



CONTRACTS & AGREEMENTS

ECM INDEX DATA

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Ordinance: _____

Resolution: _____

Leg Date: _____

Vendor #: 223124

Description: PROJECT AGREEMENT 64 - CONNECT FUN CENTER AND
SABEY DATA CENTER CAMPUS PO 1150874-000

12/31/2014

COMMUNITY CONNECTIVITY

Notes:

INTRLOC_00

INTERLOCAL AGREEMENTS

12/31/2014

500176854

**Community Connectivity Consortium
Project Agreement 64**

City of Bellevue 450 110th Ave NE Bellevue, WA 98009	City of Kirkland 123 Fifth Ave Kirkland, WA 98033	City of Renton 1055 S Grady Way Renton, WA 98057
City of Tukwila 6200 Southcenter Blvd. Tukwila, WA 98188	University of Washington 4545 15th Ave NE Seattle, WA 98105	

Provide pathway, conduit and fiber to connect the SW Grady Way and Interurban Ave South meet me point in the City of Tukwila to Sabey Data Center Campus in the City of Tukwila.

**Addendum to the
Community Connectivity Consortium's
Project Agreement Template Policy**

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I. Project Description

A. Project Number

64

B. Project Name

Connect the Fun Center and Sabey Data Center Campus.

C. Project Description

Provide a 288 count fiber optic cable for Consortium member use as a segment in the Consortium's Ring Around the Lake goal and install a 72 strand count fiber optic backbone cable for the exclusive use of the City of Tukwila from SW Grady Way/Interurban Ave S north on Interurban to South 133rd Street, west on South 133rd Street to South 120th Place and East Marginal Way and Sabey Data Center as generally illustrated in Exhibit A (Route Illustration).

D. Lead Agency / Project Manager

City of Bellevue

The Lead Agency is responsible for ensuring that all applicable terms and conditions of the Project Agreement(s), General Terms and Conditions, exhibits and addenda are included in the contract agreements with Facility Owners and contractors.

E. Participating Agencies

City of Bellevue
City of Kirkland
City of Renton
City of Tukwila
University of Washington

II. Physical Description of Project

A. Project Route (see Exhibit A)

Segment A: From the City of Tukwila manhole located in the traffic triangle on the east side of the intersection of Interurban Avenue South and SW Grady Way continue north in City of Tukwila conduit to 4x4 pull vault at the intersection of Interurban Avenue South and South 143rd Street.

Segment B: Continuing north on Interurban Avenue South to the intersection of Interurban Avenue South and South 133rd Street, turning west on South 133rd Street until the road transitions to East Marginal Way; continue in City of Tukwila conduit to the City of Tukwila manhole approximately 200 feet south of South 120th Street adjacent to the Sabey Data Center Campus property, entering Building 2.

Total estimated project length is approximately 25,000 feet.

B. Points of Demarcation

Existing City of Tukwila TA-25 on the east side of Interurban Avenue South on the west side of the traffic island on the east side of the intersection of Interurban Avenue South and Southwest Grady Way; City of Tukwila manhole east of Building 2, Sabey Data Center – Intergate West.

C. Facilities to be Used, Owners and Managers

Facilities to be used on this project are the existing underground pathway and conduit systems owned by the City of Tukwila, along with modifications and additions specified herein. All upgrades to conduit systems installed on City property and in the City right of way will be owned and maintained by the City where the modifications are installed.

D. Project Specifications and Scope of Work

This project and all Work performed hereunder shall meet all requirements of the City of Tukwila Public Works Department Standards, including traffic control plans, street use permits, waiver of existing underground ordinance, city and county business license requirements, and any other applicable requirements, as appropriate. All improvements made in the right of way shall become an asset of the City of Tukwila.

Note: All construction instructions are subject to conditions that may not be known before proofing/locates are completed. The contractor performing the Work hereunder is responsible for all project conditions.

Route Preparation

- **Work to be done during normal working hours:**

Project Route: Obtain the required permits and permissions before proceeding with the work.

- Using City of Tukwila provided drawings, the City will locate and install the following three (3) new 4' x 4' vaults, to City of Tukwila Public Works specifications and standards:
- The first vault/fiber storage location is approximately 700 feet north of the beginning City of Tukwila TA-25 located at Interurban Aye S and SW Grady Way, adjacent to the traffic cabinet at SW Grady Way
- The second vault/fiber storage location is approximately 1,500 feet north of the beginning TA-25, noted above, at SW Grady Way and Interurban Avenue South.

- The third vault shall be located approximately 6,300 feet north of the beginning TA-25 located at SW Grady Way and Interurban Avenue South, at 140th.
- The fourth vault will be installed as a part of this work and shall be located approximately 7,500 feet north (at South 140th St.) of the beginning City of Tukwila TA-25 at SW Grady Way and Interurban Avenue South.
- Project route has not been proofed. The Contractor performing the Work hereunder shall assume responsibility for proofing all conduit, handholds, pull boxes and vaults to be used by this project.

Infrastructure Improvements

- **Work to be done during normal working hours:**
 1. Install one new manhole described as manhole number 4 above, placed adjacent to the city's 4" conduit. Uncover the city conduit and insert two 90 degree sweeps connected to the existing conduit, into the manhole. All work must be coordinated with the City of Tukwila, including specific placement of the manhole. The Contractor will contact Mr. Scott Bates, 206.571.6302, City of Tukwila Public Works Department, for specific placement instructions before beginning any work.
 2. Two manholes located at station 50 on McLeodUSA drawing sheet 21, have been paved over and will need to be uncovered and raised to road level as per the City of Tukwila Public Works requirements.

Underground Fiber Placement

- **Work to be done during normal working hours:**
 1. Installation shall conform to generally accepted, industry standards.
 2. All fiber optic cable provided for this project shall meet the requirements of long haul, full spectrum, low water peak fiber including ITU-T G.652.
 3. All cabling will be labeled, as noted below, with UASI Project data and emergency contact information. The Contractor shall attach a weather-resistant, bright orange label with black machine generated lettering to each cable (288 and 72 strand) at each access point along the route reading:

288 Strand Cable
Purchased with 2010 UASI Funds
Grant # E14-118
Fiber Optic Cable
Contact: City of Bellevue.IT
425.452.2886

72 Strand Cable
Fiber Optic Cable
Contact: City of Tukwila
206-465-2062

4. Fusion splices along the route shall be performed such that there are no breaks in the Consortium strands and that all Consortium strands are continuous between the identified points of demarcation.
5. Install four one inch, smooth wall, orange/blue innerduct with toneable mule/pull cord in City of Tukwila owned conduit designated by Mr. Scott Bates, 206.571.6302, City of Tukwila Public Works Department. There are multiple city owned conduits. The city will designate the appropriate conduit for use with this project. Four (4) one (1) inch innerduct will run the entire length of the project.
6. Install a 288 strand count OSP, single mode, full spectrum, loose tube, fiber optic cable meeting the requirements of ITU G652 and specifically meet ITU G652.D *Attributes for Zero Water Peak full spectrum Optical Cable*. The fibers shall support the transmission of wavelengths for Coarse Wavelength Division Multiplexing (CWDM) as defined in ITU G694.2. At each vault along the route, leave a 200 foot service loop for future access, maintenance and future splicing.
7. Install a 72 strand, single mode fiber optic cable, provided by the City of Tukwila, in separate innerduct along the project route leaving the identical service loops as with the 288 strand cable using the route specified above.

Fiber Terminations and Splicing

- **Work to be done during normal working hours:**

Important Note: Confirm all splice details prior to undertaking any work in this section.

The items below will be detailed in a separate splice document. Where appropriate, each participating agency has provided the splice details for the fibers assigned in **E. Fiber Apportionment** below. Any splice diagrams/tables/details will be consistent with paragraph E. below and are noted in paragraph **F. Fiber Splice Details** below.

1. The TA-25 vault location adjacent at SW Grady Way and Interurban South is the starting point for this project. Install a water proof, sealed splice case of sufficient size to accommodate splicing 216 existing fiber optic strands to the newly installed 288 strand fiber optic backbone. Specific splice instructions are noted below. All splicing shall use the fusion method of splicing and shall be tested from the manhole meet me point at the Sabey Data Center campus, Tukwila through to the backbone end point at Coal Creek Parkway and Factoria Boulevard, Bellevue using fiber optic testing industry standards, acceptable to the Consortium. Label the splice case:

Community Connectivity Consortium

Purchased with 2010 UASI Funds

Grant # E14-118

Contact: City of Bellevue IT

425.452.2886

Contact must be made 24 hours prior to opening.

Label shall be machine generated and water/weather resistant, attached with adhesive appropriate for the application.

2. At the City of Tukwila vault adjacent to Building 2, Sabey Data Center, splice a 48 strand SM cable into the Consortium's 288 strand backbone, as shown in the project splice table attached as Exhibit B to this agreement, leaving a service loop of 200 feet of both cables for future splicing. Install an appropriately sized splice case, labeled as noted above, to accommodate a future 288 strand fiber optic cable run going north.
3. The 72 strand cable shall be left unterminated in the City's manhole adjacent to Building 2, Sabey Data Center. This cable will also be left unterminated in the originating manhole at SW Grady Way and Interurban Avenue South.
4. Test procedures shall follow industry standards, specifically TIA/EIA-455 and shall be submitted to the Consortium for approval prior to final invoicing. Test results shall be submitted on DVD. Testing shall be coordinated with the Consortium such that all splices are tested.
5. Additional splice section requirements may be added to this Agreement by an addendum after the fiber topology and fiber count and ownership have been fully negotiated.

E. Fiber Apportionment

One 288 count single-mode fiber optic cable will be installed for Consortium member use.

Fiber allocation will be as follows:

1. Fibers 1 - 12 (12 fibers) will be owned and maintained by the City of Tukwila.
2. Fibers 13 - 72 will be held in trust by the Consortium for future use of Consortium members which may include: cities, school districts, fire districts, water districts, hospital districts and others.
3. Fibers 73 - 78 (6 fibers) will be owned and maintained by the City of Bellevue.
4. Fibers 79 - 80 (2 fibers) will be owned and maintained by the City of Renton.
5. Fibers 81 - 108 (28 fibers) will be held in trust by the Consortium for future use of Consortium members which may include: cities, school districts, fire districts, water districts, hospital districts and others.
6. Fibers 109 - 120 (12 fibers) will be owned and maintained by the University of Washington.
7. Fibers 121 - 132 (12 Fibers) will be held in trust by the Consortium for future use of Consortium members which may include: cities, school districts, fire districts, water districts, hospital districts and others.
8. Fibers 133 - 134 (2 Fibers) will be owned and maintained by the City of Kirkland.
9. Fibers 135 - 288 (154 Fibers) will be held in trust by the Consortium for future use of Consortium members which may include: cities, school districts, fire districts, water districts, hospital districts and others.

One 72 count single-mode fiber optic cable, provided by the City of Tukwila, will be installed.

1. Fibers 1 - 72 will be owned and maintained by the City of Tukwila.

F. Fiber Splice Details

Splice details will be attached as Exhibit B of this agreement at a future date after approval of the project members.

III. Project Budget

A. Construction Budget

Estimated Construction Budget

Item Description	Quantity	Price	Extended
72 count Single Mode Fiber Optic Cable (to be supplied by the City of Tukwila)	25,000 ft.	\$.00	\$0
288 count Single Mode Fiber Optic Cable (+20% slack)	25,000 ft.	\$5.00	\$125,000
Four 1" inner duct within Tukwila on Interurban Ave S.	100,000 ft.	\$0.50	\$50,000
One 4'x4' TA-25 vault, installed to city standards	1 each	\$20,000	\$20,000
Two manhole risers, installed to city standards	2 each	\$2,500	\$5,000
Consumables, bonds, misc.	1 each		\$4,530
Toneable Mule Tape	25,000 ft.	\$ 0.75	\$18,750
Fiber Installation Labor	25,000 ft.	\$ 1.50	\$67,500
Flagging Costs	1 each		\$10,500
Splicing and Termination Materials and Labor	4	\$ 2,500	\$10,000
Allowance for unanticipated work	10%		\$39,000
Tax		9.5 %	\$34,323
Total			\$395,613

B. Construction Cost Apportionment

Construction Cost Apportionment Table

Participating Agency	Cost
City of Bellevue (2010 UASI Grant Funding)	\$395,613
Total	\$395,613

C. In-Kind Asset Contributions

In-Kind Asset Contribution Table

Participating Agency	Cost
City of Bellevue (Project Management)	\$65,000
City of Tukwila, 25,000' 72 strand fiber Cable	\$81,250
City of Tukwila, 5 miles conduit	\$400,000
City of Bellevue, 2010 UASI Grant Funding	\$395,613

Total	\$941,863
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D. Maintenance Responsibilities and Costs, including Ongoing Maintenance and Responsibilities for Repairs and Relocations.

Expected future maintenance of project facilities has been broken down into the categories below. If a maintenance issue arises that is not listed below, those costs will be proportionately split based on fiber ownership in each fiber segment by the participating agencies.

Splice Case Access

Access to Consortium splice cases *must* be preceded by notification to the Consortium, 48 hours in advance of the opening, at 425.452.2886.

Locates

Each participating agency agrees to perform or pay for all locates required and requested through Underground Utilities Locate Center (UULC) for the fiber and conduit installed as a result of this agreement that is on property owned by the affected City, in the City right-of-way and in the right-of-way in potential annexation areas.

Relocation

The cost of any and all relocations will be borne by the parties to this agreement. Cost shall be apportioned based on the percent of fiber owned by each Participating Agency.

Repairs/Breaks

The jurisdictions within which fiber optic cables are installed pursuant to this Agreement shall be responsible for immediate and timely repair of all breaks or outages of the subject fiber. The Community Connectivity Consortium and/or the City of Tukwila shall contract with a competent and qualified vendor to provide 7x24x365, four-hour response to any fiber breaks/outages that happen on the fiber segments subject to this agreement.

The Community Connectivity Consortium and/or the City of Tukwila will determine cost apportionment of costs of repair using a formula based on the percentage of fiber owned by each Participating Agency to this agreement. Upon completion of the repair, the Community Connectivity Consortium and/or the City of Tukwila shall invoice each Participating Agency for their share of costs.

IV. Apportionment of Liability

During construction, the Contractor shall be responsible for the project work and the project site. In the event that the project work causes or contributes to any harm, damage, injury or loss to any person or property, whether during construction or after completion of the project, each party shall be responsible as set forth in Section VI, Indemnification and Limitation of Liability, of the Consortium Project Agreement Template Policy (adopted Feb. 2, 2012).

Each Participating Agency to this agreement shall ensure that the Participating Agency and all persons performing the Work, including without limitation project suppliers and subcontractors, maintain in effect at all times during the Work, coverage or insurance in accordance with the applicable laws relating to worker's compensation and employer's liability insurance (including, but not limited to, the Washington Industrial Insurance Act and the laws of the state in which any such person was hired), regardless of whether such coverage or insurance is mandatory or merely elective under the law. The Lead Agency or contracting party shall furnish to Participating Agencies such assurance and evidence of such coverage or insurance (such as copies of insurance policies and Certificates of Compliance issued by the Washington State Department of Labor and Industries) as Participating Agencies may request.

Each Participating Agency shall maintain in full force and effect throughout the term of this Agreement, a minimum of One Million Dollars (\$1,000,000) liability insurance for property damage and bodily injury. In satisfying the insurance requirements set forth in this section, the participating agency may self-insure against such risks in such amounts as are consistent with good utility practice or shall obtain a coverage agreement through a Risk Pool authorized by Chapter 39.24 RCW which shall provide liability coverage to the Participating Agency for the liabilities contractually assumed by the Participating Agency in this Agreement. At the time of execution of this Agreement, and prior to commencement of performance of any of the Work, each Participating Agency shall furnish the other Participating Agencies, upon request, with a Certificate of Insurance as evidence that policies providing insurance (or self-insurance) with such provisions, coverage's and limits are in full force and effect.

V. Project Schedule

Task	Target Completion Date
Circulate and sign copies of the Project Agreement-	May 2014
Trench and install conduit and vault	Summer 2014
Prep conduit and install fiber and toneable tape	Fall 2014
Terminate and splice fibers	Fall 2014

VI. Changes or Addenda to Project Agreement Template Policy

This Agreement shall run concurrent with and be considered an attachment to the Project Agreement Template Policy document and supersedes the Policy document to the extent it contains terms and conditions which change, modify, delete, add to, supplement or otherwise amend the terms and conditions of the Project Agreement Template Policy document.

Approvals

IN WITNESS WHEREOF, the parties hereto have executed this Fiber Optic Project Agreement on the respective dates indicated below.

Date
Denis Law
Mayor
City of Renton

Approved as to Form:

City Attorney

Date
Jim Haggerton
Mayor
City of Tukwila

Approved as to Form:

City Attorney

Date
Roland Rivera
Director, Network Strategy and Telecommunications
Information Technology
University of Washington

Approved as to Form:

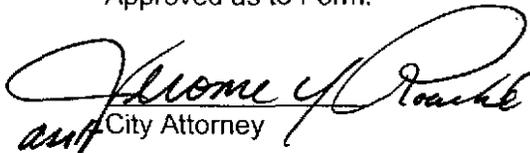
Date
Kirk Triplett
City Manager
City of Kirkland

City Attorney



Date
Brad Miyake
City Manager
City of Bellevue

Approved as to Form:



City Attorney

Appendix A

Project Route Map



Approvals

IN WITNESS WHEREOF, the parties hereto have executed this Fiber Optic Project Agreement on the respective dates indicated below.

Date
Denis Law
Mayor
City of Renton

Approved as to Form:

City Attorney

BJ
pl
Jim Haggerton 6-23-14

Date
Jim Haggerton
Mayor
City of Tukwila

Approved as to Form:

Shirley J. Gray

City Attorney - Special Counsel

Date
Roland Rivera
Director, Network Strategy and Telecommunications
Information Technology
University of Washington

Approved as to Form:

Date
Kirk Triplett
City Manager
City of Kirkland

City Attorney

Approved as to Form:

Date
Brad Miyake
City Manager
City of Bellevue

City Attorney

Appendix A

Project Route Map



Lindow, John

From: Ni, Beverly
Sent: Wednesday, June 11, 2014 10:40 AM
To: Lindow, John
Subject: FW: UASI 2010 Project Agreement #64

Hi John,

Is it possible for you to add this additional comment to the routing form for us please? Thank you!!

From: Bolanos, Charles
Sent: Wednesday, June 11, 2014 10:39 AM
To: Clesson, Gary; gmcbride@gm2.com; Rogers, Gina; Ni, Beverly
Subject: RE: UASI 2010 Project Agreement #64

Hi, I think, in order to clarify the situation for internal processes, it will probably be a good idea to, at least, reference in a comments section of the routing forms, the new COB/WA agreement info (grant agreement #: E14-118; COB # 1310565-000) and state that new grant agreement was done in order to extend the performance period for the project. I checked this course of action w. Jamie Robinson/Finance and she thinks this will be helpful.

Thank you,

Charles Bolaños
Urban Areas Security Initiative (UASI) Grants Coordinator
City of Bellevue Office of Emergency Management
(425) 452-4192

Life literally abounds in comedy if you just look around you. – Mel Brooks

From: Clesson, Gary
Sent: Wednesday, June 11, 2014 10:14 AM
To: gmcbride@gm2.com; Rogers, Gina; Ni, Beverly
Cc: Bolanos, Charles
Subject: RE: UASI 2010 Project Agreement #64

I believe George's issue is due to other organizations already signing the agreement with the reference to UASI 2010.

Charles, since the money was originally accepted as a 2010 grant do you think it's necessary to change it to 2011 in the PA before routing? It seems to me that referencing 2010 does not in any way change the agreement itself.

From: gmcbride@gm2.com [<mailto:gmcbride@gm2.com>]
Sent: Wednesday, June 11, 2014 10:10 AM
To: Rogers, Gina; Clesson, Gary; Ni, Beverly
Cc: Bolanos, Charles
Subject: RE: UASI 2010 Project Agreement #64

No, please do not make any changes to the PA. Thx, gm.

From: GRogers@bellevuewa.gov [<mailto:GRogers@bellevuewa.gov>]
Sent: Wednesday, June 11, 2014 9:52 AM

To: GClesson@bellevuewa.gov; gmcbride@gm2.com; BNi@bellevuewa.gov
Cc: CBolanos@bellevuewa.gov
Subject: RE: UASI 2010 Project Agreement #64

FYI this Project Agreement fall under UASI 2011 the new business unit Charles set up this year. Just to make sure you reference the correct year. We changed the PA to indicate UASI 2011.

Gina

From: Clesson, Gary
Sent: Tuesday, June 10, 2014 3:20 PM
To: gmcbride@gm2.com; Ni, Beverly
Cc: Rogers, Gina
Subject: RE: UASI 2010 Project Agreement #64

Yes, thanks!

From: gmcbride@gm2.com [<mailto:gmcbride@gm2.com>]
Sent: Tuesday, June 10, 2014 3:15 PM
To: Ni, Beverly; Clesson, Gary
Cc: Rogers, Gina
Subject: RE: UASI 2010 Project Agreement #64

I think that works. Thanks for taking care it, gm.

From: BNi@bellevuewa.gov [<mailto:BNi@bellevuewa.gov>]
Sent: Tuesday, June 10, 2014 2:57 PM
To: gmcbride@gm2.com; GClesson@bellevuewa.gov
Cc: GRogers@bellevuewa.gov
Subject: RE: UASI 2010 Project Agreement #64

Thanks, George for the quick response! For PA 64, shall I just reference \$395,613 as the total contract value and 3/31/2015 as the end date? Please advise. Thank you.

From: gmcbride@gm2.com [<mailto:gmcbride@gm2.com>]
Sent: Tuesday, June 10, 2014 2:54 PM
To: Ni, Beverly; Clesson, Gary
Cc: Rogers, Gina
Subject: RE: UASI 2010 Project Agreement #64

Bev, thanks for getting this done. The total project cost refers to all costs including in-kind contributions. Out of pocket costs are estimated at \$395,613. This amount will be covered by the 2010 UASI grant. The completion date was to be Fall 2014 which has now slipped to 1st quarter 2015. gm

From: BNi@bellevuewa.gov [<mailto:BNi@bellevuewa.gov>]
Sent: Tuesday, June 10, 2014 2:51 PM
To: gmcbride@gm2.com; GClesson@bellevuewa.gov
Cc: GRogers@bellevuewa.gov
Subject: RE: UASI 2010 Project Agreement #64

Hi George and Gary,

I need a bit of clarification please~ ☺ If I'm understanding the contract correctly, the total contract cost is \$941,863 with \$395,613 being funded by 2010 UASI grant, \$65000 funded by COB IT, and the rest from the City of Tukwila. Which BU

should the COB IT cost be charged against, 81510? Also, the target completion date is indicated as Fall 2014. Can I enter 10/31 since a date is required? Thanks!

Kind regards,
~Bev

From: gmcbride@gm2.com [<mailto:gmcbride@gm2.com>]
Sent: Tuesday, June 10, 2014 1:55 PM
To: Clesson, Gary; Ni, Beverly
Cc: Rogers, Gina; Picardal, Chelo; Berman, Rick
Subject: RE: UASI 2010 Project Agreement #64

Nice!

From: GClesson@bellevuewa.gov [<mailto:GClesson@bellevuewa.gov>]
Sent: Tuesday, June 10, 2014 1:50 PM
To: gmcbride@gm2.com; BNi@bellevuewa.gov
Cc: GRogers@bellevuewa.gov; CPicardal@bellevuewa.gov; RBerman@bellevuewa.gov
Subject: RE: UASI 2010 Project Agreement #64

I have verified with Jerome that this does not need to go to council. Bev, please go ahead with routing. Thank you.

From: gmcbride@gm2.com [<mailto:gmcbride@gm2.com>]
Sent: Friday, May 23, 2014 10:46 AM
To: Ni, Beverly
Cc: Clesson, Gary
Subject: UASI 2010 Project Agreement #64

Hi Bev, Gary asked me to forward this directly to you for routing. I believe he has verified that it does not need to go council? Once signed, if you could forward me the signature page I will assemble all the signature pages and send you a complete document. Have a terrific extended weekend, gm.

George McBride | Principal | GM2 Systems | 100 Andover Pk W - #150-224, Tukwila WA 98188-2826 | [206.575.8559](tel:206.575.8559) | gmcbride@gm2.com | <http://www.gm2.com>

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Thought for the day: Even if you've been fishing for three hours and haven't gotten anything except poison ivy and sunburn, you're still better off than the worm!

CR# _____ Date: 7-22-14 PO # & Loc: 1150874-064



City of Bellevue
Finance Department - Procurement Services
450 110th Ave. NE. Bellevue, WA 98004

Contract Routing Form

Current Contract Information:

Contract Title: Consortium Project Agreement 64
Contract Description: Connect the Fun Center and Sabey Data Center Campus
Total Contract Value: \$395,613.00
This Amendment Value: N/A
Department: Information Technology - 558
Contract Manager: Gary Clesson
Contract Type: Interlocal Agreement (ILA)
Contract Form: Vendor contract document
Budget Expenditure: Expenditure Contract - Sufficient Funds
Maximo User: No

Vendor Information:

New Vendor? No Tax ID#: N/A
Vendor Name: Community Connectivity Consortium COB License #: N/A
JDE Vendor Number: 223124 UBI #: N/A
Independent Contractor? Yes Contractor's Lic. #: N/A

Contract Term:

Original Effective Date: 06/11/2014 End Date: 12/31/2014
Subject To: No Renewal

Council Approval:

Does this contract require council approval? No

Route:

	In	Out
Procurement Services: <u>[Signature]</u>	<u>6/11/14</u>	<u>6/12/14</u>
Information Technology: <u>[Signature]</u>	<u>6/12/14</u>	<u>6/12/14</u>
Legal: <u>[Signature]</u>	<u>6/16/14</u>	<u>6/17/14</u>
Insurance Reviewed By: <u>[Signature]</u>	<u>6/17/14</u>	<u>6-18-14</u>
Department Director: <u>[Signature]</u>	<u>6/12/14</u>	<u>6/12/14</u>
Procurement Services: <u>[Signature]</u>	<u>6/18/14</u>	<u>6/18/14</u>
Return To: _____ Bev Ni		
City Clerk's Office: <u>[Signature]</u>	<u>7-22-14</u>	<u>7-22-14</u>

Related Contract Information:

Amendment/change order/renewal? No

Selection Method:

Selection Method: N/A

Roster Service:

Solicitation Issue Date:

Solicitation Due Date:

Length Bid/Proposal is valid for:

Bid/RFP/RFQ #:

Bid/RFP/RFQ/ITQ Title:

Grant Money Involved in contract?

Quote #	Vendor Name	MWDBE	Fee/Cost
		<input type="checkbox"/>	

Budget Information:

Line #	Description	GL Date	Account #	Subtotal	Tax	Total
1	Prof. Svcs.	6/11/14	836640008.541100.1885	\$395,613.00	No	\$395,613.00

Additional Comments:

CONTRACT REVIEW CRITERIA

Dept.	PS	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Does the Contract Routing/Approval Form and Contract have consistent information?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Is the Contract Type and template appropriate for the services performed?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Are the contract values (i.e aggregate values, yearly budget totals, taxable amounts, acct. numbers, etc.) accurate?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Is the JDE vendor name and number accurate?
<input type="checkbox"/>	N/A <input type="checkbox"/>	Does the Company have a Bellevue Business License? If not, date Tax Office was notified? _____
<input type="checkbox"/>	N/A <input type="checkbox"/>	If the Company's Tax ID# appears to be a SS#, or if we are paying an individual, make a copy of the Routing Form and interoffice to Gail Davila in HR.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Do the Contract Start/End Dates comply with current policies (maximum 4 years unless exception noted)?
<input type="checkbox"/>	NO <input type="checkbox"/>	Is this an amendment or renewal? If so, are the original contract #'s and values indicated?
<input type="checkbox"/>	N/A <input type="checkbox"/>	Has the Selection Method been explained in Additional Comments? Are results attached?
<input type="checkbox"/>	N/A <input type="checkbox"/>	If there is an ordinance/resolution/motion for this contract, are the date and # noted and a copy attached?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Does the contractor meet requirements of the Independent Contractor Threshold question?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Is Attachment "A" (Scope of Work and/or Services) attached?
<input type="checkbox"/>	<input type="checkbox"/>	Is Attachment "B" (Insurance Requirements) attached?
<input type="checkbox"/>	<input type="checkbox"/>	Are any additional riders required? If so, which one's? _____
<input type="checkbox"/>	<input type="checkbox"/>	Does Insurer have a Best rating of A- or better?
<input type="checkbox"/>	<input type="checkbox"/>	Is the Contractor identified as the insured?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Contractor have Commercial General Liability, Commercial Auto Liability, Worker's Compensation, and Employer's Liability/Stop Gap and special coverages as required?
<input type="checkbox"/>	N/A <input type="checkbox"/>	Are the policy expiration date(s) on the Certificate of Insurance current?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Contractor have a self-insured retention? Is it above \$50,000?
<input type="checkbox"/>	<input type="checkbox"/>	Is the City listed as the Certificate Holder?
<input type="checkbox"/>	<input type="checkbox"/>	Is the Certificate signed?
<input type="checkbox"/>	<input type="checkbox"/>	Is the City of Bellevue (& contracting partners) listed as an additional insured on the Certificate of Insurance? Is the additional insured status primary and non-contributory?
<input type="checkbox"/>	N/A <input type="checkbox"/>	If this contract requires the payment of Prevailing Wages, are current Wage Rates referenced in Attachment "C"?
<input type="checkbox"/>	N/A <input type="checkbox"/>	Does the Contractor have an open account with the Washington State Department of Revenue?
<input type="checkbox"/>	N/A <input type="checkbox"/>	Are the Contractor's worker's compensation premiums current?
<input type="checkbox"/>	N/A <input type="checkbox"/>	Does the Vendor have an active Professional/Contractor License with the Washington State Department of Licensing?
<input type="checkbox"/>	N/A <input type="checkbox"/>	Is the Vendor on the Federal Debarred Suspended List?

RISK MANAGEMENT:

- Are the Insurance Requirements (Attachment B) appropriate for Scope of Work?
- Does the Contractor's Certificate of Insurance comply with the requirements?
- Are there any Limitations of Liability clauses or other risk transfer language problems that shift risk back to the City?
- Does the Hold Harmless clause include language referencing Title 51 releases?