

Marysville City Council Meeting

September 10, 2007

7:00 p.m.

City Hall

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Committee Reports

Presentations

Audience Participation

Approval of Minutes (*Written Comment Only Accepted from Audience.*)

1. Approval of July 23, 2007 City Council Meeting Minutes.
2. Approval of September 4, 2007 City Council Work Session Minutes. *

Consent

3. Approval of July 27, 2007 Claims in the Amount of \$477,382.63; Paid by Check No.'s 40802 through 40925 with check No.'s 30697 and 40661 voided.
4. Approval of August 1, 2007 Claims in the Amount of \$907,319.73; Paid by Check No.'s 40926 through 41077 with Check No.'s 40852 and 40890 voided.
5. Approval of August 8, 2007 Claims in the Amount of \$959,063.14; Paid by Check No.'s 41078 through 41278 with Check No.'s 28362, 38067, and 41025 voided.
6. Approval of August 15, 2007 Claims in the Amount of \$600,616.40; Paid by Check No.'s 41279 through 41430 with Check No.'s 38772 and 40926 voided.
7. Approval of the August 3, 2007 Payroll in the Amount of \$1,080,372.12; Paid by Check No.'s 18286 through 18376 with Check No. 18366 voided.
8. Approval of the August 20, 2007 Payroll in the Amount of \$680,587.27; Paid by Check No.'s 18377 through 18459.
24. Approve the Recommendation to Award Funding of the Hotel/Motel Tax Grant Project.
17. Approval of August 22, 2007 Claims in the Amount of \$476,214.94; Paid by Check No.'s 41431 through 41584 with Check No.'s 31455 and 41274 voided. *
26. Approval of August 29, 2007 Claims in the Amount of \$474,713.24; Paid by Check No.'s 41585 through 41722 with no Check No.'s voided. *
13. Professional Services Supplemental Agreement # 3 for Perteet Engineering for the SR 528, 47th Avenue NE to 67th Avenue NE Road Improvement Project.
25. Annual Support Agreement and License Agreement for Munis Software.

****These items have been added or revised from the materials previously distributed in the packets for the September 4, 2007 Work Session.***

Marysville City Council Meeting

September 10, 2007

7:00 p.m.

City Hall

11. Award Janitorial Contract to Advantage Building Services under Contract No. 18989. *
14. Professional Services Agreement with Blue Marble Environmental, LLC to aid in the design and implementation of the Commercial Food Waste Composting Program. *
16. Acceptance of the Jennings Park Plaza/Sidewalk Installation Project 45-day Lien Filing Period.
18. Contract for Marysville Municipal Court Commissioner. *
27. Approval of the September 5, 2007 Payroll in the Amount of \$1,069,555.89; Paid by Check No.'s 18460 through 18541. *
28. Approval of September 5, 2007 Claims in the Amount of \$498,202.71; Paid by Check No.'s 41288 through 41526 voided. *

Review Bids

Public Hearings

Current Business

15. Acceptance of the Stillaguamish Water Treatment Plant Project 45-day Lien Filing Period. *
23. The Ridge at Rock Creek Phase 1-Final Plat Mylar.

New Business

9. A **Resolution** of the City of Marysville to Accept Property Donation from WCD Development, Inc.
21. Recovery Contract (Sewer) for Powell-Smokey Point, LLC.
22. An **Ordinance** of the City of Marysville Annexing Certain Unincorporated Area Known as the Lakewood South Annexation Area into the City of Marysville and Rezoning Said Properties Consistent with the City's Comprehensive Land Use Plan Designations.

Legal

Mayor's Business

**These items have been added or revised from the materials previously distributed in the packets for the September 4, 2007 Work Session.*

Marysville City Council Meeting

September 10, 2007

7:00 p.m.

City Hall

19. Marysville Planning Commission Board Re-appointment; Stephen Leifer.
20. Marysville Salary Commission Board Appoints; Kamille Norton.

Staff Business

Call on Councilmembers

Information Items

Adjourn

Executive Session

- A. Litigation
- B. Personnel
- C. Real Estate

Adjourn

Special Accommodations: The City of Marysville strives to provide accessible meetings for people with disabilities. Please contact Kristie Guy, Human Resources Manager, at (360) 363-8000 or 1-800-833-6384 (Voice Relay), 1-800-833-6388 (TDD Relay) two days prior to the meeting date if any special accommodations are needed for this meeting.

****These items have been added or revised from the materials previously distributed in the packets for the September 4, 2007 Work Session.***

Call to Order/Invocation/Pledge of Allegiance/Roll Call	7:00 p.m.
Approval of Minutes	
Approve July 9, 2007 City Council Meeting Minutes.	Approved
Approve July 16, 2007 City Council Work Session Minutes	Approved
Consent Agenda	
Approve July 11, 2007 Claims in the Amount of \$427,470.30; Paid by Check No.'s 40450 through 40582 with Check No.'s 5376, 5468, 5701, 6074, 6779, 6815, 7409, 7647, 15705, 23114, and 31210 voided.	Approved
Approve July 18, 2007 Claims in the Amount of \$854,669.91; Paid by Check No.'s 40583 through 40801 with Check No. 31556 voided.	Approved
Approve July 5, 2007 Payroll in the Amount of \$1,038,966.23; Paid by Check No. 18116 through 18204.	Approved
Approve Supplemental No. 4 Professional Services Agreement with KPFF Consulting Engineers for the State Avenue 136th Street NE to 152nd Street NE Corridor Improvement Project.	Approved
Approve Supplemental No. 1 Professional Services Agreement with Harmsen & Associates, Inc. to conduct a "Short Plat" Survey of the City's Sunnyside Reservoir Property.	Approved
Authorize the Mayor to Sign the Final Plat Mylar for Getchell Hill PRD – Phase 3	Approved
Approve Utility Relocation Agreement with Snohomish County PUD for State Avenue 136th Street NE to 152nd Street NE Corridor Improvements Project	Approved
Approve Professional Services Agreement with the Transpo Group, Inc. to Provide Services to update the City's Transportation Element of the Comprehensive Plan.	Approved
Approve State Avenue 136th Street NE to 152nd Street NE Improvements – Purchase of Wetland Mitigation Credits from Habitat Bank, LLC.	Approved
Approve July 20, 2007 Payroll in the Amount of \$746,523.22; Paid by Check No. 18205 through 18285	Approved
Review Bids	
Public Hearings	
Current Business	
New Business	
Approve PUD Delta – Marysville 12kV Distribution Project Easement through Ebey Waterfront Park.	Approved
Approve An Ordinance of the City of Marysville, Washington, Amending Chapter 11.04 of the Marysville Municipal Code Adding A New Code Section Codified as 11.04.36, 11.04.037 and 11.04.038 Regarding the Setting of Speed Limits and Severability.	Approved
Adopt an Ordinance of the City of Marysville, Washington, Amending Chapter 14.19, Section 080 (1) of the Marysville Municipal Code Modifying the Reduction and Appeals Section.	Approved
Approve a Resolution of the City of Marysville Declaring Certain Items of Personal Property to be Surplus and Authorizing the Sale or Disposal	Approved

Thereof.	
Approve staffing proposal and budget update.	Approved
Approve Final Plat Mylar for The Orchards on Sunnyside Blvd.	Approved
Approve Resolution declaring items of personal property to be surplus and authorizing the sale or disposal thereof.	Approved
Legal	
Ordinances and Resolutions	
Adopt an Ordinance of the City of Marysville, Washington, Amending Chapter 11.04 of the Marysville Municipal Code Adding A New Code Section Codified as 11.04.36, 11.04.037 and 11.04.038 Regarding the Setting of Speed Limits and Severability.	Approved Ord. No. 2705
Adopt an Ordinance of the City of Marysville, Washington, Amending Chapter 14.19, Section 080 (1) of the Marysville Municipal Code Modifying the Reduction and Appeals Section	Approved Ord. No. 2706
Adopt a Resolution of the City of Marysville Declaring Certain Items of Personal Property to be Surplus and Authorizing the Sale or Disposal Thereof.	Approved Res. No. 2218
Adopt a Resolution declaring items of personal property to be surplus and authorizing the sale or disposal thereof.	Approved Res. No. 2219
Mayor's Business	
Affirm Reappointment of Donald Card to the Salary Commission	Approved
Staff Business	
Call on Councilmembers	
Adjournment	9:02 p.m.
Executive Session	9:10 p.m.
Litigation –1 item	
Personnel – none	
Real Estate – 4 items	Action on 3 items
Adjournment	

MARYSVILLE CITY COUNCIL MEETING

July 23, 2007

7:00 p.m.

City Hall

Call To Order / Invocation / Pledge Of Allegiance

Mayor Kendall called the meeting to order at 7:03 p.m. Greg Kanehen from Marysville Free Methodist Church gave the invocation. Mayor Kendall led those present in the Pledge of Allegiance.

Roll Call

Chief Administrative Officer Mary Swenson gave the roll call. The following staff and councilmembers were in attendance.

Mayor: Dennis Kendall

Council: Mayor Pro Tem Jon Nehring, Lee Phillips, Carmen Rasmussen, Jeff Seibert, John Soriano, and Donna Wright

Staff: Mary Swenson, Chief Administrative Officer; Grant Weed, City Attorney; Gloria Hirashima, Community Development Director; Sandy Langdon, Finance Director; Tracy Jeffries, Assistant Administrative Services Director; Paul Roberts, Public Works Director; Rick Smith, Chief of Police; Rob Lamoureux, Police Chief, and Laurie Hugdahl, Recording Secretary.

Chief Administrative Officer Mary Swenson noted that Councilmember Vaughan was out of town with a Boy Scouts camping trip.

Motion made by Councilmember Nehring, seconded by Councilmember Seibert to excuse the absence of Councilmember Vaughan. **Motion** passed unanimously (6-0).

Committee Reports

None.

Presentations

A Employee Service Awards.

The following employees received accolades and their employee service awards:

- Maryke Burgess, Ken Baxter Senior Community Center Coordinator – 5 years
- Kayla Flynn, Recreation Coordinator – 5 years
- Darryn Wiersma, Police Officer – 5 years
- James Maples, Police Officer – 10 years

- Desi Szechenyi, Maintenance Worker II, Golf Course – 10 years
- Jeremie Roth, Maintenance Worker II, Golf Course – 10 years
- Diane Bergman, Engineering Project Aid – 5 years
- Larry Larson, Public Works Supervisor – 15 years
- Gloria Hirashima, Community Development Director – 15 years
- Julie Swick – LaFave, Custody Officer – 15 years

Mary Swenson commented how much she enjoys this recognition of employees. She thanked all those present for attending. Mayor Kendall thanked everyone for their service.

B. Recognition Award.

Mayor Kendall recognized Candy Schorpp, Real Estate Paralegal for Weed Graafstra and Benson for her excellent assistance to the City of Marysville and its citizens. City Attorney Grant Weed and Mary Swenson both commended her great work that she has done on legal transactions on behalf of Marysville. They described some of the many cases she has worked on in which she has delivered a tremendous value to the City.

C. D.O.E. Waste Water Award.

Laura Frickey, Washington State Department of Ecology, presented the Outstanding Wastewater Treatment Plant Award to Doug Bye who accepted the award on behalf of the City of Marysville. She commended the excellent work done by the City of Marysville to protect Washington State's valuable water resources. The Council and staff gave the recipient a standing ovation.

Audience Participation

Todd Borseth, 1241 State Avenue, asked if the new court building had to pay traffic mitigation fees. Ms. Hirashima said if the use was deemed similar to the previous use it would not have been required to pay a fee. She explained that she would look at this further. He congratulated Gloria on her term with the City.

Valerie Toll, 6307 60th Place, Marysville, founder of a non-profit community improvement organization called Change Quick. She requested a crosswalk to provide safe access to Jennings Nature Park and offered to be involved in any way necessary. Paul Roberts asked for her contact information so she could talk with the traffic engineering group. Mayor Kendall noted that the crosswalk would be across a state highway so WSDOT would have a lot to say about that. Seibert commented that there is a proposed redesign of the intersection there which may take care of her concerns.

Approval of Minutes

3. Approval of July 9, 2007 City Council Meeting Minutes.

Councilmember Nehring noted that he would be abstaining since he was not present at that meeting.

Motion made by Councilmember Wright, seconded by Councilmember Seibert, to approve the minutes as presented. **Motion** passed unanimously (5-0) with Councilmember Nehring abstaining.

4. Approval of July 16, 2007 City Council Work Session Minutes.

Councilmember Seibert referred to page 6, under Sandy Langdon's comments. He noted that the word *reminder* should be deleted.

On that same page Councilmember Rasmussen corrected *Vision 20/20* to *Vision 2040*.

Councilmember Nehring noted that he would be abstaining since he was not present at that meeting.

Motion made by Councilmember Seibert, seconded by Soriano, to approve as amended. **Motion** passed unanimously (5-0) with Nehring abstaining.

Consent Agenda

Motion made by Councilmember Nehring, seconded by Councilmember Wright, to approve the following consent agenda items:

5. Approval of July 11, 2007 Claims in the Amount of \$427,470.30; Paid by Check No.'s 40450 through 40582 with Check No.'s 5376, 5468, 5701, 6074, 6779, 6815, 7409, 7647, 15705, 23114, and 31210 voided.
6. Approval of July 18, 2007 Claims in the Amount of \$854,669.91; Paid by Check No.'s 40583 through 40801 with Check No. 31556 voided.
7. Approval of July 5, 2007 Payroll in the Amount of \$1,038,966.23; Paid by Check No. 18116 through 18204.
8. Supplemental No. 4 Professional Services Agreement with KPFF Consulting Engineers for the State Avenue 136th Street NE to 152nd Street NE Corridor Improvement Project.
9. Supplemental No. 1 Professional Services Agreement with Harmsen & Associates, Inc. to conduct a "Short Plat" Survey of the City's Sunnyside Reservoir Property.
10. Authorize the Mayor to Sign the Final Plat Mylar for Getchell Hill PRD – Phase 3
12. Utility Relocation Agreement with Snohomish County PUD for State Avenue 136th Street NE to 152nd Street NE Corridor Improvements Project.

13. Professional Services Agreement with the Transpo Group, Inc. to Provide Services to update the City's Transportation Element of the Comprehensive Plan.
18. State Avenue 136th Street NE to 152nd Street NE Improvements – Purchase of Wetland Mitigation Credits from Habitat Bank, LLC.
20. Approval of July 20, 2007 Payroll in the Amount of \$746,523.22; Paid by Check No. 18205 through 18285.

Motion passed unanimously (6-0) to approve the consent agenda.

New Business

11. PUD Delta – Marysville 12kV Distribution Project Easement through Ebey Waterfront Park.

Gloria Hirashima said that a work session with PUD staff occurred at the finance committee meeting where many questions that had been posed at last week's council work session were answered. Councilmembers Seibert, Nehring and Phillips were present at that meeting.

Councilmember Rasmussen remarked that they had received new information in their packets and wondered if anything was different. Ms. Hirashima stated that it was a similar document, but the legal description was adjusted. The compensation document was also attached. She noted that some of the things they discussed at the subcommittee meeting last week were the addition of mounting materials for the gateway on the pole and the resolution of an IAC interagency for outdoor recreation issue with the waterfront park grant. She has since talked with both the PUD and the City Attorney about language that could be added to the easement approval that would address that.

City Attorney Grant Weed explained that if the pole is placed where it is proposed it would encumber the city park property. There is some language in the IAC grant agreement that restricts the city's right to encumber properties from which we get IAC funding. Rather than hold up this request, he suggested that the action of the Council be to approve the easement subject to resolution of any issues related to the IAC grant funding. Gloria Hirashima noted that they were hoping to pursue an exemption with the IAC and also see if there would be any need to replace the pole area.

Seibert said he appreciated the PUD's attendance at the finance committee meeting and their cooperation in this issue. He concurred with approving this pending resolution of the IAC issue. He also requested that the city be allowed to have some say in the design of the pole.

Motion made by Councilmember Seibert, seconded by Councilmember Rasmussen, to authorize the Mayor to sign the easement subject to a resolution of any issues related to IAC grant funding and allowing mounting of city overhang or gateway signage if feasible. **Motion** passed unanimously (6-0).

14. An **Ordinance** of the City of Marysville, Washington, Amending Chapter 11.04 of the Marysville Municipal Code Adding A New Code Section Codified as 11.04.36, 11.04.037 and 11.04.038 Regarding the Setting of Speed Limits and Severability.

Motion made by Councilmember Nehring, seconded by Councilmember Seibert, to approve Ord. 2705. **Motion** passed unanimously (6-0).

15. An **Ordinance** of the City of Marysville, Washington, Amending Chapter 14.19, Section 080 (1) of the Marysville Municipal Code Modifying the Reduction and Appeals Section.

Motion made by Councilmember Seibert, seconded by Councilmember Soriano, to approve Ordinance No. 2706. **Motion** passed unanimously (6-0).

16. A **Resolution** of the City of Marysville Declaring Certain Items of Personal Property to be Surplus and Authorizing the Sale or Disposal Thereof.

Motion made by Councilmember Rasmussen, seconded by Councilmember Wright, to approve Resolution 2218. **Motion** passed unanimously (6-0).

17. Staffing Proposal and Budget Update.

Mary Swenson reviewed the personnel requests for various departments as follows:

Police Department:

- Upgrade Commander Positions to eliminate compression issues effective (7/1/07) (M12)
- Upgrade Confidential Administrative Assistant position (N6)
- Downgrade one current Commander position to Lieutenant (M11)
- Lieutenant – Professional Standards Unit (PSU) (M11)
- Training Sergeant (MPOA contract)
- Patrol Officer –training (MPOA contract)
- Admin. Division Manager (M9)
- Crime Analyst (to be added in 2008)

Finance Department:

- Administrative Assistant (part-time)(N2)
- Deputy City Clerk(N5)

Parks Department:

- Maintenance Worker II (Teamster)

Sandy Langdon reviewed the funding portion of these requests as shown on the 2007-Mid-Year Adjustment and Adjusted New Sales Tax Remaining and Available.

Police Chief Rick Smith discussed the police department's proposed staffing needs and the rationale for changes made. He also highlighted proposed remodeling and technology upgrades. Mary Swenson pointed out that Chief Smith is not asking for additional officers on the road. She explained that the sergeants are currently doing a lot of the work that should be passed on to others. She noted that the recommendations from the Corona Solutions staffing study were incorporated in this recommendation. She feels that this will be a positive change. Chief Smith added that the department is preparing for growth, accountability and stability.

Rick Lawson, 6307 60th Place NW, Marysville WA asked if the civilian position would be outside the ranks of lieutenant. Chief Smith said it was a non-sworn position outside the ranks of lieutenant.

Carl Hall, 8110 43rd Avenue NE, commented in support of the chief. He then reported that he is not happy with the response they have gotten from the police department that their situation is not a priority because there are worse things happening in the City. He concurred that there is a staffing shortage. He supported backing up the chief and the department and giving them the resources that they need. He noted that the people that they are dealing with know that the police department is stretched too thin and are taking advantage of the situation.

Mary Swenson commented that they have gotten the pay up to where it needs to be to attract good lateral candidates. This is a huge benefit for the City and they are pleased with the progress of the police department.

Councilmember Soriano noted that the Corona Solutions study shows different plans for various beats. He asked what kind of growth we would need to see to see the different plans. Chief Smith explained that they are revisiting philosophies regarding this. He is in favor of having a zoning type of policing strategy. Councilmember Soriano said it sounded like they are looking at a more appropriate distribution of coverage. Chief Smith concurred.

Mary Swenson reviewed the positions and the pay grade (identified above).

Councilmember Rasmussen referred to the last page on the funding document. She asked Sandy Langdon if the bottom section labeled, "35% Funded of Finance" is the portion of those positions that are funded out of Utilities. Finance Director Langdon explained that this refers to funding outside of the General Fund and comes mostly from Utilities.

Motion made by Councilmember Wright, seconded by Councilmember Soriano, to authorize the above position reclassifications and new positions with the pay grades as

identified and the associated remodeling costs and direct staff to prepare a budget amendment. **Motion** passed unanimously (6-0).

19. Final Plat Mylar for The Orchards on Sunnyside Blvd.

Motion made by Councilmember Nehring, seconded by Councilmember Wright, to authorize the Mayor to sign the Final Plat Mylar for The Orchards on Sunnyside Blvd. **Motion** passed unanimously (6-0).

Surplus Skippers Restaurant Items

Motion made by Councilmember Wright, seconded by Councilmember Seibert, to approve Resolution No. 2219 declaring items of personal property to be surplus and authorizing the sale or disposal thereof. **Motion** passed unanimously (6-0).

Legal

Mayor's Business

21. Reappointment of Donald Card to the Salary Commission.

Motion made by Councilmember Rasmussen, seconded by Councilmember Seibert, to affirm the re-appointment of Donald Card to the Marysville Salary Commission for a three-year term ending June 23, 2010. **Motion** passed unanimously (6-0).

Mayor Kendall announced that there would be a grand opening of a new gaming place, the Space Station in the Safeway Plaza at 11 a.m. on Saturday.

Staff Business

Doug Buell distributed and discussed the Marysville Healthy Communities publication. This is a great marketing and informational piece for the City. He noted that there will be a Chamber breakfast on Friday at the casino where this will be featured.

Jim Ballew:

- Director Ballew reported that camps are full for the summer.
- Construction of the skate park surveillance system is underway.
- Jennings Park will be under construction next week for the concrete work.
- He discussed the lack of graffiti in the City of Minneapolis where he recently visited. He researched what they have done and noted that Marysville is right on track with what the Minneapolis has done. He was very impressed with their success. He noted that they have invested \$1 million in cameras for the entire community.

Paul Roberts wished everyone a nice break for the month of August.

Gloria Hirashima:

- She said the Planning Commission hearing regarding the Comprehensive Plan amendments and Development Code revisions would be this Tuesday. Hopefully this will be on the Council agenda in September.
- She discussed new businesses in the town.

Grant Weed noted the need for a twenty-minute Executive Session to discuss four real estate matters and one pending litigation matter with action expected on three of the real estate matters.

Mary Swenson:

- She referred to the article on 531 in the paper. She said they are continuing to work on this with Powell Development and hope it will be done within the week.
- The City has been invited to participate in a program regarding graffiti done by Executive Reardon on Thursday.
- The financial audit going well.

Sandy Langdon wished Council a happy August.

Chief Smith:

- He gave an update on Mr. Hall's neighborhood issue. He explained that Commander Lamoureux has been put in charge of this area.
- The Special Olympics motorcycle ride was held on Saturday. He acknowledged the work done by Patricia on that and other fundraising events. Officers will be serving at Red Robin in Marysville as another fundraiser for Special Olympics.
- He thanked the Council, Mary Swenson and the rest of City staff for their support in allowing him to move the police department forward.
- August 7 will be National Night Out at Comeford Park.

Call on Councilmembers

Carmen Rasmussen:

- She congratulated Gloria Hirashima for her 15 years of service.
- She recently attended several fun events in the community including the Harry Potter event at the library at midnight; Business After Hours opening at Meadows; and the Concert in the Park with the Love Lights.
- Thanks to Doug Buell for his work on the Healthy Communities Flyer.

John Soriano said he was sorry he missed the motorcycle ride.

Jon Nehring:

- He asked if there would be a public safety meeting on Wednesday. Chief Smith said he didn't have anything else for the agenda.
- He wished everyone a happy August.

Jeff Seibert:

- He congratulated Gloria Hirashima for her time with the City. He commended her helpfulness and cooperation.
- He noted that it was impressive to have all the police officers here to support the Chief.
- What was the date when the bridge would be repainted? Ms. Swenson thought it would be this week or next week depending on the weather.

It was noted that the next work session would be held on Tuesday, September 4.

Information Items

Adjournment

Mayor Kendall recessed at 9:02 p.m. into Executive Session which began at 9:10 p.m.

Executive Session

Council met in Executive Session at 9:10 p.m. to discuss one item under pending litigation, one item under personnel, and four items under real estate.

Council reconvened into Regular Session at 9:35 p.m. Motion by Councilmember Seibert, second by Councilmember Nehring to authorize the Mayor to sign property State Avenue right of way acquisitions that are ten percent (10%) above the appraisal with Mall at the Crossroads LLC, Lloyd Cannon/Roundhill Investments LLC, and Everett I LLC as discussed in Executive Session. Motion passed unanimously.

Adjournment

Seeing no further business, Mayor Kendall adjourned the meeting at 9:36 p.m.

Approved this _____ day of _____, 2007.

Mayor
Dennis Kendall

Asst. Admin. Svcs. Director
Tracy Jeffries

Recording Secretary
Laurie Hugdahl

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Claims	AGENDA SECTION:
PREPARED BY: Sandy Langdon, Finance Director	AGENDA NUMBER:
ATTACHMENTS: Claims Listings	APPROVED BY: <i>ML</i>
	MAYOR CAO
BUDGET CODE:	AMOUNT:

Please see attached.

RECOMMENDED ACTION: The Finance and Executive Departments recommend City Council approve the July 27, 2007 claims in the amount of \$477,382.63 paid by Check No.'s 40802 through 40925 with Check No.'s 30697 and 40661 voided.
COUNCIL ACTION:

CITY OF MARYSVILLE
INVOICE LIST
 FOR INVOICES FROM 7/19/2007 TO 7/27/2007

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
40802	WASHINGTON STATE DEPARTMENT OF	SALES & USE TAX	001.231700.	555.62
	WASHINGTON STATE DEPARTMENT OF		00102020.549000.	36.24
	WASHINGTON STATE DEPARTMENT OF		00103010.549000.	41.15
	WASHINGTON STATE DEPARTMENT OF		101.231700.	193.76
	WASHINGTON STATE DEPARTMENT OF		401.231700.	1,191.61
	WASHINGTON STATE DEPARTMENT OF		40143410.553000.	46,283.24
	WASHINGTON STATE DEPARTMENT OF		40145040.553000.	4,352.47
	WASHINGTON STATE DEPARTMENT OF		41046060.553000.	18,660.97
	WASHINGTON STATE DEPARTMENT OF		420.231700.	57.72
	WASHINGTON STATE DEPARTMENT OF		420.231710.	14,352.71
	WASHINGTON STATE DEPARTMENT OF		42047267.553000.	-1,588.00
	WASHINGTON STATE DEPARTMENT OF		501.231700.	398.69
40803	A & M ELEVATOR INC.	ELEVATOR MAINT PSB CH	00100010.548000.	130.20
	A & M ELEVATOR INC.		00103530.548000.	119.35
40804	AUTOMATIC FUNDS TRANSFER SERVICES	REMITTANCE PROCESSING	00143523.541000.	865.39
40805	ALBERTSONS FOOD CENTER #471	SUPPLIES FOR PARKS/REC EVENTS	00105120.531080.	40.37
	ALBERTSONS FOOD CENTER #471		00105120.531090.	55.00
	ALBERTSONS FOOD CENTER #471		00105120.549000.	82.16
	ALBERTSONS FOOD CENTER #471		00105250.531050.	44.35
	ALBERTSONS FOOD CENTER #471		10605250.549000.	126.67
40806	ALLIANCEONE	COLLECTION SERV	40143410.541000.	491.93
40807	AMSAN SEATTLE	JANITORIAL SUPP PSB	00100010.531400.	86.90
	AMSAN SEATTLE	JANITORIAL SUPP COURTS	00101250.531400.	418.99
	AMSAN SEATTLE	JANITORIAL SUPP CH	00103530.531400.	133.18
	AMSAN SEATTLE	JANITORIAL SUPP PARKS/REC	00105380.531400.	683.40
	AMSAN SEATTLE	JANITORIAL SUPP PW ADMIN	40143410.531200.	114.67
	AMSAN SEATTLE	JANITORIAL SUPP PW SHOP	40143780.531000.	559.20
40808	ANDERSON SPECIALTIES LLC	CORNER GUARDS-COURTS	00100012.564000.	744.00
40809	CITY OF ARLINGTON	ARLINGTON CHRISTIAN SCHL	40140080.533000.	45.85
40810	WASPC	ELECTRONIC HOME MONITORING	00103960.551000.	1,983.75
40811	ASSOCIATED PETROLEUM	DIESEL, UNLEADED GASOLINE	42047165.532000.	1,758.38
40812	BAG BOY	GOLF BAGS-LADIES/JUNIORS/REVOL	420.141100.	607.16
40813	BANK OF AMERICA	SWENSON CC PAYMENT	00100020.549000.	33.16
	BANK OF AMERICA	MAYOR CC PAYMENT	00100060.549000.	40.00
	BANK OF AMERICA	SWENSON CC PAYMENT	00100060.549000.	583.46
	BANK OF AMERICA	MAYOR CC PAYMENT	00100110.549000.	45.00
	BANK OF AMERICA	SWENSON CC PAYMENT	00100110.549000.	132.64
	BANK OF AMERICA	MAYOR CC PAYMENT	00100720.549000.	20.00
	BANK OF AMERICA	SWENSON CC PAYMENT	00100720.549000.	33.16
	BANK OF AMERICA		00101023.549000.	33.16
	BANK OF AMERICA		00102020.549000.	33.16
	BANK OF AMERICA	LAMOUREUX CC PAYMENT	00103010.549000.	258.32
	BANK OF AMERICA	SWENSON CC PAYMENT	40143410.549000.	33.16
40814	BANNER BANK	PAY EST. #1	402.223400.	2,376.00
	BANNER BANK	PAY EST #2	40230594.563000.	5,178.36
40815	BARNES DISTRIBUTION	MISC HARDWARE	50100065.531000.	659.35
40816	BRIAN BRAGER	DEPOSIT REFUND	001.239100.	58.00
40817	MARTY BREWER	USED BALLS-DOZENS	420.141100.	360.00
40818	DOUG BUELL	DOMAIN NAME REIMBURSMET	00100720.542000.	83.98
40819	CANINE BEHAVIOR CENTER INC	DOG OBEDIENCE	00105120.541020.	495.00
40820	CARR & ASSOCIATES	TRAINING-SUPERVISORS CONFINED	00100310.531200.	450.00
40821	CARR'S ACE HARDWARE	MAT FOR PARKS MAINT PROJ	00105380.531000.	157.11
	CARR'S ACE HARDWARE	ZIP CORD/SHRINK TUBE	40143410.548000.	52.07

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40822	CASCADE MAILING	UB MAILING	00143523.542000.	164.12
40823	CHUCKANUT GOLF CARS INC	CART LEASE-STRAWBERRY FEST	42047267.545000.	370.00
	CHUCKANUT GOLF CARS INC	CART LEASE SHERIFF TOURNAMENT	42047267.545000.	1,110.00
	CHUCKANUT GOLF CARS INC	CART LEASE/SNO CO REALTORS	42047267.545000.	1,110.00
40824	CLARK, DARELD	UB 14134000004 4107 124TH PL	401.122110.	25.25
40825	COMCAST	GOLF SHOP TV CABLE	42047267.549000.	83.95
40826	CO-OP SUPPLY	CHAIN & HOOKS	00105380.531000.	20.09
	CO-OP SUPPLY	2.5 GAL ROUNDUP PRO	00105380.531000.	162.70
	CO-OP SUPPLY	SCUTTLLING HOES	42047165.535000.	52.05
40827	WA DEPT OF CORRECTIONS	INMATE MEALS	00103960.531250.	1,501.55
	WA DEPT OF CORRECTIONS		00103960.531250.	1,528.52
40828	CULVER COMPANY	SUPPLIES-HOMEGROWN/TOUCH-A-TR	401.231700.	-44.46
	CULVER COMPANY		40143410.549000.	567.46
40829	NANCY CUNNINGHAM	REFUND	00110347.376020.	14.00
40830	DATABASE SECURE RECORDS DESTRUCTIO	ON SITE PURGE/MONTHLY DESTRUCT	00101023.541000.	8.50
	DATABASE SECURE RECORDS DESTRUCTIO		00101130.541000.	48.75
	DATABASE SECURE RECORDS DESTRUCTIO		00143523.541000.	8.50
40831	E&E LUMBER INC	TELEPHONE WIRE	00100010.531000.	1.30
	E&E LUMBER INC	GROMET KIT REFILLS	00105120.531041.	13.65
	E&E LUMBER INC	PAINT TRAYS, ROLLER COVER	00105380.531000.	13.52
	E&E LUMBER INC	ROLLER COVERS	00105380.531000.	15.08
	E&E LUMBER INC	FASTENERS, FENCING-EBEY WATERF	00105380.531000.	27.32
	E&E LUMBER INC	PAINT	00105380.531000.	33.62
	E&E LUMBER INC	COMEFORD RESTROOM SUPPLIES	00105380.531000.	43.27
	E&E LUMBER INC	LOPPERS, HEDGE SHEARS	00105380.531000.	63.44
	E&E LUMBER INC	PAINT, PRIMER-MAINT SHOP IMPRO	00105380.531000.	68.27
	E&E LUMBER INC	24-60 LB BAGS REDI-MIX CONCRET	10110070.541000.	64.84
	E&E LUMBER INC	HOE	42047165.535000.	14.09
	E&E LUMBER INC	DRILL BIT SET	50200050.531000.	18.43
40832	WA DEPARTMENT OF ECOLOGY	WWTP LAB ACCREDITATION FEES	40143410.553200.	500.00
40833	EMERALD HILLS COFFEE SERVICE	DECAF COFFE/CREAMER	10605250.549000.	30.07
40834	SNO CO DEPT OF EMERGENCY MANAGEME)	EMERGENCY SVC 1&2 QUARTER	00100090.549000.	15,592.75
40835	ETONIC WORLDWIDE LLC	SHOES-LITES/DRI-XC	420.141100.	668.67
40836	THE DAILY HERALD COMPANY	AD-ASSOC ENGINEER II	00100020.544000.	156.96
	THE DAILY HERALD COMPANY	AD-PROGRAM SPEC COURT	00100050.544000.	72.00
	THE DAILY HERALD COMPANY	AD-COURT COMMISS.	00100050.544000.	471.86
	THE DAILY HERALD COMPANY	AD-SR BLDG INSPECTOR/PLAN EXAM	00102020.544000.	171.35
	THE DAILY HERALD COMPANY	AD-ASSOC PLANNER CD	00102020.544000.	333.80
	THE DAILY HERALD COMPANY	AD-CONSTRUCTION INSP	00102020.544000.	463.89
	THE DAILY HERALD COMPANY	AD-SEASONAL LABORERS PW	10111230.544000.	23.25
	THE DAILY HERALD COMPANY	AD-MAINT WRKR II PW	10111230.544000.	527.04
	THE DAILY HERALD COMPANY	AD-WATER QUAL ASST	40143410.544000.	376.62
40837	EVERETT STAMP WORKS	SELF INKING DATE STAMP	00100110.531000.	65.76
40838	EVERETT TIRE & AUTOMOTIVE	LT245/75R16E TIRES #212	50100065.534000.	489.22
40839	CITY OF EVERETT	LAB ANALYSIS-APR/MAY/JUN	40142480.541000.	828.00
	CITY OF EVERETT	SW LAB ANALYSIS	40145040.553100.	180.00
40840	FERRELLGAS	PROPANE 35 GAL-SPLIT CHG	10110130.531000.	20.00
	FERRELLGAS	PROPANE 43.8 GAL-SPLIT CHG	10110130.531000.	24.66
	FERRELLGAS	PROPANE 35 GAL-SPLIT CHG	10110564.531000.	20.00
	FERRELLGAS	PROPANE 43.8 GAL-SPLIT CHG	10110564.531000.	24.66
	FERRELLGAS	PROPANE 35 GAL-SPLIT CHG	40140980.531000.	20.00
	FERRELLGAS	PROPANE 43.8 GAL-SPLIT CHG	40140980.531000.	24.65
	FERRELLGAS	PROPANE 35 GAL-SPLIT CHG	41046060.531000.	20.00

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40840	FERRELLGAS	PROPANE 43.8 GAL-SPLIT CHG	41046060.531000.	24.65
40841	FOOTJOY	SHOES-CONTOUR/GREEN/ECOMFORT	420.141100.	1,295.42
40842	FRED PRYOR SEMINARS	ODEN-MANAGING EMOTIONS UNDER	00102020.549000.	99.00
40843	GENERAL CHEMICAL CORP	ALUMINUM SULFATE	40142480.531320.	3,005.89
40844	GETTY, GABE & MONICA	UB 240420000001 5202 105TH ST	401.122110.	145.93
40845	GLORIA JEANE HAULING & HWY REHAB IN	PLANNING BIT PAVE 6/11	10200030.541000.	1,800.00
	GLORIA JEANE HAULING & HWY REHAB IN	PLANNING BIT PAVE 6/05	10200030.541000.	2,100.00
40846	VIVIAN GLOWASKI	DEPOSIT REFUND	001.239100.	58.00
40847	HART, WILLIAM & ESPERANZA	UB 751159711101 5608 80TH AVE	401.122110.	87.52
40848	DAVID HASTINGS	REGISTRATION REFUND	00110347.376010.	170.00
40849	HD FOWLER COMPANY	ELLS, CUPLINGS, ETC	00100012.564000.	32.38
	HD FOWLER COMPANY	POLYMER COVERS	401.141400.	848.75
	HD FOWLER COMPANY	"2 BRASS VALVE (CREDIT MEMO)	42047165.531920.	-18.55
	HD FOWLER COMPANY	2" BRASS CHECK VALVE	42047165.531920.	40.97
	HD FOWLER COMPANY	MISC MATERIALS	42047165.531920.	539.92
40850	HD SUPPLY WATERWORKS, LTD	1-1/2 METERS, 2" METERS	401.141400.	2,121.68
40851	HEDIN, MARK	UB 761303161200 7220 81ST PL N	401.122110.	119.35
40852	HELMS, ERIK	UB 768507000000 8507 78TH AVE	401.122110.	199.89
40853	HITSCHLER, TERRIE & PETER	UB 452160750001 5815 138TH PL	401.122110.	112.47
40854	KATE HUDOCK	REFUND-UNABLE TO PARTICIPATE	00110347.376010.	198.00
40855	IDEARC MEDIA CORP.	YELLOW PAGE AD	42047267.544000.	37.00
40856	IOS CAPITAL	COPIER RENTAL	00100020.545000.	145.22
	IOS CAPITAL		00100310.549000.	149.19
	IOS CAPITAL		00101023.545000.	223.79
	IOS CAPITAL		00101130.548000.	223.79
	IOS CAPITAL		00102020.545000.	36.82
	IOS CAPITAL		00102020.545000.	254.13
	IOS CAPITAL		00143523.545000.	895.19
	IOS CAPITAL		10111230.545000.	113.43
	IOS CAPITAL		40143410.545000.	36.81
	IOS CAPITAL		40143410.545000.	113.43
	IOS CAPITAL		40143410.545000.	254.13
	IOS CAPITAL		50100065.545000.	36.30
	IOS CAPITAL		50100065.545000.	98.07
	IOS CAPITAL		50200050.545000.	36.30
40857	INTEGRATED BUSINESS SYSTEM	IBS-POINT OF SALE SYSTEM	42047076.564000.	13,073.59
	INTEGRATED BUSINESS SYSTEM	SUPPORT FEE	42047165.541000.	434.00
40858	INTERNATIONAL INSTITUTE OF	MEMBERSHIP FEE THRU 9/30/08	00101130.549000.	175.00
40859	IRON MOUNTAIN QUARRY LLC	4X8 ROCK	40143410.549000.	285.37
40860	JASON THOMAS & ROSE HAYES	UB 240568000001 5128 102ND PL	401.122110.	48.42
40861	JOY, MAURICE	UB 980051150001 5115 68TH AVE	410.122100.	38.16
40862	MARCIA KELLEY	POSTAGE REIMBURSMENT	00100310.549000.	5.21
40863	DAVE LARSON	DEPOSIT REFUND-LIBRARY	001.239100.	58.00
40864	DEPT OF LICENSING	BIRD, DONALD (RENEWAL)	001.237020.	18.00
	DEPT OF LICENSING	BRISTOW, DEBRA (RENEWAL)	001.237020.	18.00
	DEPT OF LICENSING	FOSTER, CURTIS (RENEWAL)	001.237020.	18.00
	DEPT OF LICENSING	KING, KIMBERLY (ORIGINAL)	001.237020.	18.00
	DEPT OF LICENSING	LAFFERTY, SCOTT (ORIGINAL)	001.237020.	18.00
	DEPT OF LICENSING	SMITH, JEDEIDIAH (RENEWAL)	001.237020.	18.00
	DEPT OF LICENSING	WELCH, BRUCE (RENEWAL)	001.237020.	18.00
	DEPT OF LICENSING	DALE, BUFORD (LATE RENEWAL)	001.237020.	21.00
40865	CIDALIA LOPES	JEWELRY WORKSHOP	00105120.541000.	144.00
40866	MARSHBANK CONSTRUCTION	PAY EST. #2	40230594.563000.	107,192.01

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40867	JUAN CARLOS MARTINEZ	DEPOSIT REFUND-JENNIGS PARK	001.239100.	58.00
40868	MARYSVILLE FLORAL	ARRANGEMENT-L LEIN	00100110.549000.	171.43
40869	MARYSVILLE GLOBE	RENEW SUBSCRPTN THRU 08/15/08	00105380.549000.	34.00
40870	MARYSVILLE PRINTING	LETTERHEAD	00100060.531000.	215.63
	MARYSVILLE PRINTING		00100110.531000.	215.65
	MARYSVILLE PRINTING		00100310.531000.	215.65
	MARYSVILLE PRINTING		00101023.531000.	215.65
	MARYSVILLE PRINTING	BUSINESS CARDS- A ATENCIO	00102020.531000.	113.82
40871	MARYSVILLE SKATE INN	JAZZERCISE CLASS FACILITY FEE	00105120.541020.	120.00
40872	MCEVOY OIL CO.	MONTHLY DIESEL	00100010.547000.	50.00
	MCEVOY OIL CO.		40143880.532000.	421.43
40873	ROB MCGARRY	DEPOSIT REFUND-JENNINGS PARK	001.239100.	58.00
40874	METROCALL INC	PAGER SERVICES	00103010.542000.	0.52
	METROCALL INC		00103010.542000.	4.34
	METROCALL INC		00103121.542000.	7.24
	METROCALL INC		00103121.542000.	7.24
	METROCALL INC		00103960.542000.	7.24
40875	MICROFLEX INC	TAX AUDIT PRGRM-JUN 2007	00101023.541000.	95.75
40876	MIZUNO USA INC	TOUR VELVET GRIPS	420.141100.	6.10
	MIZUNO USA INC	MP-32 IRONS 3PW- JOE JONES	420.141100.	609.49
40877	NEXXPOST LLC	NEW RATE CHIP METER-SPLIT CHGS	00100020.531000.	96.65
	NEXXPOST LLC		00102020.531000.	154.64
	NEXXPOST LLC		10111230.531000.	19.33
	NEXXPOST LLC		40143410.531000.	77.32
	NEXXPOST LLC		41046170.531000.	19.33
	NEXXPOST LLC		50100065.531000.	9.66
	NEXXPOST LLC		50200050.531000.	9.67
40878	NIKE USA INC	BOYS SWOOSH CAP	420.141100.	296.34
	NIKE USA INC	SHOES-WOMENS/AIRMAX/SP-3	420.141100.	1,848.63
40879	NORTHSTAR CHEMICAL	SODIUM HYPOCHLORITE-1100 GAL	40141580.531320.	2,087.29
40880	NORTHWEST CASCADE INC	HONEY BUCKET-DEERING	00105380.545000.	102.18
	NORTHWEST CASCADE INC	HONEY BUCKET-JENNINGS	00105380.545000.	103.33
40881	NW SPECIALTIES	10 LITER SHAC PONDER	00105380.531000.	141.57
40882	OFFICE DEPOT	WALL SCREEN, MARKERS, ETC	00100012.564000.	2,892.23
	OFFICE DEPOT	OFFICE SUPPLIES	00100020.531000.	4.20
	OFFICE DEPOT	MISC OFFICE SUPPLIES	00100020.531000.	18.83
	OFFICE DEPOT		00100020.531000.	39.36
	OFFICE DEPOT	OFFICE SUPLLIIES CREDIT MEMO	00100110.531000.	-6.86
	OFFICE DEPOT	OFFICE SUPPLIES	00100110.531000.	9.25
	OFFICE DEPOT		00100110.531000.	15.44
	OFFICE DEPOT		00100110.531000.	25.81
	OFFICE DEPOT		00100110.531000.	127.29
	OFFICE DEPOT	OFFICE SUPLLIIES-CREDIT MEMO	00100310.531000.	-46.61
	OFFICE DEPOT	OFFICE SUPPLIES	00100310.531000.	14.45
	OFFICE DEPOT		00100310.531000.	21.26
	OFFICE DEPOT	ORDER 391590013-001 CREDIT	00102020.531000.	-50.00
	OFFICE DEPOT	OFFICE SUPPLIES	00102020.531000.	4.19
	OFFICE DEPOT	CABINET HANGRAIL	00102020.531000.	28.76
	OFFICE DEPOT	MISC OFFICE SUPPLIES	00102020.531000.	39.36
	OFFICE DEPOT	HD STAPLE REMOVER	00102020.531000.	46.82
	OFFICE DEPOT	MISC OFFICE SUPPLIES	00102020.531000.	88.94
	OFFICE DEPOT	VERTICAL FILE	00102020.531000.	275.31
	OFFICE DEPOT	MISC OFFICE SUPPLIES	00103010.531000.	63.82

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40882	OFFICE DEPOT	MISC SUPPLIES	00104190.531000.	55.08
	OFFICE DEPOT	MISC OFFICE SUPPLIES	00104190.531000.	58.70
	OFFICE DEPOT	7 LITERATURE HOLDERS	00105380.531000.	33.31
	OFFICE DEPOT	2 BX LABELS	00105380.531000.	40.38
	OFFICE DEPOT	OFFICE SUPPLIES	10111230.531000.	54.37
	OFFICE DEPOT	CARDSTOCK PAPER	40143410.531000.	8.64
	OFFICE DEPOT	MISC OFFICE SUPPLIES	40143410.531000.	18.83
	OFFICE DEPOT		40143410.531000.	39.36
	OFFICE DEPOT	OFFICE SUPPLIES	40143410.531000.	51.88
	OFFICE DEPOT	MISC OFFICE SUPPLIES	40145040.531000.	11.79
	OFFICE DEPOT		50100065.531000.	2.10
	OFFICE DEPOT		50100065.531000.	6.54
	OFFICE DEPOT		50100065.531000.	41.80
	OFFICE DEPOT		50200050.531000.	2.10
	OFFICE DEPOT		50200050.531000.	6.55
	OFFICE DEPOT		50200050.531000.	41.81
40883	SEAN OLSON	WATER DIST MANAGER TEST	40143410.549030.	122.00
40884	ORKIN EXTERMINATING	SERVICE CHARGE-WWTP	40142480.549000.	58.59
40885	OVERALL LAUNDRY SERVICES INC	MAT CLEANING-WWTP	40142480.541000.	10.97
	OVERALL LAUNDRY SERVICES INC	MAT CLEANING-PW ADMIN BLDG	40143410.549000.	99.75
	OVERALL LAUNDRY SERVICES INC	MAT CLEANING-MEZZANINE	40143780.549000.	15.63
	OVERALL LAUNDRY SERVICES INC		40143780.549000.	24.51
	OVERALL LAUNDRY SERVICES INC	MECHANIC'S UNIFORM	42047165.526000.	27.70
40886	PACIFIC POWER BATTERIES	BATTERIES FOR PARK MAINT	00105380.531000.	10.31
40887	PACIFIC POWER PRODUCTS	WHEEL KIT	42047165.548000.	52.09
	PACIFIC POWER PRODUCTS	GROOVED ROLLER	42047165.548000.	208.21
	PACIFIC POWER PRODUCTS	BLADES	42047165.548000.	289.84
40888	LAURIE HUGDAHL	MINUTE TAKING SERVICES 7/16	00100230.541000.	123.00
40889	PETROCARD SYSTEMS INC	AUTO FUEL	00102020.532000.	405.76
	PETROCARD SYSTEMS INC	FUEL CONSUMPTION	00103222.532000.	4,305.77
	PETROCARD SYSTEMS INC	FUEL-PARKS & REC	00105380.532000.	1,014.06
	PETROCARD SYSTEMS INC	FUEL CONSUMED-STREETS	10111230.532000.	1,370.93
	PETROCARD SYSTEMS INC	FUEL CONSUMED	40143880.532000.	2,577.42
	PETROCARD SYSTEMS INC		41046060.532000.	2,919.00
	PETROCARD SYSTEMS INC	FUEL CONSUMED-IS	50300090.532000.	34.61
40890	SNOHOMISH COUNTY PLANNING &	AMR DCU POLE RIGHT-OF-WAY	40143410.541000.	520.00
40891	PLAYSCAPES NORTHWEST	REPLACEMENT ITEMS-PARKS	00105380.531000.	492.64
40892	UNITED STATES POSTAL SERVICE	BULK MAILING PERMIT #80/KBSCC	00105250.544000.	760.00
40893	UNITED STATES POSTAL SERVICE	POSTAGE	00103010.542000.	2,000.00
40894	LEM PRATT	ENTERTAINMENT FOR JULY POTLUCK	00105250.531050.	100.00
40895	PRO TEAM JANITORIAL	CONSTRCTN CLEANING-COURTS	00100012.564000.	1,933.00
40896	PUD NO 1 OF SNOHOMISH COUNTY	ACCT. 418-001-612-5	00100010.547000.	2,869.37
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 557-001-739-1	00105380.547000.	90.30
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 475-001-792-5	00105380.547000.	147.33
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 308-001-598-9	00105380.547000.	259.14
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 348-001-954-0	00105380.547000.	388.44
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 308-001-505-4	00105380.547000.	531.09
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 490-001-155-4	00112572.547000.	2,434.61
	PUD NO 1 OF SNOHOMISH COUNTY	ACT# 968-001-439-7	10110564.547000.	71.81
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 557-001-738-3	10110564.547000.	118.49
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 493-001-113-7	40140180.547000.	167.99
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 335-001-806-0	40140180.547000.	1,546.59
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 401-001-485-2	40140180.547000.	2,882.61

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40896	PUD NO 1 OF SNOHOMISH COUNTY	ACCT # 224-078-532-5	40141580.547000.	1,553.04
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT# 251-001-382-0	40142280.547000.	931.98
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 400-001-036-5	40142480.547000.	742.49
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 370-002-191-2	40142480.547000.	5,482.40
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT # 461-029-794-9	40142480.547000.	5,876.18
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 447-001-040-8	40142480.547000.	12,435.05
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT # 289-075-529-7	40143780.547000.	1,271.59
40897	JOHN E. REID & ASSOCIATES	ELTON, JOHNATHAN REG FEE	00103222.549100.	575.00
40898	ELLYN RITCHOTTE	DEPOSIT REFUND-JENNINGS	001.239100.	58.00
40899	SANDBLASTERS INC	5/18/05 SANDBLAST FLAG POLE	00105380.531000.	46.11
40900	SCHMITZ, ISABEL	UB 983716000000 3716 72ND AVE	401.122120.	250.00
40901	SEATTLE TIMES, THE	AD-ASSOCIATE PLANNER-CD	00102020.544000.	706.37
40902	MARK SHELL	DEPOSIT REFUND-LIBRARY	001.239100.	58.00
40903	SKAGIT HILL RECYCLING	POLE REMOVAL/DISPOSAL	42047061.549000.	4,314.40
40904	SNAP-ON INCORPORATED	CREDIT MEMO-WRONG PART	50100065.535000.	-113.94
	SNAP-ON INCORPORATED	CORDLESS SCREWDRIVER	50100065.535000.	108.23
	SNAP-ON INCORPORATED	SOCKET SET	50100065.535000.	157.64
	SNAP-ON INCORPORATED	CORDLESS GREASE GUN	50100065.535000.	255.08
	SNAP-ON INCORPORATED	MISC PARTS	50100065.535000.	866.56
40905	SNOHOMISH COUNTY PARKS & RECREATIO	SPECIAL PERMIT/SNOHO ESTUARY	40142480.549000.	350.00
40906	SNO CO PUBLIC WORKS	MARCH 2007 OVERLAYS	10200030.541000.	3,958.15
	SNO CO PUBLIC WORKS	JUNE DISPOSAL FEES 1199.38 TON	41046060.551000.	106,766.00
40907	SOCIETY FOR HUMAN RESOURCE MGMT	SHRM MEMBERSHIP-K GUY	00100310.549000.	160.00
40908	SOFTTEC, INC.	VIDEX PROBE REPAIR	00103960.548000.	115.00
40909	SONITROL	SECURITY-JULY 2007	00100010.541000.	82.00
	SONITROL		00100010.541000.	95.00
	SONITROL	MICROPROX PATCH	00100310.549000.	108.50
	SONITROL	SECURITY-JULY 2007	00103530.541000.	111.00
	SONITROL		00103530.541000.	160.00
	SONITROL		00105250.541000.	116.00
	SONITROL		00105380.541000.	107.00
	SONITROL		40142480.541000.	95.00
	SONITROL		40142480.541000.	105.00
	SONITROL		40142480.541000.	105.00
	SONITROL		40143410.541000.	76.00
	SONITROL		40143410.541000.	108.00
	SONITROL		40143410.541000.	160.00
40910	SOUND SAFETY PRODUCTS CO INC	1 CAR B17, 35-34	00100020.526000.	30.95
	SOUND SAFETY PRODUCTS CO INC	1 CARR B11, 32-30	00100020.526000.	38.00
	SOUND SAFETY PRODUCTS CO INC	1 CAR B182, 38-32	00100020.526000.	45.07
40911	SPORT SUPPLY GROUP INC	VOLLEYBALL FOR PARKS&REC CAMP	00105120.531090.	69.54
40912	SPRINGBROOK NURSERY	TRUCK RENTAL 6/5/07	10200030.541000.	1,265.00
	SPRINGBROOK NURSERY	TRUCK RENTAL 6/11/07	10200030.541000.	1,292.50
40913	SUN MOUNTAIN	HANDLE PIVOT KIT/BRAKE CABLE	420.141100.	12.97
40914	TERPH NORTHWEST	GREENS FERTILIZER	42047165.531900.	1,110.24
40915	TERRA RESOURCE GROUP	BAGLEY, BRIAN	00105380.511000.	645.12
	TERRA RESOURCE GROUP	COULTIER, CYNTHIA	00143523.541000.	344.20
	TERRA RESOURCE GROUP	GLASPELL, REBECCA	00143523.541000.	665.32
	TERRA RESOURCE GROUP	GLASPELL/COULTIER	00143523.541000.	1,278.66
	TERRA RESOURCE GROUP	GOULD, GARY	10110130.541000.	645.12
40916	VICKI THAYER	REFUND-INSUFFICIENT REGISTRAT	00110347.376010.	30.00
40917	TITLEIST	FITTED SLOUCH CAP	420.141100.	118.58
	TITLEIST	RH SENIOR DRIVER-COBRA	420.141100.	236.35

DATE: 7/24/2007
TIME: 4:35:22PM

CITY OF MARYSVILLE
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<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
40917	TITLEIST	ASSTD CAPS	420.141100.	247.08
40918	TYLER TECHNOLOGIES, INC.	POSTAL EXPRESS SOFTWARE UPDATE	00143523.542000.	495.00
40919	UTILITIES UNDERGROUND LOCATION CTR	EXCAVATION NOTIFICATION JUNE07	40141180.541000.	304.80
40920	VERIZON NORTHWEST	ACCT.# 03 0274 1094715727 10	00103121.542000.	64.67
	VERIZON NORTHWEST	ACCT# 108778831503	00104000.542000.	75.45
	VERIZON NORTHWEST	ACCT.# 03 0273 1092686355 01	00104000.542000.	93.05
	VERIZON NORTHWEST	ACCT 102857559902	00112572.542000.	103.82
	VERIZON NORTHWEST	ACCT#030211106496225401	40140080.541000.	30.20
	VERIZON NORTHWEST	ACCT#030211101696225800	40140380.541000.	30.20
	VERIZON NORTHWEST	ACCT 102778795907	40143410.542000.	60.38
	VERIZON NORTHWEST	ACCT# 107579926005	40143410.542000.	111.08
40921	DANNY VERNON	ANNUAL PICNIC ENTERTAINMNT	00105250.531050.	600.00
40922	WASHINGTON STATE TREASURER	FORFEITED PROP/VEHICLE	643.213400.	197.60
	WASHINGTON STATE TREASURER		643.213400.	411.10
40923	WESTERN FACILITIES SUPPLY INC	NEUTRALLE SCENT-COURTS	00101250.531000.	379.05
40924	WILDER CONSTRUCTION CO	CCS-1 32.94 GAL	10200030.541000.	107.32
	WILDER CONSTRUCTION CO	CLASS A 3.07, CLASS B 4.05	10200030.541000.	335.56
	WILDER CONSTRUCTION CO	COMM B HOTMIX 93.68 TONS	10200030.541000.	4,700.23
40925	CHESTER WOGUE	USED BALLS-INDIVIDUALS	420.141100.	250.00
WARRANT TOTAL:				<u>477,628.63</u>
LESS VOIDS				
		CK 40661		(199.89)
		CK 30697		(46.11)
<u>\$477,382.63</u>				

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Claims	AGENDA SECTION:
PREPARED BY: Sandy Langdon, Finance Director	AGENDA NUMBER:
ATTACHMENTS: Claims Listings	APPROVED BY: 
	MAYOR CAO
BUDGET CODE:	AMOUNT:

Please see attached.

RECOMMENDED ACTION: The Finance and Executive Departments recommend City Council approve the August 1, 2007 claims in the amount of \$ 907,319.73 paid by Check No.'s 40926 through 41077 with Check No.'s 40852 and 40890 voided.
COUNCIL ACTION:

DATE: 8/1/2007
 TIME: 10:16:52AM

CITY OF MARYSVILLE
INVOICE LIST
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<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
40927	A & M ELEVATOR INC.	PSB REPLACE SPEAKER IN ELEVATR	00100010.548000.	276.00
40928	ADVANTAGE COMMUNICATIONS INC	NEXTEL BELT CLIPS	501.141100.	130.61
40929	ALPINE PRODUCTS INC	#W004 AIR BLOCK ASMBLY	50100065.534000.	514.01
40930	AMSAN SEATTLE	PARKS & REC JANITORIAL SUPPLIE	00105380.531400.	46.67
	AMSAN SEATTLE	PARKS JANITORIAL SUPPLIES	00105380.531400.	105.43
	AMSAN SEATTLE	WWTP JANITORIAL SUPPLIES	40142480.531300.	211.76
	AMSAN SEATTLE	DEGREASER	501.141100.	165.53
40931	ANDERSON, BARBARA	REFUND-REGISTRATION	00110347.376008.	28.00
40932	BARRON HEATING AIR CONDITIONING	PSB FIX CONF RM COOLING	00100010.548000.	361.31
	BARRON HEATING AIR CONDITIONING	LIBRARY FIX AIR FLOW	00112572.548000.	300.66
	BARRON HEATING AIR CONDITIONING	4TH OF 8 QTRLY BILLING LIBRARY	00112572.548000.	976.50
	BARRON HEATING AIR CONDITIONING	PW ADMIN FIX COOLING	40143410.548000.	181.74
	BARRON HEATING AIR CONDITIONING	GOLF RESTAURANT COOLING	42047165.548000.	464.47
40933	BARTHOLOMEW, CHERYL	REFUND-PAVILION DEPOSIT	001.239100.	58.00
40934	BAXTER AUTO CENTER	3/8 DRIVE EXTENSIONS	40142480.535000.	8.97
	BAXTER AUTO CENTER	CAR WASH POWDER/CLEANER	501.141100.	208.73
40935	SKAGIT VALLEY VOLLEYBALL BOOSTER CI	VOLLEYBALL CAMP	00105120.531090.	1,980.00
40936	BOWLING, JOANNA	REFUND-PAVILION DEPOSIT	001.239100.	58.00
40937	BOYDEN ROBINETT & ASSOCIATES	UB 651449117000 10415 60TH AVE	401.122110.	269.80
40938	DOUG BUELL	FRAME/MATTING/PORTAIT	00100060.549000.	78.24
	DOUG BUELL		00100110.549000.	78.24
40939	BUILDING SPECIALTIES	COURT BLDG RADARS	00100012.564000.	94.55
40940	CAPITAL INDUSTRIES INC	CONTAINER LIDS (3 & 8 YD)	41046170.548000.	2,395.80
40941	CARR'S ACE HARDWARE	175-WATT LAMPS	10110564.531000.	67.25
	CARR'S ACE HARDWARE	TIE WRAPS/TERMINALS/TAPE	10110564.531000.	74.16
	CARR'S ACE HARDWARE	ADAPTERS/VALVES	40140980.548000.	17.97
	CARR'S ACE HARDWARE	FAUCET HANDLE/GOOP ADHESIVE	40142480.531400.	9.62
40942	CASCADE DOOR & HARDWARE INC	COURT BLDG HARDWARE	00100012.564000.	314.65
	CASCADE DOOR & HARDWARE INC		00100012.564000.	538.16
40943	CASCADE NATURAL GAS	STILLY FILTER PLANT SVC	40141580.531000.	457.99
40944	CASCADIA INTERNATIONAL LLC	#J018-'08 INTERNATL CAB/CHASSI	50100048.564000.	112,188.76
40945	COLUMBIA PAINT & COATINGS	PSB & PW ADMIN-PAINT, COVERS	00100010.531000.	108.36
	COLUMBIA PAINT & COATINGS	PAINT/COVER/FRAME/POLE/TRAY	40140280.548000.	623.02
	COLUMBIA PAINT & COATINGS	PSB & PW ADMIN-PAINT, COVERS	40143410.531000.	113.64
40946	COMMERCIAL FIRE PROTECTION	ANNUAL FIRE EXT SVC/RECHARGE	501.141100.	20.75
40947	MERRITT SCOTT CONNER	NW GARDENING COURSE	00105250.541020.	16.00
40948	CO-OP SUPPLY	BRAZING RODS PARKS WELDING	00105380.531000.	2.25
	CO-OP SUPPLY	MULCH	40140680.531000.	9.74
	CO-OP SUPPLY	DRILL BITS, SCREWS	40140980.548000.	11.05
	CO-OP SUPPLY	PVC, CLAMPS, ELBOWS	40140980.548000.	15.60
	CO-OP SUPPLY	SPRAY TANK CLEANER	42047165.531930.	10.84
40949	WA DEPT OF CORRECTIONS	MAPLE SYRUP PACKETS	00103960.531250.	17.00
	WA DEPT OF CORRECTIONS	INMATE MEALS	00103960.531250.	1,424.75
40950	CRAFT MART	DAY CAMP BALLOONS	00105120.531080.	10.80
	CRAFT MART	DAY CAMP ACTIVITY SUPPLIES	00105120.531080.	99.84
40951	CRYSTAL SPRINGS	4 CASES WATER	40142480.531330.	69.96
40952	CTED/ECONOMIC DEVELOPMENT COURSE	NW ECONOMIC DEV COURSE	00102020.549000.	1,000.00
40953	VALERI G. DEAN	MINUTE TAKING SERVICE	00102020.541000.	87.50
	VALERI G. DEAN		00102020.541000.	595.00
40954	LUANA DEFREITAS	TAI CHI INSTRUCTOR	00105250.541020.	52.80
40955	DEMERS, DENISE	UB 150490000000 4426 125TH PL	401.122110.	102.49

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40956	DICKS TOWING INC	EVIDENCE IMPOUND	00103222.541000.	43.44
40957	DITCH WITCH NORTHWEST	METOTECH REPAIR	40141080.548000.	399.73
40958	DUE, CLARENCE	ROW PARCEL 30050400200700	30500030.563000.R0301	3,465.00
40959	DUNLAP INDUSTRIAL	HEAT SOCKET BRACKETS	10110130.531000.	291.05
	DUNLAP INDUSTRIAL	#599 WEEDEATER STARTER ASMBLY	50100065.534000.	27.51
40960	DUNN LUMBER	CONCRETE MIX	40140980.548000.	19.14
	DUNN LUMBER	HAMMER, SAW HORSES	50200050.531000.	95.28
40961	ROBERT L DYER	LEOFF 1 REIMB 06/07	00103010.541100.	638.50
40962	E&E LUMBER INC	CHIEF'S OFFICE SPRAYTEX PSB	00100010.531000.	10.04
	E&E LUMBER INC	PSB: ADHESIVE	00100010.531000.	10.13
	E&E LUMBER INC	PSB: DRYWALL SUPPLIES	00100010.531000.	31.16
	E&E LUMBER INC	COURT-CONCRETE CRACK SEALER	00100012.564000.	13.88
	E&E LUMBER INC	COURT-VISQUEEN	00100012.564000.	65.65
	E&E LUMBER INC	CITY HALL LUMBER	00103530.531000.	10.76
	E&E LUMBER INC	DRYWALL, STUDS, SHOPVAC	00103530.531000.	53.77
	E&E LUMBER INC	CITY HALL: INSULATION/PLYWOOD	00103530.531000.	235.60
	E&E LUMBER INC	CITY HALL LUMBER, NAILS, SQUAR	00103530.531000.	284.62
	E&E LUMBER INC	STEPPING STONE REDIMIX CONCRET	00105120.531080.	5.35
	E&E LUMBER INC	SK8PARK FASTENERS	00105380.531000.	4.47
	E&E LUMBER INC	FASTENERS	00105380.531000.	5.47
	E&E LUMBER INC		00105380.531000.	7.16
	E&E LUMBER INC	SK8PARK FASTENERS	00105380.531000.	7.60
	E&E LUMBER INC	2 CYCLE OIL	00105380.531000.	9.70
	E&E LUMBER INC	SK8PARK PVC COUPLINGS	00105380.531000.	14.00
	E&E LUMBER INC	SK8PARK PVC ELBOW	00105380.531000.	14.71
	E&E LUMBER INC	SK8PARK HOLE SAW	00105380.531000.	15.89
	E&E LUMBER INC	SK8PARK FASTENERS	00105380.531000.	17.17
	E&E LUMBER INC	SK8PARK CLAMPS, COUPLINGS	00105380.531000.	18.31
	E&E LUMBER INC	COMEFORD PAINT-GRAFFITI	00105380.531000.	33.28
	E&E LUMBER INC	DRILL BIT, FASTENERS, RODS	00105380.531000.	43.48
	E&E LUMBER INC	SK8PARK DUCT TAPE, HACKSAW	00105380.531000.	57.36
	E&E LUMBER INC	SK8PARK CONDUIT, COUPLING	00105380.531000.	61.66
	E&E LUMBER INC	SK8PARK CONCRETE	00105380.531000.	64.84
	E&E LUMBER INC	SK8PARK TUBE, CONCRETE, WIRE	00105380.531000.	419.58
	E&E LUMBER INC	1X12" SDS PLUS BIT	40140980.548000.	49.12
	E&E LUMBER INC	TARPS FOR 51ST LIFT STATION	40142280.531000.	16.90
	E&E LUMBER INC	PAINT, RAKES, RAGS, HOSES, BAG	501.141100.	227.49
	E&E LUMBER INC	RAFTER HOOKS	50100065.531000.	10.71
	E&E LUMBER INC	DRYWALL, STUDS, SHOPVAC	50200050.531000.	57.49
40963	EAGLE ONE GOLF PRODUCTS	TEE MARKERS/USE TAX	420.231700.	-7.22
	EAGLE ONE GOLF PRODUCTS		42047165.531910.	92.11
40964	WA DEPARTMENT OF ECOLOGY	WASTEWATER PERMIT 2007	40143410.553200.	16,479.90
40965	EDEN, ADELE	UB 400990700001 2523 168TH PL	401.122110.	11.89
40966	ELECTRICAL ENERGY CONTRACTORS INC	TROUBLESHOOT PUMPS	40142480.548000.	3,539.52
40967	EMERALD 9 LLC	UB 420750522006 16611 41ST DR	401.122110.	20.52
40968	EVANS, CAMERON & JENNIFER	UB 241290000005 5200 107TH ST	401.122110.	110.11
40969	EVERETT CARBONIC	40 LBS CARBON DIOXIDE	401.141400.	43.44
40970	THE DAILY HERALD COMPANY	LEGAL AD (DRINKING WATER)	40143410.544000.	103.68
40971	EVERETT HYDRAULICS INC	#J001 REPAIR CYL MOUNTS	50100065.548000.	488.70
40972	EVERETT OFFICE FURNITURE	COURT-RECEPTION STATION	00100012.564000.	1,115.32
40973	THE EVERETT STEEL COMPANIES	SERVICE KIOSKS STEEL	00105380.549000.P0706	4,327.17

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<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
40974	EVERGREEN SECURITY SYSTEMS	REPAIR/REPLACE BATTERIES	00103960.548000.	236.53
40975	FLINT TRADING INC	COURT BLDG SIGNS	00100012.564000.	437.13
	FLINT TRADING INC	VARIOUS SIGNS-COURT BLDG	00100012.564000.	680.42
40976	FOLD-A-GOAL	ULT SOCCER CAMP 07 BALLS	00105120.531090.	688.58
40977	GARTIN, DELON	REFUND-REGISTRATION	00110347.376009.	12.00
40978	GENERAL CHEMICAL CORP	ALUM SULFATE 11.788 TONS	40142480.531320.	2,982.36
40979	GENUINE AUTO GLASS OF EVERETT, LLC	#V008 REPLACE WINDSHIELD	50100065.548000.	199.95
40980	JUDY GEPHART	REFUND-PAVILION DEPOSIT	001.239100.	58.00
40981	GRAINGER INC	PW ADMIN SAFETY TAPE	40143410.531000.	109.77
40982	GRAPHIC ENTERPRISES INC	OVERAGE CHGS PLOTTER	00100020.531000.	15.79
	GRAPHIC ENTERPRISES INC		00102020.531000.	15.79
	GRAPHIC ENTERPRISES INC		40143410.531000.	15.79
	GRAPHIC ENTERPRISES INC		50200050.531000.	5.26
40983	GRAYBAR ELECTRIC CO INC	CONDUIT	40140980.548000.	56.28
40984	GREENSHIELDS INDUSTRIAL SUPPLY	#651 AIR COMPRESSOR DISCHARGE	50100065.534000.	58.20
40985	GREG RAIRDON'S DODGE CHRYSLER JEEP	#502 WATER PUMP/GASKET/HOSE	50100065.534000.	219.80
40986	H & L SPORTING GOODS	BASKETBALLS-CAMP&LEAGUE	00105120.531040.	749.34
	H & L SPORTING GOODS		00105120.531090.	374.67
40987	HAAKENSON GROUP INC	COURT SEAT BENCH UNITS	00100012.564000.	3,175.87
	HAAKENSON GROUP INC	COURT-SEATING UNITS	00100012.564000.	32,514.41
40988	HARBOR FREIGHT TOOLS	WRENCH SET, JIMMY BAR, TIEDOWN	40141080.535000.	126.95
40989	HASLER, INC	POSTAGE METER LEASE	00103010.545000.	219.60
40990	HD FOWLER COMPANY	PAINT MARKING CANS	501.141100.	230.02
	HD FOWLER COMPANY	WRENCHES, TAPE MEASURE	501.141100.	234.49
	HD FOWLER COMPANY	PAINT MARKING CANS	501.141100.	319.15
40991	HD SUPPLY WATERWORKS, LTD	COVER WITH READING LID	40140980.548000.	76.93
	HD SUPPLY WATERWORKS, LTD	GASKETS, BOLTS, NUTS	40142280.548000.	251.30
40992	HEALTHFORCE OCCMED BILLING DEPT	DOT PHYS EXAM K ANDERSON	40143410.549700.	54.00
40993	HERTZ EQUIPMENT RENTAL	RENTAL-TORCH, ACETYLENE	00105380.531000.	52.08
40994	HIGGINS, KERRY	REFUND-BBQ SHELTER RENTAL	001.239100.	58.00
40995	HILO PARK LLC	REFUND-SEPA APPEAL/MIT FEES	00107345.358100.	500.00
	HILO PARK LLC		30516344.348001.	15,900.00
40996	HOLMES, LESLIE	UB 160680000001 4604 130TH PL	401.122110.	123.80
40997	HOLMES, MICHAEL W. & MAUREEN A.	ROW PARCEL #31053200400700	30500030.563000.R0301	7,314.00
40998	HORIZON	FUNGICIDE	42047165.531930.	654.25
40999	FRANCES HOWLAND	INSTRUCTIONAL SERVICES	00105250.541020.	108.00
41000	IAPMO	MEMBERSHIP RENEWAL	00102020.549000.	150.00
41001	IOS CAPITAL	COPIER RENTAL KBSCC	00105250.545000.	32.96
	IOS CAPITAL	KBSCC COPIER RENTAL	00105250.545000.	33.60
41002	INTERNATIONAL FACILITY MANAGEMENT	IFMA MEMBERSHIP RENEWAL	50200050.549000.	373.00
41003	JEFFREY, MARY	REFUND-REGISTRATION	00110347.376009.	30.00
41004	JET PLUMBING	PSB SNAKE TOILET CELL #6	00100010.548000.	103.08
	JET PLUMBING	COURT-ADJUST WATER FLOW COOLEI	00101250.548000.	103.08
41005	MARCIA KELLEY	POSTAGE-FAMILY BBQ	00100310.549010.	57.98
41006	KNOLL, INC	COURT-CHAIR	00100050.541000.	392.08
	KNOLL, INC	INSTALL GSA POD ATTACHED	00100050.541000.	12,937.32
	KNOLL, INC	COURT-INSTALL/PURCH FURNITURE	00100050.541000.	103,016.09
41007	L.E.A. DATA TECHNOLOGIES	TRAINING DATABASE/USE TAX	001.231700.	-85.00
	L.E.A. DATA TECHNOLOGIES		00103222.531000.	1,085.00
41008	L.E.E.D.	PROTECH LIGHT, BATTERY	00103222.548000.	151.18
41009	LASTING IMPRESSIONS INC	TOMMIE CHEER CAMP SHIRTS	00105120.531050.	472.78

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<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41009	LASTING IMPRESSIONS INC	ULT TRACK & FIELD CAMP SHIRTS	00105120.531090.	52.01
	LASTING IMPRESSIONS INC	ULT VOLLEYBALL CAMP SHIRTS	00105120.531090.	82.95
41010	LILLIE LEIN	REPLACE RETURNED DIR DEPOSIT	00101130.511000.	30.00
41011	LEWIS, OWEN	REFUND-JENNINGS BARN DEPOSIT	001.239100.	58.00
41012	LYNCH, BRIAN	UB 241590450001 5631 107TH ST	401.122110.	183.24
41013	MARTIN, JENNIFER	REFUND-PAVILION/SHELTER	001.239100.	116.00
41014	MARYSVILLE FIRE DIST #12	FIRE CONTROL/EMER AID SVCS	00109522.551000.	311,803.09
	MARYSVILLE FIRE DIST #12		00109526.551000.	111,733.96
41015	MARYSVILLE FIRE DIST	COURT-RAPID ENTRY KEY BOX	00100012.564000.	214.07
41016	MARYSVILLE PILCHUCK ATHLETICS	TOMMIES CHEER CAMP INSTRUCT	00105120.531050.	2,282.70
41017	MARYSVILLE PRINTING	THANK YOU CARDS	00100110.549000.	211.58
	MARYSVILLE PRINTING	PW DEPARTMENT BUS CARDS	40143410.531000.	113.82
41018	MCGREGOR HARDWARE DISTRIBUTION	LOCKS - COURT BLDG	00100012.564000.	861.79
41019	METRO EXTRUDED CURBING & STRIPING	COURT-WHEEL STOPS/MAIL BOX	00100012.564000.	2,091.33
41020	MOLSTAD, VERNA	REFUND-CAMP REGISTRATION	00110347.376010.	255.00
41021	MONROE CORRECTIONAL COMPLEX	WORK CREW 06/07 HRS	00105380.549000.	890.94
41022	MOTOR TRUCKS INC	#J016 NO START PROBLEM DIAGNOS	50100065.548000.	233.55
41023	HERMAN MOUNT	LEOFF 1 PRESCRIP REIMB 06/07	00103010.541100.	49.00
41024	NEWMAN TRAFFIC SIGNS	COURT - SIGNS/USE TAX	001.231700.	-16.72
	NEWMAN TRAFFIC SIGNS		00100012.564000.	213.39
41025	NEXXPOST LLC	POSTAGE MACHINE TAPES/INK	00100020.531000.	56.81
	NEXXPOST LLC		00102020.531000.	90.91
	NEXXPOST LLC		10111230.531000.	11.36
	NEXXPOST LLC		40143410.531000.	45.45
	NEXXPOST LLC		41046170.531000.	11.36
	NEXXPOST LLC		50100065.531000.	5.68
	NEXXPOST LLC		50200050.531000.	5.68
41026	NORTHWEST CASCADE INC	MPHS SOFTBALL HONEYBUCKET	00105120.531010.	206.65
41027	OFFICE DEPOT	OFFICE SUPPLIES	00100110.531000.	114.40
	OFFICE DEPOT		00100110.531000.	226.14
	OFFICE DEPOT		00100310.531000.	15.86
	OFFICE DEPOT		00100310.531000.	17.39
	OFFICE DEPOT	SCALE, ORGANIZER	00102020.531000.	17.85
	OFFICE DEPOT	OFFICE SUPPLIES	00102020.531000.	20.96
	OFFICE DEPOT		00103121.531000.	26.66
	OFFICE DEPOT		00103121.531000.	50.88
	OFFICE DEPOT		00103222.531000.	72.20
	OFFICE DEPOT		00103222.531000.	183.70
	OFFICE DEPOT		00103960.531000.	7.50
	OFFICE DEPOT		00104190.531000.	19.91
	OFFICE DEPOT		00104190.531000.	43.25
	OFFICE DEPOT		00104190.531000.	54.64
	OFFICE DEPOT	KBSCC ADMIN OFC SUPPLIES	00105250.531000.	172.89
	OFFICE DEPOT	KBSCC ADMIN OFFICE SUPPLIES	00105250.531000.	277.31
	OFFICE DEPOT	LAMINATING POUCHES	00105380.531000.	6.83
	OFFICE DEPOT	SHARPIE MARKERS, DUCT TAPE	00105380.531000.	18.20
	OFFICE DEPOT	CHAIR MAT & PENS	00105380.531000.	26.71
	OFFICE DEPOT	COLOR PRINTER DRUM KIT	00105380.531000.	68.90
	OFFICE DEPOT	ICE-SURFACE WATER	40145040.531000.	39.51
	OFFICE DEPOT	INK CARTRIDGES	50100065.531000.	129.38
41028	OLSEN, XANN	REGISTRATION REFUND	00110347.376009.	30.00

CITY OF MARYSVILLE
INVOICE LIST
 FOR INVOICES FROM 7/30/2007 TO 8/1/2007

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41029	OVERALL LAUNDRY SERVICES INC	WWTP MAT CLEANING	40142480.541000.	10.97
	OVERALL LAUNDRY SERVICES INC		40142480.541000.	10.97
	OVERALL LAUNDRY SERVICES INC	MEZZANINE MAT CLEANING	40143780.549000.	15.63
	OVERALL LAUNDRY SERVICES INC		40143780.549000.	24.51
	OVERALL LAUNDRY SERVICES INC	MECHANIC'S UNIFORM	42047165.526000.	27.70
	OVERALL LAUNDRY SERVICES INC	UNIFORM CLEANING	50100065.526000.	2.09
	OVERALL LAUNDRY SERVICES INC		50100065.526000.	58.25
	OVERALL LAUNDRY SERVICES INC		50100065.526000.	58.25
41030	PACIFIC POWER BATTERIES	3.6V LITHIUM BATTERY	40142480.548000.	227.85
41031	PACIFIC POWER PRODUCTS	IRRIGATION REPAIR HAND PUMP	42047165.531920.	47.87
	PACIFIC POWER PRODUCTS	TIE ROD END	42047165.548000.	78.08
41032	PACIFIC TOPSOILS INC	SK8PARK DUMP FEES BRUSH	00105380.545010.	18.38
41033	THE PARTS STORE	FUEL FILTERS	501.141100.	20.19
	THE PARTS STORE	AIR/OIL FILTERS	501.141100.	41.37
	THE PARTS STORE	ALARM BACK UP TRUCK LIGHTS	501.141100.	85.38
	THE PARTS STORE	OIL/AIR/FUEL FILTERS	501.141100.	149.70
	THE PARTS STORE		501.141100.	601.26
	THE PARTS STORE	#502 UPPER RADIATOR HOSE	50100065.534000.	13.22
	THE PARTS STORE	#107 AUTO TRANS FILTER	50100065.534000.	15.20
	THE PARTS STORE	#502 SERPENTINE BELT/HOSE	50100065.534000.	45.27
	THE PARTS STORE	#V001 DISTRIB CAP/ROTOR/WIRE	50100065.534000.	141.74
	THE PARTS STORE	#910 FRONT/REAR SHOCKS	50100065.534000.	173.73
41034	PETROCARD SYSTEMS INC	FUEL-ENGINEERING/SURF WATER	00100020.532000.	27.44
	PETROCARD SYSTEMS INC		00100020.532000.	122.37
	PETROCARD SYSTEMS INC	FUEL	00102020.532000.	456.84
	PETROCARD SYSTEMS INC		00103222.532000.	4,397.72
	PETROCARD SYSTEMS INC	FUEL-ENGINEERING/SURF WATER	40145040.532000.	72.43
	PETROCARD SYSTEMS INC		40145040.532000.	140.51
	PETROCARD SYSTEMS INC	FUEL-FLEET & FACILITIES	50100065.532000.	74.69
	PETROCARD SYSTEMS INC		50200050.532000.	191.61
41035	PETTY CASH-COMM DEV	COMPASS	00102020.531000.	14.09
41036	POPEYE'S MARINE & KAYAK CTR, LLC	KAYAKING SUMMER 2007	00105120.541020.	144.00
41037	PRO TEAM JANITORIAL	07/07 JANITORIAL SERVICES	00100010.541000.	2,635.38
	PRO TEAM JANITORIAL		00101250.541000.	1,465.51
	PRO TEAM JANITORIAL		00103530.541000.	871.26
	PRO TEAM JANITORIAL		00105250.541000.	552.24
	PRO TEAM JANITORIAL		00105380.541000.	1,011.70
	PRO TEAM JANITORIAL		00105380.541000.	2,070.90
	PRO TEAM JANITORIAL		40141580.541000.	108.00
	PRO TEAM JANITORIAL		40142480.541000.	397.46
	PRO TEAM JANITORIAL		40143410.541000.	2,499.12
	PRO TEAM JANITORIAL		40143780.563000.	162.50
41038	PUD NO 1 OF SNOHOMISH COUNTY	UTIL CHG 15200 SM PT BLVD	10110463.547000.	32.93
	PUD NO 1 OF SNOHOMISH COUNTY	UTIL CHG 6001 64TH ST NE	10110564.547000.	53.22
41039	PUGET SOUND SECURITY	DUPLICATE KEYS	00103222.531000.	2.12
41040	VICKEY QUINTEL	SR AEROBICS SUMMER 07	00105250.541020.	275.99
41041	RAILROAD MANAGEMENT COMPANY III, LL	12" WATER PIPELINE CROSSING	40143410.549000.	75.00
	RAILROAD MANAGEMENT COMPANY III, LL	24" SEWER PIPELINE CROSSING	40143410.549000.	75.00
	RAILROAD MANAGEMENT COMPANY III, LL	8" SEWER PIPELINE CROSSING	40143410.549000.	75.00
	RAILROAD MANAGEMENT COMPANY III, LL		40143410.549000.	75.00
	RAILROAD MANAGEMENT COMPANY III, LL		40143410.549000.	75.00

CITY OF MARYSVILLE
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<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41041	RAILROAD MANAGEMENT COMPANY III, LL	8" SEWER PIPELINE CROSSING	40143410.549000.	75.00
	RAILROAD MANAGEMENT COMPANY III, LL		40143410.549000.	75.00
41042	RAIN FOR RENT	DIESEL PUMP W TRUNK STATION	40142480.548000.	6,807.45
41043	DARIN RASMUSSEN	ACADEMY MEALS 7/7 - 7/15/07	00103121.543000.	108.81
	DARIN RASMUSSEN	ACADEMY MEALS 06/23 - 07/04/07	00103121.543000.	113.94
41044	RV & MARINE SUPPLY	AQUA CHEM	501.141100.	81.31
41045	SCHROEDER, DIANE	UB 042420290002 9728 63RD DR N	401.122110.	10.58
41046	SEA-ALASKA INDUSTRIAL ELECTRIC INC	REPAIR WEMCO 25.5HP SUB PUMP	40142480.548000.	6,836.06
41047	SEATTLE PUMP & EQUIPMENT CO	MYTANA CAMERA REPAIR	40142080.531000.	713.78
41048	SHERIDAN, JAMIE & WILLIAM	UB 757417000000 7417 56TH PL N	401.122110.	167.13
41049	CARLTON DOUP	KUNG FU 4 KIDS	00105120.541020.	118.15
	CARLTON DOUP		00105120.541020.	118.15
	CARLTON DOUP	YANG STYLE TAI CHI	00105120.541020.	344.25
	CARLTON DOUP	TAE KWON DO/KUNG FU	00105120.541020.	461.55
41050	SHIRD'S INC	ACADEMY MEALS 6/25 - 9/7/07	00103121.543000.	810.00
41051	RAY SIZEMORE	LEOFF 1 PRESCRIP REIMB 7/07	00103010.541100.	23.00
41052	SMOKEY POINT COMMUNITY CHURCH	REFUND-JENNINGS BARN DEPOSIT	001.239100.	45.00
41053	SMOKEY POINT CONCRETE	CONCRETE - COURT BLDG	00100012.564000.	293.49
41054	SNOPAC	DISPATCH SERVICES	00104000.551000.	36,255.17
41055	SOUND SAFETY PRODUCTS CO INC	BOOTS-TINSLEY	41046060.526000.	170.00
	SOUND SAFETY PRODUCTS CO INC	CREDIT-RETURN SAFETY GLASSES	501.141100.	-23.07
	SOUND SAFETY PRODUCTS CO INC	FIRST AID KITS	501.141100.	30.32
	SOUND SAFETY PRODUCTS CO INC	SAFETY GLASSES	501.141100.	36.69
	SOUND SAFETY PRODUCTS CO INC	SAFETY GLASSES, GLOVES	501.141100.	138.27
	SOUND SAFETY PRODUCTS CO INC	EARPLUGS, GLOVES	501.141100.	203.30
41056	STATE AUDITORS OFFICE	2006 ANNUAL AUDIT	00100090.551000.	16,274.97
41057	SYSTEMS INTERFACE INC	MSVL STILLAGUAMISH SUPPORT	40141580.541000.	138.89
	SYSTEMS INTERFACE INC	RANNEY WELL VFD UPGRADE	40141580.541000.	362.35
	SYSTEMS INTERFACE INC	STILLY ADDITIONAL SUPPORT	40141580.541000.	985.10
	SYSTEMS INTERFACE INC	RANNEY WELL VFD UPGRADE	40141580.541000.	4,703.57
	SYSTEMS INTERFACE INC	MSVL TECH SUPPORT 4/07-5/07	40141580.541000.	7,322.62
	SYSTEMS INTERFACE INC	UPGRADE W TRUNK STATION ETM	40142480.541000.	4,895.06
41058	JOHN TATUM	PORTLAND ITE CONFERENCE	00100020.549000.	721.85
41059	TERRA RESOURCE GROUP	SCREEN PROG CLERK APPLICANTS	00101023.541000.	750.00
	TERRA RESOURCE GROUP	BAGLEY WAGES 7/15/07	00105380.541000.	806.40
	TERRA RESOURCE GROUP	SCREEN PROG CLERK APPLICANTS	40143410.541000.	750.00
41060	TOLE, ADDLEY	REFUND-KBSCC SECURITY DEPOSIT	001.239100.	200.00
41061	UAP DISTRIBUTION,INC	FUNGICIDE	42047165.531930.	1,053.54
41062	UNITED PARCEL SERVICE	PKG SENT TO GALLS 6/28/07	00100012.564000.	125.85
	UNITED PARCEL SERVICE	SHIPPING-BLUMENTHAL/WATERSHED	00103010.542000.	9.41
	UNITED PARCEL SERVICE		00103222.542000.	9.50
	UNITED PARCEL SERVICE	SHIPPING TO WSP PRINT LAB	00103222.542000.	28.26
41063	UNITED RENTALS	SK8PARK RENTAL TRENCHER	00105380.531000.	290.33
	UNITED RENTALS	#299 HANDLE RUBBER INSULATORS	50100065.534000.	69.22
41064	US BANK NATIONAL ASSOCIATION	ESCROW SVCS 97 GOLF REFUNDING	420.195300.	750.00
41065	VCA ANIMAL MEDICAL CENTER	FINANCE CHARGES	00104230.541000.	6.57
	VCA ANIMAL MEDICAL CENTER	FELINE EXAM	00104230.541000.	100.00
41066	VERIZON NORTHWEST	CELL PHONE (CC)	00102020.542000.	15.17
	VERIZON NORTHWEST	CELL PHONE (RH)	00102020.542000.	15.17
41067	VERIZON NORTHWEST	ACCT 03 0278 1025645669 04	00105380.542000.	52.62
41068	MARY VERMEULEN	REFUND-PAVILION RENTAL	001.239100.	58.00

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<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41069	WASTE MANAGEMENT NORTHWEST	SOLID WASTE PICKUP	42047267.547000.	32.73
41070	WELCOME COMMUNICATIONS	PORTABLE RADIO BATTERIES	00104230.531000.	188.80
41071	WESSPUR MACHINE SALES & SERVICE	#M008 MURPHY SWITCH	50100065.534000.	71.35
41072	WESTERN FACILITIES SUPPLY INC	RESTAURANT JANITOR SUPPLIES	42047165.531700.	200.13
41073	WHATCOM COUNTY AS FINANCE	2ND QTR PRISONER TRANSPORT	00103960.551000.	5,909.75
41074	WHEAT, HILARY	REFUND-JENNINGS BARN RENTAL	001.239100.	58.00
41075	WILLITS, RUTH	REFUND-BBQ SHELTER RENTAL	001.239100.	58.00
41076	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 423-001-351-0	10110564.547000.	17.87
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 490-001-234-7	10110564.547000.	87.71
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 246-001-703-7	10110564.547000.	102.65
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 314-002-822-0	10110564.547000.	105.76
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 498-001-707-5	10110564.547000.	124.25
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT# 172-000-169-0	10110564.547000.	345.86
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 414-001-219-8	40140180.547000.	26.22
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 399-001-695-2	40142480.547000.	80.52
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 526-001-076-3	40143780.547000.	31.32
41077	VERIZON NORTHWEST	ACCT 107355912203	00100020.542000.	29.39
	VERIZON NORTHWEST		00100050.542000.	27.59
	VERIZON NORTHWEST		00100110.542000.	88.17
	VERIZON NORTHWEST		00100310.542000.	29.39
	VERIZON NORTHWEST		00102020.542000.	58.78
	VERIZON NORTHWEST		00103010.542000.	205.74
	VERIZON NORTHWEST	ACCT 105170208907	00103121.542000.	35.00
	VERIZON NORTHWEST	ACCT 107355912203	00103222.542000.	29.39
	VERIZON NORTHWEST		00103530.542000.	117.56
	VERIZON NORTHWEST		00103960.542000.	88.17
	VERIZON NORTHWEST	ACCT # 03 0211 1004696094 01	00104000.542000.	35.00
	VERIZON NORTHWEST	ACCT 101543765602	00104000.542000.	35.05
	VERIZON NORTHWEST	ACCT 101543766403	00104000.542000.	35.05
	VERIZON NORTHWEST	ACCT 107355912203	00104000.542000.	58.78
	VERIZON NORTHWEST	ACCT 101543764801	00104000.542000.	87.85
	VERIZON NORTHWEST	ACCT 101543767204	00104000.542000.	87.85
	VERIZON NORTHWEST	ACCT# 03 0211 1077475684 01	00104190.542000.	53.97
	VERIZON NORTHWEST	ACCT 107355912203	00104190.542000.	88.17
	VERIZON NORTHWEST		00105250.542000.	88.17
	VERIZON NORTHWEST		00105380.542000.	280.90
	VERIZON NORTHWEST		00112572.542000.	58.78
	VERIZON NORTHWEST		00143523.542000.	29.39
	VERIZON NORTHWEST		10111230.542000.	29.39
	VERIZON NORTHWEST	ACCT# 105543546905	40140180.547000.	132.97
	VERIZON NORTHWEST	ACCT # 03 0275 1062435479 07	40140180.547000.	182.00
	VERIZON NORTHWEST	ACCT 1085454631	40141580.547000.	103.06
	VERIZON NORTHWEST	ACCT 105660553702	40142280.542000.	533.61
	VERIZON NORTHWEST	ACCT 107355912203	40142480.542000.	176.36
	VERIZON NORTHWEST	ACCT.# 03 0211 1016419954 10	40143410.542000.	30.20
	VERIZON NORTHWEST	ACCT.# 03 0211 1018419951 00	40143410.542000.	30.20
	VERIZON NORTHWEST	ACCT.# 03 0211 1047419956 04	40143410.542000.	30.20
	VERIZON NORTHWEST	ACCT 101642285704	40143410.542000.	30.62
	VERIZON NORTHWEST	ACCT 101543782603	40143410.542000.	32.30
	VERIZON NORTHWEST	ACCT.# 03 0211 1013419961 04	40143410.542000.	65.68
	VERIZON NORTHWEST	ACCT.# 03 0211 1032419963 01	40143410.542000.	65.68

DATE: 8/1/2007
TIME: 10:16:52AM

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<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41077	VERIZON NORTHWEST	ACCT.# 03 0211 1085419968 10	40143410.542000.	65.68
	VERIZON NORTHWEST	ACCT.# 03 0211 1058419952 06	40143410.542000.	75.82
	VERIZON NORTHWEST	ACCT 101543783404	40143410.542000.	112.20
	VERIZON NORTHWEST	ACCT 107355912203	40143410.542000.	344.47
	VERIZON NORTHWEST	ACCT 106853520208	40143780.542000.	53.97
	VERIZON NORTHWEST	ACCT 101066397601	40143780.542000.	60.38
	VERIZON NORTHWEST	ACCT 107355912203	42047061.542000.	264.52
	VERIZON NORTHWEST		42047061.549100.	29.39
WARRANT TOTAL:				<u>907,519.62</u>
LESS VOIDS				
		CK 40852		(199.89)
		CK 40890		(520.00)
		CK 40926		520.00
				<u>\$907,319.73</u>

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Claims	AGENDA SECTION:	
PREPARED BY: Sandy Langdon, Finance Director	AGENDA NUMBER:	
ATTACHMENTS: Claims Listings	APPROVED BY: <i>SL</i>	
	MAYOR	CAO
BUDGET CODE:	AMOUNT:	

Please see attached.

<p>RECOMMENDED ACTION:</p> <p>The Finance and Executive Departments recommend City Council approve the August 8, 2007 claims in the amount of \$ 959,063.14 paid by Check No.'s 41078 through 41278 with Check No.'s 28362, 38067 and 41025 voided.</p>
<p>COUNCIL ACTION:</p>

DATE: 8/8/2007
 TIME: 3:44:01PM

CITY OF MARYSVILLE
INVOICE LIST
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<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41078	3 KINGS ENVIRONMENTAL, INC.	PAY ESTIMATE #1-FINAL	40143980.562000.	61,936.14
41079	A & M ELEVATOR INC.	MONTHLY ELEVATOR MAINT.	00100010.548000.	130.20
	A & M ELEVATOR INC.		00103530.548000.	119.35
41080	AUTOMATIC FUNDS TRANSFER SERVICES	REMITTANCE PROCESSING CC'S	00143523.541000.	25.50
41081	ALBERTSONS FOOD CENTER #471	SUPPLIES FOR CUSTODY	00103960.531000.	622.01
	ALBERTSONS FOOD CENTER #471		00103960.531250.	141.10
41082	ALL BATTERY SALES & SERVICE	NICAD BATTERIES	00103960.531000.	167.27
41083	ALL BRITE FLOOR MAINTENANCE	WAX FLOOR BARN	00105380.531000.	150.00
41084	AMSAN SEATTLE	WYPALL WIPES	501.141100.	124.36
41085	ANIMAL CARE EQUIPMENT & SERVICES	49"SNAPPY SNARES	001.231700.	-5.01
	ANIMAL CARE EQUIPMENT & SERVICES		00104230.531000.	63.86
41086	WASPC	ELEC HOME MONITORING	00103960.551000.	27.00
41087	AWARDS SERVICE	HOLLY BRONZE CASTING	00105090.531050.	89.66
41088	AWC BENEFIT TRUST	JULY PREMIUM PAYMENT	632.231500.	230,940.92
	AWC BENEFIT TRUST		632.231600.	164.16
41089	BARNES DISTRIBUTION	MISC SHOP SUPPLIES	50100065.531000.	26.23
41090	BARNETT, KELLY	UB 830358000000 6723 71ST ST N	401.122110.	185.98
41091	SNO CO CENTER FOR BATTERED WOMEN	DOM VIOLENCE SRVS JAN-DEC 06	00103630.541001.	6,000.00
	SNO CO CENTER FOR BATTERED WOMEN	DOM VIOLENCE SRVS JAN-DEC 07	00103630.541001.	6,000.00
41092	OWEN EQUIPMENT COMPANY	REMOTE TRANSMITTER	40142080.531000.	699.98
	OWEN EQUIPMENT COMPANY	RH BROOM IN/OUT SWITCH, PU HD	50100065.534000.	117.05
41093	BERGER/ABAM ENGINEERS INC	PAY ESTIMATE #6	30500030.563000.R0604	44,477.30
41094	BICKFORD FORD-MERCURY	HEADLIGHT SWITCH # 805	50100065.534000.	122.12
41095	BLUMENTHAL UNIFORMS & EQUIPMENT	CREDIT FOR HOLSTER	00103010.526000.	-32.62
	BLUMENTHAL UNIFORMS & EQUIPMENT	UNIFORM PANT AND SHIRTS-KRUSEY	00103010.526000.	271.54
	BLUMENTHAL UNIFORMS & EQUIPMENT	CUFF CASE-RUSCH	00103222.526000.	13.88
	BLUMENTHAL UNIFORMS & EQUIPMENT	CUFF CASE AND UNIV BELT-RICHES	00103222.526000.	40.24
	BLUMENTHAL UNIFORMS & EQUIPMENT	METHAMPHETAMINE TEST	00103222.526000.	144.56
	BLUMENTHAL UNIFORMS & EQUIPMENT	NARCOTICS TESTS FOR METHADONE	00103222.526000.	144.56
	BLUMENTHAL UNIFORMS & EQUIPMENT	SHIRTS AND PANTS-RUSCH	00103222.526000.	878.28
	BLUMENTHAL UNIFORMS & EQUIPMENT	HOLSTER-VEACH	00103960.526000.	161.12
	BLUMENTHAL UNIFORMS & EQUIPMENT	CREDIT UNIFORM PANT-ISOM	00104190.526000.	-182.92
	BLUMENTHAL UNIFORMS & EQUIPMENT	SEW EMBLOM SHIRT-HEIRMAN-WELS	00104190.526000.	4.36
	BLUMENTHAL UNIFORMS & EQUIPMENT	UNIFORM SHIRT-HEIRMAN-WELSH	00104190.526000.	51.13
	BLUMENTHAL UNIFORMS & EQUIPMENT	CARDIGAN-DUEMMELL	00104190.526000.	56.57
	BLUMENTHAL UNIFORMS & EQUIPMENT	UNIFORM SHIRTS-D.DREYER	00104230.526000.	62.06
41096	BOB BARKER COMPANY	TOOTHBRUSHES SOAP TOOTH PASTE	00103960.531000.	309.25
	BOB BARKER COMPANY	SHAMPOO	00103960.531000.	340.89
41097	RAE BOYD, APRN, BC	INMATE MED SERVICES 7/1-7/23	00103960.541000.	850.00
41098	BARBARA BULLARD	REFUND DEPOSIT FOR RENTAL	001.239100.	58.00
41099	CARR'S ACE HARDWARE	MISC MATRERIALS	30500030.563000.T0101	197.62
	CARR'S ACE HARDWARE	ELLS, COUPLINGS	40140480.531000.	87.62
	CARR'S ACE HARDWARE	PLIERS, SIDE CUTTER	40140580.535000.	20.14
	CARR'S ACE HARDWARE	SPRAY PAINT. WIRE BRUSH	40140780.531000.	6.49
	CARR'S ACE HARDWARE	DETERGENT,PRIMER,STEELWOOL	40142480.531300.	31.73
	CARR'S ACE HARDWARE	GARDEN HOSE	40142480.548000.	23.86
	CARR'S ACE HARDWARE	SPRAY PAINT FOR CONTAINERS	41046060.531000.	32.03
	CARR'S ACE HARDWARE	PADLOCKS	501.141100.	305.71
41100	VICKI CARVER	CLAY PLAY WORKSHOP	00105120.541020.	114.00
	VICKI CARVER	BASIC DRAWING FOR BEGIN TO ADV	00105120.541020.	333.20
41101	CASCADE MAILING	UB MAILING	00143523.542000.	138.89

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41101	CASCADE MAILING	UB MAILING	00143523.542000.	179.98
41102	CATO, JASON	UB 420750068009 16626 40TH AVE	401.122110.	14.15
41103	CCI ANALYTICAL LABORATORIES INC	TESTING LAB-ST.SWEEP&VACT GRIT	10110240.531000.	505.00
41104	KARI CHENNAULT	STORMWATER WORKSHOP MEALS	40145040.549000.	18.00
41105	CLEAR IMAGE INC	MEMORY CARD AND BATT FOR PARK:	00105380.531000.	33.62
41106	COLUMBIA PAINT & COATINGS	C0701-PAINT RAGS-CH REMODEL	00103530.563000.C0701	46.67
	COLUMBIA PAINT & COATINGS	PAINT PRIMER COVERS-PW ADMIN	40143410.531000.	370.96
41107	COMMERCIAL FIRE PROTECTION	ANNUAL FIRE EXT SERVICES	501.141100.	37.75
41108	CO-OP SUPPLY	SUPPLIES FOR STRAWBERRY FEST	00103222.531000.	35.77
	CO-OP SUPPLY	WIRE PANELS FOR RENOVATION	00105380.531000.	522.43
	CO-OP SUPPLY	HOSE ADAPTER	40140980.548000.	5.41
	CO-OP SUPPLY	CROSSBOW, KILLZ-ALL,SCREWDRVRS	40142480.531320.	320.98
41109	DAVID CORBETT	CHECK-INSUFFICIENT REGRISTRATIO	00110347.376013.	214.00
41110	WA DEPT OF CORRECTIONS	INMATE MEALS	00103960.531250.	1,574.85
41111	DAWSON LANE HOMES	UB 983024740000 3024 74TH DR N	401.122130.	52.29
41112	DAY WIRELESS SYSTEMS	REPAIR MOTOROLA RADIO	00103222.548000.	461.56
41113	DAY-TIMERS INC	2008 DAY TIMER REFILL-LARSON	40143410.531000.	34.11
41114	LUANA DEFREITAS	INSTRUCTIONAL SERVICES	00105250.541020.	35.20
41115	DEKRA-LITE	SHIPPING ONLY.INV PD BY SOROPT	00105120.531060.	20.09
	DEKRA-LITE	36"X36 BANNER	00105120.531060.	257.86
41116	DICKS TOWING INC	EVIDENCE IMPOUND	00103222.541000.	43.44
	DICKS TOWING INC		00103222.541000.	43.44
41117	DOWNING, ALONZO	UB 741325300001 5212 59TH PL N	401.122110.	19.43
41118	DUNN LUMBER	LUMBER FOR PARKS RENOVATION	00105380.531000.	1,324.74
41119	E&E LUMBER INC	CR MEMO REVERSING INV.37341	00100010.531000.	-82.42
	E&E LUMBER INC	REVISED INV. REPLACE INV 37341	00100010.531000.	88.92
	E&E LUMBER INC	CIRCUIT TESTER-NATURE PRK	00105380.531000.	2.38
	E&E LUMBER INC	FASTENERS-SK8PARK CAMERAS	00105380.531000.	4.56
	E&E LUMBER INC	ROLLER COVERS	00105380.531000.	7.54
	E&E LUMBER INC	TAPES	00105380.531000.	21.36
	E&E LUMBER INC	BOLTS AND FASTENERS	00105380.531000.	21.70
	E&E LUMBER INC	DRILL BIT, TAPE MEASURE	00105380.531000.	23.31
	E&E LUMBER INC	BOLTS, BEARING PLATE FASTENERS	00105380.531000.	27.98
	E&E LUMBER INC	VLV BOX, WIR ECONN, PCV ELBOW	00105380.531000.	28.01
	E&E LUMBER INC	RAGS-MAINT SHOP	00105380.531000.	38.95
	E&E LUMBER INC	BRUSH, PAINT,TRAY-GRAFITTI	00105380.531000.	48.84
	E&E LUMBER INC	MISC FASTENERS-CONCERT SERIES	00105380.531000.	131.07
	E&E LUMBER INC	CONCRETE-JENNINGS RENOVATION	00105380.531000.	151.08
	E&E LUMBER INC	CARP SQUARE 10X2X12,NAILS	30500030.563000.T0101	54.59
	E&E LUMBER INC	CHAIN	40140280.531000.	2.80
	E&E LUMBER INC	PLYWOOD, WEDGES,PAINT	40142180.531000.	410.81
	E&E LUMBER INC	CR MEMO REVERSING INV. 21399	40143780.531000.	-33.61
	E&E LUMBER INC	REV INV REPLACING INV 21399	40143780.531000.	58.48
	E&E LUMBER INC	SCREWDRIVERS	50200050.531000.	4.97
41120	WA DEPARTMENT OF ECOLOGY	ANNUAL STORMWATER CONST.PERM	30500030.563000.T0102	409.00
	WA DEPARTMENT OF ECOLOGY	STORMWATER PERMIT 7/1-12/31/07	40145040.553100.	3,032.93
41121	EMERALD RECYCLING	PARTS WASHER SERVICE, USED OIL	50100065.531000.	262.46
41122	EVERETT HYDRAULICS INC	REPAIR HYD PUMP ASY&REB#J001	50100065.548000.	1,632.66
41123	EVERETT STAMP WORKS	STAMPS	00100050.531000.	276.84
41124	EVERETT TIRE & AUTOMOTIVE	P225/60R16 TIRES	501.141100.	465.44
41125	EXIDE	CREDIT MEMO-WARRANTIES&JUNKS	501.141100.	-159.94

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41125	EXIDE	BATTERY GROUP 65-72	501.141100.	179.01
41126	FARWEST GOLF CARS	STEERING BOX ASSY	42047165.548000.	644.09
41127	FOG-TITE INC	CREDIT MEMO-TYPE 1 J-BOXES-CRT	00100012.564000.	-143.75
	FOG-TITE INC	TYPE-1 J-BOXES,LIDS-COURT BLDG	00100012.564000.	479.16
	FOG-TITE INC	TYPE 3 J-BOXES	30500030.563000.T0101	741.94
41128	FOREMOST PROMOTIONS	THINK SAFETY LITTERBAGS	00103630.531010.	240.00
41129	JOEDELLE FRASER	MEDICAL REFUND AMOUNT	00110347.376020.	45.00
41130	CRAIG A. FULLERTON	CONSULTING-BAYVIEW/WHISKEY	00105380.541000.	1,413.70
	CRAIG A. FULLERTON	QWUOLOLT WETLANDS ACQUISTION	31000076.563000.	292.50
	CRAIG A. FULLERTON	PAT ESTIMATE #1	40145040.541000.	302.50
41131	GALLS INC	110 VOLT CONVERTERS	50100065.535000.	37.94
41132	GENERAL CHEMICAL CORP	ALUMINUM SULFATE-11.747TONS	401.231700.	-252.62
	GENERAL CHEMICAL CORP		40142480.531320.	3,224.61
41133	GENUINE AUTO GLASS OF EVERETT, LLC	REPLACED CRACKED WINDSHIELD	50100065.548000.	240.80
41134	GOLDEN CORAL	2007 ANNUAL SENIOR PICNIC FOOD	10605250.549000.	181.20
41135	GRAYBAR ELECTRIC CO INC	CONDUIT FOR INSTALL OF CAMERAS	00105380.531000.	259.21
41136	KELLY GRIMSLEY	FULL REFUND, VACA INTERFERS	00110347.376008.	36.00
41137	HD FOWLER COMPANY	PLOYMER LIDS	401.141400.	1,447.39
	HD FOWLER COMPANY	2"BRASS BALL VALVES	40142480.548000.	36.41
41138	HD SUPPLY WATERWORKS, LTD	COUPLINGS	401.141400.	71.22
41139	HD SUPPLY WATERWORKS, LTD	FLANGE,REDUCER,ROMAGRIP,BOLT	40140680.531000.	140.31
41140	HDR ENGINEERING, INC.	PAY ESTIMATE #2	40143410.541000.W0704	6,798.23
41141	HORIZON	HERBICIDE	42047165.531930.	500.45
41142	HOUSE OF UPHOLSTERY	DRIVERS SEAT FOR DODGE BUCKETS	501.141100.	314.65
41143	HUERTA, GEORGE & ERIKA	UB 751159239301 5219 80TH AVE	401.122110.	28.69
41144	HUSKY TRUCK CENTER	DEFROSTER VENT LOUVER-#556	50100065.534000.	47.37
41145	IDEARC MEDIA CORP.	YELLOW PAGE AD	42047267.544000.	187.90
41146	IOS CAPITAL	COPIER RENTAL -METER READ	00100020.545000.	672.37
	IOS CAPITAL	COPIER	00100050.548000.	305.32
	IOS CAPITAL	COPIER RENTAL-C3321-METER READ	00102020.545000.	119.14
	IOS CAPITAL	COPIER RENTAL -METER READ	00102020.545000.	224.13
	IOS CAPITAL	COPIER RENTAL-C3321-METER READ	40143410.545000.	119.13
	IOS CAPITAL	COPIER RENTAL -METER READ	40143410.545000.	224.13
41147	DEPT OF INFORMATION SERVICES	TELECOMM.SERVICES	00104190.551000.	485.16
41148	JACKSON HEWITT TAX SERVICE	RETURN DEPOSIT FOR RENTAL	001.239100.	58.00
41149	SHAWN JENKINS		001.239100.	58.00
41150	JORGENSEN, NOELLE	UB 402506000000 2506 169TH ST	401.122110.	10.47
41151	K-MART	SWABS,TOWELS,GUN PATCHES&ETC	00103222.531000.	65.87
	K-MART	BATTERIES, WINDOW TIERS	00105120.531000.	16.10
41152	CHRIS KELLER	RETURN DEPOSIT FOR RENTAL	001.239100.	58.00
41153	DENNIS KENDALL	WORKSHOPS, MEETING EXPENSE	00100110.549000.	33.89
41154	KENWORTH NORTHWEST INC	CRDEIT CORE INC.M366552	50100065.534000.	-65.10
	KENWORTH NORTHWEST INC	30" MUD FLAPS ANTI SAIL BARS K	50100065.534000.	16.96
	KENWORTH NORTHWEST INC	A/C EXPANSION VALVE-#H002	50100065.534000.	29.88
	KENWORTH NORTHWEST INC	WHEEL NUTS-3 252	50100065.534000.	33.20
	KENWORTH NORTHWEST INC	CORE DEPOSIT	50100065.534000.	65.10
	KENWORTH NORTHWEST INC	CAB AIR INTAKE-#H002	50100065.534000.	114.03
	KENWORTH NORTHWEST INC	PIGGYBACK AIRCAN KIT #252	50100065.534000.	116.46
	KENWORTH NORTHWEST INC	DRIVE AXLE,BRK DRUMS/SHOES/KIT	50100065.534000.	543.78
41155	KMD ARCHITECTS AND PLANNERS	PAY ESTIMATE #6	00100025.562000.C0502	1,925.00
41156	KUKER-RANKEN	TONER	501.141100.	439.28

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41157	LAKE STEVENS SCHOOL DISTRICT #4	MITIGATION FEES TO LSSD #4	642.237000.	81,569.00
41158	SANDY LANGDON	EXPENSE APRIL-JULY	00101023.543000.	550.40
	SANDY LANGDON		00101023.549000.	29.16
41159	LASTING IMPRESSIONS INC	WOOL HATS W/EMBROIDERY	00103222.526000.	250.53
	LASTING IMPRESSIONS INC	07 TOMMIES CHEER SHIRTS	00105120.531050.	88.09
	LASTING IMPRESSIONS INC	SAFETY TOEN SHIRTS	00105120.531080.	263.56
	LASTING IMPRESSIONS INC	07 ULTIMATE BASKETBALL SHIRTS	00105120.531090.	461.94
	LASTING IMPRESSIONS INC	07 ULTIMATE SOCCER SHIRTS	00105120.531090.	486.68
41160	LEGEND DATA SYSTEMS INC	ID PRINTER CLEANING KIT	00100310.531000.	25.05
41161	LES SCHWAB TIRE CENTER	LT265/75R16/10-123Q TIRES #805	50100065.534000.	789.19
41162	LIBERTY COMMERCIAL	UB 950150000001 1124 10TH ST	401.122110.	1,820.74
41163	DEPT OF LICENSING	DUNLAP, COREY	001.237020.	18.00
	DEPT OF LICENSING	HAGEMAN, SHARON	001.237020.	18.00
	DEPT OF LICENSING	KIRKLAND, STEVEN	001.237020.	18.00
41164	DEPT OF LICENSING	FREEWAY PAWN	001.237080.	125.00
	DEPT OF LICENSING	KIT WENNERSTEN	001.237080.	125.00
41165	BRIAN LUTSCHG	REIMB.MEALS, HOTEL-TRAINING	00103222.543000.	239.59
41166	LUTZ-JESCO AMERICAN CORP.	DISCHARGE CHECK VALVE	40142480.548000.	399.37
41167	MALME, TIM & TRISHA	UB 840068000001 7652 68TH ST N	401.122110.	55.28
41168	MARSHALL SIGN INC	3X 12"X18" METAL SIGNS	00105380.531000.	107.51
41169	MARYSVILLE AWARDS	SIGN FABRICATION-COURT BLDG	00100012.564000.	1,542.60
	MARYSVILLE AWARDS	PLAQUE FOR CANDY SCHORPP	00100110.549000.	137.58
	MARYSVILLE AWARDS	WOODEN BOX W/PEN&PENCIL SETS	00100110.549000.	471.92
	MARYSVILLE AWARDS	2X8 FLAT RIBBONS/ALL COMERS	00105120.531041.	126.40
41170	MARYSVILLE GLOBE	CREDIT-WRONG RATE BILLED	00100020.544000.	-69.44
	MARYSVILLE GLOBE		00100050.544000.	-69.44
	MARYSVILLE GLOBE		00102020.544000.	-78.12
	MARYSVILLE GLOBE		00102020.544000.	-43.40
	MARYSVILLE GLOBE		00102020.544000.	-43.40
	MARYSVILLE GLOBE	LEGAL AD NOA PA07048	00102020.544000.	52.08
	MARYSVILLE GLOBE	AD FOR ASSO PLANNER-CD	00102020.544000.	72.95
	MARYSVILLE GLOBE	LEGAL ADS PA07044&PA07036	00102020.544000.	117.18
	MARYSVILLE GLOBE	LEGAL ADS-PA07042, 043 & 047	00102020.544000.	186.62
	MARYSVILLE GLOBE	LEGAL AD (DRINKING WATER)	40143410.544000.	190.96
41171	MARYSVILLE PAINT & DECORATING	PAINT SAMPLES CH REMODEL	00103530.563000.C0701	18.73
	MARYSVILLE PAINT & DECORATING	PAINT, BRUSHES-CH REMODEL	00103530.563000.C0701	228.21
41172	MARYSVILLE PRINTING	BUSINESS CARDS SHELLS	00103010.531000.	406.88
	MARYSVILLE PRINTING	#10 ENVELOPES W/POLICE RET ADD	00103010.531000.	529.97
	MARYSVILLE PRINTING	BUSINESS CARDS-HENNINGER	00103222.531000.	48.77
	MARYSVILLE PRINTING	POSTERS AND FLYERS, NAT NIGHT	00103630.531010.	122.06
41173	MARYSVILLE SCHOOL DISTRICT #25	MITIGATION FEES MSD #25	642.237000.	129,324.00
41174	MARYSVILLE YOUTH SOCCER ASSOC.	REFUND RENTAL FEE TO MYSC	001.239100.	78.00
41175	CITY OF MARYSVILLE	COMM GRADING PERMIT #07-0704	40145040.548000.	224.50
41176	MAXX-THE WORLD'S GREATEST SUNGLASS	24 MAXX ASST SUNGLASSES	420.141100.	192.00
41177	MCCAIN TRAFFIC SUPPLY	COUUNT DOWN PED SIGNALS	10110564.531000.	1,263.24
41178	MCKEE & SCHALKA	APPRAISAL	31000076.563000.G0701	11,000.00
41179	MCKEOWN, THOMAS & MICHELLE	UB 989430500002 6113 44TH PL N	410.122100.	115.60
41180	MCLOUGHLIN & EARDLEY CORP	CORNER STROBE KIT- #P128	501.231700.	17.68
	MCLOUGHLIN & EARDLEY CORP	SIREN SPEAKERS- P#128	501.231700.	24.65
	MCLOUGHLIN & EARDLEY CORP	SIREN AMP, HDL FLASHR-P#128	501.231700.	26.46
	MCLOUGHLIN & EARDLEY CORP	OUTLET STROBE POWERSUPPLY#P128	501.231700.	30.52

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41180	MCLOUGHLIN & EARDLEY CORP	LT BAR ASSY. B-LIK CONT.-#P128	501.231700.	160.80
	MCLOUGHLIN & EARDLEY CORP	CORNER STROBE KIT- #P128	50100048.564000.	208.00
	MCLOUGHLIN & EARDLEY CORP	SIREN SPEAKERS- P#128	50100048.564000.	290.00
	MCLOUGHLIN & EARDLEY CORP	SIREN AMP, HDL FLASHR-P#128	50100048.564000.	311.22
	MCLOUGHLIN & EARDLEY CORP	OUTLET STROBE POWERSUPPLY#P128	50100048.564000.	359.00
	MCLOUGHLIN & EARDLEY CORP	LT BAR ASSY. B-LIK CONT.-#P128	50100048.564000.	1,891.71
41181	MILLER, TAVIS & ELIZABETH	UB 980321700000 3217 81ST DR N	401.122130.	29.99
41182	MITCHELL I	ON DEMAND5 DOM ONLY MANUAL	50100065.535000.	1,409.42
41183	MONTGOMERY WATSON HARZA	PAY ESTIMATE #11	40220594.563000.W0304	16,810.07
41184	MONTGOMERY WATSON HARZA	PAY ESTIMATE # 1	40220594.563000.W0304	14,151.40
41185	ARNOLD MORENO	INSTRUCTOR PAYROLL TENNIS	00105120.541020.	201.60
	ARNOLD MORENO		00105120.541020.	385.72
	ARNOLD MORENO		00105120.541020.	453.60
	ARNOLD MORENO		00105120.541020.	529.20
41186	MORRIS, KEVIN B & TRACEY	UB 452161250001 5815 139TH PL	401.122110.	28.64
41187	CAROL MULLIGAN	TRIP-DRIVING EXPENSE	00102020.543000.	16.53
41188	DONNA MURRISH	REFUND DEPOSIT BBQ SHELTER	001.239100.	58.00
41189	NATIONAL BARRICADE COMPANY	VARIABLE MESSAGE SIGN FOR SF	10110070.541000.	784.08
	NATIONAL BARRICADE COMPANY	VARIABLE MESSAGE FOR STRAW FES	10110070.541000.	1,050.89
	NATIONAL BARRICADE COMPANY	VARIABLE MESSAGE SIGN FOR SF	10110070.541000.	1,050.89
41190	NATIONAL IMPRINT CORPORATION	IMPRINTED BOOKMARKS	001.231700.	-10.10
	NATIONAL IMPRINT CORPORATION		00103630.531010.	128.90
41191	LENORE NEFF	REFUND KBSCC	00110347.376020.	13.00
41192	NELSON PETROLEUM	UNLEADED GASOLINE	42047165.532000.	1,491.00
	NELSON PETROLEUM	15-40 OIL,5/30 OIL,TRANS FLUID	501.141100.	1,728.19
41193	NEPTUNE TECHNOLOGY GROUP, INC.	700 REG-PROREAD PIT GAL	40220594.563000.W0607	38,151.88
41194	NEXTEL COMMUNICATIONS	ACCT#495802314	50300090.542000.	17.39
	NEXTEL COMMUNICATIONS		50300090.542000.	17.39
	NEXTEL COMMUNICATIONS		50300090.542000.	17.39
	NEXTEL COMMUNICATIONS		50300090.542000.	17.39
	NEXTEL COMMUNICATIONS		50300090.542000.	21.72
	NEXTEL COMMUNICATIONS		50300090.542000.	34.78
	NEXTEL COMMUNICATIONS		50300090.542000.	34.78
	NEXTEL COMMUNICATIONS		50300090.542000.	36.49
	NEXTEL COMMUNICATIONS		50300090.542000.	52.17
	NEXTEL COMMUNICATIONS		50300090.542000.	53.03
	NEXTEL COMMUNICATIONS		50300090.542000.	63.16
	NEXTEL COMMUNICATIONS		50300090.542000.	69.58
	NEXTEL COMMUNICATIONS		50300090.542000.	74.10
	NEXTEL COMMUNICATIONS		50300090.542000.	86.66
	NEXTEL COMMUNICATIONS		50300090.542000.	101.38
	NEXTEL COMMUNICATIONS		50300090.542000.	104.50
	NEXTEL COMMUNICATIONS		50300090.542000.	110.75
	NEXTEL COMMUNICATIONS		50300090.542000.	116.65
	NEXTEL COMMUNICATIONS		50300090.542000.	151.30
	NEXTEL COMMUNICATIONS		50300090.542000.	209.08
	NEXTEL COMMUNICATIONS	495802314	50300090.542000.	248.11
	NEXTEL COMMUNICATIONS	ACCT#495802314	50300090.542000.	261.88
	NEXTEL COMMUNICATIONS		50300090.542000.	278.97
	NEXTEL COMMUNICATIONS		50300090.542000.	326.49
	NEXTEL COMMUNICATIONS		50300090.542000.	482.99

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41194	NEXTEL COMMUNICATIONS	ACCT#495802314	50300090.542000.	1,343.46
41195	NEXTEL COMMUNICATIONS	ACCT# 0621975876-3	00100020.542000.	51.29
	NEXTEL COMMUNICATIONS		40143410.542000.	51.29
	NEXTEL COMMUNICATIONS		40143410.542000.	51.29
41196	NEXXPOST LLC	CREDIT MEMO FOR INCORRECT CHIP	00100020.531000.	-74.60
	NEXXPOST LLC	POSTAGE MACHINE TAPES/INK	00100020.531000.	56.81
	NEXXPOST LLC	NEW RATE CHIP FOR POSTAL METER	00100020.531000.	74.60
	NEXXPOST LLC	NEW RATE FOR POSTAGE METER	00100020.531000.	96.65
	NEXXPOST LLC	CREDIT MEMO FOR INCORRECT CHIP	00102020.531000.	-119.35
	NEXXPOST LLC	POSTAGE MACHINE TAPES/INK	00102020.531000.	90.91
	NEXXPOST LLC	NEW RATE CHIP FOR POSTAL METER	00102020.531000.	119.35
	NEXXPOST LLC	NEW RATE FOR POSTAGE METER	00102020.531000.	154.64
	NEXXPOST LLC	CREDIT MEMO FOR INCORRECT CHIP	10111230.531000.	-14.92
	NEXXPOST LLC	POSTAGE MACHINE TAPES/INK	10111230.531000.	11.36
	NEXXPOST LLC	NEW RATE CHIP FOR POSTAL METER	10111230.531000.	14.92
	NEXXPOST LLC	NEW RATE FOR POSTAGE METER	10111230.531000.	19.33
	NEXXPOST LLC	CREDIT MEMO FOR INCORRECT CHIP	40143410.531000.	-59.68
	NEXXPOST LLC	POSTAGE MACHINE TAPES/INK	40143410.531000.	45.45
	NEXXPOST LLC	NEW RATE CHIP FOR POSTAL METER	40143410.531000.	59.68
	NEXXPOST LLC	NEW RATE FOR POSTAGE METER	40143410.531000.	77.32
	NEXXPOST LLC	CREDIT MEMO FOR INCORRECT CHIP	41046170.531000.	-14.92
	NEXXPOST LLC	POSTAGE MACHINE TAPES/INK	41046170.531000.	11.36
	NEXXPOST LLC	NEW RATE CHIP FOR POSTAL METER	41046170.531000.	14.92
	NEXXPOST LLC	NEW RATE FOR POSTAGE METER	41046170.531000.	19.33
	NEXXPOST LLC	CREDIT MEMO FOR INCORRECT CHIP	50100065.531000.	-7.46
	NEXXPOST LLC	POSTAGE MACHINE TAPES/INK	50100065.531000.	5.68
	NEXXPOST LLC	NEW RATE CHIP FOR POSTAL METER	50100065.531000.	7.46
	NEXXPOST LLC	NEW RATE FOR POSTAGE METER	50100065.531000.	9.66
	NEXXPOST LLC	CREDIT MEMO FOR INCORRECT CHIP	50200050.531000.	-7.46
	NEXXPOST LLC	POSTAGE MACHINE TAPES/INK	50200050.531000.	5.68
	NEXXPOST LLC	NEW RATE CHIP FOR POSTAL METER	50200050.531000.	7.46
	NEXXPOST LLC	NEW RATE FOR POSTAGE METER	50200050.531000.	9.67
41197	NORTH COAST ELECTRIC COMPANY	MATERIALS NEEDED	30500030.563000.T0101	362.50
41198	NORTH PACIFIC	FIBERGLASS POLES:MISSNG CAP	40220594.563000.W0607	1,057.88
41199	NORTHSTAR CHEMICAL	SODIUM HYPOCHLORITE 530 GAL	40141580.531320.	1,021.64
	NORTHSTAR CHEMICAL	SODIUM HYPOCHLORITE	40142480.531320.	3,394.84
41200	NORTHWEST CASCADE INC	HONEY BUCKETS MPHS SOFTBALL	00105120.531010.	206.65
	NORTHWEST CASCADE INC	HONEY BUCKET SK8PARK	00105380.545000.	103.33
41201	OFFICE DEPOT	CREDIT MEMO-ROLODEXES	00100020.531000.	-58.77
	OFFICE DEPOT	CREDIT MEMO-ORGANIZER	00100020.531000.	-12.80
	OFFICE DEPOT	HOMEGROWN ITEMS,HLDRS SLEEVES	00100020.531000.	36.06
	OFFICE DEPOT	COPIER PAPER, COLORED PAPER	00100020.531000.	45.61
	OFFICE DEPOT	HOMEGROWN ITEMS,HLDRS SLEEVES	00100020.531000.	136.97
	OFFICE DEPOT	DRAFTING TABLE TOP & CABINET	00100020.531000.	305.91
	OFFICE DEPOT	COPIER PAPER, COLORED PAPER	00100020.531000.	357.77
	OFFICE DEPOT	SUPPLIES, PENCILS, PAPER	00100050.531000.	351.41
	OFFICE DEPOT	SUPPLIES	00100050.531000.	1,051.71
	OFFICE DEPOT	OFFICE SUPPLIES	00100110.531000.	26.58
	OFFICE DEPOT		00100310.531000.	236.99
	OFFICE DEPOT	HOMEGROWN ITEMS,HLDRS SLEEVES	00102020.531000.	36.06
	OFFICE DEPOT	LABELS	00102020.531000.	40.38

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<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41201	OFFICE DEPOT	COPIER PAPER, COLORED PAPER	00102020.531000.	45.60
	OFFICE DEPOT	LTR FILES,AUTODX LIST FINDER,I	00103222.531000.	14.14
	OFFICE DEPOT	COPY PAPER, GUM PADS. GLUETOP	00103222.531000.	138.32
	OFFICE DEPOT	LTR FILES,AUTODX LIST FINDER,I	00103960.531000.	5.65
	OFFICE DEPOT		00103960.531000.	178.30
	OFFICE DEPOT	COPY PAPER, GUM PADS. GLUETOP	00104190.531000.	107.63
	OFFICE DEPOT	2 GEL WRISTS	00105120.531000.	24.16
	OFFICE DEPOT	GLUE STICKS, SCISSORS, ORGANIZ	00105120.531080.	35.93
	OFFICE DEPOT	PAPER AND SCISSORS	00105380.531000.	7.69
	OFFICE DEPOT	POUCHES, MRKRS, LABELS, PAPER	00105380.531000.	31.03
	OFFICE DEPOT	COPY PAPER	00105380.531000.	62.40
	OFFICE DEPOT	CORR TAPE, COLOR PAPER, COPY P	00105380.531000.	63.02
	OFFICE DEPOT	STAND,SHARPENER, PADS,PENS PAP	40142480.531000.	280.46
	OFFICE DEPOT	HOMEGROWN ITEMS,HLDERS SLEEVES	40143410.531000.	18.74
	OFFICE DEPOT		40143410.531000.	36.06
	OFFICE DEPOT	COPIER PAPER, COLORED PAPER	40143410.531000.	45.60
	OFFICE DEPOT	HOMEGROWN ITEMS,HLDERS SLEEVES	41046060.531000.	18.73
	OFFICE DEPOT	CASH REG TAPE	42047267.531000.	21.02
	OFFICE DEPOT	HOMEGROWN ITEMS,HLDERS SLEEVES	50100065.531000.	5.87
	OFFICE DEPOT	COPIER PAPER, COLORED PAPER	50100065.531000.	7.60
	OFFICE DEPOT	HOMEGROWN ITEMS,HLDERS SLEEVES	50200050.531000.	5.87
	OFFICE DEPOT	COPIER PAPER, COLORED PAPER	50200050.531000.	7.60
41202	OFFICE INTERIORS INC	KEYBOARD PLATFORM DESK	00103121.535000.	761.29
41203	OTAK	PAT ESTIMATE #12	40220594.563000.W0404	93.11
	OTAK	PAY ESTIMATE #30	40220594.563000.W0402	382.01
	OTAK	PAY ESTIMATE # 15	40250594.563000.D0501	552.00
41204	OVERALL LAUNDRY SERVICES INC	MAT CLEANING-PW ADMIN BLDG	40143410.549000.	99.75
	OVERALL LAUNDRY SERVICES INC	MAT CLEANING-MEZZANINE	40143780.549000.	15.63
	OVERALL LAUNDRY SERVICES INC		40143780.549000.	15.63
	OVERALL LAUNDRY SERVICES INC		40143780.549000.	24.51
	OVERALL LAUNDRY SERVICES INC		40143780.549000.	24.51
	OVERALL LAUNDRY SERVICES INC	MECHANICS UNIFORM	42047165.526000.	27.70
	OVERALL LAUNDRY SERVICES INC		42047165.526000.	27.70
	OVERALL LAUNDRY SERVICES INC	INIFORM CLEANING-BOB,MARK,STEV	50100065.526000.	58.25
	OVERALL LAUNDRY SERVICES INC	UNIFORM CLEANING	50100065.526000.	58.25
41205	PACIFIC TOPSOILS INC	SOIL/SOD DUMP	00105380.545010.	25.61
	PACIFIC TOPSOILS INC	CONCRETE DUMP	00105380.545010.	71.09
	PACIFIC TOPSOILS INC		00105380.545010.	73.18
	PACIFIC TOPSOILS INC		00105380.545010.	73.18
	PACIFIC TOPSOILS INC	BRUSH DUMP	00105380.545010.	94.09
	PACIFIC TOPSOILS INC		00105380.545010.	112.92
	PACIFIC TOPSOILS INC	CONCRETE DUMP	00105380.545010.	177.74
	PACIFIC TOPSOILS INC	DUMP SOIL/SOD DUMP BRUSH	40145040.531000.	763.73
41206	PARTNERSHIP FOR WATER CONSERVATION	WATER EFF WRKSHOP- ZAHNOW,BRA	40143410.549030.	50.00
41207	THE PARTS STORE	HEAD LAMP	501.141100.	8.64
	THE PARTS STORE	AIR OIL FUEL FILTERS	501.141100.	120.88
	THE PARTS STORE	WIPER BLADES, AIR FILT,HEADLAM	501.141100.	122.93
	THE PARTS STORE	HYDRAULIC FILTER #M005	50100065.534000.	21.56
	THE PARTS STORE	TRANS FILTER # 551	50100065.534000.	24.20
	THE PARTS STORE	EXPANSION VALVE J#007	50100065.534000.	40.00
	THE PARTS STORE	HD LED FLASHER J#005	50100065.534000.	60.07

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41207	THE PARTS STORE	WIPER BLADES # H002	50100065.534000.	77.43
	THE PARTS STORE	PARTS WASHER	50100065.535000.	2,657.17
41208	LISA PAUL	PROTEM SERVICES	00100050.541000.	370.00
41209	LAURIE HUGDAHL	CITY COUNCIL MINUTES-1/23/06	00101130.541000.	117.60
41210	SHEILA PEEL	REFUND DEPOSIT	001.239100.	58.00
41211	PELZER GOLF SUPPLIES	MARK A BALL-LOGOED BALL MRKS	420.141100.	58.22
41212	PERTEET ENGINEERING INC	PAY ESTIMATE # 4	00102020.541000.	3,463.73
	PERTEET ENGINEERING INC	PAY ESTIMATE # 6	30500030.563000.R0602	9,080.03
	PERTEET ENGINEERING INC	PAY ESTIMATE # 7	40145040.541000.D0602	12,687.00
	PERTEET ENGINEERING INC	PAY ESTIMATE #6	40145040.541000.	24,467.10
41213	PETROCARD SYSTEMS INC	FUEL FOR PARKS VEHICLES	00105380.532000.	743.28
	PETROCARD SYSTEMS INC	FUEL FOR STREETS	10111230.532000.	958.29
	PETROCARD SYSTEMS INC	FULE FOR OPERATIONS AND SANTAT	40143880.532000.	2,890.31
	PETROCARD SYSTEMS INC		41046060.532000.	2,833.80
	PETROCARD SYSTEMS INC	FUEL FOR FLEET AND FACILITIES	50100065.532000.	175.68
	PETROCARD SYSTEMS INC		50200050.532000.	63.23
41214	PETTY CASH- PARKS	DAYCAMP SUPPLIES-PLATES,WIPES	00105120.531080.	79.98
41215	LEE PHILLIPS	AWC CONFERENCE EXPENSE	00100060.543000.	95.38
	LEE PHILLIPS		00100369.399000.	13.00
41216	SNOHOMISH COUNTY PLANNING &	GRADING PERMIT	40141380.548000.	200.00
41217	PNCWA	PNCWA CONF-FREEMAN, SHANE	40143410.549050.	260.00
	PNCWA	PNCWA CONF-STAIR, FRANK	40143410.549050.	260.00
41218	PPI GROUP	NEW SURVEY DATA COLLECTOR	00100020.531000.	2,684.66
41219	PRATT PEST MANAGEMENT	REMOVE RODENT JENNING PARK	00105380.531000.	70.53
41220	PRO TEAM JANITORIAL	JULY JANITORIAL MILL OFFICE BL	40143780.548000.	300.00
41221	PUBLIC SAFETY TESTING INC	QRTLY SUB FEES 4/07-6/07	00100490.541000.	765.00
41222	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 283-001-380-7	10110463.547000.	99.58
	PUD NO 1 OF SNOHOMISH COUNTY	UTILITY CHRG 3801 88TH ST NE	10110463.547000.	120.50
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT# 600-001-260-6	10110463.547000.	1,152.09
	PUD NO 1 OF SNOHOMISH COUNTY	690-001-250-8	10110463.547000.	1,489.62
	PUD NO 1 OF SNOHOMISH COUNTY	660-001-330-1	10110463.547000.	1,880.74
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT# 670-001-300-3	10110463.547000.	10,191.50
	PUD NO 1 OF SNOHOMISH COUNTY	UTILITY CHARGE 4872 SAC, ARL	10110564.547000.	89.22
	PUD NO 1 OF SNOHOMISH COUNTY	UTILITY CHRG 2701 172ND ST ARL	10110564.547000.	116.07
	PUD NO 1 OF SNOHOMISH COUNTY	ACT#210-094-460-8/614 LAKEWOOD	40140080.547000.	730.78
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 327-001-612-8	40140180.547000.	27.60
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 529-001-665-7	40140180.547000.	27.60
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 557-001-090-9	40140180.547000.	149.70
	PUD NO 1 OF SNOHOMISH COUNTY	314-001-224-0	40140180.547000.	1,810.04
	PUD NO 1 OF SNOHOMISH COUNTY	UTILITY CHARGE 5029 119TH ST N	40142280.547000.	31.90
41223	R&D PARK CREEK LLC	RECOVERY CONTRACT #253 SEWER	401.253000.	80.02
41224	WA RECREATION & PARK ASSOC	WRPA CONFERENCE-C. RASMUSSEN	00105380.549000.	125.00
41225	MARLA RINGEN	REIM FOR OFFICE MEETING REFRES	00103010.549000.	28.93
41226	BEVERLY ROBISON	INSTRUCTOR PAY-BEV ROBINSON	00105250.541020.	285.00
41227	HAYLEY RUDLAND	REFUND DEPOSIT BBQ SHELTER	001.239100.	58.00
41228	SAFETY-KLEEN SYSTEMS	EMPTY DRUMS	40145040.553100.	82.46
41229	JESSICA SANDE	INSTRUCTOR PAY-SANDE JESSICA	00105250.541020.	120.00
41230	LYNN SCHROEDER	MAYOR'S MTGS EXPENSE, WTR,COFE	00100110.549000.	138.75
41231	SCOTT ALEXANDER'S CART SERVICE	CART LEASE FOR TYEE GOLF TOURN	42047267.545000.	540.00
41232	SEATTLE PUMP & EQUIPMENT CO	REPLACE 200FT PUSH ROD CABLE	40142080.531000.	1,794.88
41233	SNO CO SHERIFF & POLICE CHIEFS ASSO	SCSPCA BRKFST MTG LAMOUREUX	00103010.543000.	24.00

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41234	SISKUN POWER EQUIPMENT	BRUSH CUTTERS	40145040.535000.	760.43
41235	SIX ROBBLEES INC	TIRE MACHINE SWAB, SCRAPER,MOU	50100065.531000.	54.47
41236	MARY SKAY	REFUND DEPOSIT FOR RENTAL	001.239100.	58.00
41237	SLONIKER, TERESA	UB 951270000000 1071 CEDAR AVE	401.122110.	169.16
41238	SNAP-ON INCORPORATED	HANDLING CHARGES	50100065.535000.	71.00
	SNAP-ON INCORPORATED	POWER BIT SET, COLLET CAPS	50100065.535000.	80.78
	SNAP-ON INCORPORATED	METRIC CROWSFOOT SET	50100065.535000.	296.85
41239	SNELSON COMPANIES, INC.	RELEASE OF RETAINAGE FEES	401.223400.	18,666.44
	SNELSON COMPANIES, INC.		402.223400.	409.04
41240	EVE SNIDER	INSTRUCTOR PAY-JAZZERCISE	00105120.541020.	810.00
41241	SNO CO PUBLIC WORKS	REPAIR MDT MODEM #955	50100065.548000.	581.96
41242	SNOHOMISH COUNTY TREASURER	CRIME VICTIM/WITNESS FUNDS	00102570.551000.	779.91
41243	SOLID WASTE SYSTEMS INC	HYDRAULIC PUMP-J#007	50100065.534000.	2,704.72
41244	SONITROL	MONITERING SERVICES	00100010.541000.	82.00
	SONITROL		00100010.541000.	95.00
	SONITROL		00103530.541000.	111.00
	SONITROL		00103530.541000.	160.00
	SONITROL		00105250.541000.	116.00
	SONITROL		00105380.541000.	107.00
	SONITROL		40142480.541000.	95.00
	SONITROL		40142480.541000.	105.00
	SONITROL		40142480.541000.	105.00
	SONITROL		40143410.541000.	76.00
	SONITROL		40143410.541000.	108.00
	SONITROL		40143410.541000.	160.00
41245	JOHN SORIANO	AWC CONFERENCE PARKING	00100060.549000.	30.00
41246	SOUND HARLEY DAVIDSON	CREDIT FOR GLOVES	00103222.526000.	-42.32
	SOUND HARLEY DAVIDSON	GLOVES-BASIC SKINS FF	00103222.526000.	37.98
	SOUND HARLEY DAVIDSON		00103222.526000.	37.98
	SOUND HARLEY DAVIDSON	TIEDOWN EXT 18" CC RIDER	00103222.531000.	64.97
41247	SOUND SAFETY PRODUCTS CO INC	1 CAR B171,36-30 WOL 2564 BOOT	00100020.531000.	188.15
	SOUND SAFETY PRODUCTS CO INC	MED AND LG VINYL GLOVES	00103960.531000.	199.16
	SOUND SAFETY PRODUCTS CO INC	EAR PLUGS,GOGGLES.RAINGEAR	501.141100.	290.83
41248	SPRINGBROOK NURSERY	TOPSOIL	00105380.531000.	14.53
	SPRINGBROOK NURSERY		00105380.531000.	14.53
41249	STATE AVENUE PLAZA, LLC	MONTHLY LEASE 1015 STATE AVE	00101250.545000.	28,000.00
41250	SUN MOUNTAIN	SPEED CART AND CART BAG	420.141100.	605.57
41251	SUNSET BOULEVARD PROPERTY LLC	RECOVERY CONTRACT #253 SEWER	401.253000.	80.02
41252	SYSTEMS INTERFACE INC	PAY ESTIMATE #1	40142480.548000.M0742	2,346.58
	SYSTEMS INTERFACE INC	MATERIAL SUPPLY	40143410.541000.	224.25
	SYSTEMS INTERFACE INC	RANNEY WELL VFD UPGRADE	40143410.541000.	310.37
	SYSTEMS INTERFACE INC	MRSLS TECH SUPPORT 5/27-7/7 07	40143410.541000.	1,021.84
	SYSTEMS INTERFACE INC	STILLAGUAMISH ADD SUPPORT	40143410.541000.	2,646.59
	SYSTEMS INTERFACE INC	PAY ESTIMATE # 1	40220594.563000.W0621	17,010.30
41253	TAB NORTHWEST	COURT FILE RELOCATION	00100012.564000.	1,763.13
41254	TIANYUAN TENISON	REFUND DEPOSIT	001.239100.	58.00
41255	TERRA RESOURCE GROUP	40 JRS TEMP-BAGLEY, BRIAN	00105380.511000.	806.40
	TERRA RESOURCE GROUP	CLOUTIER & GLASPELL	00143523.541000.	430.25
	TERRA RESOURCE GROUP		00143523.541000.	618.90
	TERRA RESOURCE GROUP	CATWAY, JOSHUA- DRIVERS-40HRS	10110130.541000.	806.40
	TERRA RESOURCE GROUP	JOSHUA CATAWAY, DRIVERS, 40HRS	10110130.541000.	806.40

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41256	J. STEVEN THOMAS	PRO-TEM SERVICES	00100050.541000.	470.00
	J. STEVEN THOMAS		00100050.541000.	1,075.00
41257	TIMELESS DESIGN	RELOCATE COURTS FURN & EQUIP	00100012.564000.	1,193.50
41258	TITLEIST	NXT TOUR BALLS	420.141100.	26.06
	TITLEIST	TITLEIST PRO BALLS	420.141100.	1,173.92
41259	TRAFFIC SAFETY SUPPLY CO INC	2X2 QWIK PUNCH POSTS AND ANCHO	10110070.541000.	2,205.26
41260	TULALIP TRIBE COURT	MARTINEZ, JENNIFER ANN	001.229050.	2,000.00
41261	TYLER TECHNOLOGIES, INC.	POSTAL EXPRESS SOFTWARE UPD	00143523.542000.	44.05
41262	UNITED RENTALS	COMPRESSOR&PAVEMENT BRKR TOO	00105380.531000.	174.82
	UNITED RENTALS	SPROCKET ASSY, BRG-#299	50100065.534000.	25.72
	UNITED RENTALS	CLUTCH ASSY #299	50100065.534000.	48.02
41263	USSSA WASHINGTON STATE	CO-ED TEAM USSSA REG'S 2007	00105120.531010.	700.00
41264	VALLEY FREIGHTLINER INC	AC RECEIVER DRYER	50100065.534000.	27.67
41265	VARSITY COMMUNICATIONS, INC.	MAGAZINE AD	42047267.544000.	770.00
41266	VERIZON NORTHWEST	030211107449353300	00100050.542000.	647.11
	VERIZON NORTHWEST	ACCT 100367827006	00104000.542000.	57.24
	VERIZON NORTHWEST	ACCT 109367558610	10110564.547000.	50.23
	VERIZON NORTHWEST	ACCT 107567892708	10110564.547000.	52.92
41267	VERIZON NORTHWEST	METER READING PRO SRVS	40141280.541000.	379.06
	VERIZON NORTHWEST	PHONE CHARGES 360-929-5339	40143410.542000.	9.55
41268	VINYL SIGNS & BANNERS	24"X12" BLANK PRIVACY SHADE	00103960.531000.	117.18
41269	WASHINGTON STATE TREASURER	JULY 2007 PUB SAF/BLD REVENUE	001.237010.	43,781.73
	WASHINGTON STATE TREASURER		001.237030.	506.00
41270	LOREN WAXLER	PUBLIC DEFENSE FEES	00102515.541000.	162.00
	LOREN WAXLER		00102515.541000.	228.00
41271	WAYNE F RICKARD	AUTO DETAILING COMMANDERS CAR	00103010.548000.	173.55
41272	WESTERN FACILITIES SUPPLY INC	MOP	00103960.531000.	19.78
41273	WESTERN GRAPHICS INC	DESIGN/MANU/INSTALL SWAT GRAPH	50100065.548000.	845.38
41274	WESTERN SYSTEMS & FABRICATION	PEDESTRIAN PUSH BUTTONS	10110564.531000.	1,069.15
41275	WASHINGTON FINANCE OFFICERS ASSOC	WFOA CONFERANCE-LANGDON	00101023.549000.	325.00
41276	WICKLANDER-ZULAWSKI & ASSOCIATES, P	REGRISTRATION-HENDRICKSON	00103222.549100.	425.00
41277	DONNA WRIGHT	PSRC GROWTH MNGMNT POLICY BOA	00100060.543000.	34.01
41278	WSSUA	UMPIRES FOR COED SOFTBALL GAME	00105120.531010.	1,596.00
WARRANT TOTAL:				959,532.99
LESS VOIDS				
		CK 28362		(117.60)
		CK 38097		(125.00)
		CK 41025		(227.25)
				\$959,063.14

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Claims	AGENDA SECTION:	
PREPARED BY: Sandy Langdon, Finance Director	AGENDA NUMBER:	
ATTACHMENTS: Claims Listings	APPROVED BY: 	
	MAYOR	CAO
BUDGET CODE:	AMOUNT:	

Please see attached.

RECOMMENDED ACTION:

The Finance and Executive Departments recommend City Council approve the August 15, 2007 claims in the amount of \$ 600,616.40 paid by Check No.'s 41279 through 41430 with Check No.'s 38772 and 40926 voided.

COUNCIL ACTION:

CITY OF MARYSVILLE
INVOICE LIST
FOR INVOICES FROM 8/9/2007 TO 8/15/2007

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41279	AABCO BARRICADE CO INC	25-16X16 ORANGE FLAGS	10110564.531000.	136.13
41280	CHARMA ABENDROTH	REFUND-RAFTING TRIP	00110347.376009.	20.00
41281	ACCURINT	BACKGROUND CHECKS	00103010.541000.	30.00
41282	AGRI TURF	500SF-SOD AND PALLET	00105380.531000.	195.30
41283	ALBERTSONS FOOD CENTER #471	WATER AND ICE	40143410.543020.	40.66
41284	ALLIED EMPLOYERS LABOR RELATIONS	8/07 MEMBERSHIP DUES	00100110.541000.	2,104.97
41285	ALPHA COURIER SVC	DELIVERY OF DITCH WITCH-WNDVL	40141080.548000.	23.40
41286	SILVIA ALVAREZ	REFUND DEPOSIT-LIBRARY ROOM	001.239100.	58.00
41287	AMERICAN CLEANERS	UNIFORM CLEANING	00103010.526000.	4.34
	AMERICAN CLEANERS		00103121.526000.	34.40
	AMERICAN CLEANERS		00103222.526000.	117.18
	AMERICAN CLEANERS		00103960.526000.	56.42
	AMERICAN CLEANERS		00104190.526000.	179.29
	AMERICAN CLEANERS		00104230.526000.	8.68
41288	ANIMAL CARE EQUIPMENT & SERVICES	FELINE MEDICAL EXAM	00104230.541000.	125.17
41289	ASCOM HASLER/GE CAP PROG	POSTAGE METER	00100050.531000.	44.27
	ASCOM HASLER/GE CAP PROG		00100110.531000.	44.27
	ASCOM HASLER/GE CAP PROG		00100310.531000.	44.27
	ASCOM HASLER/GE CAP PROG		00101023.531000.	44.27
	ASCOM HASLER/GE CAP PROG		40143410.531000.	44.27
41290	BANNER BANK	PAY ESTIMATE #3, S0602 DELTA A	40230594.563000.S0602	7,612.16
41291	BENJAMIN, CHRIS & KIM	UB 751040911001 4618 76TH DR N	401.122110.	18.80
41292	BICKFORD FORD-MERCURY	FR BRAKE ROTORS AND PADS	501.141100.	548.97
41293	BILLS BLUEPRINT INC	COPIES FOR PUBLIC RECORDS REQ	00101130.549000.	40.40
41294	NATALIA BRYANT	REFUND CHECK FOR CLASS	00110347.376009.	44.00
41295	BUD BARTON'S GLASS CO	REPLACE AN INSTALL ON CLOSET D	00103010.531000.	123.47
41296	JODI BURKHOLDER	REFUND-RAFTING TRIP	00110347.376009.	20.00
41297	BUSINESS & LEGAL REPORTS INC	OSHA'S BLOODBORNE PATH BOOKLTS	001.231700.	-6.41
	BUSINESS & LEGAL REPORTS INC		00100310.549000.	81.82
41298	NATIONAL BUSINESS FURNITURE	DESK & RET, WALL UNIT,BOOKCASE	104.213700.	-499.78
	NATIONAL BUSINESS FURNITURE		10400021.564000.	-500.00
	NATIONAL BUSINESS FURNITURE		10400021.564000.	6,879.64
41299	CAMPBELL-COLBERT, KAREN	UB 821981080001 7130 61ST DR N	401.122110.	8.75
41300	CANINE BEHAVIOR CENTER INC	DOG OBED INSTRUCTOR	00105120.541020.	198.00
41301	CAPTAIN DIZZYS EXXON	CAR WASH-ADAM BAILEY	00100020.541000.	4.50
	CAPTAIN DIZZYS EXXON	CAR WASH-POLICE PATROL,ANIMAL	00103222.548000.	40.50
	CAPTAIN DIZZYS EXXON		00104230.548000.	18.00
	CAPTAIN DIZZYS EXXON	CAR WASH-VEHICLE #817	00105380.531000.	4.50
41302	MARK CARDON	CDL RENEWAL-CARDON	50100065.549000.	55.00
41303	CARR'S ACE HARDWARE	APPLICATORS,HOOKS,RECEPTACLE	10110564.531000.	36.05
	CARR'S ACE HARDWARE	1 1/4 PCV, COUP, CONDUIT, WIRE	10110564.531000.	55.94
	CARR'S ACE HARDWARE	4 WAY SHUT OFF WRENCH,PIPE WRE	40140980.535000.	21.12
41304	CASCADE MACHINERY & ELECTRIC	AUTO DRAIN VALVE	401.231700.	-21.80
	CASCADE MACHINERY & ELECTRIC		40142480.548000.	278.26
41305	CHAMPION BOLT & SUPPLY	ANTI FATIGUE GLOVES	42047165.526000.	72.20
	CHAMPION BOLT & SUPPLY	SPRAY GUN SET	42047165.535000.	64.02
41306	CHELAN COUNTY TREASURER	PRISONER HOUSING JUNE 2007	00103960.551000.	13,920.00
41307	CITY OF MARYSVILLE	UB 520000050005 17906 43RD AVE	401.122130.	24.15
41308	CITY OF MARYSVILLE		401.122130.	48.30
41309	CITY OF MARYSVILLE		401.122130.	48.30
41310	CLARK, DARELD	UB 141340000004 4107 124TH PL	401.122110.	169.17

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41322	EDGE ANALYTICAL INC	LAB SMPLS-ED SPRING SCREEN HOU	40140780.541000.	12.00
	EDGE ANALYTICAL INC	LAB SAMPLES-MISC LOCATIONS	40140780.541000.	24.00
	EDGE ANALYTICAL INC		40140780.541000.	24.00
	EDGE ANALYTICAL INC		40140780.541000.	24.00
	EDGE ANALYTICAL INC		40140780.541000.	24.00
	EDGE ANALYTICAL INC		40140780.541000.	24.00
	EDGE ANALYTICAL INC		40140780.541000.	24.00
	EDGE ANALYTICAL INC		40140780.541000.	24.00
	EDGE ANALYTICAL INC		40140780.541000.	24.00
	EDGE ANALYTICAL INC	LAB SAMPLES-SOUTHBO, NORTH BO	40140780.541000.	24.00
	EDGE ANALYTICAL INC	LAB SAMPLES-MISC LOCATIONS	40140780.541000.	36.00
	EDGE ANALYTICAL INC		40140780.541000.	36.00
	EDGE ANALYTICAL INC	LAB SAMPLES-202 172ND ST.	40140780.541000.	175.00
	EDGE ANALYTICAL INC	LAB SAMPLES-MISC LOCATIONS	40140780.541000.	180.00
	EDGE ANALYTICAL INC		40140780.541000.	180.00
	EDGE ANALYTICAL INC		40140780.541000.	180.00
	EDGE ANALYTICAL INC	LAB SMAPLES-MISC LOCATIONS	40140780.541000.	180.00
	EDGE ANALYTICAL INC	LAB SMPLS,EDSPRINGS WELL 2&3	40140780.541000.	180.00
	EDGE ANALYTICAL INC	LAB SAMPLES-MISC LOCATIONS	40140780.541000.	192.00
	EDGE ANALYTICAL INC		40140780.541000.	200.00
41323	SUZANNE ELSNER	HP TONER, CASH DRAWERS	00100050.531000.	423.12
41324	ENET FURNITURE	BLACK LEATHER MAH CHAIR	104.231700.	-80.33
	ENET FURNITURE		10400021.564000.	1,025.33
41325	CITY OF EVERETT	3000 6QT PUNCTURE SEAL BAGS	40140480.531000.	2,108.67
41326	EXCEL GLOVES & SAFETY SUPPLIES	VINYL GLOVES-THERMA GLOVES	00105380.526000.	214.25
41327	FINANCIAL CONSULTING GROUP, INC.	1173.2 CITY EFFICIENCY REVIEW	41046060.541000.	720.00
	FINANCIAL CONSULTING GROUP, INC.	1173.1 CITY SW RATE STUDY	41046060.541000.	3,900.00
41328	FEDEX	PKGS SENT TO LAB/COR,CDM	40140780.531000.	33.52
	FEDEX		40143410.548000.	22.31
41329	FERRELLGAS	PROPANE SPLIT CHRGS	10110130.531000.	23.44
	FERRELLGAS		10110130.531000.	25.29
	FERRELLGAS		10110564.531000.	23.44
	FERRELLGAS		10110564.531000.	25.29
	FERRELLGAS		40140980.531000.	23.44
	FERRELLGAS		40140980.531000.	25.29
	FERRELLGAS		41046060.531000.	23.44
	FERRELLGAS		41046060.531000.	25.29
41330	FORMULA TIRE & CAR CARE CENTER	TIRES FOR SPRAY RIG	42047165.548000.	404.92
41331	JEFF FRANZEN	FIREARMS TRAINING, REIM LODGE	00103121.531000.	10.00
	JEFF FRANZEN		00103121.543000.	180.55
	JEFF FRANZEN		00103121.543000.	209.07
41332	FREEDOM SYSTEMS, INC	SECURITY CAMERA FOR SK8 PRK	31000076.563000.P0701	7,155.58
41333	GRAY AND OSBORNE	PAY ESTIMATE #7	40143410.541000.	2,777.32
41334	KRISTIE GUY	EMPLOYEE APPRECIATION LUNCH	00100310.549010.	69.25
41335	H & L SPORTING GOODS	HOME PLATE, BASE ANCHORS	00105120.531010.	93.72
41336	HALSTROM & ASSOCIATES, INC.	LOBBYIST RETAINER FEE	40143410.541000.	2,080.00
	HALSTROM & ASSOCIATES, INC.		40143410.541000.	2,080.00
41337	LYNNE HANSON	REFUND RAFTING TRIP	00110347.376009.	20.00
41338	HASLER, INC	POSTAGE REIMBURSEMENT	00100050.542000.	500.00
	HASLER, INC	POSTAGE	00100050.542000.	1,000.00
41339	HD FOWLER COMPANY	1 ROLL 10 G WIRE REFUND	00105380.531000.	-201.94

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41339	HD FOWLER COMPANY	COVER,SPRING,DIAPHRAGM,DIVIDER	00105380.531000.	27.38
	HD FOWLER COMPANY	10" PIT BASE, 10G WIRE	00105380.531000.	209.59
	HD FOWLER COMPANY	BUSHING	401.141400.	7.94
	HD FOWLER COMPANY	ELLS	401.141400.	40.08
	HD FOWLER COMPANY	GASKETS	401.141400.	56.98
	HD FOWLER COMPANY	2" BACKFLOW PREVENTER	401.141400.	381.92
	HD FOWLER COMPANY	ADAPTERS,COUPLINGS,VLVS,PLUGS	401.141400.	706.34
	HD FOWLER COMPANY	WYES,ELLA,STOPS,TEES,BUSHINGS	401.141400.	1,430.64
	HD FOWLER COMPANY	5/8 X 3/4 METER SETTERS	401.141400.	1,600.48
	HD FOWLER COMPANY	ADAPTERS,ELLS,VLVS,STRAPS,TUBE	401.141400.	1,653.02
	HD FOWLER COMPANY	1" NIPPLES	42047165.531920.	20.55
41340	HDR ENGINEERING, INC.	PAY ESTIMATE # 1	30500030.563000.R0603	36,370.15
41341	HEALTHFORCE OCCMED BILLING DEPT	MEDICAL TEST-DOLHANYK	00103010.541000.	45.00
41342	EDDIE HERRERA	REFUND DEPOSIT BBQ SHELTER	001.239100.	58.00
41343	HIATT/KECK RESIDENCE	UB 673320000003 4927 103RD PL	401.122110.	39.27
41344	HIGGINS, FRANCIS & ELSA	UB 830409000002 7110 67TH DR N	401.122110.	163.29
41345	HOME DEPOT CREDIT SVCS	BARK EASTER EGG HUNT	00105380.531000.	15.15
	HOME DEPOT CREDIT SVCS	FENCING EATER EGG HUNT	00105380.531000.	50.96
41346	IOS CAPITAL	COPIER RENTAL	00101023.545000.	0.61
	IOS CAPITAL		00101130.545000.	0.41
	IOS CAPITAL		00101130.545000.	0.61
	IOS CAPITAL	COPIER RENTAL AND MAINT.	00105380.545000.	554.07
	IOS CAPITAL	COPIER RENTAL	00143523.545000.	2.47
41347	JACOBSON, JON	UB 970510000001 1536 GROVE ST	401.122130.	16.00
41348	ROSE JOHNSON	REFUND RAFTING TRIP	00110347.376009.	20.00
41349	JAYNE JOYNER	REFUND CHECK-JOYNER	00110347.376009.	44.00
41350	JUDD & BLACK	MICROWAVE REFRIDGE-COURT BLDG	00100012.564000.	792.05
	JUDD & BLACK	TV'S W/DVD AND VCR-COURT BLDG	00100012.564000.	959.14
41351	KESSELRINGS	RIFLE DUTY AMUNITION	00103740.535000.	3,322.94
41352	LANGUAGE EXCHANGE	INTERPRETER SERVICES	00102515.549000.	224.00
41353	LASTING IMPRESSIONS INC	2 X SHIRTS-07 CHEER CAMP	00105120.531050.	38.63
	LASTING IMPRESSIONS INC	3X SHIRTS-07 SAFETY TOWN	00105120.531080.	39.13
	LASTING IMPRESSIONS INC	7XSHIRTS-07 BASKETBALL CAMP	00105120.531090.	79.85
41354	LAWN EQUIPMENT SUPPLY	SPARKPLUGS	42047165.548000.	87.66
	LAWN EQUIPMENT SUPPLY	LASTEK MULCHING BLADES	42047165.548000.	102.25
41355	MARSHBANK CONSTRUCTION	PAY ESTIMATE #3.	40230594.563000.S0602	157,571.65
41356	MARTIN, JOE & ALLISON	UB 901690000006 1907 2ND ST	401.122110.	149.91
41357	MARYSVILLE MUNICIPAL COURT	BANK CARD FEES	00100050.541000.	419.08
41358	MARYSVILLE GLOBE	ORD 2705 AND 2706	00101130.544000.	52.08
	MARYSVILLE GLOBE	CONF.SEC/DEPUTY CITY CLERK FIN	00101130.544000.	93.20
	MARYSVILLE GLOBE	SENIOR EQUIP MECHANIC-GOLF	42047061.544000.	89.15
	MARYSVILLE GLOBE	PT CONF ADM ASST-IS DIVISION	50300090.549000.	85.10
41359	MARYSVILLE PAINT & DECORATING	PAINT- CITY HALL REMODEL	00103530.563000.C0701	46.59
41360	MARYSVILLE PRINTING	LEAVE RECORDS 5000 COUNT	00100310.549000.	760.16
	MARYSVILLE PRINTING	PET LICENSE FLYERS	00103630.531010.	87.34
41361	MARYSVILLE SKATE INN	JAZZERCISE CLASS FACILITY USE	00105120.541020.	360.00
41362	CITY OF MARYSVILLE	WTR/SWR GRB 1635 GROVE ST	00100010.547000.	82.73
	CITY OF MARYSVILLE	6302 152ND ST NE, IRR	00105380.547000.	30.60
	CITY OF MARYSVILLE	6621 GROVE ST IRR	00105380.547000.	92.48
41363	MILLER, TAVIS & ELIZABETH	UB 980321700000 3217 81ST DR N	401.122130.	71.24
41364	TONYA MIRANDA	GIFT CERT FOR EMP OF QTR	40143410.549000.	20.00

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41365	TARA MIZELL	COSTCO CAKES FOR PICNIC	00105250.531050.	63.96
41366	ARNOLD MORENO	INSTRUCTOR PAY-MORENO	00105120.541020.	403.43
41367	LOUDON MOTON	INSTRUCTOR PAY-MOTON	00105120.541020.	43.20
41368	NATIONAL BARRICADE COMPANY	SIGNS (FLAGGER AHEAD,RT LANE)	10111230.549000.	1,148.79
41369	NATIONAL IMPRINT CORPORATION	JUNIOR POLICE BADGES	001.231700.	-18.23
	NATIONAL IMPRINT CORPORATION		00103630.531010.	232.61
41370	PATRICK NEGRETE	REFUND-RAFTING TRIP-NEGRETE	00110347.376009.	20.00
41371	NEXXPOST LLC	CONTRACT BASE	00100050.531000.	435.60
41372	NORTHUP GROUP	PRE-EMPLOYMENT EXAM-SHELTON	00103010.541000.	300.00
41373	VANCE P ODELL	PUBLIC DEFENSE FEES	00102515.541000.	6,000.00
41374	OFFICE DEPOT	4 CHAIRMATS-COURTS	00100012.564000.	280.18
	OFFICE DEPOT	12 CHAIRMATS-COURTS	00100012.564000.	840.54
	OFFICE DEPOT	OFFICE SUUPLY CREDIT	00100110.531000.	-6.39
	OFFICE DEPOT	OFFICE SUPPLIES	00100110.531000.	2.61
	OFFICE DEPOT		00100110.531000.	10.97
	OFFICE DEPOT		00100110.531000.	16.85
	OFFICE DEPOT		00100110.531000.	48.90
	OFFICE DEPOT		00100110.531000.	79.94
	OFFICE DEPOT		00100310.531000.	2.60
	OFFICE DEPOT		00100310.531000.	10.97
	OFFICE DEPOT		00100310.531000.	16.85
	OFFICE DEPOT		00100310.531000.	48.89
	OFFICE DEPOT		00100310.531000.	134.07
	OFFICE DEPOT	FILE FLDRS,PAPER,BINDER,HP	00103010.531000.	41.08
	OFFICE DEPOT		00103222.531000.	156.17
	OFFICE DEPOT		00103630.531010.	7.07
	OFFICE DEPOT		00103960.531000.	1,365.85
	OFFICE DEPOT		00104190.531000.	4.14
	OFFICE DEPOT	POSTERBOARD & TABLE TOP BRD	00105120.531000.	280.57
	OFFICE DEPOT	CREDIT-FILE FOLDERS	00105380.531000.	-2.29
	OFFICE DEPOT	FILE LABELS	00105380.531000.	4.86
	OFFICE DEPOT	BINDER CLIPS,KEY TAGS,PAPER,PE	00105380.531000.	15.95
41375	ORKIN EXTERMINATING	SER CRG-PSB 1635 GROVE	00100010.548000.	43.43
	ORKIN EXTERMINATING	SER CHRG CITY HALL 1049 STATE	00103530.548000.	79.68
	ORKIN EXTERMINATING	SER CHRG- CABOOSE 316 CEDAR AV	00105380.548000.	55.04
	ORKIN EXTERMINATING	SER CHRG-LIBRARY 6120 GROVE ST	00112572.548000.	43.43
	ORKIN EXTERMINATING	SER CHRG-PW 80 COLUMBIA	40143410.548000.	47.77
41376	OVERALL LAUNDRY SERVICES INC	MAT CLEANING	40142480.541000.	10.97
	OVERALL LAUNDRY SERVICES INC		40142480.541000.	10.97
	OVERALL LAUNDRY SERVICES INC	MAT CLEANING-PW ADMIN BLDG	40143410.549000.	99.75
	OVERALL LAUNDRY SERVICES INC	MAT CLEANING-MEZZANINE	40143780.549000.	15.63
	OVERALL LAUNDRY SERVICES INC		40143780.549000.	24.51
	OVERALL LAUNDRY SERVICES INC	MECHANICS UNIFORM	42047165.526000.	27.70
41377	PACIFIC POWER PRODUCTS	6 X 72" JD MOWER BLADES	00105380.598000.	126.95
41378	PACIFIC TOPSOILS INC	BRUSH DUMP-8/01/07	00105380.545010.	56.45
	PACIFIC TOPSOILS INC	ASPHALT DUMP-08/06/07	00105380.545010.	92.24
	PACIFIC TOPSOILS INC		00105380.545010.	92.24
	PACIFIC TOPSOILS INC	CONCRETE DUMP-08/06/07	00105380.545010.	125.45
	PACIFIC TOPSOILS INC		00105380.545010.	179.21
	PACIFIC TOPSOILS INC		00105380.545010.	179.21
	PACIFIC TOPSOILS INC		00105380.545010.	179.21

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41378	PACIFIC TOPSOILS INC	8 YDS CONCRETE	10110130.531000.	508.60
41379	THE PARTS STORE	OIL FILTERS	42047165.548000.	21.77
	THE PARTS STORE	AIR FILTERS	42047165.548000.	27.60
	THE PARTS STORE	BATTERY	42047165.548000.	29.24
	THE PARTS STORE		42047165.548000.	62.69
	THE PARTS STORE	LIP SEAL	42047165.548000.	63.35
	THE PARTS STORE	AIR FILTERS	42047165.548000.	81.79
	THE PARTS STORE	IGNITION COIL	42047165.548000.	187.64
	THE PARTS STORE	AIR FILTERS	501.141100.	28.72
	THE PARTS STORE	AIR/OIL FILTERS	501.141100.	121.96
41380	PATRICKS PRINTING	NOTICE OF CASE SETTING	00100050.531000.	141.30
	PATRICKS PRINTING	BUSINESS CARDS	00100050.531000.	146.47
	PATRICKS PRINTING	ORDER SETTING BAIL	00100050.531000.	206.13
	PATRICKS PRINTING	LETTERHEAD	00100050.531000.	316.57
	PATRICKS PRINTING	CASE SETTING FORMS	00100050.531000.	546.84
	PATRICKS PRINTING	ORDER OF COMMITMENTS	00100050.531000.	710.73
	PATRICKS PRINTING	FINDING AND SENTENCING	00100050.531000.	761.46
41381	LAURIE HUGDAHL	CITY COUNCIL MINUTE TAKING	00101130.541000.	192.00
41382	ARDENA PENDLETON	REFUND RAFTING TRIP	00110347.376009.	10.00
41383	PETROCARD SYSTEMS INC	FUEL CONSUMED-ENG&SURF WTR	00100020.532000.	30.17
	PETROCARD SYSTEMS INC	FUEL CONSUMED-POLICE	00103222.532000.	4,012.53
	PETROCARD SYSTEMS INC	FUEL CONSUMED STREETS	10111230.532000.	1,484.53
	PETROCARD SYSTEMS INC	FUEL CONSUMED OPER&SANITATION	40143880.532000.	3,697.21
	PETROCARD SYSTEMS INC	FUEL CONSUMED-ENG&SURF WTR	40145040.532000.	64.83
	PETROCARD SYSTEMS INC	FUEL CONSUMED OPER&SANITATION	41046060.532000.	3,331.58
41384	PIONEER CENTER NORTH	MENTAL HEALTH EDUCATION	00100050.543000.	20.00
	PIONEER CENTER NORTH		00100050.543000.	20.00
41385	PR DIAMOND PRODUCTS INC	DUCTILE PIPE DRY CUTTING BLADE	401.231700.	-39.10
	PR DIAMOND PRODUCTS INC		40140380.531000.	499.10
41386	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 3450022102/AREA LIGHT	00105380.547000.	15.25
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT# 225-002-594-3	00105380.547000.	47.05
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 3410070639, METER 255904	00105380.547000.	120.89
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 445-003-900-5	00199513.547000.	2,189.10
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 242-001-069-2	10110564.547000.	56.22
	PUD NO 1 OF SNOHOMISH COUNTY	UTILITY CHRGR FOR 6700 88TH ST	10111230.547000.	146.79
	PUD NO 1 OF SNOHOMISH COUNTY	PUD-6MG RES 500-001-942-1	40140180.547000.	167.57
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 504-002-581-8	40142280.547000.	81.47
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT#538-011-915-5	40142280.547000.	91.94
	PUD NO 1 OF SNOHOMISH COUNTY	483-023-177-7	40142280.547000.	293.03
	PUD NO 1 OF SNOHOMISH COUNTY	395-051-146-3	40142280.547000.	343.14
41387	PUD NO 1 OF SNOHOMISH COUNTY	3 PHASE LEAD TO WELL	40220594.563000.W0304	7,423.00
41388	PUGET SOUND ENERGY	ACCT 753-901-800-7	00100010.547000.	210.20
	PUGET SOUND ENERGY	835-819-211-3	00101250.547000.	18.38
	PUGET SOUND ENERGY	ACCT 549-775-008-2 CITY HALL	00103530.547000.	58.07
	PUGET SOUND ENERGY	ACCT 616-190-400-5	00105250.547000.	40.59
	PUGET SOUND ENERGY	ACCT 922-456-500-3	40143780.547000.	19.69
	PUGET SOUND ENERGY	ACCT 435-851-700-3	40143780.547000.	83.19
	PUGET SOUND ENERGY	ACCT.# 433-744-264-6	42047267.547000.	20.99
41389	PUGET SOUND SECURITY	DUPLICATE KEYS FOR MET VEHICLE	00103222.531000.	32.00
41390	RADIO SHACK	S CABLE, ADAPTER RCA CABLE	10110564.531000.	36.31
	RADIO SHACK	PATCH CABLES, 5-PORT SWITCHES	30500030.563000.R9701	160.03

CITY OF MARYSVILLE
INVOICE LIST
FOR INVOICES FROM 8/9/2007 TO 8/15/2007

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41391	DARIN RASMUSSEN	TRANING-COMMAND SCHOOL	00103121.543000.	88.85
41392	BILL RAWLINS	REFUND-RENTAL ON JEN PAV	001.239100.	58.00
41393	AIDE ROMERO	REFUND DEPOSIT JENN BBQ	001.239100.	58.00
41394	ROTH HILL ENGINEERING PARTNERS,LLC	PAY ESTIMATE #1.	40230594.563000.S0703	2,772.70
	ROTH HILL ENGINEERING PARTNERS,LLC	PAY ESTIMATE #2.	40230594.563000.S0703	25,183.28
	ROTH HILL ENGINEERING PARTNERS,LLC	PAY ESTIMATE # 3.	40230594.563000.S0703	61,519.21
41395	RUSHTON, STEVEN & SAMANTHA	UB 570732080009 17424 27TH AVE	401.122110.	76.77
41396	SALSBURY, JOHN & SHELLIE	UB 141361110001 4114 122ND ST	401.122110.	45.47
	SALSBURY, JOHN & SHELLIE		401.122110.	100.91
41397	SKAGIT GARDENS	CREDIT-MATERIAL ADJUSTMENT	00105380.531000.	-53.71
	SKAGIT GARDENS	MISC. FLOWERS	00105380.531000.	6,208.08
41398	SMOKEY POINT WINDOWS	MONETARY COMP, MOVING SIGN.	30500030.563000.R0301	500.00
41399	SNOHOMISH COUNTY CORRECTIONS	JAIL SERVICE FEES JUNE 2007	00103960.551000.	55,432.65
41400	SNO CO PUBLIC WORKS	JUNE 2007 WORK	10111664.541000.	99.84
	SNO CO PUBLIC WORKS		40230594.563000.S0102	107.53
	SNO CO PUBLIC WORKS	APRIL 2007 WORK	40230594.563000.S0102	4,211.76
41401	SNOHOMISH COUNTY TREASURER	GRADING PERMIT & ETC.	40220594.563000.W0504	16,924.25
41402	SALLY SUZE SOMARSALL	SAFETY SHOW AT PARKS & REC	00105120.531080.	120.00
41403	SOUND SAFETY PRODUCTS CO INC	2 LEV 0505-0216, 1 CAR B167 JE	10111230.526000.	92.04
	SOUND SAFETY PRODUCTS CO INC	1 CAR B171 SAR JEAN, 2 B17 JEA	10111230.526000.	95.30
	SOUND SAFETY PRODUCTS CO INC	1 WOL 5634 ST 8" GORETEX LOGR	10111230.526000.	170.00
	SOUND SAFETY PRODUCTS CO INC	GLOVES	501.141100.	255.86
41404	SPACESAVER NORTHWEST	6"X10" FILES FOR RECORD MNGMNT	00104190.531000.	236.70
41405	SPECIALTY CIGARS INT'L INC	CIGARS	420.141100.	110.71
41406	SPIKES GOLF SUPPLIES INC	BRUSH W/GROOVE CLNR, SPIKES	420.141100.	117.80
41407	SPRINGBROOK NURSERY	TOPSOIL JENNINGS PARK	00105380.531000.	72.63
	SPRINGBROOK NURSERY		00105380.531000.	72.63
	SPRINGBROOK NURSERY		00105380.531000.	72.63
	SPRINGBROOK NURSERY	5/8" GRAVEL	00105380.531000.	88.77
41408	WASHINGTON STATE PATROL	FINGERPRINT BACKGROUND CHECK	001.237100.	144.00
41409	BONITA STUNS	REFUND RAFTING TRIP	00110347.376009.	10.00
41410	SUNSET BOULEVARD PROPERTY	UB 980098000664 1 PARCEL #0094	401.122130.	1.61
	SUNSET BOULEVARD PROPERTY		401.122130.	32.24
41411	SUPERIOR SIGNALS INC	STROBE BEACONS	501.141100.	235.34
	SUPERIOR SIGNALS INC		501.231700.	-18.44
41412	SWEEDISH CHERRY HILL	EXAM FOR POLICE EMP ID# 4501	00103010.549000.	68.56
41413	CHRISTY TAYLOR	REFUND PRO RATED CLASS	00110347.376008.	5.77
	CHRISTY TAYLOR	REFUND PRORATED CLASS	00110347.376008.	6.23
41414	TERRA RESOURCE GROUP	TEMP BAGLEY WAGES-PARK MAINT	00105380.511000.	786.24
	TERRA RESOURCE GROUP	TEMP HRS-CATWAY	10110130.541000.	667.84
41415	TEXTRON FINANCIAL CORPORATION	10 EZ GAS CARTS LEASE, 5EZ CRT	42047165.535000.	535.00
	TEXTRON FINANCIAL CORPORATION		42047165.545000.	1,081.00
41416	LORRIE TOWERS	PROTEM SERVICES FOR JULY	00100050.541000.	2,035.00
41417	UNITED RENTALS	JACK HAMMER REPAIR	40141080.548000.	270.74
41418	VAN KLAVERENS	PLANT MATERIALS-PARK RENOVATIC	00105380.531000.	694.62
41419	VCA ANIMAL MEDICAL CENTER	FINANCE CHRGS JUNE AND JULY	00104230.541000.	8.94
41420	VERIZON NORTHWEST	03 0274 1044492270 07	00100050.542000.	364.38
	VERIZON NORTHWEST	POLE BLDG	00103222.542000.	163.44
	VERIZON NORTHWEST	ACCT.# 03 0211 1097788318 10	00104000.542000.	75.45
	VERIZON NORTHWEST	ACCT 100664011800	00104000.542000.	85.50
	VERIZON NORTHWEST	ACCT 03 0275 1027463801 05	00104000.542000.	104.74

CITY OF MARYSVILLE
INVOICE LIST
FOR INVOICES FROM 8/9/2007 TO 8/15/2007

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41420	VERIZON NORTHWEST	ACCT 103957234007	40142480.542000.	51.58
	VERIZON NORTHWEST	ACCT030211109792481505	40143410.542000.	74.85
41421	SUSAN WAKEMAN	REFUND RAFTING TRIP	00110347.376009.	10.00
41422	WEBCHECK	ONLINE LIEN REQ-UB 07/07	00143523.541000.	864.00
41423	WEED GRAAFSTRA AND BENSON INC PS	FORFEITURES	00103121.541000.	1,717.50
	WEED GRAAFSTRA AND BENSON INC PS	T0102-R9701-R0301-G0701	00105515.541000.	2,460.50
	WEED GRAAFSTRA AND BENSON INC PS		00105515.541000.	9,339.25
	WEED GRAAFSTRA AND BENSON INC PS		00105515.541000.	26,756.15
	WEED GRAAFSTRA AND BENSON INC PS		30500030.563000.R0301	27.00
	WEED GRAAFSTRA AND BENSON INC PS		30500030.563000.R9701	45.00
	WEED GRAAFSTRA AND BENSON INC PS		30500030.563000.R0301	94.00
	WEED GRAAFSTRA AND BENSON INC PS		30500030.563000.T0102	205.50
	WEED GRAAFSTRA AND BENSON INC PS		30500030.563000.R0301	3,955.50
	WEED GRAAFSTRA AND BENSON INC PS		40143410.541000.	931.00
	WEED GRAAFSTRA AND BENSON INC PS		40143410.541000.	1,056.00
	WEED GRAAFSTRA AND BENSON INC PS		40143410.541000.	2,248.00
	WEED GRAAFSTRA AND BENSON INC PS		40143410.541000.	9,339.25
	WEED GRAAFSTRA AND BENSON INC PS		40145040.541000.	364.00
41424	WESTERN PETERBILT INC	REPLACE BRAKES #651	50100065.548000.	1,073.94
41425	JEAN WILSON	REFUND RAFTING TRIP	00110347.376009.	20.00
41426	WMCA	IIMC FALL CERT ACADEMY	00101130.549000.	125.00
41427	WOODRUM, NICK & NAOMI	UB 043500000000 7714 88TH PL N	401.122110.	40.88
41428	YELLOW TRANSPORTATION INC	FREIGHT CHRGS-PERGOLA KIT	00105380.549000.	109.95
41429	WALLY & MARY KAY ZANDECKI	MONETARY COMP. ROW	30500030.563000.R0301	18,437.00
41430	NATE ZARETZKE	REIMB-TRAINING NASRO CONF	00103528.543000.	61.70
	NATE ZARETZKE		00103528.543000.	154.21
	NATE ZARETZKE		00103528.543000.	414.96
WARRANT TOTAL:				<u>601,296.43</u>
LESS VOIDS				
		CK 38772		(160.03)
		CK 40926		(520.00)
<u>\$600,616.40</u>				

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Payroll	AGENDA SECTION:
PREPARED BY: Sandy Langdon, Finance Director	AGENDA NUMBER:
ATTACHMENTS: Blanket Certification	APPROVED BY:
	MAYOR CAO
BUDGET CODE:	AMOUNT:

Please see attached.

RECOMMENDED ACTION: The Finance and Executive Departments recommend City Council approve the August 3, 2007 payroll in the amount \$1,080,372.12 Check No.'s 18286 through 18376 with Check No.18366 voided.
COUNCIL ACTION:

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Payroll	AGENDA SECTION:	
PREPARED BY: Sandy Langdon, Finance Director	AGENDA NUMBER:	
ATTACHMENTS: Blanket Certification	APPROVED BY:	
	MAYOR	CAO 
BUDGET CODE:	AMOUNT:	

Please see attached.

RECOMMENDED ACTION:

The Finance and Executive Departments recommend City Council approve the August 20, 2007 payroll in the amount \$680,587.27 Check No.'s 18377 through 18459.

COUNCIL ACTION:

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Hotel/Motel Tax Grant Program	AGENDA SECTION: Consent	
PREPARED BY: Tracy Jeffries, Asst. Admin. Services Director	AGENDA NUMBER:	
ATTACHMENTS: 1. 2007 Hotel/Motel Tax Grant Application Scoring results. 2. Hotel/Motel Committee Meeting Minutes 3. Resolution No. 1990 and Hotel/Motel Tax Policy 4. RCW Title 67.28.1815 – 18.17	APPROVED BY:	
	MAYOR	CAO
BUDGET CODE: 10500030.549000	AMOUNT: \$24,085.00	

The members of the Hotel/Motel Committee met at City Hall on Thursday, August 9, 2007, led by Committee Chair/Councilmember Lee Phillips, and reviewed five applications and the scoring results for the funding requests from the Hotel/Motel Tax Grant applicants. The Hotel/Motel Committee recommends distribution of the Hotel/Motel funds as follows: Maryfest \$5000.00; Marysville Historical Society \$2245.00; City of Marysville \$8500.00; Marysville Kiwanis Club \$4340.00; Snohomish County Tourism Bureau’s Services \$4000.00.

RECOMMENDED ACTION:

The Hotel/Motel Committee recommends the City Council authorize the allocation of the Hotel/Motel tax revenues of \$5,000.00 to Maryfest for costs associated with festival promotion, i.e. televised broadcast, newspaper, radio and misc. advertising; \$2245.00 to Marysville Historical Society for costs associated with developing identification placards for the Pioneer Gehl Home in Jennings Park to explain what the objects are and how our ancestors used them; \$8500.00 to City of Marysville for funding to produce 5000 Passports to Marysville Parks pocket guides; \$4340.00 to Marysville Kiwanis Club to fund additional Merrysville for the Holidays street pole banners; \$4000.00 to Snohomish County Tourism Bureau’s Services for costs associated with providing resources for the visitor information centers, i.e. training for volunteers, promotional materials, high-speed internet access.

COUNCIL ACTION:

Hotel/Motel Tax Grant Application Scoring Results Thursday, August 9, 2007

Present: Councilmember Lee Phillips, Mary Kirkland, representing Downtown Merchants, Carol Kapua, representing Maryfest, and staff support, Sandy Langdon, Finance Director and Tracy Jeffries, Asst. Admin. Services Director

HOTEL MOTEL TAX GRANT 2007

Date: 8/9/07

Total amount collected and to be rewarded: \$12,000

	Lee Phillips	Mary Kirkland	Carol Kapua	Village Motel	City Center Motel	Total	Requested Amount	Awarded Amount
Maryfest - Strawberry Festival	41	38	38			117	\$5,000.00	\$5,000.00
Marysville Historical Society	35	42	43			120	\$2,245.00	\$2,245.00
City of Marysville	34	37	30			101	\$8,500.00	8,500.00
Marysville Kiwanis Club	38	55	50			143	\$4,340.00	\$4,340.00
Snohomish County Tourism Bureau's Services	35	33	28			96	\$4,000.00	\$4,000.00
Total							\$24,085.00	\$24,085.00

General consensus of the committee was that all five applicants had merit.

Comments:

Marysville Kiwanis Club: Recommendation to award \$4,340.00 for this project.

Marysville Historical Society: Recommendation to award \$2,245.00 for this project.

Maryfest: Recommendation to award \$5,000.00 for this project.

City of Marysville: Consensus of the committee members was that this was a worthy project. Some of the members thought there might be other opportunities for funding this project and due to the limited amount to award, decided to not recommend this project for funding at this time.

Snohomish County Tourism Bureau: Consensus of the committee was that this was a worthy project. The committee members would like them to be more specific in relation to the cost and detail of project. Due to the limited amount to award, Committee members decided to not recommend this project for funding at this time.

Addendum

Shortly after the meeting on the 9th and after further review of the budget account for the Hotel/Motel tax grant funds, Sandy Langdon and Tracy Jeffries determined there was enough to fund all five projects.

Tracy Jeffries sent an email to each committee member informing them that there were adequate funds to cover all five projects and asking them if they would like to approve funding for all five projects. Each committee member responded by email or by phone call and informed they would like to recommend to the Council to approve all five of the projects for the total amount requested:

City of Marysville: Recommendation to award \$8,500.00 for this project.

Snohomish County Tourism Bureau: Recommendation to award \$4,000.00 for this project.

Hotel/Motel Committee Minutes
August 9, 2007
Marysville City Hall

Present: Councilmember Lee Phillips, Carol Kapua, representing Maryfest; Mary Kirkland, representing Downtown Merchants; Sandy Langdon, Finance Director, Tracy Jeffries, Asst. Admin. Services Director

Lee Phillips called the meeting to order at 10:30 a.m. explaining that the purpose was to discuss the Hotel/Motel scoring results and make a recommendation to City Council for distribution of funds. She noted that the City will have \$12,000 available to disburse this year with the revenues coming in monthly.

The Committee members reviewed the five applications that were received by the following organizations:

1. Marysville Kiwanis Club: fund additional Merryville for the Holidays street banners;
2. Marysville Historical Society: fund costs associated with developing identification placards for the Pioneer Gehl Home in Jennings Park;
3. Maryfest: fund costs associated with festival promotion, i.e. televised broadcasts; advertisements on KMPS and in the Herald, Seattle Times, and Globe; t-shirts, pins, etc.;
4. City of Marysville: produce 5000 Passports to Marysville Parks pocket guides;
5. Snohomish County Tourism Bureau: to continue operation of the Visitor's Information Center.

Each application was discussed with.

The Committee as a whole recommended that the City Council award the following amounts:

Snohomish County Tourism Bureau: \$0

Consensus of the committee was that this project was not specific enough to merit an award of grant money with the suggestion that they be informed that next year they be more specific in their application and include specific information relative to cost and what they will be distributing that would promote tourism in the City of Marysville. Councilmember Phillips informed they he expects to have contact with them and will communicate this information to them.

City of Marysville: \$0

Consensus of the Committee was that this project was valuable to the City but they felt that this project may have other options for funding. Due to the limited amount to be awarded they decided to not grant this application at this time.

Marysville Kiwanis Club: \$4,340 Merryville for the Holidays Banners. There was discussion among the Committee Members regarding the printing on the banners and if they would say Merryville for the Holidays. They requested staff to check with the City Attorney to see if banners qualified for grant money. The Committee Members informed that if they did not qualify, than the \$4,340 should be awarded to the City of Marysville instead.

Maryfest: \$5,000 for festival promotion as indicated in their application.

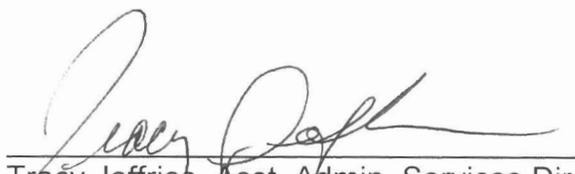
Marysville Historical Society: \$2,245 for placards.

Sandy Langdon informed that the committee's recommendations would go before City Council at their Work Session on September 4, 2007 and for final approval at their meeting on September 10, 2007.

With no further business to discuss, the meeting was adjourned at 11:45 a.m.

Shortly after the meeting on the 9th and further review of the Hotel/Motel tax grant budget, Sandy Langdon and Tracy Jeffries determined there was enough to fund all five projects.

Tracy Jeffries sent an email to each committee member informing them that there were adequate funds to cover all five projects and asking if they would like to approve funding for all five projects. Each committee member responded by email or by phone call and informed they would like to recommend to Council to approve all five of the projects for the total amount requested.



Tracy Jeffries, Asst. Admin. Services Director

CITY OF MARYSVILLE
Marysville, Washington

RESOLUTION NO. 1990

A RESOLUTION OF THE CITY OF MARYSVILLE
REPEALING RESOLUTION NO. 1782 AND
ADOPTING A NEW HOTEL/MOTEL TAX POLICY.

WHEREAS, the Washington State Legislature has made revisions to the RCW's regulating Hotel/Motel tax funding; and

WHEREAS, the Marysville City Council believes that the community as a whole should benefit from Hotel/Motel tax funds; and

WHEREAS, the City Council's objective is to use Hotel/Motel tax funds to enhance the City of Marysville's tourism market; and

WHEREAS, the City of Marysville annually receives Hotel/Motel tax revenue.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARYSVILLE, WASHINGTON AS FOLLOWS:

1. Resolution No. 1782 is hereby repealed; and
2. The attached City of Marysville Hotel/Motel Tax Policy, which is incorporated herein by reference, is hereby adopted as the official policy of the City, and such policy shall remain in full force and effect until otherwise repealed or amended by the Marysville City Council.

PASSED by the City Council and APPROVED by the Mayor this 5th day of June, 2000.

CITY OF MARYSVILLE



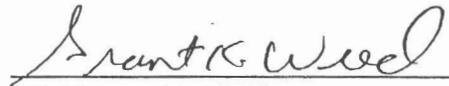
MAYOR

Resolution No. 1990
Page 2

ATTEST:


CITY CLERK

APPROVED AS TO FORM:


CITY ATTORNEY

CITY OF MARYSVILLE
HOTEL/MOTEL TAX POLICY

Introduction:

Annually the City of Marysville receives Hotel/Motel tax funds. RCW 67.28.210 details how these funds shall be used.

The Marysville City Council believes that the community as a whole should benefit from these funds. Due to this philosophy it has been determined that Hotel/Motel Tax revenue should be allocated to qualified or eligible City/community groups as further defined herein through a grant process.

The City Council's objective in selecting projects for assistance from the Hotel/Motel Tax Grant Program is to enhance the City of Marysville's tourism market. Awards are limited to projects promoting tourism in Marysville. This means not only investing in tourism solicitation, but also ensuring that viable programming exists here for the visitors we attract. Consequently, in addition to funding visitor solicitation proposals, the City also funds program proposals if they are accompanied by a reasonable public promotion component.

Project Eligibility:

The most basic eligibility requirement is that the applicant demonstrates clearly and convincingly that the proposed project is in compliance with state statutes governing the use of funds. A copy of Title 67.28 RCW governing use of these funds is attached for your reference. Please examine it carefully before preparing your project request. In addition to state statutes, applications must satisfy the following criteria:

- The applicant is strongly encouraged to supply at least **25%** of the total project cost. A cash contribution, in-kind services, or a combination of both may meet the matching requirement. If project proposals demonstrate a higher matching contribution application may receive higher consideration.
- Projects must be of no more than one year's duration.
- Collaborative efforts between organizations are encouraged.
- Other assistance program funds can be used to offset project proposals.

Proponent Eligibility:

The program is open to applications from any qualified private nonprofit entity that has demonstrated ability to accomplish the proposed project. This includes agencies such as historical societies, art groups, chambers of commerce, museums and galleries, youth activity organizations, service clubs, etc. Eligible applicants must demonstrate evidence of non-profit status.

This program is also open to the City of Marysville. Projects must comply with state statutes and an application must be submitted to secure funding.

Application Elements:

Applications forms will be developed by the City Clerk's office and will address the following specific areas.

- **Eligibility.** Each proponent will be required to concisely define the tourism project benefit to be provided through the proposed project and demonstrate how it will do so. Essential to this process will be establishing that the project, if funded, will be in compliance with state statutes governing the use of program funds.
- **Scope of Work.** The applicant will be required to submit a scope of work, which breaks the overall project down into a progression of logical steps.
- **Time Line.** The elements and the scope of work must be keyed to milestones indicating when each will be undertaken and/or completed.
- **Budget.** In the budget section of the application form, please present any additional figures or details you feel will clarify the basic information.
- **Proof of Non-Profit Status.** Non-profit organizations proposing projects will submit evidence of their status (i.e. a copy of the certificate of nonprofit incorporation signed by the Secretary of State for the State of Washington and/or a copy of the Federal Internal Revenue Service letter confirming 501 (c) (3) status). Tax identification number is required. Projects submitted by the City of Marysville do not require proof of non-profit status.

- Cooperative Commitments. The lead sponsor of a cooperative project will be required to submit formal letters of commitment for project co-sponsors.
- Reimbursement. Project proponents must understand that the City's support for funded projects is on a reimbursement basis, i.e. no funds can be advanced in support of a project. Sponsors must first incur costs and then bill the City for reimbursement under contract guidelines. Reimbursement will be for exact invoice amounts. Applicable taxes are reimbursable.
- Contract. Each project selected for funding will be required to enter into a contractual agreement with the City. The contract will cover such areas as definition of the project goals, definition of eligible costs, specification of payment procedures, limits of City liability and other usual and customary requirements.
- Monitoring and Reporting. As a contractual condition, each funded project will be monitored for progress and consistency with original goals. The sponsor will be required to submit a final report at the end of the project and may be required to submit periodic progress reports during the course of the project.
- Contact Person. Each project proponent will designate a primary individual as the contact for the project. During the life of a funded project, this individual will be the principal representative in dealings with the City.

Selection Process:

When the application solicitation period opens, City of Marysville staff will use every opportunity to inform potentially eligible applicants for the funding process and its eligibility criteria. When the solicitation period closes, City staff will review applications for completeness and eligibility. Qualifying applications will then be evaluated by a five-member committee, which will make funding recommendations. The panel will be comprised of the two representatives of businesses that collect the lodging tax; two representatives of persons involved in activities authorized to be funded by lodging tax revenues; and one City of Marysville elected official who shall serve as chair of the committee. The City Clerk will serve as the staff liaison.

Conclusion:

In summary, Marysville's Hotel/Motel Tax Policy attempts to institute a system for planning, funding, monitoring, and evaluating community tourism needs, that is effective, fair and equitable. The policy is a positive reflection of the City's desire to assist those organizations within our community that possess a desire to promote tourism.

Chapter 67.28 RCW
PUBLIC STADIUM, CONVENTION, ARTS, AND TOURISM FACILITIES

RCW SECTIONS

- 67.28.080 Definitions.
- 67.28.120 Authorization to acquire and operate tourism-related facilities.
- 67.28.125 Selling convention center facilities -- Smaller counties within national scenic areas.
- 67.28.130 Conveyance or lease of lands, properties or facilities authorized -- Joint participation, use of facilities.
- 67.28.140 Declaration of public purpose -- Right of eminent domain.
- 67.28.150 Issuance of general obligation bonds -- Maturity -- Methods of payment.
- 67.28.160 Revenue bonds -- Issuance, sale, form, term, payment, reserves, actions.
- 67.28.170 Power to lease all or part of facilities -- Disposition of proceeds.
- 67.28.180 Lodging tax authorized -- Conditions.
- 67.28.1801 Credit against sales tax due on same lodging.
- 67.28.181 Special excise taxes authorized--Rates--Credits for city or town tax by county -- Limits.
- 67.28.1815 Revenue--Special fund--Uses for tourism promotion and tourism facility acquisition and operation.
- 67.28.1817 Lodging tax advisory committee in large municipalities--Submission of proposal for imposition of or change in tax or use--Comments.
- 67.28.183 Exemption from tax -- Emergency lodging for homeless persons -- Conditions.
- 67.28.184 Use of hotel-motel tax revenues by cities for professional sports franchise facilities limited.
- 67.28.200 Special excise tax authorized -- Exemptions may be established -- Collection.
- 67.28.220 Powers additional and supplemental to other laws.
- 67.28.8001 Reports by municipalities--Summary and analysis by department of community, trade, and economic development.
- 67.28.900 Severability -- 1965 c 15.
- 67.28.910 Severability -- 1967 c 236.
- 67.28.911 Severability -- 1973 2nd ex.s. c 34.
- 67.28.912 Severability -- 1975 1st ex.s. c 225.
- 67.28.913 Severability -- 1988 ex.s. c 1.

NOTES:

Multipurpose community centers: Chapter 35.59 RCW.

Stadiums, coliseums, powers of counties to build and operate: RCW 36.68.090.

RCW 67.28.080

Definitions.

The definitions in this section apply throughout this chapter unless the context clearly requires otherwise.

(1) "Acquisition" includes, but is not limited to, siting, acquisition, design, construction, refurbishing, expansion, repair, and improvement, including paying or securing the payment of all or any portion of general obligation bonds, leases, revenue bonds, or other obligations issued or incurred for such purpose or purposes under this chapter.

(2) "Municipality" means any county, city or town of the state of Washington.

(3) "Operation" includes, but is not limited to, operation, management, and marketing.

(4) "Person" means the federal government or any agency thereof, the state or any agency, subdivision, taxing district or municipal corporation thereof other than county, city or town, any private corporation, partnership, association, or individual.

(5) "Tourism" means economic activity resulting from tourists, which may include sales of overnight lodging, meals, tours, gifts, or souvenirs.

(6) "Tourism promotion" means activities and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding marketing of special events and festivals designed to attract tourists.

(7) "Tourism-related facility" means real or tangible personal property with a usable life of three or more years, or constructed with volunteer labor, and used to support tourism, performing arts, or to accommodate tourist activities.

(8) "Tourist" means a person who travels from a place of residence to a different town, city, county, state, or country, for purposes of business, pleasure, recreation, education, arts, heritage, or culture.

[1997 c 452 § 2; 1991 c 357 § 1; 1967 c 236 § 1.]

NOTES:

Intent -- 1997 c 452: "The intent of this act is to provide uniform standards for local option excise taxation of lodging." [1997 c 452 § 1.]

Severability -- 1997 c 452: "If any provision of this act or its application to any person or circumstance is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected." [1997 c 452 § 24.]

Savings -- 1997 c 452: See note following RCW [67.28.181](#).

Effective date, application -- 1991 c 357: "This act is necessary for the immediate preservation of the public peace, health, or safety, or support of the state government and its existing public institutions, and shall take effect after immediately [effect immediately (May 21, 1991)]. This act applies retroactively to all actions taken under chapter [67.28](#) RCW on or after January 1, 1990." [1991 c 357 §

RCW 67.28.1815

Revenue--Special fund--Uses for tourism promotion and tourism facility acquisition and operation.

All revenue from taxes imposed under this chapter shall be credited to a special fund in the treasury of the municipality imposing such tax and used solely for the purpose of paying all or any part of the cost of tourism promotion, acquisition of tourism-related facilities, or operation of tourism-related facilities. Municipalities may, under chapter 39.34 RCW, agree to the utilization of revenue from taxes imposed under this chapter for the purposes of funding a multijurisdictional tourism-related facility.

[1997 c 452 § 4.]

NOTES:

Intent -- Severability--1997 c 452: See notes following RCW 67.28.080.

Savings -- 1997 c 452: See note following RCW 67.28.181.

RCW 67.28.1817**Lodging tax advisory committee in large municipalities--Submission of proposal for imposition of or change in tax or use--Comments.**

(1) Before proposing imposition of a new tax under this chapter, an increase in the rate of a tax imposed under this chapter, repeal of an exemption from a tax imposed under this chapter, or a change in the use of revenue received under this chapter, a municipality with a population of five thousand or more shall establish a lodging tax advisory committee under this section. A lodging tax advisory committee shall consist of at least five members, appointed by the legislative body of the municipality, unless the municipality has a charter providing for a different appointment authority. The committee membership shall include: (a) At least two members who are representatives of businesses required to collect tax under this chapter; and (b) at least two members who are persons involved in activities authorized to be funded by revenue received under this chapter. Persons who are eligible for appointment under (a) of this subsection are not eligible for appointment under (b) of this subsection. Persons who are eligible for appointment under (b) of this subsection are not eligible for appointment under (a) of this subsection. Organizations representing businesses required to collect tax under this chapter, organizations involved in activities authorized to be funded by revenue received under this chapter, and local agencies involved in tourism promotion may submit recommendations for membership on the committee. The number of members who are representatives of businesses required to collect tax under this chapter shall equal the number of members who are involved in activities authorized to be funded by revenue received under this chapter. One member shall be an elected official of the municipality who shall serve as chair of the committee. An advisory committee for a county may include one nonvoting member who is an elected official of a city or town in the county. An advisory committee for a city or town may include one nonvoting member who is an elected official of the county in which the city or town is located. The appointing authority shall review the membership of the advisory committee annually and make changes as appropriate.

(2) Any municipality that proposes imposition of a tax under this chapter, an increase in the rate of a tax imposed under this chapter, repeal of an exemption from a tax imposed under this chapter, or a change in the use of revenue received under this chapter shall submit the proposal to the lodging tax advisory committee for review and comment. The submission shall occur at least forty-five days before final action on or passage of the proposal by the municipality. The advisory committee shall submit comments on the proposal in a timely manner through generally applicable public comment procedures. The comments shall include an analysis of the extent to which the proposal will accommodate activities for tourists or increase tourism, and the extent to which the proposal will affect the long-term stability of the fund created under RCW 67.28.1815. Failure of the advisory committee to submit comments before final action on or passage of the proposal shall not prevent the municipality from acting on the proposal. A municipality is not required to submit an amended proposal to an advisory committee under this section.

[1998 c 35 § 3; 1997 c 452 § 5.]

NOTES:

Validation of taxes imposed and collected and actions taken -- Effective date -- 1998 c 35: See notes following RCW 67.28.181.

Intent -- Severability--1997 c 452: See notes following RCW 67.28.080.

Savings -- 1997 c 452: See note following RCW 67.28.181.

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Claims	AGENDA SECTION:
PREPARED BY: Sandy Langdon, Finance Director	AGENDA NUMBER:
ATTACHMENTS: Claims Listings	APPROVED BY: 
	MAYOR CAO
BUDGET CODE:	AMOUNT:

Please see attached.

RECOMMENDED ACTION:

The Finance and Executive Departments recommend City Council approve the August 22, 2007 claims in the amount of \$ 476,214.94 paid by Check No.'s 41431 through 41584 with Check No.'s 31455 and 41274 voided.

COUNCIL ACTION:

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 8/16/2007 TO 8/22/2007

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41431	WASHINGTON STATE DEPARTMENT OF	JULY 2007 SALES AND USE TAX	001.231700.	626.33
	WASHINGTON STATE DEPARTMENT OF		00101130.549000.	0.01
	WASHINGTON STATE DEPARTMENT OF		00102020.549000.	29.24
	WASHINGTON STATE DEPARTMENT OF		00103010.549000.	30.91
	WASHINGTON STATE DEPARTMENT OF		401.231700.	567.79
	WASHINGTON STATE DEPARTMENT OF		40143410.553000.	23,556.71
	WASHINGTON STATE DEPARTMENT OF		40145040.553000.	1,056.43
	WASHINGTON STATE DEPARTMENT OF		41046060.553000.	9,554.71
	WASHINGTON STATE DEPARTMENT OF		420.231700.	134.14
	WASHINGTON STATE DEPARTMENT OF		420.231710.	14,081.65
	WASHINGTON STATE DEPARTMENT OF		42047267.553000.	753.09
41432	ACCELA INC	MAINT.CONTRACT 07/07-06/08	00102020.548000.	15,050.77
41433	ACE ACME SEPTIC SERVICE INC	PORTABLE TOILET RENTAL	40140280.541000.	75.95
41434	AUTOMATIC FUNDS TRANSFER SERVICES	REM PROCESS WEBPAY-JUNE	00143523.541000.	67.75
	AUTOMATIC FUNDS TRANSFER SERVICES	REMIT PROCESS LOCKBOX-JULY	00143523.541000.	1,121.94
41435	ALBERTSONS FOOD CENTER #471	SUPPLIES FOR POTLUCK, CAMPS	00105120.531041.	37.00
	ALBERTSONS FOOD CENTER #471		00105120.531050.	5.07
	ALBERTSONS FOOD CENTER #471		00105120.531050.	53.59
	ALBERTSONS FOOD CENTER #471		00105120.531060.	20.33
	ALBERTSONS FOOD CENTER #471		00105120.531080.	5.07
	ALBERTSONS FOOD CENTER #471		00105120.531080.	23.29
	ALBERTSONS FOOD CENTER #471		00105120.531080.	73.91
	ALBERTSONS FOOD CENTER #471		00105120.531080.	135.64
	ALBERTSONS FOOD CENTER #471		00105250.531050.	103.54
	ALBERTSONS FOOD CENTER #471		10605250.549000.	46.55
	ALBERTSONS FOOD CENTER #471		10605250.549000.	52.05
41436	AMSAN SEATTLE	JANITORIAL SUPPLIES SENIOR CNT	00105250.531400.	196.95
	AMSAN SEATTLE	JANITORIAL SUPPLIES	00105380.531400.	160.30
41437	DEE APPLEBEE	REFUND DEPOSIT FOR BBQ SHELTER	001.239100.	58.00
41438	CITY OF ARLINGTON	ARL.CHRISTIAN SCHOOL USAGE	40140080.533000.	9.90
41439	WASPC	ELEC HOME MONITERING JULY	00103960.551000.	2,404.75
41440	ALBERTA BAILEY	REFUND MARINERS GAME	00110347.376008.	56.00
41441	BANK OF AMERICA	MTG REIMB	00100011.549000.	22.70
	BANK OF AMERICA	TRAVLE EXPENSE REIMB.	00103010.543000.	343.36
	BANK OF AMERICA	CONF/TRAVEL REIMB	00103010.543000.	672.11
	BANK OF AMERICA	REPAIR REIMB.	00103121.548000.	197.20
	BANK OF AMERICA	CONF REIMBUREMENT	00103528.543000.	843.78
	BANK OF AMERICA	TRAVEL REIMB	10400021.564000.	89.51
41442	BARNES DISTRIBUTION	COTTER PINS, SCREWS, CABLE	50100065.531000.	511.85
41443	BARRON HEATING AIR CONDITIONING	LABOR AND MATERIALS CH REMODEL	00103530.563000.C0701	580.48
41444	BELINDA BEARDSLEY	COUNTY RECORDING FEE	00102020.543000.	10.68
	BELINDA BEARDSLEY		00102020.549000.	41.00
	BELINDA BEARDSLEY	EXPENSE VOUCHER	00102020.549000.	117.14
41445	BICKFORD FORD-MERCURY	2 BRAKE ROTORS	501.141100.	164.18
	BICKFORD FORD-MERCURY	FRONT BRK ROTOR AND BRK PADS	501.141100.	274.48
	BICKFORD FORD-MERCURY	2 BRAKE ROTORS & BRK PADS	501.141100.	352.89
	BICKFORD FORD-MERCURY	TRANS OUTPUT SHAFT SEAL	50100065.534000.	10.45
	BICKFORD FORD-MERCURY	SWITCHES X 2, TUMBLER,WIPER	50100065.534000.	379.17
41446	BLUE MARBLE ENVIRONMENTAL	RECYCLING PROGRAM 4/07-7/07	41046290.541000.	4,340.44
41447	BOB BARKER COMPANY	TILT DRAWER GUN LOCKER	00100012.564000.	689.12
41448	ADRIENNE BRADLEY	REFUND DEPOSIT FOR RENTAL	001.239100.	58.00

CITY OF MARYSVILLE
INVOICE LIST
 FOR INVOICES FROM 8/16/2007 TO 8/22/2007

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41449	BRAINSTORM INC.	MICROSOFT 07 TRAINING MATERIAL	50300090.549000.	229.75
41450	BRAMER-TIMMOL, ANNE	UB 070850000001 5527 95TH ST N	401.122110.	24.09
41451	MARTY BREWER	USED GOLF BALLS-DOZENS	420.141100.	360.00
41452	BRIM TRACTOR COMPANY, INC.	AIR CLEANER	50100065.534000.	26.73
41453	BUILDING SPECIALTIES	2 X 4 CEILING TILE	00103530.563000.C0701	31.05
41454	MARYKE BURGESS	EMP APPRECIATION COMM FUND	00100310.549010.	194.33
41455	BURKE-DARROW, INC.	RETENTION ON JEN PRK IRR PROJ	31000076.563000.P0401	3,672.72
41456	DAVE BUTTON	RAFTING TRIP INSTRUCTOR	00105120.541020.	742.50
41457	CARQUEST	#34724 FILTER DRYER	50100065.531000.	134.85
41458	CARR'S ACE HARDWARE	SUPPLIES FOR MAINT SHOP	00105380.531000.	121.42
	CARR'S ACE HARDWARE	LOPPING SHEARS	40140280.531000.	31.45
	CARR'S ACE HARDWARE	2" GATE VALVES	40140580.531000.	54.23
	CARR'S ACE HARDWARE	SLEDGE HAMMER, VLV STACK MARK	40141280.531000.	43.28
	CARR'S ACE HARDWARE	5/8 WATER HOSE COUPLING	50100065.534000.	4.33
	CARR'S ACE HARDWARE	1/2 COPPER TUBING, SAW BLADES	50100065.534000.	4.52
41459	CASCADE MACHINERY & ELECTRIC	ATLAS COPCO SEPERATOR ELEMENTS	40142480.548000.	938.45
41460	CASCADE MAILING	UB MAILING	00143523.542000.	146.82
41461	CDW GOVERNMENT INC	VIDEO EQUIP RETURN	00100050.535000.	-2,066.93
	CDW GOVERNMENT INC	SCANNER	00101130.531000.	1,432.16
	CDW GOVERNMENT INC	REPLACEMENT PHONE CORDS	50300090.531000.	39.06
	CDW GOVERNMENT INC	DVD RW	50300090.531000.	135.64
	CDW GOVERNMENT INC		50300090.531000.	138.69
	CDW GOVERNMENT INC	NIC'S, DVD'S, MICE AND KEYBRDS	50300090.531000.	702.21
	CDW GOVERNMENT INC	REPLACEMENT KEYBOARDS	50300090.535000.	51.47
	CDW GOVERNMENT INC	ADOBE UPGRADES	50300090.535000.	296.63
	CDW GOVERNMENT INC	REPLACEMENT NETWORK PRINTER	50300090.535000.	803.67
41462	CHELAN COUNTY TREASURER	PRISOMER HOUSING JULY 2007	00103960.551000.	8,160.00
41463	CNR, INC	MAINT CONTRACT AUG 08	50300090.541000.	416.38
	CNR, INC	MAINT CONTRACT JULY 07	50300090.541000.	416.38
41464	PETER COLLERAN	REIMB FRONT BRK DRUM FOR MULE	42047165.548000.	241.74
41465	COLUMBIA PAINT & COATINGS	PAINT,BRUSH,LINERS AND COVERS	40140280.548000.	285.81
41466	COMCAST	BROADBAND CHARGE 7/22-8/21	50300090.531000.	169.95
41467	COMMERCIAL FIRE PROTECTION	1X FIRE EXT-2X RECHARGE EXT	501.141100.	34.00
41468	CORPORATE OFFICE SUPPLY	DICTIONARY	40143410.531000.	18.43
41469	WA DEPT OF CORRECTIONS	INMATE FOOD	00103960.531250.	23.00
	WA DEPT OF CORRECTIONS	INMATE MEALS	00103960.531250.	2,042.85
41470	WA DEPT OF CORRECTIONS	DOC LABORERS-07/07:LS2,3100	00105380.549000.	486.36
41471	COVAD COMMUNICATIONS	INTERNET SERVICES	50300090.531000.	239.95
41472	CRYSTAL SPRINGS	4 CASES OF WATER	40142480.531330.	69.96
41473	DAN MEEKS	CURB, GUTTER, SIDEWALK WORK	10110361.531000.	1,348.67
	DAN MEEKS		10200030.541000.	1,348.66
	DAN MEEKS		40145040.548000.M0710	1,348.67
41474	DATABASE SECURE RECORDS DESTRUCTIO	ON SITE PURGE OF DOCUMENTS	00101023.541000.	25.50
41475	DAY WIRELESS SYSTEMS	REPLACE FUSE & CALIBRATE RADAR	00103222.548000.	118.10
41476	DELL MARKETING LP	LAPTOP DOCKING STATION	00100050.535000.	379.74
	DELL MARKETING LP		00103010.531000.	262.53
	DELL MARKETING LP	D-PORT REPLACEMENT	50300090.535000.	368.89
	DELL MARKETING LP	5 REPLACEMENT PATROL LAPTOPS	50300090.535000.	6,850.18
41477	DICKS TOWING INC	EVIDENCE IMPOUND	00103222.541000.	43.44
41478	DIGICERT	SSL CERTIFICATE	50300090.541000.	395.00
41479	DISPLAY & COSTUME	SPECIAL EVENTS TABLECOVERS	00105250.531050.	202.00

DATE: 8/21/2007
TIME: 4:35:47PM

CITY OF MARYSVILLE
INVOICE LIST
FOR INVOICES FROM 8/16/2007 TO 8/22/2007

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<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41480	E&E LUMBER INC	PAINT BRUSH, ROLLER,LINER	00103530.563000.C0701	26.26
	E&E LUMBER INC	1X3 MDF & 16 GAL CASING	00103530.563000.C0701	30.85
	E&E LUMBER INC	COUPLING PART	00105380.531000.	4.65
	E&E LUMBER INC	EYE BOLTS AND LOCKING PLIERS	00105380.531000.	12.24
	E&E LUMBER INC	SALMON BOARD FOR KBSC BBQ	00105380.531000.	17.31
	E&E LUMBER INC	PVC PARTS,GLUE,CEMENT	00105380.531000.	20.47
	E&E LUMBER INC	2X4'S,SCREWS,PAINT SUPPLIES	00105380.531000.	39.09
	E&E LUMBER INC	BULB,LAMPHOLDER FOR JEN PRK	00105380.531000.	57.96
	E&E LUMBER INC	ORANGE GO FLAGS & CAUTION TAPE	00105380.531000.	75.90
	E&E LUMBER INC	60LB REDI MIX CONCRETE	40142080.531000.	172.99
	E&E LUMBER INC	STAKES	42047165.531950.	12.97
	E&E LUMBER INC	SPRAY TEX	50200050.531000.	53.69
41481	EAST JORDAN IRON WORKS	SEWER, WATER VALVE ADJ RINGS	40140480.548000.	2,454.27
41482	ESCHELON TELECOM INC.	CITYHALL 010495321	00100020.542000.	196.18
	ESCHELON TELECOM INC.		00100050.542000.	160.60
	ESCHELON TELECOM INC.		00100110.542000.	76.44
	ESCHELON TELECOM INC.		00100310.542000.	41.24
	ESCHELON TELECOM INC.		00100720.542000.	17.77
	ESCHELON TELECOM INC.		00101023.542000.	67.74
	ESCHELON TELECOM INC.		00101130.542000.	52.28
	ESCHELON TELECOM INC.		00102020.542000.	386.78
	ESCHELON TELECOM INC.		00103010.542000.	63.88
	ESCHELON TELECOM INC.		00103121.542000.	92.82
	ESCHELON TELECOM INC.		00103222.542000.	383.10
	ESCHELON TELECOM INC.		00103528.542000.	22.52
	ESCHELON TELECOM INC.		00103630.542000.	11.26
	ESCHELON TELECOM INC.		00103960.542000.	122.72
	ESCHELON TELECOM INC.		00104190.542000.	161.26
	ESCHELON TELECOM INC.		00104230.542000.	23.30
	ESCHELON TELECOM INC.		00105250.542000.	24.70
	ESCHELON TELECOM INC.		00105380.542000.	126.24
	ESCHELON TELECOM INC.		00143523.542000.	86.69
	ESCHELON TELECOM INC.		10111230.542000.	71.94
	ESCHELON TELECOM INC.		40142480.542000.	93.91
	ESCHELON TELECOM INC.		40143410.542000.	326.85
	ESCHELON TELECOM INC.		41046170.542000.	11.26
	ESCHELON TELECOM INC.		42047061.542000.	38.03
	ESCHELON TELECOM INC.		50100065.542000.	25.50
	ESCHELON TELECOM INC.		50148058.542000.	27.36
	ESCHELON TELECOM INC.		50200050.542000.	23.12
	ESCHELON TELECOM INC.		50300090.542000.	58.50
41483	CITY OF EVERETT	EVERETT SHELTER 04/07-06/07	00104230.551000.	15,035.00
	CITY OF EVERETT	LAB TESTING FEES	40142480.541000.	1,035.00
41484	FEDEX	RMA SHIPMENT	50300090.531000.	21.74
41485	FOREMOST PROMOTIONS	JR LAPEL PIN BADGES, RULERS	00103630.531010.	527.21
41486	FRED MEYER	ONE PAIR LEVI JEANS	40143410.526200.	31.45
41487	FRED PRYOR SEMINARS	SEMINAR-SHANE ODEN	00102020.549000.	99.00
41488	GENERAL CHEMICAL CORP	ALUMINUM SULFATE-11.766 TONS	401.231700.	-273.03
	GENERAL CHEMICAL CORP	ALUMINUM SULFATE-11.903 TONS	401.231700.	-255.98
	GENERAL CHEMICAL CORP		40142480.531320.	3,267.44
	GENERAL CHEMICAL CORP	ALUMINUM SULFATE-11.766 TONS	40142480.531320.	3,485.15

CITY OF MARYSVILLE
INVOICE LIST
 FOR INVOICES FROM 8/16/2007 TO 8/22/2007

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41489	GRAY AND OSBORNE	PAY ESTIMATE # 12	40220594.563000.W0504	3,634.67
41490	GRAYBAR ELECTRIC CO INC	OUTDOOR JAIL PHONE	00104190.542000.	349.57
	GRAYBAR ELECTRIC CO INC	CREDIT OUTDOOR JAIL PHONE	50300090.531000.	-448.74
	GRAYBAR ELECTRIC CO INC	CROSS CONNECT WIRE	50300090.531000.	55.45
	GRAYBAR ELECTRIC CO INC	OUTDOOR JAIL PHONE	50300090.531000.	460.06
41491	GREENSHIELDS INDUSTRIAL SUPPLY	2 1/2 X 50 FIRE HOSE	00105380.531000.	108.60
	GREENSHIELDS INDUSTRIAL SUPPLY	AIR COMPRESSOR DISCHRG HOSE	50100065.534000.	74.97
41492	JARL GUNDERSON	TRAINING-WSHNA CONFERENCE	00103222.543000.	191.31
41493	HACH COMPANY	PILLOWA(CHLORINE,BOD BUFFER)	40142480.531330.	210.90
41494	HARBOUR HOMES	REFUND BUILDING PERMIT FEES	00107322.321000.	1,183.64
41495	HASLER, INC	POSTAGE MACHINE LEASE FEES	00100020.542000.	27.67
	HASLER, INC		00102020.542000.	44.27
	HASLER, INC		10111230.542000.	5.53
	HASLER, INC		40143410.542000.	22.14
	HASLER, INC		41046170.542000.	5.53
	HASLER, INC		50100065.545000.	5.53
41496	HD FOWLER COMPANY	DRAIN PIPE FOR JENNINGS PARK	00105380.531000.	46.66
	HD FOWLER COMPANY	COUPLER KEY AND SWIVEL	00105380.531000.	81.05
	HD FOWLER COMPANY	SEALANT,NOZZLES,SPRAY HEAD	00105380.531000.	241.55
	HD FOWLER COMPANY	PLUMBING PARTS FOR REB CANNON	00105380.531000.	438.57
	HD FOWLER COMPANY	CREDIT FOR 1" COPPER TUBING	401.141400.	-257.79
	HD FOWLER COMPANY	CREDIT BRASS 1" 90 ELBOW	401.141400.	-26.13
	HD FOWLER COMPANY	BRASS 1" 90 ELBOW	401.141400.	18.70
	HD FOWLER COMPANY	METERS, FITTINGS AND ELBOWS	401.141400.	1,170.00
	HD FOWLER COMPANY	10 X 1324 POLYMER CVR W/DROP	401.141400.	1,212.05
	HD FOWLER COMPANY	2 CVR PLATE GSKTS, CVR PLATE	40140180.531000.	599.77
	HD FOWLER COMPANY	MISC SCHEDULED 80 PIPE FOR PUM	40142480.548000.	5.21
	HD FOWLER COMPANY	MISC SCHED 80 PIPE FOR PUMP	40142480.548000.	17.90
41497	HD SUPPLY WATERWORKS, LTD	12X 1" CTS SS INSERT	40140580.548000.	64.86
	HD SUPPLY WATERWORKS, LTD	SSP-400 STAINLESS PROBE	40140580.548000.	188.99
41498	HDR ENGINEERING, INC.	PAY ESTIMATE # 5	30500030.563000.R0502	15,266.22
	HDR ENGINEERING, INC.	PAY ESTIMATE # 6	30500030.563000.R0502	24,750.19
	HDR ENGINEERING, INC.	PAY ESTIMATE # 4	30500030.563000.R0502	29,390.67
41499	RICK HERZOG	STEEL TOE BOOTS REIMB	00102020.526000.	112.00
41500	HOME DEPOT CREDIT SVCS	FOUR TOILET SEATS- PARKS	00105380.531000.	86.19
41501	HORIZON	TURF GROWTH REGULATOR	42047165.531930.	462.41
41502	IOS CAPITAL	COPIER RENTAL	00100020.545000.	195.41
	IOS CAPITAL		00102020.545000.	49.88
	IOS CAPITAL		00102020.545000.	341.97
	IOS CAPITAL		10111230.545000.	240.36
	IOS CAPITAL		40143410.545000.	49.88
	IOS CAPITAL		40143410.545000.	240.36
	IOS CAPITAL		40143410.545000.	341.97
	IOS CAPITAL		50100065.545000.	48.85
	IOS CAPITAL		50200050.545000.	48.85
41503	INDUSTRIAL ELECTRIC CO INC	SHOP REPAIR OF MOTOR	40142480.548000.	626.88
	INDUSTRIAL ELECTRIC CO INC	15 HP MOTOR	40142480.548000.	1,038.43
41504	INFILCO DEGREMONT, INC.	DATA CONTROL ASSY PART#61835	40142480.548000.	475.89
41505	JOINT CONFERENCE	TRAINING-2007 CRIMINAL JUSTICE	00103960.549100.	175.00
41506	K&K CONCRETE PRODUCTS	24-2" MANHOLE RISERS	40142080.548000.	888.62
41507	K-MART	SUMMER CAMPS SUPPLIES	00105120.531080.	41.73

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 8/16/2007 TO 8/22/2007

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41507	K-MART	16 MILE GMRS	00105120.531080.	86.78
41508	KELLER SUPPLY COMPANY	FLEX CONN., WAX RING, TOILET	40143780.531000.	257.03
41509	NELDA KINZEL	REFUND DEPOSIT FRO RENTAL	001.239100.	58.00
41510	LAB/COR, INC.	EPA METHOD 1623, WTR, E.COIL	40140780.541000.	405.00
41511	LANE & ASSOCIATES	PAY ESTIMATE # 8	30500030.563000.R0301	5,304.24
41512	LASTING IMPRESSIONS INC	T-SHIRTS FOR SOCCER CAMP	00105120.531090.	63.36
	LASTING IMPRESSIONS INC	WOOL ADJ HAT-801F CAP BLUE ADJ	501.141100.	195.30
41513	LES SCHWAB TIRE CENTER	11-22.5 PC-25 SIPED TIRES	501.141100.	703.47
	LES SCHWAB TIRE CENTER		501.141100.	703.47
41514	DEPT OF LICENSING	CORT, TIMOTHY (RENEWAL)	001.237020.	18.00
	DEPT OF LICENSING	FROTHINGHAM, SUON (ORIGINAL)	001.237020.	18.00
	DEPT OF LICENSING	GARNER, DANIEL (ORIGINAL)	001.237020.	18.00
	DEPT OF LICENSING	TAYLOR, ROBERT (RENEWAL)	001.237020.	18.00
41515	LOOMIS	ARMORED TRK SERVICE JULY 2007	00100050.541000.	772.33
	LOOMIS		00102020.541000.	193.17
	LOOMIS		00103010.541000.	386.33
	LOOMIS		00143523.541000.	386.33
	LOOMIS		40143410.541000.	193.17
	LOOMIS		42047061.541000.	154.51
41516	MACAULAY & ASSOCIATES INC	APPRAISAL OF SUNNYSIDE RESERVO	40220594.563000.W0304	3,000.00
41517	MAIN MEDIA	REPLACE LETTERING ON FR DOORS	00103530.548000.	377.90
41518	IRENE MALMBERG	REFUND SECURITY DEPOSIT KBSC	001.239100.	300.00
41519	ANDIE MARKLEY	REFUND DEPOSIT FOR LIBRARY	001.239100.	58.00
41520	MARSHALL SIGN INC	15 COREX SIGNS BSKTBALL SIGNUP	00105120.531040.	325.80
41521	MARSHBANK CONSTRUCTION	HYDRANT METER DEPOSIT REFUND	401.245200.	200.00
41522	MARYSVILLE GLOBE	ORD 2704 & NOH ADVERTISING	00101130.544000.	34.72
	MARYSVILLE GLOBE	LEGAL ADS	00102020.544000.	60.76
	MARYSVILLE GLOBE	ORD 2704 & NOH ADVERTISING	00102020.544000.	269.08
	MARYSVILLE GLOBE	LEGAL ADS	00102020.544000.	316.82
41523	MARYSVILLE PAINT & DECORATING	PAINT SUPPLIES CH REMODEL	00103530.563000.C0701	29.54
	MARYSVILLE PAINT & DECORATING	PAINT, ROLLER, COVER, TRAYS	00103530.563000.C0701	43.58
41524	MARYSVILLE PRINTING	PW BUSINESS ENVELOPES	00100020.531000.	51.28
	MARYSVILLE PRINTING	100 COLOR TOUCH A TRUCK POSTER	00105120.531000.	104.16
	MARYSVILLE PRINTING	PW BUSINESS ENVELOPES	10111230.531000.	12.81
	MARYSVILLE PRINTING		40142480.531000.	12.81
	MARYSVILLE PRINTING		40143410.531000.	51.28
	MARYSVILLE PRINTING	PURCHASE ORDER BOOKS FOR FLEET	50100065.531000.	206.50
41525	MARYSVILLE SCHOOL DISTRICT #25	RENTAL CHR-INGRAHAM BLVD MTG	30500030.563000.R0502	15.75
41526	CITY OF MARYSVILLE	WATER FOR 6915 ARMAR RD	00105380.547000.	13.20
	CITY OF MARYSVILLE		00105380.547000.	53.10
	CITY OF MARYSVILLE	WTR/SEWER-6915 ARMAR RD	00105380.547000.	117.00
	CITY OF MARYSVILLE		00105380.547000.	190.80
	CITY OF MARYSVILLE	WATER-67TH AVE & 64TH PL	00105380.547000.	213.10
	CITY OF MARYSVILLE	WTR/SEWER-5315 64TH AVE NE	00105380.547000.	392.54
	CITY OF MARYSVILLE	IRRIGATION-6915 ARMAR RD	00105380.547000.	572.00
	CITY OF MARYSVILLE	WTR/SEWER/GRB-6915 ARMAR RD	00105380.547000.	2,376.90
	CITY OF MARYSVILLE	REFUND-6120 GROVE ST	00112572.547000.	-485.00
	CITY OF MARYSVILLE	WATER-6120 GROVE ST-IRRIGATION	00112572.547000.	152.00
41527	MCLOUGHLIN & EARDLEY CORP	GAS MOUNT COMP MOUNT & TABLE	40143410.535000.	525.19
	MCLOUGHLIN & EARDLEY CORP	CREDIT MEMO FROM INV.63397	50100048.564000.	-145.00
41528	MCNEILUS TRUCK & MFG	1234329 CURROTTO GRAB BELT	501.141100.	137.25

CITY OF MARYSVILLE
INVOICE LIST
 FOR INVOICES FROM 8/16/2007 TO 8/22/2007

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41529	CATHY MELTON	REFUND DEPOSIT FOR LIBRARY	001.239100.	58.00
41530	MONTGOMERY WATSON HARZA	PAY ESTIMATE # 12	40220594.563000.W0304	4,901.48
41531	ARNOLD MORENO	TENNIS INSTRUCTOR PAY	00105120.541020.	399.00
	ARNOLD MORENO		00105120.541020.	403.20
	ARNOLD MORENO		00105120.541020.	457.80
	ARNOLD MORENO		00105120.541020.	2,090.00
41532	NELSON PETROLEUM	DIESEL & UNLEADED FUEL-GOLF	42047165.532000.	784.75
41533	NEWMAN TRAFFIC SIGNS	SCHOOL ZONE SIGNS	101.231700.	-320.49
	NEWMAN TRAFFIC SIGNS		10110070.541000.	4,090.89
41534	NEXTEL COMMUNICATIONS	ACCT# 0621975876-3	00100020.542000.	51.29
	NEXTEL COMMUNICATIONS		40143410.542000.	51.29
	NEXTEL COMMUNICATIONS		40143410.542000.	51.29
41535	NORTHSTAR CHEMICAL	450 GALLONS OF SODIUM HYPOCHL	40140780.531001.	872.34
	NORTHSTAR CHEMICAL	580 GALS OF SUDIUM HYPOCHLORI	40141580.531320.	1,115.97
41536	NORTHWEST CASCADE INC	WEEKLY HONEY BCKT SRV JEN PRK	00105380.545000.	38.50
	NORTHWEST CASCADE INC	HONEY BUCKET FOR DEERING WILD	00105380.545000.	102.18
	NORTHWEST CASCADE INC	HONEY BUCKET FOR JENNINGS PRK	00105380.545000.	103.33
41537	NW SPECIALTIES	POND TREATMENT AT JENNINGS PRK	00105380.531000.	283.14
41538	OFFICE DEPOT	CREDIT MEMO RET FOLDERS	00100020.531000.	-20.34
	OFFICE DEPOT	FILE BOXES, PAPER FOR MISC DEP	00100020.531000.	21.14
	OFFICE DEPOT	FOLDERS-ENG & UTIL	00100020.531000.	25.83
	OFFICE DEPOT	OFFICE SUPPLIES	00100020.531000.	39.31
	OFFICE DEPOT		00100020.531000.	43.40
	OFFICE DEPOT	FILE STORAGE BOXES	00101023.531000.	11.23
	OFFICE DEPOT	FLDR BINDER, TRAY, MOUSEPAD	00101023.531000.	18.51
	OFFICE DEPOT	BINDING COMBS AND COPY PAPER	00101023.531000.	18.64
	OFFICE DEPOT	CARTIDGES, ADD PAPER, COPY PR	00101023.531000.	114.87
	OFFICE DEPOT	POST IT NOTES, 1/2" PAPER, CRD	00101023.531000.	146.86
	OFFICE DEPOT	OFFICE SUPPLIES	00101023.531000.	147.44
	OFFICE DEPOT		00101023.531000.	262.75
	OFFICE DEPOT	CARTIDGES, ADD PAPER, COPY PR	00101130.531000.	8.28
	OFFICE DEPOT	OFFICE SUPPLIES	00101130.531000.	26.63
	OFFICE DEPOT		00101130.531000.	62.93
	OFFICE DEPOT	POST IT NOTES, 1/2" PAPER, CRD	00101130.531000.	105.74
	OFFICE DEPOT	LABELS	00102020.531000.	12.23
	OFFICE DEPOT	OFFICE SUPPLIES	00102020.531000.	39.31
	OFFICE DEPOT	FILE BOXES, PAPER FOR MISC DEP	00102020.531000.	52.40
	OFFICE DEPOT	CHAIR FOR MIKE SNOOK	00102020.531000.	127.40
	OFFICE DEPOT	FILE POCKETS, FILE FOLDERS	00102020.531000.	197.74
	OFFICE DEPOT	SMART PRINT TONER	00103222.531000.	103.95
	OFFICE DEPOT	OFFICE SUPPLIES	00103222.531000.	154.38
	OFFICE DEPOT		00104190.531000.	33.68
	OFFICE DEPOT	RULER	00143523.531000.	1.02
	OFFICE DEPOT	LABELS	00143523.531000.	3.41
	OFFICE DEPOT	ENVELOPES	00143523.531000.	8.84
	OFFICE DEPOT	FLDR BINDER, TRAY, MOUSEPAD	00143523.531000.	24.91
	OFFICE DEPOT	BNDR CLIPS, BATTERIES, STAPLES	00143523.531000.	32.53
	OFFICE DEPOT	FILES, PENS, CALCULATOR	00143523.531000.	37.87
	OFFICE DEPOT	OFFICE SUPPLIES	00143523.531000.	139.09
	OFFICE DEPOT	CARTIDGES, ADD PAPER, COPY PR	00143523.531000.	151.87
	OFFICE DEPOT	POST IT NOTES, 1/2" PAPER, CRD	00143523.531000.	153.41

CITY OF MARYSVILLE
INVOICE LIST
 FOR INVOICES FROM 8/16/2007 TO 8/22/2007

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41538	OFFICE DEPOT	OFFICE SUPPLIES	00143523.531000.	195.15
	OFFICE DEPOT	INK, PAPER, FOLDERS, CASSETTES	00143523.531000.	517.13
	OFFICE DEPOT	CREDIT MEMO RET FOLDERS	40143410.531000.	-20.35
	OFFICE DEPOT	OFFICE SUPPLIES	40143410.531000.	3.77
	OFFICE DEPOT	FILE BOXES, PAPER FOR MISC DEP	40143410.531000.	21.14
	OFFICE DEPOT	FOLDERS-ENG & UTIL	40143410.531000.	25.83
	OFFICE DEPOT	OFFICE SUPPLIES	40143410.531000.	39.31
	OFFICE DEPOT		40143410.531000.	43.41
	OFFICE DEPOT	CREDIT MEMO RET FOLDERS	50100065.531000.	-5.09
	OFFICE DEPOT	OFFICE SUPPLIES	50100065.531000.	6.55
	OFFICE DEPOT		50100065.531000.	10.85
	OFFICE DEPOT	CREDIT MEMO RET FOLDERS	50200050.531000.	-5.09
	OFFICE DEPOT	OFFICE SUPPLIES	50200050.531000.	6.54
	OFFICE DEPOT		50200050.531000.	10.85
41539	ALLENA OLSON	REIMB. TRAINING TRANSPORTION	40143410.543010.	125.60
41540	OTAK	PAY ESTIMATE # 13	40220594.563000.W0404	105.00
	OTAK	PAY ESTIMATE # 31	40220594.563000.W0402	311.00
41541	OVERALL LAUNDRY SERVICES INC	MAT CLEANING- WWTP	40142480.541000.	10.97
	OVERALL LAUNDRY SERVICES INC	MAT CLEANING-WWTP	40142480.541000.	10.97
	OVERALL LAUNDRY SERVICES INC	MAT CLEANING- MEZZANINE	40143780.549000.	15.63
	OVERALL LAUNDRY SERVICES INC		40143780.549000.	24.51
	OVERALL LAUNDRY SERVICES INC	UNIFORM CLEANING-BOB,MARK,STEVEN	50100065.526000.	58.25
41542	PAC RIM CODE SERVICES	PLAN CHECK SERVICE	00102020.549000.	4,159.42
41543	PACIFIC NW TITLE	TITLE INS POLICY-KVAMME	00102020.549000.	380.10
41544	PACIFIC POWER BATTERIES	12 VOLT BATTERY (51ST LIFT)	40142280.548000.	13.79
	PACIFIC POWER BATTERIES	DEEP CYCLE BATTERY-RIVER BOAT	40142480.549000.	93.85
41545	THE PARTS STORE	RETURN 6-92900 BACKUP TRK LT	501.141100.	-213.27
	THE PARTS STORE	92900 ALARM BACKUP TRUCK	501.141100.	35.54
	THE PARTS STORE	5-92900 BACK UP TRK LIGHT	501.141100.	177.72
	THE PARTS STORE	OIL, FUEL, AIR FILTERS, COOLAN	501.141100.	207.54
	THE PARTS STORE	6-92900 BACK UP TRK LIGHT	501.141100.	213.27
	THE PARTS STORE	AUX WIPER SWITCH	50100065.534000.	10.81
	THE PARTS STORE	WIPER ARM AND BLADES	50100065.534000.	31.45
41546	PELZER GOLF SUPPLIES	METAL DIVOT TOOL	420.141100.	148.26
41547	PERTEET ENGINEERING INC	PAY ESTIMATE # 7	30500030.563000.R0602	10,041.89
41548	PETROCARD SYSTEMS INC	GAS & DIESEL FUEL FOR PRKS VEH	00105380.532000.	1,160.40
	PETROCARD SYSTEMS INC	FUEL CONSUMED FLEET&FACILITIES	50100065.532000.	134.87
	PETROCARD SYSTEMS INC		50200050.532000.	52.51
	PETROCARD SYSTEMS INC	FUEL CONSUMED - IS DEPT	50300090.532000.	84.67
41549	PETTY CASH-COMM DEV	EASEMENT RECORD FOR BLA 07008	00102020.549000.	44.00
41550	PLATT- EVERETT	12 X LAMPS	00100012.564000.	152.60
41551	POSITIVE PROMOTIONS INC	DRUG FREE BOOKMARKS AND STCKR	00103630.531010.	126.92
41552	UNITED STATES POSTAL SERVICE	MAILING COST MRSVL MESSENGER	00100720.542000.	422.82
	UNITED STATES POSTAL SERVICE	FALL 2007 MESSENGER 98270	00100720.542000.	3,005.05
41553	PUD NO 1 OF SNOHOMISH COUNTY	ACCT. 418-001-612-5	00100010.547000.	2,645.57
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT# 109-000-510-7	00101250.547000.	1,743.01
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 490-001-155-4	00112572.547000.	2,096.79
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 343-042-303-2	10110463.547000.	435.71
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 564-001-175-4	10110564.547000.	76.24
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 493-001-880-1	40140180.547000.	29.18
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT. 540-011-293-3	40140180.547000.	71.02

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 8/16/2007 TO 8/22/2007

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41553	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 335-001-900-0	40140180.547000.	1,469.65
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 401-001-485-2	40140180.547000.	1,951.93
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 243-001-286-0	40142280.547000.	73.64
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 370-002-191-2	40142480.547000.	5,130.28
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT # 461-029-794-9	40142480.547000.	5,780.18
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 447-001-040-8	40142480.547000.	10,174.33
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 543-001-067-7	40143410.547000.	26.68
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT # 289-075-529-7	40143780.547000.	1,163.24
41554	QUEST SOFTWARE	GW TO EX MIGRATION SOFTWARE	50300090.549000.	309.47
41555	LISA SCHWEIZER	REFUND DEPOSIT BBQ SHELTER	001.239100.	58.00
41556	NICOLE SEDY	REFUND DEPOSIT FOR RENTAL	001.239100.	58.00
41557	SHAW ENVIRONMENTAL	CRITICAL AREA PROJECT #123424	00102020.541000.	8,867.10
	SHAW ENVIRONMENTAL	CRITICAL AREA PROJECT#127482	00102020.541000.	8,868.54
41558	CARLTON DOUP	KUNG FU SUMMER CAMP	00105120.541020.	118.15
	CARLTON DOUP		00105120.541020.	118.15
	CARLTON DOUP		00105120.541020.	590.75
41559	SIX ROBBLEES INC	STEEL CARGO HOLD DOWN	50100065.534000.	19.03
41560	SKAGIT VALLEY ONCOLOGY	EXAM FOR POLICE EMP # 4501	00103010.549000.	100.00
41561	SNO CO AUDITOR	RECORDING FEES	00102020.549000.	234.00
	SNO CO AUDITOR		40143610.549000.	266.00
41562	SOUND SAFETY PRODUCTS CO INC	JEANS 2 PR	00102020.526000.	73.85
41563	SPRINGBROOK NURSERY	2 YARDS OF 5/8" GRAVEL	001.231700.	-2.81
	SPRINGBROOK NURSERY		00105380.531000.	35.81
	SPRINGBROOK NURSERY	2 YRDS TOPSOIL	10110361.531000.	29.05
41564	STATE AUDITORS OFFICE	AUDIT PERIOD 06/06	00100090.551000.	25,208.64
41565	STATE AVENUE PLAZA, LLC	MONTHLY LEASE FOR 1015 STATE	00101250.545000.	28,000.00
41566	T & A SUPPLY CO INC	2 BOXES RUBBER HOSE	00103530.563000.C0701	188.64
41567	T BAILEY, INC.	PAY ESTIMATE # 11	40220594.563000.W0304	72,646.65
41568	TERRA RESOURCE GROUP	TEMP-CYNTHIA CLOUTIER	00143523.541000.	245.24
	TERRA RESOURCE GROUP		00143523.541000.	585.14
	TERRA RESOURCE GROUP	TEMP-JOSHUA CATWAY	10110130.541000.	667.84
	TERRA RESOURCE GROUP	TEMP-CYNTHIA CLOUTIER	50300090.549000.	86.05
41569	TOMAHAWK LIVE TRAP CO.	TOMAHAWK ANIMAL CONTROL	001.231700.	-10.76
	TOMAHAWK LIVE TRAP CO.		00104230.531000.	137.25
41570	TORO NSN	IRRIGATION CENTRAL AGGREETMNT	42047165.545000.	398.00
41571	TRAVEL ADVANCE FUND	GFOA ACCT ACADEMY-OLSON	40143410.543010.	780.00
41572	TULALIP TRIBE COURT	ENICK, VIRGINIA	001.229050.	1,000.00
41573	UNITED RENTALS	STAPLE GUN RENTAL	00105380.531000.	24.74
	UNITED RENTALS	96X 2 CYCLE OIL AND ELEC TAPE	501.141100.	121.34
	UNITED RENTALS	2X AIR FILTER- SPARK PLUGS	50100065.534000.	63.29
41574	US BANK NATIONAL ASSOCIATION	PAY ESTIMATE # 11	40220594.563000.W0304	3,509.50
41575	UTILITIES UNDERGROUND LOCATION CTR	EXCAVATION NOTIFICATION JULY07	40141180.541000.	338.40
41576	VALLEY FREIGHTLINER INC	AC COMP AND AC CLUTCH	50100065.534000.	446.15
41577	VERIZON NORTHWEST	ACCT.# 03 0274 1094715727 10	00103121.542000.	64.33
	VERIZON NORTHWEST	ACCT# 108778831503	00104000.542000.	75.45
	VERIZON NORTHWEST	ACCT.# 03 0273 1092686355 01	00104000.542000.	93.05
	VERIZON NORTHWEST	ACCT 102857559902	00112572.542000.	103.16
	VERIZON NORTHWEST	ACCT 1085454631	40141580.547000.	81.74
	VERIZON NORTHWEST	ACCT 102778795907	40143410.542000.	60.38
41578	WCPDA (WASHINGTON CITY PLANNING	07 JOINT PLANNING DIR CONF	00102020.549000.	250.00
41579	WASHINGTON STATE TREASURER	RENEWAL PROF ENGINEER	00102020.549000.	100.00

DATE: 8/21/2007
TIME: 4:35:47PM

CITY OF MARYSVILLE
INVOICE LIST
FOR INVOICES FROM 8/16/2007 TO 8/22/2007

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<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41580	WALRATH TRUCKING INC	TAN BUNKER SAND	42047165.531940.	2,194.45
41581	WESTERN FACILITIES SUPPLY INC	JANITORIAL SUPPLIES	00103960.531000.	593.02
41582	WESTERN POWER & EQUIPMENT	TRANS OIL TEMP GUAGE/SEND	50100065.534000.	167.38
41583	CHESTER WOGUE	USED BALLS	420.141100.	250.00
41584	ZEE MEDICAL SERVICE	FIRST AID	42047165.549000.	85.77
WARRANT TOTAL:				<u>477,308.18</u>
LESS VOIDS				
CK 31455				(24.09)
CK 41274				(1,069.15)
				<u>\$476,214.94</u>

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Claims	AGENDA SECTION:
PREPARED BY: Sandy Langdon, Finance Director	AGENDA NUMBER:
ATTACHMENTS: Claims Listings	APPROVED BY: 
	MAYOR CAO
BUDGET CODE:	AMOUNT:

Please see attached.

RECOMMENDED ACTION:

The Finance and Executive Departments recommend City Council approve the August 29, 2007 claims in the amount of \$474,713.24 paid by Check No.'s 41585 through 41722 with no Check No.'s voided.

COUNCIL ACTION:

CITY OF MARYSVILLE
INVOICE LIST
 FOR INVOICES FROM 8/23/2007 TO 8/29/2007

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41585	ACE ACME SEPTIC SERVICE INC	STRAWBERRY FIELDS SERVICE	00105380.541000.	271.25
41586	ALBERTSONS FOOD CENTER #471	CUSTODY/JAIL SUPPLIES	00103960.531000.	363.96
	ALBERTSONS FOOD CENTER #471		00103960.531250.	179.48
41587	AMERICAN PAYROLL ASSOCIATION	MEMBERSHIP RENEWAL- KUSSY	00101023.549000.	165.00
41588	ASCOM HASLER/GE CAP PROG	POSTAGE METER	00100050.531000.	44.27
	ASCOM HASLER/GE CAP PROG		00100110.531000.	44.27
	ASCOM HASLER/GE CAP PROG		00100310.531000.	44.27
	ASCOM HASLER/GE CAP PROG		00101023.531000.	44.27
	ASCOM HASLER/GE CAP PROG		40143410.531000.	44.27
41589	ATLAS FENCE COMPANY	REINSTALL 6' FENCE&INSTALLGATE	40142480.531000.	493.68
	ATLAS FENCE COMPANY	REPAIR FENCE DAMAGED BY OTHERS	40143410.531000.	173.60
41590	JAMES B BALLEW	HOME DEPOT FOR SUMP PUMP	00105380.535000.	68.29
41591	BANK OF AMERICA	MEETING REIMBURSEMENT	00100060.549000.	40.00
	BANK OF AMERICA		00100110.549000.	20.00
	BANK OF AMERICA		00100720.549000.	20.00
	BANK OF AMERICA		00105380.549000.	20.00
41592	BARRON HEATING AIR CONDITIONING	4TH QTR BILLING OF 8- PS BLDG	00100010.548000.	1,074.15
	BARRON HEATING AIR CONDITIONING	WORK TO REPAIR CIRCUIT BOARD	40143410.531000.	638.57
41593	BAXTER AUTO CENTER	GLOVES	10110361.531000.	31.62
	BAXTER AUTO CENTER	CAR WASH MITTS	40142080.531000.	12.02
41594	BERGER/ABAM ENGINEERS INC	PAY ESTIMATE # 7.	30500030.563000.R0604	40,676.39
41595	BICKFORD FORD-MERCURY	REAR BRK ROTORS AND BRK PADS	501.141100.	258.53
	BICKFORD FORD-MERCURY	FRONT BRK ROTORS AND BRK PADS	501.141100.	548.97
41596	BLUMENTHAL UNIFORMS & EQUIPMENT	STRAP,SHLDR BRD - R.SMITH	00103010.526000.	48.80
	BLUMENTHAL UNIFORMS & EQUIPMENT	MAG POUCH BLACK - FORSLOF	00103121.526000.	53.86
	BLUMENTHAL UNIFORMS & EQUIPMENT	CREDIT HOLSTER	00103222.526000.	-21.76
	BLUMENTHAL UNIFORMS & EQUIPMENT	CREDIT HOLSTER - GOOLSBY	00103222.526000.	-10.88
	BLUMENTHAL UNIFORMS & EQUIPMENT	VEST PKG. - VANDENBERG	00103222.526000.	886.72
	BLUMENTHAL UNIFORMS & EQUIPMENT	DBL MAG POUCH - WALLACE	00103960.526000.	6.80
	BLUMENTHAL UNIFORMS & EQUIPMENT	SHORTS,SWEATS, GLVS- WALLACE	00103960.526000.	617.90
	BLUMENTHAL UNIFORMS & EQUIPMENT	CREDIT-UNI SHIRT&VEST SAMPLES	00104190.526000.	-219.66
	BLUMENTHAL UNIFORMS & EQUIPMENT	UNIFORM PANTS & CARDI-DUEMMELI	00104190.526000.	49.99
	BLUMENTHAL UNIFORMS & EQUIPMENT	VEST PKG. - D. DREYER	00104230.526000.	870.40
41597	BREEDLOVE, JAMES & AMY	UB 846701000000 6701 86TH AVE	401.122110.	21.87
41598	MARYKE BURGESS	SPECIAL EVENTS FUND- BURGESS	00105250.531051.	180.00
	MARYKE BURGESS	APPRECIATION FUND KBSCC	10605250.549000.	331.85
41599	CAMPBELL'S	REPAIR WORK AT CEDARCREST	42047165.531000.	95.02
41600	GWENDOLYN R CAMPBELL PUBLIC POLICY	TEAMSTERS SALARY SURVEY	00100310.541000.	2,565.00
41601	CANAVAN, EDMOND J	UB 760042000000 5230 69TH DR N	401.122110.	16.14
41602	CANINE BEHAVIOR CENTER INC	DOG OBEDIANCE INSTRUCTOR	00105120.541020.	297.00
41603	CHRIS CARPENTER	REFUND ANIMAL LICENSE-OUTSIDE	00100322.323000.	25.00
41604	CARR'S ACE HARDWARE	BOLTS AND NYLOCKS	10110564.531000.	1.65
	CARR'S ACE HARDWARE	BALLASTS,TARP CLIPS,BOLTS,NUTS	10110564.548000.	187.37
41605	VICKI CARVER	CLAY INSTRUCTOR	00105120.541020.	114.00
41606	CASCADE NATURAL GAS	SERVICE FOR STILLY FILTER PLNT	40141580.531000.	278.80
41607	KARI CHENNAULT	PARKING REIMBURSEMENT	40145040.549000.	29.00
41608	CHHANN, BUNLY	UB 986628000000 6628 49TH PL N	410.122100.	9.35
41609	CITY OF MARYSVILLE	UB 922022000000 1328 7TH ST 0	401.122130.	16.00
41610	CITY OF MARYSVILLE		401.122130.	16.00
41611	COLLEGIATE PACIFIC	TABLETOP SCOREBOARDS & ETC	001.231700.	-123.23
	COLLEGIATE PACIFIC		00105120.531040.	1,572.89

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41612	PETER COLLERAN	BEARING-COMP.	42047165.545000.	102.51
41613	COMCAST	CABLE TV PRO SHOP	42047267.549000.	83.95
41614	CO-OP SUPPLY	1 PR SAFETY GLASSES	00105380.526000.	10.80
	CO-OP SUPPLY	AUTOMOTIVE TOW STRAPS	00105380.531000.	121.03
41615	WA DEPT OF CORRECTIONS	INMATE MEALS	00103960.531250.	1,972.65
41616	COZETTO, MARIE	UB 800411800002 6503 58TH AVE	401.122110.	132.90
41617	NANCY CUNNINGHAM	CHECK-INSUFFICIENT REGISTER	00110347.376021.	18.00
41618	DALY, AMY & NATHAN	UB 986010000001 6010 51ST ST N	410.122100.	160.37
41619	DATA QUEST	CREDIT CHECKS-SHOVE,MORAN,GRA'	00103010.551000.	32.00
41620	SHEILA DAVIS	BASIC FIRST AID INSTRUCTOR	00105120.541020.	280.00
	SHEILA DAVIS	CPR INSTRUCTOR	00105120.541020.	300.00
41621	DEAVER ELECTRIC	PARTS AND LABOR FOR CH REMODEL	00103530.563000.CO701	3,214.16
41622	ELDON DENNIS	APRIL/MAY/JUNE PREMIUMS	00103010.541100.	448.00
41623	DOWNING, MARY	UB 760110000000 5616 72ND DR N	401.122110.	154.20
41624	E&E LUMBER INC	1X2X48" STAKES FOR PRK&REC	00105120.531040.	40.09
	E&E LUMBER INC	ELECTRICAL COVER	00105380.531000.	3.57
	E&E LUMBER INC	PVC, CAPS, COUPLINGS, ADAPTORS	00105380.531000.	18.60
	E&E LUMBER INC	HAL BULB, CONN, BOX, CVR - PAV	00105380.531000.	64.63
	E&E LUMBER INC	STRIPPER,CABLE TIES,NUTDRIVER	00105380.531000.	171.55
	E&E LUMBER INC	2 X 4 LUMBER	10110361.531000.	12.97
	E&E LUMBER INC	CANT STRIPS AND PANEL NAIL	10110361.531000.	13.87
	E&E LUMBER INC	SHOP VAC	10110564.535000.	43.39
	E&E LUMBER INC	SPLIT BOLTS AND CONNECTORS	40140080.531000.	55.25
	E&E LUMBER INC	4X8 SHEETROCK, 2X4 8" BTR	40143780.531000.	52.50
41625	RICK ENGLISH	REFUND DEPOSIT JEN BBQ	001.239100.	58.00
41626	WA ENVIRONMENTAL TRAINING CENTER	TRAINING- JULIE DAVIS	40143410.549030.	245.00
	WA ENVIRONMENTAL TRAINING CENTER	TRAINING- RON GETTLE	40143410.549030.	245.00
41627	THE EVERETT STEEL COMPANIES	STEEL FOR CITY SERVICE KIOSKS	00105380.549000.P0706	238.54
41628	CITY OF EVERETT	LAB ANALYSIS-FECAL COLIFORM	40145040.553100.	126.00
41629	EVERGREEN SECURITY SYSTEMS	SERVICE TO FIRE SYSTEM	00100012.564000.	1,215.20
	EVERGREEN SECURITY SYSTEMS	MONITER SECURITY AT 1015 STATE	00101250.541000.	144.00
41630	FARWEST GOLF CARS	INTER SHAFT STEERING COMP	42047165.548000.	194.06
	FARWEST GOLF CARS	STEERING BOX REPAIR	42047165.548000.	354.57
41631	FERRELLGAS	PROPANE 23.9 GALLONS-SPLIT	10110130.531000.	14.12
	FERRELLGAS		10110564.531000.	14.13
	FERRELLGAS		40140980.531000.	14.13
	FERRELLGAS		41046060.531000.	14.13
41632	SHEENA FISHER	REFUND DEPOSIT FOR JEN BBQ	001.239100.	58.00
41633	FOSTER, LISA & STEVE	UB 651449010502 5922 102ND ST	401.122110.	24.60
41634	CRAIG A. FULLERTON	QWULOOLT WETLANDS ACQUISITION	31000076.563000.G0701	715.00
41635	GALLS INC	BRASS NAME TAGS	00103222.531000.	34.10
41636	GREENSHIELDS INDUSTRIAL SUPPLY	HOSE ASSEMBLY	42047165.548000.	9.75
41637	GRIFFITH, GLEN & JENNIFER	UB 761510060001 7021 66TH ST N	401.122110.	14.63
41638	HARRIS, JAMES	UB 010870000000 8413 45TH DR N	401.122110.	133.35
41639	HD FOWLER COMPANY	DRINKING FOUNTAIN	00105380.531000.	68.36
	HD FOWLER COMPANY	ELLS, TEE SLIP, COUPLING-IRRIG	00105380.531000.	71.17
	HD FOWLER COMPANY	8X 3/4 FORD L4433Q	401.141400.	124.73
41640	HD SUPPLY WATERWORKS, LTD	6" ROMAGRIP MEGALUGS	40140880.531000.	319.34
	HD SUPPLY WATERWORKS, LTD	MISC PVC PIPE	40145040.548000.	667.28
41641	HDR ENGINEERING, INC.	PAY ESTIMATE #1.	40220594.563000.W0602	1,374.89
41642	HEARTLAND NORTH LLC	UB 983614810000 3614 81ST DR N	401.122120.	23.94

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41643	HENDERSON, JONATHAN & ERICA	UB 81091000000 6404 50TH DR N	401.122110.	102.27
41644	SARAH HOFF	REFUND DEPOSIT FOR JEN BBQ	001.239100.	58.00
41645	HOME DEPOT CREDIT SVCS	LATE FEES ON INVOICES	00105380.531000.	20.00
	HOME DEPOT CREDIT SVCS		00105380.531000.	20.00
	HOME DEPOT CREDIT SVCS		00105380.531000.	20.00
41646	SNOHOMISH COUNTY HUMAN SERVICES	LIQUOR BOARD PROFIT/TAXES IQTR	00199566.551000.	822.85
	SNOHOMISH COUNTY HUMAN SERVICES		00199566.551000.	997.77
41647	JENIKA HUTTENSTINE	REFUND DEPOSIT FOR BARN	001.239100.	58.00
41648	IBANEZ, HENRIETTA	UB 98281400000 2814 74TH DR N	401.122120.	110.12
41649	IOS CAPITAL	COPIER RENTAL FEES-EXEC	00100110.548000.	140.91
	IOS CAPITAL		00100310.549000.	123.31
	IOS CAPITAL		00100720.549000.	88.08
	IOS CAPITAL	COPIER RENTAL-06/24-07/24/07	50100065.545000.	107.15
41650	INT'L CODE COUNCIL	MEMBERSHIP DUES	00102020.549000.	100.00
41651	PETER JOSEPH	BAND CAMP INSTRUCTOR	00105120.541020.	515.10
	PETER JOSEPH		00105120.541020.	598.40
41652	JUDD & BLACK	DOOR LATCH	00112572.531000.	7.69
	JUDD & BLACK	MAYTAG REFRIGERATOR	00112572.531000.	577.22
41653	K-MART	6 X BASKETBALL NETS	00105380.531000.	45.49
41654	HEATHER KINNEY	CDL RENEWAL	40143410.541000.	30.00
41655	KPFF CONSULTING ENGINEERS	PAY ESTIMATE # 29.	30500030.563000.R0301	129,621.58
41656	DEPARTMENT OF LABOR & INDUSTRIES	L&I 2ND QTR 2007	00100050.524000.	5.95
	DEPARTMENT OF LABOR & INDUSTRIES		00103222.524000.	233.48
	DEPARTMENT OF LABOR & INDUSTRIES		00105120.524000.	110.67
	DEPARTMENT OF LABOR & INDUSTRIES		00105250.524000.	249.71
	DEPARTMENT OF LABOR & INDUSTRIES		632.231430.	358.35
41657	YVONNE LERVICK	REFUND REGISTRATION FEE	00110347.376021.	18.00
41658	DEPT OF LICENSING	BERGDAHL, MARK (ORIGINAL)	001.237020.	18.00
	DEPT OF LICENSING	CUADRAS, CHRISTOPHER (ORIGINAL)	001.237020.	18.00
41659	LOWES HIW INC	MISC SMALL HAND TOOLS	40141580.535000.	68.25
41660	M LEE SMITH PUBLISHERS	AUDIO TRAINING ON PERSONALFILE	00100310.549000.	283.00
41661	DOREEN MALISHESKI	REFUND DEPOSIT JEN BARN	001.239100.	58.00
41662	MARCUS, DAVID	UB 07086000000 5523 95TH ST N	401.122110.	369.56
41663	MARYSVILLE GLOBE	STRRET CLOSURE LEGAL ADVERT	00101130.549000.	21.70
	MARYSVILLE GLOBE	REC COORD-PARKS	00105120.544000.	81.05
	MARYSVILLE GLOBE	REC ASST-PARKS	00105120.544000.	85.10
	MARYSVILLE GLOBE	MAINT WORKER II-PARKS	00105380.544000.	89.15
	MARYSVILLE GLOBE	AD FOR MAINT WRKR II-STREETS	10111230.544000.	72.95
	MARYSVILLE GLOBE	AD FOR MAINT WRKR I-WWTP	40143410.544000.	68.90
41664	MARYSVILLE SIGN, INC	LAND USE SIGNS	00102020.531000.	574.51
41665	MCCLOUGHLIN & EARDLEY CORP	LIGHT BAR STROBE/TAKE DOWN LT	501.141100.	314.76
	MCCLOUGHLIN & EARDLEY CORP		501.231700.	-24.66
41666	HERMAN MOUNT	LEOFF I - PRESCRIP. REIMB.	00103010.541100.	49.00
41667	MSVL SCHOOL DIST #25	UB 96003500000 4317 76TH ST N	401.122110.	742.90
41668	MSVL SCHOOL DIST #25	UB 14025200000 4407 116TH ST	401.122110.	1,285.78
41669	MSVL SCHOOL DIST #25	UB 98361900000 3707 SUNNYSIDE	401.122110.	1,862.94
41670	NELSON PETROLEUM	DIESEL FUEL-GOLF	42047165.532000.	111.59
41671	NEXXPOST LLC	CONTRACT BASE-SPLIT	00100050.531000.	108.90
	NEXXPOST LLC		00101023.531000.	108.90
	NEXXPOST LLC		00101130.531000.	108.90
	NEXXPOST LLC		40143410.531000.	108.90

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41672	MARTY NORSEBY	REIMB.FOOD-KBSC-BACKUP	40143410.549000.	14.00
41673	NORTHSTAR CHEMICAL	SODIUM HYPOCHLORITE 1300 GAL	40142480.531320.	2,460.88
41674	NORTHWEST CASCADE INC	2XHONEYBUCKETS SOFTBALL MPHS	00105120.531010.	206.65
	NORTHWEST CASCADE INC	2XHONEYBUCKETS JEN PARK	00105380.545000.	256.65
41675	NW SPECIALTIES	POND TREATMENT	42047165.531920.	424.71
41676	OFFICE DEPOT	OFFICE SUPPLIES	00100110.531000.	77.99
	OFFICE DEPOT		00100110.531000.	119.51
	OFFICE DEPOT		00100310.531000.	119.50
	OFFICE DEPOT		00100310.531000.	166.65
	OFFICE DEPOT		00101130.531000.	100.28
	OFFICE DEPOT	ELECTRIC DATE STAMP,RIBBON,TON	00101130.531000.	621.95
	OFFICE DEPOT	FILE BOXES	00105120.531000.	23.94
	OFFICE DEPOT	FOLDERS	00105380.531000.	15.04
	OFFICE DEPOT	PAPER,LEGAL PADS, HANGING FOLD	00105380.531000.	39.03
	OFFICE DEPOT	PRINT CART,SCISSORS,STAPLER	00105380.531000.	167.89
	OFFICE DEPOT	PAPER AND PENS	42047267.531000.	72.54
41677	OSBORNE, JEREMY	UB 984712600000 4712 60TH AVE	410.122100.	171.28
41678	OVERALL LAUNDRY SERVICES INC	MAT CLEANING-PW ADMIN BLDG	40143410.549000.	99.75
	OVERALL LAUNDRY SERVICES INC	MAT CLEANING- MEZZANINE	40143780.549000.	15.63
	OVERALL LAUNDRY SERVICES INC		40143780.549000.	24.51
	OVERALL LAUNDRY SERVICES INC	MECHANICS UNIFORM	42047165.526000.	21.28
	OVERALL LAUNDRY SERVICES INC		42047165.526000.	26.01
41679	THE PARTS STORE	FUEL AND OIL FILTERS	501.141100.	175.43
	THE PARTS STORE	CARBON CLNR, TRANS FILTER KIT	501.141100.	190.88
	THE PARTS STORE	AIR-FUEL FILTERS, MRKR LIGHTS	501.141100.	210.29
41680	PERKINS, WILLIAM R	UB 281500109501 12428 56TH DR	401.122110.	128.06
41681	PERTEET ENGINEERING INC	E.SUNNYSIDE-WHISKEY MASTR PLAN	00102020.541000.	1,531.23
41682	PETROCARD SYSTEMS INC	FUEL CONSUMED	00102020.532000.	377.45
	PETROCARD SYSTEMS INC	FUEL CONSUMED- POLICE	00103222.532000.	3,954.46
	PETROCARD SYSTEMS INC	FUEL CONSUMED- STREETS	10111230.532000.	1,732.91
	PETROCARD SYSTEMS INC	FUEL CONSUMED-OPER&SANATATIO	40143880.532000.	3,924.63
	PETROCARD SYSTEMS INC	FUEL CONSUMED- ENG SURFACE WTR	40145040.532000.	133.98
	PETROCARD SYSTEMS INC	FUEL CONSUMED-OPER&SANATATIO	41046060.532000.	3,556.46
41683	PETTY CASH- PW	PETTY CASH REIMBURSEMENT	40145040.531000.	8.67
	PETTY CASH- PW		50100048.564000.	22.75
	PETTY CASH- PW		50100065.543000.	14.45
41684	PHAROS CORPORATION	PAY ESTIMATE # 8.	30500030.563000.R0301	2,556.30
41685	PILCHUCK AUDUBON SOC	REFUND DEPOSIT FOR JEN PAVILL	001.239100.	58.00
41686	PLATT- EVERETT	COMMUNICATION CONNECTORS	40140580.531000.	22.98
	PLATT- EVERETT		40140580.531000.	206.82
41687	PRATT PEST MANAGEMENT	INSTALL RODNET TRAPS-STRAWBRY	00105380.531000.	70.53
	PRATT PEST MANAGEMENT	REMOVE RODENT,CHECK AND REBAI	00105380.531000.	70.53
41688	PUD NO 1 OF SNOHOMISH COUNTY	UTILITY CHARGE-1635 GROVE #B	00100010.547000.	57.05
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 572-001-307-6	00105090.547000.	28.98
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 277-001-775-0	00105250.547000.	363.11
	PUD NO 1 OF SNOHOMISH COUNTY	EBEY WTRFRONT PARK AREA LIGHT	00105380.547000.	15.49
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 462-002-547-0	00105380.547000.	28.78
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 411-002-222-7	00105380.547000.	49.06
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 274-001-574-4	00105380.547000.	93.31
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 501-001-656-5	00105380.547000.	163.67
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT.# 910-002-522-1	00105380.547000.	239.64

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41688	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 527-001-632-1	10110564.531000.	349.52
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 412-001-373-7	10110564.547000.	62.67
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 519-001-313-5	10110564.547000.	64.23
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 557-001-737-5	10110564.547000.	72.32
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT# 391-045-118-0	10110564.547000.	79.07
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT # 664-001-090-3	10110564.547000.	85.45
	PUD NO 1 OF SNOHOMISH COUNTY	225 STATE AVE 230-075-562-2	10110564.547000.	87.21
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 441-001-033-6	10110564.547000.	91.21
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 328-001-837-9	10110564.547000.	98.85
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT #123-000-023-2	10110564.547000.	121.14
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 531-001-591-1	10110564.547000.	126.75
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 841-000-252-4	10110564.547000.	294.01
	PUD NO 1 OF SNOHOMISH COUNTY	162-000-094-1 TRAFFIC LIGHT	10110564.547000.	371.95
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 123-000-075-2	10110564.547000.	384.33
	PUD NO 1 OF SNOHOMISH COUNTY	616-000-083-9	40140180.547000.	28.06
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT # 224-078-532-5	40141580.547000.	1,687.02
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 571-001-001-7	40142480.547000.	406.40
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 515-001-516-1	42047165.547000.	33.89
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 683-000-525-9	42047165.547000.	421.07
	PUD NO 1 OF SNOHOMISH COUNTY	ACCT 416-001-034-6	42047165.547000.	1,114.48
41689	PUGET SOUND SECURITY	DUPLICATE KEYS	40142280.549000.	6.35
41690	R&R PRODUCTS INC	FRONT ROLLER BEARINGS	42047165.548000.	297.64
41691	RAINIER TITLE, LLC	TITLE INSURANCE-WCD DEVEL.BAY	00105380.549000.	381.15
41692	REIMER, ARNOLD & CHARM	UB 761808510003 6719 69TH PL N	401.122110.	342.77
41693	RH2 ENGINEERING INC	PAY ESTIMATE # 38.	40220594.563000.W0101	3,314.94
41694	RINGEN, FAWN & TYLER	UB 162220000000 4521 133RD PL	401.122110.	35.89
41695	ROMBERG, SCOTT	UB 271180000002 5210 126TH PL	401.122110.	24.81
41696	RONNING, AARON & MICHELLE	UB 081370000001 4706 86TH PL N	401.122110.	64.61
41697	ROY, VIRGIL W	UB 850910000000 7804 57TH DR N	401.122110.	17.35
41698	SAFETY-KLEEN SYSTEMS	EMPTY POLYMER DRUMS	40142480.541000.	117.18
41699	SCHRAGE, MELINDA & RONALD	UB 570729940002 17425 27TH AVE	401.122110.	115.50
41700	SCIENTIFIC SUPPLY & EQUIPMENT INC	PVC TUBING, TYGON TUBING, ELEC	40142480.531400.	614.57
41701	SEATTLE GOLF CLUB	TORO IRRIGATION HEADS	42047165.531920.	120.00
41702	RAY SIZEMORE	PRESCRIPTION CO-PAY AUGUST 07	00103010.541100.	15.00
41703	SMOKEY POINT CONCRETE	3 YARDS OF CONCRETE	10110361.531000.	392.23
41704	SNO CO PUBLIC WORKS	SOLID WASTE FEES JULY 2007	41046060.551000.	107,756.00
41705	SOUND HARLEY DAVIDSON	1.5K SERVICE	00103222.548000.	327.34
41706	SOUND SAFETY PRODUCTS CO INC	JEANS- S. MOORE	00102020.526000.	143.90
	SOUND SAFETY PRODUCTS CO INC	CANVAS WORK DUNAREE 1PR	40145040.526000.	37.47
41707	SPRINGBROOK NURSERY	2 YRDS DRAIN ROCK 1 YRD GRAVEL	00105380.531000.	61.33
	SPRINGBROOK NURSERY	TRUCK RENTAL 8/6-8/13-07	10110130.531000.	1,870.00
	SPRINGBROOK NURSERY		10110130.531000.	2,970.00
	SPRINGBROOK NURSERY		10110130.549200.	467.50
	SPRINGBROOK NURSERY		10110130.549200.	2,887.50
	SPRINGBROOK NURSERY		10110130.549200.	3,245.00
	SPRINGBROOK NURSERY	TRUCK RENTAL 7/31/07-8/3/07	10110130.549200.M0705	6,957.50
	SPRINGBROOK NURSERY	STREETS-TRUCK RENTAL7/26,27,31	10111561.549000.M0708	1,880.00
	SPRINGBROOK NURSERY		10111561.549000.M0708	2,640.00
	SPRINGBROOK NURSERY		10200030.541000.	2,222.50
	SPRINGBROOK NURSERY	TRUCK RENTAL 7/31/07-8/3/07	10200030.541000.	3,791.25
41708	WASHINGTON STATE PATROL	BACKGROUND CHECKS	00100310.541000.	350.00

**CITY OF MARYSVILLE
 INVOICE LIST
 FOR INVOICES FROM 8/23/2007 TO 8/29/2007**

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41709	TRACY STROEBY	REFUND DEPOSIT FOR JEN PAVILLN	001.239100.	58.00
41710	NATIONAL TACTICAL OFFICERS ASSOC	TE TEAM MEMBERSHIP RENEWAL	00103222.541000.	150.00
41711	TALIAFERRO, JESSICA & CHRIS	UB 090870000000 5212 90TH PL N	401.122110.	14.37
41712	TERRA RESOURCE GROUP	40 HRS TEMP-BRIAN BAGLEY	00105380.511000.	806.40
41713	THE SHARP SHOP	CHAIN SAW CHAINS	10110770.548000.	37.43
	THE SHARP SHOP	SHARPEN HEDGE TRIMMER	10110770.548000.	49.75
41714	MEGHAN TOWNS	REFUND DEPOSIT FOR RENTAL	001.239100.	58.00
41715	UNITED PARCEL SERVICE	SHIPPING COSTS	00103121.542000.	9.91
	UNITED PARCEL SERVICE		00103222.542000.	5.00
	UNITED PARCEL SERVICE		00103222.542000.	10.05
41716	UNITED RENTALS	RENTAL FOR MINI EXCAVATOR	00105380.545000.	2,278.07
	UNITED RENTALS	CUTTER BLADE FOR HEDGE TRIMMER	10110770.531000.	68.36
41717	VERIZON NORTHWEST	ACCT.# 03 0211 1004696094 01	00104000.542000.	35.00
	VERIZON NORTHWEST	ACCT# 030278102564566904	00105380.542000.	51.97
	VERIZON NORTHWEST	ACCT#030211106496225401	40140080.541000.	30.20
	VERIZON NORTHWEST	ACCT#030211101696225800	40140380.541000.	30.20
	VERIZON NORTHWEST	ACCT 1085454631	40141580.547000.	81.74
	VERIZON NORTHWEST	ACCT# 107579926005	40143410.542000.	111.08
	VERIZON NORTHWEST	ACCT 101066397601	40143780.542000.	60.38
41718	VERONICA WELCH	REFUND DEPOSIT FOR RENTAL-BARN	001.239100.	58.00
41719	WESTERN EQUIPMENT DISTRIBUTORS	VARIABLE NOZZLE	42047165.531920.	49.01
41720	WESTERN FACILITIES SUPPLY INC	JANITORIAL SUPPLIES FOR RESTAU	42047165.531700.	289.16
41721	WESTERN SYSTEMS	PEDESTRIAN PUSH BUTTONS	10110564.531000.	1,069.15
41722	WILDER CONSTRUCTION CO	IN HOUSE OVER LAYS, 7/31/07	10110130.549200.	8,171.71
	WILDER CONSTRUCTION CO	INHOUSE OVERLAYS, 8/10/2007	10110130.549200.	10,276.98
	WILDER CONSTRUCTION CO	IN HOUSE OVER LAYS 8/7/2007	10110130.549200.	10,511.29
	WILDER CONSTRUCTION CO	INHOUSE OVERLAYS 8/8 AND 8/9	10110130.549200.	13,094.52
	WILDER CONSTRUCTION CO	INHOUSE OVERLAYS 8/1-8/3 & 8/6	10110130.549200.	42,969.33
	WILDER CONSTRUCTION CO	COUNTY OVERLAY PREP 7/23/07	10200030.541000.	657.77

WARRANT TOTAL: 474,713.24

LESS VOIDS

\$474,713.24

**CITY OF MARYSVILLE
EXECUTIVE SUMMARY FOR ACTION**



CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: SR 528, 47 th Ave. NE to 67 th Ave. NE, Road Improvements Supplemental Agreement #3 to Perteet Engineering Professional Services Agreement	AGENDA SECTION: New Business	
PREPARED BY: Jeff Massie, Assistant City Engineer	AGENDA NUMBER:	
ATTACHMENTS: <ul style="list-style-type: none"> • Supplemental Agreement #3 to Perteet Engineering Professional Services Agreement 	APPROVED BY:	
	MAYOR	CAO
BUDGET CODE: 30500030.563000 T0102	AMOUNT: \$29,409.00	

The City plans to re-advertise the SR 528 road improvement project construction contract for bids in October 2007, then start construction in late fall. City Staff will conduct most construction management and inspection services in-house. However, it is desired that the design engineer, Perteet, be retained to perform limited construction support services.

The scope of work includes minor plan, specification, and estimate revisions resulting from re-advertising the project for bid; the review of limited shop drawing and construction method submittals; responding to limited contractor requests for information; and record drawing preparation.

RECOMMENDED ACTION: Staff recommends the City Council authorize the Mayor to sign Supplemental Agreement #3 to Professional Services Agreement for Perteet Engineering for the SR 528 Road Improvement Project.
COUNCIL ACTION:

**SUPPLEMENTAL AGREEMENT NO. 3
TO
PROFESSIONAL SERVICES AGREEMENT
FOR
CITY OF MARYSVILLE**

COPY

This Supplemental Agreement No. 3 is made and entered into on the ____ day of _____, _____, between the City of Marysville, hereinafter called the "City" and Perteet, Inc., hereinafter called the "Consultant."

WITNESSETH THAT:

WHEREAS, the parties hereto have previously entered into an Agreement for [insert description of project], hereinafter called the "Project," said Agreement being dated November 25, 2002; and

WHEREAS, both parties desire to supplement said Agreement, by expanding the Scope of Services to provide for additional engineering services and to amend the total amount payable for this Agreement,

NOW THEREFORE, in consideration of the terms, conditions, covenants and performance contained herein or attached and incorporated, and made a part hereof, the parties hereto agree as follows:

Each and every provision of the Original Agreement for Professional Services dated November 25, 2002, shall remain in full force and effect, except as modified in the following sections:

1. Article II of the Original Agreement, "SCOPE OF SERVICES", shall be supplemented to include the Scope of Services as described in Exhibit A1, attached hereto and by this reference made part of this Supplemental Agreement No. 3.

2. Article IV of the Original Agreement, "OBLIGATIONS OF THE CITY", Paragraph 4.1 Payments, the third sentence is amended to include the additional Consultant fee of \$29,409.00 and shall read as follows: "...shall total payment under this agreement exceed \$332,129.00."

PROFESSIONAL SERVICES AGREEMENT - 1
Supplement

The Total Amount payable to the Consultant is summarized as follows:

Original Agreement	\$104,902.00
Supplemental Agreement No.1	\$110,073.00
Supplemental Agreement No.2	\$ 87,745.00
Supplemental Agreement No.3	\$ 29,409.00
Grand Total	\$332,129.00

3. Article III, Section 3.3 of the Original Agreement, "TIME OF PERFORMANCE", is amended to provide that all work shall be completed by March 31, 2008.

IN WITNESS WHEREOF, the parties hereto have executed this SUPPLEMENTAL AGREEMENT NO. 3 as of the day and year first above written.

CITY OF MARYSVILLE

PERTEET, INC.

By: _____
Mayor

By: 
Its Executive Vice President

ATTEST/AUTHENTICATED:

City Clerk

APPROVED AS TO FORM:

Marysville City Attorney

**EXHIBIT A-1
SCOPE OF WORK**

**City of Marysville
SR 528: 47th Avenue NE to 67th Avenue NE
Supplemental Agreement No. 3**

The changes to the agreement are described as follows:

Article II, SCOPE OF WORK, is hereby supplemented by the following:

INTRODUCTION

Pertect Inc. will provide construction support services to the City of Marysville for the proposed intersection improvements to SR-528/47th Ave. NE, 3rd Street/47th Ave. NE and widening and restriping on SR-528 between 47th Ave. NE and 67th Ave. NE. Services shall include review of shop drawing submittals and responses to Contractor inquiries.

SCOPE OF SERVICES

1. Management/Coordination/Administration

- 1.1 Provide limited project management administration (billing invoices, monthly progress reports, consultant/subconsultant coordination) throughout this phase of the project. Assume duration of construction support will be five months.
- 1.2 Monitor project budget and schedule.
- 1.3 Provide assistance during the bidding period.
- 1.4 Attend construction pre-conference and project coordination meetings with the City, utility franchises and Contractor personnel. Assume up to three meetings. Meeting minutes will be prepared by the City.
- 1.5 Coordinate with County representatives and Zipper Zeman and Associates on construction issues. This is time in addition to meetings.
- 1.6 Participate in up to three field meetings to discuss construction issues as requested by the City.
- 1.7 Prepare supplemental subconsultant agreement with ZZA.

2. Review of Contractor Submittals

2.1 Shop Drawing Submittals

- Review shop drawing submittals for the signal and illumination systems for compliance with the specifications and submittal requirements.

PROFESSIONAL SERVICES AGREEMENT - 3
Supplement

- Review shop drawing submittals on the storm drainage system limited to the catch basin storm treatment unit and infiltration trench.

3 Responses to Contractor Inquiries

3.1 Responses to Requests for Information (RFI)

- Prepare written responses to Contractor requests for information regarding materials and intent of design. Prepare written responses to Contractor requests for information regarding, methods of construction and phasing. It is assumed that the City will coordinate the requests and that all direction to the Contractor will be by the City. This service will be limited to the level of effort (hours and expenses) included in the fee proposal.
- Prepare minor design revisions to the level of effort included in the fee proposal. Significant design revisions will be considered as an optional service.

4 Record Drawing Preparation

4.1 Prepare electronic-format record drawings based on plan revisions forwarded by City staff. Deliverables will be in electronic and full-size mylar formats.

ESTIMATED TIME FOR COMPLETION

The Consultant shall not begin work under the terms of this Agreement until authorized in writing by the City. Services described in this Agreement are estimated to be completed by March 31, 2008.

ITEMS TO BE PREPARED AND/OR FURNISHED BY THE CONSULTANT

1. Monthly progress reports and invoices.
2. Reviewed shop drawing submittals.
3. Written responses to Contractor Requests for Information (RFI).
4. Electronic and full-size mylar record drawings.

ITEMS TO BE FURNISHED BY THE CITY

1. Minutes of meetings.
2. Updated underground utility information relative to the City owned utilities.
3. Potholing services and coordination.
4. Asbuilt markups for use in preparing record drawings.

OPTIONAL SERVICES

The following optional services can be provided as requested. Scope and fee determination will be negotiated separately as a supplement to this Agreement.

1. Significant changes or additions to the contract documents as a result of Contractor or County requests, or changes in site conditions.
2. Additional review of Contractor submittals and responses to Contractor Requests for Information above the level described in this scope of services and associated fee proposal.
3. Construction surveying.
4. Coordination of potholing services.
5. Construction or field observation services.
6. Field and laboratory soil testing.

EXHIBIT D-1
CONSULTANT FEE DETERMINATION - SUMMARY SHEET

SR-528: 47th Ave. NE to 67th Ave. NE: Supplement No. 3

Client: City of Marysville

<u>Classification</u>	<u>Hours</u>		<u>Rate</u>	=	<u>Cost</u>
Principal	2	x	\$60.00	=	\$120
Associate	61	x	\$53.00	=	\$3,233
Senior Project Manager	8	x	\$51.00	=	\$408
Project Manager	26	x	\$41.00	=	\$1,066
Design Engineer II	16	x	\$32.00	=	\$512
Design Engineer I	12	x	\$24.00	=	\$288
CADD Operator/ Tech3	58	x	\$32.50	=	\$1,885
Clerical	18	x	\$21.00	=	\$378
				TOTAL DSC	= \$7,890

OVERHEAD (OH COST - including Salary Additives):

OH Rate x DSC	179.7%	x	\$7,890	=	\$14,180
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FIXED FEE (FF):

FF Rate X DSC	28%	x	\$7,890	=	\$2,209
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REIMBURSABLES:

Misc. Printing Expenses.	\$600	
Mileage @ Federal Rate	\$100	
CADD Station @\$10/hr	\$580	
	=	\$1,280

SUBCONSULTANT COSTS (Zipper Zeman Assoc., Inc.) = \$3,850

GRAND TOTAL: = **\$29,409**

PREPARED BY: Kurt Anrensteig

DATE: 14-Jun-07

PROFESSIONAL SERVICES AGREEMENT - 6
 Supplement

EXHIBIT A-2

LIMITED CONSTRUCTION PHASE GEOTECHNICAL SERVICES SR 528 IMPROVEMENTS: 47TH AVE. N.E. to 67TH AVE. N.E. MARYSVILLE, WASHINGTON

SCOPE OF SERVICES

1. Attend up to two (2) pre-construction meetings with the City of Marysville, Perteet, utility franchises, and contractor representatives. Our scope and fee estimate assumes four hours per meeting, including travel time.
2. Attend up to three (3) field meetings to discuss geotechnical aspects of project construction as requested by Perteet. Our scope and fee estimate assumes four hours per meeting, including travel time.
3. Review geotechnical aspects of contractor Requests for Information (RFIs) as requested by Perteet. Written review comments will be provided to Perteet. Our scope and fee estimate assumes 8 hours for RFI review and response.

FEE

The geotechnical services outlined above are considered supplemental to the executed Subconsultant Agreement between Perteet, Inc. and Zipper Zeman Associates, Inc. dated November 3, 2005. We propose to provide the scope of services described above on a cost plus fixed fee basis in accordance with the November 3, 2005 Subconsultant Agreement using our current 2007 rate schedule. We estimate that a budget of \$3,850 will be adequate to complete the presented scope of services.

OPTIONAL SERVICES

The following optional services can be provided as requested. Scope and fee determination will be negotiated as a supplement to this agreement.

1. Construction observation services.
2. Field and laboratory soil testing services. Soil testing services could include grain size analyses, Proctor analyses, *in situ* nuclear densometer density tests, and field infiltration tests.

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Approve Annual Support Agreement and License Agreement for Munis Software	AGENDA SECTION:	
PREPARED BY: Worth Norton, Information Services Manager	AGENDA NUMBER:	
ATTACHMENTS 1. Annual Support Agreement and License Agreement for Munis Software 2. Tyler Technologies, Inc. Invoice No. 113566	APPROVED BY: 	
	MAYOR	CAO
BUDGET CODE: 50300030 541000	AMOUNT: \$44,076.57	

The attached contract is for the yearly license and support for Munis software. This agreement provides support for the City's financial software. Munis software is the City's financial software package including all Accounting, Utility Billing, Payroll and Postal software. This agreement provides user and administrative support for all applications as well as software updates and maintenance.

RECOMMENDED ACTION: The Finance and Information Services Departments recommend that the City Council authorize the Mayor to sign the attached contract and approve payment of Tyler Technologies, Inc. invoice number 113566.
COUNCIL ACTION:

**ANNUAL SUPPORT AGREEMENT AND LICENSE AGREEMENT
FOR MUNIS® SOFTWARE**

Invoice to: 9645 City of Marysville	Contact: Sandy Langdon
Address: 1049 State Avenue Marysville, WA 98270	Telephone: 360.651.5017

This Support and License Agreement (herein "Agreement") is entered into between City of Marysville (Licensee) with its principal place of business at 1049 State Avenue, Marysville, WA and Tyler Technologies, Inc., MUNIS Division, (Licensor) with its principal place of business at 370 US Route One, Falmouth, Maine, 04105 on this 9th day of October 2007.

The headings used in the Agreement are for reference purposes only and shall not be deemed a part of this Agreement.

The Licensee agrees to purchase and MUNIS agrees to provide services for the products listed below in accordance with the following terms and conditions.

I. Term of Agreement

This Agreement is effective as of 10/09/07 and shall remain in force until 10/08/08 (one-year term). Upon termination of this Agreement the Licensee may renew the Agreement for subsequent one-year periods at the then current fee structure as established by the Licensor.

II. Scope of the Agreement

Both parties acknowledge that this Agreement covers both Support and Licensing for the products listed below, used by the Licensee for the operations of: City/Town/Village School County Other (This Agreement is limited to only those entities marked.)

III. Payment

- Licensee agrees to pay MUNIS \$ 40,474.35, for licensing and support services, as described below. This payment is due and payable upon execution of the Agreement.
- Additional charges. Any services performed by MUNIS for the Licensee, which are not covered by the Agreement, will be charged at the then applicable time rate*. All materials supplied in connection with such non-covered maintenance or support will be charged to the Licensee. Any additional charges will be added to the next invoice submitted to the Licensee and shall be due on the same date as the other charges included in that invoice.

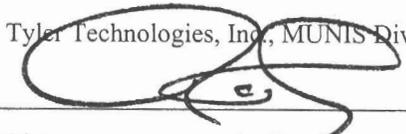
IV. Covered Products

This Agreement is limited to the following listed products which are registered for Licensee's AIX 5.1 system.

Application:		Application:	
Accounting/GL/BG/AP	D	Utility Billing	D
Accounts Receivable	D		
Fixed Assets	D		
General Billing	D		
HR Management	B		
Inventory	D		
MUNIS Crystal Reports	D		
MUNIS Office	D		
Payroll	B		
Project & Grant Accounting	D		
Purchase Orders	D		
Requisitions	D		
Tyler Forms – Postal Xpress	D		
Tyler Forms Processing	D		
UB Interface	D		

Licensee¹

Date

Tyler Technologies, Inc., MUNIS Division


Richard E. Peterson, Jr., President
Date August 15, 2007

* Current Billable Service Rates are available on request.
Rates are subject to change and a contract for services or a Purchase Order is required to hold a quoted rate.

¹ Licensee's acceptance signature is optional. Payment of this contract by Licensee signifies acceptance of the terms and conditions outlined herein. MUNIS will not accept any changes to this contract.
Revised 8/1/2007

V. Terms and Conditions for Licensing:

1. **Grant of License:** Upon execution of this Agreement, Licensee is hereby granted the non-exclusive and non-transferable license and right to use the current version of the MUNIS Licensed Programs listed in Section IV., and related materials. This License will also cover any additional revisions that Licensor may release during the term of this Agreement. The Licensor agrees to extend and the Licensee agrees to accept a license subject to the terms and conditions contained herein for the current version of the MUNIS software products identified in Section IV.
2. **Limited Use:** The software products listed are licensed for use only for the benefit of the Licensee listed in this Agreement. This license is registered for the Licensee's computer system identified in Section IV. As long as a current License and Support Agreement is in place, this License may be transferred to any other hardware system used for the benefit of Licensee. Licensee agrees to notify Licensor prior to transferring the licensed products to any other system. The right to transfer this license is included in the cost of this Agreement. The cost for new media or any required technical assistance to accommodate the transfer would be billable charges to the Licensee.
3. **Confidentiality:** The Licensee agrees that the Products are proprietary to the Licensor and have been developed as a trade secret at the Licensor's expense. The Licensee agrees to keep the software products confidential and use its best efforts to prevent any misuse, unauthorized use or unauthorized disclosures by any party of any or all of the Products or accompanying documentation.
4. **Modification:** The Products may be modified but such modification shall be only for the use on the Licensee's system for which the Products are licensed and shall not cause the Licensee or anyone performing such modification to gain any proprietary or other interest in the Products.
5. **Copies:** The Licensee may make copies of the licensed Products for archive purposes only. The Licensee will repeat any proprietary notice on the copy of the Product. The documentation accompanying the product may not be copied except for internal use.
6. **Warranty:** For as long as a current software support agreement is in place, the Licensor will warrant that all MUNIS® software programs will operate as described in the brochures and user manuals of MUNIS. If a program fails to operate in the manner described within these documents, the Licensor will correct the problem at no charge to the Licensee. If Licensee has made modifications to the software programs, Licensor will no longer warrant the performance of those programs, which contain modifications, unless specifically authorized in writing by the Licensor.

VI. Terms and Conditions for Support:

1. **Scope of Services:** MUNIS will provide the following services for the benefit of the Licensee.
 - a.) MUNIS shall provide software-related telephone support to the Licensee. Support personnel will accept phone calls during MUNIS's normal working hours (8:00 A.M. to 6:00 P.M., Eastern Standard Time, Monday through Friday) for the term of this Agreement, limited to a reasonable number of calls of reasonable duration. Assistance and support requests, which require special assistance from MUNIS's development group, will be taken and directed by support personnel. In the event that support representatives are unavailable to receive calls, messages will be taken and calls will be returned within one working day.
 - b.) MUNIS will continue to maintain a master set of the current computer programs on appropriate media, as well as hardcopy printout of source code programs and documentation.
 - c.) MUNIS will maintain staff that is appropriately trained to be familiar with Licensee's software programs that are listed in Section IV in order to render assistance, should it be required.
 - d.) MUNIS will provide Licensee with all program enhancements, modifications or updates that MUNIS may make to the then Current Release of the program applications covered in this Agreement.
 - e.) In the case of system software new Release(s), the Licensee will also be required to pay whatever fees the manufacturer charges to MUNIS for the new Release. Licensee understands that and agrees that six (6) months after shipment by MUNIS of new Releases, MUNIS shall cease to support the earlier Release and for the balance of the term, MUNIS shall support the new Release.
 - f.) MUNIS will make available appropriately trained personnel to provide Licensee additional training, program changes, analysis, consultation, recovery of data, conversion, non-coverage maintenance service, etc., billable at the current per diem rate. All expenses will be billed in accordance with the then current Tyler Travel Policy.
2. **Limitations and Exclusions:** The support and services of this Agreement do not include the following:
 - a.) Installation of the Licensed Software, onsite support, application design, and other consulting services, or any support requested outside of normal business hours.
 - b.) The Licensee shall be responsible for implementing at its expense, all changes to the Current Release. Licensee understands that changes furnished by MUNIS for the Current Software Release are for implementation in the Current Software Release, as it exists without customization or Licensee alteration.
3. **Licensee Responsibilities:**
 - a.) The Licensee shall provide, at no charge to MUNIS, full and free access to the programs covered hereunder: working space; adequate facilities within a reasonable distance from the equipment; and use of machines, attachments, features, or other equipment necessary to provide the specified support and maintenance service.
 - b.) The Licensee shall install and maintain for the duration of this Agreement, a modem and associated dial-up telephone line or other connection method acceptable to MUNIS. The Licensee shall pay for installation, maintenance and use of such equipment and associated telephone line use charges. MUNIS at its option, shall use this modem and telephone line in connection with error correction. Such access by MUNIS shall be subject to prior approval by the Licensee in each instance.
4. **Non-Assignability:** The Licensee shall not have the right to assign or transfer its rights hereunder to any party.
5. **Excused Non-Performance:** MUNIS shall not be responsible for delays in servicing the products covered by this Agreement caused by strikes, lockouts, riots, epidemic, war, government regulations, fire, power failure, acts of God, or other causes beyond its control.
6. **Limitation of Liability:** The liability of MUNIS is hereby limited to a claim for a money judgement not exceeding the total amount paid by the Licensee for services under this Agreement. THE LICENSEE SHALL NOT IN ANY EVENT BE ENTITLED TO, AND MUNIS SHALL NOT BE LIABLE FOR, INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY NATURE, EVEN IF MUNIS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, IRRESPECTIVE OF THE NATURE OF THE LICENSEE'S CLAIM.

VII. General

1. **Governing Law:** This agreement shall be governed by, and construed in accordance with the laws of Client's state of domicile. The invalidity or unenforceability of any provisions of this agreement shall not affect the validity or enforceability of any other provision.
2. **Modification of this Contract:** No modifications or amendment of this Agreement shall be effective unless set forth in writing and signed by both the Licensee and MUNIS.
3. **Suspension:** Support and services will be suspended whenever Licensee's account is thirty days overdue. Support and services will be reinstated when Licensee's account is made current.
4. **Entire Agreement:** THIS AGREEMENT CONSTITUTES THE COMPLETE AND EXCLUSIVE STATEMENT OF THE AGREEMENT BETWEEN THE LICENSEE AND MUNIS WHICH SUPERSEDES ALL PROPOSALS, ORAL OR WRITTEN, AND OTHER COMMUNICATIONS BETWEEN THEM RELATING TO THE SOFTWARE SUPPORT AND MAINTENANCE SERVICE OF THE PRODUCTS COVERED BY THIS AGREEMENT.
5. **Trademarks:** MUNIS and the MUNIS Logo are registered trademarks of Tyler Technologies, Inc.

**ANNUAL SUPPORT AGREEMENT AND LICENSE AGREEMENT
FOR MUNIS® SOFTWARE**

Invoice to:

9645 City of Marysville
Attn: Sandy Langdon

Contact:

Sandy Langdon

Address:

1049 State Avenue
Marysville, WA 98270

Telephone:

360.651.5017

This Support and License Agreement (herein "Agreement") is entered into between City of Marysville (Licensee) with its principal place of business at 1049 State Avenue, Marysville, WA and Tyler Technologies, Inc., MUNIS Division, (Licensor) with its principal place of business at 370 US Route One, Falmouth, Maine, 04105 on this 9th day of October 2007.

The headings used in the Agreement are for reference purposes only and shall not be deemed a part of this Agreement.

The Licensee agrees to purchase and MUNIS agrees to provide services for the products listed below in accordance with the following terms and conditions.

I. Term of Agreement

This Agreement is effective as of 10/09/07 and shall remain in force until 10/08/08 (one-year term). Upon termination of this Agreement the Licensee may renew the Agreement for subsequent one-year periods at the then current fee structure as established by the Licensor.

II. Scope of the Agreement

Both parties acknowledge that this Agreement covers both Support and Licensing for the products listed below, used by the Licensee for the operations of: City/Town/Village School County Other (This Agreement is limited to only those entities marked.)

III. Payment

- Licensee agrees to pay MUNIS \$ 40,474.35, for licensing and support services, as described below. This payment is due and payable upon execution of the Agreement.
- Additional charges. Any services performed by MUNIS for the Licensee, which are not covered by the Agreement, will be charged at the then applicable time rate*. All materials supplied in connection with such non-covered maintenance or support will be charged to the Licensee. Any additional charges will be added to the next invoice submitted to the Licensee and shall be due on the same date as the other charges included in that invoice.

IV. Covered Products

This Agreement is limited to the following listed products which are registered for Licensee's AIX 5.1 system.

Application:

Accounting/GL/BG/AP	D
Accounts Receivable	D
Fixed Assets	D
General Billing	D
HR Management	B
Inventory	D
MUNIS Crystal Reports	D
MUNIS Office	D
Payroll	B
Project & Grant Accounting	D
Purchase Orders	D
Requisitions	D
Tyler Forms – Postal Xpress	D
Tyler Forms Processing	D
UB Interface	D

Application:

Utility Billing	D
-----------------	---

Licensee¹

Tyler Technologies, Inc., MUNIS Division

Richard E. Peterson, Jr., President

Date

Date

August 15, 2007

* Current Billable Service Rates are available on request.

Rates are subject to change and a contract for services or a Purchase Order is required to hold a quoted rate.

¹ Licensee's acceptance signature is optional. Payment of this contract by Licensee signifies acceptance of the terms and conditions outlined herein. MUNIS will not accept any changes to this contract.

V. Terms and Conditions for Licensing:

1. **Grant of License:** Upon execution of this Agreement, Licensee is hereby granted the non-exclusive and non-transferable license and right to use the current version of the MUNIS Licensed Programs listed in Section IV., and related materials. This License will also cover any additional revisions that Licensor may release during the term of this Agreement. The Licensor agrees to extend and the Licensee agrees to accept a license subject to the terms and conditions contained herein for the current version of the MUNIS software products identified in Section IV.
2. **Limited Use:** The software products listed are licensed for use only for the benefit of the Licensee listed in this Agreement. This license is registered for the Licensee's computer system identified in Section IV. As long as a current License and Support Agreement is in place, this License may be transferred to any other hardware system used for the benefit of Licensee. Licensee agrees to notify Licensor prior to transferring the licensed products to any other system. The right to transfer this license is included in the cost of this Agreement. The cost for new media or any required technical assistance to accommodate the transfer would be billable charges to the Licensee.
3. **Confidentiality:** The Licensee agrees that the Products are proprietary to the Licensor and have been developed as a trade secret at the Licensor's expense. The Licensee agrees to keep the software products confidential and use its best efforts to prevent any misuse, unauthorized use or unauthorized disclosures by any party of any or all of the Products or accompanying documentation.
4. **Modification:** The Products may be modified but such modification shall be only for the use on the Licensee's system for which the Products are licensed and shall not cause the Licensee or anyone performing such modification to gain any proprietary or other interest in the Products.
5. **Copies:** The Licensee may make copies of the licensed Products for archive purposes only. The Licensee will repeat any proprietary notice on the copy of the Product. The documentation accompanying the product may not be copied except for internal use.
6. **Warranty:** For as long as a current software support agreement is in place, the Licensor will warrant that all MUNIS® software programs will operate as described in the brochures and user manuals of MUNIS. If a program fails to operate in the manner described within these documents, the Licensor will correct the problem at no charge to the Licensee. If Licensee has made modifications to the software programs, Licensor will no longer warrant the performance of those programs, which contain modifications, unless specifically authorized in writing by the Licensor.

VI. Terms and Conditions for Support:

1. **Scope of Services:** MUNIS will provide the following services for the benefit of the Licensee.
 - a.) MUNIS shall provide software-related telephone support to the Licensee. Support personnel will accept phone calls during MUNIS's normal working hours (8:00 A.M. to 6:00 P.M., Eastern Standard Time, Monday through Friday) for the term of this Agreement, limited to a reasonable number of calls of reasonable duration. Assistance and support requests, which require special assistance from MUNIS's development group, will be taken and directed by support personnel. In the event that support representatives are unavailable to receive calls, messages will be taken and calls will be returned within one working day.
 - b.) MUNIS will continue to maintain a master set of the current computer programs on appropriate media, as well as hardcopy printout of source code programs and documentation.
 - c.) MUNIS will maintain staff that is appropriately trained to be familiar with Licensee's software programs that are listed in Section IV in order to render assistance, should it be required.
 - d.) MUNIS will provide Licensee with all program enhancements, modifications or updates that MUNIS may make to the then Current Release of the program applications covered in this Agreement.
 - e.) In the case of system software new Release(s), the Licensee will also be required to pay whatever fees the manufacturer charges to MUNIS for the new Release. Licensee understands that and agrees that six (6) months after shipment by MUNIS of new Releases, MUNIS shall cease to support the earlier Release and for the balance of the term, MUNIS shall support the new Release.
 - f.) MUNIS will make available appropriately trained personnel to provide Licensee additional training, program changes, analysis, consultation, recovery of data, conversion, non-coverage maintenance service, etc., billable at the current per diem rate. All expenses will be billed in accordance with the then current Tyler Travel Policy.
2. **Limitations and Exclusions:** The support and services of this Agreement do not include the following:
 - a.) Installation of the Licensed Software, onsite support, application design, and other consulting services, or any support requested outside of normal business hours.
 - b.) The Licensee shall be responsible for implementing at its expense, all changes to the Current Release. Licensee understands that changes furnished by MUNIS for the Current Software Release are for implementation in the Current Software Release, as it exists without customization or Licensee alteration.
3. **Licensee Responsibilities:**
 - a.) The Licensee shall provide, at no charge to MUNIS, full and free access to the programs covered hereunder: working space; adequate facilities within a reasonable distance from the equipment; and use of machines, attachments, features, or other equipment necessary to provide the specified support and maintenance service.
 - b.) The Licensee shall install and maintain for the duration of this Agreement, a modem and associated dial-up telephone line or other connection method acceptable to MUNIS. The Licensee shall pay for installation, maintenance and use of such equipment and associated telephone line use charges. MUNIS at its option, shall use this modem and telephone line in connection with error correction. Such access by MUNIS shall be subject to prior approval by the Licensee in each instance.
4. **Non-Assignability:** The Licensee shall not have the right to assign or transfer its rights hereunder to any party.
5. **Excused Non-Performance:** MUNIS shall not be responsible for delays in servicing the products covered by this Agreement caused by strikes, lockouts, riots, epidemic, war, government regulations, fire, power failure, acts of God, or other causes beyond its control.
6. **Limitation of Liability:** The liability of MUNIS is hereby limited to a claim for a money judgement not exceeding the total amount paid by the Licensee for services under this Agreement. THE LICENSEE SHALL NOT IN ANY EVENT BE ENTITLED TO, AND MUNIS SHALL NOT BE LIABLE FOR, INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY NATURE, EVEN IF MUNIS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, IRRESPECTIVE OF THE NATURE OF THE LICENSEE'S CLAIM.

VII. General

1. **Governing Law:** This agreement shall be governed by, and construed in accordance with the laws of Client's state of domicile. The invalidity or unenforceability of any provisions of this agreement shall not affect the validity or enforceability of any other provision.
2. **Modification of this Contract:** No modifications or amendment of this Agreement shall be effective unless set forth in writing and signed by both the Licensee and MUNIS.
3. **Suspension:** Support and services will be suspended whenever Licensee's account is thirty days overdue. Support and services will be reinstated when Licensee's account is made current.
4. **Entire Agreement:** THIS AGREEMENT CONSTITUTES THE COMPLETE AND EXCLUSIVE STATEMENT OF THE AGREEMENT BETWEEN THE LICENSEE AND MUNIS WHICH SUPERSEDES ALL PROPOSALS, ORAL OR WRITTEN, AND OTHER COMMUNICATIONS BETWEEN THEM RELATING TO THE SOFTWARE SUPPORT AND MAINTENANCE SERVICE OF THE PRODUCTS COVERED BY THIS AGREEMENT.
5. **Trademarks:** MUNIS and the MUNIS Logo are registered trademarks of Tyler Technologies, Inc.

INVOICE



Remittance:

Tyler Technologies, Inc. (FEIN 75-2303920)
 P.O. Box 678168
 Dallas, TX 75267-8168

Questions:

Phone: 207-781-2260
 Toll-free: 1-800-772-2260
 Fax : 207-781-3585 (Support Dept)
 Fax : 207-781-2459 (Accounting Dept)

INVOICE NO.	PAGE
113566	1
INVOICE DATE	
8/15/2007	

SOLD TO

CITY OF MARYSVILLE
 ATTN: SANDY LANGDON
 1049 STATE AVENUE
 MARYSVILLE, WA 98270

SHIP TO

MARYSVILLE, WA
 ATTN: SANDY LANGDON
 1049 STATE AVENUE
 MARYSVILLE, WA 98270

ORDER NO.	CUSTOMER NO.	PURCHASE ORD NO.	TERMS		
46,941.00-0.00	9645		Due in 30 days		
QUANTITY	DESCRIPTION	UNIT PRICE	UM	NET PRICE	
	MUNIS SOFTWARE SUPPORT FOR PERIOD 10/09/07-10/08/08				
1.00	SUPPORT & UPDATE LICENSING - ACCTG/GL/BUDGET/AP	9,875.25	EA	\$ 9,875.25	
1.00	SUPPORT & UPDATE LICENSING - ACCOUNTS RECEIVABLE	2,079.00	EA	\$ 2,079.00	
1.00	SUPPORT & UPDATE LICENSING - FIXED ASSETS	2,268.00	EA	\$ 2,268.00	
1.00	SUPPORT & UPDATE LICENSING - GENERAL BILLING	945.00	EA	\$ 945.00	
1.00	SUPPORT & UPDATE LICENSING - HUMAN RESOURCES MANAGEMENT	1,455.30	EA	\$ 1,455.30	
1.00	SUPPORT & UPDATE LICENSING - INVENTORY	2,079.00	EA	\$ 2,079.00	
1.00	SUPPORT & UPDATE LICENSING - CRYSTAL REPORTS	2,454.90	EA	\$ 2,454.90	
1.00	SUPPORT & UPDATE LICENSING - MUNIS OFFICE	1,606.50	EA	\$ 1,606.50	
1.00	SUPPORT & UPDATE LICENSING - PAYROLL	2,192.40	EA	\$ 2,192.40	
1.00	SUPPORT & UPDATE LICENSING - PROJECT ACCOUNTING	1,890.00	EA	\$ 1,890.00	
1.00	SUPPORT & UPDATE LICENSING - PURCHASE ORDERS	2,268.00	EA	\$ 2,268.00	
1.00	SUPPORT & UPDATE LICENSING - REQUISITIONS	1,890.00	EA	\$ 1,890.00	
1.00	TYLER POSTAL XPRESS SUPPORT	1,464.75	EA	\$ 1,464.75	
1.00	TYLER FORM PROCESSING SUPPORT	2,100.00	EA	\$ 2,100.00	
1.00	SUPPORT & UPDATE LICENSING - UTILITY BILLING INTERFACE	1,559.25	EA	\$ 1,559.25	
1.00	SUPPORT & UPDATE LICENSING - UTILITY BILLING	4,347.00	EA	\$ 4,347.00	

Item 25-6

INVOICE

tyler

TECHNOLOGIES

Remittance:

Tyler Technologies, Inc. (FEIN 75-2303920)
P.O. Box 678168
Dallas, TX 75267-8168

Questions:

Phone: 207-781-2260
Toll-free: 1-800-772-2260
Fax : 207-781-3585 (Support Dept)
Fax : 207-781-2459 (Accounting Dept)

INVOICE NO.	PAGE
113566	2
INVOICE DATE	
8/15/2007	

SOLD TO

SHIP TO

COMMENTS:

ALL payments
must be sent to the remittance
address shown above.

SALE AMOUNT

\$40,474.35

SALES TAX

3,602.22

TOTAL

\$44,076.57

Item 25-7

**CITY OF MARYSVILLE
EXECUTIVE SUMMARY FOR ACTION**

COPY

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Award State of Washington Janitorial Work Contract No. 18989 to Advantage Building Services	AGENDA SECTION:	
PREPARED BY: Mike Shepard , Fleet & Facilities Manager	AGENDA NUMBER:	
ATTACHMENTS: Janitorial Services Contract	APPROVED BY:	
	MAYOR	CAO
BUDGET CODE: Various Buildings	AMOUNT \$89,128.16	

The Office of State Procurement in conjunction with Fleet & Facilities has recently solicited bids for janitorial services at the City of Marysville. Three bids were received and the most responsive bidder was Advantage Building Services in the amount of \$89,128.16. The term of this contract is from 8-1-2007 through 7-31-2008. This Contract can be renewed for up to five additional years upon agreement of the State Office of Procurement, City of Marysville, and Advantage Building Services.

Bid submittals received by the State on July 3, 2007;

Company	Yearly Bid Amount
Advantage Building Services	\$89,128.16
SMS Cleaning, Inc.	\$113,527.24
National Maintenance Contractors	\$117,207.64

RECOMMENDED ACTION:

Staff recommends that Marysville City Council authorize the Mayor to award the Janitorial Contract to Advantage Building Services in the amount of \$89,128.16 and authorize the Mayor to sign and execute the contract documents.

COUNCIL ACTION:

Award Methodology			
80% Price 20% Site Plan References Pass/Fail			
	Advantage Building Services	National Maintenance Contractors	SMS Cleaning, Inc.
Total Bid Price	\$89,128.16	\$117,207.64	\$113,527.24
Price Points Scored	80.00	60.83	62.81
Site Plan Points	14.40	13.60	16.00
Total Points Scored	94.40	74.43	78.81
Highest Scoring Bidder	94.40		
Reference Points Scored	Pass		

City of Marysville

Janitorial Services Contract Comparison

City Buildings	Yearly Cost for Janitorial Services		
	Previous Contract Pro Team Janitorial	New Contract 8/1/2007 Advantage Building Services	Cost Variance
PW Administration	29,989.44	12,284.44	
PW Maintenance	Included above	5,903.28	
PW WWTP Maintenance	Included above	3,133.08	
PW WWTP Lab	Included above	3,128.64	
PW Solid Waste Maintenance	1,950.00	2,439.36	
Water Filtration Plant	1,296.00	840.72	
PW CD Construction Office	3,600.00	3,198.64	
Total Public Works	36,835.44	30,928.16	5,907.28
Senior Center	6,626.88	6,606.16	20.72
Comeford Restrooms	12,140.40	3,816.00	
Jennings Park Barn	Included above	3,816.00	4,508.40
Jennings Park Admin Office	24,850.80	3,054.64	
Jennings Park Maintenance	Included above	1,530.52	20,265.64
Total Parks	43,618.08	18,823.32	24,794.76
Courts		13,285.24	(13,285.24)
City Hall	10,950.12	14,190.64	(3,240.52)
Public Safety Bldg	31,624.56	11,900.80	19,723.76
Total Misc.	42,574.68	39,376.68	3,198.00
Total City	123,028.20	89,128.16	33,900.04

CITY OF MARYSVILLE

CONTRACT OFFER AND AWARD FOR JANITORIAL SERVICES

THIS STATE OF WASHINGTON WORK CONTRACT No. 18989 is made this _____ day of _____, 2007 between the CITY OF MARYSVILLE, a municipal corporation ("City"), and Advantage Building Services ("Contractor") in the amount of \$89,129.16 for twelve months to be effective August 1, 2007. This Contract can be renewed for up to five additional years upon agreement of the State of Washington Office of Procurement, City of Marysville, and Advantage Building Services.

In consideration of the terms and conditions contained herein and attached and made a part of this contract, the parties herein covenant and agree as follows:

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

CITY OF MARYSVILLE

By _____

CONTRACTOR

By _____

Attest:

By _____
City Clerk

Approved as to form:

By _____
City Attorney

WORK CONTRACT OFFER AND AWARD

Advantage Building Services
dan@abservices.us
(425)355-9287
Fax: (425)740-9155

Bogdan Pankevich
632 107th Place SE
Everett, WA 98208

911935993
(Federal Tax Identification Number)

Bogdan Pankevich 07.25.07
(Bidder's Signature) (Date)

WORK CONTRACT AWARD
(For State of Washington Use Only)

Work Contract 18989 is hereby awarded between the above company and the State of Washington, Office of State Procurement, Purchasing and Contract Administration for twelve months, to be effective August 1, 2007. This is a total award for \$89,128.16.

Authorized Signature
Cynthia Hank
(State Procurement Officer)

7.26.07
(Date)

WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION
OFFICE OF STATE PROCUREMENT, PURCHASING AND CONTRACT ADMINISTRATION

Janitorial Services Program Work Contract

Work Contract Number:	18989	Date Issued:	July 19, 2007
Agency/Division Name	City of Marysville		
Agency Order Location	Fleet and Facilities, msheward@ci.marysville.wa.us , 360-363-8106, 360-363-8284 80 Columbia Ave Marysville, WA 98270		
Agency Invoice location	Fleet and Facilities, msheward@ci.marysville.wa.us , 360-363-8106, 360-363-8284 80 Columbia Ave Marysville, WA 98270		
Site Address	<ol style="list-style-type: none"> 1. PW Admin Building 2. PW Maintenance Building 3. PW Waste Water Maintenance Building 4. PW Waste Water Lab Bldg 5. Senior Center 6. Comeford Park Restrooms 7. Courts 8. City Hall 9. Public Safety Building 10. Parks Admin Building 11. Parks Maintenance Bldg 12. Jennings Park Barn Restrooms 13. Solid Waste Maintenance Building 14. CD Construction Building 15. Water Filtration Plant 	Sq. Ft	71,640
Site Visit info (date & time):	June 20 th , 2007 at 8:30 am – Site visit will start at Site #1 – Public Works Admin Building	County:	Snohomish
Period of Performance	August 1, 2007 through July 31, 2008		
Maximum term:	Maximum of 6 years from original award date		

Vendor/Contractor Information (Vendor Submittal)

Company Name	Advantage Building Services
Contact person	Bogdan Pankevich
Address	632 107 th Place SE; Everett, WA 98208
Phone	425-355-9287
Fax	425-740-9155
Email	dan@abservices.us
Federal ID #	91-1935993

SUBCONTRACTOR INFORMATION (if applicable) (Vendor Submittal)

Identify any subcontractors who will perform services in fulfillment of contract requirements the nature of services to be performed and anticipated dollar value of each subcontract. Include federal tax identification (TIN) number for each subcontractor: All Subcontractors are required to submit "intent to Pay Prevailing Wages" and an "Affidavit of Wages Paid" forms to the customer

1. Rainier Building Services of Washington, Inc. \$4,790.00 Tin: 20-1975132

PROGRAM COST RECOVERY CHARGE (Term & Condition)

As per the original RFQ, the awarded contractor agrees to pay an administrative cost reimbursement charge of 3% of the value of the awarded work contract to the Office of State Procurement. The bidder will include this 3% charge in their second tier bid price. The bidder understands that OSP will notify them of the payment amount and send them an invoice for this amount. Delinquency will be a cause for termination.

HOURS OF LABOR AND PREVAILING WAGES (Term & Condition)

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

In compliance with RCW 49.28, Contractor agrees that no worker, laborer, or mechanic in the employ of the Contractor or subcontractor shall be permitted or required to work more than eight (8) hours in any one calendar day, or forty (40) hours in any one calendar week, 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 the above shall be at the prevailing overtime rate of pay. Except, contracts will not require the payment of overtime rates for the first two hours worked in excess of eight (8) hours per day when the employer has obtained the employee's agreement (as defined in WAC 296-127-022) to work a four-day, ten-hour work week.

This bid is subject to prevailing wage requirements (reference RCW 39.12 and WAC 296-127). Wages to be paid workers, laborers or mechanics, pursuant to this contract shall not be less than the prevailing rate of wage in the same trade or occupation in the locality within the state where the labor is performed. By submission of a properly signed and completed bid, bidder agrees to comply with all provisions of these chapters.

Site #1 – Public Works Admin Building

WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION OFFICE OF STATE PROCUREMENT, PURCHASING AND CONTRACT ADMINISTRATION			
Janitorial Services Program Work Contract			
Work Contract Number:	18989	Date Issued:	June 11, 2007
Site Address	Public Works Administration Bldg. – 80 Columbia Ave Marysville WA	Sq. Ft:	12,000
Site Coordinator:	Fleet and Facilities, msheward@ci.marysville.wa.us , 360-363-8106, Fax 360-363-8284 80 Columbia Ave, Marysville, WA 98270		
Building Type:	General Office		
Working hours approved	6:00 pm to 6:00 am		

Vendor/Contractor Offer for Site # 1 Public Works Admin Building

Monthly Labor	\$615.93
Monthly Equipment	\$12.50
Monthly Supplies	\$27.00
Cost of doing business/overhead/profit	294.94
Total Monthly Bid Price:	\$950.37
Discount	0% Net 30 days
Cost for Carpet Cleaning	Note; this cost should not be included in the total monthly cost, this is a per event cost. \$440.00 Per cleaning

SITE PLAN for Site #1 Public Works Admin Building

Occupation	Number of Hours per Day	Days per Year	Total Man Hours	Wage Rate	Total Labor Cost
Supervisor	1	52	52	Salary	No Charge
Janitor	3.25	249	809.25	\$8.73	\$7,064.75
Waxer	3	4	12	\$9.23	\$110.76
Window Washer	8	2	16	\$13.48	\$215.68
TOTALS			889.25		\$7,391.19

Average number of people assigned each workday: 1

Describe and list the equipment and products you will use to perform the required cleaning duties for this work site as outlined herein.

List Equipment:

- Vacuum
- Mop bucket and wringer
- Mop and handle
- Lambswool Duster
- Rubbermaid Brute Barrel
- Rags
- Spray bottles
- MSDS Book

Note: This is not an exhaustive list. If we have omitted any piece of equipment required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

List Products:

- Enviro Care Resilient Tile Coating
- Enviro Care Floor Finish Remover
- Comet
- Enviro Care Stainless Steel Polish
- Enviro Care Concentrated Glass Cleaner
- Enviro Care Bathroom and Bowl Cleaner
- Enviro Care Neutral Floor Cleaner
- Enviro Care Neutral Disinfectant Cleaner

Note: Again this is not an exhaustive list. If we have omitted any chemical required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

Plan:

**OPERATIONAL OVERVIEW
MANAGEMENT & SUPERVISION**

The company owners, Dan Pankevich and Miroslav, act as our operations managers and have been successfully training and supervising custodial staff since 1998. Dan and his brother, Miroslav, started in this business as janitors in 1994. Theirs is a true American success story. After immigrating here from the Ukraine in 1996 they started their business in 1998. When they started the company they had 1 small account and a dream. Today they have successfully grown the business to more than 50 employees with accounts ranging in size from a few thousand sq. ft. to more than 100,000 sq. ft. Over their more than 6 years in business they have learned all aspects of management, including supervision, training, customer relations and administration.

Ron Collins serves as the Contract Administrator for Advantage Building Services; in addition he performs the monthly billing duties and required filings with government agencies. Ron is the owner of Rainier Building Services of Washington, Inc. (RBSW). Ron has been in the industry since 1992 after receiving his degree in Business Administration from Oregon State University. He has worked in nearly every aspect of the custodial industry, starting as a janitor and working up to District Manager at ABM Janitorial Services. As the Regional Carpet Maintenance Manager for DuPont Flooring Systems for 2 years Ron gained a high level of expertise in all aspects of floor covering maintenance. Ron, Dan and Miroslav will be the daytime contacts for this contract. They will be performing periodic daytime inspections with the site contact as well as directing the night time supervisor. A check of our references will confirm that we have an established track record of success on contracts of this size.

Our supervisors have been chosen from our best custodial staff. By choosing our supervisors from the best crew members we are able to bring up the level of cleaning of all staff to the highest possible standards. Supervisors are trained by the company owners through on the job training. We strongly believe in giving our supervisors the freedom to manage their crews. After all they work with them every day and know their strengths and weaknesses. If we secure this contract we intend to stick with our successful formula.

TRAINING

In our experience formal training classes are not nearly as effective as on the job training. While a formal classroom may impart a great deal of knowledge, retention rates of the information tend to be very low. We have found that learning by doing is the most successful method.

The company owners and managers periodically attend seminars on the cleaning industry to keep up with the latest cleaning techniques. We provide continual on the job training to our entire crew. When one of our owners or managers learns a new technique, which can help our crew to be more efficient and/or effective, it is taught to the entire staff through our periodic on the job training sessions.

We train our janitors exclusively through on the job training. We prefer to hire inexperienced janitors because we have found that experienced janitors frequently carry their bad habits with them from job to job. By training janitors "from scratch" they learn to provide the type of service we expect from the 1st day. We have found it extremely difficult to break the often deeply entrenched bad habits of experienced janitors.

New janitors initially work for several days, side by side, with a Supervisor. When the Supervisor is confident the new janitor has mastered their job responsibilities they are released to work on their own. The Supervisor then inspects the work immediately following the shift. Finally, the new janitor is given a "tune up" training session to correct any deficiencies. This type of tune up training is done with all custodial staff periodically in an effort to maintain the highest possible service levels for our clients.

COMPLAINT RESOLUTION PROCESS

When a problem occurs we respond the same day to correct it. Once it has been corrected we perform follow up inspections over the next couple of weeks to ensure the issue does not reoccur. If it is determined over time that the assigned janitor can't or won't maintain the facility at the level we expect we replace them with a new janitor.

For problems of a more serious nature it is often necessary to terminate a janitor immediately. If this is the case a supervisor will clean the facility until that day and a replacement janitor is put in place the following day.

We have day-time managers and cross trained custodial staff available to perform emergency cleaning tasks should the need arise. These janitors and managers are available with as little as 1 hours notice.

CLEANING METHODS AND PHILOSOPHY

Carpet Care

Carpet spotting has always been somewhat of a 'gray' area and we like to spell out the limitations of spotting chemicals to eliminate disappointment and false expectations. Carpet spotting chemicals range from very complex chemical combinations to more 'generic' products that are human error-free. (We use a "resoil-neutral" chemical that leaves very little residue in the carpet.) Under the best circumstances, carpet spotting leaves chemical in the carpet—even when rinsed with clean water. Consequently effective carpet spotting works on spots under a 4" +/- diameter. Attempting larger spots leaves too much chemical in the carpet in a concentrated area and will actually get dirty much more quickly than the surrounding areas, (much like washing one's hair and not rinsing the shampoo thoroughly). For major spills, particularly with new carpeting—we strongly recommend an extraction cleaning of the area as quickly as possible.

Finally, carpet spotting is best when attacked immediately. With the exception of copier toner, all spills—whether it's coffee/tea, soda, milk, food, etc.—stand a much better chance of being successfully spot-cleaned if addressed immediately. A clean, dry terry cloth towel (no sponges or abrasive pads) is best and used ONLY in a blotting motion—never, NEVER, scrubbing the spot as that only serves to make the spot larger, sometimes setting the stain. After blotting up the excess, applying a moderate amount of clean water with a spray bottle and then blotting again is the best guard against either permanently setting the stain and/or allowing the janitorial staff to successfully spot clean the area that night—or the day porter. We have conducted many 10-minute demonstrations for company's staff to show this procedure and it has had dramatically positive results.

The full carpet cleaning procedure that we recommend includes a series of steps.

- Pre-treatment of stains, heavy traffic areas, etc. with concentrated specialty carpet cleaning product
- Machine scrub all heavily stained/soiled areas and traffic lanes
- Hot water, steam extraction utilizing portable *or* truck mounted extractors if accessible (in-line water heaters keep temperature at 180-200 degrees throughout cleaning procedure)
- Repeat extraction where necessary
- Apply stain retardant

Tile Floor Care

Daily care of hard surface tile floors are maintained by dust mopping and/or vacuuming using a backpack with a hard surface floor tool—then wet mopping with a neutral floor-cleaning chemical. A germicide disinfectant is used on restroom and lunchroom floors. We always have dedicated restroom mops that are never used in any other area of the facility.

Stripping, sealing, and waxing (3 coats) of the sheet vinyl and VCT floors, utilizes a standard butyl-base floor stripper and a high solids (20%) floor finish for this service. The machine scrubbing / stripping, waxing, and of sheet vinyl floors, would consist of machine scrubbing of the entire floor area to be serviced (175 rpm floor scrubber) and reapplying 3 coats of wax with a fan-tail synthetic wax mop head.

Cleaning and Disinfecting

The restroom fixtures, toilets, urinals, sinks, counter, mirrors, partitions, walls, changing tables, and *unfortunately* sometimes the ceiling; are areas of major importance to Advantage Building Services (ABS). As mentioned, we use a Quaternary disinfectant for much of the cleaning, we also use porcelain and tile cleaner to eliminate build-up in shower areas. We use an enzyme bacterium product after all cleaning is done, that we mist and leave on all the porcelain and tile surfaces to continue fighting bacteria and germs—it also has a very pleasant fragrance. We are aware that restrooms spread germs and disease when not serviced properly. We take all the precautions available from masks and gloves to schooling on blood borne pathogen and vomit training for our employees. Every restroom is a "top to bottom" clean every day, regardless of the janitorial specifications, paying attention to polishing bright work, chrome, and stainless steel to assure a neat and clean appearance in addition to being thoroughly clean.

Kitchen counters, sinks, appliances, tables and chairs, Lobby furniture, conference tables, door handles, pay phones, vending machines, and other high traffic area surfaces are cleaned with Quaternary disinfectant cleaner, which kills HIV and staff bacteria. We use terry cloth towels and launder them regularly, with a rotation of approximately 12 towels per 1,000 sq. ft.

Dusting and Spot Cleaning, to include light fixtures and ceiling vents

General cleaning and spot cleaning of the facility is handled by the crew member utilizing glass cleaners, Quaternary disinfectant cleaner, and neutral cleaners. The dusting specialists each have several dusters to choose from for their various duties and their personal choice. For example, horizontal mini-blinds react better to lamb’s wool than ostrich feathers. However, the opposite is true for detail dusting of windowsills, picture frames, etc. Depending on the situation, damp wiping is substituted for dry dusting. We also use various lengths of extension dusters for high dusting of vents, light fixtures, high ledges, etc. The backpack vacuum is also used for cleaning of vents and light fixtures, when applicable.

BIOHAZARD CLEANING

Blood and vomit kits are kept on site in the janitorial closet. All ABS employees are trained in the correct procedure for using these kits. All ABS employees are furnished with their choice of gloves; typically the latex disposable gloves are the employee's choice.

All facility staff members are encouraged to use the Advantage Building Services materials described in this section when necessary. While we do not encourage use of all ABS equipment, we certainly want people to be safe. Consequently any of the blood/vomit kits, biohazard bags—regardless who supplies them, and gloves are yours to use. Please let us know via email or a telephone call if the staff uses any of these items so we can replace the product immediately if necessary.

We hope to become part of the City of Marysville Team and we appreciate your consideration!

SUPPLIES

Supplies Provided By Agency

- Liquid Soap
- Pumas hand soap
- Toilet Paper
- Paper Towels
- Garbage Bags
- Glass Cleaner
- Restroom disinfectants & cleaners
- Feminine hygiene products

Supplies Provided By Vendor/Contractor (add items/rows as necessary)

Supply	Price per month	Environmentally preferred Y/N
Enviro Care Resilient Tile Coating	\$5.00	Y
Enviro Care Floor Finish Remover	\$5.00	Y
Enviro Care Stainless Steel Polish	\$2.00	Y
Enviro Care Glass Cleaner	\$2.00	Y
Enviro Care Bathroom and Bowl Cleaner	\$3.00	Y
Enviro Care Neutral Cleaner	\$1.00	Y
Enviro Care Neutral Disinfectant Cleaner	\$6.00	Y
Comet	\$3.00	N
Total Price per Month	\$27.00	

EQUIPMENT

Equipment Provided By Agency

- None

EQUIPMENT PROVIDED BY VENDOR/CONTRACTOR (add items/rows as necessary)

Equipment	Price per month	Environmentally preferred Y/N
Floor cleaning and waxing equipment including but not limited to: 20" Floor machine	No Charge – Currently in inventory	N/A

Air mover		
Mops and buckets		
Broom, Dust Mop, Mops	\$2.50	N/A
Vacuum	No Charge Currently in inventory	N/A
Rubbermaid Brute Barrel	\$5.00	N/A
Lambswool duster, toilet bowl brushes, sponges, rags, spray bottles, etc.	\$5.00	N/A
Total Price per Month	\$12.50	

SERVICE SCHEDULE for Site #1 – Public Works Admin Building

SERVICE SCHEDULE

FLOORS

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
1.	Dust mop all uncarpeted areas				
	Reception, entrance, lobby areas	5x week	see page 3	M/T/W/TH/F	Jan-Dec
	Stairway/hall area	5x week	see page 3	M/T/W/TH/F	Jan-Dec
	General office areas	3x week	see page 3	M/W/F	Jan-Dec
	Lunchroom/coffee room areas	3x week	see page 3	M/W/F	Jan-Dec
	Supply/mailroom area	3x week	see page 3	M/W/F	Jan-Dec
2.	Vacuum all carpeted areas				
	General office areas	2x week	see page 3	TU/TH	Jan-Dec
	Lunchroom/coffee room areas	2x week	see page 3	TU/TH	Jan-Dec
	Stairway/hall area	5x week	see page 3	M/T/W/TH/F	Jan-Dec
3.	Edge vacuum all carpeted surfaces as needed				
	General office areas	2x week	see page 3	TU/TH	Jan-Dec
	Lunchroom/coffee room areas	2x week	see page 3	TU/TH	Jan-Dec
	Stairway/hall area	2x week	see page 3	TU/TH	Jan-Dec
4.	Damp mop all tiled floors				
	Reception, entrance, lobby areas	1x week	see page 3	F	Jan-Dec
	Lunchroom/coffee room areas	2x week	see page 3	W/F	Jan-Dec
	Stairway/hall area	2x week	see page 3	TU/TH	Jan-Dec
	Supply/mailroom area	1x week	see page 3	F	Jan-Dec
5.	Carpets - Spot Cleaning	5x week As needed	see page 3	M/T/W/TH/F	Jan-Dec
6.	Spot wax and polish or machine polish tiled floors				
	Reception, entrance, lobby areas	3x year	see page 3	N/A	Last Friday Jan/May/Sept
	Lunchroom/coffee room areas	3x year	see page 3	N/A	Last Friday Jan/May/Sept
	Restroom Areas	2x year	see page 3	N/A	Last Friday Dec/June
	Supply/mailroom area	2x year	see page 3	N/A	Last Friday Dec/June
	Stairway/hall area	3x year	see page 3	N/A	Last Friday Jan/May/Sept
7.	Vacuum or wet mop carpet or rubber mats and runners	5x week	see page 3	M/T/W/TH/F	Jan-Dec
8.	Strip, seal, and wax all tiled floors	2x year	see page 3	N/A	Last Friday Jan/Jul
9.	Carpet Cleaning entire office (identify furniture moves, carpet cleaning instructions, sq footage, etc.)	2x year	see page 3	N/A	Last Friday Jan/Jul

Spot Cleaning

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
10.	Empty all waste Receptacles & Deposit in outside container	2x week	see page 3	T/TH	Jan-Dec
11.	Clean drinking fountains	5x week	see page 3	M/T/W/TH/F	Jan-Dec
12.	Clean lunch room countertops & tabletops	3x week	see page 3	M/T/W/TH/F	Jan-Dec
13.	Spot clean glass doors, glass partitions, door trim, light switches, walls, woodwork, file cabinets, etc.	1x week	see page 3	F	Jan-Dec
14.	Clean outer surfaces of vending machines	2x month	see page 3	N/A	1 st & 3 rd Monday Jan-Dec
15.	Wash all light fixtures and ceiling vents	6x year	see page 3	N/A	Last Friday Jan/Mar/May/Jul/Sep/Nov

SERVICE SCHEDULE

16.	Vacuum cloth covered chairs & couches	4x year	see page 3	N/A	Last Friday Jan/Apr/Jul/Oct
17.	Dust all high ledges, including picture frames, light fixtures and windowsills	2x year	see page 3	N/A	Last Friday Dec/June
18.	Clean all plastic or vinyl covered furniture	2x year	see page 3	N/A	Last Friday Dec/June
19.	Dust all ceiling vents (Exchange and Return)	2x year	see page 3	N/A	Last Friday Dec/June
20.	Wash interior sides of windows	2x year	see page 3	N/A	Last Friday Dec/June
21.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 3	N/A	Last Friday Dec/June
22.	Dust both horizontal & vertical Venetian blinds	1x year	see page 3	N/A	1 st Monday in April
23.	Wash both horizontal & vertical Venetian blinds	1x year	see page 3	N/A	1 st Monday in April
24.	Vacuum/clean cloth/vinyl partitions	1x year	see page 3	N/A	1 st Monday in April

Restroom Cleaning

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
25.	Clean and disinfect all toilet bowls and urinals	5x week	see page 3	M/T/W/TH/F	Jan-Dec
26.	Clean and disinfect wash basins and attached fixtures	5x week	see page 3	M/T/W/TH/F	Jan-Dec
27.	Fill all toilet paper and towel receptacles, soap dispensers	5x week	see page 3	M/T/W/TH/F	Jan-Dec
28.	Sweep, damp mop and disinfect all restroom floors	5x week	see page 3	M/T/W/TH/F	Jan-Dec
29.	Clean and disinfect all showers	2x week	see page 3	TU/TH	Jan-Dec
30.	Clean all mirrors	1x week	see page 3	F	Jan-Dec
31.	Wash and disinfect restroom walls	2x year	see page 3	N/A	Last Friday Dec/June

Outside Office Building

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
32.	Sweep all outside entrances, stairs & walkways	1x week	see page 3	F	Jan-Dec
33.	Pickup litter and debris within a 10 foot radius of building and empty outside waste containers	5x week	see page 3	M/T/W/TH/F	Jan-Dec
34.	Wash exterior sides of windows	2x year	see page 3	N/A	Last Friday Apr/Oct

Trash

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
35.	Remove recycled materials to outside container	As needed	see page 3	M-F	Jan-Dec
36.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 3	N/A	Last Friday Dec/June

Security

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
37.	Secure/lock doors and gates	5x week	see page 3	M/T/W/TH/F	Jan-Dec

SPECIAL CONDITIONS (CUSTOMER IDENTIFIED SECTION)

Back ground checks are required for all janitorial and supervisory staff. Uniforms or a shirt with company logo or name must be worn at all times.

Site #2 – Public Works Maintenance Building

WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION OFFICE OF STATE PROCUREMENT, PURCHASING AND CONTRACT ADMINISTRATION			
Janitorial Services Program Work Contract			
Work Contract Number:	18989	Date Issued:	June 11, 2007
Site Address	Public Works Maintenance Bldg. – 80 Columbia Ave Marysville WA	Sq. Ft:	4,000
Site Coordinator:	Fleet and Facilities, msheward@ci.marysville.wa.us , 360-363-8106, 360-363-8284, 80 Columbia Ave, Marysville, WA 98270		
Building Type:	General Office		
Working hours approved	5:00 pm to 6:00 am		

Vendor/Contractor Offer for Site #2 Public Works Maintenance Building

Monthly Labor	\$303.08
Monthly Equipment	\$18.00
Monthly Supplies	\$12.50
Cost of doing business/overhead/profit	\$150.11
Total Monthly Bid Price:	\$483.69
Discount	0% Net 30 days
Cost for Carpet Cleaning	Note; this cost should not be included in the total monthly cost, this is a per event cost. \$49.50 Per cleaning

SITE PLAN for Site #2 Public Works Maintenance Building

Occupation	Number of Hours per Day	Days per Year	Total Man Hours	Wage Rate	Total Labor Cost
Supervisor	.25	52	13	Salary	No Charge
Janitor	1.5	249	373.5	\$8.73	\$3,260.66
Waxer	8	4	32	\$9.23	\$295.36
Window Washer	3	2	6	\$13.48	\$80.88
TOTALS			424.5		\$3,636.90

Average number of people assigned each workday: 1

Describe and list the equipment and products you will use to perform the required cleaning duties for this work site as outlined herein.

List Equipment:

- Vacuum
- Mop bucket and wringer
- Mop and handle
- Lambswool Duster
- Rubbermaid Brute Barrel
- Rags
- Spray bottles
- MSDS Book

Note: This is not an exhaustive list. If we have omitted any piece of equipment required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

List Products:

- Enviro Care Resilient Tile Coating
- Enviro Care Floor Finish Remover
- Comet
- Enviro Care Stainless Steel Polish
- Enviro Care Concentrated Glass Cleaner
- Enviro Care Bathroom and Bowl Cleaner
- Enviro Care Neutral Floor Cleaner
- Enviro Care Neutral Disinfectant Cleaner

Note: Again this is not an exhaustive list. If we have omitted any chemical required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

Plan: See Section for PW Administration

SUPPLIES

Supplies Provided By Agency

- Liquid Soap
- Toilet Paper
- Paper Towels
- Garbage Bags
- Glass Cleaner
- Restroom disinfectants & cleaners
- Feminine hygiene products

Supplies Provided By Vendor/Contractor (add items/rows as necessary)

Supply	Price per month	Environmentally preferred Y/N
Enviro Care Resilient Tile Coating	\$5.00	Y
Enviro Care Floor Finish Remover	\$5.00	Y
Enviro Care Stainless Steel Polish	\$1.00	Y
Enviro Care Glass Cleaner	\$1.00	Y
Enviro Care Bathroom and Bowl Cleaner	\$2.00	Y
Enviro Care Neutral Cleaner	\$1.00	Y
Enviro Care Neutral Disinfectant Cleaner	\$2.00	Y
Comet	\$1.00	N
Total Price per Month	\$18.00	

EQUIPMENT

Equipment Provided By Agency

- None

EQUIPMENT PROVIDED BY VENDOR/CONTRACTOR (add items/rows as necessary)

Equipment	Price per month	Environmentally preferred Y/N
Floor cleaning and waxing equipment including but not limited to: 20" Floor machine Air mover Mops and buckets	No Charge – Currently in inventory	N/A
Broom, Dust Mop, Mops	\$2.50	N/A
Vacuum	No Charge Currently in	N/A

	inventory	
Rubbermaid Brute Barrel	\$5.00	N/A
Lambswool duster, toilet bowl brushes, sponges, rags, spray bottles, etc.	\$5.00	N/A
Total Price per Month	\$12.50	

SERVICE SCHEDULE for Site #2 – Public Works Maintenance Building

SERVICE SCHEDULE

FLOORS

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
1.	Dust mop/sweep all uncarpeted areas				
	Stairway/hall area	5x week	see page 9	M/T/W/TH/F	Jan-Dec
	General office areas	5x week	see page 9	M/T/W/TH/F	Jan-Dec
	Lunchroom/coffee room areas	5x week	see page 9	M/T/W/TH/F	Jan-Dec
	Locker/shower Rooms	5x week	see page 9	M/T/W/TH/F	Jan-Dec
2.	Vacuum all carpeted areas				
	General office areas	2x week	see page 9	TU/TH	Jan-Dec
	Conference room	2x week	see page 9	TU/TH	Jan-Dec
3.	Edge vacuum all carpeted surfaces as needed				
	General office areas	2x week	see page 9	TU/TH	Jan-Dec
	Conference room	2x week	see page 9	TU/TH	Jan-Dec
4.	Damp mop all tiled floors				
	Lunchroom/coffee room areas	2x week	see page 9	TU/TH	Jan-Dec
	General office areas	2x week	see page 9	TU/TH	Jan-Dec
	Stairway/hall area	2x week	see page 9	TU/TH	Jan-Dec
	Locker/shower rooms	2x week	see page 9	TU/TH	Jan-Dec
5.	Carpets & tile floors (including multipurpose room) - Spot Cleaning	5x week As needed	see page 9	M/T/W/TH/F	Jan-Dec
6.	Completely wax and polish tiled floors				
	Reception, entrance, lobby areas	2x year	see page 9	N/A	Last Friday Mar/Sept
	General office areas	2x year	see page 9	N/A	Last Friday Mar/Sept
	Lunchroom/coffee room areas	2x year	see page 9	N/A	Last Friday Mar/Sept
	Restroom Areas	2x year	see page 9	N/A	Last Friday Mar/Sept
	Locker/shower rooms	2x year	see page 9	N/A	Last Friday Mar/Sept
	Stairway/hall area	2x year	see page 9	N/A	Last Friday Mar/Sept
7.	Vacuum or wet mop carpet or rubber mats and runners	5x week	see page 9	M/T/W/TH/F	Jan-Dec
8.	Strip, seal, and wax all tiled floors				
	Reception, entrance, lobby areas	2x year	see page 9	N/A	Last Friday Dec/June
	General office areas	2x year	see page 9	N/A	Last Friday Dec/June
	Lunchroom/coffee room areas	2x year	see page 9	N/A	Last Friday Dec/June
	Restroom Areas	2x year	see page 9	N/A	Last Friday Dec/June
	Locker/shower rooms	2x year	see page 9	N/A	Last Friday Dec/June
	Stairway/hall area	2x year	see page 9	N/A	Last Friday Dec/June
9.	Carpet Cleaning entire office (identify furniture moves, carpet cleaning instructions, sq footage, etc.)	2x year	see page 9	N/A	Last Friday Dec/June

Spot Cleaning

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
10.	Empty all waste Receptacles & Deposit in outside container	2x week	see page 9	TU/TH	Jan-Dec
11.	Clean drinking fountains	5x week	see page 9	M/T/W/TH/F	Jan-Dec
12.	Clean kitchen countertops and cabinets	2x week	see page 9	TU/TH	Jan-Dec
13.	Spot clean glass doors, glass partitions, door trim, light switches, walls, woodwork, file cabinets, etc.	1x week	see page 9	F	Jan-Dec
14.	Clean outer surfaces of vending machines	1x week	see page 9	F	Jan-Dec

SERVICE SCHEDULE

15.	Wash all light fixtures and ceiling vents	6x year	see page 9	N/A	Last Friday Jan/Mar/May/Jul/Sep/Nov
16.	Dust all high ledges, including picture frames, light fixtures and windowsills	2x year	see page 9	N/A	Last Friday Dec/June
17.	Clean all plastic or vinyl covered furniture	2x year	see page 9	N/A	Last Friday Dec/June
18.	Dust all ceiling vents (Exchange and Return)	2x year	see page 9	N/A	Last Friday Dec/June
19.	Wash interior sides of windows	2x year	see page 9	N/A	Last Friday Dec/June
20.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 9	N/A	Last Friday Dec/June
21.	Dust both horizontal & vertical Venetian blinds	1x year	see page 9	N/A	1 st Monday in April
22.	Wash both horizontal & vertical Venetian blinds	1x year	see page 9	N/A	1 st Monday in April
Restroom Cleaning					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
23.	Clean and disinfect all toilet bowls, seats, and urinals	5x week	see page 9	M/T/W/TH/F	Jan-Dec
24.	Clean and disinfect wash basins and attached fixtures	5x week	see page 9	M/T/W/TH/F	Jan-Dec
25.	Fill all toilet paper and towel receptacles, soap dispensers	5x week	see page 9	M/T/W/TH/F	Jan-Dec
26.	Sweep, damp mop and disinfect all restroom floors	5x week	see page 9	M/T/W/TH/F	Jan-Dec
27.	Clean and disinfect all showers	2x week	see page 9	TU/TH	Jan-Dec
28.	Clean all mirrors	1x week	see page 9	F	Jan-Dec
29.	Wash and disinfect restroom walls	3x year	see page 9	N/A	Last Friday Feb/June/Nov
Outside Office Building					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
30.	Sweep all outside entrances, stairs & walkways	1x week	see page 9	F	Jan-Dec
31.	Pickup litter and debris within a 10 foot radius of building and empty outside waste containers	5x week	see page 9	M/T/W/TH/F	Jan-Dec
32.	Wash exterior sides of windows	2x year	see page 9	N/A	Last Friday Apr/Oct
Trash					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
33.	Remove recycled materials to outside container	As needed	see page 9	M-F	Jan-Dec
34.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 9	N/A	Last Friday Dec/June
Security					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
35.	Secure/lock doors and gates	5x week	see page 9	M/T/W/TH/F	Jan-Dec

SPECIAL CONDITIONS (CUSTOMER IDENTIFIED SECTION)

Back ground checks are required for all janitorial and supervisory staff. Uniforms or a shirt with company logo or name must be worn at all times.

Contractor will not clean concrete floors – Contractor is responsible to clean office floors only

Site #3 – Public Works Waste Water Maintenance Building

WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION OFFICE OF STATE PROCUREMENT, PURCHASING AND CONTRACT ADMINISTRATION			
Janitorial Services Program Work Contract			
Work Contract Number:	18989	Date Issued:	June 11, 2007
Site Address	Public Works Waste Water Maintenance Bldg. – 80 Columbia Ave Marysville WA	Sq. Ft:	1,966
Site Coordinator:	Fleet and Facilities, mshepard@ci.marysville.wa.us , 360-363-8106, Fax 360-363-8284 80 Columbia Ave, Marysville, WA 98270		
Building Type:	General Office		
Working hours approved	6:00 pm to 6:00 am		

Vendor/Contractor Offer for Site #3 Public Works Waste Water Maintenance Building

Monthly Labor	\$151.37
Monthly Equipment	\$12.50
Monthly Supplies	\$10.50
Cost of doing business/overhead/profit	\$78.47
Total Monthly Bid Price:	\$252.84
Discount	0% Net 30 days
Cost for Carpet Cleaning	Note; this cost should not be included in the total monthly cost, this is a per event cost. \$49.50 Per cleaning

SITE PLAN for Site #3 Public Works Waste Water Maintenance Building

Occupation	Number of Hours per Day	Days per Year	Total Man Hours	Wage Rate	Total Labor Cost
Supervisor	.25	52	13	Salary	No Charge
Janitor	.75	249	186.76	\$8.73	\$1,630.33
Waxer	3.5	4	14	\$9.23	\$129.22
Window Washer	2	2	4	\$13.48	\$53.92
TOTALS			217.76		\$1,813.47

Average number of people assigned each workday: 1

Describe and list the equipment and products you will use to perform the required cleaning duties for this work site as outlined herein.

List Equipment:

- Vacuum
- Mop bucket and wringer
- Mop and handle
- Lambswool Duster
- Rubbermaid Brute Barrel
- Rags
- Spray bottles
- MSDS Book

Note: This is not an exhaustive list. If we have omitted any piece of equipment required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

List Products:

- Enviro Care Resilient Tile Coating
- Enviro Care Floor Finish Remover
- Comet
- Enviro Care Stainless Steel Polish
- Enviro Care Concentrated Glass Cleaner
- Enviro Care Bathroom and Bowl Cleaner
- Enviro Care Neutral Floor Cleaner
- Enviro Care Neutral Disinfectant Cleaner

Note: Again this is not an exhaustive list. If we have omitted any chemical required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

Plan: See Section for PW Administration

SUPPLIES

Supplies Provided By Agency

- Liquid Soap
- Pumas hand soap
- Toilet Paper
- Paper Towels
- Garbage Bags
- Glass Cleaner
- Restroom disinfectants & cleaners
- Feminine hygiene products

Supplies Provided By Vendor/Contractor (add items/rows as necessary)

Supply	Price per month	Environmentally preferred Y/N
Enviro Care Resilient Tile Coating	\$2.50	Y
Enviro Care Floor Finish Remover	\$2.50	Y
Enviro Care Stainless Steel Polish	\$.50	Y
Enviro Care Glass Cleaner	\$1.00	Y
Enviro Care Bathroom and Bowl Cleaner	\$1.00	Y
Enviro Care Neutral Cleaner	\$1.00	Y
Enviro Care Neutral Disinfectant Cleaner	\$1.00	Y
Comet	\$1.00	N
Total Price per Month	\$10.50	

EQUIPMENT

Equipment Provided By Agency

- None

EQUIPMENT PROVIDED BY VENDOR/CONTRACTOR (add items/rows as necessary)

Equipment	Price per month	Environmentally preferred Y/N
Floor cleaning and waxing equipment including but not limited to: 20" Floor machine Air mover Mops and buckets	No Charge – Currently in inventory	N/A

Broom, Dust Mop, Mops	\$2.50	N/A
Vacuum	No Charge Currently in inventory	N/A
Rubbermaid Brute Barrel	\$5.00	N/A
Lambswool duster, toilet bowl brushes, sponges, rags, spray bottles, etc.	\$5.00	N/A
Total Price per Month	\$12.50	

SERVICE SCHEDULE for Site #3 Public Works Waste Water Maintenance Building

SERVICE SCHEDULE					
FLOORS					
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
1.	Dust mop all uncarpeted areas				
	Stairway/hall area	3x week	see page 13	M/W/F	Jan-Dec
	General office areas	3x week	see page 13	M/W/F	Jan-Dec
	Lunchroom/coffee room areas	3x week	see page 13	M/W/F	Jan-Dec
	Locker room	3x week	see page 13	M/W/F	Jan-Dec
2.	Vacuum all carpeted areas				
	General office areas	2x week	see page 13	TU/TH	Jan-Dec
3.	Edge vacuum all carpeted surfaces as needed				
	General office areas	2x week	see page 13	TU/TH	Jan-Dec
4.	Damp mop all tiled floors				
	Lunchroom/coffee room areas	2x week	see page 13	W/F	Jan-Dec
	General office areas	2x week	see page 13	W/F	Jan-Dec
	Stairway/hall area	2x week	see page 13	TU/TH	Jan-Dec
	Locker room	1x week	see page 13	F	Jan-Dec
5.	Carpets - Spot Cleaning	As needed	see page 13	M/T/W/TH/F	Jan-Dec
6.	Spot wax and polish or machine polish tiled floors				
	Reception, entrance, lobby areas	2x year	see page 13	N/A	Last Friday Apr/Oct
	General office areas	2x year	see page 13	N/A	Last Friday Apr/Oct
	Lunchroom/coffee room areas	2x year	see page 13	N/A	Last Friday Apr/Oct
	Restroom Areas	2x year	see page 13	N/A	Last Friday Apr/Oct
	Locker room	2x year	see page 13	N/A	Last Friday Apr/Oct
	Stairway/hall area	2x year	see page 13	N/A	Last Friday Apr/Oct
7.	Vacuum or wet mop carpet or rubber mats and runners	5x week	see page 13	M/T/W/TH/F	Jan-Dec
8.	Strip, seal, and wax all tiled floors	2x year	see page 13	N/A	Last Friday Jan/Jul
9.	Carpet Cleaning entire office (identify furniture moves, carpet cleaning instructions, sq footage, etc.)	2x year	see page 13	N/A	Last Friday Jan/Jul
Spot Cleaning					
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
10.	Empty all waste Receptacles & Deposit in outside container	2x week	see page 13	T/TH	Jan-Dec
11.	Clean drinking fountains	5x week	see page 13	M/T/W/TH/F	Jan-Dec
12.	Clean lunch room countertops & tabletops	3x week	see page 13	M/T/W/TH/F	Jan-Dec
13.	Spot clean glass doors, glass partitions, door trim, light switches, walls, woodwork, file cabinets, etc.	1x week	see page 13	F	Jan-Dec
14.	Wash all light fixtures and ceiling vents	6x year	see page 13	N/A	Last Friday Jan/Mar/May/Jul/Sep/Nov
15.	Vacuum cloth covered chairs & couches	4x year	see page 13	N/A	Last Friday Jan/Apr/Jul/Oct
16.	Dust all high ledges, including picture frames, light fixtures and windowsills	2x year	see page 13	N/A	Last Friday Dec/June
17.	Clean all plastic or vinyl covered furniture	2x year	see page 13	N/A	Last Friday Dec/June
18.	Dust all ceiling vents (Exchange and Return)	2x year	see page 13	N/A	Last Friday Dec/June
19.	Wash interior sides of windows	2x year	see page 13	N/A	Last Friday Dec/June

SERVICE SCHEDULE					
20.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 13	N/A	Last Friday Dec/June
21.	Dust both horizontal & vertical Venetian blinds	1x year	see page 13	N/A	1 st Monday in April
22.	Wash both horizontal & vertical Venetian blinds	1x year	see page 13	N/A	1 st Monday in April
Restroom Cleaning					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
23.	Clean and disinfect all toilet bowls and urinals	5x week	see page 13	M/T/W/TH/F	Jan-Dec
24.	Clean and disinfect wash basins and attached fixtures	5x week	see page 13	M/T/W/TH/F	Jan-Dec
25.	Fill all toilet paper and towel receptacles, soap dispensers	5x week	see page 13	M/T/W/TH/F	Jan-Dec
26.	Sweep, damp mop and disinfect all restroom floors	5x week	see page 13	M/T/W/TH/F	Jan-Dec
27.	Clean and disinfect all showers	2x week	see page 13	TU/TH	Jan-Dec
28.	Clean all mirrors	1x week	see page 13	F	Jan-Dec
29.	Wash and disinfect restroom walls	2x year	see page 13	N/A	Last Friday Dec/June
Outside Office Building					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
30.	Sweep all outside entrances, stairs & walkways	1x week	see page 13	F	Jan-Dec
31.	Pickup litter and debris within a 10 foot radius of building and empty outside waste containers	5x week	see page 13	M/T/W/TH/F	Jan-Dec
32.	Wash exterior sides of windows	2x year	see page 13	N/A	Last Friday Apr/Oct
Trash					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
33.	Remove recycled materials to outside container	As needed	see page 13	M-F	Jan-Dec
34.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 13	N/A	Last Friday Dec/June
Security					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
35.	Secure/lock doors and gates	5x week	see page 13	M/T/W/TH/F	Jan-Dec

SPECIAL CONDITIONS (CUSTOMER IDENTIFIED SECTION)

Back ground checks are required for all janitorial and supervisory staff. Uniforms or a shirt with company logo or name must be worn at all times.

Site #4 – Public Works Waste Water Lab Building

WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION
OFFICE OF STATE PROCUREMENT, PURCHASING AND CONTRACT ADMINISTRATION

Janitorial Services Program Work Contract

Work Contract Number:	18989	Date Issued:	June 11, 2007
Site Address	Public Works Waste Water Lab Bldg. – 80 Columbia Ave Marysville WA	Sq. Ft:	2,730
Site Coordinator:	Fleet and Facilities, mshepard@ci.marysville.wa.us , 360-363-8106, Fax 360-363-8284, 80 Columbia Ave, Marysville, WA 98270		
Building Type:	General Office		
Working hours approved	6:00 pm to 6:00 am		

Vendor/Contractor Offer for Public Works Waste Water Lab Building

Monthly Labor	\$151.12
Monthly Equipment	\$12.50
Monthly Supplies	\$10.50
Cost of doing business/overhead/profit	78.35
Total Monthly Bid Price:	\$252.47
Discount	0% Net 30 days
Cost for Carpet Cleaning	Note; this cost should not be included in the total monthly cost, this is a per event cost. \$49.50 Per cleaning

SITE PLAN for Public Works Waste Water Lab Building

Occupation	Number of Hours per Day	Days per Year	Total Man Hours	Wage Rate	Total Labor Cost
Supervisor	.25	52	13	Salary	No Charge
Janitor	.75	249	186.76	\$8.73	\$1,630.33
Waxer	3.5	4	14	\$9.23	\$129.22
Window Washer	2	2	4	\$13.48	\$53.92
TOTALS			217.76		\$1,813.47

Average number of people assigned each workday: 1

Describe and list the equipment and products you will use to perform the required cleaning duties for this work site as outlined herein.

List Equipment:

- Vacuum
- Mop bucket and wringer
- Mop and handle
- Lambswool Duster
- Rubbermaid Brute Barrel
- Rags
- Spray bottles
- MSDS Book

Note: This is not an exhaustive list. If we have omitted any piece of equipment required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

List Products:

- Enviro Care Resilient Tile Coating
- Enviro Care Floor Finish Remover
- Comet
- Enviro Care Stainless Steel Polish
- Enviro Care Concentrated Glass Cleaner
- Enviro Care Bathroom and Bowl Cleaner
- Enviro Care Neutral Floor Cleaner
- Enviro Care Neutral Disinfectant Cleaner

Note: Again this is not an exhaustive list. If we have omitted any chemical required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

Plan: See Section for PW Administration

SUPPLIES

Supplies Provided By Agency

- Liquid Soap
- Pumas hand soap
- Toilet Paper
- Paper Towels
- Garbage Bags
- Glass Cleaner
- Restroom disinfectants & cleaners
- Feminine hygiene products

Supplies Provided By Vendor/Contractor (add items/rows as necessary)

Supply	Price per month	Environmentally preferred Y/N
Enviro Care Resilient Tile Coating	\$2.50	Y
Enviro Care Floor Finish Remover	\$2.50	Y
Enviro Care Stainless Steel Polish	\$.50	Y
Enviro Care Glass Cleaner	\$1.00	Y
Enviro Care Bathroom and Bowl Cleaner	\$1.00	Y
Enviro Care Neutral Cleaner	\$1.00	Y
Enviro Care Neutral Disinfectant Cleaner	\$1.00	Y
Comet	\$1.00	N
Total Price per Month	\$10.50	

EQUIPMENT

Equipment Provided By Agency

- None

EQUIPMENT PROVIDED BY VENDOR/CONTRACTOR (add items/rows as necessary)

Equipment	Price per month	Environmentally preferred Y/N
Floor cleaning and waxing equipment including but not limited to: 20" Floor machine Air mover Mops and buckets	No Charge – Currently in inventory	N/A
Broom, Dust Mop, Mops	\$2.50	N/A
Vacuum	No Charge	N/A

	Currently in inventory	
Rubbermaid Brute Barrel	\$5.00	N/A
Lambswool duster, toilet bowl brushes, sponges, rags, spray bottles, etc.	\$5.00	N/A
Total Price per Month	\$12.50	

SERVICE SCHEDULE for Site #4 – Public Works Waste Water Lab Building

SERVICE SCHEDULE

FLOORS

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
1.	Dust mop all uncarpeted areas				
	Reception, entrance, lobby areas	3x week	see page 17	M/W/F	Jan-Dec
	Stairway/hall area	3x week	see page 17	M/W/F	Jan-Dec
	General office areas	3x week	see page 17	M/W/F	Jan-Dec
	Lunchroom/coffee room areas	3x week	see page 17	M/W/F	Jan-Dec
	Locker room	3x week	see page 17	M/W/F	Jan-Dec
2.	Vacuum all carpeted areas				
	General office areas	2x week	see page 17	TU/TH	Jan-Dec
	Conference room	2x week	see page 17	TU/TH	Jan-Dec
3.	Edge vacuum all carpeted surfaces as needed				
	General office areas	2x week	see page 17	TU/TH	Jan-Dec
	Conference room	2x week	see page 17	TU/TH	Jan-Dec
4.	Damp mop all tiled floors				
	Reception, entrance, lobby areas	2x week	see page 17	TU/TH	Jan-Dec
	Lunchroom/coffee room areas	2x week	see page 17	TU/TH	Jan-Dec
	General office areas	2x week	see page 17	TU/TH	Jan-Dec
	Stairway/hall area	2x week	see page 17	TU/TH	Jan-Dec
	Locker room	2x week	see page 17	TU/TH	Jan-Dec
	Labs	2x week	see page 17	TU/TH	Jan-Dec
5.	Carpets - Spot Cleaning	As needed	see page 17	M/T/W/TH/F	Jan-Dec
6.	Spot wax and polish or machine polish tiled floors				
	Reception, entrance, lobby areas	2x year	see page 17	N/A	Last Friday April/Oct
	General office areas	2x year	see page 17	N/A	Last Friday April/Oct
	Lunchroom/coffee room areas	2x year	see page 17	N/A	Last Friday April/Oct
	Restroom Areas	2x year	see page 17	N/A	Last Friday April/Oct
	Locker room	2x year	see page 17	N/A	Last Friday April/Oct
	Stairway/hall area	2x year	see page 17	N/A	Last Friday April/Oct
	Labs	2x year	see page 17	N/A	Last Friday April/Oct
7.	Vacuum or wet mop carpet or rubber mats and runners	5x week	see page 17	M/T/W/TH/F	Jan-Dec
8.	Strip, seal, and wax all tiled floors	2x year	see page 17	N/A	Last Friday Jan/Jul
9.	Carpet Cleaning entire office (identify furniture moves, carpet cleaning instructions, sq footage, etc.)	2x year	see page 17	N/A	Last Friday Jan/Jul

Spot Cleaning

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
10.	Empty all waste Receptacles & Deposit in outside container	2x week	see page 17	T/TH	Jan-Dec
11.	Clean drinking fountains	5x week	see page 17	M/T/W/TH/F	Jan-Dec
12.	Clean lunch room countertops & tabletops	3x week	see page 17	M/T/W/TH/F	Jan-Dec
13.	Spot clean glass doors, glass partitions, door trim, light switches, walls, woodwork, file cabinets, etc.	1x week	see page 17	F	Jan-Dec
14.	Wash all light fixtures and ceiling vents	6x year	see page 17	N/A	Last Friday

SERVICE SCHEDULE

					Jan/Mar/May/Jul/Sep/Nov
15.	Vacuum cloth covered chairs & couches	4x year	see page 17	N/A	Last Friday Jan/Apr/Jul/Oct
16.	Dust all high ledges, including picture frames, light fixtures and windowsills	2x year	see page 17	N/A	Last Friday Dec/June
17.	Clean all plastic or vinyl covered furniture	2x year	see page 17	N/A	Last Friday Dec/June
18.	Dust all ceiling vents (Exchange and Return)	2x year	see page 17	N/A	Last Friday Dec/June
19.	Wash interior sides of windows	2x year	see page 17	N/A	Last Friday Dec/June
20.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 17	N/A	Last Friday Dec/June
21.	Dust both horizontal & vertical Venetian blinds	1x year	see page 17	N/A	1 st Monday in April
22.	Wash both horizontal & vertical Venetian blinds	1x year	see page 17	N/A	1 st Monday in April

Restroom Cleaning

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
23.	Clean and disinfect all toilet bowls and urinals	5x week	see page 17	M/T/W/TH/F	Jan-Dec
24.	Clean and disinfect wash basins and attached fixtures	5x week	see page 17	M/T/W/TH/F	Jan-Dec
25.	Fill all toilet paper and towel receptacles, soap dispensers	5x week	see page 17	M/T/W/TH/F	Jan-Dec
26.	Sweep, damp mop and disinfect all restroom floors	5x week	see page 17	M/T/W/TH/F	Jan-Dec
27.	Clean and disinfect all showers	2x week	see page 17	TU/TH	Jan-Dec
28.	Clean all mirrors	1x week	see page 17	F	Jan-Dec
29.	Wash and disinfect restroom walls	2x year	see page 17	N/A	Last Friday Dec/June

Outside Office Building

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
30.	Sweep all outside entrances, stairs & walkways	1x week	see page 17	F	Jan-Dec
31.	Pickup litter and debris within a 10 foot radius of building and empty outside waste containers	5x week	see page 17	M/T/W/TH/F	Jan-Dec
32.	Wash exterior sides of windows	2x year	see page 17	N/A	Last Friday Apr/Oct

Trash

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
33.	Remove recycled materials to outside container	As needed	see page 17	M-F	Jan-Dec
34.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 17	N/A	Last Friday Dec/June

Security

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
35.	Secure/lock doors and gates	5x week	see page 17	M/T/W/TH/F	Jan-Dec

SPECIAL CONDITIONS (CUSTOMER IDENTIFIED SECTION)

Back ground checks are required for all janitorial and supervisory staff. Uniforms or a shirt with company logo or name must be worn at all times.

Contractor will not clean countertops in lab

Site #5 – Senior Center

WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION OFFICE OF STATE PROCUREMENT, PURCHASING AND CONTRACT ADMINISTRATION			
Janitorial Services Program Work Contract			
Work Contract Number:	18989	Date Issued:	June 11, 2007
Site Address	Senior Center – 514 Delta Ave Marysville WA	Sq. Ft:	4,000
Site Coordinator:	Fleet and Facilities, msheward@ci.marysville.wa.us , 360-363-8106, Fax 360-363-8284 80 Columbia Ave, Marysville, WA 98270		
Building Type:	General Office		
Working hours approved	10:00 pm to 6:00 am		

Vendor/Contractor Offer for Senior Center

Monthly Labor	\$342.21
Monthly Equipment	\$12.50
Monthly Supplies	\$18.00
Cost of doing business/overhead/profit	\$167.72
Total Monthly Bid Price:	\$540.43
Discount	0% Net 30 days
Cost for Carpet Cleaning	Note; this cost should not be included in the total monthly cost, this is a per event cost. \$60.50 Per cleaning

SITE PLAN for Senior Center

Occupation	Number of Hours per Day	Days per Year	Total Man Hours	Wage Rate	Total Labor Cost
Supervisor	.25	52	13	Salary	No Charge
Janitor	1.75	249	435.75	\$8.73	\$3,804.10
Waxer	6	4	24	\$9.23	\$221.52
Window Washer	3	2	6	\$13.48	\$80.88
TOTALS			478.75		\$4,106.50
Average number of people assigned each workday: <u>1</u>					

Describe and list the equipment and products you will use to perform the required cleaning duties for this work site as outlined herein.

List Equipment:

- Vacuum
- Mop bucket and wringer
- Mop and handle
- Lambswool Duster
- Rubbermaid Brute Barrel
- Rags
- Spray bottles
- MSDS Book

Note: This is not an exhaustive list. If we have omitted any piece of equipment required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

List Products:

- Enviro Care Resilient Tile Coating
- Enviro Care Floor Finish Remover
- Comet
- Enviro Care Stainless Steel Polish
- Enviro Care Concentrated Glass Cleaner
- Enviro Care Bathroom and Bowl Cleaner
- Enviro Care Neutral Floor Cleaner
- Enviro Care Neutral Disinfectant Cleaner

Note: Again this is not an exhaustive list. If we have omitted any chemical required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

Plan: See Section for PW Administration

SUPPLIES

Supplies Provided By Agency

- Liquid Soap
- Toilet Paper
- Paper Towels
- Garbage Bags
- Glass Cleaner
- Restroom disinfectants & cleaners
- Feminine hygiene products

Supplies Provided By Vendor/Contractor (add items/rows as necessary)

Supply	Price per month	Environmentally preferred Y/N
Enviro Care Resilient Tile Coating	\$5.00	Y
Enviro Care Floor Finish Remover	\$5.00	Y
Enviro Care Stainless Steel Polish	\$1.00	Y
Enviro Care Glass Cleaner	\$1.00	Y
Enviro Care Bathroom and Bowl Cleaner	\$2.00	Y
Enviro Care Neutral Cleaner	\$1.00	Y
Enviro Care Neutral Disinfectant Cleaner	\$2.00	Y
Comet	\$1.00	N
Total Price per Month	\$18.00	

EQUIPMENT

Equipment Provided By Agency

- None

EQUIPMENT PROVIDED BY VENDOR/CONTRACTOR (add items/rows as necessary)

Equipment	Price per month	Environmentally preferred Y/N
Floor cleaning and waxing equipment including but not limited to: 20" Floor machine Air mover Mops and buckets	No Charge – Currently in inventory	N/A
Broom, Dust Mop, Mops	\$2.50	N/A
Vacuum	No Charge Currently in inventory	N/A
Rubbermaid Brute Barrel	\$5.00	N/A
Lambswool duster, toilet bowl brushes,	\$5.00	N/A

sponges, rags, spray bottles, etc.		
Total Price per Month	\$12.50	

SERVICE SCHEDULE for Site #5 Senior Center

SERVICE SCHEDULE					
FLOORS					
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
1.	Dust mop all uncarpeted areas				
	Reception, entrance, lobby areas	5x week	see page 21	M/T/W/TH/F	Jan-Dec
	Stairway/hall area	5x week	see page 21	M/T/W/TH/F	Jan-Dec
	Lunchroom/coffee room areas	5x week	see page 21	M/T/W/TH/F	Jan-Dec
	Multipurpose Room	2x week	see page 21	TU/TH	Jan-Dec
2.	Vacuum all carpeted areas				
	Reception, entrance, lobby areas	5x week	see page 21	M/T/W/TH/F	Jan-Dec
	General office areas	2x week	see page 21	TU/TH	Jan-Dec
	Lunchroom/coffee room areas	2x week	see page 21	TU/TH	Jan-Dec
	Stairway/hall area	5x week	see page 21	M/T/W/TH/F	Jan-Dec
	Comeford zone room	5x week	see page 21	M/T/W/TH/F	Jan-Dec
3.	Edge vacuum all carpeted surfaces as needed				
	Reception, entrance, lobby areas	2x week	see page 21	TU/TH	Jan-Dec
	General office areas	2x week	see page 21	TU/TH	Jan-Dec
	Lunchroom/coffee room areas	2x week	see page 21	TU/TH	Jan-Dec
	Stairway/hall area	2x week	see page 21	TU/TH	Jan-Dec
	Supply/mailroom area	2x week	see page 21	TU/TH	Jan-Dec
	Comeford room	2x week	see page 21	TU/TH	Jan-Dec
4.	Damp mop all tiled floors				
	Reception, entrance, lobby areas	5x week	see page 21	M/T/W/TH/F	Jan-Dec
	Lunchroom/coffee room areas	5x week	see page 21	M/T/W/TH/F	Jan-Dec
	Stairway/hall area	2x week	see page 21	TU/TH	Jan-Dec
	Multipurpose room	5x week	see page 21	M/T/W/TH/F	Jan-Dec
5.	Carpets & tile floors (including multipurpose room) - Spot Cleaning	5x week As needed	see page 20	M/T/W/TH/F	Jan-Dec
6.	Completely wax and polish tiled floors				
	Reception, entrance, lobby areas	2x year	see page 21	N/A	Last Friday Mar/Sept
	General office areas	2x year	see page 21	N/A	Last Friday Mar/Sept
	Lunchroom/coffee room areas	2x year	see page 21	N/A	Last Friday Mar/Sept
	Restroom Areas	2x year	see page 21	N/A	Last Friday Mar/Sept
	Multipurpose room	2x year	see page 21	N/A	Last Friday Mar/Sept
	Stairway/hall area	2x year	see page 21	N/A	Last Friday Mar/Sept
7.	Vacuum or wet mop carpet or rubber mats and runners	5x week	see page 21	M/T/W/TH/F	Jan-Dec
8.	Strip, seal, and wax all tiled floors	3x year	see page 21	N/A	Last Friday Apr/Aug/Dec
	Reception, entrance, lobby areas	3x year	see page 21	N/A	Last Friday Apr/Aug/Dec
	General office areas	3x year	see page 21	N/A	Last Friday Apr/Aug/Dec
	Lunchroom/coffee room areas	3x year	see page 21	N/A	Last Friday Apr/Aug/Dec
	Restroom Areas	3x year	see page 21	N/A	Last Friday Apr/Aug/Dec
	Multipurpose room	3x year	see page 21	N/A	Last Friday Apr/Aug/Dec
	Stairway/hall area	3x year	see page 21	N/A	Last Friday Apr/Aug/Dec
9.	Carpet Cleaning entire office (identify furniture moves, carpet cleaning instructions, sq footage, etc.)	2x year	see page 21	N/A	Last Friday Jan/Jul
Spot Cleaning					
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
10.	Empty all waste Receptacles & Deposit in outside container	5x week	see page 21	M/T/W/TH/F	Jan-Dec

SERVICE SCHEDULE

11.	Clean drinking fountains	5x week	see page 21	M/T/W/TH/F	Jan-Dec
12.	Clean kitchen countertops and cabinets	2x week	see page 21	TU/TH	Jan-Dec
13.	Spot clean glass doors, glass partitions, door trim, light switches, walls, woodwork, file cabinets, etc.	1x week	see page 21	F	Jan-Dec
14.	Wash all light fixtures and ceiling vents	6x year	see page 21	N/A	Last Friday Jan/Mar/May/Jul/Sep/Nov
15.	Vacuum cloth covered chairs & couches	4x year	see page 21	N/A	Last Friday Jan/Apr/Jul/Oct
16.	Dust all high ledges, including picture frames, light fixtures and windowsills	2x year	see page 21	N/A	Last Friday Dec/June
17.	Clean all plastic or vinyl covered furniture	2x year	see page 21	N/A	Last Friday Dec/June
18.	Dust all ceiling vents (Exchange and Return)	2x year	see page 21	N/A	Last Friday Dec/June
19.	Wash interior sides of windows	2x year	see page 21	N/A	Last Friday Dec/June
20.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 21	N/A	Last Friday Dec/June
21.	Dust both horizontal & vertical Venetian blinds	1x year	see page 21	N/A	1 st Monday in April
22.	Wash both horizontal & vertical Venetian blinds	1x year	see page 21	N/A	1 st Monday in April

Restroom Cleaning

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
23.	Clean and disinfect all toilet bowls, seats, and urinals	5x week	see page 21	M/T/W/TH/F	Jan-Dec
24.	Clean and disinfect wash basins and attached fixtures	5x week	see page 21	M/T/W/TH/F	Jan-Dec
25.	Fill all toilet paper and towel receptacles, soap dispensers	5x week	see page 21	M/T/W/TH/F	Jan-Dec
26.	Sweep, damp mop and disinfect all restroom floors	5x week	see page 21	M/T/W/TH/F	Jan-Dec
27.	Clean all mirrors	1x week	see page 21	F	Jan-Dec
28.	Wash and disinfect restroom walls	3x year	see page 21	N/A	Last Friday Feb/June/Nov

Outside Office Building

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
29.	Sweep all outside entrances, stairs & walkways	1x week	see page 21	F	Jan-Dec
30.	Pickup litter and debris within a 10 foot radius of building and empty outside waste containers	5x week	see page 21	M/T/W/TH/F	Jan-Dec
31.	Wash exterior sides of windows	2x year	see page 21	N/A	Last Friday Apr/Oct

Trash

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
32.	Remove recycled materials to outside container	As needed	see page 21	M-F	Jan-Dec
33.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 21	N/A	Last Friday Dec/June

Security

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
34.	Secure/lock doors and gates	5x week	see page 21	M/T/W/TH/F	Jan-Dec

SPECIAL CONDITIONS (CUSTOMER IDENTIFIED SECTION)

Back ground checks are required for all janitorial and supervisory staff. Uniforms or a shirt with company logo or name must be worn at all times.

Site #6 – Comeford Park Restrooms

WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION OFFICE OF STATE PROCUREMENT, PURCHASING AND CONTRACT ADMINISTRATION			
Janitorial Services Program Work Contract			
Work Contract Number:	18989	Date Issued:	June 11, 2007
Site Address	Comeford Park Restrooms – 514 Delta Ave Marysville WA	Sq. Ft:	280
Site Coordinator:	Fleet and Facilities, mshepard@ci.marysville.wa.us , 360-363-8106, Fax 360-363-8284 80 Columbia Ave, Marysville, WA 98270		
Building Type:	General Office		
Working hours approved	10:00 pm to 6:00 am		

Vendor/Contractor Offer for Comeford Park Restrooms

Monthly Labor	\$205.31
Monthly Equipment	\$5.00
Monthly Supplies	\$9.00
Cost of doing business/overhead/profit	98.69
Total Monthly Bid Price:	\$318.00
Discount	0% Net 30 days

SITE PLAN for Comeford Park Restrooms

Occupation	Number of Hours per Day	Days per Year	Total Man Hours	Wage Rate	Total Labor Cost
Supervisor	.25	52	13	Salary	No Charge
Janitor	.75	365	273.75	\$8.73	2,389.84
Waxer	2	4	8	\$9.23	\$73.84
TOTALS			294.75		\$2,463.68

Average number of people assigned each workday: 1

Describe and list the equipment and products you will use to perform the required cleaning duties for this work site as outlined herein.

List Equipment:

- Vacuum
- Mop bucket and wringer
- Mop and handle
- Lambswool Duster
- Rubbermaid Brute Barrel
- Rags
- Spray bottles
- MSDS Book

Note: This is not an exhaustive list. If we have omitted any piece of equipment required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

List Products:

- Enviro Care Resilient Tile Coating
- Enviro Care Floor Finish Remover
- Comet
- Enviro Care Stainless Steel Polish
- Enviro Care Concentrated Glass Cleaner
- Enviro Care Bathroom and Bowl Cleaner
- Enviro Care Neutral Floor Cleaner
- Enviro Care Neutral Disinfectant Cleaner

Note: Again this is not an exhaustive list. If we have omitted any chemical required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

Plan: See Section for PW Administration

SUPPLIES

Supplies Provided By Agency

- Liquid Soap
- Pumas hand soap
- Toilet Paper
- Paper Towels
- Garbage Bags
- Glass Cleaner
- Restroom disinfectants & cleaners
- Feminine hygiene products

Supplies Provided By Vendor/Contractor (add items/rows as necessary)

Supply	Price per month	Environmentally preferred Y/N
Enviro Care Stainless Steel Polish	\$1.00	Y
Enviro Care Glass Cleaner	\$1.00	Y
Enviro Care Bathroom and Bowl Cleaner	\$2.00	Y
Enviro Care Neutral Cleaner	\$1.00	Y
Enviro Care Neutral Disinfectant Cleaner	\$2.00	Y
Comet	\$2.00	N
Total Price per Month	\$9.00	

EQUIPMENT

Equipment Provided By Agency

- None

EQUIPMENT PROVIDED BY VENDOR/CONTRACTOR (add items/rows as necessary)

Equipment	Price per month	Environmentally preferred Y/N
Floor cleaning and waxing equipment including but not limited to: 20" Floor machine Air mover Mops and buckets	No Charge – Currently in inventory	N/A
Broom and Mop	\$2.50	N/A
Lambswool duster, toilet bowl brushes, sponges, rags, spray bottles, etc.	\$2.50	N/A
Total Price per Month	\$5.00	

SERVICE SCHEDULE for Site #6 – Comeford Park Restrooms

SERVICE SCHEDULE

SERVICE SCHEDULE

FLOORS

		Actual Frequency Required For This Work			
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
1.	Spot wax and polish or machine polish tiled floors Restroom Areas	3x year	see page 25	N/A	Last Friday Apr/Oct
2.	Strip, seal, and wax all tiled floors	2x year	see page 25	N/A	Last Friday Mar/Jul

Spot Cleaning

		Actual Frequency Required For This Work			
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
3.	Empty all waste Receptacles & Deposit in outside container	7x week	see page 25	S/M/T/W/TH/F/S	Jan-Dec
4.	Spot clean glass doors, glass partitions, door trim, light switches, walls, woodwork, file cabinets, etc.	3x week	see page 25	M/W/F	Jan-Dec
5.	Clean and disinfect inside and outside of all waste receptacles	3x year	see page 25	N/A	Last Friday Dec/Apr/Aug

Restroom Cleaning

		Actual Frequency Required For This Work			
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
6.	Clean and disinfect all toilet bowls, and covers.	7x week	see page 25	S/M/T/W/TH/F/S	Jan-Dec
7.	Clean and disinfect wash basins and attached fixtures	7x week	see page 25	S/M/T/W/TH/F/S	Jan-Dec
8.	Fill all toilet paper and towel receptacles, soap dispensers	7x week	see page 25	S/M/T/W/TH/F/S	Jan-Dec
9.	Sweep, damp mop and disinfect all restroom floors	7x week	see page 25	S/M/T/W/TH/F/S	Jan-Dec
10.	Clean all mirrors	7x week	see page 25	S/M/T/W/TH/F/S	Jan-Dec
11.	Wash and disinfect restroom walls	3x year	see page 25	N/A	Last Friday Dec/Apr/Aug

Trash

		Actual Frequency Required For This Work			
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
12.	Clean and disinfect inside and outside of all waste receptacles	3x year	see page 25	N/A	Last Friday Dec/Apr/Aug

Security

		Actual Frequency Required For This Work			
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
13.	Secure/lock doors and gates	7x week	see page 25	S/M/T/W/TH/F/S	Jan-Dec

SPECIAL CONDITIONS (CUSTOMER IDENTIFIED SECTION)

Back ground checks are required for all janitorial and supervisory staff. Uniforms or a shirt with company logo or name must be worn at all times.

Site #7 – Courts

WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION OFFICE OF STATE PROCUREMENT, PURCHASING AND CONTRACT ADMINISTRATION			
Janitorial Services Program Work Contract			
Work Contract Number:	18989	Date Issued:	June 11, 2007
Site Address	Courts Administration Bldg. – 1015 State Ave Marysville WA	Sq. Ft:	16,000
Site Coordinator:	Fleet and Facilities, mshepard@ci.marysville.wa.us, 360-363-8106, Fax 360-363-8284 80 Columbia Ave, Marysville, WA 98270		
Building Type:	General Office		
Working hours approved	10:00 pm to 6:00 am		

Vendor/Contractor Offer for Courts

Monthly Labor	\$654.48
Monthly Equipment	\$12.50
Monthly Supplies	\$27.00
Cost of doing business/overhead/profit	\$312.29
Total Monthly Bid Price:	\$1,006.27
Discount	0% Net 30 days
Cost for Carpet Cleaning	Note; this cost should not be included in the total monthly cost, this is a per event cost. \$605.00 Per cleaning

SITE PLAN for Courts

Occupation	Number of Hours per Day	Days per Year	Total Man Hours	Wage Rate	Total Labor Cost
Supervisor	1	52	52	Salary	No Charge
Janitor	3.5	249	871.5	\$8.73	\$7,608.20
Waxer	3	4	12	\$9.23	\$110.76
Window Washer	5	2	10	\$13.48	\$134.80
TOTALS			945.5		\$7,853.76

Average number of people assigned each workday: 1

Describe and list the equipment and products you will use to perform the required cleaning duties for this work site as outlined herein.

List Equipment:

- Vacuum
- Mop bucket and wringer
- Mop and handle
- Lambswool Duster
- Rubbermaid Brute Barrel
- Rags
- Spray bottles
- MSDS Book

Note: This is not an exhaustive list. If we have omitted any piece of equipment required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

List Products:

- Enviro Care Resilient Tile Coating
- Enviro Care Floor Finish Remover
- Comet
- Enviro Care Stainless Steel Polish
- Enviro Care Concentrated Glass Cleaner
- Enviro Care Bathroom and Bowl Cleaner
- Enviro Care Neutral Floor Cleaner
- Enviro Care Neutral Disinfectant Cleaner

Note: Again this is not an exhaustive list. If we have omitted any chemical required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

Plan: See Section for PW Administration

SUPPLIES

Supplies Provided By Agency (delete items you do not supply, add items if they are not listed)

- Liquid Soap
- Pumas hand soap
- Toilet Paper
- Paper Towels
- Garbage Bags
- Glass Cleaner
- Restroom disinfectants & cleaners
- Feminine hygiene products

Supplies Provided By Vendor/Contractor (add items/rows as necessary)

Supply	Price per month	Environmentally preferred Y/N
Enviro Care Resilient Tile Coating	\$5.00	Y
Enviro Care Floor Finish Remover	\$5.00	Y
Enviro Care Stainless Steel Polish	\$2.00	Y
Enviro Care Glass Cleaner	\$2.00	Y
Enviro Care Bathroom and Bowl Cleaner	\$3.00	Y
Enviro Care Neutral Cleaner	\$1.00	Y
Enviro Care Neutral Disinfectant Cleaner	\$6.00	Y
Comet	\$3.00	N
Total Price per Month	\$27.00	

EQUIPMENT

Equipment Provided By Agency

- None

EQUIPMENT PROVIDED BY VENDOR/CONTRACTOR (add items/rows as necessary)

Equipment	Price per month	Environmentally preferred Y/N
Floor cleaning and waxing equipment including but not limited to: 20" Floor machine Air mover Mops and buckets	No Charge – Currently in inventory	N/A
Broom, Dust Mop, Mops	\$2.50	N/A
Vacuum	No Charge	N/A

	Currently in inventory	
Rubbermaid Brute Barrel	\$5.00	N/A
Lambswool duster, toilet bowl brushes, sponges, rags, spray bottles, etc.	\$5.00	N/A
Total Price per Month	\$12.50	

SERVICE SCHEDULE for Site #7 – Courts

SERVICE SCHEDULE

FLOORS

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
1.	Dust mop all uncarpeted areas				
	Reception, entrance, lobby areas	5x week	see page 28	M/T/W/TH/F	Jan-Dec
	Stairway/hall area	5x week	see page 28	M/T/W/TH/F	Jan-Dec
	General office areas	3x week	see page 28	M/W/F	Jan-Dec
	Lunchroom/coffee room areas	3x week	see page 28	M/W/F	Jan-Dec
	Garage - sweep	1x week	see page 28	F	Jan-Dec
2.	Vacuum all carpeted areas				
	Reception, entrance, lobby areas	5x week	see page 28	M/T/W/TH/F	Jan-Dec
	General office areas	2x week	see page 28	TU/TH	Jan-Dec
	Lunchroom/coffee room areas	2x week	see page 28	TU/TH	Jan-Dec
	Stairway/hall area	5x week	see page 28	M/T/W/TH/F	Jan-Dec
	Supply/mailroom area	2x week	see page 28	TU/TH	Jan-Dec
3.	Edge vacuum all carpeted surfaces as needed				
	Reception, entrance, lobby areas	2x week	see page 28	TU/TH	Jan-Dec
	General office areas	2x week	see page 28	TU/TH	Jan-Dec
	Lunchroom/coffee room areas	2x week	see page 28	TU/TH	Jan-Dec
	Stairway/hall area	2x week	see page 28	TU/TH	Jan-Dec
	Supply/mailroom area	2x week	see page 28	TU/TH	Jan-Dec
4.	Damp mop all tiled floors				
	Reception, entrance, lobby areas	1x week	see page 28	F	Jan-Dec
	Lunchroom/coffee room areas	2x week	see page 28	W/F	Jan-Dec
	Stairway/hall area	2x week	see page 28	TU/TH	Jan-Dec
	Holding Cells	2x week	see page 28	TU/TH	Jan-Dec
5.	Carpets - Spot Cleaning	5x week As needed	see page 28	M/T/W/TH/F	Jan-Dec
6.	Spot wax and polish or machine polish tiled floors				
	Reception, entrance, lobby areas	3x year	see page 28	N/A	Last Friday Jan/May/Sept
	Lunchroom/coffee room areas	3x year	see page 28	N/A	Last Friday Jan/May/Sept
	Restroom Areas	2x year	see page 28	N/A	Last Friday Dec/June
	Stairway/hall area	3x year	see page 28	N/A	Last Friday Jan/May/Sept
7.	Vacuum or wet mop carpet or rubber mats and runners	5x week	see page 28	M/T/W/TH/F	Jan-Dec
8.	Strip, seal, and wax all tiled floors	2x year	see page 28	N/A	Last Friday Jan/Jul
9.	Carpet Cleaning entire office (identify furniture moves, carpet cleaning instructions, sq footage, etc.)	2x year	see page 28	N/A	Last Friday Jan/Jul

Spot Cleaning

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
10.	Empty all waste Receptacles & Deposit in outside container	2x week	see page 28	T/TH	Jan-Dec
11.	Clean drinking fountains	5x week	see page 28	M/T/W/TH/F	Jan-Dec
12.	Clean lunch room countertops & tabletops	3x week	see page 28	M/T/W/TH/F	Jan-Dec
13.	Spot clean glass doors, glass partitions, door	1x week	see page 28	F	Jan-Dec

SERVICE SCHEDULE

	trim, light switches, walls, woodwork, file cabinets, etc.				
14.	Clean outer surfaces of vending machines	2x month	see page 28	N/A	1 st & 3 rd Monday Jan-Dec
15.	Wash all light fixtures and ceiling vents	6x year	see page 28	N/A	Last Friday Jan/Mar/May/Jul/Sep/Nov
16.	Vacuum cloth covered chairs & couches	4x year	see page 28	N/A	Last Friday Jan/Apr/Jul/Oct
17.	Dust all high ledges, including picture frames, light fixtures and windowsills	2x year	see page 28	N/A	Last Friday Dec/June
18.	Clean all plastic or vinyl covered furniture	2x year	see page 28	N/A	Last Friday Dec/June
19.	Dust all ceiling vents (Exchange and Return)	2x year	see page 28	N/A	Last Friday Dec/June
20.	Wash interior sides of windows	2x year	see page 28	N/A	Last Friday Dec/June
21.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 28	N/A	Last Friday Dec/June
22.	Dust both horizontal & vertical Venetian blinds	1x year	see page 28	N/A	1 st Monday in April
23.	Wash both horizontal & vertical Venetian blinds	1x year	see page 28	N/A	1 st Monday in April
24.	Vacuum/clean cloth/vinyl partitions	1x year	see page 28	N/A	1 st Monday in April

Restroom Cleaning

		Actual Frequency Required For This Work			
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
25.	Clean and disinfect all toilet bowls and urinals	5x week	see page 28	M/T/W/TH/F	Jan-Dec
26.	Clean and disinfect wash basins and attached fixtures	5x week	see page 28	M/T/W/TH/F	Jan-Dec
27.	Fill all toilet paper and towel receptacles, soap dispensers	5x week	see page 28	M/T/W/TH/F	Jan-Dec
28.	Sweep, damp mop and disinfect all restroom floors	5x week	see page 28	M/T/W/TH/F	Jan-Dec
29.	Clean all mirrors	1x week	see page 28	F	Jan-Dec
30.	Wash and disinfect restroom walls	2x year	see page 28	N/A	Last Friday Dec/June

Outside Office Building

		Actual Frequency Required For This Work			
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
31.	Sweep all outside entrances, stairs & walkways	1x week	see page 28	F	Jan-Dec
32.	Pickup litter and debris within a 10 foot radius of building and empty outside waste containers	5x week	see page 28	M/T/W/TH/F	Jan-Dec
33.	Wash exterior sides of windows	2x year	see page 28	N/A	Last Friday Apr/Oct

Trash

		Actual Frequency Required For This Work			
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
34.	Remove recycled materials to outside container	As needed	see page 28	M-F	Jan-Dec
35.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 28	N/A	Last Friday Dec/June

Security

		Actual Frequency Required For This Work			
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
36.	Secure/lock doors and gates	5x week	see page 28	M/T/W/TH/F	Jan-Dec

SPECIAL CONDITIONS (CUSTOMER IDENTIFIED SECTION)

Back ground checks are required for all janitorial and supervisory staff. Uniforms or a shirt with company logo or name must be worn at all times.

Clean holding cell nightly

The courtrooms will be cleaned according to specifications for General Office

Site #8 – City Hall

WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION
OFFICE OF STATE PROCUREMENT, PURCHASING AND CONTRACT ADMINISTRATION

Janitorial Services Program Work Contract

Work Contract Number:	18989	Date Issued:	June 11, 2007
Site Address	City Hall – 1049 State Ave Marysville WA	Sq. Ft:	15,000
Site Coordinator:	Fleet and Facilities, mshepard@ci.marysville.wa.us , 360-363-8106, Fax 360-363-8284 80 Columbia Ave, Marysville, WA 98270		
Building Type:	General Office		
Working hours approved	10:00 pm to 6:00 am		

Vendor/Contractor Offer for City Hall

Monthly Labor	\$706.51
Monthly Equipment	\$12.50
Monthly Supplies	\$27.00
Cost of doing business/overhead/profit	\$335.71
Total Monthly Bid Price:	\$1,081.72
Discount	0% Net 30 days
Cost for Carpet Cleaning	Note; this cost should not be included in the total monthly cost, this is a per event cost. \$605.00 Per cleaning

SITE PLAN for City Hall

Occupation	Number of Hours per Day	Days per Year	Total Man Hours	Wage Rate	Total Labor Cost
Supervisor	1	52	52	Salary	No Charge
Janitor	3.75	249	933.75	\$8.73	\$8,151.64
Waxer	3	4	12	\$9.23	\$110.76
Window Washer	8	2	16	\$13.48	\$215.68
TOTALS			1013.75		\$8,478.08

Average number of people assigned each workday: 1

Describe and list the equipment and products you will use to perform the required cleaning duties for this work site as outlined herein.

List Equipment:

- Vacuum
- Mop bucket and wringer
- Mop and handle
- Lambswool Duster
- Rubbermaid Brute Barrel
- Rags
- Spray bottles
- MSDS Book

Note: This is not an exhaustive list. If we have omitted any piece of equipment required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

List Products:

- Enviro Care Resilient Tile Coating
- Enviro Care Floor Finish Remover
- Comet
- Enviro Care Stainless Steel Polish
- Enviro Care Concentrated Glass Cleaner
- Enviro Care Bathroom and Bowl Cleaner
- Enviro Care Neutral Floor Cleaner
- Enviro Care Neutral Disinfectant Cleaner

Note: Again this is not an exhaustive list. If we have omitted any chemical required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

Plan: See Section for PW Administration

SUPPLIES

Supplies Provided By Agency (delete items you do not supply, add items if they are not listed)

- Liquid Soap
- Pumas hand soap
- Toilet Paper
- Paper Towels
- Garbage Bags
- Glass Cleaner
- Restroom disinfectants & cleaners
- Feminine hygiene products

Supplies Provided By Vendor/Contractor (add items/rows as necessary)

Supply	Price per month	Environmentally preferred Y/N
Enviro Care Resilient Tile Coating	\$5.00	Y
Enviro Care Floor Finish Remover	\$5.00	Y
Enviro Care Stainless Steel Polish	\$2.00	Y
Enviro Care Glass Cleaner	\$2.00	Y
Enviro Care Bathroom and Bowl Cleaner	\$3.00	Y
Enviro Care Neutral Cleaner	\$1.00	Y
Enviro Care Neutral Disinfectant Cleaner	\$6.00	Y
Comet	\$3.00	N
Total Price per Month	\$27.00	

EQUIPMENT

Equipment Provided By Agency

- None

EQUIPMENT PROVIDED BY VENDOR/CONTRACTOR (add items/rows as necessary)

Equipment	Price per month	Environmentally preferred Y/N
Floor cleaning and waxing equipment including but not limited to: 20" Floor machine Air mover Mops and buckets	No Charge – Currently in inventory	N/A

Broom, Dust Mop, Mops	\$2.50	N/A
Vacuum	No Charge Currently in inventory	N/A
Rubbermaid Brute Barrel	\$5.00	N/A
Lambswool duster, toilet bowl brushes, sponges, rags, spray bottles, etc.	\$5.00	N/A
Total Price per Month	\$12.50	

SERVICE SCHEDULE for Site #8 – City Hall

SERVICE SCHEDULE

FLOORS

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
1.	Dust mop all uncarpeted areas				
	Reception, entrance, lobby areas	5x week	see page 33	M/T/W/TH/F	Jan-Dec
	Stairway/hall area	5x week	see page 33	M/T/W/TH/F	Jan-Dec
	General office areas	3x week	see page 33	M/W/F	Jan-Dec
	Lunchroom/coffee room areas	3x week	see page 33	M/W/F	Jan-Dec
	Vault/Changing rooms	1x week	see page 33	F	Jan-Dec
2.	Vacuum all carpeted areas				
	Reception, entrance, lobby areas	5x week	see page 33	M/T/W/TH/F	Jan-Dec
	General office areas	2x week	see page 33	TU/TH	Jan-Dec
	Lunchroom/coffee room areas	2x week	see page 33	TU/TH	Jan-Dec
	Stairway/hall area	5x week	see page 33	M/T/W/TH/F	Jan-Dec
	Supply/mailroom area	2x week	see page 33	TU/TH	Jan-Dec
	Exercise & locker room	2x week	see page 33	TU/TH	Jan-Dec
3.	Edge vacuum all carpeted surfaces as needed				
	Reception, entrance, lobby areas	2x week	see page 33	TU/TH	Jan-Dec
	General office areas	2x week	see page 33	TU/TH	Jan-Dec
	Lunchroom/coffee room areas	2x week	see page 33	TU/TH	Jan-Dec
	Stairway/hall area	2x week	see page 33	TU/TH	Jan-Dec
	Supply/mailroom area	2x week	see page 33	TU/TH	Jan-Dec
	Exercise & locker room	2x week	see page 33	TU/TH	Jan-Dec
4.	Maintain carpeted/tiled elevator floors	2x week	see page 33	TU/TH	Jan-Dec
5.	Damp mop all tiled floors				
	Reception, entrance, lobby areas	1x week	see page 33	F	Jan-Dec
	Lunchroom/coffee room areas	2x week	see page 33	W/F	Jan-Dec
	Stairway/hall area	2x week	see page 33	TU/TH	Jan-Dec
	Changing Rooms	2x week	see page 33	TU/TH	Jan-Dec
6.	Carpets - Spot Cleaning	5x week As needed	see page 33	M/T/W/TH/F	Jan-Dec
7.	Spot wax and polish or machine polish tiled floors				
	Reception, entrance, lobby areas	3x year	see page 33	N/A	Last Friday Jan/May/Sept
	Lunchroom/coffee room areas	3x year	see page 33	N/A	Last Friday Jan/May/Sept
	Restroom Areas	2x year	see page 33	N/A	Last Friday Dec/June
	Stairway/hall area	3x year	see page 33	N/A	Last Friday Jan/May/Sept
8.	Vacuum or wet mop carpet or rubber mats and runners	5x week	see page 33	M/T/W/TH/F	Jan-Dec
9.	Strip, seal, and wax all tiled floors	2x year	see page 33	N/A	Last Friday Jan/Jul
10.	Carpet Cleaning entire office (identify furniture moves, carpet cleaning instructions, sq footage, etc.)	2x year	see page 33	N/A	Last Friday Jan/Jul
Spot Cleaning					
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly

SERVICE SCHEDULE

11.	Empty all waste Receptacles & Deposit in outside container	2x week	see page 33	T/TH	Jan-Dec
12.	Clean drinking fountains	5x week	see page 33	M/T/W/TH/F	Jan-Dec
13.	Clean lunch room countertops & tabletops	3x week	see page 33	M/T/W/TH/F	Jan-Dec
14.	Spot clean glass doors, glass partitions, door trim, light switches, walls, woodwork, file cabinets, etc.	1x week	see page 33	F	Jan-Dec
15.	Clean outer surfaces of vending machines	2x month	see page 33	N/A	1 st & 3 rd Monday Jan-Dec
16.	Wash all light fixtures and ceiling vents	6x year	see page 33	N/A	Last Friday Jan/Mar/May/Jul/Sep/Nov
17.	Vacuum cloth covered chairs & couches	4x year	see page 33	N/A	Last Friday Jan/Apr/Jul/Oct
18.	Dust all high ledges, including picture frames, light fixtures and windowsills	2x year	see page 33	N/A	Last Friday Dec/June
19.	Clean all plastic or vinyl covered furniture	2x year	see page 33	N/A	Last Friday Dec/June
20.	Dust all ceiling vents (Exchange and Return)	2x year	see page 33	N/A	Last Friday Dec/June
21.	Wash interior sides of windows	2x year	see page 33	N/A	Last Friday Dec/June
22.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 33	N/A	Last Friday Dec/June
23.	Dust both horizontal & vertical Venetian blinds	1x year	see page 33	N/A	1 st Monday in April
24.	Wash both horizontal & vertical Venetian blinds	1x year	see page 33	N/A	1 st Monday in April
25.	Vacuum/clean cloth/vinyl partitions	1x year	see page 33	N/A	1 st Monday in April

Restroom Cleaning

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
26.	Clean and disinfect all toilet bowls and urinals	5x week	see page 33	M/T/W/TH/F	Jan-Dec
27.	Clean and disinfect wash basins and attached fixtures	5x week	see page 33	M/T/W/TH/F	Jan-Dec
28.	Fill all toilet paper and towel receptacles, soap dispensers	5x week	see page 33	M/T/W/TH/F	Jan-Dec
29.	Sweep, damp mop and disinfect all restroom floors	5x week	see page 33	M/T/W/TH/F	Jan-Dec
30.	Clean and disinfect all showers	2x week	see page 33	TU/TH	Jan-Dec
31.	Clean all mirrors	1x week	see page 33	F	Jan-Dec
32.	Wash and disinfect restroom walls	2x year	see page 33	N/A	Last Friday Dec/June

Outside Office Building

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
33.	Sweep all outside entrances, stairs & walkways	1x week	see page 33	F	Jan-Dec
34.	Pickup litter and debris within a 10 foot radius of building and empty outside waste containers	5x week	see page 33	M/T/W/TH/F	Jan-Dec
35.	Wash exterior sides of windows	2x year	see page 33	N/A	Last Friday Apr/Oct

Trash

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
36.	Remove recycled materials to outside container	As needed	see page 33	M-F	Jan-Dec
37.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 33	N/A	Last Friday Dec/June

Security

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
38.	Secure/lock doors and gates	5x week	see page 33	M/T/W/TH/F	Jan-Dec

SPECIAL CONDITIONS (CUSTOMER IDENTIFIED SECTION)

Back ground checks are required for all janitorial and supervisory staff. Uniforms or a shirt with company logo or name must be worn at all times.

Vault will not be cleaned by contractor

Once completed, court rooms will be cleaned according to general office specifications

Site #9 – Public Safety Building

WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION OFFICE OF STATE PROCUREMENT, PURCHASING AND CONTRACT ADMINISTRATION			
Janitorial Services Program Work Contract			
Work Contract Number:	18989	Date Issued:	June 11, 2007
Site Address	Public Safety Bldg. – 1635 Grove ST Marysville WA	Sq. Ft:	10,000
Site Coordinator:	Fleet and Facilities, msheward@ci.marysville.wa.us , 360-363-8106, Fax 360-363-8284 80 Columbia Ave, Marysville, WA 98270		
Building Type:	General Office		
Working hours approved	3:00 pm to 7:0 pm weekdays, 8:00 am to 3:00 pm weekends		

Vendor/Contractor Offer Public Safety Building

Monthly Labor	\$592.98
Monthly Equipment	\$12.50
Monthly Supplies	\$21.00
Cost of doing business/overhead/profit	\$281.92
Total Monthly Bid Price:	\$908.40
Discount	0% Net 30 days
Cost for line item #10 Carpet Cleaning	Note; this cost should not be included in the total monthly cost, this is a per event cost. \$500.00 Per cleaning

SITE PLAN Public Safety Building

Occupation	Number of Hours per Day	Days per Year	Total Man Hours	Wage Rate	Total Labor Cost
Supervisor	1	52	52	Salary	No Charge
7 Day Per Week Janitor	1.5	104	156	\$8.73	\$1,361.88
5x Per Week Janitor	2.5	249	622.5	\$8.73	\$5,434.43
Waxer	5	4	20	\$9.23	\$184.60
Window Washer	5	2	10	\$13.48	\$134.80
TOTALS			860.5		\$7,115.71

Average number of people assigned each workday: 1

Describe and list the equipment and products you will use to perform the required cleaning duties for this work site as outlined herein.

List Equipment:

- Vacuum
- Mop bucket and wringer
- Mop and handle
- Lambswool Duster
- Rubbermaid Brute Barrel
- Rags
- Spray bottles

Note: This is not an exhaustive list. If we have omitted any piece of equipment required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

List Products:

- Enviro Care Resilient Tile Coating
- Enviro Care Floor Finish Remover
- Comet
- Enviro Care Stainless Steel Polish
- Enviro Care Concentrated Glass Cleaner
- Enviro Care Bathroom and Bowl Cleaner
- Enviro Care Neutral Floor Cleaner
- Enviro Care Neutral Disinfectant Cleaner

Note: Again this is not an exhaustive list. If we have omitted any chemical required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

Plan: See Section for PW Administration

SUPPLIES

Supplies Provided By Agency (delete items you do not supply, add items if they are not listed)

- Liquid Soap
- Pumas hand soap
- Toilet Paper
- Paper Towels
- Garbage Bags
- Glass Cleaner
- Restroom disinfectants & cleaners
- Feminine hygiene products

Supplies Provided By Vendor/Contractor (add items/rows as necessary)

Supply	Price per month	Environmentally preferred Y/N
Enviro Care Resilient Tile Coating	\$5.00	Y
Enviro Care Floor Finish Remover	\$5.00	Y
Enviro Care Stainless Steel Polish	\$1.00	Y
Enviro Care Glass Cleaner	\$1.00	Y
Enviro Care Bathroom and Bowl Cleaner	\$2.00	Y
Enviro Care Neutral Cleaner	\$1.00	Y
Enviro Care Neutral Disinfectant Cleaner	\$4.00	Y
Comet	\$2.00	N
Total Price per Month	\$21.00	

EQUIPMENT

Equipment Provided By Agency

- None

EQUIPMENT PROVIDED BY VENDOR/CONTRACTOR (add items/rows as necessary)

Equipment	Price per month	Environmentally preferred Y/N
Floor cleaning and waxing equipment including but not limited to: 20" Floor machine Air mover	No Charge – Currently in inventory	N/A

Mops and buckets		
Broom, Dust Mop, Mops	\$2.50	N/A
Vacuum	No Charge Currently in inventory	N/A
Rubbermaid Brute Barrel	\$5.00	N/A
Lambswool duster, toilet bowl brushes, sponges, rags, spray bottles, etc.	\$5.00	N/A
Total Price per Month	\$12.50	

SERVICE SCHEDULE fir Site #9 – Public Safety Building

SERVICE SCHEDULE

FLOORS

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
1.	Dust mop/sweep all uncarpeted areas				
	Reception, entrance, lobby areas	5x week	see page 38	M/T/W/TH/F	Jan-Dec
	Stairway/hall area	5x week	see page 38	M/T/W/TH/F	Jan-Dec
	Lunchroom/coffee room areas	5x week	see page 38	M/T/W/TH/F	Jan-Dec
	Locker/shower Rooms	5x week	see page 38	M/T/W/TH/F	Jan-Dec
2.	Vacuum all carpeted areas				
	General office areas	2x week	see page 38	TU/TH	Jan-Dec
	Stairway/hall area	2x week	see page 38	TU/TH	Jan-Dec
	Conference room	2x week	see page 38	TU/TH	Jan-Dec
3.	Edge vacuum all carpeted surfaces as needed				
	General office areas	2x week	see page 38	TU/TH	Jan-Dec
	Stairway/hall area	2x week	see page 38	TU/TH	Jan-Dec
	Conference room	2x week	see page 38	TU/TH	Jan-Dec
4.	Maintain carpeted/tiled elevator floors	2x week	see page 38	TU/TH	Jan-Dec
5.	Damp mop all tiled floors				
	Reception, entrance, lobby areas	2x week	see page 38	TU/TH	Jan-Dec
	Lunchroom/coffee room areas	2x week	see page 38	TU/TH	Jan-Dec
	Stairway/hall area	2x week	see page 38	TU/TH	Jan-Dec
	Locker/shower rooms	2x week	see page 38	TU/TH	Jan-Dec
6.	Carpets & tile floors (including multipurpose room) - Spot Cleaning	5x week As needed	see page 38	M/T/W/TH/F	Jan-Dec
7.	Completely wax and polish tiled floors				
	Reception, entrance, lobby areas	2x year	see page 38	N/A	Last Friday Mar/Sept
	Lunchroom/coffee room areas	2x year	see page 38	N/A	Last Friday Mar/Sept
	Restroom Areas	2x year	see page 38	N/A	Last Friday Mar/Sept
	Locker/shower rooms	2x year	see page 38	N/A	Last Friday Mar/Sept
	Stairway/hall area	2x year	see page 38	N/A	Last Friday Mar/Sept
8.	Vacuum or wet mop carpet or rubber mats and runners	5x week	see page 38	M/T/W/TH/F	Jan-Dec
9.	Strip, seal, and wax all tiled floors				
	Reception, entrance, lobby areas	2x year	see page 38	N/A	Last Friday Dec/June
	General office areas	2x year	see page 38	N/A	Last Friday Dec/June
	Lunchroom/coffee room areas	2x year	see page 38	N/A	Last Friday Dec/June
	Restroom Areas	2x year	see page 38	N/A	Last Friday Dec/June
	Locker/shower rooms	2x year	see page 38	N/A	Last Friday Dec/June
	Stairway/hall area	2x year	see page 38	N/A	Last Friday Dec/June
10.	Carpet Cleaning entire office (identify furniture moves, carpet cleaning instructions, sq footage, etc.)	2x year	see page 38	N/A	Last Friday Dec/June
Spot Cleaning					
				Actual Frequency Required For This Work	

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
11.	Empty all waste Receptacles & Deposit in outside container	7x week	see page 38	S/M/T/W/TH/F/S	Jan-Dec
12.	Clean drinking fountains	5x week	see page 38	M/T/W/TH/F	Jan-Dec
13.	Clean kitchen countertops and cabinets	2x week	see page 38	TU/TH	Jan-Dec
14.	Spot clean glass doors, glass partitions, door trim, light switches, walls, woodwork, file cabinets, etc.	1x week	see page 38	F	Jan-Dec
15.	Clean outer surfaces of vending machines	1x week	see page 38	F	Jan-Dec
16.	Wash all light fixtures and ceiling vents	6x year	see page 38	N/A	Last Friday Jan/Mar/May/Jul/Sep/Nov
17.	Vacuum cloth covered chairs & couches	2x year	see page 38	N/A	Last Friday Dec/June
18.	Dust all high ledges, including picture frames, light fixtures and windowsills	2x year	see page 38	N/A	Last Friday Dec/June
19.	Clean all plastic or vinyl covered furniture	2x year	see page 38	N/A	Last Friday Dec/June
20.	Dust all ceiling vents (Exchange and Return)	2x year	see page 38	N/A	Last Friday Dec/June
21.	Wash interior sides of windows	2x year	see page 38	N/A	Last Friday Dec/June
22.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 38	N/A	Last Friday Dec/June
23.	Dust both horizontal & vertical Venetian blinds	1x year	see page 38	N/A	1 st Monday in April
24.	Wash both horizontal & vertical Venetian blinds	1x year	see page 38	N/A	1 st Monday in April
Restroom Cleaning					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
25.	Clean and disinfect all toilet bowls, seats, and urinals	5x week	see page 38	M/T/W/TH/F	Jan-Dec
26.	Clean and disinfect all toilet bowls, seats, and urinals in patrol restrooms (Only)	7x week	see page 38	S/M/T/W/TH/F/S	Jan-Dec
27.	Clean and disinfect wash basins and attached fixtures	5x week	see page 38	M/T/W/TH/F	Jan-Dec
28.	Clean and disinfect wash basins and attached fixtures in patrol restrooms (Only)	7x week	see page 38	S/M/T/W/TH/F/S	Jan-Dec
29.	Fill all toilet paper and towel receptacles, soap dispensers	5x week	see page 38	M/T/W/TH/F	Jan-Dec
30.	Fill all toilet paper and towel receptacles, soap dispensers in patrol restrooms (Only)	7x week	see page 38	S/M/T/W/TH/F/S	Jan-Dec
31.	Sweep, damp mop and disinfect all restroom floors	5x week	see page 38	M/T/W/TH/F	Jan-Dec
32.	Clean and disinfect all showers	2x week	see page 38	TU/TH	Jan-Dec
33.	Clean all mirrors	1x week	see page 38	F	Jan-Dec
34.	Wash and disinfect restroom walls	3x year	see page 38	N/A	Last Friday Feb/June/Nov
Outside Office Building					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
35.	Sweep all outside entrances, stairs & walkways	1x week	see page 38	F	Jan-Dec
36.	Pickup litter and debris within a 10 foot radius of building and empty outside waste containers	5x week	see page 38	M/T/W/TH/F	Jan-Dec
37.	Wash exterior sides of windows	2x year	see page 38	N/A	Last Friday Apr/Oct
Trash					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
38.	Remove recycled materials to outside container	As needed	see page 38	M-F	Jan-Dec
39.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 38	N/A	Last Friday Dec/June
Security					
				Actual Frequency Required For This Work	

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
40.	Secure/lock doors and gates	7x week	see page 38	S/M/T/W/TH/F/S	Jan-Dec

SPECIAL CONDITIONS (CUSTOMER IDENTIFIED SECTION)

Back ground checks are required for all janitorial and supervisory staff. Uniforms or a shirt with company logo or name must be worn at all times. Cleaning must start at 3:00 PM in Commanders and Chief's offices during week days.

Contractor is not responsible to clean Fire Department or Jail

Site #10 – Parks Admin Building

WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION OFFICE OF STATE PROCUREMENT, PURCHASING AND CONTRACT ADMINISTRATION			
Janitorial Services Program Work Contract			
Work Contract Number:	18989	Date Issued:	<i>June 11, 2007</i>
Site Address	Parks & Recreation Administration Bldg. – 6915 Armar Rd Marysville WA	Sq. Ft:	1,900
Site Coordinator:	Fleet and Facilities, mshepard@ci.marysville.wa.us , 360-363-8106, Fax 360-363-8284 80 Columbia Ave, Marysville, WA 98270		
Building Type:	General Office		
Working hours approved	10:00 pm to 6:00 am		

Vendor/Contractor Offer for Parks Admin Building

Monthly Labor	\$142.31
Monthly Equipment	\$12.50
Monthly Supplies	\$10.00
Cost of doing business/overhead/profit	\$74.16
Total Monthly Bid Price:	\$238.97
Discount	0% Net 30 days
Cost for Carpet Cleaning	Note; this cost should not be included in the total monthly cost, this is a per event cost. \$93.50 Per cleaning

SITE PLAN for Parks Admin Building

Occupation	Number of Hours per Day	Days per Year	Total Man Hours	Wage Rate	Total Labor Cost
Supervisor	.25	52	13	Salary	No Charge
Janitor	.75	249	186.76	\$8.73	\$1,630.33
Waxer	1	4	4	\$9.23	\$36.92
Window Washer	1.5	2	3	\$13.48	\$40.44
TOTALS			206.76		\$1,707.69

Average number of people assigned each workday: 1

Describe and list the equipment and products you will use to perform the required cleaning duties for this work site as outlined herein.

List Equipment:

- Vacuum
- Mop bucket and wringer
- Mop and handle
- Lambswool Duster
- Rubbermaid Brute Barrel
- Rags
- Spray bottles
- MSDS Book

Note: This is not an exhaustive list. If we have omitted any piece of equipment required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

List Products:

- Enviro Care Resilient Tile Coating
- Enviro Care Floor Finish Remover
- Comet
- Enviro Care Stainless Steel Polish
- Enviro Care Concentrated Glass Cleaner
- Enviro Care Bathroom and Bowl Cleaner
- Enviro Care Neutral Floor Cleaner
- Enviro Care Neutral Disinfectant Cleaner

Note: Again this is not an exhaustive list. If we have omitted any chemical required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

Plan: See Section for PW Administration

SUPPLIES

Supplies Provided By Agency

- Liquid Soap
- Toilet Paper
- Paper Towels
- Garbage Bags
- Glass Cleaner
- Restroom disinfectants & cleaners
- Feminine hygiene products

Supplies Provided By Vendor/Contractor (add items/rows as necessary)

Supply	Price per month	Environmentally preferred Y/N
Enviro Care Resilient Tile Coating	\$1.00	Y
Enviro Care Floor Finish Remover	\$1.00	Y
Enviro Care Stainless Steel Polish	\$1.00	Y
Enviro Care Glass Cleaner	\$1.00	Y
Enviro Care Bathroom and Bowl Cleaner	\$2.00	Y
Enviro Care Neutral Cleaner	\$1.00	Y
Enviro Care Neutral Disinfectant Cleaner	\$2.00	Y
Comet	\$1.00	N
Total Price per Month	\$10.00	

EQUIPMENT

Equipment Provided By Agency

- None

EQUIPMENT PROVIDED BY VENDOR/CONTRACTOR (add items/rows as necessary)

Equipment	Price per month	Environmentally preferred Y/N
Floor cleaning and waxing equipment including but not limited to: 20" Floor machine Air mover Mops and buckets	No Charge – Currently in inventory	N/A
Broom, Dust Mop, Mops	\$2.50	N/A

Vacuum	No Charge Currently in inventory	N/A
Rubbermaid Brute Barrel	\$5.00	N/A
Lambswool duster, toilet bowl brushes, sponges, rags, spray bottles, etc.	\$5.00	N/A
Total Price per Month	\$12.50	

SERVICE SCHEDULE for Site #10 – Parks Admin Building

SERVICE SCHEDULE

FLOORS

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
1.	Dust mop all uncarpeted areas				
	Lunchroom/coffee room areas	3x week	see page 43	M/W/F	Jan-Dec
2.	Vacuum all carpeted areas				
	Reception, entrance, lobby areas	3x week	see page 43	M/W/F	Jan-Dec
	General office areas	2x week	see page 43	TU/TH	Jan-Dec
	Lunchroom/coffee room areas	2x week	see page 43	TU/TH	Jan-Dec
	Stairway/hall area	2x week	see page 43	TU/TH	Jan-Dec
3.	Edge vacuum all carpeted surfaces as needed				
	Reception, entrance, lobby areas	2x week	see page 43	TU/TH	Jan-Dec
	General office areas	2x week	see page 43	TU/TH	Jan-Dec
	Lunchroom/coffee room areas	2x week	see page 43	TU/TH	Jan-Dec
	Stairway/hall area	2x week	see page 43	TU/TH	Jan-Dec
4.	Damp mop all tiled floors				
	Lunchroom/coffee room areas	1x week	see page 43	F	Jan-Dec
5.	Carpets - Spot Cleaning	5x week As needed	see page 43	M/T/W/TH/F	Jan-Dec
6.	Spot wax and polish or machine polish tiled floors				
	Lunchroom/coffee room areas	3x year	see page 43	N/A	Last Friday Jan/May/Sept
7.	Vacuum or wet mop carpet or rubber mats and runners	5x week	see page 43	M/T/W/TH/F	Jan-Dec
8.	Strip, seal, and wax all tiled floors	2x year	see page 43	N/A	Last Friday Mar/Jul
9.	Carpet Cleaning entire office (identify furniture moves, carpet cleaning instructions, sq footage, etc.)	2x year	see page 43	N/A	Last Friday Jan/Jul

Spot Cleaning

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
10.	Empty all waste Receptacles & Deposit in outside container	2x week	see page 43	T/TH	Jan-Dec
11.	Spot clean glass doors, glass partitions, door trim, light switches, walls, woodwork, file cabinets, etc.	1x week	see page 43	F	Jan-Dec
12.	Wash all light fixtures and ceiling vents	6x year	see page 43	N/A	Last Friday Jan/Mar/May/Jul/Sep/Nov
13.	Dust all high ledges, including picture frames, light fixtures and windowsills	2x year	see page 43	N/A	Last Friday Dec/June
14.	Dust all ceiling vents (Exchange and Return)	2x year	see page 43	N/A	Last Friday Dec/June
15.	Wash interior sides of windows	2x year	see page 43	N/A	Last Friday Dec/June
16.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 43	N/A	Last Friday Dec/June
17.	Dust both horizontal & vertical Venetian blinds	1x year	see page 43	N/A	1 st Monday in April
18.	Wash both horizontal & vertical Venetian blinds	1x year	see page 43	N/A	1 st Monday in April

Restroom Cleaning

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly

SERVICE SCHEDULE

19.	Clean and disinfect all toilet bowls, and covers.	5x week	see page 43	M/T/W/TH/F	Jan-Dec
20.	Clean and disinfect wash basins and attached fixtures	5x week	see page 43	M/T/W/TH/F	Jan-Dec
21.	Fill all toilet paper and towel receptacles, soap dispensers	5x week	see page 43	M/T/W/TH/F	Jan-Dec
22.	Sweep, damp mop and disinfect all restroom floors	5x week	see page 43	M/T/W/TH/F	Jan-Dec
23.	Clean all mirrors	1x week	see page 43	F	Jan-Dec
24.	Wash and disinfect restroom walls	2x year	see page 43	N/A	Last Friday Dec/June

Outside Office Building

Actual Frequency Required For This Work					
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
25.	Sweep all outside entrances, stairs & walkways	1x week	see page 43	F	Jan-Dec
26.	Pickup litter and debris within a 10 foot radius of building and empty outside waste containers	5x week	see page 43	M/T/W/TH/F	Jan-Dec
27.	Wash exterior sides of windows	2x year	see page 43	N/A	Last Friday Apr/Oct

Trash

Actual Frequency Required For This Work					
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
28.	Remove recycled materials to outside container	As needed	see page 43	M-F	Jan-Dec
29.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 43	N/A	Last Friday Dec/June

Security

Actual Frequency Required For This Work					
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
30.	Secure/lock doors and gates	5x week	see page 43	M/T/W/TH/F	Jan-Dec

SPECIAL CONDITIONS (CUSTOMER IDENTIFIED SECTION)

Back ground checks are required for all janitorial and supervisory staff. Uniforms or a shirt with company logo or name must be worn at all times.

Site #11 – Parks Maintenance Building

WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION OFFICE OF STATE PROCUREMENT, PURCHASING AND CONTRACT ADMINISTRATION			
Janitorial Services Program Work Contract			
Work Contract Number:	18989	Date Issued:	<i>June 11, 2007</i>
Site Address	Parks & Recreation Maintenance Bldg. – 6915 Armar Rd Marysville WA	Sq Ft:	500
Site Coordinator:	Fleet and Facilities, mshepard@ci.marysville.wa.us , 360-363-8106, Fax 360-363-8284 80 Columbia Ave, Marysville, WA 98270		
Building Type:	General Office		
Working hours approved	6:00 pm to 6:00 am		

Vendor/Contractor Offer for Parks Maintenance Building

Monthly Labor	\$63.21
Monthly Equipment	\$5.00
Monthly Supplies	\$9.00
Cost of doing business/overhead/profit	\$34.75
Total Monthly Bid Price:	\$111.96
Discount	0% Net 30 days
Cost for Carpet Cleaning	Note; this cost should not be included in the total monthly cost, this is a per event cost. \$93.50 Per cleaning

SITE PLAN for Parks Maintenance Building

Occupation	Number of Hours per Day	Days per Year	Total Man Hours	Wage Rate	Total Labor Cost
Supervisor	.25	52	13	Salary	No Charge
Janitor	.33	249	82.17	\$8.73	\$717.34
Waxer	1.5	2	3	\$9.23	\$27.69
Window Washer	.5	2	1	\$13.48	\$13.48
TOTALS			99.17		\$758.51

Average number of people assigned each workday: 1

Describe and list the equipment and products you will use to perform the required cleaning duties for this work site as outlined herein.

List Equipment:

- Vacuum
- Mop bucket and wringer
- Mop and handle
- Lambswool Duster
- Rubbermaid Brute Barrel
- Rags
- Spray bottles
- MSDS Book

Note: This is not an exhaustive list. If we have omitted any piece of equipment required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

List Products:

- Enviro Care Resilient Tile Coating
- Enviro Care Floor Finish Remover
- Comet
- Enviro Care Stainless Steel Polish
- Enviro Care Concentrated Glass Cleaner
- Enviro Care Bathroom and Bowl Cleaner
- Enviro Care Neutral Floor Cleaner
- Enviro Care Neutral Disinfectant Cleaner

Note: Again this is not an exhaustive list. If we have omitted any chemical required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

Plan: See Section for PW Administration

SUPPLIES

Supplies Provided By Agency

- Liquid Soap
- Pumas hand soap
- Toilet Paper
- Paper Towels
- Garbage Bags
- Glass Cleaner
- Restroom disinfectants & cleaners
- Feminine hygiene products

Supplies Provided By Vendor/Contractor (add items/rows as necessary)

Supply	Price per month	Environmentally preferred Y/N
Enviro Care Stainless Steel Polish	\$1.00	Y
Enviro Care Glass Cleaner	\$1.00	Y
Enviro Care Bathroom and Bowl Cleaner	\$2.00	Y
Enviro Care Neutral Cleaner	\$1.00	Y
Enviro Care Neutral Disinfectant Cleaner	\$2.00	Y
Comet	\$2.00	N
Total Price per Month	\$9.00	

EQUIPMENT

Equipment Provided By Agency

- None

EQUIPMENT PROVIDED BY VENDOR/CONTRACTOR (add items/rows as necessary)

Equipment	Price per month	Environmentally preferred Y/N
Floor cleaning and waxing equipment including but not limited to: 20" Floor machine Air mover Mops and buckets	No Charge – Currently in inventory	N/A
Broom and Mop	\$2.50	N/A
Lambswool duster, toilet bowl brushes,	\$2.50	N/A

sponges, rags, spray bottles, etc.		
Total Price per Month	\$5.00	

SERVICE SCHEDULE for Site #11 – Parks Maintenance Building

SERVICE SCHEDULE

FLOORS

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
1.	Dust/sweep mop all uncarpeted areas				
	Lunchroom/coffee room areas	5x week	see page 47	M/T/W/TH/F	Jan-Dec
2.	Vacuum all carpeted areas				
	General office areas	2x week	see page 47	TU/TH	Jan-Dec
3.	Edge vacuum all carpeted surfaces as needed				
	General office areas	2x week	see page 47	TU/TH	Jan-Dec
4.	Damp mop all tiled floors				
	Lunchroom/coffee room areas	2x week	see page 47	TU/TH	Jan-Dec
5.	Carpets - Spot Cleaning	As needed	see page 47	N/A	Jan-Dec
6.	Spot wax and polish or machine polish tiled floors				
	Lunchroom/coffee room areas	3x year	see page 47	N/A	Last Friday Jan/May/Sept
7.	Vacuum or wet mop carpet or rubber mats and runners	5x week	see page 47	M/T/W/TH/F	Jan-Dec
8.	Strip, seal, and wax all tiled floors	2x year	see page 47	N/A	Last Friday Mar/Jul
9.	Carpet Cleaning entire office (identify furniture moves, carpet cleaning instructions, sq footage, etc.)	2x year	see page 47	N/A	Last Friday Jan/Jul

Spot Cleaning

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
10.	Empty all waste Receptacles & Deposit in outside container	2x week	see page 47	T/TH	Jan-Dec
11.	Clean lunch room countertops & tabletops	2x week	see page 47	T/TH	Jan-Dec
12.	Spot clean glass doors, glass partitions, door trim, light switches, walls, woodwork, file cabinets, etc.	1x week	see page 47	F	Jan-Dec
13.	Wash all light fixtures and ceiling vents	6x year	see page 47	N/A	Last Friday Jan/Mar/May/Jul/Sep/Nov
14.	Dust all high ledges, including picture frames, light fixtures and windowsills	2x year	see page 47	N/A	Last Friday Dec/June
15.	Dust all ceiling vents (Exchange and Return)	2x year	see page 47	N/A	Last Friday Dec/June
16.	Wash interior sides of windows	2x year	see page 47	N/A	Last Friday Dec/June
17.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 47	N/A	Last Friday Dec/June
18.	Dust both horizontal & vertical Venetian blinds	1x year	see page 47	N/A	1 st Monday in April
19.	Wash both horizontal & vertical Venetian blinds	1x year	see page 47	N/A	1 st Monday in April

Restroom Cleaning

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
20.	Clean and disinfect all toilet bowls, and covers.	5x week	see page 47	M/T/W/TH/F	Jan-Dec
21.	Clean and disinfect wash basins and attached fixtures	5x week	see page 47	M/T/W/TH/F	Jan-Dec
22.	Fill all toilet paper and towel receptacles, soap dispensers	5x week	see page 47	M/T/W/TH/F	Jan-Dec
23.	Sweep, damp mop and disinfect all restroom floors	5x week	see page 47	M/T/W/TH/F	Jan-Dec
24.	Clean and disinfect shower	1x week	see page 47	F	Jan-Dec
25.	Clean all mirrors	1x week	see page 47	F	Jan-Dec
26.	Wash and disinfect restroom walls	2x year	see page 47	N/A	Last Friday Dec/June

Outside Office Building

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
27.	Wash exterior sides of windows	2x year	see page 47	N/A	Last Friday Apr/Oct
Trash					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
28.	Remove recycled materials to outside container	As needed	see page 47	M-F	Jan-Dec
29.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 47	N/A	Last Friday Dec/June
Security					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
30.	Secure/lock doors and gates	5x week	see page 47	M/T/W/TH/F	Jan-Dec

SPECIAL CONDITIONS (CUSTOMER IDENTIFIED SECTION)

Back ground checks are required for all janitorial and supervisory staff. Uniforms or a shirt with company logo or name must be worn at all times.

Site #12 – Jennings Park Barn Restrooms

WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION OFFICE OF STATE PROCUREMENT, PURCHASING AND CONTRACT ADMINISTRATION			
Janitorial Services Program Work Contract			
Work Contract Number:	18989	Date Issued:	June 11, 2007
Site Address	Jennings Park Barn Restrooms – 6915 Armar Rd Marysville WA	Sq. Ft:	368
Site Coordinator:	Fleet and Facilities, mshepard@ci.marysville.wa.us , 360-363-8106, Fax 360-363-8284 80 Columbia Ave, Marysville, WA 98270		
Building Type:	General Office		
Working hours approved	10:00 pm to 6:00 am		

Vendor/Contractor Offer Jennings Park Barn Restrooms

Monthly Labor	\$205.31
Monthly Equipment	\$5.00
Monthly Supplies	\$9.00
Cost of doing business/overhead/profit	\$98.69
Total Monthly Bid Price:	\$318.00
Discount	0% Net 30 days

SITE PLAN Jennings Park Barn Restrooms

Occupation	Number of Hours per Day	Days per Year	Total Man Hours	Wage Rate	Total Labor Cost
Supervisor	.25	52	13	Salary	No Charge
Janitor	.75	365	273.75	\$8.73	\$2,389.84
Waxer	2	4	8	\$9.23	\$73.84
TOTALS			294.75		\$2,463.68

Average number of people assigned each workday: 1

Describe and list the equipment and products you will use to perform the required cleaning duties for this work site as outlined herein.

List Equipment:

Vacuum
Mop bucket and wringer
Mop and handle
Lambswool Duster
Rubbermaid Brute Barrel
Rags
Spray bottles
MSDS Book

Note: This is not an exhaustive list. If we have omitted any piece of equipment required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

List Products:

- Enviro Care Resilient Tile Coating
- Enviro Care Floor Finish Remover
- Comet
- Enviro Care Stainless Steel Polish
- Enviro Care Concentrated Glass Cleaner
- Enviro Care Bathroom and Bowl Cleaner
- Enviro Care Neutral Floor Cleaner
- Enviro Care Neutral Disinfectant Cleaner

Note: Again this is not an exhaustive list. If we have omitted any chemical required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

Plan: See Section for PW Administration

SUPPLIES

Supplies Provided By Agency

- Liquid Soap
- Pumas hand soap
- Toilet Paper
- Paper Towels
- Garbage Bags
- Glass Cleaner
- Restroom disinfectants & cleaners
- Feminine hygiene products

Supplies Provided By Vendor/Contractor (add items/rows as necessary)

Supply	Price per month	Environmentally preferred Y/N
Enviro Care Stainless Steel Polish	\$1.00	Y
Enviro Care Glass Cleaner	\$1.00	Y
Enviro Care Bathroom and Bowl Cleaner	\$2.00	Y
Enviro Care Neutral Cleaner	\$1.00	Y
Enviro Care Neutral Disinfectant Cleaner	\$2.00	Y
Comet	\$2.00	N
Total Price per Month	\$9.00	

EQUIPMENT

Equipment Provided By Agency

- None

EQUIPMENT PROVIDED BY VENDOR/CONTRACTOR (add items/rows as necessary)

Equipment	Price per month	Environmentally preferred Y/N
Floor cleaning and waxing equipment including but not limited to: 20" Floor machine Air mover Mops and buckets	No Charge – Currently in inventory	N/A
Broom and Mop	\$2.50	N/A
Lambswool duster, toilet bowl brushes, sponges, rags, spray bottles, etc.	\$2.50	N/A
Total Price per Month	\$5.00	

SERVICE SCHEDULE for Site #12 – Jennings Park Barn Restrooms

SERVICE SCHEDULE

SERVICE SCHEDULE

FLOORS

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
36.	Dust/sweep mop all uncarpeted areas Stairway/hall area	2x week	see page 51	S/S	Jan-Dec
37.	Damp mop all tiled floors Stairway/hall area	2x week	see page 51	S/S	Jan-Dec
38.	Spot wax and polish or machine polish tiled floors Restroom Areas	3x year	see page 51	N/A	Last Friday Apr/Oct
	Stairway/hall area	3x year	see page 51	N/A	Last Friday Apr/Oct
39.	Strip, seal, and wax all tiled floors	2x year	see page 51	N/A	Last Friday Mar/Jul

Spot Cleaning

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
40.	Empty all waste Receptacles & Deposit in outside container	7x week	see page 51	S/M/T/W/TH/F/S	Jan-Dec
41.	Spot clean glass doors, glass partitions, door trim, light switches, walls, woodwork, file cabinets, etc.	3x week	see page 51	M/W/F	Jan-Dec
42.	Clean and disinfect inside and outside of all waste receptacles	3x year	see page 51	N/A	Last Friday Dec/Apr/Aug

Restroom Cleaning

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
43.	Clean and disinfect all toilet bowls, and covers.	7x week	see page 51	S/M/T/W/TH/F/S	Jan-Dec
44.	Clean and disinfect wash basins and attached fixtures	7x week	see page 51	S/M/T/W/TH/F/S	Jan-Dec
45.	Fill all toilet paper and towel receptacles, soap dispensers	7x week	see page 51	S/M/T/W/TH/F/S	Jan-Dec
46.	Sweep, damp mop and disinfect all restroom floors	7x week	see page 51	S/M/T/W/TH/F/S	Jan-Dec
47.	Clean all mirrors	7x week	see page 51	S/M/T/W/TH/F/S	Jan-Dec
48.	Wash and disinfect restroom walls	3x year	see page 51	N/A	Last Friday Dec/Apr/Aug

Trash

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
49.	Clean and disinfect inside and outside of all waste receptacles	3x year	see page 51	N/A	Last Friday Dec/Apr/Aug

Security

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
50.	Secure/lock doors and gates	7x week	see page 51	S/M/T/W/TH/F/S	Jan-Dec

SPECIAL CONDITIONS (CUSTOMER IDENTIFIED SECTION)

Back ground checks are required for all janitorial and supervisory staff. Uniforms or a shirt with company logo or name must be worn at all times.

Site #13 – Solid Waste Maintenance Building

WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION OFFICE OF STATE PROCUREMENT, PURCHASING AND CONTRACT ADMINISTRATION			
Janitorial Services Program Work Contract			
Work Contract Number:	18989	Date Issued:	June 13, 2007
Site Address	Public Works Solid Waste Maintenance Bldg. – 60 State Avenue Marysville WA	Sq.Ft:	1,038
Site Coordinator:	Fleet and Facilities, mshepard@ci.marysville.wa.us , 360-363-8106, Fax 360-363-8284, 80 Columbia Ave, Marysville, WA 98270		
Building Type:	General Office 1-story		
Working hours approved	6:00 pm to 6:00 am		

Vendor/Contractor Offer for Solid Waste Maintenance Building

Monthly Labor	\$117.19
Monthly Equipment	\$12.50
Monthly Supplies	\$10.50
Cost of doing business/overhead/profit	\$63.09
Total Monthly Bid Price:	\$203.28
Discount	0% Net 30 days

SITE PLAN for Solid Waste Maintenance Building

Occupation	Number of Hours per Day	Days per Year	Total Man Hours	Wage Rate	Total Labor Cost
Supervisor	.25	52	13	Salary	No Charge
Janitor	.5	249	124.5	\$8.73	\$1,086.89
Waxer	5	4	20	\$9.23	\$184.60
Window Washer	5	2	10	\$13.48	\$134.80
TOTALS			167.5		\$1,406.29

Average number of people assigned each workday: 1

Describe and list the equipment and products you will use to perform the required cleaning duties for this work site as outlined herein.

List Equipment:

- Vacuum
- Mop bucket and wringer
- Mop and handle
- Lambswool Duster
- Rubbermaid Brute Barrel
- Rags
- Spray bottles
- MSDS Book

Note: This is not an exhaustive list. If we have omitted any piece of equipment required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

List Products:

- Enviro Care Resilient Tile Coating

- Enviro Care Floor Finish Remover
- Comet
- Enviro Care Stainless Steel Polish
- Enviro Care Concentrated Glass Cleaner
- Enviro Care Bathroom and Bowl Cleaner
- Enviro Care Neutral Floor Cleaner
- Enviro Care Neutral Disinfectant Cleaner

Note: Again this is not an exhaustive list. If we have omitted any chemical required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

Plan: See Section for PW Administration

SUPPLIES

Supplies Provided By Agency

- Liquid Soap
- Pumas hand soap
- Toilet Paper
- Paper Towels
- Garbage Bags
- Glass Cleaner
- Restroom disinfectants & cleaners
- Feminine hygiene products

Supplies Provided By Vendor/Contractor (add items/rows as necessary)

Supply	Price per month	Environmentally preferred Y/N
Enviro Care Resilient Tile Coating	\$2.50	Y
Enviro Care Floor Finish Remover	\$2.50	Y
Enviro Care Stainless Steel Polish	\$.50	Y
Enviro Care Glass Cleaner	\$1.00	Y
Enviro Care Bathroom and Bowl Cleaner	\$1.00	Y
Enviro Care Neutral Cleaner	\$1.00	Y
Enviro Care Neutral Disinfectant Cleaner	\$1.00	Y
Comet	\$1.00	N
Total Price per Month	\$10.50	

EQUIPMENT

Equipment Provided By Agency

- None

EQUIPMENT PROVIDED BY VENDOR/CONTRACTOR (add items/rows as necessary)

Equipment	Price per month	Environmentally preferred Y/N
Floor cleaning and waxing equipment including but not limited to: 20" Floor machine Air mover Mops and buckets	No Charge – Currently in inventory	N/A
Broom, Dust Mop, Mops	\$2.50	N/A
Vacuum	No Charge Currently in inventory	N/A
Rubbermaid Brute Barrel	\$5.00	N/A
Lambswool duster, toilet bowl brushes, sponges, rags, spray bottles, etc.	\$5.00	N/A

Total Price per Month	\$12.50
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SERVICE SCHEDULE for Site #13 – Solid Waste Maintenance Building

SERVICE SCHEDULE

FLOORS

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
38.	Dust mop all uncarpeted areas				
	Stairway/hall area	2x week	see page 54	TU/TH	Jan-Dec
	General office areas	2x week	see page 54	TU/TH	Jan-Dec
	Lunchroom/coffee room areas	2x week	see page 54	TU/TH	Jan-Dec
39.	Damp mop all tiled floors				
	Lunchroom/coffee room areas	2x week	see page 54	TU/TH	Jan-Dec
	General office areas	2x week	see page 54	TU/TH	Jan-Dec
	Stairway/hall area	2x week	see page 54	TU/TH	Jan-Dec
40.	Spot wax and polish tiled floors				
	General office areas	2x year	see page 54	N/A	Last Friday April/Oct
	Lunchroom/coffee room areas	2x year	see page 54	N/A	Last Friday April/Oct
	Restroom Areas	2x year	see page 54	N/A	Last Friday April/Oct
	Stairway/hall area	2x year	see page 54	N/A	Last Friday April/Oct
41.	Vacuum or wet mop carpet or rubber mats and runners	5x week	see page 54	M/T/W/TH/F	Jan-Dec
42.	Strip, seal, and wax or machine polish all tiled floors	2x year	see page 54	N/A	Last Friday Jan/Jul

Spot Cleaning

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
43.	Empty all waste Receptacles & Deposit in outside container	2x week	see page 54	T/TH	Jan-Dec
44.	Clean drinking fountains	5x week	see page 54	M/T/W/TH/F	Jan-Dec
45.	Clean lunch room countertops & tabletops	3x week	see page 54	M/T/W/TH/F	Jan-Dec
46.	Spot clean glass doors, glass partitions, door trim, light switches, walls, woodwork, file cabinets, etc.	1x week	see page 54	F	Jan-Dec
47.	Wash all light fixtures and ceiling vents	6x year	see page 54	N/A	Last Friday Jan/Mar/May/Jul/Sep/Nov
48.	Vacuum cloth covered chairs & couches	4x year	see page 54	N/A	Last Friday Jan/Apr/Jul/Oct
49.	Dust all high ledges, including picture frames, light fixtures and windowsills	2x year	see page 54	N/A	Last Friday Dec/June
50.	Dust all ceiling vents (Exchange and Return)	2x year	see page 54	N/A	Last Friday Dec/June
51.	Wash interior sides of windows	2x year	see page 54	N/A	Last Friday Dec/June
52.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 54	N/A	Last Friday Dec/June
53.	Dust both horizontal & vertical Venetian blinds	1x year	see page 54	N/A	1 st Monday in April
54.	Wash both horizontal & vertical Venetian blinds	1x year	see page 54	N/A	1 st Monday in April

Restroom Cleaning

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
55.	Clean and disinfect all toilet bowls and urinals	5x week	see page 54	M/T/W/TH/F	Jan-Dec
56.	Clean and disinfect wash basins and attached fixtures	5x week	see page 54	M/T/W/TH/F	Jan-Dec
57.	Fill all toilet paper and towel receptacles, soap dispensers	5x week	see page 54	M/T/W/TH/F	Jan-Dec
58.	Sweep, damp mop and disinfect all restroom floors	5x week	see page 54	M/T/W/TH/F	Jan-Dec
59.	Clean all mirrors	1x week	see page 54	F	Jan-Dec
60.	Wash and disinfect restroom walls	2x year	see page 54	N/A	Last Friday Dec/June

Outside Office Building

				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
61.	Sweep all outside entrances, stairs & walkways	1x week	see page 54	F	Jan-Dec
62.	Pickup litter and debris within a 10 foot radius of building and empty outside waste containers	5x week	see page 54	M/T/W/TH/F	Jan-Dec
63.	Wash exterior sides of windows	2x year	see page 54	N/A	Last Friday Apr/Oct
Trash					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
64.	Remove recycled materials to outside container	As needed	see page 54	M-F	Jan-Dec
65.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 54	N/A	Last Friday Dec/June
Security					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
66.	Secure/lock doors and gates	5x week	see page 54	M/T/W/TH/F	Jan-Dec

SPECIAL CONDITIONS (CUSTOMER IDENTIFIED SECTION)

Back ground checks are required for all janitorial and supervisory staff. Uniforms or a shirt with company logo or name must be worn at all times.

Site #14 – CD Construction Building

WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION OFFICE OF STATE PROCUREMENT, PURCHASING AND CONTRACT ADMINISTRATION			
Janitorial Services Program Work Contract			
Work Contract Number:	18989	Date Issued:	June 13, 2007
Site Address	CD Construction Bldg. – 60 State Avenue Marysville WA	Sq.Ft:	1,480
Site Coordinator:	Fleet and Facilities, mshepard@ci.marysville.wa.us, 360-363-8106, Fax 360-363-8284, 80 Columbia Ave, Marysville, WA 98270		
Building Type:	General Office 1-story		
Working hours approved	6:00 pm to 6:00 am		

Vendor/Contractor Offer for CD Construction Building

Monthly Labor	\$150.08
Monthly Equipment	\$12.50
Monthly Supplies	\$10.50
Cost of doing business/overhead/profit	\$77.89
Total Monthly Bid Price:	\$250.97
Discount	0% Net 30 days
Cost for Carpet Cleaning	Note; this cost should not be included in the total monthly cost, this is a per event cost. \$93.50 Per cleaning

SITE PLAN for CD Construction Building

Occupation	Number of Hours per Day	Days per Year	Total Man Hours	Wage Rate	Total Labor Cost
Supervisor	.25	52	13	Salary	No Charge
Janitor	.75	249	186.75	\$8.73	\$1,630.33
Waxer	3	4	12	\$9.23	\$116.76
Window Washer	2	2	4	\$13.48	\$53.92
TOTALS			215.75		\$1,801.01

Average number of people assigned each workday: 1

Describe and list the equipment and products you will use to perform the required cleaning duties for this work site as outlined herein.

List Equipment:

- Vacuum
- Mop bucket and wringer
- Mop and handle
- Lambswool Duster
- Rubbermaid Brute Barrel
- Rags
- Spray bottles
- MSDS Book

Note: This is not an exhaustive list. If we have omitted any piece of equipment required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

List Products:

- Enviro Care Resilient Tile Coating
- Enviro Care Floor Finish Remover
- Comet
- Enviro Care Stainless Steel Polish
- Enviro Care Concentrated Glass Cleaner
- Enviro Care Bathroom and Bowl Cleaner
- Enviro Care Neutral Floor Cleaner
- Enviro Care Neutral Disinfectant Cleaner

Note: Again this is not an exhaustive list. If we have omitted any chemical required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

Plan: See Section for PW Administration

SUPPLIES

Supplies Provided By Agency

- Liquid Soap
- Pumas hand soap
- Toilet Paper
- Paper Towels
- Garbage Bags
- Glass Cleaner
- Restroom disinfectants & cleaners
- Feminine hygiene products

Supplies Provided By Vendor/Contractor (add items/rows as necessary)

Supply	Price per month	Environmentally preferred Y/N
Enviro Care Resilient Tile Coating	\$2.50	Y
Enviro Care Floor Finish Remover	\$2.50	Y
Enviro Care Stainless Steel Polish	\$.50	Y
Enviro Care Glass Cleaner	\$1.00	Y
Enviro Care Bathroom and Bowl Cleaner	\$1.00	Y
Enviro Care Neutral Cleaner	\$1.00	Y
Enviro Care Neutral Disinfectant Cleaner	\$1.00	Y
Comet	\$1.00	N
Total Price per Month	\$10.50	

EQUIPMENT

Equipment Provided By Agency

- None

EQUIPMENT PROVIDED BY VENDOR/CONTRACTOR (add items/rows as necessary)

Equipment	Price per month	Environmentally preferred Y/N
Floor cleaning and waxing equipment including but not limited to: 20" Floor machine Air mover Mops and buckets	No Charge – Currently in inventory	N/A

Broom, Dust Mop, Mops	\$2.50	N/A
Vacuum	No Charge Currently in inventory	N/A
Rubbermaid Brute Barrel	\$5.00	N/A
Lambswool duster, toilet bowl brushes, sponges, rags, spray bottles, etc.	\$5.00	N/A
Total Price per Month	\$12.50	

SERVICE SCHEDULE for Site #14 – CD Construction Building

SERVICE SCHEDULE

FLOORS

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
67.	Dust mop all uncarpeted areas				
	Reception, entrance, lobby areas	3x week	see page 58	M/W/F	Jan-Dec
	Stairway/hall area	3x week	see page 58	M/W/F	Jan-Dec
	General office areas	3x week	see page 58	M/W/F	Jan-Dec
	Lunchroom/coffee room areas	3x week	see page 58	M/W/F	Jan-Dec
68.	Vacuum all carpeted areas				
	General office areas	2x week	see page 58	TU/TH	Jan-Dec
	Conference room	2x week	see page 58	TU/TH	Jan-Dec
69.	Edge vacuum all carpeted surfaces as needed				
	General office areas	2x week	see page 58	TU/TH	Jan-Dec
	Conference room	2x week	see page 58	TU/TH	Jan-Dec
70.	Damp mop all tiled floors				
	Lunchroom/coffee room areas	2x week	see page 58	TU/TH	Jan-Dec
	General office areas	2x week	see page 58	TU/TH	Jan-Dec
	Stairway/hall area	2x week	see page 58	TU/TH	Jan-Dec
71.	Carpets - Spot Cleaning	As needed	see page 58	M/T/W/TH/F	Jan-Dec
72.	Spot wax and polish or machine polish tiled floors				
	Lunchroom/coffee room areas	2x year	see page 58	N/A	Last Friday April/Oct
	Restroom Areas	2x year	see page 58	N/A	Last Friday April/Oct
	Stairway/hall area	2x year	see page 58	N/A	Last Friday April/Oct
73.	Vacuum or wet mop carpet or rubber mats and runners	5x week	see page 58	M/T/W/TH/F	Jan-Dec
74.	Strip, seal, and wax all tiled floors	2x year	see page 58	N/A	Last Friday Jan/Jul
75.	Carpet Cleaning entire office (identify furniture moves, carpet cleaning instructions, sq footage, etc.)	2x year	see page 58	N/A	Last Friday Jan/Jul

Spot Cleaning

Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Actual Frequency Required For This Work	
				Daily	Monthly
76.	Empty all waste Receptacles & Deposit in outside container	2x week	see page 58	T/TH	Jan-Dec
77.	Clean drinking fountains	5x week	see page 58	M/T/W/TH/F	Jan-Dec
78.	Clean lunch room countertops & tabletops	3x week	see page 58	M/T/W/TH/F	Jan-Dec
79.	Spot clean glass doors, glass partitions, door trim, light switches, walls, woodwork, file cabinets, etc.	1x week	see page 58	F	Jan-Dec
80.	Wash all light fixtures and ceiling vents	6x year	see page 58	N/A	Last Friday Jan/Mar/May/Jul/Sep/Nov
81.	Vacuum cloth covered chairs & couches	4x year	see page 58	N/A	Last Friday Jan/Apr/Jul/Oct
82.	Dust all high ledges, including picture frames, light fixtures and windowsills	2x year	see page 58	N/A	Last Friday Dec/June
83.	Dust all ceiling vents (Exchange and Return)	2x year	see page 58	N/A	Last Friday Dec/June
84.	Wash interior sides of windows	2x year	see page 58	N/A	Last Friday Dec/June
85.	Clean and disinfect inside and outside of all waste	2x year	see page 58	N/A	Last Friday Dec/June

SERVICE SCHEDULE

	receptacles				
86.	Dust both horizontal & vertical Venetian blinds	1x year	see page 58	N/A	1 st Monday in April
87.	Wash both horizontal & vertical Venetian blinds	1x year	see page 58	N/A	1 st Monday in April
Restroom Cleaning					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
88.	Clean and disinfect all toilet bowls and urinals	5x week	see page 58	M/T/W/TH/F	Jan-Dec
89.	Clean and disinfect wash basins and attached fixtures	5x week	see page 58	M/T/W/TH/F	Jan-Dec
90.	Fill all toilet paper and towel receptacles, soap dispensers	5x week	see page 58	M/T/W/TH/F	Jan-Dec
91.	Sweep, damp mop and disinfect all restroom floors	5x week	see page 58	M/T/W/TH/F	Jan-Dec
92.	Clean all mirrors	1x week	see page 58	F	Jan-Dec
93.	Wash and disinfect restroom walls	2x year	see page 58	N/A	Last Friday Dec/June
Outside Office Building					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
94.	Sweep all outside entrances, stairs & walkways	1x week	see page 58	F	Jan-Dec
95.	Pickup litter and debris within a 10 foot radius of building and empty outside waste containers	5x week	see page 58	M/T/W/TH/F	Jan-Dec
96.	Wash exterior sides of windows	2x year	see page 58	N/A	Last Friday Apr/Oct
Trash					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
97.	Remove recycled materials to outside container	As needed	see page 58	M-F	Jan-Dec
98.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 58	N/A	Last Friday Dec/June
Security					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
99.	Secure/lock doors and gates	5x week	see page 58	M/T/W/TH/F	Jan-Dec

SPECIAL CONDITIONS (CUSTOMER IDENTIFIED SECTION)

Back ground checks are required for all janitorial and supervisory staff. Uniforms or a shirt with company logo or name must be worn at all times.

Site #15 – Water Filtration Plant

WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION OFFICE OF STATE PROCUREMENT, PURCHASING AND CONTRACT ADMINISTRATION			
Janitorial Services Program Work Contract			
Work Contract Number:	18989	Date Issued:	June 21, 2007
Site Address	Water Filtration Plant. – 17906 43 rd AVE NE Marysville WA	Sq. Ft:	378
Site Coordinator:	Fleet and Facilities, msheward@ci.marysville.wa.us , 360-363-8106, Fax 360-363-8284 80 Columbia Ave, Marysville, WA 98270		
Building Type:	Utility		
Working hours approved	6:00 pm to 6:00 am		

Vendor/Contractor Offer for Site #15 Water Filtration Plant

Monthly Labor	\$27.32
Monthly Equipment	\$12.50
Monthly Supplies	\$8.50
Cost of doing business/overhead/profit	\$21.74
Total Monthly Bid Price:	\$70.06
Discount	0% Net 30 days

SITE PLAN for Water Filtration Plant

Occupation	Number of Hours per Day	Days per Year	Total Man Hours	Wage Rate	Total Labor Cost
Supervisor	.25	26	6.5	Salary	No Charge
Janitor	.5	52	26	\$8.73	\$226.98
Waxer	2	4	8	\$9.23	\$73.84
Window Washer	1	2	2	\$13.48	\$26.96
TOTALS			42.5		\$327.78
Average number of people assigned each workday: <u>1</u>					

Describe and list the equipment and products you will use to perform the required cleaning duties for this work site as outlined herein.

List Equipment:

- Vacuum
- Mop bucket and wringer
- Mop and handle
- Lambswool Duster
- Rubbermaid Brute Barrel
- Rags
- Spray bottles
- MSDS Book

Note: This is not an exhaustive list. If we have omitted any piece of equipment required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

List Products:

- Enviro Care Resilient Tile Coating
- Enviro Care Floor Finish Remover
- Comet
- Enviro Care Stainless Steel Polish
- Enviro Care Concentrated Glass Cleaner
- Enviro Care Bathroom and Bowl Cleaner
- Enviro Care Neutral Floor Cleaner
- Enviro Care Neutral Disinfectant Cleaner

Note: Again this is not an exhaustive list. If we have omitted any chemical required to maintain the facilities to specification we will be providing it for our crew's use at no additional cost to the City of Marysville.

Plan: See Section for PW Administration

SUPPLIES

Supplies Provided By Agency

- Liquid Soap
- Pumas hand soap
- Toilet Paper
- Paper Towels
- Garbage Bags
- Glass Cleaner
- Restroom disinfectants & cleaners
- Feminine hygiene products

Supplies Provided By Vendor/Contractor (add items/rows as necessary)

Supply	Price per month	Environmentally preferred Y/N
Enviro Care Resilient Tile Coating	\$1.50	Y
Enviro Care Floor Finish Remover	\$1.50	Y
Enviro Care Stainless Steel Polish	\$.50	Y
Enviro Care Glass Cleaner	\$1.00	Y
Enviro Care Bathroom and Bowl Cleaner	\$1.00	Y
Enviro Care Neutral Cleaner	\$1.00	Y
Enviro Care Neutral Disinfectant Cleaner	\$1.00	Y
Comet	\$1.00	N
Total Price per Month	\$8.50	

EQUIPMENT

Equipment Provided By Agency

- None

EQUIPMENT PROVIDED BY VENDOR/CONTRACTOR (add items/rows as necessary)

Equipment	Price per month	Environmentally preferred Y/N
Floor cleaning and waxing equipment including but not limited to: 20" Floor machine Air mover Mops and buckets	No Charge – Currently in inventory	N/A
Broom, Dust Mop, Mops	\$2.50	N/A
Vacuum	No Charge Currently in inventory	N/A

Rubbermaid Brute Barrel	\$5.00	N/A
Lambswool duster, toilet bowl brushes, sponges, rags, spray bottles, etc.	\$5.00	N/A
Total Price per Month	\$12.50	

SERVICE SCHEDULE for Site #15 – Water Filtration Plant

SERVICE SCHEDULE

FLOORS

			Actual Frequency Required For This Work		
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
100.	Dust/sweep mop all uncarpeted areas				
	General office areas	1x week	see page 62	F	Jan-Dec
	Lunchroom/coffee room areas	1x week	see page 62	F	Jan-Dec
101.	Damp mop all tiled floors				
	Lunchroom/coffee room areas	1x week	see page 62	F	Jan-Dec
	General office areas	1x week	see page 62	F	Jan-Dec
102.	Spot wax and polish tiled floors				
	General office areas	3x year	see page 62	N/A	Last Friday Jan/May/Sept
	Lunchroom/coffee room areas	3x year	see page 62	N/A	Last Friday Jan/May/Sept
	Restroom Areas	3x year	see page 62	N/A	Last Friday Jan/May/Sept
103.	Vacuum or wet mop carpet or rubber mats and runners	1x week	see page 62	F	Jan-Dec
104.	Strip, seal, and wax all tiled floors	2x year	see page 62	N/A	Last Friday Mar/Jul

Spot Cleaning

			Actual Frequency Required For This Work		
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
105.	Empty all waste Receptacles & Deposit in outside container	1x week	see page 62	F	Jan-Dec
106.	Clean drinking fountains	1x week	see page 62	F	Jan-Dec
107.	Clean lunch room countertops & tabletops	1x week	see page 62	F	Jan-Dec
108.	Spot clean glass doors, glass partitions, door trim, light switches, walls, woodwork, file cabinets, etc.	1x week	see page 62	F	Jan-Dec
109.	Wash all light fixtures and ceiling vents	6x year	see page 62	N/A	Last Friday Jan/Mar/May/Jul/Sep/Nov
110.	Dust all high ledges, including picture frames, light fixtures and windowsills	2x year	see page 62	N/A	Last Friday Dec/June
111.	Dust all ceiling vents (Exchange and Return)	2x year	see page 62	N/A	Last Friday Dec/June
112.	Wash interior sides of windows	2x year	see page 62	N/A	Last Friday Dec/June
113.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 62	N/A	Last Friday Dec/June
114.	Dust both horizontal & vertical Venetian blinds	1x year	see page 62	N/A	1 st Monday in April
115.	Wash both horizontal & vertical Venetian blinds	1x year	see page 62	N/A	1 st Monday in April

Restroom Cleaning

			Actual Frequency Required For This Work		
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
116.	Clean and disinfect all toilet bowls, and covers.	1x week	see page 62	F	Jan-Dec
117.	Clean and disinfect wash basins and attached fixtures	1x week	see page 62	F	Jan-Dec
118.	Fill all toilet paper and towel receptacles, soap dispensers	1x week	see page 62	F	Jan-Dec
119.	Sweep, damp mop and disinfect all restroom floors	1x week	see page 62	F	Jan-Dec
120.	Clean all mirrors	1x week	see page 62	F	Jan-Dec
121.	Wash and disinfect restroom walls	2x year	see page 62	N/A	Last Friday Dec/June

Outside Office Building

			Actual Frequency Required For This Work		
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Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
122.	Wash exterior sides of windows	2x year	see page 62	N/A	Last Friday Apr/Oct
Trash					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
123.	Remove recycled materials to outside container	As needed	see page 62	M-F	Jan-Dec
124.	Clean and disinfect inside and outside of all waste receptacles	2x year	see page 62	N/A	Last Friday Dec/June
Security					
				Actual Frequency Required For This Work	
Item	PERFORMANCE REQUIREMENTS	Suggested Standard	Working Hours	Daily	Monthly
125.	Secure/lock doors and gates	5x week	see page 62	M/T/W/TH/F	Jan-Dec

SPECIAL CONDITIONS (CUSTOMER IDENTIFIED SECTION)

Back ground checks are required for all janitorial and supervisory staff. Uniforms or a shirt with company logo or name must be worn at all times.

STATE OF WASHINGTON



Department of General Administration
Office of State Procurement
201 GA Building
P O Box 41017
Olympia Washington 98504-1017

Visit our Internet site: <http://www.ga.wa.gov/purchase>

REQUEST FOR QUALIFICATION (RFQ)

TITLE: Janitorial Services Contracting Program

Contract Number
01902

Qualification Due Date & Time
May 16, 2002 - 2:00 PM.

Pre-qualification Conference Locations, Dates & Times
Olympia, Washington – April 29, 2002 – 1:00 PM.
Issaquah, Washington – May 1, 2002 – 1:00 PM.
Spokane, Washington – May 3, 2002 – 1:00 PM.

Please return qualifications to above address

Rose Ann Bagley
State Procurement Officer
Phone (360) 902-7428
Fax (360) 586-2426
E-mail: rbagley@ga.wa.gov

I. ANNOUNCEMENT AND SPECIAL INFORMATION

Proposers are required to read and understand all standard terms and conditions, instructions to proposers, definitions, and all information contained within this entire RFQ package. There are some standard documents, which are referred to in this proposal package that are not automatically printed out. Competitive Procurement Standards that include the Standard Terms and Conditions revised 12/21/98, Instructions to Bidders revised 4/17/01, and Definitions revised 6/5/01 are binding terms of this contract, which are not automatically printed out. It is important that you read and understand these documents. These documents are available on our website at <http://www.ga.wa.gov/pca/cps.htm>. If you do not have Internet access, you may contact the State Procurement Officer to obtain copies of any and all documents contained in this RFQ package.

Washington State Department of General Administration
Office of State Procurement, PO Box 41017, Olympia, WA 98504-1017

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1. SCHEDULE

The dates listed below are initially assigned dates of the activities related to this Request for Qualification (RFQ). In the event we find it necessary to significantly change any of these dates and times before the qualification due date, an amendment to this RFQ will be issued. Dates after the qualification due date are subject to change without notice at the discretion of the RFQ Coordinator.

Initially Assigned Schedule of Events

<u>Date</u>	<u>Event</u>
April 12, 2002	Issue RFQ (Download from OSP Internet site)
April 29-May 3, 2002	Pre-Qualification Conferences
May 16, 2002	Vendor Written Qualifications Due
May 31, 2002	Complete Evaluations
June 14, 2002	Announce Pre-Qualification Pool
June 24-28, 2002	Debriefing of Unsuccessful Vendors (Optional to Vendors)
June 27, 2002	Successful Vendor Training
July 1, 2002	<u>Two Tier Contracting Program</u> ready for use

2. SCOPE

Purpose and Intent

The Office of State Procurement (OSP), Department of General Administration (GA) is initiating this Request for Qualification (RFQ) to create pools of pre-qualified janitorial service vendors for various geographical areas of the state. The purpose of this procurement is to make these pools available to state agencies and other customers for janitorial services throughout the State of Washington. As these customers identify requirements for janitorial services, they will conduct a second tier competition to select vendors for their specific requirements. Only pre-qualified vendors will be selected to participate in the second tier process which is used to award the contract. Each separate requirement will result in a separate second tier competition to determine award. The scope (size) of these requirements will determine the pre-qualification level as well as the number of vendors contacted for a particular second tier competition. The possible pre-qualification levels that vendors may achieve will be based on the estimated annual dollar value of the purchaser's specific janitorial services requirement. Level I will be smaller contracts valued at less than \$12,000 per year. Level II will be medium contracts valued at between \$12,000 and \$41,000 per year. Level III will be large contracts valued at more than \$41,000 per year. Successful first tier vendors will sign agreements that will incorporate the terms and conditions outlined herein. These agreements will also commit the vendors to comply with the steps outlined for the second tier competition. The Office of State Procurement will facilitate the second tier process.

It is the intention of the OSP to pre-qualify vendors in order to reduce the redundancy and the efforts expended by the state and the vendor community to secure contractors for janitorial services. This will serve the best interest of the State of Washington by reducing the process time and simplifying the process for securing vendors to perform specific janitorial services for purchasers.

Purchasers

This contracting program for janitorial services will be made available to all State Agencies, Political subdivisions, Institutions of Higher Education and non-profit organizations that are members of the State of Washington Purchasing Cooperative (WSPC). A list of Washington members is available on the Internet <http://www.ga.wa.gov/pca/cooplist.htm>. Contractors shall not process state contract orders from unauthorized purchasers.

While use of the contracting program by members of the WSPC is optional, the state encourages them to use state contracts. Their use of the program may significantly increase the purchase volume. Their orders are subject to

the same contract terms, conditions, and pricing as state agencies. The state accepts no responsibility for payment by WSPC members.

Estimated Value

The potential estimated value of work contracts is \$6.25 million for the first 1 year of this contracting program. The State does not guarantee any minimum purchase. Second tier work contracts will be placed on an “as needed” basis.

3. REVISIONS

In the event it becomes necessary to revise any part of this RFQ, an amendment will be furnished to proposers. It is incumbent on the Vendor to visit the OSP web site <http://www.ga.wa.gov/pca/bids/bidsched.htm> in order to receive any and all notifications and amendments. OSP reserves the right to amend, cancel or to reissue the RFQ in whole or in part, prior to execution of any agreement.

4. PRE-QUALIFICATION CONFERENCES

Optional conferences to address contractual requirements will be held at the times and locations indicated below. Prospective proposers are highly encouraged to be present. If changes are required as a result of the conference, written amendments will be issued.

Note 1: The meeting in Spokane is limited to about 75 attendees, so if you plan to attend a reservation is required. Please contact Vanessa Simpson at the Office of State Procurement (vsimpso@ga.wa.gov or 360.902.7424) to reserve seats by no later than April 24, 2002.

Note 2: Assistance for disabled, blind or hearing-impaired persons who wish to attend is available with pre-arrangement with the Office of State Procurement (OSP). Contact the State Procurement Officer identified on the face page of this document.

- 1. Conference Date: April 29, 2002**
1:00 PM
Office of State Procurement, GA Building
1st Floor Auditorium
Corner of 11th and Columbia
Olympia Washington 98504
(360) 902-7400
http://access.wa.gov/government/images/campus_map.jpg
<http://www.leg.wa.gov/common/maps/parking.htm>
- 2. Conference Date: May 1, 2002**
1:00 PM
King County Library Systems, Administrative Offices
960 Newport Way NW, Room 2A/2B
Issaquah, WA 98027
(425) 369-3200
<http://www.kcls.org/servcenter/home.html>
- 3. Conference Date: May 3, 2002 (See Note 1 above, RSVP Required by April 24, 2002)**
1:00 PM
Washington State Department of Transportation
2714 N. Mayfair
Spokane, WA 99207
(509) 324-6077

5. PERIOD OF PERFORMANCE FOR WORK CONTRACTS

The initial period of the individual work contracts resulting from second tier competitions will be from the date of the agreement through a 12-month term. There will be five (5) one-year term options exercisable under each second tier work contract under this contracting program. In no case will the overall period of performance under these work contracts exceed six (6) years, unless an emergency exists and/or special circumstances require a partial term extension, and approval of the Assistant Director of the Office of State Procurement has been obtained. The Office of State Procurement may conduct additional pre-qualification RFQs as necessary to cover potential customer demand or in order to provide non-program vendors with additional pre-qualification opportunities.

6. DEFINITIONS

Agreement: Successful first tier vendors will sign “agreements” that will incorporate the terms and conditions outlined in this RFQ. These agreements stay in force and are included as integral parts of any second tier work contracts issued.

Award: Refers to the issuing of a work contract in the second tier.

Client: A bidder’s customer.

Collusion: A secret agreement between two or more persons undertaken for illicit or fraudulent purposes; conspiracy.

Contractor’s Representative: An individual designated by the bidder or Contractor to act on its behalf and with the authority to legally bind the bidder or Contractor concerning the terms and conditions set forth in bid and contract documents.

Cure letter: A letter sent to vendors as a result of poor performance or for failure to comply with the requirements outlined in this RFQ for pre-qualified vendors.

Customer: Any state agency or purchasing cooperative member electing to use this program for obtaining janitorial services.

First tier: The pre-qualification process outlined in this RFQ.

Level: Refers to Level of qualification. Level I for work with an annual value of up to \$12,000; Level II for work with an annual value of between \$12,000 and \$41,000; and Level III for work with an annual value greater than \$41,000.

Pre-Qualification: Successful first tier vendors achieve pre-qualification for specific geographic area(s) of the state and become part of the pool of pre-qualified vendors for that level of work in those areas.

Refresh: The Office of State Procurement may conduct additional “refresh” pre-qualification RFQs as necessary to cover potential customer demand or in order to provide non-program vendors with additional pre-qualification opportunities.

Removal: Vendors who fail to respond in a timely and responsive manner to a cure letter and take appropriate corrective action may be subject to termination of their work contract and “removal” from the pool of pre-qualified vendors.

Safe & Healthful: Contractor management and performance conducive to safe and healthful operations and work environments for both employees and for the customers receiving the benefit of the janitorial services provided under work contracts.

Second tier: The competitive portion of this program that results in the award of work contracts for specific customer requirements for janitorial services.

Request for Qualification #01902

Supervisor: An individual designated by the Contractor responsible for all communications and work performed by the Contractor, its employees, and any subcontractors at a specific work contract location.

State Procurement Officer (SPO): An individual designated by the State of Washington, Department of General Administration, Office of State Procurement to act on behalf of the state to develop and administer contracts within the limits established by law.

Term: The period of performance for work contracts under this program, usually one year, plus options to extend.

Termination: Poor performance and/or other performance failures outlined in this RFQ may result in work contract “termination” and subsequent award to a different vendor.

Two tier: Used to describe a contracting program under which the first tier is used to competitively pre-qualify vendors and the second tier is used to competitively award work contracts to vendors for specific work requirements.

Vendor: Entities responding to this RFQ are considered “vendors”. Vendors achieving first tier pre-qualification will be considered “pre-qualified vendors”.

Work Contract: The contract resulting from the award of second tier work to a pre-qualified vendor.

Work Request: The second tier solicitation document used to request vendor responses to specific customer work requirements for janitorial services.

II. SPECIAL TERMS & CONDITIONS**1. AGREEMENT DOCUMENTS**

This bid includes the following terms and conditions and includes, but is not limited to, the Request for Qualification (RFQ), the second tier requirements outlined in Appendix A of this RFQ, Published Standard Terms and Conditions of the Department of General Administration, Office of State Procurement (OSP) and the Laws of the State of Washington, all of which are hereby incorporated by reference.

2. INTERPRETATION

Should any discrepancies or omissions be found in the bid specifications, or doubt as to their meaning, send inquiry in writing to the State Procurement Officer (SPO) (see cover sheet). The State Procurement Officer will send written instructions or amendments as required to all interested parties. The State shall not be held responsible for oral interpretations. Any amendments issued shall be incorporated into the agreement.

3. SAFETY AND HEALTH

Contractor shall comply with any and all Federal, State and Local Laws, which apply to janitorial cleaning service operations and to health and safety in the workplace. Accepted safe and healthful practices shall be followed in performance of all work. Practices deemed unacceptable are grounds for a cure letter and possible dismissal. After each period of cleaning and other services, the areas shall be inspected for fire and safety hazards. Any obvious fire, safety, or other hazards found shall be reported immediately to the customer. Unnecessary lights shall be turned off, outside doors and windows closed and locked.

4. BREACH, DEFAULT, TERMINATION AND SUSPENSION

Termination Due to Bona Fide Sale, Condemnation, Demolition, Relocation, or Building Closure: In the event of a bona fide sale, condemnation, demolition, relocation, building closure, or substantial portion thereof, the agency and the Office of State Procurement may terminate any work contract with not less than 10-days written notice to the Contractor.

All other terminations and suspensions will be conducted in accordance with Standard Terms and Conditions guidelines, specifically note items 32, 33, and 34.

5. COST OF PROPOSAL PREPARATION

Proposers assume all costs associated with the preparation of this Request for Qualification (RFQ), preparation of subsequent work request submittals, travel to optional pre-qualification conferences, site visits, and related expenses. Proposers agree to this and all other terms by signing and submitting the attached Offer and Award.

6. INSURANCE

A. General Requirements: Contractor shall, at their own expense, obtain and keep in force insurance as follows until completion of all work contracts. Within fifteen (15) calendar days of receipt of notice of award of a work contract, the Contractor shall furnish evidence in the form of a Certificate of Insurance satisfactory to the state that insurance, in the following kinds and minimum amounts has been secured. Failure to provide proof of insurance, as required, will result in work contract cancellation.

Contractor shall include all subcontractors as insureds under all required insurance policies, or shall furnish separate Certificates of Insurance and endorsements for each subcontractor. Subcontractor(s) must comply fully with all insurance requirements stated herein. Failure of subcontractor(s) to comply with insurance requirements does not limit Contractor's liability or responsibility.

All insurance provided in compliance with subsequent work contracts shall be primary as to any other insurance or self-insurance programs afforded to or maintained by State.

B. Specific Requirements for Each Work Contract:

1. Employers Liability (Stop Gap): The Contractor will at all times comply with all applicable workers' compensation, occupational disease, and occupational health and safety laws, statutes, and regulations to the full extent applicable and will maintain Employers Liability insurance with a limit of no less than \$1,000,000.00. The state will not be held responsible in any way for claims filed by the Contractor or their employees for services performed under the terms of this contract.
2. Commercial General Liability Insurance: The Contractor shall at all times during the term of this contract,

Request for Qualification #01902

carry and maintain commercial general liability insurance and if necessary, commercial umbrella insurance for bodily injury and property damage arising out of services provided under this contract. This insurance shall cover such claims as may be caused by any act, omission, or negligence of the Contractor or its officers, agents, representatives, assigns, or servants.

The insurance shall also cover bodily injury, including disease, illness, and death and property damage arising out of the Contractor’s premises/operations, independent contractors, products/completed operations, personal injury and advertising injury, and contractual liability (including the tort liability of another assumed in a business contract), and contain separation of insureds (cross liability) conditions.

Contractor waives all rights against the State for the recovery of damages to the extent they are covered by general liability or umbrella insurance.

The limits of liability insurance shall not be less than as follows:

▪General Aggregate Limits (other than products-completed operations)	\$2,000,000
*Products-Completed Operations Aggregate	\$2,000,000
*Personal and Advertising Injury Aggregate	\$1,000,000
▪Each Occurrence (applies to all of the above)	\$1,000,000
▪Fire Damage Limit (per occurrence)	\$50,000
▪Medical Expense Limit (any one person)	\$5,000

3. Business Auto Policy (BAP): In the event that services delivered pursuant to this contract involve the use of vehicles, or the transportation of clients, automobile liability insurance shall be required. The coverage provided shall protect against claims for bodily injury, including illness, disease and death; and property damage caused by an occurrence arising out of or in consequence of the performance of this service by the Contractor, subcontractor, or anyone employed by either.

Contractor shall maintain business auto liability and, if necessary, commercial umbrella liability insurance with a combined single limit not less than \$1,000,000 per occurrence. The business auto liability shall include Hired and Non-Owned coverage.

Contractor waives all rights against the State for the recovery of damages to the extent they are covered by business auto liability or commercial umbrella liability insurance.

4. Additional Provisions: Above insurance policies shall include the following provisions:

- a. Additional Insured: The State of Washington and all authorized contract users shall be named as an additional insured on all general liability, umbrella, excess, and property insurance policies. All policies shall be primary over any other valid and collectable insurance.

Notice of policy(ies) cancellation/non-renewal: For insurers subject to RCW 48.18 (Admitted and regulated by the Washington State Insurance Commissioner) a written notice shall be given to the State forty-five (45) calendar days prior to cancellation or any material change to the policy(ies) as it relates to this contract.

For insurers subject to RCW 48.15 (Surplus Lines) a written notice shall be given to the State twenty (20) calendar days prior to cancellation or any material change to the policy(ies) as it relates to this contract.

If cancellation on any policy is due to non-payment of premium, the State shall be given a written notice ten (10) calendar days prior to cancellation.

- b. Identification: Policy(ies) and Certificates of Insurance must reference each work contract number.
- c. Insurance Carrier Rating: The insurance required above shall be issued by an insurance company authorized to do business within the State of Washington. Insurance is to be placed with a carrier that has a rating of A- Class VII or better in the most recently published edition of Best’s Reports. Any exception must be reviewed and approved by General Administration’s Risk Manager, or the Risk

Manager for the State of Washington, by submitting a copy of the contract and evidence of insurance before contract commencement. If an insurer is not admitted, all insurance policies and procedures for issuing the insurance policies must comply with Chapter 48.15 RCW and 284-15 WAC.

- d. Excess Coverage: The limits of all insurance required to be provided by the Contractor shall be no less than the minimum amounts specified. However, coverage in the amounts of these minimum limits shall not be construed to relieve the Contractor from liability in excess of such limits.

7. PREVAILING WAGES

This bid is subject to prevailing wage requirements on the attachment herewith.

8. SECURITY REQUIREMENTS

Pre-qualified Contractors will demonstrate and comply with a level of security required to meet individual client requirements. Specific security requirements will be identified in second tier work requests. This may include background and disclosure statements for all employees.

9. VOLUNTARY MWBE GOALS

MINORITY AND WOMEN'S BUSINESS ENTERPRISES (MWBE) GOALS

The following voluntary numerical MWBE participation requirements have been established for this bid:

Minority Business Enterprises (MBEs): 10% AND Women's Business Enterprises (WBEs): 8%

The goals are voluntary, but achievement of the goals is encouraged. However, unless required by federal statutes, regulations, grants, or contract terms referenced in the contract documents, no preference will be included in the evaluation of bids, no minimum level of MWBE participation shall be required as a condition for receiving an award or completion of the contract work, and bids will not be rejected or considered non-responsive if they do not include MWBE participation. Bidders may contact OMWBE at (360) 753-9693 to obtain information on certified firms for potential subcontracting arrangements.

10. PROTESTS

First tier protests will be processed through the normal protest procedure. Bidders agree by participation that there will be no second tier protests.

11. SHELTERED WORKSHOPS

Sheltered Workshops may qualify and participate using the same process as all other participants. This program shall not be interpreted to restrict client's right to directly select Sheltered Workshops as provided under RCW 39.23.

12. CLIENT REFERENCE FORMS

The bid document provides a Response Authorization Letter and Client Reference Form that bidders will give to current and recent clients to complete on the bidder's behalf. The clients will fax both these documents directly to the State Procurement Officer at (360) 586-2426 when complete. Bidders will submit the documents to three or more clients, however, only the first three received by the State Procurement Officer on or before the published due date will be considered. Each letter will indicate the bidder does an acceptable job doing the type of work sought. It will be the responsibility of the bidder to work with the references to ensure completion and timely faxing by their references of the three required letters. Early submissions are encouraged. The State Procurement Officer will not inform bidders of the status of these letters during the process. Letters received in any other fashion will not be accepted for evaluation. OSP may call references for further details. If less than three letters are received, the missing letters will be given a score of zero (0). If the State Procurement Officer does not receive three letters on behalf of bidders by the due date indicating positive past performance, bidders may fail this element of the evaluation.

III. FIRST TIER EVALUATION OF QUALIFICATION BIDS**1. LEVEL I PRE-QUALIFICATION EVALUATION**

These are the criteria for evaluating proposals for pre-qualification into Level I for individual work projects estimated at up to \$12,000 per year. Level I contractors will be selected after an evaluation based on: pass-fail items, self-determined items, and scored items. The purpose of the evaluation will be to ensure basic criteria are met, and a competent and cost effective vendor group is defined.

A. Pass-Fail Items. Successful bidders are required to indicate the following:

1. Possess a state business license. Bidders will indicate they are licensed to do the type of work sought. Those who are not will fail this element of the evaluation.
2. Possess or have immediate access to Email communication. Bidders will indicate their Email address. Bidders must be able to receive and respond to an Email message within 24 hours. Those who are unable to access Emailed information or instructions and respond within 24 hours will fail this element of the evaluation.

B. Self-Determined Items. Bidders must complete the following submittals:

1. Territory. The bidder will indicate the counties in which they will perform work. Bidders may choose any combination of geographical areas.
2. Work categories. The bidder will indicate the work categories in which they will perform work. Note: For Level 1 qualification, do not identify work that would require the bidder to use a subcontractor.

C. Scored Items.

1. Client Reference Forms. These will be read and scored. Clients may be called. It is preferable that the clients selected have facilities under contract that are similar to the type and size of facilities approximating Level I work or larger.

D. Award criteria.

Level I pre-qualification will be based on satisfactory results from the pass-fail evaluation and an evaluated score. One hundred (100%) percent of score value will be based on Client Reference Forms. A score of 75% is the level of excellence necessary to achieve pre-qualification for Level I work. The state reserves the right to lower this requirement in the best interest of the state and in order to ensure a sufficient pool exists in each geographic area. Pre-qualified vendors will be identified by Level(s) of qualification and geographic areas served.

2. LEVEL I CHECK LIST

This checklist is provided for bidder’s convenience only and identifies the bid documents that must be submitted with each package. Any bid packages received without these documents may be deemed non-responsive and may not be considered for award.

Bid Submittals to be returned with bid:

Completed

- 1. Bid submittal entitled: Signed Offer and Award _____
- 2. Bid submittal entitled: Client Reference Forms (Section III.7.A.)
(Note: Submitted by references prior to bid opening date/time.) _____
- 3. Bid submittal entitled: Qualification Information (Section III.7.B.) _____
- 4. Bid submittal entitled: Counties/Geographical Selection (Section III.7.D.) _____
- 5. Bid submittal entitled: Services Selection (Section III.7.E.) _____

Bid submittals to be returned after award:

The following documents need not be returned with bid submission. However, Contractor will be required to submit such documents at a later date:

- 1. Certificate of Insurance
- 2. Second tier process submittals as required

3. LEVEL II PRE-QUALIFICATION EVALUATION

These are the criteria for evaluating proposals for pre-qualification into Level II for individual work projects estimated at between \$12,000 and \$41,000 per year. (Vendors achieving pre-qualification for Level II work are automatically pre-qualified for Level I work if they have also indicated they are seeking this level of pre-qualification in Section III, Item 7.B, Qualification Information submittal.) Level II contractors will be selected after evaluation based on Level I criteria, plus additional pass-fail items, self-determined items, and scored items. The purpose of the evaluation will be to ensure that projects of this size are awarded to vendors who have skills and capacity to match job requirements.

A. Pass-Fail Items.

1. Possess a state business license. Bidders will indicate they are licensed to do the type of work sought. Those who are not will fail this element of the evaluation.
2. Possess or have immediate access to Email communication. Bidders will indicate their Email address. Bidders must be able to receive and respond to an Email message within 24 hours. Those who are unable to access Emailed information or instructions and respond within 24 hours will fail this element of the evaluation.
3. Letter of Reference for a Line of Credit from a supplier reference for commercial janitorial supplies and/or equipment or a Letter of Credit from a bank in the amount of \$1,000 or more.

B. Self-Determined Items.

1. Territory. The bidder will indicate the counties in which they will perform work. Bidders may choose any combination of geographical areas.
2. Work categories. The bidder will indicate the work categories in which they will perform work.

C. Scored Items

1. Client Reference Forms. These will be read and scored. Clients may be called. It is preferable that the clients selected have facilities under contract that are similar to the type and size of facilities approximating Level II work or larger.
2. Capacity. Bidders will describe (in one page or less) their experience, management, resources (to include staffing and equipment), and skills for providing janitorial services. (For example: How many years has your company been in business? What is your management and supervision experience and capability? How many employees do you have? What skills do your employees possess?) This will be used to assess the bidder's capacity for providing services to Level II customers.

D. Award criteria.

Level II pre-qualification will be based on satisfactory results from the pass-fail evaluation and an evaluated score. Thirty- (30%) percent of score value will be based on Client Reference Forms and 70% of the score will be based on the response to the "Capacity" question in paragraph C.2 above. A score of 75% is the level of excellence necessary to achieve pre-qualification for Level II work. The state reserves the right to lower this requirement in the best interest of the state and in order to ensure a sufficient pool exists in each geographic area. Pre-qualified vendors will be identified by Level(s) of qualification and geographic areas served.

4. LEVEL II CHECK LIST

This checklist is provided for bidder’s convenience only and identifies the bid documents that must be submitted with each package. Any bid packages received without these documents may be deemed non-responsive and may not be considered for award. Vendors seeking to qualify for both Levels I **and** II (as indicated on Bid Submittal 3. Qualification Information below) need only submit the documents on the following checklist.

Bid Submittals to be returned with bid:

Completed

- | | |
|---|-------|
| 1. Bid submittal entitled: Signed Offer and Award | _____ |
| 2. Bid submittal entitled: Capacity (Section III, 3.C.2.) | _____ |
| 3. Bid submittal entitled: Client Reference Forms (Section III.7.A.)
(Note: Submitted by references prior to bid opening date/time.) | _____ |
| 4. Bid submittal entitled: Qualification Information (Section III.7.B.) | _____ |
| 5. Bid submittal entitled: Financial References (Section III.7.C.) | _____ |
| 6. Bid submittal entitled: Counties/Geographical Selection (Section III.7.D.) | _____ |
| 7. Bid submittal entitled: Services Selection (Section III.7.E.) | _____ |

Bid submittals to be returned after award:

The following documents need not be returned with bid submission. However, Contractor will be required to submit such documents at a later date:

1. Certificate of Insurance
2. Second tier process submittals as required

5. LEVEL III PRE-QUALIFICATION EVALUATION

These are the criteria for evaluating proposals for pre-qualification into Level III for individual work projects estimated at over \$41,000 per year. (Vendors achieving pre-qualification for Level III work are automatically pre-qualified for Level I and Level II work if they have also indicated they are seeking this level of pre-qualification on Section III, Item 7.B, Qualification Information submittal.) Level III contractors will be selected after evaluation based on passing Level I and Level II criteria, plus additional self determined items, pass-fail items, and scored items. The purpose of the evaluation will be to ensure that large projects are awarded to vendors who have project management skills, fiscal strength, and capacity to match more costly, management intense, job requirements.

A. Pass-Fail Items.

1. Possess a state business license. Bidders will indicate they are licensed to do the type of work sought. Those who are not will fail this element of the evaluation.
2. Possess or have immediate access to Email communication. Bidders will indicate their Email address. Bidders must be able to receive and respond to an Email message within 24 hours. Those who are unable to access Emailed information or instructions and respond within 24 hours will fail this element of the evaluation.
3. Financial references, including bank and supplier references to include a Letter of Reference for a Line of Credit from a supplier reference for commercial janitorial supplies and/or equipment and a Letter of Credit from a bank in the amount of \$5,000 or more.

B. Self-Determined Items.

1. Territory. The bidder will indicate the counties in which they will perform work. Bidders may choose any combination of geographical areas.
2. Work categories. The bidder will indicate the work categories in which they will perform work.
3. Disclosure of supply markups. Bidder will indicate the percentage markups proposed for supplies when furnished.

C. Scored Items

1. Client Reference Forms. These will be read and scored. Clients may be called. It is preferable that the clients selected have facilities under contract that are similar to the type and size of facilities approximating Level III work.
2. Capacity. Bidders will describe (in one page or less) their experience, management, resources (to include staffing and equipment), and skills for providing janitorial services. (For example: How many years has your company been in business? What is your management and supervision experience and capability? How many employees do you have? What skills do your employees possess?) This will be used to assess the bidder's capacity for providing services to Level III customers.
3. Hiring practices. Bidders will describe (in one page or less) their hiring practices. Bidder will include an overview of the hiring practices of the company, including qualifications, and background checks used to screen employees.
4. Training and Supervision. Bidders will describe (in one page or less) their training and supervision methods. Bidder will include an overview of the training programs and supervision methods practiced by the company.
5. Managing a Work Contract. Bidders will describe (in one page or less) what their approach would be for managing a Level III janitorial services work contract.

D. Award criteria.

Level III pre-qualification will be based on satisfactory results from the pass-fail evaluation and an evaluated score. Thirty- (30%) percent of score value will be based on Client Reference Forms and the remaining 70% will be based on the responses to questions in paragraphs 5.C.2 through 5 above. A score of 75% will establish a level of excellence to achieve pre-qualification in the pool for Level III work. The

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state reserves the right to lower this requirement in the best interest of the state and in order to ensure a sufficient pool exists in each geographic area. Pre-qualified vendors will be identified by Level(s) of qualification and geographic areas served.

6. LEVEL III CHECK LIST

This checklist is provided for bidder’s convenience only and identifies the bid documents that must be submitted with each package. Any bid packages received without these documents may be deemed non-responsive and may not be considered for award. Vendors seeking to qualify in Levels I and/or II **and** Level III, (as indicated on Bid Submittal 3. Qualification Information below) need only submit the documents on the following checklist.

Bid Submittals to be returned with bid:

Completed

- 1. Bid submittal entitled: Signed Offer and Award _____
- 2. Bid submittal entitled: Capacity (Section III.5.C.2.) _____
- 3. Bid submittal entitled: Hiring Practices (Section III.5.C.3.) _____
- 4. Bid submittal entitled: Training and Supervision (Section III.5.C.4.) _____
- 5. Bid submittal entitled: Managing a Work Contract (Section III.5.C.5.) _____
- 6. Bid submittal entitled: Client Reference Forms (Section III.7.A.)
(Note: Submitted by references prior to bid opening date/time.) _____
- 7. Bid submittal entitled: Qualification Information (Section III.7.B.) _____
- 8. Bid submittal entitled: Financial References (Section III.7.C.) _____
- 9. Bid submittal entitled: Counties/Geographical Selection (Section III.7.D.) _____
- 10. Bid submittal entitled: Services Selection (Section III.7.E.) _____

Bid submittals to be returned after award:

The following documents need not be returned with bid submission. However, Contractor will be required to submit such documents at a later date:

- 1. Certificate of Insurance
- 2. Second tier process submittals as required

7. BID SUBMITTALS

A. CLIENT REFERENCE FORM AND RESPONSE AUTHORIZATION LETTER

Each bidder is required to provide a minimum of three (3) customers from the private or public sector for which the bidder has provided janitorial services. It is preferable that the customers selected have facilities under contract that are similar to the type and size of facilities that would be expected to be found in the highest qualification level for which the bidder is seeking pre-qualification. For example, bidders seeking Level III qualification should provide references for whom the bidder’s annual work value is greater than \$41,000. Bidder shall send their customer references a letter instructing and authorizing the customer to provide information requested in the Client Reference Form to the Office of State procurement.

A Response Authorization Letter example is provided on the following page. The Authorization letter and Reference Form are to be returned to the Office of State Procurement via facsimile by each requested customer. Bidders who collect these themselves and then submit them in any fashion will fail.

These forms will be utilized as part of the quality assurance evaluation. They will be used to evaluate bidder’s past work performance with respect to quality, responsiveness, customer satisfaction, and problem resolution. Evaluation of client references will consider all relevant facts and circumstances. These forms should be received prior to qualification opening from your customer.

RESPONSE AUTHORIZATION LETTER SAMPLE

Dear _____,

We are currently responding to an Office of State Procurement RFQ (Request for Qualification) for the procurement of Janitorial Services. They are placing increased emphasis in their procurement on past performance as a source selection factor. We are required to obtain performance information from current or former clients on the enclosed Client Reference Form. You are hereby authorized to respond to the information requested in the Client Reference Form and submit it to the Office of State Procurement.

Your cooperation is appreciated. Any questions may be directed to Rose Ann Bagley, State Procurement Officer, State of Washington. She may be reached at (360) 902-7428.

Sincerely,

Your Name Here

Please return this letter and the following page via facsimile machine to the Office of State Procurement at, **FAX (360) 586-2426, Attn: Janitorial Desk.**

Attn: Janitorial Desk
State of Washington
Office of State Procurement
Olympia, WA

CLIENT REFERENCE FORM

The company asking you to complete this form is preparing a qualification to provide janitorial services to the State of Washington. This information will be used by the State to evaluate the companies past work performance in the areas of: responsiveness, quality, customer satisfaction, and problem resolution. Your assistance is requested to assist us in contracting only with quality companies. Please complete this form and return by May 16, 2002, 2:00 PM via facsimile to (360) 586-2426.

Responding For: _____
(The name of the company sending you this form)

Your Organization's Name: _____ Date: _____

Address: _____ Period of Performance: _____ to _____

Contract Person: _____ Signature: _____

Telephone: _____

Description of Contract or Service: _____

Size of facility(ies) cleaned (approximate square footage): _____ sq. ft.

Please rate the following aspects of the company's performance of janitorial services for your organization by circling the response that best describes how they performed. Comments are optional.

5 = SUPERIOR **4 = EXCEEDED EXPECTATIONS** **3 = MET EXPECTATIONS**
2 = MARGINAL **1 = UNSATISFACTORY** **N/O = NOT OBSERVED**

RESPONSIVENESS: 5 4 3 2 1 N/O

Comments: _____

QUALITY: 5 4 3 2 1 N/O

Comments: _____

CUSTOMER SATISFACTION: 5 4 3 2 1 N/O

Comments: _____

PROBLEM RESOLUTION: 5 4 3 2 1 N/O

Comments: _____

B. QUALIFICATION INFORMATION

1. Indicate Level(s) being sought. You must select at least one:

- Level I (for subsequent work contracts under \$12,000 annually)
- Level II (for subsequent work contracts between \$12,000 and \$41,000 annually)
- Level III (for subsequent work contracts over \$41,000 annually)

2. Authorized Representative:

Primary Contact-Contract Administration	Alternate Contact - Contract Administration
---	---

Name: _____	Name: _____
Telephone: _____	Telephone: _____
Fax: _____	Fax: _____
Email: _____	Email: _____

3. Federal Tax Identification Number: _____

4. Firms bidding from California only: Is your firm currently certified as a small business under California Code, Title 2, Section 1896.12? Yes _____ No _____.

5. D & B DUNS number: Provide the DUNS number for your company below (additional information to obtain a DUNS number is located <http://www.dnb.com/dunsno> or call 1-888-814-1435)

D & B DUNS Number: _____

6. State Unified Business Identifier (UBI) Number: _____

7. Please Respond: Bidder agrees to sell the goods and services on this contract to political subdivisions which are members of the State of Washington Purchasing Cooperative (WSPC): Yes___ No_____ (If reply is "No" attach letter to this bid response explaining reason(s) for declining participation by political subdivisions).

8. Technology Ability: Email address to be used for the second tier process: _____

9. Is your firm a State of Washington certified MWBE business? Yes ___ No _____.

10. Proof of Insurability: If selected for pre-qualification, vendor agrees that within fifteen (15) calendar days of receipt of notice of award of a work contract, the vendor will furnish evidence in the form of a Certificate of Insurance satisfactory to the state to prove that the vendor has insurance, in kinds and minimum amounts identified in Section II, Paragraph 6 of the RFQ. Yes ___ No _____. (Failure to provide proof of insurance, as required, will result in work contract cancellation and may be grounds for removal.)

11. Disclosure of supply markups. Bidders applying for Level III pre-qualification will indicate the percentage markups proposed for supplies when furnished. _____%

Bidder's Company Name: _____

C. FINANCIAL REFERENCES

Level II bidders must supply letters of credit from a supplier reference for commercial janitorial supplies and/or equipment or a letter of credit from a bank in the amount of \$1,000.

Level III bidders must supply letters of credit from a supplier reference for commercial janitorial supplies and/or equipment and a Letter of Credit from a bank in the amount of \$5,000.

For Level II complete one of the following:

For Level III complete both of the following:

Supplier Reference

Company Name

Address

Contact

Telephone

Bank Reference

Company Name

Address

Contact

Telephone

Bidder's Company Name: _____

D. COUNTIES / GEOGRAPHICAL SELECTION

Bidders will indicate areas in which your company will perform work. Bidders may choose any combination of Washington counties and/or geographic areas.

- | | | |
|---|---|--|
| (1) <input type="checkbox"/> Adams County | (15) <input type="checkbox"/> Island County | (27) <input type="checkbox"/> Pierce County |
| (2) <input type="checkbox"/> Asotin County | (16) <input type="checkbox"/> Jefferson County | (28) <input type="checkbox"/> San Juan County |
| (3) <input type="checkbox"/> Benton County | (17A) <input type="checkbox"/> North King County (N. of I-90) | (29) <input type="checkbox"/> Skagit County |
| (4) <input type="checkbox"/> Chelan County | (17B) <input type="checkbox"/> South King County (S. of I-90) | (30) <input type="checkbox"/> Skamania County |
| (5) <input type="checkbox"/> Clallam County | (17C) <input type="checkbox"/> City of Seattle | (31) <input type="checkbox"/> Snohomish County |
| (6) <input type="checkbox"/> Clark County | (18) <input type="checkbox"/> Kitsap County | (32) <input type="checkbox"/> Spokane County |
| (7) <input type="checkbox"/> Columbia County | (19) <input type="checkbox"/> Kittitas County | (33) <input type="checkbox"/> Stevens County |
| (8) <input type="checkbox"/> Cowlitz County | (20) <input type="checkbox"/> Klickitat County | (34) <input type="checkbox"/> Thurston County |
| (9) <input type="checkbox"/> Douglas County | (21) <input type="checkbox"/> Lewis County | (35) <input type="checkbox"/> Wahkiakum County |
| (10) <input type="checkbox"/> Ferry County | (22) <input type="checkbox"/> Lincoln County | (36) <input type="checkbox"/> Walla Walla County |
| (11) <input type="checkbox"/> Franklin County | (23) <input type="checkbox"/> Mason County | (37) <input type="checkbox"/> Whatcom County |
| (12) <input type="checkbox"/> Garfield County | (24) <input type="checkbox"/> Okanogan County | (38) <input type="checkbox"/> Whitman County |
| (13) <input type="checkbox"/> Grant County | (25) <input type="checkbox"/> Pacific County | (39) <input type="checkbox"/> Yakima County |
| (14) <input type="checkbox"/> Grays Harbor County | (26) <input type="checkbox"/> Pend Oreille County | (0) <input type="checkbox"/> All Locations |

E. WORK CATEGORIES SELECTION

The bidder will indicate work categories in which they will perform work. Bidders may choose any combination of the below categories. Services checked below must be provided for all geographic areas selected above.

- | | |
|--|---|
| <input type="checkbox"/> General Janitorial | <input type="checkbox"/> Grounds Maintenance |
| <input type="checkbox"/> Facility Management | <input type="checkbox"/> Parking Lot |
| <input type="checkbox"/> Smooth Floors | <input type="checkbox"/> Grade Level Windows |
| <input type="checkbox"/> Non-Porous Floors | <input type="checkbox"/> Above Grade Windows |
| <input type="checkbox"/> Carpeting | <input type="checkbox"/> Building Exteriors |
| <input type="checkbox"/> General Landscaping | <input type="checkbox"/> Parking Lot Snow Removal |
| | <input type="checkbox"/> Sidewalk Snow Removal |

Bidder's Company Name: _____

TWO TIER JANITORIAL SERVICES PROGRAM AGREEMENT

Bidders are required to read and understand all information contained within this entire bid package. There are some standard documents, which are referred to in this bid package that are not automatically printed or sent out with this bid. For example, Competitive Procurement Standards (Standard Terms and Conditions, Instructions to Bidders, Definitions), Sales/Service & Subcontractor Report are binding terms of this contract. It is important that you read and understand these documents. These documents are available on our website at <http://www.ga.wa.gov/pca/cps.htm>. If you do not have Internet access, you may contact the State Procurement Officer to obtain copies of any and all documents contained in this bid package.

STANDARD DEFINITIONS *revised 12/21/98*

STANDARD INSTRUCTIONS FOR BIDDERS *revised 4/17/01*

STANDARD TERMS AND CONDITIONS *revised 6/5/01*

The bid submittal information has been determined independently, without consultation, communication, or agreement with others for the purpose of restricting competition. However, I/we may freely join with other persons or organizations for the purpose of presenting a single bid.

Bidder further offers to abide by the terms and conditions of the Second Tier Vendor Selection Process as outlined herein. If awarded second tier work contract(s), bidder agrees to furnish materials, equipment or services in compliance with all terms, conditions, and specifications both herein and in the second tier work request document, including all amendments. Submitting this document with an authorized signature constitutes complete understanding and compliance with the terms and conditions and certifies that all-necessary facilities or personnel are available and established at the time of bid submittal as well as at the time of future responses to second tier work requests. Bidder understands that poor performance is grounds for termination of this agreement.

Bidder agrees to pay an administrative cost reimbursement charge of 3% of the value of any awarded work contracts to the Office of State Procurement. The bidder will include this 3% charge in their second tier bid price. The bidder understands that OSP will notify them of the payment amount and send them an invoice for this amount.

_____			_____	
(Company Name)			(Typed or Printed Name)	
_____			_____	
(Address)			(Title)	
_____			_____	
(City)	(State)	(Zip)	(Phone No.)	
_____			_____	
(Federal Tax Identification Number)			(Bidder's Signature)	(Date)

PRE-QUALIFICATION DESIGNATION
(For State of Washington Use Only)

A designation of pre-qualification under the Two Tier Janitorial Services Program is hereby made for the above company by the State of Washington, Office of State Procurement, Purchasing and Contract Administration, to be effective _____, 2002. While effective, this agreement authorizes the above company to participate in the Second Tier Vendor Selection Process as outlined herein. This agreement is effective until terminated by either party.

Authorized Signatures

_____	_____
State Procurement Officer	Date

APPENDIX A: SECOND TIER VENDOR SELECTION PROCESS AND REQUIREMENTS

Those vendors that successfully qualify for the Pre-Qualified Vendor Pool may participate in a second tier of competition. The information that follows defines that process. The information provided in the appendix is for informational purposes only in order to explain how the second tier process will be conducted.

NOTE: Bidders should not submit any information in response to RFQ #01902 on anything in this appendix.

I. SECOND TIER PROCESS STEPS AND ACTIONS

Below is a summary depicting the vendor participation requirements in the anticipated second tier process. The steps are provided for informational purposes only. Both the pre-qualified vendor and the participating customers will receive second tier process information guidance as part of any actual second tier process engagements.

Second Tier Process Flow

Customers determine need for Janitorial Services and provide OSP with a brief overview and timeframe for their requirement via email.

Pre-qualified Vendors are notified of second tier bid, based on Customer choice, level of work, Vendor rotation, and MWBE, to determine interest and availability for this requirement. Vendors contacted must respond back to OSP with their availability within two business days of notification.

OSP emails Assigned Work Request to selected Vendors.

Vendors attend mandatory site visit.

Level I and II Vendors complete Work Request document and submit to both OSP and Customers within specified time after site visit via email. Level III Vendors will submit their sealed bids to the Office of State Procurement as outlined on the Work Request.

Award is announced. OSP signs Work Contract Offer and Award sheet. OSP sends letter to the selected vendor with second tier work contract vendor checklist and OSP administrative reimbursement invoice.

Vendors coordinate with Customers for execution of Work Contract and work start-up to include walkthrough, security briefing, and administrative issues such as keys and/or passcodes.

OSP notifies unsuccessful work request bidders and provides them with scores in order to help improve future responses.

Vendors file Intent to Pay Prevailing Wage with the Dept. of Labor and Industries upon notification of award.

Vendors bill Customers monthly for services performed under the Work Contract.

Vendors remit payment to OSP for administrative cost reimbursement charge.

OSP tracks Vendors performance and shares with Vendors.

II. SECOND TIER SPECIAL TERMS AND CONDITIONS

Following are special terms and conditions that are applicable to second tier work contracts. Pre-qualified vendors will be required to abide by these terms and conditions while performing services under all second tier work contracts. These terms and conditions may be modified or supplemented in the second tier work request document as deemed necessary by the customer and/or the Office of State Procurement.

1. Transmittal of Work Request

Five (5) bidders will be selected for Level I and II work requests. Notification will be rotational. All qualified Level III bidders will be notified of Level III work requests. MWBE's (if available) will be included in each bid. The incumbent Contractor may be included if requested by the Customer and if qualified. No unqualified bidders will be solicited. No unsolicited bidders will be considered. The Office of State Procurement will notify bidders via email using the work request template.

2. Mandatory Use of E-mail

The second tier process will be facilitated by the use of email as the primary means of communicating and

transmitting documents and responses.

3. OSP Administrative Reimbursement

On the second tier work request submittal pricing sheets, vendors will include an administrative charge of 3% of the awarded annual value of the contract or \$360 per year, whichever is higher. Awarded vendors will receive an invoice from OSP for this charge as a reimbursement of program administrative costs. The invoice will be due as stated on the invoice. Delinquency may be a cause for termination.

4. Performance Evaluation

Vendor performance will be evaluated quarterly. When problems are identified, OSP will facilitate improvement. If issues are serious or go unresolved, a cure letter will be issued by OSP. This letter will again detail the issues at hand and give a cure period to resolve them. Cure periods may range from 10 to 30 days depending on the severity of the issue. Vendors unable to resolve cure issues within the assigned period are subject to termination. Performance evaluations will be made available for all potential customers and may be used as additional information, pro- or con-, in subsequent second tier awards contests.

5. Exclusion From Bid

Vendors who have been terminated for non-performance may be disqualified from the pool and excluded from the bid process for new work for one (1) year.

6. Reinstatement

Vendors who have been disqualified may reapply for qualification at the next pool opening following their one-year exclusion. To be reinstated the bidder must re-qualify, and in addition, explain how the issue that disqualified them has been resolved in a “letter to the evaluators”. If it is unclear that the issue has been addressed, the firm will not be granted reinstatement.

7. Closed Invitation

Only those pre-qualified vendors directly receiving the work request via email from OSP are invited to attend the site visit and respond to that work request. Uninvited vendors, whether pre-qualified or not, will not be eligible to participate.

8. Collusion

Any evidence of collusion among pre-qualified vendors shall be grounds for rejecting their second tier offers, and removal from the pre-qualified pool.

9. Mandatory Site Visit

If a pre-qualified vendor is notified of a specific bid opportunity and intends to bid, attendance at the scheduled site visit by that vendor is a mandatory requirement. If upon notification, the pre-qualified vendor determines they are not interested in bidding, they must notify OSP within two business days of the notification. Repeated failure to notify OSP of non-participation may result in removal from the pool of pre-qualified vendors. Uninvited vendors will not be eligible to bid or attend the site walkthrough. Vendors bidding will be able to inspect the site where the janitorial service will be performed to obtain a full understanding of specifications outlined. The site visit will be arranged for one day only so as not to unduly interfere with operations. Vendors must submit their signed Work Contract Offer and Award sheet to the customer representative at the time of the site visit. Vendors who consistently decline bidding invitations may be removed from the pre-qualified pool.

10. Prevailing Wages

In compliance with Chapter 49.28 RCW, Contractor agrees that no worker, laborer, or mechanic in the employ of the Contractor or subcontractor shall be permitted or required to work more than eight (8) hours in any one calendar day, or forty (40) hours in any one calendar week, 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 the above shall be at the prevailing overtime rate of pay. Except, contracts will not require the payment of overtime rates for the first two hours worked in excess of eight (8) hours per day when the employer has obtained the employee’s agreement (as defined in WAC 296-127-022) to work a four-day, ten-hour work week.

Bids for each work contract are subject to prevailing wage requirements (reference Chapter 39.12 RCW and 296-127 WAC). Wages to be paid workers, laborers or mechanics, pursuant to this contract shall not be less than the prevailing rate of wage in the same trade or occupation in the locality within the state where the labor is performed. By submission of a properly signed and completed bid, bidder agrees to comply with all provisions of these chapters.

The Department of Labor and Industries will publish prevailing wage rates on the first business day of February and August of each year. The wage rates will become effective thirty (30) days following publication. For all contracts, the prevailing wage rates, which are in effect on the bid opening date, are the wage rates that must be paid for the duration of the contract.

The appropriate labor classifications and prevailing wage rates will be identified during the second tier process. Questions at that time should be directed to the Industrial Statistician, Department of Labor and Industries, Employment Standards Division, PO Box 44540, Tumwater, WA 98504-4540 (Telephone 360.902.5334 or <http://www.lni.wa.gov>). These wage rates are made part of this contract as though fully set forth herein.

The Contractor must submit to the Industrial Statistician of the Department of Labor and Industries a "Statement of Intent to Pay Prevailing Wages." A copy of the approved intent statements must be submitted to the payment agency in order to receive the first progress payment on this contract. Following final acceptance of the project, Contractor must submit to the Industrial Statistician an "Affidavit of Wages Paid." An approved affidavit must be submitted to the payment agency before they are authorized to release the retained funds.

Each "Statement of Intent to Pay Prevailing Wages" or "Affidavit of Wages Paid" submitted for approval to the Industrial Statistician must be accompanied with the current filing fee.

Vocationally handicapped workers, i.e., those individuals whose earning capacity is impaired by physical or mental deficiency or injury, may be employed at wages lower than the established prevailing wage. The Fair Labor Standards Act requires that wages based on individual productivity be paid to handicapped workers employed under certificates issued by the Secretary of Labor. These certificates are acceptable to the Department of Labor and Industries. Sheltered workshops for the handicapped may submit a request to the Department of Labor and Industries for a special certificate, which would, if approved, entitle them to pay their employees at wages, lower than the established prevailing wage.

Prevailing wage requirements do not apply to:

- Sole owners and their spouses.
- Any partner who owns at least 30% of a partnership.
- The president, vice-president, and treasurer of a corporation if each one owns at least 30% of the corporation.
- Workers regularly employed on monthly or per diem salary by state or any political subdivision created by its laws.

A copy of the approved Statement of Intent to Pay Prevailing Wages shall be posted at the job site with the address and telephone number of the Industrial Statistician, where a complaint or inquiry concerning prevailing wages may be made. If a dispute arises as to what are the prevailing rates of wages for a specific trade, craft or occupation, and such dispute cannot be adjusted by the parties in interest, including labor and management representatives, the matter shall be referred for arbitration to the Director of the Department of Labor and Industries, and his decision shall be final, conclusive and binding on all parties involved in the dispute.

11. Pricing and Adjustments

Unless otherwise specified in writing by the bidder, quotations for work must be held firm for a minimum of 45 days after opening date specified to provide sufficient time for evaluation and award.

All bids must be in the format requested, include the costs of bid preparation, servicing of accounts, and contractual requirements. During contract period, prices shall remain fixed for the full initial twelve-month term of the contract.

Adjustments in pricing will be at the discretion of the State Procurement Officer. Reductions in costs arising from establishment of economies of scale shall be sought. Proposed revisions shall:

- a. Not produce a higher profit margin than that on the original contract.
- b. Clearly identify the items impacted by the increase.
- c. Be filed with State Procurement Officer a minimum of 45 calendar days before the effective date of proposed increase.
- d. Be accompanied by documentation acceptable to the State Procurement Officer sufficient to warrant the increase.
- e. Be appropriate to the state of the economy and market conditions.
- f. Requests in response to changes in prevailing wages shall be fully documented.

12. Contractor Performance

All work is to be performed completely and in a professional manner to the satisfaction of the Customer. The Contractor will perform the services in accordance with the specifications. The state, in conjunction with Customers, will monitor Contractor performance. Performance will be a factor in evaluation and award of future work contracts. Agencies will be provided with performance report forms to complete and submit to the State Procurement Officer each quarter. Contractors will be provided with a copy of these reports.

13. Payments

The Contractor shall provide a copy of the Statement of Intent to Pay Prevailing Wages form that has been approved by Department of Labor and Industries, and must accompany the first invoice. Billing received prior to the fulfillment of this requirement will be held. Each billing shall consist of an original and two (2) copies of invoices, each month. Each invoice shall be submitted as required by the work contract and shall reference the work contract number. Invoices shall be properly annotated with applicable prompt payment discount. The work contract number must appear on all correspondence relating to this work contract. Full payment to the Contractor will be made only after work is satisfactorily performed. Failure to comply with this paragraph may be grounds for termination.

The Contractor shall provide a copy of the Affidavit of Wages Paid form, which must accompany the final invoice. Final billing received prior to the fulfillment of this requirement will be held.

Each "Statement of Intent to Pay Prevailing Wages" or "Affidavit of Wages Paid" must be accompanied with the current filing fee and submitted for approval to the Department of Labor and Industries, Prevailing Wage, Post Office Box 44540, Olympia, Washington 98504-4540 (Telephone 360.902.5330 or <http://www.lni.wa.gov/prevailingwage/PWIA/>).

OSP does not pay for any services provided for herein. The Customer, for whom services are provided, is responsible for all payments due Contractor. Should any questions arise regarding payment, Contractor should contact responsible personnel at location where services are being provided. The provisions or monies due under this contract shall not be assigned without prior approval of the Assistant Director of OSP.

14. Equipment and Cleaning Supplies

The Department of Ecology and the Department of General Administration have joined to promote the purchase and use of environmentally safe products. In doing so, we will protect and restore bio-diversity and ecosystem integrity which will provide a sustainable and "salmon safe" environment for the State of Washington and its future generations. In order to promote the principles of sustainability, all products used in providing janitorial services shall be environmentally safe and biodegradable.

- A. Unless otherwise specified in the work request, the Customer where feasible will provide environmentally safe and biodegradable soap, toilet tissue, paper towels, walkway de-icer, plastic liners/bags, light bulbs, florescent tubes and starters for use in Customer buildings. The Contractor shall make arrangements to secure the supplies furnished by the Customer. No supplies furnished by the Customer will be removed from the premises of the Customer.
- B. The Contractor shall supply all necessary tools, equipment, and waxes, strippers, cleaners, brooms,

mops, buckets, buffers and all other tools and supplies not stated in the work request as being supplied by the Customer. Equipment must be professional/commercial grade and materials shall be first quality, shall give good service and shall give results satisfactory to the Customer. Contractor will supply all MSDS sheets for all supplies maintained in the building. The State of Washington requires that all cleaning supplies used within state facilities be environmentally safe. Only approved environmentally safe biodegradable cleaning supplies will be used. All cleaning supplies and/or chemicals must be pre-approved by the building manager.

- C. Where indoor air quality protection is a concern for an agency, all vacuums will be of a type that uses a replaceable filter bag, that can remove 99.97% of harmful particles, including dust, mold spores, and most microscopic respiratory irritants and allergens down to 1 micron. They must be HEPA type or equivalent. All vacuum bags must be replaced once filled and not reused. All vacuums will have 12 amps or greater motors to ensure maximum cleaning with a suction of 85 inches and airflow of 100cfm.

15. Supervision and Employee Requirements

All checklists and time sheets must be filled out daily and all logs maintained. The Contractor must have a Supervisor who will personally oversee all work. Hours of supervision shall be defined in the work request specifications. The assigned Supervisor must have the authority to represent the Contractor in dealing with the Customer. The name, address, and telephone number of this Supervisor will be furnished to the Customer at the beginning of the contract period.

The Contractor shall prohibit the moving and reading of papers on desks, the opening of desk drawers and cabinets, the using of telephones and office equipment provided for official business. The Contractor shall prohibit children and non-employees from being on the premises during the time services are being performed.

Appropriate action will be taken concerning employees and subcontractors that disregard the requirements, who are incompetent, careless and insubordinate, who do not exhibit proper uniform or the decorum expected in state property. Failure to meet requirements will be grounds for termination.

16. Subcontracting

Contractor will be required to perform all work under this agreement using his/her own employees carried on payroll or by using approved subcontractors. Where subcontractors are used in the performance of the contract, bidders will indicate as required with their work request bid response to seek approval. Contractor will be held responsible for all work performed or not performed by the subcontractor(s).

If revisions are required in the subcontract assignment, new parties are to be proposed in advance of assignment, in writing to the Customer and the State Procurement Officer. All subcontractors are to submit a letter on company letterhead indicating the contract has been read, the standard terms and conditions reviewed and agreeing to all requirements presented. The subcontractors shall be required to meet all requirements established for Contractor staff.

Note: For specialized or seasonal work required in Level I work contracts, subcontractors may be used only with the express approval of the Customer. Subcontractors may not be used for general janitorial services.

17. Hours of Work

Janitor services, except outside work and work done on Saturdays, Sundays, and Holidays, shall be performed to completion between the hours of 5 P.M. and 8 A.M. unless otherwise specified in subsequent work contracts. If services are scheduled for state holidays, they will be performed the following night. Services shall not be performed in office areas during non-working hours except by permission of the Customer. On request, a responsible representative of the Contractor shall make himself/herself available during office hours for joint inspection of the premises, consultation and/or receipt of instructions.

18. Personnel

The Contractor shall furnish supervisory, direct labor, and administrative personnel to accomplish all work required. Personnel employed to provide the services described in subsequent work contracts should be competent in the performance of such services. Contractor shall not change or reassign the designated key

personnel without the prior approval of the Customer. Upon award, the Contractor shall assign a Supervisor to personally oversee all work.

NOTE: The State understands that adequate and appropriate staffing is a major component of a successful janitorial contract. It is not our intent to save money at the expense of adequate staffing. Therefore, only bids that portray realistic staffing levels will be considered. Bid submittals require submission of staff configuration and labor man-hours required to perform this contract.

The successful bidder will be required to maintain a sufficient staffing level to maintain the optimum level of cleanliness specified in subsequent work contract specifications and quality standards. Increased staffing levels that may be required for performance of periodic services are to be included in this qualification. During the contract period, increases will not be allowed for additional personnel to perform work that has been specified in subsequent work contracts.

19. Self-Inspection Program

The Contractor's representative or Supervisor shall inspect the work site on a weekly basis and maintain a logbook to record the weekly self-inspections. Service issues or problems noted by the Contractor shall be recorded in this logbook along with corrective action taken. This logbook shall be made available to the Customer when requested.

20. Problem Resolution

The Supervisor or his designated alternate will be the primary point of contact for service issues relating to the work as outlined under subsequent work contracts. The Contractor shall be required to acknowledge receipt of notice of service problems communicated to the Supervisor within forty-eight (48) hours. The Contractor shall maintain a record of all service issues reported, including corrective action taken. The Contractor shall make this record available to the Customer when requested.

21. Facility Security

A major violation of the contract specifications, terms and conditions dealing with building security or confidentiality may result in immediate termination of this contract.

Examples of a major violation are leaving a door or doors unlocked with the building unattended or failure to turn on the security system, breach of confidentiality regarding agency files, personal records, or any other agency information not intended for public disclosure, theft of personal, vendor, or state property, and the drinking of alcoholic beverages, drugs, or inebriated while in performance of contractual requirements.

Agency security plan is to be adhered to by the Contractor. Upon receiving award, Contractor must contact agency point of contact and receive security brief. Agencies may on occasion utilize video surveillance to monitor all activities within the facility. Current name, address, and drivers license may be required of all employees. All employees will be required to have identification that is equal to that required for employment at the site/facility.

The Contractor is responsible for the security of the facility during the performance of all work contract services and shall ensure that facility entryways remain locked during work hours. All doors are to be locked upon Contractor's departure from facility.

Keys and access codes to Customer property issued to the Contractor may not be reproduced or given to another person. The Contractor will be responsible to obtain any keys that may have been provided to employees who terminate employment with his/her firm. The Building Manager must issue additional keys. Keys or access codes must be safeguarded and accounted for. Contractor is responsible for lost keys and compromised access codes. All keys must be returned to the Building Manager the morning of the first working day following the expiration or termination of this contract. The Contractor shall be responsible for all keys in their possession and access codes issued to their employees. The Contractor shall be held financially responsible for any damage and loss due to misappropriation, loss of agency keys, and compromise of access codes. Responsibility to include ALL costs incurred, including re-keying of all locks, re-configuring electronic access systems, and reissuing new keys.

22. Communication

Due to security and safety concerns the Supervisor must be able to communicate effectively with his/her staff,

building management, and the Customer's employees on this site. The Contractor shall ensure that Customer staff is able to communicate with the Contractor's employees at all times. This may mean that for employees who do not speak English or have English as a Second Language (ESL), the Contractor must ensure that communications with the Customer are facilitated.

23. Vendor Employee Uniforms

All employees must have vendor issued shirts with company name on the shirt. These shirts are to be worn at all times while within the building(s).

24. Site Work Plan

The Contractor is required to complete a "Site Work Plan" per specifications and submit it with the work proposed. The Site Work Plan will cover equipment to complete tasks, back-up equipment to use in case of failure, and how many employees and their schedules. The Total Annual Bid Price submitted on the Price Sheet in response to the work request must support the amount of labor hours in the Site Work Plan computed at the prevailing wage level and cover, as applicable, supplies, equipment, overheads and profit. Any work request response that does not support this calculation will not be considered. Following the award of a Work Contract, the Contractor's management shall complete a site visit at least once per week and meet with the building manager to discuss problems as they occur.

25. Periodic Specification Requirements

Notice shall be given to the building manager prior to starting subsequent work requirements. Keep facility staff contact informed of action schedule so they may provide notification to chemical sensitive employees, so staff may remove personal items from windowsills. Monthly maintenance shall be completed in the months indicated or as approved by the Customer. Schedules will be submitted and adhered to for carpet, window cleaning, and hard surface floor care to the building manager.

III. SECOND TIER WORK REQUEST SUBMITTALS

Pre-qualified vendors will be required to submit two work references, a site work plan, and a pricing sheet with all work request responses. The work request may require additional information for evaluation purposes as outlined in the next paragraph.

IV. SECOND TIER WORK REQUEST EVALUATIONS

The following guidelines are provided for clarification on the second tier evaluation process. Individual work requirements may require specific evaluation criteria and the Office of State Procurement reserves the right to adjust these numbers accordingly in coordination with the customer.

- A. For all Level I second tier work request responses the evaluation elements will be the two work references submitted by the references and the Total Annual Bid Price submitted on the Price Sheet. The Site Work Plan must be submitted, but will not be scored. However, the Total Annual Bid Price must be supportable by the entries made in the Site Work Plan. The work references will be worth 20% of the score and the price will be worth 80% of the score. The lowest price bid will receive 80 points and the other responses will receive points based on their proportionate relationship to the lowest price.
- B. For all Level II second tier work request responses the evaluation elements will be the two work references submitted by the references, the Site Work Plan, and the Total Annual Bid Price submitted on the Price Sheet. The work references will be worth 20% of the score. The Work Site Plan will be scored for both thoroughness and feasibility, and will be worth 10% of the score. The price will be worth 70% of the score. The lowest price bid will receive 70 points and the other responses will receive points based on their proportionate relationship to the lowest price.
- C. For all Level III second tier work request responses the evaluation elements will be the two work references submitted by the references, the Site Work Plan that includes a detailed description of the work approach (two pages or less), and the Total Annual Bid Price submitted on the Price Sheet. The work references will be worth 20% of the score. The Work Site Plan will be scored for thoroughness, feasibility and approach, and will be worth 20% of the score. The price will be worth 60% of the score. The lowest price bid will receive 60 points and the other responses will receive points based on their proportionate relationship to the lowest price.

V. SECOND TIER WORK CONTRACT AWARD

Responding vendors must submit a signed Offer and Award sheet to the customer at the time of the mandatory site walkthrough. Upon selection of the winning vendor OSP will sign that vendor's Offer and Award sheet and provide a copy to both the Contractor and the Customer. Contractor will then contact the Customer in order to coordinate the execution of the Work Contract and work start-up.

VI. NOTIFICATION OF UNSUCCESSFUL SECOND TIER WORK REQUEST BIDDERS

OSP will notify unsuccessful vendors. These vendors will be provided with a spreadsheet of the work request response scoring in order to facilitate the improvement of future work request responses.

State of Washington Current Contract Information

Revision Date: June 1, 2006

Contract Number: 01902 **Commodity Codes:** 9752

Contract Title: Janitorial Services Contracting Program

Purpose:

1. Update Program Administrator.
2. Update Program Contacts.

Contract Term: June 7, 2002 **through:** June 6, 2008

For Use By: All State Agencies, Political Subdivisions of Washington, Qualified Non-profit Corporations, Materials Management Center, Participating Institutions of Higher Education (College and Universities, Community and Technical Colleges).

Contract Type: This contract is designated as **convenience** use.

Scope of Contract: The purpose of this contract is to obtain Janitorial Services for use by all state agencies, political subdivisions of Washington, qualified non-profit corporations, Materials Management Center, participating institutions of higher education (college and universities, community and technical colleges) – all members of the WSPC. As a result, customers will have easy access to a pool of pre-qualified janitorial service providers available to provide quality janitorial services.

This page contains key contract features. Find detailed information on succeeding pages. For more information on this contract, or if you have any questions, please contact your local agency Purchasing Office, or you may contact our office at the numbers listed below.

Contract Information: Janitorial Team
Phone: (360) 902-7429
Fax: (360) 586-2426
Email: pcajanitorial@ga.wa.gov

Work Request Information: PCAJanitorial@ga.wa.gov
Phone: (360) 902-7429
Fax: (360) 586-2426

Work Request Submittals: PCAJanitorial@ga.wa.gov
Phone: (360) 902-7429
Fax: (360) 586-2426

Visit our Internet site: <http://www.ga.wa.gov/purchase>

Washington State Department of General Administration
Office of State Procurement, PO Box 41017, Olympia, WA 98504-1017

NEW PROGRAM – SAVE TIME AND \$: Welcome to an entirely new program for obtaining Janitorial Services. This two tier contracting program was designed to not only streamline the process, but to improve the overall delivery of high quality janitorial services to you, the customer.

PRE-QUALIFIED POOL OF VENDORS: The vendors identified in this document have been through a first tier pre-qualification evaluation and were able to achieve a score indicative of above average capability in the level or levels of service for which they were successful. The possible pre-qualification levels that vendors achieved was based on the estimated annual dollar value of janitorial services requirements. Level I is smaller contracts estimated at less than \$12,000 per year. Level II is medium contracts estimated at between \$12,000 and \$42,300 per year. Level III is large contracts estimated at more than \$42,300 per year.

OBTAINING JANITORIAL SERVICES: Customers needing janitorial services may initiate a competitive second tier work request by contacting the Office of State Procurement at PCAJanitorial@ga.wa.gov or by phone at (360) 902-7400. Email communication is preferred, as most of the second tier communications with vendors and customers will be via email. OSP will help customers conduct a simple, competitive second tier hiring process. In most cases, this process can be completed in two to four weeks. When re-bidding an expiring contract, OSP suggests that customers initiate a second tier work request six to 8 weeks prior to the expiration date of the old contract. Successful first tier vendors have signed agreements that incorporate the standard terms and conditions that should be needed for most janitorial services contracts. Customers may add additional special terms and conditions to their second tier work request (solicitation) documents. The signed agreements also commit the vendors to comply with the steps outlined for the second tier competition that are found herein. The Office of State Procurement will facilitate the second tier process and work closely with each customer and selected vendor to help ensure the success of this program.

VENDOR PERFORMANCE EVALUATIONS: Customers will evaluate vendor performance quarterly using a simple template that can be emailed to OSP. When problems are identified, OSP will facilitate vendor improvement. If issues are serious or go unresolved, a cure letter will be issued by OSP to the vendor. This letter will again detail the issues at hand and give a cure period to resolve them. Cure periods may range from 10 to 30 days depending on the severity of the issue. Vendors unable to resolve cure issues within the assigned period are subject to termination. Customer performance evaluations will be made available for all other potential customers and may be used as additional information, pro- or con-, in subsequent second tier awards contests, as well as in future pre-qualification efforts.

BEST PRACTICE: Two-tier contracting has been identified as state government “Best Practice.” Pre-qualifying vendors and using a streamlined second tier hiring process reduces the redundancy and the efforts expended by the state and the vendor community. It enhances competition and saves process time while simplifying the effort for securing vendors to perform specific janitorial services for customers.

Current Contract Information

Contract No. 01902 – Janitorial Services Contracting Program

Page 3

NOTES:

- I. Only authorized purchasers included in the State of Washington Purchasing Cooperative (WSPC) listings published and updated periodically by OSP may purchase from this contract. It is the contractor's responsibility to verify membership of these organizations prior to processing orders received under this contract. A list of Washington members is available on the Internet <http://www.ga.wa.gov/pca/cooplist.htm>, Contractors shall not process state contract orders from unauthorized users.
- II. Contract Terms: This Document includes by reference all terms and conditions published in the original **RFQ**, including Standard Terms and Conditions, and Definitions, included in the Competitive Procurement Standards published by OSP (as Amended).

SPECIAL CONDITIONS:

1. Update Program Administrator.
2. Update Program Contacts.

SECOND TIER VENDOR SELECTION PROCESS AND REQUIREMENTS

Those vendors that have successfully qualified for the Pre-Qualified Vendor Pool may participate in a second tier of competition. The information that follows defines that process. The information provided herein is for informational purposes only in order to explain how the second tier process will be conducted.

I. SECOND TIER PROCESS STEPS AND ACTIONS

Below is a summary depicting the vendor participation requirements in the anticipated second tier process.

Second Tier Selection Process Steps/Actions	Expected Process Time	Turn Around Time
1. CUSTOMERs determine need for Janitorial Services and provide OSP with a brief overview and timeframe for their requirement via email at PCAJanitorial@ga.wa.gov .	<u>15 minutes</u>	
2. CUSTOMERs receive an Assigned Work Request and Specifications template from OSP along with a “Second Tier Work Contract Customer Checklist”.		One day
3. CUSTOMERs complete and return the Assigned Work Request and Specifications template to OSP via email at PCAJanitorial@ga.wa.gov .	Level I – ½ hour Level II – 1 hour <u>Level III – 2 hours</u>	
4. OSP reviews Assigned Work Request for all required entries and emails pre-qualified VENDORS, based on CUSTOMER choice, level of work, VENDOR rotation, and MWBE, to determine interest and availability for this requirement.		One day
5. Vendors contacted must respond back to OSP with their availability within two business days of notification.		Two days
6. OSP emails Assigned Work Request to selected VENDORS and forwards Site Visit Instructions and selected VENDOR list to CUSTOMER.		One day
7. CUSTOMER conducts Site Visit. OSP may attend at CUSTOMER’s request and expense. VENDORS attend mandatory Site Visit.	Level I – ½ hour Level II – 1 hour <u>Level III - 2 hours</u>	Five to Seven business days after Work Request is issued.
8. OSP contacts CUSTOMERs for Site Visit briefing and issues Amendments (if required) to Assigned Work Request and distributes to VENDORS (Vendor must acknowledge receipt of any amendments with their Work Request response.)		One Day (if required)
9. OSP provides CUSTOMERs with evaluation score-sheets and assistance as needed.		
10. Level I and II VENDORS complete Work Request document and submit to OSP (PCAJanitorial@ga.wa.gov) via email within specified time after site visit. Level III VENDORS submit their sealed bids to the Office of State Procurement as outlined on the Work Request.		Level I – 3 days Level II - 5 days Level III – 7 days
11. OSP coordinates non-price evaluation for all Levels with CUSTOMERs via email. CUSTOMERs complete non-price	Level I – 20 minutes <u>Level II – 40 minutes</u>	

Second Tier Selection Process Steps/Actions	Expected Process Time	Turn Around Time
evaluation and notify OSP of non-price evaluation results.	Level III – 1 hour	
12. OSP conducts price evaluation and incorporates non-price evaluation results from CUSTOMERs.		One day
13. CUSTOMERs are advised of apparent responsive bidder by OSP and determine if bid price is within budget.		One day
14. Apparent responsive Level I and II VENDORs signs Work Contract Offer & Award and returns to OSP via facsimile 360.586.2426.		One day
15. OSP signs Work Contract Offer and Award sheet. OSP sends letter to the selected vendor with second tier work contract vendor checklist and Administration Cost invoice.		One day
16. OSP sends copy of Work Contract Offer and Award Sheet to CUSTOMERs.		One day
17. VENDORs coordinates with CUSTOMERs for execution of Work Contract and work start-up to include walkthrough, security briefing, and administrative issues such as keys and/or passcodes.	Level I – 20 minutes Level II – 40 minutes Level III – 1 hour	
18. OSP notifies unsuccessful work request bidders and provides them with scores in order to help improve future responses.		One day
19. Upon notification of award, VENDORs file Intent to Pay Prevailing Wage with the Dept. of Labor and Industries. Completed form is submitted to CUSTOMERs. (http://www.lni.wa.gov/prevailingwage/PWIA/) <i>Note: CUSTOMERs will not pay any invoice for work until CUSTOMERs receive the appropriate prevailing wage document.</i>		Must be completed within 14 calendar days.
20. VENDORs submit a Certificate of Insurance listing the Work Contract Number as outlined in the Pre-Qualification document #01902 to OSP.		Must be completed within 14 calendar days.
21. CUSTOMERs collect completed Intent to Pay Prevailing Wage form from awarded VENDORs for payment authorization purposes.		
22. VENDORs bill CUSTOMERs monthly for services performed under the Work Contract.		
23. CUSTOMERs pay the monthly invoice from VENDORs.		
24. VENDORs pay the Administration Cost invoice to OSP as required.		
25. CUSTOMERs monitor the work performed. OSP will remind CUSTOMERs via email to submit Quarterly Vendor Performance Reports to OSP via email at PCAJanitorial@ga.wa.gov . CUSTOMERs may submit performance reports more frequently if needed.		

Second Tier Selection Process Steps/Actions	Expected Process Time	Turn Around Time
26. OSP tracks VENDORS performance and shares with CUSTOMERS.	_____	
27. OSP contacts VENDORS each quarter with their performance information.	_____	
28. OSP notifies CUSTOMER 90 days prior to end of Work Contract Term in order to determine if CUSTOMER desires to extend or rebid.	_____	

II. SECOND TIER SPECIAL TERMS AND CONDITIONS

Following are special terms and conditions that are applicable to second tier work contracts. Pre-qualified vendors are required to abide by these terms and conditions while performing services under all second tier work contracts. These terms and conditions may be modified or supplemented in the second tier work request document as deemed necessary by the customer and/or the Office of State Procurement.

1. Transmittal of Work Request

Five (5) bidders will be selected for Level I and II work requests. Notification will be rotational. All qualified Level III bidders will be notified of Level III work requests. MWBE's (if available) will be included in each bid. The incumbent Contractor may be included if requested by the Customer and if qualified. No unqualified bidders will be solicited. No unsolicited bidders will be considered. The Office of State Procurement will notify bidders via email using the work request template.

2. Mandatory Use of E-mail

The second tier process will be facilitated by the use of email as the primary means of communicating and transmitting documents and responses.

3. OSP Administrative Reimbursement

On the second tier work request submittal pricing sheets, vendors will include an administrative charge of 3% of the awarded annual value of the contract or \$360 per year, whichever is higher. Awarded vendors will receive an invoice from OSP for this charge as a reimbursement of program administrative costs. The invoice will be due as stated on the invoice. Delinquency may be a cause for termination.

4. Performance Evaluation

Vendor performance will be evaluated quarterly. When problems are identified, OSP will facilitate improvement. If issues are serious or go unresolved, a cure letter will be issued by OSP. This letter will again detail the issues at hand and give a cure period to resolve them. Cure periods may range from 10 to 30 days depending on the severity of the issue. Vendors unable to resolve cure issues within the assigned period are subject to termination. Performance evaluations will be made available for all potential customers and may be used as additional information, pro- or con-, in subsequent second tier awards contests.

5. Exclusion From Bid

Vendors who have been terminated for non-performance may be disqualified from the pool and excluded from the bid process for new work for one (1) year.

6. Reinstatement

Vendors who have been disqualified may reapply for qualification at the next pool opening following their one-year exclusion. To be reinstated the bidder must re-qualify, and in addition, explain how the issue that disqualified them has been resolved in a "letter to the evaluators". If it is unclear that the issue has been addressed, the firm will not be granted reinstatement.

7. Closed Invitation

Only those pre-qualified vendors directly receiving the work request via email from OSP are invited to attend the site visit and respond to that work request. Uninvited vendors, whether pre-qualified or not, will not be eligible to participate.

8. Collusion

Any evidence of collusion among pre-qualified vendors shall be grounds for rejecting their second tier offers, and removal from the pre-qualified pool.

9. Mandatory Site Visit

If a pre-qualified vendor is notified of a specific bid opportunity and intends to bid, attendance at the scheduled site visit by that vendor is a mandatory requirement. If upon notification, the pre-qualified vendor determines they are not interested in bidding, they must notify OSP within two business days of the notification. Repeated failure to notify OSP of non-participation may result in removal from the pool of pre-qualified vendors. Uninvited vendors will not be eligible to bid or attend the site walkthrough. Vendors bidding will be able to inspect the site where the janitorial service will be performed to obtain a full understanding of specifications outlined. The site visit will be arranged for one day only so as not to unduly interfere with operations. Vendors must submit their signed Work Contract Offer and Award sheet to the customer representative at the time of the site visit. Vendors who consistently decline bidding invitations may be removed from the pre-qualified pool.

10. Prevailing Wages

In compliance with Chapter 49.28 RCW, Contractor agrees that no worker, laborer, or mechanic in the employ of the Contractor or subcontractor shall be permitted or required to work more than eight (8) hours in any one calendar day, or forty (40) hours in any one calendar week, 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 the above shall be at the prevailing overtime rate of pay. Except, contracts will not require the payment of overtime rates for the first two hours worked in excess of eight (8) hours per day when the employer has obtained the employee's agreement (as defined in WAC 296-127-022) to work a four-day, ten-hour work week.

Bids for each work contract are subject to prevailing wage requirements (reference Chapter 39.12 RCW and 296-127 WAC). Wages to be paid workers, laborers or mechanics, pursuant to this contract shall not be less than the prevailing rate of wage in the same trade or occupation in the locality within the state where the labor is performed. By submission of a properly signed and completed bid, bidder agrees to comply with all provisions of these chapters.

The Department of Labor and Industries will publish prevailing wage rates on the first business day of February and August of each year. The wage rates will become effective thirty (30) days following publication. For all contracts, the prevailing wage rates, which are in effect on the bid opening date, are the wage rates that must be paid for the duration of the contract.

The appropriate labor classifications and prevailing wage rates will be identified during the second tier process. Questions at that time should be directed to the Industrial Statistician, Department of Labor and Industries, Employment Standards Division, PO Box 44540, Tumwater, WA 98504-4540 (Telephone 360.902.5334 or <http://www.lni.wa.gov>). These wage rates are made part of this contract as though fully set forth herein.

The Contractor must submit to the Industrial Statistician of the Department of Labor and Industries a "Statement of Intent to Pay Prevailing Wages." A copy of the approved intent statements must be submitted to the payment agency in order to receive the first progress payment on this contract. Following final acceptance of the project, Contractor must submit to the Industrial Statistician an "Affidavit of Wages Paid." An approved affidavit must be submitted to the payment agency before they are authorized to release the retained funds.

Each "Statement of Intent to Pay Prevailing Wages" or "Affidavit of Wages Paid" submitted for approval to

the Industrial Statistician must be accompanied with the current filing fee.

Vocationally handicapped workers, i.e., those individuals whose earning capacity is impaired by physical or mental deficiency or injury, may be employed at wages lower than the established prevailing wage. The Fair Labor Standards Act requires that wages based on individual productivity be paid to handicapped workers employed under certificates issued by the Secretary of Labor. These certificates are acceptable to the Department of Labor and Industries. Sheltered workshops for the handicapped may submit a request to the Department of Labor and Industries for a special certificate, which would, if approved, entitle them to pay their employees at wages, lower than the established prevailing wage.

Prevailing wage requirements do not apply to:

- Sole owners and their spouses.
- Any partner who owns at least 30% of a partnership.
- The president, vice-president, and treasurer of a corporation if each one owns at least 30% of the corporation.
- Workers regularly employed on monthly or per diem salary by state or any political subdivision created by its laws.

A copy of the approved Statement of Intent to Pay Prevailing Wages shall be posted at the job site with the address and telephone number of the Industrial Statistician, where a complaint or inquiry concerning prevailing wages may be made. If a dispute arises as to what are the prevailing rates of wages for a specific trade, craft or occupation, and such dispute cannot be adjusted by the parties in interest, including labor and management representatives, the matter shall be referred for arbitration to the Director of the Department of Labor and Industries, and his decision shall be final, conclusive and binding on all parties involved in the dispute.

11. Pricing and Adjustments

Unless otherwise specified in writing by the bidder, quotations for work must be held firm for a minimum of 45 days after opening date specified to provide sufficient time for evaluation and award.

All bids must be in the format requested, include the costs of bid preparation, servicing of accounts, and contractual requirements. During contract period, prices shall remain fixed for the full initial twelve-month term of the contract.

Adjustments in pricing will be at the discretion of the State Procurement Officer. Reductions in costs arising from establishment of economies of scale shall be sought. Proposed revisions shall:

- a. Not produce a higher profit margin than that on the original contract.
- b. Clearly identify the items impacted by the increase.
- c. Be filed with State Procurement Officer a minimum of 45 calendar days before the effective date of proposed increase.
- d. Be accompanied by documentation acceptable to the State Procurement Officer sufficient to warrant the increase.
- e. Be appropriate to the state of the economy and market conditions.
- f. Requests in response to changes in prevailing wages shall be fully documented.

12. Contractor Performance

All work is to be performed completely and in a professional manner to the satisfaction of the Customer. The Contractor will perform the services in accordance with the specifications. The state, in conjunction with Customers, will monitor Contractor performance. Performance will be a factor in evaluation and award of future work contracts. Agencies will be provided with performance report forms to complete and submit to the State Procurement Officer each quarter. Contractors will be provided with a copy of these reports.

13. Payments

The Contractor shall provide a copy of the Statement of Intent to Pay Prevailing Wages form that has been approved by Department of Labor and Industries, and must accompany the first invoice. Billing received prior to the fulfillment of this requirement will be held. Each billing shall consist of an original and two (2) copies of invoices, each month. Each invoice shall be submitted as required by the work contract and shall reference the work contract number. Invoices shall be properly annotated with applicable prompt payment discount. The work contract number must appear on all correspondence relating to this work contract. Full payment to the Contractor will be made only after work is satisfactorily performed. Failure to comply with this paragraph may be grounds for termination.

The Contractor shall provide a copy of the Affidavit of Wages Paid form, which must accompany the final invoice. Final billing received prior to the fulfillment of this requirement will be held.

Each "Statement of Intent to Pay Prevailing Wages" or "Affidavit of Wages Paid" must be accompanied with the current filing fee and submitted for approval to the Department of Labor and Industries, Prevailing Wage, Post Office Box 44540, Olympia, Washington 98504-4540 (Telephone 360.902.5330 or <http://www.lni.wa.gov/prevailingwage/PWIA/>).

OSP does not pay for any services provided for herein. The Customer, for whom services are provided, is responsible for all payments due Contractor. Should any questions arise regarding payment, Contractor should contact responsible personnel at location where services are being provided. The provisions or monies due under this contract shall not be assigned without prior approval of the Assistant Director of OSP.

14. Equipment and Cleaning Supplies

The Department of Ecology and the Department of General Administration have joined to promote the purchase and use of environmentally safe products. In doing so, we will protect and restore bio-diversity and ecosystem integrity which will provide a sustainable and "salmon safe" environment for the State of Washington and its future generations. In order to promote the principles of sustainability, all products used in providing janitorial services shall be environmentally safe and biodegradable.

- A. Unless otherwise specified in the work request, the Customer where feasible will provide environmentally safe and biodegradable soap, toilet tissue, paper towels, walkway de-icer, plastic liners/bags, light bulbs, florescent tubes and starters for use in Customer buildings. The Contractor shall make arrangements to secure the supplies furnished by the Customer. No supplies furnished by the Customer will be removed from the premises of the Customer.
- B. The Contractor shall supply all necessary tools, equipment, and waxes, strippers, cleaners, brooms, mops, buckets, buffers and all other tools and supplies not stated in the work request as being supplied by the Customer. Equipment must be professional/commercial grade and materials shall be first quality, shall give good service and shall give results satisfactory to the Customer. Contractor will supply all MSDS sheets for all supplies maintained in the building. The State of Washington requires that all cleaning supplies used within state facilities be environmentally safe. Only approved environmentally safe biodegradable cleaning supplies will be used. All cleaning supplies and/or chemicals must be pre-approved by the building manager.
- C. Where indoor air quality protection is a concern for an agency, all vacuums will be of a type that uses a replaceable filter bag, that can remove 99.97% of harmful particles, including dust, mold spores, and most microscopic respiratory irritants and allergens down to 1 micron. They must be HEPA type or equivalent. All vacuum bags must be replaced once filled and not reused. All vacuums will have 12 amps or greater motors to ensure maximum cleaning with a suction of 85 inches and airflow of 100cfm.

15. Supervision and Employee Requirements

All checklists and time sheets must be filled out daily and all logs maintained. The Contractor must have a Supervisor who will personally oversee all work. Hours of supervision shall be defined in the work request

specifications. The assigned Supervisor must have the authority to represent the Contractor in dealing with the Customer. The name, address, and telephone number of this Supervisor will be furnished to the Customer at the beginning of the contract period.

The Contractor shall prohibit the moving and reading of papers on desks, the opening of desk drawers and cabinets, the using of telephones and office equipment provided for official business. The Contractor shall prohibit children and non-employees from being on the premises during the time services are being performed.

Appropriate action will be taken concerning employees and subcontractors that disregard the requirements, who are incompetent, careless and insubordinate, who do not exhibit proper uniform or the decorum expected in state property. Failure to meet requirements will be grounds for termination.

16. Subcontracting

Contractor will be required to perform all work under this agreement using his/her own employees carried on payroll or by using approved subcontractors. Where subcontractors are used in the performance of the contract, bidders will indicate as required with their work request bid response to seek approval. Contractor will be held responsible for all work performed or not performed by the subcontractor(s).

If revisions are required in the subcontract assignment, new parties are to be proposed in advance of assignment, in writing to the Customer and the State Procurement Officer. All subcontractors are to submit a letter on company letterhead indicating the contract has been read, the standard terms and conditions reviewed and agreeing to all requirements presented. The subcontractors shall be required to meet all requirements established for Contractor staff.

Note: For specialized or seasonal work required in Level I work contracts, subcontractors may be used only with the express approval of the Customer. Subcontractors may not be used for general janitorial services.

17. Hours of Work

Janitor services, except outside work and work done on Saturdays, Sundays, and Holidays, shall be performed to completion between the hours of 5 P.M. and 8 A.M. unless otherwise specified in subsequent work contracts. If services are scheduled for state holidays, they will be performed the following night. Services shall not be performed in office areas during non-working hours except by permission of the Customer. On request, a responsible representative of the Contractor shall make himself/herself available during office hours for joint inspection of the premises, consultation and/or receipt of instructions.

18. Personnel

The Contractor shall furnish supervisory, direct labor, and administrative personnel to accomplish all work required. Personnel employed to provide the services described in subsequent work contracts should be competent in the performance of such services. Contractor shall not change or reassign the designated key personnel without the prior approval of the Customer. Upon award, the Contractor shall assign a Supervisor to personally oversee all work.

NOTE: The State understands that adequate and appropriate staffing is a major component of a successful janitorial contract. It is not our intent to save money at the expense of adequate staffing. Therefore, only bids that portray realistic staffing levels will be considered. Bid submittals require submission of staff configuration and labor man-hours required to perform this contract.

The successful bidder will be required to maintain a sufficient staffing level to maintain the optimum level of cleanliness specified in subsequent work contract specifications and quality standards. Increased staffing levels that may be required for performance of periodic services are to be included in this qualification. During the contract period, increases will not be allowed for additional personnel to perform work that has been specified in subsequent work contracts.

19. Self-Inspection Program

The Contractor's representative or Supervisor shall inspect the work site on a weekly basis and maintain a

logbook to record the weekly self-inspections. Service issues or problems noted by the Contractor shall be recorded in this logbook along with corrective action taken. This logbook shall be made available to the Customer when requested.

20. Problem Resolution

The Supervisor or his designated alternate will be the primary point of contact for service issues relating to the work as outlined under subsequent work contracts. The Contractor shall be required to acknowledge receipt of notice of service problems communicated to the Supervisor within forty-eight (48) hours. The Contractor shall maintain a record of all service issues reported, including corrective action taken. The Contractor shall make this record available to the Customer when requested.

21. Facility Security

A major violation of the contract specifications, terms and conditions dealing with building security or confidentiality may result in immediate termination of this contract.

Examples of a major violation are leaving a door or doors unlocked with the building unattended or failure to turn on the security system, breach of confidentiality regarding agency files, personal records, or any other agency information not intended for public disclosure, theft of personal, vendor, or state property, and the drinking of alcoholic beverages, drugs, or inebriated while in performance of contractual requirements.

Agency security plan is to be adhered to by the Contractor. Upon receiving award, Contractor must contact agency point of contact and receive security brief. Agencies may on occasion utilize video surveillance to monitor all activities within the facility. Current name, address, and drivers license may be required of all employees. All employees will be required to have identification that is equal to that required for employment at the site/facility.

The Contractor is responsible for the security of the facility during the performance of all work contract services and shall ensure that facility entryways remain locked during work hours. All doors are to be locked upon Contractor's departure from facility.

Keys and access codes to Customer property issued to the Contractor may not be reproduced or given to another person. The Contractor will be responsible to obtain any keys that may have been provided to employees who terminate employment with his/her firm. The Building Manager must issue additional keys. Keys or access codes must be safeguarded and accounted for. Contractor is responsible for lost keys and compromised access codes. All keys must be returned to the Building Manager the morning of the first working day following the expiration or termination of this contract. The Contractor shall be responsible for all keys in their possession and access codes issued to their employees. The Contractor shall be held financially responsible for any damage and loss due to misappropriation, loss of agency keys, and compromise of access codes. Responsibility to include ALL costs incurred, including re-keying of all locks, re-configuring electronic access systems, and reissuing new keys.

22. Communication

Due to security and safety concerns the Supervisor must be able to communicate effectively with his/her staff, building management, and the Customer’s employees on this site. The Contractor shall ensure that Customer staff is able to communicate with the Contractor’s employees at all times. This may mean that for employees who do not speak English or have English as a Second Language (ESL), the Contractor must ensure that communications with the Customer are facilitated.

23. Vendor Employee Uniforms

All employees must have vendor issued shirts with company name on the shirt. These shirts are to be worn at all times while within the building(s).

24. Site Work Plan

The Contractor is required to complete a “Site Work Plan” per specifications and submit it with the work proposed. The Site Work Plan will cover equipment to complete tasks, back-up equipment to use in case of failure, and how many employees and their schedules. The Total Annual Bid Price submitted on the Price Sheet in response to the work request must support the amount of labor hours in the Site Work Plan computed at the prevailing wage level and cover, as applicable, supplies, equipment, overheads and profit. Any work request response that does not support this calculation will not be considered. Following the award of a Work Contract, the Contractor’s management shall complete a site visit at least once per week and meet with the building manager to discuss problems as they occur.

25. Periodic Specification Requirements

Notice shall be given to the building manager prior to starting subsequent work requirements. Keep facility staff contact informed of action schedule so they may provide notification to chemical sensitive employees, so staff may remove personal items from windowsills. Monthly maintenance shall be completed in the months indicated or as approved by the Customer. Schedules will be submitted and adhered to for carpet, window cleaning, and hard surface floor care to the building manager.

III. SECOND TIER WORK REQUEST SUBMITTALS

Pre-qualified vendors will be required to submit two work references, a site work plan, and a pricing sheet with all work request responses. The work request may require additional information for evaluation purposes as outlined in the next paragraph.

IV. SECOND TIER WORK REQUEST EVALUATIONS

The following guidelines are provided for clarification on the second tier evaluation process. Individual work requirements may require specific evaluation criteria and the Office of State Procurement reserves the right to adjust these numbers accordingly in coordination with the customer.

- A. For all Level I second tier work request responses the evaluation elements will be the two work references submitted by the references and the Total Annual Bid Price submitted on the Price Sheet. The Site Work Plan must be submitted, but will not be scored. However, the Total Annual Bid Price must be supportable by the entries made in the Site Work Plan. The work references will be worth 20% of the score and the price will be worth 80% of the score. The lowest price bid will receive 80 points and the other responses will receive points based on their proportionate relationship to the lowest price.
- B. For all Level II second tier work request responses the evaluation elements will be the two work references submitted by the references, the Site Work Plan, and the Total Annual Bid Price submitted on the Price Sheet. The work references will be worth 20% of the score. The Work Site Plan will be scored for both thoroughness and feasibility, and will be worth 10% of the score. The price will be worth 70% of the score. The lowest price bid will receive 70 points and the other responses will receive points based on their proportionate relationship to the lowest price.
- C. For all Level III second tier work request responses the evaluation elements will be the two work

references submitted by the references, the Site Work Plan that includes a detailed description of the work approach (two pages or less), and the Total Annual Bid Price submitted on the Price Sheet. The work references will be worth 20% of the score. The Work Site Plan will be scored for thoroughness, feasibility and approach, and will be worth 20% of the score. The price will be worth 60% of the score. The lowest price bid will receive 60 points and the other responses will receive points based on their proportionate relationship to the lowest price.

V. SECOND TIER WORK CONTRACT AWARD

Responding vendors must submit a signed Offer and Award sheet to the customer at the time of the mandatory site walkthrough. Upon selection of the winning vendor OSP will sign that vendor's Offer and Award sheet and provide a copy to both the Contractor and the Customer. Contractor will then contact the Customer in order to coordinate the execution of the Work Contract and work start-up.

VI. NOTIFICATION OF UNSUCCESSFUL SECOND TIER WORK REQUEST BIDDERS

OSP will notify unsuccessful vendors. These vendors will be provided with a spreadsheet of the work request response scoring in order to facilitate the improvement of future work request responses.

Current Contract Information

Contract No. 01902 – Janitorial Services Contracting Program

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Vendor Name	Level(s) of Qualification
409 Cleaning	I
A Detailed Clean	I
A-1 Performance, Inc.	I, II, and III
AAA Champion Interprise	I and II
ABM Janitorial Services (ALL LOCATIONS)	I, II, and III
Action Cleaning Services	I
Advanced Bldg Maintenance	I and II
Advantage Building Services	I, II, III
Alki Janitorial	I
All Pro	I, II, III
Amal Janitorial Services	I
American Cleaning Services	I
American Environmental - Federal Way	I
Argus Janitorial Service*	I, II, III
Asotin County	I
At Work!	I, II, and III
Bethel Janitorial	I
Big Red's Janitorial Service	I
Bissell Janitorial	I
Bryant Cleaning Service	II
Busy 'B' Cleaning *	I
CBM South, Inc *	I
CJ's Cleaning *	I
Campbell Brother's Maintenance	III
Career Connections	I and II
Clean World Maintenance	I, II, III
Clean-Co	I
Clean-Rite Janitorial	I, II, and III
Cleanworks	I
Clene Tech Inc. *	I, II, and III
Coast Building Maintenance	I
Columbia Industries	III
Contract Services	I
D & K Janitor Service	I
Darby Janitorial *	I and II
Dependable Building Maintenance	I, and III
Destiny Supported Employment *	I
Dia-Mo Cleaning Services*	I, II, III

Vendor Name	Level(s) of Qualification
Eastside Commercial Bldg Maint.	I, II, and III
Elmview Industries	I, and III
Encore Group, The	I, II, and III
Environment Control - Bellevue 410	I, II, and III
Environment Control of Seattle	I, II, and III
Environment Control of Spokane	I, II, and III
Environment Control of Vancouver	I, II, and III
Ethel Domingue	I
Executive Cleaning Service	I and II
Five Star Cleaning	I
Frontline Services	I and II
General Asministration Facilities	III
Hand Custom Inc	I
High Concept	I
Horizons Inc.	I, II, and III
Intermountain Cleaning Service	I
J & P Janitorial	I
J & T Cleaners	I and II
Jim Dodge	I
John Anthony Sales	I, II, and III
JRs In/Outside Maintenance	II
Just the Three of Us	I and II
Kathy's Janitorial	I
Kayla's Inc *	I and II
Kim Enterprises, Inc. *	III
Kismayo Janitorial Service*	I
Lillie Rice Center, Inc. dba Blue Mountain Ind.	I and II
LJM Complete Janitorial Services	I, II, and III
Lozan Janitorial Services *	I and II
Metropolitan Building Maintenance	III
Miracle Cleaning	I
Mobile Crew	I and II
Moe's Cleaning Service	I
Morningside	I, II, and III
Mother Nature *	I
Mrs Clean	I
NBM Corp	I
National Maintenance Contractors	II and III

* Designates MWBE/DBE

Current Contract Information

Contract No. 01902 – Janitorial Services Contracting Program

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Vendor Name	Level(s) of Qualification
Norm's Janitorial	I and II
Northwest Center	III
Northwest Exterior Wash & Carpet Cleaning	I and II
Omega Building Maintenance	I and II
Operation Omni Janitorial Services	I, II, and III
Premier Building Maintenance	II
Pro Team Janitorial *	I, II, and III
Professional Commercial Cleaners LLC	I and II
Quality Industrial Services	I, II, and III
RJ & Company Property Maintenance	I and II
Regional Building Services	II and III
Samco Janitorial Service	I
Sao Janitorial *	I, II, and III
ServiceMASTER Contract Services	I and II
Simms Janitorial *	II
SMS Cleaning, Inc.	I, II, and III
Spot Janitorial	I and II
Sunshine Co., The	II
Tacoma Goodwill	I and II
The Blind Gurus	I
The Personal Touch	I and II
Thrifty Janitorial Service, Inc	II
Thurman Quality Janitorial Svc, Inc.	II and III
Top Notch Janitorial	I
Top to Bottom Janitorial	I
Twice As Nice Cleaning Services	I
Uniserve	III
United Janitorial Service, Inc	I
Valeries	II
Vaughan's Cleaning	I
WFF Facility Services	III
West Sound Janitorial *	I
Why Not Janitorial	I
Willapa Janitorial Services	II
Williams Carpet Cleaning Co	I
Wolhe's Services*	I
Yakima Specialties	I

* Designates MWBE/DBE

**OFFICE OF STATE PROCUREMENT
PERFORMANCE REPORT**

To OSP Customers:

Please take a moment to let us know how our services have measured up to your expectations on this contract. Please copy this form locally as needed and forward to the Office of State Procurement Purchasing Manager. For any comments marked unacceptable, please explain in remarks block.

Procurement services provided:	Excellent	Good	Acceptable	Unacceptable
➤ Timeliness of contract actions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Professionalism and courtesy of staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Services provided met customer needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Knowledge of procurement rules and regulations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Responsiveness/problem resolution	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Timely and effective communications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: _____

Agency: _____ Prepared by: _____
 Contract No.: 01902 Title: _____
 Contract Title: _____ Date: _____
 Phone: _____

Send to:

Purchasing Manager
 Office of State Procurement
 PO Box 41017
 Olympia, Washington 98504-1017

PRODUCT/SERVICE PERFORMANCE REPORT

Complete this form to report problems with suppliers or to report unsatisfactory product or services. You are also encouraged to report superior performance. Agency personnel should contact suppliers in an effort to resolve problems themselves prior to completion and submission of this report.

Contract number and title: **#01902 – Janitorial Services Contracting Program** _____

Supplier's name: _____ Supplier's representative: _____

PRODUCT/SERVICE:

- | | |
|---|--|
| <input type="checkbox"/> Contract item quality higher than required | <input type="checkbox"/> Damaged goods delivered |
| <input type="checkbox"/> Contract item quality lower than required. | <input type="checkbox"/> Item delivered does not meet P.O./contract specifications |
| <input type="checkbox"/> Other: | |

SUPPLIER/CONTRACTOR PERFORMANCE:

- | | |
|---|---|
| <input type="checkbox"/> Late delivery | <input type="checkbox"/> Slow response to problems and problem resolution |
| <input type="checkbox"/> Incorrect invoice pricing. | <input type="checkbox"/> Superior performance |
| <input type="checkbox"/> Other: | |

CONTRACT PROVISIONS:

- | | |
|--|---|
| <input type="checkbox"/> Terms and conditions inadequate | <input type="checkbox"/> Additional items or services are required. |
| <input type="checkbox"/> Specifications need to be revised | <input type="checkbox"/> Minimum order too high. |
| <input type="checkbox"/> Other: | |

Briefly describe situation: _____

Agency Name:		Delivery Location:	
Prepared By:	Phone Number:	Date:	Supervisor:

.....
Send To:

Salvatore C. Cheraso
Contract Specialist
OFFICE OF STATE PROCUREMENT
PO BOX 41017
OLYMPIA WA 98504-1017

CITY OF MARYSVILLE

CONTRACT OFFER AND AWARD FOR

JANITORIAL SERVICES

STATE OF WASHINGTON WORK CONTRACT No. 18989, JANITORIAL CONTRACT INFORMATION DOCUMENT #01902, and REQUEST FOR QUALIFICATIONS DOCUMENT #01902 are attached and made part of and are incorporated into this contract by and between the CITY OF MARYSVILLE, a municipal corporation ("City"), and Advantage Building Services ("Contractor") in the amount of \$89,129.16. This contract shall be for twelve months and shall be effective August 1, 2007. This Contract can be renewed for up to five additional one year periods upon written agreement of the State of Washington Office of Procurement, City of Marysville, and Advantage Building Services. In consideration of the terms and conditions contained herein and attached and made a part of this contract, the parties herein covenant and agree as follows:

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

CITY OF MARYSVILLE

By _____

Attest:

CONTRACTOR

By _____
City Clerk

By _____
Its _____

Approved as to form:

Address: _____

By _____
City Attorney

Telephone: _____

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Commercial Food Waste Composting Program	AGENDA SECTION:
PREPARED BY: Allena Olson	AGENDA NUMBER:
ATTACHMENTS: 1. Professional Services Agreement	APPROVED BY:
	MAYOR  CAO
BUDGET CODE: 41046290.541000	AMOUNT: \$40,000.00

In February 2007 the City of Marysville was awarded Coordinated Prevention Grant from the Department of Ecology for the development and implementation of a Commercial Food Waste Composting Program.

This composting program will target all grocery stores and restaurants within the City of Marysville. Coordinating with Snohomish County's regional efforts the City will work to create and establish these composting programs as a viable option for restaurants and food services businesses to reduce landfill-bound organic waste.

It is the goal of the program to establish compost collection in 15 restaurants and food service businesses. Participating restaurants will divert an estimated 375 lbs of food waste per week per business, for a total annual diversion of 292,500 lbs or 146 tons from the waste stream

RECOMMENDED ACTION: Public Works Staff recommends City Council authorize the Mayor to sign the Professional Service Agreement in the amount of \$40,000 with Blue Marble Environmental, LLC to aid in the design and implementation of the Commercial Food Waste Composting Program.
COUNCIL ACTION:

SCOPE OF SERVICES

This scope of work identifies work to be performed by Blue Marble Environmental LLC for the City of Marysville in 2007 and 2008. Blue Marble Environmental will assist the City of Marysville in designing and conducting a commercial food waste composting program for City restaurants and food service businesses. Program activities will include:

- Work with City staff, local hauler(s), restaurant owners, Snohomish County, Snohomish Health District, and Cedar Grove Composting facility to create a commercial food waste compost program and establish a service rate.
- Identify target audience and develop an outreach strategy to start commercial compost programs in City restaurants and City businesses that generate food waste. Explore potential for grant funded compost program service rate subsidy to increase participation in compost programs. Produce program brochures, signs and stickers and promotional and support materials.
- Conduct outreach to target audience (meetings with business owners & managers). Work with businesses and collection company(s) to start new compost and recycle programs. Provide recycling & composting education, food waste compost trainings, support and follow-up assistance to target audience.
- Produce program report of participating businesses, organics diversion, solid waste reduction & recycling participation.

Program goals and activities are linked to a Department of Ecology Coordinated Prevention Grant (2007 – 2008 Off-Set Cycle) (Grant No. G0700156), which will provide \$30,000 as 75% funding for this project. With a 25% required funding match of \$10,000 from the City of Marysville, the total project cost for this scope of work is \$40,000.

Payments: Billable hourly rate for Blue Marble Environmental LLC is \$70 in 2007 and \$75 in 2008.

**PROFESSIONAL SERVICES AGREEMENT BETWEEN
CITY OF MARYSVILLE
AND BLUE MARBLE ENVIRONMENTAL, LLC
FOR CONSULTING SERVICES**

THIS AGREEMENT, made and entered into in Snohomish County, Washington, by and between CITY OF MARYSVILLE, hereinafter called the "City," and BLUE MARBLE ENVIRONMENTAL, LLC, a Washington corporation, hereinafter called the "Consultant."

WHEREAS, the Consultant has represented, and by entering into this Agreement now represents, that the firm and all employees assigned to work on any City project are in full compliance with the statutes of the State of Washington governing activities to be performed and that all personnel to be assigned to the work required under this agreement are fully qualified and properly licensed to perform the work to which they will be assigned.

NOW, THEREFORE, in consideration of the terms, conditions, covenants and performances contained hereinbelow, the parties hereto agree as follows:

ARTICLE I. PURPOSE

The purpose of this agreement is to provide the City with CONSULTING services to ASSIST THE CITY OF MARYSVILLE IN DESIGNING AND CONDUCTING A COMMERCIAL FOOD WASTE COMPOSTING PROGRAM as described in Article II. The general terms and conditions of relationships between the City and the Consultant are specified in this agreement.

ARTICLE II. SCOPE OF WORK

The scope of work is set out in the attached **Exhibit A**. All services and materials necessary to accomplish the tasks outlined in **Exhibit A** shall be provided by the Consultant unless noted otherwise in the scope of services or this agreement.

ARTICLE III. OBLIGATIONS OF THE CONSULTANT

III.1 **MINOR CHANGES IN SCOPE.** The Consultant shall accept minor changes, amendments, or revision in the detail of the work as may be required by the City when such changes will not have any impact on the service costs or proposed delivery schedule. Extra work, if any, involving substantial changes and/or changes in cost or schedules will be addressed as follows:

Extra Work. The City may desire to have the Consultant perform work or render services in connection with each project in addition to or other than work provided for by the expressed intent of the scope of work in the scope of services. Such work will be considered as extra work and will be specified in a written supplement to the scope of services, to be signed by both parties, which will set forth the nature and the scope thereof. All proposals for extra work or services shall be prepared by the Consultant at no cost to the City. Work under a supplemental agreement shall not proceed until executed in writing by the parties.

III.2 **WORK PRODUCT AND DOCUMENTS.** The work product and all documents listed in the scope of services shall be furnished by the Consultant to the City, and upon completion of the work shall become the property of the City, except that the Consultant may retain one copy of the work product and documents for its records. The Consultant will be responsible for the accuracy of the work, even though the work has been accepted by the City.

In the event that the Consultant shall default on this agreement or in the event that this contract shall be terminated prior to its completion as herein provided, all work product of the Consultant, along with a summary of work done to date of default or termination, shall become the property of the City. Upon request, the Consultant shall tender the work product and summary to the City. Tender of said work product shall be a prerequisite to final payment under this contract. The summary of work done shall be prepared at no additional cost to the City.

Consultant will not be held liable for reuse of these documents or modifications thereof for any purpose other than those authorized under this Agreement without the written authorization of Consultant.

III.3 **TIME OF PERFORMANCE.** The Consultant shall be authorized to begin work under the terms of this agreement upon signing of both the scope of services and this agreement and shall complete the work CLOSE OF BUSINESS ON DECEMBER 31, 2008 unless a mutual written agreement is signed to change the schedule. An extension of the time for completion may be given by the City due to conditions not expected or anticipated at the time of execution of this agreement.

a. **Minimum Limits of Insurance.** The Consultant shall, before commencing work under this agreement, file with the City certificates of insurance coverage to be kept in force continuously during this agreement, and during all work performed pursuant to all short form agreements, in a form acceptable to the City. Said certificates shall name the City as an additional named insured with respect to all coverages except professional liability insurance. The minimum insurance requirements shall be as follows:

(1) Comprehensive General Liability. \$1,000,000 combined single limit per occurrence for bodily injury personal injury and property damage;

(2) Automobile Liability. \$300,000 combined single limit per accident for bodily injury and property damage;

(3) Workers' Compensation. Workers' compensation limits as required by the Workers' Compensation Act of Washington;

(4) Consultant's Errors and Omissions Liability.
REMOVED.

b. **Endorsement.** Each insurance policy shall be endorsed to state that coverage shall not be suspended, voiced, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.

c. **Acceptability of Insurers.** Insurance to be provided by Consultant shall be with a Bests rating of no less than A:VII, or if not rated by Bests, with minimum surpluses the equivalent of Bests' VII rating.

d. **Verification of Coverage.** In signing this agreement, the Consultant is acknowledging and representing that required insurance is active and current.

III.8 **DISCRIMINATION PROHIBITED AND COMPLIANCE WITH EQUAL OPPORTUNITY LEGISLATION.** The Consultant agrees to comply with equal opportunity employment and not to discriminate against client, employee, or applicant for employment or for services because of race, creed, color, religion, national origin, marital status, sex, age or handicap except for a bona fide occupational qualification with regard, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or any recruitment advertising; layoff or terminations; rates of pay or other forms of compensation; selection for training, rendition of

employment upgrading; demotion or transfer; recruitment or any recruitment advertising; layoff or terminations; rates of pay or other forms of compensation; selection for training, rendition of services. The Consultant further agrees to maintain (as appropriate) notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Consultant understands and agrees that if it violates this nondiscrimination provision, this agreement may be terminated by the City, and further that the Consultant will be barred from performing any services for the City now or in the future, unless a showing is made satisfactory to the City that discriminatory practices have been terminated and that recurrence of such action is unlikely.

III.9 **UNFAIR EMPLOYMENT PRACTICES.** During the performance of this agreement, the Consultant agrees to comply with RCW 49.60.180, prohibiting unfair employment practices.

III.10 **AFFIRMATIVE ACTION.** Affirmative action shall be implemented by the Consultant to ensure that applicants for employment and all employees are treated without regard to race, creed, color, sex, age, marital status, national origin or the presence of any sensory, mental or physical handicap, unless based on a bona fide occupational qualification. The Consultant agrees to take affirmative action to ensure that all of its employees and agent adhere to this provision.

III.11 **LEGAL RELATIONS.** The Consultant shall comply with all federal, state and local laws and ordinances applicable to work to be done under this agreement. This contract shall be interpreted and construed in accordance with the laws of Washington. Venue for any action commenced relating to the interpretation, breach or enforcement of this agreement shall be in Snohomish County Superior Court.

III.12 **INDEPENDENT CONTRACTOR.** The Consultant's relation to the City shall at all times be as an independent contractor.

III.13 **CONFLICTS OF INTEREST.** While this is a non-exclusive agreement the Consultant agrees to and will notify the City of any potential conflicts of interest in Consultant's client base and will seek and obtain written permission from the City prior to providing services to third parties where a conflict of interest is apparent. If a conflict is irreconcilable, the City reserves the right to terminate this agreement.

III.14 **CITY CONFIDENCES.** The Consultant agrees to and will keep in strict confidence, and will not disclose, communicate or advertise to third parties without specific prior written consent from the City in each instance, the confidences of the City or any information regarding the City or services provided to the City.

completed work for services rendered under this agreement and as detailed in the scope of services as provided hereinafter. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment and incidentals necessary to complete the work. Payment shall be on a time and expense basis, provided, however, in no event shall total payment under this agreement exceed \$40,000 ON DECEMBER 31, 2008. In the event the City elects to expand the scope of services from that set forth in **Exhibit A**, the City shall pay Consultant an additional amount based on a time and expense basis, based upon Consultant's current schedule of hourly rates.

a. Invoices shall be submitted by the Consultant to the City for payment pursuant to the terms of the scope of services. The invoice will state the time expended, the hourly rate, a detailed description of the work performed, and the expenses incurred during the preceding month. Invoices must be submitted by the 20th day of the month to be paid by the 15th day of the next calendar month.

b. The City will pay timely submitted and approved invoices received before the 20th of each month within thirty (30) days of receipt.

IV.2 CITY APPROVAL. Notwithstanding the Consultant's status as an independent contractor, results of the work performed pursuant to this contract must meet the approval of the City, which shall not be unreasonably withheld if work has been completed in compliance with the scope of work and City requirements.

ARTICLE V. GENERAL

V.1 NOTICES. Notices to the City shall be sent to the following address:

CITY OF MARYSVILLE
ATTN: Terry Hawley, Project Manager
80 Columbia Avenue
MARYSVILLE, WA 98270

Notices to the Consultant shall be sent to the following address:

Blue Marble Environmental, LLC
C/O Jack Harris
156 NW 65th
Seattle, WA 98117

Receipt of any notice shall be deemed effective three (3) days after deposit of written notice in the U.S. mail with proper postage and address.

V.2 **TERMINATION.** The right is reserved by the City to terminate this agreement in whole or in part at any time upon ten (10) days' written notice to the Consultant.

If this agreement is terminated in its entirety by the City for its convenience, a final payment shall be made to the Consultant which, when added to any payments previously made, shall total the actual costs plus the same percentage of the fixed fee as the work completed at the time of termination applied to the total work required for the project.

V.3 **DISPUTES.** The parties agree that, following reasonable attempts at negotiation and compromise, any unresolved dispute arising under this contract may be resolved by a mutually agreed-upon alternative dispute resolution of arbitration or mediation.

V.4 **NONWAIVER.** Waiver by the City of any provision of this agreement or any time limitation provided for in this agreement shall not constitute a waiver of any other provision.

DATED this _____ day of _____, _____.

CITY OF MARYSVILLE

By _____

Blue Marble Environmental LLC, CONSULTANT

By Jade M. Harris 7/13/07

Approved as to form:

Grant K. Weed
GRANT K. WEED, City Attorney

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Project Acceptance: Jennings Park Plaza/Sidewalk Installation	AGENDA SECTION:
PREPARED BY: Jim Ballew – Director of Parks and Recreation	AGENDA NUMBER:
ATTACHMENTS: Certificate of Completion	APPROVED BY: J. Ballew 
	MAYOR  CAO
BUDGET CODE: 31000076.563000 P0404 Jennings Irrigation /West 31000076.563000 P0702 Jennings Park Entrance Renovation 31000000500000 GMA 310	AMOUNT: \$2,000 \$64,000 \$8,458.13 Total \$74,458.13

Summary:

The City Council approved award of the Jennings Park Plaza Renovation to Edge Concrete Construction of Woodinville, WA in the amount of \$74,458.13 including State Sales Tax on June 10, 2007.

Edge Concrete Construction Inc. completed the work for this project on August 17, 2007 as designed without any change orders or additional costs.

The work performed by Edge Concrete Construction has been inspected and operated by staff and is found to be physically complete in accordance with the approved design and specifications.

Recommended Action:

Staff recommends project acceptance of the Jennings Park Plaza/Sidewalk project to start the 45-day lien filing period for project closeout.

To:

Project: **JENNIGS MEMORIAL PARK SIDEWALK/PLAZA PROJECT**
6915 ARMAR ROAD, MARYSVILLE, WA 98270

Contractor: EDGE CONCRETE CONSTRUCTION LLC

Project Number: 007-03

CERTIFICATE OF COMPLETION

The above mentioned project was constructed per the plans and specifications and to the satisfaction of the Project Manager.

The Contractor physically completed the project within the time allowed in the contract.

It is recommended that the City accept this contract as complete.

In accordance with 60.28 RCW, this action will start the forty-five (45) day period for the return of the Contractor's retainage. No final payment will be made on this contract until 45 days after the Project Manager has accepted this contract as complete or until all necessary releases from the Department of Revenue and the Department of Labor and Industries and settlement of any liens filed under Chapter 60.28 RCW, whichever is later.

Recommended by:



Jim Ballew, Project Manager

8.27.07

Date

Should this contractor be considered for future small works contracts?

Yes No

Recommended by:



Jim Ballew, Project Manager

8.27.07

Date

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE:

AGENDA ITEM: Contract for Court Commissioner	AGENDA SECTION: Legal
PREPARED BY: Suzanne Elsner, Court Administrator	AGENDA NUMBER:
ATTACHMENTS: Contract	APPROVED BY:
	MAYOR CAO
BUDGET CODE:	AMOUNT:

In 2007, the City Council approved the position of Court Commissioner for the Municipal Court. Due to the increase of court filings and caseloads the Court Commissioner will help adjudicate cases in the Municipal Court. In July, Judge Fred Gillings appointed Lorrie Towers to the position of Court Commissioner. Attached is a contract agreed to by all parties for Commissioner Lorrie Towers.

RECOMMENDED ACTION: Authorize the Mayor to sign the contract for Court Commissioner Towers.
COUNCIL ACTION:

CONTRACT FOR MARYSVILLE MUNICIPAL COURT COMMISSIONER

I - PARTIES AND PURPOSE

Judge FRED L. GILLINGS of the Marysville Municipal Court has appointed Lorrie Towers, to serve as a Court Commissioner for the Marysville Municipal Court. The powers, duties and jurisdiction of Court Commissioner, and the legal relationship between the Court Commissioner, the Judge and the City are specified in Chapter 35A.20 RCW, Chapter 3.50 RCW and Chapter 2.24 of the Marysville Municipal Code. The purpose of this contract is to supplement said legal provisions, recognizing that the same shall prevail over the terms of this Contract in the event of a conflict or inconsistency.

II - TERM OF OFFICE

The term shall commence July 1, 2007. Pursuant to RCW 3.50.075 and MMC 2.24.055, the Municipal Court Commissioner shall hold office at the pleasure of the appointing judge.

III - COMPENSATION

The Court Commissioner shall be an independent contractor of the City, and shall be responsible for payment of his/her own income tax and Social Security system contributions. He/she shall not be entitled to any employee benefits.

The City shall pay the Court Commissioner \$200 per half day and \$400 per full day of service subject to the provisions of annual budget ordinances adopted during the term of this contract. For bail hearings which are not a part of a half or a full day the Court Commissioner shall be paid \$50.00 per hour. The Commissioner shall keep a log of all hours worked in a form as approved by the City Finance Director. The City shall pay the commissioner not less frequently than once per month. The City shall not be responsible for withholding of funds for Social Security or Federal Income Tax.

IV - OATH AND BOND

Before entering upon the duties of this office, the Court Commissioner shall take an oath of office and execute and file with the City an official bond, to be renewed annually, in the amount of \$10,000.00, conditioned upon the honest and faithful performance of the duties of the office. The bond shall be approved by the City Administrator. The premiums thereon shall be paid by the City.

V - JUDICIAL RESPONSIBILITIES

The Court Commissioner shall carry out the duties as directed by the Municipal Court Judge in regards to the operation, management, administration and presiding over the Marysville Municipal Court, and shall carry out all powers, duties and functions specified in Chapter 35A.20 RCW, RCW 3.50.075 and Chapter 2.24 of the Marysville Municipal Code.

The Municipal Court shall be in open session at such time as the court and city administration shall determine and the Commissioner agrees to report to the Court for work at such times as the Court Administrator acting at the direction of the Municipal Court Judge shall determine.

Court sessions shall not be held on legal holidays observed by the City. Supplemental court sessions, as necessary, may be held at any time, including Saturdays, as determined by the Judge. The Judge or the Court Commissioner shall preside over all of the above-referenced matters unless a judge *pro tem* must be utilized.

VI - CITY'S RESPONSIBILITIES

The City shall provide courtroom facilities, including an office for the Judge and Court Commissioner with a desk and file cabinet and all customary electronic office equipment. Further, the City shall provide all dockets, books of record, forms, furnishings and supplies as are necessary for the proper administration of the court, within the limitations of the City's budget. The City shall employ the Court Administrator, and adequate support staffing subject to the budgetary process. The City shall furnish the Court Commissioner with a judicial robe and gavel.

Mandatory judicial education requirements. Reimbursement for tuition, travel, food and lodging above and beyond the compensation set forth in Section III above will be made by the City for reasonable expenditures related to the mandatory yearly judicial continuing legal education requirements and judicial college.

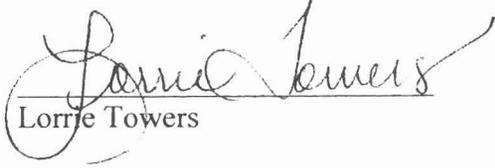
VII - RENEGOTIATION

All terms and conditions of this Contract shall be subject to being reopened and renegotiated upon the request of either party. Specifically, the terms and conditions of compensation (Section III above) shall be reviewed on or before July 2008. This Contract, and any amendments hereto, are subject to approval by the Marysville City Council.

This contract shall replace and supersede any previous agreements between the parties.

DATED this _____ day of August, 2007.

COURT COMMISSIONER


Lorrje Towers

JUDGE:

CITY OF MARYSVILLE:

FRED L. GILLINGS

By _____
DENNIS L. KENDALL, Mayor

Approved as to Form

Attest:

By _____
GRANT K. WEED, City Attorney

By _____
TRACY JEFFRIES, City Clerk

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Payroll	AGENDA SECTION:	
PREPARED BY: Sandy Langdon, Finance Director	AGENDA NUMBER:	
ATTACHMENTS: Blanket Certification	APPROVED BY: 	
	MAYOR 	CAO
BUDGET CODE:	AMOUNT:	

Please see attached.

RECOMMENDED ACTION: The Finance and Executive Departments recommend City Council approve the September 5, 2007 payroll in the amount \$1,069,555.89 Check No.'s 18460 through 18541.
COUNCIL ACTION:

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Claims	AGENDA SECTION:
PREPARED BY: Sandy Langdon, Finance Director	AGENDA NUMBER:
ATTACHMENTS: Claims Listings	APPROVED BY: 
	MAYOR  CAO
BUDGET CODE:	AMOUNT:

Please see attached.

RECOMMENDED ACTION:

The Finance and Executive Departments recommend City Council approve the September 5, 2007 claims in the amount of \$498,202.71 paid by Check No.'s 41723 through 41860 with Check No.'s 41288 and 41526 voided.

COUNCIL ACTION:

**CITY OF MARYSVILLE
 INVOICE LIST
 FOR INVOICES FROM 8/30/2007 TO 9/5/2007**

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41723	3M NTT3729	1 ROLL SIGN SHEETING MATERIAL	10110564.531000.	89.11
	3M NTT3729		10110564.531000.	104.16
	3M NTT3729	2 ROLLS SIGN SHEETING MATERIAL	10110564.531000.	156.24
	3M NTT3729	3 ROLLS SIGN SHEETING MATERIAL	10110564.531000.	1,493.24
41724	A & M ELEVATOR INC.	MONTHLY ELEVATOR MAINTENANCE	00100010.548000.	130.20
	A & M ELEVATOR INC.		00103530.548000.	119.35
41725	ACCIS	COUNTY CITY INFO SYSTEM CONF.	50300090.549000.	295.00
41726	ALL BATTERY SALES & SERVICE	8D-MHD BATTERY	50100065.534000.	142.60
41727	AMERICAN STONE	SOROPTOMIST PROJECT	00105380.531000.	1,396.70
41728	AMSAN SEATTLE	JANITORIAL SUPPLIES-COURT	00101250.531400.	44.87
	AMSAN SEATTLE	JANITORIAL SUPPLIES-CH	00103530.531400.	44.87
	AMSAN SEATTLE	JANITORIAL SUPPLIES-KBSCC	00105250.531400.	89.73
	AMSAN SEATTLE	JANITORIAL SUPPLIES-PW-ADMIN	40143410.531200.	89.73
	AMSAN SEATTLE	JANITORIAL SUPPLIES-PW-SHOP	40143780.531000.	89.73
41729	JACKIE AVENA	REFUND DEPOSIT FOR RENTAL	001.239100.	58.00
41730	SNOHOMISH COUNTY AWARDS	TROPHIES FOR PRKS AND REC	00105120.531010.	481.74
41731	BAG BOY	AMF-LFT HANDED RENTAL SET	42047267.531000.	223.27
41732	GLENN BEECHER	REFUND DEPOSIT FOR KBSCC	001.239100.	200.00
41733	BICKFORD FORD-MERCURY	BRAKE SET AND 2 BRAKE ROTORS	50100065.534000.	369.07
41734	BMC WELDING	SERVICE@PW TO INSTALL CAMERA	50100065.548000.	3,085.66
41735	BONNIE TOURS	26, DIABLO LAKE TRIP ON 8/17	00105250.531051.	2,184.00
41736	MONTY BOOTH, ATTORNEY AT LAW	PUBLIC DEFENSE FEES	00102515.541000.	150.00
	MONTY BOOTH, ATTORNEY AT LAW		00102515.541000.	637.50
41737	BOYLE, WILLIAM & SHEILA	UB 761343000001 7417 79TH DR N	401.122110.	27.83
41738	BUILDING SPECIALTIES	ONE RADAD 2X4 CEILING TILE	00101250.531000.	31.05
41739	BURLINGTON NORTHERN SANTA FE	FINAL-SA#7-3750-05.	30500030.563000.R9701	66,433.97
41740	CHERI BURNS	REFUND SECURITY DEPOSIT KBSCC	001.239100.	200.00
41741	CARR'S ACE HARDWARE	PIPE WRENCH,SC DRIVERS,PRUNER	40140580.535000.	91.61
	CARR'S ACE HARDWARE	ROLLER, TRAY, HANDLE, PAINT	41046060.531000.	57.41
41742	CASCADE MAILING	UB MAILING	00143523.542000.	167.86
41743	CITY TREASURER EVERETT WA	WATER/FILTRATION SERVICE CHRGS	40140080.533000.	156,180.37
41744	CMRS-TMS	POSTAGE	00100020.542000.	60.61
	CMRS-TMS		00102020.542000.	1,618.58
	CMRS-TMS		10111230.531000.	6.00
	CMRS-TMS		40143410.542000.	292.76
	CMRS-TMS		41046170.531000.	52.47
	CMRS-TMS		50100065.531000.	3.00
	CMRS-TMS		50200050.531000.	3.00
41745	CNR, INC	VOIP TELEPHONES	00101130.549000.	228.90
	CNR, INC		00103010.531000.	228.90
	CNR, INC	HANDSETS	50300090.531000.	43.60
	CNR, INC	VOIP TELEPHONES	50300090.531000.	228.90
41746	COLUMBIA FORD	2008 FORD CROWN VIC INTER	50100048.564000.	25,162.72
41747	COLUMBIA VALUATION GROUP	APPRAISAL & VALUATION	40250594.563000.D0601	4,000.00
41748	COMMERCIAL FIRE PROTECTION	ANNUAL FIRE EXTINGUISHER SRV	501.141100.	59.70
41749	MERRITT SCOTT CONNER	GARDENING IN THE NW	00105250.541020.	24.00
41750	CO-OP SUPPLY	PRUNER AND SAW	00105380.535000.	41.21
	CO-OP SUPPLY	RAKES	00105380.535000.	103.65
41751	CRAFT MART	MATERIALS FOR TOUCH A TRUCK	00105120.531050.	60.21
41752	CUZ CONCRETE PRODUCTS	CONCRETE MATERIAL FOR PRK PROJ	00105380.531000.	460.28
41753	DATABASE SECURE RECORDS DESTRUCTIO	MONTHLY SHREDDER SERVICES	00100020.531000.	2.55

CITY OF MARYSVILLE
INVOICE LIST
 FOR INVOICES FROM 8/30/2007 TO 9/5/2007

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
41753	DATABASE SECURE RECORDS DESTRUCTIO	MONTHLY SHREDDER SERVICES	00102020.531000.	2.55
	DATABASE SECURE RECORDS DESTRUCTIO	MONTHLY RECORDS DESTRUCTION	00105250.531000.	8.50
	DATABASE SECURE RECORDS DESTRUCTIO	MONTHLY SHREDDER SERVICES	40143410.531000.	2.55
	DATABASE SECURE RECORDS DESTRUCTIO		50100065.531000.	0.42
	DATABASE SECURE RECORDS DESTRUCTIO		50200050.531000.	0.43
41754	DEAVER ELECTRIC	DATA ROOM A/C REPAIR-COURT	00101250.548000.	229.21
41755	LUANA DEFREITAS	TAI CHI INSTRUCTOR	00105250.541020.	13.60
	LUANA DEFREITAS	HULA INSTRUCTOR SERVICES	00105250.541020.	28.80
41756	DENT, MARIAN	UB 761302579701 8211 80TH DR N	401.122110.	26.78
41757	DONNA'S TRAVEL PLAZA	REFUND DEPOSIT FOR RENTAL	001.239100.	58.00
41758	E&E LUMBER INC	CABLE, DRILL BITS,CUTOFF WHEEL	00100010.531000.	28.28
	E&E LUMBER INC	CDX, SCREWS FOR CITY HALL	00103530.531000.	62.77
	E&E LUMBER INC	2X4'S,FIR LATH,PLASTIC,LRG SNK	00103530.531000.	67.55
	E&E LUMBER INC	49 X 1 5/8 BEV TRIM	00103530.563000.C0701	10.63
	E&E LUMBER INC	NAILS,PUTTY KNIFE,SPACKLE,SHIM	00103530.563000.C0701	24.43
	E&E LUMBER INC	FASTENERS.SOCKET,ADAPTER	00105380.531000.	16.47
	E&E LUMBER INC	RED ULTRA PANELS- BARN AWNING	00105380.531000.	25.67
	E&E LUMBER INC	PVC-T CHAIN-JENNING RENOVATION	00105380.531000.	27.99
	E&E LUMBER INC	BROOM AND TARPS	00105380.531000.	35.56
	E&E LUMBER INC	TEFLON, PVC CAP,PLUG,PIPE	00105380.531000.	38.98
	E&E LUMBER INC	FASTENERS, CONN.,COUPLING	00105380.531000.	65.31
	E&E LUMBER INC	MARATHON, CEDAR-BARN AWNING	00105380.531000.	81.06
	E&E LUMBER INC		00105380.531000.	166.31
	E&E LUMBER INC	CEDAR LUMBER, SS TRIMHEAD,BIT	00105380.531000.	571.98
	E&E LUMBER INC	56 OF 60# REDIMIX CONCRETE	40140480.531000.	86.49
	E&E LUMBER INC	LEVEL,HAMMER,WIRE,REBAR,2X8'S	40141280.531000.	140.55
	E&E LUMBER INC	5 OF LIQ NAILS & TRAPEASESCREW	40142480.531000.	14.81
	E&E LUMBER INC	3 OF LIQUID NAILS LATE & MSTC1	40142480.531000.	18.20
	E&E LUMBER INC	8 X 1 1/2, 4X8 FOAM BOARDS	40142480.531000.	173.17
	E&E LUMBER INC	DAP PATCH TEXTURED	40143780.531000.	8.65
	E&E LUMBER INC	SPRAY TEXTURE	40143780.531000.	26.84
	E&E LUMBER INC	5 OF LIQ NAILS & TRAPEASESCREW	40143780.531000.	30.33
	E&E LUMBER INC	56 OF 60# REDIMIX CONCRETE	40145040.531000.	86.50
41759	EITELBERG, TERRY & CHARLENE	UB 141560000003 12424 43RD AVE	401.122110.	55.86
41760	EMERALD HILLS COFFEE SERVICE	COFFEE, TEA, STIRSTIX, FILTERS	10605250.549000.	115.60
41761	TIFFANI ENGELEN	REFUND DEPOSIT FOR RENTAL	001.239100.	58.00
41762	EVERGREEN PRINT SOLUTIONS	UB PAST DUE	00143523.531000.	330.84
	EVERGREEN PRINT SOLUTIONS	UB #9 RETURN ENVELOPES	00143523.531000.	1,112.07
	EVERGREEN PRINT SOLUTIONS	UB STATEMENTS	00143523.531000.	1,489.21
41763	EXIDE	WARRANTIES-CREDIT MEMO	501.141100.	-115.50
	EXIDE	CREDIT MEMO-WARRANTIES	501.141100.	-74.37
	EXIDE		501.141100.	-61.56
	EXIDE	BATTERY GROUP 78-72 W/CORE CHG	501.141100.	57.76
	EXIDE	BATTERY GROUP 65-72	501.141100.	123.09
	EXIDE		501.141100.	123.09
41764	FEI SEATTLE ADMIN #3206	T-10 BRZ WTR MTR USG	401.141400.	2,278.56
41765	CRYSTAL FIELD	REFUND DEPOSIT JEN BBQ	001.239100.	58.00
41766	GC SYSTEMS INC	10" PRESSURE REDUCING CONTROL	40220594.563000.W0003	7,056.04
41767	GEOTIVITY INC	PAY ESTIMATE #1.	40142080.541000.M0560	13,965.00
41768	GREENSHIELDS INDUSTRIAL SUPPLY	HOSE ASSEMBLY	42047165.548000.	9.75
	GREENSHIELDS INDUSTRIAL SUPPLY	4W-16X11 HYDRAULIC HOSE	50100065.534000.	256.77

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41769	SANDRA GRUBER	REFUND AFTER TAX PREMIUM	40143210.521000.	22.00
41770	H & L SPORTING GOODS	10DZ 12"SOFTBALLS, 5DZ 11"	00105120.531010.	594.59
41771	HALSTROM & ASSOCIATES, INC.	8/07 LOBBYIST RETAINER FEE	40143410.541000.	2,080.00
41772	ROSE HAYES	CLOGGING INSTRUCTOR SERVICES	00105250.541020.	152.00
41773	HD FOWLER COMPANY	2" X CL NIPPLE, BRASS, SCH 40	401.141400.	63.60
	HD FOWLER COMPANY	MISC STREET EII,ADAPTERS,COUP	401.141400.	1,377.94
	HD FOWLER COMPANY	POLYMER COVER FOR MIDSAX BXS	401.141400.	2,961.91
41774	JOHN HEWITT	REFUND DEPOSIT FOR RENTAL	001.239100.	58.00
41775	FRANCES HOWLAND	GOURD CARVING INSTRUCTOR	00105250.541020.	120.00
41776	HUSKY DOOR CORP	ONE DOOR AND ONE LITE KIT	00103530.563000.C0701	467.60
41777	LETTY HYLARIDES	INTERPRETER SERVICES	00102515.549000.	231.10
41778	IDEARC MEDIA CORP.	YELLOW PAGE AD	42047267.544000.	37.00
	IDEARC MEDIA CORP.		42047267.544000.	187.90
41779	IOS CAPITAL	COPIER RENTAL 6/30-7/30/07	00100020.545000.	820.52
	IOS CAPITAL		00102020.545000.	273.51
	IOS CAPITAL	COPIER RENTAL KBSCC	00105250.545000.	35.53
	IOS CAPITAL	COPIER RENTAL 6/30-7/30/07	40143410.545000.	273.51
	IOS CAPITAL	COPIER LEASE	42047165.545000.	20.29
41780	JONES, CHRISTINE	UB 130760000001 11331 46TH AVE	401.122110.	24.48
41781	JUDD & BLACK	DOOR LATCH	00103530.531000.	7.69
41782	JUDICIAL CONFERENCE REGISTRATION INC	NEW COURT EMPLOYEE INSTITUTE	00100050.543000.	75.00
41783	KELLER SUPPLY COMPANY	FAUCET FOR WOMENS BATHROOM	00112572.531000.	66.99
41784	DENNIS KENDALL	REIMB MILES TO MEETINGS	00100110.549000.	45.88
41785	KENWORTH NORTHWEST INC	MUD FLAPS	501.141100.	45.44
	KENWORTH NORTHWEST INC	CB RADIO ANTENNA SPRING	50100048.564000.	8.75
41786	KIM-ALSTON, LLC	PAID PLAN CHECK FEES TWICE	00107345.358300.	72.31
41787	KING CO SHERIFF	ISRAEL, JAYME ERICA	001.229050.	500.00
41788	DRUE KIRBY	PRO-TEM SERVICES 5/14 & 6/4&5	00100050.541000.	925.00
41789	LUKE KOTOVIC	AIR HOSE AND TOOLS	40142080.531000.	225.22
41790	LAB SAFETY SUPPLY INC	CHEM ACETONE ACS 4 LT A GLS	40145040.553100.	164.98
	LAB SAFETY SUPPLY INC		501.231700.	-12.93
41791	LES SCHWAB TIRE CENTER	TIRE CASING CREDIT	501.141100.	-75.00
	LES SCHWAB TIRE CENTER	4 X 11-22.5 PC DEEP TRACTION	501.141100.	652.99
	LES SCHWAB TIRE CENTER	4X11-22.5 PC DEEP TRACTION	501.141100.	756.57
	LES SCHWAB TIRE CENTER	4 X XFE HIGHWAY TIRES	501.141100.	2,422.38
41792	DEPT OF LICENSING	DUBY, ROBERT (RENEWAL)	001.237020.	18.00
	DEPT OF LICENSING	FARINAS, HENRY (RENEWAL)	001.237020.	18.00
	DEPT OF LICENSING	MILLER, NORMAN (ORIGINAL)	001.237020.	18.00
	DEPT OF LICENSING	SELIA, RONALD (RENEWAL)	001.237020.	18.00
41793	LOWES HIW INC	FOAM FOR GAPS&CRACKS WWTP	40142480.531000.	25.39
41794	JUANA LUCERO	REFUND DEPOSIT FOR RENTAL	001.239100.	58.00
41795	M3 TECHNOLOGY GROUP	GW TO EXCH MIGRATION CONSULTNC	50300090.549000.	7,162.48
41796	MARYSVILLE PAINT & DECORATING	PAINT, ROLLER PADS-CH REMODEL	00103530.563000.C0701	31.95
41797	MARYSVILLE PRINTING	PRE-PRINTED LABELS-PW DEPTS	00100020.531000.	62.49
	MARYSVILLE PRINTING	9000 FLYER- MRSVL,2010- LKWOOD	00105120.531000.	659.51
	MARYSVILLE PRINTING	PRE-PRINTED LABELS-PW DEPTS	10110890.531000.	7.81
	MARYSVILLE PRINTING		40142480.531000.	7.81
	MARYSVILLE PRINTING		40143410.531000.	62.49
	MARYSVILLE PRINTING		50100065.531000.	7.82
	MARYSVILLE PRINTING		50200050.531000.	7.82
41798	CITY OF MARYSVILLE	WATER FOR 6915 ARMAR RD	00105380.547000.	13.20

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41798	CITY OF MARYSVILLE	WATER FOR 6915 ARMAR RD	00105380.547000.	53.10
	CITY OF MARYSVILLE	WTR/SEWER-6915 ARMAR RD	00105380.547000.	117.00
	CITY OF MARYSVILLE		00105380.547000.	190.80
	CITY OF MARYSVILLE	WATER-67TH AVE & 64TH PL	00105380.547000.	213.10
	CITY OF MARYSVILLE	WTR/SEWER-5315 64TH AVE NE	00105380.547000.	392.54
	CITY OF MARYSVILLE	IRRIGATION-6915 ARMAR RD	00105380.547000.	572.00
	CITY OF MARYSVILLE	WTR/SEWER/GRB-6915 ARMAR RD	00105380.547000.	2,376.90
	CITY OF MARYSVILLE	WATER-6120 GROVE ST-IRRIGATION	00112572.547000.	152.00
	CITY OF MARYSVILLE	7115 GROVE STREET-WTR/SWR	42047165.547000.	190.80
	CITY OF MARYSVILLE	7007 GROVE STREET-WTR/SWR/GRB	42047165.547000.	773.60
	CITY OF MARYSVILLE	6810 84TH ST NE-WATER	42047165.547000.	6,706.94
41799	MCEVOY OIL CO.	MONTHLY DIESEL FUEL DELIVERY	00100010.547000.	66.59
	MCEVOY OIL CO.		40143880.532000.	346.48
41800	MCGREGOR HARDWARE DISTRIBUTION	ASSA MASTER PIN	00103530.531000.	15.62
41801	CINDY MORAR	REFUND DEPOSIT FOR RENTAL	001.239100.	58.00
41802	MOTOR TRUCKS INC	4 OF 2506694C1 KEY BLANKS	50100048.564000.	134.35
41803	JANET MYER	CARTOONING FOR TEENS&SENIORS	00105250.541020.	128.00
41804	NEXTEL COMMUNICATIONS	ACCT#495802314	50300090.542000.	17.39
	NEXTEL COMMUNICATIONS		50300090.542000.	17.39
	NEXTEL COMMUNICATIONS		50300090.542000.	17.39
	NEXTEL COMMUNICATIONS		50300090.542000.	17.39
	NEXTEL COMMUNICATIONS		50300090.542000.	33.48
	NEXTEL COMMUNICATIONS		50300090.542000.	34.78
	NEXTEL COMMUNICATIONS		50300090.542000.	34.78
	NEXTEL COMMUNICATIONS		50300090.542000.	34.78
	NEXTEL COMMUNICATIONS		50300090.542000.	52.17
	NEXTEL COMMUNICATIONS		50300090.542000.	52.17
	NEXTEL COMMUNICATIONS		50300090.542000.	69.56
	NEXTEL COMMUNICATIONS		50300090.542000.	75.99
	NEXTEL COMMUNICATIONS		50300090.542000.	90.77
	NEXTEL COMMUNICATIONS		50300090.542000.	90.97
	NEXTEL COMMUNICATIONS		50300090.542000.	104.16
	NEXTEL COMMUNICATIONS		50300090.542000.	104.49
	NEXTEL COMMUNICATIONS		50300090.542000.	108.31
	NEXTEL COMMUNICATIONS		50300090.542000.	110.79
	NEXTEL COMMUNICATIONS		50300090.542000.	165.97
	NEXTEL COMMUNICATIONS		50300090.542000.	216.29
	NEXTEL COMMUNICATIONS		50300090.542000.	235.16
	NEXTEL COMMUNICATIONS		50300090.542000.	267.95
	NEXTEL COMMUNICATIONS		50300090.542000.	313.31
	NEXTEL COMMUNICATIONS		50300090.542000.	344.00
	NEXTEL COMMUNICATIONS		50300090.542000.	469.07
	NEXTEL COMMUNICATIONS		50300090.542000.	1,305.33
41805	NEXXPOST LLC	POSTAGE MACHINE SUPPLIES	00100050.542000.	236.66
41806	NORTHEND TRUCK EQUIPMENT	FRINK POLY PLOW W/RUBBER CUT	50100048.564000.	11,375.14
	NORTHEND TRUCK EQUIPMENT	V HOPPER SANDER BODY PER V14 H	50100048.564000.	22,490.97
	NORTHEND TRUCK EQUIPMENT	10/12 YD 16' DUMP BODY	50100048.564000.	41,922.23
41807	VANCE P ODELL	PUBLIC DEFENSE FEES	00102515.541000.	6,000.00
41808	OFFICE DEPOT	OFFICE SUPPLIES	00100020.531000.	34.91
	OFFICE DEPOT		00100020.531000.	47.48
	OFFICE DEPOT		00100020.531000.	168.01

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41808	OFFICE DEPOT	PENS, CARTRIDGE, HIGHLIGHTERS	00100050.531000.	338.97
	OFFICE DEPOT	OFFICE SUPPLIES	00101023.531000.	103.91
	OFFICE DEPOT		00102020.531000.	34.92
	OFFICE DEPOT		00102020.531000.	101.62
	OFFICE DEPOT	FILE FOLDERS	00105380.531000.	11.50
	OFFICE DEPOT	FILE FOLDERS & CALENDAR REFILL	00105380.531000.	22.09
	OFFICE DEPOT	OFFICE SUPPLIES	40143410.531000.	3.18
	OFFICE DEPOT		40143410.531000.	34.92
	OFFICE DEPOT		40143410.531000.	101.62
	OFFICE DEPOT		40143410.531000.	168.01
	OFFICE DEPOT		40145040.531000.	24.19
	OFFICE DEPOT		50100065.531000.	5.80
	OFFICE DEPOT		50100065.531000.	24.72
	OFFICE DEPOT		50200050.531000.	5.80
	OFFICE DEPOT		50200050.531000.	24.72
41809	OFFICE INTERIORS INC	OFFICE FURNITURE AND WALLS	00101023.549000.	18,438.63
41810	KEONI OKIYAMA	REFUND DEPOSIT OF RENTAL	001.239100.	58.00
41811	OVERALL LAUNDRY SERVICES INC	MAT CLEANING WWTP	40142480.541000.	10.97
	OVERALL LAUNDRY SERVICES INC	MAT CLEANING MEZZANINE	40143780.549000.	15.63
	OVERALL LAUNDRY SERVICES INC	MAT CLEANING MEZZANINE	40143780.549000.	24.51
	OVERALL LAUNDRY SERVICES INC	UNIFORM CLEANING-BOB,MARK,STEVEN	50100065.526000.	58.25
	OVERALL LAUNDRY SERVICES INC		50100065.526000.	58.25
	OVERALL LAUNDRY SERVICES INC	UNIFORM CLEANING	50100065.526000.	65.31
41812	PACIFIC POWER BATTERIES	BATTERIES FOR TEMP/COND MACHIN	40140780.535000.	20.51
	PACIFIC POWER BATTERIES	BATTERY	42047165.548000.	61.30
41813	THE PARTS STORE		42047165.548000.	29.24
	THE PARTS STORE	WORK LAMP	501.141100.	42.92
	THE PARTS STORE	FUEL AND OIL FILTERS, MRKR LT	501.141100.	61.36
	THE PARTS STORE	AIR FILTER AND OIL DRI	501.141100.	62.93
	THE PARTS STORE	MISC PLASTIC TIES, WSHR FLUID	501.141100.	150.52
	THE PARTS STORE	12 OIL FILTERS, ANTIFREEZE	501.141100.	177.54
	THE PARTS STORE	OIL AND AIR FILTERS	501.141100.	252.73
	THE PARTS STORE	CORE DEPOSIT REFUNDED	50100065.534000.	-114.47
	THE PARTS STORE	RETURN ROTOR	50100065.534000.	-7.77
	THE PARTS STORE	EXCHANGE BRK SHOES	50100065.534000.	-0.78
	THE PARTS STORE	3 OF EP35 FLASHER	50100065.534000.	38.28
	THE PARTS STORE	WINCH CONTROL SWITCH	50100065.534000.	71.60
	THE PARTS STORE	FRONT BRAKE PADS AND FR SEAL	50100065.534000.	74.69
	THE PARTS STORE	CAP,ROTOR PLUGS,WIRE SET,PCV	50100065.534000.	92.45
	THE PARTS STORE	BRK SHOES, REAR WHEEL CYL, CAL	50100065.534000.	275.92
41814	PB LOADER CORP	6040-0A EMULSION SPRAY PUMP	50100065.534000.	1,464.11
41815	PETROCARD SYSTEMS INC	DIESEL FUEL AND UNLEADED	00105380.532000.	812.54
	PETROCARD SYSTEMS INC	FUEL CONSUMED-FLEET&FACILITIES	50100065.532000.	65.07
	PETROCARD SYSTEMS INC		50200050.532000.	89.64
41816	PETTY CASH- KBSCC	PETTY CASH REIMB FOR KBSCC	00105250.531051.	6.00
	PETTY CASH- KBSCC		00105250.531051.	7.00
	PETTY CASH- KBSCC		00105250.531051.	9.45
	PETTY CASH- KBSCC		00105250.531051.	10.94
	PETTY CASH- KBSCC		00105250.531051.	12.00
41817	PICK OF THE LITTER DESIGN, INC.	CHANGES TO PRK ASAP FLYER	00105120.531070.	62.00
41818	SNOHOMISH COUNTY PLANNING &	COUNTY TRAFFIC FEES PAID	30516344.348001.	10,629.60

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41819	PRO TEAM JANITORIAL	EXTRA CLEANING HRS 7/21/07	00105250.545000.	40.00
41820	PROSOURCE ONE	FUNGICIDE	42047165.531930.	864.74
41821	PUD NO 1 OF SNOHOMISH COUNTY	ACCT #719-001-120-0	10110564.547000.	580.72
	PUD NO 1 OF SNOHOMISH COUNTY	UTILITY CHARGE-600 ASH AVENUE	40142280.547000.	45.34
41822	PUGET SOUND SECURITY	4 DUPLICATE KEYS	50100048.564000.	12.80
41823	RADIOSHACK	ADAPTER AND CONNECTOR	50100048.564000.	13.00
41824	WA RECREATION & PARK ASSOC	WRPA MIDYEAR CONFERENCE	00105120.549000.	198.00
	WA RECREATION & PARK ASSOC		00105250.549000.	99.00
41825	RIVERLAND CONSTRUCTION	ADMINISTRATION REMODEL	00103530.563000.C0701	716.10
41826	BEVERLY ROBISON	FOOTCARE INSTRUCTOR SERVICES	00105250.541020.	285.00
41827	JESSICA SANDE		00105250.541020.	135.00
41828	LYNN SCHROEDER	REIMB FOR REFRESHMENTS FOR MTG	00100110.549000.	46.33
41829	CARLTON DOUP	KUNG FU 4 KIDS SUMMER CAMP	00105120.541020.	118.15
	CARLTON DOUP		00105120.541020.	118.15
	CARLTON DOUP		00105120.541020.	472.60
	CARLTON DOUP		00105120.541020.	945.20
41830	TERRY SIMON	PROTEM	00100050.541000.	185.00
41831	SISKUN POWER EQUIPMENT	AIR FILTER KIT AND SPARK PLUGS	50100065.534000.	71.11
41832	SIX ROBBLEES INC	MISC LIGHT TRUCK TIRE WEIGHTS	50100065.534000.	24.93
	SIX ROBBLEES INC	MISC LIGHT TRUCK WEIGHTS	50100065.534000.	173.63
	SIX ROBBLEES INC	MISC LIGHT TRUCK TIRE WEIGHTS	50100065.534000.	310.74
41833	SNAP-ON INCORPORATED	PT200-15 DIE GRINDER COLLET	50100065.535000.	39.64
41834	SNOHOMISH COUNTY TREASURER	TRAFFIC CONTROL PERMIT	40220594.563000.W0504	170.00
41835	SNOHOMISH PUBLISHING CO. INC	PRINT 27,000 REC GUIDES	00100720.541000.	8,305.95
41836	JOE SNYDER	REFUND DEPOSIT FOR RENTAL	001.239100.	58.00
41837	SOLID WASTE SYSTEMS INC	SWITCH X 6	50100065.534000.	227.87
41838	SOUND SAFETY PRODUCTS CO INC	GLASSES AND GLOVES	501.141100.	399.21
	SOUND SAFETY PRODUCTS CO INC	HARD HATS	501.141100.	422.45
41839	SPRINGBROOK NURSERY	1/2 YD DRAIN ROCK	00105380.531000.	15.87
	SPRINGBROOK NURSERY	5 YDS DRAIN ROCK	00105380.531000.	72.63
	SPRINGBROOK NURSERY	5 YDS TOPSOIL	00105380.531000.	72.63
	SPRINGBROOK NURSERY	6 YDS TOP SOIL	00105380.531000.	87.16
	SPRINGBROOK NURSERY	8 YDS TOP SOIL	00105380.531000.	116.21
41840	STEELE, JOHN	UB 300640000000 5501 132ND ST	401.122110.	157.02
41841	SUBWAY NORTHWEST, INC.	FOOD FOR GRAB AND GO WALKING	00105120.531050.	20.81
41842	SYSTEMS INTERFACE INC	TECH SUPPORT 6/6-8/11/07	40140780.541000.	115.00
41843	TERRA RESOURCE GROUP	TEMP-CYNTHIA CLOUTIER	00143523.541000.	550.72
	TERRA RESOURCE GROUP	TEMP-CATWAY,RUNNING,BYAM	10110130.549200.	834.80
	TERRA RESOURCE GROUP		40140280.548000.	280.00
	TERRA RESOURCE GROUP		40140280.548000.	280.00
41844	TITLEIST	NXT TOUR BALLX AND PRO VI	420.141100.	1,731.64
41845	TOTAL RENTAL CENTER, INC.	RENTALS FOR KBSCC PICNIC	00105250.531050.	310.59
41846	TRIPLE D WELDING	5HRS LABOR-SOROPTOMIS STATUE	00105380.531000.	502.05
41847	TULALIP TRIBE COURT	BOONE, DENNIS	001.229050.	250.00
	TULALIP TRIBE COURT		001.229050.	250.00
	TULALIP TRIBE COURT	WILLIAMS, MARTIN ROY	001.229050.	1,500.00
	TULALIP TRIBE COURT	MARTINEY, JENNIFER ANN	001.229050.	2,000.00
41848	TYLER TECHNOLOGIES, INC.	MUNIS CLIENT SUPPORT	50300090.541000.	3,267.00
41849	UAP DISTRIBUTION,INC	38 X TURFACE PRO LEAGUE #50	00105120.531010.	505.20
41850	UNITED RENTALS	24 PAIR SAFETY GLASSES	00105380.526000.	42.71
	UNITED RENTALS	10 X QUIKRETE	00105380.531000.	37.86

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41850	UNITED RENTALS	CONCRETE MIXER W/TRAILER	00105380.545000.	195.81
	UNITED RENTALS	TRENCHER	00105380.545000.	204.96
41851	VERIZON NORTHWEST	ACCT 101543765602	00104000.542000.	35.05
	VERIZON NORTHWEST	ACCT 101543766403	00104000.542000.	35.05
	VERIZON NORTHWEST	ACCT 101543764801	00104000.542000.	87.85
	VERIZON NORTHWEST	ACCT 101543767204	00104000.542000.	87.85
	VERIZON NORTHWEST	ACCT# 03 0211 1077475684 01	00104190.542000.	52.94
	VERIZON NORTHWEST	ACCT# 105543546905	40140180.547000.	131.99
	VERIZON NORTHWEST	ACCT # 03 0275 1062435479 07	40140180.547000.	181.02
	VERIZON NORTHWEST	ACCT 1085454631	40141580.547000.	101.10
	VERIZON NORTHWEST	ACCT 105660553702	40142280.542000.	533.61
	VERIZON NORTHWEST	ACCT.# 03 0211 1016419954 10	40143410.542000.	30.20
	VERIZON NORTHWEST	ACCT.# 03 0211 1018419951 00	40143410.542000.	30.20
	VERIZON NORTHWEST	ACCT.# 03 0211 1047419956 04	40143410.542000.	30.20
	VERIZON NORTHWEST	ACCT 101642285704	40143410.542000.	30.62
	VERIZON NORTHWEST	ACCT 101543782603	40143410.542000.	32.30
	VERIZON NORTHWEST	ACCT.# 03 0211 1013419961 04	40143410.542000.	65.68
	VERIZON NORTHWEST	ACCT.# 03 0211 1032419963 01	40143410.542000.	65.68
	VERIZON NORTHWEST	ACCT.# 03 0211 1085419968 10	40143410.542000.	65.68
	VERIZON NORTHWEST	ACCT.# 03 0211 1058419952 06	40143410.542000.	75.82
	VERIZON NORTHWEST	ACCT 101543783404	40143410.542000.	112.20
	VERIZON NORTHWEST	ACCT 106853520208	40143780.542000.	52.94
41852	VERIZON NORTHWEST	METER READING PRO SERVICES	40141280.541000.	384.23
41853	LELA WALL	REFUND AFTER TAX PREMIUM	00104190.521000.	8.50
41854	WASTE MANAGEMENT NORTHWEST	WASTE PU FOR AUGUST	42047267.547000.	49.65
41855	WATCHGUARD	FIREWALL LIC #808124483-D8A8	50300090.541000.	575.55
41856	LOREN WAXLER	PUBLIC DEFENSE FEES	00102515.541000.	40.00
	LOREN WAXLER		00102515.541000.	48.00
	LOREN WAXLER		00102515.541000.	76.00
	LOREN WAXLER		00102515.541000.	84.00
	LOREN WAXLER		00102515.541000.	132.00
	LOREN WAXLER		00102515.541000.	132.00
	LOREN WAXLER		00102515.541000.	162.00
	LOREN WAXLER		00102515.541000.	186.00
	LOREN WAXLER		00102515.541000.	192.00
	LOREN WAXLER		00102515.541000.	192.00
	LOREN WAXLER		00102515.541000.	208.00
	LOREN WAXLER		00102515.541000.	240.00
	LOREN WAXLER		00102515.541000.	246.00
	LOREN WAXLER		00102515.541000.	260.00
	LOREN WAXLER		00102515.541000.	492.00
41857	WEISER EVELYN M TRUST	UB 980098000165 4911 72ND PL N	401.122130.	31.99
41858	WESTERN FACILITIES SUPPLY INC	JANITORIAL SUPPLIES FOR REST	42047165.531700.	39.93
41859	WINGFOOT COMMERCIAL	4X GOODYEAR WRAGLER HT TIRES	50100065.534000.	674.32
41860	WISHBONE IND.LMTD.	BENCHES AND TABLES FOR PARK	31000076.563000.P0704	9,666.32
WARRANT TOTAL:				<u>498,202.71</u>

DATE: 9/5/2007
TIME: 2:11:05PM

CITY OF MARYSVILLE
INVOICE LIST
FOR INVOICES FROM 8/30/2007 TO 9/5/2007

PAGE: 8

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ITEM AMOUNT</u>
		LESS VOIDS		
			Check #41288	(\$125.17)
			Check #41526	(\$3595.64)
				<hr/>
				\$494,481.90
				<hr/> <hr/>

**CITY OF MARYSVILLE
EXECUTIVE SUMMARY FOR ACTION**

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Project Acceptance: Stillaguamish Water Treatment Plant Improvements	AGENDA SECTION: New Business
PREPARED BY: Patrick Gruenhagen, Project Manager	AGENDA NUMBER:
ATTACHMENTS:	APPROVED BY: 
	MAYOR CAO
BUDGET CODE: 40100034.560000, W-0003	AMOUNT: N/A

The City Council awarded the Stillaguamish Water Treatment Plant Project to IMCO General Construction, Inc. on March 28, 2005. Subsequent to this, the City declared the project Substantially Complete, effective December 20, 2006.

The work performed under this Contract, including final "punch-list" items, has recently been inspected and deemed Physically Complete in accordance with the approved Plans and Specifications. Staff therefore recommends that the City Council accept the project as complete, thereby allowing final closeout to commence.

RECOMMENDED ACTION: Staff recommends Council acceptance of the Stillaguamish Water Treatment Plant Project, marking initiation of the 45-day lien filing period for project closeout.
COUNCIL ACTION:



Certification of Substantial Completion

Project: W-0003, Stillaguamish Water Filtration Plant

To: City of Marysville
Public Works Department
80 Columbia Avenue
Marysville, WA 98270

Contractor: IMCO General Construction, Inc.
4509 Guide Meridian
Bellingham, WA 98226

Date of Issuance: June 11, 2007

The Work performed under this Contract has been reviewed and has been declared substantially complete under the following condition:

Condition:

Final Punchlist items, as previously described and as noted in the City's letter of June 11, 2007, shall be timely completed to the satisfaction of the City.

The Date of Substantial Completion of the Project is hereby established as December 20, 2006, which is also the date of establishment of applicable warranties by the Contract Documents. Upon completion of the items noted above, the Project will be deemed Physically Complete and brought forward for final acceptance by Marysville City Council. Upon final acceptance, the 45-day lien filing period will commence.

DEFINITION OF DATE OF SUBSTANTIAL COMPLETION:

The date of Substantial Completion of the Work or designated portion thereof is the Date certified by the Engineer when construction is sufficiently complete, in accordance with the Contract Documents, so the Owner can occupy or utilize the Work or designated portion thereof for the use which it is intended, as expressed in the Contract Documents.

IMCO General Construction, Inc. By: _____ Date: _____
Contractor

City of Marysville Public Works By: Pat Grunhager Date: June 11, 2007
Project Manager

**CITY OF MARYSVILLE-
EXECUTIVE SUMMARY FOR ACTION**

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: PA 06076 The Ridge at Rock Creek Phase 1 – Final Plat	AGENDA SECTION:	
PREPARED BY: Cheryl Dungan, Senior Planner	AGENDA NUMBER:	
ATTACHMENTS: 1. Sno. Co. Hearing Examiner’s Decision dated 05/26/05 2. Site Plan 3. Vicinity Map 4. Legal Description 5. Final plat checklist	APPROVED BY: 	
	MAYOR	CAO
BUDGET CODE:	AMOUNT:	

On May 26, 2005, the Snohomish County Hearing Examiner approved the preliminary plat of The Ridge at Rock Creek, creating 160 lots on approximately 44.47 acres. The applicant is constructing the project in two (2) phases. Phase 1, which consists of 102 lots has been constructed and has met all conditions of final plat approval.

The site is generally located south of north of 67th St NE, east of 83rd Ave NE and west of Highway 9, being a portion of the NW ¼ of Section 25, Township 30N, Range 5E, WM.

RECOMMENDED ACTION: Planning Staff recommends Council authorize the Mayor to sign the Final Plat Mylar for The Ridge at Rock Creek – Phase 1.
COUNCIL ACTION:

Orig. Hearing: ; Project#: 04-100385-000-00-SD; ReferenceFile: ; Parcel ID New Format: 300525-002-009-00; Project Name: Rock Creek North; Project Type: Plat-Prelim : Plat Only; Applicant Name: ; Applicant Organization: Harbour Homes Inc (*); Owner Name: ; Owner Organization: ; Parcel ID Old Format: 253005-2-009-0007; DB ID: 514452;

DECISION of the SNOHOMISH COUNTY DEPUTY HEARING EXAMINER

DATE OF DECISION: May 26, 2005

PLAT/PROJECT NAME: *Rock Creek North*

APPLICANT/
LANDOWNER: Harbour Homes, Inc.

FILE NO.: 04 100385

TYPE OF REQUEST: 160 lot subdivision on 44.47 acres utilizing lot size averaging

DECISION (SUMMARY): **APPROVAL** subject to precondition and conditions.

BASIC INFORMATION

GENERAL LOCATION: The property is located at 7227 83rd Avenue NE, Marysville, WA.

ACREAGE: 44.47 acres

NUMBER OF LOTS: 160

AVERAGE LOT SIZE: 5,792 square feet

MINIMUM LOT SIZE: 4,916 square feet

DENSITY: 3.60 du/ac (gross)
7.52 du/ac (net)

ZONING: Residential-9,600 (R-9,600)

COMPREHENSIVE PLAN DESIGNATION:

General Policy Plan Designation: Urban Low Density Residential (4-6 du/ac)
Subarea Plan: Marysville
Subarea Plan Designation: Rural (1 du/2.3 ac), with an Environmentally Sensitive Area Overlay

UTILITIES:

Water/Sewer: City of Marysville (proposed)

SCHOOL DISTRICT: Marysville No. 25

FIRE DISTRICT: No. 22

SELECTED AGENCY RECOMMENDATIONS:

Department of:

Planning and Development Services (PDS): Approval subject to a precondition and conditions.

Public Works (DPW): Approval subject to a precondition and conditions.

INTRODUCTION

The applicant filed the Master Application on April 20, 2004. (Exhibit 1)

The Hearing Examiner (Examiner) made a site familiarization visit on May 16, 2005

The Department of Planning and Development Services (PDS) gave proper public notice of the open record hearing as required by the county code. (Exhibits 15, 16 and 17)

A SEPA determination was made on April 7, 2005. (Exhibit 14) No appeal was filed.

The Examiner held an open record hearing on May 17, 2005, the 127th day of the 120-day decision making period. Witnesses were sworn, testimony was presented, and exhibits were entered at the hearing.

PUBLIC HEARING

The public hearing commenced on May 17, 2005 at 9:00 a.m..

1. The Examiner announced that he had read the PDS staff report, reviewed the file and viewed the area and therefore was generally apprised of the particular request involved.
2. The applicant, Harbor Homes, Inc., was represented by Luay Joudeh of D. R. Strong Consulting Engineers, Inc. Snohomish County was represented by David Radabaugh of the Department of Planning & Development Services and by Andy Smith of the Department of Public Works.
3. Dean Fink, who owns a parcel abutting the subject site on the north, testified at the hearing with concerns about drainage, grading, vegetation, traffic, his water well, and impacts of the proposed development on his 95 year-old neighbor, Mr. Campbell, who has lived at this vicinity since 1941. Mr. Fink's attorney, Cynthia Thomas, by letter dated April 22, 2005, points out that Mr. Fink has an exclusive easement across the proposed plat and has not granted any right to cross it with a plat road.
4. The hearing concluded at 10:37 a.m.

NOTE: The above information summarizes the information submitted to the Examiner at the hearing. However, for a full and complete record, verbatim audio tapes of the hearing are available in the Office of the Hearing Examiner.

FINDINGS, CONCLUSIONS AND DECISION

FINDINGS OF FACT

Based on all the evidence of record the following findings of fact entered.

1. The applicant, Harbour Homes, Inc., proposes a 160-lot subdivision known as Rock Creek North on 44.47 acres bounded by SR-9 on the east. The City of Marysville abuts on the west and north. The western boundary is 83rd Avenue NE. The site is bisected by a Type 4 stream with associated wetlands. The stream flows into Lake Martha. But for one bridge, the stream and all wetlands will be in Native Growth Protection Areas.
2. Approximately 18 acres of the site's 44.5 acres (40%) will be covered by impervious surface. Witness Fink submitted into evidence seven colored photographs showing storm water standing on his property's west corner in April 2005. The applicant responds that the storm drainage plans for the project are engineered to detain runoff and then disperse it through the Native Growth Protection Areas.
3. Mr. Fink points out that grading will fill between 6,600 and 10,000 trucks. He is concerned that that amount of grading and hauling might (1) damage his utilities, which are located in his easement (above-mentioned), (2) cause vibrations resulting in collapse of his unlined well, (3) remove so much vegetation that wind will blow down what trees remain, (4) cause physical or emotional harm to 95-year-old neighbor, Mr. Campbell. (Mr. Fink has 130-foot trees standing within 30-feet of his porch.)
4. The applicant responds that the grading is "balanced"; i.e., grading will not involve export or import of fill. (Presumptively, that results in less truck movement and noise and vibration than would be the case if the trucks were entering and leaving the site.) The applicant also responds (1) that no site work will be deep enough to cause Mr. Fink's well walls to collapse, (2) that the applicant will hire a locator service to find and mark Mr. Fink's utilities, (3) that the density of residences per acre is higher in adjoining Marysville than in the County's R-9600 zoning on the subject site and (4) Marysville has placed a condition on all plats to the north to participate in improving 87th Avenue NE to neighborhood collector standards. The applicant commented that the loss of trees and resultant risk to the stability of what trees remain is, at times, an unavoidable risk of land development.
5. The Examiner expressed hope that some accommodation could be found to ease the impact of such change in the vicinity on the 95-year-old neighbor but acknowledged that there is no specific requirement to do so. The Examiner finds as fact that the PDS staff report has correctly analyzed the nature of the application, the issues of concern, the application's consistency with adopted codes and policies and land use regulations, and the State Environmental Protection Act (SEPA). The staff report is hereby adopted by the Examiner as if set forth in full herein unless otherwise noted. The master list of exhibits and witnesses which is a part of this file and which exhibits were considered by the Examiner is hereby made a part of this file as if set forth in full herein.
6. The project would comply with park mitigation requirements under Chapter 30.66A SCC (Title 26A SCC) by the payment of \$1,040.00 for each new single-family home.
7. The DPW reviewed the request with regard to traffic mitigation and road design standards. This review covered Title 13 SCC and Chapter 30.66B SCC (Title 26B SCC) as to road system capacity, concurrency, inadequate road conditions, frontage improvements, access and circulation, and dedication/deeding of right-of-way, state highway impacts, impacts on other streets and roads, and Transportation Demand Management. As a result of this review, the DPW has determined that the development is concurrent and has no objection to the requests

subject to various conditions.

8. School mitigation requirements under Chapter 30.66C SCC (Title 26C SCC) have been reviewed and set forth in the conditions.
9. The PDS Engineering Division has reviewed the concept of the proposed grading and drainage review pursuant to Chapter 30.63A SCC (Title 24 SCC) and recommends approval of the project subject to conditions which would be imposed during the full detailed drainage plan.
10. The Snohomish County Health District has no objection to this proposal provided that public water and sewer are furnished.
11. Public water and sewer service will be available for this development as well as electrical power.
12. The property is designated Urban Low Density Residential (ULDR 4-6 du/ac) on the General Policy Plan (GPP) Future Land Use Map (FLUM) and is located within an Urban Growth Area (UGA). According to the GPP, the ULDR designation covers various subarea plan designations which would allow mostly detached housing developments on larger lot sizes. Land in this category may be developed at a density of 4-6 du/ac and one of the implementing zones is the R-9,600 zone which is the case here.
13. The request complies with the Snohomish County Subdivision Code, Chapter 30.41A SCC (Title 19 SCC) as well as the State Subdivision Code, RCW 58.17. The proposed plat complies with the established criteria therein and makes the appropriate provisions for public, health, safety and general welfare, for open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds, and other planning features including safe walking conditions for students.
14. The proposal has been evaluated by PDS for compliance with the lot size averaging provisions of SCC 30.41A.240 and SCC 30.23.210. This proposal is consistent with these provisions.
15. The request is consistent with Section 30.70.100 SCC (Section 32.50.100 SCC), which requires, pursuant to RCW 36.70B.040, that all project permit applications be consistent with the GMACP, and GMA-based county codes.
16. Any finding of fact in this decision which should be deemed a conclusion is hereby adopted as such.

CONCLUSIONS OF LAW

Based on the findings of fact entered above the following conclusions of law are entered.

1. The Examiner having fully reviewed the PDS staff report, hereby adopts said staff report as properly setting forth the issues, the land use requests, consistency with the existing regulations, policies, principles, conditions and their effect upon the request. It is therefore hereby adopted by the Examiner as a conclusion as if set forth in full herein, in order to avoid needless repetition. There are no changes to the recommendations of the staff report.
2. The Department of Public Works recommends that the request be approved as to traffic use subject to certain conditions.

3. The request is consistent with the GMACP; GMA-based County codes; and the type and character of land use permitted on the site and the permitted density with the applicable design and development standards.
4. The application should be approved subject to the following stipulations.

PRECONDITION

The preliminary plat map (Exhibit 18) shall be modified so that the lots and access easements shall not be within Native Growth Protection Areas (NGPA).

CONDITIONS

- A. The preliminary plat received by the Department of Planning and Development Services on April 21, 2005 (Exhibit 18), as modified by the Precondition above, shall be the approved plat configuration. Changes to the approved plat are governed by SCC 30.41A.330.
- B. Prior to initiation of any further site work; and/or prior to issuance of any development/construction permits by the county:
 - i. All site development work shall comply with the requirements of the plans and permits approved pursuant to Condition A, above.
 - ii. The plattor shall mark with temporary markers in the field the boundary of all Native Growth Protection Areas (NGPA) required by Chapter 30.62 SCC, or the limits of the proposed site disturbance outside of the NGPA, using methods and materials acceptable to the county.
 - iii. A Final Mitigation Plan shall be submitted for review and approval during the construction review phase of this project, based on the January 9, 2005 Conceptual Compensatory Mitigation Program by Habitat Technologies (Exhibit 4).
 - iv. Certificates of water and sewer availability shall be obtained from the City of Marysville.
- C. The following additional restrictions and/or items shall be indicated on the face of the final plat:
 - "The lots within this subdivision will be subject to school impact mitigation fees for the Marysville School District No. 25 to be determined by the certified amount within the Base Fee Schedule in effect at the time of building permit application, and to be collected prior to building permit issuance, in accordance with the provisions of SCC 30.66C.010. Credit shall be given for four existing parcels. Lots 1 through 4 shall receive credit."
 - ii. Chapter 30.66B SCC requires the new lot mitigation payments in the amounts shown below for each single-family residential building permit:
 - \$1,924.83 per lot for mitigation of impacts on county roads paid to the County,
 - \$2.45 per lot for impacts to Washington State Department of Transportation project DOT-22 (SR 9 at SR528) paid to the County,

- ✓ \$1,222.43 per lot for impacts to the City of Marysville paid to the City. Proof of payment to the city is required.
- ✓ \$205.72 per lot for impacts to the City of Arlington paid to the City. Proof of payment to the city is required.
- ✓ \$74.32 per lot for TDM paid to the County per SCC 30.66B.630.

These payments are due prior to or at the time of building permit issuance for each single-family residence. Notice of these mitigation payments shall be contained in any deeds involving this subdivision or the lots therein. Once building permits have been issued all mitigation payments shall be deemed paid by the Department of Planning and Development Services.

- iii. ✓ Ten feet of right-of-way along the development's frontage and parallel with 83rd Avenue NE shall be dedicated to Snohomish County on the final recorded plat. [SCC 30.66B.510, SCC 30.66B.520]
- iv. All Critical Areas shall be designated Native Growth Protection Areas (NGPA) (unless other agreements have been made) with the following language on the face of the plat;
 - ✓ "All NATIVE GROWTH PROTECTION AREAS shall be left permanently undisturbed in a substantially natural state. No clearing, grading, filling, building construction or placement, or road construction of any kind shall occur, except removal of hazardous trees. The activities as set forth in SCC 32.10.110(29)(a), (c), and (d) are allowed when approved by the County."

D. Prior to recording of the final plat:

to Postponed BP

i. ✓ The developer shall pay the County \$1,040.00 per new dwelling unit as mitigation for parks and recreation impacts in accordance with Chapter 30.66A SCC; provided, however, the developer may elect to postpone payment of the mitigation requirement until issuance of a building permit for that lot. The election to postpone payment shall be noted by a covenant placed on the face of the recorded plat and included in the deed for each affected lot within the subdivision.

ii. ✓

Urban frontage improvements shall be constructed along the parcel's frontage on 83rd Avenue NE to the specifications of the Department of Public Works. [SCC 30.66B.410]

iii. ✓

A waiting area 10 foot by 15 feet for school children shall be constructed along the development on 83rd Avenue NE to the specifications of the Department of Public Works. [RCW 58.17.110]

iv. ✓

Public road access shall be provided to all lots within the development [SCC 30.24.052].

Bonded for

Native Growth Protection Area boundaries (NGPA) shall have been permanently marked on the site prior to final inspection by the county, with both NGPA signs and adjacent markers which can be magnetically located (e.g.: rebar, pipe, 20 penny nails, etc.). The platlor may use other permanent methods and materials provided they are first approved by the county. Where an NGPA boundary crosses another boundary (e.g.: lot, tract, plat, road, etc.), a rebar marker with surveyors' cap and license number must be placed at the line crossing.

NGPA signs shall have been placed no greater than 100 feet apart around the perimeter of the NGPA. Minimum placement shall include one Type 1 sign per wetland, and at least one Type 1 sign shall be placed in any lot that borders the NGPA, unless otherwise approved by the county biologist. The design and proposed locations for the NGPA signs shall be submitted to the Land Use Division for review and approval prior to installation.

Bonded
✓

The final wetland mitigation plan shall be completely implemented.

vii. ✓ The following easement shall be extinguished:

✓ a. Snohomish County Auditor's File Number (AFN) 8905110242

✓ b. AFN 7808020195 and 8811290342

✓ c. AFN 8906010223

*Not
extinguished*
✓

viii. The area of the easement (Auditor's File Number 8603280301, as amended by Auditor's File Number 8905160403) intersected by the north stub of 85th Avenue NE to the north boundary of the plat shall be constructed to public road standards if the adjacent property to the east (Tax Parcel Number 300525-002-017-00) develops or the easement is extinguished prior to final plat approval.

E. ✓ All development activity shall conform to the requirements of Chapter 30.63A SCC.

Nothing in this permit/approval excuses the applicant, owner, lessee, agent, successor or assigns from compliance with any other federal, state or local statutes, ordinances or regulations applicable to this project.

Preliminary plats which are approved by the county are valid for five (5) years from the date of approval and must be recorded within that time period unless an extension has been properly requested and granted pursuant to SCC 30.41A.300.

5. Any conclusion in this decision which should be deemed a finding of fact is hereby adopted as such.

DECISION:

The request for a 160 lot subdivision utilizing lot size averaging is hereby APPROVED, subject to the precondition and conditions set forth in Conclusion 4, above.

Decision issued this 26th day of May, 2005.

Examiner

Ed Good, Deputy Hearing

EXPLANATION OF RECONSIDERATION AND APPEAL PROCEDURES

The decision of the Hearing Examiner is final and conclusive with right of appeal to the County Council. However, reconsideration by the Examiner may also be sought by one or more parties of record. The following paragraphs summarize the reconsideration and appeal processes. For more information about reconsideration and appeal procedures, please see Chapter 30.72 SCC and the respective Examiner and Council Rules of Procedure.

Reconsideration

Any party of record may request reconsideration by the Examiner. A petition for reconsideration must be filed in writing with the Office of the Hearing Examiner, 2nd Floor, County Administration-East Building, 3000 Rockefeller Avenue, Everett, Washington, (Mailing Address: M/S #405, 3000 Rockefeller Avenue, Everett WA 98201) on or before **JUNE 6, 2005**. There is no fee for filing a petition for reconsideration. **"The petitioner for reconsideration shall mail or otherwise provide a copy of the petition for reconsideration to all parties of record on the date of filing."** [SCC 30.72.065]

A petition for reconsideration does not have to be in a special form but must: contain the name, mailing address and daytime telephone number of the petitioner, together with the signature of the petitioner or of the petitioner's attorney, if any; identify the specific findings, conclusions, actions and/or conditions for which reconsideration is requested; state the relief requested; and, where applicable, identify the specific nature of any newly discovered evidence and/or changes proposed by the applicant.

The grounds for seeking reconsideration are limited to the following:

- (a) The Hearing Examiner exceeded the Hearing Examiner's jurisdiction;
- (b) The Hearing Examiner failed to follow the applicable procedure in reaching the Hearing Examiner's decision;
- (c) The Hearing Examiner committed an error of law;
- (d) The Hearing Examiner's findings, conclusions and/or conditions are not supported by the record;
- (e) New evidence which could not reasonably have been produced and which is material to the decision is discovered; or
- (f) The applicant proposed changes to the application in response to deficiencies identified in the decision.

Petitions for reconsideration will be processed and considered by the Hearing Examiner pursuant to the provisions of SCC 30.72.065. Please include the County file number in any correspondence regarding this case.

Appeal

An appeal to the County Council may be filed by any aggrieved party of record. Where the reconsideration process of SCC 30.72.065 has been invoked, no appeal may be filed until the reconsideration petition has been disposed of by the hearing examiner. An aggrieved party need not file a petition for reconsideration but may file an appeal directly to the County Council. If a petition for reconsideration is filed, issues subsequently raised by that party on appeal to the County Council shall be limited to those issues raised in the petition for reconsideration. Appeals shall be addressed to the

Snohomish County Council but shall be filed in writing with the Department of Planning and Development Services, 2nd Floor, County Administration-East Building, 3000 Rockefeller Avenue, Everett, Washington (Mailing address: M/S #604, 3000 Rockefeller Avenue, Everett, WA 98201) on or before **JUNE 9, 2005** and shall be accompanied by a filing fee in the amount of five hundred dollars (\$500.00); PROVIDED, that the filing fee shall not be charged to a department of the County or to other than the first appellant; and PROVIDED FURTHER, that the filing fee shall be refunded in any case where an appeal is dismissed without hearing because of untimely filing, lack of standing, lack of jurisdiction or other procedural defect. [SCC 30.72.070]

An appeal must contain the following items in order to be complete: a detailed statement of the grounds for appeal; a detailed statement of the facts upon which the appeal is based, including citations to specific Hearing Examiner findings, conclusions, exhibits or oral testimony; written arguments in support of the appeal; the name, mailing address and daytime telephone number of each appellant, together with the signature of at least one of the appellants or of the attorney for the appellant(s), if any; the name, mailing address, daytime telephone number and signature of the appellant's agent or representative, if any; and the required filing fee.

The grounds for filing an appeal shall be limited to the following:

- (a) The decision exceeded the Hearing Examiner's jurisdiction;
- (b) The Hearing Examiner failed to follow the applicable procedure in reaching his decision;
- (c) The Hearing Examiner committed an error of law; or
- (d) The Hearing Examiner's findings, conclusions and/or conditions are not supported by substantial evidence in the record. [SCC 30.72.080]

Appeals will be processed and considered by the County Council pursuant to the provisions of Chapter 30.72 SCC. Please include the County file number in any correspondence regarding the case.

Staff Distribution:

Department of Planning and Development Services: David Radabaugh
Department of Public Works: Andrew Smith

The following statement is provided pursuant to RCW 36.70B.130: "Affected property owners may request a change in valuation for property tax purposes notwithstanding any program of revaluation." A copy of this Decision is being provided to the Snohomish County Assessor as required by RCW 36.70B.130.

This decision is binding but will not become effective until the above precondition(s) have been fulfilled and acknowledged by the Department of Planning and Development Services (PDS) on the original of the instant decision. Document(s) required for fulfillment of the precondition(s) must be filed in a complete, executed fashion with PDS not later than _____.

1. "Fulfillment" as used herein means recordation with the County Auditor, approval/acceptance by the County Council and/or Hearing Examiner, and/or such other final action as is appropriate to the particular precondition(s).
2. One and only one six month period will be allowed for resubmittal of any required document(s) which is (are) returned to the applicant for correction.
3. This conditional approval will automatically be null and void if all required precondition(s) have not been fulfilled as set forth above; PROVIDED, that:
 - A. The Examiner may grant a one-time extension of the submittal deadline for not more than twelve (12) months for just cause shown if and only if a written request for such extension is received by the Examiner prior to the expiration of the original time period; and
 - B. The submittal deadline will be extended automatically an amount equal to the number of days involved in any appeal proceedings.

ACKNOWLEDGMENT OF FULFILLMENT OF PRECONDITIONS

The above imposed precondition(s) having been fulfilled by the applicant and/or the successors in interest, the Department of Planning and Development Services hereby states that the instant Decision is effective as of _____, _____.

Certified by:

(Name)

(Title)

For more information contact: Site Administrator



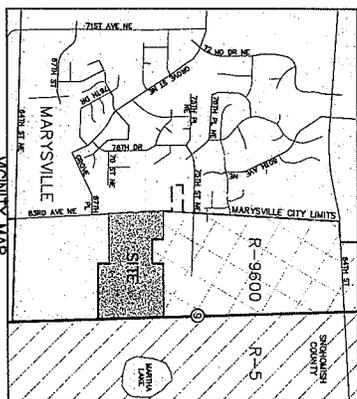
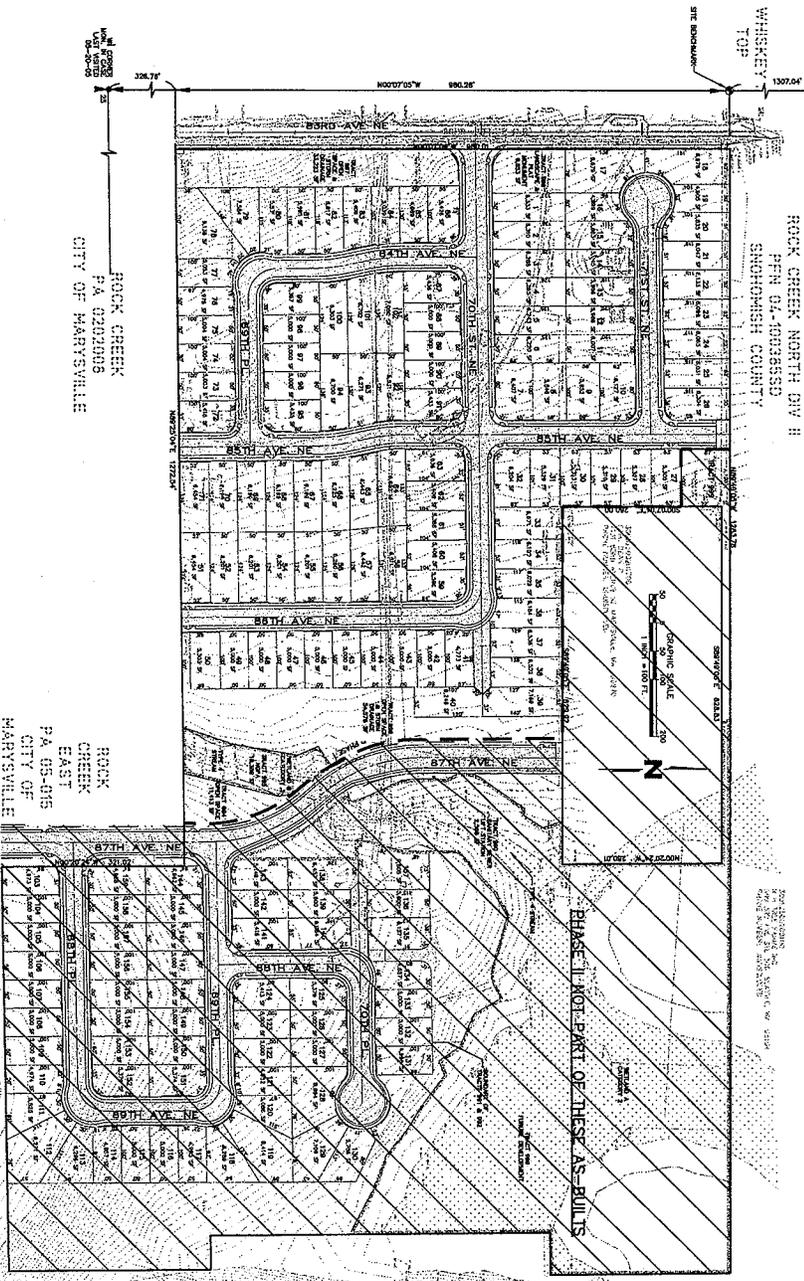
Snohomish County, Online Government Information & Services

425-388-3411 or 1-800-562-4367, TTY 425-388-3700
Snohomish County, 3000 Rockefeller Ave., Everett, WA 98201

Disclaimer: This web site is provided for informational purposes only. Although every effort has been made to provide accuracy, all information and resources shown are not official. Neither Snohomish County nor any of its agencies, officials or

ROCK CREEK NORTH

NW 1/4 SEC. 25, TWP. 30, RGE. 5, W.M.



SHEET INDEX

- 01 COVER SHEET
- 02 TEST PLAN
- 03 TEST PLAN
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- 100 TEST PLAN

SITE DATA

1. SITE ADDRESS: 6060 70th Ave NE, Marysville, WA 98270

2. PROJECT NAME: ROCK CREEK NORTH

3. CLIENT: HARBOUR HOMES, INC.

4. DESIGNER: D.R. STRONG & ASSOCIATES, INC.

5. DATE: 14.MAY.07

6. PROJECT NO.: 03278

7. SHEET NO.: C1 OF 24

ROAD CLASSIFICATION

70th Ave NE: Residential

80th Ave NE: Residential

90th Ave NE: Residential

100th Ave NE: Residential

APPLICANT/OWNER:

ROCK CREEK NORTH
 EAST
 CITY OF MARYSVILLE
 PA 05-015

ENGINEER/SUPERVISOR:

D.R. STRONG & ASSOCIATES, INC.
 1000 1st St NE
 Marysville, WA 98270

WETLAND BIOLOGIST:

61111 STREET FLOWERS, PA 05-015

SLOPE ANALYSIS:

1:2.5

SOIL COVER:

1:2.5

SOIL ANALYSIS:

1:2.5

BUILDING SETBACKS:

1:2.5

UNDERGROUND UTILITY NOTE:

1:2.5

OS.MAY.07 AS BUILT:

1:2.5

PROJECT ENGINEER:

D.R. STRONG & ASSOCIATES, INC.

DATE:

14.MAY.07

PROJECT NO.:

03278

SHEET NO.:

C1 OF 24

DESIGNER:

JAB

PROJECT ENGINEER:

LRI

DATE:

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DATE:

14.MAY.07

CHICAGO TITLE INSURANCE COMPANY

SCHEDULE A

(Continued)

Policy No.: 005714778

LEGAL DESCRIPTION

THE NORTH HALF OF THE NORTH HALF OF THE FOLLOWING DESCRIBED TRACT:

THAT PORTION OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 25, TOWNSHIP 30 NORTH, RANGE 5 EAST, W.M., DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID SUBDIVISION;
RUNNING THENCE DUE SOUTH ALONG THE SECTION LINE A DISTANCE OF 657 FEET TO THE TRUE POINT OF BEGINNING OF THIS DESCRIPTION;
THENCE DUE EAST 1276.61 FEET;
THENCE DUE SOUTH 648 FEET;
THENCE DUE WEST 1277.19 FEET;
THENCE DUE NORTH 642 FEET TO THE TRUE POINT OF BEGINNING.

EXCEPT THE EAST 15 FEET AND THE WEST 20 FEET THEREOF FOR ROAD PURPOSES.

SAID LEGAL DESCRIPTION IS AS ESTABLISHED BY STIPULATION AND ORDER DETERMINING BOUNDARY LINES, FILED ON SEPTEMBER 6, 1979, UNDER SNOHOMISH COUNTY SUPERIOR COURT CAUSE NUMBER 79-2-03111-7.

PARCEL D:

THE SOUTH HALF OF THE NORTH HALF OF THE FOLLOWING DESCRIBED TRACT:

THAT PORTION OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 25, TOWNSHIP 30 NORTH, RANGE 5 EAST, W.M., IN SNOHOMISH COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID SUBDIVISION;
RUNNING THENCE DUE SOUTH ALONG THE SECTION LINE A DISTANCE OF 657 FEET TO THE TRUE POINT OF BEGINNING OF THIS DESCRIPTION;
THENCE DUE EAST 1276.61 FEET;
THENCE DUE SOUTH 648 FEET;
THENCE DUE WEST 1277.19 FEET;
THENCE DUE NORTH 642 FEET TO THE TRUE POINT OF BEGINNING;

EXCEPT THE EAST 15 FEET AND THE WEST 20 FEET THEREOF FOR ROAD PURPOSES.

PARCEL E:

A PORTION OF SECTION 25, TOWNSHIP 30 NORTH, RANGE 5 EAST, W.M., DESCRIBED AS FOLLOWS:

A STRIP 15 FOOT WIDE OFF THE EAST SIDE OF THE SOUTH HALF OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 25, TOWNSHIP 30 NORTH, RANGE 5 EAST, W.M.

CHICAGO TITLE INSURANCE COMPANY

SCHEDULE A

(Continued)

Policy No.: 005714778

LEGAL DESCRIPTION

PARCEL F:

THAT PORTION OF THE NORTH THREE-QUARTERS OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 25, TOWNSHIP 30 NORTH, RANGE 5 EAST, W.M., LYING WEST OF HIGHWAY 1-A.

TOGETHER WITH AN EASEMENT FOR INGRESS, EGRESS, AND UTILITIES OVER, UNDER, AND ACROSS THE SOUTH 60 FEET OF THE FOLLOWING DESCRIBED PROPERTY:

THAT PORTION OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 25, TOWNSHIP 30 NORTH, RANGE 5 EAST, W.M., DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID SUBDIVISION;
THENCE SOUTH ALONG THE WEST LINE THEREOF 657 FEET;
THENCE DUE EAST TO THE EAST LINE OF SAID SUBDIVISION;
THENCE NORTH ALONG THE EAST LINE OF SAID SUBDIVISION TO THE NORTH LINE THEREOF;
THENCE WEST ALONG SAID NORTH LINE TO THE POINT OF BEGINNING.
EXCEPT THE NORTH 295 FEET THEREOF.

PARCEL G:

THE SOUTH HALF OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 25, TOWNSHIP 30 NORTH, RANGE 5 EAST, W.M.;

EXCEPT SECONDARY STATE HIGHWAY NUMBER 1A (SR-9) AS CONVEYED BY AUDITOR'S FILE NUMBER 1183429, RECORDS OF SNOHOMISH COUNTY, WASHINGTON;

AND EXCEPT ROADS.

SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.



COMMUNITY DEVELOPMENT DEPARTMENT
 80 Columbia Avenue, Marysville, WA 98270
 (360) 363-8100, (360) 651-5099 FAX

FINAL PLAT CHECK LIST			
Plat Name:	<u>The Ridge at Rock Creek - Phase 1</u>	PA #	<u>06076</u>
<u>2A04100385</u>			
Item	Department	Initials	Date
1. Plat Map- Checked & Approved	Land Dev.	<u>DJ</u>	<u>8/22/07</u>
	Planning	<u>JBT</u>	<u>8/22/07</u>
2. Letter of Segregation to Assessor	Planning	<u>JBT</u>	<u>8/21/07</u>
3. Water System/Sewer System			
Letter of Acceptance	Const. Insp.	<u>RKH</u>	<u>8-24-07</u>
Asbuilts – Including Digital Files	Const. Insp.	<u>RKH</u>	<u>8-24-07</u>
Bill(s) of Sale	Const. Insp.	<u>RKH</u>	<u>8-21-07</u>
Maintenance and Warranty Funding	Const. Insp.	<u>RKH</u>	<u>8-21-07</u>
4. Road/Storm Sewer			
Letter of Acceptance	Const. Insp.	<u>RKH</u>	<u>8-24-07</u>
Asbuilts – Including Digital Files	Const. Insp.	<u>RKH</u>	<u>8-24-07</u>
Bill(s) of Sale	Const. Insp.	<u>RKH</u>	<u>8-24-07</u>
Maintenance and Warranty Funding	Const. Insp.	<u>RKH</u>	<u>8-21-07</u>
5. Performance Bond – Submitted/Approved			
(If Required - Road and Storm Drain Only)	Const. Insp.	<u>RKH</u>	<u>8-21-07</u>
6. Inspection Fees - Calculated and Paid	Const. Insp.	<u>RKH</u>	<u>8-21-07</u>
7. Final Plat Fee - Calculated and Paid	Planning	<u>JBT</u>	<u>10/2/06</u>
8. TIP Fees: <u>County, WSDOT, Marysville, Arlington, TDH</u>	Planning	<u>Due prior to building permit</u>	<u>—</u>
<u>Due prior to building permit</u>			
9. Parks Mitigation Fees: <u>\$ 1040/DU</u>	Planning	<u>Due prior to building permit</u>	<u>—</u>
<u>Due prior to building permit</u>			
10. School District Mitigation Fees: <u>Marysville</u>	Planning	<u>Due prior to building permit</u>	<u>—</u>
<u>Due prior to building permit</u>			
11. Signage and Striping Installed	Const. Insp.	<u>RKH</u>	<u>8-24-07</u>

EXHIBIT

12. Final Grading and TESC Inspection	Const. Insp.	RKH	8-24-07
13. Satisfied Hearing Examiner's Conditions of Approval	Planning	JBT	8/22/07
14. Utility/Recovery/Main Fees	Land Dev.	DY	8/22/07

Plat Approved for Recording:

Community Development Director:

John Deak

Date:

8/24/07

City Engineer:

Date:

Note: The final plat will not be scheduled before the City Council until this checklist is complete.



- NGPA Fencing Installed Planning JBT 8/21/07 (Bonded for, to be installed @ Phase 2)
- Landscaping Installed Planning JBT 8/21/07 "
- Wetland Mitigation Plantings Planning JBT 8/21/07 "
- 10' x 15' Bus Waiting Area Planning JBT 8/22/07 (on approved as-built)

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM:	AGENDA SECTION:
Property Donation Acceptance From WCD Development Inc	
PREPARED BY:	AGENDA NUMBER:
Jim Ballew Director of Parks and Recreation	
ATTACHMENTS:	APPROVED BY:
Resolution	J. Ballew
Parcel Map	MAYOR CAO
Quit Claim Deed	
BUDGET CODE:	AMOUNT:

Summary

The City has been acquiring park property dedications within the utility corridor between 84th Street NE and Soper Hill road for future development of a community trail system.

WCD Development of Bowen Island BC, Canada wishes to donate approximately .6 acres of improved property for the purpose of providing access to the trail from 75th Street N.E.

The donated property is currently improved and features paved trail access through the overall length of the parcel providing pedestrian access to the balance of the proposed trail corridor.

Recommended Action:

Staff recommends the City Council accept the donation of parcel number #007568-000-100-00 for public use in connection with the future development of the proposed Bayview Ridge trail system.

CITY OF MARYSVILLE

Marysville, Washington

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF MARYSVILLE FOR THE
ACCEPTANCE OF A GIFT SUBJECT TO CONDITIONS.

WHEREAS, W.C.D. Development Incorporated of Bowen Island, BC Canada has
donated improved property to the City of Marysville as the recipient of a gift; and

WHEREAS, said gift was made by the donor for the purpose of providing suitable
land to install a public trail within the Bayview Ridge Division Number 1 as determined
by the entity responsible for acquisition, development and operations of parks in the City
of Marysville; and

WHEREAS, The Marysville City Council does have the ultimate authority for
acceptance and use of said funds consistent with the donors intent,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF MARYSVILLE, WASHINGTON AS FOLLOWS:

The City of Marysville hereby accepts the gift of parcel 007568-000-100-00 Tract
100, Bayview Ridge, from W.C.D. Development Incorporated of Bowen Island, BC
Canada subject to the conditions under which such gift was donated.

PASSED by the City Council and APPROVED by the Mayor this ____ day of
September , 2007

CITY OF MARYSVILLE

By _____
DENNIS L. KENDALL, Mayor

ATTEST:

By _____
TRACY JEFFRIES, City Clerk

Approved as to form:

By _____
GRANT K. WEED, City Attorney

RESOLUTION – 1 WCD GIFT

493606

18.00

No. 4121818 8/9/2007 16:32 AM
Thank you for your payment.
KONDA

After Recording Return to:

CITY OF MARYSVILLE
1049 STATE AVENUE
MARYSVILLE, WA 98270

200708090174 2 PCS
08/09/2007 10:39am \$41.00
SNOHOMISH COUNTY, WASHINGTON

QUIT CLAIM DEED

Grantor W C D DEVELOPMENTS, INC
Grantee CITY OF MARYSVILLE
Property Tract 100 Bayview Ridge
Tax Account No 007568-000-100-00

Add'l on p 1
415868
RECORDED BY
RAINIER TITLE

THE GRANTOR, W.C.D. DEVELOPMENTS, INC., a Washington corporation, for and in consideration of a gift to the City, conveys and quit claims to the CITY OF MARYSVILLE, a municipal corporation of the State of Washington, the following-described real estate, situated in the County of Snohomish, State of Washington, including any interest therein which Grantor may hereafter acquire

Tract 100 of Plat of Bayview Ridge Division No. 1, according to Plat recorded in Volume 47 of Plats, pages 246 through 248, in Snohomish County, Washington;

Situate in the City of Marysville, County of Snohomish, State of Washington.

DATED this 13th day of July, 2007

W C D DEVELOPMENTS, INC

By [Signature]
WOLFGANG C. DUMKE (print name)
PRESIDENT (title)

CANADA,
PROVINCE OF BRITISH COLUMBIA

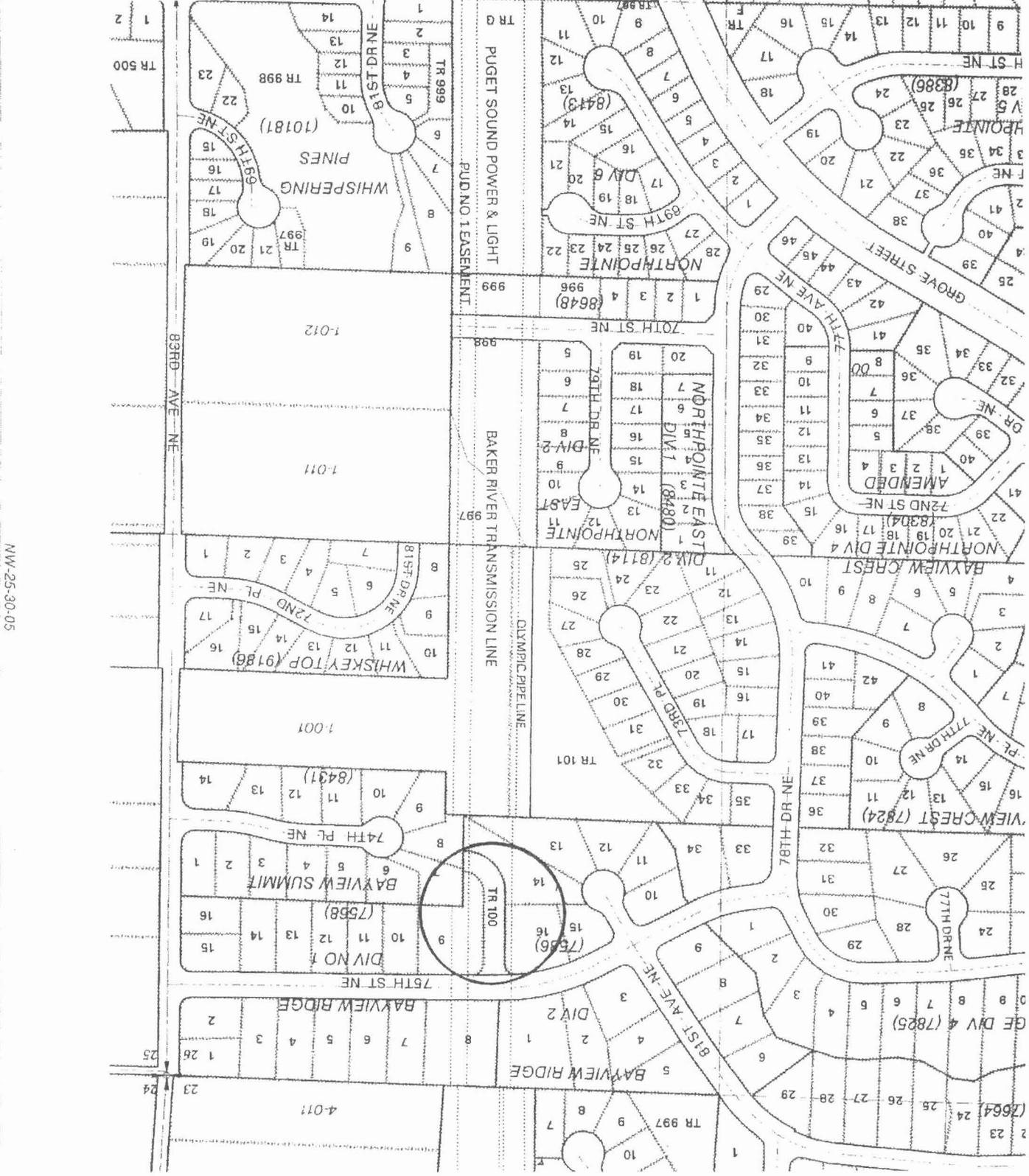
I, certify that I know or have satisfactory evidence that WOLFGANG DUNTZ is the person who appeared before me, and said person acknowledged that WOLFGANG DUNTZ signed this instrument, on oath stated that WOLFGANG DUNTZ was authorized to execute the instrument and acknowledged it as the Director of W.C.D DEVELOPMENTS INC , to be the free and voluntary act of such party for the uses and purposes mentioned in this instrument.

DATED this 13th day of July, 2007


Lynn Ramsay, Q C
A Notary Public in and for the Province of
British Columbia



LYNN RAMSAY, Q.C.
BARRISTER & SOLICITOR
1000-840 HOWE STREET
VANCOUVER, B.C. V6Z 2M1
604-687-2242



NW-25-30-05

SE-23-30-05

This is not a survey. It is a plat map based on the location of property lines as shown on the ground. It is not intended to show the location of property lines or to establish any boundary. It is a plat map based on the location of property lines as shown on the ground. It is not intended to show the location of property lines or to establish any boundary. It is a plat map based on the location of property lines as shown on the ground. It is not intended to show the location of property lines or to establish any boundary.

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RANGE E.W.M.
05

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Recovery Contract (Sewer) for Powell-Smokey Point, LLC	AGENDA SECTION:	
PREPARED BY: Deryl Taylor, Development Services Technician	AGENDA NUMBER:	
ATTACHMENTS: <ul style="list-style-type: none">• Sewer Recovery Contract• Exhibit A – Vicinity Map• Exhibit B – Parcel Map• Exhibit C – Property/Cost Sheet	APPROVED BY:	
	MAYOR	CAO
BUDGET CODE:	AMOUNT:	

This Recovery Contract establishes a fair fee for latecomers benefiting from a 15" sewer main located on 164th Street NE west of Twin Lakes Avenue.
The recoverable amount of this Recovery Contract is \$86,314.70.

RECOMMENDED ACTION: Public Works and Community Development staff recommends approval.
COUNCIL ACTION:

After Recording Return to:

CITY OF MARYSVILLE
1049 STATE AVENUE
MARYSVILLE, WA 98270

**CITY OF MARYSVILLE
CONTRACT FOR RECOVERY OF UTILITY CONSTRUCTION COSTS
CONTRACT NO. _____**

THIS AGREEMENT, entered into by and between the CITY OF MARYSVILLE, a municipal corporation of the State of Washington, hereinafter referred to as "City," and

Name
Powell-Smokey Point, LLC

Address
**2625 Northup Way
Bellevue, WA 98004**

hereinafter referred to as "Developer."

WITNESSETH:

WHEREAS, the Developer has constructed and installed a sewer (water, sewer, or storm drainage) system, including a(n) 15-inch line and appurtenances situated as follows:

Approximately 757 LF of 15" offsite sewer main located on the south side of 164th Street NE west of Twin Lakes Avenue.

WHEREAS, the Developer has conveyed said system by Bill of Sale to the City and the City has accepted ownership and maintenance of the same under its sole jurisdiction, subject to a one-year warranty by the Developer; and

WHEREAS, the parties desire to enter into a contract pursuant to Chapter 35.91 RCW providing for reimbursement to the Developer for its construction and installation costs by subsequent users of the system; NOW, THEREFORE,

IN CONSIDERATION of the covenants bargained for and given in exchange, the parties mutually agree as follows:

1. The Developer has furnished or shall furnish the City with an as-built drawing of the installation of the above-referenced system on mylar, 24" x 36" in size, together with receipted bills showing that all charges and expenses incurred in connection with the installation have been paid.

2. The Developer's costs for construction and installation of said utility lines and facilities, including engineering fees, were \$172,021.29, which have been paid in full by the Developer.

3. The real property described below (or described in the exhibit attached hereto) is benefited by the installation of said utility lines, and is subject to the lien created by this Contract:

Two properties located in the SE Quarter of Section 29, Township 31 North, Range 5 East, W.M. Tax parcel #'s 310529-004-002-00 & 310529-004-009-00.

4. The proportionate share of the total cost of the utility lines which may be fairly attributed to serving and benefiting the above-described property, as a whole, rather than serving and benefiting the property of the Developer, is \$86,314.70.

5. For a period not to exceed fifteen (15) years from the date of this agreement, the City agrees to require the owners of the above-described real estate who hereafter connect to the above-described utility system to pay a fair pro rata share of the cost referred to in paragraph 4 above. This fair pro-rata share shall be determined from the length of the street frontage of the property to be served, which is known as the "front footage charge." This, however, does not include any other capital improvement charges levied by the City, whether it be by square footage of the area served, and/or a flat fee. No property extending beyond the terminus of the above-described system, as of the date said system has been accepted by the City, shall be served by said system unless there is an extension from said terminus which is constructed and financed in accordance with state and local laws and ordinances.

6. The fair pro-rata share is hereby established to be \$121.57 per lineal foot of frontage.

7. No person, firm or corporation shall be granted a permit or be authorized by the City to connect to or use the above-described utility system during said fifteen-year period without first meeting the following conditions:

- a. If the property is not within the City limits, the owner thereof must sign an annexation covenant as required by City ordinance.
- b. Payment of all applicable connection charges, fees and assessments regularly imposed by City ordinance.
- c. Payment of the recovery charge referred to in this Contract.
- d. Compliance with all requirements for utility connections which are regularly imposed by City ordinance.

8. The City shall deduct a fee of \$50.00 for each utility connection, said fee to be kept by the City to cover the cost of administering this Contract. The City shall then disburse the remaining balance which is collected for each connection to the Developer within thirty (30) days of receipt thereof. If the Developer shall hereafter assign its rights herein, the City shall be provided with a signed copy of such assignment by the Developer. The Developer hereby waives any claim which it or its successors or assigns may have if the City negligently fails to collect a reimbursement charge from a property owner connecting to the utility system.

9. At the end of the fifteen-year period, which shall commence upon the recording of this agreement, this agreement shall terminate in and of itself, notwithstanding that the full amount provided for herein may not have been recovered. Connection charges subsequent to the termination of this agreement shall be governed by ordinance of the City of Marysville, and all such charges shall be paid to the City for its use and benefit.

10. The provisions of this Contract shall not be construed as establishing the City as a public utility in the areas not already connected to the utility system; nor shall this Contract be construed as establishing express or implied rights for any property owner to connect to the City's utility system without first qualifying for such connection by compliance with all applicable City codes and ordinances.

11. The Developer agrees to hold the City harmless from any and all liability resulting from errors in the legal descriptions contained herein, and the City is relieved of all responsibility under this agreement for collecting on parcels not properly included in the legal descriptions set forth in Section 3 of this contract.

12. This Contract shall be recorded in the records of the Snohomish County Auditor, and it shall be binding upon the parties, their heirs, successors and assigns. The Developer agrees to reimburse the City for the recording fee and for all legal fees and other costs associated with the execution and recordation of the agreement.

ATTEST:

THE CITY OF MARYSVILLE:

By: _____
CITY CLERK

By: _____
MAYOR

APPROVED AS TO FORM:

DEVELOPER:

By: _____
CITY ATTORNEY



Todd R. Hatch, Manager
Powell-Smokey Point, LLC

For Mayor:

STATE OF WASHINGTON)
) ss.
COUNTY OF SNOHOMISH)

I certify that I know or have satisfactory evidence that DENNIS L. KENDALL 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 Mayor of the City of Marysville, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED this ____ day of _____, 20____.

(Legibly print name of notary)
NOTARY PUBLIC in and for the State of
Washington, residing at _____
My commission expires _____

For Individual:

STATE OF WASHINGTON)
) ss.
COUNTY OF SNOHOMISH)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that _____ signed this instrument and acknowledged it to be _____ free and voluntary act for the uses and purposes mentioned in the instrument.

DATED this ____ day of _____, 20____.

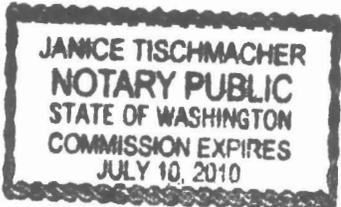
(Legibly print name of notary)
NOTARY PUBLIC in and for the State of
Washington, residing at _____
My commission expires _____

For Representative or Company:

STATE OF WASHINGTON)
) ss.
COUNTY OF ~~SNOHOMISH~~ KING)

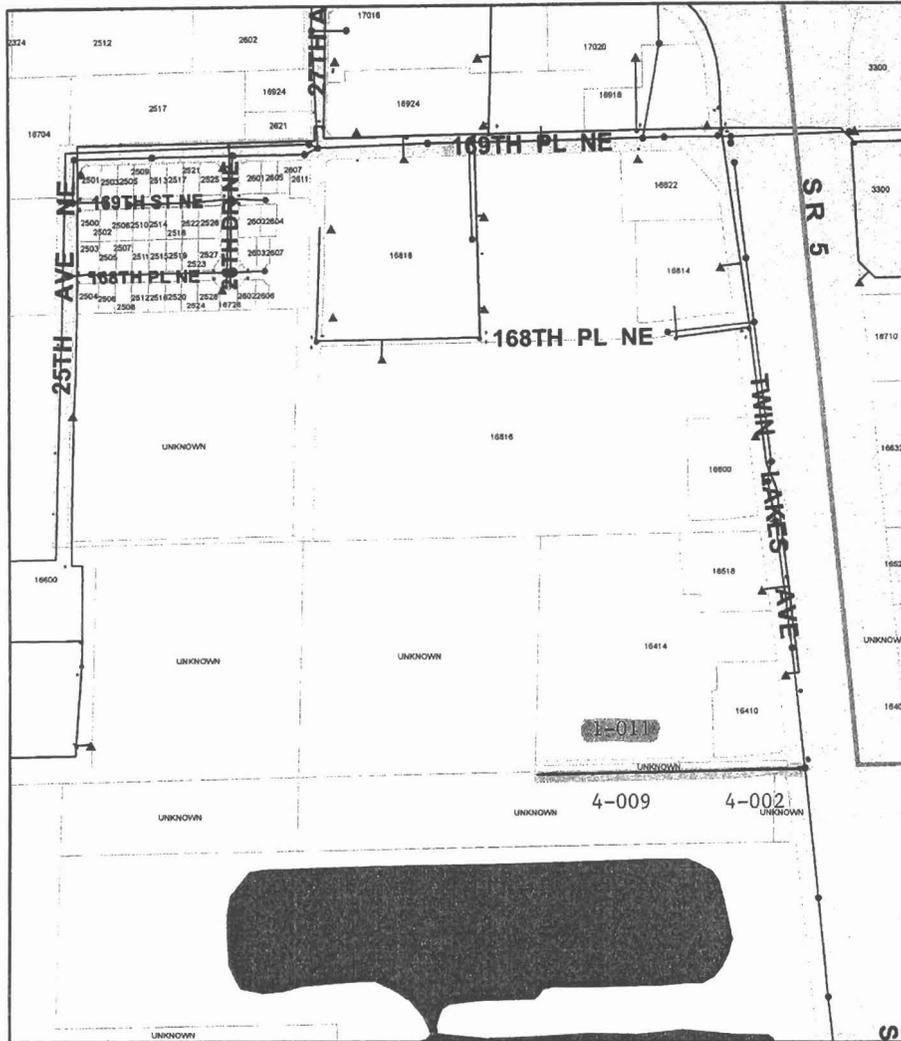
I certify that I know or have satisfactory evidence that Todd B. Hatch is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the manager of Fowell-Smokey Point LLC to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED this 27 day of August, 2007.



Janice Tischmacher
Janice Tischmacher
(Legibly print name of notary)
NOTARY PUBLIC in and for the State of
Washington, residing at Kirkland
My commission expires 7.10.10

Exhibit B



- | | | | | | |
|---------------------------------|--------------------------|--------------------|----------------------|------------------------------|-----------------------------------|
| City Limits | Sewer Service Area | Water Service Area | Water Pump Stations | Water Valves - Main | DNR Catchbasins (UGA) |
| Stormdrain Culverts | Sewer Cleanouts | Water Lines | Water PRVs | Water Valves - Main POSITION | DNR Culverts (County) |
| Stormdrain Catchbasins | Sewer Lift Stations | Water Lines STATUS | Water Blowoffs | Water Valves - Main POSITION | DNR Drain points (UGA) |
| Stormdrain Manholes | Sewer Manholes | Water Lines STATUS | Water Airvacs | Water Valves - Main POSITION | DNR Detention facilities (County) |
| Stormdrain Detention Facilities | Sewer Lines | Water Lines STATUS | Water Valves - Other | Water Valves - Main POSITION | DNR Cross sections (UGA) |
| Stormdrain Lines | Sewer Lines STATUS | Water Lines STATUS | Water Meters | Water Valve Markers | DNR Drainage network (UGA) |
| | Water Storage Facilities | Water Lines STATUS | Water Hydrants | Water Sampling Sites | Adopt-a-stream culverts |

THE CITY OF MARYSVILLE DISCLAIMS ANY WARRANTY OF MERCHANTABILITY OR WARRANTY OF FITNESS OF THIS DATA FOR ANY PARTICULAR PURPOSE, EITHER EXPRESSED OR IMPLIED. NO REPRESENTATION OR WARRANTY IS MADE CONCERNING THE ACCURACY, CURRENCY, COMPLETENESS OR QUALITY OF DATA DEPICTED. ANY USER OF THIS DATA ASSUMES ALL RESPONSIBILITY FOR USE THEREOF, AND FURTHER AGREES TO HOLD THE CITY OF MARYSVILLE HARMLESS FROM AND AGAINST ANY DAMAGE, LOSS, OR LIABILITY ARISING FROM ANY USE OF THIS DATA.

Developer's Property
Benefiting Property
Sewer Main

Exhibit C

164th Street/Lakewood Crossing (Sewer) – Powell-Smokey Point, LLC

	Owner/Address	Parcel	LF	Cost \$121.57/lf	Date Paid
1	Young/Hylback	310529-004-002-00	40	\$4,862.80	
2	Young/Hylback	310529-004-009-00	670	\$81,451.90	
	Subtotal - Recoverable		710	\$86,314.70	
	Developer's Share	310529-001-011-00		\$85,706.59	
	Total Project Cost			\$172,021.29	

CITY OF MARYSVILLE
Marysville, Washington

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MARYSVILLE ANNEXING CERTAIN UNINCORPORATED AREA KNOWN AS THE LAKEWOOD SOUTH ANNEXATION AREA INTO THE CITY OF MARYSVILLE AND PREZONING SAID PROPERTIES CONSISTENT WITH THE CITY'S COMPREHENSIVE LAND USE PLAN DESIGNATIONS

WHEREAS, the City of Marysville received a petition for annexation of the property described in Exhibit A attached hereto, said petition having been signed or consented to by the owners of the not less than sixty percent (60%) of the assessed value of said property; and

WHEREAS, the 60% annexation petition has been reviewed by the Snohomish County Assessor's Office for sufficiency as required by law and on December 15, 2006 the Assessor's Office issued its certification of sufficiency; and

WHEREAS, a duly-advertised public hearing was held on said annexation and prezone to Business Park for the Exhibit A properties before the Marysville City Council on May 29th, 2007 and said Council passed Resolution No. 2208 stating the City's intention to annex and prezone the property upon receipt of a favorable report from the Snohomish County Boundary Review Board; and

WHEREAS, on July 30, 2007, the 45-day Boundary Review Board review period ended without the jurisdiction of the Boundary Review Board being invoked.

WHEREAS, the Marysville Planning Commission held a public hearing on April 24, 2007 to consider prezone for the Exhibit A property and recommended approval of said rezone to Business Park; and

WHEREAS, on April 25, 2005 a duly-advertised public hearing was held before the Marysville City Council to consider the 2005 Comprehensive Plan amendments, which included the land use designations within the annexation boundary and future rezoning of said property consistent with said amendments, and said Council passed Ordinance 2568 adopting the 2005 Comprehensive Plan; NOW, THEREFORE,

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

Section 1. The above-described property, being situated in the unincorporated area of Snohomish County, State of Washington, and being contiguous, proximate and adjacent to the present corporate limits of the City of Marysville, be and the same is hereby annexed to and incorporated into the City of Marysville.

Section 2. The above-described property shall hereafter be assessed and taxed at the same rate and on the same basis as other property within the City of Marysville, including assessments or taxes in payment of all of the outstanding indebtedness of the City contracted or incurred prior to, or existing on, the effective date of this ordinance.

Section 3. Upon annexation of the property described in Exhibit A, the Comprehensive Plan for the City of Marysville designating the property Business Park shall apply to said properties and the properties shall be and are hereby zoned Business Park (BP). The City's official zoning map shall be amended to be consistent with said zoning.

Section 4. This ordinance shall become effective October 1, 2007.

Section 5. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

PASSED by the City Council and approved by the Mayor this ____ day of _____, 2007.

CITY OF MARYSVILLE

By _____
DENNIS KENDALL, MAYOR

ATTEST:

By _____
, CITY CLERK

Approved as to form:

By _____
GRANT WEED, CITY ATTORNEY

Date of Publication: _____

Effective Date October 1st, 2007: _____

Exhibit A

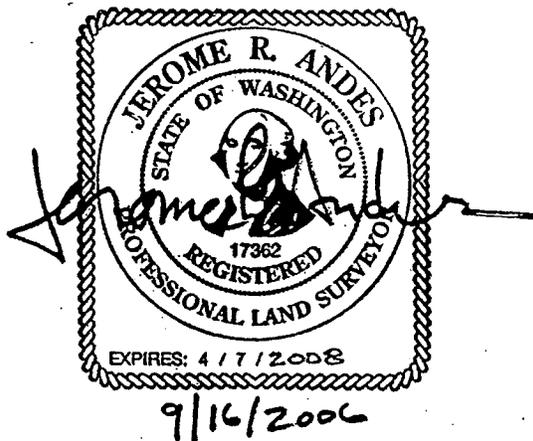
LAKWOOD SOUTH ANNEXATION
CITY OF MARYSVILLE

LEGAL DESCRIPTION

9/16/2006

Those portions of Northwest Quarter AND the Northeast Quarter AND the Southeast Quarter of Section 32, Township 31 North, Range 5 East, W.M., described as follows:

Beginning at the intersection of easterly right-of-way line of SR 5 with the south line of the Northeast Quarter of the Southeast Quarter of said Section 32, thence northerly, along said easterly right-of-way line and along the west line of that Annexation approved on August 23, 1999 under City of Marysville Ordinance No. 2276 AND the west line of that Annexation approved on July 24, 2000 under City of Marysville Ordinance No. 2329 to the southerly right-of-way line of 156th Street N.E.; thence westerly, along said southerly right-of-way line and along the south line of that Annexation approved on December 9, 2002 under City of Marysville Ordinance No. 2462, to the easterly right-of-way line of the Burlington Northern Santa Fe Railroad, being the southwest corner of said Annexation; thence southeasterly, along said easterly right-of-way line, to the south line of the Northeast Quarter of the Southeast Quarter of said Section 32; thence easterly, along said south line, to the point of beginning.



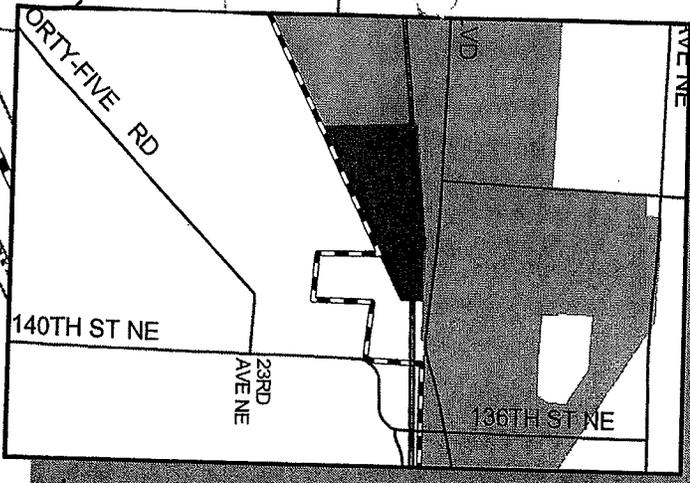
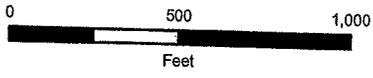
4-004



Lakewood South Annexation

Exhibit B

-  Annexation Boundary
-  City Limits
-  UGA



129.82 Acres

Item 22 -5

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Re-appointment of Stephen W. Leifer to the Marysville Planning Commission	AGENDA SECTION: Mayor's Business	
PREPARED BY: Tracy Jeffries, City Clerk	AGENDA NUMBER:	
ATTACHMENTS: None	APPROVED BY:	
	MAYOR	CAO
BUDGET CODE:	AMOUNT:	

Stephen Leifer was appointed to the Marysville Planning Commission March 22, 2004 to fulfill a term that expired August 2, 2007. He has served in good faith and expressed his desire to continue as a member of the Planning Commission for a term of six years.

RECOMMENDED ACTION: Mayor Kendall recommends City Council affirm his re-appointment of Stephen Leifer to the Marysville Planning Commission for a six year term ending August 2, 2013.
COUNCIL ACTION:



Office of the Mayor
Dennis L. Kendall
1049 State Avenue
Marysville, WA 98020
Phone: 360-363-8000
Fax: 360-51-5033
ci.marysville.wa.us

APPOINTMENT

I, DENNIS L. KENDALL, duly elected and acting Mayor of the City of Marysville, do hereby re-appoint STEPHEN W. LEIFER as a member of the MARYSVILLE PLANNING COMMISSION of the City of Marysville, pursuant to the provisions of the Marysville Municipal Code 18.04.020; dated this 10th day of September, 2007.

M A Y O R

I do swear and affirm I will perform the duties assigned to me as a member of the Marysville Planning Commission of the City of Marysville in the manner required by law.

Dated this ____ day of _____, 2007

S T E P H E N W. L E I F E R

This term of appointment expires the 2nd day of August, 2013.

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: September 10, 2007

AGENDA ITEM: Salary Commission Appointment	AGENDA SECTION: Mayor's Business
PREPARED BY: Tracy Jeffries, City Clerk	AGENDA NUMBER:
ATTACHMENTS: 1. Appointment Sheet	APPROVED BY:
	MAYOR CAO
BUDGET CODE:	AMOUNT:

Mayor Kendall is requesting the appointment of Kamille Norton to the Salary Commission.

Ms. Norton has a degree in business management. She also has experience and training in salary and compensation issues, as well as experience in working with salary surveys and conducting detailed comparative salary analysis. She has expressed her desire to serve on the Marysville Salary Commission.

RECOMMENDED ACTION:

Mayor Kendall recommends the City Council to appoint Kamille Norton to the Marysville Salary Commission Board serving until July 23, 2010.

COUNCIL ACTION:



Office of the Mayor
Dennis L. Kendall
1049 State Avenue
Marysville, WA 98020
Phone: 360-363-8000
Fax: 360-51-5033
ci.marysville.wa.us

APPOINTMENT

I, DENNIS L. KENDALL, duly elected and acting Mayor of the City of Marysville, do hereby appoint KAMILLE NORTON as a member of the SALARY COMMISSION of the City of Marysville, pursuant to the provisions of the Marysville Municipal Code 2.51; dated this 10th day of September, 2007.

M A Y O R

I do swear and affirm I will perform the duties assigned to me as a member of the Marysville Planning Commission of the City of Marysville in the manner required by law.

Dated this ____ day of _____, 2007

S T E P H E N W. L E I F E R

This term of appointment expires the 23rd day of July, 2010.