

**City Motto:** HIGH Tech, HIGHER Education, HIGHEST Quality of Life

**City Mission Statement:** The mission of the City of Pullman is to provide the highest quality of life through essential infrastructure, public safety, recreation, and welcoming growth within the constraints of fiscally responsible government.

The Pullman City Council welcomes you to tonight's meeting. The Council appreciates and encourages public participation. For regular agenda items, an opportunity for public comment is usually provided after the staff report. However, the formality of procedures varies with the purpose and subject of the agenda item; therefore, the Mayor may exercise discretion in deciding when to allow public comment during the course of the proceedings and limitations will be placed on the time allowed for comments. Citizens wishing to comment on business which is not on the agenda will be provided the opportunity to do so under NEW BUSINESS. If you plan to address the Council, you will find a list of "Tips for Addressing the Council" on the public information table in the City Council Chambers. Thank you for your interest in City government.

A. Roll Call: \_\_\_\_\_ Francis Benjamin                      \_\_\_\_\_ Barney Waldrop  
                                 \_\_\_\_\_ Keith Bloom                      \_\_\_\_\_ Nathan Weller  
                                 \_\_\_\_\_ Jeff Hawbaker                      \_\_\_\_\_ Pat Wright  
                                 \_\_\_\_\_ Bill Paul

B. Announcements

C. Confirmation of Appointments

Gary Jenkins, Police Chief  
Board of Adjustment

D. Consent Agenda

The items listed under the Consent Agenda are considered to be routine in nature and will be enacted by a single motion of the Council without separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by Council action.

#### Motions

1. Dispense with the reading of the minutes of the regular meeting of July 13, 2010, and approve them as submitted.

2. A motion to accept a Laptop Training Lab through the Office of the Secretary of State (OSOS) and Washington State Library (WSL) on behalf of the Bill and Melinda Gates Foundation for Neill Public Library.
3. A motion to provide budget authorization to include an additional \$35,000 in the Civic Improvement Fund to be used for Tourism Promotion Grants.
4. A motion to approve a Lodging Tax Grant to the Pullman Chamber of Commerce in the amount of \$1,000 for the Pullman Art Walk.
5. A motion to approve a Lodging Tax Grant to the Pullman Chamber of Commerce in the amount of \$6,488.48 for power upgrades in the downtown area.
6. A motion to approve a Lodging Tax Grant to Pullman Youth Baseball in the amount of \$2,400 for the Southern Washington State Championships Babe Ruth Baseball Tournament.
7. A motion to approve a Lodging Tax Grant to Washington-Idaho Border Section of the American Chemical Society in the amount of \$1,500 for the NORM-RMRM 2010 Conference.
8. A motion to ratify Change Order No. 1 to Contract No. 10-02, Guy Street Water Main.

#### **Resolutions**

9. Resolution No. R-59-10 - A RESOLUTION ACCEPTING THE BID OF THE MOSCOW-PULLMAN DAILY NEWS FOR LEGAL PUBLICATIONS AND AUTHORIZING THE DESIGNATION OF THE MOSCOW-PULLMAN DAILY NEWS AS THE OFFICIAL NEWSPAPER OF THE CITY OF PULLMAN.
10. Resolution No. R-60-10 - A RESOLUTION ACCEPTING THE BID OF MOTLEY-MOTLEY, INC. FOR GRAND AVENUE WIDENING-NYE TO RITCHIE AND AUTHORIZING EXECUTION AND DELIVERY OF THE CONTRACT FOR SAID PROJECT.

#### **E. Regular Agenda**

#### **Public Hearings**

11. Resolution No. R-61-10 - A RESOLUTION APPROVING A SIX-YEAR CAPITAL IMPROVEMENT PROGRAM FOR THE CITY OF PULLMAN FOR CALENDAR YEARS 2011 THROUGH 2016.
12. Resolution No. R-62-10 - A RESOLUTION APPROVING A SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM FOR THE CITY OF PULLMAN FOR CALENDAR YEARS 2011 THROUGH 2016.

13. Ordinance No. 10-15 - AN ORDINANCE VACATING A PORTION OF AN ALLEY EAST OF MONROE STREET BETWEEN OAK STREET AND CAMPUS STREET IN REANEY'S 2<sup>nd</sup> ADDITION.

### Motions

14. A motion to approve a change in operational hours for the Transit E and A routes.
15. A motion to approve selling Pullman Aquatic and Fitness Center memberships at a discounted rate of 50 percent for the month of September as part of the Aquatic Center 10-year anniversary celebration.

### Discussion

15. Proposed 2011 WSU Fire Services Agreement

#### F. New Business

Members of the public may bring items of new business to the attention of the Council under this agenda item. However, we strongly encourage advising the Mayor or City Supervisor of your intention prior to the meeting to ensure the item is properly an item of new business and, if not, if the matter could be addressed in some other manner.

#### G. Tentative Council Agenda for July 27, 2010 - Canceled

Tentative Council Agenda for August 3, 2010 - Canceled

Tentative Council Agenda for August 10, 2010

Social Media Discussion

Mid-Year Financial Report

Tentative Planning Commission Agenda for July 28, 2010

College Hill Design Review Discussion

Mader Annexation

Tentative Board of Adjustment Agenda for August 16, 2010

No business at this time.

THE COUNCIL CHAMBERS ARE ACCESSIBLE TO PERSONS WITH DISABILITIES. PERSONS REQUIRING SPECIAL ACCOMMODATIONS, SHOULD CONTACT THE FINANCE DEPARTMENT BEFORE 5:00 P.M. THE MONDAY PRECEDING THE COUNCIL MEETING. THE FINANCE DEPARTMENT IS LOCATED ON THE FIRST FLOOR OF CITY HALL, 325 SE PARADISE STREET, PULLMAN, WA 99163. TELEPHONE NUMBER 338-3209 or 338-3208, FAX NUMBER 334-2751, ADD NUMBER 7-1-1.



# CITY OF PULLMAN

325 S.E. Paradise Street, Pullman, WA 99163  
(509) 338-3208 Fax (509) 334-2751  
[admin@ci.pullman.wa.us](mailto:admin@ci.pullman.wa.us)

## MEMORANDUM

TO: City Council  
FROM: Glenn A. Johnson, Mayor  
RE: Confirmation of Appointment  
DATE: July 20, 2010

### CHIEF OF POLICE

The Council is requested to confirm the appointment of Gary Jenkins to the position of Chief of Police. Mr. Jenkins comes to us as a Captain at Claremont [Calif.] Police Department with more than 30 years of experience. He holds a masters degree in education, a bachelor degree in management and is an FBI National Academy graduate. His first official day of work with the city of Pullman, pending confirmation of the council, will be Friday, July 30.

You are requested to confirm, by motion, the appointment of Gary Jenkins as Chief of Police and the attached employment agreement.

## EMPLOYMENT AGREEMENT FOR CHIEF OF POLICE

This Agreement is entered into this \_\_\_\_\_ day of July, 2010, between the City of Pullman, Washington, hereafter "Employer", and Gary L. Jenkins, hereafter "Employee", whose date of hire shall be July 30, 2010.

1. **RECITALS:** As an integral part of this Agreement, the parties acknowledge and agree that:

WHEREAS, Employer wishes to employ Employee as Chief of Police for the City of Pullman and provide certain benefits to him and to establish employment and working conditions of said Employee during his tenure as Chief of Police; and,

WHEREAS, Employer desires to establish an atmosphere which makes possible the Employee's full productivity and at the same time ensure the Employee's morale, health and peace of mind with respect to future security by establishing a clear mutual understanding as to pay and fringe benefits and providing a just and proper means of terminating the services of the Employee if that action becomes necessary or desirable by either party; and,

WHEREAS, Employee is willing to accept employment as Chief of Police of the City of Pullman on the following terms and conditions:

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

### 2. **EMPLOYMENT AND DUTIES**

Employer hereby employs Employee, and Employee accepts such employment as Chief of Police of the City of Pullman to perform the functions and duties specified by law and such other legally permissible and proper duties and functions, as Employer shall from time to time assign.

### 3. **TERM AND RENEWAL**

A. The within Agreement of employment is an agreement for an indefinite term of employment; subject, however, to the limitations, notices, requirements, payments and matters herein set forth.

B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employer to terminate the services of Employee at any time, subject to a sixty (60) day notice and the provisions of this Agreement.

C. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign his position with the Employer at any time, subject to a sixty (60) day notice and the provisions of this Agreement.

D. Employee shall report for work on July 30, 2010.

E. Employee shall obtain his Washington State Law Enforcement Equivalency requirements within the period of time specified in state law.

4. **COMPENSATION AND BENEFITS**

A. Base Annual Salary. For services rendered by Employee pursuant to this Agreement, Employer shall pay Employee a starting base monthly salary of seven thousand three hundred and twenty four (\$7,324) dollars (Step 4 on the City pay scale) effective July 30, 2010, payable in the manner customary with other City employees.

B. Insurance Coverage. The insurance coverage provided to the Employee will be the same coverage as provided for all employees of the police department of the City of Pullman as provided on the date of the execution of this agreement and as modified in the future. Coverage will begin on August 1, 2010.

5. **RETIREMENT**

A. Employee is required to become a member of the Law Enforcement Officers and Firefighters (LEOFF) retirement system and Employer and Employee will make contributions as set by the legislature of the State of Washington.

6. **VACATION AND SICK LEAVE**

A. Effective August 1, 2010, Employee will receive 96 hours (8 hours per month X 12 months) credited to each of his vacation and sick leave banks. Both banks will be available for use as needed and outlined by the City of Pullman Personnel Policies and Procedures on August 1, 2010. No additional sick leave or vacation time will accrue for the first year of employment.

At the end of one year of employment, Employee will accrue eight (8) hours of sick leave per month up to a maximum of 800 hours.

At the end of one year of employment, Employee will accrue 12 hours of vacation leave per month up to a maximum of 240 hours.

Employee shall only be paid for all unused portions of vacation accrual at cessation of employment.

7. **OTHER BENEFITS**

All other benefits provided by the City of Pullman are as set forth in the Personnel Policies and Procedures Manual.

8. **RELOCATION**

A. Upon presentation of receipts, Employee shall receive up to \$2,000 for expenses related to relocating Employee, his family, and physical property from California to Pullman, WA. Responsibility for payment of any applicable taxes on this sum shall rest with the Employee.

9. **OTHER TERMS AND CONDITIONS OF EMPLOYMENT**

A. Employer, in consultation with the Employee, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this agreement, the municipal code, or any other law.

B. All provisions of the municipal code and regulations and rules of the Employer relating to vacation and sick leave, retirement, pension system contributions, holidays and other benefits and working conditions as they now exist or hereafter may be amended, also shall apply to Employee as they would to other employees of Employer, in addition to said benefits enumerated specifically for the benefit of Employee except as herein provided.

10. **GENERAL PROVISIONS**

This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Employee, as per federal and state law. If any provision or portion thereof contained in this Agreement is held to be unconstitutional, invalid or unenforceable, the remainder of this Agreement or portion thereof shall be deemed severable, shall not be affected, and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have hereunder affixed their signatures as of the date and year first above written.

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Mayor

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Gary L. Jenkins



# CITY OF PULLMAN

325 S.E. Paradise Street, Pullman, WA 99163  
(509) 338-3208 Fax (509) 334-2751  
[admin@ci.pullman.wa.us](mailto:admin@ci.pullman.wa.us)

## MEMORANDUM

TO: City Councilmembers  
FROM: Glenn A. Johnson, Mayor  
RE: Confirmation of Appointment  
DATE: July 20, 2010

The Council is requested to confirm this appointment.

### **BOARD OF ADJUSTMENT**

John Chapman, 405 NW North, Pullman, 332-8602 (h), appointed to a term expiring on December 31, 2012.

cc: Staff Liaison



MINUTES OF THE CITY COUNCIL  
OF THE CITY OF PULLMAN  
JULY 13, 2010

**Roll Call**

A regular meeting of the City Council of the City of Pullman was held on July 13, 2010, at 7:30 p.m. in Council Chambers, City Hall, Pullman, Washington with the following present:

Glenn A. Johnson	Mayor
William F. Mulholland	Finance Director
Francis Benjamin	Councilmember
Keith Bloom	Councilmember
Jeff Hawbaker	Councilmember
Bill Paul	Councilmember
Barney Waldrop	Councilmember
Nathan Weller	Councilmember
Pat Wright	Councilmember

**Call to Order**

Mayor Johnson called the regular meeting to order at 7:30 p.m.

**Announcements**

Mayor Johnson made three announcements.

**ORDER OF BUSINESS**

Approval of Recommendations of Consent Agenda Items

**CONSENT AGENDA**

Mayor Johnson reviewed the items on the Consent Agenda with the Council and audience. He stated that items listed on the Consent Agenda are considered to be routine in nature and will be enacted by a single motion of the Council without separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by Council request. Councilmember Bloom moved, Councilmember Wright seconded to read the items on the Consent Agenda by title only.

Motion Carried.

City Attorney McAloon read the items on the Consent Agenda by title only. Mayor Johnson asked if there were any requests for removal of items from the Consent Agenda from the Council. There were none. Councilmember Bloom moved, Councilmember Weller seconded to adopt the Consent Agenda.

Motion Carried.

## Motions

- Minutes - June 15, 2010      1.    The Council dispensed with the reading of the minutes of the regular meeting of June 15, 2010, and approved them as submitted.
- Accounts Payable, Payroll, and Electronic Transfers - July, 2010      2.    The Council approved disbursements represented by accounts payable checks numbered \_\_\_\_\_ through \_\_\_\_\_ totaling \$ \_\_\_\_\_ inclusive, payroll checks numbered \_\_\_\_\_ through \_\_\_\_\_ totaling \$ \_\_\_\_\_ inclusive, and electronic transfers totaling \_\_\_\_\_ and directed that they be paid upon approval of the Auditing Officer and Audit Committee.
- Claim for Damages - Luhring      3.    The Council referred a Claim for Damages submitted by Robert Luhring for the sum of \$1,777.26 to the Washington State Transit Insurance Pool (WSTIP).
- Change Order On Well No. 6 Pump Replacement Project      4.    The Council ratified Change Order No. 1 on Contract No. 09-18, Well No. 6 Pump Replacement Project.

## Resolutions

- Resolution No. R-55-10 - Federal Transit Grant      5.    Resolution No. R-55-10  
A RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE SECOND AMENDMENT TO FEDERAL TRANSIT ADMINISTRATION OPERATING ASSISTANCE GRANT AGREEMENT (GCA6146) TO ADD FTA 5311 FUNDS AND STATE RURAL MOBILITY FUNDS.  
  
Resolution No. R-55-10 was adopted unanimously.
- Resolution No. R-56-10 - Pullman School District Agreement      6.    Resolution No. R-56-10  
A RESOLUTION AUTHORIZING THE 2010-2011 SCHOOL YEAR SERVICE EXTENSION FEE AGREEMENT BETWEEN THE CITY OF PULLMAN AND THE PULLMAN SCHOOL DISTRICT NO. 267 FOR THE PURPOSE OF PROVIDING TRANSPORTATION FOR STUDENTS ON THE PULLMAN TRANSIT SYSTEM.  
  
Resolution No. R-56-10 was adopted unanimously.
- Resolution No. R-57-10 - Release of Easement      7.    Resolution No. R-57-10  
A RESOLUTION APPROVING THE EXECUTION OF A RELEASE OF EASEMENT FOR WAL-MART REAL ESTATE TRUST, A DELAWARE STATUTORY TRUST, AND AUTHORIZING THE

MAYOR AND FINANCE DIRECTOR TO SIGN THE RELEASE OF EASEMENT.

Resolution No. R-57-10 was adopted unanimously.

Resolution No. 8.  
R-58-10 - Transit  
Offices Remodel

Resolution No. R-58-10

A RESOLUTION ACCEPTING THE BID OF KACI GENERAL CONTRACTOR FOR TRANSIT OFFICES REMODEL AND AUTHORIZING EXECUTION AND DELIVERY OF THE CONTRACT FOR SAID PROJECT.

Resolution No. R-58-10 was adopted unanimously.

### **Ordinance**

Ordinance No. 9.  
10-12 - Restricted  
Monetary Donation

Ordinance No. 10-12

AN ORDINANCE ACCEPTING A RESTRICTED MONETARY DONATION FROM INLAND NORTHWEST COMMUNITY FOUNDATION FROM THE SHIRROD FAMILY MEMORIAL FUND TO THE NEILL PUBLIC LIBRARY TO SUPPORT THE SHIRROD HERITAGE ADDITION.

Ordinance No. 10-12 was adopted unanimously.

### **REGULAR AGENDA**

#### **Ordinances**

Ordinance No. 10.  
10-13 - Standard  
Construction  
Specifications

Mayor Johnson announced that an ordinance had been prepared adopting revised Standard Construction Specifications. Public Works Director Workman presented the staff report. He indicated that this is an update that occurs every two years and it is appropriate to adopt this revision. Mayor Johnson indicated it looked like the drawings for the curbs were about the same. Public Works Director Workman stated that there are some differences, but there was not any major differences in the requirements.

Ordinance No. 10-13 by title only reads as follows:

AN ORDINANCE ADOPTING REVISED "STANDARD CONSTRUCTION SPECIFICATIONS" APPLICABLE WITHIN THE CITY OF PULLMAN; AMENDING SECTION 10.44.010 OF THE PULLMAN CITY CODE AND PULLMAN CITY ORDINANCES NOS. B-348 §1(1977), 80-16 §1(1980), 81-9 §1(1981), 83-6 §1(1983), 89-7 §1(1989), 91-6 §1(1991), 94-5 §1(1994), 97-10 §1(1997), 98-10 §1(1998), 00-11 §1(2000), 02-14 §1(2002), 04-37

\$1(2004), 07-1 \$1(2007) AND 08-7 \$1(2008) AND OTHER MATTERS RELATING PROPERLY THERETO.

Councilmember Waldrop moved, Councilmember Benjamin seconded to adopt Ordinance No. 10-13. The motion carried unanimously.

Ordinance No.  
10-14 - Budget  
Amendment

11. Mayor Johnson announced that an ordinance had been prepared amending the 2010 budget. Finance Director Mulholland presented the staff report. He pointed out the spreadsheet that he put together on Exhibit "B" indicating that the revenue in the General Fund was going up by \$22,291 from a Library grant and expenditures increased \$173,958 for a net effect on the fund balance of a reduction of \$151,667. Under expenditures he noted that \$125,000 was inadvertently left off the adopted budget for fire, an additional \$30,000 in legal, and there was acquisition of additional Library supplies of \$18,958.

Transit had received two grants that had been accepted and totaled \$407,879. Expenditures were \$365,516 which resulted in an increase to the fund of \$42,363.

For Government Buildings, there were two grants for weatherizing windows. The total was \$143,000 with other improvements and expenditures of \$153,00 which had a net effect of reducing the fund balance in Government Buildings by \$10,000.

The Council indicated they liked the spreadsheet because it is easier to see what is being shown in these budget amendments. Finance Director Mulholland indicated he would continue this in the future.

Ordinance No. 10-14 by title only reads as follows:

AN ORDINANCE AMENDING ORDINANCE NO. 09-32 ADOPTED DECEMBER 8, 2009, AND ENTITLED "AN ORDINANCE ADOPTING A BUDGET FOR THE CITY OF PULLMAN FOR THE YEAR 2010".

Councilmember Bloom moved, Councilmember Wright seconded to adopt Ordinance No. 10-14. The motion carried unanimously.

## Discussions

Fireworks                    12.  
Education and  
Enforcement Efforts

Mayor Johnson announced that a discussion is scheduled on fireworks education and enforcement efforts. City Supervisor Sherman gave the initial staff report. Fire Prevention Officer Dragoo presented his staff report. For the 4<sup>th</sup> of July time period there were only two incidents. One of these incidents was a fire on July 4 which occurred in a parking lot on Ash Street, damaging a light pole base. The second fire occurred on July 7 in some weeds and grass around a fire hydrant on Kamiaken Street. He indicated that part of an aerial firework was found on the sidewalk near the fire. He stated there were four fireworks stands that were inspected and approved for sales by the Fire Department. During the inspection they found some illegal jumping jacks. They had all four stands remove them and send them back to the wholesaler. He indicated this was an oversight on the wholesalers part.

Mayor Johnson asked if the four fireworks displays sales were all nonprofits. Fire Prevention Officer Dragoo indicated that only one was nonprofit. Councilmember Benjamin said that he thought that there were other fireworks stands because he had seen some items in some other stores such as Shopko. Fire Prevention Officer Dragoo stated that what they had there were just novelty devices and they have less than 6 milligrams of powder and aren't really considered fireworks.

Commander Tennant presented a report which was primarily statics for 2003 to the current time period. The incidents have gone down tremendously since the ordinance was enacted in 2006 and he had the statistics to back up his supposition. He indicated a large part of this was a result of education of what is legal and illegal. He said the holidays were pretty quiet and there were no major problems. The only enforcement action taken was that three individuals were cited, in one case, for illegal possession of fireworks which were bottle rockets.

Mayor Johnson then addressed Finance Director Mulholland and City Attorney McAloon, since they reside in Spokane, about what they had observed

in their particular neighborhoods. City Attorney McAloon had nothing and Finance Director Mulholland had a war zone on the next street.

Councilmember Paul indicated that it was a good thing that the Council had done in 2006. Enforcing the ordinance and statistics prove it was the right decision.

Wellness  
Program Annual  
Report

13. Mayor Johnson announced that a discussion is scheduled on the Wellness Program. Human Resources Manager Sires presented the staff report. She stated that for 2010 we received the excellence level as a "Well City" and as a result of our actions that we will receive in 2012 a 2 percent reduction in our insurance premiums. She thanked the Wellness Committee for all the work they did and especially Michol Ann Jensen who put a lot of work into the posterboard and as an energetic committee member.

Councilmember Waldrop gave his congratulations to Ms. Sires. The Mayor indicated that she had been elected to the Employee Benefit Advisory Committee of AWC. Councilmember Bloom wanted to know how many years we have won the wellness award. Ms. Sires indicated it was six.

Current Economic  
Conditions

14. Mayor Johnson announced that a discussion is scheduled on current economic conditions. City Supervisor Sherman presented the staff report on the state of the U.S., State of Washington, and the City. He also handed out the latest edition from the State on July 12, which was the economic and revenue update. The highlight of the report was that the Dow, the previous week, had closed down for the sixth trading day in a row. Mortgage interest rates are at their lowest since 1971; home prices are lowest since 2002, but credit is still a problem for home buyers and since the stimulus tax credit has ended; housing slowed the market down considerably. Unemployment is still a lingering uncertainty on the State level. The Office of Financial Management report shows a projected \$3 billion shortfall for the next budget period. As for the City, the overriding concern continued to be the next round of budget cuts at WSU. Thus far \$58,000,000 has been cut and 58 positions have been eliminated. On a positive note he indicated that permit valuations increased by about \$1,800,000 over last year largely due to permitting of a multi-unit apartment complex. The end of the year numbers would probably be

below last year because in December of last year we had Walmart which greatly increased our valuation for the year.

Councilmember Bloom noted that the economy is down at this point, but it seems sustainable. His feeling last year was that the economy was dead, but he does not have that feeling now.

#### **NEW BUSINESS**

Mayor Johnson asked if there was any new business from either the Council or audience. Councilmember Waldrop indicated that we need to look at parking in relation to single family housing as well as town houses to see if we can come up with a better plan.

#### **EXECUTIVE SESSION**

At 8:26 p.m. Mayor Johnson announced that the Council would take a five-minute break and then adjourn to Executive Session for:

Conferring with legal counsel representing the City concerning potential litigation or litigation that the City reasonably believes may be commenced by or against the City, the governing body, or a member acting in an official capacity; to consider the minimum price at which real estate will be offered for sale or lease; to evaluate the qualifications of an applicant for public employment; and to discuss the strategy or position to be taken by the City during the course of collective bargaining or grievance proceedings.

Mayor Johnson adjourned the meeting at 8:26 p.m. and announced that the City Council would go into Executive Session for approximately forty-five minutes. At 9:17 p.m. it was extended for an additional ten minutes, at 9:27 p.m. it was extended an additional fifteen minutes, at 9:52 it was extended for an additional ten minutes, at 10:02 it was extended an additional ten minutes, at 10:12 it was extended an additional ten minutes, and at 10:22 it was extended an additional five minutes.

Mayor Johnson reconvened the regular meeting at 10:27 p.m.

#### **ADJOURNMENT**

Councilmember Bloom moved, Councilmember Wright seconded to adjourn the regular meeting of the City Council.

Motion Carried.

Mayor Johnson adjourned the regular meeting of  
the City Council at 10:27 p.m.

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Mayor

ATTEST:

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Finance Director



2. A motion to accept a Laptop Training Lab through the Office of the Secretary of State (OSOS) and Washington State Library (WSL) on behalf of the Bill and Melinda Gates Foundation for Neill Public Library.

NOTES:

## REQUEST FOR COUNCIL ACTION

For Meeting of: 7/20/10

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### **ACTION REQUESTED**

Authorize the acceptance of a Laptop Training Lab through the Office of the Secretary of State (OSOS) and Washington State Library (WSL) on behalf of the Bill and Melinda Gates Foundation for Neill Public Library.

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### **BACKGROUND**

Neill Public Library has been selected as a grant recipient of this laptop training lab valued at approximately \$15,000. Acquisition of this lab will greatly enhance the library's ability to offer additional programming to the community. It will also improve the library's functionality as a training location for OSOS/WSL and the City of Pullman.

In accordance with the terms of this grant OSOS/WSL will:

- Purchase and drop-ship a laptop training lab to the Neill Public Library.
- The computer systems purchased will meet the following minimum specifications:
  - 10 – HP EliteBook 6930p Notebook PC - 14.1" Display; Intel® Core™2 Duo Processor P8700; 250GB Hard Drive; 2 GB RAM; DVD+/-RW Drive; Wireless LAN - 802.11 b/g/draft n; Bluetooth® Wireless Technology; 6 cell Lithium-Ion Battery; Windows Vista® Business with downgrade to Windows XP Pro (Qualifies for Windows 7 Upgrade); Microsoft Office Pro Plus 2007; Symantec Endpoint Protection (v.11)
  - 1 – NEC NP41 Data Projector
  - 2 – Hard Rolling Computer Cases sufficient to house the granted equipment
  - 2 – Linksys Wireless-N Broadband Router (Model: WRT160N)
- Develop a report for the Bill and Melinda Gates Foundation on the use(s) of the labs to support people in hard times.

As the sub-grantee, Neill Public Library will:

- Install and maintain the computer hardware.
- Allow the Washington State Library to use the laptop lab for trainings, workshops, classes or other library related activities at no charge.
- If possible, conduct at least one training and/or provide access to the training lab during the project period to provide support for people in hard times who need access to employment-related information, resources, and services.
- Submit a written final report, both in print and electronic form, to the OSOS/WSL by September 30, on forms provided by OSOS/WSL.

The Library Board of Trustees approved the acceptance of this grant at their June 22, 2010 special meeting.

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### **RECOMMENDATION**

Authorize, by motion, the acceptance of the Laptop Training Lab for Neill Public Library, and the execution of the Grant Agreement No. G-10/319 with the Washington State Library.

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### **FISCAL IMPACT**

\$ \_\_\_\_\_

\_\_\_\_\_  
BARS Code Number

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### **SUBMITTED BY**

Name: Joanna Bailey  
Title: Temporary Library Services Manager  
Department: Library

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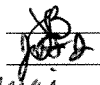
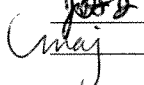
### **ATTACHMENTS FOR COUNCIL REVIEW/ACTION**

1. Washington State Library Grant Agreement

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### **REVIEWED BY**

Department Head  
City Supervisor  
City Attorney  
(As To Form)

Initial  
  


Date  
7/13/10  
7-15-10  
7-13-10

## Washington State Library Grant Agreement

**CONTRACT NO** G-10/319  
**GRANT NO.** 09-LTL-007

**PROGRAM TYPE:** LSTA State Library Program  
**CFDA No.** 45.310

**SUB-GRANTEE**

Neill Public Library  
210 N. Grand  
Pullman, Washington 99163  
509.338.3251

**GRANTOR**

Office of the Secretary of State  
Washington State Library  
Post Office Box 42460  
Olympia, Washington 98504-2460  
360.753.5592

**CONTRACTING AUTHORITY**

Joanna Bailey  
Library Services Manager  
Neill Public Library  
210 N. Grand  
Pullman, Washington 99163  
509.338.3251

**PROJECT MANAGER**

Gary Bortel  
IT Services Manager  
Office of the Secretary of State  
Washington State Library  
Post Office Box 42460  
Olympia, Washington 98504-2460  
360.570.5567

This Agreement is entered into by and between the Office of the Secretary of State, Washington State Library Division, hereinafter referred to as the "OSOS/WSL," and Neill Public Library, hereinafter referred to as the "Sub-Grantee".

IT IS THE PURPOSE OF THIS AGREEMENT to set forth the rights and obligations of both parties whereby the Sub-Grantee will receive a grant from the OSOS for the conduct of a Laptop Training Lab project (hereinafter referred to as the "Project") as described in the Statement of Work below.

NOW, THEREFORE, IT IS MUTUALLY AGREED TO THAT:

**STATEMENT OF WORK**

The OSOS/WSL will purchase and drop-ship a laptop training lab as described in Exhibit A, the Statement of Work, which is attached hereto and incorporated by reference herein. It shall be the responsibility of the Sub-Grantee to install and maintain the computer hardware purchased under this Project.

A final report will be submitted to the OSOS Project Manager by the Sub-Grantee by September 30, 2010, on forms provided by OSOS, which provides a summary of the project and of the completed activities.

**PERIOD OF PERFORMANCE**

This Grant Agreement will be effective commencing upon the date of execution. All activity, with the exception of administrative closeout of the grant and the completion of the final narrative report, must be completed by Friday, September 17, 2010, unless earlier terminated as provided herein. Administrative closeout of the grant and submission of the final narrative report to OSOS/WSL shall take place prior to Thursday, September 30, 2010.

### **CONSIDERATION**

The OSOS will purchase and drop-ship the laptop training lab as described in the Statement of Work. Once received by the library, the computer systems become the property of the Sub-Grantee. No other consideration will be provided by OSOS/WSL to the Sub-Grantee under this Agreement.

### **AGREEMENT REPRESENTATIVES**

The project manager for each of the parties shall be responsible for and shall be the contact person for all communications regarding the performance of this Agreement.

The Project manager for the OSOS/WSL is Gary Bortel, IT Services Manager, 360.570.5567, [gary.bortel@sos.wa.gov](mailto:gary.bortel@sos.wa.gov). The Project Manager shall be responsible for overall administration of this grant including monitoring performance, approving requests, and accepting reports submitted.

The Project manager for the Sub-Grantee is James Morasch, 509.338.3259, [james@neill-lib.org](mailto:james@neill-lib.org). The Sub-Grantee will notify the OSOS/WSL Project Manager in writing when this representative changes.

### **RIGHTS AND OBLIGATIONS**

All rights and obligations of the parties to this Agreement shall be subject to and governed by federal, state and local laws, rules, and regulations.

### **AMENDMENTS**

This Agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding or effective unless they are in writing and signed by personnel authorized to bind each of the parties.

### **AUDITS**

The Sub-Grantee shall make its records available for audit; maintain books, records, documents, and other evidence sufficient to permit the preparation of reports, and to permit the tracing of funds to a level of expenditure adequate to ensure that the funds have not been spent unlawfully. The Sub-Grantee is responsible for any audit exceptions incurred by its own organization or that of its Subcontractors.

### **DISPUTES**

Except as otherwise provided in this Agreement, when a dispute arises between OSOS/WSL and the Sub-Grantee and it cannot be resolved by direct negotiation, either party may request a dispute hearing with the Secretary of State.

1. The request for a dispute hearing must:
  - be in writing;
  - state the disputed issue(s);
  - state the relative positions of the parties;
  - state the Sub-Grantee's name, address, and contract number; and
  - be mailed to the Secretary of State and the other party's (respondent's) Project Manager within 3 working days after the parties agree that they cannot resolve the dispute.

2. The respondent shall send a written answer to the requester's statement to both the agent and the requester within 15 working days.
3. The Secretary of State shall review the written statements and reply in writing to both parties within 10 working days. The Secretary of State may extend this period if necessary by notifying the parties.
4. The parties agree that this dispute process shall precede any action in a judicial or quasi-judicial tribunal.

Nothing in this Agreement shall be construed to limit the parties' choice of a mutually acceptable alternate dispute resolution method in addition to the dispute resolution procedure outlined above.

### **INDEMNIFICATION**

The employees or agents of each party who are engaged in the performance of this Grant Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party. Each party to this Grant Agreement shall be responsible for its own acts and/or omissions and those of its officers, employees and agents.

### **RECORDS RETENTION**

The Sub-Grantee shall:

- Retain all financial, statistical, property records, and supporting documentation for a period of six years from the termination date of the Agreement.
- Retain records for non-expendable property for a period of three years after final disposition of the property.
- Retain those records previously mentioned in this section beyond the records retention period if any litigation or audit is begun, or if a claim is instituted involving the Agreement or an agreement covered by the records. In these instances, the records will be retained until the litigation, audit, or claim has been finally resolved.

### **SEVERABILITY**

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

### **TERMINATION**

#### **Termination for Convenience**

Either party may terminate this Agreement upon 30 calendar days prior written notification to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

## Termination for Cause

If for any cause, either party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of these terms and conditions, the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given the opportunity to correct the violation or failure within 15 business days. If failure or violation is not corrected, this Agreement may be terminated immediately by written notice of the aggrieved party to the other.

## JURISDICTION

This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed and interpreted in accordance with those laws; the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

## **RESOLUTION OF CONFLICTING PROVISIONS**

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable state of Washington statutes and regulations
- Special Terms and Conditions as contained in this basic contract instrument
- OSOS Grant Guidelines, incorporated by reference into this contract
- Any other provision, term, or material incorporated by reference or otherwise incorporated in this Grant Agreement.

## ENTIRE GRANT AGREEMENT

This Agreement contains the entire understanding between the parties, and there are no other agreements, understandings, or representations set forth or incorporated by reference herein. No subsequent modifications or amendments of this Agreement shall be of any force or effect unless in writing, signed by authorized representatives of the OSOS and the Sub-Grantee and made part of this original Agreement.

NEILL PUBLIC LIBRARY:

OFFICE OF THE SECRETARY OF STATE:

Joanna Bailey Date  
Library Services Manager  
City of Pullman, Neill Public Library

Eleanor Dovey  
Financial Services Manager

Date

APPROVED AS TO FORM:  
Attorney General's Office

EXHIBITS: A. Statement of Work

**Exhibit A. Statement of Work**

OSOS/WSL will:

- Purchase and drop-ship a laptop training lab to the Neill Public Library.
- The computer systems purchased will meet the following minimum specifications:
  - 10 – HP EliteBook 6930p Notebook PC - 14.1" Display; Intel® Core™2 Duo Processor P8700; 250GB Hard Drive; 2 GB RAM; DVD+/-RW Drive; Wireless LAN - 802.11 b/g/draft n; Bluetooth® Wireless Technology; 6 cell Lithium-Ion Battery; Windows Vista® Business with downgrade to Windows XP Pro (Qualifies for Windows 7 Upgrade); Microsoft Office Pro Plus 2007; Symantec Endpoint Protection (v.11)
  - 1 – NEC NP41 Data Projector
  - 2 – Hard Rolling Computer Cases sufficient to house the granted equipment
  - 2 – Linksys Wireless-N Broadband Router (Model: WRT160N)
- Develop a report for the Bill and Melinda Gates Foundation on the uses(s) of the labs to support people in hard times.

The Sub-Grantee will:

- Install and maintain the computer hardware.
- Allow the Washington State Library to use the laptop lab for trainings, workshops, classes or other library related activities at no charge.
- If possible, conduct at least one training and/or provide access to the training lab during the project period to provide support for people in hard times who need access to employment-related information, resources, and services.
- Submit a written final report, both in print and electronic form, to the OSOS by September 30, 2010, on forms provided by OSOS.



3. A motion to provide budget authorization to include an additional \$35,000 in the Civic Improvement Fund to be used for Tourism Promotion Grants.

NOTES:

## REQUEST FOR COUNCIL ACTION

For Meeting of: July 20, 2010

---

### **ACTION REQUESTED**

By motion provide budget authorization to include an additional \$35,000 in the Civic Improvement Fund to be used for Tourism Promotion Grants.

---

### **BACKGROUND**

The Civic Improvement Fund originally requested \$40,000 to be used for Tourism Promotion Grants for events and activities that help bring people to Pullman or improve the image of Pullman to outside area visitors. This is the third year these grants have been offered and every year we receive more requests. In 2009 we received 12 grant applications between January and June. In 2010 we received 17 grant applications in the same time frame. Please note that the percentage of funds awarded in the first six months in 2009 is only 70% of the funds that were awarded last year. Based on the increased interest in this project in 2010, we anticipate more grants coming in the next six months.

There are four grants that were already approved and will award almost \$5,000 if this budget request is approved. Any funds that are not awarded by the end of December will go back into the Civic Improvement Fund to be used next year.

Also attached is a copy of RCW 67.28.1815 which shows the recent amendment that allows lodging tax funds to be used for, "governmental purposes that will maintain or enhance tourism, including public safety improvements." There are several events in Pullman that may qualify for some of these funds for public safety improvements including paying police officers and firemen during events such as the 4<sup>th</sup> of July Celebration and the National Lentil Festival.

The actual budget amendment ordinance will be presented to Council later in the year.

---

### **RECOMMENDATION**

Approve budget amendment to add \$35,000 to the Civic Improvement Fund to be used for Tourism Promotion Grants.

---

### **FISCAL IMPACT**

\$ 35,000

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BARS Code Number

---

### **SUBMITTED BY**

Name: Bill Mulholland  
Title: Finance Director  
Department: Finance

---

### **ATTACHMENTS FOR COUNCIL REVIEW/ACTION**

1. 2009-2010 Grants Awarded Comparison
2. Copy of changes to State Lodging Tax Uses

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### **REVIEWED BY**

	Initial	Date
Department Head		
City Supervisor	<u>[Signature]</u>	<u>7-15-10</u>
City Attorney	<u>[Signature]</u>	<u>7-15-10</u>
(As To Form)		

**City of Pullman**  
**Lodging Tax Committee**  
**2009-2010 Grant Award Funds Comparison**

<b>2009 Original Budget</b>	<b>\$ 40,000</b>		
	<b>Amount</b>	<b>Date Awarded</b>	<b>% Awarded to Date</b>
Big Event Bridal Fair 2008	\$3,500	11/4/2008	9%
Arts Commission Downtown Banners	\$2,500	4/13/2008	15%
Arts Commission Mural	\$1,375	4/14/2009	18%
Palouse Ridge Holiday Tournaments	\$2,400	5/12/2009	24%
Palouse Summer Series	\$8,000	5/12/2009	44%
P-Town Showdown	\$3,000	5/12/2009	52%
Inland Northwest Green Fair	\$1,500	5/12/2009	55%
Palouse Watercolor Socius	\$1,500	5/12/2009	59%
Fresh Farm Market	\$3,000	6/9/2009	67%
Arts Commission Downtown Banners	\$1,500	6/9/2008	<b>70%</b>
Big Event Bridal Fair	\$3,500	10/13/2009	
WSU Women's Basketball Camp	\$1,500	10/26/2009	
Holiday Festival	\$9,032	11/16/2009	
<b>Total Awarded</b>	<b>\$ 38,807</b>		
<b>Funds Remaining</b>	<b>\$ 1,193</b>		

<b>2010 Original Budget</b>	<b>\$40,000</b>		
	<b>Amount</b>	<b>Date Awarded</b>	<b>% Awarded to Date</b>
Palouse Empire Rail Society	\$3,321	1/12/2010	8%
Palouse Area Club Volleyball	\$2,065	2/9/2010	13%
Birds on a Wire Concert Series	\$5,000	2/9/2010	26%
Green Fair	\$1,000	5/11/2010	66%
Palouse Summer Series	\$15,000	5/11/2010	66%
Downtown Power	\$6,488	6/8/2010	82%
P-Town Showdown	\$3,000	6/8/2010	90%
Pullman Youth Baseball	\$2,700	6/8/2010	96%
Coin Show	\$250	6/8/2010	<b>97%</b>
<b>Total Awarded to Date</b>	<b>\$38,824</b>		
<b>Grant Funding Balance</b>	<b>\$1,176</b>		
<b>Pending:</b>			
<i>American Chemcial Society</i>	<i>\$1,500</i>	<i>7/13/2010</i>	
<i>Pullman Art Walk</i>	<i>\$1,000</i>	<i>7/13/2010</i>	
<i>Babe Ruth Tournament</i>	<i>\$2,400</i>	<i>7/13/2010</i>	

1       **Sec. 10.** RCW 9.46.113 and 1975 1st ex.s. c 166 s 11 are each  
2 amended to read as follows:

3       Any county, city, or town which collects a tax on gambling  
4 activities authorized pursuant to RCW 9.46.110 shall use the revenue  
5 from such tax primarily for the purpose of ~~((enforcement of the~~  
6 ~~provisions of this chapter by the county, city or town law enforcement~~  
7 ~~agency))~~ public safety.

8       **Sec. 11.** RCW 67.28.1815 and 2008 c 264 s 3 are each amended to  
9 read as follows:

10       Except as provided in RCW 67.28.180, all revenue from taxes imposed  
11 under this chapter shall be credited to a special fund in the treasury  
12 of the municipality imposing such tax and used ~~((solely))~~ for the  
13 purpose of paying all or any part of the cost of tourism promotion,  
14 acquisition of tourism-related facilities, or operation of tourism-  
15 related facilities. Municipalities may, under chapter 39.34 RCW, agree  
16 to the utilization of revenue from taxes imposed under this chapter for  
17 the purposes of funding a multijurisdictional tourism-related facility.  
18 After the effective date of this section, revenue from taxes imposed  
19 under this chapter may also be used for governmental purposes that will  
20 maintain or enhance tourism, including public safety improvements.

21       NEW SECTION.   **Sec. 12.** Section 2 of this act expires June 30,  
22 2012.

23       NEW SECTION.   **Sec. 13.** Section 3 of this act takes effect June 30,  
24 2012.

25       NEW SECTION.   **Sec. 14.** Sections 6 and 8 of this act expire January  
26 1, 2015.

27       NEW SECTION.   **Sec. 15.** Sections 7 and 9 of this act take effect  
28 January 1, 2015.

--- END ---

4. A motion to approve a Lodging Tax Grant to the Pullman Chamber of Commerce in the amount of \$1,000 for the Pullman Art Walk.

NOTES:

## REQUEST FOR COUNCIL ACTION

For Meeting of: July 20, 2010

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### **ACTION REQUESTED**

Approval of Lodging Tax Grant to the Pullman Chamber of Commerce in the amount of \$1,000 for the Pullman Art Walk to be held July 21-23.

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### **BACKGROUND**

A grant was submitted to the Lodging Tax Advisory Committee by the Pullman Chamber of Commerce to hold an Art Walk in conjunction with Crazy Days July 21-23. The Lodging Tax Advisory Committee reviewed the request and filled out the attached check list before voting to award \$1,000 to this event to be used for sandwich boards, advertising, and printed maps. Original amount requested was \$1,240.

---

### **RECOMMENDATION**

Approve grant recommendation for the Pullman Chamber of Commerce in the amount of \$1,000.

---

### **FISCAL IMPACT**

\$ 1,000

---

BARS Code Number

---

### **SUBMITTED BY**

Name: Bill Mulholland  
Title: Finance Director  
Department: Finance

---

### **ATTACHMENTS FOR COUNCIL REVIEW/ACTION**

1. Evaluation Form completed 7/13/2010
2. Approval letter from the Lodging Tax Advisory Committee

---

### **REVIEWED BY**

	Initial	Date
Department Head	_____	_____
City Supervisor	<u>JSD</u>	<u>7-5-10</u>
City Attorney (As To Form)	<u>May</u>	<u>7-14-10</u>

**Tourism Grant Application Evaluation Form**  
**City of Pullman's Lodging Tax Advisory Committee**

Evaluation date: 7/13/2010

Name of requesting party/organization: Pullman Art Walk

**Three or more of the following criteria must be met by the applicant in order to be considered for lodging tax funds to promote this event/activity. Please make a mark by the following criteria items that this event/activity meets to be considered for Tourism Promotion funding:**

☒ The event/activity will occur during slower-paced times in Pullman, notably: Second week in December through the middle of February; middle of May through the month of July; Labor Day weekend; and WSU Thanksgiving Break.

☐ Visitors to this event/activity will stay overnight in a Pullman lodging establishment.

☒ The applicant has a reasonable plan to collect the necessary information needed to fulfill the statutory reporting requirements.

☒ This event/activity appeals to a reasonably sized audience

☒ This event/activity provides visitor attractions and/or promotes Pullman's existing attractions and conveniences.

☒ This event/activity is designed to attract future conferences or events to Pullman.

☒ This event/activity is an attractive draw for visitors to Pullman, and will improve the City of Pullman's overall image to outside area visitors.

☒ This event/activity is hosted within a reasonable proximity of Pullman, WA.

**Additional items for consideration: please mark yes or no beside the following items to further review this application:**

1) Did the applicant complete the application and questionnaire completely? Yes

2) Does the amount of Tourism Promotion funds requested seem reasonable? Yes

3) Does the overall planning for this event/activity appear to be well thought out? Yes

4) Has the applicant addressed permits and insurance needs for this event/activity? Yes

5) Amount awarded \$1,000

Explanation: Sandwich boards, advertising, printed maps

July 21, 2010

Carrie Vielle  
Pullman Chamber of Commerce  
415 N Grand Ave.  
Pullman, WA 99163

Re: Art Walk

Dear Ms. Vielle,

Thank you for your application to operate/promote your event. I am pleased to inform you that on July 13, 2010, the Lodging Tax Advisory Committee approved your application and has allocated a sum not to exceed \$1,000 for this tourism event to be used for sandwich boards, printed maps, and advertising.

The Pullman Chamber of Commerce administers the approved grant funding reimbursements. Mary MacDonald, Director of Tourism and Special Events, will be your contact person. Please contact her at (509) 334-3565 at your earliest convenience to set up a meeting to review the details of the Tourism Grant Acknowledgement that you must sign to receive the funds.

Please be prepared to visit with Mrs. MacDonald about ways in which your event will meet the statutory reporting requirements as outlined in the Tourism Grant Application. The reimbursable funds you will be receiving are subject to a review by the Washington State Department of Community Trade and Economic Development.

Congratulations again on the approval of your Tourism Grant Application.

Sincerely,

Patricia A. Wright  
Lodging Tax Committee Chair



5. A motion to approve a Lodging Tax Grant to the Pullman Chamber of Commerce in the amount of \$6,488.48 for power upgrades in the downtown area.

NOTES:

## REQUEST FOR COUNCIL ACTION

For Meeting of: July 20, 2010

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### **ACTION REQUESTED**

Approval of Lodging Tax Grant to the Pullman Chamber of Commerce in the amount of \$6,488.48 for power upgrades in the downtown area.

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### **BACKGROUND**

A grant was submitted to the Lodging Tax Advisory Committee by the Pullman Chamber of Commerce to upgrade the power availability in the downtown area on Olsen and Kamiaken Street. The Lodging Tax Advisory Committee reviewed the request and filled out the attached check list before voting to award the full amount, \$6488.48, to this event.

---

### **RECOMMENDATION**

Approve grant recommendation for the Pullman Chamber of Commerce in the amount of \$6,488.48.

---

### **FISCAL IMPACT**

\$ 6,488.48

---

BARS Code Number

---

### **SUBMITTED BY**

Name: Bill Mulholland  
Title: Finance Director  
Department: Finance

---

### **ATTACHMENTS FOR COUNCIL REVIEW/ACTION**

1. Evaluation Form completed 6/8/2010
2. Approval letter from the Lodging Tax Advisory Committee

---

### **REVIEWED BY**

	Initial	Date
Department Head	_____	_____
City Supervisor	<u>JSD</u>	<u>7-15-10</u>
City Attorney (As To Form)	<u>Wmj</u>	<u>7-15-10</u>

**Tourism Grant Application Evaluation Form**  
**City of Pullman's Lodging Tax Advisory Committee**

Evaluation date: 6/8/2010

Name of requesting party/organization: Downtown Power

**Three or more of the following criteria must be met by the applicant in order to be considered for lodging tax funds to promote this event/activity. Please make a mark by the following criteria items that this event/activity meets to be considered for Tourism Promotion funding:**

☒ The event/activity will occur during slower-paced times in Pullman, notably: Second week in December through the middle of February; middle of May through the month of July; Labor Day weekend; and WSU Thanksgiving Break.

☐ Visitors to this event/activity will stay overnight in a Pullman lodging establishment.

☒ The applicant has a reasonable plan to collect the necessary information needed to fulfill the statutory reporting requirements.

☒ This event/activity appeals to a reasonably sized audience

☒ This event/activity provides visitor attractions and/or promotes Pullman's existing attractions and conveniences.

☒ This event/activity is designed to attract future conferences or events to Pullman.

☒ This event/activity is an attractive draw for visitors to Pullman, and will improve the City of Pullman's overall image to outside area visitors.

☒ This event/activity is hosted within a reasonable proximity of Pullman, WA.

**Additional items for consideration: please mark yes or no beside the following items to further review this application:**

1) Did the applicant complete the application and questionnaire completely? X

2) Does the amount of Tourism Promotion funds requested seem reasonable? X

3) Does the overall planning for this event/activity appear to be well thought out? X

4) Has the applicant addressed permits and insurance needs for this event/activity? X

5) Amount awarded \$6,488.48

Explanation:

July 14, 2010

Tammy Lewis  
Pullman Chamber of Commerce  
415 N Grand Ave.  
Pullman, WA 99163

Re: Downtown power upgrades for National Lentil Festival, Holiday Festival, First Down Friday, and other future events

Dear Ms. Lewis,

Thank you for your application to operate/promote your event. I am pleased to inform you that on July 13, 2010, the Lodging Tax Advisory Committee approved your application and has allocated a sum not to exceed \$6,488.48 for this tourism event.

The Pullman Chamber of Commerce administers the approved grant funding reimbursements. Mary MacDonald, Director of Tourism and Special Events, will be your contact person. Please contact her at (509) 334-3565 at your earliest convenience to set up a meeting to review the details of the Tourism Grant Acknowledgement that you must sign to receive the funds.

Please be prepared to visit with Mrs. MacDonald about ways in which your event will meet the statutory reporting requirements as outlined in the Tourism Grant Application. The reimbursable funds you will be receiving are subject to a review by the Washington State Department of Community Trade and Economic Development.

Congratulations again on the approval of your Tourism Grant Application.

Sincerely,

Patricia A. Wright  
Lodging Tax Committee Chair

6. A motion to approve a Lodging Tax Grant to Pullman Youth Baseball in the amount of \$2,400 for the Southern Washington State Championships Babe Ruth Baseball Tournament.

NOTES:

## REQUEST FOR COUNCIL ACTION

For Meeting of: July 20, 2010

---

### **ACTION REQUESTED**

Approval of Lodging Tax Grant to Pullman Youth Baseball in the amount of \$2,400 for the Southern Washington State Championships Babe Ruth Baseball Tournament to be held July 20-25.

---

### **BACKGROUND**

A grant was submitted to the Lodging Tax Advisory Committee by Pullman Youth Baseball to host the Southern Washington State Championships Babe Ruth Baseball Tournament to be held July 20-25. The Lodging Tax Advisory Committee reviewed the request and filled out the attached check list before voting to award \$2,400 to this event to be used for the tournament host fee (\$1,000) and paying game officials (\$1,400). Original amount requested was \$4,490.

---

### **RECOMMENDATION**

Approve grant recommendation for Pullman Youth Baseball in the amount of \$2,400.

---

### **FISCAL IMPACT**

\$ 2,400

---

BARS Code Number

---

### **SUBMITTED BY**

### **ATTACHMENTS FOR COUNCIL REVIEW/ACTION**

Name: Bill Mulholland  
Title: Finance Director  
Department: Finance

1. Evaluation Form completed 7/13/2010
2. Approval letter from the Lodging Tax Advisory Committee

---

### **REVIEWED BY**

	Initial	Date
Department Head	_____	_____
City Supervisor	<u>JOB</u>	<u>7-15-10</u>
City Attorney (As To Form)	<u>unij</u>	<u>7-15-10</u>

**Tourism Grant Application Evaluation Form**  
**City of Pullman's Lodging Tax Advisory Committee**

Evaluation date: July 13, 2010

Name of requesting party/organization: Babe Ruth Tournament

**Three or more of the following criteria must be met by the applicant in order to be considered for lodging tax funds to promote this event/activity. Please make a mark by the following criteria items that this event/activity meets to be considered for Tourism Promotion funding:**

☒ The event/activity will occur during slower-paced times in Pullman, notably: Second week in December through the middle of February; middle of May through the month of July; Labor Day weekend; and WSU Thanksgiving Break.

☒ Visitors to this event/activity will stay overnight in a Pullman lodging establishment.

☒ The applicant has a reasonable plan to collect the necessary information needed to fulfill the statutory reporting requirements.

☒ This event/activity appeals to a reasonably sized audience

☒ This event/activity provides visitor attractions and/or promotes Pullman's existing attractions and conveniences.

☒ This event/activity is designed to attract future conferences or events to Pullman.

☒ This event/activity is an attractive draw for visitors to Pullman, and will improve the City of Pullman's overall image to outside area visitors.

☒ This event/activity is hosted within a reasonable proximity of Pullman, WA.

**Additional items for consideration: please mark yes or no beside the following items to further review this application:**

- 1) Did the applicant complete the application and questionnaire completely? Yes
- 2) Does the amount of Tourism Promotion funds requested seem reasonable? No
- 3) Does the overall planning for this event/activity appear to be well thought out? Yes
- 4) Has the applicant addressed permits and insurance needs for this event/activity? Yes
- 5) Amount awarded \$2400

Explanation: Tournament fees (\$1,000), Game officials (\$1,400)  
pending city council approval of budget amendment

July 14, 2010

James M. Bledsoe  
Pullman Youth Baseball Association, Inc.  
PO Box 1675  
Pullman, WA 99163

Re: Southern Washington State Championships

Dear Mr. Bledsoe,

Thank you for your application to operate/promote your event. I am pleased to inform you that on July 13, 2010, the Lodging Tax Advisory Committee approved your application and has allocated a sum not to exceed \$2,400 for this tourism event to be used for tournament fees (\$1,000) and game officials (\$1,400).

The Pullman Chamber of Commerce administers the approved grant funding reimbursements. Mary MacDonald, Director of Tourism and Special Events, will be your contact person. Please contact her at (509) 334-3565 at your earliest convenience to set up a meeting to review the details of the Tourism Grant Acknowledgement that you must sign to receive the funds.

Please be prepared to visit with Mrs. MacDonald about ways in which your event will meet the statutory reporting requirements as outlined in the Tourism Grant Application. The reimbursable funds you will be receiving are subject to a review by the Washington State Department of Community Trade and Economic Development.

Congratulations again on the approval of your Tourism Grant Application.

Sincerely,

Patricia A. Wright  
Lodging Tax Committee Chair



7. A motion to approve a Lodging Tax Grant to Washington-Idaho Border Section of the American Chemical Society in the amount of \$1,500 for the NORM-RMRM 2010 Conference.

NOTES:

## REQUEST FOR COUNCIL ACTION

For Meeting of: July 20, 2010

---

### **ACTION REQUESTED**

Approval of Lodging Tax Grant to Washington-Idaho Border Section of the American Chemical Society in the amount of \$1,500 for the NORM-RMRM 2010 Conference that was held June 20-23.

---

### **BACKGROUND**

A grant was submitted to the Lodging Tax Advisory Committee by Washington-Idaho Border Section of the American Chemical Society to host the NORM-RMRM 2010 Conference that was held June 20-23. The Lodging Tax Advisory Committee reviewed the request and filled out the attached check list before voting to award \$1,500 to this event to be used for the Honoraria for invited speakers.

---

### **RECOMMENDATION**

Approve grant recommendation for Washington-Idaho Border Section of the American Chemical Society in the amount of \$1,500.

---

### **FISCAL IMPACT**

\$ 1,500

---

BARS Code Number

---

### **SUBMITTED BY**

Name: Bill Mulholland  
Title: Finance Director  
Department: Finance

---

### **ATTACHMENTS FOR COUNCIL REVIEW/ACTION**

1. Evaluation Form completed 7/13/2010
2. Approval letter from the Lodging Tax Advisory Committee

---

### **REVIEWED BY**

	Initial	Date
Department Head	_____	_____
City Supervisor	<u>JSL</u>	<u>7-15-10</u>
City Attorney (As To Form)	<u>maj</u>	<u>7-15-10</u>

**Tourism Grant Application Evaluation Form**  
**City of Pullman's Lodging Tax Advisory Committee**

Evaluation date: July 13, 2010

Name of requesting party/organization: Chemical Society

**Three or more of the following criteria must be met by the applicant in order to be considered for lodging tax funds to promote this event/activity. Please make a mark by the following criteria items that this event/activity meets to be considered for Tourism Promotion funding:**

☒ The event/activity will occur during slower-paced times in Pullman, notably: Second week in December through the middle of February; middle of May through the month of July; Labor Day weekend; and WSU Thanksgiving Break.

☒ Visitors to this event/activity will stay overnight in a Pullman lodging establishment.

☒ The applicant has a reasonable plan to collect the necessary information needed to fulfill the statutory reporting requirements.

☒ This event/activity appeals to a reasonably sized audience

☒ This event/activity provides visitor attractions and/or promotes Pullman's existing attractions and conveniences.

☒ This event/activity is designed to attract future conferences or events to Pullman.

☒ This event/activity is an attractive draw for visitors to Pullman, and will improve the City of Pullman's overall image to outside area visitors.

☒ This event/activity is hosted within a reasonable proximity of Pullman, WA.

**Additional items for consideration: please mark yes or no beside the following items to further review this application:**

1) Did the applicant complete the application and questionnaire completely? Yes

2) Does the amount of Tourism Promotion funds requested seem reasonable? No

3) Does the overall planning for this event/activity appear to be well thought out? Yes

4) Has the applicant addressed permits and insurance needs for this event/activity? Yes

5) Amount awarded \$1,500

Explanation: Honorary for invited speakers or symposia

July 14, 2010

G. Patrick Meier  
205 SW Snowdrift St.  
Pullman, WA 99163

Re: NORM-RMRM 2010

Dear Mr. Meier,

Thank you for your application to operate/promote your event. I am pleased to inform you that on July 13, 2010, the Lodging Tax Advisory Committee approved your application and has allocated a sum not to exceed \$1,500 for this tourism event to be used for Honoraria for invited speakers.

The Pullman Chamber of Commerce administers the approved grant funding reimbursements. Mary MacDonald, Director of Tourism and Special Events, will be your contact person. Please contact her at (509) 334-3565 at your earliest convenience to set up a meeting to review the details of the Tourism Grant Acknowledgement that you must sign to receive the funds.

Please be prepared to visit with Mrs. MacDonald about ways in which your event will meet the statutory reporting requirements as outlined in the Tourism Grant Application. The reimbursable funds you will be receiving are subject to a review by the Washington State Department of Community Trade and Economic Development.

Congratulations again on the approval of your Tourism Grant Application.

Sincerely,

Patricia A. Wright  
Lodging Tax Committee Chair

8. A motion to ratify Change Order No. 1 to Contract No. 10-02, Guy Street Water Main.

NOTES:

## REQUEST FOR COUNCIL ACTION

For Meeting of : 7/20/10

### ACTION REQUESTED:

Ratify approval of Change Order No. 1 to the Guy Street Water Main contract

### BACKGROUND:

During the preconstruction conference for contract 10-02, Guy Street Water Main, the project was value engineered with the contractor and it was noted that the project could be more easily constructed with less traffic interruptions and less service shut downs if a slight change was made in the design such that crossings of the old water line with the new water line service mains and hydrant leads was accomplished by going under the old main instead of through it. The contractor was directed to implement this change. To do so required the addition of two 6-inch 45 degree elbows, two 8-inch 45 degree elbows, and one 12-inch 45 degree elbow which were added to the contract with Change Order No. 1. In addition, 10.3 feet of 6-inch water line was added to the scope to allow a better connection of the main serving ERD, Transit, and M&O fire hydrants. The total cost of the change order, including sales tax, was \$3,316.52, making the contract amount \$132,401.95. Funding for this project is from the Water Budget of the Utility Fund.

### RECOMMENDATION:

By motion, ratify approval of Change Order No. 1 to contract 10-02, Guy Street Water Main

### FISCAL IMPACT:

\$3,316.52
403-3367-594.34.63.00
BARS Code Number

### SUBMITTED BY:

Name Mark Workman  
Title Public Works Director  
Dept. Public Works

### ATTACHMENTS FOR COUNCIL REVIEW/ACTION:

1. Change Order No. 1

### REVIEWED BY:

	Initial	Date
Department Head	<u>MW</u>	<u>7/15/10</u>
City Supervisor	<u>[Signature]</u>	<u>7/15/10</u>
City Attorney	<u>[Signature]</u>	<u>7-15-10</u>
(As to Form)		

City of Pullman  
**CONTRACT CHANGE ORDER NO. # 1**

**Date:** June 22, 2010

**Contract No.:** 10-02

**Contract Title:** Guy Street Water Main

**To: (Contractor)** M.L. Albright & Sons, Inc.

You are hereby requested to comply with the following changes from the contract plans and specifications:

Item No. (1)	Description of Changes - Quantities, Units, Unit Prices, Change in Completion Schedule, Etc. (2)	Decrease in Contract Price (3)	Increase in Contract Price (4)
26	Furnish and install 8-inch diameter, 45 degree fittings (2 ea) Price is \$430.00 each		\$860.00
27	Furnish and install 12-inch diameter, 45 degree fitting (1 ea) Price is \$815.00 each		\$815.00
28	Furnish and install 6-inch diameter, 45 degree fitting (2 ea) Price is \$554.00 per each		\$1,108.00
29	Furnish and install 10.3 linear feet of 6-inch diameter, C900 PVC pipe. Price is \$28.50 per linear foot		\$293.55
<b>TOTAL DECREASE</b>		<b>\$0.00</b>	
<b>TOTAL INCREASE</b>			<b>\$3,076.55</b>
<b>Net Increase/Decrease</b>			<b>\$3,076.55</b>
<b>7.8% Tax</b>			<b>\$239.97</b>
<b>Total Change to Contract</b>			<b>\$3,316.52</b>

☒ Price changes are lump sum.

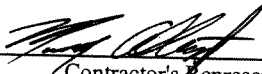
Price changes in Columns 3 and 4 are estimates; final costs will be based on contract unit prices and final quantities.

Price changes in Columns 3 and 4 are estimates; this change order work will be performed by force account.

The sum of \$3316.52 is hereby added to the total contract price, and the total adjusted contract price to date thereby is \$132,401.95.

The time provided for completion in the contract is unchanged/increased/decreased by calendar days. This document will become an amendment to the contract and all provisions of the contract will apply

Accepted by:

  
Contractor's Representative

7-1-10  
Date

Title:

Project Manager

Approved by:

Mark D. Workman, P.E.  
Director of Public Works

6/25/10  
Date

9. RESOLUTION NO. R-59-10

A RESOLUTION ACCEPTING THE BID OF THE MOSCOW-PULLMAN DAILY NEWS FOR  
LEGAL PUBLICATIONS AND AUTHORIZING THE DESIGNATION OF THE  
MOSCOW-PULLMAN DAILY NEWS AS THE OFFICIAL NEWSPAPER OF THE CITY OF  
PULLMAN.

NOTES:



REQUEST FOR COUNCIL ACTION

For Meeting of: July 20, 2010

ACTION REQUESTED

Pass a resolution designating the Moscow-Pullman Daily News as the "official newspaper" of the City of Pullman and accept their bid for legal publication.

BACKGROUND

Chapter 469, Laws of 1985, requires that the City designate an official newspaper by resolution, and the newspaper be of general circulation in the City and have qualifications prescribed by Chapter 65.16 RCW. This resolution accepts the bid of \$6.56 per column inch for the first publication submitted to the Moscow-Pullman Daily News for legal publication and designates the Moscow-Pullman Daily News as the "official newspaper". This is an increase of \$.13 per column inch from the 2009 bid. The Moscow-Pullman Daily News has also agreed to print an agenda summary and to furnish two affidavits of publication at no cost to the City.

Legal publication bid letters were sent to the Moscow-Pullman Daily News, The Spokesman-Review, The Colfax Gazette, and the Lewiston Tribune. The Moscow-Pullman Daily News was the only paper to respond with a bid.

RECOMMENDATION

Adopt the attached resolution.

FISCAL IMPACT

\$ \_\_\_\_\_

\_\_\_\_\_  
BARS Code Number

SUBMITTED BY

Jane Joyce  
Name

Deputy City Clerk  
Title

City Clerk's Office  
Department

ATTACHMENTS FOR COUNCIL REVIEW/ACTION

1. Resolution No. R- 59 -10

REVIEWED BY

Initial          Date

Department Head

City Supervisor

City Attorney  
(As To Form)

Joyce

7-15-10

City

7-14-2010

RESOLUTION NO. R-59 -10

A RESOLUTION ACCEPTING THE BID OF THE MOSCOW-PULLMAN DAILY NEWS FOR LEGAL PUBLICATIONS AND AUTHORIZING THE DESIGNATION OF THE MOSCOW-PULLMAN DAILY NEWS AS THE OFFICIAL NEWSPAPER OF THE CITY OF PULLMAN.

WHEREAS, Chapter 469, Laws of 1985, requires that the City "designate an official newspaper by resolution" and the newspaper be of general circulation in the City and have the qualifications prescribed by chapter 65.16 RCW; and,

WHEREAS, the Moscow-Pullman Daily News submitted the most acceptable bid for legal publications; and,

WHEREAS, the City Council deems it to be in the best interests of the City of Pullman to accept this bid; now, therefore,

IT IS HEREBY RESOLVED that the Moscow-Pullman Daily News is designated as the official newspaper of the City of Pullman; and,

BE IT FURTHER RESOLVED that the City does accept the bid of the Moscow-Pullman Daily News and will publish all legal notices with them until July 31, 2011.

IT IS FURTHER RESOLVED that the Mayor and Finance Director be and they are hereby authorized and directed to take whatever legal action is necessary to effect the purposes of this resolution.

ADOPTED by the City Council of the City of Pullman at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2010.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Glenn A. Johnson, Mayor

ATTEST:

\_\_\_\_\_  
William F. Mulholland  
Finance Director

Approved as to Form:

\_\_\_\_\_  
Laura D. McAloon, City Attorney

**TO:** Jane Joyce, Deputy City Clerk, City of Pullman

July 9, 2010

**FROM:** Craig Staszko, Advertising Manager, Moscow-Pullman Daily News

**SUBJECT:** Bid for Legal Publication

**Ms. Joyce,**

Please accept this letter and enclosures as the Moscow-Pullman Daily News' bid to continue publishing the legal notices for the City of Pullman.

Our legal notice rate will be \$6.56 per column inch for a single run date. For two advertising run dates, the rate will be \$12.39 per column inch. For three advertising run dates, the rate will be \$18.11 per column inch. For four advertising run dates, the rate will be \$23.31 per column inch. For five advertising run dates, the rate will be \$28.51 per column inch. For six advertising run dates, the rate will be \$33.18 per column inch. For seven advertising run dates, the rate will be \$39.07 per column inch. After the seventh run date, it is an additional \$3.23 per column inch, per run date.

Legal notices are to be received by the Daily News two full business days prior to publication. All legal advertisements for the Saturday edition must be received by noon on the preceding Wednesday. We agree to publish at no charge city council agenda summaries at least one day prior to meetings.

We agree to all provisions outlined in the request for bid. Our average daily print circulation in the Pullman area is 2,100.

The attached "Doing Business As" documentation should suffice in establishing the Daily News as a legal newspaper, per staff at Whitman County Superior Court. The Daily News is the official newspaper of record for Whitman County.

If you need additional information, please contact me at your convenience.

Regards,

  
**Craig Staszko**

10. RESOLUTION NO. R-60-10

A RESOLUTION ACCEPTING THE BID OF MOTLEY-MOTLEY, INC. FOR GRAND AVENUE  
WIDENING-NYE TO RITCHIE AND AUTHORIZING EXECUTION AND DELIVERY OF  
THE CONTRACT FOR SAID PROJECT.

NOTES:

# REQUEST FOR COUNCIL ACTION

For Meeting of : 07/20/07

## ACTION REQUESTED:

Award the Grand Avenue Widening – Nye to Ritchie contract

## BACKGROUND:

The scope of contract 08-14, Grand Avenue Widening – Nye to Ritchie, provides for widening and raising the grade of Grand Avenue to construct a five-lane roadway from the bridge over Missouri Flat Creek to the existing five-lane section at Nye Street. There will be two lanes in each direction with a center, two-way, left-turn lane and Ritchie Street will be realigned to intersect with Grand Avenue at a right angle. Most of the widening work will be to the east side of the street. Other work included in the project are the replacement of waterlines, excavation to widen the channel of Missouri Flat Creek to accommodate flooding conditions, an asphalt path section, a paved parking lot, and abutments for a pedestrian bridge. Bids for this project were opened on July 13, 2010 with two bids received. The low bidder was Motley-Motley, Inc. at \$1,255,706.78. The Engineer's Estimate was \$1,498,719.51. A copy of the bid summary is attached for reference. The project schedule calls for the waterline work, some minor roadway work adjacent to UPS and YCC International, and the creek channel work to be done this fall. The project will then be suspended for the winter with the remainder of the work, including the majority of the roadway widening, to begin on May 9, 2011, right after WSU graduation, and substantial completion by August 20, 2011. Funding for this project will be from the Arterial Street Fund and includes grant funding from the Transportation Improvement Board in the amount of \$1,234,175 and a \$75,000 grant from the Department of Ecology. Other funding will be from the Water Budget and Sewer Budget of the Utility Fund and possibly from the 2007 Parks and Path Bond Fund.

## RECOMMENDATION:

Adopt the attached resolution awarding contract 08-14, Grand Avenue Widening – Nye to Ritchie, to Motley-Motley, Inc. for the bid amount of \$1,255,706.78.

## FISCAL IMPACT:

<u>\$1,199,586.10</u>	<u>\$46,418.68</u>
<u>104.4560.595.30.63.00</u>	<u>401.3400.594.34.65.00</u>
BARS Code Number	BARS Code Number
<u>\$9,702.00</u>	
<u>401.4100.594.35.65.00</u>	
BARS Code Number	

## SUBMITTED BY:

Name Mark Workman  
Title Public Works Director  
Dept. Public Works

## ATTACHMENTS FOR COUNCIL REVIEW/ACTION:

1. Resolution No. R-60-10
2. Bid Summary

## REVIEWED BY:

	Initial	Date
Department Head	<u>MW</u>	<u>7/15/10</u>
City Supervisor	<u>[Signature]</u>	<u>7/15/10</u>
City Attorney	<u>[Signature]</u>	<u>7-15-10</u>

(As to Form)

S.R. #073

RESOLUTION NO. R-60 -10

A RESOLUTION ACCEPTING THE BID OF MOTLEY-MOTLEY, INC. FOR GRAND AVENUE WIDENING-NYE TO RITCHIE AND AUTHORIZING EXECUTION AND DELIVERY OF THE CONTRACT FOR SAID PROJECT.

WHEREAS, Motley-Motley, Inc. submitted the low bid for Contract No. 8-14 for Grand Avenue Widening-Nye to Ritchie in the amount of One Million, Two Hundred Fifty-Five Thousand, Seven Hundred Six and Seventy-Eight/100 DOLLARS (\$1,255,706.78); and,

WHEREAS, a contract has been prepared to provide for performance of said project; and,

WHEREAS, the City Council deems it to be in the best interests of the city of Pullman to enter into said contract; now, therefore,

IT IS HEREBY RESOLVED by the City Council of the city of Pullman that the bid of Motley-Motley, Inc. for the above-described project be and it is hereby accepted.

BE IT FURTHER RESOLVED that the Mayor and the Finance Director be and they are hereby authorized and directed to execute the contract for said project and to deliver an executed copy thereof to Motley-Motley, Inc.

BE IT FURTHER RESOLVED that pursuant to the provisions of RCW 46.90.265(2), the traffic engineer is hereby authorized to place and maintain official traffic control devices as the traffic engineer may deem necessary to regulate, warn, or guide traffic during construction.

IT IS FURTHER RESOLVED that the mayor is hereby authorized to take whatever further action is necessary, including but not limited to the execution of a Contractor's Escrow Agreement if requested by the Contractor, in order to effect the purposes of this resolution.

ADOPTED by the City Council of the city of Pullman at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2010.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Mayor Glenn A. Johnson

ATTEST:

\_\_\_\_\_  
Finance Director  
William F. Mulholland

Approved as to Form:

\_\_\_\_\_  
City Attorney Laura D. McAloon

**ENGINEER'S ESTIMATE AND BID SUMMARY**  
**Grand Avenue Widening - Nye to Ritchie**  
**BID OPENING 07-13-10**

Item No.	Bid Item	Estimated Quantity	Engineer's Estimate		Motley-Motley, Inc.		M.L. Albright & Sons, Inc.	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization	1 L.S.	60,000.00	60,000.00	85,000.00	85,000.00	125,000.00	125,000.00
2	Clear and Grub	1 L.S.	20,000.00	20,000.00	16,000.00	16,000.00	37,000.00	37,000.00
3	Roadway Excavate and Haul	1 L.S.	108,000.00	108,000.00	49,000.00	49,000.00	50,000.00	50,000.00
4	Roadway Excavate and Embankment	1 L.S.	39,000.00	39,000.00	55,000.00	55,000.00	30,000.00	30,000.00
5	Concrete Saw Cutting - 8" Depth	2014 L.F.	7.50	15,105.00	5.05	10,170.70	10.00	20,140.00
6	Concrete Saw Cutting - 4" Depth	75 L.F.	4.00	300.00	4.00	300.00	5.00	375.00
7	Asphalt Pavement Saw Cutting	800 L.F.	3.75	3,000.00	2.50	2,000.00	4.00	3,200.00
8	Remove Structure and Obstruction	1 L.S.	18,000.00	18,000.00	24,000.00	24,000.00	25,000.00	25,000.00
9	Cement Concrete Pavement - 9" Thick	1175 C.Y.	300.00	352,500.00	228.00	267,900.00	246.00	289,050.00
10	Epoxy Coated Dowel Bars - 1.5" dia x 18"	2400 Ea.	26.00	62,400.00	13.50	32,400.00	11.85	28,440.00
11	Epoxy Coated Tie Bars with Drill Holes - #5x30"	334 Ea.	18.00	6,012.00	12.50	4,175.00	15.30	5,110.20
12	Epoxy Coated Tie Bars - #5x30"	1150 Ea.	13.00	14,950.00	4.75	5,462.50	6.15	7,072.50
13	Epoxy Coated Rebar	7000 Lb.	3.00	21,000.00	1.75	12,250.00	2.10	14,700.00
14	Cement Concrete Curb and Gutter	2725 L.F.	12.50	34,062.50	12.50	34,062.50	15.75	42,918.75
15	Cement Concrete Sidewalk	167 C.Y.	300.00	50,100.00	254.00	42,418.00	418.00	69,806.00
16	Concrete Ballast	160 C.Y.	160.00	25,600.00	100.00	16,000.00	120.00	19,200.00
17	Splash Barrier Wall	16 C.Y.	1,800.00	28,800.00	1,420.00	22,720.00	800.00	12,800.00
18	Bridge Abutments	6 C.Y.	1,800.00	10,800.00	1,700.00	10,200.00	825.00	4,950.00
19	1" Commercial HMA	105 Ton	84.00	8,820.00	84.00	8,820.00	103.00	10,815.00
20	1/2" Commercial HMA	405 Ton	84.00	34,020.00	83.00	33,615.00	108.00	43,740.00
21	Crushed Surfacing	7160 Ton	12.50	89,500.00	13.25	94,870.00	18.00	128,880.00
22	Construct Rock Wall	1 T&M	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
23	Construct Rock Barbs	1 T&M	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
24	Place Rip Rap	1 T&M	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
25	Construct 8" Water Creek Crossing	1 T&M	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
26	Construct 8" Sewer Creek Crossing	1 T&M	32,000.00	32,000.00	32,000.00	32,000.00	32,000.00	32,000.00
27	12" C900 DR14 PVC Waterline	475 L.F.	35.00	16,625.00	32.40	15,390.00	54.50	25,887.50
28	8" C900 DR14 PVC Waterline	55 L.F.	30.00	1,650.00	27.00	1,485.00	45.10	2,480.50
29	8" C900 DR18 PVC Waterline	465 L.F.	28.00	13,020.00	23.00	10,695.00	43.70	20,320.50
30	6" C900 DR14 PVC Waterline	60 L.F.	25.00	1,500.00	22.00	1,320.00	41.65	2,499.00
31	12" Water Fittings	5 Ea.	300.00	1,500.00	750.00	3,750.00	700.00	3,500.00
32	8" Water Fittings	6 Ea.	275.00	1,650.00	480.00	2,880.00	395.00	2,370.00
33	6" Water Fittings	4 Ea.	250.00	1,000.00	350.00	1,400.00	235.00	940.00
34	12" Gate Valve with Valve Box	2 Ea.	2,200.00	4,400.00	2,000.00	4,000.00	2,200.00	4,400.00
35	8" Gate Valve with Valve Box	1 Ea.	1,400.00	1,400.00	1,140.00	1,140.00	1,230.00	1,230.00
36	6" Gate Valve with Valve Box	1 Ea.	800.00	800.00	800.00	800.00	855.00	855.00
37	1" Air Valve	2 Ea.	375.00	750.00	1,000.00	2,000.00	705.00	1,410.00
38	Relocate Fire Hydrant	2 Ea.	2,000.00	4,000.00	850.00	1,700.00	1,750.00	3,500.00
39	Adjust Valve Box to Grade	1 Ea.	250.00	250.00	225.00	225.00	500.00	500.00
40	IDOT Type 3 Inlet with Staged Inlet	1 Ea.	2,200.00	2,200.00	1,600.00	1,600.00	1,900.00	1,900.00
41	IDOT Type 3 Inlet with Simple Inlet	1 Ea.	1,800.00	1,800.00	1,050.00	1,050.00	1,400.00	1,400.00

Item No.	Bid Item	Estimated Quantity	Engineer's Estimate		Motley-Motley, Inc.		M.L. Albright & Sons, Inc.	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
42	Catch Basin	11 Ea.	1,800.00	19,800.00	835.00	9,185.00	1,100.00	12,100.00
43	County Curb Inlet	2 Ea.	1,000.00	2,000.00	815.00	1,630.00	1,400.00	2,800.00
44	Relocate Catch Basin	1 Ea.	1,000.00	1,000.00	625.00	625.00	600.00	600.00
45	Adjust Catch Basin To Grade	1 Ea.	350.00	350.00	250.00	250.00	500.00	500.00
46	8" PVC Storm Drain	250 L.F.	25.00	6,250.00	20.00	5,000.00	26.70	6,675.00
47	Replace Sanitary Manhole	3 Ea.	2,500.00	7,500.00	3,000.00	9,000.00	2,600.00	7,800.00
48	Adjust Manhole to Grade	8 Ea.	450.00	3,600.00	175.00	1,400.00	400.00	3,200.00
49	Add Barrel Section to 54" Manhole	2 Ea.	800.00	1,600.00	1,000.00	2,000.00	700.00	1,400.00
50	Adjust Monument Case to Grade	3 Ea.	450.00	1,350.00	180.00	540.00	500.00	1,500.00
51	3" Irrigation Sleeve	1000 L.F.	12.00	12,000.00	3.50	3,500.00	6.00	6,000.00
52	2" HDPE Irrigation Pipe	1100 L.F.	8.00	8,800.00	2.80	3,080.00	14.00	15,400.00
53	2" PVC Conduit	250 L.F.	10.00	2,500.00	3.00	750.00	8.65	2,162.50
54	3" PVC Conduit	175 L.F.	15.00	2,625.00	5.00	875.00	11.05	1,933.75
55	Type 2 WSDOT Junction Box	2 Ea.	350.00	700.00	650.00	1,300.00	675.00	1,350.00
56	Type 3 WSDOT Junction Box	1 Ea.	450.00	450.00	840.00	840.00	830.00	830.00
57	Modular Block Wall	150 S.F.	25.00	3,750.00	37.00	5,550.00	36.00	5,400.00
58	Hydromulching	0.6 Ac.	3,000.00	1,800.00	3,000.00	1,800.00	2,940.00	1,764.00
59	Hydroseeding - Bonded Fiber Matrix	1.1 Ac.	6,000.00	6,600.00	8,000.00	8,800.00	8,085.00	8,893.50
60	Hydroseeding - Wood Fiber Mulch	1.6 Ac.	3,300.00	5,280.00	3,600.00	5,760.00	3,570.00	5,712.00
61	54" Chain Link Fence	220 L.F.	25.00	5,500.00	21.00	4,620.00	20.50	4,510.00
62	Relocate YCC Fence	1 L.S.	4,000.00	4,000.00	4,400.00	4,400.00	4,800.00	4,800.00
63	Traffic Control Devices	1 L.S.	8,000.00	8,000.00	8,500.00	8,500.00	5,000.00	5,000.00
64	Traffic Control Labor	2200 Hr.	45.00	99,000.00	42.00	92,400.00	45.00	99,000.00
65	Erosion Control	1 L.S.	20,000.00	20,000.00	8,000.00	8,000.00	16,000.00	16,000.00
66	Concrete Barrier	1000 L.F.	40.00	40,000.00	43.00	43,000.00	44.70	44,700.00
67	Grooved Plastic Line	7920 L.F.	5.00	39,600.00	4.10	32,472.00	4.15	32,868.00
68	Painted Line	3000 L.F.	2.50	7,500.00	0.26	780.00	0.26	780.00
69	Painted Crosswalk Line	200 S.F.	1.50	300.00	0.80	160.00	0.80	160.00
70	Painted Traffic Arrow	12 Ea.	150.00	1,800.00	50.00	600.00	51.00	612.00
71	Painted ADA Symbol	1 Ea.	150.00	150.00	70.00	70.00	63.00	63.00
72	Remove Painted Line	2000 L.F.	1.50	3,000.00	1.30	2,600.00	1.30	2,600.00
73	Remove Plastic Line	1200 L.F.	2.00	2,400.00	2.00	2,400.00	2.00	2,400.00
74	Construct Railroad Crossing	1 L.S.	9,600.00	9,600.00	5,100.00	5,100.00	1,690.00	1,690.00
75	Construction Staking	1 L.S.	15,000.00	15,000.00	12,600.00	12,600.00	25,000.00	25,000.00
76	Bioretention Soil Mix	36 C.Y.	75.00	2,700.00	70.00	2,520.00	100.00	3,600.00
77	4" Perforated Corrugated Polyethylene	150 L.F.	8.00	1,200.00	8.00	1,200.00	14.00	2,100.00
78	8" DI Storm Drain	80 L.F.	37.00	2,960.00	40.00	3,200.00	42.00	3,360.00
79	Asphalt Cost Price Adjustment	1 L.S.	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
80	Top Soil	300 C.Y.	15.00	4,500.00	14.00	4,200.00	14.00	4,200.00
SUBTOTAL:				1,494,679.50		1,251,505.70		1,465,853.70
Sales Tax @ 7.8% on items 27 through 37 and item 47:				4,040.01		4,201.08		5,748.02
TOTAL:				1,498,719.51		1,255,706.78		1,471,601.72