		CISPAY12136	234372	Customer Refund	\$104.50
		CISPAY12137	234331	Customer Refund	\$77.89
				UNASSIGNED TOTAL ****	\$4,640.47
				UTILITY BILL CLEARING FUND Total ***	\$4,640.47



City Of Richland

VL-1 Voucher Listing

From: 5/9/2016 To: 5/20/2016

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
--------	-------------	----------------	---------	---------------------	----------------

Invoice Total: ****

\$1,922,423.42

Number of Invoices

Amount

Vouchers In Richland	233	\$161,332.01
Vouchers In Tri Cities	170	\$621,098.72
Vouchers In WA	199	\$543,213.67
Vouchers Outside WA	2601	\$596,779.02
Vouchers Final Total.....	3203	\$1,922,423.42

Ob ject Category	Title	Total	Percentage
1	SALARIES	\$220.86	0.01%
2	BENEFITS	\$105,606.43	5.49%
3	SUPPLIES	\$218,125.61	11.35%
4	OTHER SERVICES & CHARGES	\$463,418.18	24.11%
5	INTERGOVERNMENTAL SERVICES	\$54,282.77	2.82%
6	CAPITAL PROJECTS	\$216,905.63	11.28%
	MACHINERY & EQUIPMENT	\$659,606.92	34.31%
	REFUNDS	\$4,640.47	0.24%
9	INTERFUND SERVICES	\$225.00	0.01%
	INVENTORY PURCHASES	\$199,391.55	10.37%
	Total	\$1,922,423.42	



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Items of Business

Key Element: Key 3 - Economic Vitality

Subject:

Resolution No. 131-16, Funding Recommendations for Hotel-Motel 2016 Awards

Department:

Assistant City Manager

Ordinance/Resolution Number:

131-16

Document Type:

Resolution

Recommended Motion:

Approve Resolution No. 131-16, awarding funding from the 2016 Hotel/Motel Lodging Tax Fund as recommended by the Lodging Tax Advisory Committee, and authorizing the City Manager to execute all necessary agreements.

Summary:

The Lodging Tax Advisory Committee (LTAC) recommends Council allocate \$2,000 from the first two percent (2%) of lodging tax funding, as described in the 2016 Hotel/Motel Fund Worksheet and meeting minutes from the May Lodging Tax Advisory Committee Meeting.

The recommended projects are:

- I. Tri-Cities Sunrise Rotary - \$2,000 (partial allocation)

Fiscal Impact:

The Fiscal impact is \$2,000 and is included in the 2016 budget.

Attachments:

1. LTAC Minutes
2. 2016 Worksheet
3. Resolution No. 131-16



MINUTES

Lodging Tax Advisory Committee Meeting
Monday, May 16, 2016
City Hall Conference Room | 505 Swift Boulevard

Draft

Call to Order:

Chair Christensen called the regular Lodging Tax Advisory Committee meeting to order at 11:00 a.m.

Attendance:

Councilmember Christensen and Committee members Beach, Kerber, Sako and Shugart were present.

Also present were Staff Liaison Logan, Communications and Marketing Manager, and Meg Coleman, COR Staff Accountant.

Approval of Minutes: (Approved by Motion)

- I. November 21, 2015 Minutes

Ms. Shugart moved and Mr. Beach seconded a motion to approve the minutes of the November 21, 2015, meeting. The motion carried 4-0.

Budget Overview:

- I. 2016 Budget – Spring Cycle

Ms. Logan provided an overview of the available funds.

New Business: (Approved by Motion)

- I. Deliberation and Allocation for 2016 Funds

- a. **Washington State Trail Conference Committee – 2016 Washington State Trails Conference – Requested \$3,000. Recommended fund \$3,000.**

Project: The requested funds would pay for an evening reception for Conference Attendees.

LTAC Discussion: The LTAC discussed the application

Kim Shugart moved and Mr. Beach seconded the motion not approve to funding for the event. The motion carried 4-0.

- b. **Tri-Cities Sunrise Rotary – Regional Marketing of the See3Slam Basketball Tournament – Requested \$10,000. Recommended to fund \$10,000.**

Project: The requested funds would pay outside the region marketing including website, advertising for new 3 on 3 tournament in Richland.

LTAC Discussion: The LTAC Briefly discussed the application.

Ms. Shugart moved and Mr. Beach seconded the motion to approve funding the event at \$2,000, partial request. The motion carried 4-0.

Adjournment:

Chair Christensen adjourned the meeting at 11:45 a.m.

Richland City Hall is ADA accessible with special parking and access available at the entrance facing George Washington Way. Requests for sign interpreters, audio equipment, and/or other special services must be received 48 hours prior to the Lodging Tax Advisory Committee Meeting by calling the City Clerk's Office at 942-7388.

2016 HOTEL/MOTEL FUND
May 16, 2016

First 2% Available Funds = \$336,565.00

ORGANIZATION	PROPOSED USE OF MONEY	2015 ALLOCATION	2016 REQUEST	FUNDED	NOT FUNDED	2016 FUNDING RECOMMENDATION
Washing State Trails Commission	Regional Marketing of Annual Conference	\$0.00	\$3,000.00	X		\$3,000.00
TC Sunrise Rotary	Regional Marketing of See3Slam Basketball Tournament	\$0.00	\$10,000.00	X		\$10,000.00
		\$0.00	\$13,000.00			\$13,000.00
				Available		\$237,123.00
				Remaining		\$224,123.00

Second 2% Available Funds = \$491,212

ORGANIZATION	PROPOSED USE OF MONEY	2015 ALLOCATION	2016 REQUEST	FUNDED	NOT FUNDED	2016 FUNDING RECOMMENDATION
--------------	-----------------------	--------------------	-----------------	--------	---------------	--------------------------------

There were no requests this cycle.

RESOLUTION NO. 131-16

A RESOLUTION of the City of Richland awarding the distribution of Hotel/Motel Tax Funds.

WHEREAS, pursuant to RCW 67.28.1817, City Council established a reserve funded through a tax on lodging which is to be used to promote or increase tourism; and

WHEREAS, City staff estimates that \$237,123 from the first two percent (2%) of available funds and \$491,212 from the second two percent (2%) of available funds are available for award during the 2016 funding cycle; and

WHEREAS, City staff accepted applications for projects to be considered by the Lodging Tax Advisory Committee and City Council for funding in 2016; and

WHEREAS, at their August 18, 2015 meeting, the Richland City Council approved the positive recommendation to allocate a total of \$325,923 toward projects that were determined eligible; and

WHEREAS, at its May 16, 2016 meeting, the Lodging Tax Advisory Committee provided a positive recommendation to allocate a total of \$2,000 toward projects that are determined eligible, as further described in the 2016 Hotel/Motel Fund Spring Cycle meeting minutes and worksheet attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that Hotel/Motel Tax Funds available in 2016 shall be made available as partial funding in the amount of \$2,000 as provided in the 2016 Hotel/Motel Fund Spring Cycle meeting minutes, and that all related documents necessary to complete the awards shall be signed and executed by the City Manager.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland at a regular meeting on the 7th day of June, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Items of Business

Key Element: Key 3 - Economic Vitality

Subject:

Resolution No. 125-16, Authorizing a Third Amendment to the Purchase and Sale Agreement with The Crown Group, Inc. for 650 George Washington Way

Department:

Community & Development Services

Ordinance/Resolution Number:

125-16

Document Type:

Resolution

Recommended Motion:

Motion to Approve Resolution No. 125-16, authorizing the City Manager to sign and execute a Third Amendment to Contract No. 54-15 to extend the 90-day Initial Contingency Period to August 18, 2016.

Summary:

On March 17, 2015, Council authorized the City Manager to enter into a Purchase and Sale Agreement (Contract No. 54-15) with The Crown Group, Inc. for the sale and development of 650 George Washington Way. Part of that contract included a 90-day initial contingency period for The Crown Group, Inc. to determine the suitability of the site for their proposed development, and the opportunity for Crown to pursue the feasibility of developing a public market at 650 George Washington Way.

Two previous extensions to the existing Purchase and Sale Agreement have already been given, and the current initial 90-day contingency period is set to expire on June 25, 2016. During the time granted under each previous extension, The Crown Group, Inc. actively pursued creation of a public-private partnership with the City of Richland as a component of ascertaining the feasibility of developing a public market at 650 George Washington Way.

In an email dated May 20, 2016, The Crown Group, Inc. notified the City that it is prepared to advance with a development plan for 650 George Washington Way that aligns with Crown's original concept, which is mixed use development with a combination of office space, retail and/or residential. Based on this shift in focus, The Crown Group, Inc. has asked the City of Richland to extend the current initial 90-day contingency period to and through August 18, 2016.

The City remains supportive of the original development concept proposed by The Crown Group, Inc., and desires to see successful development at 650 George Washington Way.

Staff recommends approval of this third extension based on The Crown Group, Inc.'s representation that it is moving forward with its original development concept.

Fiscal Impact:

Approval of this action may result in further delay in receiving revenue from the sale of the city-owned property.

Attachments:

1. Resolution No. 125-16
2. Third Amendment to Contract No. 54-15
3. Email from Mark Lambert - May 20, 2016

RESOLUTION NO. 125-16

A RESOLUTION of the City of Richland authorizing execution of a Third Amendment to the Purchase and Sale Agreement by and between the City of Richland and the Crown Group, Inc.

WHEREAS, on March 17, 2015, Richland City Council adopted Resolution No. 33-15, authorizing execution of a Purchase and Sale Agreement (Contract No. 54-15, hereinafter "Original Agreement") by and between the City of Richland and The Crown Group, Inc.; and

WHEREAS, on August 5, 2015, the City of Richland and The Crown Group, Inc. executed a First Amendment to Purchase and Sale Agreement that extended the initial 90-day contingency period under Section 4.4 of the Original Agreement to February 26, 2016; and

WHEREAS, on February 16, 2016, the City of Richland and The Crown Group, Inc. executed a Second Amendment to Purchase and Sale Agreement that extended the initial 90-day contingency period under Section 4.4 of the Original Agreement to June 25, 2016; and

WHEREAS, during the time granted under each previous extension, The Crown Group, Inc. actively pursued creation of a public-private partnership with the City of Richland as a component of ascertaining the feasibility of developing a public market at 650 George Washington Way; and

WHEREAS, in an email dated May 20, 2016, The Crown Group, Inc. notified the City that it is prepared to advance with a development plan for 650 George Washington Way that aligns with Crown's original concept, which is mixed use development with a combination of office space, retail and/or residential. Based on this shift in focus, The Crown Group, Inc. has asked the City of Richland to extend the current initial 90-day contingency period to and through August 18, 2016; and

WHEREAS, the City of Richland remains supportive of The Crown Group, Inc.'s original development proposal, and desires to see successful development at 650 George Washington Way.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to sign and execute a Third Amendment to the Purchase and Sale Agreement by and between the City of Richland and The Crown Group, Inc. extending the Initial Contingency Period provided for in Section 4.4 of the Purchase and Sale Agreement from June 25, 2016 to August 18, 2016.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland at a regular meeting on the 7th day June, 2016.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS
City Clerk

HEATHER KINTZLEY
City Attorney

Third Amendment to Purchase and Sale Agreement

This **Third Amendment** to the March 27, 2015 Purchase and Sale Agreement ("Amendment") is made and entered it on this ____ day of _____, 2016 by and between the **City of Richland**, a Washington municipal corporation ("Seller") and **The Crown Group, Inc.**, an Illinois corporation ("Purchaser").

For valuable consideration, the receipt of which is hereby acknowledged, the City and The Crown Group, Inc. agree to modify the existing Purchase and Sale Agreement as described below.

Section 4.4 consists of three paragraphs. The first paragraph in Section 4.4, entitled Purchaser's Right to Determine, shall be modified as follows:

4.4. Purchaser's Right To Determine. Purchaser shall have until ~~February 26, 2016~~ ~~June 25, 2016~~ August 18, 2016 to determine the suitability of the Property for Purchaser's intended use, including but not limited to: (1) zoning, (2) easements, restrictions and covenants of record, (3) floodplain-floodway, (4) financing, (5) soils, (6) environmental, and (7) Governmental Approvals, as further defined in Section 4.8. Seller shall, within ten (10) business days of the date of the executed Agreement, provide to Purchaser copies of all available documentation and reports relating to the Property, including, but not limited to, soils tests, environmental reports and similar reports. If the results of said review are unsatisfactory in Purchaser's opinion, Purchaser's may, at its option, terminate this Agreement by giving Seller written notice of termination prior to the end of the initial Contingency Period. Further, if, prior to the conclusion of the initial Contingency Period, Purchaser determines in its sole and absolute discretion that the Property is not suitable for Purchaser's intended use and gives written notice thereof to Seller on or prior to the expiration of the initial Contingency Period in accordance with the notice requirement herein, then this Agreement shall terminate and be of no further force and effect, and the Earnest Money shall be immediately refunded to Purchaser. In the event Purchaser fails to give such notice, this Agreement shall remain in full force and effect and this condition shall be deemed waived by Purchaser, in which event the Earnest Money shall be non-refundable in accordance with this section, absent a default by Seller, but shall be applicable to the Purchase Price.

The remaining paragraphs in Section 4.4, along with all other terms and conditions of the Purchase and Sale Agreement executed March 27, 2015 remain unchanged and in full force and effect. All rights, obligations and liabilities arising out of the contract are the direct rights and obligations of The Crown Group, Inc.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of this ____ day of _____, 2016.

CITY OF RICHLAND – SELLER

THE CROWN GROUP, INC. – PURCHASER

By: Cynthia D. Reents, ICMA-CM
Its: City Manager

By: Mark Lambert
Its: President

APPROVED AS TO FORM

Heather Kintzley
Richland City Attorney

Arrasmith, Darin

Subject: FW: 650 GWW / TCG Contract
Attachments: RE: Meeting Follow Up; RE: Meeting Follow Up; RE: Contract for 650 GWW, City of Richland and The Crown Group; Flow Chart / June 7th Agenda; 05-06-16 650 GWW Public Market.pdf

From: Mark Lambert [<mailto:MarkLambert@crowngroup.com>]
Sent: Friday, May 20, 2016 4:38 PM
To: Jensen, Kerwin
Cc: Reents, Cindy ; *CITY COUNCIL ; Brault Adam (adam@andyet.com) ; Mark Lambert
Subject: 650 GWW / TCG Contract

Kerwin,

We are in receipt of your May 19 , 2016 letter. Based on your letter, please accept this email as my formal request that the initial 90 day period of the subject contract be renewed commencing May 20, 2016. I believe that you can confirm that on numerous occasions (including our meeting with Cindy referred to below) I've indicated that if and when the City elects not to proceed with the market concept at the subject location , we would need the initial 90 days to renew so that we can get back up to speed. I've attached some past email correspondence that relates to this 90 day reboot concept. I understand that we have additional rights to extend beyond the initial 90 days per your reference to paragraphs 4.4 and 4.6 of the subject contract but these sections do not address the loss of time we have incurred related to the initial 90 days.

Our initial 90 days now expires on June 27,2016 (38 days from May 20 taking into account that the June 25th Second Amendment date is on a Saturday so it moves to Monday the 27th). My request is to extend this 90 day period to August 18, 2016.

I understand that the Council could take the position that it gave us its decision on April 27th, however, as you are aware, Cindy, you, Adam and I made a good faith effort (via a 3 hour meeting on May 3rd) for the City Council to reconsider its position as subsequently outlined in our 5/6/16 memo attached (which also has several references to the 90 day reboot concept). Shortly after our meeting, we had a phone conversation with you discussing your preparation of a flow chart for the Council Members and that tentatively we were shooting for the June 7th Council meeting per my 5/19/16 email attached. During the elapsed time from 2/26/16 (the previous 90 day end date) and from April 27th until today our efforts have been to incorporate a public market into the 650 GWW plan which in many respects has support.

At this point we are going to move forward with a development plan for 650 GWW that will include apartments along with some retail and/or restaurant uses, however, we think it's fair that the 90 day clock start May 20 given the above background. I have made plans to be in Richland on June 7th and will plan to attend the Council Meeting to address this matter if needed or helpful.

We would very much appreciate your support and Cindy's support on this matter. Also, could you please indicate who we will be working with from a planning point of view going forward?

Thank You,

Mark

Mark Lambert
President

The Crown Group
1564 W. Algonquin Road
Hoffman Estates, IL 60192
ph: 847-934-2525 ext.1
fax: 847-358-4591
e-mail: marklambert@crowngroup.com
web site: www.crowngroup.com

“Long Term Relationships Based on Trust and Performance”



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Reports and Comments

Key Element:

Subject:

City Manager

Department:

City Manager

Ordinance/Resolution Number:

Document Type:

Presentation

Recommended Motion:

Summary:

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Reports and Comments

Key Element:

Subject:
City Council

Department:
City Council

Ordinance/Resolution Number:

Document Type:
Presentation

Recommended Motion:

Summary:

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 06/07/2016

Agenda Category: Reports and Comments

Key Element:

Subject:
Mayor

Department:
City Council

Ordinance/Resolution Number:

Document Type:
Presentation

Recommended Motion:

Summary:

Fiscal Impact:

Attachments: