



INTRLOC\_00    DEPT OF ENTERPRISES SERVICES

File Location

Vendor Name

**Document Type:**    Interlocal                      Amendment

**Vendor Name:**    DEPT OF ENTERPRISES SERVICES

**PO# Location:**    INTROLOC-006

**Effect Date:**      5/15/2015

**Term Date:**        12/31/2016

**CR#:**                 53831

**Related CR#:**      50592 50929 51393 51475 51819 53120

**Ordinance:**        \_\_\_\_\_

**Resolution:**       8848

**Leg Date:**         12/8/2014

**Vendor #:**          287194

**Description:**      AMD#6 PROVIDE ENERGY/UTILITY CONSERVATION PROJECT  
MANAGEMENT AND MONITORING SERVICES TO THE CITY  
PO 1350309-006 X-REF 50592 50929 51393 51475 51819 53120

DEPT OF ENTERPRISES SVCS  
12/31/2016

Notes:

INTRLOC\_00  
INTERLOCAL AGREEMENTS  
12/31/2016  


1350309.006



CR# 53831 DATE 7-28-15 LOG 1350309.006

STATE OF WASHINGTON  
DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson St. SE, Olympia, WA 98501  
PO Box 41476, Olympia, WA 98504-1476

May 15, 2015

TO: Emma Johnson, City of Bellevue  
FROM: Terrie Glave, Contracts Specialist, (360) 407-9330  
RE: Authorization No. 2014-191 C (3)  
Amendment No. 1  
Project Title Energy Efficiency Measures

Integrity Energy Services Co.

SUBJECT: Funding Approval

The Department of Enterprise Services, E&AS, requires funding approval for the above referenced contract document(s). The amount required is as follows:

Design & Implementation of Energy Conservation Measures	\$ 5,798.00
Sales Tax (9.5%)	\$ 550.81
<b>TOTAL</b>	<b>\$ 6,348.81</b>

In accordance with the provisions of RCW 43.88, the signature affixed below certifies to the Facilities Division, Engineering & Architectural Services that the above identified funds are appropriated, allotted or that funding will be obtained from other sources available to the using client/agency. The using/client agency bears the liability for any issues related to the funding for this project.

By Terrie Glave, Civic Services Director Date 7.27.15  
Name / Title

Please sign and return this form to E&AS. If you have any questions, please call me.

2014191Camd1fndcr

Approved as to form:  
By: James A. Frank  
Assistant City Attorney  
Date: 07/24/2015



STATE OF WASHINGTON  
 DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson St SE, Olympia, WA 98501  
 PO Box 41476 Olympia WA 98504-1476

May 15, 2015

TO: Emma Johnson, City of Bellevue  
 FROM: Terrie Glave, Contracts Specialist, (360) 407-9330  
 RE: Contract No. 2014-191 H (3-1)  
 Energy Efficiency Measures  
 Integrity Energy Services Co.  
 SUBJECT: Funding Approval  
 FA No. 1 Change Order No. 1

The Department of Enterprise Services, E&AS, requires funding approval for the above referenced contract document. The amount required is as follows:

Contingency Amount Requested (with Tax) \$25,151.06

**In accordance with the provisions of RCW 43.88, the signature affixed below certifies to the Facilities Division, Engineering & Architectural Services that the above identified funds are appropriated, allotted, and that the using/client agency bears the liability for any issues related to the funding for this project.**

By: *Lisa Johnson, City Services Director* Date: 7-27-15  
 Name / Title Date

Please sign and return this form to E&AS. If you have any questions, please call me.

2014191HCO1fnder

Approved as to form:  
 By: *Heidi A. Probst* Assistant City Attorney  
 Date: 07/24/2015

**ENERGY SERVICES AUTHORIZATION AMENDMENT NO. 1**

Project Title Energy Efficiency Measures Authorization No. 2014-191 C (3)  
 Facility City of Bellevue Date May 15, 2015

This Amendment, when properly signed, shall be the basis on which the Subject Authorization shall be modified.

Authorization (this sheet) Project Completion and Compensation  
 Scope of Work Options: Modify Basic Services

**Approvals**

Energy Services Company:

Owner:

Integrity Energy Services Co.  
 4119 – 257<sup>th</sup> Ct SE  
 Issaquah, WA 98029

City of Bellevue  
 acting through the Dept. of Enterprise Services  
 Facilities Division,  
 Engineering and Architectural Services

By: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 Joe Sullivan, P.E.  
 Energy Engineer

**Compensation for Energy Services**

Basic Services	COMPENSATION		
	Current	New	Previous
Energy Audit and Energy Services Proposal	\$ 15,413.00	\$ 0.00	\$ 15,413.00
Design	\$ 77,451.00	\$ 892.00	\$ 76,559.00
Construction Management	\$ 49,007.00	\$ 1,338.00	\$ 47,669.00
Overhead and Profit	\$ 138,529.00	\$ 3,568.00	\$ 134,961.00
Measurement & Verification Year 1	\$ 7,500.00	\$ 0.00	\$ 7,500.00
Measurement & Verification Year 2	\$ 7,500.00	\$ 0.00	\$ 7,500.00
<b>Grand Total (Plus WSST as applicable)</b>	<b>\$ 295,400.00</b>	<b>\$ 5,798.00</b>	<b>\$ 289,602.00</b>

**Value of this Amendment = \$5,798.00 (Plus Washington State Sales Tax)**

**CONTRACT CHANGE ORDER (CO)**

TO: Integrity Energy Services Co CONTRACTOR

The following mutually agreed to and Owner approved Change Order Proposal(s) and/or Field Authorization(s) are hereby incorporated by reference into the contract.

See attached FA No. 1.

LIST OF APPROVED FAs and/or COPs

**CONTRACT SUM:**

- NO CHANGE
- INCREASE
- DECREASE

OF Twenty-Two Thousand Nine Hundred Sixty-Nine  
Dollars & no/100<sup>00</sup> \$ 22,969.00  
 (Washington State sales tax not included)

**CONTRACT TIME:**

- NO CHANGE
- INCREASE
- DECREASE

OF 0 CALENDAR DAYS

SUMMARY OF COST/TIME CHANGES

The foregoing amount covers everything required in connection with the change. All other provisions of the contract remain in full force and effect.

**CONTRACT SUMMARY (Internal Use Only)**

NO CHANGE

ORIGINAL CONTRACT SUM	\$ <u>1,533,513.00</u>	PREVIOUS TOTAL	\$ <u>1,533,513.00</u>
PREVIOUS ADDITIONS	\$ <u>-</u>	CHANGE AMOUNT	\$ <u>22,969.00</u>
PREVIOUS DEDUCTIONS	\$ <u>-</u>	NEW TOTAL	\$ <u>1,556,482.00</u>

PERCENT CHANGE FROM ORIGINAL CONTRACT AMOUNT 1.50%

NEW CONTRACT COMPLETION DATE 8/21/2015

TOTAL CONTRACT CALENDAR DAYS 228

The Department of Enterprise Services hereby accepts the foregoing Field Authorization(s) and/or Change Order Proposal(s). This formal acceptance constitutes a Change Order to the contract only when authorizing signature is affixed. Invoices incorporating this Change Order constitute acceptance by the Contractor as total reimbursement due in connection with this Change Order.

AUTHORIZATION

AUTHORIZING SIGNATURE

DATE

Joseph Sullivan, P.E., Energy Enigneer

# DES Energy Program COP-FA Coversheet

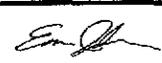
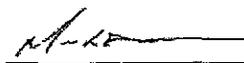
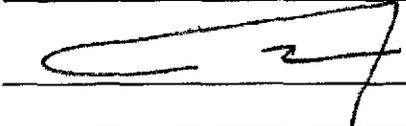
Client Name City of Bellevue  
 Project Number 2014-191 H (2-1)  
 COP/FA Number 1  
 Project Title Energy Efficiency Measures  
 Date 5/6/2015

Construction			
Johansen Mechanical Inc			
Fire Station #8 Elect Disc	\$		1,490.00
Fire Station #9 Elect Disc	\$		1,490.00
Fire Station #8 Alternate #2	\$		19,320.00
Subtotal	\$		22,300.00
Bond	3.00%	\$	669.00
Subtotal	\$		22,969.00
Sales Tax	9.50%	\$	2,182.06
Construction Subtotal	\$		25,151.06

Professional Services	Percent		
Design	4.00%	\$	892.00
CM	6.0%	\$	1,338.00
OH&P	16.0%	\$	3,568.00
Subtotal		\$	5,798.00
Sales Tax	9.50%	\$	550.81
PS Subtotal		\$	6,348.81

Total Cost of Change \$ 31,499.87

Use contingency funds  Use additional owner funds

Acknowledgement of Total Cost of Change		Date
Client		5/13/15
ESCO		5/13/2015
Energy Project Manager		5/13/15



STATE OF WASHINGTON  
DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson St. SE, Olympia, WA 98501  
PO Box 41476, Olympia, WA 98504-1476

June 2, 2015

TO: Emma Johnson, City of Bellevue  
FROM: *TG* Terrie Glave, Contracts Specialist, (360) 407-9330  
RE: Authorization No. 2014-191 C (3)  
Amendment No. 2  
Project Title Energy Efficiency Measures  
Integrity Energy Services Company  
SUBJECT: Funding Approval

The Department of Enterprise Services, E&AS, requires funding approval for the above referenced contract document(s). The amount required is as follows:

Design & Implementation of Energy Conservation Measures	\$ 1,802.88
Sales Tax (9.5%)	\$ 171.27
<b>TOTAL</b>	<b>\$ 1,974.15</b>

In accordance with the provisions of RCW 43.88, the signature affixed below certifies to the Facilities Division, Engineering & Architectural Services that the above identified funds are appropriated, allotted or that funding will be obtained from other sources available to the using client/agency. The using/client agency bears the liability for any issues related to the funding for this project.

By *Nora Whelan, Civic Services Director* *7-27-15*  
Name / Title Date

Please sign and return this form to E&AS. If you have any questions, please call me.

2014191Camd2fundtg

Approved as to form:  
By: *Sharon G. Peache*  
Assistant City Attorney  
Date: *07/24/2015*

# DES Energy Program COP-FA Coversheet

Client Name City of Bellevue  
 Project Number 2014-191 H (2-1)  
 COP/FA Number 4  
 Project Title Energy Efficiency Measures  
 Date 5/26/2015

Construction			
Ductwork Cleaning at FS#8		\$	2,486.00
Subtotal		\$	2,486.00
Bond	3.00%	\$	74.58
Subtotal		\$	2,560.58
Sales Tax	9.50%	\$	243.26
Construction Subtotal		\$	2,803.84

Professional Services	Percent		
Design	0.00%	\$	-
CM	6.0%	\$	149.16
OH&P	16.0%	\$	397.76
Subtotal		\$	546.92
Sales Tax	9.50%	\$	51.96
PS Subtotal		\$	598.88

Total Cost of Change

**\$ 3,402.72**

Use contingency funds       Use additional owner funds

Acknowledgement of Total Cost of Change		Date
Client		5/28/15
ESCO		5/26/2015
Energy Project Manager		5/29/15



STATE OF WASHINGTON  
DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson St. SE, Olympia, WA 98501  
PO Box 41476, Olympia, WA 98504-1476

June 8, 2015

TO: Emma Johnson, City of Bellevue

FROM: Terrie Glave, Contracts Specialist, (360) 407-9330

RE: Contract No. 2014-191 H (3-1)  
Energy Efficiency Measures

Integrity Energy Services Company

SUBJECT: Funding Approval

FA Numbers 4, 5, 6 Change Order No. 2

The Department of Enterprise Services, E&AS, requires funding approval for the above referenced contract document. The amount required is as follows:

Contingency Amount Requested (with Tax)	\$8,897.61
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**In accordance with the provisions of RCW 43.88, the signature affixed below certifies to the Facilities Division, Engineering & Architectural Services that the above identified funds are appropriated, allotted, and that the using/client agency bears the liability for any issues related to the funding for this project.**

By: Terrie Glave, Contracts Specialist Date: 7.27.15  
Name / Title

Please sign and return this form to E&AS. If you have any questions, please call me.

2014191Hco2fundtg

Approved as to form:  
By: Sharon K. Roach  
Assistant City Attorney  
Date: 07/24/15

# DES Energy Program COP-FA Coversheet

Client Name City of Bellevue  
 Project Number 2014-191 H (2-1)  
 COP/FA Number 4  
 Project Title Energy Efficiency Measures  
 Date 5/26/2015

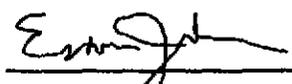
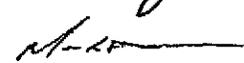
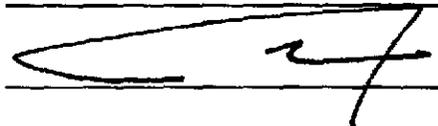
Construction			
Ductwork Cleaning at FS#8		\$	2,486.00
Subtotal		\$	2,486.00
Bond	3.00%	\$	74.58
Subtotal		\$	2,560.58
Sales Tax	9.50%	\$	243.26
Construction Subtotal		\$	2,803.84

Professional Services	Percent		
Design	0.00%	\$	-
CM	6.0%	\$	149.16
OH&P	16.0%	\$	397.76
Subtotal		\$	546.92
Sales Tax	9.50%	\$	51.96
PS Subtotal		\$	598.88

Total Cost of Change

**\$ 3,402.72**

Use contingency funds       Use additional owner funds

Acknowledgement of Total Cost of Change		Date
Client		5/28/15
ESCO		5/26/2015
Energy Project Manager		5/29/15

# DES Energy Program COP-FA Coversheet

Client Name City of Bellevue  
 Project Number 2014-191 H (2-1)  
 COP/FA Number 5  
 Project Title Energy Efficiency Measures  
 Date 5/26/2015

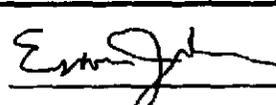
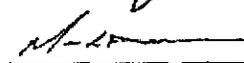
Construction			
Ductwork Cleaning at FS#9		\$	4,057.00
Subtotal		\$	4,057.00
Bond	3.00%	\$	121.71
Subtotal		\$	4,178.71
Sales Tax	9.50%	\$	396.98
Construction Subtotal		\$	4,575.69

Professional Services	Percent		
Design	0.00%	\$	-
CM	6.0%	\$	243.42
OH&P	16.0%	\$	649.12
Subtotal		\$	892.54
Sales Tax	9.50%	\$	84.79
PS Subtotal		\$	977.33

Total Cost of Change

**\$ 5,553.02**

Use contingency funds 
   
 Use additional owner funds

Acknowledgement of Total Cost of Change		Date
Client		5/28/2015
ESCO		5/26/2015
Energy Project Manager		5/29/15

# DES Energy Program COP-FA Coversheet

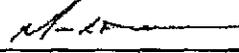
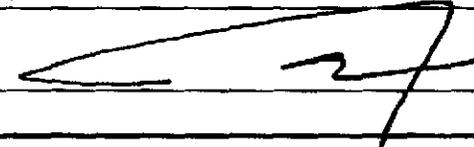
Client Name City of Bellevue  
 Project Number 2014-191 H (2-1)  
 COP/FA Number 6  
 Project Title Energy Efficiency Measures  
 Date 5/26/2015

Construction		
Replace supply diffusers in 7 sleeping quarters	\$	1,346.00
Subtotal	\$	1,346.00
Bond	3.00% \$	40.38
Subtotal	\$	1,386.38
Sales Tax	9.50% \$	131.71
Construction Subtotal	\$	1,518.09

Professional Services	Percent		
Design	5.00%	\$	67.30
CM	6.0%	\$	80.76
OH&P	16.0%	\$	215.36
Subtotal		\$	363.42
Sales Tax	9.50%	\$	34.52
PS Subtotal		\$	397.94

Total Cost of Change \$ 1,916.03

Use contingency funds  Use additional owner funds

Acknowledgement of Total Cost of Change		Date
Client		5/28/2015
ESCO		5/26/2015
Energy Project Manager		5/29/15





Washington State Department of  
**Enterprise Services**

FACILITIES DIVISION  
ENGINEERING & ARCHITECTURAL SERVICES (E&AS)

City of Bellevue

CONTRACT NO. 2014-191 H (3-1)

AGENCY

Energy Efficiency Measures

CO NO. 3

PROJECT TITLE

**CONTRACT CHANGE ORDER (CO)**

TO: Integrity Energy Services Co CONTRACTOR

The following mutually agreed to and Owner approved Change Order Proposal(s) and/or Field Authorization(s) are hereby incorporated by reference into the contract.

See attached FAs Numbers 7 and 8.

LIST OF APPROVED FAs and/or COPS

**CONTRACT SUM:**

- NO CHANGE
- INCREASE
- DECREASE

OF Nine Thousand Six Hundred Fifty-Two Dollars & 13/100 \$ 9,652.13  
(Washington State sales tax not included)

**CONTRACT TIME:**

- NO CHANGE
- INCREASE
- DECREASE

OF 0 CALENDAR DAYS

SUMMARY OF COST/TIME CHANGES

The foregoing amount covers everything required in connection with the change. All other provisions of the contract remain in full force and effect.

**CONTRACT SUMMARY (Internal Use Only)**

NO CHANGE

ORIGINAL CONTRACT SUM	\$ 1,533,513.00	PREVIOUS TOTAL	\$ 1,564,607.67
PREVIOUS ADDITIONS	\$ 31,094.67	CHANGE AMOUNT	\$ 9,652.13
PREVIOUS DEDUCTIONS	\$ -	NEW TOTAL	\$ 1,574,259.80

PERCENT CHANGE FROM ORIGINAL CONTRACT AMOUNT 2.66%

NEW CONTRACT COMPLETION DATE 8/21/2015

TOTAL CONTRACT CALENDAR DAYS 228

AUTHORIZATION

The Department of Enterprise Services hereby accepts the foregoing Field Authorization(s) and/or Change Order Proposal(s). This formal acceptance constitutes a Change Order to the contract only when authorizing signature is affixed. Invoices incorporating this Change Order constitute acceptance by the Contractor as total reimbursement due in connection with this Change Order.

AUTHORIZING SIGNATURE

DATE

FEDERAL BUREAU OF INVESTIGATION  
 U.S. DEPARTMENT OF JUSTICE  
 WASHINGTON, D.C. 20535

CONTRACT NO. 44-3884-1  
 CLIENT  
 Federal Bureau of Investigation  
 PROSECUTION DIVISION

CONTRACT NO. 44-3884-1  
 NO. 1  
 DATE 11/15/68

(Continuity Agency Services) (FBI) (FBI) (FBI)

When authorized by FBI, you are directed to proceed with work as described herein and/or detailed in the instructions  
 attached hereto.

You are to perform all work under this contract in accordance with the terms and conditions set forth herein and  
 to be performed in accordance with the instructions and/or detailed in the instructions attached hereto.

THE SOURCE OF FUNDS FOR THIS CONTRACT IS THE FEDERAL BUREAU OF INVESTIGATION, U.S. DEPARTMENT OF JUSTICE, WASHINGTON, D.C.

CHIEF OF BUREAU (FBI) (FBI) (FBI) (FBI)

CONTRACT TITLE  
 TO THE CONTRACT FOR WITHIN THE PROPOSED MAXIMUM AMOUNT OF

\$100,000.00 (FBI) (FBI) (FBI) (FBI)

The above information covers the maximum amount of work to be performed under this contract. It does not include

CONTRACT TITLE  
 (FBI) (FBI) (FBI) (FBI)

Check the box(es) corresponding to the following conditions in a separate, written report and supplemental conditions

- Advance payment
- No advance payment
- No advance payment

This contract will be performed in accordance with the terms and conditions set forth herein and/or detailed in the

instructions attached hereto. It does not include the maximum amount of work to be performed under this contract.

CONTRACT TITLE (FBI) (FBI) (FBI) (FBI)





**ENERGY SERVICES AUTHORIZATION AMENDMENT NO. 3**

Project Title Energy Efficiency Measures Authorization No. 2014-191 C (3)  
 Facility City of Bellevue Date July 8, 2015

This Amendment, when properly signed, shall be the basis on which the Subject Authorization shall be modified.3

Authorization (this sheet) Project Completion and Compensation  
 Scope of Work Options: Modify Basic Services

**Approvals**

Energy Services Company:

Owner:

Integrity Energy Services Co.  
 4119 – 257<sup>th</sup> Ct SE  
 Issaquah, WA 98029

City of Bellevue  
 acting through the Dept. of Enterprise Services  
 Engineering and Architectural Services

By: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

\_\_\_\_\_  
 Joseph Sullivan, P.E.  
 Energy Engineer

**Compensation for Energy Services**

Basic Services	COMPENSATION		
	Current	New	Previous
Energy Audit and Energy Services Proposal	\$ 15,413.00	\$ 0.00	\$ 15,413.00
Design	\$ 78,455.40	\$ 937.10	\$ 77,518.30
Construction Management	\$ 50,042.60	\$ 562.26	\$ 49,480.34
Overhead and Profit	\$ 141,290.60	\$ 1,499.36	\$ 139,791.24
Measurement & Verification Year 1	\$ 7,500.00	\$ 0.00	\$ 7,500.00
Measurement & Verification Year 2	\$ 7,500.00	\$ 0.00	\$ 7,500.00
<b>Grand Total (Plus WSST as applicable)</b>	<b>\$ 300,201.60</b>	<b>\$ 2,998.72</b>	<b>\$ 297,202.88</b>

**Value of this Amendment = \$2,998.72 (Plus Washington State Sales Tax)**

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**Scope of Work**

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This Amendment to the Authorization is related to professional services provided for Change Order No. 3 on Contract No. 2014-191 H (3-1). Professional services include design, construction management and overhead and profit for the work performed under Change Order No. 3.

2014191Camd2cr



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**Related Contract Information:**

Amendment/change order/renewal? Yes  
Amendment #: 6  
Amendment Effective Date: 5/15/2015  
Original PO #: 1350309  
Original Contract Value: \$3,000.00  
Total value of Previous Change Orders: \$220,083.06

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**Budget Information:**

Line #	Description	GL Date	Account #	Subtotal	Tax	Total
2	Fire CIP		910680999 5XXXXX 9422	\$5,798.00	Yes	\$6,348.81
			all same acct	\$22,969	yes	\$25,151.06
			same	\$1,802.88	yes	\$1,974.15
			same	\$8,125.68	yes	\$8,897.61
			same	\$1,310.36	yes	\$1,434.85
			same	\$2,997.21	yes	\$3,283.60

**Additional Comments:**

GLs shall be assigned per Department

7/21/15

Per Jamie use dummy acct for all items -  
no account numbers provided.

43003.13

47090.08

## CONTRACT REVIEW CRITERIA

Dept.	PS	
<input type="checkbox"/>	<input type="checkbox"/>	Does the Contract Routing/Approval Form and Contract have consistent information?
<input type="checkbox"/>	<input type="checkbox"/>	Is the Contract Type and template appropriate for the services performed?
<input type="checkbox"/>	<input type="checkbox"/>	Are the contract values (i.e aggregate values, yearly budget totals, taxable amounts, acct. numbers, etc.) accurate?
<input type="checkbox"/>	<input type="checkbox"/>	Is the JDE vendor name and number accurate?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Company have a Bellevue Business License? If not, date Tax Office was notified? _____
<input type="checkbox"/>	<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 type="checkbox"/>	Do the Contract Start/End Dates comply with current policies (maximum 4 years unless exception noted)?
<input type="checkbox"/>	<input type="checkbox"/>	Is this an amendment or renewal? If so, are the original contract #'s and values indicated?
<input type="checkbox"/>	<input type="checkbox"/>	Has the Selection Method been explained in Additional Comments? Are results attached?
<input type="checkbox"/>	<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 type="checkbox"/>	Does the contractor meet requirements of the Independent Contractor Threshold question?
<input type="checkbox"/>	<input 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"/>	<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"/>	<input type="checkbox"/>	If this contract requires the payment of Prevailing Wages, are current Wage Rates referenced in Attachment "C"?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Contractor have an open account with the Washington State Department of Revenue?
<input type="checkbox"/>	<input type="checkbox"/>	Are the Contractor's worker's compensation premiums current?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Vendor have an active Professional/Contractor License with the Washington State Department of Licensing?
<input type="checkbox"/>	<input type="checkbox"/>	<b>Is the Vendor on the Federal Debarred Suspended List?</b>

### 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?

CR# 53831 Date: 7-28-15 PO # & Loc: 1350309.006



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

### Contract Routing Form

#### Current Contract Information:

**Contract Title:** Interagency Agreement with DES (EE)  
**Contract Description:** Energy/Utility Conservation Project  
**Total Contract Value:** ~~\$1,896,364.81~~ \$2,239,211.88  
**This Amendment Value:** ~~\$6,348.81~~ \$47,090.08  
**Department:** Civic Services Facility Maintenance - 580  
**Contract Manager:** Emma Johnson  
**Contract Type:** Other  
**Contract Form:** Custom contract document  
**Budget Expenditure:** Expenditure Contract - Sufficient Funds  
**Maximo User:**

#### Vendor Information:

<b>New Vendor?</b>	No	<b>Tax ID#:</b>	
<b>Vendor Name:</b>	Department of Enterprise Services	<b>COB License #:</b>	
<b>JDE Vendor Number:</b>	287194	<b>UBI #:</b>	603113225
<b>Independent Contractor?</b>	Yes	<b>Contractor's Lic. #:</b>	

#### Contract Term:

**Original Effective Date:** 12/12/2014      **End Date:** 12/31/2016 ✓  
**Subject To:** One 2-year renewal

#### Council Approval:

**Does this contract require council approval?** Yes  
**Council Award Date:** 12/8/2014      **Council Action:** Resolution      **Legislative #:** 8848 ✓

#### Route:

		In	Out
Procurement Services:	<u>ACarbo</u>	<u>7/21/15</u>	<u>7/21/15</u>
Information Technology:	Not Required		
Legal:	<u>Mona Pringle</u>	<u>7/21/15</u>	<u>7/24/15</u>
Insurance Reviewed By:	<u>Pete B...</u>	<u>7/24/15</u>	<u>7-27-15</u>
Department Director:	<u>Megan Copelan</u>	<u>7-27-15</u>	<u>7-27-15</u>
Procurement Services:	<u>ACarbo</u>	<u>7/27/15</u>	<u>7/27/15</u>
Return To:	Megan Copelan		
City Clerk's Office:	<u>M. Torner</u>	<u>7-28-15</u>	<u>7-28-15</u>

RISK  
Ⓣ