AGREEMENT FOR PROFESSIONAL SERVICES

J-U-B ENGINEERS, Inc.
Transportation Improvement Program Data Maintenance and Update Support
Contract #15-028

THIS AGREEMENT is made by and between the City of Spokane Valley, a code City of the State of Washington, hereinafter “City” and J-U-B ENGINEERS, Inc. hereinafter “Consultant,” jointly referred to as “Parties.”

IN CONSIDERATION of the terms and conditions contained herein, the Parties agree as follows:

1. **Work to Be Performed.** Consultant shall provide all labor, services and material to satisfactorily complete the attached Scope of Services.

   a. **Administration.** The City Manager or designee shall administer and be the primary contact for Consultant. Prior to commencement of work, Consultant shall contact the City Manager or designee to review the Scope of Services, schedule and date of completion. The Scope of Services is attached hereto as Exhibit 1. Upon notice from the City Manager or designee, Consultant shall commence work, perform the requested tasks in the Scope of Services, stop work and promptly cure any failure in performance under this Agreement.

   b. **Representations.** City has relied upon the qualifications of Consultant in entering into this Agreement. By execution of this Agreement, Consultant represents it possesses the ability, skill and resources necessary to perform the work and is familiar with all applicable current laws, rules and regulations which reasonably relate to the Scope of Services. No substitutions of agreed-upon personnel shall be made without the prior written consent of City.

Consultant represents that the compensation as stated in paragraph 3 is adequate and sufficient compensation for its timely provision of all professional services required to complete the Scope of Services under this Agreement.

Consultant shall be responsible for the technical accuracy of its services and documents resulting therefrom, and City shall not be responsible for discovering deficiencies therein. Consultant shall correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in City furnished information.

2. **Standard of Care.** Consultant shall exercise the degree of skill and diligence normally employed by professional consultants engaged in the same profession, and performing the same or similar services at the time such services are performed.

3. **Modifications.** City may modify this Agreement and order changes in the work whenever necessary or advisable. Consultant will accept modifications when ordered in writing by the City Manager or designee. Compensation for such modifications or changes shall be as mutually agreed between the Parties. Consultant shall make such revisions in the work as are necessary to correct errors or omissions appearing therein when required to do so by City without additional compensation.

2. **Term of Contract.** This Agreement shall be in full force and effect upon execution and shall remain
in effect until completion of all contractual requirements have been met as determined by City. Consultant shall complete its work within 13 months of execution of this Agreement, unless the time for performance is extended in writing by the Parties.

Either Party may terminate this Agreement for material breach after providing the other Party with at least ten days’ prior notice and an opportunity to cure the breach. City may, in addition, terminate this Agreement for any reason by ten days’ written notice to Consultant. In the event of termination without breach, City shall pay Consultant for all work previously authorized and satisfactorily performed prior to the termination date.

3. **Compensation.** City agrees to pay Consultant $85,000 as full compensation for everything done under this Agreement. Consultant shall not perform any extra, further or additional services for which it will request additional compensation from City without a prior written agreement for such services and payment therefore.

4. **Payment.** Consultant shall be paid monthly upon presentation of an invoice to City. Applications for payment shall be sent to the City Finance Department at the below stated address.

City reserves the right to withhold payment under this Agreement which is determined in the reasonable judgment of the City Manager or designee to be noncompliant with the Scope of Services, City standards, City Code, and federal or state standards.

5. **Notice.** Notices other than applications for payment shall be given in writing as follows:

    **TO THE CITY:**
    
    Name: Christine Bainbridge, City Clerk  
    Phone: (509) 921-1000  
    Address: 11707 East Sprague Ave, Suite 106  
    Spokane Valley, WA 99206

    **TO THE CONSULTANT:**
    
    Name: J-U-B Engineers, Inc.,  
    Phone: (509) 458-3727  
    Address: 422 W. Riverside Avenue, Suite 304  
    Spokane, WA 99201

6. **Applicable Laws and Standards.** The Parties, in the performance of this Agreement, agree to comply with all applicable federal, state, and local laws and regulations. Consultant warrants that its designs, construction documents, and services shall conform to all applicable federal, state and local statutes and regulations.

7. **Certification Regarding Debarment, Suspension, and Other Responsibility Matters — Primary Covered Transactions.**

   A. By executing this Agreement, the Consultant certifies to the best of its knowledge and belief, that it and its principals:

   1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;

   2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission or fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statues or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen
property;

3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (A)(2) of this certification; and

4. Have not within a 3-year period preceding this application/proposal had one or more public transactions (federal, state, or local) terminated for cause or default.

B. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this Agreement.

8. Relationship of the Parties. It is understood, agreed and declared that Consultant shall be an independent contractor, and not the agent or employee of City, that City is interested in only the results to be achieved, and that the right to control the particular manner, method and means in which the services are performed is solely within the discretion of Consultant. Any and all employees who provide services to City under this Agreement shall be deemed employees solely of Consultant. The Consultant shall be solely responsible for the conduct and actions of all its employees under this Agreement and any liability that may attach thereto.

9. Ownership of Documents. All drawings, plans, specifications, and other related documents prepared by Consultant under this Agreement are and shall be the property of City, and may be subject to disclosure pursuant to RCW 42.56 or other applicable public record laws. The written, graphic, mapped, photographic, or visual documents prepared by Consultant under this Agreement shall, unless otherwise provided, be deemed the property of City. City shall be permitted to retain these documents, including reproducible camera-ready originals of reports, reproduction quality mylars of maps, and copies in the form of computer files, for the City's use. City shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data, drawings, images or other material prepared under this Agreement, provided that Consultant shall have no liability for the use of Consultant's work product outside of the scope of its intended purpose and the City agrees to indemnify and hold Consultant harmless from such use.

10. Records. The City or State Auditor or any of their representatives shall have full access to and the right to examine during normal business hours all of Consultant's records with respect to all matters covered in this Agreement. Such representatives shall be permitted to audit, examine and make excerpts or transcripts from such records and to make audits of all contracts, invoices, materials, payrolls and record of matters covered by this Agreement for a period of three years from the date final payment is made hereunder.

11. Insurance. Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by Consultant, its agents, representatives, employees or subcontractors.

A. Minimum Scope of Insurance. Consultant shall obtain insurance of the types described below:

1. Automobile liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall
be endorsed to provide contractual liability coverage.

2. Commercial general liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. City shall be named as an insured under Consultant’s commercial general liability insurance policy with respect to the work performed for the City.

3. Workers’ compensation coverage as required by the industrial insurance laws of the State of Washington.

4. Professional liability insurance appropriate to Consultant’s profession.

B. Minimum Amounts of Insurance. Consultant shall maintain the following insurance limits:

1. Automobile liability insurance with a minimum combined single limit for bodily injury and property damage of $1,000,000 per accident.

2. Commercial general liability insurance shall be written with limits no less than $1,000,000 each occurrence, $2,000,000 general aggregate.

3. Professional liability insurance shall be written with limits no less than $1,000,000 per claim and $1,000,000 policy aggregate limit.

C. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions for automobile liability, professional liability and commercial general liability insurance:

1. Consultant’s insurance coverage shall be primary insurance with respect to City. Any insurance, self-insurance, or insurance pool coverage maintained by City shall be in excess of Consultant’s insurance and shall not contribute with it.

2. Consultant shall fax or send electronically in .pdf format a copy of insurer’s cancellation notice within two business days of receipt by Consultant.

D. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

E. Evidence of Coverage. As evidence of the insurance coverages required by this Agreement, Consultant shall furnish acceptable insurance certificates to the City Clerk at the time Consultant returns the signed Agreement. The certificate shall specify all of the parties who are additional insureds, and will include applicable policy endorsements, and the deduction or retention level. Insuring companies or entities are subject to City acceptance. If requested, complete copies of insurance policies shall be provided to City. Consultant shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

12. Indemnification and Hold Harmless. Consultant shall, at its sole expense, indemnify and hold harmless City and its officers, agents, and employees, from claims, actions, suits, liability, loss, costs, attorney’s fees and costs of litigation, expenses, injuries, and damages caused by the wrongful or negligent acts, errors or omissions in the services provided by Consultant, Consultant’s agents,
subcontractors, subconsultants and employees to the fullest extent permitted by law, subject only to the limitations provided below.

Consultant's duty to indemnify and hold harmless City shall not apply to liability for damages arising out of such services caused by or resulting from the sole negligence of City or City's agents or employees.

Consultant's duty to indemnify and hold harmless City against liability for damages arising out of such services caused by the concurrent negligence of (a) City or City's agents or employees, and (b) Consultant, Consultant's agents, subcontractors, subconsultants and employees, shall apply only to the extent of the negligence of Consultant, Consultant's agents, subcontractors, subconsultants and employees.

Consultant's duty to indemnify and hold City harmless shall include, as to all claims, demands, losses and liability to which it applies, City's personnel-related costs, reasonable attorneys' fees, and the reasonable value of any services rendered by the office of the City Attorney, outside consultant costs, court costs, fees for collection, and all other claim-related expenses.

Consultant specifically and expressly waives any immunity that may be granted it under the Washington State Industrial Insurance Act, Title 51 RCW. These indemnification obligations shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable to or for any third party under workers' compensation acts, disability benefit acts, or other employee benefits acts. Provided, that Consultant's waiver of immunity under this provision extends only to claims against Consultant by City, and does not include, or extend to, any claims by Consultant's employees directly against Consultant.

Consultant hereby certifies that this indemnification provision was mutually negotiated.

13. **Waiver.** No officer, employee, agent or other individual acting on behalf of either Party has the power, right or authority to waive any of the conditions or provisions of this Agreement. No waiver in one instance shall be held to be a waiver of any other subsequent breach or nonperformance. All remedies afforded in this Agreement or by law, shall be taken and construed as cumulative, and in addition to every other remedy provided herein or by law. Failure of either Party to enforce at any time any of the provisions of this Agreement or to require at any time performance by the other Party of any provision hereof shall in no way be construed to be a waiver of such provisions nor shall it affect the validity of this Agreement or any part thereof.

14. **Assignment and Delegation.** Neither Party shall assign, transfer, or delegate any or all of the responsibilities of this Agreement or the benefits received hereunder without first obtaining the written consent of the other Party.

15. **Subcontracts.** Except as otherwise provided herein, Consultant shall not enter into subcontracts for any of the work contemplated under this Agreement without obtaining prior written approval of City.

16. **Confidentiality.** Consultant may, from time to time, receive information which is deemed by City to be confidential. Consultant shall not disclose such information without the prior express written consent of City or upon order of a court of competent jurisdiction.

17. **Jurisdiction and Venue.** This Agreement is entered into in Spokane County, Washington. Disputes between City and Consultant shall be resolved in the Superior Court of the State of Washington in Spokane County. Notwithstanding the foregoing, Consultant agrees that it may, at City's request, be
18. **Cost and Attorney's Fees.** The prevailing party in any litigation or arbitration arising out of this Agreement shall be entitled to its attorney's fees and costs of such litigation (including expert witness fees).

19. **Entire Agreement.** This written Agreement constitutes the entire and complete agreement between the Parties and supersedes any prior oral or written agreements. This Agreement may not be changed, modified or altered except in writing signed by the Parties hereto.

20. **Anti-kickback.** No officer or employee of City, having the power or duty to perform an official act or action related to this Agreement shall have or acquire any interest in this Agreement, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from any person with an interest in this Agreement.

21. **Business Registration.** Prior to commencement of work under this Agreement, Consultant shall register with the City as a business.

22. **Severability.** If any section, sentence, clause or phrase of this Agreement should be held to be invalid for any reason by a court of competent jurisdiction, such invalidity shall not affect the validity of any other section, sentence, clause or phrase of this Agreement.

23. **Exhibits.** Exhibits attached and incorporated into this Agreement are:

1. Scope of Services
2. Insurance Certificates

The Parties have executed this Agreement this 4th day of March, 2015

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**CITY OF SPOKANE VALLEY**

Mike Jackson, City Manager

**Consultant:**

By: Dawn J. Kliwer, Area Manager
Its: Authorized Representative

**APPROVED AS TO FORM:**

Office of the City Attorney

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Christine Bainbridge, City Clerk

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Agreement for Professional Services #15-028 – 2015 TIP Data Maintenance and Update Support
Page 6 of 6
EXHIBIT - A
City of Spokane Valley
Transportation Improvement Program Data Maintenance and Update Support
2015 Supplemental Scope of Work

SECTION 1 - BACKGROUND AND PURPOSE
In 2006 The City of Spokane Valley contracted to have J-U-B ENGINEERS, Inc. (J-U-B) provide consulting services to prepare a Pavement Management Plan and database development to support annual preparation of the Transportation Improvement Program (TIP) to prepare the City's first Street Master Plan. Since 2007 the City has contracted to have J-U-B collect traffic counts, use Geographic Information Systems to geographically show traffic count data in several formats, depict accidents and calculate accident rates, further develop the Transportation Improvement Program database and the Bidtabs database. The intent of the efforts described in the Scope of Work below is to provide the City ongoing support with data collection, analysis and maintenance of the Street Master Plan and other transportation planning and design efforts during the year 2015-2016.

SECTION 2 - SERVICES TO BE PROVIDED BY J-U-B
Traffic Data Collection and GIS Updates: It is estimated that up to 15 classification counts and 122 volume only counts will be collected. Locations for these counts will be coordinated with City Staff but will be based on the historical review of traffic counts performed in 2014 and the recommended count cycle. Data obtained shall be entered into the GIS database and updates made to several maps including the Large Vehicle Percentage Map, All-day Traffic Volumes Map and Counts Needed Map.

Additional requests to use the data collected to support corridor studies, Freight and Goods Transportation System and Highway Performance Monitoring System updates may be provided to the extent feasible and at the request of the City based on available budget. As resources permit, the Consultant will prepare a more detailed methodology to evaluate volume to capacity ratios for up to 12 segments on 2 corridors to determine the value of a more detailed city-wide assessment. The Consultant will also work with City Staff to apply seasonal factors obtained through earlier traffic counts to determine appropriate locations where these counts might be applied and whether additional counts could provide full system coverage.

Accident Data Summary: Consultant shall obtain accident records from WSDCT for the calendar year 2014. Accident records for an anticipated 1500 accidents shall be reviewed and "cleaned" in order to allow geocoding. Manual review of actual accident records for approximately 75 accidents will be performed to incorporate records that could not be geocoded and incorporated in the database based on WSDOT data alone. Updates to the Accident Location map, Accident Severity map and Accident Rate maps will be prepared.

Consultant shall provide more detailed accident tables, graphics and statistics for up to 6 roadway segments to evaluate trends and determine if safety improvements could reduce accident rates.

Project Cost Estimates: Assistance will be provided to modify the Summary of Bid Tabulations database to the extent feasible as requested by the client. The intent of this task is to assist City Staff to use the tools provided to facilitate their own updates of bid tab summaries and project costs.

Six-Year TIP Report: The Consultant shall assist City Staff with modifications and improvements to the Transportation Improvement Program Report and other supporting tables to the extent feasible as requested by the client. The TIP Project Map will be prepared and updated as appropriate.
# ESTIMATED FEES EXHIBIT
## CONSULTANT FEE DETERMINATION SUMMARY
### City of Spokane Valley

## 2015 TIP Maintenance and Updates Support

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<th>Classification</th>
<th>Person-hours</th>
<th>2015 Rates of Pay</th>
<th>Estimated Costs</th>
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<td>Principal</td>
<td>4</td>
<td>$205.45</td>
<td>$821.79</td>
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<tr>
<td>Project Manager</td>
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<td>Clerical</td>
<td>38</td>
<td>$69.05</td>
<td>$2,623.80</td>
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816 $78,485.23

### Reimbursables:

- **Travel and Per Diem**
  - Per Diem 0 days @ $30.00 $0.00
  - Air Travel 0 trips @ $300.00 $0.00
  - Mileage 1800 miles @ $0.57 $1,017.00
  - Lodging 0 nights @ $80.00 $0.00
  - Car Rental 0 days @ $65.00 $0.00

### Equipment and Other
- Hose replacement and other equipment $2,000.00

### Reproduction Expenses
- $0.00

### Communications
- $0.00

Reimbursable Sub-Total $3,017.00

### Subconsultant Costs:
- Traffic Control $2,000.00 $0.00

Subconsultant Total $2,000.00

TOTAL BASE AGREEMENT $83,502.23

TOTAL (ROUNDED $100) $83,500

Prepared by: S. Montgomery

Date: 3/2/2015
# Certificate of Liability Insurance

**ACORD**

**Certificate of Liability Insurance**

**Date (MM/DD/YYYY):** 03/03/2015

**Producer:** The Hartwell Corporation - Cal PO Box 400 Caldwell, ID 83606 Jeremy Kroll

**Insured:** J.U.B Engineers, Inc. 250 S Beechwood Ave, Suite 201 Boise, ID 83709

**Contact:**

- **Name:**
- **Phone:**
- **Fax:**
- **Email Address:**

**Insurer(s) Affording Coverage: NAIC #**

- **Insurer A:** Travelers Indemnity of CT 25582
- **Insurer B:** Travelers Casualty and Surety 31194
- **Insurer C:** XL Specialty Insurance Co. 37285
- **Insurer D:** Travelers Indemnity Co of Am. 25582
- **Insurer E:**
- **Insurer F:**

## Coverages

**Certificate Number:**

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<th>Type of Insurance</th>
<th>Description</th>
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<th>Policy Eff. (MM/DD/YYYY)</th>
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**Automobile Liability**

- **Any Auto**
- **Any Owned Auto**
- **Hired Auto**
- **Any CAT353 Auto**

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<td>Each Occurrence:</td>
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<td>Aggregate:</td>
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**Workers Compensation and Employers Liability**

- **Any Proprietor/Partner/Executive Officer/Member Excluded (as defined in (X))**

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<td>E.L. Disease - Policy Limit: $1,000,000</td>
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**Profession Liability**

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<td></td>
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<td>Annl Aggr: $6,000,000</td>
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## Description of Operations / Locations / Vehicles

Attach ACORD 101, Additional Information Schedule, if more space is required.

### Certificate Holder

**City:** Spokane Valley  
**Attn:** Christine Balbridge  
**City Clerk:**  
11707 E Sprague Ave, Suite 106  
Spokane Valley, WA 99206

### Cancellation

**SPOKA-3**

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

**Authorized Representative:**

[Signature]

©1988-2010 ACORD CORPORATION. All rights reserved.

ACORD 25 (2010/05)  
The ACORD name and logo are registered marks of ACORD
This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. The following is added to WHO IS AN INSURED (Section II):

Any person or organization that you agree in a "contract or agreement requiring insurance" to include as an additional insured on this Coverage Part, but only with respect to liability for "bodily injury", "property damage" or "personal injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

a. In the performance of your ongoing operations;

b. In connection with premises owned by or rented to you; or

c. In connection with "your work" and included within the "products-completed operations hazard".

Such person or organization does not qualify as an additional insured for "bodily injury", "property damage" or "personal injury" for which that person or organization has assumed liability in a contract or agreement.

The insurance provided to such additional insured is limited as follows:

d. This insurance does not apply on any basis to any person or organization for which coverage as an additional insured specifically is added by another endorsement to this Coverage Part.

e. This Insurance does not apply to the rendering of or failure to render any "professional services".

f. The limits of insurance afforded to the additional insured shall be the limits which you agreed in that "contract or agreement requiring insurance" to provide for that additional insured, or the limits shown in the Declarations for this Coverage Part, whichever are less. This endorsement does not increase the limits of insurance stated in the LIMITS OF INSURANCE (Section III) for this Coverage Part.

B. The following is added to Paragraph a. of 4. Other Insurance in COMMERCIAL GENERAL LIABILITY CONDITIONS (Section IV):

However, if you specifically agree in a "contract or agreement requiring insurance" that the insurance provided to an additional insured under this Coverage Part must apply on a primary basis, or a primary and non-contributory basis, this insurance is primary to other insurance that is available to such additional insured which covers such additional insured as a named insured, and we will not share with the other insurance, provided that:

(1) The "bodily injury" or "property damage" for which coverage is sought occurs; and

(2) The "personal injury" for which coverage is sought arises out of an offense committed after you have entered into that "contract or agreement requiring insurance". But this insurance still is excess over valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to the insured when the insured is an additional insured under any other insurance.

C. The following is added to Paragraph 8. Transfer Of Rights Of Recovery Against Others To Us in COMMERCIAL GENERAL LIABILITY CONDITIONS (Section IV):

We waive any rights of recovery we may have against any person or organization because of payments we make for "bodily injury", "property damage" or "personal injury" arising out of "your work" performed by you, or on your behalf, under a "contract or agreement requiring insurance" with that person or organization. We waive these rights only where you have agreed to do so as part of the "contract or agreement requiring insurance" with such person or organization entered into by you before, and in effect when, the "bodily
injury" or "property damage" occurs, or the "personal injury" offense is committed.

D. The following definition is added to DEFINITIONS (Section V):

"Contract or agreement requiring insurance" means that part of any contract or agreement under which you are required to include a person or organization as an additional insured on this Coverage Part, provided that the "bodily injury" and "property damage" occurs, and the "personal injury" is caused by an offense committed:

a. After you have entered into that contract or agreement;

b. While that part of the contract or agreement is in effect; and

c. Before the end of the policy period.
CITY OF SPOKANE VALLEY
INFORMATIONAL COVER SHEET FOR
DOCUMENTS REQUIRING CITY MANAGER SIGNATURE

Project name: 2015 TIP Data Maintenance and Update Support  Date: March 3, 2015
Contract number: 15-028  Budget account #: 101.042.000.542.10.41.02
Amount seeking approval for: $83,500

DEPARTMENT:
☒ PW  ☐ CEO  ☐ CA  ☐ P&R  ☐ FIN  ☐ HR  ☐ ADMIN

AGREEMENT TOPIC & BACKGROUND:
The city contracted with JUB Engineers in 2006 to prepare a Street Master Plan. The City has contracted with JUB each year since 2008 to update the traffic count data, truck classification date, collision data, and other aspects of the TIP database.

Staff reviewed the consultant roster to identify a consultant that could provide this service for us. Three consultants were reviewed and JUB Engineers was selected as the most highly qualified based on their previous work with our TIP database.

The 2015 Budget includes $85,000 in the street fund for this contract.

SELECTION PROCESS:
☐ Small Works Roster  ☐ RFQ  ☒ Consultant Roster  ☐ Formal Bid  ☐ N/A  ☐ Negotiation  ☐ Other

BUDGET/FINANCIAL IMPACTS:

<table>
<thead>
<tr>
<th>2015 Budget</th>
<th>101.042.000.542.10.41.02</th>
<th>Expenditures:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Line Item Budget</td>
<td>$225,000</td>
<td>Contract</td>
</tr>
<tr>
<td>TIP Contract</td>
<td>$85,000</td>
<td>$</td>
</tr>
</tbody>
</table>

Total Est. Expenditures $83,500

TERMINATION DATE: April 1, 2016
☐ Council action needed for future renewal

Department Director

Project Manager

Legal

☐ Contract language

☐ Performance & payment bond approval

Finance

☐ Selection process approval

☐ Funding source approval

Risk Manager

☐ Insurance coverage reviewed  Expires: 4/2/15