

**UNION GAP CITY COUNCIL**  
**REGULAR MEETING AGENDA**  
**MONDAY, FEBRUARY 22, 2016 – 6:00 P.M.**  
**CITY HALL ANNEX, 3103 2<sup>ND</sup> STREET, UNION GAP**

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**I. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

**II. CONSENT AGENDA:** There will be no separate discussion of these items unless a Council Member requests in which event the item will be removed from the Consent Agenda and considered immediately following the Consent Agenda. All items listed are considered to be routine by the Union Gap City Council and will be enacted by one motion

*A. Approval of Minutes:*

Regular Council Meeting Minutes, dated February 8, 2016, as attached to the Agenda and maintained in electronic format

*B. Approve Vouchers:*

Claims Vouchers – EFT's, and Voucher Nos. 91847 through 91950 for February 22, 2016, in the amount of \$322,009.56

Petty Cash Vouchers – EFT's and Voucher No. 1846 February 22 , 2016, in the amount of \$60.00

Advance Travel – EFT's and Voucher Nos. 1247 through 1248 for February 22, 2016, in the amount of \$410.94

**III. ITEMS FROM THE AUDIENCE: - First Opportunity** -The City Council will allow comments under this section on items NOT already on the agenda. Where appropriate, the public will be allowed to comment on agenda items as they are addressed during the meeting. Please signal staff or the chair if you wish to take advantage of this opportunity. Each speaker will have three (3) minutes to address the City Council. Any handouts provided must also be provided to the City Clerk and are considered a matter of public record

## **IV. GENERAL ITEMS**

### **Public Works/Community Development**

1. ARC Architects – City Hall Campus
2. Resolution No. \_\_\_\_\_ - HLA Local Agency Consultant Agreement - Valley Mall Blvd./Goodman Road Traffic Signal
3. Update – Main Street Reconstruction – 2<sup>nd</sup> Street to Franklin Street

### **Police Department**

Resolution No. \_\_\_\_\_ - Surplus Property

### **City Manager**

Mayoral Proclamation – Family History Week

- V. ITEMS FROM THE AUDIENCE: - Final Opportunity** - The City Council will allow comments under this section on items NOT already on the agenda. Each speaker will have three (3) minutes to address the City Council. Any handouts provided must also be provided to the City Clerk and are considered a matter of public record

## **VI. CITY MANAGER REPORT**

## **VII. COMMUNICATIONS/QUESTIONS/COMMENTS**

## **VIII. DEVELOPMENT OF NEXT AGENDA**

## **IX. ANY OTHER BUSINESS**

## **X. ADJOURN REGULAR MEETING**



## City Council Communication

**Meeting Date:** February 22, 2016  
**From:** David Spurlock, Dep. Director of Public Works & Community Development  
**Topic/Issue:** ARC Architects - City Hall Campus

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**SYNOPSIS:** On February 8, 2016 the Council authorized the City Manager to negotiate a contract with ARC Architects. Rex Bond of ARC Architects is here for introductions and discussion.

**RECOMMENDATION:** Discussion Only

**LEGAL REVIEW:** N/A

**FINANCIAL REVIEW:** N/A

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:** N/A



## City Council Communication

**Meeting Date:** February 22, 2016  
**From:** Dennis Henne, Director of Public Works & Community Development  
**Topic/Issue:** Resolution - HLA Local Agency Consultant Agreement - VMB / Goodman Road Traffic Signal

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**SYNOPSIS:** For your consideration is a *Local Agency A & E Professional Services Lump Sum Consultant Agreement* with Huibregtse Louman Associates, Inc. providing engineering services for the Valley Mall Boulevard / Goodman Road Traffic Signal Project.

**RECOMMENDATION:** Adopt a Resolution authorizing the City Manager to sign a *Local Agency A & E Professional Services Lump Sum Consultant Agreement* with Huibregtse, Louman Associates, Inc. (HLA) for services relating to the Valley Mall Boulevard / Goodman Road Traffic Signal Project.

**LEGAL REVIEW:** This resolution has been reviewed by the City Attorney.

**FINANCIAL REVIEW:** Funding is included in the 2016 Street Development Reserve Fund (121) for this project.

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:**

1. Resolution
2. HLA - Local Agency Consultant Agreement

**CITY OF UNION GAP, WASHINGTON**  
**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION** authorizing the City Manager to sign a Local Agency A & E Professional Services Lump Sum Consultant Agreement with Huibregtse Louman Associates for the Valley Mall Boulevard/Goodman Road Traffic Signal Project.

**WHEREAS**, the Valley Mall Boulevard/Goodman Road Traffic Signal Project requires that the City enter into a Local Agency A & E Professional Services Lump Sum Consultant with a Consultant possessing architectural and engineering expertise and project management experience to assist with the Project; and

**WHEREAS**, the City desires to enter into the Local Agency Consultant Agreement with Huibregtse Louman Associates for such expertise;

**NOW, THEREFORE, BE IT RESOLVED BY THE UNION GAP CITY COUNCIL as follows:**

That the City Manager is authorized to sign a Local Agency Consultant Agreement with Huibregtse Louman Associates for the Valley Mall Boulevard/Goodman Road Traffic Signal Project.

**PASSED** this 22<sup>nd</sup> day of February, 2016.

\_\_\_\_\_  
Roger Wentz, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Karen Clifton, City Clerk

\_\_\_\_\_  
Bronson Brown, City Attorney

## Local Agency A & E Professional Services Lump Sum Consultant Agreement

Agreement Number: 15152E

Firm/Organization Legal Name (do not use dba's): HLA Engineering and Land Surveying, Inc.	
Address 2803 River Road, Yakima, WA, 98902	Federal Aid Number
UBI Number	Federal TIN or SSN Number 91-1237188
Execution Date 2/23/16	Completion Date 10/23/16
1099 Form Required <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Federal Participation <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Project Title Valley Mall Boulevard/Goodman Road Traffic Signal	
Description of Work  Design services to construct a signalized intersection at Valley Mall Boulevard and Goodman Road. Work includes signal poles and mast arms, traffic lights, controller, conduit and conductors, detection, curb and gutter, sidewalk, pavement markings and bidding services.	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No DBE Participation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No MBE Participation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No WBE Participation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No SBE Participation	Maximum Amount Payable: \$46,000

### Index of Exhibits

- Exhibit A      Scope of Work
- Exhibit B      DBE Participation
- Exhibit C      Preparation and Delivery of Electronic Engineering and Other Data
- Exhibit D      Prime Consultant Cost Computations
- Exhibit E      Sub-consultant Cost Computations
- Exhibit F      Title VI Assurances
- Exhibit G      Certification Documents
- Exhibit H      Liability Insurance Increase
- Exhibit I      Alleged Consultant Design Error Procedures
- Exhibit J      Consultant Claim Procedures

Agreement Number: 15152E

THIS AGREEMENT, made and entered into as shown in the "Execution Date" box on page one (1) of this AGREEMENT, between the City of Union Gap hereinafter called the "AGENCY," and the "Firm / Organization Name" referenced on page one (1) of this AGREEMENT, hereinafter called the "CONSULTANT."

WHEREAS, the AGENCY desires to accomplish the work referenced in "Description of Work" on page one (1) of this AGREEMENT and hereafter called the "SERVICES;" and does not have sufficient staff to meet the required commitment and therefore deems it advisable and desirable to engage the assistance of a CONSULTANT to provide the necessary SERVICES; and

WHEREAS, the CONSULTANT represents that they comply with the Washington State Statutes relating to professional registration, if applicable, and has signified a willingness to furnish consulting services to the AGENCY.

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:

## **I. General Description of Work**

The work under this AGREEMENT shall consist of the above-described SERVICES as herein defined, and necessary to accomplish the completed work for this project. The CONSULTANT shall furnish all services, labor, and related equipment and, if applicable, sub-consultants and subcontractors necessary to conduct and complete the SERVICES as designated elsewhere in this AGREEMENT.

## **II. Scope of Work**

The Scope of Work and projected level of effort required for these SERVICES is described in Exhibit "A" attached hereto and by this reference made a part of this AGREEMENT. The Scope of Work was developed utilizing performance based contracting methodologies.

## **III. General Requirements**

All aspects of coordination of the work of this AGREEMENT with outside agencies, groups, or individuals shall receive advance approval by the AGENCY. Necessary contacts and meetings with agencies, groups, and/or individuals shall be coordinated through the AGENCY. The CONSULTANT shall attend coordination, progress, and presentation meetings with the AGENCY and/or such State, Federal, Community, City, or County officials, groups or individuals as may be requested by the AGENCY. The AGENCY will provide the CONSULTANT sufficient notice prior to meetings requiring CONSULTANT participation. The minimum required hours or days' notice shall be agreed to between the AGENCY and the CONSULTANT and shown in Exhibit "A."

The CONSULTANT shall prepare a monthly progress report, in a form approved by the AGENCY, which will outline in written and graphical form the various phases and the order of performance of the SERVICES in sufficient detail so that the progress of the SERVICES can easily be evaluated.

The CONSULTANT, any sub-consultants, and the AGENCY shall comply with all Federal, State, and local laws, rules, codes, regulations, and all AGENCY policies and directives, applicable to the work to be performed under this AGREEMENT. This AGREEMENT shall be interpreted and construed in accordance with the laws of the State of Washington.

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Participation for Disadvantaged Business Enterprises (DBE) or Small Business Enterprises (SBE), if required, per 49 CFR Part 26 shall be shown on the heading of this AGREEMENT. If DBE firms are utilized at the commencement of this AGREEMENT, the amounts authorized to each firm and their certification number will be shown on Exhibit "B" attached hereto and by this reference made part of this AGREEMENT. If the Prime CONSULTANT is a DBE certified firm they must comply with the Commercial Useful Function (CUF) regulation outlined in the AGENCY's "DBE Program Participation Plan" and perform a minimum of 30% of the total amount of this AGREEMENT. It is recommended, but not required, that non-DBE Prime CONSULTANTS perform a minimum of 30% of the total amount of this AGREEMENT.

The CONSULTANT, on a monthly basis, is required to submit DBE Participation of the amounts paid to all DBE firms invoiced for this AGREEMENT.

All Reports, PS&E materials, and other data furnished to the CONSULTANT by the AGENCY shall be returned. All electronic files, prepared by the CONSULTANT, must meet the requirements as outlined in Exhibit "C – Preparation and Delivery of Electronic Engineering and other Data."

All designs, drawings, specifications, documents, and other work products, including all electronic files, prepared by the CONSULTANT prior to completion or termination of this AGREEMENT are instruments of service for these SERVICES, and are the property of the AGENCY. Reuse by the AGENCY or by others, acting through or on behalf of the AGENCY of any such instruments of service, not occurring as a part of this SERVICE, shall be without liability or legal exposure to the CONSULTANT.

Any and all notices or requests required under this AGREEMENT shall be made in writing and sent to the other party by (i) certified mail, return receipt requested, or (ii) by email or facsimile, to the address set forth below:

**If to AGENCY:**

Name: Dennis Henne  
Agency: City of Union Gap  
Address: 3106 First Street  
City: Union Gap State: WA Zip: 98903  
Email: [ugpwdirector@cityofuniongap.com](mailto:ugpwdirector@cityofuniongap.com)  
Phone: 509-225-3524  
Facsimile:

**If to CONSULTANT:**

Name: Michael T. Battle  
Agency: HLA Engineering and Land Surveying, Inc  
Address: 2803 River Road  
City: Yakima State: WA Zip: 98902  
Email: [mbattle@hlacivil.com](mailto:mbattle@hlacivil.com)  
Phone: 509-966-7000  
Facsimile: 509-965-3800

#### **IV. Time for Beginning and Completion**

The CONSULTANT shall not begin any work under the terms of this AGREEMENT until authorized in writing by the AGENCY. All work under this AGREEMENT shall be completed by the date shown in the heading of this AGREEMENT titled "Completion Date."

The established completion time shall not be extended because of any delays attributable to the CONSULTANT, but may be extended by the AGENCY in the event of a delay attributable to the AGENCY, or because of unavoidable delays caused by an act of GOD, governmental actions, or other conditions beyond the control of the CONSULTANT. A prior supplemental AGREEMENT issued by the AGENCY is required to extend the established completion time.

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## V. Payment Provisions

The CONSULTANT shall be paid by the AGENCY for completed SERVICES rendered under this AGREEMENT as provided hereinafter. Such payment shall be full compensation for SERVICES performed or SERVICES rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete SERVICES. The CONSULTANT shall conform to all applicable portions of 48 CFR Part 31 ([www.ecfr.gov](http://www.ecfr.gov)). The estimate in support of the lump sum amount is attached hereto as Exhibits "D" and "E" and by this reference made part of this AGREEMENT.

- A. Lump Sum Agreement: Payment for all consulting SERVICES shall be on the basis of a lump sum amount as shown on page one (1) of this AGREEMENT.
- B. Maximum Amount Payable: The Maximum Total Amount Payable by the AGENCY to the CONSULTANT under this AGREEMENT shall not exceed the amount shown in the heading of this AGREEMENT on page one (1.) The Maximum Amount Payable does not include payment for extra work as stipulated in section XIII, "Extra Work." No minimum amount payable is guaranteed under this AGREEMENT.
- C. Monthly Progress Payments: The CONSULTANT may submit billings to the AGENCY for reimbursement of costs on a monthly basis. To provide a means of verifying the billed salary costs for the CONSULTANT's employees, the AGENCY may conduct employee interviews. These interviews may consist of recording the names, titles, salary rates, and present duties of those employees performing work on the SERVICES at the time of the interview.
- D. Final Payment: Final Payment of any balance due the CONSULTANT of the gross amount earned will be made promptly upon its verification by the AGENCY after the completion of the SERVICES under this AGREEMENT, contingent, if applicable, upon receipt of all PS&E, plans, maps, notes, reports, electronic data, and other related documents which are required to be furnished under this AGREEMENT. Acceptance of such Final Payment by the CONSULTANT shall constitute a release of all claims for payment, which the CONSULTANT may have against the AGENCY unless such claims are specifically reserved in writing and transmitted to the AGENCY by the CONSULTANT prior to its acceptance. Said Final Payment shall not, however, be a bar to any claims that the AGENCY may have against the CONSULTANT or to any remedies the AGENCY may pursue with respect to such claims.

The payment of any billing will not constitute agreement as to the appropriateness of any item and at the time of final audit all required adjustments will be made and reflected in a final payment. In the event that such final audit reveals an overpayment to the CONSULTANT, the CONSULTANT will refund such overpayment to the AGENCY within thirty (30) calendar days of notice of the overpayment. Such refund shall not constitute a waiver by the CONSULTANT for any claims relating to the validity of a finding by the AGENCY of overpayment. Per WSDOT's "Audit Guide for Consultants," Chapter 23 "Resolution Procedures," the CONSULTANT has twenty (20) working days after receipt of the final Post Audit to begin the appeal process to the AGENCY for audit findings.

- E. Inspection of Cost Records: The CONSULTANT and their sub-consultants shall keep available for inspection by representatives of the AGENCY and the United States, for a period of six (6) years after receipt of final payment, the cost records and accounts pertaining to this AGREEMENT and all items related to or bearing upon these records with the following exception: if any litigation, claim or audit arising out of, in connection with, or related to this AGREEMENT is initiated before the expiration of the six (6) year period, the cost records and accounts shall be retained until such litigation, claim, or audit involving the records is completed.

A post audit may be performed on this AGREEMENT. The audit, if any, will be performed by the State Auditor, WSDOT's Internal Audit Office and /or at the request of the AGENCY's Project Manager.

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## **VI. Sub-Contracting**

The AGENCY permits subcontracts for those items of SERVICES as shown in Exhibit "A" attached hereto and by this reference made part of this AGREEMENT.

The CONSULTANT shall not subcontract for the performance of any SERVICE under this AGREEMENT without prior written permission of the AGENCY. No permission for subcontracting shall create, between the AGENCY and sub-consultant, any contract or any other relationship.

Compensation for this sub-consultant SERVICES shall be based on the cost factors shown on Exhibit "E" attached hereto and by this reference made part of this AGREEMENT.

The SERVICES of the sub-consultant shall not exceed its maximum amount payable identified in each sub-consultant cost estimate unless a prior written approval has been issued by the AGENCY.

All reimbursable direct labor, indirect cost rate, direct non-salary costs and fixed fee costs for the sub-consultant shall be negotiated and substantiated in accordance with section V "Payment Provisions" herein and shall be memorialized in a final written acknowledgement between the parties.

All subcontracts shall contain all applicable provisions of this AGREEMENT, and the CONSULTANT shall require each sub-consultant or subcontractor, of any tier, to abide by the terms and conditions of this AGREEMENT. With respect to sub-consultant payment, the CONSULTANT shall comply with all applicable sections of the STATE's Prompt Payment laws as set forth in RCW 39.04.250 and RCW 39.76.011.

The CONSULTANT, sub-recipient, or sub-consultant shall not discriminate on the basis of race, color, national origin, or sex in the performance of this AGREEMENT. The CONSULTANT shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the CONSULTANT to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the recipient deems appropriate.

## **VII. Employment and Organizational Conflict of Interest**

The CONSULTANT warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this contract. For breach or violation of this warrant, the AGENCY shall have the right to annul this AGREEMENT without liability or, in its discretion, to deduct from this AGREEMENT price or consideration or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

Any and all employees of the CONSULTANT or other persons while engaged in the performance of any work or services required of the CONSULTANT under this AGREEMENT, shall be considered employees of the CONSULTANT only and not of the AGENCY, and any and all claims that may arise under any Workmen's Compensation Act on behalf of said employees or other persons while so engaged, and any and all claims made by a third party as a consequence of any act or omission on the part of the CONSULTANT's employees or other persons while so engaged on any of the work or services provided to be rendered herein, shall be the sole obligation and responsibility of the CONSULTANT.

The CONSULTANT shall not engage, on a full- or part-time basis, or other basis, during the period of this AGREEMENT, any professional or technical personnel who are, or have been, at any time during the period of this AGREEMENT, in the employ of the United States Department of Transportation or the AGENCY, except regularly retired employees, without written consent of the public employer of such person if he/she will be working on this AGREEMENT for the CONSULTANT.

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## VIII. Nondiscrimination

During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees, sub-consultants, subcontractors and successors in interest, agrees to comply with the following laws and regulations:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. Chapter 21 Subchapter V § 2000d through 2000d-4a)
- Federal-aid Highway Act of 1973 (23 U.S.C. Chapter 3 § 324)
- Rehabilitation Act of 1973 (29 U.S.C. Chapter 16 Subchapter V § 794)
- Age Discrimination Act of 1975 (42 U.S.C. Chapter 76 § 6101 *et. seq.*)
- Civil Rights Restoration Act of 1987 (Public Law 100-259)
- American with Disabilities Act of 1990 (42 U.S.C. Chapter 126 § 12101 *et. seq.*)
- 23 CFR Part 200
- 49 CFR Part 21
- 49 CFR Part 26
- RCW 49.60.180

In relation to Title VI of the Civil Rights Act of 1964, the CONSULTANT is bound by the provisions of Exhibit "F" attached hereto and by this reference made part of this AGREEMENT, and shall include the attached Exhibit "F" in every sub-contract, including procurement of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto.

## IX. Termination of Agreement

The right is reserved by the AGENCY to terminate this AGREEMENT at any time with or without cause upon ten (10) days written notice to the CONSULTANT.

In the event this AGREEMENT is terminated by the AGENCY, other than for default on the part of the CONSULTANT, a final payment shall be made to the CONSULTANT for actual hours charged and any appropriate fixed fee percentage at the time of termination of this AGREEMENT, plus any direct non-salary costs incurred up to the time of termination of this AGREEMENT.

No payment shall be made for any SERVICES completed after ten (10) days following receipt by the CONSULTANT of the notice to terminate. If the accumulated payment made to the CONSULTANT prior to Notice of Termination exceeds the total amount that would be due when computed as set forth in paragraph two (2) of this section, then no final payment shall be due and the CONSULTANT shall immediately reimburse the AGENCY for any excess paid.

If the services of the CONSULTANT are terminated by the AGENCY for default on the part of the CONSULTANT, the above formula for payment shall not apply.

In the event of a termination for default, the amount to be paid to the CONSULTANT shall be determined by the AGENCY with consideration given to the actual costs incurred by the CONSULTANT in performing SERVICES to the date of termination, the amount of SERVICES originally required which was satisfactorily completed to date of termination, whether that SERVICE is in a form or a type which is usable to the AGENCY at the time of termination, the cost to the AGENCY of employing another firm to complete the SERVICES required and the time which may be required to do so, and other factors which affect the value to the AGENCY of the SERVICES performed at the time of termination. Under no circumstances shall payment made under this subsection exceed the amount, which would have been made using the formula set forth in paragraph two (2) of this section.

If it is determined for any reason that the CONSULTANT was not in default or that the CONSULTANT's failure to perform is without the CONSULTANT's or its employee's fault or negligence, the termination shall be deemed to be a termination for the convenience of the AGENCY. In such an event, the CONSULTANT would be reimbursed for actual costs and appropriate fixed fee percentage in accordance with the termination for other than default clauses listed previously.

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The CONSULTANT shall, within 15 days, notify the AGENCY in writing, in the event of the death of any member, partner, or officer of the CONSULTANT or the death or change of any of the CONSULTANT's supervisory and/or other key personnel assigned to the project or disaffiliation of any principally involved CONSULTANT employee. The CONSULTANT shall also notify the AGENCY, in writing, in the event of the sale or transfer of 50% or more of the beneficial ownership of the CONSULTANT within 15 days of such sale or transfer occurring. The CONSULTANT shall continue to be obligated to complete the SERVICES under the terms of this AGREEMENT unless the AGENCY chooses to terminate this AGREEMENT for convenience or chooses to renegotiate any term(s) of this AGREEMENT. If termination for convenience occurs, final payment will be made to the CONSULTANT as set forth in the second and third paragraphs of this section.

Payment for any part of the SERVICES by the AGENCY shall not constitute a waiver by the AGENCY of any remedies of any type it may have against the CONSULTANT for any breach of this AGREEMENT by the CONSULTANT, or for failure of the CONSULTANT to perform SERVICES required of it by the AGENCY. Forbearance of any rights under the AGREEMENT will not constitute waiver of entitlement to exercise those rights with respect to any future act or omission by the CONSULTANT.

## **X. Changes of Work**

The CONSULTANT shall make such changes and revisions in the completed work of this AGREEMENT as necessary to correct errors appearing therein, without additional compensation thereof. Should the AGENCY find it desirable for its own purposes to have previously satisfactorily completed SERVICES or parts thereof changed or revised, the CONSULTANT shall make such revisions as directed by the AGENCY. This work shall be considered as Extra Work and will be paid for as herein provided under section XIII "Extra Work."

## **XI. Disputes**

Any disputed issue not resolved pursuant to the terms of this AGREEMENT shall be submitted in writing within 10 days to the Director of Public Works or AGENCY Engineer, whose decision in the matter shall be final and binding on the parties of this AGREEMENT; provided however, that if an action is brought challenging the Director of Public Works or AGENCY Engineer's decision, that decision shall be subject to judicial review. If the parties to this AGREEMENT mutually agree, disputes concerning alleged design errors will be conducted under the procedures found in Exhibit "J". In the event that either party deem it necessary to institute legal action or proceeding to enforce any right or obligation under this AGREEMENT, this action shall be initiated in the Superior Court of the State of Washington, situated in the county in which the AGENCY is located. The parties hereto agree that all questions shall be resolved by application of Washington law and that the parties have the right of appeal from such decisions of the Superior Court in accordance with the laws of the State of Washington. The CONSULTANT hereby consents to the personal jurisdiction of the Superior Court of the State of Washington, situated in the county in which the AGENCY is located.

## **XII. Legal Relations**

The CONSULTANT, any sub-consultants, and the AGENCY shall comply with all Federal, State, and local laws, rules, codes, regulations and all AGENCY policies and directives, applicable to the work to be performed under this AGREEMENT. This AGREEMENT shall be interpreted and construed in accordance with the laws of the State of Washington.

The CONSULTANT shall defend, indemnify, and hold The State of Washington (STATE) and the AGENCY and their officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the negligence of, or the breach of any obligation under this AGREEMENT by, the CONSULTANT or the CONSULTANT's agents, employees, sub consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable; provided that nothing herein shall require a CONSULTANT

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to defend or indemnify the STATE and the AGENCY and their officers and employees against and hold harmless the STATE and the AGENCY and their officers and employees from claims, demands or suits based solely upon the negligence of, or breach of any obligation under this AGREEMENT by the STATE and the AGENCY, their agents, officers, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the STATE and/or the AGENCY may be legally liable; and provided further that if the claims or suits are caused by or result from the concurrent negligence of (a) the CONSULTANT or the CONSULTANT's agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT is legally liable, and (b) the STATE and/or AGENCY, their agents, officers, employees, sub-consultants, subcontractors and or vendors, of any tier, or any other persons for whom the STATE and or AGENCY may be legally liable, the defense and indemnity obligation shall be valid and enforceable only to the extent of the CONSULTANT's negligence or the negligence of the CONSULTANT's agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable. This provision shall be included in any AGREEMENT between CONSULTANT and any sub-consultant, subcontractor and vendor, of any tier.

The CONSULTANT shall also defend, indemnify, and hold the STATE and the AGENCY and their officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions by the CONSULTANT or the CONSULTANT's agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable, in performance of the Work under this AGREEMENT or arising out of any use in connection with the AGREEMENT of methods, processes, designs, information or other items furnished or communicated to STATE and/or the AGENCY, their agents, officers and employees pursuant to the AGREEMENT; provided that this indemnity shall not apply to any alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions resulting from STATE and/or AGENCY's, their agents', officers' and employees' failure to comply with specific written instructions regarding use provided to STATE and/or AGENCY, their agents, officers and employees by the CONSULTANT, its agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable.

The CONSULTANT's relation to the AGENCY shall be at all times as an independent contractor.

Notwithstanding any determination by the Executive Ethics Board or other tribunal, the AGENCY may, in its sole discretion, by written notice to the CONSULTANT terminate this AGREEMENT if it is found after due notice and examination by the AGENCY that there is a violation of the Ethics in Public Service Act, Chapter 42.52 RCW; or any similar statute involving the CONSULTANT in the procurement of, or performance under, this AGREEMENT.

The CONSULTANT specifically assumes potential liability for actions brought by the CONSULTANT's own employees or its agents against the STATE and /or the AGENCY and, solely for the purpose of this indemnification and defense, the CONSULTANT specifically waives any immunity under the state industrial insurance law, Title 51 RCW. This waiver has been mutually negotiated between the Parties.

Unless otherwise specified in this AGREEMENT, the AGENCY shall be responsible for administration of construction contracts, if any, on the project. Subject to the processing of a new sole source, or an acceptable supplemental AGREEMENT, the CONSULTANT shall provide On-Call assistance to the AGENCY during contract administration. By providing such assistance, the CONSULTANT shall assume no responsibility for: proper construction techniques, job site safety, or any construction contractor's failure to perform its work in accordance with the contract documents.

The CONSULTANT shall obtain and keep in force during the terms of this AGREEMENT, or as otherwise required, the following insurance with companies or through sources approved by the State Insurance Commissioner pursuant to Title 48 RCW.

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## Insurance Coverage

- A. Worker's compensation and employer's liability insurance as required by the STATE.
- B. Commercial general liability insurance written under ISO Form CG 00 01 12 04 or its equivalent with minimum limits of one million dollars (\$1,000,000.00) per occurrence and two million dollars (\$2,000,000.00) in the aggregate for each policy period.
- C. Business auto liability insurance written under ISO Form CG 00 01 10 01 or equivalent providing coverage for any "Auto" (Symbol 1) used in an amount not less than a one million dollar (\$1,000,000.00) combined single limit for each occurrence.

Excepting the Worker's Compensation Insurance and any Professional Liability Insurance, the STATE and AGENCY, their officers, employees, and agents will be named on all policies of CONSULTANT and any sub-consultant and/or subcontractor as an additional insured (the "AIs"), with no restrictions or limitations concerning products and completed operations coverage. This coverage shall be primary coverage and non-contributory and any coverage maintained by the AIs shall be excess over, and shall not contribute with, the additional insured coverage required hereunder. The CONSULTANT's and the sub-consultant's and/or subcontractor's insurer shall waive any and all rights of subrogation against the AIs. The CONSULTANT shall furnish the AGENCY with verification of insurance and endorsements required by this AGREEMENT. The AGENCY reserves the right to require complete, certified copies of all required insurance policies at any time.

All insurance shall be obtained from an insurance company authorized to do business in the State of Washington. The CONSULTANT shall submit a verification of insurance as outlined above within fourteen (14) days of the execution of this AGREEMENT to:

Name: Dennis Henne  
Agency: City of Union Gap  
Address: 3106 First St.  
City: Union Gap State: WA Zip: 98903  
Email: [ugpwdirector@cityofuniongap.com](mailto:ugpwdirector@cityofuniongap.com)  
Phone: 509-225-3524  
Facsimile:

No cancellation of the foregoing policies shall be effective without thirty (30) days prior notice to the AGENCY.

The CONSULTANT's professional liability to the AGENCY, including that which may arise in reference to section IX "Termination of Agreement" of this AGREEMENT, shall be limited to the accumulative amount of the authorized AGREEMENT amount or one million dollars (\$1,000,000.00), whichever is greater, unless the limit of liability is increased by the AGENCY pursuant to Exhibit H. In no case shall the CONSULTANT's professional liability to third parties be limited in any way.

The parties enter into this AGREEMENT for the sole benefit of the parties, and to the exclusion of any third party, and no third party beneficiary is intended or created by the execution of this AGREEMENT.

The AGENCY will pay no progress payments under section V "Payment Provisions" until the CONSULTANT has fully complied with this section. This remedy is not exclusive; and the AGENCY may take such other action as is available to it under other provisions of this AGREEMENT, or otherwise in law.

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### **XIII. Extra Work**

- A. The AGENCY may at any time, by written order, make changes within the general scope of this AGREEMENT in the SERVICES to be performed.
- B. If any such change causes an increase or decrease in the estimated cost of, or the time required for, performance of any part of the SERVICES under this AGREEMENT, whether or not changed by the order, or otherwise affects any other terms and conditions of this AGREEMENT, the AGENCY shall make an equitable adjustment in the: (1) maximum amount payable; (2) delivery or completion schedule, or both; and (3) other affected terms and shall modify this AGREEMENT accordingly.
- C. The CONSULTANT must submit any "request for equitable adjustment," hereafter referred to as "CLAIM," under this clause within thirty (30) days from the date of receipt of the written order. However, if the AGENCY decides that the facts justify it, the AGENCY may receive and act upon a CLAIM submitted before final payment of this AGREEMENT.
- D. Failure to agree to any adjustment shall be a dispute under the section XI "Disputes" clause. However, nothing in this clause shall excuse the CONSULTANT from proceeding with the AGREEMENT as changed.
- E. Notwithstanding the terms and conditions of paragraphs (A.) and (B.) above, the maximum amount payable for this AGREEMENT, shall not be increased or considered to be increased except by specific written supplement to this AGREEMENT.

### **XIV. Endorsement of Plans**

If applicable, the CONSULTANT shall place their endorsement on all plans, estimates, or any other engineering data furnished by them.

### **XV. Federal Review**

The Federal Highway Administration shall have the right to participate in the review or examination of the SERVICES in progress.

### **XVI. Certification of the Consultant and the Agency**

Attached hereto as Exhibit "G-1(a and b)" are the Certifications of the CONSULTANT and the AGENCY, Exhibit "G-2" Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions, Exhibit "G-3" Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying and Exhibit "G-4" Certificate of Current Cost or Pricing Data. Exhibit "G-3" is required only in AGREEMENT's over one hundred thousand dollars (\$100,000.00) and Exhibit "G-4" is required only in AGREEMENT's over five hundred thousand dollars (\$500,000.00.) These Exhibits must be executed by the CONSULTANT, and submitted with the master AGREEMENT, and returned to the AGENCY at the address listed in section III "General Requirements" prior to its performance of any SERVICES under this AGREEMENT.

### **XVII. Complete Agreement**

This document and referenced attachments contain all covenants, stipulations, and provisions agreed upon by the parties. No agent, or representative of either party has authority to make, and the parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein. No changes, amendments, or modifications of the terms hereof shall be valid unless reduced to writing and signed by the parties as a supplement to this AGREEMENT.

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## **XVIII. Execution and Acceptance**

This AGREEMENT may be simultaneously executed in several counterparts, each of which shall be deemed to be an original having identical legal effect. The CONSULTANT does hereby ratify and adopt all statements, representations, warranties, covenants, and AGREEMENT's contained in the proposal, and the supporting material submitted by the CONSULTANT, and does hereby accept this AGREEMENT and agrees to all of the terms and conditions thereof.

## **XIX. Protection of Confidential Information**

The CONSULTANT acknowledges that some of the material and information that may come into its possession or knowledge in connection with this AGREEMENT or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either chapter 42.56 RCW or other local, state or federal statutes ("State's Confidential Information"). The "State's Confidential Information" includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records (or any other information identifiable to an individual), STATE and AGENCY source code or object code, STATE and AGENCY security data, non-public Specifications, STATE and AGENCY non-publicly available data, proprietary software, State security data, or information which may jeopardize any part of the project that relates to any of these types of information. The CONSULTANT agrees to hold the State's Confidential Information in strictest confidence and not to make use of the State's Confidential Information for any purpose other than the performance of this AGREEMENT, to release it only to authorized employees, sub-consultants or subcontractors requiring such information for the purposes of carrying out this AGREEMENT, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make it known to any other party without the AGENCY's express written consent or as provided by law. The CONSULTANT agrees to release such information or material only to employees, sub-consultants or subcontractors who have signed a nondisclosure AGREEMENT, the terms of which have been previously approved by the AGENCY. The CONSULTANT agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to the State's Confidential Information.

Immediately upon expiration or termination of this AGREEMENT, the CONSULTANT shall, at the AGENCY's option: (i) certify to the AGENCY that the CONSULTANT has destroyed all of the State's Confidential Information; or (ii) returned all of the State's Confidential Information to the AGENCY; or (iii) take whatever other steps the AGENCY requires of the CONSULTANT to protect the State's Confidential Information.

As required under Executive Order 00-03, the CONSULTANT shall maintain a log documenting the following: the State's Confidential Information received in the performance of this AGREEMENT; the purpose(s) for which the State's Confidential Information was received; who received, maintained and used the State's Confidential Information; and the final disposition of the State's Confidential Information. The CONSULTANT's records shall be subject to inspection, review, or audit upon reasonable notice from the AGENCY.

The AGENCY reserves the right to monitor, audit, or investigate the use of the State's Confidential Information collected, used, or acquired by the CONSULTANT through this AGREEMENT. The monitoring, auditing, or investigating may include, but is not limited to, salting databases.

Violation of this section by the CONSULTANT or its sub-consultants or subcontractors may result in termination of this AGREEMENT and demand for return of all State's Confidential Information, monetary damages, or penalties.

It is understood and acknowledged that the CONSULTANT may provide the AGENCY with information which is proprietary and/or confidential during the term of this AGREEMENT. The parties agree to maintain the confidentiality of such information during the term of this AGREEMENT and afterwards. All materials containing such proprietary and/or confidential information shall be clearly identified and marked as "Confidential" and shall be returned to the disclosing party at the conclusion of the SERVICES under this AGREEMENT.

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The CONSULTANT shall provide the AGENCY with a list of all information and materials it considers confidential and/or proprietary in nature: (a) at the commencement of the term of this AGREEMENT; or (b) as soon as such confidential or proprietary material is developed. "Proprietary and/or confidential information" is not meant to include any information which, at the time of its disclosure: (i) is already known to the other party; (ii) is rightfully disclosed to one of the parties by a third party that is not acting as an agent or representative for the other party; (iii) is independently developed by or for the other party; (iv) is publicly known; or (v) is generally utilized by unaffiliated third parties engaged in the same business or businesses as the CONSULTANT.

The parties also acknowledge that the AGENCY is subject to Washington State and federal public disclosure laws. As such, the AGENCY shall maintain the confidentiality of all such information marked proprietary and/or confidential or otherwise exempt, unless such disclosure is required under applicable state or federal law. If a public disclosure request is made to view materials identified as "Proprietary and/or confidential information" or otherwise exempt information, the AGENCY will notify the CONSULTANT of the request and of the date that such records will be released to the requester unless the CONSULTANT obtains a court order from a court of competent jurisdiction enjoining that disclosure. If the CONSULTANT fails to obtain the court order enjoining disclosure, the AGENCY will release the requested information on the date specified.

The CONSULTANT agrees to notify the sub-consultant of any AGENCY communication regarding disclosure that may include a sub-consultant's proprietary and/or confidential information. The CONSULTANT notification to the sub-consultant will include the date that such records will be released by the AGENCY to the requester and state that unless the sub-consultant obtains a court order from a court of competent jurisdiction enjoining that disclosure the AGENCY will release the requested information. If the CONSULTANT and/or sub-consultant fail to obtain a court order or other judicial relief enjoining the AGENCY by the release date, the CONSULTANT shall waive and release and shall hold harmless and indemnify the AGENCY from all claims of actual or alleged damages, liabilities, or costs associated with the AGENCY's said disclosure of sub-consultants' information.

## **XX. Records Maintenance**

During the progress of the Work and SERVICES provided hereunder and for a period of not less than six (6) years from the date of final payment to the CONSULTANT, the CONSULTANT shall keep, retain and maintain all "documents" pertaining to the SERVICES provided pursuant to this AGREEMENT. Copies of all "documents" pertaining to the SERVICES provided hereunder shall be made available for review at the CONSULTANT's place of business during normal working hours. If any litigation, claim or audit is commenced, the CONSULTANT shall cooperate with AGENCY and assist in the production of all such documents. "Documents" shall be retained until all litigation, claims or audit findings have been resolved even though such litigation, claim or audit continues past the six (6) year retention period.

For purposes of this AGREEMENT, "documents" means every writing or record of every type and description, including electronically stored information ("ESI"), that is in the possession, control, or custody of the CONSULTANT, including, without limitation, any and all correspondences, contracts, AGREEMENT 's, appraisals, plans, designs, data, surveys, maps, spreadsheets, memoranda, stenographic or handwritten notes, reports, records, telegrams, schedules, diaries, notebooks, logbooks, invoices, accounting records, work sheets, charts, notes, drafts, scribbles, recordings, visual displays, photographs, minutes of meetings, tabulations, computations, summaries, inventories, and writings regarding conferences, conversations or telephone conversations, and any and all other taped, recorded, written, printed or typed matters of any kind or description; every copy of the foregoing whether or not the original is in the possession, custody, or control of the CONSULTANT, and every copy of any of the foregoing, whether or not such copy is a copy identical to an original, or whether or not such copy contains any commentary or notation whatsoever that does not appear on the original.

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For purposes of this AGREEMENT, "ESI" means any and all computer data or electronic recorded media of any kind, including "Native Files", that are stored in any medium from which it can be retrieved and examined, either directly or after translation into a reasonably useable form. ESI may include information and/or documentation stored in various software programs such as: Email, Outlook, Word, Excel, Access, Publisher, PowerPoint, Adobe Acrobat, SQL databases, or any other software or electronic communication programs or databases that the CONSULTANT may use in the performance of its operations. ESI may be located on network servers, backup tapes, smart phones, thumb drives, CDs, DVDs, floppy disks, work computers, cell phones, laptops or any other electronic device that CONSULTANT uses in the performance of its Work or SERVICES hereunder, including any personal devices used by the CONSULTANT or any sub-consultant at home.

"Native files" are a subset of ESI and refer to the electronic format of the application in which such ESI is normally created, viewed, and /or modified.

The CONSULTANT shall include this section XX "Records Maintenance" in every subcontract it enters into in relation to this AGREEMENT and bind the sub-consultant to its terms, unless expressly agreed to otherwise in writing by the AGENCY prior to the execution of such subcontract.

In witness whereof, the parties hereto have executed this AGREEMENT as of the day and year shown in the "Execution Date" box on page one (1) of this AGREEMENT.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*Any modification, change, or reformation of this AGREEMENT shall require approval as to form by the Office of the Attorney General.*

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## **Exhibit A Scope of Work**

---

Project No. 15152

- A. Provide assistance for required documentation and correspondence for funding, environmental, design review, and estimates to funding and regulatory agencies.
- B. Perform field investigations necessary to design the identified improvements.
- C. Prepare preliminary design. Present 60% and 90% design plans to the City prior to detailing final plans.
- D. Attend public meetings and/or City Council meetings regarding the project.
- E. On the basis of approved preliminary plans, prepare final design Plans, Specifications, and Engineer's Estimate of Costs for City review and approval.
- F. Furnish up to forty (40) copies of the Plans and Specifications for bidding.
- G. Answer and supply such information as is requested by prospective bidders, and prepare addenda.
- H. Attend and participate in the bid opening and bid evaluation process.
- I. Prepare bid tabulation and review bidder's qualifications.

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**Exhibit B**  
**DBE Participation**

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None.

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**Preparation and Delivery of Electronic Engineering and Other Data**

In this Exhibit the agency, as applicable, is to provide a description of the format and standards the consultant is to use in preparing electronic files for transmission to the agency. The format and standards to be provided may include, but are not limited to, the following:

I. Surveying, Roadway Design & Plans Preparation Section

A. Survey Data

On file at Engineer's office.

B. Roadway Design Files

On file at Engineer's office.

C. Computer Aided Drafting Files

On file at Engineer's office.

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D. Specify the Agency's Right to Review Product with the Consultant

Agency may review product at 30%, 60%, 90%, and final completion levels.

E. Specify the Electronic Deliverables to Be Provided to the Agency

Agency may obtain .pdf copies of the plans and specifications upon request.

F. Specify What Agency Furnished Services and Information Is to Be Provided

A. Provide full information as to CITY requirements for the PROJECT.

B. Assist CONSULTANT by placing at his disposal all available information pertinent to the site of the PROJECT including previous reports, drawings, plats, surveys, utility records, and any other data relative to design and construction of the PROJECT.

C. Examine all studies, reports, sketches, estimates, specifications, drawings, proposals, and other documents presented by the CONSULTANT and render in writing decisions pertaining thereto within a reasonable time so as not to delay the work of the the CONSULTANT.

D. Obtain approval of all government authorities having jurisdiction over the PROJECT and such approvals and consents from such other individuals or bodies as may be necessary for completion of the PROJECT.

E. Review and pay for advertisements for bids submitted to chosen newspapers.

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II. Any Other Electronic Files to Be Provided

On file at Engineer's office.

III. Methods to Electronically Exchange Data

E-mail or thumb drive.

A. Agency Software Suite

Microsoft word and excel. Adobe.

B. Electronic Messaging System

Microsoft exchange and outlook.

C. File Transfers Format

.docx, .xls, .pdf

**Exhibit D**  
**Prime Consultant Cost Computations**

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See attached Exhibits D-1 & D-2

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**Exhibit D-1**

**HLA Engineering and Land Surveying, Inc.  
Statement of Direct Labor, Fringe Benefits, and General Overhead  
For the Year Ended December 31, 2014**

Description	% of Direct Labor
<b>Direct Labor</b>	
<b>INDIRECT COSTS</b>	
<b>Fringe Benefits</b>	
Vacation, Sick and Holiday	9.05%
Incentive Compensation	27.83%
Retirement Plans	12.99%
Employee Group Insurance	13.89%
Payroll Taxes	12.18%
Other Employee Benefits	0.85%
<b>Total Fringe Benefits</b>	<b>76.80%</b>
<b>General Overhead</b>	
Indirect Labor	20.02%
Accounting Fees	1.19%
Automobile	1.82%
Bank charges and processing fees	0.00%
Computer hardware/software	1.24%
Depreciation and Amortization	5.33%
Dues and Professional Licenses	0.44%
Insurance	3.71%
Leased Equipment	0.39%
Meals Expense	0.10%
Office Supplies and Postage	2.68%
Printing and Reproduction	0.05%
Professional Services	1.55%
Rent and Utilities	4.58%
Repairs and Maintenance	2.08%
Seminars and Prof Education	0.68%
Supplies	0.78%
Taxes and Licenses	7.18%
Telecommunications	1.39%
Travel	0.34%
Direct Costs Recovery	-3.48%
<b>Total General Overhead</b>	<b>52.09%</b>
<b>Total Indirect Costs</b>	<b>128.88%</b>
<b>Facilities Capital Cost of Money (FCCM)</b>	<b>0.33%</b>
<b>Indirect Cost Rate</b>	<b>129.21%</b>



**Exhibit E**  
**Sub-consultant Cost Computations**

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There isn't any sub-consultant participation at this time. The CONSULTANT shall not sub-contract for the performance of any work under this AGREEMENT without prior written permission of the AGENCY. Refer to section VI "Sub-Contracting" of this AGREEMENT.

Conley Engineering Inc.: \$9,900

CAD Technician:	20 hours at \$80/hour = \$1,600
Professional Engineer:	40 hours at \$130/hour = \$5,200
Senior Professional Engineer:	22 hours at \$145/hour = \$3,190

Total=\$9,900.00

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## **Exhibit F**

### **Title VI Assurances**

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During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees, and successors in interest agrees as follows:

1. **Compliance with Regulations:** The CONSULTANT shall comply with the Regulations relative to non-discrimination in federally assisted programs of the AGENCY, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the "REGULATIONS"), which are herein incorporated by reference and made a part of this AGREEMENT.
2. **Non-discrimination:** The CONSULTANT, with regard to the work performed during this AGREEMENT, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of sub-consultants, including procurement of materials and leases of equipment. The CONSULTANT shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the REGULATIONS, including employment practices when this AGREEMENT covers a program set forth in Appendix B of the REGULATIONS.
3. **Solicitations for Sub-consultants, Including Procurement of Materials and Equipment:** In all solicitations either by competitive bidding or negotiations made by the CONSULTANT for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-consultant or supplier shall be notified by the CONSULTANT of the CONSULTANT's obligations under this AGREEMENT and the REGULATIONS relative to non-discrimination on the grounds of race, color, sex, or national origin.
4. **Information and Reports:** The CONSULTANT shall provide all information and reports required by the REGULATIONS or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the AGENCY, the STATE, or the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with such REGULATIONS, orders and instructions. Where any information required of a CONSULTANT is in the exclusive possession of another who fails or refuses to furnish this information, the CONSULTANT shall so certify to the AGENCY, the STATE, or the FHWA as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Non-compliance:** In the event of the CONSULTANT's non-compliance with the non-discrimination provisions of this AGREEMENT, the AGENCY shall impose such AGREEMENT sanctions as it, the STATE, or the FHWA may determine to be appropriate, including, but not limited to:
  - Withholding of payments to the CONSULTANT under this AGREEMENT until the CONSULTANT complies, and/or;
  - Cancellation, termination, or suspension of this AGREEMENT, in whole or in part.
6. **Incorporation of Provisions:** The CONSULTANT shall include the provisions of paragraphs (1) through (5) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the REGULATIONS, or directives issued pursuant thereto. The CONSULTANT shall take such action with respect to any sub-consultant or procurement as the STATE, the AGENCY, or FHWA may direct as a means of enforcing such provisions including sanctions for non-compliance.

Provided, however, that in the event a CONSULTANT becomes involved in, or is threatened with, litigation with a sub-consultant or supplier as a result of such direction, the CONSULTANT may request the AGENCY enter into such litigation to protect the interests of the STATE and/or the AGENCY and, in addition, the CONSULTANT may request the United States enter into such litigation to protect the interests of the United States.

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## **Exhibit G** **Certification Documents**

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Exhibit G-1(a) Certification of Consultant

Exhibit G-1(b) Certification of Agency Official

Exhibit G-2 Certification Regarding Debarment, Suspension and Other Responsibility Matters -  
Primary Covered Transactions

~~Exhibit G-3 Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying~~

~~Exhibit G-4 Certificate of Current Cost or Pricing Data~~

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## Exhibit G-1(a) Certification of Consultant

I hereby certify that I am the and duly authorized representative of the firm of  
HLA Engineering and Land Surveying, Inc.  
whose address is  
2803 River Road, Yakima, WA 98902  
and that neither the above firm nor I have:

- a) Employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above CONSULTANT) to solicit or secure this AGREEMENT;
- b) Agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any firm or person in connection with carrying out this AGREEMENT; or
- c) Paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above CONSULTANT) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out this AGREEMENT; except as hereby expressly stated (if any);

I acknowledge that this certificate is to be furnished to the Washington State Department of Transportation and the Federal Highway Administration, U.S. Department of Transportation in connection with this AGREEMENT involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

HLA Engineering and Land Surveying, Inc.

---

Consultant (Firm Name)

---

Signature (Authorized Official of Consultant)

---

Date

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**Exhibit G-1(b) Certification of Agency Official**

I hereby certify that I am the:

Agency Official

Other

of the City of Union Gap, and the consulting firm  
or its representative has not been required, directly or indirectly as an express or implied condition in connection  
with obtaining or carrying out this AGREEMENT to:

- a) Employ or retain, or agree to employ to retain, any firm or person; or
- b) Pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration  
of any kind; except as hereby expressly stated (if any):

I acknowledge that this certificate is to be furnished to the Washington State Department of Transportation  
and the Federal Highway Administration, U.S. Department of Transportation, in connection with this  
AGREEMENT involving participation of Federal-aid highway funds, and is subject to applicable State and  
Federal laws, both criminal and civil.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**Exhibit G-2 Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions**

- I. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
  - A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - B. Have not within a three (3) year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statues or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - C. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  - D. Have not within a three (3) year period preceding this application / proposal had one or more public transactions (Federal, State and local) terminated for cause or default.
- II. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

HLA Engineering and Land Surveying, Inc.

\_\_\_\_\_  
Consultant (Firm Name)

\_\_\_\_\_  
Signature (Authorized Official of Consultant)

\_\_\_\_\_  
Date

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# *Exhibit J*

## **Consultant Claim Procedures**

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The purpose of this exhibit is to describe a procedure regarding claim(s) on a consultant agreement. The following procedures should only be utilized on consultant claims greater than \$1,000. If the consultant's claim(s) are a total of \$1,000 or less, it would not be cost effective to proceed through the outlined steps. It is suggested that the Director of Public Works or Agency Engineer negotiate a fair and reasonable price for the consultant's claim(s) that total \$1,000 or less.

This exhibit will outline the procedures to be followed by the consultant and the agency to consider a potential claim by the consultant.

### **Step 1 Consultant Files a Claim with the Agency Project Manager**

If the consultant determines that they were requested to perform additional services that were outside of the agreement's scope of work, they may be entitled to a claim. The first step that must be completed is the request for consideration of the claim to the Agency's project manager.

The consultant's claim must outline the following:

- Summation of hours by classification for each firm that is included in the claim;
- Any correspondence that directed the consultant to perform the additional work;
- Timeframe of the additional work that was outside of the project scope;
- Summary of direct labor dollars, overhead costs, profit and reimbursable costs associated with the additional work; and
- Explanation as to why the consultant believes the additional work was outside of the agreement scope of work.

### **Step 2 Review by Agency Personnel Regarding the Consultant's Claim for Additional Compensation**

After the consultant has completed step 1, the next step in the process is to forward the request to the Agency's project manager. The project manager will review the consultant's claim and will meet with the Director of Public Works or Agency Engineer to determine if the Agency agrees with the claim. If the FHWA is participating in the project's funding, forward a copy of the consultant's claim and the Agency's recommendation for federal participation in the claim to the WSDOT Local Programs through the Region Local Programs Engineer. If the claim is not eligible for federal participation, payment will need to be from agency funds.

If the Agency project manager, Director of Public Works or Agency Engineer, WSDOT Local Programs (if applicable), and FHWA (if applicable) agree with the consultant's claim, send a request memo, including backup documentation to the consultant to either supplement the agreement, or create a new agreement for the claim. After the request has been approved, the Agency shall write the supplement and/or new agreement and pay the consultant the amount of the claim. Inform the consultant that the final payment for the agreement is subject to audit. No further action is needed regarding the claim procedures.

If the Agency does not agree with the consultant's claim, proceed to step 3 of the procedures.

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### **Step 3 Preparation of Support Documentation Regarding Consultant's Claim(s)**

If the Agency does not agree with the consultant's claim, the project manager shall prepare a summary for the Director of Public Works or Agency Engineer that included the following:

- Copy of information supplied by the consultant regarding the claim;
- Agency's summation of hours by classification for each firm that should be included in the claim;
- Any correspondence that directed the consultant to perform the additional work;
- Agency's summary of direct labor dollars, overhead costs, profit and reimbursable costs associated with the additional work;
- Explanation regarding those areas in which the Agency docs/does not agree with the consultant's claim(s);
- Explanation to describe what has been instituted to preclude future consultant claim(s); and
- Recommendations to resolve the claim.

### **Step 4 Director of Public Works or Agency Engineer Reviews Consultant Claim and Agency Documentation**

The Director of Public Works or Agency Engineer shall review and administratively approve or disapprove the claim, or portions thereof, which may include getting Agency Council or Commission approval (as appropriate to agency dispute resolution procedures). If the project involves federal participation, obtain concurrence from WSDOT Local Programs and FHWA regarding final settlement of the claim. If the claim is not eligible for federal participation, payment will need to be from agency funds.

### **Step 5 Informing Consultant of Decision Regarding the Claim**

The Director of Public Works or Agency Engineer shall notify (in writing) the consultant of their final decision regarding the consultant's claim(s). Include the final dollar amount of the accepted claim(s) and rationale utilized for the decision.

### **Step 6 Preparation of Supplement or New Agreement for the Consultant's Claim(s)**

The agency shall write the supplement and/or new agreement and pay the consultant the amount of the claim. Inform the consultant that the final payment for the agreement is subject to audit.

Agreement Number: 15152E



## City Council Communication

**Meeting Date:** February 22, 2016  
**From:** Dennis Henne, Director of Public Works & Community Development  
**Topic/Issue:** Main Street Reconstruction - 2<sup>nd</sup> Street to Franklin Street

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**SYNOPSIS:** Main Street Reconstruction -2<sup>nd</sup> Street to Franklin Street project up-date.

**RECOMMENDATION:** Discussion only

**LEGAL REVIEW:** N/A

**FINANCIAL REVIEW:** N/A

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:** N/A



## City Council Communication

**Meeting Date:** February 22, 2016

**From:** Gregory Cobb, Chief of Police

**Topic / Issue:** Resolution - Surplus Property

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**SYNOPSIS:** The Police Department has office furniture and equipment no longer being used and wishes to surplus at the Haverlo's spring auction.

**RECOMMENDATION:** Approve a resolution declaring miscellaneous office equipment and furniture surplus.

**LEGAL REVIEW:** The City Attorney has reviewed the resolution.

**FINANCIAL REVIEW:** N/A

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:** Resolution

**CITY OF UNION GAP, WASHINGTON**  
**RESOLUTION NO. \_\_\_\_\_**

A **RESOLUTION** declaring miscellaneous Union Gap Police Department Equipment surplus and authorizing its disposal.

**WHEREAS**, the City of Union Gap Police Department is currently in possession of the items and equipment listed in Appendix A hereto;

**WHEREAS**, the items and equipment listed in Appendix A are no longer needed and the Police Department wishes to have them surplused and sold or otherwise disposed of;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF UNION GAP, WASHINGTON** that the items and equipment listed in Appendix A be surplused and that they be disposed of in a commercially reasonable manner.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF UNION GAP**, this 22nd day of February, 2016.

\_\_\_\_\_  
Roger Wentz, City Mayor

ATTEST:

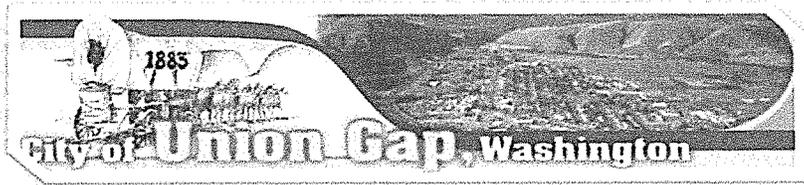
\_\_\_\_\_  
Karen Clifton, City Clerk

\_\_\_\_\_  
Bronson Brown, City Attorney

## **Appendix A**

### **Union Gap Police Department 2016 Surplus List**

1. Metal Wall Locker
2. (2) metal four drawer filing cabinets
3. Wood desk
4. Office Sofa
5. (2) Two drawer rolling filing cabinets
6. (2) End tables
7. Desk Chair
8. Misc hand tools



## City Council Communication

**Meeting Date:** February 22, 2016  
**From:** Rod Otterness, City Manager  
**Topic/Issue:** Mayoral Proclamation – Family History Week

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**SYNOPSIS:** The city has received a request from the Yakima Valley Genealogical Society to declare March 27 – April 2, 2016 “Family History Week” in Union Gap.

**RECOMMENDATION:** Approve issuance of Mayoral Proclamation.

**LEGAL REVIEW:** N/A

**FINANCIAL REVIEW:** N/A

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:** Proclamation

**CITY OF UNION GAP  
MAYORAL PROCLAMATION**

**WHEREAS**, families are the fundamental unit of human social structure; and

**WHEREAS**, the Yakima Valley Genealogical Society is devoted to providing genealogical resources for researching family histories; and

**WHEREAS**, the Genealogical Society has requested that the City of Union Gap proclaim the week of March 27 through April 2, 2016 “Union Gap Family History Week”; and

**WHEREAS**, the Genealogical Society will be providing seminars and genealogic research activities during this week and is inviting the public to participate in these events;

**NOW, THEREFORE**, the week of March 27 through April 2, 2016 is hereby proclaimed “Family History Week” in Union Gap and the public is invited to participate in genealogical research through the Yakima Valley Genealogical Society.

Dated this 22nd day of February 2016.

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Mayor Roger Wentz

# CONSENT AGENDA

**UNION GAP CITY COUNCIL REGULAR MEETING**  
**UNION GAP COUNCIL CHAMBERS**  
**Union Gap, Washington**  
**February 8, 2016 Regular Meeting**  
**MINUTES**

Call to Order Mayor Wentz called the Regular Meeting of the Union Gap City Council to order at 6:00 p.m.

Council Members Present Council Members Lenz, Carney, Olson, Butler, Matson and Schilling were present.

Staff Present City Attorney Brown, City Manager Otterness, Finance and Administration Director Clifton, Deputy Clerk Treasurer Bisconer, Public Works/Community Development Director Henne, Public Works/Community Development Deputy Director Spurlock, and Police Chief Cobb were present.

Audience Present See list.

Pledge of Allegiance Mayor Wentz led the Pledge of Allegiance.

Consent Agenda Motion by Council Member Butler, second by Council Member Lenz to approve the consent agenda as follows:

Approve Regular Council Meeting Minutes dated January 25, 2016 as attached to the agenda and maintained in electronic format.

Approve EFT's, and Payroll Voucher Nos. 41496 through 41505 and 91746 through 91757 in the amount of \$343,523.00 dated January 28, 2016.

Approve EFT's, and Claim Voucher Nos. 91758 and 91846 in the amount of \$201,357.96 dated February 8, 2016.

Motion carried unanimously.

Items from the Audience None.

Public Works/Community Development

Resolution No. 16-09 – Selection of Architectural Firm – City Center Complex Motion by Council Member Butler, second by Council Member Olson to adopt Resolution No. 16-09 authorizing the City Manager to negotiate an Agreement for Professional Services between the City of Union Gap and ARC Architects for architectural and engineering services for the design and construction of the City Center Complex. Voting on the motion, Ayes; Butler, Lenz, Carney, Olson, Matson, and Wentz. Nays;

*CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – February 8, 2016*

Schilling. Motion carried.

Resolution No. 16-10 – HLA  
Task Order – Main Street  
Pedestrian crossings

Motion by Council Member Butler, second by Council Member Carney to adopt Resolution No. 16-10 authorizing the City Manager to sign Task Order No. 2016-01 with HLA Engineering and Land Surveying, Inc. related to the Main Street Pedestrian Crossing Project. Motion carried unanimously.

Finance & Administration

Yakima Regional Clean Air  
Agency – Appointment of  
Board of Directors

Motion by Council Member Olson, second by Council Member Carney to appoint Norm Childress to the Yakima Regional Clean Air Agency Board of Directors. Voting on the motion, Ayes; Carney, Olson, Butler, Matson, and Wentz. Nays: none. Abstaining from the vote; Lenz and Schilling. Motion carried.

City Manager

Transportation for America  
Membership

Motion by Council Member Olson, second by Council Member Lenz to approve an expenditure of \$1,250 to become a member of Transportation for America. Voting on the motion, Ayes; Lenz, Olson, Butler, Matson, Schilling, and Wentz. Nays: none. Abstaining from the vote; Carney. Motion carried.

Items from the Audience

None.

City Manager Report

Otterness thanked Council Members Olson, Carney, Schilling, and Matson for participating in AWC Cities Action Days and Council Members Olson, Matson, and Wentz for participating in Governor Inslee’s transportation projects sign unveiling ceremony. Otterness stated that planning is underway for the Good Neighbour Summit.

Communications/Questions/  
Comments

Mayor Wentz extended appreciation to staff for their assistance as expressed by the Crimin family.

Development of next agenda

None.

Any Other Business

Chief Cobb gave an update on negotiations with the Yakima Nation regarding retrocession. Public Works/Community Development Deputy Director Spurlock gave an update on communications with Representative Taylor’s office.

Adjournment of Meeting

Mayor Wentz adjourned the February 8, 2016 Regular Council Meeting at 6:35 p.m.

Rodney Otterness, City Manager

ATTEST:

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Karen Clifton, City Clerk



## City Council Communication

**Meeting Date:** November 23, 2015  
**From:** Karen Clifton, Director of Finance and Administration  
**Topic/Issue:** Claim Vouchers – February 22, 2016

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**SYNOPSIS:** Claim Vouchers Dated February 22, 2016.

**RECOMMENDATION:** Request Council to approve EFTs and Voucher Nos. 91847 through 991950 in the amount of \$322,009.56.

**LEGAL REVIEW:** N/A

**FINANCIAL REVIEW:** N/A

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:** 1. Claim Voucher Roster  
2. Distribution Report

# WARRANT/CHECK REGISTER

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
533	02/03/2016	Claims	2	EFT	CHASE PAYMENTECH	449.80	UB ONLINE PAYMENTS FEE - 01/2016
577	02/08/2016	Claims	2	EFT	XPRESS BILL PAY	297.65	UB ONLINE PAYMENTS - 01/2016
674	02/22/2016	Claims	2	EFT	INTEGRA TELECOM	623.37	PD PHONES
675	02/22/2016	Claims	2	EFT	US BANK CARDMEMBER SVC	1,229.33	Overnight Shipping For Psychological Tests; SHIPPING AND HANGERS; 02/05/16 KELLOGG; NLC CONFERENCE - SCHILLING; OLSON
855	02/22/2016	Claims	2	EFT	US BANK CARDMEMBER SVC	271.87	CED/ PW OFFICE SUPPLIES; WHELEN CENCOM REMOTE CTRL HEAD H RIVERA
575	02/08/2016	Claims	2	91847	MEDSTAR CABULANCE,	55,250.95	DIAL A RIDE/FIXED ROUTE-JAN 2016
676	02/22/2016	Claims	2	91848	ADVANCED TRAVEL EXP. FUND	206.17	LEGISLATIVE ACTION - SCHILLING
677	02/22/2016	Claims	2	91849	BASIN DISPOSAL OF YAKIMA LLC	70,962.66	GA/RCY - 01/2016
678	02/22/2016	Claims	2	91850	BLUMENTHAL UNIFORMS &	83.18	SHIRTS R MARTINEZ
679	02/22/2016	Claims	2	91851	VICTORIA BOOKOUT	56.52	Refund Utility Deposit
680	02/22/2016	Claims	2	91852	ATTN: TARA BUD OWENS FAMILY LIMITED PARTNERSHIP	65.00	OVERPAYMENT REFUND
681	02/22/2016	Claims	2	91853	BURROWS TRACTOR COMPANY	504.42	BLADES
682	02/22/2016	Claims	2	91854	CAREY MOTORS	32.40	DET 22 MAINTENANCE
683	02/22/2016	Claims	2	91855	CINTAS CORP #605	262.86	PD MAT SERVICE JANUARY 2016
684	02/22/2016	Claims	2	91856	CLASSIC PRINTING	2,265.52	YOUTH BARN, ACTIVITIES, SELF- SERVICE PASSES AND ENVELOPES
685	02/22/2016	Claims	2	91857	CLIFF'S SEPTIC SERVICE	271.58	AYP & FULL BRIGHT RENTAL-01/01-01/31/16; PD SEPTIC CLEANING
686	02/22/2016	Claims	2	91858	CONSOLIDATED ELECTRICAL	14.33	LOW VOLT DESPARD SWITCH
687	02/22/2016	Claims	2	91859	FASTENERS	6.39	LAG SCREW PLTD
688	02/22/2016	Claims	2	91860	FINANCIAL CONSULTANTS INTERNATIONAL, Inc	217.80	Lightbar Lens Kit Vehicle 11
689	02/22/2016	Claims	2	91861	FREEDOM TRUCK CENTERS INC	52.55	MISC REPAIRS TRK 2002
690	02/22/2016	Claims	2	91862	FUTURE LINK COMMUNICATIONS	1,244.24	PD PHONE SERVICE-SET UP NEW EXT IN DET AND PATROL; SOFTWARE ASSURANCE ENROLLMENT & PORT INSTALL; PD DETECTIVE LINE SWITCH
691	02/22/2016	Claims	2	91863	GAP AUTO PARTS	4.31	LIGHT VEH 7
692	02/22/2016	Claims	2	91864	KNOBELS ELECTRIC INC	738.75	REMOVE SEASON'S GREETINGS SIGN; LIFT STATION- REPLACE RECEIPT & PLUG- IN
693	02/22/2016	Claims	2	91865	LAKESIDE INDUSTRIES	792.09	EZ ST 2 TON BAG, ASPH DELIVERY
694	02/22/2016	Claims	2	91866	LOWES COMPANY INC	434.76	SUPPLIES; SUPPLIES
695	02/22/2016	Claims	2	91867	MENKE JACKSON BEYER LLP	444.13	REVERSE OVERPAYMENT; PUBLIC RECORDS REQUEST - LENK

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
696	02/22/2016	Claims	2	91868	MORTONS SUPPLY	56.97	KING SIPHON PUMP
697	02/22/2016	Claims	2	91869	MOTOROLA SOLUTIONS, INC	14,793.03	RADIOS NEW PATROL VEHICLES
698	02/22/2016	Claims	2	91870	OFFICE DEPOT	162.24	PD OFFICE SUPPLIES FILES AND TAPE DISPENSER; PD GROCERY BAGS
699	02/22/2016	Claims	2	91871	MARIA ORIZABA	38.65	Refund Utility Deposit
700	02/22/2016	Claims	2	91872	PEPSI COLA - YAKIMA	83.00	PD WATER JAN 2016
701	02/22/2016	Claims	2	91873	SEFNCO	27.38	OVERPAYMENT REFUND
702	02/22/2016	Claims	2	91874	SIRCHIE FINGER PRINT	220.14	METH TEST KITS
703	02/22/2016	Claims	2	91875	STAR RENTALS	421.48	SAW, BLADES
704	02/22/2016	Claims	2	91876	SUPPLYWORKS	177.61	PATROL GLOVES
705	02/22/2016	Claims	2	91877	TRAFFIC SAFETY SUPPLY CO INC	785.00	SAFETY TYPE 5 POST (ROUND) 2-3" BANDS W/ PIN LOCK BASE ORANGE POST W/ 2 WHITE REFLECTIVE BANDS
706	02/22/2016	Claims	2	91878	UNION GAP WATER FUND & SEWER	111.65	PD WATER SEWER JANUARY 2016
707	02/22/2016	Claims	2	91879	UNUM LIFE INSURANCE	92.40	LEOFF 1 LONG TERM CARE - 02/2016
708	02/22/2016	Claims	2	91880	VALLEY LOCK & KEY SERVICE	38.90	File Cabinet Lock Rivera; DUPLICATE KEY
709	02/22/2016	Claims	2	91881	VALLEY MEDI-CENTER	412.50	PD VACCINATIONS
710	02/22/2016	Claims	2	91882	VERIZON WIRELESS	1,572.03	Pd Mdt Modems And Phones
711	02/22/2016	Claims	2	91883	WA STATE DEPT OF LICENSING	198.00	PD CONCEALED WEAPONS PERMITS JAN 2016
712	02/22/2016	Claims	2	91884	WA STATE DEPT OF TRANSPORTATION	10,836.77	SALE OF SOLID/ LIGUID DE-ICER & MAINT SAND FROM EAST SELAH MAINT. FACILITY & SIGNAL MAINT, REPAIR & ADDITIONS
713	02/22/2016	Claims	2	91885	WA STATE TREASURER	9,886.35	CJRS-01/2016
714	02/22/2016	Claims	2	91886	YAKIMA CITY TREASURER	31,343.62	PD IT SERVICES & DISPATCH FEES 1ST QTR 2016
715	02/22/2016	Claims	2	91887	YAKIMA CO PRINTING DEPT	798.30	PD ENVELOPES, BUSINESS CARDS-HUNT, JIMENEZ, SANTUCCI
716	02/22/2016	Claims	2	91888	YAKIMA CO TREAS PROSECUTING	181.07	CVC-01/2016
717	02/22/2016	Claims	2	91889	YAKIMA REGIONAL	89.61	PD MEDICAL BILLING FOR INMATE
856	02/22/2016	Claims	2	91890	ANDERSON ROCK & DEMOLITION PITS	175.48	DEMO
857	02/22/2016	Claims	2	91891	AUTO ART COLLISION REPAIR LLC	619.55	DAMAGE REPAIR P THOMPSON
858	02/22/2016	Claims	2	91892	AUTO CARE EXPERTS	450.09	SPARK PLUG & COIL ASY TRK # 1012
859	02/22/2016	Claims	2	91893	BURROWS TRACTOR COMPANY	112.89	FILTERS; BLADES
860	02/22/2016	Claims	2	91894	CANON FINACIAL SERVICES	227.77	COPIER MAINTENANCE; COPIER MAINTENANCE
861	02/22/2016	Claims	2	91895	CAREY MOTORS	243.39	MAINTANENCE AND INSPECTION R JIMINEZ
862	02/22/2016	Claims	2	91896	CASCADE ANALYTICAL INC	1,569.95	WASTEWATER SAMPLING; WATER/ WASTEWATER SAMPLING

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863	02/22/2016	Claims	2	91897	CASCADE NATURAL GAS CORP	1,750.45	PD GAS; 4401 MAIN ST#2/4401 1/2 MAIN ST-1/2016; FD/CH-1/2016
864	02/22/2016	Claims	2	91898	CASCADE VALLEY LUBE	48.85	FULL SERVICE TRK #1021
865	02/22/2016	Claims	2	91899	CDW GOVERNMENT INC	939.75	PW-DH- LAPTOP (WO#18141)
866	02/22/2016	Claims	2	91900	CENTRAL WASHINGTON FAIR ASSOC.	1,875.00	MARKETING & SALES-2/2016
867	02/22/2016	Claims	2	91901	CENTURY LINK - LD	0.39	CH LONG DISTANCE-1/2016
868	02/22/2016	Claims	2	91902	CENTURY LINK	516.45	PW - 01/2016; WA TELEMETRY/SHOP FAX - 01/2016
869	02/22/2016	Claims	2	91903	CI SHRED	65.65	PD SHRED SERVICES JANUARY 2016
870	02/22/2016	Claims	2	91904	CINTAS CORP #605	108.55	SR CTR MOP & MAT
871	02/22/2016	Claims	2	91905	CLASSIC CAR WASH	35.00	PD CARWASHES JAN 2016
872	02/22/2016	Claims	2	91906	CLASSIC PRINTING	169.54	UB STATEMENTS - 01/2016
873	02/22/2016	Claims	2	91907	COLEMAN OIL COMPANY	2,932.28	PW/ CED FUEL-01/16
874	02/22/2016	Claims	2	91908	CULLIGAN YAKIMA, WA	56.56	PW/CDE BOTTLED WA SVC - 02/2016; CED/ PW WATER- 01/01-01/31/16
875	02/22/2016	Claims	2	91909	DEX MEDIA	283.38	PARKS AD - 01/2016
876	02/22/2016	Claims	2	91910	FRANKS OK TIRE STORE	27.03	FLAT TIRE
877	02/22/2016	Claims	2	91911	GAP AUTO PARTS	121.59	OIL; TIRE PRESSUE GAUGES; BATTERY
878	02/22/2016	Claims	2	91912	INTEGRA TELECOM	76.01	SR CTR/PK-02/16
879	02/22/2016	Claims	2	91913	INTERSTATE BATTERIES	862.74	2 31-MHD; 31-MHD; 31P-MHD
880	02/22/2016	Claims	2	91914	LAW OFFICES OF MARGITA DORNAY	10,000.00	PROSECUTING ATTORNEY-2/2016
881	02/22/2016	Claims	2	91915	LOWES COMPANY INC	1,059.73	SUPPLIES; MSCL RCK 5-TIER 18-IN X 3; SUPPLIES; SW WIRE STRPR AITO 8 TO 2, PUGGY-BACK FLOAT SWITCH
882	02/22/2016	Claims	2	91916	LTI INC	4,037.64	T/ L NON CORRUSION INHIBITED PNS CATEGORY 8A-R (K+S) STANDARD GRADATION ROAD SALT
883	02/22/2016	Claims	2	91917	MORTONS SUPPLY	18.03	HOSE CLAMP, FUNNY PIP 1/2 SREET ELBOW, SMALL WHITE MARKER, SUNBEAM YELLOW PLASTIC
884	02/22/2016	Claims	2	91918	MUNICIPAL CODE CORPORATION	985.13	SUPPLEMENT PAGES
885	02/22/2016	Claims	2	91919	NATIONAL BARRICADE CO	112.31	12"X12"X.080 ALUM PLATES WH PRISMATIC REFLECTIVE
886	02/22/2016	Claims	2	91920	NEOFUNDS BY NEOPOST	1,000.00	POSTAGE-2/2016
887	02/22/2016	Claims	2	91921	OFFICE SOLUTIONS NORTHWEST	386.06	FASTERNERS; INK CTG'S-SC
888	02/22/2016	Claims	2	91922	ONE CALL CONCEPTS INC	19.80	UTILITY LOCATES - 01/2016
889	02/22/2016	Claims	2	91923	JESUS ORTIZ	18.83	REFUND UTILITY DEPOSIT-4111 FREEWAY AVE
890	02/22/2016	Claims	2	91924	OWEN EQUIPMENT CO	849.63	SIDE RUBBER, FRONT RUBBER, REAR CURTAIN, CURTAIN PRES SL, ELGIN 5 SEG BLU
891	02/22/2016	Claims	2	91925	PACIFIC POWER	25,782.14	PW-1/2016; CH - 1/2016; TRAFFIC LIGHTS-1/2016; AREA LIGHTS-1/2016; STREET LIGHTS-1/2016; TRAFFIC LIGHTS-1/2016; AG MUSEUM-1/2016
892	02/22/2016	Claims	2	91926	PETTY CASH	9.03	MISC RECEIPTS - 02/2016

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893	02/22/2016	Claims	2	91927	PIONEER RESEARCH CORP	8,288.50	EN SOLV
894	02/22/2016	Claims	2	91928	PROTECTION ONE	31.36	COM DEV/PW ALARM MONITORING-2/2016
895	02/22/2016	Claims	2	91929	WILLIAM SCHULER III	1,545.00	PUBLIC DEFENDER - 01/2016
896	02/22/2016	Claims	2	91930	SMITTY'S OUTDOOR POWER EQUIP	45.14	SPRINGS
897	02/22/2016	Claims	2	91931	SOFTWARE ONE INC	287.41	PW LAPTOP (DH) MICROSOFT SOFTWARE
898	02/22/2016	Claims	2	91932	SPRINT ACCT #929468397	81.98	SR CTR INTERNET SVC - 01/2016
899	02/22/2016	Claims	2	91933	SUPPLYWORKS	106.05	IMP8642L NITRILE GLOVES
900	02/22/2016	Claims	2	91934	TACTICAL SUPPLY	1,400.00	PD 2016 LANE RENTALS
901	02/22/2016	Claims	2	91935	TOPPENISH CITY	22,209.68	JANUARY 2016 HOUSING AND TRANSPORT
902	02/22/2016	Claims	2	91936	TRUE LAW GROUP, PS	1,255.00	PUBLIC DEFENDER
903	02/22/2016	Claims	2	91937	UNION GAP LIONS CLUB	200.00	PURCHASE 1961 SHASTA TRAILER
904	02/22/2016	Claims	2	91938	UNION GAP WATER FUND & SEWER	1,315.36	4401 MAIN ST - 01/2016; PARKS - 01/2016
905	02/22/2016	Claims	2	91939	UNITED PARCEL SERVICE	33.05	PD SHIPPING
906	02/22/2016	Claims	2	91940	UNITED STATES POSTMASTER	814.54	UB STATEMENTS - 02/2016
907	02/22/2016	Claims	2	91941	US LINEN & UNIFORM	410.18	PW UNIFORMS-01/16
908	02/22/2016	Claims	2	91942	VERIZON WIRELESS	1,128.47	PW - 01/2016
909	02/22/2016	Claims	2	91943	VISITORS GUIDE PUBLICATIONS	2,500.00	JANUARY SWEEPSTAKES-1/2016
910	02/22/2016	Claims	2	91944	WA STATE DEPT OF HEALTH	3,543.40	2016 OPERATOR CERTIFICATION SYSTEM FEE
911	02/22/2016	Claims	2	91945	WASHINGTON TRACTOR	90.58	LUBRICATION FITTING, NEEDLE BEA, KNOB, QUICK LOCK
912	02/22/2016	Claims	2	91946	YAKIMA BINDERY	28.78	WASTEWATER EMAIL ADDRESS IN FORMS
913	02/22/2016	Claims	2	91947	YAKIMA CO DEPT OF CORRECTIONS	8,389.40	JANUARY 2016 HOUSING AND MEDICATIONS
914	02/22/2016	Claims	2	91948	YAKIMA CO FINANCIAL SERVICES	400.25	4TH QRTR LIQUOR BOARD PROFITS
915	02/22/2016	Claims	2	91949	YAKIMA CO PUBLIC SERVICES	7.72	GARBAGE
916	02/22/2016	Claims	2	91950	YAKIMA COOPERATIVE ASSN	1,241.71	PARKS FUEL-12/15; JANITOR FUEL-1/2016

000	1.47
001 Current Expense Fund	107,878.72
101 Street Fund	32,852.42
107 Convention Center Reserve Fund	502.88
108 Tourism Promotion Area Fund	4,375.00
123 Criminal Justice Fund	15,010.83
126 Crime Prevention Assessment Fund	67.64
128 Transit System Fund	55,651.34
132 Community Events Fund	516.49
401 Water Fund	15,717.72
402 Garbage Fund	73,146.04
403 Sewer Fund	16,175.01
414 Water Deposits	114.00

	Claims: 322,009.56
322,009.56	

**WARRANT/CHECK REGISTER**

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CERTIFICATION: I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described and that the claim is a due and unpaid obligation against the City of Union Gap, and that I am authorized to authenticate and certify to said claim.

Certified By: \_\_\_\_\_ Date: \_\_\_\_\_

( ) Finance Director ( ) Auditing Officer ( ) Deputy Finance Director

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533	02/03/2016	Claims	2	EFT	CHASE PAYMENTECH	449.80	UB ONLINE PAYMENTS FEE - 01/2016
					401 - 534 50 49 00 - MISCELLANEOUS	149.93	
					403 - 535 50 49 00 - MISCELLANEOUS	149.93	
					402 - 537 50 49 00 - MISCELLANEOUS	149.94	
577	02/08/2016	Claims	2	EFT	XPRESS BILL PAY	297.65	UB ONLINE PAYMENTS - 01/2016
					401 - 534 50 49 00 - MISCELLANEOUS	99.22	
					403 - 535 50 49 00 - MISCELLANEOUS	99.22	
					402 - 537 50 49 00 - MISCELLANEOUS	99.21	
674	02/22/2016	Claims	2	EFT	INTEGRA TELECOM	623.37	PD PHONES
					001 - 528 80 42 00 - COMMUNICATION	623.37	
675	02/22/2016	Claims	2	EFT	US BANK CARDMEMBER SVC	1,229.33	Overnight Shipping For Psychological Tests; SHIPPING AND HANGERS; 02/05/16 KELLOGG; NLC CONFERENCE - SCHILLING; OLSON
					001 - 511 60 49 00 - MISCELLANEOUS	1,015.00	
					001 - 521 10 31 00 - SUPPLIES	5.39	
					001 - 521 10 41 00 - PROFESSIONAL SERVICES	54.98	
					126 - 521 30 41 26 - PROFESSIONAL SERVICES	67.64	
					001 - 521 30 49 00 - MISCELLANEOUS	60.32	
					001 - 528 80 32 00 - FUEL CONSUMED	26.00	
855	02/22/2016	Claims	2	EFT	US BANK CARDMEMBER SVC	271.87	CED/ PW OFFICE SUPPLIES; WHELEN CENCOM REMOTE CTRL HEAD H RIVERA
					001 - 521 22 48 00 - REPAIRS & MAINTENANCE	136.60	
					001 - 524 20 31 00 - SUPPLIES	64.83	
					401 - 534 50 31 00 - SUPPLIES	1.12	
					403 - 535 50 31 00 - SUPPLIES	1.12	
					402 - 537 50 31 00 - SUPPLIES	1.12	
					101 - 542 30 31 00 - SUPPLIES	1.12	
					001 - 558 60 31 00 - SUPPLIES	64.84	
					001 - 576 80 31 00 - SUPPLIES	1.12	
575	02/08/2016	Claims	2	91847	MEDSTAR CABULANCE, INC.	55,250.95	DIAL A RIDE/FIXED ROUTE-JAN 2016
					128 - 547 60 49 00 - TRANSIT SERVICE PAYME	55,250.95	
676	02/22/2016	Claims	2	91848	ADVANCED TRAVEL EXP. FUND	206.17	LEGISLATIVE ACTION - SCHILLING
					001 - 511 60 43 00 - TRAVEL	206.17	
677	02/22/2016	Claims	2	91849	BASIN DISPOSAL OF YAKIMA LLC	70,962.66	GA/RCY - 01/2016
					402 - 537 60 49 00 - CONTRACTED SERVICES	70,962.66	
678	02/22/2016	Claims	2	91850	BLUMENTHAL UNIFORMS &	83.18	SHIRTS R MARTINEZ
					001 - 521 22 21 00 - UNIFORMS & EQUIPMENT	83.18	
679	02/22/2016	Claims	2	91851	VICTORIA BOOKOUT	56.52	Refund Utility Deposit
					414 - 586 00 04 14 - DEPOSIT REFUND	56.52	Refund Utility Deposit
680	02/22/2016	Claims	2	91852	ATTN: TARA BUD OWENS FAMILY LIMITED PARTNERSHIP	65.00	OVERPAYMENT REFUND
					401 - 586 01 04 01 - 210-10) WATER REFUNDS	65.00	
681	02/22/2016	Claims	2	91853	BURROWS TRACTOR COMPANY	504.42	BLADES

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			001 - 576 80 31 00 - SUPPLIES			504.42	
682	02/22/2016	Claims	2	91854	CAREY MOTORS	32.40	DET 22 MAINTENANCE
			001 - 521 10 48 00 - REPAIRS & MAINTENANCE			32.40	
683	02/22/2016	Claims	2	91855	CINTAS CORP #605	262.86	PD MAT SERVICE JANUARY 2016
			001 - 521 50 41 00 - PROFESSIONAL SERVICES			262.86	
684	02/22/2016	Claims	2	91856	CLASSIC PRINTING	2,265.52	YOUTH BARN, ACTIVITIES, SELF-SERVICE PASSES AND ENVELOPES
			001 - 576 80 31 00 - SUPPLIES			2,265.52	
685	02/22/2016	Claims	2	91857	CLIFF'S SEPTIC SERVICE	271.58	AYP & FULL BRIGHT RENTAL-01/01-01/31/16; PD SEPTIC CLEANING
			001 - 521 10 45 00 - OPERATING LEASES & RE			21.58	
			001 - 576 80 45 00 - OPERATING RENTALS & LI			250.00	
686	02/22/2016	Claims	2	91858	CONSOLIDATED ELECTRICAL	14.33	LOW VOLT DESPARD SWITCH
			001 - 576 80 31 00 - SUPPLIES			14.33	
687	02/22/2016	Claims	2	91859	FASTENERS	6.39	LAG SCREW PLTD
			001 - 576 80 31 00 - SUPPLIES			6.39	
688	02/22/2016	Claims	2	91860	FINANCIAL CONSULTANTS INTERNATIONAL, Inc	217.80	Lightbar Lens Kit Vehicle 11
			123 - 594 21 64 23 - MACHINERY & EQUIPMEN			217.80	
689	02/22/2016	Claims	2	91861	FREEDOM TRUCK CENTERS INC	52.55	MISC REPAIRS TRK 2002
			401 - 534 50 48 00 - REPAIRS & MAINTENANCE			2.63	
			402 - 537 50 48 00 - REPAIRS & MAINTENANCE			7.88	
			101 - 542 70 48 00 - REPAIRS & MAINTENANCE			21.02	
			001 - 576 80 48 00 - REPAIRS & MAINTENANCE			21.02	
690	02/22/2016	Claims	2	91862	FUTURE LINK COMMUNICATIONS	1,244.24	PD PHONE SERVICE-SET UP NEW EXT IN DET AND PATROL; SOFTWARE ASSURANCE ENROLLMENT & PORT INSTALL; PD DETECTIVE LINE SWITCH
			001 - 518 88 41 00 - PROFESSIONAL SERVICES			926.42	
			001 - 528 80 42 00 - COMMUNICATION			211.88	
			001 - 528 80 42 00 - COMMUNICATION			105.94	
691	02/22/2016	Claims	2	91863	GAP AUTO PARTS	4.31	LIGHT VEH 7
			001 - 521 22 31 00 - SUPPLIES			4.31	
692	02/22/2016	Claims	2	91864	KNOBELS ELECTRIC INC	738.75	REMOVE SEASON'S GREETINGS SIGN; LIFT STATION- REPLACE RECEIPT & PLUG- IN
			403 - 535 50 41 00 - PROFESSIONAL SERVICES			222.26	
			132 - 573 94 41 00 - HOLIDAY PARADE PROF S			516.49	
693	02/22/2016	Claims	2	91865	LAKESIDE INDUSTRIES	792.09	EZ ST 2 TON BAG, ASPH DELIVERY
			401 - 534 50 31 00 - SUPPLIES			158.42	
			403 - 535 50 31 00 - SUPPLIES			158.42	
			402 - 537 50 31 00 - SUPPLIES			158.42	
			101 - 542 30 31 00 - SUPPLIES			158.42	
			001 - 576 80 31 00 - SUPPLIES			158.41	
694	02/22/2016	Claims	2	91866	LOWES COMPANY INC	434.76	SUPPLIES; SUPPLIES
			401 - 534 50 31 00 - SUPPLIES			20.49	
			403 - 535 50 31 00 - SUPPLIES			50.31	
			403 - 535 50 31 00 - SUPPLIES			308.00	

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			403 - 535 50 31 00 -		SUPPLIES	55.96	
695	02/22/2016	Claims	2	91867	MENKE JACKSON BEYER LLP	444.13	REVERSE OVERPAYMENT; PUBLIC RECORDS REQUEST - LENK
			001 - 513 10 41 01 -		PROFESSIONAL SERVICES	-310.88	
			001 - 513 10 41 01 -		PROFESSIONAL SERVICES	755.01	
696	02/22/2016	Claims	2	91868	MORTONS SUPPLY	56.97	KING SIPHON PUMP
			401 - 534 50 31 00 -		SUPPLIES	56.97	
697	02/22/2016	Claims	2	91869	MOTOROLA SOLUTIONS, INC	14,793.03	RADIOS NEW PATROL VEHICLES
			123 - 594 21 64 23 -		MACHINERY & EQUIPMEN	14,793.03	
698	02/22/2016	Claims	2	91870	OFFICE DEPOT	162.24	PD OFFICE SUPPLIES FILES AND TAPE DISPENSER; PD GROCERY BAGS
			001 - 521 21 31 00 -		SUPPLIES	42.26	
			001 - 521 22 31 00 -		SUPPLIES	119.98	
699	02/22/2016	Claims	2	91871	MARIA ORIZABA	38.65	Refund Utility Deposit
			414 - 586 00 04 14 -		DEPOSIT REFUND	38.65	Refund Utility Deposit
700	02/22/2016	Claims	2	91872	PEPSI COLA - YAKIMA	83.00	PD WATER JAN 2016
			001 - 521 22 31 00 -		SUPPLIES	83.00	
701	02/22/2016	Claims	2	91873	SEFNCO	27.38	OVERPAYMENT REFUND
			401 - 586 01 04 01 -		210-10) WATER REFUNDS	27.38	
702	02/22/2016	Claims	2	91874	SIRCHIE FINGER PRINT	220.14	METH TEST KITS
			001 - 521 22 31 00 -		SUPPLIES	220.14	
703	02/22/2016	Claims	2	91875	STAR RENTALS	421.48	SAW, BLADES
			401 - 534 50 45 00 -		OPERATING RENTALS & LJ	421.48	
704	02/22/2016	Claims	2	91876	SUPPLYWORKS	177.61	PATROL GLOVES
			001 - 521 22 31 00 -		SUPPLIES	177.61	
705	02/22/2016	Claims	2	91877	TRAFFIC SAFETY SUPPLY CO INC	785.00	SAFETY TYPE 5 POST (ROUND) 2-3" BANDS W/ PIN LOCK BASE ORANGE POST W/ 2 WHITE REFLECTIVE BANDS
			101 - 542 64 31 00 -		SUPPLIES	785.00	
706	02/22/2016	Claims	2	91878	UNION GAP WATER FUND & SEWER	111.65	PD WATER SEWER JANUARY 2016
			001 - 521 50 47 00 -		UTILITIES	111.65	
707	02/22/2016	Claims	2	91879	UNUM LIFE INSURANCE	92.40	LEOFF 1 LONG TERM CARE - 02/2016
			001 - 521 10 22 00 -		LEOFF 1 BENEFITS	92.40	
708	02/22/2016	Claims	2	91880	VALLEY LOCK & KEY SERVICE	38.90	File Cabinet Lock Rivera; DUPLICATE KEY
			001 - 521 22 35 00 -		SMALL TOOLS & EQUIPME	30.57	
			001 - 576 80 31 00 -		SUPPLIES	8.33	
709	02/22/2016	Claims	2	91881	VALLEY MEDI-CENTER	412.50	PD VACCINATIONS
			001 - 521 10 49 00 -		MISCELLANEOUS	412.50	
710	02/22/2016	Claims	2	91882	VERIZON WIRELESS	1,572.03	Pd Mdt Modems And Phones
			001 - 518 20 42 00 -		COMMUNICATION	80.02	FD
			001 - 528 80 42 00 -		COMMUNICATION	1,492.01	Pd

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711	02/22/2016	Claims	2	91883	WA STATE DEPT OF LICENSING	198.00	PD CONCEALED WEAPONS PERMITS JAN 2016
			001 - 586 00 02 00 -		WEAPONS PERMITS FEE	198.00	
712	02/22/2016	Claims	2	91884	WA STATE DEPT OF TRANSPORTATION	10,836.77	SALE OF SOLID/ LIGUID DE-ICER & MAINT SAND FROM EAST SELAH MAINT. FACILITY & SIGNAL MAINT, REPAIR & ADDITIONS
			101 - 542 64 51 00 -		INTERGOVERNMENTAL PF	1,570.52	
			101 - 542 66 31 00 -		SUPPLIES	9,266.25	
713	02/22/2016	Claims	2	91885	WA STATE TREASURER	9,886.35	CJRS-01/2016
			001 - 586 00 01 00 -		STATE BUILDING CODE FE	22.50	
			001 - 586 00 04 00 -		PSEA 1 STATE SHARE	4,862.35	
			001 - 586 00 05 00 -		PSEA 2 STATE SHARE	2,624.04	
			001 - 586 00 06 00 -		PSEA 3 STATE SHARE	122.88	
			001 - 586 00 07 00 -		CRIME LAB/BREATH ST SF	275.70	
			001 - 586 00 08 00 -		JIS STATE SHARE	1,216.41	
			001 - 586 00 09 00 -		SCH ZONE SAFETY ST SHA	132.78	
			001 - 586 00 10 00 -		TRAUMA CARE STATE SH/	241.36	
			001 - 586 00 13 00 -		AUTO THEFT PREVENTION	352.87	
			001 - 586 00 14 00 -		CRIME LAB ANALYSIS FEE	35.46	
714	02/22/2016	Claims	2	91886	YAKIMA CITY TREASURER	31,343.62	PD IT SERVICES & DISPATCH FEES 1ST QTR 2016
			001 - 528 60 51 00 -		INTERGOV PROF SVCS-PD	31,343.62	
715	02/22/2016	Claims	2	91887	YAKIMA CO PRINTING DEPT	798.30	PD ENVELOPES, BUSINESS CARDS-HUNT, JIMENEZ, SANTUCCI
			001 - 521 21 31 00 -		SUPPLIES	47.63	CARDS SANTUCCI
			001 - 521 22 31 00 -		SUPPLIES	95.26	CARDS HUNT, JIMENEZ
			001 - 528 80 31 00 -		OFFICE & OPERATING SUP	655.41	ENVELOPES
716	02/22/2016	Claims	2	91888	YAKIMA CO TREAS PROSECUTING	181.07	CVC-01/2016
			001 - 586 00 03 00 -		CRIME VICTIMS COMP CN'	181.07	
717	02/22/2016	Claims	2	91889	YAKIMA REGIONAL	89.61	PD MEDICAL BILLING FOR INMATE
			001 - 523 20 51 00 -		DETENTION & CORRECTIC	89.61	
856	02/22/2016	Claims	2	91890	ANDERSON ROCK & DEMOLITION PITS	175.48	DEMO
			401 - 534 50 31 00 -		SUPPLIES	172.64	
			401 - 534 50 49 00 -		MISCELLANEOUS	2.84	
857	02/22/2016	Claims	2	91891	AUTO ART COLLISION REPAIR LLC	619.55	DAMAGE REPAIR P THOMPSON
			001 - 521 22 48 00 -		REPAIRS & MAINTENANCE	619.55	
858	02/22/2016	Claims	2	91892	AUTO CARE EXPERTS	450.09	SPARK PLUG & COIL ASY TRK # 1012
			401 - 534 50 48 00 -		REPAIRS & MAINTENANCE	180.04	
			403 - 535 50 48 00 -		REPAIRS & MAINTENANCE	67.51	
			101 - 542 30 48 00 -		REPAIRS & MAINTENANCE	67.51	
			101 - 542 66 48 00 -		REPAIRS & MAINTENANCE	22.50	
			101 - 542 67 48 00 -		REPAIRS & MAINTENANCE	22.50	
			101 - 542 70 48 00 -		REPAIRS & MAINTENANCE	67.51	
			128 - 547 60 48 00 -		REPAIRS & MAINTENANCE	22.52	
859	02/22/2016	Claims	2	91893	BURROWS TRACTOR COMPANY	112.89	FILTERS; BLADES
			001 - 576 80 31 00 -		SUPPLIES	12.98	

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			001 - 576 80 48 00 -		REPAIRS & MAINTENANCE	99.91	
860	02/22/2016	Claims	2	91894	CANON FINACIAL SERVICES	227.77	COPIER MAINTENANCE; COPIER MAINTENANCE
			001 - 528 80 48 00 -		REPAIRS & MAINTENANCE	133.46	
			001 - 528 80 48 00 -		REPAIRS & MAINTENANCE	94.31	
861	02/22/2016	Claims	2	91895	CAREY MOTORS	243.39	MAINTANENCE AND INSPECTION R JIMINEZ
			001 - 521 22 48 00 -		REPAIRS & MAINTENANCE	243.39	
862	02/22/2016	Claims	2	91896	CASCADE ANALYTICAL INC	1,569.95	WASTEWATER SAMPLING; WATER/ WASTEWATER SAMPLING
			401 - 534 50 41 00 -		PROFESSIONAL SERVICES	214.24	
			403 - 535 50 41 00 -		PROFESSIONAL SERVICES	427.24	
			403 - 535 50 41 00 -		PROFESSIONAL SERVICES	928.47	
863	02/22/2016	Claims	2	91897	CASCADE NATURAL GAS CORP	1,750.45	PD GAS; 4401 MAIN ST#2/4401 1/2 MAIN ST-1/2016; FD/CH-1/2016
			001 - 518 20 47 00 -		UTILITIES/CITY HALL	187.76	
			001 - 521 50 47 00 -		UTILITIES	262.94	
			001 - 522 20 47 00 -		PUBLIC UTILITY SERVICES	465.50	
			403 - 535 50 47 00 -		UTILITIES	231.72	
			402 - 537 50 47 00 -		UTILITIES	602.53	
864	02/22/2016	Claims	2	91898	CASCADE VALLEY LUBE	48.85	FULL SERVICE TRK #1021
			403 - 531 30 48 00 -		STORMWATER REPAIRS &	7.33	
			403 - 535 50 48 00 -		REPAIRS & MAINTENANCE	41.52	
865	02/22/2016	Claims	2	91899	CDW GOVERNMENT INC	939.75	PW-DH- LAPTOP (WO#18141)
			401 - 534 50 31 00 -		SUPPLIES	187.95	
			403 - 535 50 31 00 -		SUPPLIES	187.95	
			402 - 537 50 31 00 -		SUPPLIES	187.95	
			101 - 542 30 31 00 -		SUPPLIES	187.95	
			128 - 547 60 31 00 -		OFFICE & OPERATING SUP	187.95	
866	02/22/2016	Claims	2	91900	CENTRAL WASHINGTON FAIR ASSOC.	1,875.00	MARKETING & SALES-2/2016
			108 - 557 30 44 01 -		STATE FAIR PARK SALES F	1,875.00	
867	02/22/2016	Claims	2	91901	CENTURY LINK - LD	0.39	CH LONG DISTANCE-1/2016
			001 - 511 60 42 01 -		COMMUNICATION	0.03	
			001 - 513 10 42 01 -		COMMUNICATION	0.09	
			001 - 514 23 42 00 -		COMMUNICATIONS	0.03	
			001 - 514 30 42 00 -		COMMUNICATIONS	0.03	
			001 - 524 20 42 00 -		COMMUNICATION	0.03	
			001 - 528 80 42 00 -		COMMUNICATION	0.03	
			401 - 534 50 42 00 -		COMMUNICATION	0.03	
			403 - 535 50 42 00 -		COMMUNICATION	0.03	
			402 - 537 50 42 00 -		COMMUNICATION	0.03	
			101 - 543 30 42 00 -		COMMUNICATION	0.03	
			001 - 558 60 42 00 -		COMMUNICATION	0.03	
868	02/22/2016	Claims	2	91902	CENTURY LINK	516.45	PW - 01/2016; WA TELEMETRY/SHOP FAX - 01/2016
			401 - 534 50 42 00 -		COMMUNICATION	27.90	
			401 - 534 50 42 00 -		COMMUNICATION	371.43	
			403 - 535 50 42 00 -		COMMUNICATION	27.90	
			403 - 535 50 42 00 -		COMMUNICATION	11.13	
			402 - 537 50 42 00 -		COMMUNICATION	27.90	
			402 - 537 50 42 00 -		COMMUNICATION	11.13	
			101 - 543 30 42 00 -		COMMUNICATION	27.90	

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			101 - 543 30 42 00 -		COMMUNICATION	11.16	
869	02/22/2016	Claims	2	91903	CI SHRED	65.65	PD SHRED SERVICES JANUARY 2016
			001 - 528 80 31 00 -		OFFICE & OPERATING SUP	65.65	
870	02/22/2016	Claims	2	91904	CINTAS CORP #605	108.55	SR CTR MOP & MAT RENTAL
			001 - 571 21 45 00 -		OPERATING RENTALS & LI	108.55	
871	02/22/2016	Claims	2	91905	CLASSIC CAR WASH	35.00	PD CARWASHES JAN 2016
			001 - 521 21 48 00 -		REPAIRS & MAINTENANCE	11.00	
			001 - 521 22 48 00 -		REPAIRS & MAINTENANCE	24.00	
872	02/22/2016	Claims	2	91906	CLASSIC PRINTING	169.54	UB STATEMENTS - 01/2016
			401 - 534 50 41 00 -		PROFESSIONAL SERVICES	56.51	
			403 - 535 50 41 00 -		PROFESSIONAL SERVICES	56.51	
			402 - 537 50 41 00 -		PROFESSIONAL SERVICES	56.52	
873	02/22/2016	Claims	2	91907	COLEMAN OIL COMPANY	2,932.28	PW/ CED FUEL-01/16
			001 - 513 10 32 00 -		FUEL	49.71	
			001 - 524 20 32 00 -		FUEL	24.15	
			403 - 531 30 32 00 -		STORMWATER FUEL	54.53	
			401 - 534 50 32 00 -		FUEL	612.44	
			403 - 535 50 32 00 -		FUEL	479.94	
			402 - 537 50 32 00 -		FUEL	3.82	
			101 - 542 30 32 00 -		FUEL	212.64	
			101 - 542 30 32 00 -		FUEL	2.95	
			101 - 542 66 32 00 -		FUEL	524.43	
			101 - 542 67 32 00 -		FUEL	57.77	
			101 - 542 70 32 00 -		FUEL	425.16	
			101 - 542 90 32 00 -		FUEL CONSUMED	48.09	
			128 - 547 60 32 00 -		FUEL CONSUMED	83.25	
			001 - 576 80 32 00 -		FUEL	353.40	
874	02/22/2016	Claims	2	91908	CULLIGAN YAKIMA, WA	56.56	PW/CDE BOTTLED WA SVC - 02/2016; CED/PW WATER- 01/01-01/31/16
			001 - 524 20 45 00 -		OPERATING RENTALS & LI	7.38	
			001 - 524 20 45 00 -		OPERATING RENTALS & LI	6.75	
			401 - 534 50 45 00 -		OPERATING RENTALS & LI	2.95	
			401 - 534 50 45 00 -		OPERATING RENTALS & LI	2.71	
			403 - 535 50 45 00 -		OPERATING RENTALS & LI	2.95	
			403 - 535 50 45 00 -		OPERATING RENTALS & LI	2.71	
			402 - 537 50 45 00 -		OPERATING RENTALS & LI	2.95	
			402 - 537 50 45 00 -		OPERATING RENTALS & LI	2.70	
			101 - 542 30 45 00 -		OPERATING RENTALS & LI	2.96	
			101 - 542 30 45 00 -		OPERATING RENTALS & LI	2.70	
			001 - 558 60 45 00 -		OPERATING RENTALS & LI	7.39	
			001 - 558 60 45 00 -		OPERATING RENTALS & LI	6.76	
			001 - 576 80 45 00 -		OPERATING RENTALS & LI	2.95	
			001 - 576 80 45 00 -		OPERATING RENTALS & LI	2.70	
875	02/22/2016	Claims	2	91909	DEX MEDIA	283.38	PARKS AD - 01/2016
			001 - 576 80 44 00 -		ADVERTISING	283.38	
876	02/22/2016	Claims	2	91910	FRANKS OK TIRE STORE	27.03	FLAT TIRE
			401 - 534 50 48 00 -		REPAIRS & MAINTENANCE	27.03	
877	02/22/2016	Claims	2	91911	GAP AUTO PARTS	121.59	OIL; TIRE PRESSUE GAUGES; BATTERY
			001 - 521 22 31 00 -		SUPPLIES	17.06	
			001 - 576 80 31 00 -		SUPPLIES	8.98	
			001 - 576 80 31 00 -		SUPPLIES	95.55	
878	02/22/2016	Claims	2	91912	INTEGRA TELECOM	76.01	SR CTR/PK-02/16
			001 - 571 21 42 00 -		COMMUNICATION	38.01	
			001 - 576 80 42 00 -		COMMUNICATION	38.00	

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879	02/22/2016	Claims	2	91913	INTERSTATE BATTERIES	862.74	2 31-MHD; 31-MHD; 31P-MHD
					401 - 534 50 48 00 - REPAIRS & MAINTENANCE	49.17	
					401 - 534 50 48 00 - REPAIRS & MAINTENANCE	92.20	
					401 - 534 50 48 00 - REPAIRS & MAINTENANCE	24.81	
					403 - 535 50 48 00 - REPAIRS & MAINTENANCE	49.17	
					403 - 535 50 48 00 - REPAIRS & MAINTENANCE	92.19	
					403 - 535 50 48 00 - REPAIRS & MAINTENANCE	24.81	
					101 - 542 30 48 00 - REPAIRS & MAINTENANCE	49.17	
					101 - 542 30 48 00 - REPAIRS & MAINTENANCE	24.81	
					101 - 542 66 48 00 - REPAIRS & MAINTENANCE	161.26	
					101 - 542 67 48 00 - REPAIRS & MAINTENANCE	184.40	
					128 - 547 60 48 00 - REPAIRS & MAINTENANCE	49.18	
					001 - 576 80 48 00 - REPAIRS & MAINTENANCE	49.17	
					001 - 576 80 48 00 - REPAIRS & MAINTENANCE	12.40	
880	02/22/2016	Claims	2	91914	LAW OFFICES OF MARGITA DORNAY	10,000.00	PROSECUTING ATTORNEY-2/2016
					001 - 515 20 41 02 - PROF SERVICES - PROS. AT	10,000.00	
881	02/22/2016	Claims	2	91915	LOWES COMPANY INC	1,059.73	SUPPLIES; MSCL RCK 5-TIER 18-IN X 3; SUPPLIES; SW WIRE STRPR AITO 8 TO 2, PUGGY-BACK FLOAT SWITCH
					401 - 534 50 31 00 - SUPPLIES	4.06	
					401 - 534 50 31 00 - SUPPLIES	21.56	
					401 - 534 50 31 00 - SUPPLIES	5.15	
					403 - 535 50 31 00 - SUPPLIES	4.06	
					403 - 535 50 31 00 - SUPPLIES	21.56	
					403 - 535 50 31 00 - SUPPLIES	77.07	
					403 - 535 50 31 00 - SUPPLIES	5.15	
					403 - 535 50 31 00 - SUPPLIES	224.86	
					403 - 535 50 31 00 - SUPPLIES	153.13	
					403 - 535 50 31 00 - SUPPLIES	141.85	
					403 - 535 50 31 00 - SUPPLIES	67.80	
					402 - 537 50 31 00 - SUPPLIES	4.05	
					402 - 537 50 31 00 - SUPPLIES	21.56	
					402 - 537 50 31 00 - SUPPLIES	5.15	
					101 - 542 30 31 00 - SUPPLIES	4.05	
					101 - 542 30 31 00 - SUPPLIES	21.56	
					101 - 542 30 31 00 - SUPPLIES	72.94	
					101 - 542 30 31 00 - SUPPLIES	5.14	
					101 - 542 30 31 00 - SUPPLIES	91.51	
					101 - 542 30 31 00 - SUPPLIES	4.05	
					001 - 576 80 31 00 - SUPPLIES	4.05	
					001 - 576 80 31 00 - SUPPLIES	21.56	
					001 - 576 80 31 00 - SUPPLIES	25.22	
					001 - 576 80 31 00 - SUPPLIES	47.50	
					001 - 576 80 31 00 - SUPPLIES	5.14	
882	02/22/2016	Claims	2	91916	LTI INC	4,037.64	T/ L NON CORRUSSION INHIBITED PNS CATEGORY 8A-R (K+S) STANDARD GRADATION ROAD SALT
					101 - 542 66 31 00 - SUPPLIES	4,037.64	
883	02/22/2016	Claims	2	91917	MORTONS SUPPLY	18.03	HOSE CLAMP, FUNNY PIP 1/2 SREET ELBOW, SMALL WHITE MARKER, SUNBEAM YELLOW PLASTIC
					101 - 542 70 31 00 - SUPPLIES	18.03	
884	02/22/2016	Claims	2	91918	MUNICIPAL CODE CORPORATION	985.13	SUPPLEMENT PAGES
					001 - 511 60 49 00 - MISCELLANEOUS	75.76	
					001 - 511 60 49 00 - MISCELLANEOUS	75.76	
					001 - 513 10 49 01 - MISCELLANEOUS	75.76	

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			001 - 514 23 49 00 - MISCELLANEOUS			75.76	
			001 - 514 30 49 00 - MISCELLANEOUS			75.76	
			001 - 518 88 49 00 - MISCELLANEOUS			75.76	
			001 - 524 20 49 00 - MISCELLANEOUS			75.76	
			401 - 534 50 49 00 - MISCELLANEOUS			75.76	
			403 - 535 50 49 00 - MISCELLANEOUS			75.76	
			402 - 537 50 49 00 - MISCELLANEOUS			75.76	
			101 - 543 30 49 00 - MISCELLANEOUS			75.76	
			001 - 558 60 49 00 - MISCELLANEOUS			75.76	
			001 - 576 80 49 00 - MISCELLANEOUS			76.01	
<b>885</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>2</b>	<b>91919</b>	<b>NATIONAL BARRICADE CO</b>	<b>112.31</b>	<b>12"X12"X.080 ALUM PLATES WH PRISMATIC REFLECTIVE</b>
			401 - 534 50 31 00 - SUPPLIES			22.47	
			403 - 535 50 31 00 - SUPPLIES			22.46	
			402 - 537 50 31 00 - SUPPLIES			22.46	
			101 - 542 30 31 00 - SUPPLIES			22.46	
			001 - 576 80 31 00 - SUPPLIES			22.46	
<b>886</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>2</b>	<b>91920</b>	<b>NEOFUNDS BY NEOPOST</b>	<b>1,000.00</b>	<b>POSTAGE-2/2016</b>
			001 - 513 10 42 01 - COMMUNICATION			2.84	
			001 - 514 23 42 00 - COMMUNICATIONS			166.49	
			001 - 514 30 42 00 - COMMUNICATIONS			164.11	
			001 - 521 10 42 00 - COMMUNICATION			51.36	
			001 - 524 20 42 00 - COMMUNICATION			90.01	
			401 - 534 50 42 00 - COMMUNICATION			130.43	
			403 - 535 50 42 00 - COMMUNICATION			130.43	
			402 - 537 50 42 00 - COMMUNICATION			130.43	
			101 - 543 30 42 00 - COMMUNICATION			130.43	
			001 - 571 21 42 00 - COMMUNICATION			3.47	
<b>887</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>2</b>	<b>91921</b>	<b>OFFICE SOLUTIONS NORTHWEST</b>	<b>386.06</b>	<b>FASTERNERS; INK CTG'S-SC</b>
			401 - 534 50 31 00 - SUPPLIES			6.12	
			403 - 535 50 31 00 - SUPPLIES			6.12	
			402 - 537 50 31 00 - SUPPLIES			6.13	
			001 - 571 21 31 00 - SUPPLIES			367.69	
<b>888</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>2</b>	<b>91922</b>	<b>ONE CALL CONCEPTS INC</b>	<b>19.80</b>	<b>UTILITY LOCATES - 01/2016</b>
			401 - 534 50 49 00 - MISCELLANEOUS			9.90	
			403 - 535 50 49 00 - MISCELLANEOUS			9.90	
<b>889</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>2</b>	<b>91923</b>	<b>JESUS ORTIZ</b>	<b>18.83</b>	<b>REFUND UTILITY DEPOSIT-4111 FREEWAY AVE</b>
			414 - 586 00 04 14 - DEPOSIT REFUND			18.83	
<b>890</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>2</b>	<b>91924</b>	<b>OWEN EQUIPMENT CO</b>	<b>849.63</b>	<b>SIDE RUBBER, FRONT RUBBER, REAR CURTAIN, CURTAIN PRES SL, ELGIN 5 SEG BLU</b>
			101 - 542 67 31 00 - SUPPLIES			849.63	
<b>891</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>2</b>	<b>91925</b>	<b>PACIFIC POWER</b>	<b>25,782.14</b>	<b>PW-1/2016; CH - 1/2016; TRAFFIC LIGHTS-1/2016; AREA LIGHTS-1/2016; STREET LIGHTS-1/2016; TRAFFIC LIGHTS-1/2016; AG MUSEUM-1/2016</b>
			001 - 518 20 47 00 - UTILITIES/CITY HALL			395.17	
			401 - 534 50 47 00 - UTILITIES			8,200.54	
			403 - 535 50 47 00 - UTILITIES			2,330.11	
			101 - 542 63 47 00 - UTILITIES			11,931.59	
			101 - 542 64 47 00 - UTILITIES			471.29	
			101 - 542 64 47 00 - UTILITIES			400.05	
			107 - 571 10 47 00 - UTILITIES-AG MUSEUM			309.23	
			001 - 576 80 47 00 - UTILITIES			1,744.16	
<b>892</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>2</b>	<b>91926</b>	<b>PETTY CASH</b>	<b>9.03</b>	<b>MISC RECEIPTS - 02/2016</b>

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			001 - 514 23 31 00 -		SUPPLIES	7.56	
			000 - -			1.47	
893	02/22/2016	Claims	2	91927	PIONEER RESEARCH CORP	8,288.50	EN SOLV
			403 - 535 50 31 00 -		SUPPLIES	8,288.50	
894	02/22/2016	Claims	2	91928	PROTECTION ONE	31.36	COM DEV/PW ALARM MONITORING-2/2016
			001 - 518 31 41 00 -		PROFESSIONAL SERVICES	16.34	
			001 - 524 20 41 00 -		PROFESSIONAL SERVICES	2.14	
			401 - 534 50 41 00 -		PROFESSIONAL SERVICES	2.14	
			403 - 535 50 41 00 -		PROFESSIONAL SERVICES	2.14	
			402 - 537 50 41 00 -		PROFESSIONAL SERVICES	2.20	
			101 - 542 30 41 00 -		PROFESSIONAL SERVICES	2.14	
			001 - 558 60 41 00 -		PROFESSIONAL SERVICES	2.14	
			001 - 576 80 41 00 -		PROFESSIONAL SERVICES	2.12	
895	02/22/2016	Claims	2	91929	WILLIAM SCHULER III	1,545.00	PUBLIC DEFENDER - 01/2016
			001 - 515 20 41 03 -		PROF SERVICES-PUBLIC D	1,545.00	
896	02/22/2016	Claims	2	91930	SMITTYS OUTDOOR POWER EQUIP	45.14	SPRINGS
			403 - 535 50 31 00 -		SUPPLIES	45.14	
897	02/22/2016	Claims	2	91931	SOFTWARE ONE INC	287.41	PW LAPTOP (DH) MICROSOFT SOFTWARE
			401 - 534 50 31 00 -		SUPPLIES	57.48	
			403 - 535 50 31 00 -		SUPPLIES	57.48	
			402 - 537 50 31 00 -		SUPPLIES	57.48	
			101 - 542 30 31 00 -		SUPPLIES	57.48	
			128 - 547 60 31 00 -		OFFICE & OPERATING SUP	57.49	
898	02/22/2016	Claims	2	91932	SPRINT ACCT #929468397	81.98	SR CTR INTERNET SVC - 01/2016
			001 - 571 21 42 00 -		COMMUNICATION	81.98	
899	02/22/2016	Claims	2	91933	SUPPLYWORKS	106.05	IMP8642L NITRILE GLOVES
			001 - 521 22 31 00 -		SUPPLIES	106.05	
900	02/22/2016	Claims	2	91934	TACTICAL SUPPLY	1,400.00	PD 2016 LANE RENTALS
			001 - 521 40 49 00 -		MISCELLANEOUS	1,400.00	
901	02/22/2016	Claims	2	91935	TOPPENISH CITY	22,209.68	JANUARY 2016 HOUSING AND TRANSPORT
			001 - 523 20 51 00 -		DETENTION & CORRECTIC	21,375.68	
			001 - 523 20 51 01 -		TRANSPORT OF PRISONER	834.00	
902	02/22/2016	Claims	2	91936	TRUE LAW GROUP, PS	1,255.00	PUBLIC DEFENDER
			001 - 515 20 41 03 -		PROF SERVICES-PUBLIC D	1,255.00	
903	02/22/2016	Claims	2	91937	UNION GAP LIONS CLUB	200.00	PURCHASE 1961 SHASTA TRAILER
			101 - 542 30 35 00 -		SMALL TOOLS & EQUIPME	200.00	
904	02/22/2016	Claims	2	91938	UNION GAP WATER FUND & SEWER	1,315.36	4401 MAIN ST - 01/2016; PARKS - 01/2016
			403 - 535 50 47 00 -		UTILITIES	132.70	
			101 - 543 30 47 00 -		UTILITIES	203.57	
			001 - 576 80 47 00 -		UTILITIES	979.09	
905	02/22/2016	Claims	2	91939	UNITED PARCEL SERVICE	33.05	PD SHIPPING
			001 - 521 10 41 00 -		PROFESSIONAL SERVICES	33.05	
906	02/22/2016	Claims	2	91940	UNITED STATES POSTMASTER	814.54	UB STATEMENTS - 02/2016
			401 - 534 50 42 00 -		COMMUNICATION	271.51	
			403 - 535 50 42 00 -		COMMUNICATION	271.51	
			402 - 537 50 42 00 -		COMMUNICATION	271.52	

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907	02/22/2016	Claims	2	91941	US LINEN & UNIFORM	410.18	PW UNIFORMS-01/16
					401 - 534 50 21 00 - UNIFORMS & EQUIPMENT	113.98	
					403 - 535 50 21 00 - UNIFORMS & EQUIPMENT	113.98	
					402 - 537 50 21 00 - UNIFORMS & EQUIPMENT	48.85	
					101 - 542 30 21 00 - UNIFORMS & EQUIPMENT	113.96	
					001 - 576 80 21 00 - UNIFORMS & EQUIPMENT	19.41	
908	02/22/2016	Claims	2	91942	VERIZON WIRELESS	1,128.47	PW - 01/2016
					401 - 534 50 42 00 - COMMUNICATION	225.69	
					403 - 535 50 42 00 - COMMUNICATION	225.69	
					402 - 537 50 42 00 - COMMUNICATION	225.69	
					101 - 542 30 42 00 - COMMUNICATIONS	225.69	
					001 - 576 80 42 00 - COMMUNICATION	225.71	
909	02/22/2016	Claims	2	91943	VISITORS GUIDE PUBLICATIONS	2,500.00	JANUARY SWEEPSTAKES-1/2016
					108 - 557 30 44 08 - ADVERTISING	2,500.00	
910	02/22/2016	Claims	2	91944	WA STATE DEPT OF HEALTH	3,543.40	2016 OPERATOR CERTIFICATION SYSTEM FEE
					401 - 534 50 51 00 - INTERGOVERNMENTAL PF	3,543.40	
911	02/22/2016	Claims	2	91945	WASHINGTON TRACTOR	90.58	LUBRICATION FITTING, NEEDLE BEA, KNOB, QUICK LOCK
					001 - 576 80 31 00 - SUPPLIES	90.58	
912	02/22/2016	Claims	2	91946	YAKIMA BINDERY	28.78	WASTEWATER EMAIL ADDRESS IN FORMS
					403 - 535 50 49 00 - MISCELLANEOUS	28.78	
913	02/22/2016	Claims	2	91947	YAKIMA CO DEPT OF CORRECTIONS	8,389.40	JANUARY 2016 HOUSING AND MEDICATIONS
					001 - 523 20 51 00 - DETENTION & CORRECTIC	8,008.80	HOUSING
					001 - 523 20 51 00 - DETENTION & CORRECTIC	380.60	MEDICATIONS
914	02/22/2016	Claims	2	91948	YAKIMA CO FINANCIAL SERVICES	400.25	4TH QTR LIQUOR BOARD PROFITS
					001 - 562 00 51 00 - 2% ALCOHOL DISTRIBUTIC	400.25	
915	02/22/2016	Claims	2	91949	YAKIMA CO PUBLIC SERVICES	7.72	GARBAGE
					101 - 542 67 49 00 - MISCELLANEOUS	7.72	
916	02/22/2016	Claims	2	91950	YAKIMA COOPERATIVE ASSN	1,241.71	PARKS FUEL-12/15; JANITOR FUEL-1/2016
					001 - 518 31 32 00 - FUEL	60.40	
					107 - 571 10 32 00 - FUEL-AG MUSEUM	193.65	
					001 - 571 21 32 00 - FUEL	319.83	
					001 - 576 80 32 00 - FUEL	667.83	

000	1.47
001 Current Expense Fund	107,878.72
101 Street Fund	32,852.42
107 Convention Center Reserve Fund	502.88
108 Tourism Promotion Area Fund	4,375.00
123 Criminal Justice Fund	15,010.83
126 Crime Prevention Assessment Fund	67.64
128 Transit System Fund	55,651.34
132 Community Events Fund	516.49
401 Water Fund	15,717.72
402 Garbage Fund	73,146.04
403 Sewer Fund	16,175.01

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		414 Water Deposits				114.00	
						<u>114.00</u>	Claims: 322,009.56
						322,009.56	

CERTIFICATION: I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described and that the claim is a due and unpaid obligation against the City of Union Gap, and that I am authorized to authenticate and certify to said claim.

Certified By: \_\_\_\_\_ Date: \_\_\_\_\_

( ) Finance Director ( ) Auditing Officer ( ) Deputy Finance Director



## City Council Communication

**Meeting Date:** February 22, 2016  
**From:** Karen Clifton, Director of Finance and Administration  
**Topic/Issue:** Petty Cash Vouchers – February 22, 2016

---

**SYNOPSIS:** Petty cash vouchers Dated February 22, 2016 for the month of January 2016.

**RECOMMENDATION:** Request Council to approve voucher No. 1846 in the amount of \$60.00.

**LEGAL REVIEW:** N/A

**FINANCIAL REVIEW:** N/A

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:** Petty Cash Voucher Rosters

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659	01/19/2016	Claims	637	1846	TOPPENISH EAGLES	60.00	YVCOG MTG - DO; RW; MC
637 Petty Cash Fund						60.00	
						0.00	Claims: 60.00

CERTIFICATION: I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described and that the claim is a due and unpaid obligation against the City of Union Gap, and that I am authorized to authenticate and certify to said claim.

Certified By: \_\_\_\_\_

Date:



## City Council Communication

**Meeting Date:** February 22, 2016  
**From:** Karen Clifton, Director of Finance and Administration  
**Topic/Issue:** Advance Travel Vouchers – February 22, 2016

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**SYNOPSIS:** Advance Travel Vouchers dated February 22, 2016 for the month of January 2016.

**RECOMMENDATION:** Request Council to approve Voucher Nos. 1247 through 1248 in the amount of \$410.94.

**LEGAL REVIEW:** N/A

**FINANCIAL REVIEW:** N/A

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:** Advance Travel Voucher Roster

**WARRANT/CHECK REGISTER**

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661	01/25/2016	Claims	638	1247	JULIE SCHILLING	206.17	ATR #1116
660	01/26/2016	Claims	638	1248	DAVID W MATSON	204.77	ATR #1117

638 Advance Travel Fund

410.94

0.94 Claims: 410.94

CERTIFICATION: I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described and that the claim is a due and unpaid obligation against the City of Union Gap, and that I am authorized to authenticate and certify to said claim.

Certified By: \_\_\_\_\_ Date: \_\_\_\_\_