



PACIFIC CITY COUNCIL AGENDA
Council Chambers - City Hall. 100 3rd Ave. SE

April 6, 2015
Monday

Workshop
6:30 p.m.

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**
 2. **ROLL CALL OF COUNCIL MEMBERS**
 3. **ADDITIONS TO/APPROVAL OF AGENDA**
 4. **EXECUTIVE SESSION**
 - **Potential Litigation per RCW 42.30.110 (1)(i) for 10 minutes**
 5. **DISCUSSION ITEMS**
- (3) **A. AB 15-048: Appointments:** Planning Commission and Park Board of Commissioners
(Mayor Guier) (10 min.)
- (8) **B. AB-15-049: Resolution No. 2015-244:** Expressing the City of Pacific's support for King County Proposition No. 1 – the Emergency Public Safety Radio Network Replacement Project.
(Mayor Guier) (10 min.)
- (20) **C. AB 15-050: Pierce Transit Ballot** to elect a representative to the Pierce Transit Board representing the Cities of Auburn, Fircrest, Gig Harbor, Pacific, Ruston, and Steilacoom.
(Amy Stevenson-Ness) (10 min.)
- (23) **D. AB 15-051: Resolution No. 2015-245:** Accepting the equipment grant from WASPC in the amount of \$6,299 to be utilized toward the purchase of vehicle related equipment and enhancements.
(John Calkins) (5 min.)
- (26) **E. AB 15-052: Resolution No. 2015-246:** Accepting the traffic safety mini grant from WASPC in the amount of \$500 to be utilized to help purchase bike helmets for the upcoming Bike Rodeo.
(John Calkins) (5 min.)
- (29) **F. AB 15-053: Discussion:** Purchase and implementation of the For The Record 5.6 Portable Solution for the recording system in the Council Chambers.
(Richard Gould) (10 min.)

- (31) G. **AB 15-054: Discussion:** Purchase and implementation of the Sound System for Council Chambers. (10 min.)
(Richard Gould)
- (49) H. **AB-15-055: Discussion:** Newsletter printing and distribution costs. (5 min.)
(Amy Stevenson-Ness)
- (53) I. **AB-15-056: Resolution No. 2015-247:** Approval of Resolution of Support for the City of Pacific Wellness Program and Wellness Policies (5 min)

6. **ADJOURN**

Council may add other items not listed on this agenda unless specific notification period is required.

Please turn off cell phones during meeting and hold your questions for staff until the meeting has been adjourned.

Meeting materials are available on the City's website at: www.pacificwa.gov or by contacting the City Clerk's office at (253) 929-1105.



TO: City Council Members
FROM: Mayor Guier
MEETING DATE: April 6, 2015
SUBJECT: Planning Commission, Park Board Youth, Planning Commission Youth and Park Board of Commissioners Appointments

ATTACHMENTS: Applications of:

- Justin Newlun, Planning Commission
- Franklin Inthapatha, Youth Representative, Planning Commission
- Colton Brown, Youth Representative, Park Board of Commissioners
- Donald Blackwell, Park Board of Commissioners

Previous Council Review Date: N/A

Summary: Mayor Guier is recommending the appointment of:

- Mr. Justin Newlun for a vacant seat on the Planning Commission,
- Franklin Inthapatha for the Youth Representative to the Planning Commission
- Colton Brown have for the Youth Representative on the Park Board of Commissioners
- Reappointment of Donald Blackwell to the Park Board of Commissioners

Recommendation: Mayor Guier recommends their appointments.

Motion for Consideration: I move to confirm the appointments of Mr. Justin Newlun to the Planning Commission for a term ending December 31, 2020; Mr. Franklin Inthapatha as the Youth Representative to the Planning Commission and Mr. Colton Brown to the Park Board as the Youth Representative for terms ending August 31, 2015; and reappointing Mr. Donald Blackwell to the Park Board of Commissioners for a term ending December 31, 2018.

Budget Impact:

Alternatives:



CITY OF PACIFIC
100 3RD AVE SE
PACIFIC, WA 98047

RECEIVED
CITY OF PACIFIC
MAR 19 2015
COMMUNITY DEVELOPMENT
PUBLIC WORKS DEPARTMENT

APPLICATION FOR BOARD/COMMISSION/COMMITTEE POSITION

PLEASE PRINT

I WOULD LIKE TO APPLY FOR:
 Planning Commission _____ Park Board _____ Lodging Tax Committee _____ Civil Service Commission

NAME: Justin Newlun DATE: 3-19-15

ADDRESS: [REDACTED] HOME PHONE: [REDACTED]
Pacific WA 98047 WORK PHONE: _____

CITY RESIDENT? YES NO HOW LONG? 3 yrs REGISTERED VOTER? YES NO
(YOU ARE A RESIDENT IF YOU RESIDE WITHIN THE PACIFIC CITY LIMITS)

NAME AND ADDRESS OF EMPLOYER (& type of business):
Pacific Post office / ABC Mini Storage 111 3rd ^{Ave} ~~St~~ SE Pacific WA 98047

EDUCATIONAL BACKGROUND (include year of graduation and any degrees obtained):
HS 2001, I-Car cert 2006, Adult Family Home Liscence 2010

PROFESSIONAL EXPERIENCE:
Pacific Post Master, ^{current} Operation Manager Adesa Seattle, ⁰³⁻⁰⁹ Kitchen Manager 01-3
IT Dept Renton School District 2000-2001, Maintenance Manager ABC mini Storage

ORGANIZATION AFFILIATIONS:
Pacific Partnerships, Discovery home of Redmond, Marajunga Citizen Advisory workgroup

NOTE A RESUME MAY BE ATTACHED IF DESIRED

WHY ARE YOU SEEKING APPOINTMENT?
Active Roll in City Government

GENERAL REMARKS:

PLEASE RETURN COMPLETED APPLICATION TO:

CITY OF PACIFIC CITY CLERK
100 3RD AVE SE
PACIFIC, WA 98047

Justin Newlun
SIGNATURE



CITY OF PACIFIC
100 3RD AVE SE
PACIFIC, WA 98047

RECEIVED
CITY OF PACIFIC

MAR 17 2015

COMMUNITY DEVELOPMENT
PUBLIC WORKS DEPARTMENT

APPLICATION FOR BOARD/COMMISSION/COMMITTEE POSITION

PLEASE PRINT

Planning Commission Park Board Lodging Tax Committee Civil Service Commission
I WOULD LIKE TO APPLY FOR:

NAME: Franklin Inthapatha DATE: 3-17-15

ADDRESS: [REDACTED] HOME PHONE: _____

Pacific, Washington WORK PHONE: _____

CITY RESIDENT? YES NO HOW LONG? 5-6 REGISTERED VOTER? YES NO
(YOU ARE A RESIDENT IF YOU RESIDE WITHIN THE PACIFIC CITY LIMITS)

NAME AND ADDRESS OF EMPLOYER (& type of business):

Riverside Student.

EDUCATIONAL BACKGROUND (include year of graduation and any degrees obtained):

I am a sophomore at Auburn Riverside High School.
I am due to graduate at 2017.

PROFESSIONAL EXPERIENCE:

Dish washer at a restaurant, electronics class student,
cooking aid.

ORGANIZATION AFFILIATIONS:

Other than school clubs, not much.

NOTE A RESUME MAY BE ATTACHED IF DESIRED

WHY ARE YOU SEEKING APPOINTMENT?

Seeking Community Service and expanding my
knowledge of my community & economy.

GENERAL REMARKS:

PLEASE RETURN COMPLETED APPLICATION TO:

CITY OF PACIFIC CITY CLERK
100 3RD AVE SE
PACIFIC, WA 98047

SIGNATURE



CITY OF PACIFIC
100 3RD AVE SE
PACIFIC, WA 98047

RECEIVED
CITY OF PACIFIC
MAR 17 2015
COMMUNITY DEVELOPMENT
PUBLIC WORKS DEPARTMENT

APPLICATION FOR BOARD/COMMISSION/COMMITTEE POSITION

PLEASE PRINT

Planning Commission Park Board Lodging Tax Committee Civil Service Commission
I WOULD LIKE TO APPLY FOR:

NAME: Cole Brown DATE: March 17th, 2015

ADDRESS: [REDACTED] HOME PHONE: _____

dk Pacific WA WORK PHONE: _____

CITY RESIDENT? YES NO HOW LONG? _____ REGISTERED VOTER? YES NO
(YOU ARE A RESIDENT IF YOU RESIDE WITHIN THE PACIFIC CITY LIMITS)

NAME AND ADDRESS OF EMPLOYER (& type of business):
Riverside Student

EDUCATIONAL BACKGROUND (include year of graduation and any degrees obtained):
High-school

PROFESSIONAL EXPERIENCE:
Selling lemonade when I was 8 years old
chopping chords of wood during the summers
and selling it around town.

ORGANIZATION AFFILIATIONS:

NOTE A RESUME MAY BE ATTACHED IF DESIRED

WHY ARE YOU SEEKING APPOINTMENT?
Looking for community service hours and learning
about politics.

GENERAL REMARKS:

PLEASE RETURN COMPLETED APPLICATION TO:

CITY OF PACIFIC CITY CLERK
100 3RD AVE SE
PACIFIC, WA 98047

SIGNATURE



CITY OF PACIFIC
100 3RD AVE SE
PACIFIC, WA 98047

RECEIVED
CITY OF PACIFIC
JUL 07 2011
FINANCE
DEPARTMENT

APPLICATION FOR BOARD/COMMISSION/COMMITTEE POSITION

PLEASE PRINT

I WOULD LIKE TO APPLY FOR:

XX *Planning Commission* XX *Park Board* _____ *Lodging Tax Committee* _____ *Civil Service Commission*

NAME: Donald C. Blackwell Jr. DATE: 5-31-2011

ADDRESS: [REDACTED] HOME PHONE: [REDACTED]

Pacific, Wa. 98047 WORK PHONE: [REDACTED]

CITY RESIDENT? YES NO HOW LONG? 21y REGISTERED VOTER? YES NO
(YOU ARE A RESIDENT IF YOU RESIDE WITHIN THE PACIFIC CITY LIMITS)

NAME AND ADDRESS OF EMPLOYER (& type of business):

Advanced Irrigation Inc. 213 Frontage Road South, Pacific, Wa. 98047

EDUCATIONAL BACKGROUND (include year of graduation and any degrees obtained):

High School Graduate 1976, Certified Irrigation Contractor- Certified Irrigation Designer- Certified Landscape Water Auditor- Certified Site Water Planner- 06 Limited Energy Electrician

PROFESSIONAL EXPERIENCE:

Advanced Irrigation Inc 1988- Present / Christys Environmental L.S. 1986-1988 / Johnson Distributing 1982- 1986

ORGANIZATION AFFILIATIONS:

Irrigation Assoc. Certification Board 2002-Present / Irrigation Water Management Society Board member / President of Washington Irrigation Contractors Assoc. / Partnership for Water Conservation Board Member / Irrigation Assoc. / Master Builder Assoc.

NOTE A RESUME MAY BE ATTACHED IF DESIRED

WHY ARE YOU SEEKING APPOINTMENT?

As both a resident and business owner I would like to help anywhere I can.

GENERAL REMARKS:

PLEASE RETURN COMPLETED APPLICATION TO:

CITY OF PACIFIC CITY CLERK
100 3RD AVE SE
PACIFIC, WA 98047

SIGNATURE



Agenda Bill No. 15-049

TO: City Council Members
FROM: Mayor Guier
MEETING DATE: April 6, 2015
SUBJECT: Puget Sound Emergency Radio Network Project (PSERN)

ATTACHMENTS:

- Resolution No. 2015-244
- PSERN FAQ
- Voters' Pamphlet Information

Previous Council Review Date: N/A

Summary: Puget Sound Emergency Radio Network (PSERN) is a project to replace the current emergency radio communications network with a new emergency radio communications network that is utilized to coordinate emergency responder activities at emergency incidents. The current system is almost 20 years old and in need of replacement.

King County Proposition 1 to fund the new network has been placed on the April 28, 2015 ballot. The proposition will authorize a levy lid lift in the amount of .07 cents per \$1,000 of assessed value over 9 years - \$26.46 per household, per year for the median value of \$378,000.

This resolution will express the City of Pacific's support for King County Proposition No. 1 – the Emergency Public Safety Radio Network Replacement Project.

Recommended Action: Approve the resolution to support King County Proposition No. 1 – the Public Safety Emergency Radio Network Replacement Project.

Motion for Consideration: "I move to approve Resolution No. 2015-244 to support King County Proposition No. 1 – the Public Safety Emergency Radio Network Replacement Project coming before voters at the April 28, 2015, Special Election."

Budget Impact:

Alternatives:

**CITY OF PACIFIC
WASHINGTON**

RESOLUTION NO. 2015-244

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
PACIFIC, WASHINGTON, EXPRESSING SUPPORT FOR
KING COUNTY PROPOSITION NO. 1 – THE EMERGENCY
PUBLIC SAFETY RADIO NETWORK REPLACEMENT
PROJECT**

WHEREAS, the current radio network supporting emergency responders in King County was designed and constructed nearly 20 years ago, and the network is now used by all cities in King County, as well as in the unincorporated portions of the County, currently supporting 16,000 emergency responders county-wide and

WHEREAS, the network was originally designed to cover a smaller geographic area and a smaller population base; and

WHEREAS, because the radio equipment of the current system is now outdated, the vendor supporting the network will discontinue provision of service and parts for the current system at the end of 2018; and

WHEREAS the network will experience an increased risk of component failures, service outages, and dead spots in coverage over time; and

WHEREAS the safety of both emergency responders and those in need of response is dependent upon a reliable communications network; and

WHEREAS, in order to address the need for a viable, reliable emergency public safety radio network, the King County Council voted to place on the ballot for the special election on April 28th, 2015, an Emergency Public Safety Radio Network Replacement Project proposition – Proposition 1 – seeking voter approval for lifting the lid of the existing property tax levy to generate the estimated \$273 million needed to replace the current emergency radio network; and

WHEREAS, if approved, funding for the Emergency Public Safety Radio Network Replacement Project would come from a levy increase of 7 cents per \$1,000.00 of assessed property value over a nine-year period; and

WHEREAS, RCW 42.17A.555 authorizes city councils to take collective action regarding ballot measures appearing before the voters so long as the action is taken at a public meeting, the intended action is identified on the agenda and the opportunity for opposing views is given to attendees at the public meeting; and

WHEREAS, in light of the significant need for replacement of the King county Emergency Public Safety Radio Network, it is appropriate that the City Council support this ballot measure as permitted pursuant to RCW 42.17A.555.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PACIFIC, WASHINGTON, HEREBY RESOLVES as follows:

Section 1. That the City Council supports Proposition 1, an Emergency Public Safety Radio Network Replacement Project proposition, coming before the voters at the April 28, 2015 Special Election.

Section 2. That the Mayor is authorized to take such action as is necessary and appropriate to implement the directives of this legislation, including forwarding copies of this Resolution to the King County Council, and others as warranted.

Section 3. That this Resolution shall take effect and be in full force upon passage and signatures hereon.

Dated and Signed this _____ day of _____, 2015.

CITY OF PACIFIC

LEANNE GUIER, MAYOR

ATTEST:

Amy Stevenson-Ness, City Clerk

APPROVED AS TO FORM:

Carol Morris, City Attorney

RCW 42.17A.555

42.17A.555 Use of public office or agency facilities in campaigns — Prohibition — Exceptions.

No elective official nor any employee of his or her office nor any person appointed to or employed by any public office or agency may use or authorize the use of any of the facilities of a public office or agency, directly or indirectly, for the purpose of assisting a campaign for election of any person to any office or for the promotion of or opposition to any ballot proposition. Facilities of a public office or agency include, but are not limited to, use of stationery, postage, machines, and equipment, use of employees of the office or agency during working hours, vehicles, office space, publications of the office or agency, and clientele lists of persons served by the office or agency. However, this does not apply to the following activities:

(1) Action taken at an open public meeting by members of an elected legislative body or by an elected board, council, or commission of a special purpose district including, but not limited to, fire districts, public hospital districts, library districts, park districts, port districts, public utility districts, school districts, sewer districts, and water districts, to express a collective decision, or to actually vote upon a motion, proposal, resolution, order, or ordinance, or to support or oppose a ballot proposition so long as (a) any required notice of the meeting includes the title and number of the ballot proposition, and (b) members of the legislative body, members of the board, council, or commission of the special purpose district, or members of the public are afforded an approximately equal opportunity for the expression of an opposing view;

(2) A statement by an elected official in support of or in opposition to any ballot proposition at an open press conference or in response to a specific inquiry;

(3) Activities which are part of the normal and regular conduct of the office or agency.

(4) This section does not apply to any person who is a state officer or state employee as defined in RCW 42.52.010. [2010 c 204 § 701; 2006 c 215 § 2; 1979 ex.s. c 265 § 2; 1975-'76 2nd ex.s. c 112 § 6; 1973 c 1 § 13 (Initiative Measure No. 276, approved November 7, 1972). Formerly RCW 42.17.130.]



PSERN (Puget Sound Emergency Radio Network)

FAQ

Q: What is PSERN?

A: *PSERN is a construction project that will replace the current aging emergency radio communications network with a new emergency radio communications network.*

Q: What are emergency radio communications networks used for?

A: *When we call 9-1-1, a dispatcher sends us police officers, fire fighters, and emergency medical staff using a separate radio system known as the King County Emergency Radio Communications System. The same system is used by these responders to coordinate their activities at emergency incidents and to communicate with managerial staff that is directing their response to the incident.*

Q: Why do we need a new emergency radio communications network?

A: *The current network is approaching 20 years old and is in danger of failing if it isn't replaced in a timely manner.*

Q: How much will PSERN cost and how will it be paid for?

A: *The project, including sites, equipment, labor, sales tax, and interest on the bonds will cost approximately \$273 million. The Metropolitan King County Council has approved a measure to be placed on the April 28th, 2015 ballot to fund the project.*

Q: What kind of funding measure will be before voters this spring? What funding options were considered? Why was this option chosen?

A: *The Metropolitan King County Council has authorized a levy lid lift for voters to consider on April 28th, 2015. Several funding options were considered including Criminal Justice Sales Tax, Emergency Communication System Sales Tax, Excess Levy, Excess Levy and a Levy Lid Lift, Sharing the Financing with the Subregional Entities, Sharing the Financing with All Jurisdictions and Partial Funding Options. It was decided that using a Levy Lid Lift is the only viable option for funding a new system with a single taxing measure.*

Q: If approved by voters, how much are taxes going to increase?

A: *7.0 cents per \$1,000 of assessed value over 9 years. This equates to \$26.46 per household, per year for the median value of \$378,000.*



Q: Can't we just replace a couple of parts or migrate rather than replacing the whole system?

A: *The parts that the current system uses won't be compatible with the new network. In addition, the current system cannot support the new technology PSERN will have.*

Q: Why must a new system be funded now rather than later? What are the risks of delaying funding until later?

A: *The longer we delay after spare parts and repairs cease to be available at the end of 2018, the greater is the risk that responders will be unable to communicate when needed. Technically speaking, the system will lose capacity and coverage area.*

With the above said, we have taken certain precautionary steps to address system problems if this does occur. For example, we have purchased a cache of spare parts. If we do not have a part or our supply runs out we would then look to purchase the part from a secondary vendor.

Q: Are there additional concerns with our current system?

A: *Yes. The system was designed in 1992 for the County's population at that time. Since then, the County's population and the dispersal of that population have grown in ways no one could anticipate. As a result, our system does not cover all of the areas in the County where services is needed and is lacks the capacity needed during large-scale disasters and incidents.*

Q: Why can't first responders use cell phones?

A: *Cell phones are not an option due to lack of reliability. They don't have sufficient back up or the capacity to operate in a power outage or other widespread emergency situations. Most importantly, they do not work the way emergency radio system do. They are not capable of operating in a "dispatch" fashion where one person broadcasts to many people, nor are they capable of working "off network" such as radio to radio operations that are often used at fire scenes.*

Q: Who is leading the project?

A: *There are four owners of the radio communications system—Eastside Public Safety Communications Agency (EPSCA), King County, City of Seattle and Valley Communications (ValleyComm). Each entity owns separate towers and equipment run by a central computer. King County is responsible for leading and implementing the project on behalf of the owners and will see the project through to completion.*



Q: Is there a binding document guaranteeing the County can effectively manage vendor contract(s) and other parts of the project?

A: *The County and other partners are in agreement about roles and responsibilities during PSERN planning, construction, and testing, and that agreement is in the Implementation Period Interlocal Agreement. This Interlocal Agreement will form the basis for PSERN Project governance.*

Q: Will the ownership and operation of the new system remain the same as for the current system?

A: *A new consolidated operational and governance agency will be created. This public, non-profit organization, working closely with the current co-owners, will take the lead with the purchase, implementation and testing of the new network. It will also operate and maintain the new system infrastructure going forward. It will have the same level of jurisdictional representation as the current emergency radio system and will have increased representation from the first responder community. An Operations Period Interlocal Agreement has been drafted to address governance of the operations of the PSERN once completed.*

Having a single entity operating and maintaining the system infrastructure, rather than four entities doing that work, should result in improved service: when there is a problem with the system we will be able to skip the step of determining which owner is responsible to fix it.

Q: Who will run the non-profit organization?

A: *The organization will be governed by a four-person board of directors. One board member will be appointed by each of the following: the City of Seattle; the 5 Valley Communications Center member cities jointly; the 5 Eastside Public Safety Communications Agency member cities jointly; and King County. There will be two additional new members who will be appointed to the cities not otherwise represented on the board—1 non-voting police representative and 1 non-voting Fire representative. Each member will have an equal vote.*

Q: How long will it take to complete the project?

A: *Once construction begins, it will take approximately 5 years for completion.*

Q: Why is there a 20% Contingency?

A: *We only have one opportunity for project funding and cannot go back for additional funds. If there are cost overruns, the County would be responsible for them so we need to ensure that a contingency is available. The County has a project management methodology in place, however, on a project this size there are significant risks—specifically site development. As part of the planning phase, the County interviewed internal and external construction consultants and a 20% was contingency the consensus.*



Q: Why don't the four system co-owners have savings to pay for the capital costs of the new system?

A: *Each of the co-owners put aside some funds for a new system. Over the years of operating the current system savings have been used to fund mid-life upgrades that have kept portions of the network refreshed as well as adding capacity to certain areas. Today these savings in aggregate are very small compared to the cost of a new system.*

Q: Weren't replacement reserves supposed to be accumulated by the co-owners for system replacement, and if so, why can't they fund the project?

A: *They can, however this is a large project and the accumulated funds are less than 1/20th the total project cost. The County and co-owners do not have sufficient available funds to pay for a project of this size without additional revenue. In 1992 when initial planning for the current network was done, a formula to generate replacement reserves was created by each of the four owners. Through time those funds have been used to keep the current system upgraded, and to support early phases of the PSERN project. Even if the funds weren't spent over the years, we would have less than ¼ of the total PSERN project cost because in 1992 no one could have anticipated King County's population would increase so fast nor cover so large an area of the County. Also, because the practice has been to use funds for mid-life upgrades, co-owners need to retain their funds until the PSERN has been completed to ensure they have contingency to maintain the current system.*

Q: If the County is paying for all the assets, why shouldn't the County operate and maintain PSERN both during the project and after the project is completed?

A: *The County Executive believes that centralization is needed for this regional service and that the best model is to operate and own it using a public, non-profit entity. Current owners have agreed to this approach and have drafted an Interlocal Agreement that will accomplish this.*

Q: How long will the County need to operate and maintain PSERN after Full System Acceptance?

A: *An Implementation Period Interlocal Agreement contains provisions for automatically transferring PSERN from the County to the non-profit operator once the project is finished..*

Q: What will happen to PSERN operations and maintenance if the non-profit operator does not take over PSERN at or soon after FSA?

A: *In this event, the County will own and operate PSERN, but only until such time as it can be transferred to the non-profit agency. The Implementation Period Interlocal Agreement contains provisions for partners and users to pay the County for its operation and maintenance of PSERN after PSERN starts operation until the ownership and operations is turned over to the non-profit organization.*



Q: How can we be sure there will be no need to dip into the Current Expense Fund because of cost overruns or unanticipated expenses? Who will be responsible for cost overruns?

A: *The county and its partners have done much to ensure that all costs have been accounted for in the project budget and subsequent funding measure. Technical consultants were used to analyze needs and assist with development of system requirements. A competitive RFP process was used to get the best system vendor at the best price. As the project goes into implementation, it will be subject to project governance with and external to the County, and also expects to hire an independent Quality Assurance firm, as well as independent construction management to oversee civil radio site work. The combination of these will help contain costs. Lastly, the project has hired a competent and experienced project staff that will utilize project management best practices.*

Q: How long will the system last before we need to fund a new one?

A: *The new system will last at least 20 years.*

Q: Today radio system users pay monthly fees for use of the radio system. Could the new system's capital costs be funded through rate increases rather than a tax increase?

A: *This is possible, but not practical. To pay for capital costs monthly fees would need to more than double. Monthly fees are usually paid out of the agency's general funds, so any increase in rates would impact that agency's fund source.*

Q: Why are there two different rates for radio users?

A: *1. Some radio users use less features than others, therefore providing service for them is less expensive.*

2. We want to encourage users to use PSERN, especially those that have various types of demands such as school districts and utilities.

Q: How does this relate to the discussions I've heard about the possible decrease in the number of 9-1-1 dispatch centers?

A: *There is no relationship between the PSERN project and dispatch center consolidation. They are independent initiatives. System planning has included all of today's centers. If there are fewer centers that are in business when system equipment is ordered, our order and design will be adjusted accordingly. The Interlocal Agreements will also make commitments to continue service to the dispatch centers.*



Q: Is there widespread support for a new network and the ballot measure from city elected officials, police and fire chiefs, police and fire line staff, emergency managers, dispatchers, and County Executive?

A: *There is a clear, shared vision of the need to replace the current system and build a new radio system now.*

Q: There have been some concerns raised by Junior Tax Districts such as Fire Districts about revenues being negatively impacted by the levy lid lift. Is that true?

A: *Fire districts should not be harmed due to this measure. Last year, assessed property values in King County increased significantly, so we anticipate that the County tax rate will decrease sufficiently to cover potential impact to all Fire Districts. Other junior tax districts such as Parks and Hospital districts could be impacted in the initial years of the measure.*

For more information:

- Project Web site: www.psern.org
- Follow us on Twitter: [@radiomatters](https://twitter.com/radiomatters)
- PSERN project staff:
 - David Mendel, Project Director, 206-263-7942
 - Karla Clark- Communications Manager, 206-263-1583
 - Marlin Blizinsky, Government Relations Officer, 206-269-8047

**Proposition No. 1
Regular Property Tax Levy for Emergency Public Safety Radio Network Replacement Project**

The King County council passed Ordinance 17993 concerning funding for a new, upgraded regional emergency radio network. This proposition would provide funding to replace the current aging emergency radio network used for dispatching and communicating with police, fire and other first responders. The proposition would fund capital and transition costs as defined in Ordinance 17993 and would authorize King County to levy an additional regular property tax of \$0.07 per \$1,000 of assessed valuation for nine years with collection beginning in 2016. The 2015 levy amount would be used to compute limitations under Chapter 84.55 RCW for the eight succeeding years. Should this proposition be:

- Approved
- Rejected

The complete text of this measure is available beginning on page 19.

Statement in favor

Proposition 1, the Emergency Public Safety Radio Network Replacement

Project, would allow King County to update our dangerously outdated emergency communications system for police, fire, Medic One, and other emergency first responders.

Our current system is decades old and was designed to serve a smaller population over a smaller area. The system has dangerous gaps in coverage and forces firefighters and police to use different channels to communicate in emergencies which can cause critical delays.

For just over \$2.00 per month for the median homeowner, we can replace this antiquated system and improve public safety across one of the fastest growing counties in the nation. This new generation public safety communications system will be available to city, district, and county first responders improving coverage across King County.

Proposition 1 has the support of Sheriff John Urquhart, local police and fire chiefs, firefighters, and first responders, as well King County Executive Dow Constantine, the King County Council, and local Mayors and Councilmembers across the region.

Submitted by: John Urquhart, Kathleen O'Toole, and John Marchione

Rebuttal of statement against

Your police, firefighters and first responders are unified: we *must* replace King County's obsolete emergency radio system to better protect lives and property. Dangerous gaps in coverage prevent essential communication and coordination between emergency personnel, creating unacceptable risk.

Outdated technology developed in 1992 is inadequate in our fast-growing region. This modest levy will protect us for another generation— a modest but critical investment in our long term safety and peace of mind.

Please Vote Yes!

Explanatory statement

This proposition would authorize King County to levy an additional regular property tax to replace the region's current aging emergency public safety radio network, which is used primarily for dispatching public safety, police, fire, emergency medical staff and other first responders from jurisdictions across the County to incidents and for coordination among responders at the site of the incident. The current network was completed in 1997. It would be replaced with a new network to be referred to as the Puget Sound Emergency Radio Network (PSERN) that will provide improved coverage, capacity, and reliability.

Levy funds would be used for PSERN capital and transition costs, as defined in Ordinance 17993. Capital costs include planning, design, remodeling, construction, and equipping PSERN, and costs related to the issuance of bonds to help fund the project. Transition costs include operational costs to transition to the new network, costs to establish an entity to own and operate the network after project implementation, and payments to reduce the impact of increased rates for network users and prevent reductions in fire district services from levy prorationing as provided in interlocal agreements between the County and fire districts.

The proposed levy would be authorized for a nine-year period with collection beginning in 2016. During the first year, the tax would be levied at a rate of 7 cents (\$0.07) or less per one thousand dollars (\$1,000) of assessed valuation on all taxable property within King County. Annual increases for each of the succeeding eight years would be limited to the statutory rate in chapter 84.55 RCW.

For questions about this measure, contact: David Mendel, Emergency Radio System Project Director 206-263-7942 david.mendel@kingcounty.gov

Statement in opposition

Fire District Commissioners serving citizens within unincorporated King County and the suburban cities within those fire districts *support the need for a new radio system.*

Residents within fire districts need to understand the potential negative financial impact that this Lid Lift funding method could have on your fire district that serves you for the next 9 years; should property values suddenly drop like they did in 2008.

If property values drop, fire districts could possibly be in a negative financial position and need to lay off fire fighters during the 9 year term of the PSERN (radio system) levy.

Laying off Fire Fighters is unacceptable, especially when a comprehensive prorationing protection plan could have been implemented by the County Executive to stave off any possible staffing reductions by impacted fire districts.

The fiduciary responsibility of your Elected Fire Commissioners is to look out for you and your fire districts financial best interest! This levy lid lift is not in your long term best interest.

We, as elected fire commissioners, want you to know the facts as without a comprehensive pro-rationing protection plan your level of emergency service may be negatively affected.

Know the Facts, Be informed, Vote Informed.

Submitted by: Mark Thompson and James A. Fossos 253-344-1823

Rebuttal of statement in favor

We support the need for a new radio system! It is the funding model that is contrary to good public policy and public safety! It does not meet the fiduciary responsibility of fire districts.

Laying off fire fighters is totally unacceptable! It will put our citizens and their property at risk; this is especially true if a comprehensive pro-rationing protection plan is not implemented by the County Executive in an inter-local agreement with fire districts.



Agenda Bill No. 15-050

TO: Mayor Guier and City Council Members

FROM: Amy Stevenson-Ness, City Clerk

MEETING DATE: April 6, 2015

SUBJECT: Election of Pierce Transit Board Representative for Auburn, Fircrest, Gig Harbor, Pacific, Ruston, and Steilacoom

ATTACHMENTS:

- Letter from Pierce Transit Clerk of the Board
- Ballot

Previous Council Review Date: N/A

Summary: Pierce Transit Board has an upcoming vacant position representing Auburn, Fircrest, Gig Harbor, Pacific, Ruston, and Steilacoom. Pierce Transit received three nominations for Council Member Nancy Henderson, Town of Steilacoom to serve on the board.

Ballots must be returned to Pierce Transit no later than April 17, 2015.

Recommended Action:

Motion for Consideration: “I move to cast the City of Pacific’s vote for the Pierce Transit Board for Council Member Nancy Henderson, Town of Steilacoom.”

Budget Impact: None

Alternatives:

March 26, 2015

Attn: City or Town Clerk
City of Pacific
100 3rd Avenue SE
Pacific, WA 98047

Dear Clerk:

Recently, Pierce Transit sent you a letter and nomination form requesting your Council's nomination of a representative to fill an upcoming vacant position on the Pierce Transit Board that would represent the cities and towns of Auburn, Fircrest, Gig Harbor, Pacific, Ruston and Steilacoom.

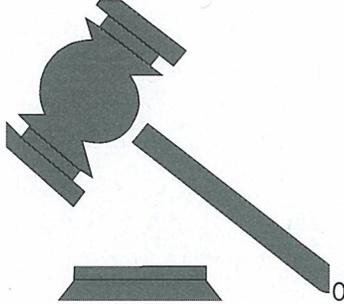
Pierce Transit received nominations from the City of Gig Harbor, Town of Steilacoom and the City of Fircrest, who both nominated Councilmember Nancy Henderson, Town of Steilacoom, to serve on the Pierce Transit Board. No other nominations from the other respective cities or towns were received by the March 18, 2015 deadline.

At your next Council meeting, please formally consider the nomination of Nancy Henderson to serve on the Pierce Transit Board, for a three-year term (term limits under review), beginning May 1, 2015 and expiring April 2018. A certified copy of the council resolution or motion must accompany the enclosed ballot. Please forward the ballot and appropriate verification to me on or before April 17, 2015.

Sincerely,



Deanne Jacobson
Clerk of the Board



OFFICIAL BALLOT

Candidate: Nancy Henderson, Town of Steilacoom

The city/town of Pacific wishes to cast its vote for Councilmember/Mayor Nancy Henderson of the City of Steilacoom to serve a three-year term on the Pierce Transit Board representing the Cities or Towns of Auburn, Fircrest, Gig Harbor, Pacific, Ruston and Steilacoom, with a term beginning May 1, 2015 and ending April 30, 2018.

Date: April 13, 2015

By: _____
Title: _____

This form must be accompanied by a certified copy of the council resolution or motion. Ballots must be received by Pierce Transit's Clerk of the Board by **5:00 PM, April 17, 2015**.



Agenda Bill No. 15-051

TO: Mayor Guier and City Council Members
FROM: John T. Calkins
MEETING DATE: April 13, 2015
SUBJECT: Equipment Grant, WA Association of Sheriffs & Police Chiefs

ATTACHMENTS:

- Resolution 2015-245
- Exhibit A-Grant Award Letter

Previous Council Review Date: N/A

Summary: Annually the WA Association of Sheriffs & Police Chiefs (WASPC) awards equipment related grants to those agencies demonstrating a need. In submission of a grant request to WASPC this year we were able to show from Traffic Related Data collected the need for improvement in our radar units. We also requested an in-car-video system as we are working on our vehicle fleet. We were awarded the equipment requested.

Recommended Action: Approve the grant and accept the funding in the amount of \$6,299.00 to be utilized toward the purchase of vehicle related equipment and enhancements.

Motion for Consideration: “I move to approve Resolution No. 2015-245 approving the grant and accepting the funding in the amount of \$6,299.00 to be utilized toward the purchase of vehicle related equipment and enhancements.”

Budget Impact: This would be a cost savings to the Police Department in the above stated amount. This is equipment we would have had to purchase for the new vehicles coming into our fleet.

Alternatives: Not accepting the grant funds, we would utilize the departments operating budgetary funds for purchasing these pieces of necessary traffic enforcement related equipment.

**CITY OF PACIFIC
WASHINGTON**

RESOLUTION NO. 2015-245

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFIC, WASHINGTON, AUTHORIZING EXECUTION OF AN EQUIPMENT GRANT, SPONSORED BY THE WASHINGTON ASSOCIATION OF SHERIFFS & POLICE CHIEFS.

WHEREAS, The City of Pacific has shown a demonstrated need for traffic related equipment such as radar units.

WHEREAS, The City of Pacific will benefit from the grant program, to assist in traffic enforcement related functions.

WHEREAS, the Chief and Staff have shown an increased need in traffic enforcement in application of this grant showing an increase in traffic related enforcement in the form of written Notices of Infraction.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PACIFIC, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The Pacific City Council hereby authorizes the Police Department to accept a grant in the amount of \$6,299.00 to be utilized for the purchasing of traffic enforcement related equipment, to include: 1- Lidar Unit, 1- Handheld Radar and 1- digital-in-car video system, please refer to Exhibit A.

Section 2. This Resolution shall take effect and be in full force upon passage and signatures hereon.

PASSED BY THE CITY OF PACIFIC CITY COUNCIL AT A REGULAR MEETING THEREOF ON

CITY OF PACIFIC

Leanne Guier, Mayor

ATTEST/AUTHENTICATED:

Amy Stevenson-Ness, City Clerk

APPROVED AS TO FORM:

Carol Morris, City Attorney

WASHINGTON ASSOCIATION OF SHERIFFS & POLICE CHIEFS

3060 Willamette Drive NE Lacey, WA 98516 ~ Phone: (360) 486-2380 ~ Fax: (360) 486-2381 ~ Website: www.waspc.org

Serving the Law Enforcement Community and the Citizens of Washington

February 19, 2015



Chief John T. Calkins
Pacific Police Department
133 3rd Ave SE
Pacific, WA 98047

Chief Calkins,

Thank you for applying for a WASPC Traffic Safety Equipment Grant. We are pleased to inform you that your agency has been approved to receive \$6,299.00 to purchase the following equipment: (1) Lidar \$3,000; (1) Handheld radar \$799; and (1) Digital In-car Video \$2,500. WASPC will also be sending you one Sector set from the inventory on hand. This includes printer, scanner, paper, cables, and vehicle mount.

The Federal Identification number for this grant is **CFDA# 20.600**. Invoices must be submitted to WASPC no later than May 1, 2015. Any invoices not received by the deadline will not be reimbursed and the award money will be forfeited. **Please note: WASPC is responsible for the amount of your grant award only. Any expense in excess of the grant award must be paid by your agency.**

A report is required for the Traffic Safety Equipment Grant funds awarded to your department. The 2014-2015 Traffic Safety Equipment Grant reports are due by October 15, 2015. **Failure to report will result in denial of 2015 – 2016 grant funds.** WASPC now has an online report form. It can be found at www.waspc.org/traffic-safety. Your agency is responsible for subscribing to the following commitments:

- Support statewide/national traffic safety initiatives, projects, and programs
- Report grant results to WASPC in a timely manner
- Subscribe and commit to aggressive traffic enforcement

Thank you for your dedication to traffic safety in the State of Washington. If you have any questions please contact Nancy Morris at (360) 486-2387. If you would like more information regarding state or federal traffic safety grant funding, please contact the Washington Traffic Safety Commission at (360) 725-9896.

Sincerely,

Mitch Barker
Executive Director

President ERIC OLSEN Chief Kirkland	President Elect CASEY SALISBURY Sheriff Mason County	Vice President KEN HOHENBERG Chief Kennewick Executive Board	Past President OZZIE KNEZOVICH Sheriff Spokane County	Treasurer KEN THOMAS Chief Kent
TOM ROBBINS Chief Wenatchee	BONNIE BOWERS Chief Anacortes	STEVE STRACHAN Chief Bremerton	MARK NELSON Sheriff Cowlitz County	JOHN SNAZA Sheriff Thurston County
BRIAN BURNETT Sheriff Chelan County	MARK COUEY Director OIC Special Investigations Unit	JOHN BATISTE Chief WA State Patrol	FRANK MONTOYA, JR. SAC FBI, Seattle	MITCH BARKER Executive Director



Agenda Bill No. **15-052**

TO: Mayor Guier and City Council Members
FROM: John T. Calkins
MEETING DATE: April 6, 2015
SUBJECT: Equipment Grant, WA Association of Sheriffs & Police Chiefs

ATTACHMENTS: Resolution No. 2015-246
Exhibit A- Letter

Previous Council Review Date: N/A

Summary: Annually the WA Association of Sheriffs & Police Chiefs (WASPC) in coordination with the WA State Traffic Safety Commission, award mini-grants to agencies to support traffic safety related initiatives. The Pacific Police Department was awarded a mini-grant to assist in our annual Bike Rodeo

Recommended Action: Approve the grant and accept the funding in the amount of \$500 to help purchase bike helmets for the upcoming Bike Rodeo.

Motion for Consideration: "I move to approve Resolution No. 2015-246 accepting the grant and accepting the funding in the amount of \$500 to help purchase bike helmets for the upcoming Bike Rodeo."

Budget Impact: No Budget Impact-

Alternatives: Not accepting the grant funds, The Police Department would be unable to distribute free bicycle helmets to the children of our community as we have in years past.

**CITY OF PACIFIC
WASHINGTON**

RESOLUTION NO. 2015-246

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFIC, WASHINGTON, AUTHORIZING EXECUTION OF A MINI-GRANT FROM THE WA TRAFFIC SAFETY COMMISSION TO SUPPORT THE POLICE DEPARTMENTS BIKE RODEO EVENT FOR 2015.

WHEREAS, The City of Pacific Police Department holds an in-kind Bike Rodeo Annually for the children of our community.

WHEREAS, The City of Pacific will benefit from the grant program, to assist in purchasing helmets to be distributed at no cost to children of our community.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PACIFIC, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The Pacific City Council hereby authorizes the Police Department to accept a grant in the form of \$500 to be utilized to purchase bicycle helmets, please refer to Exhibit A.

Section 2. This Resolution shall take effect and be in full force upon passage and signatures hereon.

PASSED BY THE CITY OF PACIFIC CITY COUNCIL AT A REGULAR MEETING THEREOF ON

CITY OF PACIFIC

Leanne Guier, Mayor

ATTEST/AUTHENTICATED:

Amy Stevenson-Ness, City Clerk

APPROVED AS TO FORM:

Carol Morris, City Attorney

WASHINGTON ASSOCIATION OF SHERIFFS & POLICE CHIEFS

3060 Willamette Drive NE Lacey, WA 98516 ~ Phone: (360) 486-2380 ~ Fax: (360) 486-2381 ~ Website: www.waspc.org

Serving the Law Enforcement Community and the Citizens of Washington

February 24, 2015

Chief John T. Calkins
Pacific Police Department
133 3rd Ave SE
Pacific, WA 98047



EXHIBIT A-

Chief Calkins,

Thank you for applying for a WASPC Traffic Safety Mini Grant. We are pleased to inform you that your agency has been approved to receive \$500.00 to purchase the following educational/promotional materials:

- Bike helmets with "If you care, a helmet you should wear!" imprinted on them.

The Federal Identification number for this grant is **CFDA# 20.600**. Invoices must be submitted to WASPC no later than May 1, 2015. Any invoices not received by the deadline will not be reimbursed and the award money will be forfeited. **Please note: WASPC is responsible for the amount of your grant award only. Any expense in excess of the grant award must be paid by your agency.**

A report is required for each Equipment, Mini & Multi-jurisdictional grant received by your department. The 2014-2015 Traffic Grant reports are due by October 15, 2015. **Failure to report will result in denial of 2015 – 2016 grant funds.** WASPC now has an online Traffic Safety Grant report forms. They can be found at www.waspc.org/traffic-safety. Your agency is responsible for subscribing to the following commitments:

- Support statewide/national traffic safety initiatives, projects, and programs
- Report grant results to WASPC in a timely manner
- Subscribe and commit to aggressive traffic enforcement

Thank you for your dedication to traffic safety in the State of Washington. If you have any questions please contact Nancy Morris at (360) 486-2387. If you would like more information regarding state or federal traffic safety grant funding, please contact the Washington Traffic Safety Commission at (360) 753-6197.

Sincerely,

Mitch Barker
Executive Director

President
ERIC OLSEN
Chief Kirkland

President Elect
CASEY SALISBURY
Sheriff Mason County

Vice President
KEN HOHENBERG
Chief Kennewick
Executive Board

Past President
OZZIE KNEZOVICH
Sheriff Spokane County

Treasurer
KEN THOMAS
Chief Kent

TOM ROBBINS
Chief Wenatchee

BONNIE BOWERS
Chief Anacortes

STEVE STRACHAN
Chief Bremerton

MARK NELSON
Sheriff Cowlitz County

JOHN SNAZA
Sheriff Thurston County

BRIAN BURNETT
Sheriff Chelan County

MARK COUEY
Director OIC
Special Investigations Unit

JOHN BATISTE
Chief WA State Patrol

FRANK MONTROYA, JR.
SAC FBI, Seattle

MITCH BARKER
Executive Director



Agenda Bill No. 15-053

TO: Mayor Guier and City Council Members

FROM: Richard A. Gould, City Administrator

MEETING DATE: April 6, 2015

SUBJECT: Discussion on the purchase and implementation of the FTR 5.6 Portable Solution for the recording system in the City Council Chambers.

ATTACHMENTS: Sales quotation from the City of Auburn IT (Efficiency Inc. to supply items), for the new FTR 5.6 Portable Solution system to replace the current one in the Council Chambers.

Previous Council/Committee Review Dates: The Technology Committee meeting on March 19, 2015.

Summary: The Technology Committee has met numerous times in 2014/5 to discuss the currently outdated recording system currently in use in the City Council Chambers and the restrictions (limited microphones etc.) of said system. Staff has worked with the City of Auburn IT on the cost of upgrading or replacing this system. Staff received a quote from Auburn IT and was directed to bring this before the City Council as a discussion item with possible purchase scheduled for consideration at the April 20th council workshop. This purchase is not in the current 2015 budget.

Recommendation/Action: Staff asks that the City Council provide feedback, questions and direction as needed on this topic.

Motion for Consideration: N/A.

Budget Impact: \$8,000 - \$12,000

Alternatives: Stay with the same system.

Revised 09/26/13

City of Pacific

FTR Touch Recorder Price Quote

5/14/2014

Items to be supplied by Efficiency Inc.

FTR Software	Qty	Unit Cost	Total
Hardware			
FTR Touch Recorder	1	6,395.00	6,395.00
FTR DMX-88 USB Mixer 8-Input Up to 8-Channel Recording			
External USB DVD Burner			
Optional: Additional Microphones (Condenser or Dynamic w/25ft. Cables	Each	125.00	

6,395.00

Consumables	Qty	Unit Cost	Total

Annual Support Agreements	Qty	Unit Cost	Total
Efficiency Inc. Tech Support 8AM to 5PM Mon. thru Fri.	1	1,050.00	1,050.00

1,050.00

FTR Training & Installation (Per day)*	Qty	Unit Cost	Total
	1	NC	NC

0.00

TOTAL SYSTEM PRICE**

7,445.00

Plus, Appropriate Washington State Sales Tax.

*Installation and Training

Installation is estimated at up to one day per courtroom, dependent upon the hardware being centrally located. Training will normally be completed within the same day, depending upon the number of participants. User guides will be furnished in soft copy. If a sound system is presently installed, i.e.: a PA system, the customer is advised to have their sound engineer/technician available at the time of install. Quality of audio signal delivered for recording is the customers responsibility.

Our installation personnel will load FTR software and install hardware onto computers that meet or exceed the specifications described in Attachment B. These requirements do not apply to FTR ReporterDeck 2. Please advise us of the model and configuration of the computers being procured before ordering so that we can verify suitability prior to delivery. Upon arrival for install should it be determined that PC(s) do not meet minimum specifications(Attachment B), any time spent waiting or working to bring customers PC up to spec or returning to complete install at a later date will be charged at our standard rates.(currently \$185/hour)



Agenda Bill No. 15-054

TO: Mayor Guier and City Council Members

FROM: Richard A. Gould, City Administrator

MEETING DATE: April 6, 2015

SUBJECT: Discussion on the purchase and implementation of the Sound System for the Council Chambers.

ATTACHMENTS: Sales quotations from Avidex and Audio 21 Inc. for the new sound system to replace the current one in the Council Chambers.

Previous Council/Committee Review Dates: The Technology Committee meeting on March 19, 2015.

Summary: The Technology Committee has met numerous times in 2014/5 to discuss the sound system currently in use in the City Council Chambers and the numerous complaints of said system. Staff has worked with two possible vendors in this industry who have prior experience with other cities in Washington. Staff received two quotes from these vendors and was directed to bring this before the City Council as a discussion item with possible purchase scheduled for consideration at the April 20th council workshop. This purchase is not in the current 2015 budget.

Recommendation/Action: Staff asks that the City Council provide feedback, questions and direction as needed on this topic.

Motion for Consideration: N/A.

Budget Impact: \$12,000 - \$35,000

Alternatives: N/A

Revised 09/26/13

License # AUDIO21982J4
 Expires: _____

Audio 21 Inc
 929 Turkey Rd NW
 Olympia WA 98502

Page No. 1 of 31915

PROPOSAL

PROPOSAL SUBMITTED TO Pacific WA City Hall		TODAY'S DATE 19 Mar 2015	DATE OF PLANS/PAGE #'S 19 Mar 2015
PHONE NUMBER Ron Tiedeman	FAX NUMBER	JOB NAME Council Chambers Sound System	
ADDRESS, CITY, STATE, ZIP		JOB LOCATION On Site	

We propose hereby to furnish material and labor necessary for the completion of:

- 1 - Ashly ne24.24m Digital Matrix Mixer (12X8 Configuration)
- 1 - Ashly FR16 Remote Tabletop Volume Control
- 10 - Clock Audio C34/sr Condenser Gooseneck Mics
- 9 - CAD Desktop Bases
- 1 - CAD WX160A Desktop Transmitter
- 1 - CAD WX100 Receiver
- 1 - Audio Technica 3000 Series Handheld Wireless
- 1 - Audio Technica 3000 Series Beltpak Transmitter
- 1 - Audio Technica 831c Label Mic
- 2 - TOA BA235 Power Amps
- 8 - TOA F2352C Coaxial Ceiling Speakers
- 1 - Custom Oak Desktop Cabinet
- 8 - Manhours Installation

Sub-Total: \$ 11143.60
 Tax: 1058.59
 TOTAL: \$ 12201.59

We propose hereby to furnish material and labor – complete in accordance with above specifications for the sum of:
Twelve Thousand Two Hundred One and 59/100 dollars (\$12201.59)

Payment as follows: \$6100.80 Down Payment; Balance \$6100.79 Due Upon Completion

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. If either party commences legal action to enforce its rights pursuant to this agreement, the prevailing party in said legal action shall be entitled to recover its reasonable attorney's fees and costs of litigation relating to said legal action, as determined by a court of competent jurisdiction.

Authorized Signature _____

Note: this proposal may be withdrawn by us if not accepted within 15 days.

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance _____

City of Auburn Portable Audiovisual Presentation and Audio Video Streaming System

PROPOSAL
Avidex Project No. 140258 Version 1



Submitted by Account Executive Dave Grace
21 July 2014



13555 Bel-Red Road | Suite 226 | Bellevue, WA 98005 | 425.643.0330

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INTRODUCTION

This proposal has been prepared to provide audiovisual services to support the purchase, configuration, testing and training of a portable audiovisual presentation and streaming system for the City of Auburn.

Information Gathering

The information provided has been developed and designed based on our understanding of the requirements gathered in a meeting held on June 6th and conference call on Jul 1st, 2014.

The new system must be:

- Technically capable of providing for the needs of the intended uses
- Reliable for the users and not require excessive support
- Operation of the system needs to be as simple and easy-to-use for all who interact with it
- The solutions must be cost-effective both in deployment and long-term operation

Systems must provide for the following considerations:

- Consistent interface for easier user recognition
- Implementations that allow for flexibility to adapt to the future choices of technology

SCOPE

PORTABLE AUDIOVISUAL PRESENTATION AND STREAMING SYSTEM

Overview

The purpose of this project is to support the City of Auburn's interest in having a portable system that can be used for town hall meeting and other events. The equipment for the system will be contained within travel cases that can be set-up at various locations. The portable system will provide users the ability to present content from a computer and have operator(s) manage the meeting using City of Auburn owned video camera(s), and presentation computer. The design development for the new portable streaming system includes (1) portable projector, (1) projection screen and (4) microphones to be used by presenters during meetings. The portable system will include the capability to cover live town hall meetings and events so that remote individuals or groups can participate, view and hear the town hall meeting remotely using a computer, Android smartphone, iOS Apple iPad, iPhone or other device over the internet. The portable system will provide the ability to capture, record and stream the event simultaneously using a dedicated small form factor PC and the internet. The captured meeting will be stored with the ability to be accessed over the City of Auburn network live or viewed after the event has been completed.

Display

The design has been developed around (1) portable 3500 lumen WXGA native DLP projector with short throw lens and (1) fast fold 119" diagonal portable projection screen with legs to be set-up to support the presentation needs. To support operator use the design has been developed around (2) 22" diagonal flat panel displays. One display will be used to show the operator the camera views and computer content with the second display used for managing the system through software control and switching.

Video

To support the video needs for the system the design has been developed around (1) production switcher providing the operator the ability to create live video productions of town hall meeting and other events. The video production switcher is capable of up to a 4K video resolution providing a future path to higher resolution cameras if the city decides in the future to upgrade cameras. The system supports inputs from two owner furnished equipment, (OFE) HD video cameras and one (OFE) laptop computer used for the meeting presentation. The portable travel kit will include (2) two input HDMI and VGA switchers to an HDBaseT output to provide transmitting and receiving of the two (OFE) camera video HDMI sources and one VGA or HDMI (OFE) laptop source over distances of up to 328 feet using (POH) Power over HDBaseT removing the need for local main supply for the display receiver. To lengthen the transmission of video (2) single HDBaseT extenders sets will be used with (2) upscaling switchers providing multi format plug and play capability. To provide performance the design has been developed using (2) ultra-compact PC's with Intel core i7 processors and (1) HDMI to USB capture device to stream video and audio from the town hall meeting or event for live viewing, recording and playback. To support remote camera operation (1) wireless HD video transmitter will be attached to the existing city of Auburn HD camcorder providing a clear line of sight transmission distance of up to 300ft with exceptionally low video latency.

Audio

To support the need to cover audio during the meeting the design has been developed around (1) 16 channel mixer, (1) amplifier (2) lightweight portable speakers to be mounted on (2) tripod speaker stands and a bag to store the speaker stands. To be able to provide microphone coverage during the meeting the system includes (2) handheld microphones, (2) lavalier lapel microphones with body pack receivers and (2) microphone stands with tripod base and boom arm. The system design includes input for one (OFE) laptop computer to capture program audio from the presentation computer during the meeting. The 16 Channel audio mixer provides the live audio mix for the audience and audio for streaming and record. The audio mixer include audio delay to correct possible video lip-sync issues.

Control System

The support operator control of the system the ultra-compact PC with wireless keyboard and mouse will be used for console control switcher from the production switcher control software loaded on the PC. The Black Magic Design production video switcher is controlled by software running on the ultra PC allowing fast intuitive control of the video switching.

To support locations where hardwired network connections aren't available the system design includes a high powered 1000mW high speed (1) Dual band 802.11AC Wi-Fi access point with multiple SSID capable for a separate guest and secure connection. The network switch will be capable of connection to a local network connection to the internet or an (OFE) provided USB attached cellular internet connection.

Heavy Duty Travel Cases

To support protecting the investment and transporting the equipment from location to location the design has been developed around (1) heavy duty rolling case with 10RU rack space to contain the mixer, production switcher, and storage for microphone, cabling and (1) 4RU rack to contain the (OFE) laptop computer and other components and cabling. To provide quick setup and breakdown cable reels have been provided for CAT 6, speaker and power wiring.

Avidex to provide, install, test and train and support the following scope:

<u>Manufacturer</u>	<u>Description</u>	<u>Qty</u>	<u>Unit Price</u>	<u>Extended Price</u>
NEC	3500 Lumen DLP projector short throw lens	1	\$ 1,027.00	\$ 1,027.00
Da-Lite	HD Fast Fold Deluxe Screen	1	\$ 650.00	\$ 650.00
Da-Lite	Heavy Duty Legs	1	\$ 111.00	\$ 111.00
NEC	LCD 22" 1920x1080 Displays	2	\$ 177.00	\$ 354.00
Black Magic Design	Production Studio 4K switch 4HDMI 4 HD-SDI	1	\$ 1,535.00	\$ 1,535.00
Black Magic Design	HDMI video capture USB 3.0	2	\$ 503.00	\$ 1,006.00
Wyrestorm	100M HDBaseT extender VGA+Audio/ HDMI	2	\$ 439.00	\$ 878.00
Wyrestorm	100M HDBaseT extender HDMI	2	\$ 428.00	\$ 856.00
Wyrestorm	11 multi-format AV inputs with scaler	2	\$ 1,461.00	\$ 2,922.00
Exxact	Ultra Compact PC i7 cube 4 cores w Iris Pro graphics	2	\$ 197.00	\$ 394.00
Mackie	16 channel mixer with USB I/O	1	\$ 417.00	\$ 417.00
Mackie	Portable Passive Light Weight Speaker	2	\$ 292.00	\$ 584.00
Mackie	2800Watt 2-channel amplifier	1	\$ 500.00	\$ 500.00
Ultimate	Heavy Duty Tripod Speaker Stand	2	\$ 133.00	\$ 266.00
Ultimate	Microphone Stand tripod base boom arm	2	\$ 50.00	\$ 100.00
Ultimate	Bag 90 holds one speaker stand	1	\$ 24.00	\$ 24.00
Shure	Includes 1 Handheld 1 bodypack transmitter 2 receiver	2	\$ 1,554.00	\$ 3,108.00
Shure	Cardiod 5mm subminiature lavalier mic	2	\$ 175.00	\$ 350.00
Unifi	802.11 AC Dual Band WiFi	1	\$ 329.00	\$ 329.00
Teradek	Bolt HDMI transmitter for 1 camera	1	\$ 1,970.00	\$ 1,970.00
SKB	Roto GigRig 10U rack angled deck for Mixer	1	\$ 343.00	\$ 343.00
SKB	Studio flyer surface for laptops	1	\$ 192.00	\$ 192.00
Jackreel	CAT5e Belden 1583 w ProShell RJ45 250ft	4	\$ 124.00	\$ 496.00
Jackreel	Belden 1505F 100ft with BNC	2	\$ 140.00	\$ 280.00
Avidex	Materials	1	\$ 2,936.00	\$ 2,936.00
				\$ 21,628.00

PRICING

TOTAL EQUIPMENT COST – Includes equipment and materials listed on Avidex Industries, LLC Project number Error! Reference source not found. , 21 July 2014 and issued to City of Auburn City of Auburn.	\$21,628.00
TECHNICAL SERVICES – Includes design engineering, CAD, project management, off-site and on-site installation, cabling and wiring, system testing, training and Avidex Warranty. This proposal is based on the use of non-union labor for all activities.	\$11,100.00
SHIPPING & HANDLING	\$650.00
PROJECT TOTAL *	<hr/> \$33,378.00 <hr/>

*Does not include applicable state and local sales tax.

UNIVERSITY OF WASHINGTON CONTRACT #UW-12-0120 PRICING

Equipment Mark-up

Avidex equipment pricing will be 10% above Avidex invoice (including freight but excluding any sales tax.) Mark-up is calculated prior to any Avidex earned early payment discount or VIR.

Labor Rates

Design Services Rates

Description	Rate
Senior Designer	\$95.00
Designer	\$79.00
CAD	\$65.00
Project Manager	\$79.00
Contract Administrator	\$79.00
Project Administration	\$50.00

Installation Services Rates

Description	Rate
Project Manager	\$79.00
Contract Administrator	\$79.00
Project Foreman	\$67.00
System Testing	\$79.00
Programmer	\$79.00
Training	\$79.00
CAD	\$65.00
Field Installation	\$63.00
Shop Technician	\$63.00
Documentation	\$63.00
Project Administration	\$50.00

SCHEDULE

Avidex will work with the City of Auburn to finalize a schedule that meets the implementation requirements of the project.

PAYMENT TERMS

Terms and Conditions applied in accordance with Section 40 of the University of Washington General Terms and Conditions Rev. 10/02/12.

Standard Avidex Payment Terms Follow:

- Monthly progress invoices due and payable according to standard net 30 day terms.
- Actual freight and sales tax to be applied at time of invoicing.
- Avidex reserves the right to charge for stored materials and/or equipment.
- 1.5% finance charge for late payment of invoice.

ASSUMPTIONS

- **Room Availability:** Rooms are to be made available for exclusive use on the day(s) of the scheduled installation. Unless specifically arranged in advance, room(s) will be available during Normal Business Hours in eight (8) contiguous hour segments. “Normal Business Hours” are defined as Monday through Friday, 8:00am to 5:00pm.
- **Electrical Outlets and Pathways:** Prior to Avidex beginning on site work, the Owner will provide all electrical outlets floor boxes, conduits and core drills in the area(s) where audiovisual equipment is to be installed as specified by Avidex. All new electrical work is to run on one phase. All power runs are to be clean and properly grounded. All electrical work is to be installed in compliance with all applicable electrical codes. If power is provided for a projector, it shall be run on a separate circuit dedicated for the exclusive use of the projector.
- **Structural Vibrations:** Jobsite building structures; including ceilings, walls and floors; used to support audiovisual equipment are assumed to be vibration free.
- **Furniture:** If there is furniture that cannot be removed prior to the time of system installation, Owner will provide adequate protective covering. If the furniture cannot be properly moved or covered, Owner will agree, by signing appropriate waiver, to allow Avidex to provide covering during our work in the room.
- **Parking:** Owner will provide adequate parking for vehicle(s) in a location conducive to access to the vehicle(s) for retrieval of tools and supplies throughout the workday. If such parking is within a secured facility, Owner will validate the parking tickets for the vehicle(s). Parking fees will be added to invoices.
- **Ceiling Tiles:** If installation occurs in any room in which suspended ceiling tiles are installed, Owner will provide a reasonable number of spare tiles of the same pattern and batch number as those of the tiles already installed in the room.
- **Merchandise Ownership/Storage:** Owner accepts responsibility for all merchandise, sold and provided for this installation; delivered to the job site. Owner will provide secure storage for such merchandise. Avidex will not be responsible for any loss or damage, except loss or damage caused by an Avidex employee during the act of installation which occurs after delivery and acceptance by the client.
- **Existing Equipment/Wiring:**
 - **Documentation:** If this project entails installation and/or re-use of any existing equipment and/or wiring provided by the Owner, Owner shall, at Avidex request, provide any documentation which may be required to properly install and/or integrate that equipment into the new system.
 - **Good Working Order:** Avidex is not responsible for the integrity and/or good working order of any existing hardware and/or wiring which is designated to be included in this new system. If, during the installation process, such hardware / wiring is found to be defective, it is understood that the completion date of the project may be affected, and a change order may be required to overcome the obstacle(s) created by such defects.
 - **Pre/Post-Tensioned Ceilings / Floors:** Owner shall identify the presence of any pre- or post-tensioned ceilings or floors within the area of installation. If Avidex is to be held responsible for the integrity of such pre- or post-tensioned ceilings or floors, they shall obtain, at Owner’s expense, one or more x-rays of the area(s) in which mounting hardware is to be attached to structure of the building. Any expense incurred for x-rays shall be passed on to the Owner, in the form of a change order or a line item on the purchase contract.
 - **Software Installation:** Avidex will not load software of any kind on Owner’s computer.

- **Restocking Fees:** Any standard merchandise that has been ordered for the job, and is not used as a result of any customer changes to the design, or refused by the customer at the time of delivery will be subject to a minimum of 30% (of the sales price) restocking fees, plus any incurred freight charges. Any custom merchandise will be subject to a 100% (of the sales price) restocking fee, plus any incurred freight.
- **Delays/Postponement:** Should Avidex be delayed in the progress and performance of the work due to material changes, labor disputes, fire, unusual delay in deliveries, construction delays, project postponement, unavoidable casualties or other causes beyond Avidex control, the agreed upon time for completion shall be extended by change order. These change orders may also include charges to cover additional project costs incurred by Avidex due to the delay. Once the project has been delayed or postponed Avidex may invoice the Owner weekly 1% of the sales price for storage of any equipment and/or material that has been ordered specifically for the completion of the project, not yet delivered to the site, and present in the Avidex warehouse. In the event of a delay or postponement exceeding 30 days Avidex may invoice for the full sales price of any equipment and/or material that has been ordered specifically for the completion of the project in addition to the weekly 1% storage charge.
- **Right of Revision:** Avidex reserves the right to revise this proposal based upon information obtained from subsequent site visits and/or other sources not available to us at the time that this proposal was prepared.
- **Freight:** Freight fees are estimated for ground freight service. Expedited freight, as required by the client, will be prepaid and added to invoices.
- **Customer:** The pricing information provided in this proposal is solely intended and valid for the Customer listed on the title page. Should the listed Customer engage a subcontractor or other entity to be an intermediary between themselves and Avidex for this Scope of Work, a G&A fee may be added to the proposed price. Additionally, the subcontractor or other entity would need to secure credit approval from Avidex before the agreement can be accepted and the work begins.

WORK & PRODUCT PROVIDED BY AVIDEX

- All equipment, wire and accessories required for a fully functional audio visual system
- Non-union labor associated with engineering, installation, programming, testing and training labor associated with turnkey audiovisual systems installation
- Construction coordination and cooperation with other team members and organizations necessary for the installation of the system
- One year Avidex New Systems workmanship warranty
- User training on system operation
- All necessary permits (unless specifically provided for elsewhere in the contract)
- Software licensing – Where applicable, Avidex will provide the owner with full access to control systems and other software source code(s) that have been written specifically for this project. Any and all software program(s) or code(s) will be provided under a licensing agreement specifically limiting the modification, duplication and distribution of the software provided by Avidex to the specific use for which it was created.
- This quotation is valid for 60 days. The scope and pricing may be modified by Avidex if this proposal is not accepted within 60 days from the date of issuance of this quotation.
- This quotation is based on an installation at the location as indicated at the beginning of this proposal. Additional travel and other expenses may apply if the system as identified within this proposal is to be installed at an alternate work location.

WORK & PRODUCT PROVIDED BY OTHERS (EXCLUSIONS)

The owner or the owner's architect will provide the Avidex engineering department with all required architectural floor, reflected ceiling, building elevation, and section plans in an agreed upon AutoCAD format at no charge to Avidex, where applicable.

- Any and all related electrical work, including but not limited to 110VAC, conduit, core drilling, raceway and boxes. This includes all conduits, high voltage wiring panels, breakers, relays, boxes, receptacles, etc.
- All network connectivity, routing, switching and port configuration necessary to support audio-visual equipment, unless specifically addressed elsewhere in this document
- Voice and data cabling, including analog phone lines, ISDN lines, DSL lines, network ports, etc.
- Necessary sheet rock replacement and or repair
- Necessary ceiling tile or T-bar modifications, replacement and/or repair
- All millwork, moldings, trim, etc., or modifications to project millwork necessary to accommodate the installation of the audiovisual equipment unless otherwise noted in this proposal will be provided by others
- Rough-in, bracing, framing, or finish trim carpentry for installation
- Painting, patching or finishing of architectural surfaces
- Core drilling and/or concrete saw cutting
- HVAC, plumbing, sprinkler head and lighting fixture relocation
- Ceiling, roof, firewall, and/or floor penetration(s)
- Removal or patching, of fire stopping
- Structural welding, cutting, or reinforcement of structural steel members required for support of assemblies
- Owner furnished equipment or equipment supplied by others to be integrated into the system(s), as described above, is assumed to be current industry acceptable equipment and in good working order. Equipment that is faulty upon installation or evidences an adverse effect on the system(s) may result in additional project charges
- DMX, DSS or other outside signals. TV subscription services (cable and/or satellite), sign-up services, provision of TV signal distribution or set top boxes
- Provision and configuration of computers
- All applicable taxes or bonds related to the project

NEW SYSTEM WARRANTY

Avidex warrants the integrated system(s) delivered are free of defects in workmanship for a period of one year from the date of acceptance or first beneficial use, whichever occurs first. Any remedies for defects will be at no additional expense to the client and will be handled as quickly as possible based upon our available resources.

Troubleshooting of the Avidex AV system and de-installations/re-installations are covered by the Avidex New Systems Warranty. Support or repairs for Owner Furnished Equipment (OFE) or equipment that is no longer under the manufacturer's warranty is not covered under the Avidex New Systems Warranty. However, Avidex will troubleshoot, diagnose and facilitate the repair of that equipment at the standard Avidex Service rates.

Avidex Services Provided Under This Warranty

- Avidex will dispatch a technician during normal business hours (8AM to 5PM PST, Monday - Friday) to troubleshoot the AV system issue based on our available resources.
- Avidex will identify and de-install the compromised piece of equipment, and arrange for the repair or replacement of the unit directly with the manufacturer.
- Avidex will reinstall the repaired or replaced equipment and test the system to ensure good working order.
- Avidex will pay the shipping costs associated with the repair of the equipment.

Expand your New Systems Warranty with additional services offered through our Avidex Maintenance and Support Agreements

- Extend or provide additional repair services for manufacturer warranty coverage
- Repair of Owner Furnished Equipment
- Priority scheduling and guaranteed on-site response time
- Before or after hours on-site response time
- Proactive support or preventive maintenance
- Additional training and review sessions on the operations of your AV equipment
- Spare or loaner equipment during equipment repair period

Please contact the Avidex AV Help Desk at 800.798-0330 or avsupport@avidexav.com

MAINTENANCE & SUPPORT AGREEMENT OPTIONS

The Avidex Support Services team consists of trained and certified technicians and administrators all working together to provide you and your organization the best overall AV support. Our goal is to limit equipment downtime. The Avidex design and integration teams are available to assist the Support Services team with the support of your system(s). We offer Maintenance and Support Agreements tailored to your company's unique AV environment including proactive support (preventive maintenance), reactive support (prompt on-site service response times) and complete equipment support.

Program Levels	AV Help Desk	On-Site Technical Response Time	Preventive Maintenance
Premium Plus	8 AM to 5 PM PT	4 Business Hours	4 Visits*
Premium	8 AM to 5 PM PT	8 Business Hours	2 Visits*
Standard	8 AM to 5 PM PT	12 Business Hours	1 Visits*

*Indicates annual visits

All Avidex Maintenance & Support Agreements include:

- Unlimited access to the Avidex HelpDesk with priority desk queue. You can log your service request 24/7 through the support email, and M-F 8AM-5PM PST via our toll-free number
- Priority scheduling and Preventive Maintenance visits and documentation.
- Avidex certified and experienced Support Services Team Members are able to troubleshoot and remedy your AV concerns, on-site, as needed throughout the year.
- Full coverage for all of your AV equipment, a stress-free repair process and deep discounts on consumable parts (burned-out lamps, etc.) to minimize downtime.
- Additional training and review sessions on the operation of your AV equipment which can be scheduled through the HelpDesk.

Avidex recommends the **Standard** Maintenance and Support Agreements (M&SA) for this system. While this system is fully warranted, the Avidex M&SA includes the additional services listed above to provide worry free operation of the system for one year. **Additional Maintenance & Support option and details will be provided upon request.**

TERMS & CONDITIONS

Terms and Conditions applied in accordance with Section 40 of the University of Washington General Terms and Conditions Rev. 10/02/12.



Agenda Bill No. 15-055

TO: Mayor Guier and City Council Members
FROM: Amy Stevenson-Ness, City Clerk
MEETING DATE: April 6, 2015 Workshop
SUBJECT: Newsletter Costs

ATTACHMENTS:

- Email from Scott Swift, Print NW
- Quote from Print NW

Previous Council Review Date: 03/02/15

Summary: The newsletter is an effort to increase communication with the public and provide a more open city government. After discussion at the workshop on March 2, 2015, direction was given to pursue information on a professionally done, quarterly newsletter. A quote was obtained from Print NW in Lakewood, WA, that prints and distributes the newsletter for the City of Sumner.

For the production of an 11 x 8.5 single page, double side, glossy, full color newsletter, the cost per quarter would be \$920.48 not including postage. The postage would be approximately .17 cents per newsletter - \$442, roughly \$1363.

Recommended Action: Provide direction to staff regarding production of the newsletter.

Motion for Consideration: "I move to"

Budget Impact: Approximately \$5450 per year/\$1363 per quarter.

Alternatives:



Innovation | Quality | People

Quotation

76444

9914 32nd Ave S
Lakewood, WA 98499
Phone: (253) 284-2300
Fax: (253) 581-6840

To:

City of Pacific
Amy Stevensons
, ZZZZZZ

Date 3/31/15
Salesperson **Scott Swift**
Estimator **Jim Vitzthum**

Dear, Amy Stevensons

We would like to thank you for your time and consideration in regards to this quotation. Included is the detailed product specifications and prices.

Below is your detailed production specifications for this request.

Description	Newsletter Quarterly	
Size	Flat Size : 11 x 8.5 Folded Size : 5.5 x 8.5 bleeds : 4 Sides	
Paper	80.0 lb Gloss Book	
Ink	4/4	
Proof	PDF Only - Digital	
Finishing	Trim	
Shipping	ECRWSS - Top Sheet, Sort Mail	
Prices	Postage is not included	
	Quantity	Prices
	2,600	\$920.48

Production time after proof approval is approximately: 3 Days

Sincerely,
Scott Swift

Office 253-284-2300

Upon acceptance please indicate the quantity required

Quoted By: _____ Scott Swift _____ **Sign:** _____ **Date:** _____

Accepted By: _____ **Sign:** _____ **Date:** _____

Thank you for giving us the opportunity to submit this quote. As always, quotes are based on a physical inspection of your original and are valid for 30 days unless otherwise specified. Special delivery services (lift gate, inside delivery) will incur additional charges, unless otherwise specified. The preceding prices are subject to Washington state sales tax where applicable and paper availability. This quote is for a print ready file provided to us. Any changes or edits to your job may require additional charges not listed above. Please Note: Due to our cost of working capital, we are forced to assess 1.5% per month on all past due invoices.

PRINT NW

Artwork Submission Specifications for Digital Duplicating

File Format • Adobe Acrobat PDF (Version 1.5 or later) • InDesign Packaged File (include links and fonts)

Layout Scale • Full Scale Preferred • Single Pages Document (16 page Book will have 16 pages)

Art with Bleed • Final size + .125 inch perimeter bleed

Layout Scale • CMYK
 • Pantone (PMS) as Process spot colors of the material its on
 • Please convert all spot color that are not printing in PMS to CMYK
 • Recommended: solid black as 4-Color rich blacks (C: 60, M: 40, Y:40, K:100)

Type • All Fonts included as resource files • Or else, Convert to outlines or paths
 • Black Type as 100% K (Black) value

Images • All images as CMYK

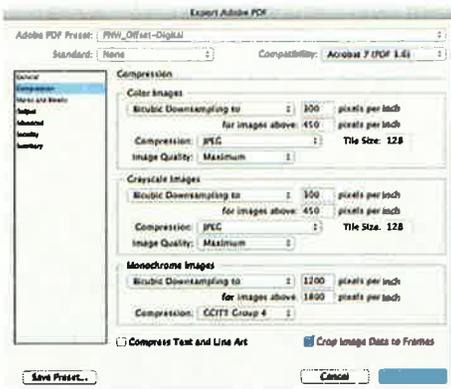
Print Resolution • 300 ppi (High Quality prints) • 150 ppi (Standard output)

Output Profiles • Compression settings: Color Bitmap Images = to 300 for images above 450
 Grayscale Bitmap Images = to 300 for images above 450
 Monochrome Bitmap Images = to 1200 for images above 1800

• **OUTPUT settings:** Color Conversion = No Conversion
 Profile Inclusion Policy = Include Tagged Source Profiles

Acrobat Distiller Settings - Whenever possible, download our Print NW settings from:
www.printnw.net/docs/PrintNW_Acrobat_Settings.zip, otherwise use the settings shown below

Compression Settings



Output Settings



Acrobat Settings Please review PDF before Submission

- MAC:**
- When Acrobat is open
 - Go to drop down>Preferences>General
 - Select Page Display Tab
 - Make sure Use Overprint Preview = Always
 - Make sure Default Transparency Blending = Working CMYK

- PC:**
- When Acrobat is open
 - Go to Edit > Preferences
 - Select Page Display Tab
 - Make sure Use Overprint Preview = Always
 - Make sure Default Transparency Blending = Working CMYK

Artwork Submissions:

Electronic Delivery

- FTP / Website - Please go to www.PrintNW.net/FileUpload and select your Sales Representative

Digital Media - Please supply files on one of the following physical formats:

- CD / DVD
- Flash / Thumb Drive
- Removable Hard Drive

If you have any further questions, your Account Manager will be happy to assist!

Amy Stevenson-Ness

From: Scott Swift <scotts@PrintNW.net>
Sent: Tuesday, March 31, 2015 12:10 PM
To: Amy Stevenson-Ness
Subject: FW: 76444 City of Pacific Newsletter Quarterly
Attachments: 76444 City of Pacific Newsletter Quarterly.pdf

Hi Amy

Here is the print and our cost to do the mail services, this price doesn't include postage but your cost per address is going to average around ..17 cents

Thank you,

Scott Swift
Account Executive - Print NW

Tel. 253-625- 5620 | Mobile. 253-230-2500 | Fax. 253-581-6840 <mailto:scotts@PrintNW.net> | <http://www.printnw.net> | <http://www.printnw.net/FileUpload.html>

-----Original Message-----

From: LightSwitch [<mailto:sendfile@printnw.net>]
Sent: Tuesday, March 31, 2015 11:55 AM
To: Scott Swift; Scott Swift
Subject: 76444 City of Pacific Newsletter Quarterly

Scott,
Here is a quote for you.
Please see the PDF file for the customer name.

Attached file :
76444 City of Pacific Newsletter Quarterly.pdf



Agenda Bill No. 15-056

TO: Mayor Guier and City Council Members

FROM: Amy Stevenson-Ness, City Clerk

MEETING DATE: April 6, 2015

SUBJECT: Approval of Resolution of Support for the Wellness Program and Wellness Policies

ATTACHMENTS:

- Resolution 2015-247
- Wellness Policies

Previous Council Review Date: N/A

Summary: The Association of Washington Cities Employee Benefit Trust (AWC EBT) strongly encourages member cities to establish a Wellness program. The program is to encourage employees to reduce their health risks ultimately reducing health care costs for everyone.

A wellness committee is important to delivering a wellness program. A committee can create a sense of employee ownership, help create support systems, provide peer support and advocacy which may boost wellness program participation, and help provide visibility and promotion for the program.

The committee has been established and the representation on the committee covers all departments of the City of Pacific. A regular meeting date has been established and brainstorming has begun to come up with fun events that are desired by the employee population. A needs and interests survey will be distributed once approval has been received from Council.

AWC EBT has created a WellCity Award for those cities that meet AWC established standards. The award will provide a 2% discount on insurance premiums for those employees covered under the AWC EBT plans, currently six employees. In order to achieve the award, the wellness committee must meet the established standards involving:

- Required Policies and Procedures
- Management Support – part of which involves the resolution of support from the city council
- Requirements for training and networking for committee members
- Performing a needs assessment to more appropriately plan wellness activities
- Understanding the workplace culture and providing support and education to employees to assist in adopting healthy behaviors
- Creation of an operating plan to implement successful wellness programs
- Wellness activities and interventions
- Evaluation of the program both from the committee and the employees involved in the various activities

The commitment of city leadership is important to the success of the wellness program. Support in the form of written and oral communications, budget allocation, policy approval, and participation in

activities is essential to improving employee health behaviors and attitudes. Approval and support of the Wellness Program by the City Council is a requirement toward earning the WellCity Award.

Recommended Action: Approve Resolution No. 2015-247 supporting the City of Pacific Employee Wellness Program and Wellness Policies.

Motion for Consideration: “I move to approve Resolution No. 2015-247 supporting the City of Pacific Employee Wellness Program and Wellness Policies”

Budget Impact: The annually budgeted amount for the Wellness Program is \$1000. It was included in the 2015 budget in hopes of getting the program up and running.

Alternatives: Not support the program.

**CITY OF PACIFIC, WASHINGTON
RESOLUTION NO. 2015-247**

A RESOLUTION acknowledging the City of Pacific's Wellness Committee and supporting the Wellness Committee.

WHEREAS, the City of Pacific has established a wellness program;

WHEREAS, the City recognizes the importance of promoting health, well-being, healthy eating, and exercise among its employees; and

WHEREAS, it is the City's policy to encourage health, well-being, and exercise through a Wellness Program designed to help ensure a healthy work environment for all City of Pacific employees; and

WHEREAS, the City Council desires to implement a Wellness Program that strives to provide opportunities that will encourage the development of lifestyles which maintain and enhance the state of overall well-being, for a longer, healthier, and more productive life for the employees of the City of Pacific and their families;

WHEREAS, the City Council acknowledges the importance of a successful Wellness Program in promoting fitness and health and acknowledges that the following are benefits that can be directly realized from a Wellness Program:

1. Reduction in sick leave
2. Reduction in absenteeism
3. Reduction in injury
4. Reduction in health care costs
5. Improvement in workplace morale
6. Improvement in productivity

WHEREAS, it is the desire of the City Council of the City of Pacific to announce its Wellness Policy, and to adopt an Official Wellness Policies & Program for the City of Pacific;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PACIFIC, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. Wellness Policy. It is the City's policy to encourage health, well-being, and exercise of its employees through a Wellness Program designed to help ensure a healthy work environment for all City of Pacific employees.

Section 2. Wellness Program Adopted. The attached Wellness Policies & Program is hereby adopted as the City's official Wellness Program.

Section 3. Effective Date. This Resolution shall take effect and be in full force upon passage and signatures hereon.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 13TH DAY OF APRIL, 2015.

CITY OF PACIFIC

LEANNE GUIER, MAYOR

ATTEST/AUTHENTICATED:

AMY STEVENSON-NESS, CITY CLERK

APPROVED AS TO FORM:

CAROL MORRIS, CITY ATTORNEY

City of Pacific



Employee Wellness Program

I. **City of Pacific Wellness Policy and Program:** The City of Pacific Employee Wellness Program was established by Resolution. The City recognizes the importance of promoting health, well-being, healthy eating, and exercise among its employees. It is the City's policy to encourage health, well-being and exercise through a Wellness Program designed to help ensure a healthy work environment for all City of Pacific employees.

II. **Wellness Program Mission Statement: The City strives to provide** opportunities that will encourage the development of lifestyles that maintain and enhance the state of overall well-being, for a longer, healthier, and more productive life for the employees of the City of Pacific and their families.

A. The City of Pacific acknowledges the importance of a successful Wellness Program in promoting fitness and health. The following are benefits that can be directly realized from a Wellness Program:

1. Reduction in sick leave
2. Reduction in absenteeism
3. Reduction in injury
4. Reduction in health care costs
5. Improvement in workplace morale
6. Improvement in productivity

III. **City of Pacific's Wellness Program Administration:** The Mayor and council generously support the Wellness Program and desire to achieve and maintain a working environment that promotes health. The Wellness Program is budgeted through the X Fund in the General Fund. The Wellness Program Coordinator is the City's City Clerk/Personnel Manager.

IV. **City of Pacific Wellness Program Applies to:** The City of Pacific's Wellness program is for all City employees and their immediate families as well as the City's Mayor, Council members, seasonal and temporary employees. Some wellness activities and incentives provided by the Association of Washington Cities Employee Benefit Trust (AWC EBT) may only be available to employees and spouses with AWC EBT medical insurance.

V. **Participation in Wellness Program:** Participation in the Wellness Program is encouraged; it allows for an employee to participate in City Wellness Programs both on and off work hours. However, participation is on a voluntary basis.

VI. **Wellness Committee Program Initiatives:**

- A. Strive to build team support to achieve health and to promote health education and awareness through information and screening;

- B. Encourage lifestyle changes that can reduce health risks;
- C. Promote healthy eating. Encourage healthy food choices and beverage choices for employees by providing information on good nutrition for better health. When food is provided at Wellness meetings and events, bring healthy food choices and beverage choices. Promote healthy eating choices and beverage choices through AWC campaigns and Wellness Program activities.

These are the ideals of a Wellness Committee that focuses on achieving an effective employees' Wellness Program.

VII. Staffing of Wellness Committee: The Wellness Committee is comprised of eight (8) members. The Wellness Committee members are comprised from the following City of Pacific departments:

- 1. City Clerk/Personnel Manager
- 2. Finance Department
- 3. Public Works Department
- 4. Court
- 5. Police Department
- 6. Community Development Department
- 7. Administration
- 8. Community Services

VIII. Wellness Committee Operation:

- A. Committee members will meet at least 1 to 2 hours per month to attend meetings and organize wellness programs.
- B. All meetings will begin promptly.
- C. All committee members are equal participants, have equal rights and are expected to voice their opinions and ideas and to share in the success of the City's Wellness Program.

IX. Expectations for Wellness Committee Members:

Wellness Committee members are expected to accomplish the following:

- A. Attend Wellness Committee meetings once a month, every X DAY of the month at x:xx a.m., unless there is a conflict and agreed by the committee to reschedule to another date in that month.
- B. Participate in organizing and promoting at least 3 to 4 wellness events each year.
- C. Promote health and wellness within your department.
- D. Discuss freely your ideas of educating employees on health.
- E. Discuss ideas for successful wellness events.
- F. Wellness Committee decisions need full support by members.

G. Work in conjunction with Mayor, City Council, and the Association of Washington Cities in bringing awareness of the benefits of healthy living to the City's employees and their families.

X. Expectations of the Wellness Committee

- A. Prepare an agenda for each monthly meeting and follow the items of discussion on the agenda.
- B. Prepare minutes of the monthly meetings.
- C. Manage the Wellness Program budget.
- D. Attend AWC trainings related to Wellness as authorized by the Mayor.
- E. Research information and discuss ideas on health and well-being that will be beneficial to the employees.
- F. Research avenues to apply for grants that will help benefit the City's Wellness Program.

CITY OF PACIFIC, WA

Approved by: _____ Date: _____

Mayor Leanne Guier