



CONTRACTS & AGREEMENTS

ECM INDEX DATA

INTRLOC_00 DEPT OF ENTERPRISE SERVICES

File Location

Vendor Name

DEPT OF ENTERPRISES SVCS
12/31/2015

Document Type: Interlocal Amendment

Vendor Name: DEPT OF ENTERPRISE SERVICES

PO# Location: INTRLOC-004

Effect Date: 12/5/2013

Term Date: 12/31/2015

CR#: 51819

Related CR#: 50592 50929 51393 51475

Ordinance: 6161

Resolution: _____

Leg Date: 5/19/2014

Vendor #: 287194

Description: AMD#4 PROVIDE ENERGY/UTILITY CONSERVATION PROJECT
MANAGEMENT AND MONITORING SERVICES TO THE CITY
PO 1350309-004 X-REF 50592 50929 51393 51475

Notes:

INTRLOC_00
INTERLOCAL AGREEMENTS
12/31/2015
S00176854

1350309.004



51819 DATE 10-2-14 LOG INTR100 004

STATE OF WASHINGTON
DEPARTMENT OF ENTERPRISE SERVICES
1600 Jefferson St. SE, Olympia, WA 98501
PO Box 41476, Olympia, WA 98504-1476

September 16, 2014

TO: Emma Johnson, City of Bellevue
FROM: Terrie Glave, Contracts Specialist, (360) 407-9330
RE: Contract No. 2014-191 G (1-1)
Solar PV System
Integrity Energy Services Company
SUBJECT: Funding Approval
FA No. 1 Change Order No. 1

The amount below reconciles the constructon contract for 2014-191 G (1-1) to the amount invoiced.

Reconciliation (with Tax) (\$15,739.00)

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 DeLeon* *City Services Director* *10-1-14*
Name / Title Date

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

2014191Gco1fundtg

Approved as to form:
By: *Thomas J. Raudie*
Assistant City Attorney



City of Bellevue
AGENCY

CONTRACT NO. 2014-191 G (1-1)

CONTRACT CHANGE ORDER (CO)

Solar PV System
PROJECT TITLE

CO NO. 1

00J 37A0

TO: Integrity Energy Services **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 Fifteen Thousand Seven Hundred Thirty-Nine Dollars 00/100 \$ (15,739.00)
(Washington State sales tax not included)

CONTRACT TIME:

- NO CHANGE
- INCREASE
- DECREASE

OF 0 CALENDAR DAYS

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	\$ 112,160.00	PREVIOUS TOTAL	\$ 112,160.00
PREVIOUS ADDITIONS	\$ -	CHANGE AMOUNT	\$ (15,739.00)
PREVIOUS DEDUCTIONS	\$ -	NEW TOTAL	\$ 96,421.00
PERCENT CHANGE FROM ORIGINAL CONTRACT AMOUNT		-14.03%	
NEW CONTRACT COMPLETION DATE		1/17/2015	
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.

AUTHORIZING SIGNATURE

DATE

Joseph Sullivan, P.E., Energy Engineer

SUMMARY OF COST/TIME CHANGES

AUTHORIZATION



Washington State Department of
Enterprise Services
FACILITIES DIVISION

ENGINEERING & ARCHITECTURAL SERVICES (E&AS)
ENERGY CONSTRUCTION FIELD
AUTHORIZATION (FA)

CITY OF BELLEVUE
CLIENT
SOLAR PV SYSTEM
PROJECT TITLE

CONTRACT NO. 14-191G
FA No. 1

DESCRIPTION OF CHANGE IN THE WORK

PROPOSED MAXIMUM SUM/TIME

COST DATA COLLECTION

DIRECTION TO PROCEED

FINAL APPROVAL

TO: INTEGRITY ENERGY SERVICES (ESCO) REQUEST DATE: 9/2/14

When authorized by E&AS, you are directed to proceed with work as described below and/or detailed on the attachments referred hereto:

RECONCILE CONSTRUCTION CONTRACT TO AMOUNT INVOICED.

CONSTRUCTION CONTRACT	\$ 112,160 ⁰⁰
AMOUNT INVOICED	\$ 96,421 ⁰⁰
	<u>\$ 15,739⁰⁰</u>

REASON FOR CHANGE: DESIGN ERRORS DESIGN OMISSIONS AGENCY LATENT CONDITIONS CODE REQUIREMENTS VALUE ENGINEERING

EXPLANATION: RECONCILIATION

CHANGE ORIGINATED BY: JOE SULLIVAN NAME DES COMPANY

CONTRACT SUM:

NO CHANGE
 INCREASE
 DECREASE

TO THE CONTRACT SUM WITHIN THE PROPOSED MAXIMUM COST OF:
FIFTEEN THOUSAND SEVEN HUNDRED THIRTY NINE & 00/100 DOLLARS \$ 15,739⁰⁰

The above amount covers the maximum amount required in connection with the change. Washington State sales tax not included.

CONTRACT TIME:

NO CHANGE
 INCREASE
 DECREASE

OF: 0 CALENDAR DAYS

Cost data required by one of the following methods in accordance with the General and Supplemental Conditions.

DETAILED COST BREAKDOWN
 UNIT PRICE
 ACTUAL PRICE

METHOD OF MEASUREMENT

Time & Material with daily work sheets that list the name, trade, firm, hours, itemized materials, equipment and other job related costs. Contractor must obtain verification of hours from _____ (Owner's Rep) within _____ days from the day work was performed. Cost data required by: _____ (Date)

Contractor agrees to perform the work described above for the proposed maximum cost and time as shown above. Contractor agrees to give notice to Owner immediately if time or cost will be exceeded.

<u>[Signature]</u> ACCEPTED BY CONTRACTOR	9/3/2014 DATE	<u>[Signature]</u> CONTRACTOR	9/3/2014 DATE
Proposal reviewed & proposed maximum cost is reasonable.		Final cost breakdown has been reviewed and final cost is accepted.	
<u>[Signature]</u> APPROVED BY ESCO	9/3/2014 DATE	<u>[Signature]</u> ESCO	9/3/2014 DATE
<u>[Signature]</u> FUNDING VERIFICATION BY CLIENT	9/14/2014 DATE	<u>[Signature]</u> CLIENT	9/14/2014 DATE
<u>[Signature]</u> AUTHORIZED BY E&AS	9/12/14 DATE	<u>[Signature]</u> E&AS	9/12/14 DATE
Payment for work authorized by this FA will not be made prior to incorporation of this FA into a Change Order to the contract by the Department of Enterprise Services.		<u>[Signature]</u> COST VERIFICATION E&AS	9/12/14 DATE

\$ 15,739⁰⁰
FINAL COST

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"/>	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?

All info w/ original contract

CR# 51819 Date: 10-2-14 PO # & Loc: 1350309-004



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
Contract Description: Energy/Utility Conservation Project Management and Monitoring Services
Total Contract Value: \$211,160.00
This Amendment Value: -\$15,739.00
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: Yes

GRX

Vendor Information:

New Vendor? No **Tax ID#:**
Vendor Name: Department of Enterprise Services **COB License #:**
JDE Vendor Number: 287194 **UBI #:**
Independent Contractor? **Contractor's Lic. #:**

Contract Term:

Original Effective Date: 09/11/2013 **End Date:** 12/31/2015
Subject To: One 2-year renewal

Council Approval:

Does this contract require council approval? Yes
Council Award Date: 5/19/2014 **Council Action:** Ordinance **Legislative #:**

Route:

	In	Out
Procurement Services: <u>A. Carlo</u>	<u>9/24/14</u>	<u>9/24/14</u>
Information Technology: Not Required		
Legal: <u>Therese Proulx</u>	<u>9.23.14</u>	<u>9.30.14</u>
Insurance Reviewed By: <u>[Signature]</u>	<u>10-1-14</u>	<u>10-1-14</u>
Department Director: <u>Ronald Johnson</u>	<u>10-1-14</u>	<u>10-1-14</u>
Procurement Services: <u>A. Carlo</u>	<u>10/1/14</u>	<u>10/1/14</u>
Return To: Emma Johnson		
City Clerk's Office: <u>M. Tolsted</u>	<u>10-2-14</u>	<u>10-2-14</u>