



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

November 18, 2013
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. **AGENDA ITEMS**
 - A. **Discussion:** **Resolution No. 2013-0xx:** Authorizing the execution of an agreement with Cintas Facility Services for restroom supplies and floor mat services. (15 min)
 - B. **Discussion:** Time extension for Skillings Connolly on Stewart Rd Project (Jim Morgan) (10 min)
 - C. **Discussion:** Flood Plain Cert for house on White River Drive (Jim Morgan) (10 min)
 - D. **Discussion:** Resolution No. 2013-0xx: Accepting a Department of Ecology Grant for the development of of low impact development ideas. (Jim Morgan) (10 min)
 - E. **Discussion:** **Reappointment** of Civil Service Commissioner Monika Newbold. (Amy Stevenson-Ness) (5 min)
 - F. **Discussion:** **Resolution No. 2013-0xx:** Authorizing the Court Administrator to execute an interagency agreement with Washington State Administrative Office of the Courts for Interpreter Expense Reimbursement. (Kelly Rydberg) (10 min)
 - G. **Discussion:** **Resolution No. 2013-0xx:** Authorizing the purchase of a 2014 Chevrolet Tahoe in the amount of \$36,207.63. (John Calkins) (10 min.)
 - H. **Budget Workshop:** Review of the new preliminary budget for 2014 (Richard Gould) (30 min.)
5. **ADJOURN**



Agenda Staff Report

TO: Mayor Guier and City Council Members

FROM:

MEETING DATE: November 18, 2013

SUBJECT: Service Contract with Cintas

ATTACHMENTS: Cintas Facility Service Proposal for City of Pacific

Previous Council Review Date: N/A

Summary: In order to centralize purchasing, cut unnecessary costs, and eliminate multiple purchases of the same items, Joanne Futch contacted Cintas Facility Services. Cintas will contract with the City to provide us with soap, paper products, including seat covers, paper towels, and hand towels, hand sanitizer, and cleaning chemicals.

Cintas will also provide door mat service for inside and outside the entry doors, enhancing the appearance at the doorways.

The quote that was requested was for services for the Youth Center, Senior Center, Administration Building, and Police Department. Mr. Herbert Felder, Cintas Representative, will be in attendance to provide a brief presentation and answer questions.

It is estimated that supplies purchased by Public Works, Youth Center, Senior Center, and Police Department cost approximately \$1259 last year based on copies of receipts provided, not factoring in donated supplies.

Recommendation/Action: Move forward for approval.

Motion for Consideration:

Budget Impact:

- Alternatives:**
1. Continue restroom and cleaning supply purchasing as currently Practiced, eliminating floor mat service.
 2. Centralize purchasing but not utilize Cintas, eliminating the floor mat service.

A Facility Service Proposal

For



Presented By

Herbert Felder III

C: (321) 277-1436

E: felderh@cintas.com



CINTAS ADVANTAGES

Consistent Service You Can Count On!

- Cintas unique fixed delivery system will **guarantee your inventories are consistent** and will **prevent shortages or overstock**.
- Cintas invoices do **not have “Minimum” columns for line items or “Bill Quantity” columns** because you will receive what you pay for with the Cintas fixed delivery system.
- Your Service Representative’s compensation is based on your satisfaction. This incentive program **ensures they are highly communicative and responsive to your needs**.
- Any requests made by you will be implemented in our C.ustomer R.equest F.orm system designed to **fulfill those requests within a 24 hour period of time**.

Partner with a Sustainable Company

- Cintas laundering process utilizes **NPE free detergents** and **recycles 100% of the water**.
- Floor mats are created from recycled rubber material. Implementing a Cintas mat program can **provide LEED points** to help reach your LEED certification goals.
- Every detail of Cintas’ operations has a sustainable focus. Details ranging from fuel efficient routing to the Green Sealed chemical and paper products offered.
- For more information on green initiatives please visit: **www.cintas.com/green**

A Flexible Program with Options

- Any changes to your program can be made instantaneously on the day of your delivery.
- Cintas is a **one stop shop** for products and services for any of your facility’s needs:
 - Chemical Line
 - Hygiene Program (Soap, Paper Products)
 - First Aid and Safety
 - Commercial Tile and Carpet Cleaning
 - Document Shredding
 - Ultra Clean Sanis Shower and Restroom Sanitation Service

Facility Services Proposal (Youth Center)

Restroom Program			Weekly Total
Item(s):	Quantities:	Price/Unit:	
Moisturizing Soap Service	5	\$1.78	\$8.90
Center Pull Paper Towel	5	\$6.30	TBD
Jumbo Roll Toilet Paper	3	\$4.50	TBD
<i>Paper/Soap/Sanitizer Dispensers are included and professionally installed at no charge.</i>			

*Refills and batteries are free and replaced as needed

Laundry Program			Weekly Total
Item(s):	Quantities	Price/Unit:	
4X6 Carpet Mat	4	\$2.47	\$9.88
3X5 Scraper Mat	4	\$2.14	\$8.56
48" Dust Mop	1	\$1.25	\$1.25

Facility Services Proposal (Senior Center)

Restroom Program			Weekly Total
Item(s):	Quantities:	Price/Unit:	
Moisturizing Soap Service	3	\$1.78	\$5.34
Automatic Paper Towel	3	\$6.75	As needed
Jumbo Roll Toilet Paper	2	\$4.50	As needed
<i>Paper/Soap/Sanitizer Dispensers are included and professionally installed at no charge.</i>			

*Refills and batteries are free and replaced as needed

Laundry Program			Weekly Total
Item(s):	Quantities	Price/Unit:	
Wet Mops	1	\$1.82	\$1.82
3X4 Carpet Mat	1	\$2.00	\$2.00
4X6 Carpet Mat	1	\$2.47	\$2.47

Facility Services Proposal (Administration Building)

Restroom Program			Weekly Total
Item(s):	Quantities:	Price/Unit:	
Moisturizing Soap Service	2	\$1.78	\$3.56
Seat Covers	5	\$1.82	\$9.10
Center Pull Paper Towel	5	\$6.30	TBD
Jumbo Roll Toilet Paper	5	\$4.50	TBD
<i>Paper/Soap/Sanitizer Dispensers are included and professionally installed at no charge.</i>			

*Refills and batteries are free and replaced as needed

Laundry Program			Weekly Total
Item(s):	Quantities	Price/Unit:	
4X6 Carpet Mat	5	\$2.47	\$12.35
3X5 Scraper Mat	3	\$2.14	\$6.42

Facility Services Proposal (Police Department)

Restroom Program			Weekly Total
Item(s):	Quantities:	Price/Unit:	
Moisturizing Soap	6	\$1.78	\$10.68
Hand Sanitizer	2	\$2.75	\$5.50
Center Pull Paper Towel	6	\$6.30	As needed
Jumbo Roll Toilet Paper	5	\$4.50	As needed
<i>Paper/Soap/Sanitizer Dispensers are included and professionally installed at no charge.</i>			

*Refills and batteries are free and replaced as needed

Laundry Program			Weekly Total
Item(s):	Quantities	Price/Unit:	
4X6 Carpet Mat	1	\$2.47	\$2.47
3X10 Carpet Mat	1	\$2.94	\$2.94
3X5 Scraper Mat	1	\$2.14	\$2.14

*Price subject to change depending on service frequency. i.e. Weekly, Every other Week, or Monthly

Chemical Program			Total(s):
Item(s):	Quantities	Price/Unit:	
Glass & Multi Surface Cleaner	<10 32oz bottles	\$2.00	As needed monthly
Neutral Floor Cleaner	4 gallon mop bucket	\$0.80	As needed weekly
Sanitizer (spray & 3 sink system)	Sink fill (16 gal.)	\$1.20	As needed weekly
Pot & Pan Detergent	Sink fill (16 gal.)	\$1.20	As needed weekly
Odor Counteractant/Fabric Freshener	<10 32oz spray bottles	\$6.00	As needed monthly
Cleaning Chemical Disp. Insurance		\$3.00	Monthly
Chemical Dispenser Unit Install		\$50.00	One time

*There is a 1x charge for the chemical dispensers of \$50 total.

*Monthly insurance charge of \$3.00 total.



Agenda Staff Report

TO: Mayor Guier and City Council Members
FROM: Amy Stevenson-Ness, City Clerk
MEETING DATE: November 18, 2013
SUBJECT: **Civil Service Commission Reappointment**

ATTACHMENTS:

Previous Council Review Date:

Summary: On December 31, 2013, Civil Service Commissioner Monika Newbold's term on the Commission expires. She is requesting reappointment to the Commission for a six year term ending December 31, 2019.

Recommendation: The mayor recommends the reappointment of Monika Newbold.

Motion for Consideration: Move forward to the Council meeting on November 25, 2013.

Budget Impact:

Alternatives:



Agenda Staff Report

TO: Mayor Guier and City Council Members

FROM: Kelly Rydberg, Court Administrator

MEETING DATE: November 18, 2013

SUBJECT: Adoption of Resolution No. 13-xxx, Authorizing the Court Administrator to Execute Interagency Agreement with Administrative Office of the Courts for Interpreter reimbursement.

ATTACHMENTS: Resolution 2013-0XX
Interagency Agreement with Administrative Office of the Courts

Previous Council Review Date: N/A

Summary: Every year the State of Washington's Administrative Office of the Courts (AOC) provides for recoupment of court interpreter expenses. The Pacific Municipal Court relies on these funds to help pay for interpreter services to assist non English speaking clientele. Municipal Court does charge defendants for interpreter service as allowed by RCW 2.43.040(3) and seeks reimbursement from the Administrative Office of the Courts (AOC) to assist in defraying these costs.

Recommended Action: Move forward to meeting on 11/25 to Adopt the resolution authorizing the Court Administrator to enter into an Interagency Agreement with AOC for Interpreter Services.

Motion for Consideration: I move adopt Resolution No. 13-xxx, authorizing the Court Administrator to execute an Interagency Agreement with Washington State Administrative Office of the Courts for Interpreter Services, incorporated herein as Exhibit xx.

Budget Impact:

Alternatives:

**CITY OF PACIFIC
WASHINGTON**

RESOLUTION NO. 13-xxx

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFIC,
WASHINGTON AUTHORIZING THE COURT ADMINISTRATOR TO
EXECUTE AN INTERAGENCY AGREEMENT WITH WASHINGTON
STATE ADMINISTRATIVE OFFICE OF THE COURTS FOR
INTERPRETER EXPENSE REIMBURSEMENT**

WHEREAS, the City of Pacific has received reimbursement for court interpreter expenses for the past four years; and

WHEREAS, the City of Pacific is required by Revised Code of Washington Chapter 2.43 to provide court interpreter services when needed to individuals appearing in its municipal Court;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Pacific, Washington as follows:

Section 1. The Court Administrator is authorized to execute an Interagency Agreement with the State of Washington Administrative Office of the Courts for Court Interpreter Expense reimbursement, incorporated herein as Exhibit xxx.

**PASSED B THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON
THE XXX DAY OF NOVEMBER 2013.**

CITY OF PACIFIC

Leanne Guier, Mayor

ATTEST:

Amy Stevenson-Ness, City Clerk

Approved as to Form

Ken Luce, City Attorney

INTERAGENCY AGREEMENT IAA14210
between
STATE OF WASHINGTON
ADMINISTRATIVE OFFICE OF THE COURTS
and
PACIFIC MUNICIPAL COURT

THIS AGREEMENT is entered into by and between the Administrative Office of the Courts (“AOC”) and Pacific Municipal Court (“Court”), for the purpose of distributing funds for court interpreter expenses to the Pacific Municipal Court.

1. DEFINITIONS

For purposes of this contract, the following definitions shall apply:

- a. “Certified Interpreter” means an interpreter who is certified by the Administrative Office of the Courts, as defined in RCW 2.43.020 (4). The names and contact information of certified interpreters are found, and incorporated herein by reference, at http://www.courts.wa.gov/programs_orgs/pos_interpret/
- b. “Registered Interpreter” means an interpreter who is registered by the Administrative Office of the Courts, as defined in RCW 2.43.020 (6). The names and contact information of registered interpreters are found, and incorporated herein by reference, at http://www.courts.wa.gov/programs_orgs/pos_interpret/
- c. “Qualified Interpreter” means a spoken language interpreter as defined in RCW 2.43.020 (2), or sign language interpreter as defined in RCW 2.42.110 (2).
- d. “Qualifying event” means a court interpreted event meeting any of the following criteria and the Funding Conditions found, and incorporated herein by reference, at: <http://inside.courts.wa.gov/content/courtInterpreter/FUNDING%20CONDITIONS.pdf>
 - If the language interpreted is a language for which there are certified spoken language interpreters, the event was interpreted by a certified interpreter who was paid fifty dollars per hour.
 - If the language interpreted is a language for which there are registered spoken language interpreters, the event was interpreted by a registered interpreter who was paid fifty dollars per hour.
 - If the language interpreted is a language for which there are registered spoken language interpreters, and the court made diligent efforts to secure a registered interpreter yet none was reasonably available, and the event was interpreted by a qualified interpreter.
 - If the language interpreted is a language for which there are no certified or registered spoken language interpreters, the event was interpreted by a qualified interpreter.
 - If the event was interpreted by a qualified sign language interpreter.

2. PURPOSE

The purpose of this Agreement is to engage the services of the Court to improve the quality and availability of court interpreter services for Limited English Proficient (“LEP”), deaf, and hard of hearing persons in accordance with chapters 2.42 and 2.43 RCW.

- a. These funds are intended to address the Court’s following needs:
 - Financial need – i.e., the gap between the Court’s available financial resources and the costs to meet its need for certified, registered and qualified interpreters; and
 - Interpreter need – i.e., the gap between the level of the LEP, deaf, and hard of hearing public’s need for language access to the Court’s court(s) (i.e., the level of interpreter need) and the available interpreter pool (in particular, certified, registered and qualified interpreters in the applicant’s most frequently needed languages).

3. DESCRIPTION OF SERVICES TO BE PROVIDED

- a. The Court agrees to actively participate in the vision and structure for state funding of interpreter services, and to track and provide interpreter cost and usage data needed to demonstrate the impact of the funding. In particular, the Court agrees to submit electronically with each request for reimbursement, completed Interpreter Services Funding Data (“ISF Data”) reflecting interpreter services and costs. The Court will submit ISF Data representing both qualifying and non-qualifying events.
- b. Electronic data shall be submitted using the online application and instructions found, and incorporated herein by reference, at:
<http://inside.courts.wa.gov/index.cfm?fa=controller.showPage&folder=courtInterpreter&file=interpreterStateFunding>
- c. The Contractor will ensure that the interpreter funding is used for reimbursement of costs paid to certified, registered and qualified interpreters for qualifying events, and pursuant to the Funding Conditions set forth, and incorporated herein by reference, at:
<http://inside.courts.wa.gov/index.cfm?fa=controller.showPage&folder=courtInterpreter&file=interpreterStateFunding>
- d. The Court agrees to partner closely with the AOC Interpreter Program, the Interpreter Commission, and neighboring courts to identify and implement innovations and best practices for providing interpreter services (e.g., innovations in scheduling of interpreters, sharing of translated resources, training of staff and judges), with a view to improving interpreter services and the service infrastructure statewide.

4. PERIOD OF PERFORMANCE

The execution of this Agreement shall constitute a ratification of an earlier verbal agreement between the parties that is now set forth in writing. Accordingly, the beginning date of performance under this Agreement is July 1, 2013 regardless of the date of execution. And it shall end on August 31, 2014.

5. COMPENSATION

- a. The Court shall be reimbursed a maximum of \$2,863 for costs incurred during the period of July 1, 2013– June 30, 2014. No reimbursement shall be made under this Agreement for interpreting occurring subsequent to June 30, 2014.
- b. The Court shall receive payment for its costs for interpreter services as set forth in Section 3c.
- c. The Court shall not be reimbursed until properly-completed paper A-19 invoices and corresponding electronic ISF Data are received and approved by AOC, pursuant to the following schedule:
 - 1) Paper A-19 invoices and ISF Data reflecting interpreted assignments occurring between July 1, 2013 and September 30, 2013, must be received by the AOC no later than December 31, 2013.
 - 2) Paper A-19 invoices and ISF Data reflecting interpreted assignments occurring between October 1, 2013 and December 31, 2013, must be received by the AOC no later than January 31, 2014.
 - 3) Paper A-19 invoices and ISF Data reflecting interpreted assignments occurring between January 1, 2014 and March 30, 2014, must be received by the AOC no later than April 30, 2014.
 - 4) Paper A-19 invoices and ISF Data reflecting interpreted assignments occurring between April 1, 2014 and June 30, 2014, must be received by the AOC no later than July 31, 2014.
- d. If this agreement is terminated, the Court shall only receive payment for performance rendered or costs incurred in accordance with the terms of this agreement prior to the effective date of termination.
- e. The Court shall, no more frequently than monthly, submit its paper A-19 invoices to:

AOC Financial Services
PO Box 41170
Olympia, Washington 98504-1170

The ISF Data shall be submitted electronically to AOC as described in paragraph 3b.

- f. Payment to the Court for approved and completed work will be made by warrant or account transfer by AOC within 30 days of receipt of a properly-completed paper invoice and the completed ISF Data.

- g. The Court shall maintain sufficient backup documentation of expenses under this agreement.
- h. AOC, in its sole discretion and upon notice, may initiate revenue sharing and reallocate funding among courts. If it appears the Court may not expend the maximum Agreement amount, AOC may reduce the maximum Agreement amount. AOC may increase the maximum Agreement amount if additional funds become available through these revenue sharing provisions.

6. LANGUAGE ASSISTANCE PLAN(S)

As a condition of receiving funding under this Agreement, the Court agrees to implement and maintain an AOC-approved Language Assistance Plan.

7. TREATMENT OF ASSETS AND PROPERTY

The AOC shall be the owner of any and all fixed assets or personal property jointly or cooperatively, acquired, held, used, or disposed of pursuant to this Agreement.

8. RIGHTS IN DATA

Unless otherwise provided, data which originates from this Agreement shall be “works for hire” as defined by the U.S. Copyright Act of 1976 and shall be owned by the AOC. Data shall include, but not be limited to, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and video and/or sound reproductions. Ownership includes the right to copyright, patent, register, and the ability to transfer these rights. In the event that any of the deliverables under this Agreement include material not included within the definition of “works for hire,” the Court hereby assigns such rights to the AOC as consideration for this Agreement.

Data which is delivered under this Agreement, but which does not originate therefrom, shall be transferred to the AOC with a nonexclusive, royalty-free, irrevocable license to publish, translate, reproduce, deliver, perform, dispose of, and to authorize others to do so; Provided, that such license shall be limited to the extent which the Court has a right to grant such a license. The Court shall advise the AOC, at the time of delivery of data furnished under this Agreement, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Agreement. The AOC shall receive prompt written notice of each notice or claim of copyright infringement received by the Court with respect to any data delivered under this Agreement. The AOC shall have the right to modify or remove any restrictive markings placed upon the data by the Court.

9. INDEPENDENT CAPACITY

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

10. AGREEMENT ALTERATIONS AND AMENDMENTS

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

11. RECORDS, DOCUMENTS, AND REPORTS

The Court shall maintain books, records, documents and other evidence of accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. These records shall be subject at all reasonable times to inspection, review, or audit by personnel duly authorized by the AOC, the Office of the State Auditor, and federal officials so authorized by law, rule, regulation, or Agreement. The Court will retain all books, records, documents, and other material relevant to this Agreement for six years after settlement, and make them available for inspection by persons authorized under this provision.

12. RIGHT OF INSPECTION

The Court shall provide right of access to its facilities to the AOC, or any of its officers, or to any other authorized agent or official of the state of Washington of the federal government at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this Agreement.

13. DISPUTES

Disputes arising under this Agreement shall be resolved by a panel consisting of one representative from the AOC, one representative from the Court, and a mutually agreed upon third party. The dispute panel shall thereafter decide the dispute with the majority prevailing. Neither party shall have recourse to the courts unless there is a showing of noncompliance or waiver of this section.

14. TERMINATION

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

15. GOVERNANCE

This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

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

1. Applicable state and federal statutes and rules;
2. This Agreement; and
3. Any other provisions of the agreement, including materials incorporated by reference.

16. ASSIGNMENT

The work to be provided under this Agreement, and any claim arising hereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

17. WAIVER

A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

18. SEVERABILITY

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

19. ENTIRE AGREEMENT

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be considered to exist or to bind any of the parties to this agreement unless otherwise stated in this Agreement.

AGREEMENT MANAGEMENT

The program managers noted below shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Agreement:

AOC Program Manager: Tina Williamson PO Box 41170 Olympia, WA 98504-1170 (360) 705-5279 tina.williamson@courts.wa.gov	Court Program Manager: Kelly Rydberg, Administrator 100 3rd Avenue SE Pacific, WA 98047 253-929-1141 krydberg@ci.pacific.wa.us
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AGREED:

THE ADMINISTRATIVE OFFICE
OF THE COURTS

PACIFIC MUNICIPAL COURT

Callie Dietz, Administrator Date

Date



Agenda Staff Report

TO: Mayor Guier and City Council Members
FROM: John Calkins
MEETING DATE: November 4, 2013
SUBJECT: Purchase of a 2014 Chevrolet Tahoe

ATTACHMENTS: Resolution 2013-xxx
Vehicle Description

Previous Council Review Date: N/A

Summary: The Police Department will purchase a 2014 Chevrolet Tahoe to replace a 2000 Chevrolet pick up with 147,000 miles.

Recommendation/Action: Replace the 2000 pickup with a 2014 Tahoe.

Motion for Consideration: Make a motion to allow the purchase of the vehicle out of 2013 Criminal Justice Funds.

Budget Impact: Purchase will not affect the General Fund.
Source of Funding: Criminal Justice Fund

Alternatives: Continue to drive an unsafe vehicle and maintain a vehicle that should have been replaced years ago. Lt. Massey uses the vehicle daily for routine patrol and administrative duties.

**City of Pacific
Washington**

RESOLUTION NO. 2013-0XX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFIC, WASHINGTON
AUTHORIZING THE PURCHASE OF A 2014 CHEVROLET TAHOE.**

WHEREAS, the Pacific Police Department does have a Vehicle Replacement Plan that was implemented in 2004, and

WHEREAS, the cost to maintain the Vehicle Replacement Plan is funded through the Criminal Justice Fund and not the General Fund, and

WHEREAS, the vehicle to be replaced with the Tahoe is a 2000 Chevrolet PU in poor condition with 147,000 miles, and

WHEREAS, the vendor, Auburn Chevrolet can sell government vehicles at the State Bid price, and

WHEREAS, the GSA State Bid does not currently offer a contract for 2014 vehicles and there are no 2013 vehicles available through the State Bid, and

WHEREAS, funds are available in the 2013 budget in the Criminal Justice Fund to purchase the vehicle, and

**THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PACIFIC,
WASHINGTON**

Section 1. The Pacific City Council hereby authorizes the purchase of the 2014 Chevrolet Tahoe for \$36,207.63, including tax, from Auburn Chevrolet as described in Exhibit A to this Resolution.

Section 3. 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 XXth DAY OF
NOVEMBER, 2013.**

CITY OF PACIFIC

Leanne Guier, Mayor

Attest:

Amy Stevenson-Ness, City Clerk

Approved as to form:

Kenyon Luce, City Attorney

Prepared By:
administrator
Auburn Chevrolet Fleet
1600 Auburn Way No.
Auburn, WA 98002
Phone: (206) 304-0440
Fax: (253) 833-7204
Email: jamieb@auburnchev.com

2014 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr Commercial CK10706

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2014 Fleet/Non-Retail CK10706 4WD 4dr Commercial

ENTERTAINMENT

- Audio system, AM/FM stereo with MP3 compatible CD player seek-and-scan, digital clock, auto-tone control, Radio Data System (RDS), speed-compensated volume, TheftLock and auxiliary audio input jack
- Audio system feature, 6-speaker system (With (5W4) Identifier for Special Service vehicle, includes 8-speaker system)
- SiriusXM Satellite Radio, delete

EXTERIOR

- Wheels, 4 - 17" x 7" (43.2 cm x 17.8 cm) steel
- Tires, P265/70R17 all-season, blackwall
- Wheel, 17" (43.2 cm) full-size, steel spare
- Tire carrier, lockable outside spare winch-type mounted under frame at rear
- Tire, spare P265/70R17 all-season blackwall
- Luggage rack side rails, roof-mounted, Black
- Fascia, front color-keyed
- Fascia, rear color-keyed
- Assist steps, Black
- Headlamps, dual halogen composite with automatic exterior lamp control and flash-to-pass feature
- Mirrors, outside heated power-adjustable, manual-folding (Mirror caps are Black.)
- Glass, Solar-Ray deep-tinted (all windows except light-tinted glass on windshield and driver- and front passenger-side glass)
- Wiper, rear intermittent with washer
- Door handles, Black
- Liftgate with liftglass rear door system with rear-window wiper/washer

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 301.0, Data updated 10/22/2013
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Customer File:

October 29, 2013 1:25:42 PM

Page 1

Prepared By:
administrator
Auburn Chevrolet Fleet
1600 Auburn Way No.
Auburn, WA 98002
Phone: (206) 304-0440
Fax: (253) 833-7204
Email: jamieb@auburnchev.com

2014 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr Commercial CK10706

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2014 Fleet/Non-Retail CK10706 4WD 4dr Commercial

INTERIOR

- Seats, front 40/20/40 split-bench, 3-passenger, driver and front passenger manual reclining, center fold-down armrest with storage, lockable storage compartments in seat cushion (includes auxiliary power outlet), adjustable outboard head restraints and storage pockets (With vinyl seats also includes driver manual lumbar control. With vinyl seats requires (19V) Ebony vinyl and (BG9) Black rubberized-vinyl floor covering)
- Seats, second row 60/40 split-folding bench, 3-passenger with center armrest with 2 cup holders (Vinyl seats included and only available with (AZ3) front 40/20/40 vinyl split-bench seats, SEO (5T5) second and third row vinyl with front cloth seats or (9S1) seats, driver and passenger front, individual seats in vinyl trim.)
- Seat adjuster, driver 6-way power
- Seats, third row 50/50 split-bench, 3-passenger removable, all-belts-to-seat
- Headliner, cloth
- Floor covering, Black rubberized-vinyl
- Steering column, Tilt-Wheel, adjustable with brake/transmission shift interlock
- Steering wheel, vinyl
- Steering wheel controls, mounted cruise controls
- Instrumentation, analog with speedometer, odometer with trip odometer, fuel level, voltmeter, engine temperature, oil pressure and tachometer (With (5W4) Identifier for Special Service vehicles, includes 120 mph speedometer and engine hour meter.)
- Warning tones headlamp on, key-in-ignition, driver and right-front passenger safety belt unfasten and turn signal on
- Windows, power with driver Express-Down and lockout features
- Door locks, power programmable with lockout protection (With (5W4) Identifier for Special Service vehicle, Auto Lockout is disabled on Driver door.)
- Remote vehicle starter prep package includes Remote Keyless Entry (Remote vehicle starter fob available as a Chevy Accessory.)
- Cruise control, electronic with set and resume speed
- Theft-deterrent system, vehicle, PASS-Key III
- Heater, rear auxiliary with rear passenger heating ducts

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 301.0, Data updated 10/22/2013
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2014 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr Commercial CK10706

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2014 Fleet/Non-Retail CK10706 4WD 4dr Commercial

- Air conditioning, tri-zone manual HVAC controls with individual climate settings for driver, right-front passenger and rear seat with rear controls located in floor console with front bucket seats and in the roof console with front bench seat (With 5W4, rear controls located in roof console)
- Air conditioning, rear auxiliary
- Defogger, rear-window electric
- Power outlets, 3 auxiliary, 12-volt includes 2 on the instrument panel and 1 in the cargo area
- Mirror, inside rearview manual day/night
- Visors, driver and front passenger illuminated vanity mirrors, padded with cloth trim, extends on rod
- Assist handles, front passenger and second row outboard
- Lighting, interior with dome light, driver- and passenger-side door switch with delayed entry feature, cargo lights, door handle or Remote Keyless Entry-activated illuminated entry and map lights in front and second seat positions (With (5W4) Identifier for Special Service vehicle, does not include driver- and passenger-side door switch with delayed entry feature.)

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2014 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr Commercial CK10706

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2014 Fleet/Non-Retail CK10706 4WD 4dr Commercial

MECHANICAL

- Engine, Vortec 5.3L V8 SFI FlexFuel with Active Fuel Management, capable of running on unleaded or up to 85% ethanol (with gas - 320 hp [238.6 kW] @ 5400 rpm, 335 lb-ft of torque [452.2 N-m] @ 4000 rpm, with E85 ethanol - 326 hp [243.1 kW] @ 5300 rpm, 348 lb-ft of torque [469.8 N-m] @ 4400 rpm), iron block
- Transmission, 6-speed automatic, electronically controlled with overdrive and tow/haul mode
- Rear axle, 3.08 ratio (Not available with (K5L) Heavy-Duty Trailering Package.)
- Suspension Package, Premium Smooth Ride
- GVWR, 7300 lbs. (3311 kg) (Standard on 4WD models.)
- 4-wheel drive
- Transfer case, active, single-speed, electronic Autotrac with rotary controls, does not include neutral. Cannot be dinghy towed. (Requires (GU4) 3.08 rear axle ratio. Not available on 2WD models or with (K5L) heavy-duty trailering package.)
- Battery, 660 cold cranking amps with 80 amp hour rating
- Alternator, 160 amps
- Trailering equipment includes trailering hitch platform, 7-wire harness with independent fused trailering circuits mated to a 7-way sealed connector and 2" trailering receiver
- Recovery hooks, front, frame-mounted (Standard on 4WD models. Available on 2WD models.)
- Suspension, front coil-over-shock with stabilizer bar
- Suspension, rear multi-link with coil springs
- Steering, power
- Brakes, 4-wheel antilock, 4-wheel disc, VAC power
- Powertrain grade braking

PACKAGE

- Fleet Package

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2014 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr Commercial CK10706

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2014 Fleet/Non-Retail CK10706 4WD 4dr Commercial

SAFETY

- StabiliTrak, stability control system with traction control includes electronic trailer sway control and hill start assist
- Daytime Running Lamps with automatic exterior lamp control
- Air bags, dual-stage frontal, driver and right-front passenger with Passenger Sensing System (right-front passenger air bag status on overhead console) (Always use safety belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- Air bags, head curtain side-impact, first and second row outboard seating positions with rollover sensor, includes third row seating positions with (AS3) passenger third row bench seat (Always use safety belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- Air bags, seat-mounted side-impact, driver and right-front passenger for thorax and pelvic protection (Always use safety belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- OnStar, 6 months of Directions and Connections plan includes Automatic Crash Response, Stolen Vehicle Assistance, Roadside Assistance and Turn-by-Turn Navigation". Also, updated footnote 1 to now read "Visit onstar.com for coverage map, details and system limitations. Services vary by model and conditions. (Visit onstar.com for details and system limitations.)
- Safety belts, 3-point, driver and right-front passenger
- LATCH system (Lower Anchors and Top tethers for CHildren) for child safety seats
- Tire Pressure Monitoring System air pressure sensors in each tire with pressure display in Driver Information Center (does not apply to spare tire)

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2014 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr Commercial CK10706

PRICING SUMMARY

PRICING SUMMARY - 2014 Fleet/Non-Retail CK10706 4WD 4dr Commercial

	<u><i>Dlr Net Inv</i></u>	<u><i>MSRP</i></u>
Base Price	\$41,940.00	\$46,600.00
Total Options:	-\$10,446.35	-\$5,231.00
Vehicle Subtotal	\$31,493.65	\$41,369.00
Advert/Adjustments	\$0.00	\$0.00
Destination Charge	\$995.00	\$995.00
GRAND TOTAL	\$32,488.65	\$42,364.00

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2014 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr Commercial CK10706

SELECTED MODEL & OPTIONS

SELECTED MODEL - 2014 Fleet/Non-Retail CK10706 4WD 4dr Commercial

<u>Code</u>	<u>Description</u>	<u>Dir Net Inv</u>	<u>MSRP</u>
CK10706	2014 Chevrolet Tahoe 4WD 4dr Commercial	\$41,940.00	\$46,600.00

SELECTED VEHICLE COLORS - 2014 Fleet/Non-Retail CK10706 4WD 4dr Commercial

<u>Code</u>	<u>Description</u>
-	Interior: Ebony
-	Exterior 1: Silver Ice Metallic
-	Exterior 2: No color has been selected.

SELECTED OPTIONS - 2014 Fleet/Non-Retail CK10706 4WD 4dr Commercial

CATEGORY

<u>Code</u>	<u>Description</u>	<u>Dir Net Inv</u>	<u>MSRP</u>
SUSPENSION PKG			
ZW7	SUSPENSION PACKAGE, PREMIUM SMOOTH RIDE (STD)	\$0.00	\$0.00
EMISSIONS			
NE1	EMISSIONS, CONNECTICUT, DELAWARE, MAINE, MARYLAND, MASSACHUSETTS, NEW JERSEY, NEW YORK, OREGON, PENNSYLVANIA, RHODE ISLAND, VERMONT AND WASHINGTON STATE REQUIREMENTS	\$0.00	\$0.00
ENGINE			
LMG	ENGINE, VORTEC 5.3L V8 SFI FLEXFUEL with Active Fuel Management, capable of running on unleaded or up to 85% ethanol (with gas - 320 hp [238.6 kW] @ 5400 rpm, 335 lb-ft of torque [452.2 N-m] @ 4000 rpm, with E85 ethanol - 326 hp [243.1 kW] @ 5300 rpm, 348 lb-ft of torque [469.8 N-m] @ 4400 rpm), iron block (STD)	\$0.00	\$0.00
TRANSMISSION			
MYC	TRANSMISSION, 6-SPEED AUTOMATIC, ELECTRONICALLY CONTROLLED with overdrive and tow/haul mode (STD)	\$0.00	\$0.00

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2014 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr Commercial CK10706

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2014 Fleet/Non-Retail CK10706 4WD 4dr Commercial

CATEGORY

Code	Description	Dir Net Inv	MSRP
AXLE			
GU6	REAR AXLE, 3.42 RATIO (Included and only available with (K5L) Heavy-Duty Trailering Package.)	INC	INC
PREFERRED EQUIPMENT GROUP			
1FL	COMMERCIAL PREFERRED EQUIPMENT GROUP Includes Standard Equipment	\$0.00	\$0.00
WHEEL TYPE			
NX7	WHEELS, 4 - 17" X 7" (43.2 CM X 17.8 CM) STEEL	\$0.00	\$0.00
TIRES			
QGI	TIRES, P265/70R17 ALL-SEASON, BLACKWALL (STD)	\$0.00	\$0.00
PAINT SCHEME			
ZY1	SOLID PAINT	\$0.00	\$0.00
PAINT			
GAN	SILVER ICE METALLIC	\$0.00	\$0.00
SEAT TYPE			
A95	SEATS, FRONT BUCKET WITH PREMIUM CLOTH (AG1) 6-way power driver and (AG2) front passenger seat adjusters, adjustable head restraints, driver manual lumbar control, floor console and rear storage pockets	\$794.75	\$935.00
SEAT TRIM			
19C	EBONY, PREMIUM CLOTH SEAT TRIM	\$0.00	\$0.00
RADIO			
US8	AUDIO SYSTEM, AM/FM STEREO WITH MP3 COMPATIBLE CD PLAYER seek-and-scan, digital clock, auto-tone control, Radio Data System (RDS), speed-compensated volume, TheftLock and auxiliary audio input jack (STD)	\$0.00	\$0.00
ADDITIONAL EQUIPMENT			
5W4	IDENTIFIER FOR SPECIAL SERVICE VEHICLE. Utilized to identify a vehicle as a police/fire special service vehicle for marketing, order-build process and emission certification purposes (Must be specified.) *CREDIT*	-\$5,754.50	-\$6,770.00

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2014 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr Commercial CK10706

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2014 Fleet/Non-Retail CK10706 4WD 4dr Commercial

CATEGORY

<u>Code</u>	<u>Description</u>	<u>Dlr Net Inv</u>	<u>MSRP</u>
ADDITIONAL EQUIPMENT			
K5L	TRAILERING PACKAGE, HEAVY-DUTY includes (KNP) auxiliary external transmission oil cooler and (KC4) engine oil cooler, provides increased trailering capabilities (Includes (GU6) 3.42 ratio rear axle. Required with (JL1) trailer brake controller.)	INC	INC
6J1	IGNITION 100-amp main power supply wiring at instrument panel and trunk cargo area. (Requires (5W4) Identifier for Special Service vehicle.)	INC	INC
G80	DIFFERENTIAL, HEAVY-DUTY LOCKING REAR	\$250.75	\$295.00
KNP	COOLING, AUXILIARY TRANSMISSION OIL COOLER, HEAVY-DUTY AIR-TO-OIL (Included and only available with (K5L) Heavy-Duty Trailering Package.)	INC	INC
KC4	COOLING, EXTERNAL ENGINE OIL COOLER, HEAVY-DUTY AIR-TO-OIL, INTEGRAL TO DRIVER SIDE OF RADIATOR (Included and only available with (K5L) Heavy-Duty Trailering Package.)	INC	INC
K47	AIR CLEANER, HIGH-CAPACITY	INC	INC
NQH	TRANSFER CASE, ACTIVE, 2-SPEED ELECTRONIC AUTOTRAC with rotary controls, includes neutral position for dinghy towing. (Requires 4WD models. Included with (K5L) Heavy-Duty Trailering Package.)	INC	INC
---	BATTERY, 660 COLD CRANKING AMPS with 80 amp hour rating (Requires (5W4) Identifier for Special Service vehicle.)	INC	INC
---	KEY, SINGLE, 2-SIDED (Requires (5W4) Identifier for Special Service vehicle.)	INC	INC
---	LUGGAGE RACK, DELETE (Requires (5W4) Identifier for Special Service vehicle.)	INC	INC
6J7	FLASHER SYSTEM, HEADLAMP AND TAILLAMP, DRL COMPATIBLE with control wire (Requires (5W4) Identifier for Special Service vehicle.)	\$408.00	\$480.00
---	WIPERS, FRONT INTERMITTENT WET-ARM with flat blade and pulse washers (Requires (5W4) Identifier for Special Service vehicle.)	INC	INC
UN9	RADIO SUPPRESSION, BRAIDED BRASS STRAPS attached to various body locations (Requires (5W4) Identifier for Special Service vehicle.)	INC	INC
VK3	LICENSE PLATE FRONT MOUNTING PACKAGE (Will be forced on orders with ship-to states that require a front license plate.)	\$0.00	\$0.00

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2014 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr Commercial CK10706

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2014 Fleet/Non-Retail CK10706 4WD 4dr Commercial

CATEGORY

Code	Description	Dlr Net Inv	MSRP
ADDITIONAL EQUIPMENT			
AG2	SEAT ADJUSTER, FRONT PASSENGER 6-WAY POWER (With (5W4) Identifier for Special Service vehicle, included and only available with (A95) front bucket seat.)	INC	INC
ATD	SEAT DELETE, THIRD ROW PASSENGER (Requires a fleet or government order type.)	INC	INC
B30	FLOOR COVERING, COLOR-KEYED CARPETING (Includes (B58) color-keyed floor mats. Not available with (19V) Ebony vinyl trim.)	\$161.50	\$190.00
B58	FLOOR MATS, COLOR-KEYED CARPETED FIRST AND SECOND ROW, REMOVABLE (Included and only available with (B30) color-keyed carpeting.)	INC	INC
6N5	SWITCHES, REAR WINDOW INOPERATIVE (rear windows can only operate from driver's position) (Requires (5W4) Identifier for Special Service vehicle.)	\$47.60	\$56.00
6B2	DOOR HANDLES, INSIDE REAR DOORS INOPERATIVE (doors can only be opened from outside) (Requires (5W4) Identifier for Special Service vehicle.)	\$56.10	\$66.00
6N6	DOOR LOCKS, INSIDE REAR DOORS INOPERATIVE (Requires (5W4) Identifier for Special Service vehicle.)	\$56.10	\$66.00
AMF	REMOTE KEYLESS ENTRY FLEET PACKAGE, PROGRAMMABLE includes 6 additional remotes (Requires (5W4) Identifier for Special Service vehicle.)	\$63.75	\$75.00
UT7	GROUND STUDS, AUXILIARY 2 per vehicle in the rear compartment (Requires (5W4) Identifier for Special Service vehicle.)	INC	INC
9G8	HEADLAMPS, DAYTIME RUNNING LAMPS AND AUTOMATIC HEADLAMP CONTROL DELETE. Deletes the standard daytime running lamps and automatic headlamp control features from the vehicle for police stealth surveillance (Requires (5W4) Identifier for Special Service vehicle.)	\$0.85	\$1.00
UE0	ONSTAR, DELETE *CREDIT*	INC	INC

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SELECTED OPTIONS - 2014 Fleet/Non-Retail CK10706 4WD 4dr Commercial

CATEGORY

<u>Code</u>	<u>Description</u>	<u>Dir Net Inv</u>	<u>MSRP</u>
ADDITIONAL EQUIPMENT			
—	SAFETY BELTS, 3-POINT, DRIVER AND FRONT PASSENGER IN ALL SEATING POSITIONS (Requires (5W4) Identifier for Special Service vehicle.)	INC	INC
VQ3	FLEET PROCESSING OPTION	\$0.00	\$0.00
—	BID ASSISTANCE Authorization code: 940486	-\$6,000.00	\$0.00
SHIP THRU CODES			
VPV	SHIP THRU, PRODUCED IN ARLINGTON ASSEMBLY AND SHIPPED TO KERR INDUSTRIES AND ONTO ARLINGTON ASSEMBLY	INC	INC
SPECIAL EQUIPMENT OPTIONS			
9N5	FLOOR CONSOLE DELETE Deletes the floor console and associated audio equipment that is included with premium cloth high back bucket seats. All exposed floor areas will remain untrimmed (Requires RPO (A95) front bucket seats with premium cloth.)	-\$531.25	-\$625.00
5T5	SEATS, REAR VINYL WITH FRONT CLOTH SEATS Provides vinyl rear seats and cloth front seats (Requires interior trim code (19C) Ebony and RPO (AZ3) front 40/20/40 split-bench with premium cloth seats or RPO (A95) front bucket with premium cloth seats.)	INC	INC
OPTIONS TOTAL		-\$10,446.35	-\$5,231.00

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QUOTE WORKSHEET

QUOTE WORKSHEET - 2014 Fleet/Non-Retail CK10706 4WD 4dr Commercial

Dir Net Inv	\$41,940.00
Destination Charge	\$995.00
Optional Equipment	(\$10,446.35)
Dealer Advertising	\$0.00
Profit 1.5%	\$487.33
Taxable Price	\$32,975.98
TAXES	
Sales Tax @ 9.8000%	\$3,231.65
Total Taxes	\$3,231.65
TOTAL	\$36,207.63

Customer Signature / Date

Dealer Signature / Date

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Agenda Staff Report

TO: Mayor Guier and City Council Members
FROM: Richard A. Gould, Finance Director
MEETING DATE: 11/18/2013
SUBJECT: Budget 2014 workshop presentation

ATTACHMENTS:

Previous Council Review Date:

Summary: Staff continues to work on the next iteration of the 2014 Budget (to the Public by November 19, 2013) which will be discussed at this and the next two Council Workshops. Staff will present (PowerPoint) Council department narratives, performance measures, goals and objectives for 2014, while also discussing some accomplishments in 2013. This is the time for the City Council to review the preliminary budget, ask questions of staff and direct staff on what they want to see in the 2014 budget, such as goals and objectives (projects etc.).

Recommendation/Action: Review the new proposed preliminary budget for 2014 and ask questions, make requests or direct staff on what the Council wants to see in the 2014 budget.

Motion for Consideration:

Budget Impact:

Alternatives:

