



Agenda
City Council Regular Meeting
Tuesday, April 7, 2020

Public Telephonic Access: (346) 248-7799 or (669) 900-6833; Meeting ID No. 715-158-288

*Note: Governor Inslee's Proclamation 20-28 prohibits Council meetings from being conducted in person. For this meeting, Council will meet remotely and only take action on necessary and routine matters or matters necessary to respond to the COVID-19 outbreak until such time as regular public participation is possible. **There is no scheduled public comment for this meeting.** The public may attend this meeting through telephonic access by calling the phone numbers provided.*

City Council Regular Meeting - 6:00 p.m. (City Hall Council Chambers)

Welcome and Roll Call

Pledge of Allegiance

Approval of Agenda: (Approved by Motion)

Consent Calendar: Approved by single vote; Councilmembers may transfer individual items to Items of Business for deliberation before voting.

Minutes:

- I. Approval of the March 17, 2020 Council Meeting Minutes
 - Heather Kintzley, City Attorney.

Ordinances - First Reading:

Ordinances - Second Reading & Passage:

2. Ordinance No. 05-20, Amending the 2020 Budget in the General Fund, Park Project Construction Fund and Park Reserve Fund
 - Joe Schiessl, Parks & Public Facilities Director
 - John Bruce, Chief of Police
3. Ordinance No. 06-20, Amending Richland Municipal Code Section 2.16.010 related to Planning Commission Membership
 - Heather Kintzley, City Attorney
4. Ordinance No. 08-20, Amending Chapters 23.06 and 23.30 of the Richland Municipal Code related to Definitions and Public Use District Permitted Land Uses
 - Kerwin Jensen, Development Services Director.

Resolutions - Adoption:

5. Resolution No. 44-20, Authorizing an Agreement with Itron, Inc. for Deployment of an Electric and Water Advanced Metering Infrastructure System
 - Clint Whitney, Energy Services Director
6. Resolution No. 52-20, Authorizing 2020 Park Partnership Program Grant Agreements
 - Joe Schiessl, Parks & Public Facilities Director

7. Resolution No. 53-20, Authorizing an Interlocal Agreement with City of Kennewick related to the 2020 Microsurfacing Project
- Pete Rogalsky, Public Works Director
8. Resolution No. 54-20, Authorizing Award of Bid to Big D's Construction of Tri-Cities, Inc. for the Lorayne Water System Project
- Pete Rogalsky, Public Works Director
9. Resolution No. 55-20, Authorizing Water and Sewer Services to a Kennewick School District Property outside Richland City Limits
- Pete Rogalsky, Public Works Director
10. Resolution No. 56-20, Authorizing an Interlocal Agreement with City of Kennewick related to the Steptoe/Gage Intersection Improvements Project
- Pete Rogalsky, Public Works Director
11. Resolution No. 58-20, Approving the Final Plat of Clearwater Creek Phase 12
- Kerwin Jensen, Development Services Director

Items - Approval:

Expenditures - Approval:

12. Expenditures from March 9, 2020 - March 27, 2020 for \$21,711,638.12 including Check Nos. 277496-278159, Travel Check Nos. 19922-19923, Wire Nos. 8052-8078, Payroll Check Nos. 162778-163317, and Payroll Wire/ACH Nos. 11425-11441.
- Cathleen Koch, Administrative Services Director

Items of Business:

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 ci.richland.wa.us/cityview

Richland City Hall is ADA accessible. Requests for sign interpreters, audio equipment, and/or other special services must be received 48 hours prior to the meeting by calling the City Clerk's Office at 942-7389.



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2020

Agenda Category: Minutes

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

Subject:

Approval of the March 17, 2020 Council Meeting Minutes

Department:

City Attorney

Ordinance/Resolution Number:

Document Type:

Minutes

Recommended Motion:

None.

Summary:

Draft minutes from the March 17, 2020 Council Meeting are presented for Council's consideration and approval.

Fiscal Impact:

None.

Attachments:

I. Draft 2020.03.17 Council Meeting Minutes



MINUTES

RICHLAND CITY COUNCIL REGULAR MEETING

Richland City Hall ~ 625 Swift Boulevard

Tuesday, March 17, 2020

City Council Regular Meeting - 7:30 p.m.

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

Welcome and Roll Call

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

Attendance: Mayor Lukson, Mayor Pro Tem Kent, and Councilmembers Alvarez, Anderson, Christensen and Lemley were present. Councilmember Thompson was absent.

COUNCILMEMBER CHRISTENSEN MOVED AND COUNCILMEMBER LEMLEY SECONDED THE MOTION TO EXCUSE COUNCILMEMBER THOMPSON. THE MOTION CARRIED 6-0.

Also present were City Manager Reents, Assistant City Manager Amundson, City Attorney Kintzley, Chief of Police Bruce, Fire & Emergency Services Director Huntington, Development Services Director Jensen, Administrative Services Director Koch, Public Works Director Rogalsky, Parks & Public Facilities Director Schiessl, Energy Services Director Whitney and City Clerk Rogers.

Pledge of Allegiance

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

Approval of Agenda

COUNCILMEMBER CHRISTENSEN MOVED AND COUNCILMEMBER LEMLEY SECONDED THE MOTION TO APPROVE THE AGENDA AS PUBLISHED. THE MOTION CARRIED 6-0.

Presentations

1. Proclamation of Emergency - Coronavirus (COVID-19)

Mayor Lukson stated that along with other cities, counties, states and government, the City of Richland has been impacted by the effects of the novel coronavirus, which has caused the City to change the way business is conducted. Mayor Lukson then read aloud the Proclamation of Emergency related to the coronavirus (COVID-19) pandemic.

2. Visit TRI-CITIES 2019 Annual Report, 2020 Work Plan and Request for Funds from the Tri-City Regional Hotel-Motel Commission Reserve

Michael Novakovich, President and CEO of Visit Tri-Cities, discussed the impacts COVID-19 has had on small business, travel and tourism in the Tri-Cities. He provided an overview of the revenue loss from hotel room cancellations, cancelled events and what has been done to mitigate the losses.

Mr. Novakovich then briefly reviewed the Visit Tri-Cities 2019 Annual Report, and provided information on the 2020 Work Plan and projects that will generate revenue for the Tri-Cities.

A brief question and answer period with Council followed.

Mr. Novakovich announced that Visit Tri-Cities is partnering with TRIDEC and the Tri-Cities Regional Chamber of Commerce to leverage the capabilities of the three organizations to strengthen the local economy.

Public Hearing

City Clerk Rogers read the Public Hearing and Public Comments procedures.

3. Amending the 2020 Budget in the General Fund, Park Project Construction Fund and Park Reserve Fund, Ordinance No. 05-20

Chief of Police Bruce stated that Ordinance No. 05-20 is intended to effectuate five proposed budget amendments between Police Services and Parks & Public Facilities. Two of the five budget amendments allow the Richland Police Department to accept and appropriate funds from the Seattle Police Department and the U.S. Government.

The three other requests fund the following projects:

- \$72,956 to support Phase II of the Badger Mountain Steps project in Trailhead Park;
- \$5,000 to assist the Richland Seniors Association's effort to purchase new furniture for public use in the Richland Community Center;
- \$18,000 to outfit the Richland Police Department Shooting Range with internet service.

Mayor Lukson opened the hearing for public comments at 7:52 p.m. No public comments were received. Mayor Lukson closed the public hearing at 7:52 p.m.

4. Relinquishment of an Easement at 307 Sanford Avenue, Resolution No. 47-20

Public Works Director Rogalsky stated that the property owner requested the relinquishment of an easement. Staff has determined that the City no longer has need

for the easement, and supports the relinquishment. State law requires a public hearing to solicit testimony before the relinquishment can be executed.

Mayor Lukson opened the hearing for public comments at 7:53 p.m. No public comments were received. Mayor Lukson closed the public hearing at 7:53 p.m.

Public Comments

None.

Consent Calendar

City Clerk Rogers read the Consent Calendar.

COUNCILMEMBER CHRISTENSEN MOVED AND COUNCILMEMBER LEMLEY SECONDED THE MOTION TO APPROVE THE CONSENT AGENDA AS PUBLISHED. THOSE IN FAVOR: ALVAREZ, ANDERSON, CHRISTENSEN, KENT, LEMLEY AND LUKSON. THOSE OPPOSED: NONE. MOTION CARRIED 6-0.

Minutes

1. Approval of the March 3, 2020 Council Meeting Minutes

Ordinances - First Reading

2. Ordinance No. 05-20, Amending the 2020 Budget in the General Fund, Park Project Construction Fund and Park Reserve Fund
3. Ordinance No. 06-20, Amending Richland Municipal Code Section 2.16.010 related to Planning Commission Membership
4. Ordinance No. 07-20, Amending Section 2.04.110 of the Richland Municipal Code related to Term Limits for Boards, Commissions and Committees

Ordinances - Second Reading & Passage

5. Ordinance No. 04-20, Amending Chapter 1.01 of the Richland Municipal Code related to Conduct of Council Business

Resolutions - Adoption

6. Resolution No. 40-20, Authorizing a Consultant Agreement with DOWL, LLC for the Street Lighting Retrofit and Standards Project
7. Resolution No. 43-20, Approving the use of \$417,700 from the Tourism Promotion Area Reserve Account for Supplemental Tourism-related Projects in 2020

8. Resolution No. 46-20, Approving the Final Plat of Cob Hill
9. Resolution No. 47-20, Authorizing the Relinquishment of an Easement at 307 Sanford Avenue
10. Resolution No. 49-20, Approving Commercial Facade Improvement Program Agreements
11. Resolution No. 50-20, Authorizing an Award of Bid to Magnum Power, LLC for the 2020 Boring, Trenching and Cable Replacement Project
12. Resolution No. 51-20, Authorizing Award of Bid to Vincent Brothers, LLP for the Water Treatment Plant Facade Replacement Project

Items - Approval

13. Appointments to the Arts Commission: Jeff Kissel, Eldrick Hereford, Tomalin Bailie, Ginger Wireman and Amberlyn Scott
14. Appointment to the Board of Adjustment: Jennifer Nuzum
15. Appointments to the Code Enforcement Board: Skye White, Gregory Levy, Derenda Bialy and Raymond Swenson
16. Appointments to the Planning Commission: Marianne Boring and Eric L. Smith
17. Appointments to the Parks & Recreation Commission: Jim Buelt, Samantha Mason and Sadie Smith
18. Appointment to the Economic Development Committee: Megan Hughes

Expenditures - Approval

19. Expenditures from February 24, 2020 - March 6, 2020 for \$19,151,602.56 including Check Nos. 277095-277495, Travel Check Nos. 19912-19921, Wire Nos. 8033-8051, Payroll Check Nos. 162226-162777, Payroll Wire/ACH Nos. 11401-11424 and Pension Check Nos. 5388-5418.

Items of Business

20. Resolution No. 48-20, Authorizing an Interlocal Agreement with Benton County for Placement of Payment and Ballot Drop Boxes

Mayor Lukson recused himself from participating in discussion and voting on this item given that he is an employee of the Benton County Prosecuting Attorney's Office. Mayor

Lukson stated for the record that he is not the deputy prosecutor who worked on the item, but out of the abundance of caution and to avoid potential conflict, he did not participate in any decisions or cast a vote in this matter.

COUNCILMEMBER CHRISTENSEN MOVED AND COUNCILMEMBER LEMLEY SECONDED THE MOTION TO APPROVE RESOLUTION NO. 48-20. THOSE IN FAVOR: ALVAREZ, ANDERSON, CHRISTENSEN, KENT, AND LEMLEY. THOSE OPPOSED: NONE. COUNCILMEMBER LUKSON ABSTAINED. MOTION CARRIED 5-0.

21. Ordinance No. 08-20, Amending Chapters 23.06 and 23.30 of the Richland Municipal Code related to Definitions and Public Use District Permitted Land Uses (Open Record Public Hearing)

Kerwin Jensen, Development Services Director, stated that the proposed code amendment would permit a school based-clinic to be located in a Parks & Public Facilities (PPF) zone. The amendments to the code contained in Ordinance No. 08-20 were unanimously approved by the Planning Commission.

Councilmember Anderson announced that he is an employee of the Richland School District, the proponent of the zoning text amendment, and therefore recused himself from participating in discussion or casting a vote on this item.

Councilmember Christensen stated that he is not aware of anyone opposing this project, but has heard of concerns regarding traffic, parking and congestion. Councilmember Christensen added that it does not appear that allowing this use would impact traffic since it would be on school grounds. Councilmember Christensen stated his position in favor of Ordinance No. 08-20.

City Attorney Kintzley provided legal guidance on the steps necessary to adopt the code amendment.

Mayor Lukson opened the public hearing at 8:01 p.m. There were no public comments. Mayor Lukson closed the public hearing at 8:01 p.m.

COUNCILMEMBER CHRISTENSEN MOVED AND COUNCILMEMBER LEMLEY SECONDED THE MOTION TO APPROVE ORDINANCE NO. 08-20. THOSE IN FAVOR: ALVAREZ, CHRISTENSEN, KENT, LEMLEY AND LUKSON. THOSE OPPOSED: NONE. COUNCILMEMBER ANDERSON ABSTAINED. MOTION CARRIED 5-0.

Reports and Comments

City Manager

City Manager Reents thanked Mayor Lukson and Councilmember Lemley for attending

the annual City of Richland Employee Breakfast earlier in the month. The breakfast was well-attended by employees, and the Mayor's comments to the employees were appreciated.

City Manager Reents then read the press release provided to the employees and the public the day before regarding coronavirus and its impact on the City of Richland.

In accordance with Governor Inslee's emergency proclamation regarding the novel coronavirus (COVID-19), and guidance issued by the President of the United States on March 15, 2020, City Manager Reents outlined the changes made to the city operations, including changes in hours of operation; closure and partial closure of facilities to the public; meeting cancellations, refunds for certain events and postponing events. City Manager Reents also added that assessments and adjustments will be made on a daily basis, and when changes are made, Council, employees and the public will be notified immediately via the City's website and social media platforms. City Manager Reents also shared that the park restrooms have been closed until further notice due to an increase in vandalism and theft.

City Manager Reents encouraged citizens to watch municipal meetings live on Charter Channel 192, on the City's website, or on the City's YouTube channel. Further, to be consistent with state directives and social distancing, Councilmembers will be permitted to call in to future council meetings. City Manager Reents recommended cancelling the March 24, 2020 City Council Workshop, and consolidating the two City Council meetings in April. Should that occur, cancellation notices will be posted.

City Manager Reents advised that the leadership team continues to meet regularly to assess city operations in light of the pandemic. Further, members of the Richland Fire Department provided training to city employees to address concerns and assuage fears. A sanitization practice has been instituted in all departments for all staff members.

City Manager Reents also shared that Richland has been coordinating with other cities in the region to stay aligned to the extent practicable. The City Managers meet via conference calls regularly, and several staff members participate in weekly briefings with the Benton-Franklin Health Department.

The City will continue to provide as many city services as possible while protecting the health of staff and community members. City Manager Reents encouraged citizens to stay vigilant, wash their hands often and stay home when ill.

City Council

Councilmember Anderson shared that he participated in interviewing candidates to fill vacancies on the Code Enforcement Board and Arts Commission. He added that although both boards recently lost quality members, they also recently gained highly qualified volunteers to serve. Councilmember Anderson further commented on the Richland School District's provision of a drive-through service for the distribution of

meals to those who are eighteen (18) years and younger in the school district. Schools are closed and extracurricular activities have been cancelled. Lastly, Councilmember Anderson encouraged citizens to comply with guidelines established by local, state and federal public health authorities to respond to coronavirus.

Mayor Pro Tem Kent stated that she participated in interviews to fill vacant positions on the Parks and Recreation Commission. She encouraged those who were not selected to apply again in the future. Mayor Pro Tem Kent also encouraged the public to remain calm and informed, and to adhere to instructions given regarding the coronavirus. Pro Tem Kent encouraged the community to help support one another through this event. Lastly, Pro Tem Kent expressed disappointment over the vandalism and theft occurring in the park restrooms.

Councilmember Alvarez stated that he recommends the use of Zoom, a video communications remote conference service, for future meetings. Councilmember Alvarez then thanked the first responders, medical community, department directors, staff and maintenance crew for their dedication during the pandemic. He encouraged the community to support small businesses. Councilmember Alvarez also recommended that everyone follow recommendations and guidelines established by the CDC and state public health authorities.

Councilmember Lemley inquired where the public can go to obtain information. City Manager Reents replied that it would depend on the type of information needed. City of Richland facility closure and operation times are listed on the City website. For information regarding the coronavirus, citizens should visit the Centers for Disease Control (CDC) website. For local information regarding the virus, citizens should visit the Benton-Franklin Health Department.

Lastly, Councilmember Lemley encouraged citizens to volunteer at one of the three food banks as most of the volunteers are older and fall within the high risk population. He also encouraged citizens to donate certain items to any of the three locations.

Councilmember Christensen stated that he agreed with comments made by Councilmembers Anderson and Lemley and did not have anything to add.

Mayor

Mayor Lukson stated that the impacts from the virus are remarkable. Mayor Lukson commented on the lack of an audience at the meeting, which indicates that citizens are listening to the CDC's advice. Mayor Lukson encouraged people to avoid contact with others. He added that he is certain that this event will have a significant impact on the local and national economy. Mayor Lukson stated that he hopes that the community will help each other through this difficult time.

Adjournment

Mayor Lukson adjourned the meeting at 8:29 p.m.

APPROVED:

ATTESTED:

Ryan Lukson, Mayor

Jennifer Rogers, City Clerk

DATE APPROVED:

DATE PUBLISHED:

DRAFT



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2020

Agenda Category: Ordinances - Second Reading & Passage

Core Focus Area 1 - Promote Financial Stability & Operational Effectiveness

Core Focus Area 2 - Manage & Maintain Infrastructure & Facilities

Core Focus Area 5 - Maximize Community Amenities

Subject:

Ordinance No. 05-20, Amending the 2020 Budget in the General Fund, Park Project Construction Fund and Park Reserve Fund

Department:

Parks & Public Facilities

Ordinance/Resolution Number:

05-20

Document Type:

Ordinance

Recommended Motion:

Give second reading and pass Ordinance No. 05-20, amending the 2020 Budget in the General Fund, Park Project Construction Fund and Park Reserve Fund.

Summary:

Ordinance No. 05-20 accomplishes five (5) budget actions that allow Police Services and Parks & Public Facilities to enhance performance and deliver effective services to Richland citizens.

Parks & Public Facilities is seeking two budget adjustments. One request is to appropriate funds from the Park Reserve Fund in support of Phase II of the Badger Mountain Steps project in Trailhead Park. Funding in the amount of \$72,956 will be appropriated to the Park Project Construction Fund to complete construction of new steps to access the popular hiking opportunity at Badger Mountain/Benton County Centennial Preserve. In addition, \$5,000 is requested from the Park Reserve Fund to the General Fund to assist the Richland Seniors Association's effort to compliment the Richland Community Center with new furniture for public use.

Richland Police Services is seeking three budget adjustments. Two involve acceptance and appropriation of funds from outside entities, namely the Seattle Police Department, who is passing through \$28,000 in federal funds to RPD, and the U.S. Government, who recently awarded RPD with a federal seizure award in the amount of \$96,668 for collaborative work on a SERICAC case. Through Ordinance No. 05-20, these funds will be accepted and appropriated in the General Fund for RPD's use.

The third budget adjustment sought by RPD is to outfit the RPD Shooting Range with internet capability. RPD is fortunate to have a premier range and classroom facility. Internet access is essential to instructing a class and maintaining the operational ability of the target system. Adding connectivity to the range classroom facility and target turning equipment will allow RPD staff to continue to enhance their skills and abilities. RPD requests \$18,000 be appropriated from the Police Reserve Training Fund to the General Fund to complete this facility upgrade. Staff recommends approval of Ordinance No. 05-20 for second reading and passage.

Fiscal Impact:

The Park Reserve Fund and Police Training Reserve Fund have sufficient funds to support the requested budget adjustments as detailed in Ordinance No. 05-20.

Attachments:

I. Ordinance No. 05-20

ORDINANCE NO. 05-20

AN ORDINANCE of the City of Richland accepting funding awards and amending the 2020 Budget to provide for additional appropriations in the City's General Fund, Park Project Construction Fund and Park Reserve Fund.

WHEREAS, on November 19, 2019, Richland City Council approved Ordinance No. 55-19 approving the 2020 Budget; and

WHEREAS, this Ordinance No. 05-20 will address five (5) separate budget amendments necessary to deliver effective and efficient service to Richland citizens; and

WHEREAS, the first budget amendment addressed by this Ordinance No. 05-20 concerns Trailhead Park and the Capital Improvement Plan (CIP) project known as the Badger Mountain Steps within a portion of Trailhead park; and

WHEREAS, the City owns and operates Trailhead Park; and

WHEREAS, Trailhead park serves as a primary entrance to the Benton County Centennial Preserve and receives approximately 225,000 annual visits; and

WHEREAS, in 2019, the City initiated an approved CIP project known as the Badger Mountain Steps to replace stairs within a portion of Trailhead Park; and

WHEREAS, the 2019 project replaced approximately two-thirds of the total stairs needed (Phase I); and

WHEREAS, additional revenue is needed in 2020 to complete the project; and

WHEREAS, Phase II of the project has been designed, and competitive quotes have been received. The low quote for the project is \$60,796 including Washington State Sales Tax; and

WHEREAS, the total estimated project cost is \$72,956, which includes a 20% contingency; and

WHEREAS, no funds were appropriated in the Park Project Construction Fund to complete Phase II of the 2019 Badger Mountain Steps project; and

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

WHEREAS, the second budget amendment addressed by this Ordinance No. 05-20 concerns an increase in General Fund appropriations from the Park Reserve Fund; and

WHEREAS, on September 5, 2017, City Council adopted Resolution No. 156-17 authorizing the City Manager to enter into 2017 Park Partnership Program grant agreements; and

WHEREAS, Resolution No. 156-17 awarded \$5,000 to the Richland Seniors Association (RSA) to fund replacement of certain public furniture in the Richland Community Center; and

WHEREAS, due to administrative challenges, the RSA was unable to timely perform under the 2017 grant agreement; and

WHEREAS, the RSA is now able to execute the project to benefit the Richland Community Center under a new grant agreement subject to Council approval; and

WHEREAS, no funds were appropriated in the 2020 Budget to complete RSA's 2017 project; and

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

WHEREAS, the third budget amendment addressed by this Ordinance No. 05-20 concerns an increase in General Fund appropriations from the Richland Police Reserve Training Fund; and

WHEREAS, the Richland Police Range is in need of internet capability at the Richland Police Range building; and

WHEREAS, when the 2020 Budget was approved, no funds were appropriated in the General Fund for installation of internet capability at the Richland Police Range building; and

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

WHEREAS, the fourth budget amendment addressed by this Ordinance No. 05-20 concerns an increase in General Fund appropriations from receipt of Seattle Police Department federal pass-through funds; and

WHEREAS, the Seattle Police Department is the Lead Agency for Washington State's Internet Crimes Against Children (ICAC) Task Force; and

WHEREAS, the Seattle Police Department receives funding to support investigations and prosecution of ICAC crimes, and shares this funding with participating Task Force members such as the Richland Police Department to further the mission of the Task Force; and

WHEREAS, the Seattle Police Department will provide \$28,000 in federal pass-through funds to RPD for initial funding of a wellness program for RPD's ICAC detectives; and

WHEREAS, through this Ordinance No. 05-20, funds received from Seattle Police Department are accepted by the City of Richland and will be appropriated to the General Fund for RPD's use; and

WHEREAS, the fifth budget amendment addressed by this Ordinance No. 05-20 concerns an increase in General Fund appropriations from receipt of a federal seizure award; and

WHEREAS, on February 18, 2020, Richland Police Department was presented with a federal seizure award in the amount of \$96,668 for collaborative work with the City of Kennewick and the FBI in the Southeast Regional Internet Crimes Against Children (SERICAC) Task Force; and

WHEREAS, through this Ordinance No. 05-20, the funds received pursuant to the federal seizure award are accepted by the City of Richland and appropriated to the General Fund for RPD's use; and

WHEREAS, on March 17, 2020, a duly advertised public hearing was held pursuant to RCW 35.33.091 regarding the increase in appropriations in the City's Park Reserve Fund and General Fund from beginning fund balance.

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

Section 1. Facts Constituting Emergency. The expenses contained within this ordinance were not anticipated when the 2020 Budget was approved.

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

Section 3. Funds Accepted. Funds awarded to the City of Richland from the Seattle Police Department and the U.S. Government are hereby accepted and will be appropriated as identified herein for use by the Richland Police Department.

Section 4. Amendment of the 2020 Budget. The 2020 Budget is hereby amended to provide additional appropriations in the Park Project Construction Fund, Park Reserve Fund and General Fund as follows:

Park Project Construction Fund

Current Appropriation: \$ 3,340,000

Increase in Appropriation: \$ 72,956

Amended Appropriation: \$ 3,412,956

Park Reserve Fund

Current Appropriation: \$ 919,405
Increase in Appropriation: \$ 77,956
Amended Appropriation: \$ 992,361

General Fund

Current Appropriation: \$ 61,110,117
Increase in Appropriation: \$ 5,000 - Funds for Park Partnership Program
\$ 18,000 - Funds for Internet Capability
\$ 28,000 - Funds from SPD for ICAC
\$ 96,668 - Funds from Seizure Award
Amended Appropriation: \$ 61,257,785

Section 5. Staff is authorized to execute documents necessary to activate the federal pass-through funds from the Seattle Police Department as identified herein.

Section 6. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

Section 7. Should any section or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, that decision shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.

PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the 7th day of April, 2020.

Ryan Lukson, Mayor

Attested by:

Approved as to form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

Date Published: April 12, 2020



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2020

Agenda Category: Ordinances - Second Reading & Passage

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

Subject:

Ordinance No. 06-20, Amending Richland Municipal Code Section 2.16.010 related to Planning Commission Membership

Department:
City Attorney

Ordinance/Resolution Number:
06-20

Document Type:
Ordinance

Recommended Motion:

Give second reading and pass Ordinance No. 06-20, amending Richland Municipal Code Section 2.16.010 related to Planning Commission membership.

Summary:

The City has need, from time to time, to update the Richland Municipal Code to bring it into alignment with current practice, eliminate ambiguity, or reconcile conflict with state and/or federal law. At a recent City Council workshop, Council discussed its desire to ensure consistency across various boards, commissions and committees by establishing terms of no more than four (4) years where possible. Currently, the terms for the City's various boards, commissions and committees are four (4) years in duration or less except for the Planning Commission, Board of Adjustment, and Richland Library Board of Trustees.

Staff has reviewed the status of the three BCCs with terms longer than 4 years. The 5-year terms of the Richland Library Board of Trustees are established by state law and cannot be modified by local legislative action. Further, given the scope of the Board of Adjustment, 5-year terms are appropriate. However, the City has the discretion, under RCW 35.63.030, to establish terms for Planning Commission members at either four (4) or six (6) years. To do so, this housekeeping action is necessary to modify the Planning Commission terms of membership from six (6) years to four (4) years in the Richland Municipal Code.

Staff recommends approval of Ordinance No. 06-20 for second reading and passage.

Fiscal Impact:

None.

Attachments:

- I. Ordinance No. 06-20

ORDINANCE NO. 06-20

AN ORDINANCE of the City of Richland amending Section 2.16.010 of the Richland Municipal Code related to Planning Commission membership.

WHEREAS, the City has need, from time to time, to update the Richland Municipal Code to bring it into alignment with current practice, eliminate ambiguity, or reconcile conflict with state and/or federal law; and

WHEREAS, at a recent City Council workshop, Council discussed its desire to ensure consistency across various boards, commissions and committees by establishing terms of no more than four (4) years where possible; and

WHEREAS, terms for the City's various boards, commissions and committees are four (4) years in duration or less except for the City of Richland's Planning Commission, Board of Adjustment, and Richland Library Board of Trustees; and

WHEREAS, the 5-year terms of the Richland Library Board of Trustees are established by state law and cannot be modified by local legislative action; and

WHEREAS, the Board of Adjustment's scope is limited such that 5-year terms are appropriate; and

WHEREAS, the City has the discretion, under RCW 35.63.030, to establish terms for Planning Commission members at either four (4) or six (6) years; and

WHEREAS, a code amendment is necessary to modify the Planning Commission terms of membership from six (6) years to four (4) years in the Richland Municipal Code.

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

Section 1. Richland Municipal Code Section 2.16.020, entitled Planning commission created – Membership, as first enacted by Ordinance No. 23, and last amended by Ordinance No. 54-18, is hereby modified as follows:

2.16.010 Planning commission created – Membership.

There is created a planning commission (hereinafter referred to as the "commission") composed of seven members appointed by the city council. Members shall serve staggered ~~six~~ four-year terms and until their successors are appointed and confirmed. General requirements of participation on the planning commission include:

A. General knowledge of the council's community priorities;

B. A strong desire to be involved with land use development on behalf of the city of Richland;

C. The following backgrounds are desirable: urban planning, architecture, transportation, civil engineering, geology, or economic development;

D. Participation in community activities and time availability will also be considered.

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

Section 3. Should any section or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, that decision shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.

Section 4. The City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance, including but not limited to the correction of scrivener's errors/clerical errors, section numbering, references, or similar mistakes of form.

PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the 7th day of April, 2020.

Ryan Lukson, Mayor

Attested by:

Approved as to form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

Date Published: April 12, 2020



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2020

Agenda Category: Ordinances - Second Reading & Passage

Core Focus Area 6 - Enhance Neighborhood & Community Safety

Subject:

Ordinance No. 08-20, Amending Chapters 23.06 and 23.30 of the Richland Municipal Code related to Definitions and Public Use District Permitted Land Uses

Department:

Development Services

Ordinance/Resolution Number:

08-20

Document Type:

Ordinance

Recommended Motion:

Give second reading and pass Ordinance No. 08-20, amending Chapters 23.06 and 23.30 of the Richland Municipal Code related to definitions and public use district permitted land uses.

Summary:

Paul Knutzen of Knutzen Engineering, on behalf of the Richland School District and Tri-Cities Community Health, filed an application for text amendments to RMC Section 23.30.020 – Public use districts permitted land uses, and to Chapter 23.06 - Definitions. The proposed text amendments would result in the following use as an allowable Special Use in the PPF (Public Use) zoning district: “Clinic, School-based.”

The Planning Commission conducted a public hearing on February 26, 2020 and voted to recommend approval of the proposed changes to RMC Section 23.30.020 and Chapter 23.06 as specified in Ordinance No. 08-20. Richland City Council held an open record public hearing on March 17, 2020.

Staff recommends approval of Ordinance No. 08-20 for second reading and passage.

Fiscal Impact:

Approval of Ordinance No. 08-20 will have no impact on the City's budget.

Attachments:

1. Ordinance No. 08-20
2. Full Staff Report - School-Based Clinics

ORDINANCE NO. 08-20

AN ORDINANCE of the City of Richland amending Chapters 23.06 and 23.30 of the Richland Municipal Code related to definitions and public use district permitted land uses.

WHEREAS, the City has need, from time to time, to update the development regulations found in the Richland Municipal Code (RMC); and

WHEREAS, on February 26, 2020, the Richland Planning Commission held a public hearing to consider amending the RMC to make school-based clinics a permitted use in certain areas of the City; and

WHEREAS, at the conclusion of the public hearing, the Richland Planning Commission favorably recommended that Richland City Council adopt the proposed changes contained in this Ordinance No. 08-20 to define and allow school-based clinics as a permitted use in certain areas of the City of Richland.

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

Section 1. Chapter 23.06 of the Richland Municipal Code, entitled Definitions, as first enacted by Ordinance No. 28-05, and last amended by Ordinance No. 59-19, is hereby amended to read as follows:

Chapter 23.06 DEFINITIONS

Sections:

- 23.06.010 Definitions – Introductory.**
- 23.06.020 Accessory apartment unit.**
- 23.06.025 Accessory dwelling unit.**
- 23.06.027 Adult family home.**
- 23.06.030 Adult use establishment.**
- 23.06.035 Agriculture.**
- 23.06.040 Airport commercial.**
- 23.06.045 Airport industrial.**
- 23.06.050 Alley.**
- 23.06.053 Amendment.**
- 23.06.055 Animal shelter.**
- 23.06.065 Apparel and accessory stores.**
- 23.06.070 Apartment.**
- 23.06.071 Apartment, studio.**
- 23.06.075 Arcade.**
- 23.06.080 Repealed.**
- 23.06.085 Art galleries.**

23.06.090 Assisted living facility.
23.06.095 Auto parts sales.
23.06.100 Automobile repair.
23.06.105 Automobile service station.
23.06.110 Automobile wrecking.
23.06.115 Repealed.
23.06.117 Basement.
23.06.120 Bed and breakfast.
23.06.125 Block front.
23.06.130 Book, stationery and art supply store.
23.06.135 Building.
23.06.140 Building, accessory.
23.06.145 Building, main.
23.06.150 Building, hardware and garden supply store.
23.06.155 Bus station.
23.06.160 Bus terminal.
23.06.165 Bus transfer station.
23.06.170 Cafeteria.
23.06.175 Car wash.
23.06.180 Carport.
23.06.185 Cemetery.
23.06.190 Church.
23.06.195 City officials and agencies.
23.06.200 Cinema.
23.06.205 Clinic.
23.06.207 Clinic, school-based.
23.06.210 Club or fraternal societies.
23.06.215 Commercial recreation.
23.06.217 Concessionaire.
23.06.220 Convention center.
23.06.225 Contractors' offices and shops.
23.06.230 Contractors' yards.
23.06.235 Court.
23.06.240 Cultural institution.
23.06.245 Day care center.
23.06.250 Delicatessen.
23.06.255 Department store.
23.06.260 Dependent recreational vehicle.
23.06.265 Designated manufactured home.
23.06.270 Development.
23.06.275 District.
23.06.280 Dormitories, fraternities and sororities.
23.06.285 Drinking establishment.
23.06.290 Drive-through.
23.06.295 Drug store/pharmacy.
23.06.300 Dwelling, one-family attached.

23.06.305 Dwelling, one-family detached.
23.06.310 Dwelling, two-family detached.
23.06.315 Dwelling, multiple-family.
23.06.320 Dwelling unit.
23.06.325 Electronic equipment stores.
23.06.330 Essential public facilities.
23.06.335 Equipment rental.
23.06.340 Family.
23.06.345 Family day care home.
23.06.350 Farming of land.
23.06.355 Fence.
23.06.360 Financial institution.
23.06.365 Repealed.
23.06.370 Florist.
23.06.375 Food stores.
23.06.380 Food wagon.
23.06.385 Fuel station/mini-mart.
23.06.390 Funeral establishment.
23.06.395 Furniture, home furnishings, and appliance stores.
23.06.400 General service businesses.
23.06.405 Grade plane.
23.06.410 Gross floor area.
23.06.415 Guest room.
23.06.420 Habitable floor.
23.06.425 Hazardous waste.
23.06.430 Hazardous waste storage.
23.06.435 Hazardous waste treatment.
23.06.440 Hazardous waste treatment and storage facilities, off site.
23.06.445 Hazardous waste treatment and storage facilities, on site.
23.06.450 Hedge.
23.06.455 Height of building.
23.06.460 Hog farm.
23.06.465 Home occupations.
23.06.470 Health/fitness center.
23.06.475 Health/fitness facility.
23.06.477 Health spa.
23.06.480 Homeless shelter.
23.06.485 Hospital.
23.06.490 Hospital or clinic for large animals.
23.06.495 Hospital or clinic for small animals.
23.06.500 Hot tub.
23.06.505 Hotel.
23.06.510 House-banked card room.
23.06.515 Junkyard.
23.06.520 Kennel, commercial.
23.06.525 Landscaping.

23.06.530 Landscaping material sales.
23.06.535 Large livestock farming.
23.06.540 Lattice tower.
23.06.545 Laundry, self-service.
23.06.550 Laundry/dry cleaning, retail.
23.06.552 Laundry/dry cleaning, neighborhood.
23.06.555 Laundry/dry cleaning, commercial.
23.06.560 Livestock feed lot.
23.06.565 Lot.
23.06.567 Lot area.
23.06.570 Lot, corner.
23.06.572 Lot, interior.
23.06.575 Lot line, front.
23.06.577 Lot line, rear.
23.06.580 Lot line, side.
23.06.582 Lot depth.
23.06.584 Lot width.
23.06.586 Repealed.
23.06.587 Lumberyard.
23.06.590 Macrofacility.
23.06.595 Mailing services.
23.06.600 Manufactured home.
23.06.605 Manufactured home lot, park, and stand.
23.06.610 Manufacturing, general.
23.06.615 Manufacturing, heavy.
23.06.617 Manufacturing, light.
23.06.620 Manufacturing use.
23.06.625 Marinas.
23.06.630 Marine equipment rentals.
23.06.635 Marine gas sales.
23.06.640 Master plan.
23.06.645 Microbrewery.
23.06.650 Repealed.
23.06.655 Mini-warehouse.
23.06.660 Mobile home.
23.06.665 Monopole.
23.06.670 Motel.
23.06.675 Nursing home or rest home.
23.06.680 Nursery, plant.
23.06.685 Office – Corporate.
23.06.687 Office – Consulting services.
23.06.690 Office – General.
23.06.695 Office – Research and development.
23.06.700 Office supply store.
23.06.705 Outdoor advertising sign.
23.06.710 Outdoor advertising structure.

23.06.715 Outdoor storage.
23.06.720 Parking lot.
23.06.725 Parking space, automobile (off street).
23.06.728 Parking structure.
23.06.730 Pasture.
23.06.732 Patio.
23.06.735 Pawn shop.
23.06.740 Pen.
23.06.745 Personal loan business.
23.06.750 Personal services business.
23.06.755 Pet shop and pet supply store.
23.06.760 Photo processing, copying and printing services.
23.06.765 Pool, private.
23.06.770 Pool, public.
23.06.775 Pool, semi-public.
23.06.777 Porch.
23.06.780 Portable food vendor.
23.06.785 Poultry farm.
23.06.790 Public agency building.
23.06.792 Public agency facility.
23.06.795 Radio and television studio.
23.06.797 Reclassification.
23.06.800 Recreational club.
23.06.802 Recreational vehicle.
23.06.805 Recreational vehicle campground.
23.06.807 Recreational vehicle park.
23.06.809 Recreational vehicle space.
23.06.810 Restaurant.
23.06.817 Sales, retail.
23.06.820 Sales, wholesale.
23.06.825 Sanitary station or sanitary dumping station.
23.06.830 School.
23.06.832 School, alternative.
23.06.833 School, commercial.
23.06.834 School, trade.
23.06.835 Secondhand/consignment store.
23.06.840 Senior housing.
23.06.845 Sensitive land uses.
23.06.850 Small livestock farming.
23.06.855 Specialty retail store.
23.06.860 Specified anatomical areas.
23.06.862 Specified sexual activities.
23.06.865 Stable, private.
23.06.867 Stable, public.
23.06.870 Stock-in-trade.
23.06.871 Storage container.

- 23.06.875 Story.**
- 23.06.880 Street.**
- 23.06.885 Structure.**
- 23.06.888 Substantial damage.**
- 23.06.890 Substantial improvement.**
- 23.06.895 Theater.**
- 23.06.900 Towing, vehicle impound lots.**
- 23.06.905 Travel trailer.**
- 23.06.910 Truck terminal.**
- 23.06.915 Use – Permitted.**
- 23.06.920 Use – Accessory (secondary).**
- 23.06.925 Use – Nonconforming.**
- 23.06.930 Use – Special.**
- 23.06.935 Variance.**
- 23.06.937 Vehicle-based food service.**
- 23.06.940 Vehicle leasing and rentals.**
- 23.06.945 Vehicle sales.**
- 23.06.950 Video rental store.**
- 23.06.955 Warehousing and wholesale trade.**
- 23.06.960 Warehousing, storage and distribution.**
- 23.06.965 Wholesale use.**
- 23.06.970 Wineries – Production.**
- 23.06.972 Wineries – Tasting room.**
- 23.06.975 Yard.**
- 23.06.980 Yard, front.**
- 23.06.983 Yard, rear.**
- 23.06.985 Yard, side.**

23.06.010 Definitions – Introductory.

For the purpose of this title, certain terms and words are defined in this chapter. When not inconsistent with the context, words used in the present tense shall include the future; the singular number shall include the plural, and the plural, the singular; the word “shall” is always mandatory and the word “may” denotes a use of discretion in making a decision. The words “used” or “occupied,” unless the context otherwise requires, shall be considered as though followed by the words “or intended, arranged or designed to be used or occupied.”

23.06.020 Accessory apartment unit.

An “accessory apartment unit” is located within or adjacent to a detached one-family dwelling, located on the same lot and is a habitable living unit that provides the basic requirements of shelter, heating, cooking, and sanitation subject to the provisions of RMC 23.42.020.

23.06.025 Accessory dwelling unit.

“Accessory dwelling unit” means a dwelling unit located within a building that contains a nonresidential main or primary use. Occupancy of accessory dwelling units is reserved

for the manager or owner of the main or primary use of the building.

23.06.027 Adult family home.

“Adult family home” means a facility licensed pursuant to Chapter 70.128 RCW, or the regular family dwelling of a person or persons who are providing personal care, special care, and/or room and board to more than one but not more than six adults who are not related by blood or marriage to the person or persons providing the services.

23.06.030 Adult use establishment.

“Adult use establishment” means any adult motion picture theater, adult panoram establishment, adult retail establishment or live adult entertainment establishment, as defined herein, or any establishment which provides one or more of the activities listed herein.

A. “Adult motion picture theater” means any commercial establishment where films, motion pictures, video cassettes, computer images or other similar photographic reproductions depict specified sexual activities or specified anatomical areas to patrons for a payment of a fee, membership fee, or other charge.

B. Adult Panoram Establishment. “Adult panoram” means a commercial establishment where one or more motion picture projectors, slide projectors, computers or similar devices are used to show films, video cassettes, slides, or other forms of photographic reproductions depicting specified sexual activities or specified anatomical areas to patrons for a payment of a fee, membership fee, or other charge.

C. “Live adult entertainment establishment” means any commercial establishment featuring go-go dancers, exotic dancers, strippers, male or female impersonators, or similar entertainers that emphasize specified anatomical areas and/or whose performances or other activities include or mimic specified sexual activities.

D. “Adult retail establishment” means any retail establishment which, for money or any other form of consideration, either:

1. Has as one of its principal purposes to sell, exchange, rent, loan, trade, transfer, and/or provide for viewing, off the premises, any adult-oriented merchandise, as defined in RMC 5.21.010; or
2. Provides, as its substantial stock-in-trade, for the sale, exchange, rental, loan, trade, transfer and/or viewing or use, off of the premises, any adult-oriented merchandise as defined in RMC 5.21.010.

23.06.035 Agriculture.

“Agriculture” means the tilling of the soil, the raising of crops, horticulture, floriculture, viticulture, apiculture, small livestock farming, dairying, livestock or animal husbandry, and sod farming, including all uses incidental thereto, including the sale of the agricultural products grown or raised upon the site. “Agriculture” excludes the following activities: hog

farm, livestock feed lot, poultry farm, slaughterhouse, fertilizer works, bone yard, plant for the reduction or processing of animal matter, or similar manufacturing, processing, warehousing, storage, and related industrial and commercial activities whether or not dependent upon or closely allied to the agriculture industry.

23.06.040 Airport commercial.

“Airport commercial” means the retail sale of aviation-related products and services including aircraft service and rental, air passenger services, and air terminal activities including passenger ticketing, baggage, taxi service, car rental, restaurants, hotels and gift shops.

23.06.045 Airport industrial.

“Airport industrial” means research, design, fabrication and assembly of aircraft, aircraft parts, airfreight terminals and aviation-related products. This use also includes storage and wholesale trade of aviation-related products and air cargo operations and associated storage and processing.

23.06.050 Alley.

“Alley” means a passage or way open to public travel, affording generally a secondary means of vehicular access to abutting lots, but not intended for the general traffic circulation and including vehicular ways satisfying this definition but designated by some other name.

23.06.053 Amendment.

“Amendment” means a change to the text of the city’s zoning regulations.

23.06.055 Animal shelter.

“Animal shelter” means a service use maintained and operated primarily for the impounding, holding and/or disposal of lost, stray, unwanted, or injured animals.

23.06.065 Apparel and accessory stores.

“Apparel and accessory stores” means stores primarily engaged in selling new clothing, shoes, jewelry, and related articles for personal wear and adornment and stores that rent clothing such as costumes or formal wear.

23.06.070 Apartment.

“Apartment” means a room or suite of two or more rooms, which is designed for, intended for, or occupied by one family, with facilities for cooking therein.

23.06.071 Apartment, studio.

“Apartment, studio” means a self-contained, small apartment which combines living room, kitchenette and bedroom into a single room.

23.06.075 Arcade.

“Arcade” means a commercial establishment containing six or more video, pinball, pool tables or other games, or a business with more than one game per 500 square feet of

gross floor area.

23.06.080 Area of special flood hazard.

Repealed by Ord. 59-19.

23.06.085 Art galleries.

“Art galleries” means establishments or other private or public places intended primarily for art exhibitions where people may view and/or purchase paintings, sculptures, or other works.

23.06.090 Assisted living facility.

“Assisted living facility” means an establishment which provides living quarters and a variety of limited personal care and supportive health care to individuals who are unable to live independently due to infirmity of age, physical or mental handicap, but who do not need the skilled nursing care of a convalescent or nursing home. These facilities may consist of individual dwelling units of a barrier-free design, with separate bathroom facilities, a full kitchen or no kitchen. The facility may provide a minimal amount of supportive health care monitoring, such as assistance with medication, but is limited to health care services which do not require state or federal licensing. In addition, these facilities may have a communal dining area, recreation facilities (library, lounge, game room), laundry facilities and open space.

23.06.095 Auto parts sales.

“Auto parts sales” means a commercial establishment primarily engaged in the retail sale of new auto parts, automobile accessories and tools, where no automobile maintenance or repair services are provided.

23.06.100 Automobile repair.

“Automobile repair” means an establishment which provides major automobile repair, minor automobile repair or an automobile repair specialty shop as defined herein.

A. “Major automobile repair” means general repair, engine rebuilding, rebuilding or reconditioning of motor vehicles or trailers; collision service, including body, frame or fender straightening or repair; overall painting or paint shop or other major repair or maintenance, including operations which may require open flame or welding.

B. “Minor automobile repair” means minor repairs, replacement of minor parts to passenger automobiles and trucks not exceeding one and one-half tons capacity, including any auto lubrication services and engine tune-up services but specifically excluding operations specified under “automobile repair, major” and “automobile repair, specialty shop.”

C. “Automobile repair specialty shop” means a retail and service place of business engaged primarily in light repair and sale of goods and services for automotive vehicles including brakes, muffler and tire shops, and their accessory uses. Major automobile repair is excluded from this definition.

23.06.105 Automobile service station.

“Automobile service station” means a retail place of business for the servicing or fueling of motor vehicles, including tube and tire repairs, battery charging, storage of merchandise and supplies related to the servicing of motor vehicles, sale of gasoline and other fuel and lubricants, and minor motor vehicle repairs. Such use excludes items constituting “major automobile repair.”

23.06.110 Automobile wrecking.

“Automobile wrecking” means the dismantling or wrecking of used motor vehicles or trailers, or the storage, sale or dumping of dismantled, partially dismantled, obsolete or wrecked vehicles or their parts.

23.06.115 Base flood.

Repealed by Ord. 59-19.

23.06.117 Basement.

“Basement” means any area of a building having its floor subgrade (below ground level) on all sides.

23.06.120 Bed and breakfast.

“Bed and breakfast” means a one-family detached dwelling unit occupied by a resident owner/manager within which up to four rental bedrooms are made available for overnight accommodation.

23.06.125 Block front.

“Block front” means that property abutting on one side of a street and lying between the two nearest intersecting or intercepting streets or nearest intersecting or intercepting streets and railroad right-of-way, waterway, or subdivided acreage.

23.06.130 Book, stationery and art supply store.

“Book, stationery and art supply store” means an establishment engaged in the retail sale of books and magazines, stationery, CDs, record and tapes, video and art supplies.

23.06.135 Building.

“Building” means any structure having a roof supported by columns or by walls and intended for the shelter, housing, or enclosure of any person, animal, or chattel. When any portion thereof is completely separated from every other portion thereof by a masonry division or fire wall without any window, door or other opening therein, which wall extends from the ground to the upper surface of the roof at every point, then each such portion shall be deemed to be a separate building.

23.06.140 Building, accessory.

“Building, accessory” means a detached subordinate building, the use of which is necessary and incidental to that of a main building on the same lot, and which does not change or alter the character of the premises.

23.06.145 Building, main.

“Building, main” means a building in which is conducted the principal use of the lot on which it is situated. In any residential district, any dwelling shall be deemed to be a main building on the lot on which the same is situated.

23.06.150 Building, hardware and garden supply store.

“Building, hardware and garden supply store” means an establishment engaged in selling lumber and other building materials such as paint, glass, wallpaper, tools, seeds, and fertilizer.

23.06.155 Bus station.

“Bus station” means an establishment for the storage, dispatch, repair and maintenance of coaches and other vehicles of a public transit system.

23.06.160 Bus terminal.

“Bus terminal” means an establishment that sells tickets, provides scheduling information and serves as a point of arrival and departure for an inter-city bus line.

23.06.165 Bus transfer station.

“Bus transfer station” means land in a centralized location used by a municipal bus service as a point of departure for multiple bus routes and where bus passengers transfer from one bus to another.

23.06.170 Cafeteria.

“Cafeteria” means an enclosed building or portion thereof used for the preparation, sale, and consumption of food and beverages. Typically, food services offered in a cafeteria are provided as an accessory use to employees or other groups of people and are not generally offered to the general public.

23.06.175 Car wash.

“Car wash” means a facility designed for the cleaning of automobiles, of which there are two types:

A. “Car wash, automatic” means a tunnel-like structure through which cars are pulled or driven and in which high-pressure sprays and brushes clean, dry and may wax vehicles.

B. “Car wash, self-service” means a coin-actuated, self-service washing system enclosed in a walled bay, open front and rear, of not less than eight feet in height. The pumps, water heaters and like equipment are completely housed. Additional facilities may include drying material dispensers and vacuum cleaners.

23.06.180 Carport.

“Carport” means a covered space for the housing primarily of motor vehicles and enclosed on no more than two sides by walls, screens, cabinets, or other type of enclosures.

23.06.185 Cemetery.

“Cemetery” means land used or intended to be used for the burial of the dead and dedicated for cemetery purposes including columbariums, crematoriums, mausoleums, and funeral establishments, when operated in conjunction with and within the boundary of such cemetery.

23.06.190 Church.

“Church” means a structure, group of structures, or portion thereof which is utilized for the purpose of conducting religious worship, services or ceremonies. A church may contain facilities such as a sanctuary or chapel, assembly rooms, offices, kitchen, parsonage, or multi-purpose facilities. Graded educational facilities, dwelling units except parsonages, day care facilities, and facilities for the training of religious orders shall not be considered incidental to church usage, but may be allowed subject to other provisions of this title.

23.06.195 City officials and agencies.

The word “city” means the city of Richland in Benton County, Washington; the term “city council” means the city council of said city; the terms “planning commission” or “physical planning commission” or “commission” mean the planning commission of the city; the term “board” or “board of adjustment” means the board of adjustment of the city; the term “administrative official” or “city planner” means such person as the city manager shall designate to administer and enforce this title.

23.06.200 Cinema.

“Cinema” means a motion picture theater.

23.06.205 Clinic.

“Clinic” means a building or portion of a building containing offices for providing medical, dental, psychiatric or chiropractic services for outpatients only.

23.06.207 Clinic, school-based.

“Clinic, school-based” means a building or portion of a building, co-located on school campuses, containing offices for providing limited outpatient medical services to children and their families within the respective school district, as well as to district staff and faculty. Such facilities are operated by independent healthcare organizations.

23.06.210 Club or fraternal societies.

“Club” or “fraternal societies” means an association of persons (whether or not incorporated) organized for some common nonprofit purpose, but not including a group organized primarily to render a service customarily carried on as a business.

23.06.215 Commercial recreation.

“Commercial recreation” means establishments engaged in providing amusement or entertainment for a fee or admission charge. There are two categories of commercial recreation:

A. Indoor Commercial Recreation. Including but not limited to such activities as dance

halls, bowling alleys, billiard and pool establishments, skating rinks, indoor batting cages and miniature golf.

B. Outdoor Commercial Recreation. Including but not limited to such activities as outdoor batting cages, arenas, golf courses, putting courses, outdoor miniature golf, amusement parks, riding academies, carnival operations, expositions, and marinas.

23.06.217 Concessionaire.

“Concessionaire,” for the purposes of this title, means and includes any person, firm, or corporation involved in any activity involving the sale of any goods or services, whether conducted for profit or not, on any property located within the PPF – parks and public facilities district. Any concession activity shall be clearly incidental to and supportive of an established primary permitted use in the underlying zoning district.

23.06.220 Convention center.

“Convention center” means a building or area designated to accommodate large groups of people usually for social occasions, or the exchange of information related to professional or commercial activity. Such a facility typically contains various large assembly halls, conference rooms, and food service facilities.

23.06.225 Contractors’ offices and shops.

“Contractors’ offices and shops” means a combination of uses in a single building or lot that includes the assembly, storage and/or manufacture of products typically used in building construction such as cabinetry, heating/cooling systems, plumbing and mechanical systems together with administrative offices.

23.06.230 Contractors’ yards.

“Contractors’ yards” means the portion of a lot outside of a contractor’s office and shop that is used for the outdoor storage of vehicles, equipment and supplies.

23.06.235 Court.

“Court” means an open, unoccupied space, other than a yard, on the same lot with a building or group of buildings, which is bounded on two or more sides by such building or buildings.

23.06.240 Cultural institution.

“Cultural institution” means establishments such as museums, art galleries, and botanical and zoological gardens of historic, educational or cultural interests which are not operated for profit.

23.06.245 Day care center.

“Day care center” means a licensed facility, other than a family day care home, providing regularly scheduled care for a group of children for periods less than 24 hours.

23.06.250 Delicatessen.

“Delicatessen” means retail food stores selling ready-to-eat food products such as cooked

meats, prepared salads or seafood, health food or other specialty food items.

23.06.255 Department store.

“Department store” means a large retail store arranged into departments for the sale of a variety of consumer goods.

23.06.260 Dependent recreational vehicle.

“Dependent recreational vehicle” means a recreational vehicle which does not contain water or sewage disposal facilities.

23.06.265 Designated manufactured home.

“Designated manufactured home” means a manufactured home which:

A. Is comprised of at least two fully enclosed parallel sections each not less than 12 feet wide by 36 feet long;

B. Was originally constructed with and now has a composition or wood shake or shingle, coated metal, or similar roof of not less than 3:12 pitch; and

C. Has exterior siding similar in appearance to siding materials commonly used on conventional site-built International Building Code single-family residences.

23.06.270 Development.

“Development” means any manmade change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials, but not including any open wire fences in any F district.

23.06.275 District.

“District” means a portion of the city within which certain uses of land and buildings are permitted, and certain other uses of land and buildings are prohibited, or within which certain yards and other open spaces are required, or within which certain lot areas are established, or within which certain height limits are required for buildings, or within which a combination of such aforesaid regulations are applied, all as set forth and specified in this title, or any of the districts with which any combining regulations are combined.

23.06.280 Dormitories, fraternities and sororities.

“Dormitories,” “fraternities” and “sororities” mean a building occupied by and maintained exclusively for students affiliated with an academic or professional college or university, or other recognized institution of higher learning.

23.06.285 Drinking establishment.

“Drinking establishment” means a business primarily engaged in the retail sale of alcoholic beverages for consumption on the premises, including nightclubs, bars, cocktail lounges, and taverns.

23.06.290 Drive-through.

“Drive-through” means a facility which, by its design, allows people to receive goods and/or services while remaining in their automobiles.

23.06.295 Drug store/pharmacy.

“Drug store/pharmacy” means an establishment engaged in the retail sale of prescription drugs, nonprescription medicines, cosmetics, vitamins, first-aid supplies, and other health-related products.

23.06.300 Dwelling, one-family attached.

“Dwelling, one-family attached” means a building designed for or containing one dwelling unit, which is attached on one or both sides with a common wall/zero lot line wall to one or more buildings of the same type.

23.06.305 Dwelling, one-family detached.

“Dwelling, one-family detached” means a detached building designed for or containing one dwelling unit, which may include an accessory apartment subject to the provisions of the zoning districts and RMC 23.42.020.

23.06.310 Dwelling, two-family detached.

“Dwelling, two-family detached” means a detached building designed for or containing two independent dwelling units.

23.06.315 Dwelling, multiple-family.

“Dwelling, multiple-family” means a building or portion thereof designed for or containing three or more independent dwelling units.

23.06.320 Dwelling unit.

“Dwelling unit” means a building or portion thereof providing complete housekeeping facilities for one family, which may include an accessory apartment unit subject to the provisions of the zoning districts and RMC 23.42.020.

23.06.325 Electronic equipment stores.

“Electronic equipment stores” means establishments engaged in the retail sale of a variety of electronic equipment including computers, televisions, stereos, and cameras.

23.06.330 Essential public facilities.

“Essential public facilities” means a facility, conveyance or site whose services are provided by a governmental agency, a private or nonprofit organization under contract to or with substantial funding from government agencies, or a private organization subject to public service obligations, which is necessary to adequately provide a public service and which is typically hard to site.

23.06.335 Equipment rental.

“Equipment rental” means the use of a building or land for the purpose of providing tools, implements, or other articles to individuals or businesses on a temporary basis for a

specified fee. This use does not include the rental of automobiles or trucks.

23.06.340 Family.

“Family” means one or more persons occupying a premises and living as a single, nonprofit housekeeping unit, as distinguished from a group occupying a hotel, club, boardinghouse or rooming house, fraternity or sorority house.

23.06.345 Family day care home.

“Family day care home” means a licensed facility in the licensee’s home providing regularly scheduled care for 12 or fewer children for periods less than 24 hours.

23.06.350 Farming of land.

“Farming of land” means the growing of seasonal crops and/or the tilling of soil. For purposes of this definition, the farming of land is typically an interim or temporary land use and would not typically include agricultural activities that are of a long-term nature, such as the planting of orchards or vineyards or the raising of livestock.

23.06.355 Fence.

“Fence” means an upright structure serving as an enclosure, barrier or boundary usually made of posts, boards, wire, iron, steel, or masonry.

23.06.360 Financial institution.

“Financial institution” means a business or institution engaged in monetary transactions such as banks, lending, savings and loan institutions and credit unions but excluding pay day loan businesses.

23.06.365 Flood or flooding – Flood Insurance Rate Map (FIRM) – Flood Insurance Study.

Repealed by Ord. 59-19.

23.06.370 Florist.

“Florist” means an establishment engaged in the retail sale of flowers and plants.

23.06.375 Food stores.

“Food stores” means stores primarily engaged in selling food and beverages for home preparation and consumption. It includes grocery stores; mini-market or convenience store uses; meat and fish markets, including freezer provisioners; fruit and vegetable markets; candy, nut, and confectionery stores; dairy products stores; retail bakeries; wine and beer shops; liquor stores; and miscellaneous stores specializing in items such as spices, coffee, or health foods. As an accessory use, a food store may also sell prepared foods for on-site or off-site consumption.

23.06.380 Food wagon.

“Food wagon” means a vehicle that is used for retail food sales that is capable of operating from a variety of sites, rather than from a fixed location.

23.06.385 Fuel station/mini-mart.

"Fuel station/mini-mart" means establishments engaged primarily in the sale of automobile gasoline or other auto fuel to the general public. Such uses may include mini-market or convenience store uses involving the sale of snack food and beverage items.

23.06.390 Funeral establishment.

A "funeral establishment" is a place of business devoted exclusively to such activities as are related to the preparation and arrangements for the funeral, transportation, burial, or other disposition of dead bodies, and including but not limited to: (A) a chapel in which memorial, funeral, or religious services may be conducted; and (B) a preparation room equipped for the preparation and embalming of dead bodies for burial or transportation.

23.06.395 Furniture, home furnishings, and appliance stores.

"Furniture, home furnishings, and appliance stores" means businesses primarily engaged in the retail sale of goods used for furnishing the home, such as furniture, floor coverings, draperies, lighting fixtures, woodstoves, domestic cook stoves, refrigerators, and other household electrical and gas appliances. This category also includes rental of furniture, appliances, and the like.

23.06.400 General service businesses.

"General service businesses" means establishments which provide services involving the maintenance, repair or improvement of personal and household goods including computer and consumer electronics repair and service, custom framing shops, jewelry repair, locksmiths, shoe repair, tailors, upholstery shops, and similar uses.

23.06.405 Grade plane.

"Grade plane" means a reference plane representing the average of finished ground level adjoining the building at exterior walls. Where the finished ground level slopes away from the exterior walls, the reference plane shall be established by the lowest points within the area between the building and the lot line or, where the lot line is more than six feet from the building, between the building and a point six feet from the building.

23.06.410 Gross floor area.

"Gross floor area" means the sum of the areas of all floors included within the surrounding walls of a building, or portion thereof, exclusive of vents, shafts, and courts.

23.06.415 Guest room.

"Guest room" means a room which is intended, arranged, or designed to be occupied or which is occupied by one or more guests, but in which no provision is made for cooking, and not including dormitories for sleeping purposes.

23.06.420 Habitable floor.

"Habitable floor" means any floor usable for living purposes, which includes working, sleeping, eating, cooking or recreation, or a combination thereof, except for a floor used only for storage purposes.

23.06.425 Hazardous waste.

“Hazardous waste” means all dangerous and extremely hazardous waste as defined by RCW 70.105.010.

23.06.430 Hazardous waste storage.

“Hazardous waste storage” means the holding of dangerous waste for a temporary period as regulated by the Washington State Dangerous Waste Regulations, Chapter 173-30 WAC.

23.06.435 Hazardous waste treatment.

“Hazardous waste treatment” means the physical, chemical, or biological processing of dangerous waste to make wastes nondangerous or less dangerous, safer for transport, amenable for storage, or reduced in volume.

23.06.440 Hazardous waste treatment and storage facilities, off site.

“Hazardous waste treatment and storage facilities, off site” means treatment and storage facilities that treat or store waste generated on properties other than those on which the off-site facilities are located.

23.06.445 Hazardous waste treatment and storage facilities, on site.

“Hazardous waste treatment and storage facilities, on site” means treatment and storage facilities that treat and store wastes generated on the same, geographically contiguous, or bordering property.

23.06.450 Hedge.

“Hedge” means a row of closely planted shrubs, bushes, or low growing trees forming a barrier, enclosure, or boundary.

23.06.455 Height of building.

“Height of building” means the vertical distance from grade plane to the average height of the highest roof surface. (See RMC 23.06.405 for definition of “grade plane.”)

23.06.460 Hog farm.

“Hog farm” means a lot, structure or building used for the raising or keeping of six or more hogs or swine.

23.06.465 Home occupations.

“Home occupations” means an occupation or business activity conducted within a dwelling unit by a member or members of the family who occupy the dwelling, where the occupation or business activity is clearly incidental and secondary to the use of the dwelling for living purposes and the residential character of the dwelling is maintained.

23.06.470 Health/fitness center.

“Health/fitness center” means a building, group of buildings or combination of buildings and outdoor uses which together are used for sports, health and recreational uses whether on a membership basis or for the general public. Such facilities include, but are

not limited to, gymnasiums, weight-reducing centers, dance studios, tennis, handball or racquetball courts, indoor or outdoor swimming pools and spas, weight training, exercise classes, and running tracks.

23.06.475 Health/fitness facility.

“Health/fitness facility” means health clubs, aerobics centers, athletic clubs and gymnasiums, handball and racquetball clubs, weight-reducing centers, dance studios, and other businesses primarily engaged in indoor health and recreation activities, whether on a membership basis or for the general public. Health/fitness facilities are conducted in buildings no larger than 5,000 square feet in area.

23.06.477 Health spa.

“Health spa” means a commercial facility providing body treatments, massage, gyms, spas, health and wellness activities and similar services.

23.06.480 Homeless shelter.

“Homeless shelter” means a facility designed to provide overnight accommodations and/or meals to homeless persons.

23.06.485 Hospital.

“Hospital” means a licensed institution designed within an integrated campus setting for the diagnosis, care, and treatment of human illness, both mental and physical.

23.06.490 Hospital or clinic for large animals.

“Hospital or clinic for large animals” means a medical facility or institution providing inpatient and outpatient veterinary service consisting of the prevention, cure, or alleviation of disease and injury to large animals or livestock.

23.06.495 Hospital or clinic for small animals.

“Hospital or clinic for small animals” means a medical facility or institution providing inpatient and outpatient veterinary service consisting of the prevention, cure, or alleviation of disease and injury to dogs, birds, cats, and similar small animals.

23.06.500 Hot tub.

“Hot tub” means a nonpermanent structure intended for recreational bathing, in which all controls, water heating, and water circulating equipment are an integral part of the product.

23.06.505 Hotel.

“Hotel” means any building or portion thereof containing six or more guest rooms, which is used, designed, or intended to be used, let, or hired out to be occupied, or which is occupied by six or more individuals for compensation, whether the compensation be paid directly or indirectly.

23.06.510 House-banked card room.

“House-banked card room” as used in this title means an establishment licensed by the

Washington State Gambling Commission (the “Commission”) to offer “house-banked card games” as described in WAC 230-40-010 and subject to regulation by the Commission under RCW 9.46.070 and Chapter 230-40 WAC.

23.06.515 Junkyard.

“Junkyard” means the use of more than 100 square feet of the area of any lot, or the use of any portion of that half of any lot (but not exceeding a depth or width, as the case may be, of 100 feet) which adjoins any street, for the storage, keeping or abandonment of junk, including scrap metals or other scrap material, or the use of any area for an automobile wrecking yard; provided, however, that this definition shall not be deemed to include uses conducted entirely within an enclosed building or lots for the outdoor display and sale of used automobiles in operable condition.

23.06.520 Kennel, commercial.

“Kennel, commercial” means any lot, premises, building, or structure where six or more dogs, cats, and/or household pets over six months of age are kept.

23.06.525 Landscaping.

“Landscaping” shall consist of any of the following or combination thereof: material such as, but not limited to, grass, ground covers, shrubs, vines, hedges, and trees; and nonliving durable material commonly used in landscaping such as, but not limited to, rocks, pebbles, bark, sand, walls, or fences, but excluding paving and artificial plants.

23.06.530 Landscaping material sales.

“Landscaping material sales” means establishments engaged in the retail sale of materials commonly used in landscaping such as trees, shrubs, bark, gravel, patio bricks, concrete blocks, pond liners, and similar materials.

23.06.535 Large livestock farming.

“Large livestock farming” means the keeping of domesticated animals such as horses, ponies, burros, dairy and beef cattle, sheep, goats, swine, and similar animals which are kept for personal or agricultural use, or raised for sale and profit.

23.06.540 Lattice tower.

“Lattice tower” is a wireless communications support structure, which consists of metal crossed strips or bars to support antennas and related equipment.

23.06.545 Laundry, self-service.

“Laundry, self-service” means a business providing home-type washing, drying and/or ironing facilities where customers primarily complete the laundering of their own clothes.

23.06.550 Laundry/dry cleaning, retail.

“Laundry/dry cleaning, retail” means a business providing drop off and pick up services of laundry and dry cleaning where the actual laundry/dry cleaning activities are completed at an off-site commercial laundry/dry cleaning facility.

23.06.552 Laundry/dry cleaning, neighborhood.

“Laundry/dry cleaning, neighborhood” means a business providing drop off and pick up services of laundry and dry cleaning and where actual laundry/dry cleaning activities are completed on site in a process that primarily uses solvents or chemicals that are not regulated as hazardous by the Environmental Protection Agency. Such businesses shall operate in facilities that are 2,000 square feet in area or less.

23.06.555 Laundry/dry cleaning, commercial.

“Laundry/dry cleaning, commercial” means a business providing commercial laundry or dry cleaning services.

23.06.560 Livestock feed lot.

“Livestock feed lot” means a lot, structure or building, or confined area used intensively for raising or keeping of more than six head of beef cattle or similar livestock for the purpose of feeding, breeding, conditioning, or holding the same for marketing or slaughter in which animal waste may accumulate, but not including barns, pens or similar structures.

23.06.565 Lot.

“Lot” means land occupied or to be occupied by a principal use or building or unit group of buildings and accessory buildings, together with such open spaces as are required under the provisions of this title, having not less than the minimum area required by this title, for a lot in the district in which such lot is situated, and having its principal frontage on a street, or having a permanent means of access to a street. A lot as defined herein is not necessarily the same as a platted lot.

23.06.567 Lot area.

“Lot area” means the total horizontal area included within lot lines.

23.06.570 Lot, corner.

“Lot, corner” means a lot bounded on two or more sides by street lines; provided, that the interior angle of intersection or interception of said street lines does not exceed 135 degrees.

23.06.572 Lot, interior.

“Lot, interior” means a lot other than a corner lot.

23.06.575 Lot line, front.

“Lot line, front” means, in the case of an interior lot, a line separating the lot from the street; in the case of a corner lot, a line separating the narrowest street frontage of the lot from the street; except in those cases in a C-1 district where a lot has two or more street frontages of equal length or nearly equal length, the front lot line shall be considered to be the line adjoining the street which the comprehensive plan shows is intended to carry the heaviest traffic flow.

23.06.577 Lot line, rear.

“Lot line, rear” means the lot line which is generally opposite the front lot line. If the rear lot line is less than 10 feet in length, or if the lot comes to a point at the rear, the rear lot line shall be deemed to be a line parallel to the front lot line, not less than 10 feet long, lying wholly within the lot and farthest from the front lot line.

23.06.580 Lot line, side.

“Lot line, side” means any lot boundary line not a front lot line or a rear lot line.

23.06.582 Lot depth.

“Lot depth” means the shortest horizontal distance between the front lot line and a line drawn parallel to the front lot line through the midpoint of the rear lot line. For lots with front lines containing curves or angles, the measurement shall be taken from a line drawn parallel to a base line adjoining the front corners of the lot and lying midway between said base line and a line drawn parallel to said base line tangent to the curve or through the angle point.

23.06.584 Lot width.

“Lot width” means the distance between side lot lines measured at right angles to the lot depth at its midpoint.

23.06.586 Lowest floor.

Repealed by Ord. 59-19.

23.06.587 Lumberyard.

“Lumberyard” means a business that sells building materials and/or lumber in large quantities, and includes a significant portion of its product storage outdoors or in warehouse portions of a building.

23.06.590 Macrofacility.

“Macrofacility” is a large wireless communication facility that provides radio frequency coverage for a cellular telephone network. Generally, macro cell antennas are mounted on ground-based towers, rooftops and other existing structures at a height that provides a clear view over the surrounding buildings and terrain. Macro cell facilities typically contain antennas that are greater than three cubic feet per antenna, and typically cover large geographic areas with relatively high capacity and may be capable of hosting multiple wireless service providers.

23.06.595 Mailing services.

“Mailing services” means a private establishment engaged in the business of renting mailboxes, accepting packages for delivery, selling packaging materials and/or providing bulk mailing services for customers.

23.06.600 Manufactured home.

“Manufactured home” means a single-family residence constructed after June 15, 1976, and in accordance with the U.S. Department of Housing and Urban Development (HUD)

requirements for manufactured housing and bearing the appropriate insignia indicating such compliance.

23.06.605 Manufactured home lot, park, and stand.

“Manufactured home lot” means a designated portion of a manufactured home park designed for the accommodation of one manufactured home and its accessory structures.

“Manufactured home park” means any site, lot, field or tract of land under the ownership or management of one person, partnership, firm or corporation which is divided into manufactured home lots for tenancy or lease, upon which two or more manufactured homes are located and occupied for dwelling purposes.

“Manufactured home stand” means that area of a manufactured home lot which has been reserved for the placement of a manufactured home.

23.06.610 Manufacturing, general.

“Manufacturing, general” means a manufacturing use, typically having the potential of creating moderate noise, smoke, dust, vibration or other environmental impacts or pollution, and including but not limited to the following:

- A. Production of items made from stone or concrete;
- B. Production of items from ferrous or nonferrous metals through use of a machine shop, welding or fabrication; or from nonferrous metals through use of a foundry; or from ferrous metals through use of a foundry heated by electricity (induction melting);
- C. Production of finished goods that typically are not for household or office use, such as barrels, ceramic molds, or cardboard cartons, from materials that are already refined, or from raw materials that do not need refining, such as paper, fabric, leather, premilled wood; or wool, clay, cork, semiprecious or precious metals or stones, fiber, or other similar materials;
- D. Production of finished goods, for household or nonhousehold use, such as toys, film, pens, or linoleum from plastic, rubber, or celluloid;
- E. Production of parts to be assembled into a finished product;
- F. Development of film on a wholesale basis;
- G. Production of items through biological processes, such as pharmaceuticals and industrial purifiers, manufactured by bioengineering techniques;
- H. Production of items such as paint and coatings, dyestuffs, fertilizer, glue, cosmetics, clay, or pharmaceuticals that require the mixing or packaging of chemicals;
- I. Food processing for human consumption except that involving the milling of grain or the

refining of sugar.

23.06.615 Manufacturing, heavy.

“Manufacturing, heavy” means a manufacturing use, typically having the potential of creating substantial noise, smoke, dust, vibration and other environmental impacts or pollution, and including but not limited to:

- A. Processing or refining of raw materials, such as but not limited to minerals, petroleum, rubber, wood or wood pulp, into other products;
- B. The milling of grain or refining of sugar, except when accessory to a use defined as food processing for human consumption or as a retail sales and service use;
- C. Slaughterhouses, including packing and freezing of meat products;
- D. Refining, extruding, rolling, or drawing of ferrous or nonferrous metals, or the use of a noninduction foundry for ferrous metal;
- E. Production of large durable goods such as motorcycles, cars, manufactured homes, airplanes, or heavy farm, industrial, or construction machinery;
- F. Manufacturing of electrical components, such as semi-conductors and circuit boards, using chemical processes such as etching or metal coating;
- G. Production of industrial organic and inorganic chemicals, and soaps and detergents; and
- H. Conversion of solid waste into useful products or preparation of solid waste for disposal at another location by processing to change its physical form or chemical composition. This includes the off-site treatment or storage of hazardous waste as regulated by the State Department of Ecology.

23.06.617 Manufacturing, light.

“Manufacturing, light” means a manufacturing use, typically having little or no potential of creating noise, smoke, dust, vibration or other environmental impacts or pollution, and including but not limited to the following:

- A. Production, assembly, finishing, and/or packaging of articles from parts made at another location, such as assembly of clocks, electrical appliances, or medical equipment;
- B. Production of finished household and office goods, such as jewelry, clothing or cloth, toys, furniture, or tents, from materials that are already refined, or from raw materials that do not need refining, such as paper, fabric, leather, premilled wood; or wool, clay, cork, semi-precious or precious metals or stones, fiber, or other similar materials;
- C. Canning or bottling of food or beverages for human or animal consumption using a

mechanized assembly line;

D. Printing plants with more than 5,000 square feet of gross floor area;

E. Electronic product and component manufacturing including radio, TV, computers, data systems equipment, optical, photographic, engineering and similar precision instruments and high-tech industries.

23.06.620 Manufacturing use.

“Manufacturing use” means a business establishment in which articles are produced by hand or by machinery, from raw or prepared materials, by giving to those materials new forms, qualities, properties, or combinations, in a process frequently characterized by the repetitive production of items made to the same or similar specifications.

23.06.625 Marinas.

“Marinas” means an establishment providing docking, moorage space and activities relating to the maintenance and minor repair of pleasure boats and yachts.

23.06.630 Marine equipment rentals.

“Marine equipment rentals” means a business engaged in the rental of marine equipment, such as boats or jet skis, to individuals or businesses on a temporary basis for a specified fee.

23.06.635 Marine gas sales.

“Marine gas sales” means a business typically associated with a marina that engages in retail gasoline sales for boats and other marine equipment.

23.06.640 Master plan.

“Master plan” means a detailed site plan for certain distinct areas of the city for which specific plans have been reviewed and approved by the planning commission and the city council. A master plan for a distinct area is not to be construed as a substitute for the comprehensive plan as set forth in Chapter 23.01 RMC.

23.06.645 Microbrewery.

“Microbrewery” means a small-scale beer brewing plant located within a restaurant or tavern building in which a portion of the building is used for the production of beer for wholesale distribution and for on-site retail sale to restaurant or tavern patrons.

23.06.650 Microfacility.

Repealed by Ord. 07-19.

23.06.655 Mini-warehouse.

“Mini-warehouse” means a structure containing separate storage spaces of varying sizes that are leased or rented on an individual basis and outdoor yards for the storage of goods where storage, retrieval and transport are the responsibilities of the renter or lessee.

23.06.660 Mobile home.

“Mobile home” means a single-family residence transportable in one or more sections that are eight feet or more in width and 32 feet or more in length, built on a permanent chassis, designed to be used as a permanent dwelling and constructed before June 15, 1976.

23.06.665 Monopole.

“Monopole” means a vertical support structure consisting of a single vertical metal, concrete, or wooden pole, typically round or square and driven into the ground or attached to a foundation.

23.06.670 Motel.

“Motel” means a building or group of buildings containing guest rooms designed or used to provide transient lodging.

23.06.675 Nursing home or rest home.

“Nursing home” or “rest home” means a home for aged, chronically ill, incurable persons, or persons in need of convalescent care outside of a hospital in which two or more persons not of the immediate family are received, kept, or provided with food and shelter or care for compensation, but not including hospitals, clinics, or similar institutions devoted primarily to the diagnosis and treatment of disease or injury, maternity cases, or mental illness.

23.06.680 Nursery, plant.

“Nursery, plant” means an enterprise, establishment or portion thereof that conducts the retailing or wholesaling of plants grown on the site, as well as accessory items such as clay pots, potting soil, fertilizers, insecticides, garden implements, etc.

23.06.685 Office – Corporate.

“Office – corporate” means an establishment primarily engaged in providing internal office administration services as opposed to customer service in a single building or a campus setting; for example, the headquarters, regional offices and/or the administrative offices for a corporation. Generally, the majority of the traffic generated from corporate offices comes from employees and not the general public.

23.06.687 Office – Consulting services.

“Office – consulting services” means establishments providing a wide variety of professional services including but not limited to: accountants, engineers, geologists, architects, financial consultants, landscape architects, land planners, surveyors and interior designers who generally conduct research, provide analysis of information, computer simulation, diagramming, mapping and/or drafting in order to create new products or plans.

23.06.690 Office – General.

“Office – general” means an establishment which provides administrative, professional, educational, financial, governmental or customer services to individuals, businesses, institutions and/or governmental agencies in an office setting; for example, branch banks,

travel agencies, medical offices, real estate offices, insurance agencies, government offices, customer service offices, data processing services, union or charitable organization offices and wholesalers' offices.

23.06.695 Office – Research and development.

“Office – research and development” means an office/laboratory establishment engaged in the research, analysis, design, development and/or testing of a product.

23.06.700 Office supply store.

“Office supply store” means stores selling office products such as stationery, legal forms, writing implements, computers, copies, office furniture, and similar products.

23.06.705 Outdoor advertising sign.

“Outdoor advertising sign” means any lettered, figure, or pictorial matter or other sign of any kind or character whatsoever, made visible for outdoor advertising purposes anywhere.

23.06.710 Outdoor advertising structure.

“Outdoor advertising structure” means any structure of any kind or character erected or maintained for outdoor advertising purposes, upon which any outdoor advertising sign may be placed, including also outdoor advertising statuary.

23.06.715 Outdoor storage.

“Outdoor storage” means the storage of any products, materials, vehicles, equipment, junk, or scrap outside the confines of an enclosed building, and more specifically defined as:

A. Merchandise Display. Display of products and materials, and operable vehicles and equipment for the principal purpose of offering for sale at retail, and incidental to the business existing on the premises;

B. Equipment and Material Storage. Storage of any equipment or materials in usable condition which are not being specifically displayed as merchandise or offered for sale at retail; and

C. Junk and Scrap Storage. Storage of used products or scrap materials such as wood, cloth, paper, glass, metal, plastic, or rock material, which could be refurbished, recycled, or converted into usable stock or material.

23.06.720 Parking lot.

“Parking lot” means an open area, other than a street or alley, used for the temporary parking of automobiles and available for public use, whether free or for compensation, or as an accommodation for clients or customers.

23.06.725 Parking space, automobile (off street).

“Parking space, automobile (off street)” means space within a public or private parking

area, or within a building designed for or used for the temporary parking or storage of one motor vehicle.

23.06.728 Parking structure.

“Parking structure” means a structure used for the parking of vehicles where parking is accommodated on two or more levels.

23.06.730 Pasture.

“Pasture” means a fenced enclosure or confined area used for the grazing of livestock or small animals which contains sufficient vegetation to serve as the principal food source for the livestock confined therein.

23.06.732 Patio.

“Patio” means an outdoor space that is often paved or decked directly adjacent to a main building that is at or within 30 inches of adjacent grade.

23.06.735 Pawn shop.

“Pawn shop” means an establishment engaged in the buying or selling of new or secondhand merchandise and offering loans in exchange for personal property.

23.06.740 Pen.

“Pen” means a fenced enclosure or small confined area used for the raising or keeping of livestock or small animals, but not including barns, sheds or similar structures, or pasture.

23.06.745 Personal loan business.

“Personal loan business” means an establishment engaged in the business of cashing payroll checks and/or providing small, nonsecured, short-term loans to individuals.

23.06.750 Personal services business.

“Personal services business” means a business primarily engaged in providing services generally involving the maintenance of the human body, or other services to one’s person. Such businesses include, but are not limited to, barber and beauty shops, photographic studios, body piercing, manicuring shops, tanning parlors, body wrapping, tattoo parlors and massage practitioners.

23.06.755 Pet shop and pet supply store.

“Pet shop” and “pet supply store” mean establishments engaged in the retail sale of pets, pet food, supplies and the grooming of pets.

23.06.760 Photo processing, copying and printing services.

“Photo processing, copying and printing services” means retail establishments that provide duplicating services using photocopy, blueprint and offset printing equipment, including collating of booklets and reports.

23.06.765 Pool, private.

“Pool, private” means a swimming pool built accessory to a dwelling unit and used for the enjoyment of the family living therein.

23.06.770 Pool, public.

“Pool, public” means a swimming pool to which the general public has access through the payment of a fee or admission charge.

23.06.775 Pool, semi-public.

“Pool, semi-public” means a swimming pool accessory to a hotel, motel, multiple dwelling or similar use to which the general public does not have usual access, and located for the convenience of the guests or patrons of a hotel, motel or similar use.

23.06.777 Porch.

“Porch” means an outdoor, typically raised and covered area, providing an entrance way to a building.

23.06.780 Portable food vendor.

“Portable food vendor” means the vending of food and/or beverages from a movable cart-type stand which is located on the same lot as, and in conjunction with, a permitted use. Portable food vending stands cannot be self-propelled, must serve only walk-up customers, and may not be stored outdoors when the portable food vendor is not open for business.

23.06.785 Poultry farm.

“Poultry farm” means a lot, structure or building used intensively for the raising, feeding, breeding, or keeping of chickens, turkeys, or other poultry for marketing or slaughter, or for the production of eggs for sale.

23.06.790 Public agency building.

“Public agency building” means any agency office for the administration of any governmental activity or program.

23.06.792 Public agency facility.

“Public agency facility” means a lot, structure, facility or building which is necessary for the operation of a public utility on which is performed a public service such as supplying water, wastewater disposal, electrical, transportation or communication service, usually as a monopoly or pursuant to a franchise by a business organization under governmental regulation, or directly by government.

23.06.795 Radio and television studio.

“Radio and television studio” means an establishment engaged in transmitting oral and visual programs, and which consists of a studio, transmitter, and antennas.

23.06.797 Reclassification.

“Reclassification” means a change in the city’s zoning map, resulting in a change in

zoning designation on one or more parcels of property. Also referred to as a rezone.

23.06.800 Recreational club.

“Recreational club” means an area devoted to facilities and equipment for recreational purposes, swimming pools, tennis courts, playgrounds, community clubhouses, and other similar uses maintained by a nonprofit organization whose membership is limited to the residents within the area in which it is located; provided, that membership shall not be denied to residents of the area based solely on race, creed or color.

23.06.802 Recreational vehicle.

“Recreational vehicle” means a vehicular-type unit designed for temporary living quarters for recreational, camping, or travel use, which either has its own motive power or is mounted on or drawn by another vehicle. “Recreational vehicle” shall include, but not be limited to, the following:

A. Travel Trailer. A vehicular, portable structure built on a chassis and drawn by a motorized vehicle and which is designed to be used as a temporary dwelling for travel, recreational and vacation uses;

B. Camper. A structure designed to be mounted on a truck chassis for use as a temporary dwelling for travel, recreational and vacation uses;

C. Motor Home. A portable, temporary dwelling to be used for travel, recreational and vacation use constructed as an integral part of a self-propelled vehicle;

D. Camping Trailer. A folding structure mounted on wheels and designed for travel, recreational and vacation uses.

(See also “Dependent recreational vehicle,” RMC 23.06.260.)

23.06.805 Recreational vehicle campground.

“Recreational vehicle campground” means a lot or parcel of land occupied or intended for occupancy by recreational vehicles or tents for travel, recreational or vacation usage for short periods of stay subject to the provisions of this title.

23.06.807 Recreational vehicle park.

“Recreational vehicle park” means a lot or parcel of land occupied or intended for occupancy by recreational vehicles for travel, recreational or vacation uses allowing for longer periods of stay subject to the provisions of this title.

23.06.809 Recreational vehicle space.

“Recreational vehicle space” means a parcel of land in a recreational vehicle park or campground for the placement of a single recreational vehicle and the exclusive use of its occupants.

23.06.810 Restaurant.

“Restaurant” means a retail establishment engaged in the preparation and sale of food and beverages, including coffee shops, sandwich shops, ice cream parlors, fast food take-out, espresso stands, and similar uses. The term “restaurant” can be further described by the following types:

A. Restaurant, Drive-Through. A “restaurant” which has one or more drive-through lanes for ordering and dispensing of food and beverages to patrons remaining in their vehicles, for consumption off the premises. A drive-through restaurant may also have seating facilities.

B. Restaurant, Lounge. A restaurant which includes licensed on-site provision of alcoholic beverages for consumption on the premises as an accessory to food service.

C. Restaurant, Sit-Down. A restaurant at which all food and drink is consumed on the premises.

D. Restaurant, Take-Out. A restaurant that offers a take-out service whereby food may be consumed off the premises. A take-out restaurant may also have seating facilities.

23.06.817 Sales, retail.

“Sales, retail” means sale to the ultimate consumer for direct consumption and not for resale.

23.06.820 Sales, wholesale.

“Sales, wholesale” means sale for resale not for direct consumption. For the purpose of land use classifications, a business primarily engaged in wholesale sales, with less than 25 percent of the square footage of sales in related retail, will be classified as wholesale.

23.06.825 Sanitary station or sanitary dumping station.

“Sanitary station” or “sanitary dumping station” means a facility used for removing and disposing of wastes from recreational vehicle sewage holding tanks.

23.06.830 School.

“School” means public or private graded educational institution facility, structure or building but not including trade schools.

23.06.832 School, alternative.

“School, alternative” means a school which offers a curriculum which is equivalent to but is a substitute for the curriculum commonly found in more traditional public or private schools.

23.06.833 School, commercial.

“School, commercial” means a business establishment where instruction is given, in exchange for payment of a fee. Examples of subjects taught include, but are not limited to, dance, computer skills, music, and martial arts.

23.06.834 School, trade.

“School, trade” means an educational facility, structure or building operated as a business enterprise offering instruction or training in the trades or industrial arts such as welding, brick laying, machinery operation, cooking, printing or similar trades or industrial arts, but not including schools.

23.06.835 Secondhand/consignment store.

“Secondhand/consignment store” means an establishment engaged in the retail sale of used clothing, sports equipment, appliances, and other merchandise.

23.06.840 Senior housing.

“Senior housing” means a complex of dwellings, exclusively designed for and occupied by households having least one person 62 years of age or older.

23.06.845 Sensitive land uses.

“Sensitive land uses” means those land uses which are particularly sensitive to the secondary effects of adult use businesses. “Sensitive land uses” include the following:

- A. Churches, or other religious facilities or institutions;
- B. Multiple-family and single-family residential zones;
- C. Playgrounds and public parks;
- D. Public and private schools, technical schools and training facilities which have 25 percent or more of their students under the age of 18.

23.06.850 Small livestock farming.

“Small livestock farming” means the keeping of four or more domesticated animals such as rabbits, chickens, ducks, turkeys, and similar fowl and animals which are kept for personal or agricultural use, or raised for sale and profit.

23.06.855 Specialty retail store.

“Specialty retail store” means one of a wide variety of stores involved in the retail sale of one or more general categories of specialty goods and merchandise, including but not limited to the following types of specialty stores: sporting goods, bicycles, glassware and chinaware, fishing tackle, music, greeting cards, jewelry, toys, hobby supplies, games, cameras, gifts and souvenirs, sewing supplies, tobacco products, newspapers, magazines, and comic books, religious supplies, guns and gun supplies or other miscellaneous goods.

23.06.860 Specified anatomical areas.

“Specified anatomical areas” means:

- A. Less than completely and opaquely covered human genitals, pubic region, buttock or female breast below a point immediately above the top of the areola; and

B. Human male genitals in a discernibly turgid state, even if completely and opaquely covered.

23.06.862 Specified sexual activities.

“Specified sexual activities” means:

A. Human genitals in a state of sexual stimulation or arousal; and/or

B. Acts of human masturbation, sexual intercourse or sodomy, whether between persons of the same or opposite sex; and/or

C. Fondling or other erotic touching of human genitals, pubic region, buttock or female breast; and/or

D. Excretory functions as part of or in connection with any of the activities set forth in this chapter.

23.06.865 Stable, private.

“Stable, private” means a building in which horses are kept for private use and not for remuneration, hire, or sale.

23.06.867 Stable, public.

“Stable, public” means a building in which horses are kept for remuneration, hire, or sale, including a riding academy.

23.06.870 Stock-in-trade.

“Stock-in-trade” means all books, equipment, magazines, periodicals, pictures, posters, printed material, products (including prerecorded video tapes, discs, or similar material), or other items readily available for purchase, rental, viewing or use by patrons of the establishment excluding material located in any storeroom or other portion of the premises not open to patrons.

23.06.871 Storage container.

“Storage container” is defined as provided in RMC 11.33.010.

23.06.875 Story.

“Story” means that portion of a building included between the surface of any floor and the surface of the next floor above it, or if there is no floor above it, then the space between the floor and the ceiling next above it. A mezzanine floor shall be counted as a story if it covers over one-third of the area of the floor next below it, or if the vertical distance from the floor next below it to the floor next above it is 24 feet or more. A basement shall be counted as a story if its ceiling is over six feet above the level from which the height of the building is measured.

23.06.880 Street.

“Street” means a public thoroughfare which affords the principal means of access to

abutting property, including avenue, place, way, drive, lane, boulevard, highway, road, and any other thoroughfare except an alley.

23.06.885 Structure.

“Structure” means anything constructed or erected, the use of which requires location on the ground or attachment to something having location on the ground.

23.06.888 Substantial damage.

“Substantial damage” means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

23.06.890 Substantial improvement.

“Substantial improvement” means any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure either before the improvement or repair is started, or if the structure has been damaged and is being restored, before the damage occurred. “Substantial improvement” is considered to occur when the first alteration of any wall, ceiling, floor or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure.

The term “substantial improvement” does not include any project for improvement to comply with existing state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official which are the minimum necessary to assure safe living conditions, or any alteration of a structure listed on the National Register of Historic Places or State Inventory of Historic Places.

23.06.895 Theater.

“Theater” means a facility used by and for the performing arts but not including cinema.

23.06.900 Towing, vehicle impound lots.

“Towing, vehicle impound lots” means lots used for the temporary storage of vehicles which have been towed by a towing company or for impounded vehicles, but which does not include permanent vehicle storage or dismantling of vehicles.

23.06.905 Travel trailer.

See “Recreational vehicle,” RMC 23.06.802.

23.06.910 Truck terminal.

“Truck terminal” means a business providing a location where goods carried by motor transport can be received, transferred from one vehicle to another, and/or shipped, where the primary purpose is not storage but to serve as a point of transfer.

23.06.915 Use – Permitted.

“Use – permitted” means a use authorized or allowed alone in a specified use district for the preservation or promotion of which the use district is established and subject to the

requirements of the regulations and standards of such use district, and to which all other uses are accessory, special, conditional, or nonconforming.

23.06.920 Use – Accessory (secondary).

“Use – accessory (secondary)” means a secondary or minor use of a lot, structure, or building designed or employed in conjunction with, but subordinate or incidental to, and compatible with the principal permitted use for which the use district is established, and subject to the regulations and standards of such use district.

23.06.925 Use – Nonconforming.

“Use – nonconforming” means the use of a building or other structure or of a tract of land which does not conform to the use regulations of this title for the district in which it is located, either at the effective date of the ordinance codified in this title or as a result of subsequent amendments which may be incorporated into this title.

23.06.930 Use – Special.

“Use – special” means any use of a lot, structure or building which by its nature, intensity or potential impact upon an area cannot be considered as a principal or accessory use within a use district, but when subject to special conditions and standards specified in a special use permit may be compatible with other uses in the same or adjacent use districts.

23.06.935 Variance.

“Variance” means a modification of the regulations of this title granted by the board of adjustment after finding that the literal application of the provisions of this title would cause undue and unnecessary hardship in view of certain facts and conditions applying to a specific parcel of property.

23.06.937 Vehicle-based food service.

“Vehicle-based food service” means the vending of food and/or beverages from a large vehicle that is equipped to both cook and sell food, and that is capable of being moved from place to place as provided in RMC 23.42.325.

23.06.940 Vehicle leasing and rentals.

“Vehicle leasing and rentals” means the use of any building or land for a business involving the leasing of vehicles.

23.06.945 Vehicle sales.

“Vehicle sales” means the use of any building or land for the display and sale or long-term lease of new or used automobiles, panel trucks or vans, boats, or motorcycles and including any warranty repair work and other repair service conducted as an accessory use.

23.06.950 Video rental store.

“Video rental store” means an establishment engaged primarily in the renting or sale of videocassettes, DVDs, and video games.

23.06.955 Warehousing and wholesale trade.

“Warehousing and wholesale trade” means establishments involved in the storage and/or sale of bulk goods for resale or assembly, excluding establishments offering the sale of bulk goods to the general public.

23.06.960 Warehousing, storage and distribution.

“Warehousing, storage and distribution” means a building where goods and materials are kept immediately prior to their delivery to retail outlets or their sale to other businesses. This use may include vehicle maintenance or storage as an accessory use.

23.06.965 Wholesale use.

“Wholesale use” means a business that stores large stocks of goods for sale in bulk quantities to retail outlets. Sales to the general public do not occur on the site, nor is the location of the business advertised through newspapers, flyers or other media designed to reach the consumer.

23.06.970 Wineries – Production.

“Wineries – production” means an establishment engaged in the production of wine for wholesale distribution.

23.06.972 Wineries – Tasting room.

“Wineries – tasting room” means an establishment engaged in the retail sales of wines.

23.06.975 Yard.

“Yard” means an open space of uniform width or depth on the same lot with a building or a group of buildings, which open space lies between the building or group of buildings and the nearest lot line and is unoccupied and unobstructed from the ground upward, except for the certain exceptions specified in this title. In measuring a yard, as hereinafter provided, the “line of a building” shall be deemed to mean a line parallel to or concentric with the nearest lot line drawn through the point of a building or the point of a group of buildings nearest to such a lot line, exclusive of the exceptions referenced above, and the measurements shall be taken from the line of the building to the nearest lot line.

23.06.980 Yard, front.

“Yard, front” means a yard extending the full width of the site and measured as to depth at the least horizontal distance between the street right-of-way line and the exterior wall.

23.06.983 Yard, rear.

“Yard, rear” means a yard which extends the full width of the site and is measured as to depth at the least horizontal distance between the rear lot line and the exterior wall.

23.06.985 Yard, side.

“Yard, side” means a yard which extends from the front yard or front lot line where no front yard exists to the rear yard or rear lot line where no rear yard exists and is measured as to width at the least horizontal distance between the side lot line and the exterior wall.

Section 2. Chapter 23.30 of the Richland Municipal Code, entitled Public Use Zoning Districts, as first enacted by Ordinance No. 28-05, and last amended by Ordinance No. 07-19, is hereby amended to read as follows:

Chapter 23.30
PUBLIC USE ZONING DISTRICTS

Sections:

- 23.30.010 Purpose of public use districts.**
- 23.30.020 Public use districts permitted land uses.**
- 23.30.030 Site requirements for public use districts.**
- 23.30.040 Parking standards for public use districts.**
- 23.30.010 Purpose of public use districts.**

A. The parks and public facilities district (PPF) is a special use classification intended to provide areas for the retention of public lands necessary for open spaces, parks, playgrounds, trails and structures designed for public recreation and to provide areas for the location of buildings and structures for public education, recreation and other public and semi-public uses. This zoning classification is intended to be applied to those portions of the city that are designated as developed open space and public facility under the city of Richland comprehensive plan.

B. The natural open space use district (NOS) is a special use classification intended to provide area for the retention of publicly owned, natural open spaces that, due to their proximity to wetlands, shorelines, floodplains or critical habitat areas, are too sensitive for intensive use or development. This zoning classification is intended to be applied to those portions of the city that are designated as natural open space under the city of Richland comprehensive plan.

23.30.020 Public use districts permitted land uses.

In the following chart, land use classifications are listed on the vertical axis. Zoning districts are listed on the horizontal axis.

A. If the symbol “P” appears in the box at the intersection of the column and row, the use is permitted, subject to the general requirements and performance standards required in that zoning district.

B. If the symbol “S” appears in the box at the intersection of the column and row, the use is permitted subject to the special use permit provisions contained in Chapter 23.46 RMC.

C. If the symbol “A” appears in the box at the intersection of the column and the row, the use is permitted as an accessory use, subject to the general requirements and performance standards required in the zoning district.

D. If a number appears in the box at the intersection of the column and the row, the use is subject to the general conditions and special provisions indicated in the corresponding

note.

E. If no symbol appears in the box at the intersection of the column and the row, the use is prohibited in that zoning district.

Land Use	PPF	NOS
Public/Quasi-Public Uses		
Alternative School	P ¹	
Churches	P ²	
Clinics, School-Based	<u>S</u>	
Clubs or Fraternal Societies	P ²	
Cultural Institutions	P ²	
General Park Maintenance and Operations	P	P
Golf Courses	P	
Passive Open Space Uses	P	P
Power Transmission and Irrigation Wasteway Easements and Utility Uses	P ³	P ³
Public Agency Buildings	P ³	P ³
Public Agency Facilities	P ³	P ³
Public Campgrounds	P	
Public Parks	P	P
Schools	P ⁴	
Special Events Including Concerts, Tournaments, and Competitions, Fairs, Festivals and Similar Public Gatherings	P	
Trail Head Facilities	P	P
Trail for Equestrian, Pedestrian or Nonmotorized Vehicle Use	P	P
Recreational Uses		
Art Galleries	P	
Boat Mooring Facilities	P	
Retail Uses		
Concessionaire	P ⁶	P ⁶
Parking Lot	P	S ⁵
Miscellaneous Uses		
Macro-Antennas	P	
On-Site Hazardous Waste Treatment and Storage	A	A

Land Use	PPF	NOS
Cemetery	P	

1. RMC 23.42.260
2. RMC 23.42.050
3. RMC 23.42.200
4. RMC 23.42.250
5. RMC 23.42.183

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

Section 4. Should any section or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, that decision shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.

Section 5. The City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance, including but not limited to the correction of scrivener's errors/clerical errors, section numbering, references, or similar mistakes of form.

PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the 7th day of April, 2020.

Ryan Lukson, Mayor

Attested by:

Approved as to form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

Date Published: April 12, 2020

STAFF REPORT

TO: PLANNING COMMISSION
FILE NO.: CA2020-101

PREPARED BY: MIKE STEVENS
MEETING DATE: FEB. 26, 2020

GENERAL INFORMATION:

APPLICANT: KNUTZEN ENGINEERING CA2020-101

REQUEST: TEXT AMENDMENT TO RMC SECTION 23.30.020 – PUBLIC USE DISTRICTS PERMITTED LAND USES AND TO RMC SECTION 23.06 – DEFINITIONS.

LOCATION: CITYWIDE

REASON FOR REQUEST

Paul Knutzen of Knutzen Engineering has filed an application for text amendments to RMC Section 23.30.020 – Public use districts permitted land uses and to RMC Section 23.06 - Definitions. The proposed text amendments would result in the following use as an allowable Special Use in the PPF (Public Use) zoning district: “Clinic, School-Based”.

The specific action causing these text amendments is that Tri-Cities Community Health (TCCH) has partnered with the Richland School District (RSD) to construct a small outpatient clinic on the Jefferson Elementary School site which will operate year round with a focus on children, siblings of children, and faculty of RSD. The current zoning code does not have a definition for this type of use and clinics are not allowed in the Public Use (PPF) zone.

It is anticipated that construction of such a facility on school grounds will result in reduced absenteeism, better grades, healthy students, healthy lifestyle choices and quality/affordable and accessible health services. Similar school based clinics currently exist at Ochoa Middle School in Pasco and at Amistad Elementary School in Kennewick.

ANALYSIS

The Public Use district was established to provide areas for the retention of public lands necessary for open spaces, parks, playgrounds, trails and structures designed for public recreation and to provide areas for the location of buildings and structures for public education, recreation and other public and semi-public uses. Since the proposed definition of a school-based clinic would limit the construction to school campuses and schools are an outright permitted use within the Public Use zone, the request appears to be consistent with the intent of the Public Use district.

Staff recommends that the Planning Commission discuss whether this type of use would best be administered via a special use permit or as an outright permitted use if it is deemed to be an acceptable use in the PPF zone.

PUBLIC NOTICE/ COMMENTS

Notice of the proposed amendment was provided to local and state agencies. Notice was also published in the Tri-Cities Herald, posted at official posting places and on the city's official website. Notice was provided to the Washington State Dept. of Commerce and other state agencies as required by RCW 36.70A.

No substantive comments were received from the public and/or governmental entities as of the date the staff report was prepared.

SEPA

The City of Richland has utilized the Optional DNS Process as outlined in WAC 197-11-355. The end of the public comment period was Tuesday, February 18, 2020. Any comments received as of the close of business February 18, 2020 have been provided as an attachment to this report. The City of Richland issued a Determination of Non-Significance (DNS) for the proposal on February 19, 2020.

FINDINGS OF FACT

1. Over time the need for new uses changes within the City of Richland.
2. Knutzen Engineering is proposing to amend the list of allowed uses within the Section 23.30.020 land use table on behalf of the Richland School District and Tri-Cities Community Health (TCCH).
3. It is anticipated that construction of such a facility on school grounds will result in reduced absenteeism, better grades, healthy students, healthy lifestyle choices and quality/affordable and accessible health services.
4. Similar school based clinics currently exist at Ochoa Middle School in Pasco and at Amistad Elementary School in Kennewick
5. Notice of the proposed amendment was provided to local and state agencies. Notice was also published in the Tri-Cities Herald, posted at the official posting places and on the city's official website. Notice was provided to the Washington State Dept. of Commerce and other state agencies as required by RCW 36.70A.
6. No substantive comments regarding the proposed code amendment were received.
7. The Washington State Department of Commerce received the 60-day Notice of Intent to Adopt Amendment and granted expedited review.
8. The City issued a SEPA Threshold Determination of Non-Significance on February 19, 2020.
9. The City of Richland utilized the Optional DNS Process as outlined in WAC 197-11-355. The end of the public comment period was Tuesday, February 18, 2020.

CONCLUSIONS OF LAW

1. The Planning Commission has jurisdiction to hold an open record public hearing and issue a recommendation on the proposed ordinance amendment to the City Council.

2. The proposed code amendment is consistent with the goals and policies of the City's Comprehensive Plan.

RECOMMENDATION

Staff recommends the Planning Commission concur with the findings and conclusions set forth in Staff Report (CA2020-101) and recommend to the City Council adoption of the proposed code amendments to RMC Section 23.30.020, Land Use Table and RMC Section 23.06, Definitions.

ALTERNATIVES

1. Recommend approval of the amendments as proposed;
2. Recommend approval of the amendments, as modified by the Planning Commission.
3. Recommend denial of the amendments;

RECOMMENDED MOTION

I move that the Planning Commission recommend approval of the proposed amendments to RMC Section 23.30.020 Land Use Table and RMC Section 23.06, Definitions (Exhibit 2) based upon the above listed Findings of Fact and Conclusions of Law.

EXHIBITS

1. Application Materials
2. Draft Code Amendments
3. SEPA DNS & SEPA Checklist
4. Department of Commerce Notice
5. Public Notice and Comments Received

Exhibit 1



City of Richland
Development Services

625 Swift Blvd. MS-35
Richland, WA 99352
☎ (509) 942-7794
📠 (509) 942-7764

Zoning Map/Text Amendment Application

Note: A Pre-Application meeting is required prior to submittal of an application.

PROPERTY OWNER INFORMATION

☐ Contact Person

Owner: Not Applicable -The proposal is a text amendment that would have effects City-wide

Address:

Phone:

Email:

APPLICANT/CONTRACTOR INFORMATION (if different)

☐ Contact Person

Company: Knutzen Engineering

UBI# 603538277

Contact: Paul Knutzen

Address: 5401 Ridgeline Dr Suite 160, Kennewick, WA 99338

Phone: 509-222-0959

Email: paul@knutzenengineering.com

DESCRIPTION OF WORK

ADD definition 23.06.207 as follows:

"Clinic, School-Based" means a building or portion of a building, co-located on school campuses, containing offices for providing limited outpatient medical services to children within the respective school district and their families. Such facilities are operated by independent healthcare organizations.

MODIFY 23.30.020 Table to allow "Clinic, School-Based" with a designation of "S" under the PPF Zone only. This would allow a school-based clinic to be built within a PPF zone, provided it go through a special use permit provisions contained in Chapter 23.46 RMC.

PROPERTY INFORMATION

Parcel #: Not Applicable - The proposal is a text amendment that would have effects City-wide

Legal Description: N/A

Current Zoning: PPF

Current Comp Plan: Public Facility

Requested Zoning: N/A

Current Use: Schools

Proposed Use: Add a school-based clinic.

Area of Property: N/A

APPLICATION MUST INCLUDE

1. Completed Application and Filing Fee
2. Title Report showing ownership, easements, restrictions, and accurate legal description of the property involved
3. Other information as determined by the Administrator

ANSWER QUESTIONS AS COMPLETELY AS POSSIBLE

The unique characteristics, if any, of the property or circumstances of the owner:

This code change has City-wide impacts. The specific action causing this is that Tri-Cities Community Health (TCCH) has partnered with Richland School District (RSD) to construct a small outpatient clinic on the Jefferson ES site which will operate year round with a focus on children, siblings of children, and faculty of RSD. The current code doesn't have a definition for this use and clinics are not allowed in the PPF zone. We are applying to modify the code to add a definition of a school based clinic and subsequently adding this as a special permit use only in the PPF zone. Once the text change is complete we will submit for the site specific special use.

Any hardship that may result in the event the rezone is not granted:

TCCH would not be able to construct a school-based clinic on school grounds, which would cause local students, their siblings, and faculty to miss out on the benefits they can provide, such as: reduced absenteeism, better grades, healthy students, healthy lifestyle choices, and quality, affordable and accessible health services. As additional background, this is already a permitted use in the City of Pasco at Ochoa MS and in Kennewick at Amistad ES.

The manner in which the proposed rezone conforms to patterns in adjacent zones: The definition of a school-based clinic includes being co-located on a school facility. The goal of the school-based clinic is to serve the existing students, their siblings, and faculty, which are already using the school or will be entering the school system. City of Richland municipal code 23.30.010 defines the purposes of the Public Use District Zoning as "to provide areas for the location of buildings and structures for public education, recreation and other public and semi-public uses." This use <u>benefits public education since healthy kids are less absent and have better grades.</u>
Any beneficial or adverse effects the granting or denial of the rezone would have on adjacent or surrounding zones: The proposed modification of code would have no adverse effects on other adjacent or surrounding zones. A school-based clinic would only benefit surrounding properties because of the increase of medical services and an improved educational environment for the community's children.
Any beneficial or adverse effects the granting or denial of the rezone would have in relation to the overall purpose and intent of the comprehensive plan and this title: The modification of code would have no effect on the comprehensive plan.
The benefits or detriments accruing to the city which would result from the granting or denial of this special permit: As stated before, the City would only benefit from increased medical care for children and an improved educational environment in schools serviced by a school-based clinic.
Whether the proposed rezone represents a better use of the land from the standpoint of the comprehensive plan than the original zone: The code modification would not take away any potential land uses in the PFF zoning. It would only add an additional specially permitted use.
Whether the proposed rezone represents spot zoning and whether a larger area should be considered: Not applicable.
Identify impacts on the environment and public safety: The code modification would benefit public health, especially in the schools and the community's child population. Some positive effects that could result would be less emergency room visits, better school attendance, improved learning environment in the schools and less work days missed by parents staying home to care for sick children.

I authorize employees and officials of the City of Richland the right to enter and remain on the property in question to determine whether a permit should be issued and whether special conditions should be placed on any issued permit. I have the legal authority to grant such access to the property in question.

I also acknowledge that if a permit is issued for land development activities, no terms of the permit can be violated without further approval by the permitting entity. I understand that the granting of a permit does not authorize anyone to violate in any way any federal, state, or local law/regulation pertaining to development activities associated with a permit.

I hereby certify under penalty of perjury under the laws of the State of Washington that the following is true and correct:

1. I have read and examined this permit application and have documented all applicable requirements on the site plan.
2. The information provided in this application contains no misstatement of fact.
3. I am the owner(s), the authorized agent(s) of the owner(s) of the above referenced property, or I am currently a licensed contractor or specialty contractor under Chapter 18.27 RCW or I am exempt from the requirements of the Chapter 18.27 RCW.
4. I understand this permit is subject to all other local, state, and federal regulations.

Note: This application will not be processed unless the above certification is endorsed by an authorized agent of the owner(s) of the property in question and/or the owner(s) themselves. If the City of Richland has reason to believe that erroneous information has been supplied by an authorized agent of the owner(s) of the property in question and/or by the owner(s) themselves, processing of the application may be suspended.

Applicant Printed Name: Paul Knutzen

Applicant Signature: Paul Knutzen Date 1/16/2020

GEORGE WASHINGTON WAY

HUNT SREET

PROPOSED CLINIC
1,688 SF

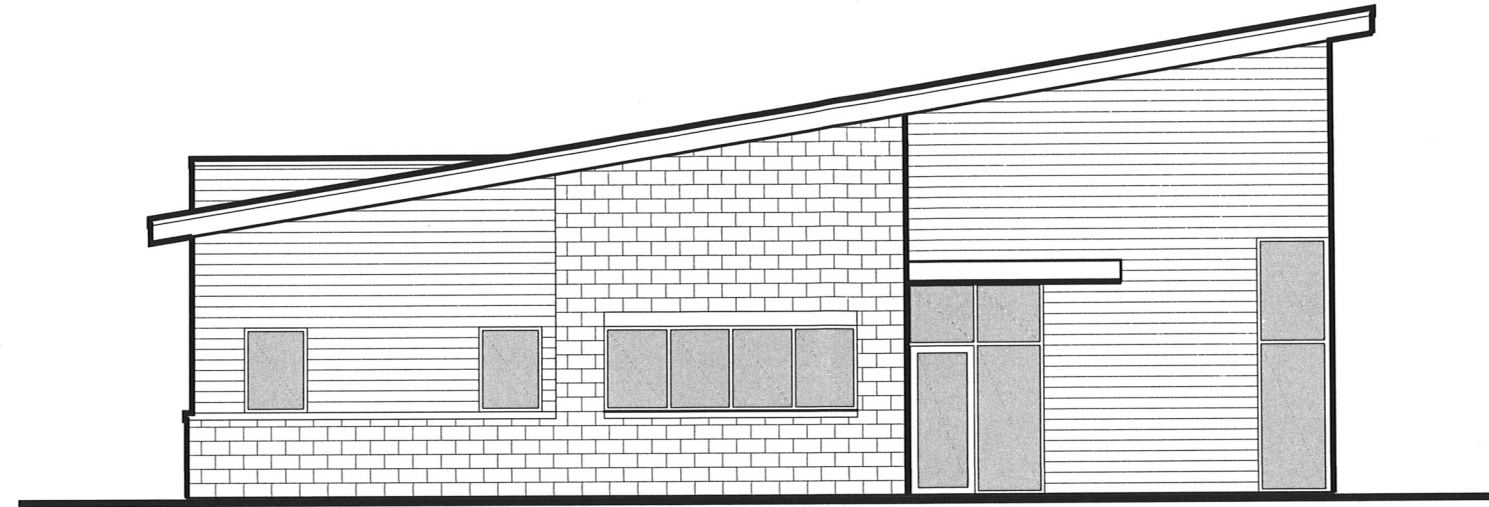
Would be assigned
address of 1501
Hunt Ave

PRELIMINARY SITE PLAN

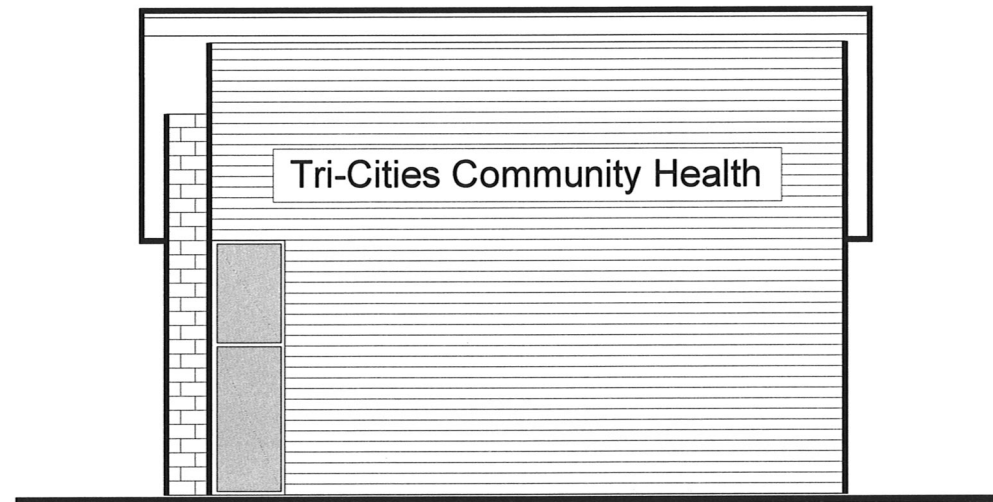


JEFFERSON ELEMENTARY - SCHOOL BASED HEALTH CLINIC
Tri-Cities Community Health

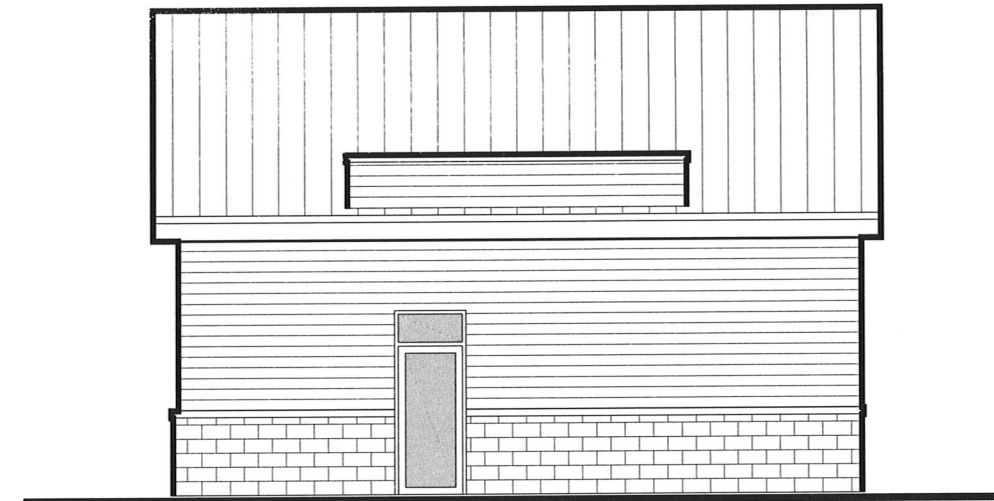




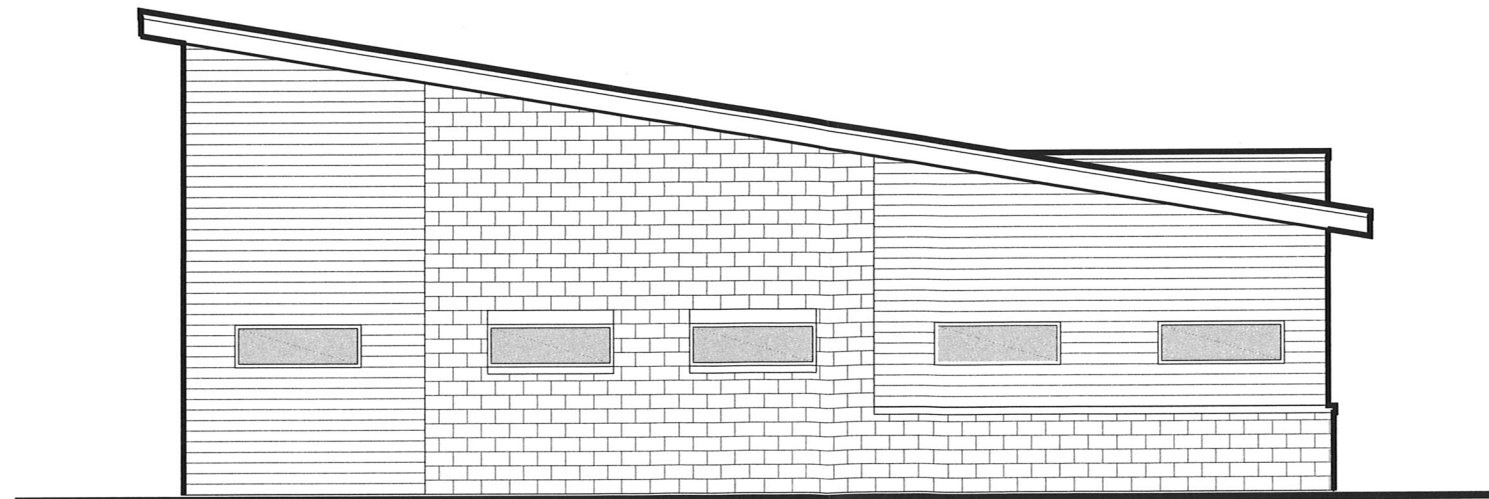
 **NORTH ELEVATION**
SCALE: 1/4" = 1'-0"



 **WEST ELEVATION**
SCALE: 1/4" = 1'-0"



 **EAST ELEVATION**
SCALE: 1/4" = 1'-0"



 **SOUTH ELEVATION**
SCALE: 1/4" = 1'-0"

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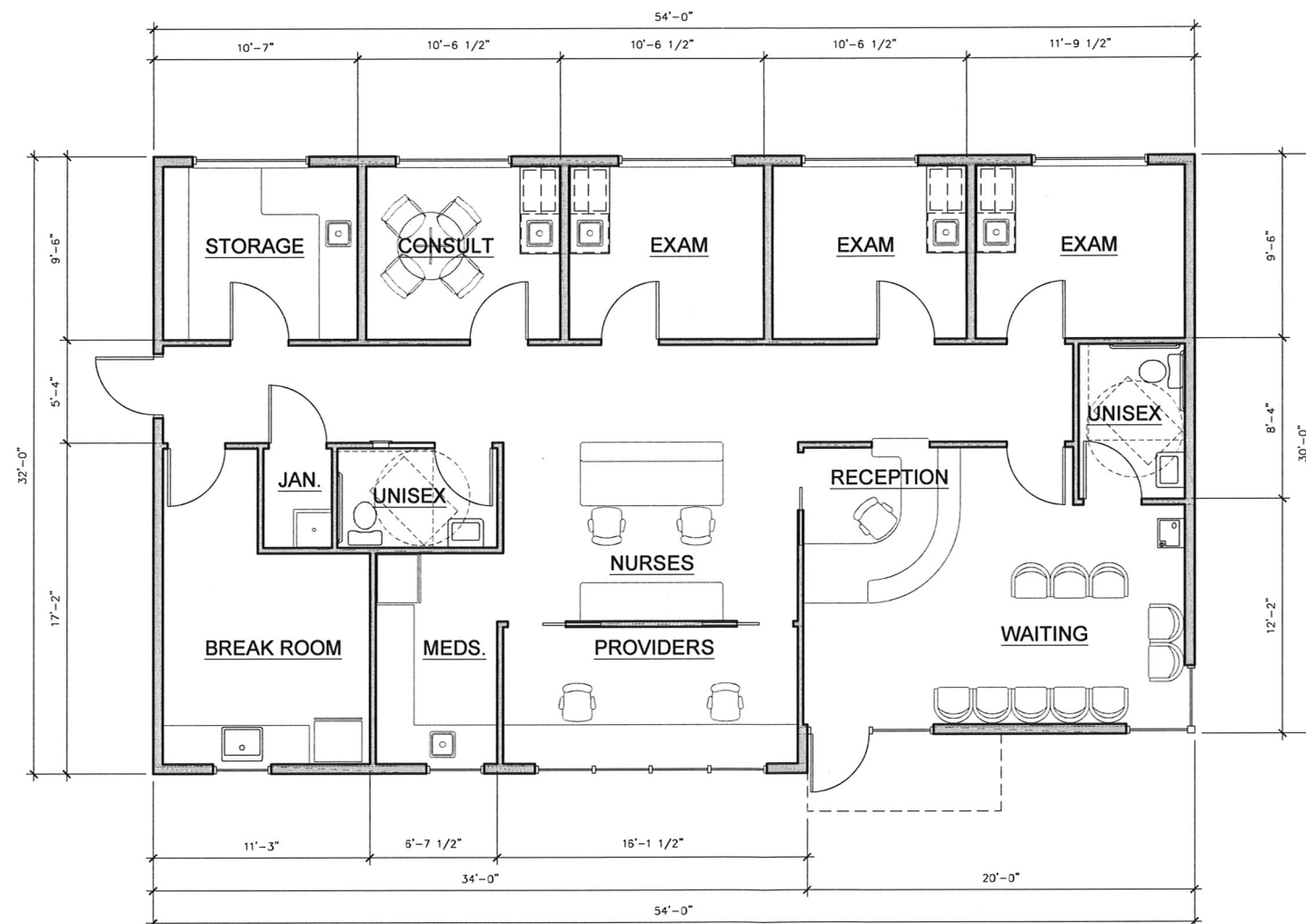
Tri-Cities Community Health
SCHOOL BASED CLINIC
Jefferson Elementary School, Richland, WA 99352
ELEVATIONS

REVISIONS:

NO.	DESCRIPTION

DATE: 4-22-2019
JOB NO.: 19-107
DRAWN BY: BB

A1.1



FLOOR PLAN
SCALE: 1/4" = 1'-0" 1,688 SF



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Tri-Cities Community Health
SCHOOL BASED CLINIC
Jefferson Elementary School, Richland, WA 99352
FLOOR PLAN

REVISIONS:	

DATE: 4-22-2019
JOB NO.: 19-107
DRAWN BY: BB

A2.1

Exhibit 2

ORDINANCE NO. XX-XX

AN ORDINANCE of the City of Richland amending Richland Municipal Code Section 23.30.020 related to the public use district permitted land uses and amending Section 23.06, definitions.

WHEREAS, from time to time the City has need to update its development regulations; and

WHEREAS, on February 26 2020, the Richland Planning Commission conducted a public hearing regarding modifications to the land use table contained within RMC Section 23.30.020 and definitions contained within Section 23.06;

WHEREAS, the Richland Planning Commission recommends that the following changes be made to RMC Section 23.30.020 and RMC Section 23.06.

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

Section 1. RMC Section 23.30.020 of the Richland Municipal Code, as enacted by Ordinance No. XX-XX, and last amended by Ordinance No. XX-XX, is hereby amended to read as follows:

Chapter 23.30

PUBLIC USE ZONING DISTRICTS

Sections:

- 23.30.010 Purpose of public use districts.
- 23.30.020 Public use districts permitted land uses.
- 23.30.030 Site requirements for public use districts.
- 23.30.040 Parking standards for public use districts.

23.30.010 Purpose of public use districts.

A. The parks and public facilities district (PPF) is a special use classification intended to provide areas for the retention of public lands necessary for open spaces, parks, playgrounds, trails and structures designed for public recreation and to provide areas for the location of buildings and structures for public education, recreation and other public and semi-public uses. This zoning classification is intended to be applied to those portions of the city that are designated as developed open space and public facility under the city of Richland comprehensive plan.

B. The natural open space use district (NOS) is a special use classification intended to provide area for the retention of publicly owned, natural open spaces that, due to their proximity to wetlands, shorelines, floodplains or critical habitat areas, are too sensitive for intensive use or development. This zoning classification is intended to be applied to

those portions of the city that are designated as natural open space under the city of Richland comprehensive plan. [Ord. 28-05 § 1.02; Ord. 04-09].

23.30.020 Public use districts permitted land uses.

In the following chart, land use classifications are listed on the vertical axis. Zoning districts are listed on the horizontal axis.

A. If the symbol “P” appears in the box at the intersection of the column and row, the use is permitted, subject to the general requirements and performance standards required in that zoning district.

B. If the symbol “S” appears in the box at the intersection of the column and row, the use is permitted subject to the special use permit provisions contained in Chapter 23.46 RMC.

C. If the symbol “A” appears in the box at the intersection of the column and the row, the use is permitted as an accessory use, subject to the general requirements and performance standards required in the zoning district.

D. If a number appears in the box at the intersection of the column and the row, the use is subject to the general conditions and special provisions indicated in the corresponding note.

E. If no symbol appears in the box at the intersection of the column and the row, the use is prohibited in that zoning district.

Land Use	PPF	NOS
Public/Quasi-Public Uses		
Alternative School	P ¹	
Churches	P ²	
Clinics, School-Based	S	
Clubs or Fraternal Societies	P ²	
Cultural Institutions	P ²	
General Park Maintenance and Operations	P	P
Golf Courses	P	
Passive Open Space Uses	P	P
Power Transmission and Irrigation Wasteway Easements and Utility Uses	P ³	P ³
Public Agency Buildings	P ³	P ³
Public Agency Facilities	P ³	P ³
Public Campgrounds	P	
Public Parks	P	P

Land Use	PPF	NOS
Schools	P ⁴	
Special Events Including Concerts, Tournaments, and Competitions, Fairs, Festivals and Similar Public Gatherings	P	
Trail Head Facilities	P	P
Trail for Equestrian, Pedestrian or Nonmotorized Vehicle Use	P	P
Recreational Uses		
Art Galleries	P	
Boat Mooring Facilities	P	
Retail Uses		
Concessionaire	P ⁶	P ⁶
Parking Lot	P	S ⁵
Miscellaneous Uses		
Macro-Antennas	P	
On-Site Hazardous Waste Treatment and Storage	A	A
Cemetery	P	

1. RMC 23.42.260
 2. RMC 23.42.050
 3. RMC 23.42.200
 4. RMC 23.42.250
 5. RMC 23.42.183
- [Ord. 28-05 § 1.02; Ord. 13-08; Ord. 04-09; Ord. 07-19 § 9].

Section 2. RMC Section 23.06 of the Richland Municipal Code, as enacted by Ordinance No. XX-XX, and last amended by Ordinance No. XX-XX, is hereby amended to read as follows:

RMC 23.06.207: “Clinic, School-Based” means a building or portion of a building, co-located on school campuses, containing offices for providing limited outpatient medical services to children within the respective school district and their families. Such facilities are operated by independent healthcare organizations.

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, Washington, at a regular meeting on the 7th day of April, 2020.

Ryan Lukson
Mayor

ATTEST:

APPROVED AS TO FORM:

JENNIFER ROGERS, City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: _____

Exhibit 3



File No. EA2020-104

CITY OF RICHLAND **Determination of Non-Significance**

Description of Proposal: Text amendment to RMC Title 23, Section 23.30.020, Public Use Land Use Table and Section 23.06, Definitions. The proposed text amendments would result in the following use as an allowable Special Use in the PPF (Public Use) zoning district: "Clinic, School-Based".

Proponent: Knutzen Engineering

Location of Proposal: City-Wide.

Lead Agency: City of Richland

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.

() There is no comment for the DNS.

() This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for fourteen days from the date of issuance.

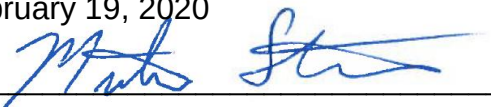
(X) This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.

Responsible Official: Mike Stevens

Position/Title: Planning Manager

Address: 625 Swift Blvd., MS #35, Richland, WA 99352

Date: February 19, 2020

Signature 

SEPA ENVIRONMENTAL CHECKLIST

Purpose of checklist:

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for applicants:

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown. You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Instructions for Lead Agencies:

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

Use of checklist for nonproject proposals:

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B plus the [SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS \(part D\)](#). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in Part B - Environmental Elements –that do not contribute meaningfully to the analysis of the proposal.

A. Background [\[HELP\]](#)

1. Name of proposed project, if applicable:

Tri-Cities Community Health Clinic @ Jefferson ES – School Based Clinic Zoning Code Modification

2. Name of applicant:

Paul Knutzen; Knutzen Engineering

3. Address and phone number of applicant and contact person:

Paul Knutzen; 5401 Ridgeline Dr Suite 160, Kennewick, WA 99338; 509-222-0959

4. Date checklist prepared:
January 16th, 2020
5. Agency requesting checklist:
City of Richland
6. Proposed timing or schedule (including phasing, if applicable):
Submit Zoning Code Text Change – January 2020
Zoning Code Text Change Approval – March 2020 (estimated)
Submit Special Use Permit for new TCCH Clinic @ Jefferson ES – March 2020 (estimated)
Special Use Permit Approval – May 2020 (estimated)
Submit Construction Plans for new TCCH Clinic @ Jefferson ES – May 2020 (estimated)
Start Construction – July 2020 (estimated)
7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.
No, the project is described below in #11.
8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.
No additional environmental information is being prepared as a result of this proposed code amendment. The code amendment has no environmental consequences. A geotechnical report has been completed by Geoprofessional Innovation at the Jefferson ES site but only to ascertain soil characteristics related to earthwork and building requirements.
9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.
None known of at this time – Should only be City of Richland permits and L&I permits during final construction of the clinic
10. List any government approvals or permits that will be needed for your proposal, if known.
Approval by the City of Richland for the Code Amendment, the Special Use Permit by the City of Richland, and finally a City of Richland Building Permit on the final project
11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)
The proposal adds a definition of a school-based clinic to City of Richland municipal code. It also amends City of Richland municipal code to allow for construction of a school-based clinic in the Public Use District (PFF), requiring a special use permit for project approval.
The consequential project would construct a 1,688 school-based clinic operated by Tri-Cities Community Health and located near the south parking lot of Jefferson ES with associated site and utility improvements as necessary for the Project to obtain permits.

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

The proposed code amendment would apply to areas zoned as PFF and is City-wide.

The consequential project would be located at 1525 Hunt Ave, Richland, WA 99354.

B. Environmental Elements [\[HELP\]](#)

1. Earth [\[help\]](#)

a. General description of the site:

(circle one): **Flat**, rolling, hilly, steep slopes, mountainous, other _____

b. What is the steepest slope on the site (approximate percent slope)?

Overall site does not exceed a 5% slope.

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.

Silty sand with gravel and poorly graded gravel with sand. Also, uncontrolled fill from demolition of a previous building was found North of the existing elementary school building. The uncontrolled fill extends 1.5 to 4.5 feet below the surface and contains demolition debris such as wood, metal, plastic, CMU blocks, shingles, and concrete fragments.

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.

There is no history of unstable soils in the immediate vicinity. However, uncontrolled fill must be removed where future structures and/or pavement is planned for the proposed clinic.

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.

Any uncontrolled fill, which is expected to be minimal, will be excavated at the proposed building location. Excavation is not expected to exceed 100 CY. The project is expected to balance on site with only the export of any excavated uncontrolled fill.

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.

Erosion could occur on site but will be minimized through implementation of BMP's during construction, including silt fencing, construction entrance, site watering for dust control, and catch basin inserts and protection. All stormwater run-off will be contained and

managed on site.

- g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?

Approximately 35% of the site will be covered by impervious surfaces, which is about a 1% addition to the existing site impervious calculation.

- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:

Standard erosion control methods will be used, such as catch basin protection (witches' hats), silt fencing, and stabilized construction entrances. Dust during construction will be controlled by the use of a water truck as necessary or sprinklers as deemed appropriate by the Owner and Contractor.

2. Air [\[help\]](#)

- a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known.

During construction, minor amounts of dust and exhaust from equipment activity may occur. The completed project will not affect air quality.

- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.

None known.

- c. Proposed measures to reduce or control emissions or other impacts to air, if any:

Dust control measures will be implemented in accordance by the Department of Ecology and the Benton County Clean Air Authority. Measures include but are not limited to watering, lowering speed, limit of construction vehicles, and reducing the amount of dust-generating activities on windy days.

3. Water [\[help\]](#)

- a. Surface Water: [\[help\]](#)

- 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.

The Columbia River is located approximately 0.15 miles from the site. No other surface water bodies are located nearby.

- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.

No.

- 3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.

Not applicable.

- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.

No.

5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.

No.

6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.

No.

b. Ground Water: [\[help\]](#)

1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known.

No.

2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

None.

c. Water runoff (including stormwater):

1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

The new building will generate stormwater runoff. The existing stormwater system for the parking lot will be used. It will be verified that it can handle the additional runoff generated by the new building.

2) Could waste materials enter ground or surface waters? If so, generally describe.

Waste materials could not enter ground waters. The existing stormwater system should have pollutant prevention devices built in.

3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.

No.

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any:

Runoff generated from pervious surfaces will either infiltrate into underlying soils or flow to on-site collection systems. Stormwater generated from impervious surfaces will be collected and treated prior to on-site infiltration.

4. Plants [\[help\]](#)

- a. Check the types of vegetation found on the site:

☒ deciduous tree: alder, maple, aspen, other
☐ evergreen tree: fir, cedar, pine, other
☐ shrubs
☐ grass
☐ pasture
☐ crop or grain
☐ Orchards, vineyards or other permanent crops.
☐ wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
☐ water plants: water lily, eelgrass, milfoil, other
☐ other types of vegetation

- b. What kind and amount of vegetation will be removed or altered?

Grass will be removed as needed for grading and construction.

- c. List threatened and endangered species known to be on or near the site.

None known per the Washington Department of Fish and Wildlife.

- d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any:

Native plants will be planted around the perimeter of the new building.

- e. List all noxious weeds and invasive species known to be on or near the site.

None known.

5. Animals [\[help\]](#)

- a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site.

Examples include:

birds: hawk, heron, eagle, songbirds, other:

mammals: deer, bear, elk, beaver, other:

fish: bass, salmon, trout, herring, shellfish, other _____

- b. List any threatened and endangered species known to be on or near the site.

None known per the Washington Department of Fish and Wildlife.

- c. Is the site part of a migration route? If so, explain.

Yes, the Columbian Basin is part of a migration route for a number of fowl.

- d. Proposed measures to preserve or enhance wildlife, if any:

None at this time.

- e. List any invasive animal species known to be on or near the site.

None known.

6. Energy and Natural Resources [\[help\]](#)

- a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet

the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.

Electrical will be used for lighting and plugs.

b. Would your project affect the potential use of solar energy by adjacent properties?

If so, generally describe.

No.

c. What kinds of energy conservation features are included in the plans of this proposal?

List other proposed measures to reduce or control energy impacts, if any:

The proposed structure will meet current building codes and energy efficient standards.

7. Environmental Health [\[help\]](#)

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal?

If so, describe.

No.

1) Describe any known or possible contamination at the site from present or past uses.

None known.

2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.

None known.

3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.

Biohazardous waste, as is customary in a medical clinic, may occur during day to day activities but as it is this is a very limited outpatient clinic.

4) Describe special emergency services that might be required.

Typical emergency services provided through the City will be used for this site. It may occasionally be required for an ambulance to be called to transfer patients to an acute hospital or for inpatient care.

5) Proposed measures to reduce or control environmental health hazards, if any:

Training programs for all personnel regarding awareness and safe procedures for on-site materials. Proper disposal of biohazard waste as is customary in healthcare/hospital settings. Using red biohazard bags and contracting with a company that specializes in the treatment and disposal of human biohazardous waste.

b. Noise

1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?

The noise level in the area is not perceived to have any adverse effect on the project. Noise is mainly generated by vehicle traffic and school activities, such as recess.

2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site.

Short-term: Construction noises.

Long-term: No significant increase in long-term noise is expected to be created by the project. It would not create a significant increase in traffic noise from the existing traffic noise related to the existing school

3) Proposed measures to reduce or control noise impacts, if any:

Construction will be coordinated with the school in order to minimally affect school activities. All operations will be conducted in a manner compliant with City of Richland standards and Washington State Maximum Environmental Noise Levels (Chapter 173-60-040 WAC).

8. Land and Shoreline Use [\[help\]](#)

a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.

Jefferson Elementary School and an Early Learning Center. Adjacent properties are commercial, single-family residential and baseball fields. The proposal will not affect current land uses on nearby or adjacent properties.

b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?

No.

1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how:

No.

c. Describe any structures on the site.

Jefferson Elementary School & Early Learning Center.

d. Will any structures be demolished? If so, what?

No.

e. What is the current zoning classification of the site?

The site is zoned PFF.

f. What is the current comprehensive plan designation of the site?

The site's designation is public facility.

g. If applicable, what is the current shoreline master program designation of the site?

Not applicable.

h. Has any part of the site been classified as a critical area by the city or county? If so, specify.

No.

i. Approximately how many people would reside or work in the completed project?

4

j. Approximately how many people would the completed project displace?

None.

k. Proposed measures to avoid or reduce displacement impacts, if any:

Not applicable.

l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:

The proposed code amendment would ensure that the clinic is compatible with City of Richland zoning ordinances, currently it is not

m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any:

Not applicable.

9. Housing [\[help\]](#)

a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.

Not applicable.

b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.

None.

c. Proposed measures to reduce or control housing impacts, if any:

Not applicable.

10. Aesthetics [\[help\]](#)

a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?

Approximately 24'.

b. What views in the immediate vicinity would be altered or obstructed?

None.

c. Proposed measures to reduce or control aesthetic impacts, if any:

The building will be in accordance with building department façade requirements.

11. Light and Glare [\[help\]](#)

a. What type of light or glare will the proposal produce? What time of day would it mainly occur?

The building will have outdoor lighting for evenings when it gets dark.

- b. Could light or glare from the finished project be a safety hazard or interfere with views?

No.

- c. What existing off-site sources of light or glare may affect your proposal?

None known of.

- d. Proposed measures to reduce or control light and glare impacts, if any:

All outdoor lighting will be in conformance with City of Richland standards.

12. Recreation [\[help\]](#)

- a. What designated and informal recreational opportunities are in the immediate vicinity?

There are baseball fields adjacent to the site that are used for baseball competitions. The elementary school also has play toys outside the school.

- b. Would the proposed project displace any existing recreational uses? If so, describe.

No.

- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:

During construction, fencing will be placed around the project to prevent trespassing and consequential injuries, specifically regarding children.

13. Historic and cultural preservation [\[help\]](#)

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers? If so, specifically describe.

No.

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.

No.

- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.

Internet search for project site. Washington State Department of Archeology and Historic Preservation, National Register of Historic Places in Benton County.

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.

Upon any discovery of potential or known archeological resources at the subject properties prior to or during future on-site construction, the developer, contractor, and/or any other parties involved in construction shall immediately cease all on-site construction, shall act to protect the potential or known historical and cultural resources area from outside intrusion, and shall notify, within a maximum period of twenty-four hours from the time of discovery, the City of Richland Development Services of said discovery.

14. Transportation

- a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any.

The overall school site can be accessed from George Washington Way, Van Giesen St, and Hunt Ave. The clinic will only be accessible from Hunt Ave.

- b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?

The site is served by a bus stop at the Northwest corner of the Van Giesen St and George Washington St intersection. Ben Franklin Transit bus stop ID: RC212.

- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate?

No additional parking spaces are proposed with the new building, one will be converted to an ADA accessible stall.

- d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).

No.

- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.

No.

- f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?

Approximately 32 vehicle trips on a weekday and 4 trips in the peak hour according to code 630 of the Trip Generation Manual by the Institute of Transportation Engineers when considering 4 employees; however it should be noted that this definition is not a school-based clinic but a general clinic and not for general public use so these values are likely too high

- g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.

No.

- h. Proposed measures to reduce or control transportation impacts, if any:

None.

15. Public Services [\[help\]](#)

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe.

The new building will use fire and police protection, as well as public transit. Occasionally an ambulance may be needed to transport a patient.

- b. Proposed measures to reduce or control direct impacts on public services, if any.
None at this moment.

16. Utilities [\[help\]](#)

- a. Circle utilities currently available at the site:
electricity, natural gas, **water**, refuse service, telephone, **sanitary sewer**, septic system, other _____
- c. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.

Electricity, sewer, and water will be routed to the new building.

Signature [\[HELP\]](#)

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: Paul Knutzen

Name of signee Paul Knutzen

Position and Agency/Organization Principal Engineer / Knutzen Engineering

Date Submitted: 1/14/2020

C. Supplemental sheet for nonproject actions [\[HELP\]](#)

(IT IS NOT NECESSARY to use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

It is not expected that development authorized by the proposed code amendment would result in any increase of discharge to water, emissions to air, production storage, the release of toxic or hazardous substances or production of noise.

Proposed measures to avoid or reduce such increases are:

Development within the City of Richland must comply with all current land use and environmental permitting requirements.

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

The proposed amendment is not expected to affect plants, animals, fish or marine life.

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

None.

3. How would the proposal be likely to deplete energy or natural resources?

The proposed amendment is not expected to result in additional depletion of energy or natural resources.

Proposed measures to protect or conserve energy and natural resources are:

None.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

While the proposed amendment would be City-wide, it would only affect zones designated

as Public Usage Facility (PFF), with a public educational facility located in the area. The amendment would allow for the construction of a school-based clinic on or near a school. It is not expected to affect any environmentally sensitive areas or areas designated for governmental protection.

Proposed measures to protect such resources or to avoid or reduce impacts are:

None.

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

The proposal would allow for land zoned as PFF to be used for a school-based clinic. It would not encourage land or shoreline uses incompatible with existing plans. A school-based clinic being located on public-education facility land would be compatible with existing uses.

Proposed measures to avoid or reduce shoreline and land use impacts are:

According to the proposal, the construction of a school-based clinic in PFF zoning would still require a special use permit.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

The proposed amendment would increase available health care for the students and could result in a reduction of trips to emergency rooms. The impact to transportation or public utilities are negligible.

Proposed measures to reduce or respond to such demand(s) are:

None.

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

The proposed amendment would not conflict with local, state, or federal laws or requirements for the protection of the environment. Any school-based clinic built as a result of the amendment will be licensed and permitted according to City of Richland and State of Washington laws and policies. School based clinics are already permitted in adjacent Cities of Pasco & Kennewick.



Department of Commerce

Notice of Intent to Adopt Amendment / Notice of Adoption Cover Sheet

Pursuant to RCW 36.70A.106, the following jurisdiction provides the following required state agency notice.

1. Jurisdiction Name:	City of Richland – Development Services Dept.
2. Select Submittal Type: Select the Type of Submittal listed. (Select One Only)	☐ 60-Day Notice of Intent to Adopt Amendment. ☒ Request of Expedited Review / Notice of Intent to Adopt Amendment. ☐ Supplemental Submittal for existing Notice of Intent to Adopt Amendment. ☐ Notice of Final Adoption of Amendment.
3. Amendment Type: Select Type of Amendment listed. (Select One Only)	☐ Comprehensive Plan Amendment. ☒ Development Regulation Amendment. ☐ Critical Areas Ordinance Amendment. ☐ Combined Comprehensive and Development Regulation Amendments. ☐ Countywide Planning Policy .
4. Description Enter a brief description of the amendment. Begin your description with “Proposed” or “Adopted”, based on the type of Amendment you are submitting. Examples: <i>“Proposed comprehensive plan amendment for the GMA periodic update.”</i> or <i>“Adopted Ordinance 123, adoption amendment to the sign code.”</i> (Maximum 400 characters).	Proposed amendment to RMC Sections 23.30.020 and 23.06.207. The proposed amendment to Section 23.30.020 would modify the existing land use table to allow “Clinic, School-Based” as a Special Use Permit within the Parks & Public Facilities (PPF) Zoning District. The amendment to Section 23.06.207 would add a definition for “Clinic, School-Based”.



Department of Commerce

5. Is this action part of your 8-year periodic update required under RCW 36.70A.130 of the Growth Management Act (GMA)?	☐ Yes ☒ No
6. Proposed Dates: Enter the anticipated public hearing date(s) for your Planning Commission/Planning Board or for your Council/Commission.	Planning Commission: February 26, 2020 City Council: March 17, 2020 & April 7, 2020 Proposed / Date of Adoption: April 7, 2020
7. Contact Information:	
A. Prefix/Salutation: (Examples: "Mr.", "Ms.", or "The Honorable" (elected official))	Mr.
B. Name:	Mike Stevens
C. Title:	Planning Manager
D. Email:	mstevens@ci.richland.wa.us
E. Work Phone:	(509) 942-7596
F. Cell/Mobile Phone: (optional)	
Consultant Information:	
G. Is this person a consultant?	☐ Yes
H. Consulting Firm name?	
8. Would you like Commerce to contact you for Technical Assistance regarding this submitted amendment?	☐ Yes

REQUIRED: Attach or include a copy of the proposed amendment text or document(s). We do not accept a website hyperlink requiring us to retrieve external documents. Jurisdictions must submit the actual document(s) to Commerce. If you experience difficulty, please email the reviewteam@commerce.wa.gov

Questions? Call the review team at (509) 725-3066.



CITY OF RICHLAND NOTICE OF APPLICATION, PUBLIC HEARING AND OPTIONAL DNS (CA2020-101 & EA2020-104)

Notice is hereby given that Paul Knutzen of Knutzen Engineering has filed an application for text amendments to RMC Section 23.30.020 – Public use districts permitted land uses and to RMC Section 23.06 - Definitions. The proposed text amendments would result in the following use as an allowable Special Use in the PPF (Public Use) zoning district: “Clinic, School-Based”.

Pursuant to Richland Municipal Code (RMC) Section 19.20 the Richland Planning Commission will conduct a public hearing and review of the application at 6:00 p.m., Wednesday, February 26, 2020 in the Richland City Hall Council Chambers, 625 Swift Boulevard. All interested parties are invited to attend and present testimony at the public hearing.

Environmental Review: The proposal is subject to environmental review. The City of Richland is lead agency for the proposal under the State Environmental Policy Act (SEPA) and has reviewed the proposed project for probable adverse environmental impacts and expects to issue a determination of non-significance (DNS) for this project. The optional DNS process in WAC 197-11-355 is being used. This may be your only opportunity to comment on the environmental impacts of the proposed development. The environmental checklist and related file information are available to the public and can be viewed in the Development Services Division Office or City of Richland website www.ci.richland.wa.us.

Any person desiring to express his views or to be notified of any decisions pertaining to this application should notify Mike Stevens, Planning Manager, 625 Swift Blvd., MS-35, Richland, WA 99352. Comments may also be faxed to (509) 942-7764 or emailed to mstevens@ci.richland.wa.us. Written comments should be received no later than 5:00 p.m. on Tuesday, February 18, 2020 to be incorporated into the staff report. Comments received after that date will be entered into the record at the hearing.

Copies of the staff report and recommendation will be available in the Development Services Division Office or City of Richland website www.ci.richland.wa.us beginning Friday, February 21, 2020.



Zoning Map/Text Amendment Application

Note: A Pre-Application meeting is required prior to submittal of an application.

PROPERTY OWNER INFORMATION

☐ Contact Person

Owner: Not Applicable -The proposal is a text amendment that would have effects City-wide

Address:

Phone:

Email:

APPLICANT/CONTRACTOR INFORMATION (if different)

☐ Contact Person

Company: Knutzen Engineering

UBI# 603538277

Contact: Paul Knutzen

Address: 5401 Ridgeline Dr Suite 160, Kennewick, WA 99338

Phone: 509-222-0959

Email: paul@knutzenengineering.com

DESCRIPTION OF WORK

ADD definition 23.06.207 as follows:

"Clinic, School-Based" means a building or portion of a building, co-located on school campuses, containing offices for providing limited outpatient medical services to children within the respective school district and their families. Such facilities are operated by independent healthcare organizations.

MODIFY 23.30.020 Table to allow "Clinic, School-Based" with a designation of "S" under the PPF Zone only. This would allow a school-based clinic to be built within a PPF zone, provided it go through a special use permit provisions contained in Chapter 23.46 RMC.

PROPERTY INFORMATION

Parcel #: Not Applicable - The proposal is a text amendment that would have effects City-wide

Legal Description: N/A

Current Zoning: PPF

Current Comp Plan: Public Facility

Requested Zoning: N/A

Current Use: Schools

Proposed Use: Add a school-based clinic.

Area of Property: N/A

APPLICATION MUST INCLUDE

1. Completed Application and Filing Fee
2. Title Report showing ownership, easements, restrictions, and accurate legal description of the property involved
3. Other information as determined by the Administrator

ANSWER QUESTIONS AS COMPLETELY AS POSSIBLE

The unique characteristics, if any, of the property or circumstances of the owner:

This code change has City-wide impacts. The specific action causing this is that Tri-Cities Community Health (TCCH) has partnered with Richland School District (RSD) to construct a small outpatient clinic on the Jefferson ES site which will operate year round with a focus on children, siblings of children, and faculty of RSD. The current code doesn't have a definition for this use and clinics are not allowed in the PPF zone. We are applying to modify the code to add a definition of a school based clinic and subsequently adding this as a special permit use only in the PPF zone. Once the text change is complete we will submit for the site specific special use.

Any hardship that may result in the event the rezone is not granted:

TCCH would not be able to construct a school-based clinic on school grounds, which would cause local students, their siblings, and faculty to miss out on the benefits they can provide, such as: reduced absenteeism, better grades, healthy students, healthy lifestyle choices, and quality, affordable and accessible health services. As additional background, this is already a permitted use in the City of Pasco at Ochoa MS and in Kennewick at Amistad ES.

The manner in which the proposed rezone conforms to patterns in adjacent zones: The definition of a school-based clinic includes being co-located on a school facility. The goal of the school-based clinic is to serve the existing students, their siblings, and faculty, which are already using the school or will be entering the school system. City of Richland municipal code 23.30.010 defines the purposes of the Public Use District Zoning as "to provide areas for the location of buildings and structures for public education, recreation and other public and semi-public uses." This use <u>benefits public education since healthy kids are less absent and have better grades.</u>
Any beneficial or adverse effects the granting or denial of the rezone would have on adjacent or surrounding zones: The proposed modification of code would have no adverse effects on other adjacent or surrounding zones. A school-based clinic would only benefit surrounding properties because of the increase of medical services and an improved educational environment for the community's children.
Any beneficial or adverse effects the granting or denial of the rezone would have in relation to the overall purpose and intent of the comprehensive plan and this title: The modification of code would have no effect on the comprehensive plan.
The benefits or detriments accruing to the city which would result from the granting or denial of this special permit: As stated before, the City would only benefit from increased medical care for children and an improved educational environment in schools serviced by a school-based clinic.
Whether the proposed rezone represents a better use of the land from the standpoint of the comprehensive plan than the original zone: The code modification would not take away any potential land uses in the PFF zoning. It would only add an additional specially permitted use.
Whether the proposed rezone represents spot zoning and whether a larger area should be considered: Not applicable.
Identify impacts on the environment and public safety: The code modification would benefit public health, especially in the schools and the community's child population. Some positive effects that could result would be less emergency room visits, better school attendance, improved learning environment in the schools and less work days missed by parents staying home to care for sick children.

I authorize employees and officials of the City of Richland the right to enter and remain on the property in question to determine whether a permit should be issued and whether special conditions should be placed on any issued permit. I have the legal authority to grant such access to the property in question.

I also acknowledge that if a permit is issued for land development activities, no terms of the permit can be violated without further approval by the permitting entity. I understand that the granting of a permit does not authorize anyone to violate in any way any federal, state, or local law/regulation pertaining to development activities associated with a permit.

I hereby certify under penalty of perjury under the laws of the State of Washington that the following is true and correct:

1. I have read and examined this permit application and have documented all applicable requirements on the site plan.
2. The information provided in this application contains no misstatement of fact.
3. I am the owner(s), the authorized agent(s) of the owner(s) of the above referenced property, or I am currently a licensed contractor or specialty contractor under Chapter 18.27 RCW or I am exempt from the requirements of the Chapter 18.27 RCW.
4. I understand this permit is subject to all other local, state, and federal regulations.

Note: This application will not be processed unless the above certification is endorsed by an authorized agent of the owner(s) of the property in question and/or the owner(s) themselves. If the City of Richland has reason to believe that erroneous information has been supplied by an authorized agent of the owner(s) of the property in question and/or by the owner(s) themselves, processing of the application may be suspended.

Applicant Printed Name: Paul Knutzen

Applicant Signature: Paul Knutzen Date 1/16/2020

ORDINANCE NO. XX-XX

AN ORDINANCE of the City of Richland amending Richland Municipal Code Section 23.30.020 related to the public use district permitted land uses and amending Section 23.06, definitions.

WHEREAS, from time to time the City has need to update its development regulations; and

WHEREAS, on February 26 2020, the Richland Planning Commission conducted a public hearing regarding modifications to the land use table contained within RMC Section 23.30.020 and definitions contained within Section 23.06;

WHEREAS, the Richland Planning Commission recommends that the following changes be made to RMC Section 23.30.020 and RMC Section 23.06.

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

Section 1. RMC Section 23.30.020 of the Richland Municipal Code, as enacted by Ordinance No. XX-XX, and last amended by Ordinance No. XX-XX, is hereby amended to read as follows:

Chapter 23.30

PUBLIC USE ZONING DISTRICTS

Sections:

- 23.30.010 Purpose of public use districts.
- 23.30.020 Public use districts permitted land uses.
- 23.30.030 Site requirements for public use districts.
- 23.30.040 Parking standards for public use districts.

23.30.010 Purpose of public use districts.

A. The parks and public facilities district (PPF) is a special use classification intended to provide areas for the retention of public lands necessary for open spaces, parks, playgrounds, trails and structures designed for public recreation and to provide areas for the location of buildings and structures for public education, recreation and other public and semi-public uses. This zoning classification is intended to be applied to those portions of the city that are designated as developed open space and public facility under the city of Richland comprehensive plan.

B. The natural open space use district (NOS) is a special use classification intended to provide area for the retention of publicly owned, natural open spaces that, due to their proximity to wetlands, shorelines, floodplains or critical habitat areas, are too sensitive for intensive use or development. This zoning classification is intended to be applied to

those portions of the city that are designated as natural open space under the city of Richland comprehensive plan. [Ord. 28-05 § 1.02; Ord. 04-09].

23.30.020 Public use districts permitted land uses.

In the following chart, land use classifications are listed on the vertical axis. Zoning districts are listed on the horizontal axis.

A. If the symbol “P” appears in the box at the intersection of the column and row, the use is permitted, subject to the general requirements and performance standards required in that zoning district.

B. If the symbol “S” appears in the box at the intersection of the column and row, the use is permitted subject to the special use permit provisions contained in Chapter 23.46 RMC.

C. If the symbol “A” appears in the box at the intersection of the column and the row, the use is permitted as an accessory use, subject to the general requirements and performance standards required in the zoning district.

D. If a number appears in the box at the intersection of the column and the row, the use is subject to the general conditions and special provisions indicated in the corresponding note.

E. If no symbol appears in the box at the intersection of the column and the row, the use is prohibited in that zoning district.

Land Use	PPF	NOS
Public/Quasi-Public Uses		
Alternative School	P ¹	
Churches	P ²	
Clinics, School-Based	S	
Clubs or Fraternal Societies	P ²	
Cultural Institutions	P ²	
General Park Maintenance and Operations	P	P
Golf Courses	P	
Passive Open Space Uses	P	P
Power Transmission and Irrigation Wasteway Easements and Utility Uses	P ³	P ³
Public Agency Buildings	P ³	P ³
Public Agency Facilities	P ³	P ³
Public Campgrounds	P	
Public Parks	P	P

Land Use	PPF	NOS
Schools	P ⁴	
Special Events Including Concerts, Tournaments, and Competitions, Fairs, Festivals and Similar Public Gatherings	P	
Trail Head Facilities	P	P
Trail for Equestrian, Pedestrian or Nonmotorized Vehicle Use	P	P
Recreational Uses		
Art Galleries	P	
Boat Mooring Facilities	P	
Retail Uses		
Concessionaire	P ⁶	P ⁶
Parking Lot	P	S ⁵
Miscellaneous Uses		
Macro-Antennas	P	
On-Site Hazardous Waste Treatment and Storage	A	A
Cemetery	P	

1. RMC 23.42.260
 2. RMC 23.42.050
 3. RMC 23.42.200
 4. RMC 23.42.250
 5. RMC 23.42.183
- [Ord. 28-05 § 1.02; Ord. 13-08; Ord. 04-09; Ord. 07-19 § 9].

Section 2. RMC Section 23.06 of the Richland Municipal Code, as enacted by Ordinance No. XX-XX, and last amended by Ordinance No. XX-XX, is hereby amended to read as follows:

RMC 23.06.207: “Clinic, School-Based” means a building or portion of a building, co-located on school campuses, containing offices for providing limited outpatient medical services to children within the respective school district and their families. Such facilities are operated by independent healthcare organizations.

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, Washington, at a regular meeting on the 7th day of April, 2020.

Ryan Lukson
Mayor

ATTEST:

APPROVED AS TO FORM:

JENNIFER ROGERS, City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: _____

SEPA ENVIRONMENTAL CHECKLIST

Purpose of checklist:

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for applicants:

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown. You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Instructions for Lead Agencies:

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

Use of checklist for nonproject proposals:

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B plus the [SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS \(part D\)](#). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in Part B - Environmental Elements –that do not contribute meaningfully to the analysis of the proposal.

A. Background [\[HELP\]](#)

1. Name of proposed project, if applicable:

Tri-Cities Community Health Clinic @ Jefferson ES – School Based Clinic Zoning Code Modification

2. Name of applicant:

Paul Knutzen; Knutzen Engineering

3. Address and phone number of applicant and contact person:

Paul Knutzen; 5401 Ridgeline Dr Suite 160, Kennewick, WA 99338; 509-222-0959

4. Date checklist prepared:
January 16th, 2020
5. Agency requesting checklist:
City of Richland
6. Proposed timing or schedule (including phasing, if applicable):
Submit Zoning Code Text Change – January 2020
Zoning Code Text Change Approval – March 2020 (estimated)
Submit Special Use Permit for new TCCH Clinic @ Jefferson ES – March 2020 (estimated)
Special Use Permit Approval – May 2020 (estimated)
Submit Construction Plans for new TCCH Clinic @ Jefferson ES – May 2020 (estimated)
Start Construction – July 2020 (estimated)
7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.
No, the project is described below in #11.
8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.
No additional environmental information is being prepared as a result of this proposed code amendment. The code amendment has no environmental consequences. A geotechnical report has been completed by Geoprofessional Innovation at the Jefferson ES site but only to ascertain soil characteristics related to earthwork and building requirements.
9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.
None known of at this time – Should only be City of Richland permits and L&I permits during final construction of the clinic
10. List any government approvals or permits that will be needed for your proposal, if known.
Approval by the City of Richland for the Code Amendment, the Special Use Permit by the City of Richland, and finally a City of Richland Building Permit on the final project
11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)
The proposal adds a definition of a school-based clinic to City of Richland municipal code. It also amends City of Richland municipal code to allow for construction of a school-based clinic in the Public Use District (PFF), requiring a special use permit for project approval.
The consequential project would construct a 1,688 school-based clinic operated by Tri-Cities Community Health and located near the south parking lot of Jefferson ES with associated site and utility improvements as necessary for the Project to obtain permits.

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

The proposed code amendment would apply to areas zoned as PFF and is City-wide.

The consequential project would be located at 1525 Hunt Ave, Richland, WA 99354.

B. Environmental Elements [\[HELP\]](#)

1. Earth [\[help\]](#)

a. General description of the site:

(circle one): **Flat**, rolling, hilly, steep slopes, mountainous, other _____

b. What is the steepest slope on the site (approximate percent slope)?

Overall site does not exceed a 5% slope.

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.

Silty sand with gravel and poorly graded gravel with sand. Also, uncontrolled fill from demolition of a previous building was found North of the existing elementary school building. The uncontrolled fill extends 1.5 to 4.5 feet below the surface and contains demolition debris such as wood, metal, plastic, CMU blocks, shingles, and concrete fragments.

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.

There is no history of unstable soils in the immediate vicinity. However, uncontrolled fill must be removed where future structures and/or pavement is planned for the proposed clinic.

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.

Any uncontrolled fill, which is expected to be minimal, will be excavated at the proposed building location. Excavation is not expected to exceed 100 CY. The project is expected to balance on site with only the export of any excavated uncontrolled fill.

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.

Erosion could occur on site but will be minimized through implementation of BMP's during construction, including silt fencing, construction entrance, site watering for dust control, and catch basin inserts and protection. All stormwater run-off will be contained and

managed on site.

- g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?

Approximately 35% of the site will be covered by impervious surfaces, which is about a 1% addition to the existing site impervious calculation.

- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:

Standard erosion control methods will be used, such as catch basin protection (witches' hats), silt fencing, and stabilized construction entrances. Dust during construction will be controlled by the use of a water truck as necessary or sprinklers as deemed appropriate by the Owner and Contractor.

2. Air [\[help\]](#)

- a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known.

During construction, minor amounts of dust and exhaust from equipment activity may occur. The completed project will not affect air quality.

- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.

None known.

- c. Proposed measures to reduce or control emissions or other impacts to air, if any:

Dust control measures will be implemented in accordance by the Department of Ecology and the Benton County Clean Air Authority. Measures include but are not limited to watering, lowering speed, limit of construction vehicles, and reducing the amount of dust-generating activities on windy days.

3. Water [\[help\]](#)

- a. Surface Water: [\[help\]](#)

- 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.

The Columbia River is located approximately 0.15 miles from the site. No other surface water bodies are located nearby.

- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.

No.

- 3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.

Not applicable.

- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.

No.

5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.

No.

6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.

No.

b. Ground Water: [\[help\]](#)

1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known.

No.

2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

None.

c. Water runoff (including stormwater):

1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

The new building will generate stormwater runoff. The existing stormwater system for the parking lot will be used. It will be verified that it can handle the additional runoff generated by the new building.

2) Could waste materials enter ground or surface waters? If so, generally describe.

Waste materials could not enter ground waters. The existing stormwater system should have pollutant prevention devices built in.

3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.

No.

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any:

Runoff generated from pervious surfaces will either infiltrate into underlying soils or flow to on-site collection systems. Stormwater generated from impervious surfaces will be collected and treated prior to on-site infiltration.

4. Plants [\[help\]](#)

- a. Check the types of vegetation found on the site:

☒ deciduous tree: alder, maple, aspen, other
☐ evergreen tree: fir, cedar, pine, other
☐ shrubs
☐ grass
☐ pasture
☐ crop or grain
☐ Orchards, vineyards or other permanent crops.
☐ wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
☐ water plants: water lily, eelgrass, milfoil, other
☐ other types of vegetation

- b. What kind and amount of vegetation will be removed or altered?

Grass will be removed as needed for grading and construction.

- c. List threatened and endangered species known to be on or near the site.

None known per the Washington Department of Fish and Wildlife.

- d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any:

Native plants will be planted around the perimeter of the new building.

- e. List all noxious weeds and invasive species known to be on or near the site.

None known.

5. Animals [\[help\]](#)

- a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site.

Examples include:

birds: hawk, heron, eagle, songbirds, other:

mammals: deer, bear, elk, beaver, other:

fish: bass, salmon, trout, herring, shellfish, other _____

- b. List any threatened and endangered species known to be on or near the site.

None known per the Washington Department of Fish and Wildlife.

- c. Is the site part of a migration route? If so, explain.

Yes, the Columbian Basin is part of a migration route for a number of fowl.

- d. Proposed measures to preserve or enhance wildlife, if any:

None at this time.

- e. List any invasive animal species known to be on or near the site.

None known.

6. Energy and Natural Resources [\[help\]](#)

- a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet

the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.

Electrical will be used for lighting and plugs.

b. Would your project affect the potential use of solar energy by adjacent properties?

If so, generally describe.

No.

c. What kinds of energy conservation features are included in the plans of this proposal?

List other proposed measures to reduce or control energy impacts, if any:

The proposed structure will meet current building codes and energy efficient standards.

7. Environmental Health [\[help\]](#)

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal?

If so, describe.

No.

1) Describe any known or possible contamination at the site from present or past uses.

None known.

2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.

None known.

3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.

Biohazardous waste, as is customary in a medical clinic, may occur during day to day activities but as it is this is a very limited outpatient clinic.

4) Describe special emergency services that might be required.

Typical emergency services provided through the City will be used for this site. It may occasionally be required for an ambulance to be called to transfer patients to an acute hospital or for inpatient care.

5) Proposed measures to reduce or control environmental health hazards, if any:

Training programs for all personnel regarding awareness and safe procedures for on-site materials. Proper disposal of biohazard waste as is customary in healthcare/hospital settings. Using red biohazard bags and contracting with a company that specializes in the treatment and disposal of human biohazardous waste.

b. Noise

1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?

The noise level in the area is not perceived to have any adverse effect on the project. Noise is mainly generated by vehicle traffic and school activities, such as recess.

2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site.

Short-term: Construction noises.

Long-term: No significant increase in long-term noise is expected to be created by the project. It would not create a significant increase in traffic noise from the existing traffic noise related to the existing school

3) Proposed measures to reduce or control noise impacts, if any:

Construction will be coordinated with the school in order to minimally affect school activities. All operations will be conducted in a manner compliant with City of Richland standards and Washington State Maximum Environmental Noise Levels (Chapter 173-60-040 WAC).

8. Land and Shoreline Use [\[help\]](#)

a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.

Jefferson Elementary School and an Early Learning Center. Adjacent properties are commercial, single-family residential and baseball fields. The proposal will not affect current land uses on nearby or adjacent properties.

b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?

No.

1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how:

No.

c. Describe any structures on the site.

Jefferson Elementary School & Early Learning Center.

d. Will any structures be demolished? If so, what?

No.

e. What is the current zoning classification of the site?

The site is zoned PFF.

f. What is the current comprehensive plan designation of the site?

The site's designation is public facility.

g. If applicable, what is the current shoreline master program designation of the site?

Not applicable.

h. Has any part of the site been classified as a critical area by the city or county? If so, specify.

No.

i. Approximately how many people would reside or work in the completed project?

4

j. Approximately how many people would the completed project displace?

None.

k. Proposed measures to avoid or reduce displacement impacts, if any:

Not applicable.

l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:

The proposed code amendment would ensure that the clinic is compatible with City of Richland zoning ordinances, currently it is not

m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any:

Not applicable.

9. Housing [\[help\]](#)

a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.

Not applicable.

b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.

None.

c. Proposed measures to reduce or control housing impacts, if any:

Not applicable.

10. Aesthetics [\[help\]](#)

a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?

Approximately 24'.

b. What views in the immediate vicinity would be altered or obstructed?

None.

c. Proposed measures to reduce or control aesthetic impacts, if any:

The building will be in accordance with building department façade requirements.

11. Light and Glare [\[help\]](#)

a. What type of light or glare will the proposal produce? What time of day would it mainly occur?

The building will have outdoor lighting for evenings when it gets dark.

- b. Could light or glare from the finished project be a safety hazard or interfere with views?

No.

- c. What existing off-site sources of light or glare may affect your proposal?

None known of.

- d. Proposed measures to reduce or control light and glare impacts, if any:

All outdoor lighting will be in conformance with City of Richland standards.

12. Recreation [\[help\]](#)

- a. What designated and informal recreational opportunities are in the immediate vicinity?

There are baseball fields adjacent to the site that are used for baseball competitions. The elementary school also has play toys outside the school.

- b. Would the proposed project displace any existing recreational uses? If so, describe.

No.

- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:

During construction, fencing will be placed around the project to prevent trespassing and consequential injuries, specifically regarding children.

13. Historic and cultural preservation [\[help\]](#)

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers? If so, specifically describe.

No.

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.

No.

- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.

Internet search for project site. Washington State Department of Archeology and Historic Preservation, National Register of Historic Places in Benton County.

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.

Upon any discovery of potential or known archeological resources at the subject properties prior to or during future on-site construction, the developer, contractor, and/or any other parties involved in construction shall immediately cease all on-site construction, shall act to protect the potential or known historical and cultural resources area from outside intrusion, and shall notify, within a maximum period of twenty-four hours from the time of discovery, the City of Richland Development Services of said discovery.

14. Transportation

- a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any.

The overall school site can be accessed from George Washington Way, Van Giesen St, and Hunt Ave. The clinic will only be accessible from Hunt Ave.

- b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?

The site is served by a bus stop at the Northwest corner of the Van Giesen St and George Washington St intersection. Ben Franklin Transit bus stop ID: RC212.

- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate?

No additional parking spaces are proposed with the new building, one will be converted to an ADA accessible stall.

- d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).

No.

- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.

No.

- f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?

Approximately 32 vehicle trips on a weekday and 4 trips in the peak hour according to code 630 of the Trip Generation Manual by the Institute of Transportation Engineers when considering 4 employees; however it should be noted that this definition is not a school-based clinic but a general clinic and not for general public use so these values are likely too high

- g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.

No.

- h. Proposed measures to reduce or control transportation impacts, if any:

None.

15. Public Services [\[help\]](#)

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe.

The new building will use fire and police protection, as well as public transit. Occasionally an ambulance may be needed to transport a patient.

- b. Proposed measures to reduce or control direct impacts on public services, if any.
None at this moment.

16. Utilities [\[help\]](#)

- a. Circle utilities currently available at the site:
electricity, natural gas, **water**, refuse service, telephone, **sanitary sewer**, septic system, other _____
- c. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.
Electricity, sewer, and water will be routed to the new building.

Signature [\[HELP\]](#)

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: Paul Knutzen

Name of signee Paul Knutzen

Position and Agency/Organization Principal Engineer / Knutzen Engineering

Date Submitted: 1/14/2020

C. Supplemental sheet for nonproject actions [\[HELP\]](#)

(IT IS NOT NECESSARY to use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

It is not expected that development authorized by the proposed code amendment would result in any increase of discharge to water, emissions to air, production storage, the release of toxic or hazardous substances or production of noise.

Proposed measures to avoid or reduce such increases are:

Development within the City of Richland must comply with all current land use and environmental permitting requirements.

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

The proposed amendment is not expected to affect plants, animals, fish or marine life.

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

None.

3. How would the proposal be likely to deplete energy or natural resources?

The proposed amendment is not expected to result in additional depletion of energy or natural resources.

Proposed measures to protect or conserve energy and natural resources are:

None.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

While the proposed amendment would be City-wide, it would only affect zones designated

as Public Usage Facility (PFF), with a public educational facility located in the area. The amendment would allow for the construction of a school-based clinic on or near a school. It is not expected to affect any environmentally sensitive areas or areas designated for governmental protection.

Proposed measures to protect such resources or to avoid or reduce impacts are:

None.

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

The proposal would allow for land zoned as PFF to be used for a school-based clinic. It would not encourage land or shoreline uses incompatible with existing plans. A school-based clinic being located on public-education facility land would be compatible with existing uses.

Proposed measures to avoid or reduce shoreline and land use impacts are:

According to the proposal, the construction of a school-based clinic in PFF zoning would still require a special use permit.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

The proposed amendment would increase available health care for the students and could result in a reduction of trips to emergency rooms. The impact to transportation or public utilities are negligible.

Proposed measures to reduce or respond to such demand(s) are:

None.

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

The proposed amendment would not conflict with local, state, or federal laws or requirements for the protection of the environment. Any school-based clinic built as a result of the amendment will be licensed and permitted according to City of Richland and State of Washington laws and policies. School based clinics are already permitted in adjacent Cities of Pasco & Kennewick.



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE
1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000
www.commerce.wa.gov

01/30/2020

Mr. Mike Stevens
Planning Manager
City of Richland
505 Swift Boulevard
Post Office Box 190
Richland, WA 99352

Sent Via Electronic Mail

Re: City of Richland--2020-S-1166--Request for Expedited Review / Notice of Intent to Adopt Amendment

Dear Mr. Stevens:

Thank you for sending the Washington State Department of Commerce (Commerce) the Request for Expedited Review / Notice of Intent to Adopt Amendment as required under [RCW 36.70A.106](#). We received your submittal with the following description.

Proposed amendment to Section 23.30.020 would modify the existing land use table to allow “Clinic, School-Based” as a Special Use Permit within the Parks & Public Facilities (PPF) Zoning District.

The amendment to Section 23.06.207 would add a definition for “Clinic, School-Based”.

We received your submittal on 01/30/2020 and processed it with the Submittal ID 2020-S-1166. Please keep this letter as documentation that you have met this procedural requirement. Your 60-day notice period ends on 03/30/2020.

You requested expedited review under [RCW 36.70A.106\(3\)\(b\)](#). We have forwarded a copy of this notice to other state agencies for expedited review and comment. If one or more state agencies indicate that they will be commenting, then Commerce will deny expedited review and the standard 60-day review period (from date received) will apply. Commerce will notify you by e-mail regarding of approval or denial of your expedited review request. If approved for expedited review, then final adoption may occur no earlier than fifteen calendar days after the original date of receipt by Commerce.

If you have any questions, please contact Growth Management Services at reviewteam@commerce.wa.gov, or call William Simpson, (509) 280-3602.

Sincerely,

From: [COM GMU Review Team](#)
To: [Stevens, Mike](#)
Subject: City of Richland - Expedited Review Request Granted for Submittal ID: 2020-S-1166
Date: Thursday, February 13, 2020 7:25:56 AM

Dear Mr. Stevens,

Your request for an Expedited Review has been granted for: Proposed amendment to Section 23.30.020 would modify the existing land use table to allow "Clinic, School-Based" as a Special Use Permit within the Parks & Public Facilities (PPF) Zoning District. The amendment to Section 23.06.207 would add a definition for "Clinic, School-Based".



CITY OF RICHLAND NOTICE OF APPLICATION, PUBLIC HEARING AND OPTIONAL DNS (CA2020-101 & EA2020-104)

Notice is hereby given that Paul Knutzen of Knutzen Engineering has filed an application for text amendments to RMC Section 23.30.020 – Public use districts permitted land uses and to RMC Section 23.06 - Definitions. The proposed text amendments would result in the following use as an allowable Special Use in the PPF (Public Use) zoning district: “Clinic, School-Based”.

Pursuant to Richland Municipal Code (RMC) Section 19.20 the Richland Planning Commission will conduct a public hearing and review of the application at 6:00 p.m., Wednesday, February 26, 2020 in the Richland City Hall Council Chambers, 625 Swift Boulevard. All interested parties are invited to attend and present testimony at the public hearing.

Environmental Review: The proposal is subject to environmental review. The City of Richland is lead agency for the proposal under the State Environmental Policy Act (SEPA) and has reviewed the proposed project for probable adverse environmental impacts and expects to issue a determination of non-significance (DNS) for this project. The optional DNS process in WAC 197-11-355 is being used. This may be your only opportunity to comment on the environmental impacts of the proposed development. The environmental checklist and related file information are available to the public and can be viewed in the Development Services Division Office or City of Richland website www.ci.richland.wa.us.

Any person desiring to express his views or to be notified of any decisions pertaining to this application should notify Mike Stevens, Planning Manager, 625 Swift Blvd., MS-35, Richland, WA 99352. Comments may also be faxed to (509) 942-7764 or emailed to mstevens@ci.richland.wa.us. Written comments should be received no later than 5:00 p.m. on Tuesday, February 18, 2020 to be incorporated into the staff report. Comments received after that date will be entered into the record at the hearing.

Copies of the staff report and recommendation will be available in the Development Services Division Office or City of Richland website www.ci.richland.wa.us beginning Friday, February 21, 2020.



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2020

Agenda Category: Resolutions - Adoption

Core Focus Area 1 - Promote Financial Stability & Operational Effectiveness

Core Focus Area 2 - Manage & Maintain Infrastructure & Facilities

Subject:

Resolution No. 44-20, Authorizing an Agreement with Itron, Inc. for Deployment of an Electric and Water Advanced Metering Infrastructure System

Department:

Energy Services

Ordinance/Resolution Number:

44-20

Document Type:

Resolution

Recommended Motion:

Adopt Resolution No. 44-20, Authorizing the City Manager to sign and execute an Agreement with Itron, Inc. for deployment of an Electric and Water Advanced Metering Infrastructure system.

Summary:

In support of Council's strategic focus areas on promoting Financial Stability & Operational Effectiveness, Energy Services has been leading a multi-departmental effort for Advanced Metering Infrastructure (AMI) with electrical and water systems. This project is the outcome from an initial baseline assessment and plan design performed by UtiliWorks Consulting, LLC ("UtiliWorks") in 2014.

From the initial assessment, the City has been using a phased approach with UtiliWorks for assistance with planning through implementation. On July 11, 2018, a formal Request for Proposal (RFP) was issued for vendor responses on an AMI system for electrical and water infrastructure. Ten (10) responses were received and evaluated. Two (2) vendors were short listed for additional presentations. On January 31, 2019, Itron, Inc. ("Itron") was identified as the most qualified vendor, and the City entered into contract negotiations.

The Utility Advisory Committee has been engaged with the status of the AMI project and supportive of general outcomes to provide data for customers to make more informed choices of energy and water usage, improvements to the City's operational effectiveness, and data for effectively managing electrical and water distribution infrastructure.

The AMI project has complexities with multi-departmental use, beneficial work flow process changes and software systems integration. If approved, AMI system deployment will begin in the second quarter of 2020 and reach conclusion in approximately 18-24 months. Staff recommends adoption of Resolution No. 44-20.

Fiscal Impact:

This multi-departmental agreement is not to exceed \$11,899,329.01 plus any change orders up to the amount of \$557,077.20. The work through 2020 will be funded through approved budgets in the Water fund in the amount of \$5,535,000 and the Electric fund in the amount of \$3,500,000. The remaining contract amount will be funded from 2021 Budget appropriations.

Attachments:

1. Resolution No. 44-20
2. Proposed Contract - Itron, Inc

RESOLUTION NO. 44-20

A RESOLUTION of the City of Richland authorizing an agreement with Itron, Inc. for deployment of an Electric and Water Advanced Metering Infrastructure system.

WHEREAS, in 2013, the City of Richland selected UtiliWorks Consulting, LLC (“UtiliWorks”) as the best qualified to provide the Smart Grid assessment and consulting services based upon its performance in a competitive Request for Proposal (RFP) selection process; and

WHEREAS, UtiliWorks used a phased approach for Smart Grid assistance from assessment through implementation; and

WHEREAS, UtiliWorks, in Phase 1, provided an initial baseline Smart Grid assessment and plan design with a deliverable received on May 23, 2014. The assessment was presented to Richland City Council on June 24, 2014; and

WHEREAS, on April 19, 2016, by adoption of Resolution No. 14-16, Richland City Council authorized an agreement with UtiliWorks for Phase 2: Advanced Metering Infrastructure (AMI) Project Planning and RFP Development; and

WHEREAS, on June 11, 2018, the City issued a competitive RFP seeking vendors to supply, install and implement an electrical and water AMI system; and

WHEREAS, the City received ten (10) responses; and

WHEREAS, on November 27, 2018, two (2) AMI vendors were short listed for additional presentations, after which one (1) vendor would be selected for contract negotiations; and

WHEREAS, on January 31, 2019, Itron, Inc. (“Itron”) was identified as best qualified to provide the AMI installation; and

WHEREAS, the Utility Advisory Committee (UAC) has been engaged with the status of the AMI project, and supportive of general outcomes to provide data for customers to make more informed choices of energy usage, improvements to the City’s operational effectiveness, and data for effectively managing electrical distribution infrastructure; and

WHEREAS, the AMI project has complexities with multi-departmental use, work flow process changes and software systems integration; and

WHEREAS, an internal multi-departmental team worked collaboratively with UtiliWorks and Itron to finalize negotiations for the AMI system; and

WHEREAS, the project budget is adequate to complete the project, and a satisfactory scope of work has been negotiated.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to sign and execute an agreement with Itron, Inc. in the amount of \$11,899,329.01 for deployment of an electric and water Advanced Metering Infrastructure system, and to execute change orders up to the amount of \$557,077.20 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, Washington, at a regular meeting on the 7th day of April, 2020.

Ryan Lukson, Mayor

Attested by:

Approved as to form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney



MASTER SALES AGREEMENT

General Terms and Conditions

This Master Sales Agreement (this “**Agreement**”) is made between an entity organized under the laws of **Washington** having an address at **2111 N. Molter Road, Liberty Lake, WA 99019, USA (“Itron”)** and **City of Richland, Washington** an entity organized under the laws of **Washington**, having an address at **625 Swift Boulevard, Richland, WA, 99352 (“Customer”)** on 4/02/2020 (“**Effective Date**”). Itron and Customer are collectively referred to as the Parties or a Party, as applicable.

1. Introduction

- 1.1. **Scope and Structure.** This Agreement applies to certain products and services provided by Itron to Customer and consists of these General Terms and Conditions, Addenda, Order Documents and Statements of Work.
- 1.2. **General Terms and Conditions.** These General Terms and Conditions contain terms and conditions that are generally applicable to all products and services provided by Itron to Customer under this Agreement.
- 1.3. **Addenda.** Addenda contain supplemental terms and conditions applicable to certain categories of products and services. Addenda incorporated into this Agreement on the Effective Date are identified on the Attachment Schedule. The Parties may add Addenda to this Agreement by written amendment after the Effective Date.
- 1.4. **Order Documents.** Order Documents contain Fees and any related Statement of Work and supplemental terms and conditions applicable to specific products and/or services. Order Documents incorporated into this Agreement on the Effective Date are identified on the Attachment Schedule. The Parties may execute additional Order Documents after the Effective Date.
- 1.5. **Order of Precedence.** In the event of a conflict between these General Terms and Conditions and an Addendum, the Addendum shall control. In the event of a conflict between an Order Document and these General Terms and Conditions or an Addendum, the Order Document shall control, but only with respect to the applicable products and services. These General Terms and Conditions, an Addendum or Order Document, as applicable, shall control over any conflict with a Statement of Work.
- 1.6. **Purchase Order Requirement.** Customer shall purchase or license products or services described in each Order Document or Statement of Work under this Agreement by issuing a purchase order or similar ordering document accepted by Itron (“**Purchase Order**”) indicating specific products and services, Itron part numbers, quantity, unit price, total purchase price, shipping instructions, requested shipping dates, bill-to and ship-to addresses, tax exempt certifications, if applicable, and contract reference. No contingency contained on any Purchase Order shall be binding upon Itron. The terms of this Agreement shall apply, regardless of any additional or conflicting terms of any Purchase Order or other correspondence or documentation submitted by Customer to Itron, and any such additional or conflicting terms are deemed rejected by Itron.

2. **Definitions.** The following defined terms are used throughout this Agreement. Additional terms may be defined in Addenda, Order Documents and Statements of Work.

Claim means an unaffiliated third-party claim, action, cause of action, or demand for damages, cost or expense (including reasonable attorney’s fees) or other relief.

Confidential Information means any confidential, trade secret or other proprietary information disclosed under this Agreement that is designated as “confidential” or which a reasonable person would assume is confidential, but excludes information that: (i) is now or becomes generally available to the public through no fault or breach of the receiving Party; (ii) is rightfully in the receiving Party’s possession, or known by it, prior to its receipt from the

disclosing Party; (iii) is rightfully disclosed to the receiving Party by a third-party, free of any obligation of confidentiality; or (iv) is developed by the receiving Party independently and without reference to the disclosing Party's Confidential Information.

Customer Data means all data about Customer's existing or prospective end users that Itron acquires, develops, or derives in connection with performance under this Agreement. Such customer data may include, without limitation, any personally identifying information relating to an existing or prospective customer, or any other information that, either individually or when combined with other information could be used to identify a particular Customer end user or a prospective Customer end user, which information is not generally available to the public.

Defended Party means a Party entitled to defense from the Defending Party under Section 7 ("Third-Party Claims") of these General Terms and Conditions.

Defending Party means a Party obligated to provide defense to the Defended Party under Section 7 ("Third Party Claims") of these General Terms and Conditions.

Documentation means user manuals, training materials, product descriptions and specifications, technical manuals, supporting materials and other information relating to products and services offered by Itron, which Itron customarily makes available to its customers.

Fees means all amounts payable to Itron by Customer for products and services provided under this Agreement, as set forth in an Order Document or Statement of Work.

Force Majeure means any cause that is beyond a Party's reasonable control and without a Party's fault or negligence, including, but not limited to, accidents, riots, insurrections, acts of terrorists or any public enemy, acts of civil or military authorities, war, epidemics, fires, floods, earthquakes, severe weather, lightening, power outages, denial of service/virus/hacking attacks, disruptions in the flow of data to or from carrier networks, embargoes, strikes, the inability to obtain required materials, qualified labor, or transportation, or the denial of or delays in processing of export licenses.

Intellectual Property and **Intellectual Property Rights** mean all industrial and intellectual property, including, without limitation, all U.S. and non-U.S. patents, patent applications, patent rights, trademarks, trademark applications, common law trademarks, Internet domain names, trade names, service marks, service mark applications, common law service marks, and the goodwill associated therewith, copyrights, in both published and unpublished works, whether registered or unregistered, copyright applications, franchises, licenses, know-how, trade secrets, technical data, designs, customer lists, confidential and proprietary information, processes and formulae, all computer software programs or applications, layouts, inventions, development tools and all documentation and media constituting, describing or relating to the above, including manuals, memoranda, and records, whether such intellectual property has been created, applied for or obtained anywhere throughout the world.

Order Document means (i) any document attached hereto and identified as an Order Document or SOW on the Attachment Schedule on the Effective Date, and (ii) any other document identified as an Order Document or SOW that contains Fees and any related Statement of Work and supplemental terms and conditions applicable to specific products and/or services, references this Agreement, and is executed by the Parties after the Effective Date.

Public Records means any writing provided by a Party to the other Party with respect to this Agreement containing information relating to the conduct of government or the performance of any governmental or proprietary function

and which is prepared, owned, used, or retained by Customer regardless of physical form or characteristics, and includes, but is not limited to, all contract documents comprising this Agreement or information that is provided in writing by Itron to Customer related to its Equipment installation services subcontractors pursuant to this Agreement.

Statement of Work or **SOW** means any document describing services to be provided by Itron that is (i) attached hereto and identified as a Statement of Work on the Attachment Schedule, or attached to an Order Document, on the Effective Date, or (ii) any other document identified as a Statement of Work that references this Agreement and is executed by the Parties, or is attached to an Order Document that is executed by the Parties, after the Effective Date.

Territory means the country in which Itron delivers products and services to Customer.

3. Term. The initial term of this Agreement begins on the Effective Date and expires five (5) years following the Effective Date; provided, however, Itron's obligations to provide certain products or services shall expire in accordance with the applicable Addendum or Order Document to the extent set forth therein. Thereafter, the term of this Agreement will automatically renew for successive one-year periods, unless either Party provides the other with written notice of its intent not to renew at least ninety (90) days prior to commencement of the next renewal period. Any in-process Statements of Work and any accepted Purchase Orders as of the expiration date of this Agreement shall be completed by the Parties and the term of this Agreement will be extended solely for that purpose until completion. This section is subject to Section 11 ("Termination") of these General Terms and Conditions.

4. Warranties and Disclaimer.

4.1. **Warranties.** All warranties relating to products and services provided by Itron under this Agreement are set forth in the applicable Addendum or Order Document.

4.2. **Disclaimer.** EXCEPT FOR THE EXPRESS WARRANTIES PROVIDED BY ITRON UNDER SECTION 4.1 (WARRANTIES") OF THESE GENERAL TERMS AND CONDITIONS, ITRON MAKES NO WARRANTY OF ANY KIND RELATING TO PRODUCTS AND SERVICES AND DISCLAIMS ALL IMPLIED WARRANTIES, INCLUDING WITHOUT LIMITATION, (I) IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, (II) WARRANTIES OF TITLE AND AGAINST INFRINGEMENT, AND (III) WARRANTIES ARISING FROM A COURSE OF DEALING, USAGE OR TRADE PRACTICE. TO THE EXTENT ANY IMPLIED WARRANTY CANNOT BE EXCLUDED, SUCH WARRANTY IS LIMITED IN DURATION TO THE EXPRESS WARRANTY PERIOD. ITRON AND ITS SUPPLIERS DO NOT WARRANT OR REPRESENT THAT PRODUCTS OR SERVICES WILL BE FREE FROM BUGS, ERRORS OR THAT THEIR USE WILL BE UNINTERRUPTED OR ERROR-FREE. ITRON ASSUMES NO LIABILITY OR RESPONSIBILITY FOR ANY INTERRUPTION OR CESSATION OF TRANSMISSION TO OR FROM ITS DATA CENTERS OR DATA CENTERS OF ITS VENDORS VIA WAN, CELLULAR OR OTHER PUBLIC COMMUNICATIONS OR BROADBAND SYSTEMS (INCLUDING OUTAGES, DEVICE NON-REACHABILITY, LOSS OR INACCURATE READING) OR FOR ANY CONSEQUENCES, LOSSES, OR DAMAGES ARISING FROM CHANGES MADE BY CUSTOMER TO THE CONTENT OR PROGRAMMING OF EQUIPMENT (UNLESS CAUSED BY A DEFECTIVE PRODUCT). THESE DISCLAIMERS WILL APPLY NOTWITHSTANDING ANY FAILURE OF THE ESSENTIAL PURPOSE OF ANY LIMITED REMEDY PROVIDED UNDER THIS AGREEMENT.

5. Intellectual Property.

5.1. **Reservation of Intellectual Property.** Subject to the limited rights expressly granted by Itron to Customer under this Agreement: (i) Itron reserves all rights, title and interest in and to all of its Intellectual Property, and (ii) as between the Parties, Itron owns all rights, title and interest in and to its Confidential Information and the products, services and related deliverables provided by Itron under this Agreement. Subject to the limited rights expressly granted by Customer to Itron under this Agreement, Customer reserves all rights, title and interest in and to all of its Intellectual Property, and (ii) as between the Parties, Customer

owns all right, title and interest in and to its Confidential Information and Customer Data. All rights, titles, and interests not specifically and expressly granted by either Party hereunder are hereby reserved. Nothing in this Agreement will be understood to preclude or limit Itron from providing software, materials, or services for itself or other clients, irrespective of the possible similarity of such software, materials or services to those delivered to Customer.

- 5.2. **Customer Suggestions.** Itron shall have a royalty-free, worldwide, irrevocable, perpetual license to use and incorporate into any products and services any suggestions, enhancement requests, recommendations or other feedback provided by Customer.

6. Fees, Invoicing, Payment, and Taxes.

- 6.1. **Fees.** Fees for products and services are set forth in the applicable Order Document or Statement of Work. Unless otherwise provided in an applicable Addendum, Order Document, or Statement of Work, Fees for products and services are valid for one (1) year from the effective date of the Order Document or Statement of Work.
- 6.2. **Invoicing.** Itron will invoice Customer for products and services in accordance with the applicable Addendum, Order Document or Statement of Work. Customer will reimburse Itron for all reasonable travel costs and related expenses incurred by Itron in connection with performing services for Customer.
- 6.3. **Payment of Invoices.** Customer must pay each invoice without setoff within thirty (30) days of the invoice date. Payment must be made in USD. Itron may charge a late payment fee on any unpaid overdue Fees in an amount equal to the lesser of: (a) one percent (1%) of such Fees per month, or (b) the maximum rate allowed by applicable law.
- 6.4. **Freight and Taxes.** All prices are exclusive of any freight, handling and shipping insurance charges, taxes, fees and duties or other similar amounts, however designated, including without limitation value added, sales and withholding taxes which are levied or based upon the prices, charge or upon this Agreement. Customer shall pay any taxes related to products and services provided pursuant to this Agreement (except for taxes based on Itron's net income) or shall present an exception certificate acceptable to all relevant taxing authorities. Applicable taxes shall, to the extent practical, be billed as a separate item on the invoice.

7. Third-Party Claims.

- 7.1. **General Claims.** The Defending Party will defend the Defended Party from and against Claims arising from personal bodily injury, death, or damage to tangible personal property or real property to the extent caused by the negligence of the Defending Party or its employees, agents, or contractors under this Agreement.
- 7.2. **Infringement Claims.** Itron will defend, or at its option settle, any Claim against Customer alleging that any Itron-branded products or services, as delivered to Customer, infringe upon any third party's Intellectual Property Rights within the Territory. If Itron receives notice of an alleged infringement by any products or services, or if Itron reasonably believes that an infringement Claim is likely, Itron may stop delivery of the affected products or services without liability for failure to deliver them. Itron will have the right, at its sole option, to obtain the right for Customer to continue use of the affected products or services, or to replace or modify the affected products or services so that they are no longer alleged or believed to infringe, if it can be done without significant loss of functionality. If neither of the foregoing options are available to Itron on commercially reasonable terms, Itron may terminate Customer's use of the affected products or Services without further liability under this section, in which case Itron will refund to Customer the depreciated value of the affected product and any prepaid unused portion of the service.
- 7.3. **Conditions to Defense.** As a condition to the Defending Party's obligations under Section 7.1 or Section 7.2 above, the Defended Party must: (i) promptly notify the Defending Party in writing of the Claim; (ii) give the Defending Party reasonable information and assistance in connection with the Claim in a timely manner; and (iii) give the Defending Party the sole right to control the defense and settle of the Claim. The Defending Party shall not enter into any settlement of a Claim against a Defended Party without the Defended Party's prior written consent unless: (a) there is no admission of fault of the Defended Party; (b) there is no injunctive or other non-monetary relief against the Defended Party; and, (c) the settlement includes the claimant's or plaintiff's release of the Defended Party from all liability in respect of the Claim.

- 7.4. **Exclusions to Infringement Claim Defense.** Itron will have no obligation under Section 7.2 above for any infringement Claim to the extent that the Claim results from (i) the combination, operation or use of any product or service provided by Itron with any product or service (including third-party software and equipment) not provided by Itron, (ii) any modification to products or services made without Itron's prior written consent, (iii) failure to use updated or modified products or services as provided by Itron, (iv) use of any release of Itron software or any firmware other than the most current release made available to Customer, or (v) use of products or services not in accordance with this Agreement and applicable Documentation, (vi) any modification to products or services by a person other than Itron or an authorized representative of Itron, or (vii) Itron's compliance with any designs, specifications, or instructions provided by Customer. In addition, Itron shall not be liable for enhanced or punitive damages that could have been avoided or reduced by actions within the control of Customer.
- 7.5. **EXCLUSIVE REMEDY.** THIS SECTION 7 CONSTITUTES CUSTOMER'S SOLE AND EXCLUSIVE REMEDY WITH RESPECT TO THIRD PARTY CLAIMS BROUGHT AGAINST CUSTOMER.

8. Insurance.

Itron will maintain the following minimum levels of insurance (i) workers' compensation insurance for Itron employees equal to applicable statutory limits and an employer's liability policy in an amount not less than \$1,000,000.00; (ii) an occurrence form commercial general liability policy or policies in an amount not less than \$1,000,000 per occurrence and \$2,000,000.00 aggregate; (iii) an automobile liability policy or policies in an amount not less than \$1,000,000.00 combined single limit; and (iv) a professional liability policy or policies insuring against liability for errors and omissions covering professional activities contemplated under this Agreement in an amount not less than \$1,000,000.00. Upon written request, Itron will provide Certificates of Insurance evidencing the coverage described, so long as Itron is providing products or services under this Agreement.

9. Data Protection.

The Parties must implement and establish reasonable security protocols for the protection and retention of Customer Data. As between Customer and Itron, Customer will retain its rights in Customer Data; provided, however, Customer hereby grants Itron a non-exclusive, royalty-free, perpetual, worldwide license to copy, modify, use, sublicense, distribute, display, create derivative works of all Customer Data for the purposes of (i) providing products and services to Customer, (ii) testing, troubleshooting, and optimizing performance and quality of Itron's products and services, and (iii) so long as Customer is not identifiable and all personally identifiable information is either removed or anonymized, developing new products and services. Itron assumes no responsibility for Customer or third-party content carried on Customer's or Itron's systems. Customer warrants and represents that, during the term of this Agreement, (a) it has the legal right and authority to grant Itron access to view, store, and use the Customer Data to provide products and services, and (b) Itron's transmission, use and storage of any such Customer Data in accordance with this Agreement will not violate any applicable laws or regulations or cause a breach of any agreement or obligation between Customer and any third-party.

10. Confidentiality.

Each Party receiving, possessing, accessing or otherwise acquiring Confidential Information of the other Party acknowledges that the disclosing Party's Confidential Information is the property of and confidential to, or a trade secret of, the disclosing Party. The receiving Party: (a) must keep the disclosing Party's Confidential Information confidential and may not directly or indirectly disclose, divulge or communicate that Confidential Information to, or otherwise place that Confidential Information at the disposal of, any other person without the disclosing Party's prior written approval; (b) must take all reasonable steps to secure and keep secure all disclosing Party's Confidential Information coming into its possession or control; (c) may not disclose any Confidential Information to anyone other than the receiving Party's employees, agents, contractors or subcontractors and professional advisors who need to

know such Confidential Information; and (d) must ensure that any person to whom it discloses Confidential Information in accordance with this provision is subject to binding confidentiality obligations that are at least as restrictive as those set forth in this Agreement. These obligations of confidentiality do not apply to any information that is required to be disclosed by any applicable law or regulation (including, Public Records); provided, however, that the receiving Party must provide prior written notice of a request for such disclosure to the disclosing Party with as much notice as reasonably possible under the circumstances. Customer acknowledges that under Itron's obligations to comply with the U.S. Securities laws, Itron may be required to disclose the execution of this Agreement as part of its reporting requirements to the U.S. Securities and Exchange Commission and hereby consents to such disclosure.

Itron agrees to maintain and retain all Public Records for a term of no less than six (6) years following termination or expiration of (a) the applicable Order Document to which such Public Records relate or (b) the Agreement, whichever occurs first. Itron shall provide copies of any Public Records requested by Customer within thirty (30) days of Customer's request. If Customer requests that copies of Public Records be provided to Customer in an electronic format, such Public Records shall be provided at no cost to Customer. If paper copies are requested by Customer, Customer shall pay \$.10 per page. Payment for paper copies shall be rendered to Itron within twenty (20) days of Customer's receipt of such paper copies.

All Public Records subject to a public disclosure request will be provided to a requester in accordance with this Section 10 (Confidentiality) unless exempted from disclosure by law. The Customer's decision to exempt or redact any Public Record shall be based only upon valid exemptions that apply to the Customer. Customer will not refrain from disclosing any Public Record under an exemption that may be available to Itron; provided, however, Itron shall be afforded as much notice as reasonably possible under the circumstances pursuant to this Section 10 (Confidentiality) prior to any such disclosure. In the event Itron objects to the release of any Public Record under this Agreement, Itron may seek judicial approval to prevent such disclosure at its sole expense. Customer shall neither aid nor interfere with Itron's request for an injunction (or other relief or protections) to prevent disclosure of any Public Record under this Agreement.

Itron shall insert the second and third paragraphs of this Section 10 (Confidentiality) in all contracts with subcontractors that perform Equipment installation services under a Statement of Work.

11. Termination.

Either Party may terminate this Agreement by providing the other Party with written notice if the other Party (i) becomes insolvent, executes a general assignment for the benefit of creditors or becomes subject to bankruptcy or receivership proceedings, or (ii) commits a material breach of this Agreement that remains uncured for thirty (30) days following delivery of written notice of such breach; provided, that, Customer's right to terminate for Itron's breach of this Agreement with respect to any third-party products or services shall be limited by the applicable Order Document. Any notice of breach must specify (a) the nature of the breach, and (b) the specific act or acts that the non-breaching Party contends would correct such breach. For the avoidance of doubt, Customer's failure to pay invoices timely will be deemed a material breach of this Agreement.

12. Survival.

The following sections of these General Terms & Conditions shall survive termination or expiration of this Agreement or any Order Document or Statement of Work: 1 (Introduction), 3 (Term), 4.2 (Itron Warranty Disclaimer), 5 (Intellectual Property), 6 (Fees), Invoicing, Payment and Taxes), 9 (Data Protection), 10 (Confidentiality), 11 (Termination), 12 (Survival), 13 (Limitation of Liability), 14 (Disputes), 15 (Governing Law and Venue), 16 (Jury Trial

Waiver), 17 (Legal Compliance), 18 (Publicity), 20 (Sub-contractor and Outsourcer), 21 (Independent Contractor), and 22 (Miscellaneous). An Addendum or Order Document may also contain provisions that expressly survive termination or expiration of this Agreement or any Order Document or Statement of Work.

13. Limitation of Liability.

Except for Customer's violation of Itron's Intellectual Property Rights, neither Party will be liable to the other Party for any consequential, indirect, special, incidental, punitive or exemplary damages arising out of this Agreement or products or services provided hereunder (including, but not limited to, damages for loss of data, goodwill, profits other than amounts payable by Customer to Itron hereunder, investments, use of money or facilities; interruption in use or availability of data; stoppage of other work or impairment of other assets), whether or not foreseeable and even if such Party has been advised of the possibility of such damages. Except for Customer's payment obligations hereunder or violation of Itron's Intellectual Property Rights, neither Party's liability to the other Party arising out of or related to this Agreement or any products or services provided hereunder shall exceed the amounts paid and payable by Customer under the applicable Order Document or Statement of Work during the twelve month period immediately preceding the date upon which the liability arose, regardless of whether any action or claim is based on contract, warranty, indemnity, negligence, strict liability or other tort or otherwise.

14. Disputes.

Any dispute arising under this Agreement or relating to Itron products and services will be escalated to each Party's applicable project or business manager (each a "**Manager**"). The appropriate Manager will then notify the other Party's Manager of the issue and meet as soon as reasonable considering the nature and impact of the issue. If a dispute cannot be resolved by the Managers within a time period that is satisfactory to the Party raising the issue and, in any event, within fifteen (15) days after the initial referral, the Managers will refer the dispute to their respective vice presidents or equivalent. If such vice presidents cannot resolve the dispute within a time period that is satisfactory to the Party raising the issue and, in any event, within ten (10) days after such referral, either Party may pursue any other remedy available to it in law or equity. These dispute resolution procedures are not intended to be used for disputes concerning actual, alleged or threatened violations of a Party's Confidential Information or other Intellectual Property Rights, for which the Parties may immediately bring an action, including one seeking injunctive relief without posting a bond.

15. Governing Law and Venue.

In the event of any matter or dispute arising out of or related to this Agreement, it is agreed between the Parties that this Agreement shall be interpreted in accordance with the substantive and procedural laws of the jurisdiction of the principal business address of Itron. The laws of such jurisdiction will govern the interpretation, validity and effect of this Agreement without regard to the place of execution, place of performance thereof, or any conflicts of law provisions. Any litigation between the Parties arising out of or relating to this Agreement will be conducted exclusively in the appropriate courts of Benton County, Washington, and Customer consents to jurisdiction by such courts.

16. JURY TRIAL WAIVER.

EACH PARTY IRREVOCABLY WAIVES, TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN ANY LEGAL PROCEEDING DIRECTLY OR INDIRECTLY ARISING OUT OF OR RELATING TO THIS AGREEMENT, WHETHER BASED ON CONTRACT, TORT OR ANY OTHER THEORY.

17. Legal Compliance.

Each Party must comply with all applicable laws. Itron's products and services delivered under this Agreement are subject to the U.S. Export Administration Regulations ("EAR"; 15 CFR part 730 et seq.) and any applicable laws and

regulations of the particular country to which such items are shipped or received. Customer shall comply with all applicable export control laws and shall not cause, directly or indirectly, the export, re-export, or transfer of any such items or services to destinations or persons without obtaining any required prior authorization from the U.S. Government and any other applicable local authorities. Customer shall not do anything to cause Itron to violate such export control laws, including, but not limited to, requesting support for a product that has been unlawfully re-exported or requesting delivery of a product or service intended for a U.S. sanctioned region or person. Each party represents that it is not listed on a U.S. Government restricted party list for export control or trade sanctions purposes, and is not 50% or more owned, in the aggregate, by one or more restricted parties. Customer shall maintain any required export records related to Itron's products or services and make such records available to Itron upon request. The Parties must comply with all anti-bribery laws and may not make any payments or transfer any item of any value for the purpose of bribing any individual or group, or accepting or participating in any extortion, kickbacks, or other unlawful or improper means to obtain business related to this Agreement or products and services orderable under this Agreement.

18. Publicity.

Neither Party may issue a press release related to this Agreement or their relationship without the other Parties' prior written consent. Upon execution of this Agreement, the Parties may collaboratively create and approve for publication a press release announcing their newly formed relationship under this Agreement. Itron may use Customer's name and logo as a part of Itron's normal marketing materials.

19. Nuclear Applications.

Customer acknowledges that products and services orderable under this Agreement are not designed or intended for use in the design, construction, operation or maintenance of any nuclear facility.

20. Sub-contractor and Outsourcer.

Itron may hire, engage, or retain the services of one or more subcontractors and/or outsourcing providers to perform any or all of its obligations related to its product development, network operations, and/or any portion of services provided under this Agreement. Subcontractors and outsourcing providers that have access to Customer Data will be bound by written obligations of confidentiality and data security requirements as restrictive as those required under this Agreement.

21. Independent Contractor.

This Agreement does not create a partnership, franchise, joint venture, agency, fiduciary, or employment relationship between the Parties. The Parties are independent contractors. Neither Party has any authority to act on behalf of, or to bind the other to any obligation.

22. Miscellaneous.

(a) Neither Party will be responsible for any failure to perform due to any Force Majeure event. (b) If any provision of this Agreement is found to be unenforceable by a court of competent jurisdiction or arbitration panel, such provision will be deleted and the remaining terms will be construed so as to give maximum lawful effect to any such deleted terms. (c) Section numbers and captions are provided for convenience of reference and do not constitute a part of this Agreement. Any references to a particular section of this Agreement will be deemed to include reference to any and all subsections thereof. (d) The Parties agree that neither of them will be deemed the drafter of this Agreement and that no provision will be construed in favor of one Party on the ground that such provision was drafted by the other. (e) No waiver by either Party of any breach under this Agreement will constitute a waiver of any other breach. (f) This Agreement is not made for the benefit of any third parties. (g) All notices under

this Agreement must be sent in writing to the addresses identified in this Agreement or to such other address as such Party has notified the other in writing, will be effective on the date received (unless the notice specifies a later date) and must be sent by a courier service that confirms delivery in writing, or by certified or registered mail, postage prepaid, return receipt requested. (h) This Agreement is in the English language only, which will be the governing language and controlling in all respects. All versions of this Agreement in any other language will be for accommodation only and are not binding upon the Parties. All communications and notices to be made or given pursuant to this Agreement must be in English. (i) Neither party may assign this Agreement or any of its rights hereunder without the other Party's prior written consent, except in connection with an acquisition of all or substantially all the stock or assets of such Party. Subject to the foregoing, this Agreement will bind and inure to the benefit of the Parties and their respective successors and permitted assigns, but any assignment in violation of this provision will be void. (j) This Agreement may be executed and delivered in counterparts, including by a facsimile or by scan and electronic transmission, each of which will be deemed an original. Any document generated by the Parties related to this Agreement may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. (k) This Agreement contains the complete and entire agreement between the Parties as to its subject matter, and replaces and supersedes any prior or contemporaneous communications, representations, or agreements, whether oral or written with respect to such subject matter. (l) This Agreement may not be modified except by mutual written agreement signed by the Parties' authorized representatives expressly modifying this Agreement. Electronic communications do not constitute a "written agreement" under this provision.

AGREED:

Itron, Inc.

City of Richland, WA

Signature

Signature

Printed Name

Printed Name

Title

Title

Date

Date

ATTACHMENT SCHEDULE

- Itron Equipment Addendum
- Itron Professional Services Addendum
- Itron SaaS-Hybrid SaaS-Managed Services Addendum
- Itron Maintenance and Support Addendum
- Itron Order Document

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EQUIPMENT ADDENDUM

1. **Relationship to General Terms and Conditions.** This Addendum is governed by the General Terms and Conditions and applicable Order Documents.
2. **Additional Definitions.** The following defined terms are in addition to those defined in the General Terms and Conditions:

Equipment means Itron Equipment and Third-Party Equipment.

Firmware means the object code version of software embedded in Equipment.

Itron Equipment means equipment listed on an Order Document for sale to Customer under this Agreement that is manufactured by or on behalf of Itron.

Third-Party Equipment means equipment listed on an Order Document for sale to Customer under this Agreement that is not manufactured by or on behalf of Itron.

Warranty Period means the Itron Equipment warranty period specified on the attached Itron Equipment Warranty Table, if no other applicable Warranty Period is specified in the Order Document, or the Warranty Period set forth in the Order Document, if the Order Document specifies the applicable Warranty Period.

3. **Ordering Equipment.** Customer shall order Equipment by issuing a Purchase Order to Itron in accordance with this Agreement.
4. **Invoicing.** Itron will invoice Customer for Equipment upon the date of shipment.
5. **Ordering, Lead Time & Ship Date.** Scheduled shipping dates will be assigned by Itron as close as possible to Customer's requested date based on Itron's then-current lead times for the Equipment. Upon Customer's request, Itron will communicate current lead times. Itron will also communicate scheduled shipping dates in the order acknowledgment or on Itron's customer portal.
6. **Order Cancellation & Rescheduling.** Purchase Orders for Equipment may not be canceled or rescheduled by Customer, unless agreed to by Itron.
7. **Forecasts.** Each month Customer will provide Itron with a rolling, nonbinding, minimum 12-month forecast of Customer's anticipated Equipment demand.
8. **Shipment, Title & Risk of Loss.** For shipments within the United States, Itron will ship Equipment FOB Origin, production facility. Customer must pay for all costs associated with delivery of Equipment to the final destination. Title and risk of loss of Equipment will pass to Customer upon tender to the carrier at the production facility. For shipments outside the United States, Itron will ship Equipment FCA Origin (Incoterms 2010). Equipment will be delivered export cleared to Customer at the production facility. Customer will act as the Importer of Record (IOR) for Equipment and assumes all costs associated with delivery of Equipment to the final destination, including transportation after delivery to carrier and any licensing, certifications, permits, customs fees, import/local taxes, provincial/national tax, and value added tax related to importation of Equipment. Itron will provide all necessary information required for Customer to import Equipment. Title to and risk of loss for Equipment passes to Customer upon tender to the carrier at the production facility.
9. **Documentation.** Itron will make its standard Documentation for Itron Equipment available via download. Itron will provide Customer with download instructions.
10. **Equipment Firmware.** The purchase of Itron Equipment includes a nonexclusive license under Itron copyrights to use Firmware in Itron Equipment. The license to any Firmware in Third-Party Equipment purchased by Customer through Itron shall be between Customer and the manufacturer of the Third-Party Equipment.

11. **Returns.** Except as provided in Section 12 below, Itron does not accept returns unless: (i) Itron shipped a product other than as specified in the Purchase Order, (ii) such product is unopened, and (iii) the product is returned in accordance with Itron's then current RMA policy and procedures.
12. **Itron Equipment Warranty.** Itron warrants solely to Customer that, during the Warranty Period, Itron Equipment will be free from defects in materials and workmanship and will conform in all material respects to the applicable Itron published specifications. As Customer's sole and exclusive remedy for a breach of the foregoing warranty, Itron will, at its option and expense: (i) repair or replace faulty Itron Equipment under warranty after it has been returned to an Itron-designated repair facility during the Warranty Period in accordance with Itron's then current RMA policy and procedures, (ii) provide Customer with a Firmware or software fix to correct the nonconformity, or (iii) if Itron determines (in its reasonable judgment) that it is unable to provide a remedy specified in item (i) or (ii) of this section, Itron will provide Customer with a depreciated refund of the purchase price for the applicable Itron Equipment. Customer will pay the cost of returning Itron Equipment to the Itron designated repair facility and Itron will pay the cost of returned repaired or replacement Itron Equipment to Customer. Customer is responsible for any labor costs associated with removal or reinstallation of Itron Equipment. Repaired and replacement Itron Equipment will be warranted for the remainder of the Warranty Period, or sixty (60) days from the ship date of the repaired or replaced Itron Equipment, whichever is longer. Additional warranty terms for specific Itron Equipment may be specified in the attached Itron Equipment Warranty Table.
13. **Itron Equipment Warranty Exclusions.** The above warranty and additional warranty terms in the attached Itron Equipment Warranty Table do not cover Itron Equipment in poor operating condition due to: (a) changes made to Itron Equipment without Itron's prior written consent; (b) use with cables, mounting kits, antennas, battery backups and other devices, third party software or firmware that Itron has not provided to Customer or approved in writing for use with Itron Equipment; (c) Customer's or a third party's misuse, abuse, negligence, or failure to install, test, handle or operate Itron Equipment in accordance with its Documentation; (d) a Force Majeure event; or (e) incorrect data, or data entry or output by Customer or a third party not under Itron's control. Additional warranty exclusions for specific Itron Equipment may be specified in the attached Itron Equipment Warranty Table. Customer may request that Itron repair Itron Equipment damaged by any of the foregoing; if Itron agrees to make such repairs, Customer may be charged additional Fees.
14. **Integration of Itron Equipment.** If Customer purchases Itron Equipment for integration into third-party devices or other third-party hardware, Customer must obtain warranty service for the Itron Equipment from the third-party integrated device provider.
15. **Third-Party Equipment Warranty.** Itron is not the manufacturer of the Third-Party Equipment and makes no representations or warranties whatsoever, directly or indirectly, express or implied, as to the suitability, durability, fitness for use, merchantability, condition, quality, performance or non-infringement of Third-Party Equipment. Third Party Equipment shall be subject to any warranties provided by the Third-Party Equipment manufacturer. Itron will pass through to Customer, or make commercially reasonable efforts to enforce on Customer's behalf, any warranties and remedies received from the Third-Party Equipment manufacturer.
16. **Survival.** The following sections of this Addendum shall survive termination or expiration of this Agreement or any Order Document or Statement of Work: 1 (Relationship to General Terms and Conditions), 2 (Additional Definitions), 4 (Invoicing), 6 (Order Cancellation & Rescheduling), 8 (Shipment, Title & Risk of Loss), 10 (Equipment Firmware), 11 (All Sales are Final), 12 (Limited Itron Equipment Warranty), 13 (Itron Equipment Warranty Exclusions), 14 (Integration of Itron Equipment), 15 (Third-Party Equipment) and 16 (Survival).

Itron Equipment Warranty Table

Product or Repair Service	Warranty Period and Additional Warranty Terms						
CAM	Warranty Period: 5 years from date of shipment						
CENTRON and SENTINEL electricity meters	Warranty Period: 3 years from date of shipment						
Intelis Gas Meter	Warranty Period: 3 years from date of shipment						
OpenWay Riva Leak Sensor	Warranty Period: 5 years from date of shipment						
OpenWay Riva Water Module (including battery)	Each OpenWay Riva Water Module (including battery) receives a 20-year warranty consisting of 10 years of warranty coverage under Section 12 (Itron Equipment Warranty) followed by 10 years of discounts against replacement products, as described below: Warranty Period: 10 years from date of shipment Discount Period: If a OpenWay Riva Water Module (including battery) fails during the ten-year period following expiration of the applicable Warranty Period (the “Discount Period”), subject to applicable warranty exclusions under Section 13 (Itron Equipment Warranty Exclusions), Itron will provide Customer with a discount off Itron’s then-current list price for any available Itron water module to replace the failed OpenWay Riva Water Module per the discounts set forth below: <table border="1"> <thead> <tr> <th>Discount Period</th><th>Discount</th></tr> </thead> <tbody> <tr> <td>Years 1 through 5</td><td>50%</td></tr> <tr> <td>Years 6 through 10</td><td>25%</td></tr> </tbody> </table> Itron does not guarantee that replacement water modules will be backwards compatible. Warranties on OpenWay Riva Water Module shall be void if the module (1) is used in connection with a third-party reading system that has not been approved by Itron in writing, (2) is configured to other than factory default network settings of 60 minutes of interval data, three network transmissions per day, or (3) exceeds 5 firmware downloads over the life of the product.	Discount Period	Discount	Years 1 through 5	50%	Years 6 through 10	25%
Discount Period	Discount						
Years 1 through 5	50%						
Years 6 through 10	25%						
Repairs or updates for out-of-warranty electricity meters	Additional Warranty Terms: Itron shall perform the repairs or updates with reasonable care and in a diligent and competent manner. Itron’s sole obligation in connection with repair or update failures shall be, at its option, to correct or re-perform repairs/updates or refund to Customer the amount paid for the repairs/updates. Customer must report any deficiencies in repair work to Itron in writing within 90 days of shipment to receive the remedies described herein.						

Product or Repair Service	Warranty Period and Additional Warranty Terms
Socket Based Router, Pole Mounted Router, and Routing Node	Warranty Period: 3 years from date of shipment
Repairs or upgrades for out-of-warranty handhelds or Mobile Collectors	Additional Warranty Terms: Itron shall perform the repairs or updates with reasonable care and in a diligent and competent manner. Itron's sole obligation in connection with repair or update failures shall be, at its option, to correct or re-perform repairs/updates or refund to Customer the amount paid for the repairs/updates. Customer must report any deficiencies in repair work to Itron in writing within 90 days of shipment to receive the remedies described herein.
All other Itron Equipment not listed above	Warranty Period: 1 year from date of shipment

PROFESSIONAL SERVICES ADDENDUM

1. **Relationship to General Terms and Conditions.** This Addendum is subject to the General Terms and Conditions and applicable Order Documents.
2. **Additional Definitions.** The following defined terms are in addition to those defined in the General Terms and Conditions:

Change means a change to the scope of Professional Services or related deliverables to be provided by Itron under a Statement of Work.

Change Request means a request made by Itron or by Customer for a Change.

Change Order means a written document describing a Change agreed to by Itron and Customer that is signed by both Parties.

Professional Services means professional services such as installation services, implementation services, consulting services and project management services and other similar services described in a Statement of Work, but excluding cloud services, managed services and support and maintenance services.

3. **Statement of Work Requirement.** Itron has no obligation to provide Professional Services in the absence of a Statement of Work agreed to by Itron and the Customer and a Purchase Order issued by Customer to purchase Professional Services under that Statement of Work. Customer shall order Professional Services by issuing a Purchase Order to Itron in accordance with this Agreement.
4. **Expenses.** Customer will reimburse Itron for reasonable out-of-pocket travel-related expenses incurred by Itron relating to the provision of Professional Services.
5. **Invoicing.** Itron will invoice Customer for Professional Services as set forth in the applicable Order Document or Statement of Work. Unless otherwise provided in the applicable Order Document or Statement of Work, Itron will invoice Customer for Professional Services at the end of the month in which Services are performed and for expenses as incurred.
6. **Customer Responsibilities.** Customer shall timely perform all its assigned roles, responsibilities and tasks under each Statement of Work using qualified personnel. Customer shall also provide Itron with reasonable cooperation with respect to the Professional Services, including for example, by providing Itron with reasonable access to Customer's facilities, service territory, personnel, systems, and information.
7. **Reference Information.** If Customer provides Itron any designs, technical information, or other information required by Itron to provide Professional Services and/or related deliverables (collectively, "**Reference Information**"), Itron shall be entitled to rely on the accuracy of such information and documents. To the extent Customer's failure to provide accurate and complete Reference Information results in any delay or increases Itron's cost of performing Professional Services, the delay shall be excused, and Itron shall have the right to increase its Fees as necessary to offset its increased costs of performing Professional Services. Itron will provide Customer with reasonable evidence of its increases costs of performing the Professional Services and will make commercially reasonable efforts to minimize such costs to the extent practicable under the circumstances.
8. **Delays.** To the extent Customer's failure to adhere to Customer's responsibilities and requirements under an Order Document or Statements of Work results in any delay or increases Itron's cost of performing Professional Services, the delay shall be excused, and Itron shall have the right to increase its Fees as necessary to offset its increased costs of performing Professional Services. Itron will

provide Customer with reasonable evidence of its increases costs of performing the Professional Services and will make commercially reasonable efforts to minimize such costs to the extent practicable under the circumstances.

9. **Express Warranties for Professional Services.** Itron warrants to Customer that Professional Services will be provided by personnel with the requisite experience, skills, knowledge, training and education and in a timely, professional, and workmanlike manner in accordance with the applicable Statement of Work.
10. **Remedies.** As Customer's exclusive remedy for any material noncompliance by Itron with the express warranties provided above for Professional Services, Itron shall correct the noncompliance within a reasonable period of time under the circumstances, if Customer gives Itron written notice (which notice must describe the noncompliance in sufficient detail to enable Itron to provide the required corrective action) within ninety (90) days of performance of the applicable noncompliant Professional Services. If Itron, in its sole discretion, is unable to correct the noncompliance, its sole obligation will be to refund to Customer a pro-rata amount paid for the nonconforming Professional Services.
11. **Change Requests & Change Orders.** Either Party may propose a Change Request. All Changes must be approved pursuant to the Change Order. The Parties will adhere to any Change Request procedures set forth in the applicable Order Document or Statement of Work. If Itron receives a Change Request from Customer, Itron will prepare and submit a proposed Change Order to Customer describing the Change and associated fees. No Change Order will be binding upon Customer or Itron unless signed by authorized representatives of both Parties. All Change Orders will be governed by the terms and conditions of this Agreement.
12. **Project Deliverables.** Itron shall provide Customer with project-related documentation and other deliverables identified in the applicable Statement of Work. Customer shall have a non-exclusive, non-transferable license to use such documentation and other deliverables for Customer's internal business in furtherance of the purpose for which they were provided by Itron. For clarity, the foregoing license does not apply to software or firmware licensed by Customer under other Addenda to this Agreement.
13. **Survival.** The following sections of this Addendum shall survive termination or expiration of this Agreement or any Order Document or Statement of Work: 1 (Relationship to General Terms and Conditions), 2 (Additional Definitions), 3 (Statement of Work Requirement), 4 (Expenses), 5 (Invoicing), 7 (Reference Information), 8 (Delays), 9 (Express Warranties for Professional Services), 10 (Remedies), 11 (Change Requests & Change Orders), 12 (Project Deliverables) only with respect to licensing, and 13 (Survival).



Agreement Start Date

HYBRID SAAS AND SOFTWARE-AS-A-SERVICE ADDENDUM

1. **Relationship to General Terms and Conditions.** This Addendum is governed by the General Terms and Conditions and applicable Order Documents (collectively, "the Agreement").
2. **Definitions.** The following defined terms are in addition to those defined in the General Terms and Conditions:

"Application Availability" means the total number of minutes in a calendar month that the Software is available via (a) a web browser client and (b) web services interface. A determination of availability will be based on 24x7 accessibility, less any exclusions set forth in the Addendum. This metric will be measured by simulating a login to the Software with a valid username/password. This measures the availability of the hosted environment by exercising all three tiers of the application (i.e., "Presentation Layer", "Application Tier", and "Database").

"Commencement Date" means acceptance fourteen (14) days after successful installation in the SaaS environment and successful configuration and testing so that the Software application is available and accessible by the City and Itron project team.

"Documentation" means an electronic version of the then-current Software user manuals Itron customarily provides to its customers and any training materials provided under this Addendum.

"Minimum Subscription Term" means the minimum number of annual Subscription Terms that Customer is required to subscribe to, which shall be five (5) years from the Commencement Date unless otherwise stated in the applicable Order Document or Pricing Summary.

"One-Time Setup Fee" means the one-time setup fee for Software-as-a-Service identified in the applicable Order Document or Pricing Summary for each Software application.

"Recovery Point Objective" or **"RPO"** means the maximum tolerable time period which data might be lost from production Software applications due to a service interruption event.

"Recovery Time Objective" or **"RTO"** means the duration of time allowing for the execution of all failover processes required to return access, connectivity, functionality, and operation of production Software applications to Customer following declaration of a disaster event.

"Subscription Fee" means the annual fee for Software-as-a-Service identified in the applicable Order Document or Pricing Summary for each Software application.

"Subscription Term" means an annual subscription to Software-as-a-Service.

"Server(s)" means the physical machine or computer on which Software will be installed.

"Software" means the object code versions of Itron's proprietary software and third party software provided under this Addendum and identified in an Order Document. Software includes any third party software embedded in Itron's proprietary software. Software is only provided in electronic form.

"Software-as-a-Service" or **"SaaS"** means the service where Itron hosts or provides access to Software on Itron Servers at an Itron data center.

3. Software.

- 3.1. **Software-as-a-Service.** Subject to Customer's compliance with the Agreement and payment of all applicable fees, Itron hereby grants to Customer, for the term purchased, a non-exclusive, non-transferable, non-assignable, limited right to access and use, for its internal business purposes, the Software, and any related Documentation.
- 3.2. **Restrictions on Use.** Customer and its authorized users may not: (a) modify, translate or create derivative works of any Software; (b) copy, reproduce, distribute, republish, download, display, post or transmit any

portion of the Software in any form or by any means; (c) sell, assign, transfer, lease or sublicense any Software or Software-as-a-Service; (d) allow any third party, other than authorized users, to access any Software or Service without Itron's prior written consent; (e) use any Software or Service to provide processing services to third parties, or otherwise use any Software or Service on a "service bureau" or "timesharing" or subscription basis; (f) reverse engineer, disassemble, decrypt, extract or otherwise reduce any Software or Service to a human perceivable form or otherwise attempt to determine the source code or algorithms of any Software or Service (except to the extent the foregoing restriction is expressly prohibited by applicable law); (g) infringe any of Itron's intellectual property rights; (h) publicly publish the results of any benchmark tests run on any Software or Service; (i) use any Software or Service to engage in any fraudulent, illegal or unauthorized act; (j) introduce into or transmit through any Software or Service any material containing software viruses, worms, trap doors, back doors, Trojan horses or other harmful or malicious computer code, files, scripts, agents or programs; (k) remove, alter or obscure any titles, product logo or brand name, trademarks, copyright notices, proprietary notices or other indications of Itron's intellectual property rights, whether such notice or indications are affixed on, contained in or otherwise connected to the Software or Services; (l) attempt to gain unauthorized access to the Services or Itron's systems or networks; (m) merge any Software or Service with any other product or service without Itron's prior written consent and the payment of any additional Fees; or (n) access or use the Software-as-a-Service in order to build or support, and/or assist a third-party in building or supporting, products or services competitive to Itron.

- 3.3. **Content Restrictions.** Customer may not distribute, download, or place on any Itron website or Server or use with Software or any Service, any content that: (a) Customer knows or has reason to believe infringes the intellectual property rights of any third party or violates any rights of publicity or privacy; (b) violates any applicable law, statute, ordinance; (c) is defamatory, trade libelous, unlawfully threatening or unlawfully harassing; or (d) is obscene, pornographic or indecent (items (a) – (d) are collectively referred to as "Prohibited Content"). Itron reserves the right to remove any Prohibited Content from the Server without prior notice to Customer. Customer will indemnify, defend and hold Itron harmless for any claims, liabilities, losses, causes of action, damages, settlements, and costs and expenses (including, without limitation attorneys' fees and costs) arising from any third party claims related to or generated by any Prohibited Content distributed, downloaded, or placed on any Itron website or Server or used with Software or any Service by Customer.

4. Fees and Term.

- 4.1. **Invoicing and Payment.** Software-as-a-Service is offered as an annual subscription. Itron will invoice Customer for the One-Time Setup Fee and initial Subscription Fee upon the Commencement Date. Itron will invoice the Subscription Fee annually thereafter upon the anniversary of the Commencement Date. Subscription Fees are payable in advance.
- 4.2. **Subscription Term.** The initial Subscription Term for each Software application begins upon the applicable Commencement Date and will renew automatically for successive one-year terms, unless either Party provides the other Party with notice of its intent not to renew at least ninety (90) days prior to the expiration the then-current Subscription Term. If Customer does not satisfy the Minimum Subscription Term, Itron will invoice Customer for any unpaid One-time Setup Fee and Subscription Fees through the end of the Minimum Subscription Term ("**Unpaid Fees**"). Notwithstanding the foregoing, if Customer's failure to satisfy the Minimum Subscription Term is due to Itron's election not to renew, Itron will not invoice Customer for Unpaid Fees.

5. Monthly Application Availability Service Level.

- 5.1. **Service Level.** Provided Customer has paid all applicable Subscription Fees, Application Availability will be at least 99.5%, measured and reported monthly beginning in the first full calendar month following the

Commencement Date. Monthly Application Availability will be measured and calculated separately for each Software application for which Customer has paid the Subscription Fee. Itron records and data will be the sole basis for all Application Availability measurements and calculations.

- 5.2. **Service Level Credits.** Customer will be entitled to credits for Itron's failure to meet the foregoing target for the production environment only, as follows:

Application Availability (Production Environments Only)	
Monthly Availability Performance	Credit (% of monthly Subscription Fee)
≥99.0% and <99.5%	2%
≥98.0% and <99.0%	4%
≥96.5% and <98.0%	10%
≥95.0% and <96.5%	12.5%
<95.0%	30%

- 5.3. **Service Level Report.** Itron will deliver a monthly service level report that identifies daily performance and monthly average. Upon customer request, if Itron does not meet the Application Availability service level, the report will give the reason the service level was not achieved and describe the corrective actions taken.

- 5.4. **Exclusions.** Itron shall not be liable for failing to meet a service level commitment to the extent such failure is attributable to any one or more of the following: (a) planned maintenance, unplanned maintenance, or scheduled upgrades; (b) an event triggering a disaster recovery and for a twenty-four (24) hour period after the resumption of service following such an event to allow the system to return to normal operating ranges; (c) suspension or restriction of service under Section 9 of this Addendum; and (d) conditions beyond Itron's reasonable control, such as (i) failure of any backhaul between the Software-as-a-Service and the meters, endpoints, or other devices; (iii) failures in external Internet or VPN configurations not managed by Itron; (iv) a Force Majeure event; (v) false reports of unavailability as a result of outages or errors of any Itron measurement system; (vi) an act or omission of Customer or third parties (other than Itron's contractors, subcontractors or suppliers), including security incidents caused by such act or omission; (vii) incident investigation or computer failures that could not reasonable have been prevented by Itron; (viii) failures of third-party equipment, hardware, software, or services not provided by Itron; and (ix) Customer's delay in performing tasks designated as its responsibility in this Agreement.

6. **File Delivery Service Level.** File Delivery is a measure of the performance of Itron's systems to deliver register read and interval read consumption data collected from Available Endpoints to Customer in agreed-upon formats, at an agreed-upon intervals. The Monthly File Delivery Percentage service level will meet or exceed 99% each month, for ease of understanding, this means the file is successfully delivered every day of the month. Itron records and data will be the sole basis for all File Delivery performance measurements and calculations.

7. **Sizing of Software-as-a-Service.** Itron will size Software, Servers, and systems for Customer's specific deployment. System sizing depends upon the Software and types of devices and sensors and may be a factor in determining Subscription Fees. Sizing criteria may include: number of system endpoints, number of network devices, residential meter configuration, commercial and industrial meter configuration, desired data collection intervals, storage duration for historical data, and the number of concurrent and total users of the application.

Any sizing changes during a Subscription Term will require a Change Order and may result in a change in Subscription Fees.

8. **Application Upgrade and Fixes.** Itron typically releases application upgrades annually, if available, containing new features and functions to the latest general release. Application hot fixes will be performed as needed, at Itron's sole discretion.
9. **Conditions on Use of Service.** Customer will use of the Software-as-a-Service only in accordance with Itron user guides, this Software-as-a-Service Addendum, the General Terms and Conditions, applicable Order Documents, and laws and government regulations. The rights of any user to access and use the Software-as-a-Service cannot be shared or used by more than one individual (unless such license is reassigned in its entirety to another authorized user), and Customer shall make every reasonable effort to prevent unauthorized third-parties from accessing the Software-as-a-Service.
10. **Suspension or Restriction of Service.** Itron may suspend or restrict all or part of the Software-as-a-Service at any time in order to protect the integrity and functionality of Software-as-a-Service applications, Servers, platform, and systems, or for a breach of Section 3.2 (Restrictions on Use), Section 3.3 (Content Restrictions) or Section 8 (Conditions on Use of Service), until such breach is cured sections that is not promptly cured.
11. **Incident Management.** Itron will provide customer support and incident and problem management services, which include responding to alerts, tracking the issue, troubleshooting the problem and escalating to Itron subject matter experts or third-party vendors, in accordance with the Maintenance and Support Addendum.
12. **Customer Technical Responsibilities.** Customer is responsible for selecting, acquiring, securing and maintaining all equipment and ancillary services needed to connect to, access, or otherwise use and maintain compatibility with the Software-as-a-Service, at Customer's sole expense.
13. **User IDs & Passwords.** Itron shall provide Customer with user identifications and passwords ("User IDs") to access the hosted Software applications. Customer shall be solely responsible for all use of Customer's subscriptions and accounts. Customer shall maintain the confidentiality of all User IDs assigned to Customer. User IDs may not be shared or used by more than one user.
14. **Planned Maintenance.** Planned maintenance whenever reasonably practicable will be performed during off-business hours between 6:00 p.m. to 12:00 a.m. Customer's local time, with as little disruption to Customer's use of the Software-as-a-Service as possible, and unplanned maintenance, whenever reasonably practicable, shall also be performed during off-business hours between 6:00 p.m. and 12:00 a.m., Customer's local time.
15. **Unplanned Maintenance.** Itron will provide Customer with notice of unplanned maintenance as soon as reasonably practical. Itron will minimize Software-as-a-Service disruptions.
16. **Business Continuity.** Itron has architected and operates a high availability and scalable infrastructure to facilitate virtualized customer environments with various fault tolerant components. Fault tolerance and failover methodologies allow Itron to maximize system availability and confidently uphold our uptime SLAs. Itron will conduct daily backups of back office application configuration files and associated data. These backups are for operational purposes only and are not a disaster recovery solution or a solution to be used by the Customer for testing or analysis purposes. Itron will periodically test the restore capability of its business continuity solution. System and database backups are performed via a schedule to provide for a full weekly backup and daily differential backups. System backups and snapshots are also taken prior to any system change that has been approved via the Itron Global Managed Services Change Control Board. The system can be recovered from the backup in an event of a failure. Business Continuity is designed to provide recovery for component failures within a datacenter, this does not provide coverage for the loss or connectivity to a datacenter. If a more robust mitigation solution is required by Customer, geo-diverse disaster recovery options can be discussed and priced as a more fault tolerant solution. All incidents requiring system recovery will be required to adhere to Itron's incident management policy and related standard operating procedures. BUSINESS CONTINUITY: RPO = 72 hours; RTO = 5 business days hours.

17. Roles & Responsibilities. The table below lists the respective responsibilities of Customer and Itron to ensure reliable operation of the Software-as-a-Service.

P=Primary responsibility

S=Support responsibility

Description of service or deliverable	Itron	Customer
Submit user access requests for new users and deletion notifications for users no longer involved with the Software-as-a-Service.		P
Provide immediate notification in the event of an employee termination for those with access to the Software-as-a-Service .		P
Maintain skill sets necessary to properly support the Software-as-a-Service.	P	
Administer and monitor servers including but not limited to utilization of CPU, memory, IOPs, and disk space.	P	
Manage and troubleshoot the secure Software-as-a-Service components and processes (if applicable).	P	
Administer associated Linux, Unix, and Windows operating systems.	P	
Apply Operating System and other third-party security patches and critical updates as appropriate.	P	
Maintain and troubleshoot third party software issues required for Software-as-a-Service operations, work with third party to troubleshoot as required.	P	
Maintain anti-virus on all windows-based servers.	P	
Monitor communications and support communications troubleshooting activities for the Software-as-a-Service.	P	
Support Software upgrade activities if required.	P	
Maintain and administer the Software-as-a-Service server databases.	P	
Manage Software-as-a-Service interfaces; work with Itron when problems are identified.		P
Provide and maintain a Secure FTP or equivalent.	P	
Perform regular system, database, and custom component backups in accordance with selected service level.	P	
Develop and Maintain related Standard Operating Procedures.	P	



MAINTENANCE & SUPPORT SERVICES ADDENDUM

1. **Relationship to General Terms and Conditions.** This Addendum is governed by the General Terms and Conditions and applicable Order Documents.
2. **Additional Definitions.** The following defined terms are in addition to those defined in the General Terms and Conditions:

Annual Adjustment means Itron's annual price increase.

Annual Fees means the annual fees identified in an Order Document for each category of Covered Product, plus the Annual Adjustment, if any.

Client Services Guidelines Documents means the following documents as they may be updated by Itron from time to time: "Product Contact Information Sheet", "After Hours Support", "Itron Equipment Repair Center Locations", and "Working Effectively with Itron Global Services". Copies of the Client Services Guidelines Documents may be obtained by calling (877) 487-6602 or such other number or process provided by Itron to Customer.

Covered Equipment means Itron equipment identified as "Covered Equipment" in an Order Document.

Covered Products mean Covered Software, Covered Equipment and Third Party Covered Products.

Covered Software means Itron software identified as "Covered Software" in an Order Document.

Error means a material failure of Covered Software to comply with applicable published Itron specifications.

Fix means a correction or workaround for an Error.

Global Support Services means those support services provided by Itron technical representatives via telephone, email, website or other means to assist Customer's Primary Service Contacts with questions or issues related to the operation of Covered Products.

Improvement means an update, modification, enhancement and/or extension to Covered Software functionality that is included in a Software Release.

M&S Commencement Date means the date upon and after which a Covered Product will be entitled to receive Maintenance Services, which unless otherwise provided in the applicable Order Document, will be as follows: on premise Covered Software: first day of month following date Covered Software is made available to Customer; Covered Software provided as Software-as-a-Service or Hybrid SaaS subscription: the earlier of (1) validation of Software-as-a-Service implementation by Itron pursuant to the applicable Statement of Work, or (2) sixty (60) days after completing application system setup; Covered Equipment: end of warranty period; and Third Party Covered Equipment: per applicable third-party terms and conditions.

Maintenance Billing Cycle means a period of one year beginning on the Effective Date or any anniversary thereof.

Maintenance Services means services provided under this Addendum.

Operating Condition means performance in accordance with applicable published Itron specifications.

Primary Services Contacts means Customer's primary support staff who provides internal support to Customer's operations personnel and who are key interface to Itron for all Maintenance Services.



Service Levels means the defined level of impact and associated response time, effort level, and escalation path procedures and guidelines described in Attachment A-1 to this Addendum.

Software Release means a collection of Fixes and / or Improvements made available by Itron to Customer.

Service Request means an Itron tracked Customer request for Global Support Services.

Third Party Covered Products means third-party equipment and third-party software identified as "Third Party Covered Products" in an Order Document.

3. End of Support.

Itron may discontinue Maintenance Services for any Covered Equipment or Covered Software, effective as of the end of the applicable Maintenance Billing Cycle, by giving Customer written notice of such discontinuance no less than one hundred eighty (180) days prior to the end of such Maintenance Billing Cycle. The end of support date for a Third Party Covered Product shall be the date specified by the applicable third-party service provider, which date will be promptly communicated by Itron to Customer following the date of receipt.

If the end of support date is scheduled within a subsequent Maintenance Billing Cycle, Annual Fees for that subsequent Maintenance Billing Cycle will be pro-rated through the end of support date. At Customer's request, or as defined in a related SaaS addendum / Order Document, Itron may elect to provide custom support for products for which Maintenance Services have been discontinued at Itron's then-current rates. Unless otherwise agreed by the Parties in accordance with the foregoing sentence, Itron shall have no obligation to provide Maintenance Services with respect to Covered Products for which Itron has discontinued Maintenance Services.

Periodically, Itron will make available product plan publications, including product information letters (PIL), product newsletters or written technology roadmaps which outline Itron's general plans for continued support and end of support of applicable Covered Products. Product publications are used as general guidelines for Customer communications and planning, which may be updated from time to time.

4. Primary Services Contacts.

4.1 Designation by Customer. Customer shall designate a minimum of one and not more than two Primary Services Contacts for each Covered Product line, to serve as administrative liaisons for all matters pertaining to Maintenance Services for such Covered Product line and shall provide their contact information to Itron's customer account representative. Primary Services Contacts shall promptly report problems with Covered Products by submitting a Service Request for entry into Itron's support tracking system. Although it is Customer's sole right to choose its Primary Services Contacts, Customer and Itron acknowledge that each Primary Services Contact must have the appropriate technical skills and training for the position. If Customer replaces a Primary Services Contact, Customer will provide updated contact information to Itron's customer account representative, and the new Primary Services Contact will be properly trained prior to interfacing with Itron support personnel.

4.2 Training of Primary Services Contacts. Before a Primary Services Contact interfaces with Itron support personnel, he/she will attend training sessions offered by Itron, an Itron-approved trainer, or Customer's training program approved by Itron to ensure that the Primary Services Contact is (i) knowledgeable about operation of the applicable Covered Products, and (ii) qualified to perform problem determination and remedial functions with respect to such Covered Products. Customer may perform Itron-approved training or may engage Itron to perform training of Primary Services Contacts at Itron's then current rates. Itron will make training sessions available by remote video conference or training will be made available at a location or in a manner mutually agreed by the Parties. Customer shall be responsible for all Customer's associated travel-related expenses and, if the Parties agree that



training will be provided at a location other than an Itron-designated facility (e.g., at a Customer-proposed facility), Customer will also reimburse Itron's travel-related expenses. The Primary Services Contacts must have the skills and capabilities to train other Customer personnel on Covered Products. Itron may update Covered Product training from time to time and, upon receiving notice of such updates from Itron, Customer shall promptly provide such training to its Primary Services Contacts in accordance with this Section.

5. Global Support Services & Service Requests.

5.1 Global Support Services. Itron will make support representatives available to provide technical support during its then current normal business hours as set forth in the Product Contact Information Sheet included within the Client Services Guidelines Document. Global Support Services include troubleshooting & problem diagnosis relating to Covered Products; release or system management consulting; and recommendations for fully utilizing Covered Products. Customer acknowledges and agrees that Global Support Services are not intended as a substitute for training of Customer personnel, field support, or Itron professional services. Nor will Customer use Global Support Services in lieu of having qualified and trained support personnel of its own.

5.2 Service Request Process. Customer shall submit Service Requests in the manner required by the Client Services Guidelines Documents and Service Levels. Customer may submit Service Requests on a 24/7/365 basis and Itron will respond to such Service Requests in accordance with the Service Levels. When Customer submits a Service Request, Customer will reasonably assess its urgency according to the appropriate Severity Level in Attachment A-1 to this Addendum. Itron will designate the initial Severity Level and the Parties will resolve any perceived gap regarding the Severity Level designation as soon as is reasonably practical.

5.3 Field Support. At Customer's request, and Itron's approval, Itron will dispatch support personnel to Customer's location to provide onsite Global Support Services ("**Requested Field Support**") related to a reported problem which cannot be addressed remotely. Requested Field Support will be billed at Itron's then-current rates, and Customer will reimburse Itron's travel-related expenses, unless the cause of the reported problem is found to be the fault of Itron.

6. Itron Software Maintenance.

6.1 Scope. Software Maintenance Services covers its associated Covered Software sold as any of the following: (i) on premise software license, and (ii) Software-as-a-Service or SaaS Hybrid subscription for software residing in the Itron cloud.

6.2 Modifications. Itron may modify or replace Covered Software so long as such modifications or replacements do not eliminate key, documented functionality provided by the most current System Release.

6.3 Fixes. Itron shall provide Fixes in accordance with the Service Levels. Itron's obligations with respect to Service Levels are contingent upon Customer (i) devoting the same level of effort to resolving the Error as is required of Itron, (ii) responding to requests made by Itron within the applicable Response Time, (iii) assigning only qualified personnel to help Itron address the Error, and (iv) providing all information, access, and assistance reasonably requested by Itron to address the Error.

6.4 Improvements. Itron shall provide Improvements, if any, at no charge to Customer if such Improvements are made within the current product specifications and are made available to Itron customers generally at no charge. Improvements released as new add-on modules and not part of the products original specifications, may require additional licensing and support fees and will be made available at Itron's then current rates.

6.5 Software Releases.

6.5.1 Release Numbering Convention. Upgrades, Fixes and/or Improvements are made available to customers through periodic Software Releases. For informational purposes, Itron's current practice (which may be changed by product, at any time in Itron's discretion) is to provide Software Releases using the numbering guideline, "X.X.X.X"



- 6.5.2** The first place, "**X.X.X.X**", in Itron's numbering convention refers to a "**Major Release**", or "System Release", which consists of a new version of Covered Software. A Major Release may include architectural changes, Improvements, Fixes and / or interfaces to new functional modules or platforms. A Major release may require infrastructure or component updates which affect compatibility with previous release versions.
- 6.5.3** The second place, "**X.X.X.X**", in Itron's numbering convention refers to a "**Minor Release**", which is an update to a current Major Release. A Minor Release may include consolidation of previous Service Packs, Improvements, Fixes, platform / 3rd party updates. Minor Release are provided to Itron customers on a regularly scheduled basis.
- 6.5.4** The third place "**X.X.X.X**", in Itron's numbering convention refers to a "**Service Pack**", which is an update to specific modules found in a current Major Release. A Service Pack may include Fixes to Severity 1 - Severity 4 issues for a specified Minor or Major Release.
- 6.5.5** The fourth place, "**X.X.X.X**", in Itron's numbering convention refers to a "**Hot Fix**," which is an un-scheduled release provided to one or more customers as a short-term, temporary fix to a critical Severity Level 1 Error. While not utilized by all Itron software product lines, Hot Fix releases are not made available to Itron customers generally but may be included in the next scheduled Minor Release or Service Pack for general release.
- 6.6 Support for On Premise Itron Enterprise Edition and OpenWay Software.** Itron will only provide Maintenance Services for on premise Itron Enterprise Edition and OpenWay software if Customer: (i) pays the applicable fees for such Maintenance Services, (ii) tests and installs Service Pack Releases associated with the Major or Minor Release in use by Customer within twelve (12) months of such Service Pack Releases being made available to Customer, and (iii) tests and installs the latest Major or Minor Releases within twenty-four (24) months to thirty-six (36) months of such Software Release being made available by Itron.
- 6.7 Support for Other On-Premise Covered Software.** Itron will only provide Maintenance Services for other on premise Covered Software if Customer: (i) pays the applicable fees for such Maintenance Services, and (ii) tests and installs Major, Minor and Service Pack Releases within twelve (12) months of such Software Releases being made available by Itron.
- 6.8 Support for SaaS or IaaS.** Itron will only provide Maintenance Services for Covered Software sold as a Software-as-a-Service or Hybrid SaaS subscription if Customer: (i) is current on all applicable fees for such Software-as-a-Service or SaaS Hybrid subscription and related Maintenance Services, and (ii) tests a Release as installed by Itron either in Customer's production Software-as-a-Service or Hybrid SaaS environment, or in Customer's funded non-production Software-as-a-Service or Hybrid SaaS environment, prior to Customer's full production use of the Release.
- 6.9 Support for Unsupported Itron Software.** At Customer's request, Itron may elect to provide Maintenance Services for an unsupported Software Release at its then-current rates.
- 6.10 Mandatory Revisions.** Customer must install all on premise Mandatory Revisions. "Mandatory Revisions" are releases intended to address an Error, a material security breach, or a third-party infringement claim or suit of any kind. ITRON DISCLAIMS ALL LIABILITY RELATED TO OR ARISING OUT OF CUSTOMER'S FAILURE TO INSTALL AN ON PREMISE MANDATORY REVISION IN A TIMELY FASHION.
- 6.11 Installation Services for On Premise Software Releases.** Maintenance Services for on premise Covered Software includes the following Software Release installation services: limited, remote consulting support, during standard business hours, for Covered Software on Itron-approved server configurations for one production server and one non-production server (test, training, or back-up – for example) owned / operated by Customer. At Customer's request, Itron may provide on premise Software Release installation services for System Releases or Service Packs on current certified production servers, additional production servers or nonproduction servers, at its then-current rates. Itron will install Releases to Covered Software sold as a Software-as-a-Service or Infrastructure-as-a-Service subscription in accordance with the applicable terms and conditions for such services.



- 6.12 Restoring Software to Maintenance Services.** If Customer declines or discontinues Maintenance Services and thereafter wishes to resume such Maintenance Services for the most recent Software Release of that Covered Software, Customer shall, prior to receiving Maintenance Services, notify Itron in writing of its request for Maintenance Services and pay Itron's then-current re-initiation fee, which shall not exceed an amount equal to all Annual Fees that would have been invoiced for the applicable Covered Software if Customer had not elected to decline or discontinue Maintenance Services for that Covered Software, plus a five percent (5%) markup, in addition to prorated Annual Fees for the then-current Maintenance Billing Cycle.
- 6.13 Exclusions.** Itron shall have no obligation to provide Maintenance Services for, or liability to Customer for Covered Software adversely affected by (i) use of Covered Software by anyone other than Itron in combination with software, equipment, or communications networks not referenced in the Documentation as being compatible with the Covered Software; (ii) modification or recompiling of Covered Software or Covered Software installation instructions / installation scripts or database schema scripts, or improper installation of a Release, by anyone other than Itron, (iii) failure to perform customer responsibilities describe in this Addendum, (iv) use of an unsupported version of Covered Software by anyone other than Itron; (v) Customer's failure to implement an on premise Mandatory Revision; (vi) maintenance and/or support of Covered Products other than by Itron; or (vii) viruses introduced through no fault of Itron.
- 6.14 Documentation and Backup.** Itron will make an electronic copy of the Documentation available to Customer at no additional charge via physical media or download access. Itron will also maintain a copy of its most recent supported version of executable on premise Covered Software to be made available to Customer or installed by Itron as necessary in the event of corrupted or inoperative on premise Covered Software. Said copy of executable on premise Covered Software or Third-Party software does not relieve Customer of its responsibility to backup and managed its on-premise software installation as part of ongoing system operation.
- 6.15 Customer Responsibilities.** The provision of Maintenance Services for Covered Software by Itron assumes that Customer will facilitate such services as follows:
- 6.15.1 Service Requests.** Customer will support Itron investigation and restoration efforts as defined in the Service Level table and will act upon / implement support solutions and workarounds recommended by Itron in a timely fashion. When escalating a Service Request with Itron, Customer's Primary Service Contact shall collect and provide all data logs, findings, analysis, and any relevant forensic information pertaining to the issue as outlined in Client Services Guideline Documents.
 - 6.15.2 Data Review.** If Itron determines that it is necessary to evaluate Customer data to reproduce error conditions not reproducible with Itron's standard test data sets, Customer will provide Itron with reasonable access to such data. Itron shall not be liable for any delay or failure to resolve the problem if access to such Customer data is denied to Itron.
 - 6.15.3 Installation and Upgrades.** Customer will engage Itron Global Support Services or their Itron account team for any on premise Covered Software installations and upgrades which require support beyond that provided herein.
 - 6.15.4 Remote Access.** Customer is responsible for supporting necessary remote access to on premise Covered Software by Itron support personnel assigned to provide Maintenance Services for purposes of remote diagnosis and troubleshooting of on premise Covered Software. Itron shall not be liable for any delay or failure to resolve a problem if remote access to on premise Covered Software is denied to Itron.
 - 6.15.5 System Configuration, Operation and Maintenance.** Customer is responsible for the configuration, operation, and maintenance of equipment, system peripherals, operating system, and data communications environment associated with on premise Covered Software. These activities include but are not limited to checking audit logs, clearing discovered exceptions, and performing daily, weekly, and monthly operational tasks and systems responsibilities. Customer is responsible for any change made to Customer's



software system, operating system, database or network configuration or any change to installation procedures, scripts, or any other provisions that materially affect the usability or operation of on premise Covered Software. Customer will consult with Itron prior to making any material changes that may affect the installation or operation of on premise Covered Software.

6.15.6 Network Administration. Customer is responsible to monitor and maintain, repair, replace and upgrade its local, and wide area network components (if any)—including network servers, network clients, network hubs, routers, modems, and other software components necessary for efficient and reliable network operations associated with on premise Covered Software—to ensure continued conformance with the applicable published Itron specifications. In addition, Customer is responsible to administer related host names, Internet Protocol addresses, network interfaces, access, security, communications, and equipment and software version control.

6.15.7 Database Administration. Customer is responsible to administer the agreed upon database(s) associated with on premise Covered Software, including hardware and software components, in accordance with the Documentation, which administration shall include, monitoring the database server, backing up electrical power sources, and configuring and administering of database schema, application interfaces, networking operating system, communications, and file transfer software. Customer is responsible to maintain database files (e.g., truncate, cleanup, and delete files consistent with industry standard practices) and perform regular data backup and data archiving.

7. Itron Equipment Maintenance.

7.1 Preventive and Corrective Maintenance. Upon receipt of an item of Covered Equipment, Itron shall (i) perform preventative Maintenance Services necessary to maintain the Covered Equipment in Operating Condition, and (ii) diagnose and correct any failure in the Covered Equipment as necessary to meet Operating Condition, excluding minor cosmetic deficiencies such as blemishes, dents or scratches.

7.2 Maintenance Procedures. Customer shall initiate a request for Maintenance Services for Covered Equipment by delivering the Covered Equipment to the applicable Itron Certified Repair Center identified on the Itron Equipment Repair Table. Return of Covered Equipment shall be at Customer's expense and in accordance with Itron's then-current Return Material Authorization ("RMA") procedures. Upon receipt of Covered Equipment (with the required information) under Itron's RMA procedures, Itron shall assess the item to determine (a) whether it is in fact Covered Equipment and (b) whether the maintenance requested is included within the Maintenance Services ordered by Customer and not otherwise excluded from coverage. If the returned equipment is determined to be Covered Equipment and the maintenance requested is included in the Maintenance Services ordered by Customer, Itron shall provide the applicable Maintenance Services and return the item of Covered Itron Equipment to Customer at Itron's expense within the applicable turnaround time identified on the Itron Equipment Repair Table. If Itron determines that returned equipment is not Covered Equipment or is excluded from the Maintenance Services ordered by Customer, then Itron will proceed in accordance with the estimation fees section below.

7.3 Exclusions. Covered Equipment Maintenance Services do not include repairs related to: (i) damage due to accident, abuse, misuse, inadequate maintenance, problems caused by electrical power surges or acts of God outside of the tolerances set forth in the applicable published Itron specifications; (ii) service or repair processes (including installation or de-installation of equipment, parts, or firmware/software) not performed or authorized by Itron; (iii) use of parts, configurations or repair depots not certified or authorized by Itron; or (iv) Customer's failure to perform material Customer responsibilities in accordance with this Addendum, including caring for Covered Equipment in accordance with applicable Documentation.

7.4 Estimation Fees. Itron will provide Customer with a price quote for the estimated cost (including current inspection fees), including labor, materials and shipping, for any repairs to equipment that are



requested, which Itron determines are excluded from or not included within the Maintenance Services ordered by Customer. If Customer elects not to proceed with the requested repair, Itron will return the item of equipment at Customer's expense and Itron may charge Customer its then-current inspection fee.

7.5 Adding/Restoring Equipment to Maintenance Services. Following the Effective Date, additional Covered Equipment purchased by Customer, of a similar type and model already covered under this Addendum, shall automatically be deemed to be Covered Equipment following the M&S Commencement Date. If Customer declines or discontinues Maintenance Services for any Covered Equipment and thereafter wishes to add or restore such equipment as Covered Equipment, Itron may, prior to such equipment being included as Covered Equipment, inspect such equipment at Itron's then current rates to determine whether it is in Operating Condition and/or charge Itron's then current re-certification fee, in addition to prorated Annual Fees for the then-current Maintenance Billing Cycle (the "Re-initiation Costs"). At Customer's request, Itron will provide Customer with a quote for estimated Re-initiation Costs for equipment that Customer wishes to add or restore as Covered Equipment under this section.

7.6 Equipment Responsibilities. Itron shall make available, and Customer shall obtain, a copy of the Documentation for Covered Equipment and Customer will be responsible to perform preventive maintenance for each such item in accordance with such Documentation. Customer shall also keep accurate records of Covered Equipment serial numbers and locations to assist Itron with performing Maintenance Services.

8. Fees and Invoicing. As compensation for the Maintenance Services, Customer shall, in advance, pay to Itron Annual Fees for each Maintenance Billing Cycle in which it receives Maintenance Services. Itron shall invoice Customer for Maintenance Services to be provided during the first Maintenance Billing Cycle as soon as practicable following the Effective Date. For Maintenance Services provided during any subsequent Maintenance Billing Cycle, including Maintenance Services for newly purchased or licensed Covered Products, Itron shall provide Customer with a renewal notice at least 120 days prior to the commencement of each Maintenance Billing Cycle. Customer may discontinue Maintenance Services for any Covered Product(s) by providing Itron with written notice of non-renewal for such Covered Product(s) no less than 90 days prior to the commencement of any subsequent Maintenance Billing Cycle. Otherwise, approximately 20 days prior to the commencement of each subsequent Maintenance Billing Cycle, Itron shall provide Customer with an invoice for Annual Fees payable by Customer for the forthcoming Maintenance Billing Cycle. Itron may, in its discretion, invoice Customer for Maintenance Services for a Covered Product that is added during any Maintenance Billing Cycle as soon as such Maintenance Services have been added (at a prorated amount) or at the beginning of the next Maintenance Billing Cycle. The Annual Fee for any partial Maintenance Billing Cycle (i.e., for Covered Products with a Maintenance Commencement Date or an increase in the applicable Annual Fees that falls after the beginning of the Maintenance Billing Cycle) shall be prorated based on the applicable M&S Commencement Date or Annual Fee increase date and the remaining number of months Customer is to receive Maintenance Services during such Maintenance Billing Cycle.

9. Support for Third Party Products. Itron shall provide first tier Global Support Services for Third Party Covered Products by handling all Customer inquiries, attempting to identify the component involved in the problem and obtaining appropriate documentation of such inquiry or problem. In addition, Itron shall make commercially reasonable efforts to facilitate Customer's receipt of maintenance and support for such Third-Party Covered Products consistent with the third-party maintenance terms identified on the applicable Order Document. Notwithstanding anything else to the contrary, Itron's sole obligation under this Addendum with respect to Third Party Covered Products shall be as set forth in this section.

10. Survival. The following sections of this Addendum shall survive termination or expiration of this Agreement or any Order Document or Statement of Work: Section 3 (End of Support), 6.7 (Exclusions), 7.4 (Exclusions), Section 8 (Fees and Invoicing) and 10 (Survival).

**Attachment 1 to Maintenance & Support Services Addendum**

–Service Levels –

Severity Level	Response Times	Effort Level and Restoration	Escalation
Severity Level 1* Business Impact: Critical Impact / System Down. A Production System Error for which there is no work-around, which causes Covered Software Product or a critical business function / process of said product to be unavailable such that system operation cannot continue. Example: a) Billing cannot be completed, b) Major documented function not working c) System hung or completely down	During regular business-hours Itron will begin the Service Request process during Customer's initial call. During after-hour periods, Itron will respond to a critical support voice messages within 15 minutes by a return call to Customer, to validate receipt of the critical support call and begin the Service Request process. Following the start of the Service Request process Itron will respond to Customer's Service Request within two (2) business hours with an investigation response. Itron will update Customer at three (3) hour intervals during each day the Service Request remains unresolved, or as otherwise agreed by the Parties. Customer will respond to an Itron inquiry or request within three (3) hours.	Itron will make diligent efforts on a 24x7 basis, or as otherwise agreed by the Parties, to: i) restore Covered Software with a change to eliminate root cause, ii) provide a workaround which restores Covered Software and downgrades the Severity Level to S2, S3, S4. Customer Support Staff must be available 24x7 to work cooperatively with Itron continuously until such time restoration is achieved.	An unresolved Service Request shall be escalated to Itron management as follows: After 30 minutes: Technical Customer Support Team Lead After 8 hours: Manager, Technical Client Services After 16 hours: Director, Global Support Services After 48 hours: Service Request. Vice President, Services and Delivery After 72 hours: President, Itron



Severity Level	Response Times	Effort Level and Restoration	Escalation
Severity Level 2* Business Impact: Major impact, degraded Operation. An Error other than a Severity Level 1 Error, for which there is no work-around, which degrades or limits operation of major system functions causing Covered Software to miss required business interface or deadlines. Covered Software remains available for operation but in a highly restricted fashion. Example: a) Billing cannot be complete on time, b) Major function is operating outside documented timing / term c) Covered Software operating slow, missing data, data delivery, daily mission.	During regular business-hours Itron will respond to Customer regarding Service Request within one (1) business day. While Service Request remains unresolved, Itron will update the Customer and the Service Request at least every other business day, or as otherwise agreed by the parties. Customer will respond to an Itron inquiry or request within one (1) business day.	Itron will make diligent efforts during normal business hours to: i) restore Covered Software with a change to eliminate root cause, ii) a workaround which restores Covered Software and downgrade the Severity Level to S3, S4.	An unresolved Service Request shall be escalated to Itron management as follows: After 1 hours: Technical Customer Support Team Lead After 8 hours: Manager, Technical Client Services After 24 hours: Director, Global Support Services After 30 Days: Vice President, Services and Delivery



Severity Level	Response Times	Effort Level and Restoration	Escalation
Severity Level 3** Business Impact: Minor Business Impact, compromised operations. An Error other than a Severity Level 1 or Severity Level 2 Error that has moderate impact on use of or access, with low business impact, but no preventing Customer from performing daily activities. Example: The Service Request affects use by Covered Software users, allowing Customer's functions to continue to meet daily business needs.	During regular business-hours Itron will respond to Customer regarding Service Request within two (2) business days. While Service Request remains unresolved, Itron will update the Service Request weekly, or as otherwise agreed by the parties. Customer will respond to an Itron inquiry or request within two (2) business days.	Itron will work during normal business hours to: i) restore Covered Software with a change to eliminate root cause, ii) a workaround which restores Covered Software and downgrades the Severity Level to S4.	
Severity Level 4 Business Impact: Standard Operations intact. A low or no-impact Error other than a Severity Level 1, Severity Level 2 or Severity Level 3 Error, or a request for enhancement / new functionality Example: Generally, a cosmetic Error or an Error which does not degrade Customer's use of the product or system.	During regular business-hours Itron will respond to Customer regarding Service Request within three (3) business days.	Itron GSS Management Team will make commercially reasonable efforts during normal business hours to understand the Service Request and provide applicable recommendations as to when a Fix may be schedule in a future release, or how to proceed with a formal enhancement request to Itron's product and delivery teams.	



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* Severity Level 1 and Severity Level 2 must be reported by phone to insure they are addressed under the appropriate severity level response process. Service Requests entered by email or Web access are generally addressed as a Severity Level 3.

** Service Request opened on Non-production servers / environments are entered as a Severity Level 3.

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ORDER DOCUMENT

This Order Document is governed by the Master Sales Agreement between Customer and Itron dated April 2, 2020, including any amendments thereto (the “**Agreement**”). Except as otherwise defined in this Order Document, capitalized terms herein have the meanings assigned to them in the Agreement.

This Order Document applies only to the products and services described in the pricing summary attached hereto as Attachment A (“**Pricing Summary**”) and the Statement of Work attached hereto as Attachment B.

1. ORDER DOCUMENT ATTACHMENTS AND ADDITIONAL DEFINITIONS

1.1. The following documents are attached to and made a part of this Order Document:

- 1.1.1. Attachment A, Pricing Summary;
- 1.1.2. Attachment B, Statement of Work;
- 1.1.3. Attachment C, Reserved;
- 1.1.4. Attachment D, Third Party License Terms;
 - 1.1.4.1. Attachment D-1, Cisco EULA;
- 1.1.5. Attachment E, Third-Party Covered Product Maintenance Terms;
 - 1.1.5.1. Attachment E-1 Cisco Third-Party Covered Product Maintenance Terms;
- 1.1.6. Attachment F, Third Party Equipment Warranty Terms;
 - 1.1.6.1. Attachment F-1, Reserved;
- 1.1.7. Attachment G, Third Party SaaS Terms;
 - 1.1.7.1. Attachment G-1, HCI Third Party SaaS Applications; and
- 1.1.8. Attachment H, Prevailing Wages and Hours of Labor.

1.2. The following defined terms are in addition to those defined in the General Terms and Conditions and the Addenda:

- 1.2.1. “**Available Endpoint**” has the meaning set forth in Section C (“Statement of Work (SOW) Definitions”) of the SOW.
- 1.2.2. “**Deliverable**” means any item delivered or produced by Itron under this Agreement, which may include equipment, hardware, software, products, reports, designs, memoranda, lists, diagrams, schedules, analyses, procedures, specifications, programs, computer systems, documentation and like items, whether in hard copy or electronic media; provided, that, the term “Deliverables” does not include services of any kind that are provided by Itron (or made available by Itron) under this Agreement.
- 1.2.3. “**CGR**” means Cisco Connected Grid Router.
- 1.2.4. “**Deployment Period**” means the period beginning on the Effective Date through the second anniversary of the Effective Date.
- 1.2.5. “**Endpoint**” has the meaning set forth in Section C (“Statement of Work (SOW) Definitions”) of the SOW.

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- 1.2.6. **“Field Area Network” or “FAN”** has the meaning set forth in Section C (“Statement of Work (SOW) Definitions) of the SOW.
- 1.2.7. **“FAN Design”** has the meaning set forth in Section C (“Statement of Work (SOW) Definitions) of the SOW.
- 1.2.8. **“Final FAN Design”** means the resulting FAN design based on modifications to the Preliminary FAN Design after the Parties complete site surveys using the Planned FAN Design procedures where FAN Device locations are agreed to by Itron and Customer as provided in the SOW ((including Section L, Workshops) that describes the process and site selection by the Parties.
- 1.2.9. **“FAN Device”** has the meaning set forth in Section C (“Statement of Work (SOW) Definitions) of the SOW.
- 1.2.10. **“Itron Software-as-a-Service” or “Itron SaaS” or “Itron Cloud Services”** means the service where Itron hosts or provides access to Software on Itron Servers at an Itron data center pursuant to the Hybrid SaaS and Software-as-a-Service Addendum.
- 1.2.11. **“Mesh Node Base”** means Itron OpenWay Riva Routing Node - Mesh Node Base.
- 1.2.12. **“Minimum Subscription Term”** has meaning set forth in the Hybrid SaaS and Software-as-a-Service Addendum.
- 1.2.13. **“Order Document Effective Date”** means the later of (a) the effective the date of the Agreement or (b) the date of the last signature provided on this Order Document below.
- 1.2.14. **“Planned FAN Design”** means the network design that has been adjusted based on additional inputs from the Customer as outlined in the SOW (including Section L, Workshops and Section O, System Performance), which include indoor and outdoor Endpoint locations as well as preferred CGR and Mesh Node Base locations and water modules/ERTS deployed or operating in “mobile mode.” (the Planned FAN Design is used to perform CGR site surveys).
- 1.2.15. **“Preliminary FAN Design”** means the preliminary FAN design submitted by Itron to Customer that is subject to modification pursuant to the Final FAN Design process set forth in the SOW. Assumptions of the Preliminary Network design are further defined in the SOW (including Section L, Workshops and Section O, System Performance) forming the basis of the FAN Coverage Guarantee.
- 1.2.16. **“Subscription Fee”** has meaning set forth in the Hybrid SaaS and Software-as-a-Service Addendum.
- 1.2.17. **“Third Party Software”** means the machine readable (object code) version of computer programs listed on an Order Document (a) for licensing by Customer that are not developed by or on Itron’s behalf or (b) made available to Customer via third-party software-as-a-service platforms or systems that are not developed by or on Itron’s behalf or owned or operated by Itron.
- 1.2.18. **“Third Party Products”** means Third Party Equipment and Third Party Software.

1.2.19. **“Third Party SaaS Applications”** means the Third Party Software applications provided by a third-party via software-as-a-service identified in Section 8.4 (“Third Party Software-as-a-Service”) of this Order Document.

1.2.20. **“Third Party SaaS Provider”** means the third-party provider of Third Party Software applications identified in Section 8.4 (“Third Party Software-as-a-Service”) of this Order Document.

2. TERM

2.1. This Order Document shall begin upon the Order Document Effective Date and expire or terminate in accordance with Section 3 (“Term”) of the General Terms and Conditions.

3. PRICING AND CURRENCY

3.1. **Pricing.** Initial pricing for the Deliverables, services and on-going work shall be set forth in the Pricing Summary (subject to the Notes and Assumptions included therein) and Section S1 (“Services Fees”) of the SOW, as applicable. Except for Third Party SaaS Applications pursuant to the expiration of the applicable Third Party SaaS Term, Customer may purchase Deliverables and services at the fees and rates set forth in the Pricing Summary and Section S1 (“Services Fees”) of the SOW, as applicable, during the five (5) year period following the Effective Date (the **“Pricing Period”**), subject to the following provisions:

3.1.1. **Fixed Pricing Period.** Fees and rates on the Pricing Summary shall be held constant during the Deployment Period (the **“Fixed Pricing Period”**), unless the Pricing Period expires earlier pursuant to Section 3.1.3 (“Expiration of Pricing Period”) of this Order Document, excluding Itron SaaS, Third Party Products (including Third Party SaaS Applications) and third-party services (the pricing of which will increase or decrease as set forth in Section 3.1 (“Pricing”) of this Order Document below).

3.1.2. **Limitation on Annual Adjustments for Itron SaaS.** With respect to Itron SaaS, annual adjustments to the Subscription Fee are limited as follows: (i) no adjustment shall be applied during the initial two (2) years of the Minimum Subscription Term and (ii) upon the third (3rd) anniversary of the Commencement Date set forth in the Hybrid SaaS and Software-as-a-Service Addendum and for each annual Subscription Term thereafter through the end of the Pricing Period, the Subscription Fee shall increase by three percent (3%) over the prior year’s Subscription Fee. The Parties agree that a minimum fee of at least one thousand dollars (\$1,000) per month will be charged to Customer for Itron SaaS. Annual pricing periods will commence on February 1 of each calendar year. Year one (1) will be pro-rated to align with the pricing schedule identified herein.

3.1.3. **Expiration of Pricing Period.** The Pricing Period shall expire automatically upon the earlier to occur of (i) expiration of the Pricing Period, (ii) termination of the SOW (or any portion thereof), the Agreement or this Order Document for any reason, or (iii) termination of the Pricing Period pursuant to Section 5.2 (“Retroactive Price Adjustments”) of this Order Document. Following expiration of the Pricing Period, Customer may no longer purchase Deliverables or services under this Order Document, absent a mutually agreed upon amendment to this Order Document that further extends the Pricing Period, which is signed by an authorized representative of each Party.

3.1.4. **List Price.** Following the Fixed Pricing Period, and during any remaining balance of the Pricing Period, Customer shall have the right to purchase Itron-branded Deliverables and Itron services at Itron's then-current list prices or then-current rates, which pricing and rates may be negotiated in good faith by the Parties depending Customer's required volumes and committed purchases.

3.1.5. **End of Sale.** Upon not less than thirty (30) days' notice, Itron may discontinue the sale of any Equipment under this Order Document after the Deployment Period if it discontinues selling such Equipment to all customers. The foregoing right shall not in any way affect Itron's obligations under Section 4.1 ("Warranties") of the General Terms and Conditions.

3.1.6. **Prevailing Wages.** The initial pricing for Endpoint Installation as set forth in the Pricing Summary is based on use of prevailing wages as published for Benton County, Washington. Customer agrees that any change in local, state or federal law or regulation that affects labor costs or pricing (including, without limitation, employee benefits or minimum wages) will entitle to Itron to a change order for such corresponding increase thereto.

3.1.7. **Third Party Products and Services.**

3.1.7.1. **Badger Water Meters.** Fees for the quantities of Badger water meters specified on the Pricing Summary shall be held constant until October 31, 2020. Following expiration of such period and during the balance of the Pricing Period, fees for quantities of Badger water meters will be at Badger's then-current list prices.

3.1.7.2. **All Other Third Party Products and Third-party Services.** Except as set forth in Section 3.1.7.1 ("Badger Water Meters") of this Order Document, Itron may at any time increase the fees applicable to Third Party Products and third-party services to reflect increases in Itron's pricing with such applicable third-party supplier(s). Itron will provide Customer with no less than thirty (30) days advance written notice of any such increases during the Pricing Period. Such increases will apply to Purchase Orders accepted after the effective date of the increase.

3.2. **Currency.** The currency shall be United States Dollars.

4. **INVOICING AND PAYMENT TERMS**

4.1. **Invoicing.** Itron will invoice Customer for fees in connection with this Order Document in accordance with Section 6 ("Fees, Invoicing, Payment and Taxes") of the General Terms and Conditions and Section 3.2 ("Currency") of this Order Document.

4.2. **Payment.** Customer will pay fees to Itron in connection with this Order Document in accordance with Section 6 ("Fees, Invoicing, Payment and Taxes") of the General Terms and Conditions, Section 3.2 ("Currency") of this Order Document and Section 5.2 ("Retroactive Price Adjustments").

5. **EQUIPMENT**

5.1. **Itron and Third-Party Equipment.** The following table identifies the type of Itron Equipment and Third-Party Equipment that Itron will provide under this Order Document:

Itron Equipment	Third Party Equipment
-----------------	-----------------------

Itron Electric Meters	Cisco Connected Grid Routers
Itron Water ERTS	Badger Water Meters
Itron OpenWay Riva Routing Node - Mesh Node Base	Nicor Meter Boxes and Lids
	Panasonic Tablets

5.2. **Retroactive Price Adjustments.** The fees for a product type of the Equipment set forth in Table 5.2(A) below (the “**Committed Purchase Equipment**”) are contingent upon Customer purchasing at least ninety Percent (90%) of the total, aggregate quantities of such product type of the Committed Purchase Equipment as specified on the Pricing Summary prior to the end of the Deployment Period. If Customer fails to purchase at least ninety percent (90%) of the total, aggregate quantities of each such product type of the Committed Purchase Equipment as specified on the Pricing Summary prior to the end of the Deployment Period, the Pricing Period shall terminate and the fees with respect to the actual quantities of each such product type of the Committed Purchase Equipment purchased by Customer for which there is a shortfall will be retroactively increased by the product of (i) the applicable unit price set forth in the Pricing Summary and (ii) the applicable percentage set forth in Table 5.2(B) below (the “**Retroactive Fees**”). Notwithstanding the foregoing in this Section 5.2, Retroactive Fees shall not be applicable if Customer fails to purchase at least ninety percent (90%) of the total, aggregate quantities of each product type of the Committed Purchase Equipment specified on the Pricing Summary prior to the end of the Committed Purchase Period to the extent such failure is due to Customer's termination of the Agreement for cause pursuant to Section 11 (“Termination”) of the General Terms and Conditions.

Table 5.2(A) Equipment Subject to Retroactive Fees Committed Purchase Equipment
Itron Electric Meters
Itron Water Modules / ERTS

Table 5.2(B)	
Committed Purchase Equipment	Percentage Increase
90% or more of the total product type of Committed Purchase Equipment quantities specified on the Pricing Summary	0%
60% to less than 90% of the total product type of Committed Purchase Equipment quantities specified on the Pricing Summary	10%
Less than 60% of the total product type of Committed Purchase Equipment quantities specified on the Pricing Summary	15%

Itron will invoice Customer for the Retroactive Fees (if any) following the end of the Pricing Period and such fees shall be paid to Itron within thirty (30) days after Customer's receipt of such invoice.

5.3. **License Terms for Third Party Firmware.** Firmware embedded in Third-Party Equipment shall be subject to the applicable terms of Attachment D ("Third Party License Terms") of this Order Document for such Firmware and related documentation, and Customer shall comply with the respective Third-Party Equipment supplier terms and conditions set forth therein.

5.4. **Equipment Forecasts and Ordering Procedures.** Lead times for all Equipment shall be the then-current lead time of Itron or the third-party manufacturer, as applicable, pursuant to Section 5 ("Ordering, Lead Time & Ship Date") of the Equipment Addendum.

5.5. **Warranties.**

5.5.1. **Express Warranty Periods.** In accordance with Section 4.1 ("Warranties") of the General Terms and Conditions, the table below specifies the express warranty periods for Itron Equipment and the current manufacturer warranty period for Third Party Equipment identified in this Order Document:

Itron Equipment	Express Warranty Period
Itron Electric Meters	Per Equipment Addendum
Itron Water ERTS	Per Equipment Addendum
Itron OpenWay Riva Routing Node - Mesh Node Base	1 year from original shipment date by Itron
Third Party Equipment	Manufacturer Warranty Period
Cisco Connected Grid Routers	5 years from original shipment date by Cisco
Badger Water Meters	Pursuant to the applicable third-party warranty terms
Nicor Meter Boxes and Lids	Pursuant to the applicable third-party warranty terms
Panasonic Tablets	Pursuant to the applicable third-party warranty terms

5.5.2. **Scope of Itron Equipment Warranties.** The warranties set forth in Section 4 ("Warranties and Disclaimer") of the General Terms and Conditions and the Equipment Addendum are the only warranties made by Itron with respect to Itron Equipment provided under this Order Document.

5.5.3. **Scope of Third-Party Equipment Warranties.** Third-Party Equipment provided under this Order Document is governed by the terms and conditions of the Agreement including, Section 15 ("Third-Party Equipment Warranty") of the Equipment Addendum. Third-Party Equipment Warranty terms of the applicable Third-Party Equipment supplier may be provided upon request or included as a sub-attachment to Attachment F of this Order Document by the Parties (for convenience and reference purposes only) for the respective Third-Party Equipment.

6. SOFTWARE

- 6.1. **Licensed Software.** The following table identifies Licensed Software that Itron will provide under this Order Document:

Itron Software	Third Party Software
None – Not Applicable	None – Not Applicable

- 6.2. **License Terms for Third Party Software.** Third Party Software that is Licensed Software shall be subject to the applicable terms of Attachment D (Third Party License Terms) to this Order Document for such Software and Customer shall comply with the respective Third-Party Software supplier terms and conditions set forth therein.
- 6.3. **Scope of Itron Software Warranties.** The warranties set forth in Section 4 (“Warranties and Disclaimer”) of the General Terms and Conditions and the Software Addendum are the only warranties made by Itron with respect to Itron Software provided under this Order Document.
- 6.4. **Scope of Third-Party Software Warranties.** Third-Party Software provided under this Order Document is governed by the terms and conditions of the Agreement including, Section 11 (“Third-Party Software Warranty”) of the Software Addendum and this Order Document.

7. MAINTENANCE AND SUPPORT SERVICES

- 7.1. **Covered Products.** Itron shall provide Maintenance Services for the following Equipment and Licensed Software as Covered Products pursuant to the terms and conditions of the Agreement including, the Maintenance and Support Services Addendum and this Order Document:

Itron Covered Products	Third Party Covered Products
Open Way Operations Center	Cisco Field Network Director
Itron Security Manager	
Itron Analytics – Simple Outage Filter	
Itron OpenWay Riva Routing Node - Mesh Node Base	

- 7.2. **Support for Third-Party Covered Products.** Itron Maintenance Services with respect to Third Party Covered Products is set forth in Section 9 (“Support for Third Party Products”) of the Maintenance and Support Services Addendum and shall be subject to the applicable terms of Attachment E (“Third-Party Covered Product Maintenance Terms”) for such Covered Products. Customer shall comply with the applicable Third-Party Equipment supplier terms and conditions set forth Attachment E (“Third-Party Covered Product Maintenance Terms”) with respect to such respective Covered Products.
- 7.3. **Support for Third-Party Covered Products.** Third-Party Covered Products shall be subject to the terms of Attachment E-1 (Third-Party Covered Product Maintenance Terms). Customer shall comply with the terms and conditions set forth in Attachment E (Third-Party Covered Product

Maintenance Terms) with respect to maintenance and support for the applicable Third Party Covered Products and related documentation.

- 7.4. **M&S Commencement Dates.** The M&S Commencement Dates for the Covered Products identified in this Order Document shall be as follows:

Covered Product	M&S Commencement Date
OpenWay Operations Center	The earlier of (1) validation of Software-as-a-Service implementation by Itron pursuant to the applicable Statement of Work, or (2) sixty (60) days after completing application system setup.
Itron Security Manager	
Itron Analytics – Simple Outage Filter	
Itron OpenWay Riva Routing Node - Mesh Node Base	Upon expiration of the Express Warranty Period
Cisco Field Network Director	When the software is available for use
Cisco Connected Grid Routers	Upon Shipment

- 7.5. **Reserved.**

8. SERVICES

- 8.1. **Scope of Professional Services.** Itron shall provide Professional Services under this Order Document as specified in Attachment B ("Statement of Work") in accordance with the terms and conditions of the Agreement including, the Professional Services Addendum and this Order Document.
- 8.2. **Scope of Professional Services Warranties.** Professional Services provided under this Order Document are governed by the terms and conditions of the Agreement including, Sections 9 ("Express Warranties and Professional Services") and Section 10 ("Remedies") of the Professional Services Addendum, and this Order Document.
- 8.3. **Software-as-a-Service.** Itron will grant Customer access under this Order Document to the Software applications or the Licensed Software (as applicable) identified in the table below via Software-as-a-Service in accordance with the Agreement including, the Hybrid SaaS and Software-as-a-Service Addendum and this Order Document:

SaaS Software Applications	
Itron Software	Third Party Software
Open Way Operations Center	Cisco Field Network Director
Itron Security Manager	

Itron Analytics – Simple Outage Filter	
--	--

- 8.4. **Third Party Software-as-a-Service.** Itron will use commercially reasonable efforts to cause the applicable Third Party SaaS Provider to grant Customer access under this Order Document to the Third Party Software applications or the Licensed Software (as applicable) identified in the table below in accordance with Attachment G (Third Party SaaS Terms) to this Order Document:

Third Party Software-as-a-Service	
Third Party SaaS Provider	Third Party SaaS Application
Hometown Connections, Inc. (“ HCI ”)	HCI – ElectSolve MDMS

- 8.5. **Terms Applicable to Third Party Software-as-a-Service.** All Third Party SaaS Applications and related documentation is separately licensed or made available by the applicable Third Party SaaS Provider, and Customer’s rights and responsibilities with respect to such Third Party Software or documentation shall be governed in accordance with the Third Party SaaS Provider’s applicable terms. Third Party SaaS Applications shall be subject to the applicable terms of Attachment G (Third Party License Terms) to this Order Document and Customer shall comply with the respective Third Party SaaS Application terms and conditions set forth therein.
- 8.6. **Termination of Third Party Software-as-a-Service.** Itron and the applicable Third Party SaaS Provider shall enter into an agreement that contains, among other things, terms substantially similar those set forth in Attachment G (Third Party License Terms) to this Order Document (“**Third Party SaaS Agreement**”). Access to all Third Party SaaS Applications shall terminate upon the earlier of (a) the second (2nd) anniversary of the Commencement Date identified in Attachment G-1; (b) termination or expiration of the Pricing Period for any reason; or (c) termination or expiration of the applicable Third Party SaaS Agreement for any reason (the “**Third Party SaaS Term**”). Upon such termination or expiration, access to such Third Party SaaS Application through Itron shall cease and Customer shall enter into or accept one or more separate Third Party SaaS Provider agreements for all purposes with respect to such Third Party SaaS Application.
- 8.7. **No Support or Maintenance.** Itron shall have no obligation at any time under the Agreement (including this Order Document) to provide support or maintenance for the Third Party SaaS Applications. Without prejudice to Section 11 (“Termination”) regarding Itron’s notification rights, Customer shall directly contact the applicable Third Party SaaS Provider pursuant to Attachment G (Third Party License Terms) to this Order Document with respect to functionality or any performance issues (including, the notification or resolution thereof) pertaining to the Third Party SaaS Applications.
- 8.8. **Disclaimers.** Itron is not the owner or operator of Third Party SaaS Applications, platforms or systems and makes no representations or warranties whatsoever, directly or indirectly, express or implied, as to the suitability, durability, and fitness for use, merchantability, condition, quality, performance or non-infringement of any Third Party SaaS Applications, platforms or systems. Third Party SaaS Applications, platforms or systems shall be subject to any warranties provided by the applicable Third Party SaaS Provider.

8.9. **Exclusive Obligations and Remedies.** As Itron's sole and exclusive obligation (and Customer's sole and exclusive remedy) with respect to the Third Party SaaS Applications, Itron will make commercially reasonable efforts to enforce on Customer's behalf, any warranties and remedies received from the applicable Third Party SaaS Provider set forth in Third Party SaaS Agreement during the Third Party SaaS Term. Itron shall have no obligations whatsoever related to the Third Party SaaS Applications upon the expiration or termination of the Third Party SaaS Term. EXCEPT AS SET FORTH IN SECTION 8.10 ("EFFECT OF EARLY TERMINATION") OF THIS ORDER DOCUMENT, CUSTOMER HEREBY FOREVER RELEASES AND DISCHARGES ITRON AND ITS AFFILIATES OF ANY AND ALL CLAIMS, LIABILITIES AND DAMAGES OF ANY REASON OR NATURE WHATSOEVER (AND HEREBY FOREVER WAIVES ANY AND ALL RIGHTS AND REMEDIES AGAINST ITRON AND ITS AFFILIATES) RELATED TO, ARISING OUT OF, OR IN CONNECTION WITH, THE THIRD PARTY SAAS APPLICATIONS, PLATFORMS OR SYSTEMS. CUSTOMER ACKNOWLEDGES AND AGREES THAT ITRON WOULD NOT HAVE ENTERED INTO THIS ORDER DOCUMENT FOR THE PROVISION OF THIRD PARTY SAAS APPLICATIONS WITHOUT CUSTOMER'S FOREGOING RELEASE, DISCHARGE AND WAIVER.

8.10. **Effect of Early Termination.** As Customers sole and exclusive remedy for any breach of this Agreement with respect to the Third Party SaaS Applications, platforms or systems (including, without limitation: (a) any material alteration of the functionality thereof by the third-party provider; (b) cessation of availability thereof by the third-party provider or (c) the general prevention of the use thereof by the third-party provider), Customer may terminate without liability to Itron or reimbursement (other than a refund of any prepaid unused portion of the fees applicable to such terminated Third Party SaaS Applications), only that portion of the SOW applicable to such affected Third Party SaaS Applications. Customer acknowledges and agrees that in the event of the foregoing termination, the Agreement (other than the applicable portion of the SOW for which termination is permitted under this Section) will continue unchanged and remain valid and in full force and effect.

9. FAN COVERAGE GUARANTEE

- 9.1. Based on the Preliminary FAN Design and the modification process of the Planned FAN Design, Itron guarantees that the Field Area Network, if installed by Customer in accordance with the Final FAN Design and the preferred installation standards that are created pursuant the SOW and mutually agreed by the Parties in a writing signed by each Party (the "**Preferred Installation Standards**"), will enable Available Meters to satisfy the system performance criteria set forth in Section Q of the SOW ("**Acceptance Tests**") using no more than one hundred and ten percent (110%) of the amount of FAN Devices specified on the Pricing Summary plus any additional FAN Devices attributable to Customer as a result of the modification process of the Planned FAN Design (the "**FAN Coverage Guarantee**"). If Itron, acting reasonably, determines that Customer has not installed the Field Area Network in accordance with the Final FAN Design or the Preferred Installation Standards, Itron will notify Customer and Customer will correct the installation in accordance with the Final Fan Design and Preferred Installation Standards. Customer's failure to do so shall relieve Itron of its obligations with respect to the FAN Coverage Guarantee to the extent that it would require Itron to provide FAN Devices under this Section 9 ("FAN Coverage Guarantee").
- 9.2. Itron shall be deemed to have fully met all of its obligations with respect to the FAN Coverage Guarantee (and the FAN Coverage Guarantee shall no longer apply) upon the earlier of (i) successful completion of the Acceptance Tests, or (ii) the date scheduled for the Acceptance Tests as set forth in the SOW; provided, that, such date shall be automatically extended by an amount

equal to any period specified in a change order and any period during which Customer is prevented from performing or successfully completing such Acceptance Tests as a result of Itron's failure to adhere to the Agreement, including this Order Document ("**FAN Coverage Guarantee Expiration Date**").

- 9.3. If it is necessary during the FAN mitigation process to install more FAN Devices than specified on the Pricing Summary (up to one hundred and ten percent (110%) of the FAN Devices) to satisfy the FAN Coverage Guarantee, Customer will pay for the purchase of such additional FAN Devices and install such additional FAN Devices in accordance with the Final FAN Design, the Preferred Installation Standards and pursuant to the modification process of the Planned FAN Design. If the installation of more than one hundred and ten percent (110%) of the FAN Devices is necessary to satisfy the FAN Coverage Guarantee, as Customer's sole and exclusive remedy with respect to the FAN Coverage Guarantee, Itron will provide Customer with such additional FAN Devices at Itron's expense and Customer shall install such additional FAN Devices in accordance with the Final FAN Design, Preferred Installation Standards and pursuant to the modification process of the Planned FAN Design.
- 9.4. Itron shall have no obligation with respect to this Section 9 ("FAN Coverage Guarantee") (and shall have no obligation to provide any of the remedies set forth in this Section 9), beyond the earlier to occur of (a) the FAN Coverage Guarantee Expiration Date or (b) termination or expiration of this Order Document or the Agreement in accordance with Section 11 ("Termination") of the General Terms and Conditions.
- 9.5. THE REMEDIES STATED ABOVE WILL BE OWNER'S SOLE AND EXCLUSIVE REMEDIES UNDER THIS SECTION 9 IN THE EVENT OF CONTRACTOR'S FAILURE TO SATISFY THE FAN COVERAGE GUARANTEE.

10. MISCELLANEOUS.

- 10.1. Except as otherwise expressly provided or modified in this Order Document, the (i) terms and conditions of the Agreement remain in full force and effect, and (ii) the Agreement, including this Order Document, constitute the entire and exclusive agreement between the Parties regarding the subject matter hereof, and supersede all proposals and prior agreements, oral or written, and all other communications. In the event of a conflict between this Order Document and the balance of the Agreement, this Order Document shall govern.

11. VIOLATION OF WAGE PAYMENTS

- 11.1. Itron shall not be in violation relating to wage payments as defined in RCW 49.48.082 or any provision of Chapters 49.46 or 49.52.

Each Party has executed this Order Document by its duly authorized representative.

Itron, Inc.

City of Richland, WA

Signature

Signature

Printed Name

Printed Name

Title

Title

Date

Date

DRAFT

CONFIDENTIAL

Attachment A

Pricing Summary

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Pricing Summary to follow on next page**

DRAFT



Electric / Gas / Water
Information collection, analysis and application

2111 N. Molter Rd.
Liberty Lake, WA 99019
fax: 866-787-6910

www.itron.com

Pricing Summary for

City of Richland, WA

BMR# 15332-18 Ver2

March 31, 2020

Item	Category	Description	Qty	Unit Price	Extended Price	Notes
Electricity Meters						
Itron Equipment						
1	Meters	C2SRD Form 2S, CL200, 240V with remote disconnect	21,337	\$95.00	\$2,027,015.00	
2	Meters	CP2SRA Form 2S, CL200, 120V-277V with 2 KYZ, 1 KY with Bare leads termination	2	\$248.00	\$496.00	
3	Meters	C2SR Form 2S CL320, 120V	1,436	\$95.00	\$136,420.00	
4	Meters	CP2SRA Form 3S, CL20, 120V-277V	1,180	\$175.00	\$206,500.00	
5	Meters	CP2SRA Form 4S, CL20, 120V-277V	266	\$175.00	\$46,550.00	
6	Meters	CP2SRA Form 9S(8S), CL20, 120V-277V	838	\$198.00	\$165,924.00	
7	Meters	CP2SRA Form 9S(8S), CL20, 120V-277V with 2 KYZ, 1 KY with Bare leads termination	46	\$248.00	\$11,408.00	
8	Meters	CN2SRD Form 12S, CL200, 120V with remote disconnect	876	\$115.00	\$100,740.00	
9	Meters	CP2SRA Form 16S(14S, 15S, 17S), CL200, 120V-277V	598	\$198.00	\$118,404.00	
Electric Meter Total					\$2,813,457.00	
<i>Estimated Sales Tax (8.6%)</i>				\$241,957.30		
Water Endpoints						
Itron Equipment						
10	Endpoints	OpenWay Riva Water Module-Pit	19,635	\$58.00	\$1,138,830.00	
11	Endpoints	OpenWay Riva Water Module-Remote	409	\$58.00	\$23,722.00	
12	Endpoints	OpenWay Riva Through Lid Mount Kit	19,500	\$2.50	\$48,750.00	
13	Endpoints	OpenWay Riva Through-the-Lid remote mount antenna Kit	164	\$34.00	\$5,576.00	
14	Endpoints	OpenWay Riva Mounting Kit for Remote Installations	409	\$2.50	\$1,022.50	
15	Endpoints	Standard 5' cable with In-Line connector	18,917	\$5.75	\$108,772.75	
16	Endpoints	Standard 25' cable with In-Line connector	1,128	\$15.00	\$16,920.00	
17	Endpoints	OpenWay Riva Rod Mount Adaptor	TBD	\$2.50	TBD	
18	Endpoints	18" Mounting Rod, fiberglass, 1/2" diameter	TBD	\$1.00	TBD	
19	Endpoints	Itron Splice Kit	409	\$4.50	\$1,840.50	
20	Endpoints	Inline Connector Security Seal (packages of 120)	20,160	\$0.20	\$4,032.00	
21	Endpoints	Endpoint Disposal	1,570	\$2.50	\$3,925.00	
Water Module Total					\$1,353,390.75	
<i>Estimated Sales Tax (8.6%)</i>				\$116,391.60		
Third-party Equipment						
22	Meters	RCDL M35 LL Disc Meter (NSF 61-G), 3/4" (3/4X 7 1/2), Cast Iron Bottom, Less Connections, HRE Registration, Cubic Feet, 8 Dial - 0.01 Ft3, Plastic Shroud / Plastic Lid (Gray) Generic Connectivity, Itron Supplied, Itron Connector, 5 ft, UM1-0018-7238	8,215	\$117.46	\$964,933.90	
23	Meters	RCDL M70 LL Disc Meter (NSF 61-G), 1" (1 X 10 3/4), Cast Iron Bottom, Less Connections, HRE Registration, Cubic Feet, 8 Dial - 0.01 Ft3, Plastic Shroud / Plastic Lid (Gray) Generic Connectivity, Itron Supplied, Itron Connector, 5 ft, UM1-0018-7239	2,465	\$181.52	\$447,446.80	
24	Meters	Badger M120 1.5" LF Bronze Disc Meter, elliptical long drilled, less connections, HRE-Mechanical, Cubic Feet, Plastic lid and shroud, Itron Supplied ILC Connector, 5' lead	157	\$365.11	\$57,322.27	
25	Meters	Badger T160 1.5" Turbo Series Meter , HRE-Mechanical, Cubic Feet, plastic lid/plastic shroud, Standard Set Screw, Itron Supplied ILC Connector, 5' lead	11	\$728.84	\$8,017.24	
26	Meters	Badger M170 2" LF Bronze Disc Meter,elliptical long drilled, less connections, HRE-Mechanical, Cubic Feet, Plastic lid and shroud, Itron Supplied ILC Connector, 5' lead	125	\$514.94	\$64,367.50	
27	Meters	Badger T200 2" Turbo Series Meter , HRE-Mechanical, Cubic Feet, plastic lid/plastic shroud, Standard Set Screw , Itron Supplied ILC Connector, 5' lead	10	\$817.71	\$8,177.10	
28	Meters	Badger CSM-3 3" Compound Series meter w/ (2) HRE-Mechanical,Cubic Feet, plastic lid/plastic shroud, Standard Set Screw, Itron Supplied ILC Connector, 5' lead	TBD	\$1,719.12	TBD	
29	Meters	Badger CSM-4 4" Compound Series meter w/ (2) HRE-Mechanical, Cubic Feet, plastic lid/plastic shroud, Standard Set Screw, Itron Supplied ILC Connector, 5' lead	2	\$2,716.29	\$5,432.58	
30	Registers	Badger HRE Register for M35 Pit (plus Itron-provided 5' ILC)	6,562	\$52.70	\$345,817.40	
31	Registers	Badger HRE Register for M35 Remote (includes 25' bare wire; no ILC)	398	\$63.81	\$25,396.38	
32	Registers	Badger HRE Register for M70 Pit (plus Itron-provided 5' ILC)	1,267	\$52.70	\$66,770.90	
33	Registers	Badger HRE Register for M70 Remote (includes 25' bare wire; no ILC)	10	\$63.81	\$638.10	

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Electric / Gas / Water
Information collection, analysis and application

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Pricing Summary for

City of Richland, WA

BMR# 15332-18 Ver2

March 31, 2020

34	Registers	Badger HRE Register for M120 Pit (plus Itron-provided 25' ILC)	286	\$57.87	\$16,550.82
35	Registers	Badger HRE Register for M170 Pit (plus Itron-provided 25' ILC)	306	\$57.87	\$17,708.22
36	Registers	Badger HRE Register for M170 Remote (includes 25' bare wire; no ILC)			
			1	\$68.98	\$68.98
37	Registers	Badger HRE Register for 1 1/2" T160 Pit (plus Itron-provided 25' ILC)	16	\$73.02	\$1,168.32
38	Registers	Badger HRE Register for 2" T200 Pit (plus Itron-provided 25' ILC)	43	\$73.02	\$3,139.86
39	Registers	Badger HRE Register for 3" T450 Pit (plus Itron-provided 25' ILC)	21	\$73.02	\$1,533.42
40	Registers	Badger HRE Register for 4" T1000 Pit (plus Itron-provided 25' ILC)	20	\$74.13	\$1,482.60
41	Registers	Badger HRE Register for 6" T2000 Pit (plus Itron-provided 25' ILC)	6	\$75.24	\$451.44
42	Registers	Badger HRE Register for Compound 2" (2 HRE) (plus two Itron-provided 25' ILCs)	7	\$142.52	\$997.64
43	Registers	Badger HRE Register for Compound 3" (2 HRE) (plus two Itron-provided 25' ILCs)	27	\$143.63	\$3,878.01
44	Registers	Badger HRE Register for Compound 4" (2 HRE) (plus two Itron-provided 25' ILCs)	15	\$144.74	\$2,171.10
45	Registers	Badger HRE Register for Compound 6" (2 HRE) (plus two Itron-provided 25' ILCs)	5	\$145.86	\$729.30
46	Registers	Badger HRE Register for Fire Service Assemblies 6" (2 HRE) (plus two Itron-provided 25' ILCs)	1	\$145.86	\$145.86
47	Registers	Badger HRE Register for Fire Service Assemblies 8" (2 HRE) (plus two Itron-provided 25' ILCs)	9	\$146.97	\$1,322.73
48	Registers	Badger HRE Register for Fire Service Assemblies 10" (2 HRE) (plus two Itron-provided 25' ILCs)	3	\$148.08	\$444.24
49	Registers	Badger 25' Bare Wire (basements)	TBD	TBD	TBD
50	Pit Lids	11 1/8 x 17 7/8" Nicor Read-Rite polymer lid, no lock, black, WATER, thru hole for Itron Riva recess, H20 rated, Rebar; FULL FREIGHT ALLOWED	16,239	\$21.80	\$354,010.20
51	Pit Lids	15 x 26 1/4" Nicor Read-Rite polymer lid, no lock, black, WATER, thru hole for Itron Riva recess, H20 rated, Rebar; FULL FREIGHT ALLOWED	830	\$63.29	\$52,530.70
Water Meter Total					\$2,452,653.61
<i>Estimated Sales Tax (8.6%)</i>				\$210,928.21	
Network Infrastructure					
Itron Equipment					
52	Network	OpenWay Riva Routing Node - Mesh Node Base (120V)	4	\$486.00	\$1,944.00
53	Network	Itron Mobile Radio 2 w/USB Cable and Charger	4	\$1,995.00	\$7,980.00
54	Network	Carry Accessory, Shoulder and Belt Clip	4	\$85.00	\$340.00
Third-party Equipment					
55	Network	Connected Grid Router - CGR 1240 Ethernet, w/ 4 module slots, 2 GE, 2 serial, 4 FE LAN, Wi-Fi, GPS	13	\$5,398.00	\$70,174.00
56	Network	Panasonic TOUGH PAD FZ-G1 MK5 10" Tablet. WIN10, 256GB SSD, 4G LTE, GPS, 2D Barcode, Rotating Hand strap, tall corner guards, long-life battery, 3-year Panasonic warranty	4	\$3,914.00	\$15,656.00
Network Equipment Total					\$96,094.00
<i>Estimated Sales Tax (8.6%)</i>				\$8,264.08	
Software-as-a-Service (SaaS) up to 46,180 endpoints					
Itron Software (Year 1)					
57	Software	OWOC - Collection Manager	1	\$18,745.00	\$18,745.00
58	Software	Itron Security Manager	1	\$2,764.00	\$2,764.00
59	Services	OWOC / ISM Cloud Services	1	\$ 21,043.10	\$21,043.10
60	Software	Cisco IoT Field Network Director	1	\$28,068.44	\$28,068.44
61	Services	IoT FND Cloud Services	1	\$ 29,378.74	\$29,378.74
62	Services	Prepay Interface Cloud Services	1	\$ 5,620.00	\$5,620.00
					\$105,619.28
Itron Software (Year 2)					
63	Software	OWOC - Collection Manager	1	\$18,745.00	\$18,745.00
64	Software	Itron Security Manager	1	\$2,764.00	\$2,764.00
65	Services	OWOC / ISM Cloud Services	1	\$ 21,043.10	\$21,043.10
66	Software	Cisco IoT Field Network Director	1	\$28,068.44	\$28,068.44
67	Services	IoT FND Cloud Services	1	\$ 29,378.74	\$29,378.74
68	Services	Prepay Interface Cloud Services	1	\$ 5,620.00	\$5,620.00
					\$105,619.28



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Pricing Summary for

City of Richland, WA

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Itron Software (Year 3)

69	Software	OWOC - Collection Manager	1	\$18,745.00	\$18,745.00
70	Software	Itron Security Manager	1	\$2,764.00	\$2,764.00
71	Services	OWOC / ISM Cloud Services	1	\$ 21,554.51	\$21,554.51
72	Software	Cisco IoT Field Network Director	1	\$28,068.44	\$28,068.44
73	Services	IoT FND Cloud Services	1	\$ 30,260.10	\$30,260.10
74	Services	Prepay Interface Cloud Services	1	\$ 5,788.60	\$5,788.60
					\$107,180.66

Itron Software (Year 4)

75	Software	OWOC - Collection Manager	1	\$18,745.00	\$18,745.00
76	Software	Itron Security Manager	1	\$2,764.00	\$2,764.00
77	Services	OWOC / ISM Cloud Services	1	\$ 22,081.27	\$22,081.27
78	Software	Cisco IoT Field Network Director	1	\$28,068.44	\$28,068.44
79	Services	IoT FND Cloud Services	1	\$ 31,167.91	\$31,167.91
80	Services	Prepay Interface Cloud Services	1	\$ 5,962.26	\$5,962.26
					\$108,788.87

Itron Software (Year 5)

81	Software	OWOC - Collection Manager	1	\$18,745.00	\$18,745.00
82	Software	Itron Security Manager	1	\$2,764.00	\$2,764.00
83	Services	OWOC / ISM Cloud Services	1	\$ 22,623.83	\$22,623.83
84	Software	Cisco IoT Field Network Director	1	\$28,068.44	\$28,068.44
85	Services	IoT FND Cloud Services	1	\$ 32,102.94	\$32,102.94
86	Services	Prepay Interface Cloud Services	1	\$ 6,141.13	\$6,141.13
					\$110,445.34

Third-Party Software

87	Software	HCI Recurring - MDMS, Portal, Analytics, Prepay (Year 1)	1	\$106,185.56	\$106,185.56
88	Software	HCI Recurring - MDMS, Portal, Analytics, Prepay (Year 2)	1	\$143,041.11	\$143,041.11
					\$249,226.67
89	Software	Cisco IoT Device Manager Application (Per Seat)	1	\$3,250.00	\$3,250.00 (10)
Software Total					\$790,130.09
<i>Estimated Sales Tax (8.6%)</i>				\$67,951.19	

Cloud Services (One-time)

Itron Services

90	One-time	Cloud Set-up - OWOC, ISM, IoT FND (includes Production & Test)			<u>One-time</u> (3)
91	One-time	Itron MultiSpeak Adapter Set-up (Prepay)			\$49,500.00
					\$8,000.00

Third-party Services

92	One-time	HCI - Cloud Set-up - ElectSolve MDMS, Portal, Analytics			\$340,815.56 (4)
93	One-time	HCI - Cloud Set-up - Prepay Interface & UCentra Portal Outage Map			\$25,444.44

Cloud Set-up Total

\$423,760.00

Estimated Sales Tax (8.6%)

Not applicable

Professional Services

Itron Services

94	Services	<u>Start (4 months)</u>			(5)
95	Services	Project Manager	200	\$195.00	\$39,000.00
96	Services	Business Consultant	200	\$190.00	\$38,000.00
97	Services	Technical Consultant	200	\$190.00	\$38,000.00
98	Services	Solution Architect	40	\$190.00	\$7,600.00
					\$122,600.00

Alpha (6 months)

99	Services	Project Manager	192	\$195.00	\$37,440.00
100	Services	Network Design Engineer	40	\$180.00	\$7,200.00
101	Services	Business Consultant	80	\$190.00	\$15,200.00
102	Services	Technical Consultant	320	\$190.00	\$60,800.00
103	Services	Solution Architect	160	\$190.00	\$30,400.00
104	Services	Field Engineer - Site Surveys	40	\$170.00	\$6,800.00
105	Services	Trainer - SW	96	\$190.00	\$18,240.00
					\$176,080.00



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Beta (6 months)					
106	Services	Project Manager	232	\$195.00	\$45,240.00
107	Services	Business Consultant	40	\$190.00	\$7,600.00
108	Services	Technical Consultant	240	\$190.00	\$45,600.00
109	Services	Field Engineer - Training	96	\$170.00	\$16,320.00
					\$114,760.00
Full Rollout (8 months)					
110	Services	Field Engineer - Investigations	64	\$170.00	\$10,880.00
111	Services	Implementation Manager	560	\$195.00	\$109,200.00
					\$120,080.00
112	Services	Work Order Management Implementation			\$76,570.00
113	Expenses	Project Implementation Expenses (estimated)			\$44,210.00
					\$654,300.00
			Itron Services Total		
			Estimated Sales Tax (8.6%)	Not applicable	
Third-party Services					
114	Services	HCI - ElectSolve MDMS, Portal, Analytics Implementation Services			\$218,943.33
115	Expenses	HCI - ElectSolve MDMS, Portal, Analytics			\$6,516.00
					\$225,459.33
			HCI Services Total		
			Estimated Sales Tax (8.6%)	Not applicable	
Installation Services (Third-party)					
Electric Meter Installations					(6)
116	Keystone	2S with Remote Disconnect	21,337	\$32.54	\$694,305.98
117	Keystone	2S Pulse Output	2	\$32.54	\$65.08
118	Keystone	2SE (CL320)	1,436	\$32.54	\$46,727.44
119	Keystone	12S with Remote Disconnect	876	\$50.19	\$43,966.44
120	Keystone	3S	1,180	\$94.89	\$111,970.20
121	Keystone	4S	266	\$94.89	\$25,240.74
					\$922,275.88
			Electric Installation Total		
			Estimated Sales Tax (8.6%)	\$79,315.73	
Water Endpoint Installations					
New Meter and Endpoint					(6)
122	Keystone	¾" positive displacement	8,215	\$58.42	\$479,920.30
123	Keystone	1" positive displacement	2,465	\$58.42	\$144,005.30
124	Keystone	1.5" positive displacement	157	\$136.07	\$21,362.99
125	Keystone	1.5" turbine	11	\$136.07	\$1,496.77
126	Keystone	2" positive displacement	125	\$136.07	\$17,008.75
127	Keystone	2" turbine	10	\$136.07	\$1,360.70
128	Keystone	3" compound	0	\$941.95	\$0.00
129	Keystone	4" turbine	2	\$941.95	\$1,883.90
130	Keystone	4" compound	0	\$941.95	\$0.00
Register Retrofit and Endpoint					
131	Keystone	¾" positive displacement	6,960	\$44.31	\$308,397.60
132	Keystone	1" positive displacement	1,277	\$44.31	\$56,583.87
133	Keystone	1.5" positive displacement	286	\$83.13	\$23,775.18
134	Keystone	1.5" turbine	16	\$83.13	\$1,330.08
135	Keystone	2" positive displacement	307	\$83.13	\$25,520.91
136	Keystone	2" turbine	43	\$83.13	\$3,574.59
137	Keystone	2" compound	7	\$83.13	\$581.91
138	Keystone	3" turbine	21	\$130.19	\$2,733.99
139	Keystone	3" compound	54	\$130.19	\$7,030.26
140	Keystone	4" turbine	20	\$130.19	\$2,603.80
141	Keystone	4" compound	30	\$130.19	\$3,905.70
142	Keystone	6" turbine	6	\$130.19	\$781.14
143	Keystone	6" compound and fire service	12	\$130.19	\$1,562.28
144	Keystone	8" compound and fire service	18	\$130.19	\$2,343.42
145	Keystone	10" compound and fire service	6	\$130.19	\$781.14
146	Keystone	Pit Lid Drilling, Traffic Rated Steel Lids	2,307	\$11.76	\$27,130.32
147	Keystone	Pit Lid Drilling, Vault Lids (assorted sizes 3" and larger meter)	110	\$11.76	\$1,293.60
148	Keystone	Pit Lid Replacement	17,000	\$2.94	\$49,980.00
					\$1,186,948.50
			Water Installation Total		
			Estimated Sales Tax (8.6%)	\$102,077.57	



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Network Equipment Installations

149	HST	Audit / Inspection of City-installed Network Equipment	1	\$12,357.14	\$12,357.14	(7)
					\$12,357.14	
				Estimated Sales Tax (8.6%)	\$1,062.71	
				Solution Total	\$10,930,826.30	
150	Other	5% Contingency (customer-requested)			\$546,541.32	
151	Bond	AMI Performance Bond - Months 1 - 24			\$65,584.96	(8)
152	Bond	AMI Performance Bond - Months 25 - 60			\$23,610.58	

Annual Hardware Support & Maintenance (5 Years)

Itron Covered Product

153	Maintenance	OpenWay Riva Routing Node - Mesh Node Base (years 2-5)	4	\$60.00	\$240.00	
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Third-party Covered Product

154	CON-SNT-CGR	Connected Grid Router Support (5 years)	13	\$2,034.65	\$26,450.45	(10)
					\$26,690.45	
				Estimated Sales Tax (8.6%)	\$2,295.38	

Notes and Assumptions

- (1) Quantities are based on water meter data provided by the City. Itron Inline Connectors with 5' or 25' leads and Itron Inline Connector Security Seals are not included in Badger equipment pricing. Pricing for these items is included in the Water Endpoints section.
- (2) Configuration, unless otherwise specified, assumes water endpoints are in pits outside, mounted through RF-friendly lids. If RF-friendly lids are not utilized, then remote antennas will be required, which may require drilling metal lids.
- (3) Itron Cloud Services
System priced to support up to 47,000 endpoints.
Cloud Services to be provided from Itron's Cloud Services Data Center or Partner Data Center (TierPoint or Microsoft Azure).
One major software upgrade per year is included in annual SaaS fees. Should the customer require training, extended integration testing support, and/or project management during this major software upgrade, Itron can provide services and it would be addressed via a SOW if required by customer.
Includes one Production environment and one Test environment that is sized for 1,000 endpoints.
Includes one VPN tunnel setup and support.
Where Microsoft SQL Server Standard edition or BI is required, it is provided for up to 5 users.
- (4) HCI / AMP Hosting Services
One-time set up, professional services, and first 2 years of hosting services to be invoiced by Itron. On-going hosting for ElectSolve MDMS and uCentra Portal to be billed directly by HCI.
Firewall and installation services quoted for a single firewall, which will be used to establish a secure VPN between HCI/AMP and the City to access hosted applications and data. HCI/AMP is willing to work with the City to use their existing firewall if it meets minimum requirements.

Annual fees are tied to actual meters ordered and are trued up monthly.
One AMI Interface is included in MDMS One Time Set Up Fee. Additional AMI Interfaces are optional and can be priced upon request.
Advanced Infinity CIS integration is included in MDMS one-time set-up fee.
Customer Portal/Infinity Link Portal SSO integration is included in Portal one-time set-up fee.
- (5) Professional Services
Effort will be billed as used based on project phase, per the project role and hours shown. If the City requires more effort in any of these areas, a change order will be required.
SaaS OpenWay Riva Implementation
Assumes two (2) environments - Production and Test
Assumes Itron will lead integration between AMI and uCentra MDM
Assumes all other integrations will be performed by the customer
Assumes customer is responsible for JUA and site access for all field network installation locations
Assumes integration to MDMS will be for meter data and alarms only, unless otherwise specified.
Training-assumes 1 week of hardware and 1 week of software training during the Alpha phase, assumes 2 weeks of both hardware and software training during the Beta phase, unless otherwise specified.

Installation Management
Assumes all network devices will be installed in two weeks
Assumes all meter installations for Beta phase will be completed in one month
Network Performance
Assumes Field Engineer will be a local resource



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-
- (6) Endpoint Installation
Drilling, grinding, or cutting of malfunctioning locking devices is not included.
Pricing includes GPS data capture with accuracy of 2-5 meters. Itron can provide pricing for GPS data with higher accuracy, if required.
Pricing assumes that the City will provide:
Safe access to all meters, including any keys necessary to access meters, and assistance on unsafe or other special situations.
Customer communications materials including initial customer notification letters and door hangers.
Data mapping and transformation of the work order system host file(s) to the Itron file specification.
Installation of transformer-rated and self-contained polyphase meters.
Itron can provide disposal/salvage of electric meters at additional cost. Should the City choose to have Itron manage salvage of water meters removed from the field, an additional salvage credit may be available.
- (7) Network Installation
Network installation pricing assumes the City will perform installation of all network equipment.
HST will audit / inspect the number City-installed network devices identified in the SOW. Includes expenses for one trip. In the event that one or more additional devices is required during final network design and deployment, additional audit / inspections will be billed at \$170/hr plus expenses.
Itron will audit / inspect one City-installed device during the Alpha project phase.
The City is responsible for obtaining permits and any engineering drawings, if required.
The City will be responsible for any ongoing lease fees for third-party sites. The actual agreement for placement of the equipment will be between the City and the third-party owner.
- (8) The performance bond is priced at \$6 per \$1,000 of total contract value for the first 24 months and 1% per month of the initial bond premium for each month beyond 24 months. The total price quoted is for the deployment of the base AMI / MDMS / Portal solution. The final fee may vary based on the final total contracted amount.
- (9) Can be purchased with optional Protection Plus coverage - This extended warranty costs \$750 per tablet and adds an additional layer of protection that enhances the standard warranty coverage by protecting against accidental physical damage that occurs during regular use of a Toughpad computer. This warranty program applies to the first 3 years and adds two additional years for total of 5 years.
- (10) There is no annual maintenance required for IoT Device Manager if customer maintains ongoing Connected Grid Router support.

Attachment B

Statement of Work

**Balance of page intentionally left blank;
Statement of Work to follow on next page**

DRAFT

Statement of Work

RICHLAND WA AMI PROJECT

City of Richland, WA

SOW Point of Contact: David Creason

ITRON Account Executive: Rob Rickard

Date: April 2, 2020

Version: Ver 5.1

DRAFT

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A. About this Document

This Statement of Work ("**SOW**") defines the activities ("**SERVICES**") to be performed by Itron, Inc. ("**ITRON**") for the City of Richland, WA ("**CUSTOMER**") for Richland WA AMI Project ("**PROJECT**"). This document will describe agreed upon scope, Services to be provided, deliverables, assumptions, responsibilities, timeline and completion criteria.

Any updates to this SOW throughout the duration of the Project **must be** documented through the change control process **defined herein**. These SERVICES shall be governed by the following agreements ("**AGREEMENTS**") and their related terms and conditions, as executed between CUSTOMER and ITRON Inc.

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B. Document Controls

B.1. Document Record

Date	Author	Version	Change Reference
2/20/19	Andrea Foord	DRAFT	Initial Draft
4/18/19	Brad Balzer	Ver 1.0	Customized Draft
4/22/19	Rob Rickard	Ver 1.1	Sales Review Edits
5/22/19	Kent Phillips	Ver 1.2	Kent's Edits
6/14/19	City of Richland	Ver 2	For meeting discussion
8/29/19	Samantha Goggans	Ver 3	Phase re-write
9/25/19	Samantha Goggans	Ver 4	Warehousing, reports, clean up

B.2. Document Owner

This document contains information that is confidential and proprietary to ITRON, who is the document owner and is responsible for developing and maintaining this document. It is understood that this document is for the purposes of the Project as described. This document or portions thereof should not be referred to, re-produced, distributed or utilized in any manner outside of the Project's needs, without prior written consent of ITRON.

C. Statement of Work (SOW) Definitions

Unless otherwise defined in this SOW, capitalized terms used herein will have the meanings assigned to them in the MSA. The following defined terms are in addition to those defined in the MSA.

Term	Definition
Alpha POC	Phase of the Project to standup the solution in a SaaS environment for purposes of base integration and system operations in a lab environment. See D.1 Project Summary for additional details.
AMI	Advanced Metering Infrastructure.
API	Application Programming Interface.
ASN	Advance Shipment Notification. The data file provided by ITRON to CUSTOMER listing individual serial numbers, part numbers, test results and other manufacturing information. This file will be used by CUSTOMER asset management and Customer Information Systems, FND, and OWOC to populate Endpoint/Meter serial numbers and security keys before installation.
Available Endpoint	An AMI Endpoint: (i) that is not damaged or vandalized by a third party in such a way that prevents communication; (ii) for which CUSTOMER has provided ITRON with accurate and up-to-date installation information; (iii) there is no RF interference in excess of FCC limits caused by a third-party system; (iv) for which FAN and/or WAN backhaul is properly functioning; (v) that is powered; (vi) and has registered and successfully provided at least one register/index read for that measurement day has been requested by the OWOC. See Section O (System Performance) for more information
Beta POC	Phase to expand the Project with full integration and installation of a small-scale pilot of a specified feeder(s). See D.1 Project Summary for additional details.
BSRD	Business Solution Requirements Document. Deliverable document that details the business and performance requirements of the Solution.
CGR	Cisco Connected Grid Router is a FAN Device of the ITRON AMI Solution.
CIS	CUSTOMER's Customer Information System.
CM	Collection Manager. ITRON software, a required component of OpenWay Operations Center (OWOC), that: (i) facilitates communications with Endpoints; (ii) provides a series of web services for upstream systems, such as MDM and outage management; (iii) is the system of record for Endpoint configurations; and (iv) depends on the MDM system for metering data storage and for optional scheduling.

Term	Definition
CentraVU	Customer Portal
Daily Endpoint Read	A successful register read(s) for an Available Endpoint during a twenty-four (24) period.
Daily Read Rate	A calculation of Available Endpoints in which a read for the 24 hours of the requested calendar day has been received and is divided by the quantity of Endpoints installed and Available for that calendar day.
DHCP	Dynamic Host Configuration Protocol. A protocol for assigning dynamic IP addresses to devices in the FAN.
Deployment Plan	This plan defines field activities conducted by ITRON. Specifically, it is the schedule that defines the order in which network build-out and Endpoint deployment will be assigned and completed. It will include, but not be limited to, the following: – Build Schedule based on the agreed upon Forecasting and Order Procedures – Delivery Schedule used to define product delivery schedule to CUSTOMER – Site survey process to validate pole location – Pole make ready & WAN validation activities – CGR installation schedule – used by CUSTOMER and ITRON to install and manage the CGR installation process – Endpoint installation schedule – used by ITRON to install and manage the Endpoint installation process Network optimization schedule – used by ITRON to field investigate and selectively place FAN equipment (CGR and associated field devices) to meet design coverage.
Endpoint	An ITRON OpenWay Riva water module or electric meter, AMI radio device used to read and transmit water meter register data, including interval readings.
Endpoint Billing Read	Standard consumption read from an AMI Endpoint used in the generation of a bill by the CUSTOMER CIS.
FAN	Field Area Network. As a general statement, the FAN includes all equipment, connectors and firmware from the CGRs down to the Endpoints. Includes the collection of ITRON provided CGRs and Endpoints that utilize Radio Frequency (RF) and/or Power Line Carrier (PLC) technology of OpenWay Riva enabling the transmission of two-way data between Endpoint and the OWOC.
FAN Design	The FAN Design document incorporates CGR and OpenWay Riva routing node locations, installation guidelines, and FAN coverage assumptions. It will include site selection and make-ready assessments.
FAN Device	CGR or Mesh Node Base
FAT	First Article Testing. FAT will consist of, the verification of individual CGR and Endpoints: - Product documentation

Term	Definition
	- Nameplates - Meter Configuration/Security verification
FDM Tools (FDM Tools)	Field Deployment Manager Tools. ITRON Application used in the field and meter shop to interface with the Endpoint. It is typically used to interrogate Endpoints, push firmware, configure an Endpoint, extract log files, investigate performance, etc. when communication over the FAN is not available.
Field Deployment Manager-Work Orders (FDM Workorders)	Itron's work order management software used to manage the installation of Endpoints.
FND	Cisco IoT Field Network Director. Software provided by Cisco, which is a component of ITRON's AMI Solution manages the multi-service network that will be utilized for ITRON data backhaul. FND allows for network management and monitoring.
Functional Testing	Testing that is completed by ITRON anytime Licensed Software is installed and/or configured during the Project. Basic functional tests are performed to verify component operation.
Global Support Services (GSS)	ITRON Global Support Services department provides the CUSTOMER with post-Project support and issue escalation/resolution.
Go-Live	Go-Live is the point in the Project when CUSTOMER moves from the previous reading/meter data management process to using the Solution to facilitate the delivery of billing determinants; or when CUSTOMER begins to utilize the new Solution to deliver bill readings to upstream systems. Go-Live is the transition from a test to a production system. This step is typically done over a weekend to minimize impact to billing processes; however, can be planned to meet CUSTOMER needs.
HCI	HOMETOWN CONNECTIONS
HES	Headend System. ITRON software that has two components: - OpenWay Operations Center (OWOC) and ITRON Security Manager (ISM) Cisco's IPv6 network software and hardware architecture, also called the Secure Network Infrastructure (SNI) and includes the network management software called Cisco IoT FND.
IDD	Interface Design Document. Document providing design specifics for all ITRON interfaces (MDI, Event, and Reading) to enterprise IT systems provided within this scope.
Interval Read Data	Consumption information divided into specified intervals that represent the amount of water or energy used over the specified period.
Interval Read Rate	The total sum of the interval reads received each day for 30 days from Available Endpoints, divided by the

Term	Definition
	sum of total possible interval reads from Available Endpoints for each day for the same 30-day period.
Interval Reading Period	The receipt of all available intervals as programmed into the Endpoints for the defined period of either 24 or 72 hours.
Interface	Integration point between two components within the CUSTOMER solution that has an agreed format to exchange information or complete a transaction. This is commonly a web service or batch file and typically is implemented between an ITRON and non-ITRON component of the solution.
Integration Testing	Testing conducted to demonstrate that the required data flows are operating correctly between the systems in the Solution and maintain business integrity, in accordance with the respective requirements. Attention is paid to the mechanics of the interfaces, such as the data transport management.
ISM	ITRON Security Manager. ITRON software that enables secured communications and authentication between Endpoint and the OWOC. It is responsible for application layer security for ITRON's AMI Solution and is provided in addition to security enforced at the network layer by the SNI. ISM is supported by a hardware security module (HSM) (a security appliance that uses NIST FIPS validated security features for the creation, lifecycle, and storage of authentication keys).
KPI	Key Performance Indicator. A measurable value(s) that are used to report on Solution performance.
MDI	Master Data Import. An XML file format that contains data specific to Endpoint installation locations, account information, and service point specific data. Itron provides the format and content and CUSTOMER produces the actual MDI file.
MDMS or MDM	Meter Data Management System that is used to collect data from the OWOC and to deliver billing determinants to CUSTOMER's CIS system as defined herein. This MDMS is an IPKeys Electsolve product.
MRR	Missed Read Retry. A configurable process by which Headend System will automatically attempt to retrieve missed data from Endpoints.
OpenWay Riva Mesh Node Base (MNB)	ITRON OpenWay Riva Mesh Node Base (also referred to as Routing Node or FAN Device) is a component of ITRON's AMI Solution, installed during the network deployment to improve or extend CGR Network coverage.
OWOC – CM	OpenWay Operations Center - Collections Manager manages the collection of meter data (register, interval, and event data) from electric and water meters through scheduled as well as on-demand reads. CM is an OWOC module. Each module is subscribed to separately.

Term	Definition
PCM	Project Control Manual. A document frequently employed by project teams which consists of a compilation of Project processes and procedures (Project Control Documents) agreed upon by Project Team. Examples include deployment processes, safety processes, installation procedures, escalation plans, etc.
PMO	Program Management Office which is staffed and managed by CUSTOMER.
Polyphase meter Endpoint	Electric meters that are polyphase. These Endpoints will be installed by the CUSTOMER.
Project	The development and implementation of the Solution, which includes the design, installation, configuration, training, testing, deployment, optimization, and provisioning of the Solution for CUSTOMER.
Project Plan	Formal Project schedule created during the Project Planning Phase. It is used to align resources, guide and control the execution of a Project.
Project Team	CUSTOMER, CUSTOMER partners, ITRON and ITRON partners who are stakeholders vested in the delivery of a successful Project.
Register Data	A recorded value of total usage measurement at a point in time and collected from the Endpoint.
SaaS	Software as a Service. ITRON applications installed in a Cloud environment allowing CUSTOMER access to software functionality and data.
SAT	Solution Acceptance Testing. The testing cycle conducted by CUSTOMER to ensure the Solution operates as designed.
SME	Subject Matter Expert. A resource that has a high degree of functional or technical knowledge about an area or product.
SNI	Secure Network Infrastructure. A series of server/routing hardware and software-based components based on a Cisco reference design to provide a secure, enterprise-class IPv6 network. It begins in the data center and extends beyond the utility firewall down to each user of the FAN. It provides standardized network services to all tenants of the network, such as DHCP, and network layer security for authentication/authorization/encryption. This becomes a reusable network across the CUSTOMER territory and enables common management of all network tenants, including AMI, streetlights, Distribution Automation, etc.
SLA	Service Level Agreements. Technical specifications for performance of the Solution that are a key element of acceptance criteria, including but not limited to meter read rates, transaction speeds, and functional verification of transactions such as remote connect.
Solution	The design, implementation, configuration, operation and maintenance of the AMI system comprised of Services, equipment and Licensed Software sold or licensed

Term	Definition
	pursuant to the Agreement documents and deployed per this SOW.
Solution Acceptance	Acceptance criteria as defined in SOW. Includes the formal signoff of the Project indicating the completion of the defined commitments, including phase acceptance of Alpha, Beta and final read rates upon completion of Deployment.
Support	Support shall include, but not be limited to providing personnel/resources, knowledge, reviewing materials, resolving issues, moving the Project forward, and assisting in general matters to complete the Project under this SOW. Support as defined herein is in addition to any support that shall be provided as a Service stipulated in the AGREEMENT.
TAD	Technical Architecture Design. Deliverable document provided by ITRON and used during Alpha POC to outline the computing environment of the Solution for the various phases of the Project. When complete and accepted, the TAD documents the technical and server environment, the Solution configuration and the entity relationship diagram which will detail all security protocols and feature sets at each step of the data flow between the entities.
Test Plan	Document that describes the phases of testing for the Project, test objectives for each step, test entry criteria, test phase exit criteria, and test cases. ITRON resources will have input into the Test Plan that the CUSTOMER will develop.
Three Day Billing Read Rate	A calculation of Available Endpoints in which billing reads are returned during a 3-day window. Reference Section O (System Performance)
Three Day Interval Read Rate	A calculation of Available Endpoints in which interval reads are returned during a 3-day window. Reference Section O (System Performance)
UAT	User Acceptance Testing. Following Integration Testing, this testing combines the features of both functional and integration testing to verify that the developed Solution works as a whole. The objective is to ensure that the Solution designed is structurally sound and will function correctly in accordance with the Operating Specifications and in the environment in which it was installed.
UI	User Interface. The means by which the user will interact with the Solution components. Each component will have a unique UI that the users will interact with.
Unavailable Endpoint	Any Endpoint not meeting the criteria of an Available Endpoint as defined under Available Endpoint.
VPN	Virtual Private Network. A point to point connection between disparate networks that ensures the appropriate level of security to the connected systems when the underlying network infrastructure alone cannot provide it.

Term	Definition
WAN	Wide Area Network. Communication solution provided by CUSTOMER between CGRs and the OWOC.
XSD	XML Schema Definition. A Document specifying how to describe elements of XML.

DRAFT

D. Project Overview

D.1. Project Summary

The CUSTOMER and ITRON will implement the OpenWay Riva Advanced Metering System (“**Solution**”) in support of approximately 46,500 Endpoints. The Solution has extensive capabilities with the Project focused on implementing the standard meter data requirements as described in this document and the BSRD. ITRON will also oversee services from third party, Hometown Connections Inc, as described in Appendix B.

With the proposed Software as a Service (SaaS) offering, ITRON will:

- Procure all hardware and software components required for the solution
- Build, stand-up, and test the solution
- Train utility staff to ensure the establishment of standard application protocols for transfer of OpenWay Riva AMI data to and from other systems
- Train utility staff to ensure the establishment of standard application protocols for MDMS and customer portal
- Monitor IT infrastructure with regards to performance, availability, and possible intrusions
- Maintain the AMI HES in accordance with Section O (System Performance)
- Perform HES patches and upgrades
- Perform regularly scheduled backups

The scheduled duration for the installation and deployment of the system is twenty-four (24) months composed of three (3) months of Project Planning, six (6) months Alpha POC, six (6) months of Beta POC and nine (9) months of Full Deployment. The Project will follow the ITRON standard methodology with a detailed Project Plan published following the Project kickoff meeting

ITRON shall deliver and provide the following products and Services:

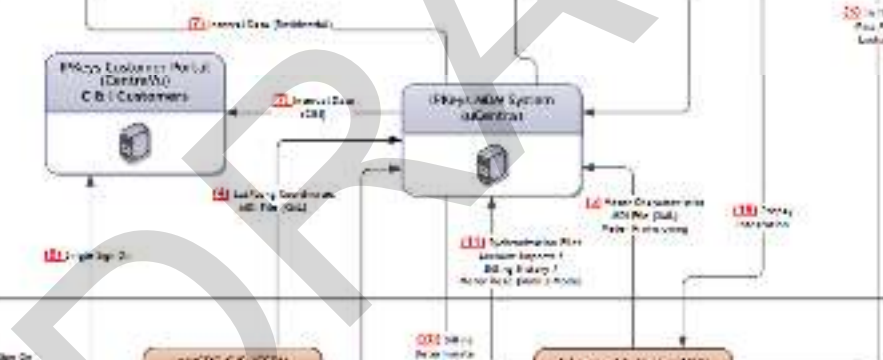
- Software Applications (ITRON Cloud/SaaS)
 - o OpenWay Operations Center
 - Collection Manager
 - o ITRON Security Manager (ISM)
 - o ITRON Analytics (IA) – Simple Outage Filter (Outage Detection)
 - o Field Deployment Manager Tools (FDM Tools)
 - o Field Deployment Manager (FDM) Work Order system for Project Endpoint installation work.
- Third Party software
 - o Cisco IOT Field Network Director (FND)
 - o HCI_IPKeys MDMS
 - o HCI – IPKeys Portal
 - o HCI – IPKeys Electric Analytics
 - o HCI_IPKeys Water Analytics
- FAN equipment
 - o Connected Grid Routers (CGR) – (13)
 - o OpenWay Riva Mesh Node Bases (MNB) – (4)
- Meters/Endpoints
 - o Electric meters (~27,000)
 - o OpenWay Riva water Endpoints for pit meter installation w/ inline connector and security seals (~19,600)
 - o OpenWay Riva Through the Lid (TTL) mounting kits (~19,500)
 - o Water meters and registers (~19,500)
 - o Water Meter Pit Lids, not traffic rated - (~16,230)
 - o Water Meter Pit Lids, traffic rated – (~830)
 - o OW Riva Through the lid remote mount antenna kits- (~58)
- Services

- Project Management
- Software as a Service for Software applications
- Support to configure applications and Software
- Functional Testing of applications and Software
- Support for CUSTOMER led testing
- Training of CUSTOMER staff
- FAN Design
- Endpoint installation Services
- Third Party Services
 - HCI – IPKeys MDMS, Portal, Analytics, and Implementation Services (see Appendix B)

D.2. System Architecture

OpenWay Riva is the latest version of ITRON's standards based OpenWay solution. OpenWay's underlying communications platform allows multiple services to coexist over the same field area network (FAN). This means the system's network management, security, and other infrastructure components are the same, no matter how many applications use the FAN.

This Cloud based solution is hosted in ITRON's primary data center, currently located in Liberty Lake, WA. Backup data is stored in ITRON's backup facility, currently located in Dallas, Texas.



D.3. Project Objective

The following are key objectives of the Project:

- Setup and configure software applications for (1) Production environment and (1) Test environment in ITRON Cloud Services environment to meet the requirements defined in this document.
- Implement Field Deployment Management (FDM) Work Order system to support the meter and Endpoint installation
- Implement a FAN to meet performance expectations outlined in Section O (Performance) of this document
- Deploy CGRs and MNB hardware as defined in the FAN Design
- Deploy Endpoints and water pit box lids per work orders provided by CUSTOMER
- Provide daily extract of meter Register Data for Available Endpoints for consumption by MDMS
- Provide training as outlined in Section M (Training) of this document
- Perform System Testing in accordance with Section J (Testing) of this document
- Implement IPKeys MDMS, IPKeys Portal, Electric Analytics and Water Analytics
- Transition CUSTOMER to ITRON Global Support Services (GSS) for post-Project questions and support

D.4. Delivery Methodology

ITRON has broad experience successfully delivering and integrating our solutions with utility systems. We will use our proven project management methodology to ensure that the project is fully defined, understood by all involved, and that all tasks are identified, assigned, and tracked. Our methodology supports risk identification and mitigation, communications, reporting, change management, and issue resolution.

D.5. ITRON Advantage Delivery Methodology– OpenWay Riva

ITRON's Advantage Delivery Methodology consists of five steps: Define, Design, Build, Deploy/Operate and Transfer.

The Define step, ITRON will provide CUSTOMER personnel a detailed and thorough understanding of the base capabilities provided by the Solution, including Software and architecture, through a series of workshops. After the workshops, ITRON will provide CUSTOMER a Business Solution Requirements document (BSRD) that outlines CUSTOMER's Solution requirements that will be met by the Solution design as part of the Alpha POC and Beta POC.

During the Design step, the Project Team will finalize design documents and approve the Test Plan, Training Plan and other key planning documents. An integrated Project Plan with ITRON and CUSTOMER tasks will be finalized so all stakeholders understand the Project Schedule and their tasks to complete. At the end of this Design step (Alpha POC), ITRON will provide CUSTOMER an Interface Design Document (IDD), a Technical Architecture Document (TAD), Test Plan and Training Plan.

During the Build/Test step the Project Team will use the design documents to install, configure and test key components of the Solution as specified in the Alpha POC and Beta POC test plans. CUSTOMER administrative staff and Solution users will receive training and facilities will be set up. ITRON and CUSTOMER will validate the Solution, which will include end-to-end Solution integration of monthly meter reading functionality using MDMS to supply billing determinants to CUSTOMER's billing system in an ITRON supported export format. CUSTOMER will develop and execute testing with support from ITRON and the Project Team will seek Solution Acceptance to confirm readiness to cutover and Go Live with Full Deployment activities. After Software Go-live and signoff of the Beta POC, CUSTOMER will be formally transitioned to ITRON Global Support Services.

During the Deploy/Operate step the CUSTOMER team will commence FAN installation, Beta Endpoint installation, and all polyphase Endpoint installations. Following Beta, ITRON team will commence Endpoint deployment and support the logistics of installation sub-contractors.

During the Transfer step, ITRON will work with the CUSTOMER Project Team to transition the Solution to the ITRON Global Support Services team made available to help CUSTOMER and which are contracted for under the Agreement. Additionally, ITRON will support Project activities including, but not limited to, vacation of facilities, final billing, Project lessons learned and contract close-out.

D.6. CUSTOMER Internal Phase Methodology

D.6.1 Project Planning

Similar to the ITRON Define/Design steps, the Project Planning Phase is the time frame for CUSTOMER, ITRON, and relevant subcontractors to perform initial discovery and Project Planning activities. This includes participation in kick-off meetings and workshops.

D. 6.2 Alpha Proof of Concept (Alpha POC)

Similar to the ITRON Design, Build and Test steps, the Alpha POC Phase involves CUSTOMER installation and testing of: one (1) Connected Grid Router (CGR) and up to forty (40) Endpoints in a Pre-production environment and initial integrations completed for the AMI HES and MDMS. Project “pre-prod environment” is inclusive of test CIS, OWOC, FND, and Electsolve application, all of which will be converted to Production post-acceptance testing. The Alpha POC will include the verification of the read resolution/accuracy for all combinations of meter/register/size and model for water retrofits to ensure the FDM configurations are correct. The intent of the Alpha POC is to prove out basic network connectivity of an Endpoint read to the AMI HES to the MDMS, which will generate data in a pre-prod environment to be used to verify Endpoint read accuracy, simulate alerts, verify systems’ configuration and supply data for training CUSTOMER staff and conducting CUSTOMER UAT.

D. 6.3 Beta Proof of Concept (Beta POC)

Similar to the ITRON Test, Deploy and Operate steps, the Beta POC Phase involves the integration, CUSTOMER installation and testing of all FAN Devices, up to 550 Endpoints and the balance of systems and interfaces identified in the IDD. The Beta POC consists of no more than two (2) electrical feeders or defined geographic location to include corresponding Endpoints with the potential for a few outlier Endpoints. These locations will be mutually agreed upon by both Parties prior to commencement of any testing. The Beta POC Phase will test a comprehensive cross-section of electric Endpoint types, sizes, functions, customer classes, load profiles, and meter multipliers for end to end testing. The Beta POC will include water Endpoint installations representing all water meter location (i.e. basement, pits, vaults, etc.) and lids types.

D. 6.4 Full Deployment

Similar to the ITRON Deploy and Operate steps, during Full Deployment, ITRON and its subcontractors will install the remaining Endpoints, provide field and network mitigation support and network optimization support. CUSTOMER will install all required polyphase Endpoints. Upon completion of the Full Deployment phase, ITRON and its subcontractors will confirm performance acceptance and conduct read mitigation steps before transitioning the Project to support status.

E. Project Resources, Roles and Responsibilities

E.1. Project Schedule and Milestones

The following plan represents the high-level Project Schedule for the AMI Project:

Task / Phase	Start (Prelim)	End (Prelim)
Project Startup Activities (3 mo)		
Alpha Phase (6 mo)		
Beta Phase (6 mo)		
Full Deployment (TBD mo – 2 mo for ramp up and 2 mo for ramp down)		
Project Close		

E.2. Project Resources

In support of the Project, ITRON will provide qualified and professional resources. ITRON shall provide a Project Manager to oversee Project for the term of the Alpha and Beta POC's in support of IT Project implementation activities.

ITRON will provide a Business Consultant to facilitate the define/design workshops and ensure the requisite deliverables accurately define the Solution. ITRON will also provide Technical Consultants to support the integration efforts between CUSTOMER's CIS, MDM and AMI HES using standard interfaces. Additionally, ITRON will engage other Project resources including an Installation Manager and a Field Engineer as required to meet the Project deliverables.

Changes in schedule, scope or Project resources will be addressed via the Change Control Process defined herein.

E.3. ITRON Project Roles and Responsibilities

The following table provides an overview of the ITRON Project roles and responsibilities.

ITRON Role	Responsibilities
Project Sponsor	– Overall Project accountability – Attends CUSTOMER executive stakeholder reviews – Point of escalation for issue/risk resolution – Responsible for project strategy, planning, staffing and financials – Supports ITRON staff with internal activity requirements
Project Manager (PM)	Responsible for overall onsite ITRON Project delivery management as it relates to the ITRON Solution deliverables and responsibilities described in the SOW including: – Schedules ITRON Project resources – Secures ITRON resources for work – Manages scope and Project planning – Manages Project financials – Manages the ITRON Project Plan – Manages Project reporting (Action Register, meeting notes, etc.) – Manages issues and risks – Manages the Contract Change Order Process – Manages the contract – Manages ITRON internal management tasks and reporting – Responsible for ITRON policy management for Project resources

	– Detailed responsibilities including: ○ Solution Delivery interface with SaaS related issues. ○ BSRD / IDD / TAD creation and signoff ○ FAN Design ○ ITRON Training Delivery ○ Go-Live Support – Act as liaison with HCI team during MDMS implementation
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Installation Manager (IM)	Responsible for Endpoint and FAN audit activities as it relates to the implementation of the ITRON Solution described in this SOW including: – Schedules installation Project resources – Secures installation resources for work – Manages the Deployment Plan – Manages installation reporting including: – Weekly operational reports – Installation numbers – Planned installation numbers – Issues reported during the week – Work orders returned to utility
Technical Consultant (TC)	Provides technical services, support and assistance: – Endpoint installation workflow – Systems integration support – Configures and supports testing of software – Supports: – Management of the SaaS environments during Project. – Requirements gathering – Technical Issue evaluation/resolution – Technical training activities – Provides “Go-Live” technical support. – Assists with desktop evaluation for Acceptance activities.
Business Consultant (BC)	Provides: – Solution Capabilities Overview – Facilitates business solution requirements/design gathering (BSRD), which includes discussion of industry best practices – Provides Training/ “Train the Trainer” Training and training support material. – Support for ITRON related software testing activities (Functional and/or Integration Testing).
Field Engineer (FE)	Responsible for design of the FAN including site surveys. The Field Engineer will support troubleshooting of performance issues impacting the ability to meet acceptance commitments. Additionally, an FE will conduct field audits of CUSTOMER-led FAN Device installations.
Data Manager (DM)	The Data Manager will review exception files using digital photographs.

E.4. CUSTOMER Project Roles and Responsibilities

The following table provides an overview of the expected CUSTOMER Project roles and responsibilities.

CUSTOMER Role	General Responsibilities
Project Sponsor	– Overall Project accountability – Attends CUSTOMER executive stakeholder reviews – Point of escalation for issue/risk resolution – Responsible for Project strategy, planning, staffing and financials – Supports CUSTOMER team with internal activity requirements
Project Manager	Works collaboratively with ITRON Project Team: – Manages overall AMI Project – Tracks progress – Manages communications and reporting – Integrates with CUSTOMER's PMO function on behalf of the AMI Project Team – Manages Project issues – Manages Project Plan – Reviews key documentation – Manages CUSTOMER Project resources and resource scheduling
Business Lead	– Has in-depth knowledge of the meter to cash business process – Works collaboratively with ITRON Business Consultant – Gathers business requirements – Leads design and testing – Manages issue tracking for testing – Coordinates development of test cases – Reviews the BSRD and/or other document requirements – Supports organizational change management within CUSTOMER – Provides Tier 1* support for system issues encountered during testing to Production – Provides Tier 2* support for system issues encountered during post-Production Note: * Tiers defined in Testing section of this SOW.
Technical Resource	– Acts as the CUSTOMER technical lead on the Project – Has access to other CUSTOMER technical or support resources and systems as may be necessary to support the Project work or to troubleshoot systems – Oversees CUSTOMER IT standards and IT server requirements (procurement and support) – Leads other system integration or upgrade requirements – Supports development of test cases – Supports Production upgrade and cutover – Provides "Go-Live" technical support – Leads final system performance validation – Supports SaaS Change Management Process – Provides Tier 1* support for system issues encountered during testing to Production – Provides Tier 2* support for system issues encountered during post-Production – Works collaboratively with ITRON Technical Consultant to: – Telecommunications infrastructure – VPN tunnel responsibility – Evaluate design requirements and supporting documentation Note: * Tiers defined in Section J (Testing) of this SOW.
FAN and Polyphase Installation Manager	– Schedules installation Project resources – Secures installation resources for work

CUSTOMER Role	General Responsibilities
	- Manages the Alpha and Beta Deployment - Manages installation reporting including: - Weekly operational reports - Installation numbers - Planned installation numbers - Issues reported during the week
Integration Technical Consultant (TC)	- Will be required to manage integration requirements with back-office systems including CIS.
Others	- Database Administrator – Builds, maintains, and tunes CUSTOMER managed database(s). - Network Administrator – Provides system access. Understands and provides expertise on the interfaces between the various data systems on the network - Testers – Perform CUSTOMER specific testing requirements (i.e. System Performance testing, etc.) as agreed in SOW - Field Deployment Lead – Releases routes, engages with the Installation Manager, and addresses installation questions, RTUs, etc. - Meter Techs/Field Techs – Assist with meter configurations, field site surveys, Endpoint and FAN make ready and installations, field investigations for hard to read meters & inside meters and modules, Endpoint and FAN optimization. - Logistics – Coordinates order entry, forecasting, RMA, etc. - System Operators – CUSTOMER to provide Operators to be trained on the system operations and manage operations for OpenWay Riva solution. Responsible for other systems including billing operational requirements, etc. CUSTOMER will provide an Operator Lead to manage the CUSTOMER operations requirements and provide Tier 1 support to operators. - Billing / Work Order Specialists – manage, on a daily basis, the engagement with customers for follow-up, exception orders, and data quality - Communications Specialist – develops and approves all communications with customers, including internal and external Project communication updates, press releases, educational meetings, etc.

F. Project Assumptions

F.1. General Project Assumptions

Below are assumptions utilized to create this Project Scope and Project Plan documents.

1.	ITRON and CUSTOMER will provide suitably trained and skilled resources to support the PROJECT effort and timeline agreed upon by both parties. CUSTOMER's Technical and Business resources shall be fully familiar with their present IT Operations as it relates to the PROJECT components.
2.	The ITRON PM assigned to this PROJECT is responsible for management of all ITRON resources, ITRON deliverables and the Project Plan.
3.	CUSTOMER will name all resources for the roles identified. Any additions not identified at Project startup, including 3 rd party ITRONs/consultants may impact this SOW and associated pricing, requiring agreement through the Change Control Process defined herein.
4.	ITRON will identify and be responsible for any 3 rd party ITRONs/consultants contracted by ITRON for the Project. Any changes in Project Team, including consultants, must be pre-approved by CUSTOMER.
5.	Resource travel time will accommodate arrival on Monday and depart Friday afternoon. Schedule to be determined by ITRON Project Manager. ITRON Project Manager will submit dates for on-site travel to CUSTOMER PM at least two (2) weeks prior to departure.
6.	ITRON Project resources will use ITRON methodologies, ITRON tools, and ITRON templates; all ITRON deliverables will use ITRON templates. CUSTOMER may choose to utilize ITRON methodology templates or their own.
7.	CUSTOMER is responsible for developing standard operating procedures (SOP's) and any internal business process modifications due to the implementation of the AMI System.
8.	After completion of workshops, ITRON will provide CUSTOMER with an electronic copy of a standard set of system documentation including user guides, training materials, and where applicable, designs. Some training documentation may be limited to UI access only. Any Project specific deliverables including training agendas, business requirement documents, business solution designs, technical architecture designs, or interface design documents will be specific to CUSTOMER implementation and will be in addition to the standard set of system documentation
9.	Issue tracking/resolution will be done using the ITRON Project SharePoint site
10.	ITRON will train CUSTOMER operations team in Endpoint field troubleshooting methods
11.	In the event a delay is identified in the baselined Project schedule that impacts Project milestones or deliverables by the CUSTOMER or ITRON, the CUSTOMER and ITRON PMs will mutually assess the Project impact and devise a mutually agreeable plan to mitigate the impact to the Project Plan.
12.	CUSTOMER is responsible for any charges incurred for legacy, 3rd party, and/or upstream system modifications (i.e., CIS modifications).
13.	ITRON will train CUSTOMER operations team in network mitigation and troubleshooting methods
14.	CUSTOMER is responsible for securing a network device communication backhaul solution as part of the SaaS offering – options are cellular AT&T or Verizon.

F.2. Technical and Design Assumptions

ITRON's Global Network Design (GNDC) has developed an initial FAN Design for Project based on data provided by CUSTOMER of Endpoint locations and CUSTOMER owned sites for FAN Devices.

Below are assumptions utilized to develop the FAN Design, integration, deployment and other technical requirements.

1.	FAN has been designed with the expectation that all electric meters are outdoor at a height of 5' above ground level.
2.	FAN has been designed with the expectation that all water Endpoints will be installed near or above ground level (min. 0.1' above grade); equipped with RF friendly lids and thru the lid mount. The maximum thickness of the lid material is 2 1/4" with a 1 3/4" hole for the through the lid mounting kit. In cases where this is not true, CUSTOMER will purchase RF friendly lids for ITRON to install.
3.	FAN must be installed in accordance with the Installation Manual, and at locations and elevations specified in the FAN Design document.
4.	The FAN has been designed based on CUSTOMER provided meter locations, geocoded for mapping purposes and locations of CUSTOMER facilities on which to install FAN Devices. Coordinates greater than 100 feet from geocoded locations may require additional FAN equipment and will be addressed through the change control process.
5.	CUSTOMER is responsible for quality, format, and accuracy of the raw Customer data which is provided to OWOC. A sample Meter Data Import (MDI) record can be found in Appendix A. System performance is dependent upon the accuracy of the data coming into the Solution.
6.	As required, both parties will complete requests for changes to configuration (opening firewall ports, Windows OS, etc.) within a timeframe that will not impact Project timeline or deliverables.
7.	No Software customization shall occur unless otherwise stated in this SOW or specified in a Contract Change Order. (Examples of customization requiring a change order could include requested UI changes, custom reports and extracts, additional interfaces.)
8.	SAT of the OpenWay Riva System will be performed once Beta POC Available Endpoints and Endpoint locations have been installed and have registered with OWOC and are delivering reads.
9.	ITRON is responsible for providing guidance and support to the CUSTOMER for the MDI interfaces and/or programming which will be completed by the CUSTOMER, for system(s) integration to OWOC. ITRON will provide all APIs and XSDs, with examples, and user guides to support integration to OWOC using ITRON's MDI file format. ITRON resources will provide testing support to facilitate data integration with OWOC. CUSTOMER will define Business Cases for testing as discussed during the MDI workshops.
10.	All ITRON system data inputs, such as Endpoint/account specific configuration files, will be formatted by CUSTOMER (per ITRON MDI file specification). Originating files will be provided in an CSV format by CUSTOMER.
11.	ITRON Project Team will primarily operate out of the Endpoint installation warehouse.
12.	The FAN will run on ITRON's recommended reading profiles.
13.	OWOC will be configured in accordance with the Software as a Service ("SaaS") standard component setup. This standard is preconfigured to allow customers to define their Endpoint configurations and data export schedules.
14.	Read Data files will be made available from ITRON's HES to the MDM and from the MDM to the CUSTOMER CIS system leveraging web service interfaces and possible secure FTP transfer. These methods will allow for direct interface with the CUSTOMERs CIS system.
15.	Upon detection of power loss (greater than 1 second), the OpenWay Riva CENTRON meter transmits three Power Outage Notification (PON) messages randomly within 15 seconds.
16.	Inbound/outbound messages can be prioritized and will be setup during configuration in consultation with the CUSTOMER.

G. Field Area Network Design and Installation

The FAN installation includes the steps to design, deploy, test and optimize FAN Devices required to meet the performance requirements in Section N (Solution Component Acceptance) and Section O (System Performance). Upon completion of this Beta Phase deliverable, the FAN will be installed and ready to manage Endpoint data and information.

Starting with the initial FAN Design, ITRON and CUSTOMER Project teams work together to develop a Deployment Plan for all three (3) phases (Alpha, Beta, Full Deployment). For mesh networks, this planning process identifies Endpoints that have high confidence of forming a mesh within the agreed-upon timeframe. Identifying these priority meters allows for systematic validation of the initial FAN Design.

ITRON will perform field surveys to collect technical information and location data to finalize network infrastructure installation locations. ITRON has developed methods for field testing and troubleshooting devices or validating sites for network mitigation devices. If necessary, FAN Device locations may be modified based on available infrastructure and backhaul signal strength.

FAN Devices will automatically attempt to register with the network upon installation. As Full Deployment proceeds, this network-centric deployment approach refines the FAN Design by leveraging the network's mesh formation to optimize the accuracy of asset placement. Maintaining and updating this model as specific behaviors of the mesh interact with CUSTOMER's unique environment are key to ensuring that FAN Devices are deployed optimally and cost-effectively for the long term.

Once FAN Devices are installed, deployed Endpoints will register on the IPv6 network and begin data communications without user intervention.

G.1. Assumptions:

1. CUSTOMER will provide Endpoint locations and other CUSTOMER facilities using Geographic Information System (GIS) coordinates. ITRON assumes CUSTOMER provided coordinates within 100 feet actual location.
2. Unanticipated obstructions or other issues found during site surveys or installation that may impact RF performance will require ITRON to re-evaluate the FAN Design. FAN Design changes could lead to additional FAN Devices.
3. The initial FAN Design does not account for unexpected RF interference from other devices. If RF interference is detected, a change in location, device type or additional equipment may be required to achieve design performance.
4. CUSTOMER will secure permits, licenses, Joint Use Agreements ("JUA") and rights of way required to install FAN hardware on available facilities and to install new poles, if required, in accordance with Project Plan.
5. The ITRON IPv6 mesh supports per hop latencies of 10ms - 500ms with the average expected to be 250ms per hop.
6. ITRON FAN Design engineers set a performance objective for worst case "strings" of up to 12 hops in field engineering studies.
7. ITRON will audit/inspect thirteen (13) CUSTOMER installed FAN Devices. Additional inspections will be billed at an hourly rate of \$170 plus cost of materials.

G.2. Requirements:

1. ITRON will leverage available CUSTOMER owned facilities for FAN Device installations as part of the FAN Design. Locations not owned by CUSTOMER will be designated in the FAN Design.
2. CUSTOMER is responsible for all permitting required to install and operate the FAN Devices on available facilities. The JUA/Permitting will allow ITRON to perform all ITRON obligations under this SOW with respect to the FAN installation. If sites are proven to be unobtainable or unavailable, ITRON and CUSTOMER will agree on suitable alternative sites and proceed with siting. If siting of specific FAN sites is proven to be unavailable, a revised FAN Design will be developed, reviewed and accepted by CUSTOMER prior to commencing field work.
3. CUSTOMER will be responsible to secure a backhaul solution as part of the SaaS offering. ITRON recommends that the CGR backhaul be an IP-based link (IPv4 or IPv6) and maintain a minimum of 256kbps for the base AMI application.

4. CUSTOMER will provide ITRON with access to a bucket truck/lift, if required, for audit/inspection of the thirteen (13) FAN Device installations.
5. FAN Devices must be installed in accordance with the Installation Manual, and at locations and elevations specified in the FAN Design.

G.3. ITRON FAN Design and Installation Tasks:

1. During Alpha, ITRON will create the FAN Design using the data provided by CUSTOMER. CUSTOMER and ITRON will review the FAN Design commenting where appropriate. ITRON will use this FAN Design to start RF field studies, which will be used to validate the FAN Design.
2. ITRON will perform site surveys on sites identified in the FAN Design to confirm locations are viable for installation.
3. ITRON will perform RF field studies to validate the FAN Design.
4. ITRON will incorporate CUSTOMER guidance when confirming FAN Device installation locations during site survey process and FAN Design updates.
5. ITRON will update the FAN Design with findings from site surveys, field investigations, and permitting/JUA feasibility. The Final FAN Design will be submitted to CUSTOMER. CUSTOMER will comment as required.
6. ITRON will establish a geographic Deployment Plan that will ensure FAN Devices are installed and working ahead of any Endpoint installations in any geographic area defined by the Endpoint Deployment Plan.
9. ITRON will perform installation quality audits, in accordance with the PCM (Project Control Manual). CUSTOMER will also perform inspections and provide approvals on the FAN Device installations on CUSTOMER assets. ITRON and CUSTOMER will attempt to coordinate the audit schedules limiting the number of trips to the installation location.
10. FAN Devices will be tested by ITRON following the completion of the installation. Testing will consist of validating communication between the installed FAN Device and the OWOC. Issues with the test will be investigated and resolved by ITRON. FAN Devices will be accepted according to the criteria in Section N (Solution Component Acceptance).
11. ITRON will provide as-built FAN Design.

G.4. CUSTOMER FAN Design and Installation Tasks:

1. CUSTOMER will provide current vertical asset location data for FAN Design and updated meter location data to ITRON. CUSTOMER will provide access to available poles, towers and other infrastructure owned by CUSTOMER to install FAN Devices, subject to permitting requirements.
2. CUSTOMER will provide data backhaul and electricity at each FAN Device location within 10' and 2' for Ethernet. For FAN Devices installed on a CUSTOMER owned roof, AC power shall be made available within (100) feet. CUSTOMER will be responsible to secure backhaul coverage for all FAN Devices. Power requirements are as follows:
 - a. Power is 120-240 VAC single Phase
 - b. CUSTOMER may purchase a 15' flexible power cord that screws onto the CGR
 - c. 20 amp breaker recommended
3. In the event CUSTOMER is unable to provide alternative sites, CUSTOMER and ITRON will jointly review proposed alternative sites until locations are selected or all options are exhausted. FAN locations where CUSTOMER is unable to acquire approval will have alternative sites proposed through an updated FAN Design and confirmation site survey.

4. Using the Deployment Plan created by ITRON, CUSTOMER will plan FAN Device installations.
5. CUSTOMER will manage FAN Device inventory.
6. Upon completion of ITRON-led FAN Device training, CUSTOMER will be responsible for any additional training of FAN Device installers on the proper installation of FAN Devices using the CUSTOMER and ITRON approved specification documents. Should CUSTOMER require additional ITRON-led training, a Change Order will be required.
7. CUSTOMER will complete FAN Device installations in accordance with Deployment Plan and CUSTOMER and ITRON approved specifications and submittals.
8. CUSTOMER will notify ITRON of any updates to the FAN Design. As-built diagrams will be provided by CUSTOMER for all FAN Device installations.

G.5. Initial FAN Design Locations

Initial FAN Design is based on CUSTOMER supplied locations and geocoded meter data and is subject to change based on updated information and mutual agreement by both Parties.

Site ID	Customer Name	Latitude	Longitude	Nearest Address	Height (ft)	Site Owner	Reader Mounting Type	Acquired
CG_R_1	TR Signal- Keene & Shockley	46.242990	-119.293548	580 Keene Rd, Richland, WA 99352, US	25	CUSTOMER	Utility Pole	Customer Supplied
CG_R_2	Tapeal Sub- 60' Tower	46.236723	-119.276438	1363 Glenwood Ct, Richland, WA 99352, US	40	CUSTOMER	Comm Tower	Customer Supplied
CG_R_3	City Shops 140' Tower	46.260279	-119.310468	2700 Duportail St, Richland, WA 99352, US	40	CUSTOMER	Comm Tower	Customer Supplied
CG_R_4	Thayer Drive Sub- 60' Tower	46.276756	-119.289425	806 Thayer Dr, Richland, WA 99352, US	40	CUSTOMER	Comm Tower	Customer Supplied
CG_R_5	Stevens Substation 60' Tower	46.245253	-119.285270	1715 Stevens Dr., Richland, WA 99354, US	40	CUSTOMER	Cust Building	Customer Supplied
CG_R_6	Snyder Substation- 60' Tower	46.315455	-119.293227	2031 Robertson Dr, Richland, WA 99354, US	40	CUSTOMER	Comm Tower	Customer Supplied
CG_R_7	SandHill Substation 60' Tower	46.349328	-119.286408	1077 Horn Rapids Rd Richland, WA 99352, US	40	CUSTOMER	Cust Building	Customer Supplied
CG_R_8	City WTP	46.311681	-119.263690	100 Saint St, Richland, WA 99354, US	25	CUSTOMER	Comm Tower	Customer Supplied
CG_R_9	TR Signal- GWW & Columbia Point Dr	46.264349	-119.267509	100 Aaron Dr ,Richland, WA 99352, US	25	CUSTOMER	Utility Pole	Customer Supplied
CG_R_10	TR Signal- Van Giesen & Wright	46.292989	-119.297648	2103 Van Giesen St, Richland, WA 99354, US	25	CUSTOMER	Utility Pole	Customer Supplied
CG_R_11	Installed Pole	46.229224	-119.250795	1750 Bellerive Dr, Richland, WA 99352, US	25	CUSTOMER	25' Installed Pole	Ittron Suggested

CG R_1 2	TR Signal- GWW & Symons	46.28 9951	- 119.27 4179	1397 George Washington Way, Richland, WA 99354, US	25	CUST OMER	Utility Pole	Customer Supplied
MN B_1	Installed Pole	46.24 3020	- 119.33 9376	4810 E 210 PR NE, Richland, WA 99352, US	25	CUST OMER	25' Installed Pole	Itron Suggested

Field Site Surveys are required to validate viability of each location and predicted covered area.

A final FAN Design document will be delivered to Customer for approval prior to deployment, outlining all collectors/repeaters and location sites, as well as the expected number of Endpoints covered by the Design. In addition to payment for the infrastructure and installation of the required collectors/repeaters outlined in the final FAN Design document, Customer shall allocate contingency funds for mitigation hardware in the amount of \$6,856 for an additional (1) Connected Grid Router and three (3) Routing Nodes (plus the cost of installation thereof by Customer), in the event that the installed collectors/repeaters do not meet or exceed the expected coverage. If additional equipment beyond this contingency is necessary to meet the expected coverage as per this agreement, ITRON shall be responsible for furnishing additional collectors/repeaters and Customer shall be responsible for installing the additional collectors/repeaters.

H. Field Deployment Manager (FDM)

H.1. Summary

Field Deployment Manager (FDM) will be provided by ITRON and used to support the deployment of Endpoints during the Project. FDM validates and records inventory transactions as they occur and provides easy to use filters and notifications of inventory activity. FDM tracks inventory events upon shipment from the factory, to the warehouse or warehouses, within the warehouse, to the field service representatives' vehicle and finally installed at a customer's premise. FDM will also track inventory being returned to the manufacturer for repair or replacement.

Using input from CUSTOMER, ITRON will design FDM requirements for the work order system including the file layouts and workflow using standard implementation templates. FDM work order system will be hosted by ITRON for the duration of the Project. ITRON will provide CUSTOMER access to a shared ITRON hosted FDM system for use by the CUSTOMER. FDM Tools will be available to CUSTOMER for purchase after the Project for Endpoint mitigation and maintenance.

H.2. Requirements:

1. ITRON will utilize the FDM software to manage installation work orders and to capture work order data, including GPS coordinates and digital images during the Endpoint installation process.
2. CUSTOMER will use FDM Tools software capabilities to securely access Endpoints for troubleshooting, maintenance and replacement processes, and status checks.
3. CUSTOMER has the option to request that ITRON maintain installation information within hosted FDM software for one year after installation via the Change Control Process.
4. ITRON to export installation data, including digital photos, to CUSTOMER at Project completion in a mutually agreeable format.
5. FDM requires use of Windows 7 or greater Operating System. The application also requires .net framework and a specific port 8731 to be opened for communications back to the server on the mobile client devices.

H.3. Alpha POC Tasks:

1. ITRON will host FDM within ITRON's SaaS environment. Secure login and data transfer procedures will be used to ensure security. CUSTOMER will have access to the FDM application and data during deployment of Endpoints.
2. ITRON will configure the workflow based on the Project requirements as defined with CUSTOMER.
3. ITRON will configure FDM to support the acquisition of GPS coordinates, read and store barcode label information and take and record digital before and after images on every work order.
4. ITRON will deliver an FDM Test Plan to validate the FDM workflows will meet the requirements of the Project. Testing will also include validating the interface files. The CUSTOMER will provide test scenarios that they require to validate the TOHOST file processing.
5. CUSTOMER will develop and create, with the assistance of ITRON, interface files based on the published APIs and interface methods. Interface files include the FROMHOST file (data originating from CUSTOMER systems and consumed by the FDM system) and the TOHOST file (data originating from the FDM system and consumed by CUSTOMER systems). CUSTOMER will establish integration interfaces to upstream systems.
6. CUSTOMER and ITRON will mutually agree to and define exception management processes in the PCM by CUSTOMER and ITRON. ITRON will clear exception flags in FDM before installation data gets delivered to CUSTOMER systems in accordance with the exception processing routines defined in the PCM.
7. CUSTOMER and ITRON will develop a process to validate data quality before CUSTOMER systems are updated with completed work order data. This process will be outlined in the PCM. ITRON will provide FDM reports to

CUSTOMER to meet the requirements as described in the FDM requirements document, developed as a part of FDM workshops. All FDM data shall be auditable.

H.4. Beta POC Tasks:

1. ITRON will stand-up and configure the hosted environment for the FDM system.
2. ITRON will install and configure FDM to meet the requirements within the FDM requirements document.
3. CUSTOMER will develop FROMHOST interface files required by the FDM system.
4. ITRON will develop TOHOST interface specifications required to integrate with CIS.
5. ITRON will develop and deliver TOHOST files to CUSTOMER for consumption.
6. CUSTOMER will test TOHOST file to ensure that file can be consumed by CUSTOMER systems.
7. ITRON will conduct Functional Testing of the FDM System in accordance with the Test Plan.
8. ITRON will configure and test security, CUSTOMER access credentials.
9. ITRON will configure backup schedule.
10. ITRON will setup an SFTP site and grant CUSTOMER access to the site.

I. Endpoint, Register and Meter Installation

I.1. Summary

Resources, facilities, equipment and processes must be planned for, developed and procured to support the deployment of Endpoints and other equipment.

As Endpoints are deployed, acceptance testing of installations can begin in accordance with the requirements defined herein.

I.2. Assumptions:

1. In this section, ITRON is defined as ITRON and its subcontractors, which includes Keystone Utility Services.
2. The level of ITRON Services effort is estimated based upon the proposed 24-month Project duration. Beta POC will last six (6) months during which all FAN Devices and up to 550 Endpoints will be installed for System Acceptance and coverage testing. Full Deployment of Endpoints will commence in month sixteen (16) and complete in month twenty-four (24).
3. ITRON will provide overall Project management Services including training and direct supervision of ITRON Field Service Representatives (FSRs, appointment scheduling; problem solving and complaint handling; and inspection, testing, and quality control.
4. Endpoints must be installed in accordance with the Endpoint installation guide and the FAN Design.
5. Meters and registers removed during AMI deployment will be stored at an ITRON provided warehouse. On a weekly basis ITRON will arrange for removal and disposal/recycling. This includes disposal of spoils, materials, rings, lids, boxes, etc. ITRON can provide disposal/salvage of electric meters at no additional cost. Should CUSTOMER choose to have ITRON manage salvage of water meters removed from the field, an additional salvage credit may be available.
6. ITRON and CUSTOMER will conduct installation by geographic territory and meter reading route subject to black-out dates, not exceeding six (6) days per route.
7. In situations where additional work is required to replace meter box if applicable, such as repaving, concrete, or asphalt repair, CUSTOMER will be notified. For ITRON-led installations, ITRON will be responsible for site restoration, including landscape material replacement (i.e. sod, rock, etc.).
8. CUSTOMER may request ITRON to perform addition work, repairs, etc. through the Contract Change Order Process defined herein (Contract Change Control Order Process)
9. CUSTOMER is responsible for creating and supplying all required communication and outreach materials (i.e., door hangers, mailers, bill stuffers, etc.) in support of the deployment of Endpoints.
10. CUSTOMER will install all Alpha and Beta Endpoints as well as all Polyphase meter Endpoints.
11. Less than three percent (3%) of the water meters are inside customer homes. Most electric meters are outside; less than one percent (1%) are inside customer homes.

I.3. ITRON Requirements:

1. ITRON will provide management, oversight and field staff for the installation of non-polyphase Endpoints.
2. ITRON will provide Endpoints for water registers.

3. ITRON will be responsible for Traffic Control using cones required for Endpoint installation in roadways and/or parking areas. All Endpoint installations requiring permits or other Traffic Control (i.e. flagging) will be RTU or otherwise returned to utility for completion.
4. Inventory:
 - a. ITRON to provide the Project facility to store Endpoints and other materials required during the Full Deployment Phase.
 - b. ITRON will have operational and financial accountability, for managing and tracking equipment inventory.
 - c. A four (4) to eight (8) week supply of inventory of equipment will be required to maintain adequate inventory levels for the Project.
 - d. Inventory will be delivered and managed at the ITRON Project warehouse (Designated Location) during Full Deployment. ITRON shall inspect equipment delivered to the Designed Location. CUSTOMER shall have inventory auditing capabilities to validate inventory receipt as outlined in the PCM.
 - e. ITRON will be accountable to secure and manage equipment received at the warehouse during Full Deployment. Details of the process will be defined in the PCM.
5. ITRON shall not enter a residence without the permission of CUSTOMER. Additionally, no ITRON personnel shall enter a residence without an adult present (18 years or older). ITRON will work with CUSTOMER to obtain permission of owner to enter residence.
6. On the first day of each work week, ITRON shall provide CUSTOMER a schedule of where work is planned for the following three (3) weeks. The schedule will be updated and agreed upon by both parties as needed.
7. Field validation rules against old meter readings will be used during the installation process. Assuming CUSTOMER refreshes pending work order data on a monthly basis, old meter readings are based on the previous month's reads. Old readings falling outside the high / low parameters will require reentry by the technician. Additionally, digital images of the old meter reading will be captured for all completed work orders. In all cases, ITRON will record the number of dials and the found reading on the work order.
8. ITRON field Quality Checks include:
 - a. Is the meter / module properly installed?
 - b. Validation of crossed units, on multi-unit buildings
 - c. Was any trash picked up?
 - d. Is the meter seal in place?
 - e. Was the meter reading collected correctly (if applicable)
 - f. If the electric meter has a locking ring, is it installed correctly?
 - g. Is there any observable damage?
 - h. Is the meter leaking?
9. For thirty (30) days after CUSTOMER has been notified of a given installation, ITRON must respond on a 24-hour-per-day basis to calls from the customer or from CUSTOMER associated with that installation concerning leaks at the meter box or proximate to the meter, loss of service, low pressure, and other problems. ITRON must contact customer within one (1) hour of receiving the call, and an onsite appointment will generally be scheduled and completed within three (3) business days. If installation related issues threaten property or health, or interrupts service, ITRON shall immediately begin remediation.
10. ITRON shall conduct installations by groups of accounts (e.g., Routes) in coordination with utility read schedules, blackout dates, local holidays and events, geography and weather factors. ITRON will focus on open work orders, performing three (3) attempts in the field. Installers will use a combination of door knocks, phone calls, and written

materials to engage with non-responsive customers. ITRON will make reasonable attempts to complete all installations on any given work order.

11. Where site specific conditions cannot support an RF friendly lid, ITRON shall drill pits lids (when feasible) and utilize Through-The-Lid (TTL) adapters.
12. By 1:00 PM each workday, ITRON shall transmit electronically to the CUSTOMER, information on completed work orders. ITRON will provide completed work orders within two (2) business days of work completion.
13. CUSTOMER and ITRON will agree on communication method to confirm upcoming installation appointments with customers.
14. ITRON's field personnel shall wear easily recognizable uniforms containing the installation company name, and prominently display picture identification badges containing: the installation company name, employee name, title and signature, employee picture and employee I.D. number. In addition, ITRON will provide field personnel with safety vests and other necessary tools and protective equipment. ITRON will notify CUSTOMER of new or terminated field personnel. FSRs shall carry a letter supplied by CUSTOMER providing details of the Project and shall present letter upon request from property owner, property manager or tenant.
15. The installation company employees who are no longer employed by the installation company shall be required to return their uniforms and identification badges immediately upon termination of employment and ITRON shall immediately notify the CUSTOMER of all such terminations.
16. ITRON will be responsible for all vehicles it uses on the Project. Vehicles will include CUSTOMER approved signage with the CUSTOMER name and name of contractor.
17. ITRON will distribute such notifications (e.g., door hangers) as each installation is attempted. Content (letters and door hangers) will be provided by CUSTOMER.
18. ITRON shall be responsible for scheduling and handling all non-polyphase installation appointments. Appointments will be scheduled as requested by the customer with a four-hour window unless the customer approves a larger appointment window. ITRON will notify customer of the install by knocking on the premise door at the time of installation. When possible, ITRON shall notify customers of any changes in schedule at least one day in advance of the original appointment.
19. In the event a meter is obstructed or is not accessible (for example, parked car, dumpster over meter), ITRON will make no less than three attempts over a minimum of three days at any reasonable time to contact the Customer to gain access to the meter. These attempts must be documented within ITRON's work order system. After three (3) documented attempts to access the meter, ITRON may request the CUSTOMER to schedule the meter change-out with the customer. ITRON shall be paid for completed installations and is expected to provide all reasonable support in resolving installs that are difficult to schedule. Unless otherwise agreed upon, ITRON will be responsible for installation if the CUSTOMER secures an appointment within thirty (30) days of notification that access could not be obtained.
20. Should any meter vault be discovered to be obstructed and inaccessible to install an Endpoint, ITRON will notify the designated CUSTOMER representative the same day such inaccessibility is discovered, and the CUSTOMER shall make the meter vault accessible within fifteen (15) business days or the order will be RTU.
21. ITRON will inform the CUSTOMER of any nuances identified at individual premises including property vacant, unmetered service, broken or unsafe sockets, meter tamperers, and other nuances agreed upon in the FDM work order system requirements document. ITRON will take before and after digital images of nuances and additional work.
22. ITRON will resolve work order data exceptions identified through work order system in a timely and efficient manner. Work order exceptions will be cleared within five business days unless in conflict with blackout window and/or customer access. Examples of exceptions are: Duplicate Meter Module or meter numbers, meter manufacturer exceptions, meter number mismatches, meter size exceptions, meter multiplier, High-Low exceptions, dial mismatch, meters found in field but not in work order file, and meter location exceptions.
23. Before, or at the time of installation, ITRON will inspect the existing water meter setting, including piping and shut-off valves. If ITRON determines that conditions are such that damage to the existing piping would result, the

Installation Manager will so inform the CUSTOMER, will not attempt the installation until the site is inspected by an authorized CUSTOMER representative, and will postpone installation at that site until the CUSTOMER authorizes ITRON to proceed with the work.

24. Only when old piping is leaking or deteriorated to a point that damage to it could reasonably be expected by changing the meter, will poor piping be accepted as a valid reason for not replacing the meter during the installation period. Unless the CUSTOMER Project Manager remands the particular installation to CUSTOMER, ITRON shall complete the installation after the piping has been repaired or replaced at any time during the deployment period.
25. If ITRON cannot shut off the water using a valve at the meter, ITRON will document details on a work order, and ITRON will arrange to do the repair/replacement of the valve with the customer and the CUSTOMER using the criteria contained herein. Any new meter setters will comply with the approved materials list in the CUSTOMER's current Water Engineering Standards.
26. If ITRON discovers a meter vault that shows evidence of being a lead service, ITRON will notify CUSTOMER Project manager of the location. All items needed for a standard installation will be provided to CUSTOMER for installation at locations where lead service is discovered. CUSTOMER will provide ITRON a potential list of services with lead services lines and a lead service identification guide to be used by installers.
27. For meters larger than 2", if the installation has a secondary strainer, then ITRON shall clean and reinstall the strainer.
28. ITRON will confer with CUSTOMER before major vegetation work (cutting limbs, extensive trimming) is performed.
29. ITRON will be responsible for removing and properly disposing of any reasonable amount of dirt and/or vegetation needed to access a meter in a meter pit or vault. Dirt and vegetation shall be removed only as necessary to prevent dirt from entering the line during the installation. If a water meter box or vault is flooded so that the meter is fully or partially submerged, the installer must pump out the box before changing the meter. The installer must ensure that the water service is not in any way contaminated, even intermittently, by standing water in the meter vault or box. All waste resulting from installation activities, must be cleaned-up and, hauled off by ITRON and disposed of in a legal manner. ITRON will be responsible for returning the installation site to as good or better condition than the pre-installation condition. Any damage to property resulting from ITRON's activities, will be repaired by ITRON to the satisfaction of the property owner or CUSTOMER.
30. ITRON will provide staff to take calls during deployment work, including phone number for FAQ's, appointments, customer concerns, etc. During off hours, callers will be asked to leave a message for a call-back the next business day.
31. Endpoints that have been added or removed from the Solution will be updated in the CIS within twenty-four (24) hours of transitioning the work order to CUSTOMER to ensure accurate performance metrics.

1.4. Itron will resolve all Unable to Complete meter installations within sixty (60) days of the first attempt to install. If Itron cannot resolve the UTC installation within 60 days, and has followed the procedures outlined above, ITRON will notify CUSTOMER that installation cannot be performed and will be returned to the CUSTOMER. Customer Requirements:

1. CUSTOMER is responsible for all permitting required to install Endpoints.
2. CUSTOMER will specify criteria for meter boxes it deems to be in "poor condition", as defined in PCM, which CUSTOMER will replace. For meter boxes to be retained, lids shall be replaced with RF friendly lids, or drilled to support TTL antenna mounting to facilitate a fully functioning AMI system.
3. CUSTOMER will provide ITRON with barrel lock keys and other CUSTOMER specific tools required to complete the electric and water work orders. If any barrel lock cannot be removed, the FSR will spray the lock with penetrating solvent (PB Blaster or similar) and move to the next site in route. The tech will return to the site immediately after completion of the adjacent service to re-attempt barrel lock. If the lock remains frozen, the FSR will RTU the work order. All services with locks which cannot be extracted will be returned to the CUSTOMER to be removed.

CUSTOMER shall have thirty (30) days from notification by ITRON to remove the lock and return the order to ITRON for completion.

4. CUSTOMER will provide meter seals for all electric meter installations as required by the installation procedure.
5. CUSTOMER will be responsible for all repairs identified by ITRON that prohibit installation by ITRON. Unless otherwise directed by CUSTOMER, ITRON will not perform any repairs identified and all such Endpoints will be classified as RTU.
6. CUSTOMER will provide management, oversight and field staff for the installation of Alpha and Beta Endpoints as well as all polyphase Endpoints.
7. CUSTOMER will prepare content to be used for customer notification regarding installation activities. CUSTOMER will deliver an initial introductory communication notifying their customer base of the impending Project. This message will be mailed and/or accompany customer bills.
8. CUSTOMER will receive and install FAN Devices, Endpoints and other materials required during the Alpha and Beta Phases.
9. Inventory will be delivered and managed at the CUSTOMER Project warehouse (Designated Location) during Alpha and Beta Phases. CUSTOMER shall inspect equipment delivered to the Designated Location. ITRON shall have inventory auditing capabilities to validate inventory receipt as outlined in the PCM.
10. CUSTOMER will be accountable to secure and manage equipment received at the warehouse during Alpha and Beta Phases. Details of the process will be defined in the PCM.
11. CUSTOMER will have operational and financial accountability, for managing and tracking equipment inventory during Alpha and Beta Phases.
12. A four (4) weeks supply of inventory of equipment will be required to maintain adequate inventory levels for the Project during Alpha and Beta POCs.

I.5. General Requirements:

1. The blackout period for each electric and water meter work order will be limited to six (6) business days per month.
2. At any point should the RTU rate go above 5% (cumulative to date) ITRON and CUSTOMER will work together to improve the RTU rate. This rate will be calculated using the total open RTU number as the numerator and the cumulative installation count as the denominator of the calculation.
3. No installation work shall be scheduled between 5:30 pm and 7:30 am PST except where required or authorized by the CUSTOMER. For locations that require specific service outage windows or residences that require after hours visits ITRON will notify CUSTOMER of these locations and propose dates and times of service. If CUSTOMER does not respond within five (5) days of notification authorization a written notice of delay will be required, and status meeting will be scheduled within three (3) days of notice.
4. No work shall be done on Saturdays, Sundays, and Legal Holidays, unless authorized by the CUSTOMER.
5. Electric meters shall not be installed in an enclosed metal box / container without the use of an external antenna. CUSTOMER will have the responsibility for installing the external antenna coupler, where required.

I.6. CUSTOMER will purchase handheld devices (FC300, tablets, etc.) to complete Alpha, Beta and polyphase Endpoint installations. Alpha Deliverables:

1. Deployment Plan:
 - a. FAN Devices will be installed before Endpoints in each area so Endpoint performance can be validated when the Endpoint is installed. ITRON will adjust the Deployment Plan for FAN Devices installed during the Beta phase that are under negotiation or have been returned to CUSTOMER.

- b. ITRON and CUSTOMER will jointly develop a Deployment Plan that identifies CUSTOMER Phases (Alpha, Beta, and Full Deployment) and the schedule meter reading route groups will be assigned, taking into consideration the FAN Device installation schedule, lids that require replacement/drilling, Endpoint black-out schedule (up to six (6) business days), etc. needed for replacement work orders. When designing the sequence of route groups, ITRON and CUSTOMER will consider geographic proximity from one to the next and afford an ample supply of pending service orders in the area that are not impacted by CUSTOMER meter reading/billing black-out schedule.
 - c. CUSTOMER will provide initial twelve (12) month meter reading schedule and an initial twelve (12)-month rolling forecast of black-out dates to be updated monthly.
 - d. ITRON will lead the development with consultation from CUSTOMER of the Endpoint first article configuration, including read resolution confirmation for water retrofits, to be reviewed for approval by CUSTOMER.
 - e. CUSTOMER and ITRON shall co-develop Endpoint installation Project Control Manual to be reviewed for approval by CUSTOMER.
 - f. ITRON shall develop First Article Test Plan (FAT) checklist, including the following items to be confirmed:
 - i. Product Documentation
 - ii. Nameplates
 - iii. Endpoint configuration and security verification.
 - g. ITRON will conduct installation in accordance with the Deployment Plan. ITRON will work closely with CUSTOMER to ensure the appropriate quantity of meter reading routes are made available to the field teams at the onset to allow for the proper mix of new installs and follow-up attempts. CUSTOMER and ITRON will mutually agree to route release schedules.
 - h. CUSTOMER will supply assistance for locating certain meters that are difficult to locate or have access issues.
 - i. CUSTOMER and ITRON will review the Deployment Plan weekly to ensure installation and route group saturation targets are being achieved.
2. Communications Plan:
- a. CUSTOMER, with support from ITRON, will develop a communications plan identifying various customer communications material to be used during the Project. The Communications Plan will also identify when the material will be utilized and how it will be delivered.
 - b. The Communications Plan will identify the vehicle logos and identification card layout required to be used by the ITRON field contractors. Logos and identification cards will be subject to CUSTOMER Approval
3. Identification Cards - ITRON and CUSTOMER will define an identification badge process in the PCM for all field employees. ITRON will provide the identification cards with ITRON having responsibility to track and manage the cards.
4. With assistance from ITRON, CUSTOMER shall order electric meters, water modules, water meter registers, CGRs, MNB's and miscellaneous materials (meter seals, meter locks, premise keys, locking rings, A-base and/or K-base adapters, etc.) necessary to meet requirements and schedule defined in the Deployment Plan.

1.7. Full Deployment Tasks:

- ITRON to secure vehicles, tools and other miscellaneous equipment required to deploy meters and Endpoints as outlined herein.

- ITRON will employ a stringent quality program as defined in the Quality Assurance Plan, including 100% follow-up quality field audit attempts for new employees during their probation period (two-week period after hiring) and 5% subsequent field audit percentage after an employee completes his/her probation period. Audits are conducted and reviewed on a monthly basis. After the training period, any installer having errors in excess of 1% or appear to be specific to one-meter type code will be removed from the field and retrained. All work during the 2 days prior will be audited and if an installation error of 2% or more is found, all work done by the installer (100%) will be audited. Retrained installers returning to the field will have 100% of their work audited for 10 working days. Any errors found will result in the installer being permanently removed from the field.
- ITRON will maintain an insured office and warehouse within or in proximity of the CUSTOMER's service territory.
- ITRON will respond to all customer complaints and claims pertaining to work performed by ITRON within two (2) business days of receipt complaint or claim. ITRON will document each customer complaint and notify CUSTOMER Project Manager, as mutually agreed. CUSTOMER Project Manager will assist ITRON with customer claims that cannot be resolved (i.e. Customer insists on filing complaint with CUSTOMER, in addition to ITRON, regarding noise, damaged yard, etc.).
- ITRON will provide call center services for the scheduling of appointments, to answer questions and receive reports of problems. The call center shall be staffed between the hours of 7:00 a.m. and 3:00 pm PST, Monday through Friday with a limited staff on Saturday as necessary. Twenty-four (24) hour live answering service is provided for all after hours calls. This after-hours service includes emergency call/text dispatch to Project Team. The call center is staffed by employees trained to work in the AMI/AMR industry, with fluency in English, and at least two employees bi-lingual in English-Spanish. A third-party language service can be used for other languages, conferencing in an interpreter, when necessary.

1.8. Field Staff Requirements:

1. ITRON's field staff, including subcontractors, will be fully trained in the installation of Endpoints and connection to existing registers, and the installation of retrofit meter registers. CUSTOMER reserves the right to require ITRON to retrain, reassign, or remove from the Project any field employee or subcontractor who fails to perform workman-like and competent work as defined in the Agreement and/or Project Control Manual.
2. ITRON will subject all field employees to a criminal offense background check and drug and alcohol testing. ITRON and its subcontractors will not employ any person who fails these checks.
 - Background checks to include:
 - Check of social security to verify address/addresses for the past seven years.
 - Criminal background check for any county of residence for the past seven years.
 - Criminal background check for any federal criminal activity during the past seven years.
 - Criminal background check for any statewide criminal activity during the past seven years.
 - Sex Offender Registry Database.
 - Check to verify a valid driver's license and satisfactory driving record if operating a motor vehicle while performing the field services.
 - Employment/Education verification.
 - Reference checks.
 - Proof of U.S. Citizenship when access to US Military bases is required to meet job requirements
3. Field personnel shall wear easily recognizable uniforms identifying contractor as a subcontractor for CUSTOMER. Additionally, field personnel will prominently display picture identification badges containing the employee name, employee picture, and employee company I.D. number. ITRON shall control the issuance and retrieval of ID cards so that only active installation field personnel have valid identification cards.
4. ITRON or its sub-contractor will provide uniforms for field staff; include all necessary safety equipment including flame retardant uniforms for staff performing electric meter exchanges.

I.9. Full Deployment Field Tasks:

1. ITRON will manage inventory it receives from the CUSTOMER and/or directly shipped to ITRON at the direction of the CUSTOMER.
2. ITRON to manage installer hiring, training, and safety program.
3. ITRON to manage non-polyphase installation claims administration, installation appointment administration, work order scheduling and completion, inventory control process, installation quality control and auditing process as defined during workshops.
4. Before, or at the time of installation, each installation site will be inspected by ITRON. If it is determined that conditions are such that the installation cannot be undertaken safely and reliably, ITRON will take digital pictures and immediately contact CUSTOMER's Project Manager. ITRON shall not attempt the installation until the site is inspected by an authorized CUSTOMER's representative and shall postpone installation at that site until CUSTOMER's Project Manager authorizes the Proposer to proceed with the work. The process to address these accounts will be documented in the PCM
5. Endpoints located in pits will utilize RF friendly lids or through-the-lid antennas to enhance read performance as needed. Specifications for the Endpoint installation options will be submitted and approved by CUSTOMER before installations begin.
6. ITRON shall report to CUSTOMER's Project Manager, prior to the installation of an Endpoint, any internal meter and/or plumbing irregularities including but not limited to meters installed backwards, disconnected meters or registers, or any other indication of tampering or theft (e.g., magnets). CUSTOMER's Project Manager will provide guidance on next steps before the Endpoint installation work is to start.
7. ITRON is responsible for repairing any meters, meter registers, service lines, lids, rings or other appurtenances it damages at its sole cost and expense, unless the ITRON's Installation Manager received approval from CUSTOMER's Project Manager prior to commencement of installation. ITRON will document any repair work performed and will flag for CUSTOMER review via mutually agreed upon procedures.
8. ITRON will report Emergencies to a CUSTOMER named point of contact or phone number, and ITRON FSR will remain onsite until CUSTOMER technician arrives, or the situation is deemed safe. Typical CUSTOMER response time shall be within one (1) hour.
9. CUSTOMER will obtain any special permits to restricted access areas such as military installations.
10. CUSTOMER will perform all necessary repairs to enable the safe installation of an Endpoint. ITRON will not install an Endpoint where safe and reliable operation cannot be assured.

I.10. Data Management Deliverables:

1. CUSTOMER will provide ITRON a FROMHOST file with meters at which an Endpoint and/or meter register is to be installed. CUSTOMER agrees to release the file in accordance with the Deployment Plan. ITRON shall request work order data at least thirty (30) working days in advance. ITRON will feed this file into the work order system to create work orders. Files will be refreshed by CUSTOMER in accordance to the work order management process defined in the PCM.
2. Electronic work order record provided by CUSTOMER through CIS to the work order system will include multiple information fields. Final determinants will be mutually agreed upon by both Parties in the PCM.
3. When available, special notes about safety and special installation situations will be provided to ITRON in the download file. If safe access cannot be provided for Endpoint installation, ITRON may return orders in accordance with the RTU process defined in the Project Control Manual to CUSTOMER via the work order system.
4. ITRON will validate customer address using meter number(s) and customer address provided to work order system by CUSTOMER. If validation cannot be completed, the requests will be RTU.

5. Completed work orders shall include, at minimum: verification of meter size and meter type, verification or correction of existing meter and account information, verification of service on/off, meter serial number, premises identification number, Endpoint ID number, # dials, reading on meter register(s), GIS data at point of installation, date and time of installation, name or employee number of installer, pit/meter condition notes and notation of any problems encountered, or repairs made. If the meter register is to be replaced, the completed work order shall also contain final reading on old register(s) and new meter register number(s), all information requested on the work order must be completely filled out and pass validation for the installation to be considered complete and eligible for payment. Work order information will be made available for the CUSTOMER's Project Manager on a daily basis.
6. CUSTOMER will validate the completion data in each file and notify ITRON of any exceptions as defined in this Agreement and in the PCM.
7. ITRON will resolve work order data exceptions identified through work order system or by CUSTOMER in a timely and efficient manner as defined in the PCM. Work order exceptions will be cleared within two (2) business days unless in conflict with blackout window. The exception process will be managed through the FDM work order system.
8. Field collected data is reconciled every day with ITRON providing a daily report to CUSTOMER; ITRON will ensure data sent to CUSTOMER is accurate. New equipment will include bar codes for the Endpoint. Data reconciliation activities involve:
 - a. Verifying field collected old register and meter data matches data From CUSTOMER database (this validation is also done in the field)
 - b. Reviewing previous meter readings with current meter reading (this validation is also done in the field)
 - c. Work orders that contain discrepancies will be placed in an exceptions file. These orders will not be transferred with the normal data upload file. The exception file will be further reviewed by the ITRON Data Manager using the digital photographs and may involve further field investigation. These accounts will be uploaded following data verification.
9. CUSTOMER will reconcile CIS exceptions and notify ITRON of work orders requiring further investigation within three (3) business days of receipt of file.

J. Testing

During the Design phase, ITRON will work with CUSTOMER to develop a Test Plan that will reflect both teams' understanding of the utility's business processes and how the AMI solution will enable them. The Test Plan will identify the test approach, participants, schedule, environment setup, testing requirements, retesting strategy, test case listing, success / acceptance criteria, and test defect management processes. It will also be used to create the detailed test/use cases, including those specific to the interaction required of integrated applications

The table below lists the various software tests, acceptance tests and responsible owner to be performed on the Solution.

Test Cycle	Description	Owner
First Article Test (FAT) Alpha POC	FAT will consist of, but not limited to, the verification of individual Endpoints and CGR: - Product Documentation - Nameplates - Programming verification - Meter size (water) - Meter read resolution (water)	CUSTOMER/ITRON supporting
Functional Testing Alpha/Beta POC	Functional Testing is completed by ITRON anytime ITRON Licensed Software is installed and/or configured during the Project. Basic functional tests are performed to verify component operation.	ITRON
Integration Testing Beta POC	Integration testing conducted to demonstrate that the required data flows are operating correctly between the systems in the Solution and maintain business integrity, in accordance with the respective requirements. Attention is paid to the physical mechanics of the interfaces, such as the data transport management.	ITRON
User Acceptance Testing Beta POC	As defined in the Test Plan and following Integration Testing, this testing combines both functional and integration testing to verify that the developed Solution works holistically. User Acceptance Testing validates end-to-end business processes between all participating systems (OpenWay Collection Manager, IoT FND, Electsolve MDMS and utility applications).	CUSTOMER
FAN Acceptance Beta POC	Reference the Solution Component Acceptance section	ITRON
Endpoint Acceptance Beta POC/ Full Deployment	Reference the Solution Component Acceptance section	CUSTOMER
Software Acceptance Beta POC	Software Acceptance will occur once the Build Step is complete and there are no Sev 1 or Sev 2 outstanding defects.	CUSTOMER

J.1. Comments and Clarifications

1.	ITRON to perform basic Functional and Integration Testing of applications and software identified in the testing section.
2.	ITRON will provide "Train the Trainer" training to the CUSTOMER designated Test Lead and Tier Support staff. The recipient of this training will serve as the primary point of contact.

3.	CUSTOMER will provide Test Lead, Tier 1 and 2 Support for internal testing and ITRON will provide supplemental support for defect management during testing activities.
4.	Assignment of the severity levels to each testing issue or defect are identified below. Any discrepancy will be resolved by CUSTOMER & ITRON PM.
5.	All Test deliverables will be done in accordance with pre-defined Test Plan and test scripts agreed upon between ITRON and CUSTOMER.
6.	CUSTOMER is responsible for leading and performing all testing, except Functional and Integration Testing, with support from ITRON as needed. ITRON will provide the standardized test plans for CUSTOMER review and approval. ITRON will share current knowledge and best practices information with CUSTOMER in execution of testing activities.

J.2. Severity Parameters

The following table defines the defect severity levels and mitigation steps for Solution component testing defects identified during the Project testing activities. ITRON and CUSTOMER will review all issues found through the associated testing process and agree on severity level assignment and applicable course of action as detailed below. This applies to Licensed Software and firmware, and to Go-Live and Solution Acceptance.

Defect Severity Level Table

Severity Level	Definition	Actions
1	Blocking	Blocks development, business process and/or testing work - Prevents completion of critical business function and no workaround exists. Cannot Go-Live or accept the Solution with any Severity Level 1 defects
2	Critical	Crashes, loss of data, workaround is present but difficult to pursue or not sustainable. Cannot Go-Live or accept the Solution with any Severity Level 2 defects
3	Serious	Major loss of function, with a mutually agreeable workaround present; managed through product lifecycle (scheduled release of application) - Can Go-live
4	Non-Critical	Minor loss of function, usability issues, other problems where easy workaround is present – Cosmetic

J.3. Tier Support Levels During Testing

During testing, issues may be encountered that require support from resources that are Subject Matter Experts in the Solution. To address issues encountered during testing and post-production, CUSTOMER will designate internal staff to provide Tier 1 and Tier 2 support as described below.

Tier Levels	Defined	Examples	Testing Responsibility	Post-Production Responsibility
1	A resource that is knowledgeable on the Solution. Such resources are considered process owners and are first level support for problems/issues encountered. Tier 1 is required to provide basic troubleshooting. For each issue encountered, they should collect the following information in their problem/resolution process: – What happened – When did it happen? – Who encountered the issue? – What attempts were made to resolve – Suggested next steps.	End user is not able to run a report during test period. Tier 1 Support would provide support to this user.	CUSTOMER	CUSTOMER
2	If Tier 1 is unable to resolve, Tier 1 escalates to Tier 2. Tier 2 are also knowledgeable in the Solution but have deeper product knowledge. If Tier 2 is unable to resolve, they will engage appropriate ITRON resource(s).	All issues that cannot be answered at Tier 1 during test period and require a deeper knowledge to investigate and resolve Tier 1 would escalate to Tier 2. Tier 2 would escalate to ITRON Global Support Services or ITRON Project resources.	CUSTOMER	CUSTOMER

K. Project Deliverables and Responsibilities

To meet the objectives defined herein, ITRON deliverables are shown below with the schedule of each deliverable being included in the Project Plan.

K.1. Comments and Clarifications

1.	These key document deliverables, described below, require review and response from CUSTOMER within fifteen (15) business days of receipt. ITRON will deliver each document and confirm designated CUSTOMER recipient(s) has received the document triggering start of the review period. The document will be considered “Accepted” if the CUSTOMER does not respond with edits or a written request for specific and appropriate modifications during the review period.
2.	Modifications or updates to the key document deliverables previously accepted by CUSTOMER and ITRON will be handled through the Contract Change Order Process.

K.2. Summary of Key Document Deliverables

The table below identifies Key Document Deliverables requiring customer signature. The table does not represent the full list of deliverables.

#	Key Deliverable Requiring Sign-Off	Description
1.	BSRD (Project Planning)	This document outlines the OpenWay Riva solution requirements that will be met by the ITRON Solution design. It also highlights requirements gaps, should any be identified in the associated workshops/design reviews. It also includes OpenWay Riva major functional areas to address the approach the Project Team will use to integrate the solution functionality into the CUSTOMER’s business practices.
2.	TAD (Alpha POC)	This IT facing document may include the following: Environment(s) and the specifications for each; security; long-term backup; and recovery requirements of the system.
3.	Interface Design (Alpha POC)	This document outlines the final architecture and mechanisms used for MDI, Reading, and Event interfaces to and from the CIS and MDM.
4.	FAN Design (Alpha POC)	This FAN Design deliverable is part of the contract to validate design and key assumptions with technical teams. The FAN design document incorporates CGR and OpenWay Riva routing node locations, installation guidelines, and FAN coverage assumptions. It will include site selection and make-ready assessments.
5.	Project Completion Form (Full Deployment)	This document lists all the completion criteria and is used as a checklist to validate the Project is officially completed.

K.3. Document Deliverables – no signature required

#	Deliverable Not Requiring Sign-Off	Description
1.	Project Plan (Project Planning)	During the Design Step, CUSTOMER PM and ITRON PM will develop a Project Plan with Project governance and management processes and detailed Schedule.
2.	FAN Design (Alpha POC)	This FAN Design deliverable is the initial iteration that leads to the FAN Design. The FAN Design document incorporates tentative CGR and OpenWay Riva routing node locations, installation guidelines, and FAN coverage assumptions.
3.	Deployment Plan The Beta POC Deployment Plan will be completed by the end of Alpha POC. The Full Deployment Plan will be completed by the end of Beta POC.	This plan defines field activities conducted by ITRON and CUSTOMER. Specifically, it is the schedule that defines the order in which network build-out and Endpoint deployment will be assigned and completed. It will include, but not be limited to, the following: – Build Schedule based on the agreed upon Forecasting and Order Procedures – Delivery Schedule used to define product delivery schedule to CUSTOMER – Site survey process to validate pole location – Pole make ready & WAN validation activities – CGR installation schedule – used by CUSTOMER to install and manage the CGR installation process – Endpoint installation schedule – used by ITRON and CUSTOMER to install and manage the Endpoint installation process
4.	Project Control Manual (Alpha POC)	Project Control Manual. A document frequently employed by project teams which consists of a compilation of Project processes and procedures (Project Control Documents) agreed upon by Project Team. Examples include deployment processes, safety processes, installation procedures, escalation plans, etc.

K.4. ITRON Tasks by Phase

The following table lists the ITRON deliverables including the Key Document deliverables listed above. Documents will be delivered via email and stored on the ITRON Project SharePoint site.

#	Project Planning Tasks
1.	Create Project Plan used to track and manage the Project tasks and deliverables through weekly Project planning and status calls.
2.	Schedule and facilitate requirements and design workshops.
3.	Schedule SaaS environment build.
4.	Order First Article FAN Devices and Endpoints.
#	Alpha POC Tasks
1.	Configure OWOC to meet the CUSTOMER approved design requirements in the BSRD.
2.	Configure FDM to meet the CUSTOMER approved design requirements.
3.	Implement one (1) SaaS Production, and one (1) SaaS Test environment for the application defined in the Pricing Summary and SaaS agreement.
4.	Support CUSTOMER led First Article Testing (FAT)

5.	Commence Functional and Integration Testing
6.	Complete all make ready work for FAN Devices on CUSTOMER owned FAN Sites.
7.	Develop FAN Design based off CUSTOMER provided data. CUSTOMER to validate backhaul availability at each FAN location and complete FAN Device installation as specified in the initial FAN Design.
8.	Complete FAN site surveys to validate placement of FAN Devices included in the initial FAN Design. Update ITRON design center with required changes to the initial FAN Design.
9.	Complete FAN Design updated by ITRON after field surveys are completed by ITRON and CUSTOMER.
10.	Evaluate, develop, and test MDI, Event, and Register and Interval Reading interface between CUSTOMER CIS and OWOC.
11.	Provide sample test plans, including sample test cases for common test scenarios (move in/move out, etc.)
12.	Setup and make available an SFTP site and VPN tunnel for web services for the CUSTOMER to share data.
13.	Engage FAN installation team and conduct training.
#	Beta POC Tasks
1.	Project office and warehouse setup
2.	Install and Configure MDMS and portal.
3.	Full Solution Integration
4.	Complete Functional and Integration Testing.
5.	Engage Endpoint installation teams for Full Deployment and conduct training.
#	Full Deployment Tasks
1.	Install Endpoints according to locations provided by CUSTOMER.
2.	Identify Endpoints ready for installation Acceptance.
3.	Notify CUSTOMER Project Manager if meter access commitments for a given installation site are not being met.
4.	Notify CUSTOMER Project Manager that meter access commitments for a given route are complete. Review and return open RTU orders.
5.	Complete investigation, mitigation and remedy non-responding and suspect Endpoints that are predicated to be covered by FAN Design, prior to being Accepted.
	ITRON to complete Functional Testing of the applications identified herein.
6.	Eight (8) days, two (2) onsite visits, of FAN Device and Endpoint mitigation support and training will be completed by the end of Full Deployment but may occur at any time during the Project, as mutually agreed. Additional support available through the Contract Change Order Process.
7.	Four (4) days, one (1) onsite visit, of ITRON OpenWay Riva training will be completed by the end of Full Deployment but may occur at any time during the Project, as mutually agreed. Additional support available through the Contract Change Order Process.
8.	Complete transition documentation and introduce CUSTOMER to ITRON Global Support Services (GSS) via schedule transition meeting upon completion of Beta POC.
9.	Provide PM/IM contact for CUSTOMER to escalate production issues throughout the deployment period.
10.	Provide standard daily report of system performance until CUSTOMER is sufficiently trained and has access to this data.
11.	Identify Endpoints that are ready for Acceptance.

K.5. ITRON Deliverables by Phase

#	Project Planning Deliverables
1.	Provide standard Project Plan at start of Project within two (2) weeks following Project kickoff.
2.	Document and provide to CUSTOMER the BSRD for review and approval
#	Alpha POC Deliverables
1.	Provide one (1) SaaS Production and one (1) SaaS Test environment for the application defined in the Pricing Summary and SaaS agreement.
2.	Document and provide to CUSTOMER the IDD, FAN Design and TAD deliverables for review and approval.
3.	Provide sample test plans, including sample test cases for common test scenarios (move in/move out, etc.).

#	Beta POC Deliverables
1.	Provide final FAN Design “As built”.
2.	Conduct training.

K.6. CUSTOMER Tasks by Phase

To meet the Project objectives defined herein, CUSTOMER deliverables are listed in the table below.

#	Project Planning Tasks
1.	Order First Article FAN Devices and Endpoints.
2.	Review and approve Project Plan and BSRD.
3.	Define and obtain ITRON approval of pilot areas (Alpha and Beta).
#	Alpha POC Tasks
1.	Support development and testing of MDI, Event, and Reading interfaces. Format will utilize ITRON’s standard MDI Format, Common Event Format, and Common Reading format web services. Daily updates to the interface file are required to synchronize Customer Information System (CIS) to ITRON Software Applications. Interface files will be posted via web services through a VPN connection to ITRON hosting.
2.	Assign resources and ensure active participation in Training as outlined in Section M (Training).
3.	Secure necessary permits or agreements needed for each FAN location.
4.	Install and test one (1) CGR and up to forty (40) Endpoints in pre-Prod environment.
5.	Allow installation vendor access to complete all make ready work for FAN Devices on CUSTOMER owned FAN Sites.
6.	Provide data backhaul and electricity at each FAN Device location within 10’ and 2’ for Ethernet.
7.	User Acceptance Testing (OWOC).
8.	Complete CUSTOMER led First Article Testing as defined in Section J (Testing).
9.	Order FAN Devices and Endpoints for Beta POC.
10.	Project office and warehouse established for Beta POC.
11.	Engage CUSTOMER FAN and Endpoint Installation teams.
#	Beta POC Tasks
1.	Complete CIS integrations.
2.	Receive and maintain FAN Devices and initial Endpoint inventory in accordance with PCM.
3.	Engage in customer communications and outreach.
4.	Install FAN Devices according to FAN Design and, if necessary, install additional or adjust locations of FAN Devices to meet FAN Design coverage
5.	Assign resources and ensure active participation in Training as outlined in Training Section M.
5.	Complete Beta Endpoint installations (500 electric and 50 water) in accordance with the PCM.
6.	User Acceptance Testing (Final solution, inclusive of FDM, MDMS, customer portal).
#	Full Deployment Tasks
1.	Process Endpoint routes for Acceptance within thirty (30) working days of notification from ITRON.
2.	Using the support of ITRON as outlined in Section O (System Performance), complete troubleshooting and mitigation of non-communicating or poorly communicating FAN Devices and Endpoints as required.
3.	Maintain Solution including configuration maintenance, MDI data quality, FAN Devices, Endpoints, and Software after each component of the Solution has been accepted.
4.	Update FAN Design as FAN Device changes occur in the field after the Solution is transitioned to ITRON Global Support Services.
5.	Provide ongoing and reliable backhaul communication to the FAN Devices.
6.	Complete all polyphase meter Endpoint installations in accordance with Installation Manuals.
#	Transition to GSS Task
1.	Create and review System Cutover Plan with ITRON in accordance with Section Q.
2.	Create and review Transition Plan with ITRON in accordance with Section Q.

K.7. CUSTOMER Deliverables by Phase

#	Alpha POC Deliverable
1.	Complete System Test Plans (First Article Testing, User Acceptance, Endpoint, Software)
#	Beta POC Deliverable
1.	Complete System Testing (FAT, UAT, Endpoint and Software) in accordance with this document and mutually agreed upon Project Plan.
2.	Develop and provide customer communications materials including initial customer notification, and door hangers.
#	Full Deployment Deliverable
1.	Provide Endpoint installation workorders in accordance with the format defined during the FDM requirements workshop
2.	Complete final testing and provide Solution Acceptance
#	Transition to GSS Deliverable
1.	Complete and review System Cutover Plan and Transition plan for review with ITRON in accordance with Section Q.

K.8. Joint Tasks

#	Project Planning
1.	Assign Project resources and participate in kick-off meeting and workshops (System overview and reviewing the Project scope, budget, and schedule), as required.
2.	Finalize FDM requirements
3.	Develop a Project Plan, Deployment Plan, and PCM based on details from kick-off and workshops.
4.	Define Pilot areas for installs.
#	Alpha POC
1.	Participate in regular status meetings as defined in the Project Plan.
#	Beta POC
1.	Participate in regular status meetings as defined in the Project Plan.
#	Full Deployment
1.	Participate in regular status meetings as defined in the Project Plan.
#	Transition to GSS
1.	Review System Cutover Plan in accordance with Section Q.
2.	Review Transition Plan in accordance with Section Q.
3.	Participate in an initial and a final transition meeting prior to transition to GSS.

K.9. Equipment

For the PROJECT, the CUSTOMER will purchase FAN Devices, Water Meters (including Registers and In-Line Connectors), Water Meter Registers (including In-Line Connectors), Endpoints, and meter pit lids in quantities specified in the Agreement.

ITRON recommends the CUSTOMER maintain spare inventory for the hardware components of the Solution. The quantities specified in the Pricing Summary are expected field deployment quantities. ITRON recommends 1 – 2% sparing level for Endpoints, and a minimum of one (1) CGR and three (3) MNB configured and available for rapid deployment in the event of a failed component.

L. Workshops

This section lists all workshops that will be delivered for the Project. The workshop sessions will create the baseline draft documents for the following, but not limited to, general deliverables: business solution requirements design, FAN design, Deployment Plan and technical architecture design.

ITRON shall facilitate and document the output of each workshop; CUSTOMER will participate and review with ITRON upon conclusion of each workshop.

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#	Workshop	Description	Goal	Output/ Deliverable
1.	Business process overview (Project Planning)	To discuss CUSTOMER, ITRON, and sub-contractor business processes to ensure everyone understands what the output will look like when the workshops are complete	Overview of the Solution capabilities and review of key ITRON document deliverables that will be created during the Define and Design step of the Project. Used to promote structure and understanding across the Project Team.	General knowledge of solution and Project Deliverables Draft PCM
2.	Business Solution Requirements (Project Planning)	To gather and document Solution requirements required to meet CUSTOMER business objectives for the OpenWay Riva Solution.	Using a foundation of known product capabilities; ITRON and CUSTOMER will review CUSTOMER business requirements, investigate implementation options, review known constraints and any dependencies with other systems.	BSRD Project Plan
3.	Field Deployment Manager (Project Planning)	FDM overview and requirements gathering session	CUSTOMER has clear understanding of the FDM work order system and how it will interface with the CIS. Upload (ToHost) and download (FromHost) file data elements are defined, and file layouts established.	FDM interface Requirements document
4.	FAN design (Project Planning)	Review FAN design delivered as part of this scope to validate design and key assumptions with technical teams. Review incorporates CGR and OpenWay Riva Mesh Node Base locations, installation guidelines and FAN coverage assumptions as defined in the FAN coverage requirement. Workshop includes review of site selection and make-ready assessments.	Using a foundation of known product capabilities; ITRON and CUSTOMER will review the FAN design. Additionally, Project Team will review/discuss the site selection process, make-ready requirements, WAN requirements, CUSTOMER specific field access requirements and deployment guidelines and performance objectives in relation to FAN Design.	FAN Design
5.	Solution technical architecture & security (Project Planning)	Discuss the overall Solution architecture designs for the to-be environment. Review best practice strategies for hardware sizing, environment design and data migration/integration.	Using a foundation of known product capabilities; ITRON and CUSTOMER will review, document and formalize the technical architecture and security of the Solution given key assumptions/requirements.	TAD, IDD
6.	Field Tools and Procedures (Project Planning)	Discuss the processes, equipment and tools necessary to deploy and mitigate Endpoint and FAN assets.	To enable CUSTOMER and install ITRONs to successfully manage the deployment, troubleshooting and mitigation field assets including FAN equipment, and Endpoints.	Understanding of how to install, investigate, troubleshoot and mitigate field hardware
7.	Interface Design (Project Planning)	To discuss the interface architecture and web services that will be used to transfer data to and from the CIS and/or MDM.	To educate CUSTOMER about the web services being utilized for data transfer as well as the architecture of the solution.	Interface Design Document

M. Training Course Descriptions

ITRON will provide its standard training material and courses as outlined below to the CUSTOMER. In the event customized user training and material is requested, or addition training time is requested by the CUSTOMER, this shall be supported through the Contract Change Order Process. The maximum class size is ten (10); minimum is five (5).

ITRON Access is available to the CUSTOMER and provides a partner portal experience to knowledge share through product forums, search product-related articles and access ITRON's global products and solutions catalog for production information, marketing material and software downloads where entitlements occur.

Type	Description	Module Name
End user / Operational Training	End user / Operator has the operational knowledge to maintain operate and troubleshoot the solution and provide Tier 1 support. One session of each training module is in scope: each module consisting of up to forty (40) hours of on-site training. Example: Administrator that understand the configurations and use cases of the ITRON Solution.	OWOC Operational
Endpoint/FDM Tools Training	Endpoint troubleshooters are provided training on FDM Tools. One session of training module in scope; module consists of up to ten (10) hours of on-site training. Onsite training will encompass back office and field training with FDM Tools.	Endpoint Troubleshooting Training
FAN Training	RF Network personnel are introduced to operational, installation, and troubleshooting of CGR. One session of training module in scope; module consists of up to ten (10) hours of on-site training.	CGR Installation/Troubleshooting Training
FAN Mitigation Training	This will be hands on field training on how to perform mitigation of FAN equipment and performance. One session consists of up to forty (40) hours of on-site training.	Field process review
IT Security Overview	This will be educating CUSTOMER resources on the security of the hosted Solution including types of access to applications, and to answer additional security concerns. One session consists of up to twenty (20) hours of training.	IT Security Overview

The Project Kick-off will include an informal training demonstration on Software functionality.

N. Solution Component Acceptance

N.1. ITRON Solution Component Acceptance Criteria

Acceptance of the ITRON deliverables are defined below:

Project Planning:

1. BSRD – expected delivery after conclusion of requirement workshops (Project Planning Phase); Acceptance submission by ITRON and review with CUSTOMER.

Alpha POC Sign-off:

1. TAD – expected delivery after conclusion of requirement workshops (Alpha POC); Acceptance upon submission by ITRON and review with CUSTOMER
2. Software Applications – Acceptance upon installation in a SaaS environment and successful configuration and testing.
3. Product Configuration Document – Acceptance upon review and approval by CUSTOMER and ITRON.
4. Completion of deliverables as defined in Section G (FAN Design and Installation), Section H (FDM), Section I (Endpoint, Register and Meter Installations) and Section K (Project Deliverables and Responsibilities).

Beta POC Sign-off:

1. Interface Design (IDD) – expected delivery after conclusion of interface design workshop; Acceptance upon submission by ITRON and review with CUSTOMER.
2. Initial FAN Design – Acceptance upon submission by ITRON and review with CUSTOMER during Beta POC.
3. Software Applications – Acceptance upon CUSTOMER requesting and receiving access to the application to use data for Production billing purposes or business operations (Beta POC).
4. Training – Acceptance upon completion of Training as defined in Section M (Training Course Description).
5. FAN Device Installation – Acceptance upon completion of FAN Device installation during Beta POC and according to Initial FAN Design and the FAN Device registers on the Network and meter and/or Endpoint data is transmitted to the OWOC through the FAN Device
6. Endpoint Installation – Acceptance upon delivering installation data to the CIS and registration of the Endpoint in OWOC for Available Endpoints installed during Beta POC or after investigation, if it is determined the Endpoint does not meet the Available Endpoint criteria.
7. Completion of deliverables as defined in Section G (FAN Design and Installation), Section H (FDM), Section I (Endpoint, Register and Meter Installations) and Section K (Project Deliverables and Responsibilities).

Full Deployment Sign-off:

1. Final FAN Design – Acceptance of the FAN Design submitted by ITRON and reviewed by CUSTOMER once 85% of the Endpoints have been installed under all FAN Devices and are reporting over the network.

Endpoint Installation - Acceptance upon delivering installation data to the CIS and registration of the Endpoint in OWOC for Available Endpoints installed during Full Deployment or after investigation, if it is determined the Endpoint does not meet the Available Endpoint criteria.

O. System Performance

O.1. System Performance

The System is designed to cover greater than 99% of the Endpoint locations provided by CUSTOMER and incorporated in the FAN Design. The System is designed for a 98.5% Three (3) Day Read Rate for Available Endpoints on the network.

All System Performance standards assume System has access to an active, functioning network with connection to power and backhaul.

In this Section, Endpoint will refer specifically to water or electric, relative to the related heading. For example, if a section header references Electric, the Endpoint referenced therein is specific to Electric. Likewise, if a section header references Water, the Endpoint referenced therein is specific to Water.

Upon Acceptance, CUSTOMER will be responsible to implement and maintain the System to meet performance expectations using the following guidelines:

1. Prior to acceptance, ITRON and CUSTOMER will complete installation of FAN Devices and Endpoints in accordance with the FAN Design and ITRON Installation Manuals. Upon completion of Endpoint deployment, CUSTOMER will be responsible for all installations.
2. After FAN Device Acceptance as defined in Sections O.2 and O.3, CUSTOMER is responsibility for FAN Device operations/maintenance and performance.
3. Mitigate non-communicating FAN Devices and Endpoints in accordance to the support / training provided by ITRON.
4. Maintain FAN Devices and OpenWay Riva water Endpoints in a timely manner and in accordance with SOPs developed by the CUSTOMER.
5. General rule: If greater than ten (10) Endpoints are not communicating in proximity (within a ¼ mile radius), start troubleshooting process with the FAN Device. If less than ten (10) Endpoints are not communicating in proximity, troubleshooting should begin with the Endpoints.
6. If, during the PROJECT, but following FAN Acceptance, the CUSTOMER is unable to mitigate a FAN performance concern, and the CUSTOMER believes there may be an issue with the FAN Design provided by ITRON, the CUSTOMER should discuss their concerns with the ITRON PM. ITRON will provide troubleshooting support for the CUSTOMER. If the cause of the performance complaint was a result of conditions beyond ITRON's direct control or responsibility, the CUSTOMER may be invoiced for ITRON's effort at time and material rates, including travel time and cost as incurred for their effort.
7. ITRON is available to support CUSTOMER with System performance issues, additional training, or to develop Standard Operating Procedures (SOPs) for Operations and Maintenance (O&M) as required through the Change Control Process.

O.2. Electric Meter Performance Criteria

The OpenWay Riva System (AMI System) will meet the electric meter read performance requirements listed. These performance requirements are required to support CUSTOMER business processes. Requirements are separated by the type of data and business purpose the data. The AMI System will provide adequate network coverage to ensure that 99% of the meters in the service territory can be successfully read with the AMI System.

O.2.1. Monthly Electric Meter Read for Billing

Service Definition

The AMI System shall provide readings for all Electric Meters under the AMI System on a monthly basis in accordance with the City of Richland regular monthly billing cycles. The Monthly Meter Reading Window (as defined below) for each Meter's

monthly billing cycle shall consist of not more than three (3) days prior to the scheduled reading date for such Meter (“Monthly Meter Reading Window”). The Monthly Electric Meter Reads must be available to the City of Richland no later 3:00 a.m. of the day following the end of the Monthly Meter Reading Window for all billing cycles.

Electric Meter reading data examples include the following:

- Consumption kWh – the cumulative energy consumption expressed at a Wh resolution
- Reactive Power kVAr – the measurement of inductive load from the Electric Meters expressed at a Var resolution
- Time of Use (TOU) – the cumulative energy consumption for Electric Meters if configured to provide TOU Monthly Electric Endpoint Read for Billing.

Performance Standard

The Endpoint Billing Read rate provided for each billing cycle shall not be less than 98.5% of the Available Endpoints in the billing cycle. The read rate for each billing cycle shall be calculated as the number of billable reads that are delivered within the associated Monthly Available Endpoint Reading Window, divided by the total number of Available Endpoints within the billing cycle minus Unavailable Endpoints, multiplied by 100. Performance calculations are never rounded up for purposes of determining if performance levels are met.

Example calculation:

- 2,250 Available Endpoints in billing cycle
- 2,235 Available Endpoints with reads within the Monthly Endpoint Reading Window delivered by 3:00 a.m. of the day following day of billing cycle
- 8 Endpoints identified as Unavailable Endpoints
- Performance = $[2,235 / (2,250 - 8)] \times 100 = 99.68\%$

O.2.2. Daily Electric Endpoint Read.

Service Definition

The AMI System will provide daily data and all available events for all Available Endpoints (AMI meters) installed under the AMI System. Note that only Endpoints configured to supply each data type will be required to provide it and not the total Endpoint population. This may include but is not limited to the following types of data provided by the Endpoint:

- kWh – the cumulative energy consumption expressed at a Wh resolution
- kVAr – the measurement of inductive load from the Endpoints expressed in Var resolution
- Time of Use (TOU) – the cumulative energy consumption for Endpoints if configured to provide TOU data

Performance Standard

The System will provide a Daily Endpoint Read rate of at least 98% for all Available Endpoints within twenty-four (24) hours of the end of the next business day and 98.5% within seventy-two (72) hours of the end of the next business day via OWOC. The Daily Endpoint Read performance shall be calculated as the total number of Available Endpoints delivered within a Day, or over seventy-two (72) hours based on the calculation, divided by the total Available Endpoints minus Unavailable Endpoints, multiplied by 100. Performance calculations are never rounded up for purposes of determining if performance levels are met.

Example calculation for 24 hours:

- 45,000 Available Endpoints
- 44,190 Available Endpoint reads delivered within 24 hours of the end of the next business day
- 163 meters identified as Unavailable Endpoints
- Performance = $[44,190 / (45,000 - 163)] \times 100 = 98.56\%$

O.2.3. Interval Electric Meter Read Data.

Service Definition

The AMI System shall provide Interval Read Data for all installed Endpoints as kWh at a Wh resolution. A successful Interval read is defined as the delivery of consumption data for all interval increments of 1, 5, 10, 15, 30, or 60 minutes, as programmed in the meter, for the prior day. A Day is defined as the period from 00:01 to 24:00. Interval data shall be delivered to the CIS as defined in interface documents in the time zone specified and will be adjusted for changes to and from Day Light Savings time if required. Interval data delivered may be a combination of the following:

- Delivered kWh, Received kWh, Delivered kVARh, and Received kVARh

Performance Standard

The System will provide complete Interval Read Data for 98% of the Available Endpoints within twenty-four (24) hours of the end of Day and 98.5% within seventy-two (72) hours when Endpoints are programmed to 15 minute or larger intervals. Complete Interval Read Data is defined as receiving all intervals for a Day as programmed in the meter. The failure to provide a single interval during the Day by the end of the following Day marks the Endpoint as incomplete for that Day. The System will be configured to re-attempt a selection of missed Interval reads for Endpoints that respond on subsequent read attempts within a configurable timeframe.

The Interval Read Rate performance calculation will be based on the percentage of Available Endpoints and not on the percentage of Intervals delivered across the total Endpoint population. The Interval Read Rate performance will be calculated as the total number of Available Endpoints with complete Interval Read Data delivered within twenty-four (24) or seventy-two (72) hours based on the calculation, divided by the total count of Available Endpoints minus Unavailable Endpoints, multiplied by 100. Performance calculations are never rounded up for purposes of determining if performance levels are met.

Example calculation for 72 hours:

- 45,000 Available Endpoints
- 44,650 Available Endpoints with complete Intervals delivered for the 72-hour period by the end of the following Day
- Performance = $[44,650 / (45,000)] \times 100 = 99.58\%$

Note: This Performance Standard is not the standard reporting provided in OWOC for interval performance.

O.2.4. Electric Endpoint Events and Alarms

Service Definition

The AMI System shall provide all Available Endpoint Events and Alarms originating in the Available Endpoint to the AMI System headend. Available Endpoint Events and Alarms include but is not be limited to the following:

- Tamper Detection
- Tilt Detection
- Reverse energy flow detection
- Power quality events
- Momentary outages
- Outage

Performance Standard

- The System will report Available Endpoint Alarms within sixty (60) seconds, as measured from OWOC, of the Available Endpoints generating the alarm.
- The System will be configured to report Events to the MDM upon receipt of interrogation results.
- The System will deliver Available Endpoint Events and Alarms received by the HES to the MDMS within sixty (60) seconds of the receipt of the Available Endpoint Event or Alarm at the System HES.
- The System will automatically resend Available Endpoint Events and Alarms until received by the MDMS and acknowledged.

O.2.5. Electric Meter On-Demand Reads

Service Definition

The AMI System shall support the ability to perform Available Endpoint On-Demand Reads from the AMI System Headend. Available Endpoint On-Demand Reads includes but is not limited to the following:

- Demand Reset: Snapshots all energy, demand, and TOU registers (EOB) and resets max demand registers.
- Previous Billing Registers: Collects all energy, demand, and TOU registers as of the last demand reset.
- Temperature Log: Returns 3:00 a.m. local meter temperature reading in Celsius.
- Load Profile Data: Collects up to eight channels of load profile data.
- Voltage Profiling: Up to 12 channels, Vmin, Vmax, Vavg, Veqi (end of interval) per phase.
- Instrumentation Profile: Collects instrumentation profile metrics for each power phase that the Endpoint records, including instantaneous, minimum, maximum, and average current.
- Meter Events: Event logging enabled to return events from the meter's event history log.
- Distributed Intelligence (DI) Agent Outcome Data: Receives and delivers data from compatible DI apps (agents) running on the Endpoints.
- Remote Disconnect.

Performance Standard

The AMI System will return the results of all Available Endpoint On-Demand Reads within sixty (60) seconds. 95% of the time from initiation of the command in the AMI System Headend Performance shall be calculated as the Daily Available Endpoint On-Demand Read value, averaged over the month. Daily Available Endpoint On-Demand Read value shall be calculated as the cumulative number of successful Available Endpoint On-Demand Reads delivered to the initiating system, AMI System Headend, within sixty (60) seconds of the request on a given day divided by the total number of Available Endpoint On-Demand Reads on a given day. The monthly average performance shall be the sum of the individual Daily Available Endpoint On-Demand Read values divided by the number of days in the month. Endpoint On-Demand Read requests made to unavailable Endpoint shall be excluded from the calculation for purposes of the performance standard. Performance calculations are never rounded up for purposes of determining if performance levels are met.

O.3. Water Meter AMI Performance Criteria

The System will meet the Available Endpoint read performance requirements listed. These performance requirements are required to support CUSTOMER business processes. Requirements are separated by the type of data and business purpose the data.

O.3.1. Monthly Water Meter Register Read for Billing

Performance Standard

The System Consumption Available Endpoint Reads for water billing data provided for each Billing Cycle shall not be less than 98.5% of the Available Endpoints in the billing cycle. The Available Endpoint Read for billing data availability for each billing cycle shall be calculated as the number of billable reads that are monthly consumption Endpoint Reads that are delivered within the associated Monthly Endpoint Reading Window, divided by the total number of Available Endpoints within the billing cycle minus unavailable Endpoints, multiplied by 100. Performance calculations are never rounded up for purposes of determining if performance levels are met.

Example calculation:

- 1,250 Available Endpoints in billing cycle
- 1,230 Available Endpoints with reads within the monthly Endpoint Reading Window delivered by 3:00 a.m. of the day following day of billing cycle
- 8 Endpoints identified by CUSTOMER as unavailable
- Performance = $[1,230 / (1,250 - 8)] \times 100 = 99.03\%$

O.3.2. Daily Water Endpoint Register Read Data.

Service Definition

The AMI System will provide daily data and all available events for all Water Meters installed under the AMI System. This may include but is not limited to the following types of data provided by the meter:

Water Meter reading data examples include the following:

- Consumption – the cumulative water consumption
- Pressure or Temperature

Performance Standard

The System will provide 98% of Daily Available Endpoint Reads within twenty-four (24) hours of the end of the next business day and 98.5% of the Daily Available Endpoint Reads within seventy-two (72) hours of the end of the next business day. The Daily Available Endpoint Read performance shall be calculated as the total number of Available Endpoints delivered within twenty- four (24) or seventy-two (72) hours based on the calculation, divided by the total count of Available Endpoints minus unavailable Endpoints, multiplied by 100. Performance calculations are never rounded up for purposes of determining if performance levels are met.

Example calculation for 24 hours:

- 25,000 Available Endpoints
- 24,550 Available Endpoint Reads delivered within 24 hours of the end of Day
- 78 Endpoints identified by CUSTOMER as unavailable
- Performance = $[24,550 / (25,000 - 78)] \times 100 = 98.50\%$

O.3.3. Water Endpoint Interval Reads.

Service Definition

The AMI System shall provide complete Interval Read Data for all Available Endpoints. A successful Interval Reading Period read is defined as the delivery of consumption data for all interval periods of as programed in the Endpoint, for the prior day. A day is defined as the period from 00:01 to 24:00. Interval data shall be delivered to the CIS as defined in Interface Design Document in the time zone specified and will be adjusted for changes to and from Day Light Savings time if required.

Performance Standard

The System shall provide complete Interval Read Data for 95% of the installed Available Endpoints over a seventy-two (72) period by the end of the following Day for all Endpoints programmed to hourly intervals. The failure to provide a single interval during the seventy-two (72) period by the end of the following Day marks the Available Endpoint as incomplete for that Day. The System will be configured to re-attempt a selection of missed Interval reads for Available Endpoints that respond on subsequent read attempts within a configurable timeframe.

The Interval Available Endpoint Read performance calculation will be based on the percentage of Available Endpoints and not on the percentage of intervals delivered across the total Endpoint population. The Interval Available Endpoint Read will be calculated as the total number of Available Endpoints delivered within the seventy-two (72) hours based on the calculation, divided by the total count of Available Endpoints minus Unavailable Endpoints, multiplied by 100. Performance calculations are never rounded up for purposes of determining if performance levels are met.

Example calculation for 72 hours:

- 25,000 Available Endpoints
- 24,650 Available Endpoints with complete Intervals delivered for the 72-hour period by the end of the following Day

- Performance = $[24,650 / (25,000)] \times 100 = 98.6\%$

Note: this standard is not the standard reporting provided in OWOC for interval performance

O.3.4. Water Meter Events and Alarms

Service Definition

The AMI System shall provide water Endpoint Events and Alarms originating in the Available Endpoint to the AMI System Headend. Available Endpoint Events and Alarms include but are not be limited to the following:

- Tamper detection
- Leak (Abnormal flow) detection
- Reverse flow (Back flow) detection
- Low battery
- Service disconnection reconnection

Performance Standard

The AMI Headend System will report all Endpoint Events and Alarms within sixty (60) seconds of the Endpoints generating the event or alarm.

The AMI Headend System will deliver to the MDMS all Available Endpoint Events and Alarms received by the AMI System Headend within sixty (60) seconds of the receipt of the Available Endpoint Event or Alarm at the AMI System Headend.

Endpoints in the AMI System will automatically resend all Available Endpoint Events and Alarms an agreed upon maximum number of times unless receipt by the AMI System Headend is acknowledged.

O.3.5. Water Meter On-Demand Reads

Service Definition

The AMI Headend System shall support the ability to perform Available Endpoint On-Demand Reads from the AMI System Headend. Available Endpoint On-Demand Reads include but are not limited to the following:

Recent Register: Returns present value of register index values.

Self-Read: Returns hourly index readings and controlled by self-read option and time period of data to retrieve.

Load Profile Data (Interval Data): Collects load profile data.

Instrumentation Profile: Returns leak sensor data if attached.

Endpoint Events: Event logging enabled to return events from the Endpoint's event history log.

Performance Standard

The AMI Headend System will return the results of all Endpoint On-Demand Reads within ninety (90) seconds 95% of the time from initiation of the command in the AMI Headend System or receipt of the Endpoint On-Demand Read command from System. It is understood that this standard is provided via a calculation and not as a System driven report.

Performance shall be calculated as the Daily Available On-Demand Read value, averaged over the month. Daily On-Demand Read value shall be calculated as the cumulative number of successful On-Demand Reads delivered to the initiating system, AMI System or system, within 90 seconds of the request on a given day divided by the total number of Available On-Demand Reads on a given day. The monthly average performance shall be the sum of the individual Daily Available On-Demand Read values divided by the number of days in the month. On-Demand Read requests made to Unavailable Endpoints shall be excluded from the calculation for purposes of the performance standard. Performance calculations are never rounded up for purposes of determining if performance levels are met.

P. Project Completion

Following the acceptance of the ITRON Solution as defined in Solution Component Acceptance Criteria Section, the ITRON Project Manager and the CUSTOMER will schedule a transition call with ITRON Global Support Services (GSS) during which the CUSTOMER will be introduced to the processes and procedures of engaging GSS for post Project Support with their OW Riva Solution. The ITRON Project Manager with support from the CUSTOMER is responsible to complete the transition to GSS document prior to the meeting. This document will be the baseline of the solution implemented. Upon transition, the CUSTOMER is advised to obtain support through their Account Executive or the ITRON GSS organization.

DRAFT

Q. Transition to Itron Global Support Services

Transition to ITRON Global Support Services requires the following activities and deliverables be completed at least two weeks ahead of Go-Live/System Cutover as well as completion of a 10-day Stabilization Period where the system is operated by Customer during that time:

Q.1. Customer Responsibilities

1. System preparation and delivery of a System Cutover Plan and Implementation Go-Live playbook.
2. Review of Customers Go-Live playbook and meeting to address any concerns with ITRON resource attending.
3. Review a checklist of all preparation tasks required for Go-Live (if not already identified in Go-Live playbook).
4. Review of transition plan for successful transition from Project delivery to ITRON Support

Q.2. Customer Deliverables

1. System Cutover Plan – CUSTOMER delivers plan for cutover of system after Go-Live.
2. Transition Plan – CUSTOMER delivers plan and checklist for transition to ITRON GSS.
3. Pre-Transition Meeting – CUSTOMER schedules a meeting with ITRON to review final checklist of all transition items before Go-Live/System Cutover.
4. Transition Approval – ITRON reviews and approves all transition deliverables for cutover to ITRON GSS after successful Go-Live.
5. Final Transition Meeting – ITRON schedules a meeting with CUSTOMER post-Go-Live to finalize hand-off of system to ITRON GSS to become engaged for any Production related issues (post-Stabilization Period).

Q.1. ITRON Responsibilities

1. Coordinate any pre-work with CUSTOMER prior to scheduling meeting with GSS.
2. Set up a meeting between CUSTOMER and ITRON GSS upon sign off.

R. Change Control Process

An ITRON Change Order Form ("**Change Order**") will be used for communicating changes to this SOW. The Change Order must describe the change requested, the rationale for the change, the estimated price and the effect the change will have on the overall Project. All Change Orders must be approved and signed by CUSTOMER and ITRON. No work shall commence prior to the CUSTOMER authorization of this change order. See Appendix G for a sample Change Order.

#	Step	ITRON	CUSTOMER	Notes
1.	Identify scope change.	☒	☒	Either party may identify a scope change.
2.	Submit a formal request for a Change Order.	☒	☒	Party identifying the scope change should submit the change request via email. – Request should include: – Problem Statement – Requirements
3.	Assess impact (scope, schedule, resources) and prepare brief summary.	☒	☐	
4.	Report impact results and submit Change Order form.	☒	☐	Should include: – Scope change described – Cost change – Project schedule impacts
5.	Authorize Change Order and email executed copy to ITRON Legal.	☐	☒	
6.	ITRON Legal executes Change Order and emails copy to CUSTOMER and ITRON Project Manager.	☒	☐	

S. Service Fees & Related Details

S.1. Services Fees

The ITRON Professional Services outlined in this SOW are provided as described in Pricing Summary reference BMR #15332-18 Ver 2 March 31, 2020, as referenced in the Order Document. Professional Services will be invoiced as incurred on a monthly basis.

S.2. Billing Information

To ensure that ITRON has all the correct billing information, please verify the following:

Requested	CUSTOMER Data
Billing Contact Name	Clint Whitney
Billing Contact Phone # (s)	509.942.9432
Billing Contact Email Address	RESCONTRACTS@CI.RICHLAND.WA.US
Physical Location Address (if applicable)	Accounts Payable 625 Swift Blvd, MS-09 Richland, WA 99352
Billing Address (if different from above)	
Special Billing Requirements?	NO
Purchase Order #	TBD

Appendix B –Hometown Connections (HCI) - Meter Operational Data Management System (MODMS)

ITRON and HCI will deliver a hosted ElectSolve™ Meter Operational Data Management System (MODMS). HCI agrees to provide the products and service necessary to implement this system HCI's designated Hosting Facility. HCI will provide hardware and network requirements for hosting and agrees to provide these services. This Scope of Work defines this work product.

ITRON and HCI will implement the following software.

- IPKeys MODMS
 - o Base Electsolve uCentra System
 - o CIS Billing Interface “Meter-to-Cash”
 - o Advanced CIS Billing Module
 - o Additional AMI Interface (Openway/Riva)
 - o Meter Exchange File Management Module
 - o GIS(Engineering Model) Interface Module
 - o Data Views Module
- Interface Bundle
 - o SCADA Electric Interface Module
 - o SCADA Water Interface Module
 - o GIS (Engineering Model) Interface Module
 - o Prepay Interface
- Analytics Bundle (Applies to Water and Electric Data)
 - o Data Views Module
 - o Advanced Visualization (requires ArcGIS, GIS)
- Consumer Engagement Bundle
 - o Consumer Engagement Module (Customer Portal) (uCentra3.1.3)
- Additional/Custom Requirements
 - o Lower resolution map on customer public website

Exhibit A: Statement of Work – Scope of Initial Services

HCI's Advanced Metering Program (“Program”) enables the CUSTOMER to acquire Meter and Operational Data Management Software and Services under contracts HCI has in place with its Vendor IPKeys Technology Solutions and Services (“IPKeys”). The Program includes an operating model and associated roles and responsibilities for the deployment,

operation and maintenance of all the components necessary to operate a fully functional Meter and Operational Data Management system.

A general description of the operating model can be described as follows:

- **AMI applications, systems, and related technologies.** The applications, servers and related infrastructure will be deployed by HCI and IPKeys and provided to the CUSTOMER as a service more fully described in Exhibit B – Ongoing Services.
- **Integration(s) to local system(s):** An integration to the CUSTOMER's billing system will be completed, enabling the meter-to-cash processes. Additional integrations to other operational systems along with the configuration of selected optional modules (e.g. Consumer Engagement) are provided as required as interpreted from RFP requirements. Customer will need to confirm these during on-site workshops.

This Exhibit describes the initial services required for the CUSTOMER to participate in the Program, including system integrations, training and Project management.

Except as otherwise identified below as a responsibility of CUSTOMER, HCI will provide the following Initial Services to the CUSTOMER which will be performed by IPKeys. The goals and deliverables included in this Appendix B will define the process and terms of onboarding and integrating the CUSTOMER's MODM system into HCI designated hosting environment. Onboarding will include; installation of all licensed software modules, testing of installed modules and approvals of installed modules. Integration will include specific licensed module configurations and testing required by CUSTOMER.

- 1.1. **Application Setup and Billing System Integration** – The goal and deliverables here are to describe the process, procedures, and terms of onboarding CUSTOMER into the HCI back-office environment including the integration to CUSTOMER's billing system sufficient to replace the existing meter reading system and enable billing determinant transfer to billing system. HCI will provide a work authorization and CUSTOMER profile document to IPKeys which will be referred to as the ORDER and IPKeys will install the authorized licenses, gather detailed integration requirements and complete the implementation of the MDMS solution.
- 1.2. **MODMS Installation Procedure:** The following procedure will be used to install licenses authorized by the CUSTOMER ORDER. With HCI providing hosting services for this installation, IPKEYS will follow the procedure below to install Module licenses for CUSTOMER.
 - 1.2.1. IPKeys to provide virtual server specifications for the CUSTOMER Electsolve® software to HCI and HCI will provide for and install the required virtual or physical hardware and operating systems. Servers Required:
 - 1.2.1.1. 1ea. Electsolve® Database Server.
 - 1.2.1.2. 1ea. Electsolve Application Server.
 - 1.2.1.3. 1ea. Electsolve CentraVU Replicator Server.
 - 1.2.1.4. 1ea. Electsolve CentraVU Web Portal Server.
 - 1.2.2. IPKeys will assist HCI staff with hardware sizing, configuration, testing and deployment as needed.
 - 1.2.3. IPKeys will install and configure the Electsolve® Software License for the CUSTOMER's MDM. HCI to provide credentials to virtual servers required by IPKeys to install software licenses and complete the configuration of the Electsolve® Software License.
 - 1.2.4. IPKeys to install and configure SQL Server software. HCI to provide SQL Server License and media and required credentials to IPKeys to complete installation of SQL Server software.

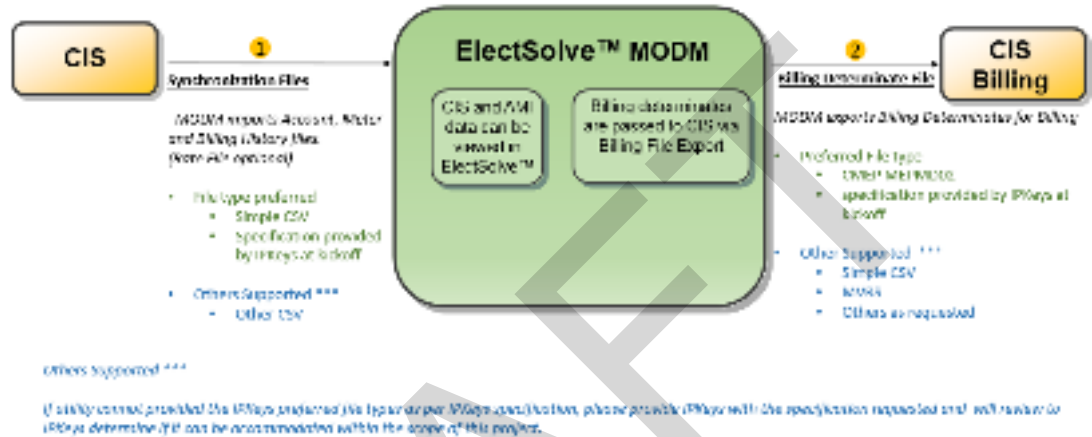
1.2.5. IPKeys will configure, integrate and test Electsolve® Software, modules and interfaces to the CUSTOMER utility back-end vendor systems.

1.3. MDMS CIS Billing Interface.

1.3.1.1. Meter-to-Cash System Interface with CUSTOMER CIS

The ElectSolve™ Meter-to-Cash consists of Importing data from the CUSTOMER CIS System on an agreed upon schedule (i.e. daily) as well as providing a billing determinate file for billing.

ELECTSOLVE™ MODM CIS METER-TO-CASH INTERFACE



- a Synchronization File Import
 - Integration to the CIS Account, Meter and Billing History Files (Billing History can contain MVRSD AMR Billing History). Rate File Optional.
 - File types supported Simple CSV or as requested and mutually agreed upon
- b Billing Determinate File Export
 - MODM exports billing determinates to the utility billing system
 - File formats supported; CMEP, MEPMD02, Simple CSV, MVRSD and others requested and mutually agreed upon
(detail file specifications will be gathered by IPKeys during detail requirements gathering with HCI Customer after Project kickoff)

1.4. CIS Interface Provisioning, Configuration and Testing:

1.4.1. CIS billing determinant files to be provided by the MODMS to the CIS, using the CUSTOMER's existing meter reading hand-held file format. The CUSTOMER may optionally use another standard bill file export provided by the MODMS.

1.4.2. CUSTOMER will provide sample on and off-cycle bill files to IPKeys to support bill file format testing.

1.4.3. CIS synchronization will be by one of the following; direct ODBC read-only connection to CIS tables or by daily CIS master file exports.

1.4.4. CIS Billing Interface and Integration functionality implemented during the implementation phase is determined during a requirements workshop jointly with the CUSTOMER at the Project kick-off. During the requirements phase it will be determined which billing functions as described in Attachment 1 – Billing System Integration Options will be required, and the configuration and integration will be performed based on these requirements.

- 1.4.5. Once integration has been completed and the system completes SAT, any future modifications, changes or re-configurations to the CIS integration will require professional services. The CIS Billing Interface and Integration is a one-time effort and future changes to these requirements, requiring new functions to be implemented, re-configured, removed, etc. will be charged at a Time & Material rate or a fixed fee rated to be determined after the new requirements are defined and agreed between all parties.
- 1.4.6. CUSTOMER requests to change the CIS integration that include changes such as but limited to; changes to configured rate calculations, minor format changes for billing file exports, upgrades to CIS to same CIS new versions, etc. are the types of billing interface and configuration support not deemed to be a “re-configuration” requests since they do not require the CIS Billing interface to be modified or modified substantially.
- 1.4.7. CUSTOMER requests to change the CIS billing integration that include changes such as but limited to; Net-Metering, TOU, CP, NCP, Ratchet Rates, Totalized Billing, replacing a CIS vendor to a different CIS vendor, etc. are deemed to be “re-configuration” requests since these configuration changes require the underlying CIS Billing interface to be modified substantially.
- 1.4.8. A CUSTOMER request that requires changes to the CIS billing integration will be evaluated jointly by IPKeys and HCI to determine the level of difficulty and to make a determination if the changes requested by the utility are covered under software maintenance and integration support or if the requested changes require substantial re-configuration. Based on these determinations that substantial configuration changes are required, ITRON and HCI will mutually work together to define a new scope of work that defines the new requirements, deliverables and cost associated with the CIS Billing Integration re-configuration.

1.5. ITRON AMI Interface Provisioning, Configuration and Testing:

- 1.5.1. CUSTOMER AMI meters will be read by the single ITRON head-end system and loaded into CUSTOMER's ElectSolve MODMS Instance hosted in the HCI back-office.
- 1.5.2. Data loaded into CUSTOMER AMI meters.
 - 1.5.2.1. Supported Itron AMI meter controls (i.e. Read-Meter, Connect-Meter, Disconnect-Meter, Meter-Demand_Reset, etc.) to be determined based on head-end functionality and will be enabled and accessible using the CUSTOMER's Electsolve MODMS user interface (“UI”). The Electsolve® WebServices & Brokering Module will facilitate all ITRON AMI control requests, logging of requests and communications between Electsolve® and the HCI ITRON head-end. CUSTOMER ITRON AMI meter controls will be allowed from their own Electsolve® MODMS UI.

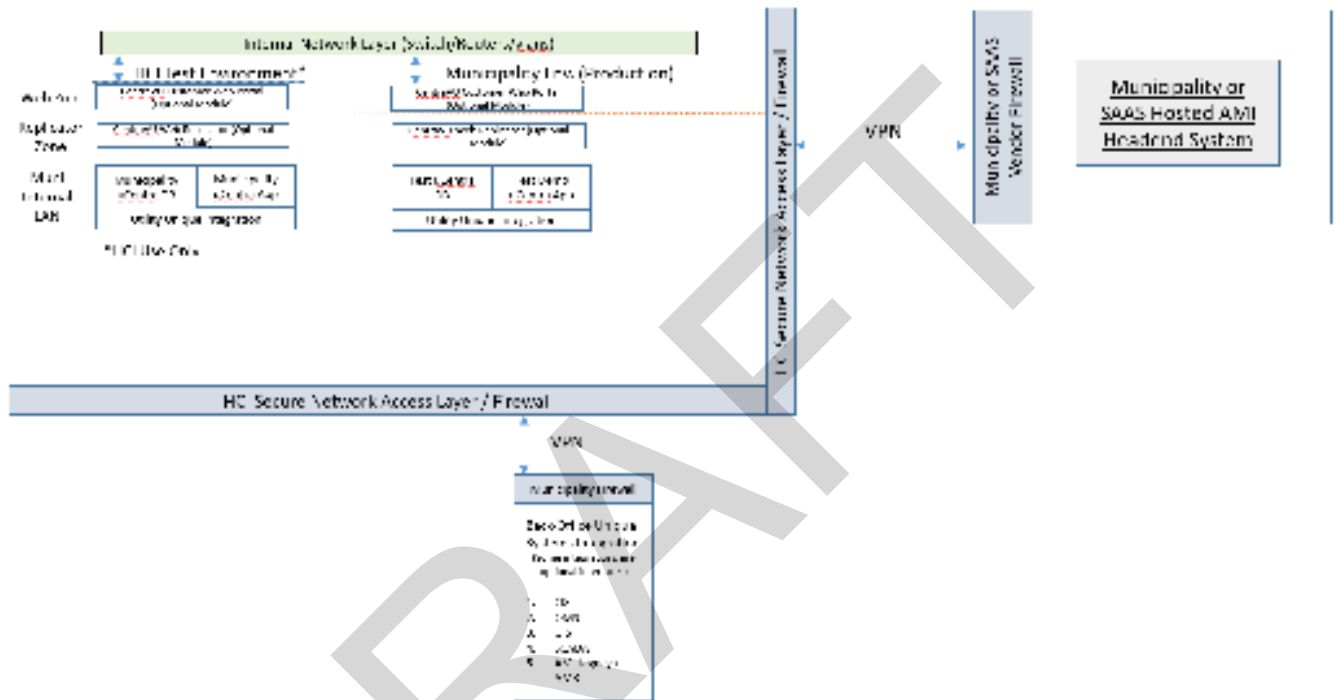
1.6. Data Center Services Provided by HCI:

- 1.6.1. Hardware and Hosting services.
 - 1.6.1.1. HCI will provide all hardware and hosting services required for the installation and integration of all Electsolve® software licenses.
 - 1.6.1.2. HCI will be responsible for provisioning the HCI Electsolve® MDMS virtual server to Production environment. Regarding the Test environment, HCI's current test environment consists of an instance of the IPKeys application and database servers containing sample data that is used by HCI staff to test new MODMS software releases prior to installing in Richland or any municipality's production environment. This environment does not interface to the CUSTOMER AMI head-end or any other systems in CUSTOMER environment (eg... CIS, GIS, etc.). CUSTOMER does not have direct access to this environment. This work scope includes no other additional MODM test instance installations.
 - 1.6.1.3. HCI's primary data center provider is BlueBridge Networks in Cleveland, OH. The facility has 24-7 onsite NOC, which monitors the security and video systems 24 hours a day, 365 days a year.
 - 1.6.1.4. HCI's disaster recovery data center provider is Cologix in Columbus, OH. This site has complete redundancy for the hosted environment.

- 1.6.1.5. HCI will provide all Microsoft operation system and Microsoft SW database license required in hosted environment. IPKeys will install one (1) production MODMS system environment for CUSTOMER.

1.7. Hardware and Connectivity Diagram

The following diagram is for illustration purposes only and may not reflect the actual and final configuration for the CUSTOMER. IPKeys will provide a final topology diagram with the SAT upon completion of the project.



1.7.1.1.

1.8. Deliverables

1.8.1. Electsolve® Base Software

Version 3.25 MODMS System Feature Sets (latest version will be deployed): Software is sold as a versioned product and is installed in its current form at the time of release and the work scope includes no customizations. Upon completion of base system CUSTOMER SAT (site acceptance test) and all subsequent module SATs the software will be upgraded to the latest version. Requests for future enhancements to the product are encouraged and are accepted after the completion of the CUSTOMER SAT and are submitted by the CUSTOMER through normal support processes.

1.8.1.1. Base MODMS Modules Include:

- a. Dashboard Module
 - (i) The standard Dashboard component boxes are displayed showing the number of: AMI and non-AMI meters, AMI meters reporting, meters with “Tamper” conditions, meters with “Error” conditions with hyperlinks from the MDMS Dashboard component directly into the MDMS Portal to view the specific meters not reporting or being reported but with suspect condition codes.

- (ii) The standard Dashboard package includes six (6) default content boxes selected by the customer from an existing inventory of widgets and RSS feeds. Content boxes will display data residing in the MODMS. Additional Dashboard widgets and RSS feeds can be purchased utilizing optional hourly services.
 - (iii) Dashboards can be configured and saved for individual users.
 - (iv) Dashboard widgets include:
 - 1.8.1.1.a.iv.1. AMI data
 - 1.8.1.1.a.iv.2. SCADA data
 - 1.8.1.1.a.iv.3. Outage events
 - 1.8.1.1.a.iv.4. Graphs
 - 1.8.1.1.a.iv.5. Tables
- 1.8.1.2. Validation, Editing and Estimation (VEE) Module
- a Provides data validation, editing and estimation functionality.
 - b Fully complies with California VEE Standard
 - c Supports custom VEE rules
 - d Interval data validation
 - e Monthly register read validation
 - f Auto validation
 - g Auto post validation results
 - h Audits and logs all activity
 - i Editable results
 - j Supports multiple rule set combinations
- 1.8.1.3. System Tools — Provides Virtual Metering and Load Profiling within Electsolve MODMS.
- a Management and configuration of reports and alerts.
 - b Virtual Meters — Standard features include support for: Water, gas and electric meters
 - (i) Multiple aggregation methods; hierarchical, rate class, zip code, etc...
 - (ii) Historical data aggregation
 - (iii) Auto-redefines daily for added or removed meter
 - (iv) Create virtual meters from virtual meters
 - (v) Virtual meters can be used in Electsolve the same as any physical meter
- 1.8.1.4. Messaging & Alerts Module
- a Allows user to schedule reports to be sent via email, such as blink count reporting, daily meter exceptions, negative consumption for active meters, meters not reporting, etc.
 - b Allows users to receive predefined alerts via email and/or text messaging.
 - c Standard capabilities include:
 - (i) Sends predefined alerts as they occur via email and/or text messaging.
 - (ii) Receive notifications of high/low voltages and system status.
 - (iii) Schedule reports to be sent to email.
 - (iv) Subscription based management.
 - (v) Logs all notification activity which is searchable.
- 1.8.1.5. Scheduler Service Module
- a Allows scheduling of predefined events, such as AMR data processing, SCADA data processing and billing determinant generation for cycle billing reads, etc.
- 1.8.1.6. Advanced Charting Module
- a Generate charts, graphs using meter interval and register read data residing the MODMS.
 - b Allows user to set up multiple meters to compare kWh, demand, voltage, kVAr, PF etc...
 - c Allows user to compare usage for multiple specific days
 - d Allows user to analyze operational data on the fly to compare different system configurations

- e Displays multiple entities/devices/statuses such as substations, transformers, meters, demand response meter groups (DR module not included in the scope of this SOW), etc.
- f Displays multiple utility types; electric, water and gas
- g Exportable graphs and data.
- h Allows user to view Load Profiles by specific day

1.8.1.7. Importer/Exporter Module

- a Includes file based importing and exporting functionality for use for integration of data to and from the MDMS application. This functionality supports exporting data into back-office systems such as the CUSTOMER's CIS and other downstream data processing systems as well as loading data into the MDMS from data collection systems interfaced to the MDMS such as AMI, SCADA, IEDs, JAA's, etc.
- b Cycle and Time-Of-Use Billing Determinants — Provides support for both Cycle and Time-of- Use Billing data determinant creation. Electsolve MDMS will pass billing determinates for cycle billing and time of use “buckets” to CIS for billing.

1.8.1.8. Weather Import Service

- a Importing and storing weather data provided by a third-party weather data source is supported. Weather is displayed in the various charts/graphs when users view data in the MDMS. Free weather service feeds will be used by default, pay-for weather data feeds are available for an additional fee.

1.8.1.9. GIS Reporting Module.

- a Render report results to a GIS map viewer for meters stored in the MDMS that include GIS coordinate data. Provides maps using Customer's GIS by default.
- b To overlay a distribution map, the utility must have an accurate connectivity model in ESRI form and ArcGIS server is required which can be provided by the utility.gss'

1.8.1.10. Utility Portal Module

- a Visualization of meter read Interval and Register Data. Search by account, customer, meter, meter serial, street, etc. Perform meter controls; connect-disconnect-read request, manage users, security, access level security, perform cycle billing determinant extraction functions, display daily usage charts, link to the CentraVU® customer portal for CSR customer support conveniences, View AMI read performance charts, display MDMS system status.

1.8.1.11. WebServices and Brokering Module (UESB – Utility Enterprise Service Bus).

- a Manage webservices (CIM, Multispeak, other), broker webservice request between different vendors, track webservice logs.
 - 1. File Manager/sFTP/FTP Module.
- b Manage file movement, folder operations, file mover function, access FTP sites for file loads, place file extracts on FTP sites.
- c Electsolve® supports standard integration and interoperability methodologies such as CIM, MultiSpeak, 3.x, 4.x and 5.x, SOAP, XML, Restful APIs as well as traditional enterprise file based integrations, methods.

1.8.2. Analytics Bundle

1.8.2.1. Data View Module

- a A set of pre-defined, pre-built “data views” are provided with the MDM SQL Server database. These “data views” look very similar to actual database tables and allow CUSTOMER's users to connect to the database and create their own ad hoc queries. Since the MDM data warehouse model includes a broad range of tables, procedures and functions, these “data views” are included to reduce the complexity for CUSTOMER's users to access the data for other functions. Users can

connect to these views by ODBC connection using MS Access, Crystal Reports or other desktop query and reporting tools. The MODM Data View Module also includes an ad hoc query tool.

- b Views included: ActiveCustomerData, AllCustomerData, BillingReads, IntervalReads, RegisterReads and MeterInventory. Each view includes a set of fields derived from the MDM data warehouse model and a complete field list for each “data view” is provided in the user documentation.
- c The elements in the Data View Module are updated with the same frequency as the interfaces that those individual data elements are pulled from. If the CIS is being updated once daily, the data elements for CIS available in the Data View will be updated daily as well

1.8.2.2. Event Management Module (Advanced Visualization)

- a Pre-requisites: CIS Interface, GIS Interface, ESRI ArcGIS Server (provided by Utility)
- b The Event Management module includes an ESRI mapping feature allowing the utility to select and render report results to multi-layer ESRI map. It provides geographical depiction of events using Lat/Lon information mapped into the MODM using data from the GIS or CIS systems of the utility.
- c When the ESRI Shape File is provided, the Event Management Module includes electric GIS network overlays so events can be viewed by Lat/Lon in the context of where these metering points connect to the physical electric network. An accurate connectivity model in ESRI format and ArcGIS server is required.
- d Lat/Lon locations at times may not align precisely with ESRI geographical mapping since Lat/Lon meter location coordinate data is captured using equipment that may vary in accuracy.
- e If the CUSTOMER does not have an accurate GIS network model or ESRI Shape File, a single layer map will be utilized and no connectivity to the electric network will be available. Lat/Lon locations will be used to display event locations only.
- f AMI Events such as blinks, tampers, negative consumption, gaps, etc. will be configured if available from the AMI system.
- g The Event Management Module is not an Outage Management System(OMS). While it is able to display AMI generated outage events, it is not designed to provide OMS functions typical of OMS vendor products.
- h ESRI land base maps with electric network, phases, colors, switch states, customer locations, transformers, etc. can be configured if available.
- i Voltage alerts/events and Transformer Load Analysis alerts/events can be published to the Event Management Module map. (when these modules are installed)
- j The Event Management module is supported on iPad and other comparable tablet/phone devices with a VPN connection to the utility network.

1.8.3. ElectSolve™ Advanced Billing Module Configuration

1.8.3.1. Refer to Attachment 1 for Information on Billing System Configuration

1.8.4. AMI Bundle

1.8.4.1. Itron Openway Riva AMI Interface

- a AMI data collection, AMI Event handling, and interactive AMI command and control including disconnect/re-connect, on-demand meter reading
- b Production testing and rollout
- c Dependency - AMI headend installation and one test meter are required for base installation to begin.

1.8.4.2. Meter Exchange File Management Module

- a Module includes any of the following:
- b AMI Meter Provisioning of Meters Exchanged or updated in CIS
- c Brokering of CIS 'from host and to host' files with Work Management System- ElectSolve™ MODM serves as central file brokering system

1.8.5. Interface Bundle

1.8.5.1. The ElectSolve™ MODM is an integration platform that consumes, stores and brokers data from utility operational systems. The HCI Customer has selected the following interface modules to be integrated into their ElectSolve™ MODM.

1.8.5.2. SCADA Water and Electric Interface Module

- a Extract select analog point SCADA data from the existing SCADA historian into the MODM operational data store for Dashboard reporting, MODM portal presentation and future reporting and data analysis. Data will be made available to the MODM by one of the following methods: ODBC read-only database connection to the SCADA historian SQL database or scheduled recurring SCADA historian data exports in CSV format or XML format for auto-import into MODM.
- b GIS (Engineering Model) Interface Module
- c Interface supporting an ESRI import/export formatted file posted to the MODM from the GIS or EA system
- d MODM includes lat/lon coordinate data storage for each meter device along with service connectivity information including; substation, circuit, phase, line section and transformer.
- e The MODM requires recurring updates to this data to maintain accurate connectivity details for each service location.

1.8.5.3. Prepay Interface

- a Provide CMEP Interval Exporter services to support 3rd party Pre-Pay applications.
- b WebServices & Brokering Configured for Pre-Pay AMI Command Brokering

1.8.6. ElectSolve™ CentraVU Consumer Engagement

1.8.6.1. CentraVU® Customer Portal has the following feature:

- a Auto-archiving of site configuration, content and pages
- b Customer access to usage data in both graphical and tabular formats

- c Customer access to usage information in several units of measure; kWh, kW, kVarh, kVA, PF, gallons, CF, etc....
 - d Customer access to usage in correlation to weather conditions (Hi, Low, Avg.)
 - e Customer access to usage by billing cycle or a custom date range
 - f Customers can manage multiple accounts from a single sign-in
 - g Customers can download usage in CSV or PDF file export formats
 - h Customers can access billing history and actual bill PDF images for up to 3 years (requires access to bill images in PDF form provided by CUSTOMER)
 - i Customers can set up usage alerts (SMS & email) and received notifications when a customer defined specified dollar amount is reached
 - j Customers can track weekly usage via report by email
 - k Supports configuring additional content pages in CentraVU® to provide additional content for customer access such as; tips for usage conservation, TOU sample scenarios, DR program tips, “Tip of the Day”, etc.
 - l CentraVU® allows customers to submit questions/requests/comments which are routed by email to specified departments via the mail form in CentraVU®
 - m Customers can access account information via Mobi Website on smartphones and tablets
 - n CentraVU® includes an optional API to allow utilities to use other 3rd party CE products and to use the API for data request to Electsolve® but using the CentraVU® replicator.
 - o CentraVU® supports token login configurations to allow CentraVU® to sit behind other 3rd party authenticated sites such as “pay online” sites.
 - p CentraVU® supports; Water, Gas and Electricity
 - q CentraVU® supports meter totalization where multiple meters are combined and displayed as a single meter for accounts with multiple meters.
 - r CentraVU® supports both residential and commercial/industrial customers
- 1.8.6.2. Consumer Engagement can be configured for Residential or Commercial (i.e. key accounts) or both. Monthly, Daily or Interval Data can be displayed. Typical configurations are daily for residential and interval for key accounts
- 1.8.6.3. Module includes designing the CentraVU web style sheet (CSS) to match and coordinate with existing utility website designs.
- 1.8.6.4. IPKeys will assist utility in coordinating configuration of the hosting site.
- 1.8.6.5. Includes configuring and implementing the MODMS store forward replicator database in a secure DMZ within the utility environment and replicating data from the MODMS DMZ to the store forward database at the hosting site.
- 1.8.6.6. Includes up to two (2) days of assistance to utility staff with integration and testing of links to existing utility website(s) and other 3rd party pre-pay/bill-pay portals. A navigable link from these

existing portals to the CentraVU Customer Portal, will be used for energy use data access and presentation.

1.8.6.7. Includes configuration of pass-through authentication to third party pre-pay/bill-pay portals (i.e. payment portal)

1.8.6.8. Links are included in Electsolve to allow CSR's to engage customers on calls and to navigate to the CentraVU CE Module.

2. **Integration and Project Management** – Provide oversight of deployment operations.

2.1. **Integration Roles and Responsibilities**

2.1.1. AMI-Participation by CUSTOMER, HCI and Itron to meet with IPKeys in a planning session to determine method of AMI data access. Role Participants: IPKeys, CUSTOMER, HCI and Itron.

2.1.2. CIS-Participation by HCI, Customer (CIS Vendor Optional) to meet with IPKeys in a planning session to determine the method of CIS data access. Role Participants; IPKeys, HCI, CUSTOMER, and CUSTOMER CIS vendor.

2.1.3. Prepay-Participation by HCI, CUSTOMER (CIS Vendor Optional) to meet with IPKeys in a planning session to determine the method of CIS data access. Role Participants: IPKeys, HCI, CUSTOMER and Pre-Paid vendor.

2.1.4. ESRI GIS-participation by HCI, CUSTOMER (ESRI vendor optional) to meet with IPKeys in a planning session to determine the method of GIS data access.. Role Participants: IPKeys, HCI, CUSTOMER, CUSTOMER GIS vendor.

2.1.5. SCADA- Participation by HCI, CUSTOMER (SCADA vendor optional) to meet with IPKeys in a planning session to determine the method of SCADA data access. Role Participants: IPKeys, HCI, CUSTOMER and CUSTOMER SCADA vendor(s).

The above are the major dependencies, roles, and responsibilities. Additional details can be found in the following exhibits:

- Exhibit E: Roles and Responsibilities

3. **Training** – Provide end-user training to the CUSTOMER to enable a smooth transition to new process and environment.

3.1. **IPKeys MDMS Training** – IPKeys will perform the following training services:

3.1.1. A two (2) day on-site training will be provided for all modules according to the size of the CUSTOMER. HCI may attend CUSTOMER training sessions as well and would pay for any costs related to this.

3.1.2. Training consists of an in-depth view of the entire Electsolve® MDMS for all classes. Every attendee will see every aspect of the Electsolve® MDMS including its features, operability and functionality. Attendees with similar responsibilities are encouraged to attend the same class as focus can be centered on features that will be relevant to their job.

3.1.3. Multiple classes can be conducted for the same department when necessary so that the department may maintain a presence for normal business operations.

3.1.3.1. Classes generally last from 2-3 hours depending on class participation. Generally, two sessions per day are scheduled.

3.1.3.2. In addition to every attendee receiving training on the entire functionality of the MDMS, some roles will receive more specialized training.

- a Customer Service Representatives will learn to:
 - (i) Compare/review customer usage by date range using monthly billing history
 - (ii) Compare/review usage by kWh and kW in relation to temperatures
 - (iii) Compare/review usage by interval time periods
 - (iv) Compare/review usage by interval time periods in relation to interval temperatures
 - (v) Review detailed customer information of an account
 - (vi) Review the outage history of an account
 - (vii) Review the connect/disconnect history of an account
 - (viii) Review the meter event history of an account
 - (ix) Perform on-demand reads
 - (x) Remotely connect and disconnect a meter
 - (xi) View the physical location of a meter
 - (xii) Graphically compare/review customer usage by specified days for a time period
 - (xiii) Run reports relevant to customer accounts
 - (xiv) Schedule reports to automatically be delivered to email inbox
 - (xv) Create and maintain Dashboards relevant to customer accounts
- b Billing Agents will learn to:
 - (i) Compare/review customer usage by date range using monthly billing history
 - (ii) Compare/review usage by kWh and kW in relation to temperatures
 - (iii) Compare/review usage by interval time periods
 - (iv) Compare/review usage by interval time periods in relation to interval temperatures
 - (v) Review detailed customer information of an account
 - (vi) Perform on-demand reads
 - (vii) Create an AMI billing file to upload into the billing application
 - (viii) Review/download previous billing cycle reports
 - (ix) Run reports relevant to billing
 - (x) Schedule reports to automatically be delivered to email inbox
 - (xi) Create and maintain Dashboards relevant to billing
- c Meter Technicians and Servicemen will learn to:
 - (i) Review detailed customer information of an account
 - (ii) Review the detailed history of a meter
 - (iii) Review the historical locations of a meter
 - (iv) Review the meter event history
 - (v) View the physical location of a meter
 - (vi) Graphically compare/review customer usage by specified days for a time period
 - (vii) Run reports relevant to meter issues
 - (viii) Schedule reports to automatically be delivered to email inbox
 - (ix) Create and maintain Dashboards relevant to meter issues
- d Engineering and Operations personnel will learn to:
 - (i) Review detailed customer information of an account
 - (ii) Review the detailed history of a meter
 - (iii) Review the historical locations of a meter
 - (iv) Review the meter event history
 - (v) View the physical location of a meter
 - (vi) Graphically compare/review customer usage by specified days for a time period
 - (vii) Graphically review meter, transformer and substation data
 - (viii) Review system loss analysis
 - (ix) Review/analyze voltage events
 - (x) Run reports relevant to AMI system and system events

- (xi) Schedule reports to automatically be delivered to email inbox
- (xii) Create and maintain Dashboards relevant to system events
- e System Administrator personnel will learn to add, delete and manage CUSTOMER user access.
 - (i) Add/remove user accounts
 - (ii) Manage user accounts
 - (iii) Troubleshoot user issues
 - (iv) Run reports relevant to the MDMS performance/maintenance
 - (v) Schedule reports to automatically be delivered to email inbox

3.2. Typically, an onsite session at the utility with training being offered over three (3) days to designated groups of utility staff based on business role within the utility operations. The instruction focuses on end-user overview and instruction of the targeted modules. Trainees can attend several modules depending on the need for their depth of knowledge of the uCentra™ System. The uCentra™ System Administrator should be designated by the utility management and prepared to attend all training sessions. The uCentra™ System Administrator does not have to be from the Information Technology department.

3.3. Documentation

3.3.1. One electronic copy of User Guide is provided.

Training Session Type	Description of Learning Objectives	Module Name
CSR Training (Beta POC)	Review customer usage history Compare usage by month Compare usage different times of the day Review usage when temperatures are low / high	ElectsSolve Base
CSR Supervisor Training (Beta POC)	Review customer usage history Compare usage by month Compare usage different times of the day Review usage when temperatures are low / high Perform on-demand reads Disconnect/Connect Meters Estimate reads (VEE)	ElectsSolve Base
Accounting Billing Training (Beta POC)	Review customer usage history Import/Export Billing View Monthly Reports Cycle Billing System Estimates Gap Report Negative Consumption	ElectsSolve Base
Engineering/Operations Training (Beta POC)	Monitor system status Monitor AMI Status View system stability Set system alerts to be notified of system status (via email or text) Set monthly system reporting via email View Other Reports	ElectsSolve Base
MODM Operator/Meter Tech Training (Beta POC)	Review customer usage history Compare usage by month Compare usage different times of the day Review usage when temperatures are low / high	ElectsSolve Base
Marketing/Member Relations Training (Beta POC)	Review customer usage history Compare usage by month Compare usage at different times of the day Review usage when temperatures are low / high	ElectsSolve Base

Customer Portal (ElectSolve CentraVU) (Beta POC)	View Usage by date(s)/billing cycles Residential-kWh Commercial-kWh, kW, kVarh, PF Water-Gallons Gas-Cubic Feet View Billing History up to 36 months Set Budget Alerts by SMS and or email (Residential Only) Export Usage Reports	ElectSolve CentraVU
Data Views Module For all users (Beta POC)	Access Data Views to create reports using utilities 3 rd party reporting tools Use Data Views Ad Hoc Query tool	Data Views
Event Visualization Module For all users (Beta POC)	View AMI Events on ESRI Map View Event Reports Drill down into event map to review details of the event	Event Visualization

4. **Testing**

4.1. **IPKeys System Acceptance Testing (SAT)** - Jointly performed by ITRON, IPKeys, HCI and CUSTOMER. The objective of the System Acceptance Test is to demonstrate the functionality and operation of IPKeys's Electsolve® MDMS before moving into production. There will be one base system SAT and sign-off. No additional SAT's by other vendors or joint participants in this process will be supported. Following the base system SAT, any additional modules within the scope of work will follow the same procedure for sign-off.

4.1.1. The System Acceptance Test will be performed after the system has been installed and tested by IPKeys.

4.1.2. CUSTOMER will designate one person to sign-off on all functionality. Additional attendees from areas such as Customer Service, CUSTOMER Services, Metering, Engineering, or Management may all attend to give input to the official designee. Attendance is documented.

4.1.3. CUSTOMER's designee will pass or fail each item as it is demonstrated using the sign-off sheet provided prior to the SAT. Notes may be added throughout.

4.1.4. Any items failing test will be fixed and retested at an agreed upon date and time.

4.2. **IPKeys Implementation Testing** - As data is mapped into the MDM, the CUSTOMER staff will be called upon to validate data by assisting in verifying that the data has been mapped according to CUSTOMER's requirements and business processes. This process entails comparing Electsolve® data screens to CIS data screens. This is an iterative process and will be scheduled as required between CUSTOMER and IPKeys staff. Generally, this should take two (2) hours a week over the course of 2-3 weeks.

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ATTACHMENT 1 – BILLING SYSTEM INTEGRATION MATRIX

Advanced Billing and Advanced Billing Bundle- IPKEYS integrators will meet with HCI and CUSTOMER to collect detail billing requirements. They will go over billing processes and make Advanced billing configurations to the MODMS. Configuration options are listed in the matrix below and are included in the Advanced Billing Bundle.

uCentra® CIS Interface Functionality	Advanced CIS Billing Integration
Flat File Import (limited data set) CIS vendor to provide exports to ElectSolve	✓
Flat File Import (expanded data set) CIS vendor to provide exports to ElectSolve	✓
Data Authentication	✓
Data Reconciliation	✓
Data Integration Assistance	✓
VEE Configuration for Once/Day Billing Determinant exports (All meters, once per day)	✓
Produce Once/Day Billing Determinant export file in Standard format (All meters, once per day)	✓
Billing Reads for KWH	✓
Billing Reads for KW	✓
Billing Reads for KWH-R	✓
Billing Reads for KWH-N	✓
Calculated or derived reads	✓
Basic Pre-Pay using CMEP	✓
Single File format to major CIS Vendors (Cogsdale, CSA, Cassel, UAS, Daffron, NISC, etc.)	✓
"From-Host" and "To-Host" file exchange supported to match legacy meter read processes associated with hand-held use.	✓
File format for non-standard CIS Vendor	✓
Single Utility, Electric or Gas or Water	✓
VEE Configuration to Match Billing read exports by cycle/route/meters process	✓
Produce Individual Billing Read export by cycle/route/meters	✓
Multi Utility Electric Gas Water	✓
Custom Billing file formats	✓
Custom VEE processes	✓
Support for TOU	✓
Support for Demand Billing	✓
Support for net billing	✓
Ratcheted Rates	✓
Totalized Meters	✓
High End Meters	✓
Calculated Reads or billing determinates due to limitation of CIS	✓
Multiple AMI Systems (Aclara plus non-Aclara)	✓
Large Commercial & Industrial (CP, NCP, Unique Contracts)	
other complex billing determinant generation	

ATTACHMENT 1 – PLACEHOLDER
<Left blank intentionally>

DRAFT

Exhibit C: Definitions**DEFINITIONS**

1. “Service Availability” means the ability to sign on to the Electsolve® Application and that the application is fully usable.
2. “SOW” means an amendment to a Vendor Agreement which specifically addresses work to be performed for CUSTOMER.
3. “SOW Effective Date” means the date when a SOW becomes effective, which is the date of last signature of either Party to execute such SOW.
4. “Specifications” means the technical specifications for the Product upon which the Parties mutually agree in writing.

“Supplier’s Span of Control” means Application Software used in connection with providing MDMS services to CUSTOMER.

- a. Exceptions that are out of Supplier’s Span of Control and HCI’s span of control as the SaaS/Hosting Provider:
 1. Common Carrier and telecommunication Issues
 2. Third Party software, data integrated problem resolution for non- Supplier software (CIS, AMI, SCADA, OMS, MWF, Pre-Pay, etc.)
 3. CUSTOMER Hardware/Servers/Switches/Routers/Firewalls/Storage Devices/etc.
 4. Hardware Redundancy
 5. Networks/Physical/Virtual/WAN/LAN/VPN, etc.
 6. Network Performance
 7. CUSTOMER Networks/Customer Network Performance
 8. CUSTOMER Network and Telecom Latency
 9. CUSTOMER Provided Data Quality
 10. CUSTOMER Network Security
 11. Regional Power Outages
- b. Exceptions that are out of Supplier’s Span of Control, but within HCI’s span of control as the SaaS/Hosting Provider:
 1. HCI Backup Services
 2. HCI Off-site backup storage
 3. HCI Hardware Redundancy
 4. HCI Networks/Physical/Virtual/WAN/LAN/VPN, etc.
 5. HCI Network Performance

Exhibit D:

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Exhibit E: Roles and Responsibilities**Overview of Roles and Responsibilities for MDMS System**

Associated system operating model and associated roles and responsibilities for the operation and maintenance of the Electsolve MDMS, provided by IPKeys Technology Solutions and Services (IPKeys).

Legends for Role and Responsibility Matrices

The matrices refer to three primary participants

- HCI (Hometown Connections Inc.), typically an IT systems person
- IPKeys: IPKeys' Services team member assigned to HCI
- CUSTOMER (any participating CUSTOMER): typically, an AMI lead at the CUSTOMER

The matrices define the roles and responsibilities for all headend and network tasks. It is meant to be applicable once the system goes into operation. The nomenclature used in the table is as follows:

- **R** = Responsible, the organization responsible for carrying out the task
- **P** = Participate, the organization responsible for providing the responsible party any needed support or coordination.
- **A** = Approving, the organization responsible for approving the intended actions of the responsible party in advance of the actions being executed. Approval also means that the CUSTOMER, HCI and IPKeys inform one another in advance of the pending activity to assure the activity does not impact the other party's platform or operations.
- **N** = Notification, the organization will be notified in advance by the responsible party before the activity takes place.

MODM 1.	Project Responsibilities	CUSTOMER	HCI	IPKEYS
a.	Technical Project Management of the MDMS Implementation	P	P	R
b.	Scheduling and Facilitating MDM Project Technical meetings.	P		R
c.	Hosting Requirements Gathering and follow-up	P, A	R	P
d.	Completing Hosting Environment. This is a project dependency including AMI Headend and one test meter of each type per project	N	R	
e.	Systems integration requirements Gathering and follow-up (CIS, AMI, SCADA, GIS etc.) It is imperative that this be a direct interaction with the customer.	P, A		R
f.	Loading Software onto Hosted Server, Onboarding System with Test Data, Technical Configuration of MDMS and all interfaces.	N		R
g.	Data Mapping	P		R
h.	Data Cleanup	R		P
i.	Phase User Acceptance Testing. Phase Assessment meetings and signoffs. Final System Acceptance Test	A	P	R
j.	Scope change definition	R		R
k.	Change Order development & Pricing	N	P	R

Exhibit G: HCI Professional Services Payment Schedule

Description	Description
Milestone 0 – Contract signed Project Initiation and Preplanning begins	40% of all Initial Services
Milestone 1 - Setup-Kickoff & Requirements Gathering for all interfaces and Modules Software Installed on Hosted Servers Deliverable - Agreed upon Requirements based on Utility Work Process Review <i>Maintenance begins 90 days from software being installed</i>	10% of all Initial Services
Milestone 2 - Software Onboarding- Install and Configure - All Modules and Interfaces Deliverable - Software configured with standard configurations and test accounts to demonstrate all Modules (pre-integration)	10% of all Initial Services
Milestone 3 Integration Certification- All Interfaces & Modules Deliverable - Certified Integration Files/Webservices demonstrated in MODMS	15% of all Initial Services
Milestone 4 - Data Validation & configuration Adjustments - All Modules and Interfaces Deliverable - Signoff on data content and final configuration after any adjustments required to accommodate Data & Work processes. System ready for UAT	15% of all Initial Services
Milestone 5 - Testing, QA, UAT - All Modules and Interfaces Deliverable - Production System	10% of all Initial Services

Appendix C – ITRON HOSTING SOLUTION Workshop Agenda Sample

Workshop - Day 1			
Time – PST	Agenda/Details	Facilitators	Attendees
08:30 AM – 09:00 AM	Introductions		Itron, Billing, Metering and Operations
09:00 AM – 10:45 AM	Overview on Riva and Collection Manager		Itron, Billing, Metering, IT and Operations
10:45 AM – 11:00 AM - Break			
11:00 AM – 12:00 PM	Discussion on Itron Security Manager (ISM)		Itron, Billing, Metering, IT and Operations
12:00 PM – 01:00 PM - Lunch			
01:00 PM – 02:00 PM	Discussion on Internet of Things Field Network Director (IoT FND)		Itron, Metering and Operations
02:00 PM – 03:00 PM	Discussion on Endpoints		Itron, Billing, Metering and Operations
03:00 PM – 03:15 PM - Break			
03:15 PM – 04:00 PM	Discussion on FDM Tools		Itron, Metering, IT and Operations
04:00 PM – 04:30 PM	Discussion Field Deployment Planning		Itron, Metering, IT and Operations
04:30 PM – 05:00 PM	Discussion on Training (High Level) - CGR Installation - FDM Tools End User Training - ERT Installation, Troubleshooting and Maintenance - Itron Mobile Radio (IMR)		Itron, Metering, IT and Operations

Workshop - Day 2			
Time - PST	Agenda/Details	Facilitators	Attendees
08:30 AM – 09:00 AM	Recap Day 1		Itron, Billing, Metering and Operations

09:00 AM – 09:30 AM	Discussion on Testing Phases (High Level) Communication, First Article, System Acceptance, Expectations		Itron, Billing, Metering, IT and Operations
09:30 AM – 10:30 AM	Discussion on Training (High Level) - OWOC Collection Manager (CM) - Itron Analytics (IA) - Roles & Responsibilities		Itron, Billing, Metering and Operations
10:30 AM – 11:00 AM	CGR Installation Schedule		Itron, Billing, Metering and Operations
11:00 AM – 11:15 AM - Break			
11:15 AM – 12:00 PM	Discussion on MDI (Master Data Import) Interface File		Itron, Billing, IT
12:00 PM – 01:00 PM - Lunch			
01:00 PM – 03:00 PM	Continue discussion on MDI (Master Data Import) Interface File		Itron, Billing, IT
03:00 PM – 03:15 PM - Break			
03:15 PM – 04:00 PM	Discussion on Itron Hosted Services		Itron, Customer Project Manager and IT
04:00 PM – 05:00 PM	Discussion on Secure File Transfer Protocol (SFTP)		Itron, Customer Project Manager and IT
Workshop - Day 3			
Time - PST	Agenda/Details	Facilitators	Attendees
08:30 AM – 09:00 AM	Recap Day 2		Itron, Billing, Metering and Operations
09:00 AM – 10:00 AM	Discussion on Itron Analytics		Itron, Billing, Metering, Operations and IT
10:00 AM – 11:00 AM	Q/A Session		Itron, Billing, Metering, Operations and IT

Appendix D – Itron Interface Points

Itron shall provide support for the following Interface points as part of the Solution Implementation. It is assumed that CUSTOMER will have the responsibility for the integration, testing and maintenance of integration from Itron licensed products to upstream and/or 3rd party applications.

While these interfaces have not been completely vetted at the time of authoring this SOW, integration points will be identified and documented during the workshops focusing on the Interface Design Document. Below are preliminary integration points identified.

Item	System	Integration With	Responsible Party	Integration Points
1.	Collection Manager (CM)	- FND - ISM - Electsolve (Customer Portal)	Itron	- Provisioning and de-provisioning of Electric Meters and Water Modules using defined interfaces (MDI, web services) - Data subscriber(s) using defined WSDL's with CUSTOMER's MDMS - Events and Exceptions using defined WSDL's with CUSTOMER MDMS
2.	Field Network Director (FND)	- CM	Itron	- Provisioning and de-provisioning of Routers and Electric Meters and Water Modules on the multi-service network using defined interfaces (CSV, web services)
3.	Itron Security Manager (ISM)	- CM - FDM Tools	Itron	- Provisioning and de-provisioning of factory keys
4.	FDM Tools	- CM - ISM	Itron	- Field troubleshooting of Meters and Endpoints - Updating firmware - Accessing Meter register data
5.	FDM Work Order Management System (WOMS)	- CIS	Itron	- Released Work Order - Completed Work Orders - Exceptions - ToHost file
		- CIS - GIS System	CUSTOMER	- FromHost file - GIS Coordinates
6.	Electsolve (Customer Portal)	- MDMS (as applicable)	Itron	- Network connectivity between the Customer data center to Itron to enable Itron-to-Itron interface.
7.	ElectSolve MDM	- CM	Itron	- Two-way interactions using standard web services, including reads, disconnects, ping, outage updates, etc. - Generate Itron standard data export files.

		- CIS - GIS System - Others TBD	CUSTOMER	- Two-way interactions using standard Itron web services, including reads, disconnects, ping, outage updates, etc. - Meter reading data via standard Itron supported export files. - Customer billing determinants - Alarms / events -
8.	, MDM -	- CIS - WOMS (as applicable)	CUSTOMER	- Ability to process ASN files for both Water Modules and Electricity Meters into CUSTOMER's asset data management system.
9.	Advanced Utility Systems Infinity (CIS)	- Customer Service (Customer Portal) - MDM - Other 3rd Party Systems	CUSTOMER	- TBD

Appendix E – Standard Reports

OWOC - Collection Manager		
1.	Audit Log	Use the Audit Log to display a history of user actions.
2.	Daily Event & Alarms	Use to show all events retried on a given reporting day, broke out by name and Endpoint. Event and alarm searches can be performed for custom event reports.
3.	Data Collection Reports	Use this to review a snapshot of read rates and their trends over time.
4.	Firmware Versions	Use this item to display firmware update files known to the System and the versions associated with the Endpoints.
5.	Last Read Time	Use to show the last time meter was read.
6.	Meter Deployment Status	Use to compare planned vs. actual installed in each sector.
7.	Meter Read Rate	Use to illustrate and trend the amount of data successfully retrieved broken out by reporting day, device type, register/interval, and geographic sector.
8.	Registration Status	Use this to review an Endpoint's registration status.
Itron Security Manager		
1.	None	N/A
Internet of Things, Field Network Director		
1.	API	The IOT FND provides the following API's for integration across multiple software platforms: - Audit Trail - Device Management - Work Order Management - Events - Issues - Rules - Search
2.	Query/Configuration Based	IOT FND has a layered system architecture that supports: - Asset visualization using Google Maps - Topology discovery - Communication firmware download - Diagnostics - Outage and restoration - Configuration Management - Firmware Management - Security Management - Performance metric collection - Monitoring of network status
3.	The network management component of the AMI headend system provides standard reports to track operational status of the system:	- Battery Status - Communication Statistics - Firmware Versions - System Log - Unresponsive Field Area Routers - Meter Network Health

4.	Operators can view the following information for field area routers:	- Connectivity - Signal strength - Internal temperature - Battery status - Child (meter/device) count
5.	Endpoint Performance Reports	- Enables the operator to view a single screen to identify meters that were not read on a given day and understand what is going on at each Endpoint. Operators can drill down to Endpoint details when troubleshooting an underperforming Endpoint and perform a node ping, read the status of the disconnect switch, or force a re-registration of the Endpoint.
6.	Endpoint reliability	- This OpenWay metric measures, on a per Endpoint basis, a meter's response probability based on its historical interrogation success rate so user can understand Endpoint volatility. Additionally, Endpoint reliability aggregated for a large number of Endpoints and represented geographically on a map offers a view of the underperforming areas of the field network.
7.	System and Network Health Reports	- As the network management component of the HES, Cisco IoT FND is also central to network health monitoring. This user interface presents data to help understand the state of the network and to daily address concerns that arise. The FND interface is used to manage Customer network and provide reports and notifications to ensure the successful state of the network.
FDM Work Order Management System Standard Reports		
1.	Inventory	- Meters, Registers & Endpoints - Meter Size Differences (Data v. Field Installation) - Consumables
2.	Project Status	- Daily Installs - Total Installs
3.	RTU's	Return To Utility report
4.	Exceptions and Comments Report	

Appendix F – Customer Travel Policy

Travel Related Expenses. All travel and related on-site costs are included in Section F (Services and Fees). Any additional travel and related costs will be submitted through the Change Order Process.

Travel Policy

1. **Mileage.** If applicable, mileage will not exceed the current IRS mileage rate in effect at the time.
2. **Meals.** Meals shall follow and not exceed the then current federal per-diem meal allowance or up to the current federal meal per-diem with detailed receipts, no alcohol, and a 20% maximum gratuity.

Departure Day

Depart before 12:00 noon

Lunch and dinner

Depart after 12:00 noon

Dinner

Return Day

Return before 12:00 noon

Breakfast

Return between 12:00 noon and 7:00pm

Breakfast and lunch

Return after 7:00pm

Breakfast, lunch and dinner

3. **Parking:** When parking at airports, using longer term parking that is measured in days as opposed to hours is encouraged. Short term more expensive parking should only be used if not other less expensive option is available or impractical.
4. **Airfare:** Airfare will be coach, lowest logical fare. Advanced reservations to take full advantage of discount opportunities is encouraged and all reasonable efforts to make travel arrangements at least two (2) weeks in advance. If booking less than seven (7) days in advance, City approval will be required. Baggage Fees: up to five (5) days = one (1) checked bag; six (6) or more days = two (2) checked bags. Baggage fees for personal sport equipment are not allowed.
5. **Ground transportation (taxi, shuttle):** Taxi or shuttle services are allowed only when less expensive means of transportation is unavailable or impractical. The actual fare plus a reasonable tip (15% -18%) is allowed.
6. **Rental Car:** For a single traveler, mid-size or intermediate car is allowed. If three or more are traveling together, full size cars are allowed.
7. **Lodging:** Lodging expenses include room cost only; itemized receipts must be provided. Rooms limited to single room rate. If two or more are sharing a room, reimbursement is allowable for only one at the double room rate. The maximum allowable room expense shall be limited to the best discount rate available and allowable that meets traveler's business needs and basic needs for health, safety and cleanliness. Non-smoking rooms are authorized even if they are more expensive. Airbnb, VRBO and HomeAway are not authorized.
8. **Internet Access**
 - Hotels: The use of hotel provided free high-speed internet access is encouraged whenever possible. If the hotel charges for internet access no more than \$10.00 per day is allowed.
 - Airports: Charges for internet access at airports or with airlines is not allowed.

Appendix G – Sample Change Order Form

S.1. Change Order Form “Sample”

	Name	Date
Client Name:		
Requestor:		
Client Authorization:		
ITRON PM Approval:		
ITRON Contract Auth.:		

Send Pricing Summary to Client? ☐ Yes ☐ No

Has contract been signed? ☐ Yes ☐ No

General Comments:

--

Order Processing:

PO/Contract #: _____

Comments: _____

Hardware Changes:

Qty	Item Description	Unit Price

Qty	Item Description	Unit Price

Comments:

--

Software Changes:

☐ Modifications ☐ Meter Licenses ☐ Other

Description	Unit Price

Description	Unit Price

Implementation Labor and Expense:

☐ Billable ☐ Non-billable Charge to: _____

Purpose	Description	Days	@ \$	Total
	Labor			
	Per Diem			
	Misc.			
	Total			

Other Changes:

Change Order: >Author Name

Please return this signed Change Order for formal ITRON Contract Authorization and Execution to:

ITRON, Inc.

2111 N. Molter Rd.

Liberty Lake, WA 99019

Attn: Contract Administration

Fax: (509) 891-3331— a fully executed version will be returned.



Attachment C

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Attachment D

Third Party License Terms

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Attachment D-1

Cisco EULA

– Cisco EULA –

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- b. modify, adapt or create derivative works of the Software or Documentation;
- c. reverse engineer, decompile, decrypt, disassemble or otherwise attempt to derive the source code for the Software, except as provided in Section 16 below;
- d. make the functionality of the Software available to third parties, whether as an application service provider, or on a rental, service bureau, cloud service, hosted service, or other similar basis unless expressly authorized by Cisco in writing;
- e. Use Software that is licensed for a specific device, whether physical or virtual, on another device, unless expressly authorized by Cisco in writing; or
- f. remove, modify, or conceal any product identification, copyright, proprietary, intellectual property notices or other marks on or within the Software;

6. **Third Party Use of Software.** You may permit a third party to Use the Software licensed to You under this EULA if such Use is solely (i) on Your behalf, (ii) for Your internal operations, and (iii) in compliance with this EULA. You agree that you are liable for any breach of this EULA by that third party.

7. **Limited Warranty and Disclaimer.**

- a. **Limited Warranty.** Cisco warrants that the Software will substantially conform to the applicable Documentation for the longer of (i) ninety (90) days following the date the Software is made available to You for your Use or (ii) as otherwise set forth at <http://www.cisco.com/go/warranty>. This warranty does not apply if the Software, Cisco product or any other equipment upon which the Software is authorized to be used: (i) has been altered, except by Cisco or its authorized representative, (ii) has not been installed, operated, repaired, or maintained in accordance with instructions supplied by Cisco, (iii) has been subjected to abnormal physical or electrical stress, abnormal environmental conditions, misuse, negligence, or accident; (iv) is licensed for beta, evaluation, testing or demonstration purposes or other circumstances for which the Approved Source does not receive a payment of a purchase price or license fee; or (v) has not been provided by an Approved Source. Cisco will use commercially reasonable efforts to deliver to You Software free from any viruses, programs, or programming devices designed to modify, delete, damage or disable the Software or Your data.
- b. **Exclusive Remedy.** At Cisco's option and expense, Cisco shall repair, replace, or cause the refund of the license fees paid for the non-conforming Software. This remedy is conditioned on You reporting the non-conformance in writing to Your Approved Source within the warranty period. The Approved Source may ask You to return the Software, the Cisco product, and/or

Documentation as a condition of this remedy. This Section is Your exclusive remedy under the warranty.

c. **Disclaimer.**

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9. **Upgrades and Additional Copies of Software.** Notwithstanding any other provision of this EULA, You are not permitted to Use Upgrades unless You, at the time of acquiring such Upgrade:

- a. already hold a valid license to the original version of the Software, are in compliance with such license, and have paid the applicable fee for the Upgrade; and
- b. limit Your Use of Upgrades or copies to Use on devices You own or lease; and
- c. unless otherwise provided in the Documentation, make and Use additional copies *solely* for backup purposes, where backup is limited to archiving for restoration purposes.

10. **Audit.** During the license term for the Software and for a period of three (3) years after its expiration or termination, You will take reasonable steps to maintain complete and accurate records of Your use of the Software sufficient to verify compliance with this EULA. No more than once per twelve (12) month period, You will allow Cisco and its auditors the right to examine such records and any applicable books, systems (including Cisco product(s) or other equipment), and accounts, upon reasonable advanced notice, during Your normal business hours.. If the audit discloses underpayment of license fees, You will pay such license fees plus the reasonable cost of the audit within thirty (30) days of receipt of written notice.

11. **Term and Termination.** This EULA shall remain effective until terminated or until the expiration of the applicable license or subscription term. You may terminate the EULA at any time by ceasing use of or destroying all copies of Software. This EULA will immediately terminate if You breach its terms, or if You fail to pay any portion of the applicable license fees and You fail to cure that payment breach within thirty (30) days of notice. Upon termination of this EULA, You shall destroy all copies of Software in Your possession or control.

12. **Transferability.** You may only transfer or assign these license rights to another person or entity in compliance with the current Cisco Relicensing/Transfer Policy. Any attempted transfer or, assignment not in compliance with the foregoing shall be void and of no effect.

13. **US Government End Users.** The Software and Documentation are "commercial items," as defined at Federal Acquisition Regulation ("FAR") (48 C.F.R.) 2.101, consisting of "commercial computer software" and "commercial computer software documentation" as such terms are used in FAR 12.212. Consistent with FAR 12.211 (Technical Data) and FAR 12.212 (Computer Software) and Defense Federal Acquisition Regulation Supplement ("DFAR") 227.7202-1 through 227.7202-4, and notwithstanding any other FAR or other contractual clause to the contrary in any agreement into which this EULA may be incorporated, Government end users will acquire the Software and Documentation with only those rights set forth in this EULA. Any license provisions that are inconsistent with federal procurement regulations are not enforceable against the U.S. Government.

14. **Export.** Cisco Software, products, technology and services are subject to local and extraterritorial export control laws and regulations. You and Cisco each will comply with such laws and regulations governing use, export, re-export, and transfer of Software, products and technology and will obtain all required local and extraterritorial authorizations, permits or licenses. Specific export information may be found at: <http://tools.cisco.com/legal/export/pepd/Search.do>

15. **Survival.** Sections 4, 5, the warranty limitation in 7(a), 7(b) 7(c), 8, 10, 11, 13, 14, 15, 17 and 18 shall survive termination or expiration of this EULA.

16. **Interoperability.** To the extent required by applicable law, Cisco shall provide You with the interface information needed to achieve interoperability between the Software and another independently created program. Cisco will provide this interface information at Your written request after you pay Cisco's licensing fees (if any). You will keep this information in strict confidence and strictly follow any applicable terms and conditions upon which Cisco makes such information available.

17. **Governing Law, Jurisdiction and Venue.**

If You acquired the Software in a country or territory listed below, as determined by reference to the address on the purchase order the Approved Source accepted or, in the case of an Evaluation Product, the address where Product is shipped, this table identifies the law that governs the EULA (notwithstanding any conflict of laws provision) and the specific courts that have exclusive jurisdiction over any claim arising under this EULA.

Country or Territory	Governing Law	Jurisdiction and Venue
United States, Latin America or the Caribbean	State of California, United States of America	Federal District Court, Northern District of California or Superior Court of Santa Clara County, California
Canada	Province of Ontario, Canada	Courts of the Province of Ontario, Canada
Europe (excluding Italy), Middle East, Africa, Asia or Oceania (excluding Australia)	Laws of England	English Courts
Japan	Laws of Japan	Tokyo District Court of Japan
Australia	Laws of the State of New South Wales	State and Federal Courts of New South Wales

Italy	Laws of Italy	Court of Milan
China	Laws of the People's Republic of China.	Hong Kong International Arbitration Center
All other countries or territories	State of California	State and Federal Courts of California

The parties specifically disclaim the application of the UN Convention on Contracts for the International Sale of Goods. In addition, no person who is not a party to the EULA shall be entitled to enforce or take the benefit of any of its terms under the Contracts (Rights of Third Parties) Act 1999. Regardless of the above governing law, either party may seek interim injunctive relief in any court of appropriate jurisdiction with respect to any alleged breach of such party's intellectual property or proprietary rights.

18. **Integration.** If any portion of this EULA is found to be void or unenforceable, the remaining provisions of the EULA shall remain in full force and effect. Except as expressly stated or as expressly amended in a signed agreement, the EULA constitutes the entire agreement between the parties with respect to the license of the Software and supersedes any conflicting or additional terms contained in any purchase order or elsewhere, all of which terms are excluded. The parties agree that the English version of the EULA will govern in the event of a conflict between it and any version translated into another language.

Attachment E

Third-Party Covered Product Maintenance Terms

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Attachment E-1

Cisco Third-Party Covered Product Maintenance Terms

– Third Party Covered Product Maintenance Terms –

A. Cisco Products. The following terms apply to Cisco products that are Third Party Covered Products provided by Itron under the Order Document:

1. Definitions

"Approved Source" means (a) Cisco Systems, Inc., (b) Cisco Systems Canada Co., or (c) a distributor that is authorized by Cisco to redistribute Products and Services within the Territory to Integrator, as they are from time to time identified at http://tools.cisco.com/WWChannels/LOCATR/jsp/distributor_locator.jsp or as otherwise provided by Cisco from time to time.

"Cisco" means Cisco Systems, Inc. and Cisco Systems Canada Co.

"End User" is City of Richland, Washington.

"End User License Agreement" means the End User License Agreement attached as Order Document Attachment 4 (Cisco EULA) to the Order Document.

"First Call" means the initial call made by the End User when requesting assistance with a Product.

"Integrator" means Itron, Inc. and Itron Canada, Inc.

"Integrator Agreement" means the Special Purpose Systems Integrator Agreement between Cisco and Integrator.

"Other Products" means Products which an End User acquired from sources other than Integrator.

"Price List" is the price list(s) published at Cisco.com applicable to the relevant Cisco entity to which each Purchase Order is issued by Integrator.

"Products" means CGR and IoT FND.

"Purchase Order" is a written or electronic order issued by Integrator to Cisco for Products or Services to be purchased, licensed or provided under the Integrator Agreement.

"Service" means the Cisco brand Services available for resale by Integrator, which can be found at www.cisco.com/go/servicedescriptions/.

"Service Description" means a description of the Services, as of the purchase date of such Services, to be made available by Cisco to End Users through Integrator, and the terms and conditions under which Cisco provides those Services. Each available Service has its own Service Description, which can be found www.cisco.com/go/servicedescriptions/.

"Software" means IoT FND and any other software identified on and described in Exhibit G to the Integrator Agreement.

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"Territory" means Canada and the United States of America, excluding Puerto Rico, unless mutually agreed in writing by the parties.

2. Maintenance and Support Terms

For each Service purchased by Integrator, Cisco will make available to End User, on Integrator's behalf, the Services described in the applicable Service Description. Services are subject to the description set forth in the applicable Service Description. As of the Effective Date, the current Service Description for IoT FND is located at: www.cisco.com/c/dam/en_us/about/doing_business/docs/cisco-software-support-service.pdf. As of the Effective Date, the current Service Description for CGR is located at https://www.cisco.com/c/dam/en_us/about/doing_business/legal/service_descriptions/docs/cisco-smart-net-total-care.pdf. Upon Cisco's acceptance of a Purchase Order for Services, the then-current Service Description shall apply to such Services.

In order to be eligible to receive the Services as set out herein for (a) Products that have not been previously supported, (b) Products for which support has lapsed, or (c) Other Products, the following will apply:

- (i) Cisco may charge an inspection fee for Products and Other Products in accordance with Cisco's standard fee schedule on the Price List in effect at the time of inspection (any related upgrades, replacements, repairs, or troubleshooting are excluded); and
- (ii) Integrator shall provide Cisco with such information as Cisco may require to ensure that a valid Software license exists for Software to be supported. If a valid Software license does not exist, Integrator shall pay Cisco the Software license fee for the Software.

Cisco reserves the right to survey an End User for use in ensuring End User's satisfaction with (a) the Services, and (b) Integrator's and/or Cisco's support. From time-to-time, no more than once per calendar year, provided that Cisco follows End User security requirements, and with reasonable notice, Cisco will be entitled to perform an inventory review of an End User's installed base and review serial numbers and other records (upon reasonable advance notice) to validate entitlement at Cisco's sole cost and expense. Upon notice to Integrator, Cisco will be entitled to suspend any portion of a Service with respect to a specific End User in instances when it is prevented by Integrator or such End User from performing an inventory review or otherwise verifying End User's entitlement to the Service.

End User acknowledges the contents of the relevant Service Descriptions located at www.cisco.com/go/servicedescriptions/.

Integrator may take the First Call from the End User and may open a case with Cisco on behalf of the End User using the applicable Maintenance Contract Number or other contract number(s) and Cisco serial number(s). End User may call Cisco directly for support, provided that Integrator may require the End User to place the First Call with Integrator and allow Integrator to open a case with Cisco on behalf of the End User in accordance with this Section provided that Integrator shall not delay opening a case.

At least thirty (30) calendar days advance Written Notice to Cisco is required for Product relocations (outside End User's then-current service territory) and Service level/Product configuration changes, when applicable.

If Integrator elects not to support a Product at the time of a Product purchase or if, for any reason, a Product becomes unsupported at some point after the Product's initial deployment, End User authorizes Integrator to and Integrator shall, at Cisco's written request, provide Cisco with the contact information, including but not limited to name, address, and phone number of the End User who has purchased the unsupported Product from Integrator, within 30 calendar days of Integrator's receipt of written request from Cisco. Integrator and End User authorize Cisco to contact the End User for the express purpose of contracting directly with End User for support Services for the unsupported Product identified by Integrator.

Prior to expiration of a Service contract: (a) Cisco, or its authorized agents, will send reminders to Integrator or as directed by Integrator; (b) Integrator will, upon request by Cisco, reconfirm the End User's identity and Service contract numbers of the expiring Service contract(s); and (c) Integrator will (i) initiate the renewal process with its End User and forward to Cisco the completed renewal with Purchase Order or (ii) notify Cisco of Integrator's intent to cancel Services. If, upon the expiration date of Cisco Services for the Product, Cisco has not received a Purchase Order for the renewal, Cisco, or its authorized agents, may contact the End User to arrange for the renewal of Cisco Services for the Product either directly with Cisco or with another Cisco-authorized reseller.

3. Warranty

NOTHING IN THIS ATTACHMENT 3 TO THE ORDER DOCUMENT WILL AFFECT THE WARRANTIES PROVIDED WITH ANY HARDWARE PURCHASED OR SOFTWARE LICENSED BY INTEGRATOR AND/OR END USER. ANY AND ALL SERVICES PROVIDED HEREUNDER WILL BE PERFORMED IN ACCORDANCE WITH INDUSTRY STANDARDS OF PROFESSIONAL SKILL, CARE AND DILIGENCE. EXCEPT AS SPECIFIED IN THIS SECTION, ALL EXPRESS OR IMPLIED CONDITIONS, REPRESENTATIONS, AND WARRANTIES INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE (EVEN IF THE PURPOSE IS KNOWN TO CISCO), SATISFACTORY QUALITY, AGAINST INFRINGEMENT OR ARISING FROM A COURSE OF DEALING, USAGE, OR TRADE PRACTICE, ARE HEREBY EXCLUDED TO THE GREATEST EXTENT ALLOWED BY APPLICABLE LAW. INTEGRATOR MUST NOTIFY CISCO PROMPTLY OF ANY CLAIMED BREACH OF ANY WARRANTIES. INTEGRATOR'S SOLE AND EXCLUSIVE REMEDY FOR BREACH OF WARRANTY WILL BE PROMPT RE-PERFORMANCE OF THE SERVICES; OR IF CISCO DETERMINES, ACTING REASONABLY, THAT IT IS UNABLE TO RE-PERFORM SUCH SERVICES IN ACCORDANCE WITH THE ABOVE WARRANTY, TERMINATION OF THE APPLICABLE SERVICE ON THE PRODUCT LIST AND RETURN OF THE FEES PAID TO CISCO BY INTEGRATOR FOR SUCH NON-CONFORMING SERVICES. THIS DISCLAIMER AND EXCLUSION WILL APPLY EVEN IF THE EXPRESS WARRANTY AND LIMITED REMEDY SET FORTH ABOVE FAILS OF ITS ESSENTIAL PURPOSE. THE WARRANTY PROVIDED IS SUBJECT TO THE LIMITATION OF LIABILITY SET FORTH IN THIS EXHIBIT. EXCEPT AS EXPRESSLY PERMITTED IN THIS SECTION B, INTEGRATOR SHALL NOT MAKE ANY WARRANTY COMMITMENT, WHETHER WRITTEN OR ORAL, ON CISCO'S BEHALF.

Cisco reserves the right to make changes to the scope and content of the Service terms currently set forth in this Attachment 3 to the Order Document (with the exception of the warranty terms in this Attachment) to be consistent with a change in Cisco's then-current general support program, including terminating the availability of a given Service (provided, that no change or combination of changes resulting in the elimination of critical Services from a Service Description shall be made until after Cisco announces an EOL with respect to the applicable Product, in which case Section 13.7 of the Integrator Agreement shall apply), at any time upon ninety (90) calendar days prior written notice and such changes shall become effective upon the next October 1st. If Integrator does not agree with a change of scope or content of this Attachment 3 to the Order Document, which is allowed by this Section, Integrator may terminate this Attachment 3 to the Order Document by providing Cisco written notice of termination. Any such changes in scope and content which conflict with the terms set forth in the main body of the Integrator Agreement shall be superseded by such terms set forth in the main body of the Integrator Agreement. For the avoidance of doubt, no change allowed under this Section shall apply to any Services purchased prior to the effective date of such change.

4. End User Obligations

- (1) End User agrees to comply with Cisco's Export Restrictions.
- (2) End User agrees to comply with the applicable Cisco End User License Agreement or, if no such agreement is provided to the End User, the standard Software License Agreement located at Cisco.com, for all Cisco software provided with any Service (including any upgrades, patches, or

Bug Fixes provided at a later time). End User further agrees to abide by Cisco's rules that govern the download of Cisco software, which state, amongst other things:

End User is only entitled to download Cisco software for the Cisco hardware chassis or device or the particular application software or signature file for which End User has paid the applicable software license fees; and

End User has a current and valid service contract that covers either the specific Cisco hardware chassis or device for which End User is downloading software and/or the software image or subscription file (e.g., for Intrusion Detection System) that End User is downloading.

- (3) End User agrees to comply with terms and conditions provided in the applicable Cisco Service Description which are posted at www.cisco.com/go/servicedescriptions/.
- (4) End User will keep Cisco Confidential Information confidential.

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Attachment F

Third-Party Equipment Warranty Terms

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Attachment F-1

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Attachment G

Third-Party SaaS Terms

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Attachment G-1

HCI Third Party SaaS Applications

1. Warranty

1.1. Hometown Connections, Inc. ("**HCI**") warrants that:

1.1.1. it will perform the services in connection with the implementation and operation of the Third Party SaaS Applications using reasonable care and skill and in a workmanlike manner consistent with industry standards and in accordance with applicable law; and

1.1.2. the Third Party SaaS Applications will substantially conform to the Meter and Operational Data Management System (MODMS) requirements set forth in Order Document Attachment B (Statement of Work) and any applicable functional specifications identified therein.

1.2. Provided Customer gives notice to HCI and Itron within thirty (30) days after any breach of the warranty set forth in Section 1.1.1 above, HCI will use reasonable efforts to remedy any such breach within a reasonable period of time after HCI's and Itron's receipt of such written notice.

1.3. HCI will use reasonable efforts to address (in accordance with the HCI support services in Section 6 below) any breach of the warranty set forth in Section 1.1.2 above within a reasonable period of time after HCI's and Itron's receipt of written notice from Customer of such breach.

2. Software-as-a-Service

2.1. Subject to Customer's compliance with the Agreement and payment of all applicable fees, Customer shall have, for the term purchased, a non-exclusive, non-transferable, non-assignable, limited right to access and use, for its internal business purposes, the HCI Third Party SaaS Applications (HCI – ElectSolve MDMS) and any related documentation.

3. Restrictions on Use

3.1. Customer and its authorized users may not: (a) modify, translate or create derivative works of any Third Party SaaS Applications; (b) copy, reproduce, distribute, republish, download, display, post or transmit any portion of the Third Party SaaS Applications in any form or by any means; (c) sell, assign, transfer, lease or sublicense any Third Party SaaS Applications or related services; (d) allow any third party, other than authorized users, to access any Third Party SaaS Applications or related services without Itron's and HCI's prior written consent; (e) use any Third Party SaaS Applications or related services to provide processing services to third parties, or otherwise use any Third Party SaaS Applications or related services on a "service bureau" or "timesharing" or subscription basis; (f) reverse engineer, disassemble, decrypt, extract or otherwise reduce any Third Party SaaS Applications or related services to a human perceivable form or otherwise attempt to determine the source code or algorithms of any Third Party SaaS Applications or related services (except to the extent the foregoing restriction is expressly prohibited by applicable law); (g) infringe any of HCI's intellectual property rights; (h) publicly publish the results of any benchmark tests run on any Third Party SaaS Applications or related services; (i) use any Third Party SaaS Applications or related services to engage in any fraudulent, illegal or unauthorized act; (j) introduce into or transmit through any Third Party SaaS Applications or related services any material containing software viruses, worms, trap doors, back doors, Trojan horses or other harmful or malicious computer code, files, scripts, agents or programs; (k) remove, alter or obscure any titles, product logo or brand name, trademarks, copyright notices, proprietary notices or other indications of HCI's intellectual property rights, whether such notice or indications are affixed on, contained in or otherwise connected to the Third Party SaaS Applications or related services; (l) attempt to gain unauthorized access to the Third Party SaaS Applications, related services or HCI's systems or networks; (m) merge any Third Party SaaS Applications or related services with

any other product or service without Itron's and HCI's prior written consent and the payment of any additional Fees; or (n) access or use the Third Party SaaS Applications or related services in order to build or support, and/or assist a third-party in building or supporting, products or services competitive to Itron or HCI.

4. Content Restrictions

- 4.1. Customer may not distribute, download, or place on any HCI website or server or use with Third Party SaaS Applications or related services, any content that: (a) Customer knows or has reason to believe infringes the intellectual property rights of any third party or violates any rights of publicity or privacy; (b) violates any applicable law, statute, ordinance; (c) is defamatory, trade libelous, unlawfully threatening or unlawfully harassing; or (d) is obscene, pornographic or indecent (items (a) – (d) are collectively referred to as “**Prohibited Content**”). HCI reserves the right to remove any Prohibited Content from the server without prior notice to Customer. Customer will indemnify, defend and hold Itron and HCI harmless for any claims, liabilities, losses, causes of action, damages, settlements, and costs and expenses (including, without limitation attorneys' fees and costs) arising from any third party claims related to or generated by any Prohibited Content distributed, downloaded, or placed on any HCI website or server or used with Third Party SaaS Applications or related services by Customer.

5. Invoicing and Payment

- 5.1. Definitions. For the purposes of this Section 5 (Invoicing and Payment) the following terms shall have the assigned definitions:

5.1.1. “**Commencement Date**” means acceptance fourteen (14) days after successful installation in the SaaS environment and successful configuration and testing so that the application is available and accessible by the CUSTOMER and ITRON Project Team.

5.1.2. “**Minimum Subscription Term**” means the minimum number of annual Subscription Terms that Customer is required to subscribe to, which shall be two (2) years from the Commencement Date unless otherwise stated in the applicable Order Document or Pricing Summary.

5.1.3. “**One-Time Setup Fee**” means the one-time setup fee for the Third Party SaaS Applications identified in the applicable Pricing Summary for each software application.

5.1.4. “**Subscription Term**” means an annual subscription to Third Party SaaS Applications.

- 5.2. Unless otherwise set forth in the Statement of Work or applicable Pricing Summary, the HCI Third Party SaaS Applications are offered as an annual subscription. Unless otherwise set forth in the Statement of Work or applicable Pricing Summary, Itron will invoice Customer for the One-Time Setup Fee and initial Subscription Fee upon the Commencement Date. Itron will invoice the Subscription Fee annually thereafter upon the anniversary of the Commencement Date. Subscription Fees are payable in advance.

- 5.3. The initial Subscription Term for each HCI Third Party SaaS Application begins upon the applicable Commencement Date and will renew automatically for successive one-year terms, unless Itron or Customer provides the other Party with notice of its intent not to renew at least ninety (90) days prior to the expiration the then-current Subscription Term. If Customer does not satisfy the Minimum Subscription Term, Itron will invoice Customer for any unpaid One-time Setup Fee and Subscription Fees through the end of the Minimum Subscription Term (“**Unpaid Fees**”). Notwithstanding the foregoing, if Customer's failure to satisfy the Minimum Subscription Term is due to Itron's election not to renew, Itron will not invoice Customer for Unpaid Fees.

6. Support Services

- 6.1. Definitions. For the purposes of this Section 6 (Support Services) the following terms have the assigned definitions:
- 6.1.1. “**Service Availability**” means the ability to sign on to the Electsolve® Application and that the application is fully usable.
- 6.1.2. “**Supplier’s Span of Control**” means Third Party SaaS Application software used in connection with providing MODMS services to Customer. Exceptions that are out of HCI’s Span of Control: (a) common carrier and telecommunication issues; (b) off-site backup storage; (c) third party software, data integrated problem resolution for non-HCI software (CIS, AMI, SCADA, OMS, MWF, Pre-Pay, etc.); (d) CUSTOMER owned hardware, servers, switches, routers, firewalls, storage devices/etc. (e) CUSTOMER owned hardware redundancy; (f) networks/physical/virtual/WAN/LAN/VPN, etc.; (g) CUSTOMER owned network performance; (h) Customer networks/customer network performance; (i) Customer network and telecom latency; (j) Customer provided data quality; (k) Customer network security; (l) co-Location security; and/or (m) regional power outages.
- 6.2. **Generally.** HCI (through IPKeys Power Partners “**IPKeys**”) will provide MODM Tier 1, 2 and 3 support. Integration support includes:
- 6.2.1. Access to MODM software interface and integration upgrades, MODM program patches and documentation updates;
- 6.2.2. Business hour hotline support, telephone support from 8:00 AM to 7:00 PM CST. After hours support provided for Priority 1 calls; and
- 6.2.3. Application and data problem diagnosis assistance resulting from third party system integration issues, data management or other related causes.
- 6.3. **New Releases and Updates.** HCI will notify Customer thirty (30) days in advance of installing a new certified version of the Third Party SaaS Application software. HCI will then coordinate with Customer to install the latest available versions of the Third Party SaaS Application software at a suitable time and will coordinate this installation within any Customer required maintenance window(s) following agreed upon change management process. HCI will provide the SAT procedures to Customer and conduct the SAT remotely from HCI offices. Customer will provide HCI and Itron with SAT testing results within fifteen (15) business days of completion of the SAT. Customer and HCI will keep Itron fully informed of any and all upgrades, updates, revisions, fixes, etc.
- 6.4. **Platform Software and Server Software.** Prior to any upgrade/update, HCI, Customer and Itron will determine the likely impact of a pending upgrade on Customer platforms (servers or devices) and applications. Installation date of new release(s) will be mutually agreed between HCI, Itron and Customer to ensure that the timing does not adversely impact Customer.
- 6.5. **Incident Management.** HCI, Customer and Itron collaboration and communication is a key to mutual success. All HCI and Customer personnel responsible for Service Availability will follow an agreed matrix for incident communication and incident management to be developed during the project kickoff workshop.
- 6.5.1. Cases and Updates. HCI will coordinate incident isolation, testing and repair work for Third Party SaaS Application software and all software third-party component system errors, defects or problems that are within Supplier’s Span of Control which are covered under this exhibit or the Statement of Work. HCI will proactively inform Customer when an issue or condition arises that may cause potential system anomalies and additional cases.

6.5.2. Customer Notification to HCI and Itron. Customer may communicate incidents to HCI by email or telephone at any time (with a copy of such communication provided to Itron). In each case, HCI will open a case with information to assist in incident resolution and will assign a case number to the incident. HCI will generate a single response by email for each case regardless of initial Incident notification method.

6.5.3. Incident Classifications. HCI assigns incidents/cases to a specific category based on the following matrix below:

Category	Definition
Severity 1 – Urgent	Complete Third Party SaaS Application software failure, severe Third Party SaaS Application software instability, or the loss or failure of any major subsystem or Third Party SaaS Application software component such as to cause a significant adverse impact to Third Party SaaS Application software availability, performance, or operational capability.
Severity 2 – Serious	Degradation of Third Party SaaS Application software or critical functions such as to negatively impact Third Party SaaS Application software operation.
Severity 3 – Minor	Any other Third Party SaaS Application software defect, failure, or unexpected operation.
Severity 4 – General/Technical Help	Request for Third Party SaaS Application software information, technical configuration assistance, “how to” guidance, and enhancement requests.

6.5.4. Escalation Procedure. Customer may elect to escalate a support Severity 2, 3 or 4 problem if and when HCI proposed action plan or solution to a problem is unsatisfactory, the reported severity of a problem has changed, and/or the HCI has not provided a response within the stated response time set forth in Section 6.7.6 (Standard Support Target Problem Response Times) below.

6.6. Business Hours Support.

6.6.1. Support Email Address - **Help@electsolve.com**

6.6.2. Regular Business Hours Phone - **318-221-2055**.

6.6.3. HCI will provide assistance with service requests eight (8) hours per day, five (5) days per week excluding holidays. Support shall be provided during normal working hours (8:00 am – 7:00 pm Central). After hours support is outlined below.

6.6.4. The support team shall include all key technical competencies so that any aspect of a system failure can be investigated and shall comprise experienced technical staff that is skilled in troubleshooting Supplier delivered system.

6.6.5. Each case entered by Customer shall be logged, given a unique case number, and assigned to a HCI support resource for investigation and analysis.

6.6.6. Severity 1 problems shall be reported by telephone for rapid response; target response times are stated below.

6.6.7. For Severity 1 problems, the key objective shall be to restore the system to an operational state as quickly as possible, which may be achieved by a temporary workaround. Resolution of the defect shall then be completed during HCI standard working hours.

6.6.8. Severity 2 problems shall be reported in the same manner as for 8X5 Support but shall have shorter target response times as stated below.

6.6.9. The support service goals shall be to meet these targets for greater than 95% of all incoming requests (HCI will use reasonable efforts to address any failure to meet the foregoing goals as Customer's sole and exclusive remedy).

6.6.10. Severity 3 and 4 problems shall be treated in the same manner as for 8X5 Support.

6.7. After Hours and Holiday Support (Severity 1 – Urgent only)

6.7.1. After Hours Phone – 888-407-1621

6.7.2. After Hours Support is defined as incidents that occur Monday – Friday before 8am Central time or after 7pm Central Time or on Saturdays, Sundays or holidays.

6.7.3. After Hours Support should only be used for incidents that would be considered Severity Level 1 problems.

6.7.4. To report a Severity Level 1 incident after regular hours, call the HCI's on-call number listed above.

6.7.5. In the event the customer is unable to talk to a support representative directly, the customer should leave a detailed message and they will be contacted within the allotted timeframe for a Severity Level 1 issue as outlined in Section 6.7.6 (Standard Support Target Problem Response Times).

6.7.6. Standard Support Target Problem Response Times

Severity	Initial Response Time (call back by Technician)	Action Response Time (work will begin)	Action
1	60 minutes (For after-hours/holiday support, customer must call after hours number in section 6.7.1 to guarantee response time)	4 hours	An urgent or emergency situation requiring continuous attention from necessary support staff until system operation is restored – may be a workaround.
2	1 day	1 day	Attempt to find a solution acceptable to the customer

Severity	Initial Response Time (call back by Technician)	Action Response Time (work will begin)	Action
			as quickly as practical. Resolution may be a workaround. Resolution time is dependent on reproducibility, ability to gather data, and customer's prioritization.
3	2 days	5 days	Evaluation and action plan. Resolution may be by workaround. Resolution time is dependent on reproducibility, ability to gather data, and customer's prioritization.
4	2 days	10 days	Statement of when problem or question is likely to be resolved.

6.8. Overview of Roles and Responsibilities for MODMS

6.8.1. Associated system operating model and associated roles and responsibilities for the operation and maintenance of the Electsolve MODMS, provided by IPKeys Technology Solutions and Services (IPKeys).

6.8.2. Legends for Role and Responsibility Matrices. The matrices refer to three primary participants:

6.8.2.1. HCI (Hometown Connections Inc.), typically an IT systems person;

6.8.2.2. IPKeys: IPKeys' Services team member assigned to HCI; and

6.8.2.3. Customer.

6.8.3. The matrices define the roles and responsibilities for all headend and network tasks. It is meant to be applicable once the system goes into operation. The nomenclature used in the table is as follows:

6.8.3.1. **R** = Responsible, the organization responsible for carrying out the task.

6.8.3.2. **P** = Participate, the organization responsible for providing the responsible party any needed support or coordination;

6.8.3.3. **A** = Approving, the organization responsible for approving the intended actions of the responsible party in advance of the actions being executed. Approval also means that

the CUSTOMER, HCI and IPKeys inform one another in advance of the pending activity to assure the activity does not impact the other party's platform or operations.

6.8.3.4. **N** = Notification, the organization will be notified when an event takes place or notified in advance by the responsible party before an activity takes place.

6.8.4. Responsibilities for MODMS Hosting:

MDM 1.	Back Office Network Administration	CUSTOMER	HCI	IP KEYS
a.	Maintain customer data center network and customer corporate network connections to support Electsolve environments.		R	
b.	Maintain WAN network connections (Head-end to Electsolve system), monitoring and troubleshooting (including escalating to relevant provider (public WAN provider, utility, etc.).		R	
c.	Maintain utility LAN-to-Electsolve connectivity, including monitoring and troubleshooting (fronthaul).		R	
d.	Maintain monitors to enable the NOC to respond to alerts and escalate internally and externally, as necessary.		R	
e.	Maintain B2B network connections (VPN/DSL) and associated security and access control measures to enable ITRON Remote Management		R	
f.	Maintain back office network configuration management.		R	
g.	Provide network connections capacity planning.	P	R	P
h.	Provide capacity planning procurement.		R	
MDM 2.	Server Administration/Operating System (OS)	CUSTOMER	HCI	IP KEYS
a.	Troubleshoot OS problems.		R	P
b.	Manage file systems		R	P
c.	Maintain monitors to enable the NOC to respond to alerts and escalate internally and externally, as necessary.		R	

d.	Apply OS patches and updates, and test.		R	P
e.	Create user (shell) accounts, as required.		P	R
f.	Maintain all current software licensing requirements for applicable third-party software (Oracle, SQL Server, Red Hat Enterprise Linux, and so on).		R	
g.	Maintain current hardware maintenance agreements for all equipment and servers in customer data center(s).		R	
h.	Provide remote for activities requiring physical presence (power cycle hardware, escort vendors, etc.)		R	
i.	Maintain server and OS configuration management		R	P
j.	Provide server capacity planning.		R	P
k.	Provide capacity planning procurement.		R	
MDM 3.	Storage Administration	CUSTOMER	HCI	IP KEYS
a.	Maintain external storage systems (SAN hardware and software), including updates, patches, and fixes.		R	N
b.	Maintain current maintenance agreements for SAN hardware and software		R	
c.	Implement and maintain storage file system for Electsolve, according to IP Keys performance specifications.		R	P
d.	Maintain monitors to enable the NOC to respond to alerts and escalate internally and externally, as necessary.		R	
e.	Maintain SAN configuration management.		R	N
f.	Provide storage capacity planning		R	P
g.	Provide capacity planning procurement		R	
MDM 4.	Database Administration	CUSTOMER	HCI	IP KEYS
a.	Maintain monitors to enable the NOC to respond to alerts and escalate internally and externally, as necessary.		P	R

b.	Manage database table space usage and next extent sizes.		P	R
c.	Perform database reorganizations.			R
d.	Backup database redo (archive) logs			R
e.	Resolve database problems			R
f.	Apply database updates and patches, and test.			R
g.	Perform regular (typically weekly) database purge/archive tasks (“retention”).			R
h.	Maintain current all software licensing requirements for applicable third-party software (SQL).		R	
i.	Maintain database configuration management.			R
j.	Provide database capacity planning.	P	P	R
k.	Provide capacity planning procurement		P	R
MDM 5.	Backups	CUSTOMER	HCI	IP KEYS
a.	Provide backup infrastructure (hardware/software).		R	
b.	Perform regular backups.		R	N
c.	Manage off-site backups.		R	
d.	Monitor backup jobs.		R	
e.	Restore from backup media, as necessary.		R	P
f.	Periodically validate/test backup restore procedure.		R	P
g.	Maintain backup configuration management.		R	N
MDM 6.	Application Administration	CUSTOMER	HCI	IP KEYS
a.	Install and configure application updates, patches, and fixes.	P	A	R
b.	Maintain application tuning (configuration management).			R
c.	Maintain monitors to enable the NOC to respond to alerts and escalate internally and externally, as necessary.			R

d.	Monitor and respond to alerts, and escalate internally and externally, as necessary.			R
e.	Support customer's testing of new Electsolve releases in lower environments (such as test) and approve updates to upper environments (Production and Rapid Recovery), if applicable.		A	R
MDM 7.	<i>Electsolve Administrative Tasks</i>	CUSTOMER	HCI	IP KEYS
a.	Perform adds/deletes/change to Electsolve™ MODMS user accounts (user administration)	R	P	N
b.	Schedule/Run Electsolve Application batch jobs.			R
c.	Monitor critical-identified read and export batch jobs.			R
d.	Coordinate batch jobs and backups.			R
MDM 8.	<i>Security</i>	CUSTOMER	HCI	IP KEYS
a.	Provide physical and logical security of equipment.		R	
b.	Provide physical and logical security of data.		R	
c.	Maintain CUSTOMER side of VPN connection firewall.	R		
c.	Maintain HCI side of VPN connection firewall.		R	
d.	Create and maintain security policies to equipment and data.		R	
e.	Maintain security of configuration management.		R	
f.	Monitor and assess security strategies.		R	
g.	Support and participate in system security reviews and audits.	P	R	P
MDM 9.	<i>Disaster Recovery</i>	CUSTOMER	HCI	IP KEYS
a.	Participate in annual Rapid Recovery walk-through exercise, and test failover drills.	P	R	P
b.	Maintain and update Rapid Recovery Plan, in accordance with changes to the environment.	P	R	P

c.	Test customer data connections and backup communications	P	R	
d.	Maintain network connectivity between data center(s) to meet the design requirements (Recovery Time Objective or “RPO”).	R	R	
e.	Provide adequate notice of Rapid Recovery walk-through schedule.	P	R	
f.	Maintain and provide an overall customer Rapid Recovery Plan, encompassing Electsolve dependencies (including acceptance criteria).	P	R	

Responsibilities for Application Support MODM 11.	<i>On-Going Application Support</i>	CoR	HCI	IPKEYS
a.	Tier 1, 2, 3 Support – All MODMS. IPKeys fields all CoR MODM support calls, creates support cases, identifies responsible party and assigns those support cases accordingly.	P	N	R
b.	Tier 2 Support – Connectivity Problems (IPKEYS will assign these support cases to HCI who is responsible for resolution)	P	R	P
c.	Tier 2 Support to Third Party AMI Headend (IPKEYS will track and assign cases to CUSTOMER or AMI vendor for resolution)	P	R	P
d.	Tier 2 Support to CUSTOMER 3 rd Party Vendor Systems (IPKEYS will track and assign cases to CUSTOMER or third party vendor for resolution)	R	N	P
e.	Provide coordination and tracking of Customer Support issues	P	N	R
f.	Modify Management policies and procedures.		N	R
g.	Update Incident Management policies and procedures.		N	R
h.	Monitor logs for non-security events.		N	R

CONFIDENTIAL

i.	Report on SLA and other performance measurements.		N	R
j.	Review monthly performance and agree on Service Level credits.		P	R

6.8.5. END.

DRAFT

Attachment H

Prevailing Wages and Hours of Labor

Solely for the purposes of this Attachment H, the terms set forth below shall have the following meanings:

"City" means **"Customer"** as defined in the Master Sales Agreement General Terms and Conditions.

"Contractor" or **"contractor"** means any Equipment installation subcontractor of Itron that performs Equipment installation services with respect to the Project.

"Itron" has the meaning given in the Master Sales Agreement General Terms and Conditions.

"Project" means the Work performed with respect to the Statement of Work set forth in Attachment B to this Order Document.

"Subcontractor" or **"subcontractor"** means any Equipment installation subcontractor of Contractor that performs Equipment installation services with respect to the Project.

"Work" means any Equipment installation services performed by a Contractor/contractor or its Subcontractors/subcontractors pursuant to this Order Document.

[Balance of page intentionally left blank; Attachment H continues on next page]

- a. Contractor to pay Prevailing Wages: Contractor shall pay at least the prevailing rate of wages to all workers, laborers, or mechanics employed in the performance of any part of the Work, in accordance with Chapter 39.12 RCW and the rules and regulations of the Washington State Department of Labor and Industries. The Contractor is also responsible for the payment of prevailing wages to workers, laborers, or mechanics of all subcontractors, of any tier. The schedule of prevailing wage rates for the locality or localities of the Work is determined by the Industrial Statistician of the Department of Labor and Industries. It is the Contractor's responsibility to verify the applicable prevailing wage rate.
- b. Statement of Intent to Pay Prevailing Wages: Before payment is made by the City to the Contractor for any work performed by the Contractor and subcontractors whose work is included in the application for payment, the Contractor shall submit, or shall have previously submitted to the City for the Project, a Statement of Intent to Pay Prevailing Wages, approved by the Department of Labor and Industries, certifying the rate of hourly wage to be paid each classification of laborers, workers, or mechanics employed upon the Work by Contractor and Subcontractors. Such rates of hourly wage shall not be less than the prevailing wage rate.
- c. Affidavit of Wages Paid: Prior to release of retainage, the Contractor shall submit to the City an Affidavit of Wages Paid, approved by the Department of Labor and Industries, for the Contractor and every subcontractor, of any tier, that performed work on the Project.
- d. Disputes: Disputes regarding prevailing wage rates shall be referred for arbitration to the Director of the Department of Labor and Industries. The arbitration decision shall be final and conclusive and binding on all parties involved in the dispute as provided for by RCW 39.12.060.
- e. Statement with pay application; Post Statements of Intent at job site: Each Application for Payment submitted by Contractor shall state that prevailing wages have been paid in accordance with the pre-filed Statement(s) of Intent to Pay Prevailing Wages, as approved, on the Monthly Subcontractors List and Certifications form included in Appendix A. For contracts between the Contractor and City with a Contract Sum in excess of \$10,000, copies of the approved intent statement(s) shall be posted on the job site with the address and telephone number of the Industrial Statistician of the Department of Labor and Industries where a complaint or inquiry concerning prevailing wages may be made.
- f. Contractor to pay for Statements of Intent and Affidavits: In compliance with Chapter 296-127 WAC, Contractor shall pay to the Department of Labor and Industries the currently established fee(s) for each Statement of Intent to Pay Prevailing Wages and/or Affidavit of Wages Paid submitted to the Department of Labor and Industries for certification.
- g. Certified Payrolls: Consistent with WAC 296-127-320, the Contractor and any subcontractor shall submit a certified copy of payroll records if requested.
- h. Overtime: Contractor shall comply with all applicable provisions of RCW 49.28 and they are incorporated herein by reference. Pursuant to that statute, no laborer, worker, or mechanic employed by Contractor, any Subcontractor, or any other person performing or contracting to do the whole or any part of the Work, shall be permitted or required to work more than eight hours in any one calendar day, provided, that in cases of extraordinary emergency, such as danger to life or property, the hours of work may be extended, but in such cases the rate of pay for time employed in excess of eight hours of each calendar day shall be not less than one and one-half times the rate allowed for this same amount of time during eight hours of service.
- i. 4-10 Agreements: Notwithstanding the preceding paragraph, RCW 49.28 permits a contractor or subcontractor in any public works contract subject to those provisions, to enter into an agreement with its employees in which the employees work up to ten hours in a calendar day. No such agreement may provide that the employees work ten-hour days for more than four calendar days a week. Any such agreement is subject to approval by the employees. The overtime provisions of RCW 49.28 shall not apply to the hours, up to forty hours per week, worked pursuant to any such agreement.



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2020

Agenda Category: Resolutions - Adoption

Core Focus Area 2 - Manage & Maintain Infrastructure & Facilities

Core Focus Area 5 - Maximize Community Amenities

Subject:

Resolution No. 52-20, Authorizing 2020 Park Partnership Program Grant Agreements

Department:

Parks & Public Facilities

Ordinance/Resolution Number:

52-20

Document Type:

Resolution

Recommended Motion:

Adopt Resolution No. 52-20, authorizing the City Manager to sign and execute Park Partnership Program grant agreements with identified recipients, and in identified amounts, as provided herein.

Summary:

The City operates a reimbursement grant program known as the Park Partnership Program (the "Program"). The Program provides financial assistance to individuals and groups who make qualifying improvements to city parks on a 1:1 matching basis up to \$5,000 per award. The 2020 Budget includes \$20,000 for the Program. There were six (6) applicants in the 2020 Program year, and one applicant withdrew its application.

The Parks and Recreation Commission (PRC) reviewed applications, entertained presentations, and recommends funding the following four (4) 2020 Park Partnership projects: REACH Museum for \$5,000; SILAS Education for \$4,344; Tapteal Greenway for \$1,500; and Tri-Cities Dog Park Society for \$2,500. The PRC also recommends deferring action on a fifth application from the Richland Lacrosse Club pending additional public participation.

The PRC's grant award total recommended for approval is \$13,344.

Additionally, in June 2017, under the 2017 Park Partnership distribution, Richland City Council approved a 2017 grant agreement with the Richland Seniors Association in the amount of \$5,000 for replacement of furniture at the Richland Community Center. The RSA was unable to move the project forward in a timely fashion. The RSA is now able to proceed, and sufficient Park Partnership funding is available to support the grant award to the Richland Senior Association as originally authorized in 2017.

Staff recommends adoption of Resolution No. 52-20.

Fiscal Impact:

There is sufficient funding in the budget to fund the 2020 park partnership projects recommended by the Parks and Recreation Commission.

Attachments:

1. Resolution No. 52-20
2. Park Partnership Application - REACH Museum
3. Park Partnership Application - Richland Senior Association
4. Park Partnership Application - SILAS Education
5. Park Partnership Application - Tapteal Greenway
6. Park Partnership Application - Tri-City Dog Park Society

RESOLUTION NO. 52-20

A RESOLUTION of the City of Richland approving 2020 Park Partnership Program funding allocations, and authorizing execution of 2020 Park Partnership agreements.

WHEREAS, the City of Richland's Park Partnership Program provides financial assistance to individuals and groups to make qualifying improvements to city parks; and

WHEREAS, the 2020 Budget includes \$20,000 for Park Partnership Program projects; and

WHEREAS, the City received six (6) qualified applications; and

WHEREAS, after review, the Parks and Recreation Commission favorably recommends the following 2020 Park Partnership funding allocations: REACH Museum for \$5,000; SILAS Education for \$4,344; Tapteal Greenway for \$1,500; and Tri-Cities Dog Park Society for \$2,500; and

WHEREAS, the Richland Horse Park Focus Group withdrew its 2020 application, and the Richland Lacrosse Club will receive future consideration following additional neighborhood public participation; and

WHEREAS, Resolution No. 156-17, adopted by Richland City Council on September 5, 2017, awarded \$5,000 of Park Partnership Program monies to the Richland Seniors Association (RSA) to fund replacement of certain public furniture in the Richland Community Center; and

WHEREAS, due to administrative difficulties, the RSA was unable to timely perform under the 2017 grant agreement; and

WHEREAS, the RSA is now able to execute the project to benefit the Richland Community Center under a new grant agreement subject to Council approval; and

WHEREAS, on April 7, 2020, Richland City Council adopted Ordinance No. 05-20 authorizing a budget adjustment in the Park Reserve Fund in the amount of \$5,000 for the RSA project, thereby creating a total of \$25,000 available in 2020.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to sign and execute grant agreements with the identified recipients, and in identified amounts, to accomplish the park improvements identified herein:

1. REACH Museum in the amount of \$5,000;
2. SILAS Education in the amount of \$4,344;
3. Tapteal Greenway in the amount of \$1,500;

4. Tri-Cities Dog Park Society in the amount of \$2,500;
5. Richland Seniors Association in the amount of \$5,000.

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

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 7th day of April, 2020.

Ryan Lukson, Mayor

Attested by:

Approved as to form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney



City of Richland
Parks and Recreation Department

Park Partnership Program
2020

Application

Project Information

Name of Park: REACH Museum

Project Location in Park: Outdoor Learning Area & Interpretive Trails

Brief Description of Project: The REACH respectfully requests \$5,000 from the Park Partnership Program to support improvements to its outdoor learning areas. The projects include construction of a new boardwalk.

(Attach narrative from the "Applicant Responsibilities Section")

Contact Person

Name: Rosanna Sharpe

Organization Representing: REACH Museum

Contact Address: 1943 Columbia Park Trail

City/State/ZIP: Richland, WA 99352

Home Phone:

Work Phone: 509-943-4100

FAX: 509-221-1520

E-mail: rosannas@visitthereach.
~

Project Cost

Amount from City: \$ 5000

(maximum \$5,000.00)

Cash Amount from Applicant: \$ 2700

"In-Kind" Amount from Applicant: \$ 0

Cash from Other Sources: \$ 2,609

Total Project Cost: \$ 10309

DUE DATE: Friday, February 14, 2020

**City of Richland
Parks and Public Facilities Department
Park Partnership Program Application**

Draft Work Plan

[illegible]



**City of Richland
Parks and Public Facilities Department
Park Partnership Program Application**

Draft Budget Plan

	Total Cost	Applicant "In Kind"	Applicant Cash	City's Cash Match
1. Personnel				
REACH Staff Time Labor	1,200		1,200	1,200
Administrative Costs	500		500	500
Sub Total	\$1700	\$0	\$1700	\$1700
2. Supplies/ Equipment Materials				
Hops Trellis Materials	3,057			2,300
Interpretive Signs	5,552		1,000	1,000
Sub Total	\$8609	\$0	\$1000	\$3300
3. Professional Services				
Sub Total	\$0	\$0	\$0	\$0
4. Construction/Capital				
Sub Total	\$0	\$0	\$0	\$0
PROJECT TOTAL	\$10309	\$0	\$2700	\$5000



City of Richland
Parks and Public Facilities Department

Park Partnership Program Application

Draft Match Pledge / Secured Form

The following individuals, businesses, and organizations have made a commitment to donate the following items to REACH Museum
Other Cash Sources _____ for its "In Kind" match.

Type of Work	Print Name	Address & Zip	Phone #	# of hours	Estimated Value	Signature
Cash	BT Loftus Ranch	1209 Morrier Ln. 98901	452-3931		250.00	Secured - Patrick Smith
Cash	Newhouse Farms	2521 S. Emerald Rd.	837-0616		500.00	Secured - Halley Newhouse
Cash	Black Star Ranch	6509 Gamache Rd. 98936	452-3404		250.00	Secured - Chad Gamache
Cash	Yakima Chief	306 Division St. 98902	453-4792		409.00	Request Pending
Cash	Puterbaugh Farms	686 Green Valley Rd.	837-3616		250.00	Request Pending
Cash	Roy Farms	401 Walters Rd. 98936	452-3494		250.00	Request Pending
Cash	Hopsteiner Farms	1 West Washington 98903	800-339-		250.00	Request Pending
Cash	Allied Growers	306 Divison St. 98902	453-4792		450.00	Request Pending

The REACH Museum inspires learning by sharing the stories of the Mid-Columbia River Region, its people, and its impact and contributions to the world. The museum is situated on an 18-acre plot of land at the west end of Columbia Park overlooking the majestic Columbia River. The U.S. Army Corps of Engineers, owners of the land, mandates that our educational mission include outdoor recreation. The outdoor learning area at the REACH was created to fulfill that mission. The outdoor learning area consists of a farming garden, a ripple trail, and a didactic trail system. The farming garden is located under a Valley irrigation pivot, and contains garden beds used to teach children about agriculture, and topics like pollination. The ripple trail features terrain that mimics current ripples from Ice Age flooding and highlights boulders carried by the floods. The REACH's surrounding landscape provides visitors with an experience of the shrub steppe and riparian ecosystems that are present at the Hanford Reach National Monument. This is showcased by a trail system that displays local animals in silhouette. Each area enables our education team to provide hands-on, interactive activities that are fun and entertaining while teaching important themes like irrigated agriculture, the Columbia River Basin and its inhabitants, the Hanford Reach National Monument, and geologic formations. The outdoor learning area, trails, and gardens are open year around to the public and free of charge to explore at any time!

The REACH education team collaborated with local early-education groups to assure that the outdoor learning area would meet the needs of small children. The intent was to provide toddlers to school-age children with opportunities to learn the community's stories in an age-appropriate way. Funding from local donors in our community provided for the design, fabrication, materials, and labor that allowed official opening of the outdoor learning area at the REACH on September 23, 2015. We are now commencing our sixth year of operation, and our outdoor learning area is in need of upgrades, repairs, and new interpretive signage to enhance learning and improve the visitor experience. As part of our strategic planning process completed in June 2019, we have commenced a master plan for outdoor improvement projects.

A main feature of the outdoor learning area is a Hops Tunnel that is located in the garden. A frame with PVC and wire fencing supporting the donated hops plants formed a tunnel for children to explore. The original framework has deteriorated over time, which forced us to remove the structure last autumn. We would like to build a new trellis using the exact footprint for the existing hops plants, and add interpretive signage to this exhibit.

New interpretive signage will also be created for the ripple trail, and for the trail system to replace existing signage that has faded and weathered over time.

The REACH is requesting \$5,000 in support from the 2020 Parks Partnership Program to construct a new Hops Trellis, and to create interpretive signage for the trellis, ripple trail, and trail system.

- Hops Trellis replacement: \$3,057
- Interpretive signage: \$5,552
- Installation labor: \$1,200
- Administrative costs: \$ 500
- Total project costs: \$10,309

A total for supplies, equipment and signage for both projects is \$8,609. REACH will provide costs for staff to install the Hops Trellis and the signage. This labor is estimated at \$1,200, with an additional \$500 for administration of the project.

PROJECT SPECS

Hops Trellis

Measurements: Width 48" / Length inside curve 36', outside curve 45'

Construction Materials:	91" x 49" Vinyl Arbor (8)
	2" x 4" x 8' Hem Fir Pressure Treated Lumber (2)
	75" x 35" Vinyl PVC Melrose Trellis (14)
	3' x 50' Roll Weed Barrier Cloth
	75 pack Weed Barrier Staples
	2 cubic yards Bark Nuggets
Total Cost:	\$3,057

Interpretive Signage with UV Protection

Item Description:	12" x 9" Exterior Panel Single Sided (21)
	19" x 13" Exterior Panel Single Sided (1)
	Single Post Pedestal (22)
	Includes all hardware, wrapping, crating, shipping & handling
Total Cost:	\$5,552

VISITATION

General Admission	Education Programs (Field Trips, Education Programs & Events)
2019 – 13,912	2019 – 7,448
2018 – 14,177	2018 – 10,093
2017 – 11,328	2017 – 7,036

SCHEDULE

Materials to be ordered upon grant approval.

Trellis construction – late April early May 2020. Estimated at two days to build the trellis using three REACH staff, one intern, and volunteers.

Signage ordered – late April early May 2020. Estimated 2– 3 weeks for delivery.

Installation of twenty-two (22) outdoor signs early June 2020. Estimated 2– 3 weeks to complete sign installation.

Completion of Outdoor Learning Area improvement project by July 2020 to celebrate the REACH's 6th anniversary!

MAINTENANCE PLAN

The REACH has two full-time employees who oversee our facility maintenance. They will incorporate project upkeep into their work plans to ensure that exhibits are maintained in good, working order for the public to enjoy year-round.

Jackson, Stacy

From: Dianna Millsap <diannam@visitthereach.org>
Sent: Thursday, February 27, 2020 9:58 AM
To: Jackson, Stacy
Cc: Rosanna Sharpe
Subject: RE: 2020 Park Partnership Application - REACH Museum
Attachments: Parks Partnership Program Application - REACH Additional Information.pdf

Hello Stacy,

Thank you so much for the opportunity to present to the Park and Recreation Committee our proposal for the 2020 Park Partnership Program.

I've attached the additional information requested:

- Photos of the existing signs on the REACH animal trail that include a photo and animal description; habitat, diet and average size. These signs are placed beside or in front of the silhouettes built by the Kamiakin High School welding students, lining the trail. I've included a diagram of the animal placements on the trail. There are also photos of the sign at the irrigation pivot in the garden area, the ripple trail, and donor recognition signs. We will be adding a new donor recognition sign for the hops trellis.
- I don't have a photo of the new hops trellis but I've included in the attached the diagram of our proposed trellis design. To give you an idea of what the trellis is, I've included a photo of our old hops trellis that has been removed because it deteriorated beyond repair. The new hops trellis is designed to support the existing hops plants, to be more stable and to withstand the elements better.
- There are two Ariel maps to indicate the locations where the signs will be placed: the outdoor learning area, farming and garden, REACH animal trail and the ripple trail.

Please let me know if you need anything else and I'll get that right over to you.

Thank you Stacy,

Dianna Millsap, Executive Assistant

The REACH

1943 Columbia Park Trail

Richland, WA 99352

www.VisittheREACH.org

p 509-943-4100 x.103

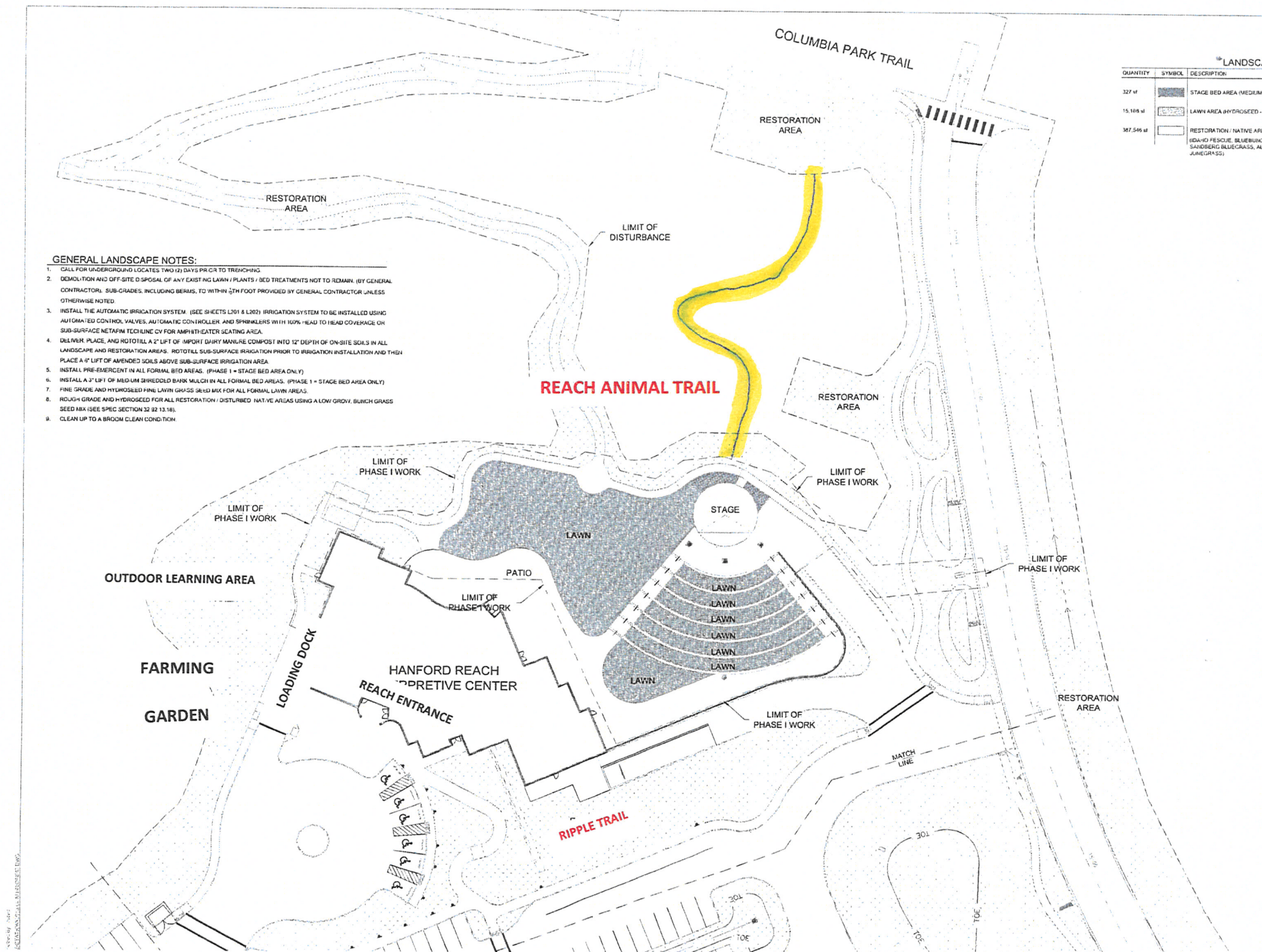
f 509-221-1520

From: Jackson, Stacy <stjackson@CI.RICHLAND.WA.US>
Sent: Friday, February 21, 2020 4:16:58 PM
To: Rosanna Sharpe <RosannaS@visitthereach.org>
Subject: 2020 Park Partnership Application - REACH Museum

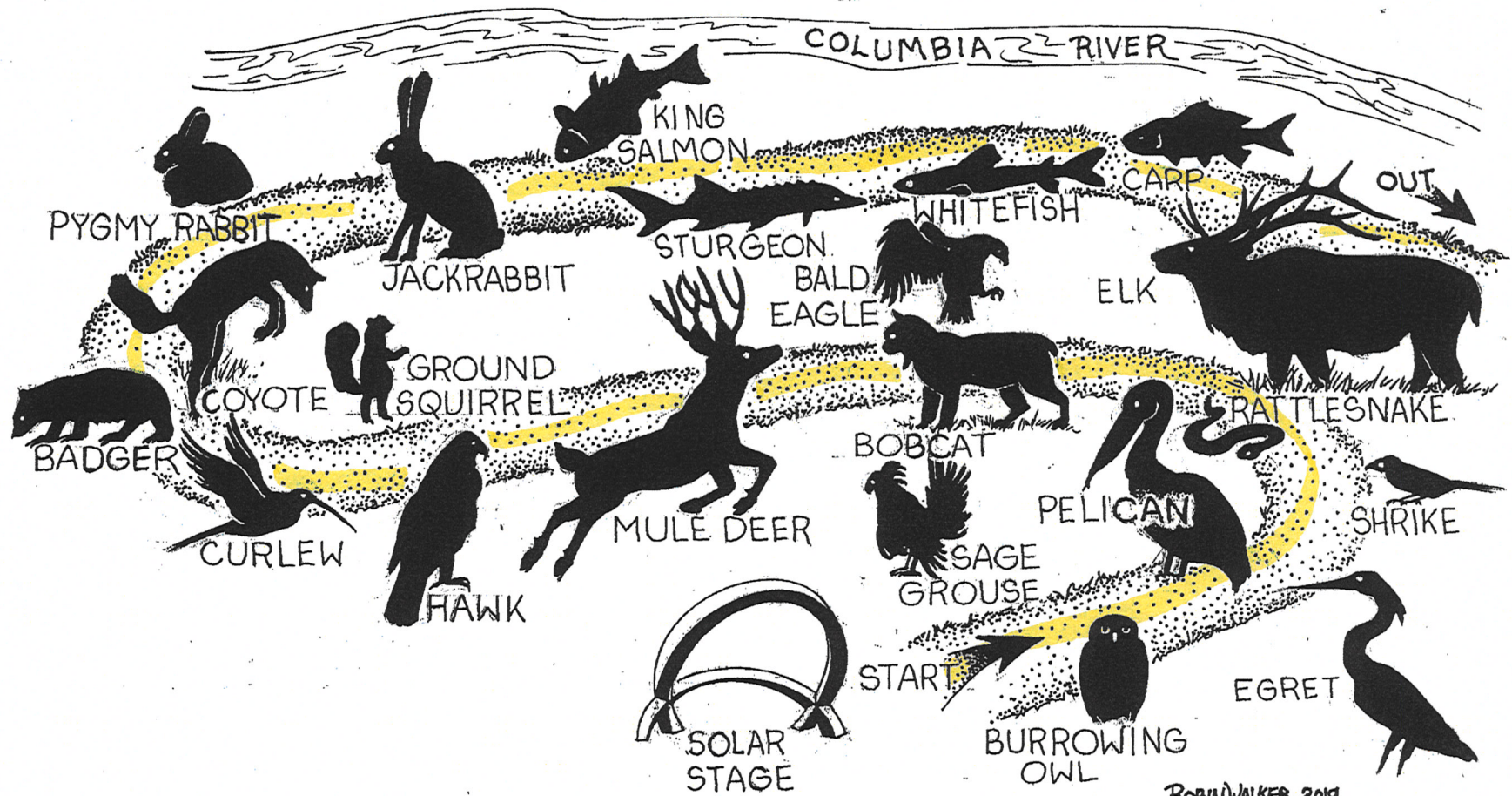
Good afternoon.

Thank you for submitting your proposal for the 2020 Park Partnership Program. After reviewing your packet we would like to invite you to the Park and Recreation Commission (PRC) Meeting for a presentation to our Commissioner's where

2. DEMOLITION AND OFF-SITE DISPOSAL OF ANY EXISTING NURSERY PLANTS / BED TREATMENTS NOT TO REMAIN. (BY GENERAL CONTRACTOR). SUB-GRADES, INCLUDING BERMS, TO WITHIN 2ND FOOT PROVIDED BY GENERAL CONTRACTOR UNLESS OTHERWISE NOTED.
3. INSTALL THE AUTOMATIC IRRIGATION SYSTEM. (SEE SHEETS L201 & L202) IRRIGATION SYSTEM TO BE INSTALLED USING AUTOMATED CONTROL VALVES, AN AUTOMATIC CONTROLLER AND SPRINKLERS WITH 100% HEAD TO HEAD COVERAGE ON SUB-SURFACE NETFAP TECHNIQUE. (SEE SPEC SECTION 32.01 FOR AMPHITHEATRE SEATING AREA).
4. DELIVER, PLACE, AND RETOTAL A 2" LIFT OF IMPOUND QUARTY MARINE COMPOST INTO 12" DEPTH OF ON-SITE SOILS IN ALL LANDSCAPE AND RESTORATION AREAS. RETOTAL SUB-SURFACE IRRIGATION PRIOR TO IRRIGATION INSTALLATION AND THEN PLACE A 4" LIFT OF AMENDED SOILS ABOVE QUARTY MARINE COMPOST.
5. INSTALL PRE-EMERGENT IN ALL FORMAL BED AREAS. (PHASE 1 = STAGE BED AREA ONLY)
6. INSTALL A 2" LIFT OF MEDIUM SHREDDED BARK MULCH IN ALL FORMAL BED AREAS. (PHASE 1 = STAGE BED AREA ONLY)
7. FINE GRADE AND HYDROSEED FINE LAWN GRASS SEED MIX FOR ALL FORMAL LAWN AREAS.
8. FINE GRADE AND HYDROSEED FOR ALL RESTORATION / DISTURBED NATIVE AREAS USING A LOW GROW, BUNCH GRASS SEED MIX (SEE SPEC SECTION 32.02 13.16).
9. CLEAN UP TO A BROOM CLEAN CONDITION.



REACH ANIMAL HABITAT TRAIL



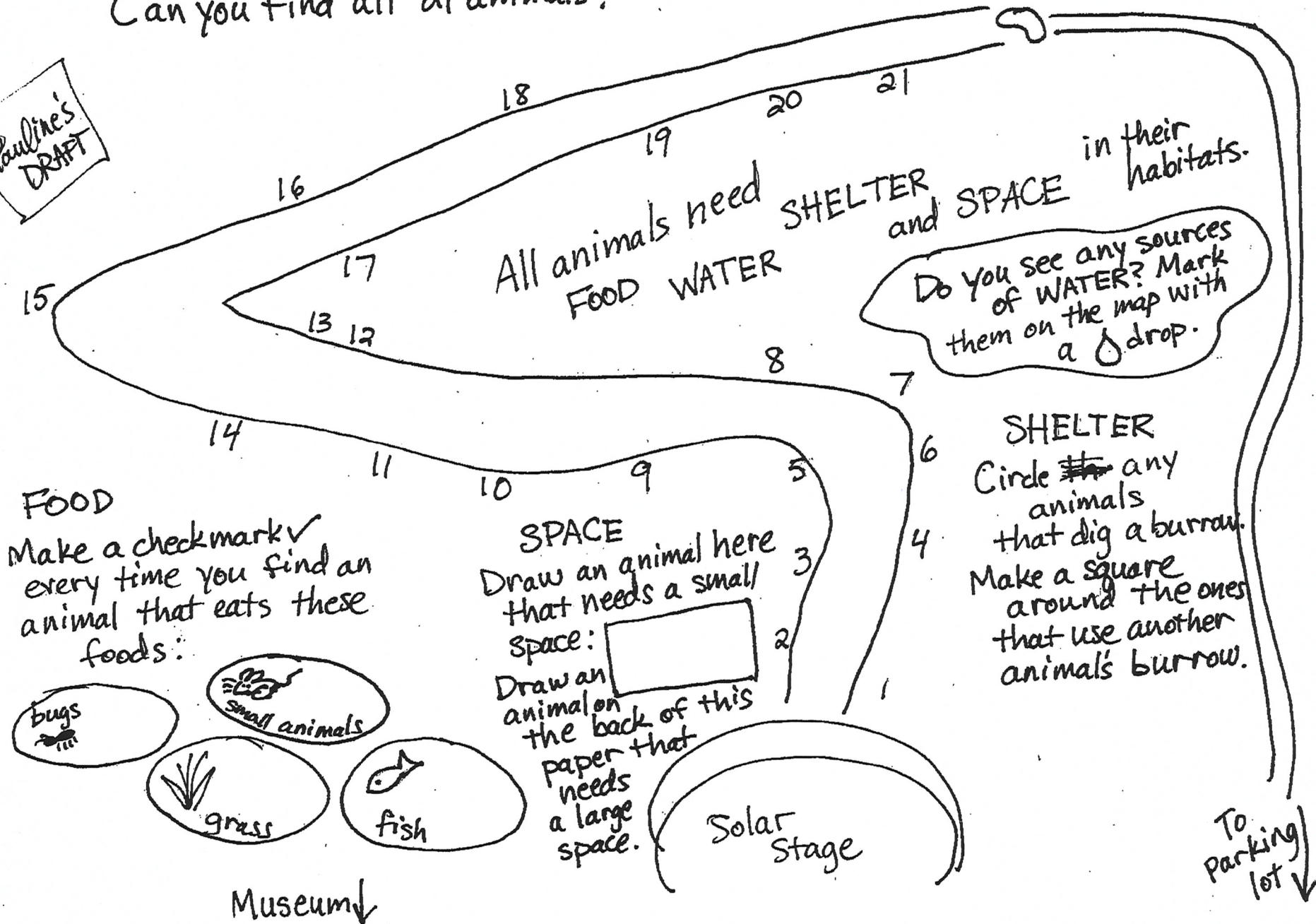
REACH Animal Habitat Trail

Can you find all 21 animals?

Columbia River

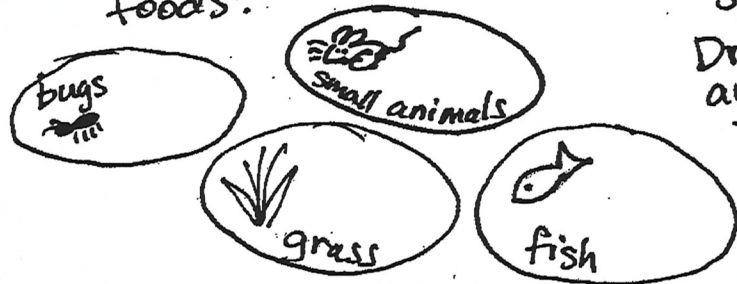
----- Columbia Park Trail (road) -----

Pauline's
DRAFT



FOOD

Make a checkmark ✓ every time you find an animal that eats these foods:

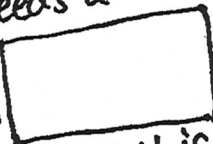


Museum ↓

SPACE

Draw an animal here that needs a small space:

Draw an animal on the back of this paper that needs a large space.



Solar Stage

SHELTER
Circle ~~the~~ any animals that dig a burrow. Make a square around the ones that use another animal's burrow.

Do you see any sources of WATER? Mark them on the map with a drop.

To parking lot ↓



IRRIGATION PIVOT

The center pivot is a long pipeline attached to a central point that travels over a field in a circle. As it passes over crops, sprinklers placed along the pipeline emit water, nourishing the crop below. Today's center pivots incorporate advanced technology, such as GPS, soil-moisture sensors, and the Internet, to automate irrigation management, remotely monitor irrigation equipment, and schedule highly accurate application of water to respond to real-time field conditions. Most pivots in the Columbia Basin are 1/4 to 1/2 mile long and irrigate between 150-500 acres in a single rotation. The pivot exhibit at the REACH is one of seven sections of a Valley precision irrigation system.

Center pivot irrigation saves more energy and uses less water and labor than other forms of irrigation. Growers can manage the amount of water applied to a crop at crucial times in plant development, regardless of rainfall. Even in times of drought, center pivots can ensure reliable production. In some areas of the world, depending on climate, center pivot irrigation could result in three growing seasons a year. Throughout the Columbia Basin Project, center pivots are used to grow wheat, barley, potatoes, corn, alfalfa, onions, and more over an area of 475,000 acres, or 4% of the 12,000,000 acres originally authorized by Congress in the 1960's project. There are over 100 miles of main canals, about 3,000 miles of laterals, and 3,000 miles of drains and waterways on the project.

Growing more food with less water is becoming a critical challenge for agriculture across the world in the 21st century. The world population is projected to grow to 9.5 billion people by 2050. Up from 6.5 billion in 2000. Rising populations and increasing water scarcity are creating dual burdens on agriculture. Improving how water is delivered to farms and put to use in fields is essential to meeting the needs of global populations.



BURROWING OWL

(Athene cunicularia)

HABITAT

Flat, open terrain with short grass; nests in burrows made by other animals like badgers.

DIET

Large insects and small rodents.

AVERAGE SIZE

8 to 11 inches long
20 to 24 inch wingspan

Artwork by Tondor, Jones



WASHINGTON RIVER PROTECTION SOLUTIONS & KAMIAKIN HIGH SCHOOL STUDENTS IN THE ADVANCED WELDING CLASS

—REACH TRAIL CRITTERS—

REACH DONOR



AMERICAN WHITE PELICAN

(*Pelecanus erythrorhynchos*)

HABITAT

Estuaries and freshwater lakes and rivers

DIET

Fish, crayfish, and amphibians

AVERAGE SIZE

50 to 65 inches long
96 to 115 inch wingspan

Artwork by Mitchell Kashiwal



PACIFIC RATTLESNAKE

(*Crotalus oregonus*)

HABITAT

Shelter under shrubs and rocks and winter in talus and basalt rock outcroppings

DIET

Birds, eggs, small mammals from mice up to rabbits, small reptiles, and amphibians

AVERAGE SIZE

24 to 39 inches long

Artwork by Jake Widdough



GREAT EGRET

(*Ardea alba*)

HABITAT

Nests in colonies, with large nests in trees near water and edges of slow-moving water

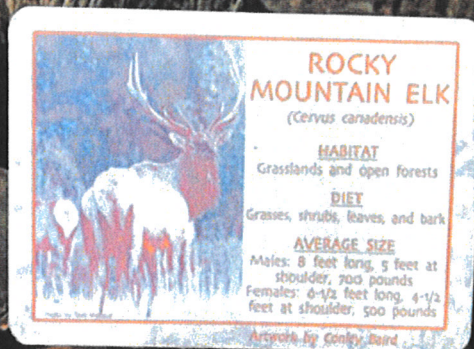
DIET

Fish, crustaceans, insects, and small reptiles

AVERAGE SIZE

35 to 41 inches long
52 to 57 inch wingspan

Artwork by Devin Niles



ROCKY MOUNTAIN ELK

(*Cervus canadensis*)

HABITAT

Grasslands and open forests

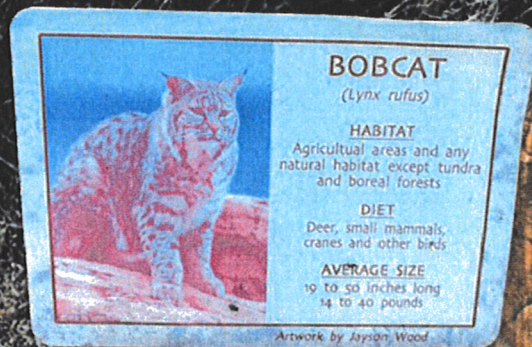
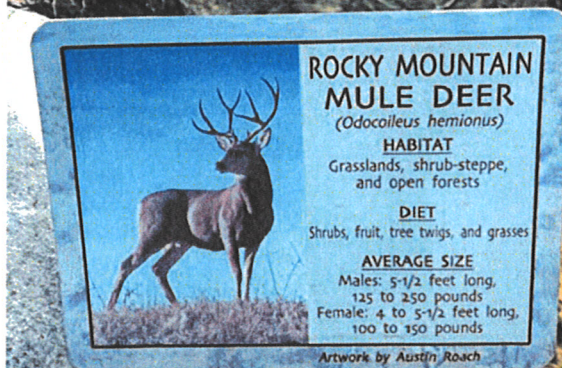
DIET

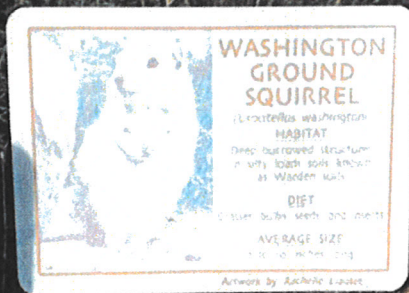
Grasses, shrubs, leaves, and bark

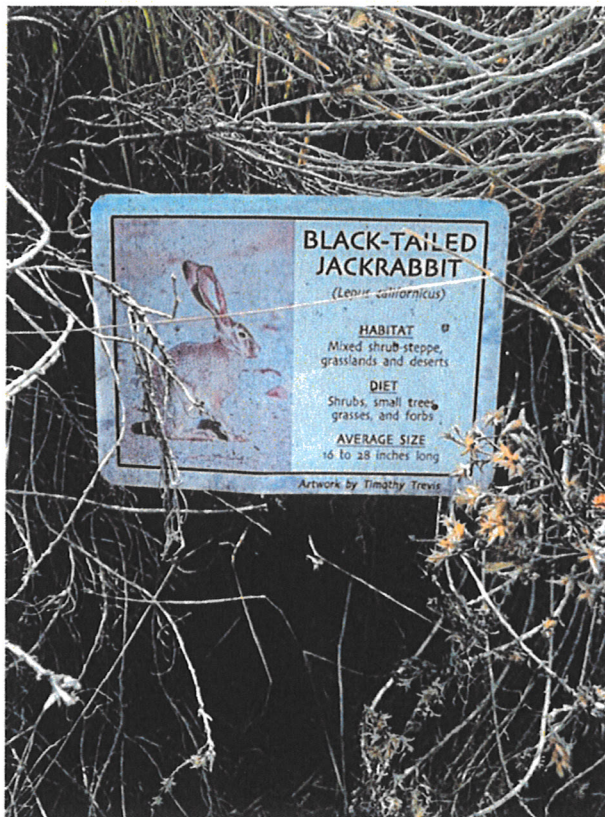
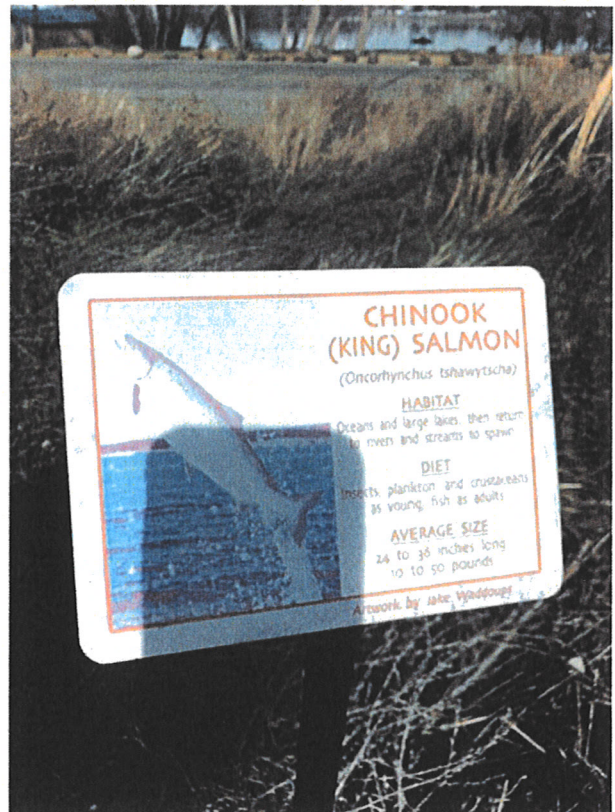
AVERAGE SIZE

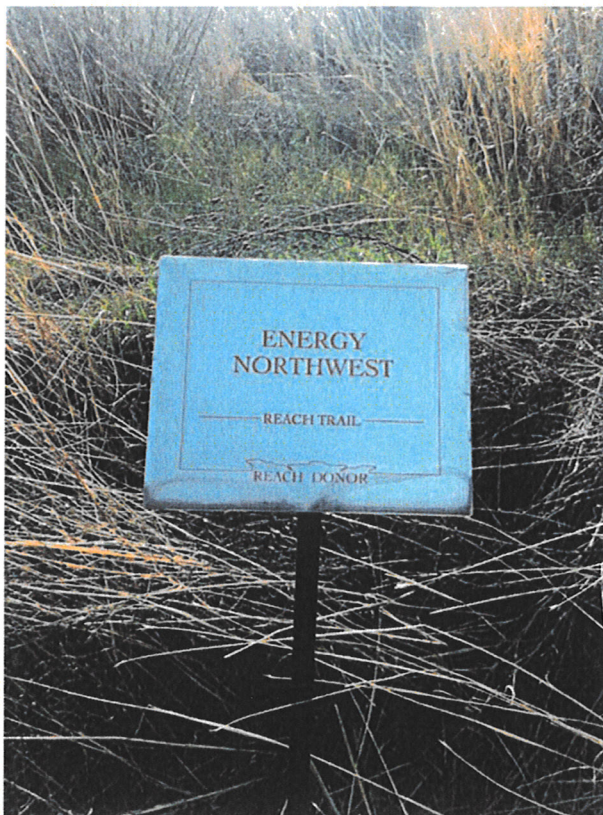
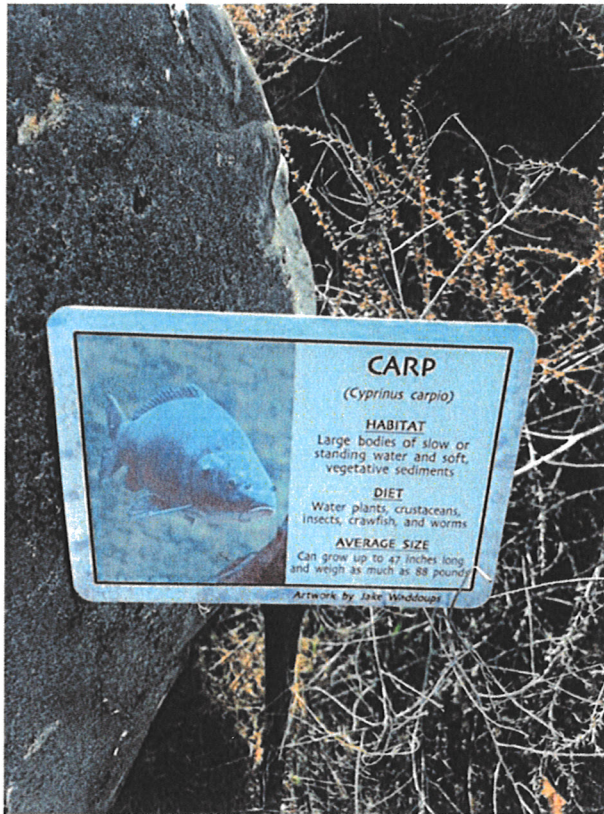
Males: 8 feet long, 5 feet at shoulder, 700 pounds
Females: 6-1/2 feet long, 4-1/2 feet at shoulder, 500 pounds

Artwork by Conley Baird



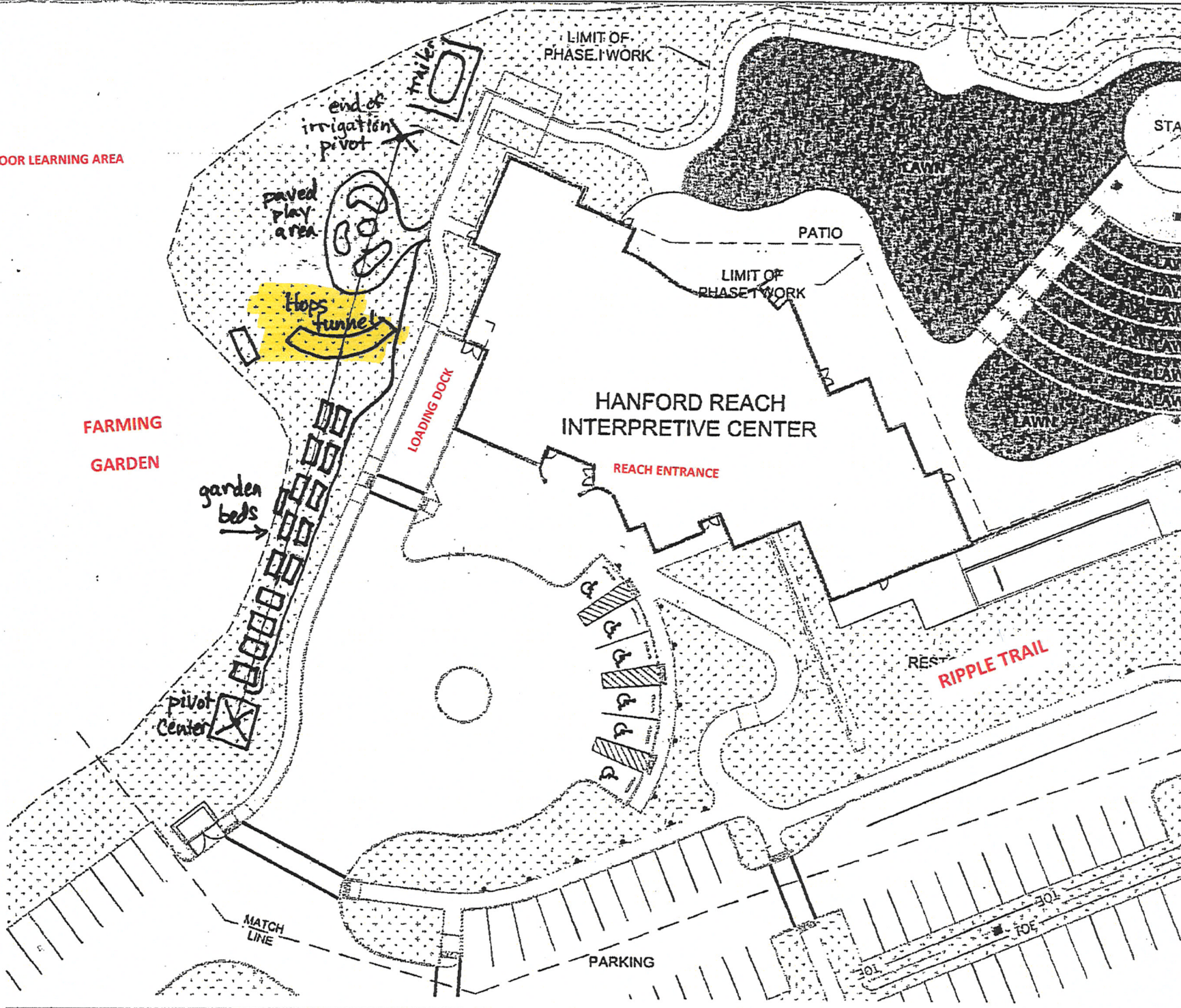






OUTDOOR LEARNING AREA

FARMING
GARDEN



arbor

49" by 24"



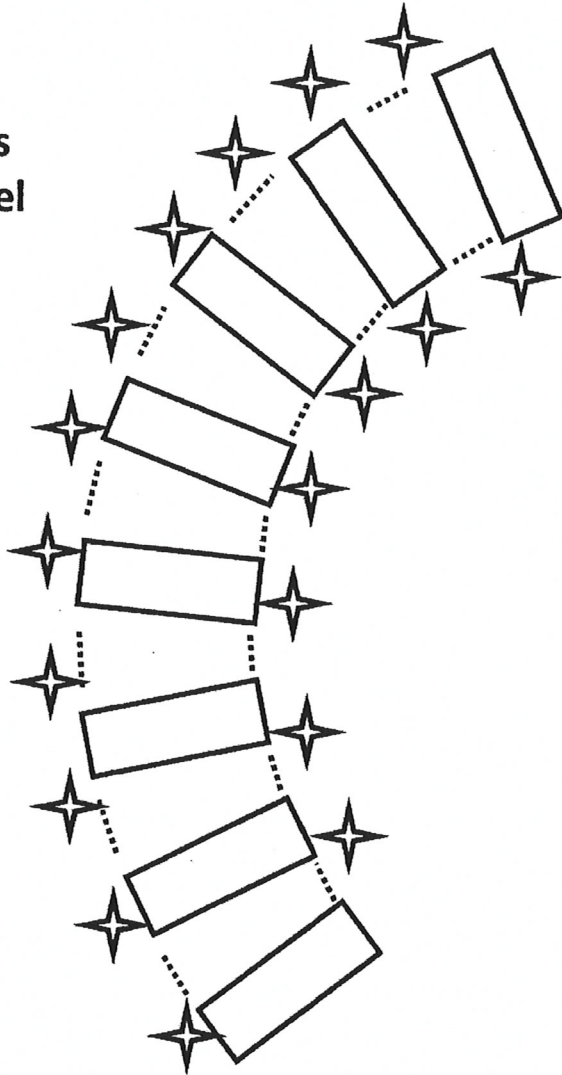
hops plant

.....

trellis
panel
35"

Shrub-steppe
biotic crust garden

**Hops
Tunnel**



←
garden
beds

lawn

paved
play area

crushed basalt

museum

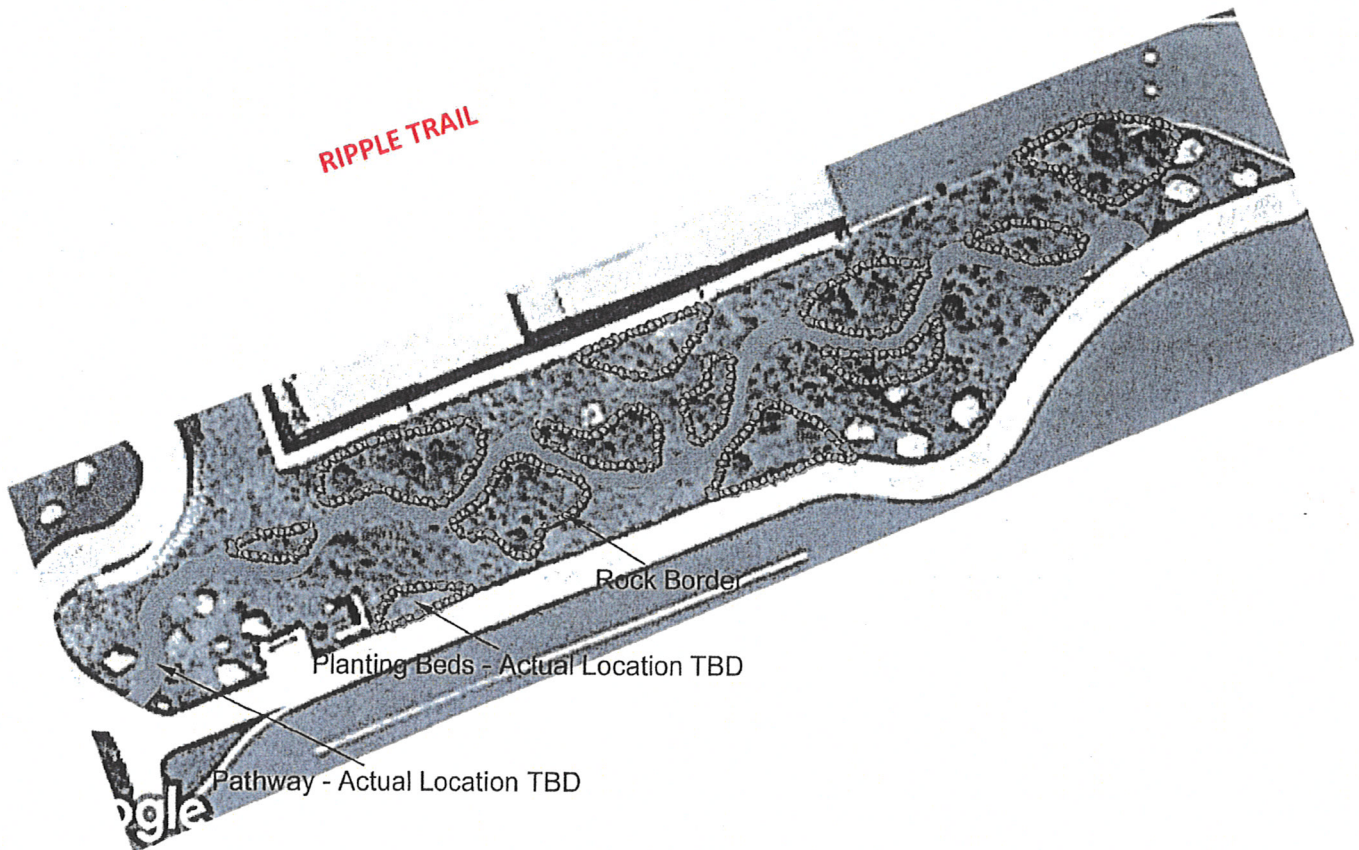


OLD HOPS TRELLIS



Hanford Reach Interpretive Center
Nature Walk - Shrub Steppe Example
Prepared by: Benton Conservation District, HLW
August 1, 2018

SW
1



Notes:

- Step 1 - Define desired path through the area taking into consideration clumps of existing vegetation to be retained.
 - Step 2 - Remove unwanted vegetation from proposed path using mechanical and chemical control methods as necessary.
 - Step 3 - Apply 4 inches of crushed basalt to create the pathway. It may be necessary to remove soil to create a level surface for path installation.
 - Step 4 - Delineate planting beds along the path using 4"-6" rock border.
- This will allow REACH staff to perform chemical control outside of designated planting areas without the fear of killing desired species. Chemical control inside planting beds should be limited to hand pulling and the use of a pre-emergent.
- Step 5 - Remove unwanted plant material from planting beds.
 - Step 6 - Plant additional desired species.
 - Step 7 - Add informational placards to help visitors and staff identify plants.



City of Richland
Parks and Public Facilities Department

2017 Park Partnership Program Application

Project Information

Name of Park: Howard Amon Park
Location in Park: 500 Amon Park Drive, Richland, WA 99352
Brief Description: Selection, acquisition and installation of lobby and lounge furniture.

(Attach narrative from the "Applicant Responsibilities Section")

Contact Person

Name: David Everett
Representing Organization: Richland Seniors Association
Contact Address: PO Box 1356
City/State/ZIP: Richland, WA 99352
Home Phone: (509) 375-1217
Work Phone: (206) 818-1035
Cell Phone:
FAX:
Email Address: dneseattle@gmail.com, with copy required to RichSrAsson@gmail.com

Project Cost

Amount from City (Maximum \$5,000): \$ 5,000
Cash Amount from Applicant: \$ 8,600
"In-Kind" Amount from Applicant: \$
Cash from Other Sources: \$
Total Project Cost: \$ 13,600

DUE DATE: 4:00 PM, July 15, 2019

PROJECT OVERVIEW

It is proposed to replace the old furniture in the lounge and lobby of the Richland Community Center. The lounge furniture was purchased in 2006 and is showing its age. Two chairs have been taken out of service due to mechanical failure. The remaining chairs upholstery is dirty and stained which cannot be removed after extensive cleaning. This is a high use area and difficult to maintain clean furniture. It is proposed to purchase 24 new chairs which will not have upholstery.

The chairs in the lobby came from city used furniture at the time the building opened in 2001. The furniture is falling apart and the upholstery is very stained. It is proposed to purchase metal furniture with plastic seats which will not stain.

Total project costs is \$13,600. The maximum request of \$5,000 is requested from Park Partnership funds with the balance of \$8,600 provided by the Richland Seniors Association.



**City of Richland
Parks and Public Facilities Department
Park Partnership Program Application**

Draft Work Plan

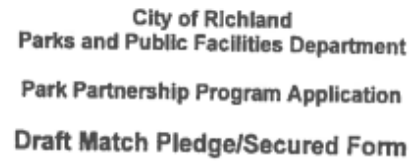
[illegible]



City of Richland
Parks and Public Facilities Department
Park Partnership Program Application

Draft Budget Plan

	Total Cost	Applicant "In-Kind"	Applicant Cash	City's Cash Match
1. Personnel				
Subtotal	\$	\$	\$	\$
2. Supplies/Equipment Materials				
LOUNGE CHAIRS	7,200		3,600	3,600
LOBBY CHAIRS AND TABLES	6,400		5,000	1,400
Subtotal	\$13,600	\$	\$ 8,600	\$ 5,000
3. Professional Services				
Subtotal	\$	\$	\$	\$
4. Construction/Capital				
Subtotal	\$	\$	\$	\$
PROJECT TOTAL	\$13,600	\$	\$ 8,600	\$ 5,000

[illegible]



City of Richland Parks and Recreation Department

Park Partnership Program 2020 Application

Project Information

Name of Park: Howard Amon Park

Project Location in Park: North end of park by the Gazebo against the river side of the riverwalk, opposite the bench; An additional marker will be placed outside Anthony's Restaurant by the benches.

Brief Description of Project: As part of the Hanford Reach Solar System (HRSS) this application is to install a marker denoting the orbits of Jupiter and Ceres in the Richland Parks system along the river walk trail.

(Attach narrative from the "Applicant Responsibilities Section")

Contact Person

Name: Trevor Macduff, President

Organization Representing: SILAS Education

Contact Address: PO Box 5078

City/State/ZIP: Pasco, WA 99301

Home Phone: 509.205.0557

Work Phone: 509.205.0557

FAX: n/a

E-mail: Trevor@silaseducation.org

Project Cost

Amount from City: \$ 4,344 (maximum \$5,000.00)

Cash Amount from Applicant: \$ 4,344

"In-Kind" Amount from Applicant: \$ Cash from Other Sources: \$

Total Project Cost: \$ 8,688

DUE DATE: 4:00 pm, Friday, February 14, 2020



City of Richland Parks and Public Facilities Department

Park Partnership Program Application

Draft Work Plan

Steps	Responsible Party	Completion Date
Contract for marker creation	SILAS Education	14 days post contract
Complete marker construction	Joseph Rastovich, Savvio LLC	90 days post contract
Approve installation plan with city	Joseph Rastovich, Savvio LLC	30 days post contract
Install Markers	Joseph Rastovich, Savvio LLC	120 days post contract



City of Richland Parks and Public Facilities Department

Park Partnership Program Application

Draft Budget Plan

	Total Cost	Applicant "In Kind"	Applicant Cash	City's Cash Match
--	------------	---------------------	----------------	-------------------

1. Personnel				
Sub Total	\$	\$	\$	\$
2. Supplies/ Equipment Materials				
Basalt- Woods Nursery	675	495	0	180
Donor Plaque	480	0	366	114
Sub Total	\$ 1155	\$ 495	\$ 366	\$ 294
3. Professional Services				
FE&C	15,000	15,000	0	0
Basalt Cutting- Dennis Wise	1200	750	0	450
Savvio LLC- Artwork	4650	1050	0	3600
Sub Total	\$ 20,850	\$ 16,800	\$0	\$4050
4. Construction/Capital				
Sub Total	\$	\$	\$	\$
PROJECT TOTAL	\$ 22,005	\$ 17,295	\$ 366	\$4344

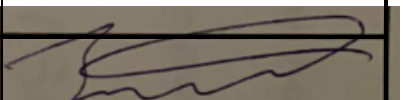
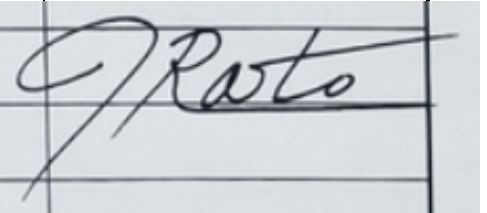


City of Richland
Parks and Public Facilities Department

Park Partnership Program Application

Draft Match Pledge / Secured Form

The following individuals, businesses, and organizations have made a commitment to donate the following items to
____SILAS Education____ for its "In Kind" match.

Type of Work	Print Name	Address & Zip	Phone #	# of hours	Estimated Value	Signature
Discount Pricing for basalt columns	Woods Nursery	2615 Van Giesen, Richland, WA 99354	943-1926		\$495	
Basalt installation	FE&C	3240 Richardson Rd, Richland, WA 99354	375-1608	TBD	\$15,000	<i>FE&C on behalf of P Federal Engineers & Constructors FE&C</i>
Basalt Cutting	Dennis Wise	Pasco, 99301	531-4594	TBD	\$750	
Artwork and installation	Savvio LLC	Kennewick, 99336	308-7647	TBD	\$1050	

HANFORD REACH SOLAR SYSTEM- OVERVIEW

Introduction:

The Hanford Reach Solar System is a scaled model of our Solar System. It consists of a 40ft diameter Sun (Solar Arches) located on the campus of The Reach Museum at the west end of Columbia Park and the Solar System's 10 planets still to be installed. The project includes creating matching ORBITAL MARKERS to be located at scaled distances from the Sun along the various riverfronts as well as PLANETARY SCULPTURES located at partner organizations throughout the greater Mid-Columbia. The ORBITAL MARKERS are similar markers only demonstrating the scaled orbit of each planet with an informative plaque detailing the scale and directing visitors to more information. The PLANETARY SCULPTURES demonstrate the orbital distance **and** planetary diameter in the same scale in an artistic feature. The Reach museum hosts the Solar Arches as the Sun, and the rest of the planetary objects will be installed outside the campus of The Reach. An online map showing the orbits of the planets overlaid on Google Earth can be found here: <https://bit.ly/2W1Atbz>.

Purpose of Project/Statement of Need

The Hanford Reach Solar System offers unprecedented opportunities for the Mid-Columbia region with regards to education, tourism, community events, and recreation. Creating the actual scale of the solar system planets and orbits allows families and teachers to recognize the vast expanse of space while they educate their children and students. The exhibit also becomes a draw for tourism to the region, enhancing our region and bringing people to patronize our businesses. Various community groups can integrate the solar system into their events. Imagine running from the Earth sculpture to the Solar Arches in less than 8 minutes! You've just run faster than the speed of light!! Most of all, having these sculptures creates a reason for families to get outside and explore our community. This project will engage our community in learning, exploration, and activities for years to come as it becomes a part of the fabric of who we are in the Mid-Columbia.

Overview of Project

- **Orbital Markers:**

Along our city Riverwalks there will be basalt pillars with a miniature sculpture of the Solar Arches placed at the scaled distance to each planet. An informative plaque will tell about the project and the scaled diameter. These are designed to blend with our natural environment by using basalt and corten steel to connect with our regional landscape. A stainless steel cut plaque will provide information about each planet and direct visitors to more information on The Reach website.

- **Locations/Sizes:**

Subject to final approval of each actual location by the recipient, the Orbital Markers will be placed along the riverwalk at the following (straight line) scaled distances from the Reach Solar Arches using spheres of the following scaled diameters:

➤ Mercury:	0.3 miles	➤ Ceres:	2.2 miles	➤ Neptune:	24.5 miles
➤ Venus:	0.6 miles	➤ Jupiter:	4.2 miles	➤ Pluto:	32.2 miles
➤ Earth:	0.8 miles	➤ Saturn:	7.8 miles		
➤ Mars:	1.2 miles	➤ Uranus:	15.6 miles		



- **Project Implementation:**

Riverwalk- Orbital Markers:

- Orbital Markers will be along the Riverwalks in our various municipalities. Extending from the Solar Arches, conversations with the parks departments of Richland, Kennewick, and Pasco will deem appropriate installation sites and coordinate with additional stakeholders for compliance.
- SILAS Education has a resolution stating Joseph Rastovich of Savvio, Inc will be the sculptor and general contractor for installation of the Orbital Markers.
- SILAS Education will coordinate fundraising efforts with the various entities to ensure payment is made in a timely manner.
- Manage construction and completion of the project consistent with the selected phasing, obtain appropriate approval and upon completion formally turn markers over to the managing municipality.
- Upon completion, the Orbital Markers will be turned over to the receiving municipality for liability and maintenance. SILAS Education will retain a support role to ensure the project remains viable and useful for the community.

- **Project Cost Estimate:**

- Orbital Markers: Based on preliminary designs (see Enclosure) the total cost of supplying, installing and finishing each marker is estimated at \$3,700 - \$4,000. This estimate excludes maintenance and other hosting costs. Total cost of the 7 markers (which is the max to fit in any one city) is estimated at \$26,000-\$27,000, and partial project cost (3 markers) will be \$12,000-\$13,000.

- **Project Schedule**

It is hoped to have 3 Orbital Markers installed before the end of 2020 and 7 installed before the end of 2020. Over the next 3-5 years it is anticipated that SILAS Education will be able to connect with the community and raise sufficient funds to have additional Planetary Sculptures installed.

- **Fundraising:**

This project has already received a commitment for a \$1,000 challenge grant. It will be the goal of this organization to raise enough additional donations to finish 3 markers during the 2020 tax year.

Additional funds will be raised by means of:

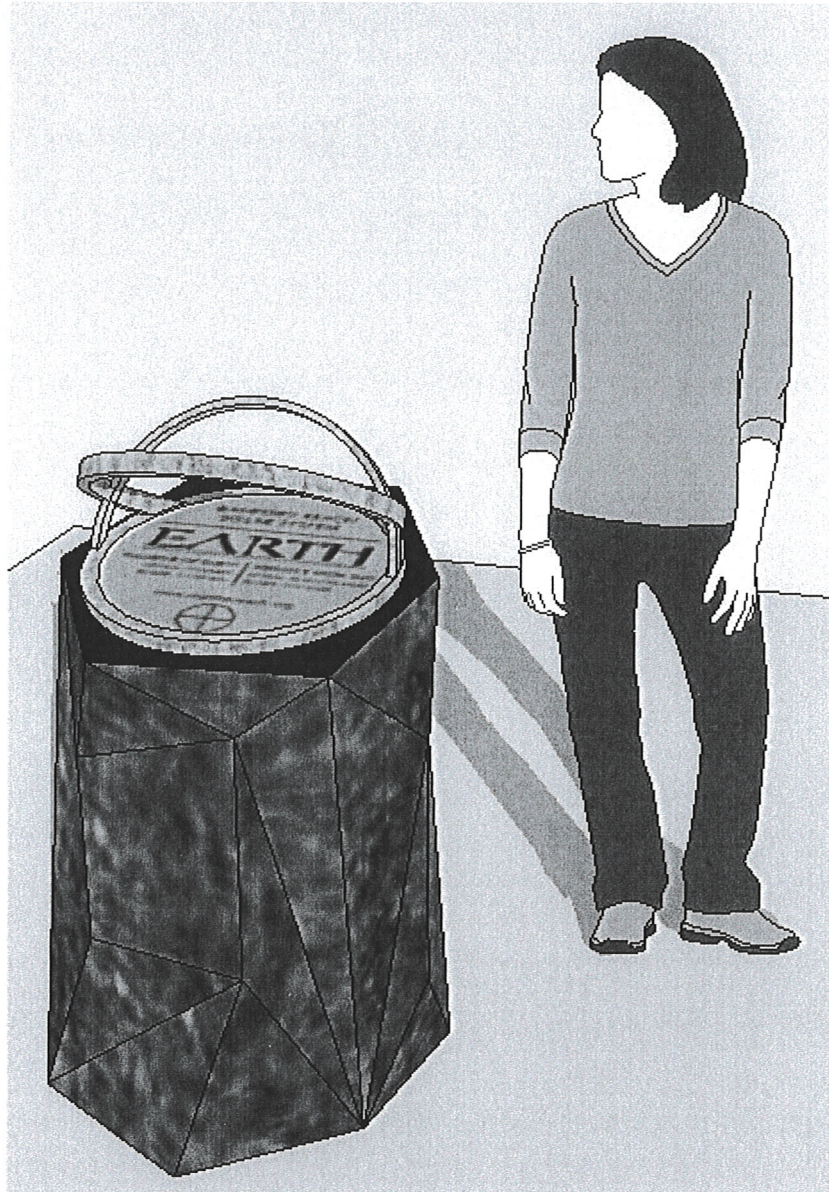
- Seeking Grants from local/regional organizations
- Social Media Solicitations
- City Grant Programs
- Matching State Grant Program



HANFORD REACH SOLAR SYSTEM PROJECT

**ORBITAL MARKER: COR-TEN (A588) STEEL MINI ARCHES OVER BASALT COLUMN w/LASER CUT 10ga
STAINLESS STEEL PLAQUE OVER COR-TEN STEEL BASE PLATE**

(Design by J. Rastovich/T. Macduff)



BASALT HEIGHT (above ground): ~ 30 inches

BASALT WIDTH (diameter): ~ 24 inches

MINI-ARCHES: COR-TEN (A588) STEEL FLAT STOCK $\frac{1}{2}$ " X 1"

MINI-ARCHES BASE: COR-TEN (A588) STEEL PLATE $\frac{1}{4}$ " X 20" DIA

PLAQUE: LASER CUT 10ga STAINLESS STEEL SHEET 18" DIA

MINI-ARCH/PLAQUE ANCHORING TO BASALT: TBD

HANFORD REACH SOLAR SYSTEM- OVERVIEW

Introduction:

The Hanford Reach Solar System is a scaled model of our Solar System. It consists of a 40ft diameter Sun (Solar Arches) located on the campus of The Reach Museum at the west end of Columbia Park and the Solar System's 10 planets still to be installed. The project includes creating matching ORBITAL MARKERS to be located at scaled distances from the Sun along the various riverfronts as well as PLANETARY SCULPTURES located at partner organizations throughout the greater Mid-Columbia. The ORBITAL MARKERS are similar markers only demonstrating the scaled orbit of each planet with an informative plaque detailing the scale and directing visitors to more information. The PLANETARY SCULPTURES demonstrate the orbital distance **and** planetary diameter in the same scale in an artistic feature. The Reach museum hosts the Solar Arches as the Sun, and the rest of the planetary objects will be installed outside the campus of The Reach. An online map showing the orbits of the planets overlaid on Google Earth can be found here: <https://bit.ly/2W1Atbz>.

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The Hanford Reach Solar System offers unprecedented opportunities for the Mid-Columbia region with regards to education, tourism, community events, and recreation. Creating the actual scale of the solar system planets and orbits allows families and teachers to recognize the vast expanse of space while they educate their children and students. The exhibit also becomes a draw for tourism to the region, enhancing our region and bringing people to patronize our businesses. Various community groups can integrate the solar system into their events. Imagine running from the Earth sculpture to the Solar Arches in less than 8 minutes! You've just run faster than the speed of light!! Most of all, having these sculptures creates a reason for families to get outside and explore our community. This project will engage our community in learning, exploration, and activities for years to come as it becomes a part of the fabric of who we are in the Mid-Columbia.

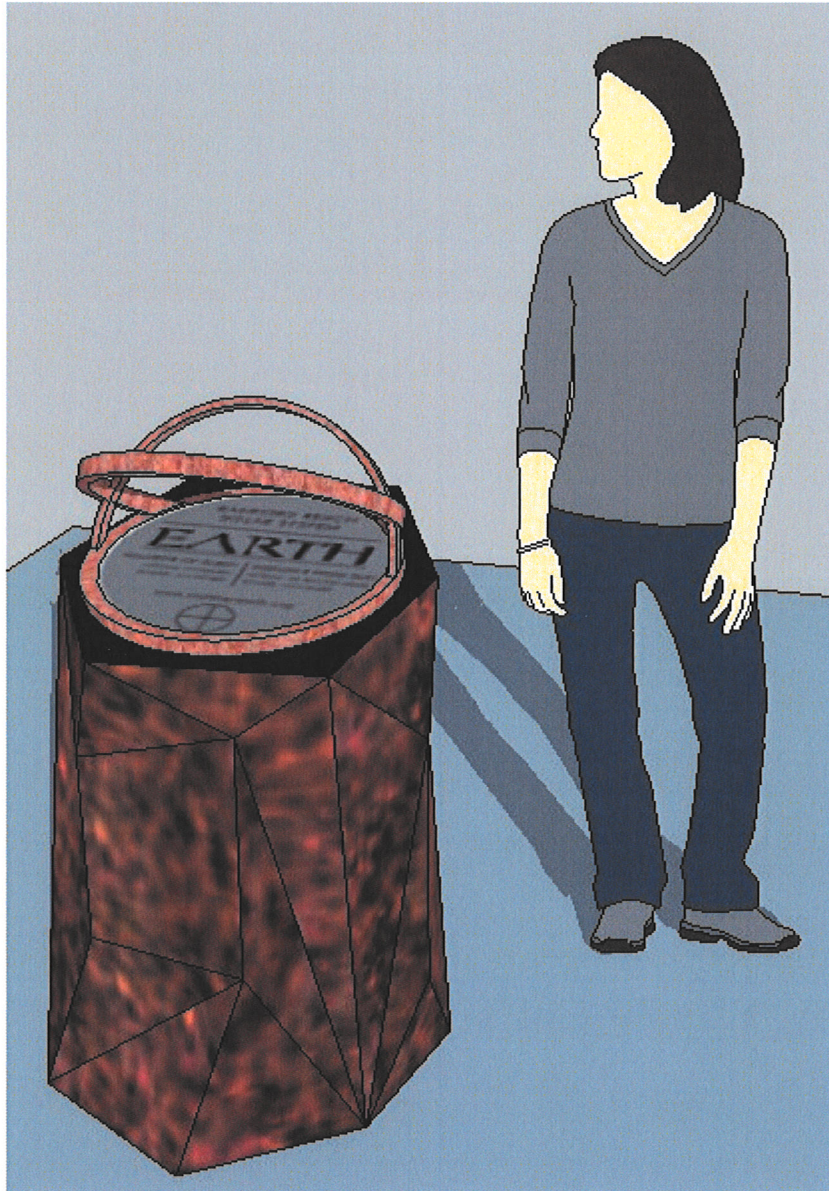
PROPOSAL: This proposal is for matching funds to install a marker denoting the orbit of Jupiter in the northern end of Howard Amon Park as part of the Hanford Reach Solar System. A concrete foundation would abut the existing river walk and sidewalk to the gazebo. A minimal slab for stability would be laid after removing existing sod, but not disturbing any natural ground. The basalt would be reinforced to the slab as part of installation.



HANFORD REACH SOLAR SYSTEM PROJECT

**ORBITAL MARKER: COR-TEN (A588) STEEL MINI ARCHES OVER BASALT COLUMN w/LASER CUT 10ga
STAINLESS STEEL PLAQUE OVER COR-TEN STEEL BASE PLATE**

(Design by J. Rastovich/T. Macduff)



BASALT HEIGHT (above ground): ~ 30 inches

BASALT WIDTH (diameter): ~ 24 inches

MINI-ARCHES: COR-TEN (A588) STEEL FLAT STOCK $\frac{1}{2}$ " X 1"

MINI-ARCHES BASE: COR-TEN (A588) STEELPLATE $\frac{1}{4}$ " X 20" DIA

PLAQUE: LASER CUT 10ga STAINLESS STEEL SHEET 18" DIA

MINI-ARCH/PLAQUE ANCHORING TO BASALT: TBD



**City of Richland
Parks and Recreation Department**

**Park Partnership Program
2020**

Application

Project Information

Name of Park: Grayhawk Phase 3 Tract B

Project Location in Park: Adjacent to Tapteal Trail

Brief Description of Project: Create a native plant garden

(Attach narrative from the "Applicant Responsibilities Section")

Contact Person

Name: Dirk Peterson

Organization Representing: Tapteal Greenway

Contact Address: PO Box 2002

City/State/ZIP: Richland, WA 99352

Home Phone: 509-521-5437

Work Phone:

FAX:

E-mail: taptealgreenway@gmail.com

Project Cost

Amount from City: \$1500

(maximum \$5,000.00)

Cash Amount from Applicant: \$ 500

"In-Kind" Amount from Applicant: \$ 1000

Cash from Other Sources: \$

Total Project Cost: \$ 3000

DUE DATE: Friday, February 14, 2020



**City of Richland
Parks and Public Facilities Department
Park Partnership Program Application**

Draft Work Plan

Steps	Responsible Party	Completion Date
Modify trail	Tapteal Greenway	10/31/20
Install landscape rock border	Tapteal Greenway	10/31/20
Remove weeds	Tapteal Greenway	10/31/20
Install plants, tubes and signs	Tapteal Greenway	11/30/20
Supplemental watering and weeding	Tapteal Greenway	11/30/21



City of Richland
Parks and Public Facilities Department
Park Partnership Program Application

Draft Budget Plan

	Total Cost	Applicant "In Kind"	Applicant Cash	City's Cash Match
1. Personnel				
Volunteer time - 40hrs	1000.00	1000.00		
Sub Total	\$1000	\$1000	\$0	\$0
2. Supplies/ Equipment Materials				
Gravel	100.00			100.00
Landscape rocks	300.00			300.00
Plants	1000.00		500.00	500.00
Plant ID markers and sign	600.00			600.00
Sub Total	\$2000	\$0	\$500	\$1500
3. Professional Services				
Sub Total	\$0	\$0	\$0	\$0
4. Construction/Capital				
Sub Total	\$0	\$0	\$0	\$0
PROJECT TOTAL	\$3000	\$1000	\$500	\$1500



City of Richland
Parks and Public Facilities Department

Park Partnership Program Application

Draft Match Pledge / Secured Form

The following individuals, businesses, and organizations have made a commitment to donate the following items to _____
_____ for its "In Kind" match.

Type of Work	Print Name	Address & Zip	Phone #	# of hours	Estimated Value	Signature

Tapteal Greenway Proposal – Grayhawk Native Plant Garden

During the Grayhawk Phase 3 development in the Horn Rapids Community an approximately 1.5 acre tract was graded over (Grayhawk Phase 3, Tract B). Although sold to the developer this tract is now owned by the City. About half of the tract is a landscaped storm water drainage feature. The other half of the tract is now flat, bare ground. A portion of the Tapteal Trail crosses this tract. The goal of this project is to establish a native plant garden adjacent to a junction in the trail.

Heading southwest the trail along this tract provides access to the section of the Tapteal Trail that runs along a bend in the Yakima River and follows the old Richland Irrigation District canal. Heading to the north this trail connects to the dirt road that the Tapteal Trail follows up to the Wanawish Dam. This tract provides an access point to the Tapteal Trail for residents in the Grayhawk and neighboring developments. It also is a critical link in the Tapteal Trail between the old irrigation canal and the dirt road.

This project would create a roughly 50'x50' native plant garden in what is now largely bare ground. The plants would consist mostly of forbs and native grasses such as Munro's globemallow, snow buckwheat, Indian ricegrass, needle & thread grass, bluebunch wheatgrass and green rabbitbrush. The plants would be installed with watering tubes. A similar garden was installed as an Eagle Scout project with funding from a REI grant (picture below). The new garden would be located in the bare area in the background of this picture.



There are three phases to the project: site preparation, planting and maintenance. The detailed steps are listed below.

Preparation:

Slight modification of the existing trail to provide a better bath for bikes

Weeding of the area (mostly tumbleweeds)

Establish a landscape rock border to delineate the planting area

Planting:

Installation of the plants, watering tubes and plant markers

Maintenance:

Supplemental watering and weeding

Site preparation can begin any time after the project is approved and just needs to be completed before planting. Planting is planned to be performed in November when conditions are most favorable. Supplemental watering would be performed after planting as needed through the duration of this project. During the winter watering would be performed about once every two weeks during dry spells. Watering frequency would increase as the weather warms. Additional weeding would be performed as required in the spring. The watering tubes would be removed after supplemental watering is completed.

Purchased material for this project will include gravel, landscape rocks, plants, plant identification markers and a project sign with a total budget of \$2,000. Forty hours of volunteer time will be required at a value of roughly \$1,000. This gives a total budget of \$3,000 which will require Tapteal Greenway to contribute \$500 to the cost of materials with the City contributing the remaining \$1,500.

Grayhawk Garden Plant List (subject to availability) – all to be 10ci container size minimum

The planting strategy is for the buckwheat and globemallow to be located closest to the trail with the grasses and larger plants dispersed behind them.

<u>Qty</u>	<u>Plant</u>
20	Snow Buckwheat <i>Eriogonum niveum</i>
20	Munro's Globemallow <i>Sphaeralcea munroana</i>
15	Indian Ricegrass <i>Achnatherum hymenoides</i>
15	Bluebunch Wheatgrass <i>Psueodoroegneria spicata</i>
15	Needle and Thread Grass <i>Hesperostipa comata</i>
5	Green Rabbitbrush <i>Chrysothamnus viscidiflorus</i>
5	Blue Mountain Prairie Clover <i>Dalea ornata</i>
5	Sand Penstemon <i>Penstemon acuminatus</i>

Grayhawk Phase 3 Tract B



The red box indicates the location for the proposed planting.
The blue lines indicate the boundaries of parcel 129082030002000.



**City of Richland
Parks and Recreation Department**

**Park Partnership Program
2020**

Application

Project Information

Name of Park: Paws-abilities Place Dog Park

Project Location in Park: Entire Park. Inside each fenced section of the park.

Brief Description of Project: Purchase an additional 8 matching tables to provide more seating throughout the 5 acres of the dog park.

(Attach narrative from the "Applicant Responsibilities Section")

Contact Person

Name: Jeannie Snyder

Organization Representing: Tri-City Dog Park Society

Contact Address: PO box 2431

City/State/ZIP: Richland WA 99352

Home Phone: 509-554-9928

Work Phone: 509-967-6000

FAX:

E-mail: tricitydogparksociety@gmail.com

Project Cost

Amount from City: \$ 2500

(maximum \$5,000.00)

Cash Amount from Applicant: \$ 2500

"In-Kind" Amount from Applicant: \$ 0

Cash from Other Sources: \$

Total Project Cost: \$ 5000

DUE DATE: Friday, February 14, 2020

**City of Richland
Parks and Public Facilities Department
Park Partnership Program Application**

Draft Work Plan

[illegible]

8/1/20



City of Richland
Parks and Public Facilities Department
Park Partnership Program Application
Draft Budget Plan

	Total Cost	Applicant "In Kind"	Applicant Cash	City's Cash Match
1. Personnel				
Sub Total	\$0	\$0	\$0	\$0
2. Supplies/ Equipment Materials				
8 Round Tables	5,000.00		2,500.00	2,500.00
Sub Total	\$5000	\$0	\$2500	\$2500
3. Professional Services				
Sub Total	\$0	\$0	\$0	\$0
4. Construction/Capital				
Sub Total	\$0	\$0	\$0	\$0
PROJECT TOTAL	\$5000	\$0	\$2500	\$2500



**City of Richland
Parks and Public Facilities Department**

Park Partnership Program Application

Draft Match Pledge / Secured Form

The following individuals, businesses, and organizations have made a commitment to donate the following items to _____
_____ for its "In Kind" match.

Type of Work	Print Name	Address & Zip	Phone #	# of hours	Estimated Value	Signature





SuperSaver™
Commercial Round
Picnic Table

AS LOW AS
\$698.85



DESCRIPTION

Economical thermoplastic-coated table offers easy set up. The more you order, the more you save!

Tabletop & Seats: Thermoplastic-coated expanded metal

Tabletop Diameter: 46"

Frame: 1-5/8" OD Black powder-coated steel tubing

11-gauge expanded metal strength

4 colors are UV-protected - won't peel or crack

Seats up to 8 people on 10" wide seats

Durable, protective thermoplastic coating

Maintenance-free & corrosion-resistant

1-5/8" dia. umbrella hole

Pre-drilled for surface mounting

Easy assembly

DOCUMENTS AND INSTRUCTIONS

[Assembly Instructions \[Size: 1.3 MB\]](#)

[Specifications \[Size: 285.7 KB\]](#)

SPECIFICATIONS

SKU	TWGS683
Model Name	46" Round Table
Material	Plastic Coated Steel
Mount Type	Portable/Surface Mount
Shape	Round
Seats	8
Frame Tube Diameter	1-5/8"
Seat Dimensions	41" l x 10" w x 18.75" h
TableTop Dimensions	46" dia. X 31" h
Footprint Dimensions	81.25" dia. x 30.75" h
Height	31"
Weight	149.0000



LEGEND

- Current tables & benches
- Proposed tables



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2020

Agenda Category: Resolutions - Adoption

Core Focus Area 2 - Manage & Maintain Infrastructure & Facilities

Subject:

Resolution No. 53-20, Authorizing an Interlocal Agreement with City of Kennewick related to the 2020 Microsurfacing Project

Department:
Public Works

Ordinance/Resolution Number:
53-20

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 53-20, authorizing an interlocal agreement with the city of Kennewick to partner on a resurfacing project for Gage Boulevard.

Summary:

The 2020 Pavement Preservation Program will complete a resurfacing of several south Richland arterial streets, among them Gage Boulevard. At the City's east boundary, Gage Boulevard straddles the municipal boundary with the city of Kennewick. If Richland were to complete work only on the street surface within its boundaries, approximately 1,325 feet of Gage Boulevard would be resurfaced on only half of its width. To avoid this odd result, Richland and Kennewick have negotiated a proposed interlocal agreement to have Kennewick fund resurfacing work within its boundaries to match Richland's proposed work.

Under the proposed agreement, Richland will be the lead agency to contract for a microsurfacing treatment of Gage Boulevard. Kennewick will fund the work within its boundaries, as measured in the field.

Staff recommends adoption of Resolution No. 53-20.

Fiscal Impact:

The agreement enables Kennewick to fund work along with a planned Richland resurfacing project. Kennewick's funding is estimated to not exceed \$33,000.

Attachments:

1. Resolution No. 53-20
2. Draft Interlocal with City of Kennewick for 2020 Microsurfacing

RESOLUTION NO. 53-20

A RESOLUTION of the City of Richland authorizing an interlocal agreement with the City of Kennewick related to the 2020 Microsurfacing project.

WHEREAS, RCW 39.34.010 permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage, thereby providing 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, pursuant to RCW 39.34.080, each public agency is authorized to contract with any other public agency to perform any governmental service, activity or undertaking which each public agency entering into the contract is authorized by law to perform; and

WHEREAS, the City of Richland has prepared a 2020 Microsurfacing contract to perform pavement preservation and maintenance on a number of city streets; and

WHEREAS, Gage Boulevard, a city street included in the contract, is shared between the cities of Kennewick and Richland (the "Jurisdictions"); and

WHEREAS, the Jurisdictions have determined that including Kennewick's portion of Gage Boulevard in Richland's 2020 Microsurfacing contract is in the best interests of both Jurisdictions and the public; and

WHEREAS, the Jurisdictions, by their respective legislative bodies, have determined that this effort may be best implemented on a shared basis in a manner deemed most efficient and effective for each through interlocal agreement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to sign and execute an interlocal agreement with the City of Kennewick related to the 2020 Microsurfacing project.

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

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 7th day of April, 2020.

Ryan Lukson, Mayor

Attested by:

Approved as to form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

WHEN RECORDED RETURN TO:

Richland City Clerk
625 Swift Blvd, MS-05
Richland, WA 99352

INTERLOCAL COOPERATIVE AGREEMENT
BETWEEN
THE CITY OF RICHLAND AND THE CITY OF KENNEWICK, WASHINGTON
FOR
2020 MICROSURFACING PROJECT

THIS INTERLOCAL COOPERATIVE AGREEMENT is entered into this _____ day of April, 2020, between the City of Richland, a municipal corporation of the State of Washington, hereafter referred to as "Richland," and the City of Kennewick, Washington, a municipal corporation of the State of Washington, hereafter referred to as "Kennewick," or referred to collectively as the "Jurisdictions."

I. RECITALS

WHEREAS, RCW 39.34.010 permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities; and

WHEREAS, pursuant to RCW 39.34.080, each Party is authorized to contract with any one or more public agencies to perform any governmental service, activity, or undertaking which each public agency entering into the contract is authorized by law to perform: provided that such contract shall be authorized by the governing body of each Party to the contract and shall set forth its purposes, powers, rights, objectives and responsibilities of the contracting parties; and

WHEREAS, the City of Richland has prepared a 2020 Microsurfacing contract to perform pavement preservation and maintenance on a number of City streets; and

WHEREAS, one of the City streets included in the contract, Gage Boulevard, is shared between the City of Kennewick and the City of Richland; and

WHEREAS, the Jurisdictions have determined that including Kennewick's portion of the street into the City's 2020 Microsurfacing contract is in the best interests of the Jurisdictions and the public; and

WHEREAS, the Jurisdictions, by their respective governing bodies, have determined this effort may be best implemented on a shared basis in a manner deemed most efficient and effective for the Jurisdictions.

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

I. AGREEMENT

Section 1. Purpose and Scope of Work: The purpose of this Agreement is to formalize a commitment to preserve Kennewick's portion of Gage Boulevard by applying a microsurfacing treatment to the street as shown on attached Exhibit A.

Section 2. Administration: This Agreement shall be administered by the Richland City Manager or her designee. Such person shall be responsible for:

- a. Establishing policies for implementing this Agreement;
- b. Providing periodic progress reports to the elected officials of each Jurisdiction;
- c. Monitoring progress of the Jurisdictions and other agencies in the fulfillment of their respective responsibilities.

Section 3. Funding: The City of Kennewick hereby commits to provide funding as follows:

Kennewick will pay a prorated share (based on surface area) of the total actual costs for mobilization, traffic control, lane striping and microsurfacing bid items, based on an agreed upon calculation of actual street surface within Kennewick's boundaries. The microsurfacing treatment is to be terminated 500 feet west of the centerline of Steptoe Street unless directed by the City of Kennewick. The City of Kennewick will also pay for crack sealing work completed by Richland on street surface within Kennewick's boundaries, and any contracted work completed within the City of Kennewick.

Kennewick's estimated obligations under this Agreement will not exceed \$33,000, which amount is comprised of \$30,000 for construction work and \$3,000 for engineering design and construction management. No administrative costs will be billed to Kennewick.

Section 4. Development and Bid Award Requirements: Each Jurisdiction hereby commits to the provisions as set forth below:

- a. Richland will include the locations of Kennewick's microsurfacing areas and generate biddable construction drawings by June, 2020.
- b. If Kennewick's share of the bid price exceeds the cost included in Section 3 above, the Jurisdictions agree to consult with one another prior to awarding the project, and Richland agrees to acquire Kennewick's written concurrence with the award decision.

Section 5. Modification: This Agreement may be modified only by written consent of each Jurisdiction.

Section 6. Term of Agreement and Termination:

- a. The term of this Agreement shall become effective on full execution and recording and/or posting on each jurisdiction's website as required by state law.
- b. This Agreement shall expire on the date of completion of the Project(s).

Section 7. Inspection of Records: The records and documents with respect to all matters covered by this Agreement shall be subject to inspection by any Jurisdiction during the term of this Agreement, and shall be retained by the holding Jurisdiction according to the State of Washington's retention schedule for said records.

Section 8. No Separate Legal Entity: It is not the intention that a separate legal entity be established to conduct the cooperative undertaking, nor shall any acquiring, holding or disposing of real or personal property occur under this Agreement.

Section 9. Severability: In the event any term or condition of this Agreement or application thereof to any person, entity or circumstance is held invalid, such invalidity shall not affect any other terms, conditions or applications of this Agreement which can be given effect without the invalid term, condition, or application. To this end, the terms and conditions of this Agreement are declared severable.

Section 10. Venue, Applicable Law and Personal Jurisdiction: All questions related to this Agreement shall be resolved under the laws of the State of Washington. In the event that either party deems it necessary to institute legal action arising from this Agreement, such action shall be instituted in Benton County Superior Court. The parties each consent to the personal jurisdiction of such court.

IN WITNESS WHEREOF, the parties have signed this Agreement as of the date first written above.

CITY OF RICHLAND, WASHINGTON

CITY OF KENNEWICK, WASHINGTON

Cynthia D. Reents, City Manager

Don Britain, Mayor

ATTEST:

ATTEST:

Jennifer Rogers, City Clerk

Terry Wright, City Clerk

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Heather Kintzley, City Attorney

Lisa Beaton, City Attorney



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2020

Agenda Category: Resolutions - Adoption

Core Focus Area 2 - Manage & Maintain Infrastructure & Facilities

Subject:

Resolution No. 54-20, Authorizing Award of Bid to Big D's Construction of Tri-Cities, Inc. for the Lorayne J Water System Project

Department:
Public Works

Ordinance/Resolution Number:
54-20

Document Type:
Resolution

Recommended Motion:

Approve Resolution No. 54-20, awarding a construction contract to Big D's Construction of the Tri-Cities, Inc. for construction of the Lorayne J Water System project.

Summary:

The Lorayne J neighborhood was developed in Benton County in the 1970's and 1980's using a local well for water supply. For the last several decades, the Kennewick Irrigation District (KID) has operated the water system in compliance with state and federal regulations. In recent years, however, the well water sources have become impacted by nitrate to the point that they can no longer comply with applicable water quality standards.

The KID and Washington State Department of Health (DOH) promoted consolidation with Richland's water system as a solution to the water system issues. Over the past few years, several actions have made this consolidation possible. First, the neighborhood annexed in to the City. Second, the DOH awarded a low-interest loan to the City to fund necessary infrastructure improvements. Third, the City and the KID executed an interlocal agreement whereby the KID agreed to provide all funding for the DOH loan, and to cover any costs not covered by the DOH.

On March 23, 2020, the City received four (4) responsive bids to perform the construction necessary to consolidate the Lorayne J water system. The lowest responsible bid was submitted by Big D's Construction of Tri-Cities, Inc. The low bid was for a total of \$1,084,454.30. The engineer's estimate was \$1,437,727.16.

If the contract is awarded, staff estimates that the work will be completed in the fall of 2020. Staff recommends adoption of Resolution No. 54-20.

Fiscal Impact:

The total estimated cost of this project is \$1,720,000, including construction, construction contingency, design engineering, construction management, connection fees for each resident, and new meter installation fees for each resident. As established by Ordinance No. 03-19, all of these costs will be funded by the Washington State Department of Health and the Kennewick Irrigation District through previously executed agreements. The total available budget is \$1,842,130.

Attachments:

1. Resolution No. 54-20
2. Lorayne J Water System - Bid Tab

RESOLUTION NO. 54-20

A RESOLUTION of the City of Richland authorizing the award of bid and execution of a construction contract to Big D's Construction of Tri-Cities, Inc. for the Lorayne J Water System project.

WHEREAS, in 2018, the Lorayne J neighborhood, located west of Leslie Road and north of Reata Road, was annexed into Richland's city limits; and

WHEREAS, the Lorayne J neighborhood is served by a water system consisting of a local well and distribution system operated by the Kennewick Irrigation District (KID); and

WHEREAS, the Washington State Department of Health (DOH) has determined that the well water source for the Lorayne J water system does not meet state and federal water quality standards; and

WHEREAS, the DOH and the KID have identified consolidation into the city of Richland's water system as the preferred solution to the water quality issues affecting the Lorayne J water system; and

WHEREAS, on February 5, 2019, Richland City Council authorized an interlocal agreement with the Kennewick Irrigation District (KID) to absorb the Lorayne J water system into Richland's water distribution system; and

WHEREAS, in preparation for the conversion, the City applied for and was awarded a Drinking Water State Revolving Fund (DWSRF) Loan; and

WHEREAS, the water system consolidation requires construction of a new water distribution system to deliver city water to each lot in the neighborhood, and reconfiguration of the existing water system to provide non-potable landscape irrigation water service to each lot in the neighborhood; and

WHEREAS, all project development and design work required to advance the project to construction has been completed in accordance with DWSRF project preparation and bidding procedures; and

WHEREAS, bids were solicited in accordance with both DWSRF and City purchasing procedures. Four bids were received and opened on March 23, 2020; and

WHEREAS, Big D's Construction of Tri-Cities, Inc. submitted the lowest responsible bid; and

WHEREAS, the project budget is adequate to complete the project using the lowest responsible bid; and

WHEREAS, the City's best interests and the Lorayne J neighborhood's best interests are served by proceeding with the project.

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 contract award to Big D's Construction of Tri-Cities, Inc. in the amount of \$1,084,454.30, and to execute change orders up to the amount of \$200,000 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, Washington, at a regular meeting on the 7th day of April, 2020.

Ryan Lukson, Mayor

Attested by:

Approved as to form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

City of Richland

DATE BIDS OPENED: March 23, 2020	ITB # 20-0009
LORAYNE J WATER SYSTEM	

Item	Description	Qty	Unit	ENGINEER'S ESTIMATE		BIG D's CONSTRUCTION OF TRI CITIES INC PASCO, WA		CULBERT CONSTRUCTION INC PASCO, WA	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
	SCHEDULE A - BASE BID								
1	Mobilization.	1	LS	\$65,000.00	65,000.00	20,000.00	20,000.00	84,686.70	84,686.70
2	Removal of structures & obstructions.	1	LS	12,500.00	12,500.00	20,000.00	20,000.00	12,300.15	12,300.15
3	SPCC.	1	LS	1,000.00	1,000.00	500.00	500.00	115.31	115.31
4	Project temporary traffic control.	1	LS	20,000.00	20,000.00	10,000.00	10,000.00	18,477.25	18,477.25
5	Erosion control & water pollution prevention.	1	LS	5,000.00	5,000.00	5,000.00	5,000.00	115.31	115.31
6	Site restoration.	1	LS	45,000.00	45,000.00	40,000.00	40,000.00	34,415.59	34,415.59
7	PVC water main 8 in. diameter.	8,279	LF	30.00	248,370.00	19.00	157,301.00	24.42	202,173.18
8	DI water main 8 in. diameter, restrained joint.	105	LF	45.00	4,725.00	44.00	4,620.00	66.73	7,006.65
9	DI water main 6 in. diameter, restrained joint.	366	LF	40.00	14,640.00	34.00	12,444.00	28.80	10,540.80
10	PVC water main 6 in. diameter.	562	LF	28.00	15,736.00	21.00	11,802.00	17.17	9,649.54
11	DI water main 3 in. diameter.	110	LF	20.00	2,200.00	56.00	6,160.00	69.06	7,596.60
12	Imported pipe zone bedding.	9,422	LF	2.00	18,844.00	0.10	942.20	-	-
13	Trench safety.	9,422	LF	2.00	18,844.00	0.25	2,355.50	0.61	5,747.42
14	8 in 90 degree bend (FL).	1	EA	750.00	750.00	700.00	700.00	626.65	626.65
15	8 in 90 degree bend (FL x MJ).	2	EA	750.00	1,500.00	600.00	1,200.00	397.97	795.94
16	8 in 45 degree bend (MJ).	4	EA	750.00	3,000.00	300.00	1,200.00	267.04	1,068.16
17	8 in 22.5 degree bend (MJ).	1	EA	750.00	750.00	300.00	300.00	263.97	263.97
18	8 in 11.25 degree bend MJ x MJ.	1	EA	750.00	750.00	300.00	300.00	252.69	252.69
19	8 in 11.25 degree bend FL x MJ.	1	EA	750.00	750.00	400.00	400.00	332.64	332.64
20	6 in x 3 in reducer.	6	EA	450.00	2,700.00	433.00	2,598.00	405.16	2,430.96
21	Gate valve 6 in. FL x RJ.	12	EA	1,500.00	18,000.00	933.00	11,196.00	1,033.52	12,402.24
22	Gate valve 6 in. FL x MJ.	2	EA	1,500.00	3,000.00	900.00	1,800.00	994.83	1,989.66
23	Gate valve 8 in. FL x MJ.	22	EA	1,800.00	39,600.00	1,300.00	28,600.00	1,340.40	29,488.80
24	Gate valve 8 in. MJ x MJ (on existing system).	8	EA	3,200.00	25,600.00	1,400.00	11,200.00	2,263.02	18,104.16
25	Fire hydrant assembly.	15	EA	3,500.00	52,500.00	3,000.00	45,000.00	3,754.96	56,324.40
26	Bollards.	60	EA	125.00	7,500.00	250.00	15,000.00	430.46	25,827.60
27	8 in. MJ x 6 in. FL tee.	11	EA	900.00	9,900.00	465.00	5,115.00	524.95	5,774.45
28	8 in. all FL tee.	9	EA	900.00	8,100.00	1,155.00	10,395.00	1,211.50	10,903.50
29	8 in. (FL) x 8 in. (MJ) tee.	2	EA	900.00	1,800.00	565.00	1,130.00	632.49	1,264.98
30	8 in. (FL) x 6 in. (FL) tee.	1	EA	900.00	900.00	1,200.00	1,200.00	1,210.59	1,210.59
31	8 in. MJ x FL coupling adapter.	10	EA	650.00	6,500.00	270.00	2,700.00	244.29	2,442.90
32	8 in AC to PVC coupling adapter.	1	EA	650.00	650.00	315.00	315.00	296.77	296.77
33	8 in. (FL) x 6 in. (MJ) reducer.	2	EA	750.00	1,500.00	510.00	1,020.00	497.67	995.34
34	8 in. (MJ) x 6 in. (MJ) reducer.	1	EA	750.00	750.00	320.00	320.00	299.84	299.84

				ENGINEER'S ESTIMATE		BIG D's CONSTRUCTION OF TRI CITIES INC PASCO, WA		CULBERT CONSTRUCTION INC PASCO, WA	
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
35	8 in. (FL) x 6 in. (FL) reducer.	1	EA	750.00	750.00	540.00	540.00	519.19	519.19
36	Thrust block.	28	EA	150.00	4,200.00	150.00	4,200.00	231.17	6,472.76
37	8 in. cap.	1	EA	400.00	400.00	150.00	150.00	177.87	177.87
38	1 in. street service assembly (8 in main).	112	EA	500.00	56,000.00	385.00	43,120.00	338.52	37,914.24
39	2 in. street service assembly (8 in main).	6	EA	600.00	3,600.00	850.00	5,100.00	828.88	4,973.28
40	1 in. house service assembly.	118	EA	350.00	41,300.00	425.00	50,150.00	120.49	14,217.82
41	1 in. water service line (PEX pipe).	3,580	LF	15.00	53,700.00	4.00	14,320.00	27.44	98,235.20
42	2 in. water service line (PEX pipe).	415	LF	20.00	8,300.00	20.00	8,300.00	31.38	13,022.70
43	1 in. house service line (PEX pipe).	3,195	LF	18.00	57,510.00	6.00	19,170.00	27.49	87,830.55
44	1 in. meter assembly.	118	EA	400.00	47,200.00	546.00	64,428.00	537.76	63,455.68
45	Water service PRV.	118	EA	950.00	112,100.00	615.00	72,570.00	597.96	70,559.28
46	Connect to existing 8 in. water main.	3	EA	750.00	2,250.00	500.00	1,500.00	1,704.75	5,114.25
47	Water blow-off assembly.	2	EA	1,200.00	2,400.00	1,800.00	3,600.00	2,210.89	4,421.78
48	KID water blow-off assembly.	6	EA	1,000.00	6,000.00	2,400.00	14,400.00	2,587.41	15,524.46
49	KID irrigation service.	118	EA	450.00	53,100.00	844.00	99,592.00	858.26	101,274.68
50	KID irrigation street service line.	970	LF	15.00	14,550.00	5.00	4,850.00	37.75	36,617.50
51	KID irrigation house service line.	581	LF	15.00	8,715.00	5.00	2,905.00	62.60	36,370.60
52	Irrigation service saddle replacement.	5	EA	1,000.00	5,000.00	300.00	1,500.00	1,113.98	5,569.90
53	Underground utility crossing - marked & unmarked.	351	EA	150.00	52,650.00	150.00	52,650.00	228.71	80,277.21
54	Crossing AC main.	11	EA	250.00	2,750.00	1,000.00	11,000.00	635.80	6,993.80
55	Crossing CMP storm main.	1	EA	250.00	250.00	1,000.00	1,000.00	1,065.19	1,065.19
56	Asphalt patching (2 in. HMA, 2 in. CSTC, 4 in. CSBC).	2,716	SY	40.00	108,640.00	23.00	62,468.00	7.65	20,777.40
57	Pressure cap existing 8 in main.	6	EA	150.00	900.00	200.00	1,200.00	1,092.66	6,555.96
58	Pressure cap existing 6 in main.	6	EA	150.00	900.00	150.00	900.00	1,048.93	6,293.58
59	Plug existing 8 in main.	1	EA	125.00	125.00	250.00	250.00	377.76	377.76
60	Cement concrete traffic curb & gutter (typical curb).	46	LF	50.00	2,300.00	50.00	2,300.00	124.30	5,717.80
61	Remove existing water meter box.	118	EA	100.00	11,800.00	100.00	11,800.00	89.71	10,585.78
62	Remove existing water valve box.	1	EA	100.00	100.00	100.00	100.00	171.48	171.48
63	Remove & salvage existing fire hydrant.	11	EA	200.00	2,200.00	500.00	5,500.00	342.97	3,772.67
64	Remove existing PRV / intertie connection & vault.	1	LS	4,500.00	4,500.00	5,000.00	5,000.00	1,982.01	1,982.01
65	Monument case, cover, & pipe.	2	EA	350.00	700.00	350.00	700.00	642.58	1,285.16
66	Remove blow-off assembly.	1	LS	500.00	500.00	250.00	250.00	653.01	653.01
67	Remove blind flange.	1	EA	125.00	125.00	250.00	250.00	342.97	342.97
SCHEDULE A - BASE BID SUBTOTAL				\$1,323,874.00		\$998,576.70		\$1,315,044.26	
8.6% SALES TAX				113,853.16		85,877.60		113,093.81	
SCHEDULE A - BASE BID TOTAL				\$1,437,727.16		\$1,084,454.30		\$1,428,138.07	

City of Richland

DATE BIDS OPENED: March 23, 2020	ITB # 20-0009
LORAYNE J WATER SYSTEM	

				C & E TRENCHING LLC PASCO, WA		DOUBLE J EXCAVATING, INC PASCO, WA			
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
	SCHEDULE A - BASE BID								
1	Mobilization.	1	LS	70,000.00	70,000.00	64,850.00	64,850.00		-
2	Removal of structures & obstructions.	1	LS	50,000.00	50,000.00	80,600.00	80,600.00		-
3	SPCC.	1	LS	1,000.00	1,000.00	550.00	550.00		-
4	Project temporary traffic control.	1	LS	65,000.00	65,000.00	27,800.00	27,800.00		-
5	Erosion control & water pollution prevention.	1	LS	31,500.00	31,500.00	2,875.00	2,875.00		-
6	Site restoration.	1	LS	100,000.00	100,000.00	85,710.00	85,710.00		-
7	PVC water main 8 in. diameter.	8,279	LF	20.00	165,580.00	21.75	180,068.25		-
8	DI water main 8 in. diameter, restrained joint.	105	LF	48.00	5,040.00	44.00	4,620.00		-
9	DI water main 6 in. diameter, restrained joint.	366	LF	34.00	12,444.00	35.40	12,956.40		-
10	PVC water main 6 in. diameter.	562	LF	20.00	11,240.00	17.55	9,863.10		-
11	DI water main 3 in. diameter.	110	LF	48.00	5,280.00	60.00	6,600.00		-
12	Imported pipe zone bedding.	9,422	LF	1.00	9,422.00	1.00	9,422.00		-
13	Trench safety.	9,422	LF	1.00	9,422.00	0.25	2,355.50		-
14	8 in 90 degree bend (FL).	1	EA	650.00	650.00	723.00	723.00		-
15	8 in 90 degree bend (FL x MJ).	2	EA	425.00	850.00	466.00	932.00		-
16	8 in 45 degree bend (MJ).	4	EA	300.00	1,200.00	250.00	1,000.00		-
17	8 in 22.5 degree bend (MJ).	1	EA	300.00	300.00	273.00	273.00		-
18	8 in 11.25 degree bend MJ x MJ.	1	EA	300.00	300.00	260.00	260.00		-
19	8 in 11.25 degree bend FL x MJ.	1	EA	325.00	325.00	350.00	350.00		-
20	6 in x 3 in reducer.	6	EA	400.00	2,400.00	438.00	2,628.00		-
21	Gate valve 6 in. FL x RJ.	12	EA	950.00	11,400.00	990.00	11,880.00		-
22	Gate valve 6 in. FL x MJ.	2	EA	1,000.00	2,000.00	990.00	1,980.00		-
23	Gate valve 8 in. FL x MJ.	22	EA	1,350.00	29,700.00	1,405.00	30,910.00		-
24	Gate valve 8 in. MJ x MJ (on existing system).	8	EA	1,800.00	14,400.00	2,752.00	22,016.00		-
25	Fire hydrant assembly.	15	EA	3,650.00	54,750.00	3,060.00	45,900.00		-
26	Bollards.	60	EA	400.00	24,000.00	260.00	15,600.00		-
27	8 in. MJ x 6 in. FL tee.	11	EA	500.00	5,500.00	590.00	6,490.00		-
28	8 in. all FL tee.	9	EA	1,200.00	10,800.00	1,328.00	11,952.00		-
29	8 in. (FL) x 8 in. (MJ) tee.	2	EA	600.00	1,200.00	790.00	1,580.00		-
30	8 in. (FL) x 6 in. (FL) tee.	1	EA	1,200.00	1,200.00	1,338.00	1,338.00		-
31	8 in. MJ x FL coupling adapter.	10	EA	300.00	3,000.00	203.00	2,030.00		-
32	8 in AC to PVC coupling adapter.	1	EA	350.00	350.00	277.00	277.00		-
33	8 in. (FL) x 6 in. (MJ) reducer.	2	EA	525.00	1,050.00	503.00	1,006.00		-
34	8 in. (MJ) x 6 in. (MJ) reducer.	1	EA	325.00	325.00	280.00	280.00		-

				C & E TRENCHING LLC PASCO, WA		DOUBLE J EXCAVATING, INC PASCO, WA			
Item	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
35	8 in. (FL) x 6 in. (FL) reducer.	1	EA	550.00	550.00	527.00	527.00		-
36	Thrust block.	28	EA	200.00	5,600.00	75.00	2,100.00		-
37	8 in. cap.	1	EA	200.00	200.00	144.00	144.00		-
38	1 in. street service assembly (8 in main).	112	EA	400.00	44,800.00	420.00	47,040.00		-
39	2 in. street service assembly (8 in main).	6	EA	800.00	4,800.00	974.00	5,844.00		-
40	1 in. house service assembly.	118	EA	250.00	29,500.00	95.00	11,210.00		-
41	1 in. water service line (PEX pipe).	3,580	LF	7.00	25,060.00	34.00	121,720.00		-
42	2 in. water service line (PEX pipe).	415	LF	20.00	8,300.00	36.00	14,940.00		-
43	1 in. house service line (PEX pipe).	3,195	LF	7.00	22,365.00	33.00	105,435.00		-
44	1 in. meter assembly.	118	EA	525.00	61,950.00	204.00	24,072.00		-
45	Water service PRV.	118	EA	525.00	61,950.00	723.00	85,314.00		-
46	Connect to existing 8 in. water main.	3	EA	500.00	1,500.00	3,135.00	9,405.00		-
47	Water blow-off assembly.	2	EA	3,300.00	6,600.00	2,905.00	5,810.00		-
48	KID water blow-off assembly.	6	EA	2,200.00	13,200.00	2,525.00	15,150.00		-
49	KID irrigation service.	118	EA	500.00	59,000.00	776.00	91,568.00		-
50	KID irrigation street service line.	970	LF	7.00	6,790.00	26.60	25,802.00		-
51	KID irrigation house service line.	581	LF	7.00	4,067.00	34.00	19,754.00		-
52	Irrigation service saddle replacement.	5	EA	450.00	2,250.00	870.00	4,350.00		-
53	Underground utility crossing - marked & unmarked.	351	EA	325.00	114,075.00	26.00	9,126.00		-
54	Crossing AC main.	11	EA	2,000.00	22,000.00	692.00	7,612.00		-
55	Crossing CMP storm main.	1	EA	1,000.00	1,000.00	1,124.00	1,124.00		-
56	Asphalt patching (2 in. HMA, 2 in. CSTC, 4 in. CSBC).	2,716	SY	38.00	103,208.00	32.00	86,912.00		-
57	Pressure cap existing 8 in main.	6	EA	250.00	1,500.00	193.00	1,158.00		-
58	Pressure cap existing 6 in main.	6	EA	200.00	1,200.00	198.00	1,188.00		-
59	Plug existing 8 in main.	1	EA	150.00	150.00	643.00	643.00		-
60	Cement concrete traffic curb & gutter (typical curb).	46	LF	55.00	2,530.00	24.00	1,104.00		-
61	Remove existing water meter box.	118	EA	50.00	5,900.00	53.00	6,254.00		-
62	Remove existing water valve box.	1	EA	100.00	100.00	193.00	193.00		-
63	Remove & salvage existing fire hydrant.	11	EA	400.00	4,400.00	519.00	5,709.00		-
64	Remove existing PRV / intertie connection & vault.	1	LS	800.00	800.00	2,860.00	2,860.00		-
65	Monument case, cover, & pipe.	2	EA	1,000.00	2,000.00	414.00	828.00		-
66	Remove blow-off assembly.	1	LS	1,000.00	1,000.00	519.00	519.00		-
67	Remove blind flange.	1	EA	500.00	500.00	120.00	120.00		-
SCHEDULE A - BASE BID SUBTOTAL					\$1,320,473.00	\$1,363,210.25		\$0.00	
8.6% SALES TAX					113,560.68	117,236.08		-	
SCHEDULE A - BASE BID TOTAL					\$1,434,033.68	\$1,480,446.33		\$0.00	



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2020

Agenda Category: Resolutions - Adoption

Core Focus Area 2 - Manage & Maintain Infrastructure & Facilities

Subject:

Resolution No. 55-20, Authorizing Water and Sewer Services to a Kennewick School District Property outside Richland City Limits

Department:
Public Works

Ordinance/Resolution Number:
55-20

Document Type:
Resolution

Recommended Motion:

Approve Resolution No. 55-20, authorizing municipal water and sewer services to a Kennewick School District site presently located outside Richland's urban growth area.

Summary:

The City's water and sewer service areas are generally regulated by state law to within the City's urban growth area (UGA). A recent change in state law allows municipal water and sewer services to be extended beyond the urban growth area boundary to serve a public school serving both rural and urban students.

The Kennewick School District (KSD) has selected property adjacent to Richland's UGA as the future site of a middle school and high school. The location is north of I-182 and east of Dallas Road. KSD is seeking Richland water and sewer services to the property.

Richland Municipal Code (RMC) 18.34.010 and 17.70.010 require Council approval to extend water and sewer services outside city limits. The RMC also requires new connections to the City's utility systems to pay costs and fees necessary to activate those services. Richland's long range resource planning for water and sewer capacity indicates that the City systems have adequate capacity to serve the proposed schools.

The general public interest is served by providing public schools with municipal water and sewer services. Resolution No. 55-20 will provide the City's concurrence with KSD's site selection, and the City's commitment to provide water and sewer services to the schools when they are constructed. KSD advises that school construction is not presently funded, nor is it in a near term capital program.

Staff recommends adoption of Resolution No. 55-20.

Fiscal Impact: None. The Kennewick School District will bear all of the costs associated with providing municipality utility services to the schools.

Attachments:

I. Resolution No. 55-20

RESOLUTION NO. 55-20

A RESOLUTION of the City of Richland authorizing provision of municipal water and wastewater utility pipelines and services to a Kennewick School District site located north of I-182, east of Dallas Road, and outside the City's current urban growth area boundary.

WHEREAS, the City provides water and wastewater services to residents and properties within determined service areas; and

WHEREAS, in accordance with Chapter 36.70A RCW, the City's water and wastewater service areas are presently limited to the existing City of Richland Urban Growth Area (UGA); and

WHEREAS, RCW 36.70A.213 authorizes extension of City utility infrastructure and service to properties outside an urban growth area for the purpose of serving a public school that serves students from both rural and urban areas; and

WHEREAS, RCW 36.70A.213 requires that a school district seeking extension of public utilities to a rural area adopt policies and make findings that the proposed school site is suitable for a school, and that the school district's facility needs cannot be reasonably met at an existing school site; and

WHEREAS, RCW 36.70A.213 requires that a school district seeking extension of public utilities to a rural area obtain the concurrence of the county legislative authority and the legislative authority of affected cities; and

WHEREAS, on February 12, 2020, the Kennewick School District adopted findings in support of siting school facilities on property adjacent to, but outside of, Richland's UGA, specifically on eighty (80) acres located north and east of I-182, south and west of the City's current UGA, and south and east of the I-182/Dallas Road interchange; and

WHEREAS, the Kennewick School District based its findings on a detail site availability analysis conducted by a professional engineer; and

WHEREAS, the Kennewick School District seeks the City of Richland's concurrence with these findings; and

WHEREAS, the City's 2017 update to its Water System Plan demonstrated that the City's water rights inventory and water system infrastructure will be sufficient to support services to the proposed school site if planned upgrades and extensions are completed; and

WHEREAS, the City's 2015 update to its General Sewer Plan demonstrated that the City's Wastewater Treatment Facility and collection system will have sufficient capacity to support services to the proposed school site if planned upgrades and extensions are completed; and

WHEREAS, the Richland Municipal Code requires payment of fees for new service connections that are designed to recover the City's costs for providing utility service capacity; and

WHEREAS, Kennewick School District's proposed schools will be subject to these cost-recovery fees; and

WHEREAS, the public's best interests are served by the provision of municipal water and wastewater services to school sites as these services provide a higher level of public and environmental health.

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

1. Richland City Council concurs with the Kennewick School District's policies and findings supporting selection of the eighty (80) acre site located north and east of I-182, south and west of the City's current Urban Growth Boundary, and south and east of the I-182/Dallas Road interchange as the location for a future high school and middle school; and
2. Richland City Council authorizes extension of municipal water and wastewater utility pipelines and services to the proposed school site, subject to the provisions of Titles 17 and 18 RMC.

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

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 7th day of April, 2020.

Ryan Lukson, Mayor

Attested by:

Approved as to form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2020

Agenda Category: Resolutions - Adoption

Core Focus Area 2 - Manage & Maintain Infrastructure & Facilities

Subject:

Resolution No. 56-20, Authorizing an Interlocal Agreement with City of Kennewick related to the Steptoe/Gage Intersection Improvements Project

Department:
Public Works

Ordinance/Resolution Number:
56-20

Document Type:
Resolution

Recommended Motion:

Approve Resolution No. 56-20 authorizing execution of an interlocal agreement with the City of Kennewick to construct improvements to the intersection of Steptoe Street and Gage Boulevard.

Summary:

Steptoe Street comprises a significant length of the municipal boundary between the cities of Richland and Kennewick (the "Cities"). The Cities have entered several interlocal agreements to construct segments of the street, and currently have an interlocal agreement to share in its maintenance. Gage Boulevard crosses the municipal boundary and acts as a major arterial street linking west Kennewick commercial properties with the south end of Richland. The intersection of Steptoe Street and Gage Boulevard is presently controlled by a traffic signal operated by the city of Kennewick.

The Cities participate in regional transportation planning as part of the Benton-Franklin Council of Governments (BFCG). Both Steptoe Street and Gage Boulevard are regionally significant local streets. Recent and planned development activity has added traffic volumes to both streets, resulting in more congestion at the intersection. Kennewick has identified this intersection as among its worst performing intersections. Based on Kennewick's analysis, the Cities applied for and were awarded BFCG-administered federal transportation funds to make improvements to the intersection.

The proposed interlocal agreement establishes a partnership between the Cities to implement the federally funded intersection improvement project. Kennewick will be the lead agency, and Richland will participate as a minority funding partner. The proposed agreement establishes Richland's share of required matching funds at twenty-five percent (25%). The funding share was established to reflect the fact that three approaches to the intersection are in Kennewick and one is in Richland. Staff recommends adoption of Resolution No. 56-20.

Fiscal Impact:

The City's estimated total obligation under this agreement is \$125,887.50, of which less than \$10,000 is required in 2020. The remainder will become due in future years as subsequent phases of the project are completed. These funds are not included in the 2020 Budget, so 2020 funding will require reallocation of existing budget capacity or a budget amendment. Future years' funding will be included in future budgets.

Attachments:

1. Resolution 56-20
2. Draft Steptoe - Gage Intersection Interlocal Agreement

RESOLUTION NO. 56-20

A RESOLUTION of the City of Richland authorizing an interlocal agreement with the City of Kennewick related to the Steptoe/Gage Intersection Improvements project.

WHEREAS, RCW 39.34.010 permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage, thereby providing 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, pursuant to RCW 39.34.080, each public agency is authorized to contract with any other public agency to perform any governmental service, activity or undertaking which each public agency entering into the contract is authorized by law to perform; and

WHEREAS, Steptoe Street is a major arterial street of regional significance; and

WHEREAS, Steptoe Street forms a significant length of the municipal boundary between the cities of Richland and Kennewick; and

WHEREAS, the cities of Richland and Kennewick (the "Jurisdictions") have previously executed several interlocal agreements by which the Jurisdictions have shared responsibility for construction and maintenance of Steptoe Street; and

WHEREAS, Gage Boulevard is an arterial street connecting the west end of Kennewick to much of south Richland; and

WHEREAS, three approaches to the intersection lie within the city of Kennewick, and one approach lies mostly within the city of Richland; and

WHEREAS, the intersection of Steptoe Street and Gage Boulevard has been identified by both Jurisdictions and the Benton-Franklin Council of Governments as experiencing significant congestion; and

WHEREAS, the 2017 Benton-Franklin Council of Governments Regional Transportation Plan predicts that land development will add congestion to this intersection; and

WHEREAS, the best interests of both Jurisdictions are served by improving the intersection to address current and anticipated congestion; and

WHEREAS, the Jurisdictions applied for and received federal surface transportation program funds to make improvements to the intersection; and

WHEREAS, the Jurisdictions agree that Kennewick should act as lead agency for the intersection improvement project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to sign and execute an interlocal agreement with the city of Kennewick pledging a one-fourth share of grant matching funds and limited cost overruns to support Kennewick's efforts to improve the intersection of Steptoe Street and Gage Boulevard.

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

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 7th day of April, 2020.

Ryan Lukson, Mayor

Attested by:

Approved as to form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

AFTER RECORDING RETURN TO:

City of Kennewick
210 W. 6th Ave.
Kennewick, WA 99336-0108
Attn.: Terri Wright, City Clerk

**Interlocal Agreement
Between the City of Kennewick and the City of Richland
For the Steptoe Street & Gage Boulevard Intersection Improvements Project**

This AGREEMENT, made and entered into this ____ day of _____, 2020, between the City of Kennewick (hereinafter called "KENNEWICK") and the City of Richland (hereinafter called "RICHLAND"), collectively hereinafter referred to as the "PARTIES."

WHEREAS, KENNEWICK will be undertaking the task for preliminary design engineering, public involvement, environmental studies, right-of-way acquisition, utility relocations, bidding, construction of the project, and associated work all of which is hereinafter called the PROJECT, and

WHEREAS, KENNEWICK has identified the PROJECT in their Six-year Transportation Improvement Programs, and

WHEREAS, the PROJECT consists of providing dual left turn lanes on each approach as well as constructing new dedicated right turn lanes on the north and west legs of the Steptoe Street & Gage Boulevard Intersection, and

WHEREAS, the PROJECT will require coordination with various utilities that will be impacted by the intersection improvements, and

WHEREAS, the PROJECT shall also include appraising, negotiating and purchasing Right of Way and Easements with adjacent property owners, and

WHEREAS, KENNEWICK has secured regional competitive funds through the Surface Transportation Program (STP) of \$285,450 for Preliminary Engineering, \$346,000 for Right of Way, and \$2,595,000 for Construction of the PROJECT, and

WHEREAS, the PARTIES recognize the mutual benefits of the PROJECT, and

WHEREAS, the PARTIES agree that all costs associated with the PROJECT will be proportioned at a ratio of 75% to KENNEWICK and 25% to RICHLAND, and

WHEREAS, the PARTIES agree that KENNEWICK shall act as the lead agency for the PROJECT, and

WHEREAS, RCW 47.28.140, Agreements to Benefit or Improve Highways, Roads, Streets, and Establish Urban Public Transportation Systems and RCW 39.34 Interlocal Cooperation Act, provide authority for agencies to enter into this agreement.

NOW THEREFORE, in consideration for the mutual covenants, conditions, and terms contained herein, the said PARTIES hereby enter into this agreement for the PROJECT as follows:

1. Purpose: The purpose of this interlocal agreement is to identify the obligations of the PARTIES related to a mutually undertaken construction project to improve the intersection of Gage and Steptoe streets.
2. KENNEWICK, as agent acting for and on the behalf of the PARTIES, agrees to:
 - a. Prepare conceptual drawings for use in interagency meetings, public workshops, stakeholder meetings, environmental studies, and right-of-way acquisition.
 - b. Prepare plans, specifications and Engineer's estimate for roadway and utility construction.
 - c. Contract with a consulting firm or firms for right-of-way appraisal and acquisition phase of the PROJECT.
 - d. Consult with and seek approval from RICHLAND prior to approving any cost overruns attributed to the PROJECT.
 - e. Perform construction administration and inspection for the PROJECT.
 - f. Obligate \$3,226,450 of STP regional competitive funds for the design, right-of-way acquisition, utility locates, and construction of the PROJECT.
 - g. Prepare and submit monthly invoices to RICHLAND as compensation of costs for a proportionate amount for the design, right-of-way, and construction phases of the PROJECT.
 - h. Seek additional grant funding to further offset local match and any cost overruns.
3. RICHLAND agrees to:
 - a. Contribute 25% of the 13.5% local match for the street construction, right-of-way acquisitions, utility relocates and associated improvements. This amount shall not exceed \$125,887.50.
 - b. Contribute to an equitable share for any increase in costs above RICHLAND's contribution to the agreed local match, subject to RICHLAND's written approval and acceptance of any increase in costs prior to approval.
4. The provisions of this Agreement shall become effective upon execution by both PARTIES and recording with the Benton County Auditor, and shall remain in effect until KENNEWICK City Council accepts the PROJECT as complete, unless terminated at an earlier date by either party without cause if such party provides

written notice to terminate.

5. This Agreement may be modified only by written consent of each party.
6. The records and documents with respect to all matters covered by this Agreement shall be subject to inspection by any party during the term of this Agreement, and shall be maintained in accordance with Washington State's public records retention requirements.
7. It is not the intention that a separate legal entity be established to conduct the cooperative undertaking, nor shall any acquiring, holding or disposing of real or personal property occur under this Agreement.
8. In the event any term or condition of this Agreement or application thereof to any person, entity or circumstance is held invalid, such invalidity shall not affect any other terms, conditions or applications of this Agreement which can be given effect without the invalid term, condition, or application. To this end, the terms and conditions of this Agreement are declared severable.
9. All questions related to this Agreement shall be resolved under the laws of the State of Washington. In the event that either party deems it necessary to institute legal action arising from this Agreement, such action shall be instituted in Benton County Superior Court. The parties each consent to the personal jurisdiction of such court.

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

CITY OF KENNEWICK

CITY OF RICHLAND

Don Britain, Mayor

Cindy Reents, City Manager

ATTEST:

ATTEST:

Terri Wright, City Clerk

Jennifer Rogers, City Clerk

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Lisa Beaton, City Attorney

Heather Kintzley, City Attorney



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2020

Agenda Category: Resolutions - Adoption

Core Focus Area 3 - Increase Economic Vitality

Subject:

Resolution No. 58-20, Approving the Final Plat of Clearwater Creek Phase 12

Department:

Development Services

Ordinance/Resolution Number:

58-20

Document Type:

Resolution

Recommended Motion:

Adopt Resolution No. 58-20, approving the final plat of Clearwater Creek Phase 12.

Summary:

The final plat of Clearwater Creek Phase 12 proposes a single 5.27-acre tract of open-space land split into two parts by the westerly extension of Center Parkway.

Ownership of the open-space tract is being transferred to Tapteal Greenway for ongoing stewardship. This phase of the plat of Clearwater Creek includes zero lots for residential construction.

Fiscal Impact:

None

Attachments:

1. Resolution No. 58-20
2. CWC 12 Vicinity Map

RESOLUTION NO. 58-20

A RESOLUTION of the City of Richland approving the final plat of Clearwater Creek Phase 12 subject to the conditions of approval of Technical Advisory Committee Report S2013-100 and the findings and conclusions of the Richland City Council as adopted by Resolution No. 78-14.

WHEREAS, on April 23, 2014, the Richland Planning Commission held an open-record public hearing to consider the preliminary plat application of Clearwater Creek as submitted by Hayden Homes; and

WHEREAS, the Planning Commission recommended the Richland City Council conditionally approve the preliminary plat of Clearwater Creek; and

WHEREAS, on June 3, 2014, the Richland City Council held a closed-record hearing to consider the proposed Clearwater Creek preliminary plat application and the recommendation of the Planning Commission. Council took action to approve the preliminary plat request; and

WHEREAS, the public improvements required for the plat of Clearwater Creek Phase 12, consisting of 1 tract on 6.92 acres, have been constructed in accordance with the conditions attached to the approved preliminary plat.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the final plat of Clearwater Creek Phase 12, attached hereto as **Exhibit A** and incorporated herein by reference, is hereby approved subject to the conditions of approval contained in Technical Advisory Committee Report S2013-100, attached hereto as **Exhibit B** and incorporated herein by reference, and the findings and conclusions of the Richland City Council as adopted by Resolution No. 78-14.

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

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 7th day of April, 2020.

Ryan Lukson, Mayor

Attested by:

Approved as to form:

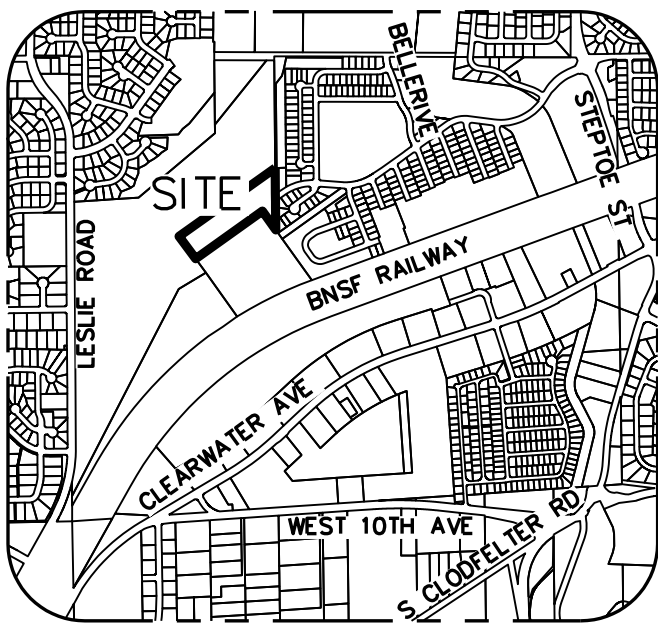
Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney

EXHIBIT A

THE FINAL PLAT OF
CLEARWATER CREEK PHASE 12

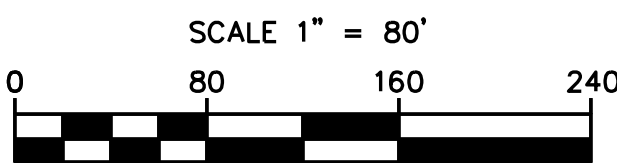
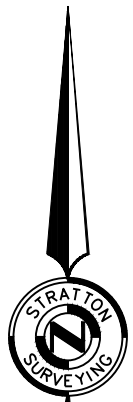
W. 1/2 OF SEC. 01, T.8N., R.28E., W.M.,
CITY OF RICHLAND,
BENTON COUNTY, WASHINGTON



VICINITY SKETCH
NOT TO SCALE

LINE TABLE		
LINE	LENGTH	DIRECTION
L1	31.94	N78°26'18"E
L2	12.21	S00°33'14"E
L3	6.11	N00°33'14"W
L4	39.74	S30°36'23"E
L5	78.88	S08°06'23"E
L6	40.29	S03°08'37"W
L7	31.14	S08°06'23"E
L8	27.68	S30°36'23"E
L9	1.06	S85°36'16"E
L10	86.89	N54°25'29"E

CURVE TABLE					
CURVE	LENGTH	RADIUS	Δ	CH DIREC.	CHORD
C1	348.81	500.00	39°58'15"	S74°24'36"W	341.78



SCALE 1" = 80'

BASIS OF BEARING
RS#1-4525

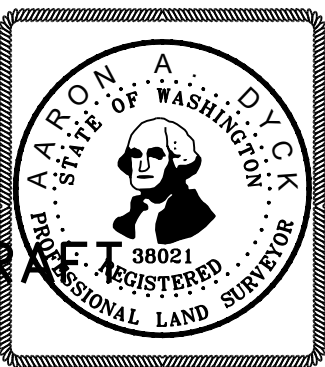
EQUIPMENT USED
A THREE-SECOND TOTAL STATION
TOPCON RTK GPS

LEGEND

- = SET 5/8" REBAR W/ ORANGE PLASTIC CAP MARKED "STRATTON AAD 38021"
- = FOUND 5/8" REBAR W/ ORANGE PLASTIC CAP MARKED "STRATTON AAD 38021"
- ⊙ = FOUND CASED BRASS CAP MARKED "38021"
- ⊙ = FOUND AS INDICATED
- B.O.B. = BASIS OF BEARING
- [] = ADDRESSES
- IRR = IRRIGATION
- UTIL = UTILITY
- ESMT = EASEMENT
- CWC PH# = CLEARWATER CREEK PREVIOUS PHASE
- = EASEMENT
- = PROPERTY BOUNDARY
- = CENTERLINE

SURVEYOR'S CERTIFICATE:

I, AARON A. DYCK, A LICENSED LAND SURVEYOR IN THE STATE OF WASHINGTON, HEREBY CERTIFY THAT THE PLAT OF "CLEARWATER CREEK PHASE 12", AS SHOWN HEREON, IS BASED ON AN ACTUAL FIELD SURVEY OF THE LAND DESCRIBED, AND THAT ALL COURSES AND DISTANCES ARE CORRECTLY SHOWN, AND THAT SAID PLAT IS STAKED ON THE GROUND AS INDICATED HEREON.



INDEX

1/4	SEC	T.	R.
01	8N	28E	

AUDITOR'S CERTIFICATE

FILED FOR RECORD THIS _____ DAY OF _____, 20____ AT _____ MINUTES PAST _____, AND RECORDED IN VOLUME _____ OF PLATS PAGE _____, AT THE REQUEST OF AARON A. DYCK, P.L.S.

BENTON COUNTY AUDITOR INDEX NO. _____
DEPUTY _____ FEE NO. _____

STRATTON SURVEYING AND MAPPING MAKES NO WARRANTIES AS TO MATTERS OF UNWRITTEN TITLE, SUCH AS, ADVERSE POSSESSION, ACQUIESCENCE, ESTOPPEL, ETC.

AARON A DYCK LS38021 DATE

FINAL PLAT FOR



HAYDEN
HOMES



STRATTON SURVEYING
& MAPPING, PC

313 NORTH MORAIN ST
KENNEWICK, WA 99336
(509) 735-7364
FAX: (509) 735-6560
stratton@strattonsurvey.com

4631FP12.DWG

© 2020

DATE: 02/19/20

SHT. 1 OF 2

DRAWN BY: DCI

JOB # 4631

THE FINAL PLAT OF
CLEARWATER CREEK PHASE 12

W. 1/2 OF SEC. 01, T.8N., R.28E., W.M.,
CITY OF RICHLAND,
BENTON COUNTY, WASHINGTON

DESCRIPTION

TRACT 2
THAT PORTION OF WEST HALF OF SECTION 1, TOWNSHIP 8 NORTH, RANGE 28 EAST, BENTON COUNTY, WASHINGTON,
DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF THE NORTHWEST QUARTER OF SAID SECTION THENCE NORTH
89°47'49" WEST ALONG THE NORTHERLY LINE OF SAID SECTION 667.86 FEET; THENCE SOUTH 00°30'36" EAST 729.79
FEET; THENCE SOUTH 00°33'14" EAST 359.80 FEET TO THE TRUE POINT OF BEGINNING;

THENCE CONTINUING SOUTH 00°33'14" EAST 604.43 FEET TO THE EASTERLY LINE OF PARCEL A OF THE RECORD OF
SURVEY RECORDED IN VOLUME 1 OF SURVEYS AT PAGE 4035 RECORDS OF SAID COUNTY;
THENCE NORTH 35°34'31" WEST 225.76 FEET TO THE NORTHEAST CORNER OF SAID PARCEL;
THENCE SOUTH 54°25'29" WEST ALONG THE NORTHERLY LINE OF SAID PARCEL 800.00 FEET TO THE NORTHWEST
CORNER OF SAID PARCEL;
THENCE NORTH 35°34'31" WEST 269.24 FEET;
THENCE NORTH 54°25'31" EAST 1146.87 FEET TO THE SAID TRUE POINT OF BEGINNING.

CONTAINS 6.92 ACRES

AKA: TRACT 2 OF THE RECORD OF SURVEY RECORDED IN VOLUME 1 OF SURVEYS AT PAGE 4516.

TOGETHER WITH AND SUBJECT TO EASEMENTS, COVENANTS, RESERVATIONS, RIGHT-OF-WAYS AND RESTRICTIONS OF
RECORD AND IN VIEW.

DEDICATION

WE, THE UNDERSIGNED, HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE TRACT OF
LAND DESCRIBED HEREON AND THAT WE HAVE CAUSED SAID LAND TO BE SURVEYED
AND PLATTED INTO ONE TRACT AND THAT ALL STREETS, ROAD RIGHTS-OF-WAY,
UTILITY EASEMENTS, SHOWN HEREON ARE HEREBY DEDICATED TO THE PUBLIC AND THAT
THIS SUBDIVISION SHALL HEREAFTER BE KNOWN AND DESIGNATED BY THE NAME
CLEARWATER CREEK PHASE 12.

TAPTEAL GREENWAY, A WASHINGTON NON-PROFIT CORPORATION

SIGNED _____ TITLE _____ DATE _____

ACKNOWLEDGEMENT

STATE OF _____

COUNTY OF _____

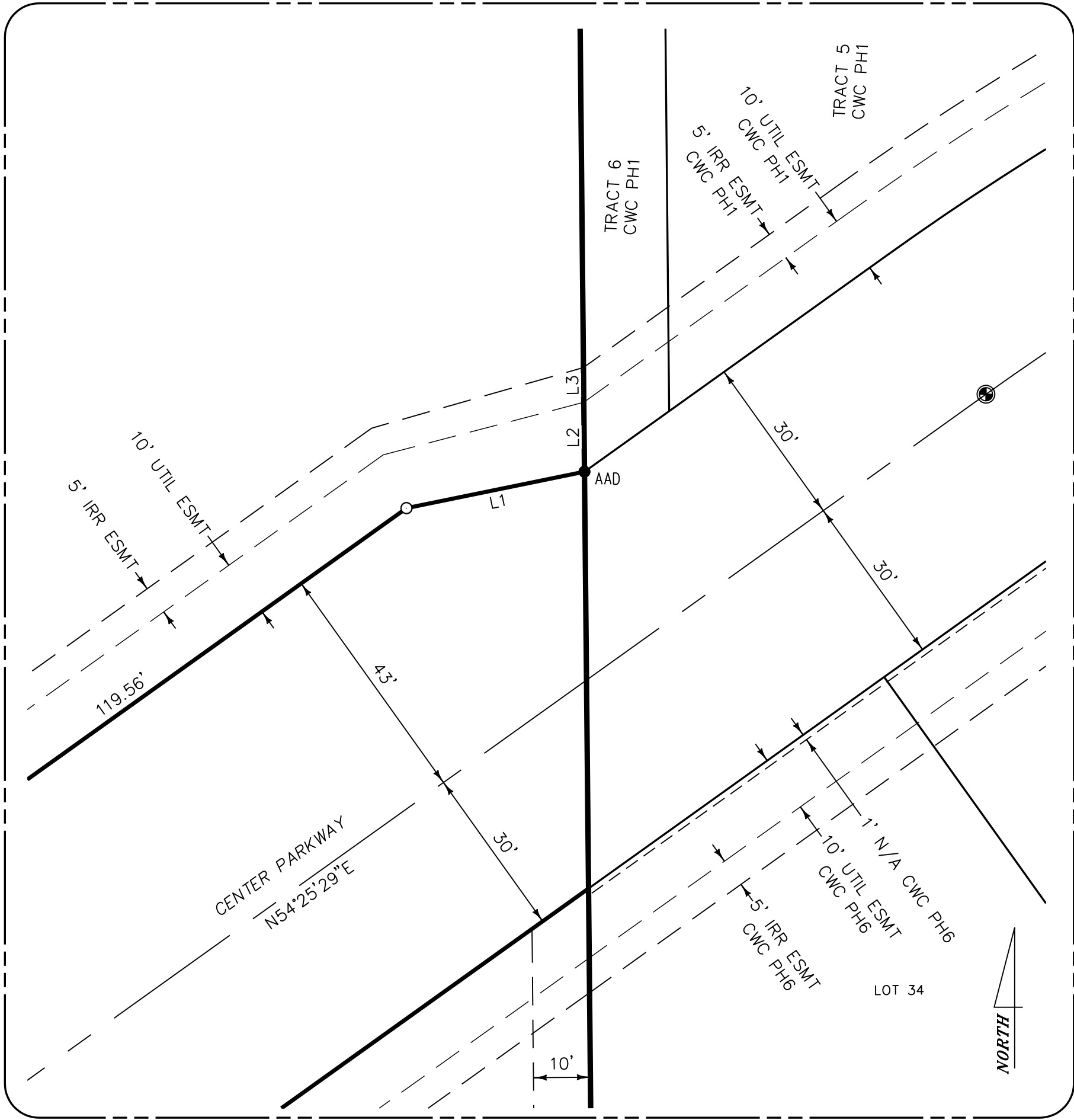
I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT _____
IS THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT HE
SIGNED THIS INSTRUMENT, ON OATH STATED THAT HE WAS AUTHORIZED TO EXECUTE THE
INSTRUMENT AND ACKNOWLEDGED IT AS THE _____
OF _____, TO BE THE FREE AND VOLUNTARY ACT OF SUCH
PARTY FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

DATED: _____

PRINTED NOTARY PUBLIC

SIGNED NOTARY PUBLIC _____ MY APPOINTMENT EXPIRES _____

NOTARY STAMP
BLACK INK ONLY

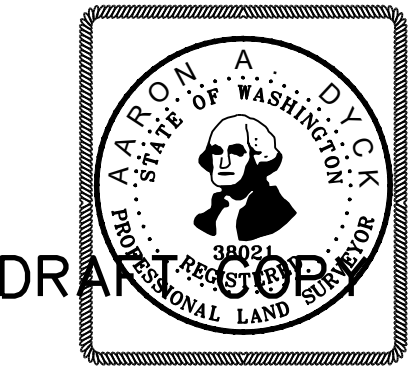


DETAIL

SCALE 1" = 20'

CITY NOTES

- ADDRESSES SHOWN IN BRACKETS ARE SUBJECT TO CHANGE BY THE CITY OF RICHLAND. ZIP CODE: 99352.
- CENTRALIZED DELIVERY UNITS (CBU/MAILBOX) TO BE INSTALLED PRIOR TO ISSUANCE OF ANY BUILDING PERMIT.
- ALL LANDSCAPED AREAS WITHIN THE PLAT THAT ARE IN THE PUBLIC RIGHT OF WAY SHALL BE THE RESPONSIBILITY OF THE HOMEOWNERS TO MAINTAIN.
- PARK FEES AS REQUIRED BY RICHLAND MUNICIPAL CODE CHAPTER 22.12 AND TRAFFIC FEES AS REQUIRED BY RICHLAND MUNICIPAL CODE 12.03 SHALL BE PAID BY THE PROPERTY OWNER PRIOR TO THE TIME THAT A FINAL BUILDING INSPECTION IS PERFORMED BY THE CITY FOR ANY HOME ON ANY LOT WITHIN THIS SUBDIVISION.
- THE PLAT OF CLEARWATER CREEK PHASE 12 LIES WITHIN THE BOUNDARY OF THE SOUTH RICHLAND COLLECTOR STREET FINANCING PLAN (RMC 12.03). AS SUCH, EACH SINGLE-FAMILY RESIDENCE PERMIT WITHIN THE PLAT SHALL THEREFORE BE SUBJECT TO THE FEES ADMINISTERED BY THE FINANCE PLAN FOR ANY PHASE SUBMITTED FOR APPROVAL.
- TRACT 1 IS RESERVED FOR OPEN SPACE AND IS OWNED BY THE TAPTEAL GREENWAY.



DRAWN BY: DCI

AUDITOR'S CERTIFICATE

FILED FOR RECORD THIS _____ DAY OF _____, 20____ AT _____ MINUTES PAST _____, M, AND RECORDED IN VOLUME _____ OF PLATS PAGE _____, AT THE REQUEST OF AARON A. DYCK, P.L.S.

BENTON COUNTY AUDITOR _____ INDEX NO. _____
DEPUTY _____ FEE NO. _____

4631FP12.DWG

© 2020

DATE: 02/19/20

SHT. 2 OF 2

DRAWN BY: DCI

JOB # 4631

FINAL PLAT FOR

HAYDEN
HOMES

STRATTON SURVEYING
& MAPPING, PC

313 NORTH MORAIN ST
KENNEWICK, WA 99336
(509) 735-7364
FAX: (509) 735-6560
stratton@strattonsurvey.com

4631FP12.DWG	© 2020
DATE: 02/19/20	SHT. 2 OF 2
DRAWN BY: DCI	JOB # 4631

EXHIBIT B

(S2013-100)

**RICHLAND PLANNING COMMISSION
TECHNICAL ADVISORY COMMITTEE REPORT (S2013-100)
APRIL 23, 2014**

APPLICANT: HAYDEN HOMES

REQUEST: PRELIMINARY PLAT APPROVAL TO SUBDIVIDE APPROXIMATELY 116.4 ACRES INTO 320 RESIDENTIAL LOTS, A 13.6 ACRE SCHOOL SITE AND 11 OPEN SPACE TRACTS (CLEARWATER CREEK).

LOCATION: SOUTH OF CLAYBELL PARK, EAST OF THE AMON PRESERVE, NORTH OF THE BN RAILROAD AND WEST OF STEPTOE STREET.

ENGINEER: PLS ENGINEERING

TECHNICAL ADVISORY COMMITTEE RECOMMENDATIONS

The Technical Advisory Committee conducted a review of the request and recommends that if the preliminary plat is approved, such approval be subject to the following conditions:

1. Prior to final plat approval, complete engineering plans indicating street design and grading, utility plans including water and sewer, electrical, street lighting, telephone, television cable, and natural gas shall be approved by the Richland Civil and Utility Engineering Division and shall be consistent with the requirements of the responsible departments or companies.
2. Secondary emergency vehicle access shall be provided in accordance with City standards and in a location approved by the City Fire Marshal at the time that the first phase of the Clearwater Creek subdivision is constructed.
3. The street names and addresses shall be finalized at time of final plat submittal and review. Street naming and addressing shall be in conformance to RMC Chapter 12.01. The following note shall be placed on the final plat(s): **"Address numbers [noted in brackets] are subject to change by the City of Richland at time of building permit issuance."**
4. Portions of the plat are subject to the City's wild land fire protection requirements. To ensure that future lot buyers are properly informed of the specific wild land fire requirements, the following note shall be placed on the final plat: *"All lots within the plat that abut the Amon Wasteway or the Amon Preserve are subject to the City's Wild Land Fire Protection requirements as delineated in Richland Municipal Code Section 21.01.030 or as they may be modified in the future. All structures built on these lots must be developed with noncombustible siding, soffit, and skirting on*

the side adjacent to the wild-land area. Decks or porches 36 inches or less in height shall have skirting. Skirting shall be sufficiently constructed so as not to allow the accumulation of combustible material under the deck or porch. The area under the deck or porch shall not be used for storage."

5. The requirements for a specific trail plan and the maintenance of the trail system area addressed in conditions 18 and 21 of the MDNS for the project (File #EA4-14). Trail design shall conform with the comments of the Department of Ecology correspondence dated 3/20/14, with trails located outside of vegetated buffers as much as possible. If trails are not permitted within the Amon Wasteway by the Kennewick Irrigation District (per their comments of 3/20/14) then, trail easements shall be provided along the rear property boundaries of lots adjacent to the Amon Wasteway within Phases 1, 5 and 6 of the project. Locations where the trail crosses the public street shall be subject to review and approval of the City and shall be aligned with street intersections to the greatest degree practicable.
6. The applicant shall comply with all mitigation conditions identified in the Mitigated Determination of Non-Significance (EA#04-14) dated March 4, 2014 and the Addendum, dated April 18, 2014.
7. Prior to final platting of phases 8, 10, 11,12 the platting of the 200th single family lot or the permitting of the proposed school Hayden Homes will cooperate with the City of Richland in completing an alignment study for the future extension of Rachel Road to the west. The results of this study may require the applicants to reconfigure the lots and streets in one or more of those phases.
7. Preliminary plat approval is subject to compliance with the conditions of approval set forth in the attached memorandum from the Civil and Utility Engineering Division dated March 20, 2014.
8. Preliminary plat approval is subject to compliance with the requirements legally established by the Bonneville Power Administration, the Kennewick Irrigation District, the Washington State Department of Ecology and the Washington State Department of Fish and Wildlife.

**CITY OF RICHLAND
PUBLIC WORKS ENGINEERING
DEVELOPMENT COMMENTS**

DATE: March 20, 2014

TO: RICK SIMON, DEVELOPMENT SERVICES MANAGER

PLAT REVIEW BY: JASON REATHAFORD, ENGINEERING TECH 4
PETE ROGALSKY, PUBLIC WORKS DIRECTOR
JEFF PETERS, TRANSPORTATION ENGINEER

PROJECT NAME: CLEARWATER CREEK (S2013-100)

PROJECT LOCATION: WEST OF STEPTOE, SOUTH OF THE HIEGHTS AT MEADOW SPRINGS AND
CLAYBELL PARK.

The Public Works Engineering Department has reviewed the preliminary plat received in this office on March 5, 2014, for the above referenced property and has the following conditions.

General Conditions:

1. All final plans for public improvements shall be submitted prior to pre-con on a 24" x 36" hardcopy format and also electronically in .dwg format compatible with the City's standard CAD software. Addendums are not allowed, all information shall be supplied in the specified 24 x 36 (and electronic) format. When construction of the infrastructure has been substantially completed, the applicant shall provide 3 mil mylar and electronic record drawings to the City. The electronic as-built record drawings shall be submitted in a AutoCAD format compatible with the City's standard CAD software. Electronic copies of the construction plans are required prior to the pre-con meeting, along with the multiple sets of paper drawings. The mylar record drawings (including street lights) shall be submitted and approved by the City before the final punchlist inspection will be performed. All final punchlist items shall be completed or financially guaranteed prior to recording of the final plat.
2. Any and all necessary permits that may be required by jurisdictional entities outside of the City of Richland shall be the responsibility of the developer to obtain prior to approval of construction plans.
3. A copy of the construction drawings shall be submitted for review to the appropriate jurisdictions by the developer and his engineer. All required comments / conditions from all appropriate reviewing jurisdictions (e.g.: Benton County, any appropriate irrigation districts, other utilities, etc.) shall be incorporated into one comprehensive set of drawings and resubmitted (if necessary) for final permit review and issuance.
4. Any work within the public right-of-way or easements or involving public infrastructure will require the applicant to obtain a right-of-way permit prior to construction. A plan review and inspection fee in the amount equal to 5% of the construction costs of the work within the right-of-way or easement will be collected at the time the permit is issued. A stamped, itemized Engineers estimate (Opinion of probable cost) and a copy of the material submittals shall be submitted along with the final plan submittal.
5. When the construction is substantially complete a paper set of "record drawings" shall be prepared by a licensed surveyor and include all changes and deviations. Please reference the Public Works document "RECORD DRAWING REQUIREMENTS & PROCEDURES" for a complete description of the record drawing process. After approval by the City of the paper copy, a mylar copy of the record

drawings shall be submitted along with a CAD copy of them. The electronic as-built record drawings shall be submitted in a AutoCAD format compatible with the City's standard CAD software. All final punchlist items shall be completed or financially guaranteed prior to recording of the final plat.

6. Public utility infrastructure located on private property will require recording of a City standard form easement prior to acceptance of the infrastructure and release of the final plat. The City requires preparation of the easement legal description by the developer two weeks prior to the scheduled date of acceptance. Once received, the City will prepare the easement document and provide it to the developer. The developer shall record the easement at the Benton County Assessor and return a recorded original document to the City prior to application for acceptance.
7. A pre-construction conference will be required prior to the start of any work within the public right-of-way or easement. Contact the Civil and Environmental Engineering Division at 942-7500 to schedule a pre-construction conference.
8. Site plan drawings which involve the construction of public infrastructure shall be drawn on a standard 24" x 36" drawing format to a scale which shall not be less than 1"= 40'.
9. All plan sheets involving construction of public infrastructure shall have the stamp of a current Washington State licensed professional engineer.
10. All construction plan sheets shall include the note "CALL TWO WORKING DAYS BEFORE YOU DIG 1-800-424-5555 (or "811")." Or: <http://www.call811.com/>
11. A copy of the preliminary plat shall be supplied to the Post Office and all locations of future mailbox clusters approved prior to final platting.

Design Standards:

12. Public improvement design shall follow the following general format:
 - A. Sanitary sewer shall be aligned on the north and west side of street centerlines.
 - B. Storm sewer shall be aligned on the south and east side of street centerlines.
 - C. Any sewer or storm manholes that are installed outside of public Right of Way shall have an acceptable 12-foot wide gravel access road (minimum) provided from a public street for maintenance vehicles.
 - D. 10-foot horizontal spacing shall be maintained between domestic water and sanitary sewer mainlines and service lines.
 - E. Water lines shall be aligned on the south and east side of street centerlines.
 - F. Watermains larger than 8-inches in diameter shall be ductile iron.
 - G. Watermains installed outside of the City Right of Way or in very rocky native material, shall be ductile iron and may need restrained joints.
 - H. All watermains outside areas zoned R1 shall be ductile iron.
 - I. Fire hydrant location shall be reviewed and approved by the City Fire Marshal.
 - J. Sewer mains over 15-feet deep shall be constructed out of SDR26 PVC, C900 PVC or ductile iron. The entire main from manhole to manhole shall be the same material. Private sewer service lines over 15-feet deep shall also be constructed of the same material, then transition to regular sewer piping above 15-feet.
 - K. Valves and manholes installed on private property shall be placed so as to avoid parked cars whenever feasible.
 - L. All utilities shall be extended to the adjacent property (properties) at the time of construction.
 - M. The minimum centerline finish grade shall be no less than 0.30 % and the maximum centerline finish grade shall be no more than 10.0 % for local streets.
 - N. The minimum centerline radius for all local streets shall be no less than 100-feet.

- O. Any filling of low areas that may be required within the public Right of Way shall be compacted to City standards.
 - P. A overall, composite utility plan shall be included in the submitted plan set if the project is phased. This comprehensive utility plan benefits all departments and maintenance groups involved in the review and inspection of the project.
 - Q. A detailed grading plan shall be included in the submitted plan set.
 - R. For public utilities not located within public street rights-of-way the applicant shall provide maintenance access acceptable to the City and the applicant shall provide an exclusive 10-foot wide public utility easement (minimum) to be conveyed to the City of Richland.
 - S. Final design of the public improvements shall be approved at the time of the City's issuance of a Right-of-way Construction Permit for the proposed construction.
 - T. All public improvements shall comply with the State of Washington and City of Richland requirements, standards and codes.
 - U. All cul-de-sacs shall have a minimum radius of 45-feet to the face of curb to allow for adequate turning radius of fire trucks and solid waste collection vehicles.
 - V. Curb returns at minor intersections shall have a minimum radius of 25-feet. Curb returns at major intersections should have minimum radius of 30-feet but should be evaluated on a case by case basis.
 - W. All public streets shall meet design requirements for sight distance (horizontal, vertical and intersectional).
 - X. All driveways for commercial projects shall construct City standard commercial driveways. Radius-style driveways are not allowed.
 - Y. The final engineered construction plans shall identify locations for irrigation system, street lighting, gas service, power lines, telephone lines, cable television lines, street trees and mail boxes. All electrical appurtenances such as transformers, vaults, conduit routes, and street lights (including their circuit) need to be shown in the plan view.
 - Z. Construction plans shall provide or reference all standard drawings or special details that will be necessary to construct all public improvements which will be owned, operated, maintained by the City or used by the general public (Commercial Driveway, Curb, Gutter, Sidewalk, Water, Sewer, Storm, Street and Street lighting etc.).
 - AA. The contractor shall be responsible for any and all public infrastructure construction deficiencies for a period of one year from the date of the letter of acceptance by the City of Richland.
13. If the project will be built in phases the applicant shall submit a master plan for the sanitary sewer, domestic water, storm drainage, electrical, street lighting and irrigation system for the entire project prior to submitting plans for the first phase to assure constructability of the entire project. This includes the location and size of any storm retention ponds that may be required to handle runoff.
14. If the City Fire Marshal requires a secondary emergency vehicle access, it shall be included in the construction plan set and be designed to the following standards:
- A. 2-inches compacted gravel, minimum (temp. SEVA only).
 - B. 2% cross-slope, maximum.
 - C. 5% slope, maximum. Any access road steeper than 5% shall be paved or be approved by the Fire Marshal.
 - D. Be 20-feet in width.
 - E. Have radii that are accommodating with those needed for City Fire apparatus.

Secondary emergency vehicles accesses (SEVA's) shall be 20-feet wide, as noted. Longer secondary accesses can be built to 12-feet wide with the approval of the City of Richland Fire Marshal, however turn-outs are required at a spacing acceptable to the Fire Dept. Temporary SEVA's shall be constructed with 2-inches of compacted gravel, at a minimum. Permanent SEVA's shall be paved with 2-inches of asphalt over 4-inches of gravel, at a minimum.

15. SURVEY MONUMENT DESTRUCTION:

All permanent survey monuments existing on the project site shall be protected. If any monuments are destroyed by the proposed construction, the applicant shall retain a professional land surveyor to replace the monuments and file a copy of the record survey with the City.

- A. No survey monument shall be removed or destroyed (*the physical disturbance or covering of a monument such that the survey point is no longer visible or readily accessible*) before a permit is obtained from the Department of Natural Resources (DNR). WAC 332-120-030(2) states "It shall be the responsibility of the governmental agency or others performing construction work or other activity (including road or street resurfacing projects) to adequately search the records and the physical area of the proposed construction work or other activity for the purpose of locating and referencing any known or existing survey monuments." (RCW 58.09.130).
- B. Any person, corporation, association, department, or subdivision of the state, county or municipality responsible for an activity that may cause a survey monument to be removed or destroyed shall be responsible for ensuring that the original survey point is perpetuated. (WAC 332-120-030(2)).
- C. Survey monuments are those monuments marking local control points, geodetic control points, and land boundary survey corners. (WAC 332-120-030(3)).

When a monument must be removed during an activity that might disturb or destroy it, a licensed Engineer or Land Surveyor must complete, sign, seal and file a permit with the DNR.

It shall be the responsibility of the designing Engineer to identify the affected monuments on the project plans and include a construction note directing them to the DNR permit.

Traffic & Streets:

- 16. The "Clearwater Creek" preliminary plat lies within the boundary of the South Richland traffic impact fee program (RMC 12.03). This plat shall therefore be subject to the fees administered by the program for any phase submitted for approval. Since this property is included within the program, it is exempt from the SEPA-related traffic study requirement (TIA). The developer of this proposed project shall receive "credits" for construction of Rachel Road and portions of Bellerive Drive as allowed under RMC 12.03, and as detailed in comment #17.
- 17. A note will be shown on the face of the final plat stating that Rachel Road and Bellerive Drive are classified as "Arterial Collector" streets. Subsequently, no driveways accessing single family lots will be allowed onto Rachel Road. Because of the topography and limited options for the property on the east side of Bellerive Drive, driveways will be allowed for lots 30-34, 49-53, and 45 & 46 only. The east half of this portion of Bellerive Drive will not be eligible for credit from the South Richland traffic impact fee program. The proposed access points onto Bellerive Drive are acceptable for this project, but any changes to said driveways will be subject to approval by the City Engineer.
- 18. Commercial/Retail access to Rachel Road shall be limited. Access points shall be no closer than 300-feet from the intersection with Steptoe Street. A traffic study shall be conducted by the developer to determine the lane configuration of Rachel Road from Meadows Drive South to Steptoe Street prior to permit approval for the first building project in "phase 16".
- 19. The following comments apply towards the construction timing of the street network within the Clearwater Creek preliminary plat:
 - A. The entire Rachel Road corridor shall be dedicated to the City as public Right-of-Way from Steptoe Street to the western boundary of the preliminary plat prior to or concurrent with approval of the phase 1 final plat, or the first commercial site plan approval, whichever is

submitted first. As an alternative to the public right of way dedication the developer can transfer the future Rachel right of way corridor to the City using an insured warranty deed.

- B. Rachel Road shall be constructed from Bellerive Drive to its connection with Steptoe Street in conjunction with the project that constructs the 100th single family lot. It shall be constructed and accepted prior to final platting of that phase.
 - C. Rachel Road shall be constructed from Steptoe Street to the west property boundary of the preliminary plat in conjunction with the project that constructs the 200th single family lot. It shall be constructed and accepted prior to final platting of that phase. That portion of Rachel Road adjoining Tracts I, J and K shall be constructed to a Rural standard, with two travel lanes, gravel shoulders and a separated asphalt path on one side of the road.
 - D. Rachel Road shall be constructed from Steptoe Street to the west property boundary of the preliminary plat prior to the completion and acceptance of any school construction project.
 - E. Rachel Road shall be constructed from Steptoe Street to Meadows Drive South in its entirety, including all frontage improvements, in conjunction with the first commercial development within "Phase 16". Rachel shall be constructed and accepted prior to final acceptance of said commercial project.
 - F. If the results of the future study conducted by the City result in an alignment for Rachel Road that does not involve use of the right-of-way of adjoining Tracts I, J and K, then no improvement to this segment of right-of-way shall be required and said right-of-way shall be vacated. New right-of-way shall then be required and said right-of-way shall be vacated. New right-of-way shall then be established and dedicated for the chosen alignment
 - G. Meadows Drive South shall be constructed in its entirety (including all frontage improvements) in conjunction with the first commercial development in phase 16 north of Rachel Road, or as part of phase 15. Meadows Drive South shall be constructed and accepted prior to final acceptance of either project.
20. If any section of either one of the collector streets noted above is required to be constructed as an "off-site" project, then it shall be constructed to the City's rural street standard. The frontage of said road shall be completed to City standards at the time that the phase which constructs the lots adjacent to it is developed. The portion of Rachel Road that is within the Amon wasteway (Tracts C & D) is an exception and shall be constructed in its entirety, including all frontage improvements, when built.
21. Portions of Rachel Road and Meadows Drive South are shown straddling the Amon wasteway property line. Written permission and/or permits from the governing agency shall be obtained prior to permitting and construction of these streets. The entire Right-of-Way corridor for these sections of roadway shall be dedicated to the City as ROW prior to acceptance of the project that constructed it. Alternatively the ROW's could be moved off of the Amon wasteway property to the greatest extent possible. See comment #2 above.
22. The note on sheet 1 concerning pedestrian facilities shall be amended as follows; "The 6-foot wide sidewalks installed in the open space tracts shall be maintained by the Clearwater Creek HOA".
23. The short road stubs numbered 1 – 4 in phases 13 and 14 do not meet City standards for public streets. These roads shall be private driveways that intersect Rachel Road via a City standard commercial driveway drop (no radius-style driveways allowed).

24. The proposed road medians shown on the pre-plat are not city-standard, and therefore shall be subject to review and approval by Public Works and by the Fire Dep't. Additional pavement width may be required on either side of the medians.
25. Sidewalks shall be installed along all public Right of Way frontages that building lots do not front on during construction of those phases (e.g., storm drainage ponds, tracts, parks, etc.).
26. The minimum centerline radius for all local streets shall be no less than 100-feet.
27. All proposed public Right of Ways that are narrower than 54-feet (streets narrower than 34-feet) shall have parking restricted, as per City standards. Street signs indicating restricted parking shall be installed prior to final platting at the developers expense. The restricted parking areas shall be indicated on the final plats. Any private roads narrower than 34-feet shall have parking restricted on one side, and any roads 28-feet or narrower shall have parking restricted on both sides. Street signs indicating restricted parking shall be installed prior to final platting at the developers expense.
28. All private roads & driveways shall be constructed to provide for adequate fire truck & solid waste collection truck access & turnaround movements.
29. If the project is to be constructed in phases, all dead-end streets longer than 150-feet that will be continued later need to have temporary turn-arounds built at the end of them. The radius of these turn-arounds shall be 45-feet minimum, and shall be constructed of 2-inches of compacted top course gravel for slopes less than 5%, or of 2-inches of asphalt atop 2-inches of gravel for slopes greater than 5%. If the temporary turn around is not located within the final plat an easement with a 50-foot radius will be required.

Domestic Water:

30. The proposed preliminary plat is located mostly within the Tapteal 1 water pressure zone. The closest Tapteal 1 watermain is located in Meadows Drive South and Bellerive Drive to the north, and Steptoe street to the east. Build-out of this preliminary plat will require connection to all three of these existing water mains. These water main connections & extensions will be required to coincide with road construction. There is a portion of the preliminary plat that is above the Tapteal 1 pressure zone and is in Tapteal 2. The closest Tapteal 2 watermain is in Leslie Road to the west. It shall be the responsibility of the developer to extend a watermain to this property to serve domestic water at the time of plat construction. The minimum allowable water pressure as measured at the City water meter is 40 psi.
31. Domestic water shall be extended to the adjoining properties adjacent to the plat.
32. The developer will be required to demonstrate that all phases are capable of delivering adequate fire flows prior to construction plans being accepted for review. This may require looping of the watermain from off-site locations, or oversizing of the main where needed.
33. The fire hydrant layout shall be approved by the City Fire Marshal.

Irrigation Water:

34. The City has designated the Willowbrook Well as a non-potable irrigation source for this area, and has developed and adopted an irrigation master plan for its service area. The developer of Clearwater Creek shall design an irrigation water distribution system to conform to the City's irrigation master plan. Easements shall be provided on the final plat for this system where needed.

35. The developer of a previous, nearby project invested in modifications to the Willowbrook Well to activate it for irrigation use. The developer of Clearwater Creek shall comply with the conditions and responsibilities of a latecomer agreement for this system as approved by City Council.
36. The City's irrigation master plan is based on irrigation use and delivery rates that are supported solely by the Willowbrook Well. Any large irrigated spaces shall be designed to conform to the water delivery limits of the City's master plan. Portions of this development may impose instantaneous irrigation demands beyond the capacity of the Willowbrook Well. The developer shall be responsible for designing and constructing such system features as needed to match use rates to the Willowbrook Well's capacity. This may include storage and pumping facilities.

Sanitary Sewer:

37. The closest sanitary sewer available for this development is located in Meadows Drive South and Bellerive Drive to the north. It shall be the responsibility of the developer to extend a sewer main to this property to serve sanitary sewer at the time of plat construction.
38. A 10-foot wide exclusive sanitary sewer easement shall be provided for any sewer main that is outside of the public Right-of-Way. If any manholes are located outside of the public Right-of-Way, maintenance truck access to said structure may be required.
39. Sanitary sewer mains shall be extended to the adjoining properties adjacent to the plat.

Ground Water:

40. Groundwater may be present on this site. Given the amount of groundwater encountered in this area (in both developed and undeveloped areas), the possibility of an underdrain system being required exists. Please have test pits and/or bore-holes dug by a geotech engineer, and an evaluation from said engineer prior to permitting. If an underdrain system is not required, the geohydrology report needs to state so. The requested report also needs to address any potential groundwater impacts to existing properties downslope of the proposed preliminary plat. Also, if groundwater is encountered within 5-feet of finished grade during plat construction, an underdrain system will be required.

Storm Water:

41. This project will require coverage under the Washington State General NPDES Permit for Construction projects. The Developer shall be responsible for compliance with the permit conditions. The City has adopted revised standards affecting the construction of new stormwater facilities in order to comply with conditions of its NPDES General Stormwater Permit program. This project, and each phase thereof, shall comply with the requirements of the City's stormwater program in place at the time each phase is engineered. The project will require detailed erosion control plans.
42. All storm drainage systems shall be designed following the core elements defined in the latest edition of the Stormwater Management Manual for Eastern Washington. The Hydrologic Analysis and Design shall be completed based on the following criteria: Washington, Region 2, Benton County; SCS Type 1A – 24 Hour storm for storm volume. The applicant's design shall provide runoff protection to downstream property owners.
43. The flow-rate of the public storm drainage system shall be designed using the 2-Year, 3-Hour short duration Eastern Washington storm for pipe and inlet sizing using SCS or Santa Barbara method; no modifying or adding time of concentration; no surcharge allowed. Calculations shall be stamped by a registered professional engineer and shall include a profile of the system

showing the hydraulic grade line. The calculations should include a 50-foot wide strip behind each right of way line to represent drainage from private property into the City system. Of that area, 50% shall be considered pervious and 50% impervious. Calculations shall include a profile for the design showing the hydraulic grade line for the system. Passing the storm downhill to an existing system will require a downstream storm system capable of accepting the water without being overwhelmed.

44. All construction projects that don't meet the exemption requirements outlined in Richland Municipal Code, Section 16.06 shall comply with the requirements of the Washington State Department of Ecology issued Eastern Washington NPDES Phase II Municipal Stormwater Permit. All construction activities subject to this title shall be required to comply with the standards and requirements set forth in the Stormwater Management Manual for Eastern Washington (SWMMEW) and prepare a Stormwater Site Plan. In addition a Stormwater Pollution Prevention Plan (SWPPP) or submission of a completed erosivity waiver certification is required at the time of plan submittal.
45. If any existing storm drainage or ground water seepage drains onto the proposed site, said storm drainage shall be considered an existing condition, and it shall be the responsibility of the property developer to design a system to contain or treat and release the off-site storm drainage.
46. If there are any natural drainage ways across the proposed pre-plat, the engineered construction plans shall address it in accordance with Richland Municipal code 24.16.170 ("Easements-watercourses").
47. Prior to or concurrent with the submittal of the first phase the developer shall provide a Geotechnical report including the percolation rate of the soils in the area of any storm retention ponds. If the project constructs a storm retention pond then the engineer will need to demonstrate that the pond will drain itself within 24 hours after the end of a storm event, and not have standing water in it longer than that. Engineering solutions are available for retention ponds that do not perk within 24 hours.
48. Any discharge of storm water into the Amon wasteway will have to be permitted by any or all agencies with jurisdiction over it. These agencies may include (but not be limited to); Kennewick Irrigation District, Bureau of Reclamation, National Marine Fisheries Service, U.S. Fish and Wildlife, State of Washington Dept. of Fish and Wildlife, Department of Ecology, and Army Corps of Engineers. The amount of post-development storm runoff from the proposed site shall not exceed the amount of pre-development runoff.
49. If the storm drain pond slopes are greater than 25% or deeper than 4-feet, then a 6-foot fence will be required around the perimeter of the pond with a minimum 12-foot wide gate for maintenance vehicles. A maintenance road from the public Right of Way to the bottom of the pond is also needed (2-inches of compacted gravel, minimum). The City's maintenance of the pond in the future will consist of trimming weeds to maintain compliance with fire and nuisance codes, and maintaining the pond for functionality.
50. The developer shall be responsible for landscaping the storm pond and for its maintenance through the one-year infrastructure warranty period. At a minimum the landscaping plan should be consistent with the City's intended maintenance standard as described above. If the developer wishes for the pond to be landscaped and visually appealing, then the homeowners association should be considered for maintenance responsibilities. This will require an irrigation meter and sprinkler system (including a power source), and responsibility for maintaining the landscaping.
51. The developer of record shall maintain the public storm drainage system for one year from the date of final acceptance by The City of Richland (as determined by the issuance of the "Letter of Final

Acceptance"). Said developer shall also thoroughly clean the entire system, including structures, pipelines and basins prior to the City warranty inspection, conducted 11 months after the Letter of Final Acceptance.

Solid Waste:

52. Due to limited turnaround space, the lots in phases 13 & 14 and the single family lots that are accessed off of the private driveways may have to transport their garbage cans to a location acceptable for solid waste pick-up.

Final Platting / Project Acceptance Requirements:

53. When the construction is substantially complete a paper set of "record drawings" shall be prepared by a licensed surveyor and include all changes and deviations. Please reference the Public Works document "RECORD DRAWING REQUIREMENTS & PROCEDURES" for a complete description of the record drawing process. After approval by the City of the paper copy, a mylar copy of the record drawings shall be submitted along with a CAD copy of them. The electronic as-built record drawings shall be submitted in a AutoCAD format compatible with the City's standard CAD software. All final punchlist items shall be completed or financially guaranteed prior to recording of the final plat.
54. Public utility infrastructure located on private property will require recording of a City standard form easement prior to acceptance of the infrastructure and release of a certificate of occupancy. The City requires preparation of the easement legal description by the developer two weeks prior to the scheduled date of occupancy. Once received, the City will prepare the easement document and provide it to the developer. The developer shall record the easement at the Benton County Assessor and return a recorded original document to the City prior to application for final occupancy.
55. Any off-site easements or permits necessary for this project shall be obtained and secured by the applicant and supplied to the City at the time of plat construction and prior to final plat acceptance by the City.
56. Ten-foot wide public utility easements will be required on the final plat along both sides of all Right-of-Ways within the proposed plat.
57. The final plat shall include notes identifying all common areas including the private streets and tracts and acknowledging the ownership and maintenance responsibility by the homeowners association. A note shall be added to the face of the final plat that states: "*The private roads are for the use and benefit of the homeowners that abut said roads, and are to be maintained by said owners. The City of Richland accepts no maintenance responsibility for said roads*".
58. A note shall be added to the face of the plat that states: "*The private drives within this plat are fire lanes and parking is restricted. The required no-parking signs shall be installed by the developer where applicable.*" Any private roads narrower than 34-feet shall have parking restricted on one side, and any roads 28-feet or narrower shall have parking restricted on both sides. Street signs indicating restricted parking shall be installed prior to final platting at the developers expense. The restricted parking areas shall be indicated on the final plats.
59. All landscaped areas within the plat that are in the public Right of Way shall be the responsibility of the property owners to maintain.
60. A one-foot "No access / screening easement" will be required along the Rachel Road Right of Way, and also portions of the Bellerive Drive Right of Way.

61. The intended use and ownership of all tracts within the plat shall be noted on the final plat.
62. Property with an unpaid L.I.D. assessment towards it must be paid in full or segregated per Richland Municipal Code 3.12.095.
63. Any restricted parking areas shall be indicated on the final plats.

Community
Map

Item: Final Plat - Clearwater Creek Phase 12
Applicant: Hayden Homes
File #: FP2020-103





COUNCIL AGENDA ITEM COVERSHEET

Council Date: 4/7/2020

Agenda Category: Expenditures - Approval

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

Subject:

Expenditures from March 9, 2020 - March 27, 2020 for \$21,711,638.12 including Check Nos. 277496-278159, Travel Check Nos. 19922-19923, Wire Nos. 8052-8078, Payroll Check Nos. 162778-163317, and Payroll Wire/ACH Nos. 11425-11441.

Department:

Administrative Services

Ordinance/Resolution Number:

Document Type:

Expenditures

Recommended Motion:

Approve the expenditures from March 9, 2020 to March 27, 2020 in the amount of \$21,711,638.12.

Summary:

Breakdown of Expenditures:

Check Nos.	277496-278159	3,070,882.85
Travel Check Nos.	19922-19923	0.00
Wire Nos.	8052-8078	16,127,237.23
Payroll Check Nos.	162778-163317	1,127,804.47
Payroll Wires/ACH	11425-11441	1,385,713.57
TOTAL		\$21,711,638.12

Fiscal Impact:

Total Disbursements: \$21,711,638.12

Attachments:

1. Summary-Breakdown of Expenditures
2. Check & Travel Check Nos
3. Wire Nos
4. Payroll Checks
5. Payroll Wire and ACH Nos.

Summary - Breakdown of Expenditures - 3/9/2020 - 3/27/2020

AP-EXP-SUMMARY-001

Expenditure Breakdown Summary

	START CHECK	END CHECK	CHECK COUNT	CHECK TOTALS	VOID AMT
Travel Check Nos.	19922	19923	2	\$0.00	\$473.45
AP Check Nos.	277496	278159	664	\$3,070,882.85	\$7,866.43
AP Wire Nos.	8052	8078	8	\$16,127,237.23	\$0.00
Payroll Wire/ACH Nos.	11425	11441	17	\$1,385,713.57	\$0.00
Payroll Check Nos.	162778	163317	532	\$1,127,804.47	\$0.00

No Pension Checks

\$21,711,638.12

AP (Non-Payroll) Check Processing Log - MUNIS 3/9/2020 - 3/27/2020

CHECK DATE	CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
03/11/2020	03/11/2020	19922	VOID	30293	AMUNDSON, JON	\$0.00	354.45	031120AT	VOID AFTER UPDATE 03/12/2020
	03/11/2020	19923	VOID	30496	ROGERS, JENNIFER	\$0.00	119	031120AT	VOID AFTER UPDATE 03/16/2020
	03/11/2020	277496	P	10439	PYC LLC	\$100.74	0	0311201	UNIFORM LAUNDRY SERVICE
	03/11/2020	277497	P	10838	GRIGG ENTERPRISES INC	\$642.72	0	0311201	BAR & CHAIN OIL AND TRUFUEL FO
	03/11/2020	277498	P	10705	AMERICAN ROCK PRODUCTS INC	\$3,534.22	0	0311201	ROCK - 5/8 TOP COURSE TL200006
	03/11/2020	277499	P	10995	AUS WEST LOCKBOX	\$583.02	0	0311201	LINEN CHARGE FOR FEBRUARY
	03/11/2020	277500	P	10670	ARROW CONSTRUCTION SUPPLY INC	\$117.26	0	0311201	9"X25' DEGRADABLE WAFFLES
	03/11/2020	277501	P	11079	AUTOZONE STORES LLC	\$535.65	0	0311201	TRANS FLUID VEH#2399 WI#57454
	03/11/2020	277502	P	10367	BANK OF AMERICA	\$2,311.35	0	0311201	BANK ANALYSIS FEES FEB 2020
	03/11/2020	277503	P	31037	BARRAN LIEBMAN LLP	\$454.99	0	0311201	LIBRARY INVESTIGATION
	03/11/2020	277504	P	10518	BEAVER BARK & ROCK	\$792.72	0	0311201	JASON LEE - PLAYGROUND SURFACE
	03/11/2020	277505	P	11076	BELL BROWN & RIO PLLC	\$23,996.58	0	0311201	PROSECUTION SERVICES-MARCH 202
	03/11/2020	277506	P	10207	BENTON COUNTY AUDITOR	\$21.00	0	0311201	BENTON COUNTY IMAGES
	03/11/2020	277507	P	10009	BENTON COUNTY TREASURER	\$736.76	0	0311201	CRIME VICTIMS BCDC FEB 20
	03/11/2020	277508	P	10008	BENTON PUD	\$674.75	0	0311201	BADGER/SILLUSI UTILITIES 01/26
	03/11/2020	277509	P	11455	BI STATE OCCUPATIONAL SAFETY & HEALTH	\$60.00	0	0311201	PRE-EMP. DOT DRUG/ALCOHOL TEST
	03/11/2020	277510	P	31161	SUSAN BOLSTAD	\$1,000.00	0	0311201	DEATH BENEFIT-POLICE PENSION
	03/11/2020	277511	VOID	11272	BOYD'S TREE SERVICE LLC	\$0.00	7866.43	0311201	VOID AFTER UPDATE 03/24/2020
	03/11/2020	277512	P	30506	BREWER, STEVE	\$61.00	0	0311201	20-064 BREWER EWSG MTG SPOKANE
	03/11/2020	277513	P	12499	VARSITY BRANDS HOLDING CO., INC	\$441.56	0	0311201	CLAYBELL - REPLACEMENT NETS
	03/11/2020	277514	P	12320	BUILDERS FIRSTSOURCE, INC	\$126.58	0	0311201	BAL DUE INV 1267656 SIDING & L
	03/11/2020	277515	P	12229	CANON FINANCIAL SERVICES, INC	\$410.31	0	0311201	CANNON GRAPHICS EQUIPMENT SN:X
	03/11/2020	277516	P	10240	CENTRAL HOSE & FITTINGS INC	\$394.78	0	0311201	HOSE ASSEMBLY VEH#3306 WO#57
	03/11/2020	277517	P	30116	CHRISTENSEN, INC.	\$448.73	0	0311201	SHELL GADUS S3 V460XD
	03/11/2020	277518	P	10261	CITY OF RICHLAND	\$1,019.67	0	0311201	LANDFILL ACCOUNT 27
	03/11/2020	277519	P	10261	CITY OF RICHLAND	\$546.48	0	0311201	20-057 LETTRICK ST AC MTG TRAV
	03/11/2020	277520	P	10261	CITY OF RICHLAND	\$8,079.64	0	0311201	613 MEADOWS DR E - WINDOW REBA
	03/11/2020	277521	P	10429	CODE PUBLISHING INC	\$162.39	0	0311201	MUNICIPAL CODE - WEB UPDATE
	03/11/2020	277522	P	10190	COLUMBIA ELECTRIC SUPPLY	\$86.74	0	0311201	COMMUNICATION CBL SCADA
	03/11/2020	277523	P	10135	CI SUPPORT LLC	\$42.63	0	0311201	ON SITE SHREDDING WO#0165453 2
	03/11/2020	277524	P	11205	CONCRETE SPECIAL TIES INC	\$128.14	0	0311201	CANVAS BLANKET HAND GROOVER W/
	03/11/2020	277525	P	10034	CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	\$446.61	0	0311201	SHOPS - LIGHTS
	03/11/2020	277526	P	11842	CONTINENTAL DOOR CO, LLC	\$5,283.40	0	0311201	SHOPS 200 - ROLL UP DOOR - BUT
	03/11/2020	277527	P	11526	CORWIN OF PASCO LLC	\$1,607.96	0	0311201	SCREWS VEH#2485 WO#56727
	03/11/2020	277528	P	30166	CUMMINS NORTHWEST LLC	\$374.32	0	0311201	INJECTOR VEH#3321 WO#57380
	03/11/2020	277529	P	10756	DELL COMPUTER CORPORATION	\$22,050.85	0	0311201	DELL STORAGE MD1400
	03/11/2020	277530	P	10453	DELTA HEATING & COOLING INC	\$500.00	0	0311201	178 WILDWOOD - HP REBATE
	03/11/2020	277531	P	11394	DEVRIES BUSINESS RECORDS MANAGEMENT INC	\$30.00	0	0311201	SHREDDING SERVICES - 02/20/202
	03/11/2020	277532	P	30189	DIXON, TAYLOR	\$39.65	0	0311201	REIMB DIXON FUEL EXPENSE DISPA
	03/11/2020	277533	P	11387	EFC EQUIPMENT LLC	\$58.55	0	0311201	OREGON CHAIN/BAR OIL/ CHAIN/SP
	03/11/2020	277534	P	10146	ENERGY NORTHWEST	\$727.00	0	0311201	WATER SAMPLING ANALYSIS
	03/11/2020	277535	P	11333	ENVISION WARE INC	\$3,227.85	0	0311201	CBA COIN/BILL ACCEPTOR
	03/11/2020	277536	P	30356	JOHN T CLARY	\$450.00	0	0311201	CRIMINAL POLYGRAPH RPD 20-0392
	03/11/2020	277537	P	11044	EWING IRRIGATION PRODUCTS INC	\$5,336.73	0	0311201	CITY HALL - IRRIGATION PARTS
	03/11/2020	277538	P	10431	FAST SIGNS	\$769.76	0	0311201	DECALS VEH#4108 WO#57512
	03/11/2020	277539	P	10315	FERGUSON ENTERPRISES INC	\$861.06	0	0311201	2 GALV MI 150W ST 90 ELL TM801
	03/11/2020	277540	P	10289	FIELD INSTRUMENTS & CONTROLS INC	\$1,447.07	0	0311201	MICROTOL LCD DISPLAY, MEMBRANE
	03/11/2020	277541	P	10447	FINAL TOUCH UPHOLSTERY	\$244.35	0	0311201	REUPHOLSTER SEAT VEH#5049 WO#
	03/11/2020	277542	P	31033	FIRST AMERICAN TITLE INSURANCE COMPANY	\$380.10	0	0311201	STATION 75 - SUBDIVISION/PLAT
	03/11/2020	277543	P	11257	FRESNO VALVES & CASTINGS INC	\$340.78	0	0311201	BFV SERIES 8500 6DIA GEAR OP
	03/11/2020	277544	P	11157	FRONTIER	\$216.72	0	0311201	FAX LINES 02/19-03/18/20
	03/11/2020	277545	P	10369	G & R AG PRODUCTS INC	\$28.52	0	0311201	CHEMICAL BLDG - SPRAY EQUIP MA
	03/11/2020	277546	P	11637	GC SYSTEMS, INC	\$3,627.46	0	0311201	CLAV-VALVE REBUILD KITS

CHECK DATE	CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
	03/11/2020	277547	P	11410	GENUINE AUTO GLASS OF TRI CITIES LLC	\$161.47	0	0311201	WINDSHIELD VEH#3280 WO#57474
	03/11/2020	277548	P	10203	W.W. GRAINGER, INC	\$1,473.27	0	0311201	PLEATED AIR FILTER
	03/11/2020	277549	P	10046	HD FOWLER CO	\$3,361.76	0	0311201	CLAYBELL - IRRIGATION RENO
	03/11/2020	277550	P	11813	HERC RENTALS INC	\$952.21	0	0311201	18.4 GALLON OF LIQUID PROPANE
	03/11/2020	277551	P	10489	HERITAGE PROFESSIONAL LANDSCAPING INC	\$648.34	0	0311201	FEB 2020 LANDSCAPE MAINTENANCE
	03/11/2020	277552	P	30555	HUNTINGTON, THOMAS	\$164.45	0	0311201	20-13 HUNTINGTON LEAN PRACTICE
	03/11/2020	277553	P	31101	IOT INTEGRATORS LLC	\$8,850.00	0	0311201	C34-20; Annual Hosting & Suppo
	03/11/2020	277554	P	10062	IRRIGATION SPECIALISTS INC	\$569.37	0	0311201	VALVE, GRYLINE 10" GEAR OP TM8
	03/11/2020	277555	P	10290	JIM'S PACIFIC GARAGES INC	\$334.55	0	0311201	HARNESS KIT VEH#3321 WO#57380
	03/11/2020	277556	P	10069	KELLEY'S TELE-COMMUNICATIONS INC	\$148.13	0	0311201	ANSWERING SERVICE 2-25-20 to 3
	03/11/2020	277557	P	11667	KENWORTH SALES COMPANY	\$160.61	0	0311201	DIAPHRAGM VEH#3284 WO#57398
	03/11/2020	277558	P	10432	LANGUAGE LINE SERVICES INC	\$7.68	0	0311201	LANGUAGE LINE
	03/11/2020	277559	P	30757	LETRICK, R. KIM	\$23.38	0	0311201	20-057 LETTRICK ST AC MTG UNIV
	03/11/2020	277560	P	10262	LIFE ASSIST INC	\$2,763.66	0	0311201	AMSINO IV SET, GLUCOSE TEST ST
	03/11/2020	277561	P	10384	M CAMPBELL & COMPANY INC	\$2,000.00	0	0311201	1023 SANFORD - HP REBATE
	03/11/2020	277562	P	10624	MACKAY & SPOSITO INC	\$5,236.85	0	0311201	WORK COMPLETED THROUGH 2/22/20
	03/11/2020	277563	P	10093	MCCURLEY CHEVROLET	\$854.34	0	0311201	DETAIL VEH#2416 WO#57462
	03/11/2020	277564	P	30799	MEDLINE INDUSTRIES INC.	\$1,579.22	0	0311201	NITRILE GLOVES MED, LG, XLG, S
	03/11/2020	277565	P	11428	MIGHTY JOHNS PORTABLE TOILET & SEPTIC SERVICE INC	\$91.00	0	0311201	SOUTH YARD - FEB PORT A POTTY
	03/11/2020	277566	P	11835	MILLER PAINT COMPANY INC	\$954.22	0	0311201	HOWARD AMON - COMFORT STATION
	03/11/2020	277567	P	11147	MODERN MACHINERY CO INC	\$81,896.35	0	0311201	ONE NEW 2020 HAMM VIBRATORY RO
	03/11/2020	277568	P	10083	MONARCH MACHINE & TOOL CO INC	\$369.17	0	0311201	MEMORIAL BENCH - LEDGE FOR BEN
	03/11/2020	277569	P	30243	MORENO, HECTOR	\$61.00	0	0311201	20-065 MORENO EWSG MTG SPOKANE
	03/11/2020	277570	P	11153	JT AUTOMOTIVE PARTS, INC	\$181.40	0	0311201	BRK PEDAL PAD VEH#2376 WO#5745
	03/11/2020	277571	P	11153	JT AUTOMOTIVE PARTS, INC	\$1,428.13	0	0311201	PM FILTERS VEH#3313 WO#57525
	03/11/2020	277572	P	30088	NCR PAYMENT SOLUTIONS CORPORATION	\$43,575.34	0	0311201	MERCHANT SERVICE CHARGES FEB 2
	03/11/2020	277573	P	10153	NORTH COAST ELECTRIC COMPANY	\$61.24	0	0311201	LEE DOCK - VANDALISM LIGHT REP
	03/11/2020	277574	P	10357	OXARC INC	\$83.76	0	0311201	FEBRUARY CYLINDER RENTAL
	03/11/2020	277575	P	10027	THE PAPE' GROUP	\$125.37	0	0311201	EXTRA KEYS VEH#7144 WO#57431
	03/11/2020	277576	P	10971	PARAMOUNT COMMUNICATIONS INC	\$7,695.73	0	0311201	FIBER BUILD- TORBETT ST. EXTEN
	03/11/2020	277577	P	10540	PAVEMENT SURFACE CONTROL	\$163.00	0	0311201	C453-19 12/31 GWAY Traffic Con
	03/11/2020	277578	P	10232	PERFECTION GLASS INC	\$475.14	0	0311201	205 ARMISTEAD - WINDOW REBATE
	03/11/2020	277579	P	999002	PERMIT REFUND	\$1,550.00	0	0311201	REFUND WATER TAP 6" & SERVICE
	03/11/2020	277580	P	11026	POCKETINET COMMUNICATIONS INC	\$770.00	0	0311201	INTERNET SERVICES 4/1-5/1/20
	03/11/2020	277581	P	31049	PROFIBER, LLC	\$543.00	0	0311201	FIBER SPLICING- PORT OF BENTON
	03/11/2020	277582	P	10684	PUBLIC AGENCY TRAINING COUNCIL	\$350.00	0	0311201	INTERVIEW AND INTERROGATION RE
	03/11/2020	277583	P	10729	PUMPTech INC	\$2,424.84	0	0311201	GRUNDFOS PUMP FOR WWTF BFP POL
	03/11/2020	277584	P	10939	RETAIL LOCKBOX INC	\$2,385.17	0	0311201	UB PAYMENT PROCESSING FEB 2020
	03/11/2020	277585	P	10647	RIVER CITY TOWING INC	\$195.48	0	0311201	TOWING CHARGE
	03/11/2020	277586	P	10239	CLEARWATER TECH LLC	\$2,080.62	0	0311201	HYDROJETTER STORM DRAIN AT ME
	03/11/2020	277587	P	11273	ROUTEWARE INC	\$4,153.96	0	0311201	QTR 2 - 2020 SUPPORT FOR ROUTE
	03/11/2020	277588	P	10280	SHERWIN WILLIAMS CO	\$85.80	0	0311201	LIFTAWAY GRAFFITI REMOVER
	03/11/2020	277589	P	12003	SHI INTERNATIONAL CORP	\$367.39	0	0311201	ACROBAT PRO- AOO LICENSE, NEW,
	03/11/2020	277590	P	11563	SMARSH, INC.	\$10,458.00	0	0311201	ARCHIVING RENEWAL - EMAIL/SKYP
	03/11/2020	277591	P	10440	SOLID WASTE SYSTEMS INC	\$3,834.37	0	0311201	FAN WHEEL VEH#7146 WO#57413
	03/11/2020	277592	P	10536	SPRAGUE PEST SOLUTIONS	\$321.57	0	0311201	LANDFILL PEST CONTROL - FEB 20
	03/11/2020	277593	P	10118	STEEBER'S LOCK SERVICE	\$168.11	0	0311201	DUPLICATE KEYS VEH#0030 WO#574
	03/11/2020	277594	P	10961	TACOMA SCREW PRODUCTS INC	\$362.49	0	0311201	HAND CLEANER FOR SHOP
	03/11/2020	277595	P	10961	TACOMA SCREW PRODUCTS INC	\$1,170.80	0	0311201	HEX CAP SCREWS FOR RECLAIMED W
	03/11/2020	277596	P	10242	GALLURY INC	\$168.33	0	0311201	RCC - SNAKE GREASE TRAP
	03/11/2020	277597	P	11911	TWG CONSULTING CORP.	\$4,000.00	0	0311201	The Wesley Group 2020 Services
	03/11/2020	277598	P	10395	TOTAL ENERGY MANAGEMENT INC	\$700.00	0	0311201	242 GREENVIEW - HP REBATE
	03/11/2020	277599	P	11406	SOLUTIONS INC	\$119.46	0	0311201	RECORDS SEARCH
	03/11/2020	277600	P	10129	TWIN CITY METALS INC	\$364.90	0	0311201	6" X 125 6061 QTY 20' FOR VAC
	03/11/2020	277601	P	11395	INLAND NW FRANCHISING INC	\$625.00	0	0311201	CLEANING SVCS 3/1-3/31/20
	03/11/2020	277602	P	10140	WASHINGTON STATE PATROL	\$636.00	0	0311201	BACKGROUND CHECKS FEBRUARY
	03/11/2020	277603	P	10173	WASHINGTON STATE TREASURER	\$39,387.66	0	0311201	02/20 FINES & FORFEITURES BC

CHECK DATE	CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
03/13/2020	03/11/2020	277604	P	999003	WASTEWORKS REFUND	\$501.86	0	0311201	RFD misapp pmt s/b CIS cust #
	03/11/2020	277605	P	30843	WATER MANAGEMENT LABORATORIES, INC.	\$125.00	0	0311201	WATER SAMPLING ANALYSIS
	03/11/2020	277606	P	10124	WATER METRICS CO WEST	\$330.54	0	0311201	ON SITE BACKFLOW CALIBRATION T
	03/11/2020	277607	P	10059	WESTERN STATES EQUIPMENT COMPANY	\$2,274.43	0	0311201	LANDFILL COMPACTOR GPS-2020 RE
	03/11/2020	277608	P	10147	WILBUR ELLIS COMPANY	\$6,780.77	0	0311201	COLUMBIA PLAYFIELD - RYE MIX S
	03/11/2020	277609	P	10194	XEROX CORPORATION	\$1,123.59	0	0311201	3UA-295134 JANUARY 2020 BASE C
	03/11/2020	277610	P	12483	ZOLL MEDICAL SUPPLY	\$2,948.06	0	0311201	POWERHEART G5 BATTERY
	03/13/2020	277611	P	10000	ABADAN INC	\$387.70	0	0313201	PROSECUTION OFFER SHEETS
	03/13/2020	277612	P	10838	GRIGG ENTERPRISES INC	\$274.96	0	0313201	VELCRO 2" X 4" INDUSTRIAL BLK
	03/13/2020	277613	P	10504	ABM JANITORIAL NORTHWEST	\$225.00	0	0313201	SHAMPOO CARPET AT WWTF
	03/13/2020	277614	P	999000	AUREF	\$294.62	0	0313201	2104 TRIPPE ST
	03/13/2020	277615	P	999000	AUREF	\$2.26	0	0313201	2100 BELLERIVE DR GG88
	03/13/2020	277616	P	999000	AUREF	\$40.97	0	0313201	2555 BELLA COOLA LN Apt 247
	03/13/2020	277617	P	999000	AUREF	\$77.74	0	0313201	2894 SALK AVE Apt 203
	03/13/2020	277618	P	999000	AUREF	\$85.11	0	0313201	1529 COLUMBIA PARK TRL Apt 313
	03/13/2020	277619	P	999000	AUREF	\$50.83	0	0313201	451 WESTCLIFFE BLVD Apt B113
	03/13/2020	277620	P	999000	AUREF	\$33.96	0	0313201	2550 DUPORTAIL ST O186
	03/13/2020	277621	P	999000	AUREF	\$14.04	0	0313201	2513 DUPORTAIL ST Apt 354
	03/13/2020	277622	P	999000	AUREF	\$106.20	0	0313201	2550 DUPORTAIL ST C117
	03/13/2020	277623	P	999000	AUREF	\$119.80	0	0313201	564 LAKEROSE LOOP
	03/13/2020	277624	P	999000	AUREF	\$82.96	0	0313201	2895 PAULING AVE Apt 349
	03/13/2020	277625	P	999000	AUREF	\$64.34	0	0313201	1304 PERKINS AVE
	03/13/2020	277626	P	999000	AUREF	\$118.39	0	0313201	2106 RALEIGH ST
	03/13/2020	277627	P	999000	AUREF	\$86.39	0	0313201	250 GAGE BLVD 1063
	03/13/2020	277628	P	999000	AUREF	\$273.97	0	0313201	2457 TIGER LN
	03/13/2020	277629	P	999000	AUREF	\$13.99	0	0313201	3471 NOTTINGHAM DR
	03/13/2020	277630	P	999000	AUREF	\$68.54	0	0313201	200 WALDRON ST 23
	03/13/2020	277631	P	999000	AUREF	\$82.60	0	0313201	2100 BELLERIVE DR Q176
	03/13/2020	277632	P	10518	BEAVER BARK & ROCK	\$46.68	0	0313201	GRAVEL SW POTHOLING BACKFILL C
	03/13/2020	277633	P	10009	BENTON COUNTY TREASURER	\$61,548.91	0	0313201	DISTRICT COURT AND PROBATION F
	03/13/2020	277634	P	11993	BLAISING FIRE & WATER INC	\$22,680.00	0	0313201	TACTICAL VESTS
	03/13/2020	277635	P	10026	CASCADE NATURAL GAS CORP	\$17.73	0	0313201	GAS FR SUNDANCE LS GENERATOR
	03/13/2020	277636	P	11435	CHAPLAIN SERVICES NETWORK	\$6,800.00	0	0313201	CHAPLAIN SERVICES ANNUAL FEES
	03/13/2020	277637	P	10261	CITY OF RICHLAND	\$120,322.47	0	0313201	CITY UTILITY BILLS/FEB 2020
	03/13/2020	277638	P	10261	CITY OF RICHLAND	\$215.00	0	0313201	KINGSGATE WAY - BLA APPLICATIO
	03/13/2020	277639	P	10261	CITY OF RICHLAND	\$107.00	0	0313201	20-18 JACOBS WEDA WINTER CONFE
	03/13/2020	277640	P	10562	COLE DRAINS INC	\$217.20	0	0313201	CLEAR COMMON LINE AT 1335/1339
	03/13/2020	277641	P	10135	CI SUPPORT LLC	\$174.32	0	0313201	RECURRING SHRED SERVICES - JAN
	03/13/2020	277642	P	11842	CONTINENTAL DOOR CO, LLC	\$217.20	0	0313201	REMOTES (5) FOR WWTF NORTH OUT
	03/13/2020	277643	P	10139	DEPARTMENT OF ECOLOGY	\$66,233.07	0	0313201	BIOSOLIDS 2ND HALF THROUGH 6/3
	03/13/2020	277644	P	11762	ENTERPRISE HOLDINGS INC	\$1,004.87	0	0313201	20-075 BICKFORD 647704090 2/24
	03/13/2020	277645	P	12303	EXPRESS SERVICES	\$2,146.71	0	0313201	TEMP ADMINISTRATIVE ASSISTANT
	03/13/2020	277646	P	10508	FASTENAL COMPANY	\$50.37	0	0313201	25' TAPE MEASURES
	03/13/2020	277647	P	10954	FOLLETT, LYNNE	\$102.68	0	0313201	MEETING REFRESHMENTS - SHORT C
	03/13/2020	277648	P	11208	GREEN MOUNTAIN TECHNOLOGIES INC	\$1,747.40	0	0313201	WIRELESS WINDROW MANAGER CONFI
	03/13/2020	277649	P	10210	NORMA HARRINGTON	\$77.65	0	0313201	BCC MEMBER RETIREMENT PLAQUE
	03/13/2020	277650	P	10489	HERITAGE PROFESSIONAL LANDSCAPING INC	\$648.34	0	0313201	JANUARY LANDSCAPE MAINT. CPMA
	03/13/2020	277651	P	10061	INTL ASSN OF PLUMBING & MECHANICAL OFFICIALS	\$250.00	0	0313201	ANNUAL MEMBERSHIP - M. BORING
	03/13/2020	277652	P	10062	IRRIGATION SPECIALISTS INC	\$510.78	0	0313201	VAC TUBE (8-INCH) FOR SW VAC T
	03/13/2020	277653	P	11292	ROBYNNE T PARKINSON	\$3,290.00	0	0313201	03-20 Project/Construction Mgm
	03/13/2020	277654	P	31047	AMBER LILLY	\$44.28	0	0313201	MILEAGE REIMBURSEMENT FROM LAN
	03/13/2020	277655	P	10298	LN CURTIS & SONS	\$230.61	0	0313201	External carriers - Lawrence &
	03/13/2020	277656	P	11652	MENKE JACKSON BEYER LLP	\$644.00	0	0313201	TRI-CITY RAILROAD
	03/13/2020	277657	P	10578	MIDWEST TAPE	\$3,424.93	0	0313201	FEBRUARY 2020 HOOPLA
	03/13/2020	277658	P	12494	MURRAYSMITH, INC	\$8,396.49	0	0313201	WWTF PROCESS MODELING-WORK IN
	03/13/2020	277659	P	31160	NORTHWEST AGRICULTURAL CONSULTANTS, INC.	\$240.00	0	0313201	CPT EAST - LABS FOR INFILTRATI
	03/13/2020	277660	P	10981	OIL RE-REFINING CO	\$200.00	0	0313201	USED OIL RECYCLE/HAULING 3/3/2

CHECK DATE	CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
03/18/2020	03/13/2020	277661	P	10357	OXARC INC	\$1,398.53	0	0313201	ENGINE 1714 EXTINGUISHER
	03/13/2020	277662	P	10507	PARADISE BOTTLED WATER CO LLC	\$367.25	0	0313201	H/C DISP AND WATER WWTP FEB202
	03/13/2020	277663	P	10232	PERFECTION GLASS INC	\$3,014.41	0	0313201	613 MEADOWS DR E - WINDOW REBA
	03/13/2020	277664	P	31159	PRO FIRE LLC	\$329.33	0	0313201	LANDFILL FIRE EXTINGUISHER-EQU
	03/13/2020	277665	P	11012	RH2 ENGINEERING INC	\$95.84	0	0313201	QUEENSGATE/CPT WETLAND MITIGAT
	03/13/2020	277666	P	10536	SPRAGUE PEST SOLUTIONS	\$139.12	0	0313201	WWTF MONTHLY SERVICE FEB20
	03/13/2020	277667	P	10961	TACOMA SCREW PRODUCTS INC	\$20.95	0	0313201	OETIKER CLAMPS AND HEX WASHERS
	03/13/2020	277668	P	10481	WEST PUBLISHING CORPORATION	\$2,374.28	0	0313201	WEST INFORMATION CHARGES 10004
	03/13/2020	277669	P	10907	TRI CITY REGIONAL CHAMBER OF COMMERCE	\$5,408.00	0	0313201	2020 DIRECTOR LEVEL DUES
	03/13/2020	277670	P	11131	SANDRA R NINEMIRE	\$3,255.03	0	0313201	LINEN/UNIFORM LAUNDRY SERVICES
	03/13/2020	277671	P	30838	WALLNER, AMANDA	\$105.80	0	0313201	MONTHLY MILEAGE - JAN/FEB 2020
	03/13/2020	277672	P	10194	XEROX CORPORATION	\$274.44	0	0313201	8TB-337573 BASE/PRINTS JAN 202
	03/18/2020	277673	P	11063	A & E TOWING LLC	\$379.56	0	0318201	TOWING FOR VEH#5045 WO#57667
	03/18/2020	277674	P	10412	A CORE INC	\$470.78	0	0318201	2020 Concrete & Pavement Cutti
	03/18/2020	277675	P	10000	ABADAN INC	\$744.83	0	0318201	STOCK - WHSE ORDER & COMFORT S
	03/18/2020	277676	P	10838	GRIGG ENTERPRISES INC	\$42.30	0	0318201	BADGER MTN - STRING FOR PAINTI
	03/18/2020	277677	P	10838	GRIGG ENTERPRISES INC	\$320.84	0	0318201	HOWARD AMON - CONCESSION STAND
	03/18/2020	277678	P	31166	ADVANCED EQUIPMENT CORPORATION	\$8,457.48	0	0318201	RCC - ACCORDION DOOR - 2019 DE
	03/18/2020	277679	P	11664	AGTERRA TECHNOLOGIES INC	\$2,150.00	0	0318201	2020 SPRAY LOG RENEWAL
	03/18/2020	277680	P	10249	ALL DOORS INC	\$3,055.55	0	0318201	DOOR REPAIRS
	03/18/2020	277681	P	11492	ALS GROUP USA CORP	\$1,890.00	0	0318201	WWTF DECANT SAMPLING EVENT 02-
	03/18/2020	277682	P	10340	AMERICAN RADIATOR INC	\$1,330.35	0	0318201	RADIATOR VEH#3292 WO#57470
	03/18/2020	277683	P	30293	AMUNDSON, JON	\$209.85	0	0318201	REIMB FOR COSTCO CANDY FOR ACT
	03/18/2020	277684	P	10537	APOLLO INC	\$130,526.51	0	0318201	DUPORTAIL BRIDGE-WORK IN FEB 2
	03/18/2020	277685	P	10317	APOLLO HEATING & AIR CONDITIONING	\$9,408.02	0	0318201	311 BARTH - HEAT PUMP
	03/18/2020	277686	P	10547	ARBAUGH & ASSOCIATES INC	\$3,000.00	0	0318201	ARBAUGH AND ASSOC. FEB 2020 IN
	03/18/2020	277687	P	30889	ARNETT INDUSTRIES, LLC	\$662.03	0	0318201	REPAIR HYDRAULIC CRIMPER
	03/18/2020	277688	P	10175	AT&T LONG DISTANCE	\$69.10	0	0318201	FAX LINES 01/22-02/21/20
	03/18/2020	277689	P	30307	AT&T MOBILITY	\$656.42	0	0318201	12/27/19-1/26/20 WIRELESS CHAR
	03/18/2020	277690	P	11079	AUTOZONE STORES LLC	\$496.75	0	0318201	SHOCKS VEH#2372 WO#57620
	03/18/2020	277691	P	10518	BEAVER BARK & ROCK	\$557.08	0	0318201	BEVERLY HEIGHTS - IRRIGATION R
	03/18/2020	277692	P	31109	BENTON CONSERVATION DISTRICT	\$552.46	0	0318201	C11-20 SALMON POWER PROGRAM IL
	03/18/2020	277693	P	10207	BENTON COUNTY AUDITOR	\$86,401.59	0	0318201	2019 VOTER REGISTRATION COSTS
	03/18/2020	277694	P	10012	BENTON FRANKLIN COUNCIL OF GOVERNMENTS	\$36,743.00	0	0318201	2020 BFCOG DUES
	03/18/2020	277695	P	10008	BENTON PUD	\$5,649.78	0	0318201	C13-028 JANUARY 1-MARCH 31, 20
	03/18/2020	277696	P	30335	BICKFORD, JEFF	\$57.58	0	0318201	20-075 BICKFORD CASA TRAINING
	03/18/2020	277697	P	11150	BIG TOE AUTO SALVAGE	\$266.07	0	0318201	JUNK VEHICLE FOR TRAINING
	03/18/2020	277698	P	12389	BLUE MOUNTAIN TELECOMMUNICATION SERVICES	\$543.00	0	0318201	FIBER BUILD- FAMILY FIRST DENT
	03/18/2020	277699	P	30351	BORING, MICHAEL	\$14.68	0	0318201	BUILDING OFFICIAL MONTHLY MEET
	03/18/2020	277700	P	11272	BOYD'S TREE SERVICE LLC	\$6,533.43	0	0318201	TREE PRUNING & VEGETATION MANA
	03/18/2020	277701	P	12368	CALFO EAKES & OSTROVSKY PLLC	\$2,704.00	0	0318201	RANDOLPH PETERSON ET AL V PORT
	03/18/2020	277702	P	11685	CARDINAL HEALTH 411 INC	\$688.15	0	0318201	SALINE
	03/18/2020	277703	P	10026	CASCADE NATURAL GAS CORP	\$544.53	0	0318201	CITY HALL - FEB GAS CHARGES
	03/18/2020	277704	P	10240	CENTRAL HOSE & FITTINGS INC	\$1,733.56	0	0318201	HOSE ASSEMBLIES VEH#7159 WO#5
	03/18/2020	277705	P	10847	CERIUM NETWORKS INC	\$1,216.32	0	0318201	ENGINEER-REMOTE SYS PROGRAMMIN
	03/18/2020	277706	P	30116	CHRISTENSEN, INC.	\$2,875.32	0	0318201	SHOP OIL
	03/18/2020	277707	P	10261	CITY OF RICHLAND	\$2,440.00	0	0318201	ZONE CHANGE AND COMP PLAN CHAN
	03/18/2020	277708	P	10261	CITY OF RICHLAND	\$1,469.84	0	0318201	20-075 BICKFORD HOTEL/PER DIEM
	03/18/2020	277709	P	10877	CLAYTON WARD COMPANY	\$30,508.86	0	0318201	DROP BOX RECYCLE-FEB 2020
	03/18/2020	277710	P	30931	CLEARGOV INC	\$48,870.00	0	0318201	CLEARGOV BUDGET MODULE MAR 20
	03/18/2020	277711	P	11516	COLEMAN OIL COMPANY	\$15,643.78	0	0318201	DYED DIESEL AT LANDFILL
	03/18/2020	277712	P	10031	COLUMBIA BASIN COLLEGE	\$114.60	0	0318201	PALS WINTER QTR-ERGESON
	03/18/2020	277713	P	11907	SYCURE CORP	\$800.00	0	0318201	100MBPS FULL DUPLEX INTERNET S
	03/18/2020	277714	P	10190	COLUMBIA ELECTRIC SUPPLY	\$1,048.75	0	0318201	265V POWER SUPPLY PLC COMPT M
	03/18/2020	277715	P	10135	CI SUPPORT LLC	\$30.25	0	0318201	ONSITE SHREDDING WO #0166099 2
	03/18/2020	277716	P	10470	COMMERCIAL TIRE INC	\$7,771.21	0	0318201	TIRE VEH#7127 WO#57570
	03/18/2020	277717	P	31153	CONCEPTION ABBEY, INC.	\$16.32	0	0318201	RETURNED ILL DAMAGED

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	03/18/2020	277718	P	10034	CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	\$385.77	0	0318201	4IN X 90D X 48R FIBERGLASS
	03/18/2020	277719	P	11842	CONTINENTAL DOOR CO, LLC	\$4,391.24	0	0318201	SHOPS 200 - ROLL UP DOOR REPAI
	03/18/2020	277720	P	11444	CTS LANGUAGE LINK	\$562.30	0	0318201	TRANSLATION SERVICES 2/1-2/29/
	03/18/2020	277721	P	11526	CORWIN OF PASCO LLC	\$957.75	0	0318201	LOCK SW,CYL VEH#2399 WO#57496
	03/18/2020	277722	P	11663	D&D TELECOMMUNICATION PROPERTIES LLC	\$782.87	0	0318201	PERRY MONUMENT RENT - MAR
	03/18/2020	277723	P	30188	DIMENSIONAL COMMUNICATIONS INC.	\$13,344.77	0	0318201	CITY HALL - TELEVIC DOUBLE SID
	03/18/2020	277724	P	11830	DSU PETERBILT & GMC INC	\$511.55	0	0318201	CAB PUMP VEH#3315 WO#57255
	03/18/2020	277725	P	10043	THE ABY MFG GROUP INC DBA	\$440.58	0	0318201	Detective Badges Jan 2020
	03/18/2020	277726	P	11044	EWING IRRIGATION PRODUCTS INC	\$6,218.16	0	0318201	ADMIN GRASS - IRRIGATION
	03/18/2020	277727	P	12303	EXPRESS SERVICES	\$1,317.00	0	0318201	TEMP ADMINISTRATIVE ASSISTANT
	03/18/2020	277728	P	10044	FARMERS EXCHANGE	\$165.40	0	0318201	TOOL REPAIR - LEAF BLOWER
	03/18/2020	277729	P	10431	FAST SIGNS	\$1,225.16	0	0318201	VEH DECALS VEH#2452,2472,2473
	03/18/2020	277730	P	31170	HIS DIME, LLC	\$430.06	0	0318201	RICHLAND LOGO DECALS VEH#6631
	03/18/2020	277731	P	10268	FEDERAL EXPRESS CORP	\$1,597.42	0	0318201	FREIGHT SEEPEX PMP RPR P059947
	03/18/2020	277732	P	10315	FERGUSON ENTERPRISES INC	\$697.59	0	0318201	WATER HTR FOR PRETREATMENT LAB
	03/18/2020	277733	P	11011	FINLEY BUTTES LANDFILL	\$455.17	0	0318201	USED TIRES
	03/18/2020	277734	P	30874	BRENT THOMAS	\$108.60	0	0318201	HORN RAPIDS - STORAGE
	03/18/2020	277735	P	11157	FRONTIER	\$384.66	0	0318201	TELEPHONE CHARGE 3/4/20-4/3/20
	03/18/2020	277736	P	10220	FRONTIER FENCE INC	\$1,748.46	0	0318201	CPT Round-about Fencing Replac
	03/18/2020	277737	P	11010	GARDA CL NORTHWEST INC	\$516.12	0	0318201	ARMORED CAR SERVICES MAR 2020
	03/18/2020	277738	P	11665	GTP INVESTMENTS LLC	\$2,868.82	0	0318201	C22-86 BADGER MTN LEASE FOR CI
	03/18/2020	277739	P	12480	HALO BRANDED SOLUTIONS INC	\$1,381.73	0	0318201	CRUISE SHIP WELCOMING GIFTS
	03/18/2020	277740	P	10210	NORMA HARRINGTON	\$56.47	0	0318201	SHADOW BOX - NUNNALLY
	03/18/2020	277741	P	11813	HERC RENTALS INC	\$1,165.82	0	0318201	JOHN DAM PLAZA - TELEHANDLER R
	03/18/2020	277742	P	10489	HERITAGE PROFESSIONAL LANDSCAPING INC	\$648.34	0	0318201	DECEMBER 2019 LANDSCAPE MAINT.
	03/18/2020	277743	P	12200	HUGHES FIRE EQUIPMENT, INC	\$607.23	0	0318201	VALVES VEH#5047 WO#57675
	03/18/2020	277744	P	10577	IMT INC	\$3,956.50	0	0318201	COL PK TRAIL SUBDIVISION - TES
	03/18/2020	277745	P	11843	IRON MOUNTAIN INC	\$117.49	0	0318201	SHRED SERVICE
	03/18/2020	277746	P	10290	JIM'S PACIFIC GARAGES INC	\$574.26	0	0318201	TANK,CAP VEH#3325 WO#57627
	03/18/2020	277747	P	10259	KAMAN INDUSTRIAL TECHNOLOGIES	\$844.55	0	0318201	BELTS FOR EXHAUST FANS SOLIDS
	03/18/2020	277748	P	11110	KLICKITAT COUNTY PUD	\$238.09	0	0318201	GOLGOTHA UTILITIES 1/31-2/28/2
	03/18/2020	277749	P	12405	LAERDAL MEDICAL CORP	\$136.37	0	0318201	SHOCKLINK TRAINING PADS
	03/18/2020	277750	P	10432	LANGUAGE LINE SERVICES INC	\$73.88	0	0318201	TRANSLATION SVCS 02/01-02/29/2
	03/18/2020	277751	P	10803	LARSEN GUNSMITHING & FIREARMS	\$286.70	0	0318201	Holsters Jan 2019
	03/18/2020	277752	P	10219	LES SCHWAB TIRE CENTERS OF WASHINGTON INC	\$111.81	0	0318201	TIRE SWAP VEH#2372 WO#57620
	03/18/2020	277753	P	10093	MCCURLEY CHEVROLET	\$503.11	0	0318201	FAN MOTOR VEH#1206 WO#57538
	03/18/2020	277754	P	10316	MCDONALD & ASSOCIATES INC	\$157.47	0	0318201	STOCK - TOP SOIL
	03/18/2020	277755	P	31172	MCNANNAY E ELIZABETH	\$2,111.70	0	0318201	#452-19 Rental Development pro
	03/18/2020	277756	P	11214	MIDWEST LABORATORIES INC	\$1,610.00	0	0318201	COMPOST TESTING SERVICES
	03/18/2020	277757	P	10660	MILNE NAIL, POWER TOOL & REPAIR	\$27.15	0	0318201	SHOP SAWZALL REPAIR
	03/18/2020	277758	P	10143	MOBILE FLEET SERVICE INC	\$765.08	0	0318201	HEADLIGHT VEH#3342 WO#57289
	03/18/2020	277759	P	10083	MONARCH MACHINE & TOOL CO INC	\$397.75	0	0318201	WELD REPAIR ON PLOW VEH#3279
	03/18/2020	277760	P	11153	JT AUTOMOTIVE PARTS, INC	\$77.66	0	0318201	GLOVES VEH#3298 WO#57497
	03/18/2020	277761	P	11153	JT AUTOMOTIVE PARTS, INC	\$2,405.15	0	0318201	BRAKE CLEANER VEH#3330 WO#57
	03/18/2020	277762	P	10813	OFFICERS INC	\$500.00	0	0318201	NASRO CONF REGISTRATIO KANE 20
	03/18/2020	277763	P	10383	NORTHWEST BIOSOLIDS MGMT ASN	\$2,989.00	0	0318201	2020 MEMBERSHIP DUES NW BIOSOL
	03/18/2020	277764	P	10472	OCLC INC	\$1,050.56	0	0318201	CATALOGING METADATA ILL
	03/18/2020	277765	P	10357	OXARC INC	\$862.85	0	0318201	OXYGEN CYLINDERS C/O AND USP A
	03/18/2020	277766	P	10357	OXARC INC	\$8.47	0	0318201	MONTHLY CYLINDER RENTAL WWTF F
	03/18/2020	277767	P	10027	THE PAPE' GROUP	\$2,088.02	0	0318201	PAPE ON-SITE WORK VEH#7144
	03/18/2020	277768	P	10507	PARADISE BOTTLED WATER CO LLC	\$45.35	0	0318201	BOTTLED WATER FOR FEBRUARY
	03/18/2020	277769	P	10456	PERMIT SURVEYING INC	\$850.00	0	0318201	SURVEYING SERVICES - HORN RAPI
	03/18/2020	277770	P	10386	PRINGLES POWER VAC	\$705.90	0	0318201	PARK ST COMFORT - CLEAN HVAC U
	03/18/2020	277771	P	10380	PRINT PLUS/PSS RUBBER STAMPS	\$50.23	0	0318201	NOTARY STAMP - LARCHE
	03/18/2020	277772	P	11994	PROFESSIONAL SALES AND SERVICE LC	\$173.88	0	0318201	INTERIOR DOOR HANDLE VEH#5049
	03/18/2020	277773	P	10857	ROGER G WRIGHT	\$13,580.12	0	0318201	2020 PROJECT MANAGEMENT SERVIC
	03/18/2020	277774	P	30486	ROACH, ANNIKA	\$24.15	0	0318201	ROACH MILEAGE- FEB 2020

CHECK DATE	CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
	03/18/2020	277775	P	30492	ROE, DEBORAH K	\$918.75	0	0318201	Refund duplicate payment for O
	03/18/2020	277776	P	10239	CLEARWATER TECH LLC	\$439.83	0	0318201	PARK ST COMFORT - PUMPED LIFT
	03/18/2020	277777	P	11098	SCHINDLER ELEVATOR CORPORATION	\$110.76	0	0318201	MARCH CHAIR LIFT INSPECTION
	03/18/2020	277778	P	10311	SEA WESTERN INC	\$1,655.01	0	0318201	CLASS ' B ' UNIFORM SHIRTS
	03/18/2020	277779	P	12255	SERVATRON, INC	\$30.33	0	0318201	HAVIS CONSOLE BLANKS VEH#9500
	03/18/2020	277780	P	11629	TRUCKPRO HOLDING CORPORATION	\$3,712.21	0	0318201	PTO CLUTCH VEH#7141 WO#57539
	03/18/2020	277781	P	10440	SOLID WASTE SYSTEMS INC	\$196.83	0	0318201	GROMMET VEH#7146 WO#57413
	03/18/2020	277782	P	30890	SPARTAN TRUCK COMPANY	\$1,630.17	0	0318201	PKR LINK,VROLLERS,BEARINGS VE
	03/18/2020	277783	P	10536	SPRAGUE PEST SOLUTIONS	\$92.83	0	0318201	PEST CONTROL SVCS - 03/20
	03/18/2020	277784	P	10536	SPRAGUE PEST SOLUTIONS	\$65.00	0	0318201	PEST SERVICE - COLLECTIONS
	03/18/2020	277785	P	10118	STEEBER'S LOCK SERVICE	\$184.08	0	0318201	IGNITION LOCK KEYED VEH#2399
	03/18/2020	277786	P	11493	PICARD CORPORATION	\$3,756.10	0	0318201	SALT WTP & WWTF PER ITB #18-01
	03/18/2020	277787	P	10393	STONEMAN ELECTRIC SUPPLY	\$8.07	0	0318201	COLUMBIA PT TRAIL LIGHS
	03/18/2020	277788	P	11083	STRAIGHT LINE CONCRETE SAWING & DRILLING INC	\$325.80	0	0318201	WADER POOL PLASTER - HAND SAWI
	03/18/2020	277789	P	10961	TACOMA SCREW PRODUCTS INC	\$57.79	0	0318201	ELBOWS, NIPPLES REPR LAB VACUU
	03/18/2020	277790	P	10961	TACOMA SCREW PRODUCTS INC	\$1,391.90	0	0318201	TUBULAR LUGS FR TV TRK AERATN
	03/18/2020	277791	P	11166	TAPANI UNDERGROUND INC	\$13,944.24	0	0318201	Columbia Playfield Hoop Repair
	03/18/2020	277792	P	11108	THE PERSONAL TOUCH CLEANING INC	\$21,175.61	0	0318201	SHOPS 100 - FEB CLEANING
	03/18/2020	277793	P	10120	THERMAL SUPPLY INC	\$72.98	0	0318201	CITY HALL - INSULATION
	03/18/2020	277794	P	11626	TTB, LLC	\$875.00	0	0318201	VEHICLE WASHES FEBRUARY
	03/18/2020	277795	P	12053	TRI-CITIES HISPANIC CHAMBER OF COMMERCE	\$25.00	0	0318201	ALVAREZ FEBRUARY LUNCHEON
	03/18/2020	277796	P	11175	TYNDALE ENTERPRISES INC	\$5,002.93	0	0318201	2020 FIRE RATED CLOTHING SCL48
	03/18/2020	277797	P	10106	US LINEN & UNIFORM	\$335.00	0	0318201	US LINEN UNIFORMS
	03/18/2020	277798	P	10202	UTILITIES UNDERGROUND LOCATION CENTER	\$762.39	0	0318201	LOCATES - DEC 2019
	03/18/2020	277799	P	11374	WASHINGTON ASSOCIATION OF PUBLIC RECORDS OFFICERS	\$100.00	0	0318201	CPRO Certification - PROVENCHE
	03/18/2020	277800	P	10815	WATER SOLUTIONS INC	\$67.33	0	0318201	WATER FILTRATION 3/7-4/6/20
	03/18/2020	277801	P	30108	WESTERN REFUSE & RECYCLING EQUIPMENT, INC	\$58.81	0	0318201	G LINK TIE PLATE VEH#3337 WO
	03/18/2020	277802	P	10059	WESTERN STATES EQUIPMENT COMPANY	\$9,980.97	0	0318201	EMERGENCY GENERATOR RENTAL FOR
	03/18/2020	277803	P	10267	WSF, LLC	\$1,163.76	0	0318201	ROD BEARINGS,GASKET VEH#3255
	03/18/2020	277804	P	10147	WILBUR ELLIS COMPANY	\$1,856.74	0	0318201	CLEARCAST/AGENCY
	03/18/2020	277805	P	10194	XEROX CORPORATION	\$2,864.09	0	0318201	3UA-295169 BASE/PRINTS FEB 20
03/20/2020	03/20/2020	277806	P	11197	LUCAS M MILLER	\$350.00	0	0320201	2020 RAILROAD CROSSING INSPECT
	03/20/2020	277807	P	11128	ALLDATA LLC	\$1,629.00	0	0320201	2020 ALLDATA RENEWAL - ACCT 61
	03/20/2020	277808	P	10317	APOLLO HEATING & AIR CONDITIONING	\$700.00	0	0320201	324 SHAW - HP REBATE
	03/20/2020	277809	P	11490	ARCHITECTS WEST INC	\$2,160.00	0	0320201	HR LANDFILL SCALEHOUSE DESIGN
	03/20/2020	277810	P	999000	AUREF	\$148.11	0	0320201	619 LYNNWOOD LOOP
	03/20/2020	277811	P	999000	AUREF	\$193.84	0	0320201	66 COMPTON LN
	03/20/2020	277812	P	999000	AUREF	\$141.69	0	0320201	2513 DUPORTAIL ST Apt 310
	03/20/2020	277813	P	999000	AUREF	\$60.77	0	0320201	2433 GEORGE WASHINGTON WAY 210
	03/20/2020	277814	P	999000	AUREF	\$265.09	0	0320201	317 JADWIN AVE
	03/20/2020	277815	P	999000	AUREF	\$58.86	0	0320201	518 WISTERIA ST
	03/20/2020	277816	P	999000	AUREF	\$26.51	0	0320201	2765 BROKEN TOP AVE
	03/20/2020	277817	P	10275	BADGER METER INC.	\$7,037.28	0	0320201	Bronze Disc Water Meters
	03/20/2020	277818	P	10607	BADGER MOUNTAIN IRRIGATION DISTRICT	\$379.98	0	0320201	IRRIGATION ASSESSMENT @ 884 RA
	03/20/2020	277819	P	10367	BANK OF AMERICA	\$118,306.53	0	0320201	FEB PCARD 4715290006643162
	03/20/2020	277820	P	31152	BOYLE CONSULTING ENGINEERS, PLLC	\$3,645.00	0	0320201	2019 TRENCHLESS SEWER REHAB-LI
	03/20/2020	277821	P	11005	DANA CAMARENA	\$2,813.30	0	0320201	FEBRUARY CLASSES 7977, 7981, 8
	03/20/2020	277822	P	10261	CITY OF RICHLAND	\$1,514.55	0	0320201	TRIP 20-003 - WESTPHAL - ICC T
	03/20/2020	277823	P	10261	CITY OF RICHLAND	\$1,000.00	0	0320201	311 BARTH - HEAT PUMP
	03/20/2020	277824	P	11516	COLEMAN OIL COMPANY	\$14,341.14	0	0320201	WEEKLY CARD LOCK FUEL 3/9-3/15
	03/20/2020	277825	P	30153	CONSILIO LLC	\$1,847.42	0	0320201	TCRY V. CITY OF RICHLAND
	03/20/2020	277826	P	10034	CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	\$2,261.98	0	0320201	Building, Switchboard and Fibe
	03/20/2020	277827	P	12151	CORE & MAIN LP	\$31,552.95	0	0320201	Copper Tubing & P E
	03/20/2020	277828	P	11486	COYOTE RIDGE CORRECTIONS CENTER	\$464.60	0	0320201	LANDFILL WORK CREW - FEB 2020
	03/20/2020	277829	P	10452	DAYCO HEATING & AIR	\$1,700.00	0	0320201	213 KRANICHWOOD - HP REBATE
	03/20/2020	277830	P	10139	DEPARTMENT OF ECOLOGY	\$1,876.00	0	0320201	WATER PLANT GEN PERMIT THROUGH
	03/20/2020	277831	P	11142	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE INC	\$55,772.19	0	0320201	ENTERPRISE LICENSE AGREEMENT Y

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	03/20/2020	277832	P	11440	JAMES M CAREY DMD/PRATT & CAREY PS	\$515.50	0	0320201	NON COVERED DENTAL
	03/20/2020	277833	P	10050	GENERAL PACIFIC INC	\$4,328.63	0	0320201	Meter, FM2S, 240V, CL200, 1PH
	03/20/2020	277834	P	11155	GEOENGINEERS INC	\$4,714.63	0	0320201	COLUMBIA PARK TRAIL EAST-TEST
	03/20/2020	277835	P	10203	W.W. GRAINGER, INC	\$1,286.01	0	0320201	HIGH VISIBILITY VEST
	03/20/2020	277836	P	30914	ANGIE SHEPARD	\$643.30	0	0320201	FEBRUARY CLASS 7953
	03/20/2020	277837	P	11813	HERC RENTALS INC	\$461.55	0	0320201	LIGHT TOWER LANDFILL MARCH 202
	03/20/2020	277838	P	10294	HORIZON DISTRIBUTION INC	\$1,013.37	0	0320201	Eye Protection
	03/20/2020	277839	P	30058	INFOSEND, INC.	\$58,624.61	0	0320201	InfoSend Utility Bill Invoice
	03/20/2020	277840	P	10691	INTERNATIONAL ECONOMIC DEVELOPMENT COUNCIL	\$455.00	0	0320201	2020 MEMBERSHIP DUES - PUBLIC
	03/20/2020	277841	P	10406	JUB ENGINEERS INC	\$4,951.96	0	0320201	2020 SEWER SYSTEM MODELING 35-
	03/20/2020	277842	P	10384	M CAMPBELL & COMPANY INC	\$4,300.00	0	0320201	616 MEADOWS DR 5 - HP REBATE
	03/20/2020	277843	P	11473	MASON, PATTI L	\$499.28	0	0320201	FEBRUARY CLASSES 7915, 7937,
	03/20/2020	277844	P	30799	MEDLINE INDUSTRIES INC.	\$396.89	0	0320201	NITRILE GLOVES LRG AND MEDIUM
	03/20/2020	277845	P	11358	MILLER, JO ANN	\$608.48	0	0320201	FEBRUARY CLASSES 7957, 7910, 7
	03/20/2020	277846	P	11863	OGDEN MURPHY WALLACE, PLLC	\$1,405.50	0	0320201	WIRELESS CODE AND EXTENET FRAN
	03/20/2020	277847	P	10975	STANDARD FUSEE CORP	\$281.10	0	0320201	Flares RPD + 1 case for RFD
	03/20/2020	277848	P	10981	OIL RE-REFINING CO	\$275.00	0	0320201	USED OIL RECYCLE/HAUL 3-22-20
	03/20/2020	277849	P	10862	PARAMETRIX INC	\$43,715.80	0	0320201	LANDFILL EXPANSION - DEC 2019
	03/20/2020	277850	P	10232	PERFECTION GLASS INC	\$938.88	0	0320201	1453 OXFORD - WINDOW REBATE
	03/20/2020	277851	P	10456	PERMIT SURVEYING INC	\$600.00	0	0320201	CLUBHOUSE LANE-TOPO REBUILD SU
	03/20/2020	277852	P	11434	THOMAS M PORS	\$175.00	0	0320201	WATER RIGHTS ADVICE - FEB 2020
	03/20/2020	277853	P	30474	REED, TRACY	\$0.30	0	0320201	Trip 20-076 TRANSFER STATION M
	03/20/2020	277854	P	11012	RH2 ENGINEERING INC	\$11,813.43	0	0320201	WATER SYSTEM PUMP & MOTOR COND
	03/20/2020	277855	P	999007	SIDEWALK REIMBURSEMENTS	\$681.69	0	0320201	SIDEWALK REPAIR PROGRAM-1731 B
	03/20/2020	277856	P	10187	TRANS UNION LLC	\$59.73	0	0320201	CREDIT REPORT FEBRUARY FEE
	03/20/2020	277857	P	10145	WESCO DISTRIBUTION INC	\$34,947.48	0	0320201	Secondary Wire
	03/20/2020	277858	P	10147	WILBUR ELLIS COMPANY	\$531.71	0	0320201	GALLERY SC
	03/20/2020	277859	P	10722	WASHINGTON STATE GOOD ROADS	\$200.00	0	0320201	20220 GOOD ROADS DUES - ANDERS
	03/20/2020	277860	P	10194	XEROX CORPORATION	\$881.66	0	0320201	FEBRUARY PRINTING CHARGES - 3U
	03/20/2020	277861	P	12233	XO COMMUNICATIONS SERVICES LLC	\$2,650.31	0	0320201	Period 2/1/2020 to 2/29/2020
03/23/2020	03/23/2020	277862	P	31186	AMERICAN MEDICAL RESPONSE	\$40.00	0	032320P	NON COVERED MEDICAL
	03/23/2020	277863	P	10160	LAURIE VERN BATES JR	\$3,600.00	0	032320P	NON COVERED MEDICAL
	03/23/2020	277864	P	10382	QUAIL RIDGE DENTAL INC	\$113.00	0	032320P	NON COVERED DENTAL
	03/23/2020	277865	P	31161	SUSAN BOLSTAD	\$1,000.00	0	032320P	DEATH BENEFIT: BARRY BOLSTAD 0
	03/23/2020	277866	P	10015	BOWLS, DAVID	\$122.80	0	032320P	NON COVERED DENTAL
	03/23/2020	277867	P	10169	DALE A BRUNSON	\$45.00	0	032320P	NON COVERED VISION
	03/23/2020	277868	P	10162	LEE BUSH	\$7,273.04	0	032320P	NON COVERED MEDICAL
	03/23/2020	277869	P	10170	RANDY H CARPER	\$60.00	0	032320P	NON COVERED VISION
	03/23/2020	277870	P	10023	HENRY CARRICK	\$5,775.00	0	032320P	NON COVERED MEDICAL
	03/23/2020	277871	P	10167	MIKE CASE	\$3,905.73	0	032320P	NON COVERED MEDICAL
	03/23/2020	277872	P	31048	COMMUNITY HOME HEALTH & HOSPICE	\$360.00	0	032320P	NON COVERED MEDICAL
	03/23/2020	277873	P	10040	DANNY DOWNS	\$46.98	0	032320P	NON COVERED RX
	03/23/2020	277874	P	10045	ALLEN LARRY FERRIANS	\$848.10	0	032320P	NON COVERED MEDICAL
	03/23/2020	277875	P	31185	MARKUS FORSYTHE MD	\$46.80	0	032320P	NON COVERED MEDICAL
	03/23/2020	277876	P	10054	HEASTON & THOMPSON VISION CLINIC	\$114.00	0	032320P	NON COVERED VISION
	03/23/2020	277877	P	30129	HUGHES PHYSICAL THERAPY P.S.	\$114.55	0	032320P	NON COVERED MEDICAL
	03/23/2020	277878	P	31187	INTEGRA IMAGING PS	\$24.00	0	032320P	NON COVERED MEDICAL
	03/23/2020	277879	P	10213	JACK D KEYS	\$3,900.00	0	032320P	NON COVERED MEDICAL
	03/23/2020	277880	P	10271	SCOTT K LARSON	\$108.75	0	032320P	NON COVERED MEDICAL
	03/23/2020	277881	P	12156	PACIFIC MEDICAL INC	\$340.00	0	032320P	NON COVERED MEDICAL
	03/23/2020	277882	P	10111	LARRY RONEY	\$50.04	0	032320P	NON COVERED DENTAL
	03/23/2020	277883	P	10204	RONALD K SNYDER, DDS	\$87.60	0	032320P	NON COVERED DENTAL
	03/23/2020	277884	P	10226	FULL SPECTRUM EYE CARE PS	\$45.00	0	032320P	NON COVERED VISION
	03/23/2020	277885	P	12442	THREE RIVERS FAMILY MEDICINE	\$52.01	0	032320P	NON COVERED MEDICAL
	03/23/2020	277886	P	10148	CRAIG E WILLIAMSON	\$901.00	0	032320P	NON COVERED DENTAL
	03/23/2020	277887	P	10077	ROD WILMOTH	\$3,556.50	0	032320P	NON COVERED MEDICAL
	03/23/2020	277888	P	11945	YAKIMA VISION CENTER, PC	\$65.00	0	032320P	NON COVERED VISION

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03/25/2020	03/23/2020	277889	P	10151	GERALD ZIMMERMAN	\$17.11	0	032320P	NON COVERED VISION
	03/25/2020	277890	P	10439	PYC LLC	\$243.30	0	0325201	UNIFORM LAUNDRY SERVICE
	03/25/2020	277891	P	10838	GRIGG ENTERPRISES INC	\$1,555.95	0	0325201	STOCK - ZIP TIES
	03/25/2020	277892	P	11492	ALS GROUP USA CORP	\$4,720.00	0	0325201	ANALYTICAL SERVICES - BATTELLE
	03/25/2020	277893	P	10504	ABM JANITORIAL NORTHWEST	\$14,481.82	0	0325201	MULTIPLE FACILITIES - JANITORI
	03/25/2020	277894	P	10705	AMERICAN ROCK PRODUCTS INC	\$3,366.83	0	0325201	TOP COURSE: 5/8", HAUL CHARGE
	03/25/2020	277895	P	10157	AMERIGAS	\$127.06	0	0325201	MONTANA LS TANK RENTAL 500 GAL
	03/25/2020	277896	P	11079	AUTOZONE STORES LLC	\$593.82	0	0325201	SHOP TOOLS
	03/25/2020	277897	P	12002	AXON ENTERPRISE, INC	\$12,912.09	0	0325201	TASER 3RD YEAR PAYMENT
	03/25/2020	277898	P	10780	BASIN SOD INC	\$326.22	0	0325201	LYNNWOOD - SOD FOR BATTERS BOX
	03/25/2020	277899	P	10518	BEAVER BARK & ROCK	\$1,551.56	0	0325201	CONCRETE WWTF SIDEWLK RPR (OPS
	03/25/2020	277900	P	10281	BENTON COUNTY	\$12,117.79	0	0325201	WORK CREW 2- FEBRUARY
	03/25/2020	277901	P	10010	BENTON FRANKLIN HEALTH DISTRICT	\$2,530.00	0	0325201	WATER SAMPLING ANALYSIS
	03/25/2020	277902	P	10008	BENTON PUD	\$108.56	0	0325201	(9) WYE LIGHTS-BADGER REPEATER
	03/25/2020	277903	P	10158	BENTON RURAL ELECTRIC ASSOCIATION	\$1,623.42	0	0325201	KENNEDY BOOSTER STATION
	03/25/2020	277904	P	11778	DSD CAPITAL LLC	\$160.37	0	0325201	P.O.L RENTAL - COMPOST
	03/25/2020	277905	P	10546	BOUND TREE MEDICAL LLC	\$890.68	0	0325201	NITRILE XL GLOVES, 18 GA NEEDL
	03/25/2020	277906	P	11272	BOYD'S TREE SERVICE LLC	\$13,305.44	0	0325201	COTTOWOOD TREE REMOVAL
	03/25/2020	277907	P	10566	BUCKSKIN GOLF CLUB	\$1,264.10	0	0325201	SLOW BREAK BB REFEREES
	03/25/2020	277908	P	12320	BUILDERS FIRSTSOURCE, INC	\$87.75	0	0325201	1"x2" - 48" WOOD STAKES 50 PCS
	03/25/2020	277909	P	10240	CENTRAL HOSE & FITTINGS INC	\$259.47	0	0325201	SUCTION HOSE & FITTINGS AERB S
	03/25/2020	277910	P	11112	CENTURYLINK	\$101.35	0	0325201	LONG DISTANCE 03/06-04/05/20
	03/25/2020	277911	P	10250	CH2O INC	\$64.49	0	0325201	BOILER TESTING FEB '20 BW LABO
	03/25/2020	277912	P	10597	CHARTER COMMUNICATIONS	\$78.13	0	0325201	INTERNET SERVICE
	03/25/2020	277913	P	31174	CHICAGO TITLE OF WASHINGTON	\$380.10	0	0325201	HR INDUSTRIAL PARCEL CLEAN UP
	03/25/2020	277914	P	10261	CITY OF RICHLAND	\$2,054.71	0	0325201	#28 LANDFILL FEES
	03/25/2020	277915	P	10261	CITY OF RICHLAND	\$1,860.56	0	0325201	20-079 WHITNEY - PPC MEETING
	03/25/2020	277916	P	10429	CODE PUBLISHING INC	\$224.80	0	0325201	MUNICIPAL CODE-CUMULATIVE PRIN
	03/25/2020	277917	P	11516	COLEMAN OIL COMPANY	\$12,916.68	0	0325201	CHV REGAL R&O ISO 46,1/5 QTY 6
	03/25/2020	277918	P	10135	CI SUPPORT LLC	\$38.76	0	0325201	ONSITE 64 GALLON-RECURRING SHR
	03/25/2020	277919	P	10223	COLUMBIA RIGGING CORP	\$358.81	0	0325201	SS WIRE ROPE SLINGS - SUNDANCE
	03/25/2020	277920	P	10470	COMMERCIAL TIRE INC	\$1,000.01	0	0325201	MOUNT DISMOUNT TIRES VEH#3222
	03/25/2020	277921	P	11526	CORWIN OF PASCO LLC	\$481.13	0	0325201	CONNECTOR,SEAL VEH#2418 WO#57
	03/25/2020	277922	P	999008	CPL REFUND	\$17.25	0	0325201	CPL OVERPAYMENT REFUND
	03/25/2020	277923	P	10452	DAYCO HEATING & AIR	\$10,366.96	0	0325201	1103 WINSLOW - HEAT PUMP
	03/25/2020	277924	P	10453	DELTA HEATING & COOLING INC	\$9,774.00	0	0325201	232 WRIGHT - HEAT PUMP
	03/25/2020	277925	P	10801	DOMESTIC VIOLENCE SVCS OF BNTN & FRNKLN COUNTIES	\$888.50	0	0325201	DV ADVOCACY SERV FEB 2020
	03/25/2020	277926	P	30206	EDGEMON, SANDI	\$541.95	0	0325201	20-080 EDGEMON; NRU/PPC MEETIN
	03/25/2020	277927	P	31132	GDS ASSOCIATES, INC	\$7,643.26	0	0325201	C184-19 IRP/CPA PHASE 1 INITIA
	03/25/2020	277928	P	11115	ELECTRIC POWER SYSTEMS INC	\$998.00	0	0325201	CONTRACT #28-20; Gateway Subst
	03/25/2020	277929	P	10322	ENERGY INCENTIVES INC	\$2,015.00	0	0325201	C337-18 RESIDENTIAL ENERGY EFF
	03/25/2020	277930	P	10821	ENVIRO CLEAN EQUIPMENT INC	\$966.63	0	0325201	ROTARY SWIVEL VEH#3338 WO#5757
	03/25/2020	277931	P	30356	JOHN T CLARY	\$250.00	0	0325201	CRIMINAL POLYGRAPH RPD
	03/25/2020	277932	P	11142	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE INC	\$543.00	0	0325201	ESRI ARCGIS DATA INTEROPERABIL
	03/25/2020	277933	P	10044	FARMERS EXCHANGE	\$20.76	0	0325201	STOCK - GREASE GUN FOR SMALL E
	03/25/2020	277934	P	31170	HIS DIME, LLC	\$455.18	0	0325201	MEDIC REAR WINDOW DECALS VEH#9
	03/25/2020	277935	P	10315	FERGUSON ENTERPRISES INC	\$112.77	0	0325201	SHOPS 100 - PLUMBING
	03/25/2020	277936	P	11157	FRONTIER	\$81.76	0	0325201	PHONE SERVICES 03/04-04/03/20
	03/25/2020	277937	P	10369	G & R AG PRODUCTS INC	\$17.65	0	0325201	PVC CHECK VALVE 1/2"
	03/25/2020	277938	P	11410	GENUINE AUTO GLASS OF TRI CITIES LLC	\$234.73	0	0325201	NEW WINDSHIELD VEH#3316 WO#575
	03/25/2020	277939	P	10203	W.W. GRAINGER, INC	\$1,295.80	0	0325201	VEST
	03/25/2020	277940	P	11248	GRAY & OSBORNE INC	\$652.06	0	0325201	17069.00 PRETREATMENT LOCAL LI
	03/25/2020	277941	P	10210	NORMA HARRINGTON	\$16.72	0	0325201	ID TAGS FOR SOLIDS BLDG EXH FA
	03/25/2020	277942	P	10046	HD FOWLER CO	\$570.26	0	0325201	CLAYBELL - IRRIGATION RENO RET
	03/25/2020	277943	P	11813	HERC RENTALS INC	\$586.12	0	0325201	JOHN DAM PLAZA - THATCHER
	03/25/2020	277944	P	11286	HILL INTERNATIONAL INC	\$30,187.42	0	0325201	Project/Construction Mgmt Serv
	03/25/2020	277945	P	10294	HORIZON DISTRIBUTION INC	\$527.87	0	0325201	HORIZON

CHECK DATE	CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
	03/25/2020	277946	P	11765	IFM EECTOR INC	\$253.64	0	0325201	SCADA REPAIRS TO PRES TRANSMIT
	03/25/2020	277947	P	30058	INFOSEND, INC.	\$3,403.63	0	0325201	2019 12 - Snow Removal Letter
	03/25/2020	277948	P	10406	JUB ENGINEERS INC	\$8,649.59	0	0325201	CENTRAL RHLD TRANS STUDY-WORK
	03/25/2020	277949	P	10291	JOB'S NURSERY	\$120.00	0	0325201	DISC - TREE REPLACEMENT- HOLT
	03/25/2020	277950	P	10069	KELLEY'S TELE-COMMUNICATIONS INC	\$383.87	0	0325201	AFTER HOURS EMERGENCY CALLS 20
	03/25/2020	277951	P	10071	KENNEWICK INDUSTRIAL & ELECTRICAL SUPPLY	\$183.04	0	0325201	PVC BUSHINGS VEH#7146 WO#57413
	03/25/2020	277952	P	11667	KENWORTH SALES COMPANY	\$317.27	0	0325201	LUG NUT TOOL
	03/25/2020	277953	P	10319	LIFE INSURANCE COMPANY OF NORTH AMERICA	\$28,620.61	0	0325201	FLI053184 Premium - March
	03/25/2020	277954	P	10556	MAGELLAN BEHAVIORAL HEALTH	\$743.51	0	0325201	March EAP Premium
	03/25/2020	277955	P	30892	MAGNUM POWER LLC	\$98,724.58	0	0325201	Street Light Retrofit Dock Cre
	03/25/2020	277956	P	30908	MEDICAL BILLING AND CONSULTING LLC	\$1,100.00	0	0325201	FEB 2020 FIREFIGHTERS SEC MONT
	03/25/2020	277957	P	10751	CAR WASH PARTNERS INC	\$11.20	0	0325201	VEHICLE WASH
	03/25/2020	277958	P	10143	MOBILE FLEET SERVICE INC	\$578.36	0	0325201	WINDOW REG,LIGHT VEH#3320 WO#5
	03/25/2020	277959	P	10472	OCLC INC	\$1,050.56	0	0325201	CATALOGING METADATA ILL
	03/25/2020	277960	P	30280	OLLERMAN, TRACEY	\$57.65	0	0325201	20-082 Ollerman Power of Resil
	03/25/2020	277961	P	10357	OXARC INC	\$248.49	0	0325201	SHOP WELDING
	03/25/2020	277962	P	10357	OXARC INC	\$266.23	0	0325201	NITROGEN
	03/25/2020	277963	P	10027	THE PAPE' GROUP	\$8,730.63	0	0325201	SNOW GATE INSTALL VEH#7163 WO#
	03/25/2020	277964	P	10232	PERFECTION GLASS INC	\$11,158.00	0	0325201	1940 HETRICK - WINDOW REBATE
	03/25/2020	277965	P	999002	PERMIT REFUND	\$375.00	0	0325201	Refund - SEPA not required - 4
	03/25/2020	277966	P	999002	PERMIT REFUND	\$1,340.00	0	0325201	Refund - Zoning - Sepa & Site
	03/25/2020	277967	P	999002	PERMIT REFUND	\$440.00	0	0325201	Refund - Short Plat Pond to HO
	03/25/2020	277968	P	10102	RANCH AND HOME INC	\$876.42	0	0325201	PALLET WTR SOFT SALT 50 LB
	03/25/2020	277969	P	12318	RINGOLD EMBROIDERY	\$26.82	0	0325201	CODE REFLECTIVE/NAME PATCH RAY
	03/25/2020	277970	P	10647	RIVER CITY TOWING INC	\$146.61	0	0325201	TOWING CHARGE
	03/25/2020	277971	P	30023	SCOTT, TAIFEI	\$317.10	0	0325201	FEBRUARY CLASS 7969, 7965, 797
	03/25/2020	277972	P	10744	SENSE LAWN & TREE CARE INC	\$873.69	0	0325201	CUST 898680-2800 SR 240 PEST
	03/25/2020	277973	P	11629	TRUCKPRO HOLDING CORPORATION	\$479.92	0	0325201	STARTER VEH#3222 WO#57551
	03/25/2020	277974	P	10440	SOLID WASTE SYSTEMS INC	\$75.29	0	0325201	TEMP GAUGE VEH#3359 WO#57542
	03/25/2020	277975	P	10440	SOLID WASTE SYSTEMS INC	\$256.99	0	0325201	EXPANDABLE POLE SCRAPER VEH#33
	03/25/2020	277976	P	10536	SPRAGUE PEST SOLUTIONS	\$131.13	0	0325201	RCC - PEST CONTROL
	03/25/2020	277977	P	31189	SWANK MOTION PICTURES, INC	\$1,383.00	0	0325201	LIBRARY MOVIE LICENSE 2020
	03/25/2020	277978	P	10961	TACOMA SCREW PRODUCTS INC	\$137.01	0	0325201	EXT CORDS FOR SUMP PUMPS IN AE
	03/25/2020	277979	P	30808	TANKMAX INC.	\$178.35	0	0325201	DRIVELINE REPAIR VEH#3315 WO#5
	03/25/2020	277980	P	10122	TRAFFIC SAFETY SUPPLY CO INC	\$208.41	0	0325201	CARSONITE POST DRIVER
	03/25/2020	277981	P	10128	THE MCCLATCHY COMPANY	\$929.21	0	0325201	ORD 01-20 ASD
	03/25/2020	277982	P	12160	TYLER TECHNOLOGIES, INC	\$157,500.00	0	0325201	GB CONVERSION, P1 BPC, & P2 BP
	03/25/2020	277983	P	11175	TYNDALE ENTERPRISES INC	\$2,246.19	0	0325201	CREDIT MEMO INVOICE 1931305
	03/25/2020	277984	P	10512	US BANK N A	\$184.00	0	0325201	POOLED INVESTMENT CUSTODY FEE
	03/25/2020	277985	P	11802	TRI CITIES VISITOR & CONVENTION BUREAU	\$55,038.59	0	0325201	VISIT TRI-CITIES CONTRACT DUES
	03/25/2020	277986	P	10325	WA STATE CRIMINAL JUSTICE TRAINING	\$3,049.00	0	0325201	BLEA 805 MYERS 3/4/20-7/10/20
	03/25/2020	277987	P	10815	WATER SOLUTIONS INC	\$54.30	0	0325201	MARCH - DSC WATER RENTAL
	03/25/2020	277988	P	10059	WESTERN STATES EQUIPMENT COMPANY	\$627.58	0	0325201	CUTTING EDGE VEH#6435 WO#575
	03/25/2020	277989	P	10267	WSF, LLC	\$3,297.70	0	0325201	AIR ACTUATOR VEH#3311 WO#574
	03/25/2020	277990	P	12400	WESTERN SYSTEMS, INC.	\$15,221.42	0	0325201	Traffic Signal Spare Parts - S
	03/25/2020	277991	P	10147	WILBUR ELLIS COMPANY	\$3,251.05	0	0325201	ESPLANADE 200 SC/AGENCY 2-2.5
	03/25/2020	277992	P	10194	XEROX CORPORATION	\$2,055.14	0	0325201	8TB-337985 BASE/PRINTS FEB 20
03/27/2020	03/27/2020	277993	P	10838	GRIGG ENTERPRISES INC	\$27.14	0	0327201	F200008 GRASS SEED
	03/27/2020	277994	P	11492	ALS GROUP USA CORP	\$2,732.00	0	0327201	ANALYTICAL SERVICES - ATI SAMP
	03/27/2020	277995	P	999000	AUREF	\$143.99	0	0327201	1206 KENSINGTON WAY
	03/27/2020	277996	P	999000	AUREF	\$54.35	0	0327201	2101 STEPTOE ST Apt 229
	03/27/2020	277997	P	999000	AUREF	\$48.76	0	0327201	2101 STEPTOE ST Apt 245
	03/27/2020	277998	P	999000	AUREF	\$16.43	0	0327201	1775 COLUMBIA PARK TRL 204
	03/27/2020	277999	P	999000	AUREF	\$7.30	0	0327201	379 COTTONWOOD DR
	03/27/2020	278000	P	999000	AUREF	\$61.43	0	0327201	3003 QUEENSGATE DR Apt 154
	03/27/2020	278001	P	999000	AUREF	\$94.29	0	0327201	904 CEDAR AVE
	03/27/2020	278002	P	999000	AUREF	\$4.24	0	0327201	2894 SALK AVE Apt 210

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	03/27/2020	278003	P	999000	AUREF	\$131.17	0	0327201	3003 QUEENSGATE DR Apt 376
	03/27/2020	278004	P	999000	AUREF	\$70.76	0	0327201	2300 HOOD AVE P
	03/27/2020	278005	P	999000	AUREF	\$93.76	0	0327201	1515 DESERT SPRINGS AVE
	03/27/2020	278006	P	999000	AUREF	\$19.23	0	0327201	575 COLUMBIA POINT DR Apt 118
	03/27/2020	278007	P	999000	AUREF	\$0.67	0	0327201	903 ABBOT ST B
	03/27/2020	278008	P	999000	AUREF	\$37.20	0	0327201	1851 JADWIN AVE 308
	03/27/2020	278009	P	999000	AUREF	\$90.71	0	0327201	1950 BELLERIVE DR 349
	03/27/2020	278010	P	999000	AUREF	\$119.81	0	0327201	922 CLERMONT DR
	03/27/2020	278011	P	999000	AUREF	\$78.84	0	0327201	1229 COVINA CT
	03/27/2020	278012	P	999000	AUREF	\$69.57	0	0327201	507 GEORGE WASHINGTON WAY
	03/27/2020	278013	P	999000	AUREF	\$120.76	0	0327201	1036 KAMBETH CT
	03/27/2020	278014	P	999000	AUREF	\$68.13	0	0327201	2550 DUPORTAIL ST F235
	03/27/2020	278015	P	999000	AUREF	\$18.10	0	0327201	777 MCMURRAY ST 21
	03/27/2020	278016	P	999000	AUREF	\$69.25	0	0327201	1324 LOUISIANA ST
	03/27/2020	278017	P	999000	AUREF	\$40.83	0	0327201	2513 DUPORTAIL ST Apt 357
	03/27/2020	278018	P	999000	AUREF	\$120.19	0	0327201	2101 STEPTOE ST Apt 246
	03/27/2020	278019	P	999000	AUREF	\$21.73	0	0327201	3547 WATERFORD ST
	03/27/2020	278020	P	999000	AUREF	\$83.19	0	0327201	50 JADWIN AVE Apt 107
	03/27/2020	278021	P	999000	AUREF	\$151.35	0	0327201	2000 STEVENS DR 127
	03/27/2020	278022	P	999000	AUREF	\$78.55	0	0327201	2550 DUPORTAIL ST P193
	03/27/2020	278023	P	999000	AUREF	\$69.96	0	0327201	2433 GEORGE WASHINGTON WAY 720
	03/27/2020	278024	P	999000	AUREF	\$37.44	0	0327201	451 WESTCLIFFE BLVD Apt C119
	03/27/2020	278025	P	999000	AUREF	\$87.62	0	0327201	2895 PAULING AVE Apt 150
	03/27/2020	278026	P	999000	AUREF	\$20.32	0	0327201	3003 QUEENSGATE DR Apt 113
	03/27/2020	278027	P	999000	AUREF	\$88.64	0	0327201	160 VAN GIESEN ST 204
	03/27/2020	278028	P	999000	AUREF	\$100.43	0	0327201	200 WALDRON ST 39
	03/27/2020	278029	P	999000	AUREF	\$48.67	0	0327201	1316 ALAMEDA CT
	03/27/2020	278030	P	999000	AUREF	\$315.59	0	0327201	1214 FONTANA CT
	03/27/2020	278031	P	999000	AUREF	\$79.06	0	0327201	575 COLUMBIA POINT DR Apt 231
	03/27/2020	278032	P	999000	AUREF	\$97.37	0	0327201	69 JADWIN AVE 1
	03/27/2020	278033	P	999000	AUREF	\$185.89	0	0327201	625 SANFORD AVE
	03/27/2020	278034	P	999000	AUREF	\$163.06	0	0327201	2295 MORRIS AVE
	03/27/2020	278035	P	999000	AUREF	\$37.78	0	0327201	3003 QUEENSGATE DR Apt 329
	03/27/2020	278036	P	999000	AUREF	\$31.99	0	0327201	2100 BELLERIVE DR N165
	03/27/2020	278037	P	999000	AUREF	\$98.49	0	0327201	1180 PINTO LOOP
	03/27/2020	278038	P	999000	AUREF	\$90.57	0	0327201	2555 DUPORTAIL ST C120
	03/27/2020	278039	P	999000	AUREF	\$56.46	0	0327201	250 GAGE BLVD 2032
	03/27/2020	278040	P	999000	AUREF	\$180.03	0	0327201	3151 WILLOW POINTE DR
	03/27/2020	278041	P	999000	AUREF	\$39.88	0	0327201	3132 WILD CANYON WAY
	03/27/2020	278042	P	999000	AUREF	\$70.71	0	0327201	3120 WILD CANYON WAY
	03/27/2020	278043	P	999000	AUREF	\$96.10	0	0327201	2136 SKYVIEW LOOP
	03/27/2020	278044	P	999000	AUREF	\$132.95	0	0327201	1947 PINE ST
	03/27/2020	278045	P	999000	AUREF	\$128.01	0	0327201	2550 DUPORTAIL ST L170
	03/27/2020	278046	P	999000	AUREF	\$26.85	0	0327201	3003 QUEENSGATE DR Apt 237
	03/27/2020	278047	P	999000	AUREF	\$123.77	0	0327201	2433 GEORGE WASHINGTON WAY 120
	03/27/2020	278048	P	999000	AUREF	\$22.06	0	0327201	2292 VENETO ST
	03/27/2020	278049	P	999000	AUREF	\$47.23	0	0327201	2286 VENETO ST
	03/27/2020	278050	P	999000	AUREF	\$84.17	0	0327201	2879 MACKENZIE CT
	03/27/2020	278051	P	999000	AUREF	\$31.64	0	0327201	1878 FOWLER ST 54
	03/27/2020	278052	P	999000	AUREF	\$77.19	0	0327201	2455 GEORGE WASHINGTON WAY B20
	03/27/2020	278053	P	999000	AUREF	\$15.68	0	0327201	2915 LORAYNE J BLVD
	03/27/2020	278054	P	999000	AUREF	\$144.58	0	0327201	540 SEDGWICK PL
	03/27/2020	278055	P	999000	AUREF	\$84.54	0	0327201	50 JADWIN AVE Apt 93
	03/27/2020	278056	P	999000	AUREF	\$46.07	0	0327201	1621 GEORGE WASHINGTON WAY D6
	03/27/2020	278057	P	999000	AUREF	\$92.82	0	0327201	250 GAGE BLVD 3088
	03/27/2020	278058	P	999000	AUREF	\$108.17	0	0327201	600 MEADOWS DR E
	03/27/2020	278059	P	999000	AUREF	\$66.00	0	0327201	2000 STEVENS DR 120

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	03/27/2020	278060	P	999000	AUREF	\$72.39	0	0327201	451 WESTCLIFFE BLVD Apt D228
	03/27/2020	278061	P	999000	AUREF	\$73.45	0	0327201	2550 DUPORTAIL ST E226
	03/27/2020	278062	P	999000	AUREF	\$273.48	0	0327201	1209 STEVENS DR
	03/27/2020	278063	P	999000	AUREF	\$10.81	0	0327201	1878 FOWLER ST 18
	03/27/2020	278064	P	999000	AUREF	\$24.55	0	0327201	900 AARON DR 213
	03/27/2020	278065	P	999000	AUREF	\$74.17	0	0327201	2894 SALK AVE Apt 312
	03/27/2020	278066	P	11079	AUTOZONE STORES LLC	\$119.76	0	0327201	BULLDOG JACK VEH#4112 WO#57552
	03/27/2020	278067	P	10518	BEAVER BARK & ROCK	\$175.35	0	0327201	LYNNWOOD - SOD FOR FIELD REPAI
	03/27/2020	278068	P	10281	BENTON COUNTY	\$87,044.38	0	0327201	CUSTODY COSTS FEB. 2020
	03/27/2020	278069	P	11272	BOYD'S TREE SERVICE LLC	\$26,839.76	0	0327201	COTTONWOOD TREE REMOVAL
	03/27/2020	278070	P	12229	CANON FINANCIAL SERVICES, INC	\$249.48	0	0327201	CANON COPIER PURCHASING/WHSE M
	03/27/2020	278071	P	11868	CAROLLO ENGINEERS, INC	\$1,147.50	0	0327201	WTP SOLIDS HANDLING IMPRV-FEB
	03/27/2020	278072	P	10026	CASCADE NATURAL GAS CORP	\$8,072.82	0	0327201	LIBRARY - MARCH GAS BILL
	03/27/2020	278073	P	10841	CASELLE INC	\$169.33	0	0327201	CONTRACT SUPPORT AND MAINTENAN
	03/27/2020	278074	P	10847	CERIUM NETWORKS INC	\$2,973.30	0	0327201	CISCO WIRELESS AP HARDWARE FOR
	03/27/2020	278075	P	30045	CHARTER COMMUNICATIONS HOLDINGS, LLC	\$221.97	0	0327201	INTERNET SERVICE
	03/27/2020	278076	P	10072	CITY OF KENNEWICK	\$861.07	0	0327201	REIMB. CRAIG LITTRELL BACKGROU
	03/27/2020	278077	P	10261	CITY OF RICHLAND	\$587.27	0	0327201	LANDFILL BILL - FEBRUARY
	03/27/2020	278078	P	10261	CITY OF RICHLAND	\$1,313.73	0	0327201	1940 HETRICK - WINDOW REBATE
	03/27/2020	278079	P	11516	COLEMAN OIL COMPANY	\$2,530.98	0	0327201	LANDFILL DYED DIESEL
	03/27/2020	278080	P	10034	CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	\$426.31	0	0327201	Building, Switchboard and Fibe
	03/27/2020	278081	P	12151	CORE & MAIN LP	\$9,704.74	0	0327201	Ford Fittings
	03/27/2020	278082	P	10858	CROWN PAPER & JANITORIAL SUPPLY INC	\$7,421.45	0	0327201	Janitorial Paper Products
	03/27/2020	278083	P	30166	CUMMINS NORTHWEST LLC	\$242.52	0	0327201	BLOCK HEATER VEH#6598 WO#57629
	03/27/2020	278084	P	30916	DAVENPORT GROUP, INC	\$2,164.40	0	0327201	DELL LATITUDE 5400 LAPTOP
	03/27/2020	278085	P	10452	DAYCO HEATING & AIR	\$700.00	0	0327201	3425 SADDLE WAY - HP REBATE
	03/27/2020	278086	P	10453	DELTA HEATING & COOLING INC	\$1,000.00	0	0327201	1704 FRIES - HP REBATE
	03/27/2020	278087	P	11149	CELLEBRITE USA CORP.	\$5,212.80	0	0327201	Cellebrite Software Renewal 2/
	03/27/2020	278088	P	30198	DUNCAN, ESTHER MARIA	\$10.83	0	0327201	REIMB OF CLEANING SUPPLIES
	03/27/2020	278089	P	12396	ECOANALYSTS, INC	\$3,850.00	0	0327201	WWTP EFFL BIO-ASSAY SMLPG 02-2
	03/27/2020	278090	P	10825	ECONOLITE CONTROL PRODUCTS INC	\$228.68	0	0327201	REPAIR FOR AUTOSCOPE TERRA PAN
	03/27/2020	278091	P	11169	EFFICIENCY SOLUTIONS LLC	\$6,152.50	0	0327201	C244-17 LOAD FORECAST AND INTE
	03/27/2020	278092	P	10935	EMERALD SERVICES INC	\$83.30	0	0327201	OIL SERVICE TAXABLE /RECYCLE O
	03/27/2020	278093	P	10146	ENERGY NORTHWEST	\$508,796.58	0	0327201	C202-18 HRSST PROJECT COSTS TH
	03/27/2020	278094	P	10508	FASTENAL COMPANY	\$66.73	0	0327201	TRAFFIC SIGNAL MAINTENANCE PAR
	03/27/2020	278095	P	10268	FEDERAL EXPRESS CORP	\$43.32	0	0327201	OVERNIGHT PKG TO ECOANALYSTS
	03/27/2020	278096	P	10315	FERGUSON ENTERPRISES INC	\$823.59	0	0327201	2" DIAPHRAGM VALVE
	03/27/2020	278097	P	10184	FISHER SCIENTIFIC CO	\$628.55	0	0327201	NITRILE GLOVES FOR STOCK
	03/27/2020	278098	P	10051	GLASS NOOK INC	\$7,886.26	0	0327201	1649 Birch - WINDOW LOAN
	03/27/2020	278099	P	11648	GovQA, LLC	\$4,583.37	0	0327201	GOVQA FORTRESS DEPLOYMENT
	03/27/2020	278100	P	10203	W.W. GRAINGER, INC	\$1,461.48	0	0327201	GRAINGER
	03/27/2020	278101	P	10210	NORMA HARRINGTON	\$58.10	0	0327201	DOY AWARD
	03/27/2020	278102	P	10046	HD FOWLER CO	\$13,605.87	0	0327201	ROMAC Water Parts
	03/27/2020	278103	P	11813	HERC RENTALS INC	\$54.30	0	0327201	EW200014 SOD CUTTER RENTAL
	03/27/2020	278104	P	10294	HORIZON DISTRIBUTION INC	\$1,311.70	0	0327201	Horizon
	03/27/2020	278105	P	11657	JOYCE ZIKER PARKINSON PLLC	\$118.50	0	0327201	LANDFILL CONTAMINATION- WORK I
	03/27/2020	278106	P	11283	KENNEWICK EMERGENCY PHYSICIANS PS	\$446.00	0	0327201	MEDICAL CLEARANCE 18-20630 ROE
	03/27/2020	278107	P	31026	KLEIN PRODUCTS, INC.	\$2,979.42	0	0327201	PUMP,REBUILD KIT VEH#3353 WO
	03/27/2020	278108	P	30757	LETRICK, R. KIM	\$25.93	0	0327201	REIMB FOR CLEANING SUPPLIES
	03/27/2020	278109	P	10384	M CAMPBELL & COMPANY INC	\$800.00	0	0327201	1416 HUNT - HP REBATE
	03/27/2020	278110	P	10316	MCDONALD & ASSOCIATES INC	\$157.47	0	0327201	STOCK - TOPSOIL
	03/27/2020	278111	P	11103	FREMAREK INC	\$651.39	0	0327201	STOCK - CLEANING SUPPLIES
	03/27/2020	278112	P	11835	MILLER PAINT COMPANY INC	\$583.61	0	0327201	COMFORT STATION PARTITION - HO
	03/27/2020	278113	P	10083	MONARCH MACHINE & TOOL CO INC	\$5,664.07	0	0327201	SKATE PARK SEWER LINE - 3 SIDE
	03/27/2020	278114	P	10358	MOON SECURITY SERVICES INC	\$470.24	0	0327201	LIBRARY - BASIC MONITORING - A
	03/27/2020	278115	P	11153	JT AUTOMOTIVE PARTS, INC	\$1,483.58	0	0327201	AIR FILTER VEH#6455 WO#56958
	03/27/2020	278116	P	10263	NORCO INC	\$3,561.78	0	0327201	GLOVES FOR WHSE STOCK

CHECK DATE	CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	VOID AMT	WARRANT	COMMENT
	03/27/2020	278117	P	10548	NORTHERN TOOL & EQUIPMENT	\$150.96	0	0327201	COVER, OIL CAP VEH#2502 WO#5
	03/27/2020	278118	P	31162	OCCAM VIDEO SOLUTIONS LLC	\$3,790.14	0	0327201	INPUT-ACE ANNUAL SUPPORT RENEW
	03/27/2020	278119	P	31074	ONE BEAT CPR LEARNING CENTER LLC	\$5,859.00	0	0327201	AUTOMATIC AUTOCLAVE WITH PRINT
	03/27/2020	278120	P	10357	OXARC INC	\$586.77	0	0327201	LIBRARY - EXTINGUISHER ANNUAL
	03/27/2020	278121	P	10507	PARADISE BOTTLED WATER CO LLC	\$73.14	0	0327201	BOTTLED WATER-FEBRUARY
	03/27/2020	278122	P	10862	PARAMETRIX INC	\$20,553.34	0	0327201	DISPOSAL CAPACITY IMPRVMTS - T
	03/27/2020	278123	P	10971	PARAMOUNT COMMUNICATIONS INC	\$2,611.83	0	0327201	FIBER REPAIR- 34069 UV FACILIT
	03/27/2020	278124	P	999001	REC REFUND	\$15.25	0	0327201	REFUND-ARGENTINE TANGO LEV 2
	03/27/2020	278125	P	999001	REC REFUND	\$66.00	0	0327201	REFUND-YOUTH NFL FLAG FOOTBALL
	03/27/2020	278126	P	999001	REC REFUND	\$22.75	0	0327201	REFUND-CUMBIA CLASS 3/2-3/30/2
	03/27/2020	278127	P	999001	REC REFUND	\$12.25	0	0327201	REFUND-STEPPIN' OUT WITH JO CL
	03/27/2020	278128	P	999001	REC REFUND	\$61.50	0	0327201	REFUND-YOUTH NFL FLAG FOOTBALL
	03/27/2020	278129	P	999001	REC REFUND	\$128.00	0	0327201	REFUND-DEMOCRATIC CONVENTION
	03/27/2020	278130	P	999001	REC REFUND	\$150.00	0	0327201	REFUND-DEPOSIT WEDDING
	03/27/2020	278131	P	999001	REC REFUND	\$12.25	0	0327201	REFUND - STEPPIN' OUT WITH JO
	03/27/2020	278132	P	999001	REC REFUND	\$28.65	0	0327201	REFUND-L.A. SALSA 3/3-3/31/20
	03/27/2020	278133	P	999001	REC REFUND	\$61.50	0	0327201	REFUND-YOUTH NFL FLAG FOOTBALL
	03/27/2020	278134	P	999001	REC REFUND	\$61.50	0	0327201	REFUND-YOUTH NFL FLAG FOOTBALL
	03/27/2020	278135	P	999001	REC REFUND	\$15.25	0	0327201	REFUND-ARGENTINE TANGO LEV 2 3
	03/27/2020	278136	P	999001	REC REFUND	\$18.00	0	0327201	REFUND-PATTI'S WORKOUT 3/2-3/3
	03/27/2020	278137	P	999001	REC REFUND	\$76.50	0	0327201	REFUND-NON RES YOUTH NFL FLAG
	03/27/2020	278138	P	999001	REC REFUND	\$432.25	0	0327201	REFUND-BIRTHDAY PARTY DAMAGE D
	03/27/2020	278139	P	999001	REC REFUND	\$51.50	0	0327201	REFUND-YOUTH NFL FLAG FOOTBALL
	03/27/2020	278140	P	999001	REC REFUND	\$61.50	0	0327201	REFUND-YOUTH NFL FLAG FOOTBALL
	03/27/2020	278141	P	999001	REC REFUND	\$16.50	0	0327201	REFUND - YOGA FLOW 2
	03/27/2020	278142	P	999001	REC REFUND	\$16.50	0	0327201	REFUND - YOGA FLOW 2-LORIS HEL
	03/27/2020	278143	P	999001	REC REFUND	\$11.50	0	0327201	REFUND-QIGONG 3/5-3/26/20
	03/27/2020	278144	P	999001	REC REFUND	\$61.50	0	0327201	REFUND-YOUTH NFL FLAG FOOTBALL
	03/27/2020	278145	P	31188	RONNIE JON FRIGULTI	\$1,200.00	0	0327201	AR-15/M-16 ARMORERS COURSE REG
	03/27/2020	278146	P	10440	SOLID WASTE SYSTEMS INC	\$1,499.02	0	0327201	BROOM EYEBOLT VEH#7152 WO#5761
	03/27/2020	278147	P	30027	SEATTLE SEWING SOLUTIONS INC	\$480.56	0	0327201	Jumpsuits: Holen
	03/27/2020	278148	P	10536	SPRAGUE PEST SOLUTIONS	\$106.97	0	0327201	PEST CONTROL
	03/27/2020	278149	P	30894	STERLING INFOSYSTEMS, INC	\$403.72	0	0327201	BACKGROUND CHECKS
	03/27/2020	278150	P	10961	TACOMA SCREW PRODUCTS INC	\$214.97	0	0327201	LOCKNUTS,WASHERS VEH#4117 WO#5
	03/27/2020	278151	P	30047	HOME DEPOT USA	\$1,207.28	0	0327201	Janitorial Chemicals
	03/27/2020	278152	P	11943	TNVC INC	\$1,107.52	0	0327201	Night Vision Device Accessorie
	03/27/2020	278153	P	10642	TREASURE VALLEY COFFEE CO OF THE COLUMBIA BASIN	\$129.95	0	0327201	COFFEE DELIVERY
	03/27/2020	278154	P	10427	WA STATE DEPARTMENT OF HEALTH	\$1,027.00	0	0327201	LORAYNE JA WATER SYSTEM-DOH RE
	03/27/2020	278155	P	10140	WASHINGTON STATE PATROL	\$4,500.00	0	0327201	ACCESS USER FEE - 1ST QTR
	03/27/2020	278156	P	11015	WEBCHECK INC	\$1,129.44	0	0327201	WEBCHECK SERVICE DEC 2019
	03/27/2020	278157	P	10059	WESTERN STATES EQUIPMENT COMPANY	\$138.51	0	0327201	COUPLINGS VEH#3337 WO#57653
	03/27/2020	278158	P	10147	WILBUR ELLIS COMPANY	\$715.30	0	0327201	ESPLANADE 200 SC/AGENCY 4-1 QT
	03/27/2020	278159	P	10194	XEROX CORPORATION	\$144.89	0	0327201	3UA-295154 BASE/PRINTS FEB 20
						\$3,070,882.85			

WIRE LOG

(Includes all wires, direct drafts and MircoCash ACHs)

Input Date \\cordata\administrative_services\Staff Reports\2020 Staff Reports\4-7-20\20CkLog-copy.xlsx]Claims Wires

<u>Date</u>	<u>Wire #</u>	<u>Wire \$</u>	<u>Payee</u>	<u>Purpose</u>
10-Mar-20	8052	284,516.40	Cigna	Medical Claims 3/2-3/8/20
10-Mar-20	8053	315.00	AW REHN	February Admin Fee
9-Mar-20	8054	1,652.00	Dept of Licensing	Firearms Online Payment for Concealed Pistol Licenses
5-Mar-20	8055	806.00	Dept of Licensing	Employee Driving Extracts
10-Mar-20	8056	3,462.53	Plan Source	FSA deduction on 3/9/20
10-Mar-20	8057	153,710.40	NW Intergovernmental Energy Supply	SHELL & TRANSALTA MARKET PURCHASE
10-Mar-20	8058	900,000.00	US Bank Safekeeping	GO #474791RS7-1.51% (12/24)
11-Mar-20	8059	108,333.46	Richland Golf Mngmt Corp	CPGC Operating Reimbursement - 2/20
16-Mar-20	8060	11,339.79	Matrix	February Claims
17-Mar-20	8061	305,557.81	Cigna	Medical Claims 3/9-3/15/20
13-Mar-20	8062	3,800,000.00	Local Gov't Investment Pool	Purchase LGIP # 1920
17-Mar-20	8063	3,439.31	Plan Source	FSA deduction on 3/16/20
18-Mar-20	8064	1,100,000.00	Local Gov't Investment Pool	Purchase LGIP # 1920
18-Mar-20	8065	1,500.00	Image Master	Printing Costs for 2019 RES POS and OS
24-Mar-20	8066	16,656.15	Cigna-Admin	March 2020 Admin Fees
24-Mar-20	8067	61,931.24	QBE	March 2020 Stop Loss
24-Mar-20	8068	180,800.46	Cigna	Medical Claims 3/16-3/22/20
25-Mar-20	8069	107,983.62	LEOFF Trust	April 2020 Fees
23-Mar-20	8070	107,357.37	WA St Department of Revenue	ICR Excise Tax Audit (Timely Filing)
23-Mar-20	8071	2,047,302.22	US Bank Safekeeping	GO #93974D5N4-2.86% (08/21)
24-Mar-20	8072	3,711.29	Plan Source	FSA Deduction on 3/23/20
24-Mar-20	8073	1,391,512.06	US Bank Safekeeping	GO #93974DLM8-5.0% (07/21)
24-Mar-20	8074	100,000.00	The Reach	Transfer PFD debt service to operations
25-Mar-20	8075	2,180,360.00	US Bank Safekeeping	REV #812643UA0-5.0% (02/23)
25-Mar-20	8076	3,252,845.00	BPA	FEB20-PAT01-10089
25-Mar-20	8077	409.40	Discovery Benefits	February 2020 Admin Fee
26-Mar-20	8078	1,735.72	Discovery Benefits	
		<u>16,127,237.23</u>		

(A/P)

<u>Wire G/L Date</u>	<u>Type</u>	<u>Wire / ACH</u>
10-Mar-20	B of A	Wire
10-Mar-20	B of A	Wire
9-Mar-20	Direct Deduct	Debit ACH
5-Mar-20	B of A	Wire
10-Mar-20	B of A	Wire
10-Mar-20	B of A	Wire
10-Mar-20	B of A	Wire
11-Mar-20	B of A	Wire
16-Mar-20	B of A	Wire
17-Mar-20	B of A	Wire
13-Mar-20	B of A	Wire
17-Mar-20	B of A	Wire
18-Mar-20	B of A	Wire
18-Mar-20	B of A	Wire
24-Mar-20	B of A	Wire
24-Mar-20	B of A	Wire
24-Mar-20	B of A	Wire
25-Mar-20	B of A	Wire
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24-Mar-20	B of A	Wire
25-Mar-20	B of A	Wire
25-Mar-20	B of A	Wire
25-Mar-20	B of A	Wire
26-Mar-20	B of A	Wire

Payroll History Totals - MUNIS 3/9/2020 - 3/27/2020

CHECK TYPE	CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT
PAYROLL - 2020-03-19	PAYROLL - 2020-03-19	3/19/2020	162778		4976		\$1974.73
	PAYROLL - 2020-03-19	3/19/2020	162779		3759		\$2056.13
	PAYROLL - 2020-03-19	3/19/2020	162780		3681		\$2055.35
	PAYROLL - 2020-03-19	3/19/2020	162781		4083		\$1408.07
	PAYROLL - 2020-03-19	3/19/2020	162782		3853		\$1729.84
	PAYROLL - 2020-03-19	3/19/2020	162783		4929		\$2168.08
	PAYROLL - 2020-03-19	3/19/2020	162784		4562		\$3707.63
	PAYROLL - 2020-03-19	3/19/2020	162785		4620		\$1309.10
	PAYROLL - 2020-03-19	3/19/2020	162786		4542		\$1854.21
	PAYROLL - 2020-03-19	3/19/2020	162787		4895		\$1698.07
	PAYROLL - 2020-03-19	3/19/2020	162788		4941		\$1360.77
	PAYROLL - 2020-03-19	3/19/2020	162789		4369		\$3234.84
	PAYROLL - 2020-03-19	3/19/2020	162790		4575		\$2137.12
	PAYROLL - 2020-03-19	3/19/2020	162791		4812		\$864.44
	PAYROLL - 2020-03-19	3/19/2020	162792		4185		\$8227.55
	PAYROLL - 2020-03-19	3/19/2020	162793		4338		\$1053.59
	PAYROLL - 2020-03-19	3/19/2020	162794		3322		\$2003.11
	PAYROLL - 2020-03-19	3/19/2020	162795		4337		\$966.46
	PAYROLL - 2020-03-19	3/19/2020	162796		4736		\$1552.29
	PAYROLL - 2020-03-19	3/19/2020	162797		5010		\$1893.48
	PAYROLL - 2020-03-19	3/19/2020	162798		4133		\$1094.76
	PAYROLL - 2020-03-19	3/19/2020	162799		4232		\$952.35
	PAYROLL - 2020-03-19	3/19/2020	162800		4811		\$990.99
	PAYROLL - 2020-03-19	3/19/2020	162801		3885		\$3714.54
	PAYROLL - 2020-03-19	3/19/2020	162802		3243		\$935.48
	PAYROLL - 2020-03-19	3/19/2020	162803		4901		\$1870.19
	PAYROLL - 2020-03-19	3/19/2020	162804		4774		\$1055.12
	PAYROLL - 2020-03-19	3/19/2020	162805		3709		\$1691.21
	PAYROLL - 2020-03-19	3/19/2020	162806		3688		\$1811.39
	PAYROLL - 2020-03-19	3/19/2020	162807		2156		\$980.17
	PAYROLL - 2020-03-19	3/19/2020	162808		4102		\$1430.03

CHECK TYPE	CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT
	PAYROLL - 2020-03-19	3/19/2020	162809		3836		\$2222.01
	PAYROLL - 2020-03-19	3/19/2020	162810		4029		\$1549.48
	PAYROLL - 2020-03-19	3/19/2020	162811		4143		\$1345.42
	PAYROLL - 2020-03-19	3/19/2020	162812		3690		\$1617.11
	PAYROLL - 2020-03-19	3/19/2020	162813		3828		\$1492.16
	PAYROLL - 2020-03-19	3/19/2020	162814		4204		\$1533.71
	PAYROLL - 2020-03-19	3/19/2020	162815		4092		\$1585.14
	PAYROLL - 2020-03-19	3/19/2020	162816		4461		\$1836.41
	PAYROLL - 2020-03-19	3/19/2020	162817		3516		\$1738.99
	PAYROLL - 2020-03-19	3/19/2020	162818		1834		\$2203.76
	PAYROLL - 2020-03-19	3/19/2020	162819		4731		\$1685.33
	PAYROLL - 2020-03-19	3/19/2020	162820		4130		\$1618.87
	PAYROLL - 2020-03-19	3/19/2020	162821		4035		\$1408.48
	PAYROLL - 2020-03-19	3/19/2020	162822		4375		\$2861.57
	PAYROLL - 2020-03-19	3/19/2020	162823		4109		\$1593.20
	PAYROLL - 2020-03-19	3/19/2020	162824		3635		\$1510.46
	PAYROLL - 2020-03-19	3/19/2020	162825		3699		\$1806.75
	PAYROLL - 2020-03-19	3/19/2020	162826		4667		\$1927.63
	PAYROLL - 2020-03-19	3/19/2020	162827		4949		\$1496.65
	PAYROLL - 2020-03-19	3/19/2020	162828		4361		\$1910.99
	PAYROLL - 2020-03-19	3/19/2020	162829		4426		\$3119.93
	PAYROLL - 2020-03-19	3/19/2020	162830		4996		\$2267.51
	PAYROLL - 2020-03-19	3/19/2020	162831		5011		\$2339.18
	PAYROLL - 2020-03-19	3/19/2020	162832		4517		\$3809.14
	PAYROLL - 2020-03-19	3/19/2020	162833		4719		\$2189.20
	PAYROLL - 2020-03-19	3/19/2020	162834		4974		\$1301.90
	PAYROLL - 2020-03-19	3/19/2020	162835		4835		\$1364.10
	PAYROLL - 2020-03-19	3/19/2020	162836		4810		\$1470.16
	PAYROLL - 2020-03-19	3/19/2020	162837		2798		\$1880.22
	PAYROLL - 2020-03-19	3/19/2020	162838		4940		\$1409.84
	PAYROLL - 2020-03-19	3/19/2020	162839		4715		\$1325.04
	PAYROLL - 2020-03-19	3/19/2020	162840		3755		\$2470.91
	PAYROLL - 2020-03-19	3/19/2020	162841		4690		\$1492.13
	PAYROLL - 2020-03-19	3/19/2020	162842		4622		\$2286.49
	PAYROLL - 2020-03-19	3/19/2020	162843		4583		\$1300.38

CHECK TYPE	CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT
	PAYROLL - 2020-03-19	3/19/2020	162844		4178		\$1806.00
	PAYROLL - 2020-03-19	3/19/2020	162845		4960		\$1160.52
	PAYROLL - 2020-03-19	3/19/2020	162846		4067		\$2326.37
	PAYROLL - 2020-03-19	3/19/2020	162847		4840		\$1328.57
	PAYROLL - 2020-03-19	3/19/2020	162848		4728		\$2023.46
	PAYROLL - 2020-03-19	3/19/2020	162849		4449		\$1222.63
	PAYROLL - 2020-03-19	3/19/2020	162850		3960		\$1784.73
	PAYROLL - 2020-03-19	3/19/2020	162851		4809		\$1556.21
	PAYROLL - 2020-03-19	3/19/2020	162852		3000		\$1452.03
	PAYROLL - 2020-03-19	3/19/2020	162853		3110		\$1633.41
	PAYROLL - 2020-03-19	3/19/2020	162854		4502		\$1925.73
	PAYROLL - 2020-03-19	3/19/2020	162855		3499		\$1217.56
	PAYROLL - 2020-03-19	3/19/2020	162856		4602		\$1690.96
	PAYROLL - 2020-03-19	3/19/2020	162857		3721		\$1391.99
	PAYROLL - 2020-03-19	3/19/2020	162858		4537		\$2419.63
	PAYROLL - 2020-03-19	3/19/2020	162859		4997		\$2010.85
	PAYROLL - 2020-03-19	3/19/2020	162860		4982		\$587.23
	PAYROLL - 2020-03-19	3/19/2020	162861		4823		\$1729.29
	PAYROLL - 2020-03-19	3/19/2020	162862		4873		\$529.12
	PAYROLL - 2020-03-19	3/19/2020	162863		4792		\$1243.96
	PAYROLL - 2020-03-19	3/19/2020	162864		4135		\$1607.56
	PAYROLL - 2020-03-19	3/19/2020	162865		5001		\$560.76
	PAYROLL - 2020-03-19	3/19/2020	162866		4492		\$665.45
	PAYROLL - 2020-03-19	3/19/2020	162867		4713		\$1322.18
	PAYROLL - 2020-03-19	3/19/2020	162868		4824		\$2028.93
	PAYROLL - 2020-03-19	3/19/2020	162869		4994		\$1703.72
	PAYROLL - 2020-03-19	3/19/2020	162870		2921		\$2210.04
	PAYROLL - 2020-03-19	3/19/2020	162871		5003		\$562.65
	PAYROLL - 2020-03-19	3/19/2020	162872		3973		\$1461.83
	PAYROLL - 2020-03-19	3/19/2020	162873		4289		\$1332.64
	PAYROLL - 2020-03-19	3/19/2020	162874		3736		\$3220.29
	PAYROLL - 2020-03-19	3/19/2020	162875		2599		\$136.08
	PAYROLL - 2020-03-19	3/19/2020	162876		4470		\$1636.11
	PAYROLL - 2020-03-19	3/19/2020	162877		3177		\$2235.25
	PAYROLL - 2020-03-19	3/19/2020	162878		4666		\$2531.96

CHECK TYPE	CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT
	PAYROLL - 2020-03-19	3/19/2020	162879		4305		\$1594.01
	PAYROLL - 2020-03-19	3/19/2020	162880		3563		\$1818.86
	PAYROLL - 2020-03-19	3/19/2020	162881		2434		\$1765.51
	PAYROLL - 2020-03-19	3/19/2020	162882		3344		\$1541.68
	PAYROLL - 2020-03-19	3/19/2020	162883		4597		\$2053.74
	PAYROLL - 2020-03-19	3/19/2020	162884		4747		\$2759.86
	PAYROLL - 2020-03-19	3/19/2020	162885		4056		\$1426.90
	PAYROLL - 2020-03-19	3/19/2020	162886		4916		\$1818.61
	PAYROLL - 2020-03-19	3/19/2020	162887		3649		\$1588.16
	PAYROLL - 2020-03-19	3/19/2020	162888		4973		\$1498.16
	PAYROLL - 2020-03-19	3/19/2020	162889		4798		\$1928.43
	PAYROLL - 2020-03-19	3/19/2020	162890		3875		\$1705.95
	PAYROLL - 2020-03-19	3/19/2020	162891		4797		\$1592.27
	PAYROLL - 2020-03-19	3/19/2020	162892		3352		\$2231.70
	PAYROLL - 2020-03-19	3/19/2020	162893		3533		\$1709.00
	PAYROLL - 2020-03-19	3/19/2020	162894		4912		\$1707.20
	PAYROLL - 2020-03-19	3/19/2020	162895		3980		\$1862.73
	PAYROLL - 2020-03-19	3/19/2020	162896		4646		\$1581.36
	PAYROLL - 2020-03-19	3/19/2020	162897		4793		\$1761.82
	PAYROLL - 2020-03-19	3/19/2020	162898		4985		\$1258.49
	PAYROLL - 2020-03-19	3/19/2020	162899		3435		\$1853.43
	PAYROLL - 2020-03-19	3/19/2020	162900		4495		\$1144.59
	PAYROLL - 2020-03-19	3/19/2020	162901		4351		\$1833.16
	PAYROLL - 2020-03-19	3/19/2020	162902		4908		\$1470.14
	PAYROLL - 2020-03-19	3/19/2020	162903		3933		\$1481.18
	PAYROLL - 2020-03-19	3/19/2020	162904		3576		\$1776.17
	PAYROLL - 2020-03-19	3/19/2020	162905		4844		\$1813.48
	PAYROLL - 2020-03-19	3/19/2020	162906		3455		\$1804.30
	PAYROLL - 2020-03-19	3/19/2020	162907		4817		\$2676.58
	PAYROLL - 2020-03-19	3/19/2020	162908		3679		\$1707.80
	PAYROLL - 2020-03-19	3/19/2020	162909		3760		\$3486.93
	PAYROLL - 2020-03-19	3/19/2020	162910		3814		\$2594.17
	PAYROLL - 2020-03-19	3/19/2020	162911		4587		\$3671.79
	PAYROLL - 2020-03-19	3/19/2020	162912		4340		\$2036.34
	PAYROLL - 2020-03-19	3/19/2020	162913		4669		\$2667.54

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	PAYROLL - 2020-03-19	3/19/2020	162916		3308		\$4152.68
	PAYROLL - 2020-03-19	3/19/2020	162917		3567		\$2890.32
	PAYROLL - 2020-03-19	3/19/2020	162918		3764		\$2655.00
	PAYROLL - 2020-03-19	3/19/2020	162919		4923		\$1932.06
	PAYROLL - 2020-03-19	3/19/2020	162920		4499		\$2211.60
	PAYROLL - 2020-03-19	3/19/2020	162921		3601		\$3873.61
	PAYROLL - 2020-03-19	3/19/2020	162922		4524		\$2388.21
	PAYROLL - 2020-03-19	3/19/2020	162923		4522		\$2345.04
	PAYROLL - 2020-03-19	3/19/2020	162924		4053		\$2592.33
	PAYROLL - 2020-03-19	3/19/2020	162925		3972		\$2876.42
	PAYROLL - 2020-03-19	3/19/2020	162926		3493		\$2563.21
	PAYROLL - 2020-03-19	3/19/2020	162927		2897		\$2907.39
	PAYROLL - 2020-03-19	3/19/2020	162928		2978		\$2345.86
	PAYROLL - 2020-03-19	3/19/2020	162929		4520		\$2604.39
	PAYROLL - 2020-03-19	3/19/2020	162930		3612		\$3086.39
	PAYROLL - 2020-03-19	3/19/2020	162931		3965		\$3222.43
	PAYROLL - 2020-03-19	3/19/2020	162932		4585		\$3127.24
	PAYROLL - 2020-03-19	3/19/2020	162933		3761		\$4148.79
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	PAYROLL - 2020-03-19	3/19/2020	162935		2380		\$4865.36
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	PAYROLL - 2020-03-19	3/19/2020	162937		3309		\$3474.25
	PAYROLL - 2020-03-19	3/19/2020	162938		4586		\$2728.32
	PAYROLL - 2020-03-19	3/19/2020	162939		5004		\$1317.02
	PAYROLL - 2020-03-19	3/19/2020	162940		3600		\$2279.30
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	PAYROLL - 2020-03-19	3/19/2020	162942		3832		\$5512.35
	PAYROLL - 2020-03-19	3/19/2020	162943		4815		\$2507.50
	PAYROLL - 2020-03-19	3/19/2020	162944		4318		\$1911.27
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	PAYROLL - 2020-03-19	3/19/2020	162946		4500		\$2138.47
	PAYROLL - 2020-03-19	3/19/2020	162947		4887		\$2790.36
	PAYROLL - 2020-03-19	3/19/2020	162948		5005		\$1307.88

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	PAYROLL - 2020-03-19	3/19/2020	162952		4584		\$2483.06
	PAYROLL - 2020-03-19	3/19/2020	162953		3763		\$2717.49
	PAYROLL - 2020-03-19	3/19/2020	162954		4816		\$3324.36
	PAYROLL - 2020-03-19	3/19/2020	162955		3506		\$4087.37
	PAYROLL - 2020-03-19	3/19/2020	162956		4623		\$1999.58
	PAYROLL - 2020-03-19	3/19/2020	162957		4906		\$1794.35
	PAYROLL - 2020-03-19	3/19/2020	162958		2694		\$1888.48
	PAYROLL - 2020-03-19	3/19/2020	162959		5006		\$1303.50
	PAYROLL - 2020-03-19	3/19/2020	162960		3057		\$3677.06
	PAYROLL - 2020-03-19	3/19/2020	162961		3311		\$2184.01
	PAYROLL - 2020-03-19	3/19/2020	162962		3762		\$3620.56
	PAYROLL - 2020-03-19	3/19/2020	162963		4291		\$3954.30
	PAYROLL - 2020-03-19	3/19/2020	162964		4717		\$979.85
	PAYROLL - 2020-03-19	3/19/2020	162965		4521		\$3084.39
	PAYROLL - 2020-03-19	3/19/2020	162966		4307		\$2225.39
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	PAYROLL - 2020-03-19	3/19/2020	162968		4076		\$855.69
	PAYROLL - 2020-03-19	3/19/2020	162969		5008		\$1269.37
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	PAYROLL - 2020-03-19	3/19/2020	162971		4454		\$2197.38
	PAYROLL - 2020-03-19	3/19/2020	162972		4505		\$2754.60
	PAYROLL - 2020-03-19	3/19/2020	162973		4779		\$2426.78
	PAYROLL - 2020-03-19	3/19/2020	162974		4924		\$2304.09
	PAYROLL - 2020-03-19	3/19/2020	162975		3207		\$4804.72
	PAYROLL - 2020-03-19	3/19/2020	162976		4360		\$2547.95
	PAYROLL - 2020-03-19	3/19/2020	162977		4937		\$1270.84
	PAYROLL - 2020-03-19	3/19/2020	162978		4129		\$2598.01
	PAYROLL - 2020-03-19	3/19/2020	162979		3340		\$1671.86
	PAYROLL - 2020-03-19	3/19/2020	162980		4088		\$2998.91
	PAYROLL - 2020-03-19	3/19/2020	162981		3896		\$2427.37
	PAYROLL - 2020-03-19	3/19/2020	162982		3353		\$2966.71
	PAYROLL - 2020-03-19	3/19/2020	162983		4000		\$2848.56

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	PAYROLL - 2020-03-19	3/19/2020	162986		3904		\$1456.28
	PAYROLL - 2020-03-19	3/19/2020	162987		4947		\$4251.57
	PAYROLL - 2020-03-19	3/19/2020	162988		4834		\$3153.96
	PAYROLL - 2020-03-19	3/19/2020	162989		3524		\$1863.85
	PAYROLL - 2020-03-19	3/19/2020	162990		4745		\$3100.06
	PAYROLL - 2020-03-19	3/19/2020	162991		2202		\$3589.83
	PAYROLL - 2020-03-19	3/19/2020	162992		4184		\$3290.96
	PAYROLL - 2020-03-19	3/19/2020	162993		4433		\$1593.36
	PAYROLL - 2020-03-19	3/19/2020	162994		4127		\$2884.64
	PAYROLL - 2020-03-19	3/19/2020	162995		4183		\$3022.07
	PAYROLL - 2020-03-19	3/19/2020	162996		4787		\$2365.82
	PAYROLL - 2020-03-19	3/19/2020	162997		4943		\$2662.56
	PAYROLL - 2020-03-19	3/19/2020	162998		3821		\$3177.46
	PAYROLL - 2020-03-19	3/19/2020	162999		4345		\$4023.18
	PAYROLL - 2020-03-19	3/19/2020	163000		3855		\$2814.14
	PAYROLL - 2020-03-19	3/19/2020	163001		4874		\$2529.97
	PAYROLL - 2020-03-19	3/19/2020	163002		4701		\$3261.15
	PAYROLL - 2020-03-19	3/19/2020	163003		4746		\$1415.54
	PAYROLL - 2020-03-19	3/19/2020	163004		3473		\$2762.15
	PAYROLL - 2020-03-19	3/19/2020	163005		4772		\$1723.80
	PAYROLL - 2020-03-19	3/19/2020	163006		3856		\$3022.29
	PAYROLL - 2020-03-19	3/19/2020	163007		4366		\$1752.17
	PAYROLL - 2020-03-19	3/19/2020	163008		4574		\$1438.60
	PAYROLL - 2020-03-19	3/19/2020	163009		4398		\$3687.36
	PAYROLL - 2020-03-19	3/19/2020	163010		4665		\$2353.00
	PAYROLL - 2020-03-19	3/19/2020	163011		3803		\$3720.64
	PAYROLL - 2020-03-19	3/19/2020	163012		4998		\$2535.78
	PAYROLL - 2020-03-19	3/19/2020	163013		3901		\$2675.16
	PAYROLL - 2020-03-19	3/19/2020	163014		4432		\$1456.38
	PAYROLL - 2020-03-19	3/19/2020	163015		4904		\$2613.35
	PAYROLL - 2020-03-19	3/19/2020	163016		4900		\$2585.74
	PAYROLL - 2020-03-19	3/19/2020	163017		3902		\$3351.27
	PAYROLL - 2020-03-19	3/19/2020	163018		3894		\$4238.41

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	PAYROLL - 2020-03-19	3/19/2020	163022		4075		\$3296.40
	PAYROLL - 2020-03-19	3/19/2020	163023		3356		\$2721.62
	PAYROLL - 2020-03-19	3/19/2020	163024		4394		\$2953.38
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	PAYROLL - 2020-03-19	3/19/2020	163026		4944		\$1125.67
	PAYROLL - 2020-03-19	3/19/2020	163027		4271		\$2821.83
	PAYROLL - 2020-03-19	3/19/2020	163028		3413		\$2679.14
	PAYROLL - 2020-03-19	3/19/2020	163029		4230		\$1400.32
	PAYROLL - 2020-03-19	3/19/2020	163030		4270		\$3106.91
	PAYROLL - 2020-03-19	3/19/2020	163031		4113		\$3115.75
	PAYROLL - 2020-03-19	3/19/2020	163032		4016		\$3176.92
	PAYROLL - 2020-03-19	3/19/2020	163033		5000		\$2045.00
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	PAYROLL - 2020-03-19	3/19/2020	163035		4296		\$4206.47
	PAYROLL - 2020-03-19	3/19/2020	163036		4599		\$2663.03
	PAYROLL - 2020-03-19	3/19/2020	163037		4894		\$1268.69
	PAYROLL - 2020-03-19	3/19/2020	163038		4235		\$3177.81
	PAYROLL - 2020-03-19	3/19/2020	163039		4357		\$545.13
	PAYROLL - 2020-03-19	3/19/2020	163040		4813		\$1333.81
	PAYROLL - 2020-03-19	3/19/2020	163041		4496		\$2496.52
	PAYROLL - 2020-03-19	3/19/2020	163042		4519		\$2749.14
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	PAYROLL - 2020-03-19	3/19/2020	163044		4535		\$2656.21
	PAYROLL - 2020-03-19	3/19/2020	163045		4114		\$2549.26
	PAYROLL - 2020-03-19	3/19/2020	163046		4128		\$2865.95
	PAYROLL - 2020-03-19	3/19/2020	163047		4896		\$2660.49
	PAYROLL - 2020-03-19	3/19/2020	163048		3746		\$3810.70
	PAYROLL - 2020-03-19	3/19/2020	163049		3964		\$3049.96
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	PAYROLL - 2020-03-19	3/19/2020	163051		2885		\$4130.74
	PAYROLL - 2020-03-19	3/19/2020	163052		3903		\$3212.81
	PAYROLL - 2020-03-19	3/19/2020	163053		4872		\$1152.55

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	PAYROLL - 2020-03-19	3/19/2020	163056		4234		\$1942.09
	PAYROLL - 2020-03-19	3/19/2020	163057		4332		\$2678.92
	PAYROLL - 2020-03-19	3/19/2020	163058		4913		\$2451.60
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	PAYROLL - 2020-03-19	3/19/2020	163060		4452		\$1550.88
	PAYROLL - 2020-03-19	3/19/2020	163061		4216		\$3030.10
	PAYROLL - 2020-03-19	3/19/2020	163062		4687		\$1980.22
	PAYROLL - 2020-03-19	3/19/2020	163063		4238		\$2048.64
	PAYROLL - 2020-03-19	3/19/2020	163064		4223		\$2541.63
	PAYROLL - 2020-03-19	3/19/2020	163065		3456		\$2149.67
	PAYROLL - 2020-03-19	3/19/2020	163066		4724		\$1380.50
	PAYROLL - 2020-03-19	3/19/2020	163067		4762		\$1996.72
	PAYROLL - 2020-03-19	3/19/2020	163068		3738		\$2577.80
	PAYROLL - 2020-03-19	3/19/2020	163069		4993		\$1918.04
	PAYROLL - 2020-03-19	3/19/2020	163070		3541		\$3214.07
	PAYROLL - 2020-03-19	3/19/2020	163071		4487		\$3336.90
	PAYROLL - 2020-03-19	3/19/2020	163072		3185		\$3069.33
	PAYROLL - 2020-03-19	3/19/2020	163073		4526		\$1740.40
	PAYROLL - 2020-03-19	3/19/2020	163074		4326		\$2654.62
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	PAYROLL - 2020-03-19	3/19/2020	163081		4436		\$3131.23
	PAYROLL - 2020-03-19	3/19/2020	163082		4948		\$2374.00
	PAYROLL - 2020-03-19	3/19/2020	163083		3970		\$2232.36
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	PAYROLL - 2020-03-19	3/19/2020	163085		4683		\$2833.30
	PAYROLL - 2020-03-19	3/19/2020	163086		4335		\$3743.25
	PAYROLL - 2020-03-19	3/19/2020	163087		4761		\$3567.32
	PAYROLL - 2020-03-19	3/19/2020	163088		4342		\$3334.05

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	PAYROLL - 2020-03-19	3/19/2020	163091		4805		\$2810.09
	PAYROLL - 2020-03-19	3/19/2020	163092		3944		\$2420.94
	PAYROLL - 2020-03-19	3/19/2020	163093		4830		\$1387.00
	PAYROLL - 2020-03-19	3/19/2020	163094		4734		\$3342.75
	PAYROLL - 2020-03-19	3/19/2020	163095		4702		\$2377.44
	PAYROLL - 2020-03-19	3/19/2020	163096		4727		\$1468.87
	PAYROLL - 2020-03-19	3/19/2020	163097		3531		\$1590.29
	PAYROLL - 2020-03-19	3/19/2020	163098		4269		\$831.39
	PAYROLL - 2020-03-19	3/19/2020	163099		4826		\$2362.77
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	PAYROLL - 2020-03-19	3/19/2020	163102		4915		\$1621.57
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	PAYROLL - 2020-03-19	3/19/2020	163104		3216		\$3080.03
	PAYROLL - 2020-03-19	3/19/2020	163105		4175		\$2702.03
	PAYROLL - 2020-03-19	3/19/2020	163106		4475		\$4155.78
	PAYROLL - 2020-03-19	3/19/2020	163107		3999		\$2261.21
	PAYROLL - 2020-03-19	3/19/2020	163108		4055		\$4076.73
	PAYROLL - 2020-03-19	3/19/2020	163109		4795		\$1374.17
	PAYROLL - 2020-03-19	3/19/2020	163110		4992		\$3516.70
	PAYROLL - 2020-03-19	3/19/2020	163111		3945		\$2337.01
	PAYROLL - 2020-03-19	3/19/2020	163112		4688		\$3215.29
	PAYROLL - 2020-03-19	3/19/2020	163113		4327		\$3643.86
	PAYROLL - 2020-03-19	3/19/2020	163114		4845		\$2421.02
	PAYROLL - 2020-03-19	3/19/2020	163115		4697		\$1974.44
	PAYROLL - 2020-03-19	3/19/2020	163116		4507		\$2028.41
	PAYROLL - 2020-03-19	3/19/2020	163117		4074		\$2227.00
	PAYROLL - 2020-03-19	3/19/2020	163118		4791		\$2708.03
	PAYROLL - 2020-03-19	3/19/2020	163119		4073		\$1232.94
	PAYROLL - 2020-03-19	3/19/2020	163120		3805		\$2098.68
	PAYROLL - 2020-03-19	3/19/2020	163121		3354		\$1576.92
	PAYROLL - 2020-03-19	3/19/2020	163122		4848		\$462.65
	PAYROLL - 2020-03-19	3/19/2020	163123		4031		\$1922.10

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	PAYROLL - 2020-03-19	3/19/2020	163126		4870		\$2214.49
	PAYROLL - 2020-03-19	3/19/2020	163127		3685		\$2463.06
	PAYROLL - 2020-03-19	3/19/2020	163128		4911		\$1690.04
	PAYROLL - 2020-03-19	3/19/2020	163129		2800		\$1724.19
	PAYROLL - 2020-03-19	3/19/2020	163130		3265		\$3955.73
	PAYROLL - 2020-03-19	3/19/2020	163131		2996		\$1310.20
	PAYROLL - 2020-03-19	3/19/2020	163132		4942		\$1179.41
	PAYROLL - 2020-03-19	3/19/2020	163133		3912		\$1976.05
	PAYROLL - 2020-03-19	3/19/2020	163134		3318		\$2718.50
	PAYROLL - 2020-03-19	3/19/2020	163135		3981		\$2673.63
	PAYROLL - 2020-03-19	3/19/2020	163136		4822		\$1568.85
	PAYROLL - 2020-03-19	3/19/2020	163137		4836		\$1421.07
	PAYROLL - 2020-03-19	3/19/2020	163138		4467		\$1443.22
	PAYROLL - 2020-03-19	3/19/2020	163139		4308		\$1812.62
	PAYROLL - 2020-03-19	3/19/2020	163140		3646		\$1879.79
	PAYROLL - 2020-03-19	3/19/2020	163141		3905		\$1968.34
	PAYROLL - 2020-03-19	3/19/2020	163142		3941		\$1119.50
	PAYROLL - 2020-03-19	3/19/2020	163143		4808		\$2239.31
	PAYROLL - 2020-03-19	3/19/2020	163144		4404		\$1379.60
	PAYROLL - 2020-03-19	3/19/2020	163145		4316		\$1803.95
	PAYROLL - 2020-03-19	3/19/2020	163146		3470		\$1557.12
	PAYROLL - 2020-03-19	3/19/2020	163147		3454		\$1765.69
	PAYROLL - 2020-03-19	3/19/2020	163148		3503		\$1930.18
	PAYROLL - 2020-03-19	3/19/2020	163149		3517		\$1944.98
	PAYROLL - 2020-03-19	3/19/2020	163150		4363		\$1687.41
	PAYROLL - 2020-03-19	3/19/2020	163151		4914		\$1868.98
	PAYROLL - 2020-03-19	3/19/2020	163152		2992		\$2157.97
	PAYROLL - 2020-03-19	3/19/2020	163153		3826		\$1873.48
	PAYROLL - 2020-03-19	3/19/2020	163154		1995		\$1363.70
	PAYROLL - 2020-03-19	3/19/2020	163155		4563		\$2032.85
	PAYROLL - 2020-03-19	3/19/2020	163156		4615		\$1065.21
	PAYROLL - 2020-03-19	3/19/2020	163157		4373		\$1641.18
	PAYROLL - 2020-03-19	3/19/2020	163158		3876		\$1429.69

CHECK TYPE	CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT
	PAYROLL - 2020-03-19	3/19/2020	163159		3578		\$2329.25
	PAYROLL - 2020-03-19	3/19/2020	163160		5012		\$924.23
	PAYROLL - 2020-03-19	3/19/2020	163161		4242		\$1438.65
	PAYROLL - 2020-03-19	3/19/2020	163162		4983		\$1235.77
	PAYROLL - 2020-03-19	3/19/2020	163163		2836		\$1902.93
	PAYROLL - 2020-03-19	3/19/2020	163164		3728		\$2042.63
	PAYROLL - 2020-03-19	3/19/2020	163165		2297		\$1603.88
	PAYROLL - 2020-03-19	3/19/2020	163166		3780		\$1916.60
	PAYROLL - 2020-03-19	3/19/2020	163167		2887		\$1849.90
	PAYROLL - 2020-03-19	3/19/2020	163168		3865		\$1656.24
	PAYROLL - 2020-03-19	3/19/2020	163169		4101		\$1607.94
	PAYROLL - 2020-03-19	3/19/2020	163170		4560		\$1599.31
	PAYROLL - 2020-03-19	3/19/2020	163171		4300		\$1736.52
	PAYROLL - 2020-03-19	3/19/2020	163172		4504		\$1580.83
	PAYROLL - 2020-03-19	3/19/2020	163173		4660		\$1825.42
	PAYROLL - 2020-03-19	3/19/2020	163174		4386		\$1664.45
	PAYROLL - 2020-03-19	3/19/2020	163175		4934		\$1015.15
	PAYROLL - 2020-03-19	3/19/2020	163176		4448		\$1668.23
	PAYROLL - 2020-03-19	3/19/2020	163177		4641		\$1495.60
	PAYROLL - 2020-03-19	3/19/2020	163178		4440		\$1910.98
	PAYROLL - 2020-03-19	3/19/2020	163179		4169		\$906.55
	PAYROLL - 2020-03-19	3/19/2020	163180		3988		\$1566.34
	PAYROLL - 2020-03-19	3/19/2020	163181		4025		\$1540.99
	PAYROLL - 2020-03-19	3/19/2020	163182		1973		\$1574.23
	PAYROLL - 2020-03-19	3/19/2020	163183		4100		\$2011.27
	PAYROLL - 2020-03-19	3/19/2020	163184		4643		\$1751.37
	PAYROLL - 2020-03-19	3/19/2020	163185		4533		\$1093.47
	PAYROLL - 2020-03-19	3/19/2020	163186		3778		\$1129.58
	PAYROLL - 2020-03-19	3/19/2020	163187		4709		\$1880.88
	PAYROLL - 2020-03-19	3/19/2020	163188		3749		\$1147.95
	PAYROLL - 2020-03-19	3/19/2020	163189		4548		\$1707.59
	PAYROLL - 2020-03-19	3/19/2020	163190		4241		\$1712.51
	PAYROLL - 2020-03-19	3/19/2020	163191		4689		\$1458.93
	PAYROLL - 2020-03-19	3/19/2020	163192		4233		\$1534.25
	PAYROLL - 2020-03-19	3/19/2020	163193		4196		\$2032.25

CHECK TYPE	CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT
	PAYROLL - 2020-03-19	3/19/2020	163194		4616		\$2202.31
	PAYROLL - 2020-03-19	3/19/2020	163195		4568		\$2233.92
	PAYROLL - 2020-03-19	3/19/2020	163196		3747		\$1829.97
	PAYROLL - 2020-03-19	3/19/2020	163197		3740		\$1953.75
	PAYROLL - 2020-03-19	3/19/2020	163198		4503		\$2177.68
	PAYROLL - 2020-03-19	3/19/2020	163199		4789		\$1712.38
	PAYROLL - 2020-03-19	3/19/2020	163200		3730		\$2540.03
	PAYROLL - 2020-03-19	3/19/2020	163201		3771		\$1987.73
	PAYROLL - 2020-03-19	3/19/2020	163202		4902		\$2479.60
	PAYROLL - 2020-03-19	3/19/2020	163203		4828		\$1352.89
	PAYROLL - 2020-03-19	3/19/2020	163204		4691		\$1657.62
	PAYROLL - 2020-03-19	3/19/2020	163205		4006		\$2517.83
	PAYROLL - 2020-03-19	3/19/2020	163206		3883		\$2152.10
	PAYROLL - 2020-03-19	3/19/2020	163207		4281		\$3564.59
	PAYROLL - 2020-03-19	3/19/2020	163208		4012		\$1562.56
	PAYROLL - 2020-03-19	3/19/2020	163209		4165		\$2052.72
	PAYROLL - 2020-03-19	3/19/2020	163210		4374		\$2016.86
	PAYROLL - 2020-03-19	3/19/2020	163211		4177		\$2388.45
	PAYROLL - 2020-03-19	3/19/2020	163212		4832		\$741.59
	PAYROLL - 2020-03-19	3/19/2020	163213		3858		\$1863.99
	PAYROLL - 2020-03-19	3/19/2020	163214		4485		\$2053.49
	PAYROLL - 2020-03-19	3/19/2020	163215		4013		\$2926.46
	PAYROLL - 2020-03-19	3/19/2020	163216		4333		\$2153.45
	PAYROLL - 2020-03-19	3/19/2020	163217		3468		\$1772.06
	PAYROLL - 2020-03-19	3/19/2020	163218		3831		\$1596.40
	PAYROLL - 2020-03-19	3/19/2020	163219		4802		\$1400.94
	PAYROLL - 2020-03-19	3/19/2020	163220		4707		\$1657.34
	PAYROLL - 2020-03-19	3/19/2020	163221		4606		\$1568.06
	PAYROLL - 2020-03-19	3/19/2020	163222		3787		\$1540.15
	PAYROLL - 2020-03-19	3/19/2020	163223		4893		\$2557.54
	PAYROLL - 2020-03-19	3/19/2020	163224		4984		\$1364.04
	PAYROLL - 2020-03-19	3/19/2020	163225		3866		\$1540.47
	PAYROLL - 2020-03-19	3/19/2020	163226		4040		\$2803.26
	PAYROLL - 2020-03-19	3/19/2020	163227		3534		\$2719.59
	PAYROLL - 2020-03-19	3/19/2020	163228		3482		\$1746.66

CHECK TYPE	CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT
	PAYROLL - 2020-03-19	3/19/2020	163229		4566		\$2074.99
	PAYROLL - 2020-03-19	3/19/2020	163230		4978		\$1861.32
	PAYROLL - 2020-03-19	3/19/2020	163231		4262		\$1163.37
	PAYROLL - 2020-03-19	3/19/2020	163232		4001		\$2580.14
	PAYROLL - 2020-03-19	3/19/2020	163233		3489		\$2042.55
	PAYROLL - 2020-03-19	3/19/2020	163234		4043		\$2911.70
	PAYROLL - 2020-03-19	3/19/2020	163235		4104		\$2334.31
	PAYROLL - 2020-03-19	3/19/2020	163236		4723		\$2662.41
	PAYROLL - 2020-03-19	3/19/2020	163237		4069		\$1660.76
	PAYROLL - 2020-03-19	3/19/2020	163238		3020		\$1527.11
	PAYROLL - 2020-03-19	3/19/2020	163239		4987		\$1429.60
	PAYROLL - 2020-03-19	3/19/2020	163240		3808		\$1651.01
	PAYROLL - 2020-03-19	3/19/2020	163241		4980		\$1415.29
	PAYROLL - 2020-03-19	3/19/2020	163242		4927		\$1748.47
	PAYROLL - 2020-03-19	3/19/2020	163243		4527		\$1343.38
	PAYROLL - 2020-03-19	3/19/2020	163244		4950		\$1963.98
	PAYROLL - 2020-03-19	3/19/2020	163245		4925		\$1857.37
	PAYROLL - 2020-03-19	3/19/2020	163246		3813		\$3159.92
	PAYROLL - 2020-03-19	3/19/2020	163247		4673		\$2084.83
	PAYROLL - 2020-03-19	3/19/2020	163248		4878		\$2376.12
	PAYROLL - 2020-03-19	3/19/2020	163249		3816		\$2810.05
	PAYROLL - 2020-03-19	3/19/2020	163250		4321		\$1202.24
	PAYROLL - 2020-03-19	3/19/2020	163251		3729		\$2232.55
	PAYROLL - 2020-03-19	3/19/2020	163252		3852		\$3215.83
	PAYROLL - 2020-03-19	3/19/2020	163253		4990		\$1489.88
	PAYROLL - 2020-03-19	3/19/2020	163254		4320		\$1777.01
	PAYROLL - 2020-03-19	3/19/2020	163255		4071		\$1207.33
	PAYROLL - 2020-03-19	3/19/2020	163256		3011		\$2519.71
	PAYROLL - 2020-03-19	3/19/2020	163257		4991		\$1310.48
	PAYROLL - 2020-03-19	3/19/2020	163258		5002		\$1342.79
	PAYROLL - 2020-03-19	3/19/2020	163259		3015		\$942.32
	PAYROLL - 2020-03-19	3/19/2020	163260		4885		\$3067.60
	PAYROLL - 2020-03-19	3/19/2020	163261		3604		\$1797.07
	PAYROLL - 2020-03-19	3/19/2020	163262		4818		\$2678.85
	PAYROLL - 2020-03-19	3/19/2020	163263		4796		\$2478.06

CHECK TYPE	CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT
	PAYROLL - 2020-03-19	3/19/2020	163264		3009		\$1390.48
	PAYROLL - 2020-03-19	3/19/2020	163265		4039		\$2163.67
	PAYROLL - 2020-03-19	3/19/2020	163266		4884		\$2453.10
	PAYROLL - 2020-03-19	3/19/2020	163267		4601		\$1270.65
	PAYROLL - 2020-03-19	3/19/2020	163268		3253		\$977.90
	PAYROLL - 2020-03-19	3/19/2020	163269		3800		\$1588.29
	PAYROLL - 2020-03-19	3/19/2020	163270		4881		\$2279.12
	PAYROLL - 2020-03-19	3/19/2020	163271		4661		\$2909.17
	PAYROLL - 2020-03-19	3/19/2020	163272		4721		\$319.25
	PAYROLL - 2020-03-19	3/19/2020	163273		4820		\$1633.16
	PAYROLL - 2020-03-19	3/19/2020	163274		3642		\$1679.65
	PAYROLL - 2020-03-19	3/19/2020	163275		3359		\$1642.02
	PAYROLL - 2020-03-19	3/19/2020	163276		4142		\$1062.19
	PAYROLL - 2020-03-19	3/19/2020	163277		4609		\$2584.00
	PAYROLL - 2020-03-19	3/19/2020	163278		4938		\$1644.32
	PAYROLL - 2020-03-19	3/19/2020	163279		2130		\$1350.25
	PAYROLL - 2020-03-19	3/19/2020	163280		4799		\$783.19
	PAYROLL - 2020-03-19	3/19/2020	163281		4292		\$242.99
	PAYROLL - 2020-03-19	3/19/2020	163282		3050		\$1663.59
	PAYROLL - 2020-03-19	3/19/2020	163283		4712		\$635.79
	PAYROLL - 2020-03-19	3/19/2020	163284		4954		\$93.36
	PAYROLL - 2020-03-19	3/19/2020	163285		4051		\$917.42
	PAYROLL - 2020-03-19	3/19/2020	163286		4961		\$234.85
	PAYROLL - 2020-03-19	3/19/2020	163287		4953		\$805.82
	PAYROLL - 2020-03-19	3/19/2020	163288		4531		\$1778.71
	PAYROLL - 2020-03-19	3/19/2020	163289		4970		\$367.16
	PAYROLL - 2020-03-19	3/19/2020	163290		4897		\$712.28
	PAYROLL - 2020-03-19	3/19/2020	163291		5013		\$864.95
	PAYROLL - 2020-03-19	3/19/2020	163292		4971		\$259.99
	PAYROLL - 2020-03-19	3/19/2020	163293		4704		\$719.52
	PAYROLL - 2020-03-19	3/19/2020	163294		3661		\$878.59
	PAYROLL - 2020-03-19	3/19/2020	163295		4180		\$1658.32
	PAYROLL - 2020-03-19	3/19/2020	163296		3911		\$687.63
	PAYROLL - 2020-03-19	3/19/2020	163297		3918		\$1092.30
	PAYROLL - 2020-03-19	3/19/2020	163298		4910		\$717.34

CHECK TYPE	CHECK TYPE	CHECK DATE	CHECKNBR	VOID	EMP#	EMP NAME	DD AMT
	PAYROLL - 2020-03-19	3/19/2020	163299		3745		\$1596.86
	PAYROLL - 2020-03-19	3/19/2020	163300		3366		\$1005.00
	PAYROLL - 2020-03-19	3/19/2020	163301		4999		\$1743.95
	PAYROLL - 2020-03-19	3/19/2020	163302		4511		\$1061.36
	PAYROLL - 2020-03-19	3/19/2020	163303		4172		\$626.13
	PAYROLL - 2020-03-19	3/19/2020	163304		3739		\$1365.56
	PAYROLL - 2020-03-19	3/19/2020	163305		4280		\$677.74
	PAYROLL - 2020-03-19	3/19/2020	163306		4777		\$1446.20
	PAYROLL - 2020-03-19	3/19/2020	163307		4853		\$448.04
	PAYROLL - 2020-03-19	3/19/2020	163308		4339		\$212.54
	PAYROLL - 2020-03-19	3/19/2020	163309		3460		\$311.12
	PAYROLL - 2020-03-19	TOTALS:					\$1,103,935.38

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CHECK DATE	CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	WARRANT	COMMENT
	03/19/2020	163310	P	10693	AFLAC INSURANCE	\$2,158.07	031920PR	PAYROLL FOR - 031920
	03/19/2020	163311	P	10711	BENEFITS SOLUTIONS	\$6,475.00	031920PR	PAYROLL FOR - 031920
	03/19/2020	163312	P	10713	BENTON FRANKLIN COMMUNITY ACTION COMMITTEE	\$49.00	031920PR	PAYROLL FOR - 031920
	03/19/2020	163313	P	10695	BRUNNER, DANIEL H.	\$1,891.50	031920PR	PAYROLL FOR - 031920
	03/19/2020	163314	P	10742	GARNISHMENT PAYEE - PAYROLL DEPT ONLY	\$395.92	031920PR	PAYROLL FOR - 031920
	03/19/2020	163315	P	11133	GET PROGRAM	\$492.00	031920PR	PAYROLL FOR - 031920
	03/19/2020	163316	P	10319	LIFE INSURANCE COMPANY OF NORTH AMERICA	\$6,974.20	031920PR	PAYROLL FOR - 031920
	03/19/2020	163317	P	11370	WILLIAM C. EARHART COMPANY	\$5,433.40	031920PR	PAYROLL FOR - 031920
						\$23,869.09		

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CHECK DATE	CHECK DATE	CHECK NBR	VOID	VENDOR#	EMP VENDOR NAME	CHECK AMT	WARRANT	COMMENT
03/19/2020	03/19/2020	11425	W	10231	UNITED WAY OF BENTON & FRANKLIN COUNTIES	\$431.04		PAYROLL FOR - 031920
	03/19/2020	11426	W	10286	WA STATE DEPT OF RETIREMENT SYSTEMS	\$315,473.80		PAYROLL FOR - 031920
	03/19/2020	11427	W	10348	ICMA	\$184,661.56		PAYROLL FOR - 031920
	03/19/2020	11428	W	10460	EMPLOYMENT SECURITY DEPT	\$6,930.36		PAYROLL FOR - 031920
	03/19/2020	11429	W	10646	INTERNATIONAL ASSN OF FIRE FIGHTERS	\$7,046.43		PAYROLL FOR - 031920
	03/19/2020	11430	W	10694	CHILD SUPPORT VENDORS	\$275.00		PAYROLL FOR - 031920
	03/19/2020	11431	W	10696	UNITED STATES TREASURY	\$344,220.41		PAYROLL FOR - 031920
	03/19/2020	11432	W	10701	SOUTHEAST WASHINGTON TELECOMMUNICATORS GUILD	\$1,030.77		PAYROLL FOR - 031920
	03/19/2020	11433	W	10702	DIVISION OF CHILD SUPPORT	\$5,043.43		PAYROLL FOR - 031920
	03/19/2020	11434	W	10736	CITY OF RICHLAND	\$5,480.21		PAYROLL FOR - 031920
	03/19/2020	11435	W	10782	CITY OF RICHLAND DEPENDENT CARE RE	\$1,653.81		PAYROLL FOR - 031920
	03/19/2020	11436	W	10783	CITY OF RICHLAND MEDICAL DENTAL VISION	\$439,350.76		PAYROLL FOR - 031920
	03/19/2020	11437	W	10784	CITY OF RICHLAND UNEMPLOYMENT	\$3,447.59		PAYROLL FOR - 031920
	03/19/2020	11438	W	10785	CITY OF RICHLAND WORKER'S COMPENSA	\$37,231.20		PAYROLL FOR - 031920
	03/19/2020	11439	W	10786	CITY OF RICHLAND CIGNA DISABILITY	\$5,704.24		PAYROLL FOR - 031920
	03/19/2020	11440	W	10788	CITY OF RICHLAND CIGNA OPTIONAL AD	\$12.60		PAYROLL FOR - 031920
	03/19/2020	11441	W	10984	NATIONWIDE RETIREMENT SOLUTIONS	\$27,720.36		PAYROLL FOR - 031920
						\$1,385,713.57		