



# LIVE OAK CITY COUNCIL

## REGULAR MEETING AGENDA NOVEMBER 16, 2022 6:00 PM

MEETING LOCATION  
LIVE OAK COUNCIL CHAMBERS  
9955 LIVE OAK BOULEVARD  
LIVE OAK, CALIFORNIA 95953

### MEMBERS OF THE COUNCIL

NANCY SANTANA, MAYOR  
BOB WOTEN, VICE MAYOR  
JERAMY CHAPDELAINE, COUNCILMEMBER  
LAKHVIR GHAG, COUNCILMEMBER  
J.R. THIARA, COUNCILMEMBER

AARON PALMER,  
CITY MANAGER

NICOLE ROSSER,  
CITY ATTORNEY

The Council may take up any agenda item at any time, regardless of the order listed. Action may be taken on any item on this agenda. Materials related to an item on this Agenda submitted to the Council after distribution of the agenda packet are available for public inspection at City Hall, 9955 Live Oak Boulevard, Live Oak, during normal business hours. Such documents are also available on the City of Live Oak's website at [www.liveoakcity.org](http://www.liveoakcity.org), subject to staff's availability to post the documents before the meeting.

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available. If you have a disability and need disability-related modifications or accommodations to participate in this meeting, please contact the City Clerk's office at (530) 695-2112 x107. Requests must be made at least 24 hours in advance.

- **Remote Viewing:**

- *Members of the public can view a livestream of the meeting online at [https://liveoakca.granicus.com/ViewPublisher.php?view\\_id=1](https://liveoakca.granicus.com/ViewPublisher.php?view_id=1).*
- *Members of the public can access the Zoom webinar as follows:*
  - **Join by Electronic Device:**  
<https://us02web.zoom.us/j/82525711417>
  - **Join by Phone:**  
1-669-900-6833 or 1-833-548-0282 (Toll Free)  
**Webinar ID: 825 2571 1417**

- **Public Comment:** *Members of the public can submit general public comments, as well as comment on specific agenda items in the following ways:*
  - **Public Attendance:** *Members of the public who attend in person may make comments from the Council Chamber podium.*

- **Live Remote Public Comment:** Members of the public can submit a live remote public comment by:
    - *Joining the virtual Council meeting via the link below. When public comment is opened, raise your virtual hand and be called upon to speak for up to 3 minutes.*  
  
<https://us02web.zoom.us/j/82525711417>
    - *Joining the virtual Council meeting by calling the phone number below. When public comment is opened, dial \*9 to raise your hand and be called upon to speak for up to 3 minutes.*  
  
1-669-900-6833 or 1-833-548-0282 (Toll Free)  
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  - **Email Public Comment:** *Comments from the public on agenda items will be accepted until 1:00 pm on the date of the meeting, via email to the City Clerk at [cmenchaca@liveoakcity.org](mailto:cmenchaca@liveoakcity.org). Comments will be distributed to Council prior to the meeting and attached to the minutes. Please note that emailed comments will NOT be read aloud by staff during the meeting.*
  - **eComment Feature:** *Comments from the public on agenda items will be accepted until 1:00 pm on the date of the meeting, via the eComment feature at [https://liveoakca.granicus.com/ViewPublisher.php?view\\_id=1](https://liveoakca.granicus.com/ViewPublisher.php?view_id=1). Comments will be distributed to Council prior to the meeting and attached to the minutes. Please note that eComments will NOT be read aloud by staff during the meeting.*
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**CALL TO ORDER****ROLL CALL****PLEDGE OF ALLEGIANCE AND INVOCATION****CORRECTIONS AND/OR CHANGES TO THE AGENDA BY CITY MANAGER ONLY****PUBLIC COMMENT**

Any person wishing to address the City Council on general jurisdictional matters or consent calendar items may do so at this time. If you are commenting on an agenda item, your comments will be heard at the time that item is scheduled for discussion. The City Council adopted a time limit of three minutes per person. The Brown Act does not allow for Council discussion of items not on the agenda. Councilmembers may only a) refer the matter to staff; b) ask for additional information; c) request a report back; or d) provide a limited factual response for items not listed on the agenda.

**CONSENT ITEMS**

Consent Calendar is passed by one motion with exceptions and separate votes as noted.

1. City Council Meeting Minutes  
Recommendation: Approve the November 2, 2022, City Council Regular Meeting minutes.  
(Clarissa Menchaca, City Clerk)
2. Findings to Hold Virtual City Council, Commission, Committee, Board and Other City Bodies Meetings Under AB 361  
Recommendation: Adopt resolution.  
(Nicole Rosser, City Attorney)
3. Approval of Purchase of a Backhoe Loader  
Recommendation: Approve the purchase of a new backhoe from Holt of California utilizing Sourcewell Competitive Bidding.  
(Ron Walker, Public Works Director)

**PUBLIC HEARING ITEMS**

4. Introduction of an Ordinance Amending Sections 17.15.050, 17.25.030, and 17.50.020 of the Live Oak Municipal Code Relating to Accessory Dwelling Units  
Recommendation: Waive the first reading of the ordinance amending Sections 17.15.050, 17.25.030, and 17.50.020 of the Live Oak Municipal Code relating to accessory dwelling units.  
(Kevin Valente, Contract Planner)

**BUSINESS ITEMS**

5. Contract with Yuba-Sutter Arts Council for Three Years to Implement Mural Projects  
Recommendation: Approve contract with Yuba-Sutter Arts Council for three years to implement Mural Projects.  
(Aaron Palmer, City Manager)

**ITEMS REMOVED FROM THE CONSENT AGENDA FOR COUNCIL CONSIDERATION AND ACTION****UPDATES AND ANNOUNCEMENTS FROM THE CITY ATTORNEY AND CITY MANAGER**

**COUNCILMEMBER COMMENTS (WRITTEN ONLY)**

**CLOSED SESSION**

6. Conference with Legal Counsel Pursuant to Government Code Section 54956.9:  
Existing Litigation (Paragraph (1) of subdivision (d) of Government Code Section 54956.9)- One (1) Case,  
Name of Case: Waller v. County of Sutter, et al., Case No.: USDC EDCA 2:22-CV-00246.

**ADJOURNMENT**



**City of Live Oak  
Report to City Council**

**Meeting Date:** November 16, 2022  
**Title:** City Council Meeting Minutes  
**Contact Information:** Clarissa Menchaca, City Clerk  
**Recommendation:** Approve the November 2, 2022 City Council Regular Meeting minutes.  
**Attachments:**

[Minutes](#)  
[Public Comment - Dale Carlson](#)  
[Public Comment - Marcus Prasad](#)  
[Public Comment - Cruz Mora](#)



# LIVE OAK CITY COUNCIL

## REGULAR MEETING AGENDA NOVEMBER 2, 2022 6:00 PM

### MEMBERS OF THE COUNCIL

- NANCY SANTANA, MAYOR
- BOB WOTEN, VICE MAYOR
- JERAMY CHAPDELAINE, COUNCILMEMBER
- LAKHVIR GHAG, COUNCILMEMBER
- J.R. THIARA, COUNCILMEMBER

AARON PALMER,  
CITY MANAGER

NICOLE ROSSER,  
CITY ATTORNEY

MEETING LOCATION  
LIVE OAK COUNCIL CHAMBERS  
9955 LIVE OAK BOULEVARD  
LIVE OAK, CALIFORNIA 95953

CALL TO ORDER

Meeting called to order by Mayor Santana at Live Oak City Council Chambers, 9955 Live Oak Boulevard, Live Oak, CA at 6:07 pm.

ROLL CALL

Present: Councilmembers Thiara, Ghag, Chapdelaine, Vice Mayor Woten, and Mayor Santana

PLEDGE OF ALLEGIANCE AND INVOCATION

Councilmember Thiara led the Pledge of Allegiance. Councilmember Ghag delivered the invocation.

CORRECTIONS AND/OR CHANGES TO THE AGENDA BY CITY MANAGER ONLY

There were no corrections and/or changes to the agenda.

PUBLIC COMMENT

The following members of the public addressed the Council: J.R. Thiara and Cruz Mora.

The following members of the public submitted written public comments: Dale Carlson, Marcus Prasad, and Cruz Mora.

CONSENT ITEMS

Consent Calendar is passed by one motion with exceptions and separate votes as noted.

MOTION: APPROVE THE CONSENT AGENDA.  
(MOTION: CHAPDELAINE; SECOND: GHAG)

VOTE: MOTION PASSED UNANIMOUSLY

1. City Council Meeting Minutes  
Clarissa Menchaca, City Clerk  
Council action: October 19, 2022, City Council Regular Meeting minutes approved.
2. Findings to Hold Virtual City Council, Commission, Committee, Board and Other City Bodies Meetings Under AB 361  
Nicole Rosser, City Attorney  
Council action: Resolution No. 33-2022 adopted.

BUSINESS ITEMS

- 3. Approval of an Agreement with Kjeldsen, Sinnock & Neudeck Inc. Engineering (KSN Engineers) for Preparation of Grant Application and Authorization of the Submittal of a Financial Assistance Application for Water System Improvement Planning Grant  
Aaron Palmer, City Manager

Bill Lewis provided a report and addressed questions from the Council.

Public Comment was opened and closed without any speakers.

MOTION: 1) APPROVE AGREEMENT WITH KSN ENGINEERS WITH THE FINDING THAT THERE IS AN EXIGENCY NEED FOR THE AGREEMENT AND PERIOD OF PERFORMANCE; AND 2) ADOPT RESOLUTION MAKING FINDINGS AND DETERMINATIONS AUTHORIZING THE CITY MANAGER OR DESIGNEE TO FILE A FINANCIAL ASSISTANCE APPLICATION FOR WATER SYSTEM IMPROVEMENT PLANNING GRANT WITH THE CALIFORNIA STATE WATER RESOURCES CONTROL BOARD.  
(MOTION: GHAG; SECOND: SANTANA)

VOTE: MOTION PASSED 4-1  
 AYES: COUNCILMEMBERS GHAG, CHAPDELAINE, VICE MAYOR WOTEN, AND MAYOR SANTANA  
 NOES: COUNCILMEMBER THIARA

Reference Resolution No. 34-2022.

- 4. Approval of an Agreement with Kjeldsen, Sinnock & Neudeck Inc. Engineering (KSN Engineers) for Preparation of Grant Application and Authorization of the Submittal of a Financial Assistance Application for Wastewater System Improvement Planning Grant  
Aaron Palmer, City Manager

Bill Lewis provided a report and addressed questions from the Council.

Public Comment was opened and closed without any speakers.

MOTION: 1) APPROVE AGREEMENT WITH KSN ENGINEERS WITH THE FINDING THAT THERE IS AN EXIGENCY NEED FOR THE AGREEMENT AND PERIOD OF PERFORMANCE; AND 2) ADOPT RESOLUTION MAKING FINDINGS AND DETERMINATIONS AUTHORIZING THE CITY MANAGER OR DESIGNEE TO FILE A FINANCIAL ASSISTANCE APPLICATION FOR WASTEWATER SYSTEM IMPROVEMENT PLANNING GRANT WITH THE CALIFORNIA STATE WATER RESOURCES CONTROL BOARD.  
(MOTION: SANTANA; SECOND: CHAPDELAINE)

VOTE: MOTION PASSED 4-1  
 AYES: COUNCILMEMBERS GHAG, CHAPDELAINE, VICE MAYOR WOTEN, AND MAYOR SANTANA  
 NOES: COUNCILMEMBER THIARA

Reference Resolution No. 35-2022.

ITEMS REMOVED FROM THE CONSENT AGENDA FOR COUNCIL CONSIDERATION AND ACTION

There were no items removed from the Consent Agenda for Council consideration and action.

UPDATES AND ANNOUNCEMENTS FROM THE CITY ATTORNEY AND CITY MANAGER

Aaron Palmer, City Manager, highlighted the Pumpkin Paint Night event. Mr. Palmer announced that Saturday, November 5, 2022 is the Soccer Tournament for the City's youth soccer league, and the Turkey Shoot event is scheduled for November 22, 2022.

COUNCILMEMBER COMMENTS (WRITTEN ONLY)

There were no written councilmember comments.

ADJOURNMENT

Mayor Santana adjourned the meeting at 7:08 pm.

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Nancy Santana, Mayor

ATTEST:

\_\_\_\_\_  
Clarissa Menchaca, City Clerk



Good Evening City Council and Staff,

From: Dale Carlson

According to management, October was the month that all storm ditches are cleaned out. I sent a separate email with a sampling of deplorable looking storm ditch pictures. Management gave misinformation to the public since the ditches must be cleaned out more than once a year to prevent buildup of garbage and vegetation. What is the true problem and why are projects not getting completed? The ditches need to have trash, weeds, shrubs, stumps, a pole, etc. removed from them. As the mayor has stated, there needs to be honesty and truthfulness and that statement that ditches always get cleaned in October was neither. I knew this was not a factual statement when I heard it since I was employed by the city and know a lot of truthful and honest facts.

It is a real shame that having the Mello Roos tax removed was considered raiding the city accounts; however, giving management a 13% raise plus COLA possibly is rational. That is a huge increase that should have spanned over 3 more years. For an impoverished small town like Live Oak, it is not right that city officials make close to or over \$100,000+ a year while all of us taxpayers can only dream of making that kind of money! This is our money you are spending. By all rights, union employees should have been given the same treatment and been able to jump 3 pay increases due to the "Pay for Performance" category that was approved in the last budget for management. A budget needs to have tough questions asked to make sure the taxpayers are not getting fleeced by items like this. Make it fair for all of us now, since you think the city has so much money and can spend it frivolously, let's reduce taxes and utility rates.

Are there any updates on previous items I have brought forward? Why not start an Ad Hoc Committee to address problems in the city, including lighting on bike trails and parks, sidewalk repairs, culvert repairs, deteriorating sewer lines, video of underground lines, backflow replacement, etc., or are you hesitant to make these items public.

I do realize the parks are closed from dusk till dawn as stated by the Parks & Rec Director and Building Inspector in a previous meeting. Do you realize how incompetent that statement is, when sunset now is at 6:06 P.M. and dusk follows 35 minutes later. No one has time to even use the parks by the time they get off work and eat dinner. Let's get some solar lighting in those areas instead of giving out huge raises, painting murals, building a trash enclosure, etc., at least the community will be safer.

Thank you,

Dale Carlson













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TO: Council Members: [Ghag, Thiara, Chapdelaine, Woten, Santana.](#)

FROM: [Marcus Prasad](#)

DATE: [November 02, 2022](#)

SUBJECT: [Public Comment \(General\)](#) -

Good Evening Council and Citizens of Live Oak,

I would like to take this opportunity to wish all councilmembers, staff, and Live Oak residents a happy November as Sikh Awareness Month 2022 in the State of California. Additionally, I invite you all to the Yuba City Nagar Kirtan, Sikh parade on November 06 2022 Sunday.

It is with deep regret that despite my email to this council, the city of Live Oak chose not to pass any resolution recognizing this month as Sikh Awareness Month in accordance with the California State Assembly and legislature. This is shocking given that we have two elected Sikhs on council, and a widespread Punjabi-Sikh population in Live Oak city limits. Other cities such as Tracy have passed the resolution this month, moving ahead of Live Oak.

The Citizens are concerned, not only due to the lack of inclusivity by the City Government but also the quality of the drinking water. All citizens I speak to have an issue with the drinking water, whether its too hard or that it smells like chlorine.

I understand there is a sole sourced agreement and that should become publically transparent and go through the RFI process. Before the city contracts with a private entity, the public needs to be aware of who this private entity is and what are their credentials. Are they experienced in providing clean drinking water? Or are they experts at price gouging and taking \$ from working-class tax paying Americans? We need a general understanding of the goods and services to be provided to the city by a private supplier. These contractors are not held accountable, until government provides transparency of checks and balances. We cannot have another contractor, another private firm STEAL taxpayer money without doing the work or providing receipts.

It is blantly clear that the drinking water is NOT SAFE for human consumption. A majority of residents that I have spoken to told me they procure commercially bottled water from private suppliers, instead of drinking the city water that they pay for. This is a major issue that I hope the city can address.

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Thank you - **ੴ ਸ੍ਰੀ ਵਾਹਿਗੁਰੂ ਜੀ ਕੀ ਫਤਿਹ - Marcus Prasad**

# Cruz Mora

Working for Live Oak, California

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Cruz Mora for Live Oak



# Cruz Mora

Working for Live Oak, California

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November 2, 2022

TO: Mayor Santana, Vice-Mayor Woten,  
Council Members: Ghag, Thiara, Chapdelaine.

RE: Public Comment- General

Submitted electronically via: [https://liveoakca.granicusideas.com/meetings/199-city-council/agenda\\_items](https://liveoakca.granicusideas.com/meetings/199-city-council/agenda_items)

Resource for the public:

<https://www.liveoakcity.org/home/showpublisheddocument/1766/637919289259430000>  
[https://www.waterboards.ca.gov/drinking\\_water/certlic/drinkingwater/2022.html](https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/2022.html)

I welcome this opportunity to provide a written public comment to the City Council for today's Regular City Council meeting on November 2, 2022

According to the Centers for Disease Control and Prevention (CDC), the United States may have one of the "safest" drinking water supplies in the world, but 7.2 million Americans are still reported to get sick every year from diseases spread through water. Water becomes contaminated when there is:

- ◇ Damaged, aging & neglected infrastructure
- ◇ Runoff
- ◇ Mismanaged water treatment
- ◇ Unregulated chemicals
- ◇ Natural disasters and disruptions
- ◇ Lack of funding

According to the California Water Resources Control Board, 50% or more water sources exceed the maximum contaminant level (MCL), which the board categorized as a high risk. Water systems with impaired water sources make it more difficult to provide safe drinking water, particularly in the event of a drought or treatment failure.

According to the 2022 Consumer Confidence Report Live Oak, Barium samples from 2012 show Barium levels detected between 135 ug/l (Microgram/ Liter) but the report also shows the range of Barium between **130,000 – 140,000 ug/l** (Microgram/ Liter). Is this another mistake?

May God Bless Live Oak,  
Yours very truly,



Cruz Mora for Live Oak



## City of Live Oak Report to City Council

**Meeting Date:** November 16, 2022

**Title:** Findings to Hold Virtual City Council, Commission, Committee, Board and Other City Bodies Meetings Under AB 361

**Contact Information:** Nicole Rosser, City Attorney

**Background:** On March 17, 2020, Governor Gavin Newsom issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings completely telephonically or by other electronic means. As the City Council is well aware, this allowed City Council meetings to be conducted by Zoom with councilmembers and staff all joining from remote locations.

The suspension of certain provisions of the Brown Act was further extended by the Governor on June 11, 2021 by the issuance of Executive Order N-08-21 which continued to allow for complete virtual City Council (and other legislative body) meetings until September 30, 2021.

On September 16, 2021, Governor Newsom signed AB 361 to amend the Brown Act to allow legislative bodies to meet via teleconference during a proclaimed state of emergency in accordance with procedures established by AB 361 rather than under the Brown Act's more narrow standard rules. AB 361 allows legislative bodies to meet virtually, provided there is a state of emergency, and either (1) state or local officials have imposed or recommended measures to promote social distancing; or (2) the legislative body determines by majority vote that meeting in person would present imminent risks to the health and safety of attendees.

AB 361 preserves many of the provisions of the earlier executive orders, while also adding new requirements to the management of remote and teleconference public meetings in order to better achieve the levels of transparency that the Brown Act demands. Specifically, AB 361 imposes two new rules on remote public meetings:

1. Local governments and agencies hosting teleconference meetings in lieu of traditional in-person public meetings must permit direct public comment during the teleconference, and must leave open the opportunity for public comment until the comment period for a given item is closed during the

ordinary course of the meeting. The opportunity to make public comment must be of a sufficient duration so as to allow actual public participation.

2. Any action by the governing body during a public teleconference meeting must occur while the agency is actively and successfully broadcasting to members of the public through a call-in option or an internet-based service option. If a technical disruption within the agency's control prevents members of the public from either viewing the meeting of the public agency, or prevents members of the public from offering public comment, the agency must cease all action on the meeting agency until the disruption ends and the broadcast is restored. Action taken during an agency-caused disruption may be challenged as a violation of the Brown Act.

The City has been implementing the above stated requirements for conducting public meetings and is in full compliance with AB 361, thus there will be no change of the currently established procedures. Teleconference accessibility via call-in option or an internet-based service option (via the Zoom Webinars platform) is listed on the published agenda for each meeting as well as on the City's website and the City provides access for public comment opportunities in real time.

In order to continue to qualify for AB 361's waiver of in-person meeting requirements, the Council must adopt a resolution making the findings required by AB 361. This resolution will become a standing item on the City Council's agenda, it must be approved at every meeting until the proclaimed state of emergency is ended. The findings must include (a) state or local officials continue to recommend measures to promote social distancing, or that (b) an in-person meeting would constitute an imminent risk to the safety of attendees. The findings need not be in the form of a resolution, but a resolution is helpful in formalizing these findings.

The enclosed resolution makes the required findings under AB 361, and if adopted, it will allow the City to continue to offer teleconference accessibility for public meetings, to help mitigate the spread of COVID-19, as well as during other state-proclaimed emergencies where physical attendance may present a risk.

Lastly, it is important to note that having virtual meetings under the provisions of AB 361 is optional. If the Council wishes, it may meet in person or in a hybrid format.

**Fiscal Impacts:** None.

**Recommendation:** Adopt resolution.

**Attachments:**

[Resolution](#)

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIVE OAK MAKING FINDINGS AND DETERMINATIONS UNDER AB 361 FOR THE CONTINUATION OF VIRTUAL MEETINGS AND AUTHORIZING VIRTUAL CITY COUNCIL, COMMISSION, BOARD, AND OTHER CITY MEETINGS PURSUANT TO AB 361

The City Council of the City of Live Oak does hereby find, order and resolve as follows:

WHEREAS, all meetings of the Live Oak City Council are open and public, as required by the Ralph M. Brown Act (Cal. Gov't Code section 54950 et seq.), so that any member of the public may attend, participate and view the legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions and requirements; and

WHEREAS, Government Code section 54953(e) requirements include but are not limited to (1) the existence of a state of emergency declared by the Governor pursuant to Government Code section 8625 and (2) State or local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, on March 4, 2020, Governor Gavin Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic and as of the date of this Resolution, the proclaimed state of emergency remains in effect; and

WHEREAS, on March 17, 2020, Governor Gavin Newsom issued Executive Order N-29-20, which suspended and modified the teleconferencing requirements under the Brown Act (California Government Code Section 54950 et seq.) to allow local legislative bodies to hold public meetings via teleconference; and

WHEREAS, on June 11, 2021, Governor Gavin Newsom issued Executive Order N-08021, which extended the provisions of N-29-20 concerning the conduct of public meetings through September 30, 2021, and the Governor subsequently signed legislation revising Brown Act requirements for teleconferenced public meetings (Assembly Bill 361, referred to hereinafter as "AB 361"); and

WHEREAS, to preserve public health and safety, the State Public Health Officer has issued various orders and guidance regarding COVID-19 prevention measures, which includes references and a statement of support for social distancing recommendations; and

WHEREAS, the California Department of Industrial Relations has issued COVID-19 Prevention regulations in Title 8 of the California Code of Regulations (Section 3205 et seq.); and

WHEREAS, based on the foregoing, the City Council finds that (1) the Governor's Proclaimed State of Emergency as a result of the COVID-19 pandemic is currently in effect and has not been terminated, and (2) State officials have imposed or recommended measures to promote social distancing; and

WHEREAS, the City Council has considered the circumstances of the state of emergency, including all information relate to this matter, the associated staff report; and

WHEREAS, in light of the foregoing, the City Council desires to continue to have the flexibility to meet via tele/video conference and the City Council finds that it and its legislative bodies shall be permitted to conduct their meetings by teleconferencing without compliance with Government Code section 54953(b)(3) pursuant to section 54953(e), and such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed by section 54953(e)(2).

NOW, THEREFORE BE IS RESOLVED, FOUND AND ORDERED by the Live Oak City Council as follows:

1. The facts set forth in the above recitals are true and correct and incorporated into this resolution by reference.
2. As a result of the continuing COVID-19 state of emergency declared by Governor Newsom, State officials continue to impose or recommend measures to promote social distancing based on the State Public Health Officer's guidance and recommendations supporting social distancing and the Department of Industrial Relations' issuance of COVID-19 Prevention regulations through Title 8 of the California Code of Regulations, section 3205 et seq. promoting social distancing in the workplace.
3. Under the present circumstances, the City Council by and through its City Manager, is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this resolution including conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.
4. This Resolution shall take effect immediately upon adoption and shall be effective until the earlier of (i) Thirty (30) days from adoption of this Resolution or (ii) such time as the City Council adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which its legislative bodies may continue to teleconference without compliance with Section 54953(b)(3).
5. If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the Resolution which can be given effect without the invalid provision or application, and to this end the provisions of this Resolution are severable. The City Council hereby declares that it would have adopted this Resolution irrespective of the invalidity of any particular portion thereof.

PASSED AND ADOPTED by the City Council of the City of Live Oak this 16<sup>th</sup> day of November, 2022, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

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Nancy Santana, Mayor

ATTEST:

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Clarissa Menchaca, City Clerk



## City of Live Oak Report to City Council

- Meeting Date:** November 16, 2022
- Title:** Approval of Purchase of a Backhoe Loader
- Contact Information:** Ron Walker, Director of Public Works
- Background:** The Department of Public Works is responsible for maintaining City sewer main lines, water distribution main lines, and the storm collection system. The Department of Parks and Recreation is responsible for maintaining City parks and recreation facilities. The City currently owns one tier 2 diesel backhoe which Public Works and Parks staff share to maintain City infrastructure. To be compliant with California Off-Road regulation, the City needs to retire its tier 2 backhoe and replace it with a tier 4 backhoe.
- To obtain the best price for a new backhoe, staff worked with Sourcewell to utilize their cooperative purchasing program and Holt of California. A "cooperative purchasing program" is a cooperative arrangement for acquiring goods or services that involves aggregating the demand of two or more entities in an effort to obtain a more economical purchase. Cooperative purchasing replaces the in-house RFP bidding process and was recently used by the City of Marysville to purchase a backhoe.
- City staff has obtained a quote from Holt of California for \$154,093.58. This quote includes a 22% (\$39,618.00) discount off the list price.
- Staff recommends the Council approve the purchase of a Caterpillar Model 420 Backhoe Loader from Holt of California quote number 143283-01 for \$154,093.58. The costs will be spread across the Streets, Water, Sewer, and Parks Departments at 25% each.
- Analysis:** The report emphasizes the need to replace a soon-to-be out-of-compliance backhoe with a new backhoe that meets California regulations.
- Fiscal Impacts:** The purchase price of the new backhoe loader is \$154,093.58. The costs will be spread across the Streets, Water, Sewer, and Parks Departments at 25% each. This item was approved in 2022-23 Budget.
- Recommendation:** Approve the purchase of a new backhoe from Holt of California utilizing Sourcewell Competitive Bidding.
- Attachments:**

RFP and Addendum  
Form G  
Comment and Review  
CAT - Pricing Information  
Quote



**Sourcewell<sup>SM</sup>**

Formerly the National Joint Powers Alliance (NJPA)

## **REQUEST FOR PROPOSAL**

for the procurement of

# **HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES**

### **RFP Opening**

| March 22, 2019 |

8:30 a.m. Central Time

At the offices of Sourcewell

202 12<sup>th</sup> Street Northeast, Staples, MN 56479

### **RFP #032119**

Sourcewell, formerly the National Joint Powers Alliance® (NJPA), on behalf of Sourcewell and its current and potential member agencies, which includes all governmental, higher education, K-12 education, not-for-profit, tribal government, and all other public agencies located in all fifty states, Canada, and internationally, issues this Request For Proposal (RFP) to result in a national contract solution for the procurement of #032119 HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES. Details of this RFP are available beginning January 31, 2019. Details may be obtained by letter of request to James Voelker, Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479, or by e-mail at [RFP@sourcewell-mn.gov](mailto:RFP@sourcewell-mn.gov). Proposals will be received until March 21, 2019 at 4:30 p.m. Central Time at the above address and opened | March 22, 2019 | at 8:30 a.m. Central Time.

### **RFP Timeline**

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| <b>January 31, 2019</b>                | <b>Publication of RFP</b> in the print and online version of <i>USA Today</i> , in the print and online version of the <i>Salt Lake News</i> within the State of Utah, in the print and online version of the <i>Daily Journal of Commerce</i> within the State of Oregon (note: OR entities this pertains to: <a href="http://www.sourcewell-mn.gov/compliance-legal/oregon-advertising">www.sourcewell-mn.gov/compliance-legal/oregon-advertising</a> and also RFP Appendix B), in the print and online version of <i>The State</i> within the State of South Carolina, the Sourcewell website, MERX, PublicPurchase.com, Biddingo, and Onvia. |
| <b>March 5, 2019<br/>10:00 a.m. CT</b> | <b>Pre-Proposal Conference</b> (the webcast/conference call). The connection information will be sent to all inquirers two business days before the conference.  |
| <b>March 14, 2019</b>                  | <b>Deadline for RFP questions.</b>   |
| <b>March 21, 2019<br/>4:30 p.m. CT</b> | <b>Deadline for Submission of Proposals.</b> Late responses will be returned unopened.   |
| <b>March 22, 2019<br/>8:30 a.m. CT</b> | <b>Public Opening of Proposals.</b>  |

Direct questions regarding this RFP to: James Voelker at [james.voelker@sourcewell-mn.gov](mailto:james.voelker@sourcewell-mn.gov) or 218-895-4191.



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## **1 DEFINITIONS**

### **A. CONTRACT**

Contract means this RFP, current pricing information, fully executed Forms C, D, F, & P from the Proposer's response pursuant to this RFP, and a fully executed Form E ("Acceptance and Award") with final terms and conditions. Form E will be executed after a formal award and will provide final clarification of terms and conditions of the award.

### **B. PROPOSER**

A Proposer is a company, person, or entity delivering a timely response to this RFP. This RFP may also use the terms "respondent" or "proposed Vendor," which is interchangeable with Proposer as the context allows.

### **C. SOURCED GOOD or OPEN MARKET ITEM**

A Sourced Good or Open Market Item is a product within the RFP's scope 1) that is not currently available under the Vendor's Sourcwell contract, 2) that a member wants to buy under contract from an awarded Vendor, and 3) that is generally deemed incidental to the total transaction or purchase of contract items.

### **D. VENDOR**

A Proposer whose response has been awarded a contract pursuant to this RFP.

## **2 ADVERTISEMENT OF RFP**

**2.1** Sourcewell advertises this solicitation: 1) in the hard copy print and online editions of the USA Today; 2) once each in Oregon’s Daily Journal of Commerce, South Carolina’s The State and Utah’s Salt Lake Tribune; 3) on Sourcewell’s website; and 4) on other third-party websites deemed appropriate by Sourcewell. Other third-party advertisers may include Onvia, PublicPurchase.com, MERX, and Biddingo.

**2.2** Sourcewell also notifies and provides solicitation documentation to each state-level procurement departments for possible re-posting of the solicitation within their systems and at their option for future use and to meet specific state requirements.

## **3 INTRODUCTION**

### **A. ABOUT SOURCEWELL**

**3.1** Sourcewell, formerly the National Joint Powers Alliance® (NJPA) is a public agency serving as a national municipal contracting agency established under the Service Cooperative statute by Minnesota Legislative Statute §123A.21 with the authority to develop and offer, among other services, cooperative procurement services to its membership. Eligible membership and participation includes states, cities, counties, all government agencies, both public and non-public educational agencies, colleges, universities and non-profit organizations.

**3.2** Under the authority of Minnesota state laws and enabling legislation, Sourcewell facilitates a competitive solicitation and contracting process on behalf of the needs of itself and the needs of current and potential member agencies nationally. This process results in national procurement contracts with various Vendors of products/equipment and services which Sourcewell Member agencies desire to procure. These procurement contracts are created in compliance with applicable Minnesota Municipal Contracting Laws. A complete listing of Sourcewell cooperative procurement contracts can be found at [www.sourcewell-mn.gov](http://www.sourcewell-mn.gov).

**3.3** Sourcewell is a public agency governed by publicly elected officials that serve as the Sourcewell Board of Directors. Sourcewell’s Board of Directors oversees and authorizes the calls for all new proposals and holds those resulting Contracts for the benefit of its own and its Members use.

**3.4** Sourcewell currently serves over 50,000 member agencies nationally. Both membership and utilization of Sourcewell contracts continue to expand, due in part to the increasing acceptance of Cooperative Purchasing throughout the government and education communities nationally.

### **B. JOINT EXERCISE OF POWERS LAWS**

**3.5** Sourcewell cooperatively shares those contracts with its Members nationwide through various Joint Exercise of Powers Laws or Cooperative Purchasing Statutes established in Minnesota, other states and Canadian provinces. The Minnesota Joint Exercise of Powers Law is Minnesota Statute §471.59 which states “Two or more governmental units...may jointly or cooperatively exercise any power common to the contracting parties...” This Minnesota Statute allows Sourcewell to serve Member agencies located in all other states. Municipal agencies nationally can participate in cooperative purchasing activities under their own state law. These laws can be found on our website at [www.sourcewell-mn.gov/compliance-legal](http://www.sourcewell-mn.gov/compliance-legal).

**3.5.1** For Members within the Commonwealth of Virginia, this RFP is intended to be a “joint procurement agreement” as described in Vir. Code § 2.2-4304(A), and those Virginia Members identified in Appendix C may agree to be a Joint Purchaser under this RFP.

**3.5.2** For Members within Canada, this RFP is intended to include municipalities and publicly-funded academic institutions, schools boards, health authorities, and social services (MASH

sectors). In addition this RFP is intended to include current and potential Members of the Rural Municipalities of Alberta (RMA), and their represented Associations (SARM, SUMA and AMM).

### C. WHY RESPOND TO A NATIONAL COOPERATIVE PROCUREMENT CONTRACT

**3.6** National Cooperative Procurement Contracts create value for Municipal and Public Agencies, as well as for Vendors of products/equipment and services in a variety of ways:

**3.6.1** National cooperative contracts potentially save time and effort for municipal and public agencies, who otherwise would have to solicit vendor responses to individual RFPs, resulting in individual contracts, to meet the procurement needs of their respective agencies. Considerable time and effort is also potentially saved by the Vendors who would have had to otherwise respond to each of those individual RFPs. A single, nationally advertised RFP, resulting in a single, national cooperative contract can potentially replace thousands of individual RFPs for the same equipment/products/services that might have been otherwise advertised by individual Sourcewell member agencies.

**3.6.2** Sourcewell contracts offer our Members nationally leveraged volume purchasing discounts. Our contract terms and conditions offer the opportunity for Vendors to recognize individual member procurement volume commitment through additional volume based contract discounts.

**3.7** State laws that permit or encourage cooperative purchasing contracts do so with the belief that cooperative efficiencies will result in lower prices, better overall value, and considerable time savings.

**3.8** The collective purchasing power of thousands of Sourcewell Member agencies nationwide offers the opportunity for volume pricing discounts. Although no sales or sales volume is guaranteed by a Sourcewell Contract resulting from this RFP, substantial volume is anticipated and volume pricing is requested and justified.

**3.9** Sourcewell and its Members desire the best value for their procurement dollar as well as a competitive price. Vendors have the opportunity to display and highlight value-added attributes of their company, equipment/products and services without constraints of a typical individual proposal process.

### D. THE INTENT OF THIS RFP

**3.10. National contract awarded by Sourcewell:** Sourcewell seeks the most responsive and responsible Vendor relationship(s) to reflect the best interests of Sourcewell and its Member agencies. Through a competitive proposal and evaluation process, the Sourcewell Proposal Evaluation Committee recommends vendors for a national contract awarded by the action of the Sourcewell Chief Procurement Officer. Sourcewell's primary intent is to establish and provide a national cooperative procurement contract that offer opportunities for Sourcewell and our current and potential Member agencies throughout the United States and Canada to procure quality product/equipment and services as desired and needed. The contracts will be marketed nationally through a cooperative effort between the awarded vendor(s) and Sourcewell. Contracts are expected to offer price levels reflective of the potential and collective volume of Sourcewell and the nationally established Sourcewell membership base.

**3.11** Beyond our primary intent, Sourcewell further desires to:

**3.11.1** Award a four-year contract with a fifth-year contract option resulting from this RFP. Any fifth-year extension is exercised at Sourcewell's discretion and results from Sourcewell's contracting needs or from Member requests; this extension is not intended merely to accommodate an awarded Vendor's request. If Sourcewell grants a fifth-year extension, it may also terminate the contract (or cause it to expire) within the fifth year if the extended

contract is replaced by a resolicited or newly solicited contract. In exigent circumstances, Sourcewell may petition Sourcewell's Board of Directors to extend the contract term beyond five years. This rarely used procedure should be employed only to avoid a gap in contract coverage while a replacement contract is being solicited;

- 3.11.2** Offer and apply any applicable technological advances throughout the term of a contract resulting from this RFP;
- 3.11.3** Deliver "Value Added" aspects of the company, equipment/products and services as defined in the "Proposer's Response";
- 3.11.4** Deliver a wide spectrum of solutions to meet the needs and requirements of Sourcewell and Sourcewell Member agencies; and
- 3.11.5** Award an exclusive contract to the most responsive and responsible vendor when it is deemed to be in the best interest of Sourcewell and the Sourcewell Member agencies.

**3.12 Exclusive or Multiple Awards:** Based on the scope of this RFP and on the responses received, Sourcewell may award either an exclusive contract or multiple contracts. In some circumstances, a single national supplier may best meet the needs of Sourcewell Members; in other situations, multiple vendors may be in the best interests of Sourcewell and the Sourcewell Members and preferred by Sourcewell to provide the widest array of solutions to meet the member agency's needs. Sourcewell retains sole discretion to determine which approach is in the best interests of Sourcewell Member agencies.

**3.13 Non-Manufacturer Awards:** Sourcewell reserves the right to make an award under this RFP to a non-manufacturer or dealer/distributor if such action is in the best interests of Sourcewell and its Members.

**3.14 Manufacturer as a Proposer:** If the Proposer is a manufacturer or wholesale distributor, the response received will be evaluated on the basis of a response made in conjunction with that manufacturer's authorized dealer network. Unless stated otherwise, a manufacturer or wholesale distributor Proposer is assumed to have a documented relationship with their dealer network where that dealer network is informed of, and authorized to accept, purchase orders pursuant to any Contract resulting from this RFP on behalf of the manufacturer or wholesale distributor Proposer. Any such dealer will be considered a sub-contractor of the Proposer/Vendor. The relationship between the manufacturer and wholesale distributor Proposer and its dealer network may be proposed at the time of the submission if that fact is properly identified.

**3.15 Dealer/Reseller as a Proposer:** If the Proposer is a dealer or reseller of the products and/or services being proposed, the response will be evaluated based on the Proposer's authorization to provide those products and services from their manufacturer. When requested by Sourcewell, Proposers must document their authority to offer those products and/or services.

## E. SCOPE OF THIS RFP

**3.16 Scope:** The scope of this RFP is to award a contract to a qualifying vendor defined as a manufacturer, provider, or dealer/distributor, established as a Proposer, and deemed responsive and responsible through our open and competitive proposal process. Vendors will be awarded contracts based on the proposal and responders demonstrated ability to meet the expectations of the RFP and demonstrate the overall highest valued solutions which meet and/or exceed the current and future needs and requirements of Sourcewell and its Member agencies nationally within the scope of **HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES.**

**3.17 Additional Scope Definitions:** In addition to **HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES,** **this solicitation should be read to include, but not to be limited to:**

**3.17.1** Subject to section 3.17.2 below, the following types of heavy construction equipment: wheeled, tracked, and backhoe loaders, motor graders, wheeled and tracked excavators, bulldozers, compactors, scrapers, articulated and rigid haulers, cranes, highway-class asphalt pavers, screeds, pavement milling machines, and rollers.

**3.17.2** A Proposer must meet **at least one** of the following four requirements to be considered within scope of this solicitation. For purposes of Section 3.17.2 and its subsections, the term “published” means that the information is readily available through the proposer’s printed literature or website and that the proposer has verified the accuracy of the information:

**3.17.2.1** At least one wheel loader with published net horsepower (HP) of at least 330 HP, and a crawler excavator with published net HP of at least 500 HP and maximum operating weight of at least 150,000 lbs.

**3.17.2.2** At least one motor grader with a published maximum operating weight of at least 30,000 lbs.

**3.17.2.3** At least one crane with a published maximum lifting capacity of at least 300 tons and a published maximum boom length of at least 150 feet.

**3.17.2.4** At least one highway-class asphalt paver with a published maximum operating weight of at least 19,000 lbs.

**3.17.3** Sourcewell reserves the right to limit the scope of this solicitation for Sourcewell and current and potential Sourcewell member agencies.

**3.17.3.1** This solicitation should **NOT** be construed to include any of the following:

- a. Construction services
- b. Equipment accessory, attachment and supply only solutions, or
- c. Vendors whose primary business is covered under categories included in the following Sourcewell RFPs:
  - i. Medium Construction Equipment with Related Accessories, Attachments, and Supplies (See Sourcewell RFP #042815)
  - ii. Portable Construction and Maintenance Equipment and Trailers with Related Accessories, Attachments, and Supplies (See Sourcewell RFP #052015)
  - iii. Grounds Maintenance Equipment, Attachments, Accessories, and Related Services (See Sourcewell RFP #062117)
  - iv. Forklifts, Lift Trucks, and Related Material Handling Equipment, Attachments, Accessories, and Services (See Sourcewell RFP #101816)
  - v. Roadway Maintenance Equipment with Related Accessories, Attachments, Materials, and Supplies (See Sourcewell RFP #052417)
  - vi. Public Utility Equipment with Related Accessories and Supplies (See Sourcewell #012418)

**3.18 Overlap of Scope:** When considering equipment/products/services, or groups of equipment/products/services submitted as a part of your response, and whether inclusion of such will fall within a “Scope of Proposal,” please consider the validity of an inverse statement.

**3.18.1** For example, pencils and post-it-notes can generally be classified as office supplies and office supplies generally include pencils and post-it-notes.

**3.18.2** In contrast, computers (PCs and peripherals) can generally be considered office supplies; however, the scope of office supplies does not generally include computer servers and infrastructure.

**3.18.3** In conclusion: With this in mind, individual products and services must be examined individually by Sourcewell, from time to time and in its sole discretion, to determine their compliance and fall within the original “Scope” as intended by Sourcewell.

**3.19 Best and Most Responsive – Responsible Proposer:** It is the intent of Sourcewell to award a Contract to the best and most responsible and responsive Proposer(s) offering the best overall quality and selection of equipment/products and services meeting the commonly requested specifications of Sourcewell and Sourcewell Members, provided the Proposer’s Response has been submitted in accordance with the requirements of this RFP. Qualifying Proposers who are able to anticipate the current and future needs and requirements of Sourcewell and Sourcewell member agencies; demonstrate the knowledge of any and all applicable industry standards, laws and regulations; and possess the willingness and ability to distribute, market to and service Sourcewell Members in all 50 states are preferred. Sourcewell requests proposers submit their entire line of products and services as it applies and relates to the scope of this RFP.

**3.20 Sealed Proposals:** Sourcewell will receive sealed proposal responses to this RFP in accordance with accepted standards set forth in the Minnesota Procurement Code and Uniform Municipal Contracting Law. Awards may be made to responsible and responsive Proposers whose proposals are determined in writing to be the most advantageous to Sourcewell and its current or qualifying future Sourcewell Member agencies.

**3.21 Use of Contract:** Any Contract resulting from this solicitation shall be awarded with the understanding that it is for the sole convenience of Sourcewell and its Members. Sourcewell and/or its members reserve the right to obtain like equipment/products and services solely from this contract or from another contract source of their choice or from a contract resulting from their own procurement process.

**3.22 Awarded Vendor’s interest in a contract resulting from this RFP:** Awarded Vendors will be able to offer to Sourcewell, and current and potential Sourcewell Members, only those products/equipment and services specifically awarded on their Sourcewell Awarded Contract(s). Awarded Vendors may not offer as “contract compliant,” products/equipment and services which are not specifically identified and priced in their Sourcewell Awarded Contract.

**3.23 Sole Source of Responsibility-** Sourcewell desires a “Sole Source of Responsibility” Vendor. This means that the Vendor will take sole responsibility for the performance of delivered equipment/products/services. Sourcewell also desires sole responsibility with regard to:

**3.23.1 Scope of Equipment/Products/Services:** Sourcewell desires a provider for the broadest possible scope of products/equipment and services being proposed over the largest possible geographic area and to the largest possible cross-section of Sourcewell current and potential Members.

**3.23.2 Vendor use of sub-contractors in sourcing or delivering equipment/product/services:** Sourcewell desires a single source of responsibility for equipment/products and services proposed. Proposers are assumed to have sub-contractor relationships with all organizations and individuals whom are external to the Proposer and are involved in providing or delivering the equipment/products/services being proposed. Vendor assumes all responsibility for the equipment/products/services and actions of any such Sub-Contractor. Suggested Solutions Options include:

**3.23.3** Multiple solutions to the needs of Sourcewell and Sourcewell Members are possible. Examples could include:

**3.23.3.1 Equipment/Products Only Solution:** Equipment/Products Only Solution may be appropriate for situations where Sourcewell or Sourcewell Members possess the ability, either in-house or through local third party contractors, to properly install and bring to operation those equipment/products being proposed.

**3.23.3.2 Turn-Key Solutions:** A Turn-Key Solution is a combination of equipment/products and services that provides a single price for equipment/products, delivery, and installation to a properly operating status. Generally this is the most desirable solution because Sourcewell and Sourcewell Members may not possess, or desire to engage, personnel with the necessary expertise to complete these tasks internally or through other independent contractors.

**3.23.3.3 Good, Better, Best:** Where appropriate and properly identified, Proposers may offer the choice “of good, better, best” multiple-grade solutions to meet Sourcewell Members’ needs.

**3.23.3.4 Proven – Accepted – Leading-Edge Technology:** Where appropriate and properly identified, Proposers may provide a spectrum of technology solutions to complement or enhance the proposed solutions to meet Sourcewell Members’ needs.

**3.23.4** If applicable, Contracts will be awarded to Proposer(s) able to deliver a proposal meeting the entire needs of Sourcewell and its Members within the scope of this RFP. Sourcewell prefers Proposers submit their complete product line of products and services described in the scope of this RFP. Sourcewell reserves the right to reject individual, or groupings of specific equipment/products and services proposals as a part of the award.

**3.24 Geographic Area to be Proposed:** This RFP invites proposals to provide HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES to Sourcewell and Sourcewell Members throughout the entire United States and possibly internationally. Proposers will be expected to express willingness to explore service to Sourcewell Members located abroad; however the lack of ability to serve Members outside of the United States will not be cause for non-award. The ability and willingness to serve Canada, for instance, will be viewed as a value-added attribute.

**3.25 Contract Term:** At Sourcewell’s option, a Contract resulting from this RFP will become effective either on the date awarded by the Sourcewell Executive Director and Chief Procurement Officer or on the day following the expiration date of an existing Sourcewell procurement contract for the same or similar product/equipment and services.

**3.25.1** Sourcewell is seeking a Contract base term of four years as allowed by Minnesota Contracting Law. Full term is expected. However, one additional one-year renewal/extension may be offered by Sourcewell to Vendor beyond the original four year term if Sourcewell deems such action to be in the best interests of Sourcewell and its Members. Sourcewell reserves the right to conduct periodic business reviews throughout the term of the contract.

**3.26 Minimum Contract Value:** Sourcewell anticipates considerable activity resulting from this RFP and subsequent award; however, no commitment of any kind is made concerning actual quantities to be acquired. Sourcewell does not guarantee usage. Usage will depend on the actual needs of the Sourcewell Members and the value of the awarded contract.

**3.27 [This section is intentionally blank.]**

**3.28 Contract Availability:** This Contract must be available to all current and potential Sourcewell Members who choose to utilize this Sourcewell Contract to include all governmental and public agencies, public and private primary and secondary education agencies, and all non-profit organizations nationally.



**3.28.1** With respect to Members within the Commonwealth of Virginia, this RFP is intended to be a “joint procurement agreement” as described in Vir. Code § 2.2-4304(A), and those Virginia Members identified in Appendix C must be allowed to use this Contract as a Joint Purchaser.

**3.28.2** For Members within Canada, this RFP is intended to include municipalities and publicly-funded academic institutions, schools boards, health authorities, and social services (MASH sectors). In addition this RFP is intended to include current and potential Members of the Rural Municipalities of Alberta (RMA), and their represented Associations (SARM, SUMA and AMM).

**3.29 Proposer’s Commitment Period:** In order to allow Sourcewell the opportunity to evaluate each proposal thoroughly, Sourcewell requires any response to this solicitation be valid and irrevocable for ninety (90) days after the date proposals are opened.

## F. EXPECTATIONS FOR EQUIPMENT/PRODUCTS AND SERVICES BEING PROPOSED

**3.30 Industry Standards:** Except as contained herein, the specifications or solutions for this RFP shall be those accepted guidelines set forth by the HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES industry, as they are generally understood and accepted within that industry across the nation. Submitted products/equipment, related services and accessories, and their warranties and assurances are required to meet and/or exceed all current, traditional and anticipated standards, needs, expectations, and requirements of Sourcewell and its Members.

**3.30.1 Deviations from industry standards** must be identified by the Proposer and explained how, in their opinion, the equipment/products and services they propose will render equivalent functionality, coverage, performance, and/or related services. Failure to detail all such deviations may comprise sufficient grounds for rejection of the entire proposal.

**3.30.2 Technical Descriptions/Specifications.** Excessive technical descriptions and specifications that unduly enlarge the proposal response may cause Sourcewell to reduce the evaluation points awarded on Form G. Proposers must supply sufficient information to:

**3.30.2.1** demonstrate the Proposer’s knowledge of industry standards and Member agency needs and expectations;

**3.30.2.2** Identify the equipment/products and services being proposed as applicable to the needs and expectations of Sourcewell Member agencies; and

**3.30.2.3** differentiate equipment/products and services from other industry manufacturers and providers.

**3.31 New Current Model Equipment/Products:** Proposals submitted shall be for new, current model equipment/products and services with the exception of certain close-out products allowed to be offered on the Proposer’s “Hot List” described herein.

**3.32 Compliance with laws and standards:** All items supplied on this Contract shall comply with any current applicable safety or regulatory standards or codes.

**3.33 Delivered and operational:** Products/equipment offered herein are to be proposed based upon being delivered and operational at the Sourcewell Member’s site. Exceptions to “delivered and operational” must be clearly disclosed in the “Total Cost of Acquisition” section of the proposal.

**3.34 Warranty:** The Proposer warrants that all products, equipment, supplies, and services delivered under this Contract shall be covered by the industry standard or better warranty. All products and equipment should carry a minimum industry standard manufacturer’s warranty that includes materials and labor. The Proposer has the primary responsibility to submit product specific warranty as required and accepted by

industry standards. Dealer/Distributors agree to assist the purchaser in reaching a solution in a dispute over warranty's terms with the manufacturer. Any manufacturer's warranty that is effective past the expiration of the warranty will be passed on to the Sourcewell member. Failure to submit a minimum warranty may result in non-award.

**3.35 Additional Warrants:** The Proposer warrants that all products/equipment and related services furnished hereunder will be free from liens and encumbrances; defects in design, materials, and workmanship; and will conform in all respects to the terms of this RFP including any specifications or standards. In addition, Proposer/Vendor warrants the products/equipment and related services are suitable for and will perform in accordance with the ordinary use for which they are intended.

## G. SOLUTIONS-BASED SOLICITATION

**3.36** The Sourcewell solicitation and contract award process is not based on detailed specifications. Instead, this RFP is a "Solutions-Based Solicitation." Sourcewell expects respondents to understand and anticipate the current and future needs of Sourcewell and its members—within the scope of this RFP—and to propose solutions that are commonly desired or required by law or industry standards. Proposal will be evaluated in part on your demonstrated ability to meet or exceed the needs and requirements of Sourcewell and our member agencies within the defined scope of this RFP.

**3.37** While Sourcewell does not typically provide product and service specifications, the RFP may contain scope refinements and industry-specific questions. Where specific items are specified, those items should be considered the minimum required, which the proposal can exceed in order to meet Members' needs. Sourcewell may award all of the respondent's proposal or may limit the award to a subset of the proposal.

## **3** INSTRUCTIONS FOR PREPARING YOUR PROPOSAL

### A. INQUIRY PERIOD

**4.1** The inquiry period begins on the date of first advertisement and continues until to the Deadline for Submission." RFP packages will be distributed to potential Vendors during the inquiry period.

### B. PRE-PROPOSAL CONFERENCE

**4.2** A pre-proposal conference will be held at the date and time specified in the timeline on page one of this RFP. Conference information will be sent to all potential Proposers, and attendance is optional. The purpose of this conference is to allow potential Proposers to ask questions regarding this RFP and Sourcewell's competitive contracting process. Only answers issued by written addendum by Sourcewell to questions asked before the deadline for questions are binding on the parties to an awarded contract.

### C. IDENTIFICATION OF KEY PERSONNEL

**4.3** Awarded Vendors will designate one senior staff member to represent the Vendor to Sourcewell. This contact person will correspond with members for technical assistance, questions, or concerns that may arise, including instructions regarding different contacts for different geographical areas or product lines.

**4.4** These designated individuals should also act as the primary contact for marketing, sales, and any other area deemed essential by the Proposer and Sourcewell.

### D. PROPOSER'S EXCEPTIONS TO TERMS AND CONDITIONS

**4.5** Any exceptions, deviations, or contingencies regarding this RFP that a Proposer requests must be documented on Form C, Exceptions To Proposal, Terms, Conditions And Solutions Request.

4.6 Exceptions, deviations or contingencies requested in the Proposer’s response, while possibly necessary in the view of the Proposer, may result in lower scoring or disqualification of a proposal.

## E. PROPOSAL FORMAT

4.7 All Proposers must examine the entire RFP package to seek clarification of any item or requirement that may not be clear and to check all responses for accuracy before submitting a proposal.

4.8 All proposals must be properly labeled and sent to “Sourcewell, 202 12th Street NE Staples, MN 56479.”

4.9 All proposals must be physically delivered to Sourcewell at the above address with all required hard copy documents and signature forms/pages inserted as loose pages at the front of the Vendor’s response. The proposal must include these items.

4.9.1 Hard copy original of completed, signed, and dated Forms C, D, F; hard copy of the signed signature-page only from Forms A and P from this RFP;

4.9.2 Signed hard copies of all addenda issued for the RFP;

4.9.3 Hard copy of Certificate of Insurance verifying the coverage identified in this RFP; and

4.9.4 A complete copy of your response on a flash drive (or other approved electronic means). The electronic copy must contain completed Forms A, B, C, D, F, and P, your statement of products and pricing (including apparent discount), and all appropriate attachments. In order to ensure that your full response is evaluated, you must provide an electronic version of any material that you provide in a hard copy format.

As a public agency, Sourcewell’s proposals, responses, and awarded contracts are a matter of public record, except for such data that is classified as nonpublic. Accordingly, public data is available for review through a properly submitted public records request. To redact nonpublic information from your proposal (under Minnesota Statute §13.37), you must make your request within thirty (30) days of the contract award or non-award date.

4.10 All Proposal forms must be submitted in English and must be legible. All appropriate forms must be executed by an authorized signatory of the Proposer. Blue ink is preferred for signatures.

4.11 Proposal submissions should be submitted using the electronic forms provided. Proposers that use alternative documents are responsible for ensuring that the content is substantially similar to the Sourcewell form and that the document is readable by Sourcewell.

4.12 The Proposer must ensure that the proposal is in the physical possession of Sourcewell before the submission deadline.

4.12.1 Proposals must be submitted in a sealed envelope or box properly addressed to Sourcewell and prominently identifying the proposal number, proposal category name, the message “**Hold for Proposal Opening,**” and the deadline for proposal submission. Sourcewell is not responsible for untimely proposals. Proposals received by the deadline for proposal submission will be opened and the name of each Proposer and other appropriate information will be publicly read.

4.13 Proposers are responsible for checking directly on the Sourcewell website for any addendums to this RFP. Addendums to this RFP can change the terms and conditions of the RFP, including the proposal submission deadline.

## F. QUESTIONS AND ANSWERS ABOUT THIS RFP

**4.14** Upon examination of this RFP document, Proposers should promptly notify Sourcewell of any ambiguity, inconsistency, or error they may discover. Interpretations, corrections, and changes to this RFP will be considered by Sourcewell through a written addendum. Interpretations, corrections, or changes that are made in any other manner are not binding, and Proposers must not rely on them.

**4.15** Submit all questions about this RFP, in writing, referencing HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES to James Voelker at Sourcewell, 202 12th Street NE, Staples, MN 56479 or to RFP@sourcewell-mn.gov. You may also call James Voelker at 218-895-4191. Sourcewell urges potential Proposers to communicate all concerns well in advance of the submission deadline to avoid misunderstandings. Questions received within seven (7) days before the submission deadline generally cannot be answered. Sourcewell may, however, field purely procedural questions, questions about Sourcewell-issued addenda, or questions involving a Proposer withdrawing its response before the RFP submission deadline.

**4.16** If Sourcewell deems that its answer to a question has a material impact on other potential Proposers or on the RFP itself, Sourcewell will create an addendum to this RFP.

**4.17** If Sourcewell deems that its answer to a question merely clarifies the existing terms and conditions and does not have a material impact on other potential Proposers or the RFP itself, no further documentation of that question is required.

**4.18** Addenda are written instruments issued by Sourcewell that modify or interpret the RFP. All addenda issued by Sourcewell become a part of the RFP. Addenda will be delivered to all Potential Proposers using the same method of delivery of the original RFP material. Sourcewell accepts no liability in connection with the delivery of any addenda. Copies of addenda will also be made available on the Sourcewell website at [www.sourcewell-mn.gov](http://www.sourcewell-mn.gov) (under "Solicitations") and from the Sourcewell offices. All Proposers must acknowledge their receipt of all addenda in their proposal response.

**4.19** Any amendment to a submitted proposal must be in writing and must be delivered to Sourcewell by the RFP submission deadline.

**4.20 through 4.21 [These sections are intentionally blank.]**

## G. MODIFICATION OR WITHDRAWAL OF A SUBMITTED PROPOSAL

**4.22** A submitted proposal must not be modified, withdrawn, or cancelled by the Proposer for a period of ninety (90) days following the date proposals were opened. Before the deadline for submission of proposals, any proposal submitted may be modified or withdrawn by notice to the Sourcewell Procurement Manager. Such notice must be submitted in writing and must include the signature of the Proposer. The notice must be delivered to Sourcewell before the deadline for submission of proposals and must be so worded as not to reveal the content of the original proposal. The original proposal will not be physically returned to the potential Proposer until after the official proposal opening. Withdrawn proposals may be resubmitted up to the time designated for the receipt of the proposals if they fully conform with the proposal instructions.

## H. PROPOSAL OPENING PROCEDURE

**4.23** Sealed and properly identified responses for this RFP entitled HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES will be received by Chris Robinson, Procurement Manager, at Sourcewell Offices, 202 12th Street NE, Staples, MN 56479 until the deadline identified on page one of this RFP. All Proposal responses must be submitted in a sealed package. The outside of the package must plainly identify HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES and the RFP number. To avoid premature opening, the Proposer must label the Proposal response properly. **Sourcewell documents the receipt of proposals by immediately time- and date-stamping them.** At the time of the public opening,

the Sourcewell Director of Procurement or a representative from the Sourcewell Proposal Evaluation Committee will read the Proposer's names aloud and will determine whether each submission has met Level-1 responsiveness.

## I. SOURCEWELL'S RIGHTS RESERVED

4.24 Sourcewell may exercise the following rights with regard to the RFP.

4.24.1 Reject any and all proposals received in response to this RFP;

4.24.2 Disqualify any Proposer whose conduct or proposal fails to conform to the requirements of this RFP;

4.24.3 Duplicate without limitation all materials submitted for purposes of RFP evaluation, and duplicate all public information in response to data requests regarding the proposal;

4.24.4 Consider and accept for evaluation a late modification of a proposal if 1) the proposal itself was submitted on time, 2) the modifications were requested by Sourcewell, and 3) the modifications make the terms of the proposal more favorable to Sourcewell or its members;

4.24.5 Waive any non-material deviations from the requirements and procedures of this RFP;

4.24.6 Extend the Contract, in increments determined by Sourcewell, not to exceed a total Contract term of five years;

4.24.7 Cancel the Request for Proposal at any time and for any reason with no cost or penalty to Sourcewell;

4.24.8 Correct or amend the RFP at any time with no cost or penalty to Sourcewell. If Sourcewell corrects or amends any segment of the RFP after submission of proposals and before the announcement of the awarded Vendor, all proposers will be afforded a reasonable opportunity to revise their proposals in order to accommodate the RFP amendment and the new submission dates. Sourcewell will not be liable for any errors in the RFP or other responses related to the RFP; and

4.24.9 Extend proposal due dates.

## 5 PRICING

5.1 Sourcewell requests that potential Proposers respond to this RFP only if they are able to offer a wide array of products and services at lower prices and with better value than what they would ordinarily offer to a single government agency, a school district, or a regional cooperative.

5.2 This RFP requests pricing for an indefinite quantity of products or related services with potential national sales distribution and service. While most RFP categories represent significant sales opportunities, Sourcewell makes no guarantees about the quantity of products or services that members will purchase. **The estimated annual value of this contract is \$200 Million.**

Vendors are expected to anticipate additional volume through potential government, educational, and not-for-profit agencies that would find value in a national contract awarded by Sourcewell.

5.3 Regardless of the payment method selected by Sourcewell or an Sourcewell member, the total cost associated with any purchase option of the products and services must always be disclosed in the proposal and at the time of purchase.

**5.4** All proposers must submit “Primary Pricing” in the form of either “Line-Item Pricing,” or “Percentage Discount from Catalog Pricing,” or a combination of these pricing strategies. Proposers are also encouraged to offer optional pricing strategies such as “Hot List,” “Sourced Products,” and “Volume Discounts,” as well as financing options such as leasing. All pricing documents should include a clear effective date.

#### A. LINE-ITEM PRICING

**5.5** Line-item pricing is a pricing format in which individual products or services are offered at specific Contract prices. Products or services are individually priced and described by characteristics such as manufacture name, stock or part number, size, or functionality. This method of pricing may offer the least amount of confusion, but Proposers with a large number of items may find this method cumbersome. In these situations, a percentage discount from catalog or category pricing model may make more sense and may increase the clarity of the contract pricing format.

**5.6** All line-item pricing items must be numbered, organized, sectioned (including SKUs, when applicable), and prepared to be easily understood by the Evaluation Committee and members.

**5.7** Submit Line-Item Pricing items in an Excel spreadsheet format and include all appropriate identification information necessary to discern the line item from other line items in each Responder’s proposal.

**5.8** Line-item pricing must be submitted to Sourcewell in a searchable spreadsheet format (e.g., Microsoft® Excel®) in order to facilitate quickly finding any particular item of interest. For that reason, Proposers are responsible for providing the appropriate product and service identification information along with the pricing information that is typically found on an invoice or price quote for such product or services.

**5.9** All products or services typically appearing on an invoice or price quote must be individually priced and identified on the line-item price sheet, including any and all ancillary costs.

**5.10** Proposers should provide both a published “List Price” as well as a “Proposed Contract Price” in their pricing matrix. Published List Price will be the standard “quantity of one” price currently available to government and educational customers, excluding cooperative and volume discounts.

#### B. PERCENTAGE DISCOUNT FROM CATALOG OR CATEGORY

**5.11** This pricing model involves a specific percentage discount from a catalog or list price, defined as a published Manufacturer’s Suggested Retail Price (MSRP) for the products or services being proposed.

**5.12** Individualized percentage discounts can be applied to any number of defined product groupings.

**5.13** A percentage discount from MSRP may be applied to all elements identified in MSRP, including all manufacturer options applicable to the products or services.

**5.14** When a Proposer elects to use “Percentage Discount from Catalog or Category,” Proposer will be responsible for providing and maintaining current published MSRP with Sourcewell, and this pricing must be included in its proposal and provided throughout the term of any Contract resulting from this RFP.

#### C. COST PLUS A PERCENTAGE OF COST

**5.15** “Cost plus a percentage of cost” as a primary pricing mechanism is not desirable. It is, however, acceptable for pricing sourced goods or services.

#### D. HOT LIST PRICING

**5.16** Where applicable, a Vendor may opt to offer a specific selection of products or services, defined as “Hot List” pricing, at greater discounts than those listed in the standard Contract pricing. All product and

service pricing, including the Hot List Pricing, must be submitted electronically in a format that is acceptable to Sourcewell. Hot List pricing must be submitted in a line-item format. Products and services may be added or removed from the Hot List at any time through an Sourcewell Price and Product Change Form.

**5.17** Hot List program and pricing may also be used to discount and liquidate close-out and discontinued products and services as long as those close-out and discontinued items are clearly labeled as such. Current ordering process and administrative fees apply. This option must be published and made available to all Sourcewell Members.

#### E. CEILING PRICE

**5.18** Proposal pricing is to be established as a ceiling price. At no time may the proposed products or services be offered under this Contract at prices above this ceiling price without a specific request and approval by Sourcewell. Contract prices may be reduced at any time, for example, to reflect volume discounts or to meet the needs of an Sourcewell Member.

**5.19** [This section is intentionally blank.]

#### F. VOLUME PRICE DISCOUNTS / ADDITIONAL QUANTITIES

**5.20 through 5.23** [These sections are intentionally blank.]

#### G. TOTAL COST OF ACQUISITION

**5.24** The Total Cost of Acquisition for the equipment/products and related services being proposed, including those payable by Sourcewell Members to either the Proposer or a third party, is the cost of the proposed equipment/products product/equipment and related services delivered and operational for its intended purpose in the end-user's location. For example, if you are proposing equipment/products FOB Proposer's dock, your proposal should reflect that the contract pricing does not provide for delivery beyond Proposer's dock, nor any set-up activities or costs associated with those delivery or set-up activities. Any additional costs for delivery and set-up should be clearly disclosed. In contrast, a proposal could state that there are no additional costs of acquisition if the product is delivered to and operational at the end-user's location.

#### H. SOURCED GOOD or OPEN MARKET ITEM

**5.25** A Sourced Good or an Open Market Item is a product that a member wants to buy under contract that is not currently available under the Vendor's Sourcewell contract. This method of procurement can be satisfied through a contract sourcing process. Sourcing options serve to provide a more complete contract solution to meet our members' needs. Sourced items are generally deemed incidental to the total transaction or purchase of contract items.

**5.26** Sourcewell or Sourcewell Members may request products, equipment, and related services that are within the related scope of this RFP, even if they are not included in an awarded Vendor's line-item price list or catalog. These items are known as Sourced Goods or Open Market Items.

**5.27** An awarded Vendor may source such items to the extent that the items are identified as "Sourced Products/Equipment" or "Open Market Items" on any quotation issued in reference to an Sourcewell awarded contract, and that this information is provided to either Sourcewell or an Sourcewell Member. Sourcewell is not responsible for determining whether a Sourced Good is an incidental portion of the overall purchase or whether a Member is able to consider a Sourced Good a purchase under a Sourcewell contract.

**5.28** "Cost plus a percentage" pricing is an acceptable option in pricing of Sourced Goods.

## I. PRODUCT & PRICE CHANGES

**5.29** Awarded Vendors may request product or service changes, additions, or deletions at any time throughout the contract term. All requests must be made in written format by completing the Sourcewell Price and Product Change Request Form (located at the end of this RFP and on the Sourcewell website), signed by an authorized Vendor representative. All changes are subject to review and approval by Sourcewell. Submit your requests through email to your assigned Contract Manager and to PandP@sourcewell-mn.gov.

**5.30** Sourcewell will determine whether the request is both within the scope of the original RFP and in the best interests of Sourcewell and Sourcewell Members. Approved Price and Product Change Request Forms will be returned to the Vendor contact through email.

**5.31** The Vendor must 1) complete this change request form and individually list or attach all items subject to change, 2) provide a sufficiently detailed explanation and documentation for the change, and 3) include a complete restatement of pricing document in appropriate format (preferably Excel). The pricing document must identify all products and services being offered and must conform to the following Sourcewell product and price change naming convention: (Vendor Name) (Sourcewell Contract #) (effective pricing date); for example, "COMPANY 012411-CPY effective 02-12-2016."

**5.32** The new pricing restatement must include *all* products and services offered, even for those items whose pricing remains unchanged, and must include a new effective date on the pricing documents. This requirement reduces confusion by providing a single, current pricing sheet for each vendor and creates a historical record of pricing.

**5.33** ADDITIONS. New products and related services may be added to a Contract resulting from this RFP at any time during that Contract term to the extent that those products and related services are within the scope of this RFP. Allowable new products and related services generally include updated models of products and enhanced services that reflect new technology and improved functionality.

**5.34** DELETIONS. New products and related services may be deleted from a contract if an item is no longer available.

**5.35** PRICE CHANGES. A Vendor may request pricing changes by providing reasonable justification for the change. For example, a request for a 3% increase in a product line that relies heavily on petroleum products may be reasonable if the raw cost of required petroleum products has increased substantially. Conversely, a request for a 3% increase in prices based only on a 3% increase in a cost-of-living index may be considered unreasonable. Although Sourcewell is sensitive to the possibility of fluctuations in raw material costs, prospective Vendors should make every reasonable attempt to account for normal cost changes by proposing pricing that will be effective throughout the duration of the four-year Contract.

**5.35.1** *Price decreases:* Sourcewell expects Vendors to propose their very best prices and anticipates price reductions that are due to advancement in technology and marketplace efficiencies.

**5.35.2** *Price increases:* A Vendor must include reasonable documentation for price-increase requests, along with both current and proposed pricing. Appropriate documentation should be attached to the Price and Product Change Request Form, including letters from suppliers announcing price increases. Price increases must not exceed the industry standard.

**5.36 through 5.37** [These sections are intentionally blank.]

**5.38** Proposers representing multiple manufacturers, or carrying multiple related product lines may also request the addition of new manufacturers or product lines to their Contract to the extent they remain within the scope of this RFP.



**5.39 through 5.43 [These sections are intentionally blank.]**

**K. SALES TAX**

**5.44** Sales and other taxes should not be included in the prices quoted. The Vendor will charge state and local sales and other applicable taxes on items for which a valid tax-exemption certification has not been provided. Each Sourcewell Member is responsible for providing verification of tax-exempt status to the Vendor. When ordering, Sourcewell Members must indicate that they are tax-exempt entities. Except as set forth herein, no party is responsible for taxes imposed on another party as a result of or arising from the transactions under a Contract resulting from this RFP.

**L. SHIPPING**

**5.45** Shipping costs can constitute a significant portion of the overall cost of procurement. Consequently, significant weight will be given to the quality of a prospective Vendor's shipping program. Shipping charges should reasonably reflect the actual cost of shipping. Sourcewell understands that Vendors may use other shipping cost methods for simplicity or for transparency. But to the extent that shipping costs are determined to disproportionately increase a Vendor's profit, Sourcewell may reduce the points awarded in the "Pricing" criteria.

**5.46 through 5.47 [These sections are intentionally blank.]**

**5.48** All shipping and restocking fees must be identified in the price program. Certain industries providing made-to-order products may not allow returns. Proposals will be evaluated not only on the actual costs of shipping, but on the relative flexibility extended to Sourcewell Members relating to restocking fees, shipping errors, customized shipping requirements, the process for rejecting damaged or delayed shipments, and similar subjects.

**5.49 through 5.50 [These sections are intentionally blank.]**

**5.51** Delivered products must be properly packaged. Damaged products may be rejected. If the damage is not readily apparent at the time of delivery, the Vendor must permit the products to be returned within a reasonable time at no cost to Sourcewell or Sourcewell Members. Sourcewell and Sourcewell Members reserve the right to inspect the products at a reasonable time subsequent to delivery where circumstances or conditions prevent effective inspection of the products at the time of delivery.

**5.52** The Vendor must deliver Contract-conforming products in each shipment and may not substitute products without the express approval from Sourcewell or the Sourcewell Member.

**5.53** Sourcewell reserves the right to declare a breach of Contract if the Vendor intentionally delivers substandard or inferior products that are not under Contract and described in its paper or electronic price lists or sourced upon request of any Member under this Contract. In the event of the delivery of nonconforming products, the Sourcewell Member will notify the Vendor as soon as possible and the Vendor will replace nonconforming products with conforming products that are acceptable to the Sourcewell member.

**5.54** Throughout the term of the Contract, Proposer agrees to pay for return shipment on products that arrive in a defective or inoperable condition. Proposer must arrange for the return shipment of the damaged products.

**6 EVALUATION OF PROPOSALS**

## A. PROPOSAL EVALUATION PROCESS

**6.1** The Sourcewell proposal evaluation committee will evaluate proposals received based on a 1,000 point evaluation system. The committee establishes both the evaluation criteria and designates the relative weight of each criterion by assigning possible scores for each category on Form G of this RFP. The committee may adjust the relative weight of the criteria for each RFP. (For example, if the “Warranty” criterion does not apply to a particular RFP, the points normally awarded under “Warranty” may be used to increase the number of potential points in another evaluation category or categories.) The “Pricing” criterion will contain at least a plurality of points for every RFP.

**6.2** Sourcewell uses a scoring system that gives primary importance to “Pricing.” But pricing includes more than just the absolute lowest initial cost of purchasing, for example, a particular product. Other considerations include the total cost of the acquisition and whether the Proposer’s offering represents the best value. The evaluation committee may consider such factors as life-cycle costs, total cost of ownership, quality, and the suitability of an offering in meeting Sourcewell Members’ needs. Pricing points may be awarded based on pricing clarity and ease of use. Sourcewell may also award points based on whether a response contains exceptions, exclusions, or limitations of liabilities.

**6.3** The Sourcewell Executive Director and Chief Procurement Officer will consider making awards to the selected Proposer(s) based on the recommendations of the proposal evaluation committee. To qualify for the final evaluation, a Proposer must have been deemed responsive as a result of the criteria set forth under “Proposer Responsiveness,” found just below.

## B. PROPOSER RESPONSIVENESS

**6.4** All responses are evaluated for Level-One and Level-Two Responsiveness. If a response does not substantially conform to substantially all of the terms and conditions in the solicitation, or if it requires unreasonable exceptions, it may be considered nonresponsive.

**6.5** All proposals must contain suitable responses to the questions in the proposal forms. The following requirements must be satisfied in order to meet Level-One Responsiveness, which is typically ascertained on the proposal opening date. If these standards are not met, your response may be disqualified as nonresponsive.

**6.6** Level-One Responsiveness means that the response

- 6.6.1** is received before the deadline for submission or it will be returned unopened;
- 6.6.2** is properly addressed and identified as a sealed proposal with a specific RFP number and an opening date and time;
- 6.6.3** contains a pricing document (with apparent discounts) and all other forms fully completed, even if “not applicable” is the answer;
- 6.6.4** includes the original (hard copy) completed, dated, and signed RFP forms C, D, and F. In addition, the response must include the hard-copy signed signature page only from RFP Forms A and P and, if applicable, all signed addenda that have been issued in relation to this RFP;
- 6.6.5** contains an electronic (CD, flash drive, or other suitable) copy of the entire response; and

**6.7** Level-Two Responsiveness (including whether the response is within the RFP’s scope) is determined while evaluating the remaining items listed under Proposal Evaluation Criteria below. These items are not arranged in order of importance. Each item draws from multiple questions, and a Proposer’s responses may affect scoring in multiple evaluation criteria. For example, the answers to Industry-Specific Questions may

help determine scoring relative to a Proposer’s marketplace success, ability to sell and service nationwide, and financial strength. Any questions not answered without an explanation will likely result in a loss of points and may lead to a nonaward if the proposal evaluation committee cannot effectively review your response.

### C. PROPOSAL EVALUATION CRITERIA

**6.8** Forms A and P include a series of questions that address the following categories:

- 6.8.1** Company Information and Financial Strength
- 6.8.2** Industry Requirements and Marketplace Success
- 6.8.3** Ability to Sell and Deliver Service Nationwide
- 6.8.4** Marketing Plan
- 6.8.5** Other Cooperative Procurement Contracts
- 6.8.6** Value-Added Attributes
- 6.8.7** Payment Terms and Financing Options
- 6.8.8** Warranty
- 6.8.9** Equipment/Products/Services
- 6.8.10** Pricing and Delivery
- 6.8.11** Industry-Specific Questions

**6.9** [This section is intentionally blank.]

### D. OTHER CONSIDERATIONS

**6.10** In evaluating RFP responses, Sourcewell has no obligation to consider information that is not provided in the Proposer’s response. Sourcewell may, however, consider additional information outside the Proposer’s response. This research may include such sources as the Proposer’s website, industry publications, listed references, and user interviews.

**6.11** Sourcewell may organize RFP responses into separate classes or subcategories, depending on the range of responses. For example, Sourcewell might receive numerous submissions for “Widgets and Related Products and Services.” Sourcewell may organize these responses into subcategories, such as manufacturers of fully operational Widgets, manufacturers of component parts for Widgets, and providers of parts and service for Widgets. Sourcewell reserves the right to award Proposers in some or all of such subcategories without regard to the evaluation score given to Proposers in another subcategory. This specifically allows Sourcewell to award Vendors that might not have, for instance, the breadth of products of Proposers in another subcategory, but that nonetheless meet a substantial and articulated need of Sourcewell Members.

**6.12** [This section is intentionally blank.]

**6.13** Sourcewell reserves the right to request and test equipment/products and related services and to seek clarification from Proposers. Before the Contract award, the Proposer must furnish the requested information within three (3) days (or within another agreed-to time frame) or provide an explanation for the delay along with a requested time frame for providing the requested information. Proposers must make reasonable efforts to supply test products promptly. All Proposer products remain the property of the Proposer, and Sourcewell will return such products after the evaluation process. Sourcewell may make provisional contract awards, subject to a Proposer’s proper response to a request for information or products.

**6.14** A Proposer's past performance under previously awarded contracts to schools, governmental agencies, and not-for-profit entities is relevant in evaluating a Proposer's current response. Past performance includes the Proposer's record of conforming to published specifications and to standards of good workmanship, as well as the Proposer's history for reasonable and cooperative behavior and for commitment to Member satisfaction. Incumbency as an awarded Vendor does not, by itself, merit positive consideration for a future Contract award.

**6.15** Sourcewell reserves the right to reject any or all proposals.

## E. COST COMPARISON

**6.16** Sourcewell may use a variety of evaluation methods, including cost comparisons of specific products. Sourcewell reserves the right to use this process when the proposal evaluation committee determines that this will help to make a final determination.

**6.17** This direct cost comparison process will award points for being low to high Proposer for each cost evaluation item selected. A "Market Basket" of identical (or substantially similar) equipment/products and related services may be selected by the proposal evaluation committee, and the unit cost will be used as a basis for determining the point value. Sourcewell will select the "Market Basket" from all appropriate product categories as determined by Sourcewell.

## F. MARKETING PLAN

**6.18** A Proposer's marketing plan is a critical component of the RFP response. An awarded Vendor's sales force will likely be the primary source of communication with Sourcewell Members and will directly affect the contract's success. Marketing success depends on communicating the contract's value, knowing the contract thoroughly, and communicating the proper use of contracted products and services to the end user. Much of the success and sales reward is a direct result of the commitment to the contract by the awarded Vendor's sales teams. Sourcewell reserves the right to deem a Proposer Level-Two nonresponsive or not to award a contract based on an unacceptable or incomplete marketing plan.

**6.19** Sourcewell marketing expectations include the following components.

**6.19.1** An awarded Vendor must demonstrate the ability to deploy a national sales force or dealer network. The best RFP responses demonstrate the ability to sell, deliver, and service products through acceptable distribution channels to Sourcewell members in all 50 states. Proposers' responses should fully demonstrate their sales and service capabilities, should outline their national sales force network (both numerically geographically), and should describe their method of distribution of the offered products and related services. Service may be independent of the product sales pricing, but Sourcewell encourages related services to be a part of Proposers' response. Despite its preference for awarding contracts to Vendors that demonstrate nationwide sales and service, Sourcewell reserves the right to award contracts that meet specific Member needs locally or regionally.

**6.19.2** Proposers are invited to demonstrate their ability to successfully market, promote, and communicate the benefits of an Sourcewell contract to current and potential Members nationwide. Sourcewell desires a marketing plan that communicates the value of the contract to as many Members as possible.

**6.19.3** Proposers are expected to be receptive to Sourcewell trainings. Awarded Vendors must provide an appropriate training venue for both management and the sales force. Sourcewell commits to providing training on all aspects of communicating the value of the awarded contract, including the authority of Sourcewell to offer the contract to its Members, the value and utility the contract delivers to Sourcewell Members, the scope of Sourcewell Membership, the authority of

Members to use Sourcewell procurement contracts, the preferred marketing and sales methods, and the successful use of specific business sector strategies.

**6.19.4** Awarded Vendors are expected to demonstrate a commitment to fully embrace the Sourcewell contract. Proposers should identify both the appropriate levels of sales management and sales force that will need to understand the value of the Sourcewell contract, as well as the internal procedures needed to deliver the appropriate messaging to Sourcewell Members. Sourcewell will provide a general schedule and a variety of methods describing when and how those individuals should be trained.

**6.19.5** Proposers should outline their proposed involvement in promoting a Sourcewell contract through applicable industry trade show exhibits and related customer meetings. Proposers are encouraged to consider participation with Sourcewell at Sourcewell-endorsed national trade shows.

**6.19.6** Proposers must exhibit the willingness and ability to actively market and develop contract-specific marketing materials including the following items.

**6.19.6.1 Complete Marketing Plan.** Proposers must submit a marketing plan outlining how they will launch the Sourcewell contract to current and potential Sourcewell Members. Sourcewell requires awarded Vendors to embrace and actively promote the contract in cooperation with Sourcewell.

**6.19.6.2 Printed Marketing Materials.** Awarded Vendors will produce and maintain full color print advertisements in camera-ready electronic format, including company logos and contact information to be used in the Sourcewell directory and other approved marketing publications.

**6.19.6.3 Contract announcements and advertisements.** Proposers should outline in the marketing plan their anticipated contract announcements, advertisements in industry periodicals, and other direct or indirect marketing activities promoting the awarded Sourcewell contract.

**6.19.6.4 Proposer's Website.** Proposers should identify how an awarded Contract will be displayed and linked on the Proposer's website. An online shopping experience for Sourcewell Members is desired whenever possible.

**6.19.7** A Sourcewell Vendor contract launch will be scheduled during a reasonable time frame after the award and held at the Sourcewell office in Staples, MN unless the Vendor and Sourcewell agree to a different location.

**6.20** Proposer shall identify their commitment to develop a sales/communication process to facilitate Sourcewell membership and establish status of current and potential agencies/members. Proposer should further express their commitment to capturing sufficient member information as is deemed necessary by Sourcewell.

## G. CERTIFICATE OF INSURANCE

**6.21** Proposers must provide evidence of liability insurance coverage identified below in the form of a Certificate of Insurance (COI) or an ACORD binder form with their proposal. Upon an award issued under this RFP and before the execution of any commerce relating to such award, the awarded Vendor must provide verification, in the form of a Certificate of Insurance, identifying the coverage required below and identifying Sourcewell as a "Certificate Holder." The Vendor must maintain such insurance coverage at its own expense throughout the term of any contract resulting from this solicitation.

**6.22** Any exceptions or assumptions to the insurance requirements must be identified on Form C of this RFP. Exceptions and assumptions will be considered as part of the evaluation process. Any exceptions or assumptions that Proposers submit must be specific. If a Proposer does not include specific exceptions or assumptions when submitting the proposal, Sourcewell will typically not consider any additional exceptions or assumptions during the evaluation process. Upon contract award, the awarded Vendor must provide the Certificate of Insurance identifying the coverage as specified.

**6.23 Insurance Liability Limits.** The awarded Vendor must maintain, for the duration of its contract, \$1.5 million in general liability insurance coverage or general liability insurance in conjunction with an umbrella for a total combined coverage of \$1.5 million. Work on the Contract will not begin until after the awarded Vendor has submitted acceptable evidence of the required insurance coverage. Failure to maintain any required insurance coverage or an acceptable alternative method of insurance will be deemed a breach of contract.

**6.23.1 Minimum Scope and Limits of Insurance.** An awarded Vendor must provide coverage with limits of liability not less than those stated below. An excess liability policy or umbrella liability policy may be used to meet the minimum liability requirements provided that the coverage is written on a “following form” basis.

**6.23.1.1 Commercial General Liability—Occurrence Form**

Policy shall include bodily injury, property damage and broad form contractual liability and XCU coverage.

**6.23.1.2 Each Occurrence** \$1,500,000

**6.24 Insurance Requirements:** The limits listed in this RFP are minimum requirements for this Contract and in no way limit any indemnity covenants contained in this Contract. Sourcewell does not warrant that the minimum limits contained herein are sufficient to protect the Vendor from liabilities that might arise out of the performance of the work under this Contract by the Vendor, its agents, representatives, employees, or subcontractors, and the Vendor is free to purchase additional insurance as may be determined necessary.

**6.25 Acceptability of Insurers:** Insurance is to be placed with insurers duly licensed or authorized to do business in the State of Minnesota and with an “A.M. Best” rating of not less than A- VII. Sourcewell does not warrant that the above required minimum insurer rating is sufficient to protect the Vendor from potential insurer solvency.

**6.26 Subcontractors:** Vendors’ certificate(s) must include all subcontractors as additional insureds under its policies, or the Vendor must furnish to Sourcewell separate certificates for each subcontractor. All coverage for subcontractors are be subject to the minimum requirements identified above.

**H. ORDER PROCESS AND/OR FUNDS FLOW**

**6.27** Sourcewell Members typically issue a purchase order directly to a Vendor under a Contract resulting from this RFP. Alternatively, a separate contract may be created to facilitate acquiring products or services offered in response to this RFP. Nothing in this Contract restricts the Member and Vendor from agreeing to add terms or conditions to a purchase order or a separate contract provided that such terms or conditions must not be less favorable to Sourcewell’s Members.

**6.28 [This section is intentionally blank.]**

**I. ADMINISTRATIVE FEES**

**6.29** Vendors will pay to Sourcewell an administrative fee in exchange for Sourcewell facilitating this Contract with its current and potential Members. Sourcewell may grant a conditional contract award to a

Proposer if the proposed administrative fee is unclear, inadequate, or unduly burdensome for Sourcewell to administer. Sales under this Contract should not be processed until the parties resolve the administrative fee issue.

**6.29.1** The administrative fee is typically calculated as a percentage of the dollar volume of all products and services by Sourcewell Members under this Contract, including anything represented to Sourcewell Members as falling under this Contract.

**6.29.2** The administrative fee is included in, and not added to, the pricing included in Proposer's response to the RFP. Awarded Vendors must not charge Sourcewell Members more than permitted in the then current price list in order to offset the administrative fee.

**6.29.3** The administrative fee is designed to cover the costs of Sourcewell's involvement in contract management, facilitating marketing efforts, Vendor training, and any order processing tasks relating to the Contract. Administrative fees may also be used for other purposes as allowed by Minnesota law.

**6.29.4** The typical administrative fee under this Contract is two percent (2%). While Sourcewell does not dictate the particular fee percentage, we require that the Proposer articulate a specific fee in its response. For example, merely stating that "we agree to pay an administrative fee" is considered nonresponsive. Sourcewell acknowledges that the administrative fee percentage may differ between vendors, industries, and responses.

**6.29.5** Sourcewell awarded Vendors are responsible for paying the administrative fee at least quarterly and for generating all related reporting. Vendors agree to cooperate with Sourcewell in auditing these reports to ensure that the administrative fee is paid on all items purchased under the Contract.

**6.29.6** [This section is intentionally blank.]

**6.30 through 6.32** [This section is intentionally blank.]

## J. VALUE-ADDED ATTRIBUTES

**6.33 Desirability of Value-Added Attributes:** Value-added attributes in an RFP response will be given positive consideration in Sourcewell's evaluation process. Such attributes may increase the benefit of a product or service by improving functionality, performance, maintenance, manufacturing, delivery, energy efficiency, ordering, or other items while remaining within the scope of this RFP.

**6.34 Women and Minority Business Enterprise (WMBE), Small Business, and Other Favored Businesses:** Some Sourcewell Members give formal preference to certain types of vendors or contractors. Proposers should document WMBE (or other) status for both their organization and for any affiliates (e.g., supplier networks) involved in fulfilling the terms of this RFP. The ability of a Proposer to provide preferred business entity "credits" to Sourcewell and Sourcewell Members under a Contract will be evaluated positively by Sourcewell and reflected in the "value added" area of the evaluation.

**6.35 Environmentally Preferred Purchasing Opportunities:** Many Sourcewell Members consider the environmental impact of the products and services they purchase. "Green" characteristics demonstrated by Proposers will be evaluated positively by Sourcewell and reflected in the "value added" area of the evaluation. Please identify any green characteristics of any offering in your proposal and identify the sanctioning body determining that characteristic. Where appropriate, please indicate which products have been certified as green and by which certifying agency.

**6.36 Online Requisitioning Systems:** When applicable, online requisitioning systems will be viewed as a value-added characteristic. Proposers should demonstrate how their system makes online ordering easier

for Sourcewell Members, including how Members could integrate their current e-Procurement or enterprise resource planning (ERP) systems into the Proposer’s ordering process.

**6.37 Financing:** The ability of the Proposer to provide financing solutions to Members for the products and services being proposed will be viewed as a value-added attribute.

**6.38 Technology:** Technological advances that appreciably improve the proposed products or services will be considered value-added attributes.

## K. WAIVER OF FORMALITIES

**6.39** Sourcewell reserves the right to waive minor formalities (or to accept minor irregularities) in any proposal, when it determines that considering the proposal may be in the best interest of its Members.

## 7 POST-AWARD OPERATING ISSUES

### A. SUBSEQUENT AGREEMENTS

**7.1 Purchase Order.** Purchase orders for products and services may be executed between Sourcewell Members and the awarded Vendor (or Vendor’s sub-contractors) under this Contract. Sourcewell Members and Vendors must indicate on the face of such purchase orders that “This purchase order is issued under Sourcewell contract #XXXXXX” (insert the relevant contract number). Purchase order flow and procedure will be developed jointly between Sourcewell and an awarded Vendor after an award is made.

**7.2 Governing Law.** Purchase orders must be construed in accordance with, and governed by, the laws of a competent jurisdiction with respect to the Member. (See also Section 8.5 of this RFP.) All provisions required by law to be included in the purchase order should be read and enforced as if they were included. If through mistake or otherwise any such provision is not included, then upon application of either party the Contract shall be physically amended to make such inclusion or correction. The venue for any litigation arising out of disputes related to purchase order will be a court of competent jurisdiction with respect to the Member.

**7.3 Additional Terms and Conditions.** Additional terms and conditions to a purchase order may be proposed by Sourcewell, Sourcewell Members, or Vendors. Acceptance of these additional terms and conditions is optional to all parties to the purchase order. One purpose of these additional terms and conditions is to address job- or industry-specific requirements of law such as prevailing wage legislation. Additional terms and conditions may also include specific local policy requirements and standard business practices of the issuing Member or the Vendor. Such additional terms and conditions are not considered valid to the extent that they interfere with the general purpose, intent, or currently established terms and conditions contain in this RFP document. For example, a Vendor and Member may agree to add a “net 30” payment requirement to the purchase order instead of applying a “net 10” requirement. But the added terms and conditions must not be less favorable to the Member unless Sourcewell, the Member, and the Vendor agree to a Contract amendment or similar modification.

**7.4 Specialized Service Requirements.** In the event that the Sourcewell Member desires service requirements or specialized performance requirements (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements) not addressed in the Contract resulting from this RFP, the Sourcewell Member and the Vendor may enter into a separate, standalone agreement, apart from a Contract resulting from this RFP. Any proposed service requirements or specialized performance requirements require pre-approval by the Vendor. Any separate agreement developed to address these specialized service or performance requirements is exclusively between the Sourcewell Member and Vendor. Sourcewell, its agents, and employees shall not be made a party to any claim for breach of such agreement. Product sourcing is not considered a service. Sourcewell Members will need to conduct procurements for any specialized services not identified as a part of or within the scope of the awarded Contract.



**7.5 Performance Bond.** At the request of the Member, a Vendor will provide all performance bonds typically and customarily required in their industry. These bonds will be issued pursuant to the requirements of purchase orders for products and services. If a purchase order is cancelled for lack of a required performance bond by the member agency, Sourcewell recommends that the current pending purchase order be canceled. Each Member has the final decision on purchase order continuation. Any performance bonding required by the Member, the Member’s state laws, or by local policy is to be mutually agreed upon and secured between the Vendor and the Member.

**7.6 Asset Management Contracts:** Asset Management-type Contracts can be initiated under a Contract resulting from this RFP at any time during the term of this Contract. Such a contract could involve, for example, picking up, storing, repairing, inventorying, salvaging, and delivery products falling within the scope of this Contract. The intention in using Asset Management Contracts is to promote the long-term efficiency of Sourcewell’s contracts by (among other things) extending the use and re-use of products. Asset Management Contracts cannot be created under this Contract unless they are executed within the authorized term of a Contract resulting from this RFP. The actual term of the Asset Management Contract may, however, extend beyond the expiration date of this Contract.

## B. SOURCEWELL MEMBER SIGN-UP PROCEDURE

**7.7** Awarded Vendors are responsible for familiarizing their sales and service forces with the various forms of Sourcewell membership documentation and will encourage and assist potential Members in establishing membership with Sourcewell. Sourcewell membership is available at no cost, obligation, or liability to the Member or the Vendor.

## C. REPORTING OF SALES ACTIVITY

**7.8** Awarded Vendors must report at least quarterly the total gross dollar volume of all products and services purchased by Sourcewell Members as it applies to this RFP and Contract. This report must include the name and address of the purchasing agency, Member number, amount of purchase, and a description of the items purchased.

**7.8.1 Zero sales reports:** Awarded Vendors must provide a quarterly Contract sales report regardless of the amount of sales.

## D. AUDITS

**7.9** Sourcewell relies substantially on the reasonable auditing efforts of both Members and awarded Vendors to ensure that Members are obtaining the products, services, pricing, and other benefits under all Sourcewell contracts. Nonetheless, the Vendor must retain and make available to Sourcewell all order and invoicing documentation related to purchases that Members make from the Vendor under the awarded Contract. Sourcewell must not request such information more than once per calendar year, and Sourcewell must make such requests in writing with at least fourteen (14) days’ notice. Sourcewell may employ an independent auditor at its own expense or conduct an audit on its own. In either event, the Vendor agrees to cooperate fully with Sourcewell or its agents in order to ensure compliance with this Contract.

## E. HUB PARTNER

**7.10 Hub Partner:** Sourcewell Members may request special services through a “Hub Partner” for the purpose of complying with a law, regulation, or rule that an Sourcewell Member deems to apply in its jurisdiction. Hub Partners may bring value to the proposed transactions through consultancy, through qualifying for disadvantaged business entity credits, or through other means.

**7.11 Hub Partner Fees:** Sourcewell Members are responsible for any transaction fees, costs, or expenses that arise under this Contract for special service provided by the Hub Partner. The fees, costs, or expenses levied by the Hub Vendor must be clearly itemized in the transaction documentation. To the extent that the

Vendor stands in the chain of title during a transaction resulting from this RFP, the documentation must clearly indicate that the transaction is “Executed for the Benefit of [Sourcewell Member name].”

## F. TRADE-INS

**7.12** The value in US Dollars for Trade-ins will be negotiated between Sourcewell or an Sourcewell Member, and an Awarded Vendor. That identified “Trade-In” value shall be viewed as a down payment and credited in full against the Sourcewell purchase price identified in a purchase order issued pursuant to any Awarded Sourcewell procurement contract. The full value of the trade-in will be consideration.

## G. OUT OF STOCK NOTIFICATION

**7.13** The Vendor must immediately notify Sourcewell Members when they order an out-of-stock item. The Vendor must also tell the Member when the item will be available and whether there are equivalent substitutes. The Member must have the option of accepting the suggested substitute or canceling the item from the order. Under no circumstance may the Vendor make unauthorized substitutions. Unfilled or substituted items must be indicated on the packing list.

## H. CONTRACT TERMINATION FOR CAUSE AND WITHOUT CAUSE

**7.14** Sourcewell reserves the right to cancel all or any part of this Contract if the Vendor fails to fulfill any material obligation, term, or condition as described in the following procedure. Before any such termination for cause, Sourcewell will provide written notice to the Vendor, an opportunity to respond, and a reasonable opportunity to cure the breach. The following are some examples of material breaches.

**7.14.1** The Vendor provides products or services that do not meet reasonable quality standards and that are not remedied under the warranty;

**7.14.2** The Vendor fails to ship the products or to provide the services within a reasonable amount of time;

**7.14.3** Sourcewell reasonably believes that the Vendor will not or cannot perform to the requirements or expectations of the Contract, Sourcewell issues a request for assurance, and the Vendor fails to respond;

**7.14.4** The Vendor fails to fulfill any of the material terms and conditions of the Contract;

**7.14.5** The Vendor fails to follow the established procedure for purchase orders, invoices, or receipt of funds as established by Sourcewell and the Vendor;

**7.14.6** The Vendor fails to properly report quarterly sales;

**7.14.7** The Vendor fails to actively market this Contract within the guidelines provided in this RFP and defined in the Sourcewell contract launch.

**7.15** Upon receipt of the written notice of breach, the Vendor will have ten (10) business days to provide a satisfactory response to Sourcewell. If the Vendor fails to reasonably address all issues in the written notice, Sourcewell may terminate the Contract immediately. If Sourcewell allows the Vendor more time to remedy the breach, such forbearance does not limit Sourcewell’s authority to immediately terminate the Contract for continued breaches for which notice was given to the Vendor. Termination of the Contract for cause does not relieve either party of the financial, product, or service obligations incurred before the termination.

**7.16** Sourcewell may terminate the Contract if the Vendor files for bankruptcy protection or is acquired by an independent third party. The Vendor must disclose to Sourcewell any litigation, bankruptcy, or

suspensions/disbarments that occur during the Contract period. Failure to disclose such information authorizes Sourcewell to immediately terminate the Contract.

**7.17** Sourcewell may terminate the Contract without cause by giving the Vendor sixty (60) days' written notice of termination. Termination of the Contract without cause does not relieve either party of the financial, product, or service obligations incurred before the termination.

**7.18** Sourcewell may immediately terminate any Contract without further obligation if any Sourcewell employee significantly involved in initiating, negotiating, securing, drafting, or creating the Contract on behalf of Sourcewell has colluded with any Proposer for personal gain. Sourcewell may also immediately cancel a Contract if it finds that gratuities, in the form of entertainment, gifts or otherwise, were offered or given by the Vendor or any agent or representative of the Vendor, to any employee of Sourcewell. Such terminations are effective upon written notice from Sourcewell or at a later date designated in the notice. Termination of the Contract does not relieve either party of the financial, product, or service obligations incurred before the termination.

## **8 GENERAL TERMS AND CONDITIONS**

### **8. ADVERTISING A CONTRACT RESULTING FROM THIS RFP**

**8.1** Proposer/Vendor must not advertise or publish information concerning this Contract before the award is announced by Sourcewell. Once the award is made, a Vendor is expected to advertise the awarded Contract to both current and potential Sourcewell Members.

### **B. APPLICABLE LAW**

**8.2** [This section is intentionally blank.]

**8.3 Sourcewell Compliance with Minnesota Procurement Law:** Sourcewell has designed its procurement process to comply with best practices in the State of Minnesota. Sourcewell's solicitation methods are also created to comply with many of the various requirements that our Members must satisfy in their own procurement processes. But these requirements may differ considerably and may change from time to time. So each Sourcewell Member must make its own determination whether Sourcewell's solicitation process satisfies the procurement rules in the Member's jurisdiction.

**8.4 Governing law with respect to delivery and acceptance:** All applicable portions of the Minnesota Uniform Commercial Code, all other applicable Minnesota laws, and the applicable laws and rules of delivery and inspection of the Federal Acquisition Regulations (FAR) laws will govern Sourcewell contracts resulting from this solicitation.

**8.5 Jurisdiction:** Any claims that arise against Sourcewell pertaining to this RFP, and any resulting contract that develops between Sourcewell and any other party, must be brought only in courts in Todd County in the State of Minnesota unless otherwise agreed to.

**8.5.1** Purchase orders or other agreements created pursuant to a contract resulting from this solicitation must be construed in accordance with, and governed by, the laws of the issuing Member. Any claim arising from such a purchase order or agreement must be filed and venued in a court of competent jurisdiction of the Member unless otherwise agreed to.

**8.6 through 8.7** [This section is intentionally blank.]

**8.8 Indemnification:** Each party is responsible for its own acts and is not responsible for the acts of the other party and the results thereof. Sourcewell's liability is governed by the Minnesota Tort Claims Act (Minn. Stat. §3.736) and other applicable law.

**8.9 Prevailing wage:** The Vendor must comply with applicable prevailing wage legislation in effect in the jurisdiction of the Sourcewell Member. The Vendor must monitor the prevailing wage rates as established by the appropriate federal governmental entity during the term of this Contract and adjust wage rates accordingly.

**8.10 Patent and copyright infringement:** The Vendor agrees to indemnify and hold harmless Sourcewell and Sourcewell Members against any and all suits, claims, judgments, and costs instituted or recovered against the Vendor, Sourcewell, or Sourcewell Members by any person on account of the use or sale of any articles by Sourcewell or Sourcewell Members if the Vendor supplied such articles in violation of applicable patent or copyright laws.

### C. ASSIGNMENT OF CONTRACT

**8.11** No right or interest in this Contract may be assigned or transferred by the Vendor without prior written permission by Sourcewell. No delegation of any duty of the Vendor under this Contract may be made without prior written permission of Sourcewell. Sourcewell will notify Members by posting approved assignments on the Sourcewell website ([www.sourcewell-mn.gov](http://www.sourcewell-mn.gov)).

**8.12** If the original Vendor sells or transfers all assets or the entire portion of the assets used to perform this Contract, a successor-in-interest must perform all obligations under this Contract. Sourcewell reserves the right to reject the acquiring entity as a Vendor. A change of name agreement will not change the contractual obligations of the Vendor.

### D. LIST OF PROPOSERS

**8.13** Sourcewell will not maintain a list of interested proposers, nor will it automatically send RFPs to them. All interested proposers must request the RFP as a result of Sourcewell's national solicitation advertisements. Because of the wide scope of the potential Members and qualified national suppliers, Sourcewell has determined this to be the best method of fairly soliciting proposals.

### E. CAPTIONS, HEADINGS, AND ILLUSTRATIONS

**8.14** The captions, illustrations, headings, and subheadings in this RFP are for convenience and ease of understanding and in no way define or limit the scope or intent of this request.

### F. DATA PRACTICES

**8.15** All materials submitted in response to this RFP become Sourcewell's property and become public records (under Minn. Stat. §13.591) after the evaluation process is completed. If the Proposer submits information in response to this RFP that it requests to be classified as nonpublic information (as defined by the Minnesota Government Data Practices Act, Minn. Stat. §13.37), the Proposer must meet the following requirements.

**8.15.1** The Proposer must make the request within thirty (30) days of the award/nonaward notification, and include the appropriate statutory justification. Pricing, marketing plans, and financial information is generally not redactable. The Sourcewell Legal Department will review the request to determine whether the information can be withheld or redacted. If Sourcewell determines that it must disclose the information upon a proper request for such information, Sourcewell will inform the Proposer of such determination.

**8.15.2** The Proposer must defend any action seeking release of the materials that it believes to be nonpublic information, and it must indemnify and hold harmless Sourcewell, its agents, and employees, from any judgments or damages awarded against Sourcewell in favor of the party requesting the materials, and any and all costs connected with that defense. This indemnification survives the term of any contract awarded under this RFP. In submitting a response to this RFP,

the Proposer agrees that this indemnification survives as long as Sourcewell possesses the confidential information.

**8.16 [This section is intentionally blank.]**

**G. ENTIRE AGREEMENT**

**8.17** This Contract, as defined herein, constitutes the entire agreement between the parties to this Contract. A Contract resulting from this RFP is formed when the vendor, Sourcewell Executive Director and Chief Procurement Officer approves and signs the applicable Contract Award & Acceptance document (Form E).

**H. FORCE MAJEURE**

**8.18** Except for payments of sums due, neither party is liable to the other nor deemed in default under this Contract if and to the extent that such party's performance of this Contract is prevented due to force majeure. The term "force majeure" means an occurrence that is beyond the control of the party affected and occurs without its fault or negligence including, but not limited to, the following: acts of God, acts of the public enemy, war, riots, strikes, mobilization, labor disputes, civil disorders, fire, flood, snow, earthquakes, tornadoes or violent wind, tsunamis, wind shears, squalls, Chinooks, blizzards, hail storms, volcanic eruptions, meteor strikes, famine, sink holes, avalanches, lockouts, injunctions-intervention-acts, terrorist events or failures or refusals to act by government authority and/or other similar occurrences where such party is unable to prevent by exercising reasonable diligence. The force majeure is deemed to commence when the party declaring force majeure notifies the other party of the existence of the force majeure and is deemed to continue as long as the results or effects of the force majeure prevent the party from resuming performance in accordance with a Contract resulting from this RFP. Force majeure does not include late deliveries of products and services caused by congestion at a manufacturer's plant or elsewhere, an oversold condition of the market, inefficiencies, or other similar occurrences. If either party is delayed at any time by force majeure, then the delayed party must (if possible) notify the other party of such delay within forty-eight (48) hours.

**8.19 through 8.20 [These sections are intentionally blank.]**

**I. LICENSES**

**8.21** The Vendor must maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of the business that the Vendor conducts with Sourcewell and Sourcewell Members.

**8.22** All responding Proposers must be licensed (where required) and must have the authority to sell and distribute the offered products and services to Sourcewell and Sourcewell Members. Documentation of the required licenses and authorities, if applicable, should be included in the Proposer's response to this RFP.

**J. MATERIAL SUPPLIERS AND SUB-CONTRACTORS**

**8.23** The awarded Vendor must supply the names and addresses of sourcing suppliers and sub-contractors as a part of the purchase order when requested by Sourcewell or a Sourcewell Member.

**K. NON-WAIVER OF RIGHTS**

**8.24** No failure of either party to exercise any power given to it hereunder, nor a failure to insist upon strict compliance by the other party with its obligations hereunder, nor a custom or practice of the parties at variance with the terms hereof, nor any payment under a Contract resulting from this RFP constitutes a waiver of either party's right to demand exact compliance with the terms hereof. Failure by Sourcewell to take action or to assert any right hereunder does not constitute a waiver of such right.

## L. PROTESTS OF AWARDS MADE

**8.25** Any protests must be filed with Sourcewell's Executive Director and must be resolved in accordance with appropriate Minnesota rules. Protests will only be accepted from Proposers. A protest of an award or nonaward must be filed in writing with Sourcewell within ten (10) calendar days after the public notice or announcement of the award or nonaward. A protest must include the following items.

**8.25.1** The name, address, and telephone number of the protester;

**8.25.2** The original signature of the protester or its representative (you must document the authority of the representative);

**8.25.3** Identification of the solicitation by RFP number;

**8.25.4** Identification of the statute or procedure that is alleged to have been violated;

**8.25.5** A precise statement of the relevant facts;

**8.25.6** Identification of the issues to be resolved;

**8.25.7** The aggrieved party's argument and supporting documentation;

**8.25.8** The aggrieved party's statement of potential financial damages; and

**8.25.9** A protest bond in the name of Sourcewell and in the amount of 10% of the aggrieved party's statement of potential financial damages.

## M. SUSPENSION OR DISBARMENT STATUS

**8.26** If within the past five (5) years, any firm, business, person or Proposer responding to a Sourcewell solicitation has been lawfully terminated, suspended, or precluded from participating in any public procurement activity with a federal, state, or local government or education agency, the Proposer must include a letter with its response setting forth the name and address of the public procurement unit, the effective date of the suspension or debarment, the duration of the suspension or debarment, and the relevant circumstances relating to the suspension or debarment. Any failure to supply such a letter or to disclose pertinent information may result in the termination of a Contract. By signing the proposal affidavit, the Proposer certifies that no current suspension or debarment exists.

## N. AFFIRMATIVE ACTION AND IMMIGRATION STATUS CERTIFICATION

**8.27** An Affirmative Action Plan, Certificate of Affirmative Action, or other documentation regarding Affirmative Action may be required by Sourcewell or Sourcewell Members relating to a transaction from this RFP. Vendors must comply with any such requirements or requests.

**8.28** Immigration Status Certification may be required by Sourcewell or Sourcewell Members relating to a transaction from this RFP. Vendors must comply with any such requirements or requests.

## O. SEVERABILITY

**8.29** In the event that any of the terms of a Contract resulting from this RFP are in conflict with any rule, law, or statutory provision, or are otherwise unenforceable under the laws or regulations of any government or subdivision thereof, such terms will be deemed stricken from the Contract, but such invalidity or unenforceability shall not invalidate any of the other terms of an awarded Contract resulting from this RFP.

## P. RELATIONSHIP OF PARTIES

**8.30** No Contract resulting from this RFP may be considered a contract of employment. The relationship between Sourcewell and an awarded Vendor is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. The parties neither intend the proposed Contract to create, nor is to be construed as creating, a partnership, joint venture, master-servant, principal-agent, or any other, relationship. Except as provided elsewhere in this RFP, neither party may be held liable for acts of omission or commission of the other party and neither party is authorized or has the power to obligate the other party by contract, agreement, warranty, representation, or otherwise in any manner whatsoever except as may be expressly provided herein.

#### Q. PROVISIONS FOR NON-FEDERAL ENTITY PROCUREMENTS UNDER FEDERAL AWARDS OR OTHER AWARDS; AIRPORT IMPROVEMENT PROGRAM PROVISIONS

**8.31** Procurements by Sourcewell or Sourcewell Members utilizing funds under a federal grant or contract may be subject to specific federal laws, regulations, and requirements in addition to those under state and local laws. Applicable law may include, but is not limited to, the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 CFR Part 200 (also referred to as the “Uniform Guidance” or “EDGAR”). The terms included in this section express Proposers willingness and ability to comply with certain requirements which may be applicable to specific Sourcewell Member purchases using federal grant or contract dollars. Sourcewell Members may also require Proposers to enter into ancillary agreements, in addition to the Sourcewell contract’s general terms and conditions, to address the Member’s specific contractual needs, including contract requirements for a procurement using federal grants or contracts. Sourcewell reserves the right at any time within a contract term to require an awarded Vendor to reaffirm or resubmit proper documentation relating to these requirements. The numbering and identification contained within this section is only for reference purposes and does not identify any actual Federal designation or location of the rule. Rules are located in 2 CFR Part 200.

**8.32** Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Sourcewell reserves all rights and privileges under the applicable laws and regulations with respect to this procurement process in the event of breach of contract by either party.

**8.33** Contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

Sourcewell reserves the right to terminate any agreement resulting from this procurement process pursuant to Sourcewell RFP sections 7.13 and 7.17. Prior to any termination for cause, Sourcewell will provide written notice to the Proposer, opportunity to respond and opportunity to cure. Sourcewell reserves the right to terminate any agreement resulting from this procurement process without cause with a required 60-day written notice of termination. Termination of Contract shall not relieve either party of financial, product or service obligations incurred or accrued prior to termination.

**8.34** Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” This provision is hereby incorporated by reference into all applicable contracts.

The equal opportunity clause is incorporated by reference herein.

**8.35** Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

Proposer shall be in compliance with all applicable Davis-Bacon Act provisions.

**8.36** Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into all applicable contracts.

Proposer certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Proposer shall comply with applicable requirements as referenced above.

**8.37** Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

Proposer certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Proposer shall comply with applicable requirements as referenced above.

**8.38** Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387). Contracts and subgrants of amounts in excess of \$150,000 require the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251- 1387).



Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Proposer certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Proposer shall comply with applicable requirements as referenced above.

**8.39** Debarment and Suspension (Executive Orders 12549 and 12689). A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Proposer nor its principals shall be presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

**8.40** Byrd Anti-Lobbying Amendment, as amended (31 U.S.C. 1352). Proposers shall file any required certifications. Proposers shall not have used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Proposers shall disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Proposers shall file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 USC 1352).

**8.41** Record Retention Requirements. To the extent applicable, Proposer shall comply with the record retention requirements detailed in 2 CFR § 200.333. The Vendor further certifies that Vendor will retain all records as required by 2 CFR § 200.333 for a period of three years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

**8.42** Energy Policy and Conservation Act Compliance. To the extent applicable, Proposer shall comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

**8.43** Buy American Provisions Compliance. To the extent applicable, Proposer agrees to comply with 49 U.S.C. § 50101, which provides that Federal funds may not be obligated unless all steel and manufactured goods used in AIP funded projects are produced in the United States, unless the Federal Aviation Administration has issued a waiver for the product; the product is listed as an Excepted Article, Material Or Supply in Federal Acquisition Regulation subpart 25.108; or is included in the FAA Nationwide Buy American Waivers Issued list. Purchases made in accordance with the Buy American Act shall follow the applicable procurement rules calling for free and open competition.

**8.44** Title VI Solicitation Notice. Sourcewell, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises or airport concession disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

**8.45** Trade Restriction Certification. To the extent applicable, Proposer will comply with the provision in 49 U.S.C. § 50104 regarding certification and notice requirements for firm ownership or control by one or

more citizens of a foreign county listed by the Office of the United States Trade Representative as discriminating against U.S. firms.

**8.46** Procurement of Recovered Materials. To the extent applicable, Proposer agrees to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, and the regulatory provisions of 40 CFR Part 247.

**8.47** Access to Records (2 CFR § 200.336). Proposer agrees that duly authorized representatives of an Agency shall have access to any books, documents, papers and records of Proposer that are directly pertinent to Proposer's discharge of its obligations under the Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Proposer's personnel for the purpose of interview and discussion relating to such documents.

**9**      **FORMS**

**[THE REST OF THIS PAGE HAS BEEN LEFT INTENTIONALLY BLANK.]**



**PROPOSER QUESTIONNAIRE- General Business Information**  
(Products, Pricing, Sector Specific, Services, Terms and Warranty are addressed on **Form P**)

Proposer Name: \_\_\_\_\_ Questionnaire completed by: \_\_\_\_\_

Please identify the person Sourcewell should correspond with from now through the Award process:

Name: \_\_\_\_\_ E-Mail address: \_\_\_\_\_

***Please answer and submit the electronic version of the questions below in Microsoft Word®*** This allows Sourcewell evaluators to cut and paste your answers into a separate worksheet. Place your answer directly below each question. Sourcewell prefers a brief but thorough response to each question. Please do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; mark “NA” if the question does not apply to you (preferably with an explanation). Please create a response that is easy to read and understand. For example, you may consider using a different font and color to distinguish your answer from the questions.

**Company Information & Financial Strength**

- 1) Provide the full legal name, mailing and email addresses, tax identification number, and telephone number for your business.
- 2) Provide a brief history of your company, including your company’s core values, business philosophy, and longevity in the HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES industry.
- 3) Provide a detailed description of the products and services that you are offering in your proposal.
- 4) What are your company’s expectations in the event of an award?
- 5) Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters.
- 6) What is your US market share for the solutions that you are proposing? What is your Canadian market share, if any?
- 7) Has your business ever petitioned for bankruptcy protection? Please explain in detail.
- 8) How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization.
  - a) If your company is best described as a distributor/dealer/reseller (or similar entity), please provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned?
  - b) If your company is best described as a manufacturer or service provider, please describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?
- 9) If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.
- 10) Provide all “Suspension or Disbarment” information that has applied to your organization during the past ten years.
- 11) Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.

## **Industry Recognition & Marketplace Success**

- 12) Describe any relevant industry awards or recognition that your company has received in the past five years.
- 13) Supply three references/testimonials from your customers who are eligible for Sourcewell membership. At a minimum, please include the entity's name, contact person, and phone number.
- 14) Provide a list of your top five governmental or educational customers (entity name is optional), including entity type, the state the entity is located in, scope of the projects, size of transactions, and dollar volumes from the past three years.
- 15) Indicate separately what percentages of your sales are to the government and education sectors in the past three years?
- 16) List any state or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?
- 17) List any GSA contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?

## **Proposer's Ability to Sell and Deliver Service Nationwide**

- 18) Describe your company's capability to meet Sourcewell Member's needs across the country. Your response should address at least the following areas.
  - a) Sales force.
  - b) Dealer network or other distribution methods.
  - c) Service force.Please include details, such as the locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.
- 19) Describe in detail the process and procedure of your customer service program, if applicable. Please include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.
- 20)
  - a) Identify any geographic areas of the United States that you will NOT be fully serving through the proposed contract.
  - b) Identify any Sourcewell Member sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Please explain your answer. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?
- 21) Define any specific contract requirements or restrictions that would apply to our Members in Hawaii and Alaska and in US Territories.

## **Marketing Plan**

- 22) If you are awarded a contract, how will you train your sales management, dealer network, and direct sales teams (whichever apply) to ensure maximum impact? Please include how you will communicate your Sourcewell pricing and other contract detail to your sales force nationally.
- 23) Describe your marketing strategy for promoting this contract opportunity. Please include representative samples of your marketing materials in electronic format.
- 24) Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.

- 25) In your view, what is Sourcewell’s role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?
- 26) Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.

**Value-Added Attributes**

- 27) Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell Members. Please include details, such as whether training is standard or optional, who provides training, and any costs that apply.
- 28) Describe any technological advances that your proposed products or services offer.
- 29) Describe any “green” initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.
- 30) Describe any Women or Minority Business Entity (WMBE) or Small Business Entity (SBE) certifications that your company or hub partners have obtained.
- 31) What unique attributes does your company, your products, or your services offer to Sourcewell Members? What makes your proposed solutions unique in your industry as it applies to Sourcewell members?
- 32) Identify your ability and willingness to provide your products and services to Sourcewell member agencies in Canada.
- 33) Sourcewell Members may intend to use funds from a federal grant or contract under the Federal Emergency Management Agency (FEMA). In that event, state your ability and willingness to complete, execute, and provide the “Required FEMA Terms and Conditions Certification” form attached as Appendix D to the RFP.

**NOTE: Questions regarding Payment Terms, Warranty, Products/Equipment/Services, Pricing and Delivery, and Industry Specific Items are addressed on Form P.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**PROPOSER INFORMATION**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Toll-Free Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Website Address: \_\_\_\_\_

**COMPANY PERSONNEL CONTACTS**

**Authorized signer for your organization**

Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

The person identified here must have proper signing authority to sign the “Proposer’s Assurance of Compliance” on behalf of the Proposer.

**Who prepared your RFP response?**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Who is your company’s primary contact person for this proposal?**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Other important contact information**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**EXCEPTIONS TO PROPOSAL, TERMS, CONDITIONS,  
AND SOLUTIONS REQUEST**



Company Name: \_\_\_\_\_

Any exceptions to the terms, conditions, specifications, or proposal forms contained in this RFP must be noted in writing and included with the Proposer’s response. The Proposer acknowledges that the exceptions listed may or may not be accepted by Sourcewell or included in the final contract. Sourcewell will make reasonable efforts to accommodate the listed exceptions and may clarify the exceptions in the appropriate section below.

Section/page	Term, Condition, or Specification	Exception	Sourcewell ACCEPTS

**Proposer’s Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Sourcewell’s clarification on exceptions listed above:**

**Contract Award**  
**RFP #032119**



**FORM D**

**Formal Offering of Proposal**  
(To be completed only by the Proposer)

**HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES**

In compliance with the Request for Proposal (RFP) for HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES, the undersigned warrants that the Proposer has examined this RFP and, being familiar with all of the instructions, terms and conditions, general and technical specifications, sales and service expectations, and any special terms, agrees to furnish the defined products and related services in full compliance with all terms and conditions of this RFP, any applicable amendments of this RFP, and all Proposer's response documentation. The Proposer further understands that it accepts the full responsibility as the sole source of solutions proposed in this RFP response and that the Proposer accepts responsibility for any subcontractors used to fulfill this proposal.

Company Name: \_\_\_\_\_ Date: \_\_\_\_\_

Company Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

CAGE Code/DUNS: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_  
(Name printed or typed)



**FORM E**

**CONTRACT ACCEPTANCE AND AWARD**



(Top portion of this form will be completed by Sourcewell if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

Sourcewell Contract #: 032119-XXX

Proposer's full legal name: TBD

**Based on Sourcewell's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by Sourcewell.**

The effective date of the Contract will be MM DD, YYYY and will expire on MM DD, YYYY (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the Sourcewell Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at Sourcewell's discretion.

**Sourcewell Authorized Signatures:**

\_\_\_\_\_  
SOURCEWELL DIRECTOR OF COOPERATIVE CONTRACTS  
AND PROCUREMENT/CPO SIGNATURE

Jeremy Schwartz  
(NAME PRINTED OR TYPED)

\_\_\_\_\_  
SOURCEWELL EXECUTIVE DIRECTOR/CEO SIGNATURE

Chad Coauette  
(NAME PRINTED OR TYPED)

Awarded on MM DD, YYYY

Sourcewell Contract # 032119-XXX

**Vendor Authorized Signatures:**

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

**Vendor Name** \_\_\_\_\_

**Authorized Signatory's Title** \_\_\_\_\_

\_\_\_\_\_  
VENDOR AUTHORIZED SIGNATURE

\_\_\_\_\_  
(NAME PRINTED OR TYPED)

Executed on \_\_\_\_\_, 20\_\_

Sourcewell Contract # 032119-XXX



**Form F**

**PROPOSER ASSURANCE OF COMPLIANCE**

**Proposal Affidavit Signature Page**

**PROPOSER'S AFFIDAVIT**

The undersigned, authorized representative of the entity submitting the foregoing proposal (the "Proposer"), swears that the following statements are true to the best of his or her knowledge.

1. The Proposer is submitting its proposal under its true and correct name, the Proposer has been properly originated and legally exists in good standing in its state of residence, the Proposer possesses, or will possess before delivering any products and related services, all applicable licenses necessary for such delivery to Sourcewell members agencies. The undersigned affirms that he or she is authorized to act on behalf of, and to legally bind the Proposer to the terms in this Contract.
2. The Proposer, or any person representing the Proposer, has not directly or indirectly entered into any agreement or arrangement with any other vendor or supplier, any official or employee of Sourcewell, or any person, firm, or corporation under contract with Sourcewell, in an effort to influence the pricing, terms, or conditions relating to this RFP in any way that adversely affects the free and open competition for a Contract award under this RFP.
3. The Proposer has examined and understands the terms, conditions, scope, contract opportunity, specifications request, and other documents in this solicitation and affirms that any and all exceptions have been noted in writing and have been included with the Proposer's RFP response.
4. The Proposer will, if awarded a Contract, provide to Sourcewell Members the /products and services in accordance with the terms, conditions, and scope of this RFP, with the Proposer-offered specifications, and with the other documents in this solicitation.
5. The Proposer agrees to deliver products and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.
6. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
7. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statute §13.591, Subd. 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals generally become public data. Minnesota Statute §13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
8. The Proposer understands that it is the Proposer's duty to protect information that it considers nonpublic, and it agrees to defend and indemnify Sourcewell for reasonable measures that Sourcewell takes to uphold such a data designation.

**[The rest of this page has been left intentionally blank. Signature page below]**

By signing below, Proposer is acknowledging that he or she has read, understands, and agrees to comply with the terms and conditions specified above.

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Authorized Name (printed): \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Notarized**

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Notary Public in and for the County of \_\_\_\_\_ State of \_\_\_\_\_

My commission expires: \_\_\_\_\_

Signature: \_\_\_\_\_



**Form G**

**OVERALL EVALUATION AND CRITERIA**

For the Proposed Subject **HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES**

Conformance to RFP Terms and Conditions	50	
Financial Viability and Marketplace Success	75	
Ability to Sell and Deliver Service Nationwide	100	
Marketing Plan	50	
Value-Added Attributes	75	
Warranty	50	
Depth and Breadth of Offered Products and Related Services	200	
Pricing	400	
<b>TOTAL POINTS</b>	<b>1000</b>	

Reviewed by: \_\_\_\_\_ Its \_\_\_\_\_  
 \_\_\_\_\_ Its \_\_\_\_\_



## **Form P**

### **PROPOSER QUESTIONNAIRE**

#### **Payment Terms, Warranty, Products and Services, Pricing and Delivery, and Industry-Specific Questions**

Proposer Name: \_\_\_\_\_

Questionnaire completed by: \_\_\_\_\_

#### **Payment Terms and Financing Options**

- 1) What are your payment terms (e.g., net 10, net 30)?
- 2) Do you provide leasing or financing options, especially those options that schools and governmental entities may need to use in order to make certain acquisitions?
- 3) Briefly describe your proposed order process. Please include enough detail to support your ability to report quarterly sales to Sourcewell. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the Sourcewell Members' purchase orders.
- 4) Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell Members for using this process?

#### **Warranty**

- 5) Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may include in your response a copy of your warranties, but at a minimum please also answer the following questions.
  - Do your warranties cover all products, parts, and labor?
  - Do your warranties impose usage restrictions or other limitations that adversely affect coverage?
  - Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?
  - Are there any geographic regions of the United States for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell Members in these regions be provided service for warranty repair?
  - Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?
  - What are your proposed exchange and return programs and policies?
- 6) Describe any service contract options for the items included in your proposal.

#### **Pricing, Delivery, Audits, and Administrative Fee**

- 7) Provide a general narrative description of the equipment/products and related services you are offering in your proposal.
- 8) Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. (Keep in mind

that reasonable price and product adjustments can be made during the term of an awarded Contract. See the body of the RFP and the Price and Product Change Request Form for more detail.)

- 9) Please quantify the discount range presented in this response. For example, indicate that the pricing in your response represents is a 50% percent discount from the MSRP or your published list.
- 10) The pricing offered in this proposal is
  - \_\_\_\_\_ a. the same as the Proposer typically offers to an individual municipality, university, or school district.
  - \_\_\_\_\_ b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
  - \_\_\_\_\_ c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
  - \_\_\_\_\_ d. other than what the Proposer typically offers (please describe).
- 11) Describe any quantity or volume discounts or rebate programs that you offer.
- 12) Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “nonstandard options”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.
- 13) Identify any total cost of acquisition costs that are **NOT** included in the pricing submitted with your response. This cost includes all additional charges that are not directly identified as freight or shipping charges. For example, list costs for items like installation, set up, mandatory training, or initial/pre-delivery inspection. Identify any parties that impose such costs and their relationship to the Proposer.
- 14) If travel expense, delivery or shipping is an additional cost to the Sourcwell Member, describe in detail the complete travel expense, shipping and delivery program.
- 15) Specifically describe those travel expense, shipping and delivery programs for Alaska, Hawaii, Canada, or any offshore delivery.
- 16) Describe any unique distribution and/or delivery methods or options offered in your proposal.
- 17) Please specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcwell. This process includes ensuring that Sourcwell Members obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcwell.
- 18) Identify a proposed administrative fee that you will pay to Sourcwell for facilitating, managing, and promoting the Sourcwell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor’s sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member’s cost of goods. (See RFP Section 6.29 and following for details.)

**Industry-Specific Questions**

- 19) Describe any industry-specific quality management system certifications obtained by your organization.
- 20) Describe any environmental management system certifications obtained by your organization.
- 21) Describe any preventive maintenance programs that your organization offers for the solutions you are proposing in your response.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## 10 PRE-SUBMISSION CHECKLIST

Check when Completed	Contents of Your Bid Proposal	Hard Copy Required Signed and Dated	Electronic Copy Required – Flash Drive or CD
	Form A: Proposer Questionnaire with all questions answered completely	X – signature page only	X
	Form B: Proposer Information		X
	Form C: Exceptions to Proposal, Terms, Conditions, and Solutions Request	X	X
	Form D: Formal Offering of Proposal	X	X
	Form E: Contract Acceptance and Award		X
	Form F: Proposers Assurance of Compliance	X	X
	Form P: Proposer Questionnaire with all questions answered completely	X – signature page only	X
	Certificate of Insurance with \$1.5 million coverage	X	X
	Copy of all RFP Addendums issued by Sourcewell	X	X
	Pricing for all Products/Equipment/Services within the RFP being proposed		X
	Entire Proposal submittal including signed documents and forms		X
	All forms in the Hard Copy Required Signed and Dated should be inserted in the front of the submitted response, unbound		
	Package containing your proposal labeled and sealed with the following language: <b>“Competitive Proposal Enclosed, Hold for Public Opening XX-XX-XXXX”</b>		
	Response Package mailed and delivered prior to deadline to: Sourcewell, 202 12 <sup>th</sup> St NE, PO Box 219 Staples, MN 56479		

**11 SOURCEWELL VENDOR PRICE AND PRODUCT CHANGE REQUEST FORM**

**Section 1. Instructions for Vendor**

Requests for product or service changes, additions, or deletions will be considered at any time throughout the awarded contract term. All requests must be made in writing by completing sections 2, 3, and 4 of this Sourcewell Price and Product Change Request Form and signed by an authorized Vendor representative in section 5. All changes are subject to review by the Sourcewell Procurement Manager and to approval by Sourcewell’s Chief Procurement Officer. Submit request through email to your assigned Sourcewell Contract Administrator.

Sourcewell will determine whether the request is 1) within the scope of the original RFP, and 2) in the best interests of Sourcewell and Sourcewell Members. Approved Price and Product Change Request Forms will be signed and emailed to the Vendor contact.

The Vendor must complete this change request form and individually list or attach all items or services subject to change, must provide sufficiently detailed explanation and documentation for the change, and must include a complete restatement of pricing documentation in an appropriate format (preferably Microsoft® Excel®). The pricing document must identify all products and services being offered and must conform to the following Sourcewell product/price change naming convention: (Vendor Name) (Sourcewell Contract #) (effective pricing date); for example, “Acme Widget Company #012416-AWC eff. 01-01-2017.”

*NOTE:* New pricing restatements must include all products and services offered regardless of whether their prices have changed and must include a new “effective date” on the pricing documents. This requirement reduces confusion by providing a single, current pricing sheet for each Vendor and creates a historical record of pricing.

**ADDITIONS.** New products and related services may be added to a contract if such additions are within the scope of the original RFP.

**DELETIONS.** New products and related services may be deleted from a contract if, for example, they are no longer available or have been modified to a point where they are outside the scope of the RFP.

**PRICE CHANGES:** Vendors may request price changes if they provide sufficient rationale for the change. For example, a Vendor that manufactures products that require substantial petroleum-related material might request a 3% price increase because of a 20% increase in petroleum costs.

*Price decreases:* Sourcewell expects Vendors to propose their very best prices and anticipates that price reductions might occur because of improved technologies or marketplace efficiencies.

*Price increases:* Acceptable price increases typically result from specific Vendor cost increases. The Vendor must include reasonable justification for the price increase and must not, for example, offer merely generalized statements about an increase in a cost-of-living index. Appropriate documentation should be attached to this form, including such items as letters from suppliers announcing price increases.

Refer to the RFP for complete “Pricing” details.

**Section 2. Vendor Name and Type of Change Request**

CHECK ALL CHANGES THAT APPLY:

AWARDED VENDOR NAME:

\_\_\_\_\_

- Adding Products/Services
- Deleting Products/Services
- Price Increase
- Price Decrease

SOURCEWELL CONTRACT NUMBER:

\_\_\_\_\_



**Section 3. Detailed Explanation of Need for Changes**

List the products and/or services that are changing or being added or deleted from the previous contract price list, along with the percentage change for each item or category. (Attach a separate, detailed document if changing more than 10 items.)

Provide a general statement and documentation explaining the reasons for these price and/or product changes.

*EXAMPLES: 1) "All pricing for paper products and services are increased 5% because of increased raw material and transportation costs (see attached documentation of fuel and raw materials increase)." 2) "The 6400 series floor polisher is being added to the product list as a new model, replacing the 5400 series. The 6400 series 3% increase reflects technological changes that improve the polisher's efficiency and useful life. The 5400 series is now included in the "Hot List" at a 20% discount from the previous pricing until the remaining inventory is liquidated."*

If adding products, state how these are within the scope of the original RFP.

If changing prices or adding products or services, state how the pricing is consistent with existing Sourcewell contract pricing.

**Section 4. Complete Restatement of Pricing Submitted**

A COMPLETE restatement of the pricing, including all new and existing products and services is attached and has been emailed to the Vendor's Contract Administrator.

Yes                       No

**Section 5. Signatures**

\_\_\_\_\_  
Vendor Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title of Authorized Signer

\_\_\_\_\_  
Jeremy Schwartz  
Sourcewell Director of Cooperative Contracts and Procurement/CPO

\_\_\_\_\_  
Date



## Appendix A

Sourcewell on behalf of itself and its current and potential Member agencies, which includes all governmental, higher education, K-12 education, not-for-profit, tribal governmental, and all other public agencies located in all fifty states, Canada, and internationally, issues this Request For Proposal (RFP) to result in a national contract solution.

For your reference, the links below include some, but not all, of the entities included in this proposal.

[http://www.usa.gov/Agencies/Local\\_Government/Cities.shtml](http://www.usa.gov/Agencies/Local_Government/Cities.shtml)

<http://nces.ed.gov/globallocator/>

[https://www.census.gov/2010census/partners/pdf/FIPS\\_StateCounty\\_Code.pdf](https://www.census.gov/2010census/partners/pdf/FIPS_StateCounty_Code.pdf)

<http://nccs.urban.org/sites/all/nccs-archive/html//PubApps/search.php>

<https://www.usa.gov/tribes#item-37647>

<http://www.usa.gov/Agencies/State-and-Territories.shtml>

[Oregon](#)

[Hawaii](#)

[Washington](#)



Appendix B - Political Subdivision List for HI, ID, OR, SC, UT, WA

Hawaii	Idaho	Oregon	South Carolina	Utah	Washington
County	County	County	County	County	County
Hawaii County	Ada County	Baker County	Abbeville County	Beaver County	Adams County
Kauai County	Adams County	Benton County	Aiken County	Box Elder County	Asotin County
<b>Municipality</b>	Bannock County	Central Oregon Intergovernmental Council	Allendale County	CACHE County	Benton County
City and County of Honolulu	Bear Lake County	Clackamas County	Anderson County	Carbon County	Chelan County
<b>Higher Education</b>	Beneviah County	Clackamas County Service District No. 1	Bamberg County	Daggett County	Clallam County
Hawaii Community College	Bingham County	Clatsop County	Barnwell County	Davis County	Clark County
Honolulu Community College	Blaine County	Columbia County	Beaufort County	Duchesne County	Columbia County
University of Hawaii	Boise County	Coos County	Berkeley County	Duchesne County Special Service District No. 2	Cowlitz County
University of Hawaii Research Corporation	Bonner County	Coos County	Calhoun County	Emery County	Douglas County
Windward Community College	Bonneville County	Curry County	Catawba Regional Council of Governments	Five County Association of Governments	Ferry County
<b>Education (K-12)</b>	Boundary County	Deschutes County	Central Midlands Council of Governments	Garfield County	Franklin County
Hansiani Schools	Butte County	Douglas County	Charleston County	Grand County	Garfield County
Kamehameha Schools	Camas County	Gilliam County	Cherokee County	Iron County	Grant County
<b>Special District</b>	Canyon County	Grant County	Chester County	Juab County	Grays Harbor County
Hawaii Community Development Authority	Caribou County	Harney County	Chesterfield County	Kane County	Island County
Hawaii Public Housing Authority	Cassia County	Hood River County	Clarendon County	Millard County	Jefferson County
Hawaii Tourism Authority	Clark County	Jackson County	Colleton County	Morgan County	King County
Honolulu Authority for Rapid Transportation	Clearwater County	Jefferson County	Darlington County	Piute County	King County Directors' Association
Natural Energy Laboratory of Hawaii Authority	Custer County	Josephine County	Dillon County	Rich County	Kitsap County
<b>State</b>	Elmore County	Klamath County	Dorchester County	Salt Lake County	Kittitas County
Hawaii Department of Accounting and General Services	Franklin County	Lake County	Edgefield County	San Juan County	Klickitat County
Hawaii Department of Finance and Administration	Fremont County	Lane Council of Governments	Fairfield County	Sangre de Cristo County	Lewis County
Hawaii Department of Health	Gem County	Lane County	Florence County	Sevier County	Lincoln County
Hawaii Employer-Union Health Benefits Trust Fund	Gooding County	Lincoln County	Georgetown County	Summit County	Mason County
Hawaii Health Systems Corporation	Idaho County	Linn County	Greenville County	Tooele County	Okanogan County
State Of Hawaii	Jefferson County	Malheur County	Greenwood County	Uintah County	Pacific County
	Jerome County	Marion County	Hampton County	Utah County	Pend Oreille County
	Kootenai County	Marion County Housing Authority	Horry County	Wasatch County	Pierce County
	Latah County	Morrow County	Jasper County	Washington County	San Juan County
	Lemhi County	Multnomah County	Kershaw County	Wayne County	Skagit County
	Lewis County	Polk County	Lancaster County	Weber County	Skamania County
	Lincoln County	Sherman County	Laurens County	<b>Municipality</b>	Snohomish County
	Madison County	Tillamook County	Lee County	Centerfield City	Spokane County
	Minidoka County	Umatilla County	Lexington County	City of Alpine City	Stevens County
	Nez Perce County	Umatilla County	Lower Savannah Council of Governments	City of American Fork	Thurston County
	Oneida County	Wallowa County	Marion County	City of Aurora	Thurston Regional Planning Council
	Owyhee County	Wasco County	Marlboro County	City of Ballard	Wahkiakum County
	Payette County	Washington County	McCormick County	City of Beaver	Walla Walla County
	Power County	Wheeler County	Newberry County	City of Blanding	Whatcom County
	Shoshone County	Yamhill County	Oconee County	City of Bluffdale	Whitman County
	Teton County	<b>Municipality</b>	Orangeburg County	City of Bountiful	Yakima County
	Twin Falls County	City of Adair Village	Pickens County	City of Brigham	Yakima County Public Services
	Valley County	City of Adrian	Richland County	City of Castle Dale	Yakima Valley Conference of Governments
	Washington County	City of Albany	Saluda County	City of Cedar City	<b>Municipality</b>
	<b>Municipality</b>	City of Amity	Spartanburg County	City of Cedar Hills	City of Aberdeen
	City of Aberdeen	City of Arlington	Sumter County	City of Centerville	City of Airway Heights
	City of Albion	City of Ashland	Union County	City of Clearfield	City of Algona
	City of American Falls	City of Astoria	Williamsburg County	City of Clinton	City of Anacortes
	City of Ammon	City of Athena	York County	City of Coalville	City of Arlington
	City of Arco	City of Aumsville	<b>Municipality</b>	City of Colorado City	City of Asotin
	City of Arimo	City of Aurora	City of Abbeville	City of Corinne City	City of Auburn
	City of Ashton	City of Baker City	City of Aiken	City of Cottonwood Heights	City of Bainbridge Island
	City of Athol	City of Bandon	City of Anderson	City of Delta	City of Battle Ground
	City of Atomic City	City of Banks	City of Barnwell	City of Draper	City of Bellevue
	City of Bancroft	City of Bay City	City of Beaufort	City of Duchesne	City of Bellingham
	City of Bellevue	City of Beaverton	City of Belton	City of East Carbon	City of Bellingham
	City of Blackfoot	City of Bend	City of Bennettville	City of Elk Ridge	City of Benton City
	City of Bliss	City of Boardman	City of Bishopville	City of Elmo	City of Bingen
	City of Bloomington	City of Brookings	City of Camden	City of Enoch	City of Black Diamond
	City of Boise	City of Brownsville	City of Cayce	City of Enterprise	City of Blaine
	City of Bonners Ferry	City of Burns	City of Charleston	City of Ephraim	City of Bonney Lake
	City of Bovill	City of Canby	City of Chester	City of Escalante	City of Bothell
	City of Buhl	City of Canon Beach	City of Clemson	City of Eureka	City of Bremerton
	City of Burley	City of Canyonville	City of Clinton	City of Fairview	City of Brewster
	City of Caldwell	City of Carlton	City of Columbia	City of Farmington	City of Bridgeport
	City of Cambridge	City of Cascade Locks	City of Conway	City of Farr West	City of Brier
	City of Carey	City of Cave Junction	City of Darlington	City of Fillmore	City of Buckley
	City of Cascade	City of Central Point	City of Denmark	City of Fountain Green	City of Burien
	City of Castelford	City of Chiloquin	City of Dillon	City of Fruit Heights	City of Burlington
	City of Challis	City of Clatskanie	City of Easley	City of Garland	City of Camas
	City of Chubbuck	City of Clatskanie	City of Florence	City of Grantsville	City of Carnation
	City of Clayton	City of Clifton	City of Folly Beach	City of Green River	City of Cashmere
	City of Clifton	City of Coeur d'Alene	City of Forest Acres	City of Gunnison	City of Castle Rock
	City of Coeur d'Alene	City of Coquille	City of Fountain Inn	City of Harrisville	City of Centralia
	City of Council	City of Cornelius	City of Gaffney	City of Heber City	City of Chehalis
	City of Craigmont	City of Corvallis	City of Georgetown	City of Helper City	City of Chelan
	City of Crouch				City of Cheney
					City of Chewelah

Idaho	Oregon	South Carolina	Utah	Washington
City of Culesac	City of Cottage Grove	City of Goose Creek	City of Herriman	City of Clarkston
City of Dalton Gardens	City of Cove	City of Greenville	City of Highland	City of Cle Elum
City of Dayton	City of Creswell	City of Greenwood	City of Hildale	City of Clyde Hill
City of Deary	City of Culver	City of Greer	City of Holladay	City of Colfax
City of Dietrich	City of Dallas	City of Hanahan	City of Honeyville	City of College Place
City of Donnelly	City of Damascus	City of Hardeeville	City of Hooper	City of Colville
City of Dover	City of Dayton	City of Hartsville	City of Huntington	City of Connell
City of Downey	City of Dayville	City of Inman	City of Hurricane	City of Cosmopolis
City of Driggs	City of Depoe Bay	City of Isle of Palms	City of Hyde Park	City of Covington
City of Dubois	City of Detroit	City of Johnsonville	City of Hyrum	City of Davenport
City of Eagle	City of Donald	City of Lake City	City of Irwin	City of Dayton
City of Eden	City of Drain	City of Lancaster	City of Kamas	City of Deer Park
City of Elk River	City of Dundee	City of Landrum	City of Kanab	City of Des Moines
City of Emmett	City of Dunes City	City of Laurens	City of Kaysville	City of DuPont
City of Fairfield	City of Durham	City of Liberty	City of La Verkin	City of Duval
City of Fernan Lake Village	City of Eagle Point	City of Loris	City of Layton	City of East Wenatchee
City of Filer	City of Echo	City of Manning	City of Lehi	City of Edgewood
City of Firth	City of Elgin	City of Marion	City of Lewiston	City of Edmonds
City of Franklin	City of Enterprise	City of Mauldin	City of London	City of Electric City
City of Fruitland	City of Estacada	City of Mullins	City of Logan	City of Elensburg
City of Garden City	City of Eugene	City of Myrtle Beach	City of Mantt	City of Elma
City of Genesee	City of Fairview	City of New Ellenton	City of Mapleton	City of Entiat
City of Georgetown	City of Falls City	City of Newberry	City of Marriott-Slaterville	City of Enumclaw
City of Glenns Ferry	City of Florence	City of North Augusta	City of Mendon	City of Ephrata
City of Gooding	City of Forest Grove	City of North Charleston	City of Midvale	City of Everett
City of Grace	City of Fossil	City of North Myrtle Beach	City of Midway	City of Everson
City of Grand View	City of Garibaldi	City of Orangeburg	City of Milford	City of Federal Way
City of Grangeville	City of Gaston	City of Pickens	City of Millville	City of Ferndale
City of Greenleaf	City of Gates	City of Rock Hill	City of Moab	City of File
City of Hagerman	City of Gearhart	City of Seneca	City of Mona	City of Fircrest
City of Hailey	City of Gervais	City of Simpsonville	City of Monroe	City of Forks
City of Hansen	City of Gladstone	City of Spartanburg	City of Monticello	City of George
City of Harrison	City of Glendale	City of Sumter	City of Morgan	City of Gig Harbor
City of Hayden	City of Gold Beach	City of Tega Cay	City of Moroni	City of Gold Bar
City of Hazelton	City of Gold Hill	City of Travelers Rest	City of Mt. Pleasant City	City of Goldendale
City of Heyburn	City of Grants Pass	City of Union	City of Murray	City of Grand Coulee
City of Hollister	City of Greenhorn	City of Wailuku	City of Naylor	City of Grandview
City of Homedale	City of Gresham	City of Walterboro	City of Naples	City of Granger
City of Hope	City of Haines	City of Wellford	City of Nephi	City of Granite Falls
City of Horseshoe Bend	City of Halfway	City of West Columbia	City of Nibley	City of Harrington
City of Huetter	City of Halsey	City of Westminster	City of North Logan	City of Hoquiam
City of Idaho City	City of Happy Valley	City of Woodruff	City of North Ogden	City of Ilwaco
City of Idaho Falls	City of Harrisburg	City of York	City of North Salt Lake	City of Issaquah
City of Inkom	City of Helix	Town of Allendale	City of Oakley	City of Kahlstus
City of Island Park	City of Heppner	Town of Andrews	City of Ogden	City of Kalama
City of Jerome	City of Hermiston	Town of Atlantic Beach	City of Orangeville	City of Kelso
City of Julietta	City of Hillsboro	Town of Awendaw	City of Orem	City of Kenmore
City of Kamiah	City of Hines	Town of Aynor	City of Panguitch	City of Kennewick
City of Kellogg	City of Hood River	Town of Batesburg-Leesville	City of Park City	City of Kent
City of Kendrick	City of Hubbard	Town of Bethune	City of Parowan	City of Kettle Falls
City of Ketchum	City of Huntington	Town of Blacksburg	City of Payson	City of Kirkland
City of Kimberley	City of Idanha	Town of Blackville	City of Perry	City of Kittitas
City of Kooskia	City of Imbler	Town of Blenheim	City of Plain City	City of La Center
City of Kuna	City of Independence	Town of Bluffton	City of Pleasant Grove	City of Lacey
City of Lapwai	City of Irrigon	Town of Blythewood	City of Pleasant View	City of Lake Forest Park
City of Lava Hot Springs	City of Island City	Town of Bowman	City of Price	City of Lake Stevens
City of Lewiston	City of Jacksonville	Town of Branchville	City of Providence	City of Lakewood
City of Mackay	City of Jefferson	Town of Briarcliffe Acres	City of Provo	City of Langley
City of Malad City	City of John Day	Town of Brunson	City of Richfield	City of Leavenworth
City of Marsing	City of Johnson City	Town of Calhoun Falls	City of Richmond	City of Liberty Lake
City of McCall	City of Joseph	Town of Cameron	City of River Heights	City of Long Beach
City of McCammon	City of Junction City	Town of Campobello	City of Riverdale	City of Longview
City of Melba	City of Keizer	Town of Central	City of Riverton	City of Lynden
City of Menan	City of King City	Town of Chapin	City of Roosevelt	City of Lynnwood
City of Meridian	City of Klamath Falls	Town of Cheraw	City of Roy	City of Mabton
City of Middleton	City of La Grande	Town of Chesterfield	City of Salem	City of Maple Valley
City of Midvale	City of La Pine	Town of Clio	City of Salina	City of Marysville
City of Moscow	City of Lafayette	Town of Clover	City of Salt Lake City	City of Mattawa
City of Mountain Home	City of Lake Oswego	Town of Cottageville	City of Sandy	City of McCleary
City of Mullan	City of Lakeside	Town of Coward	City of Santa Clara	City of Medical Lake
City of Murtough	City of Lebanon	Town of Cowpens	City of Santquin	City of Medina
City of Nampa	City of Lincoln City	Town of Denmark	City of Saratoga Springs	City of Mercer Island
City of New Meadows	City of Lonerock	Town of Donalds	City of Smithfield City	City of Mesa
City of New Plymouth	City of Lostine	Town of Due West	City of South Jordan	City of Mill Creek
City of Newdale	City of Lowell	Town of Duncan	City of South Ogden	City of Milton
City of Nezperce	City of Lyons	Town of Eastover	City of South Salt Lake City	City of Monroe
City of Notus	City of Madras	Town of Edgefield	City of South Weber	City of Montesano
City of Orofino	City of Malin	Town of Edisto Beach	City of Spanish Fork	City of Morton
City of Osburn	City of Manzanita	Town of Ehrhardt	City of Springville	City of Moses Lake
City of Parker	City of Maupin	Town of Elgin	City of Springville	City of Mossyrock
City of Parma	City of McMinnville	Town of Ellorree	City of St. George	City of Mountlake Terrace
City of Paul	City of Medford	Town of Estill	City of Sunnyside	City of Moxee
City of Payette	City of Metolius	Town of Eutawville	City of Sunset	City of Mt. Vernon
City of Pierce	City of Mill City	Town of Fairfax	City of Syracuse	City of Mukilteo
City of Pinehurst	City of Millersburg	Town of Ft. Mill	City of Taylorsville	City of Napavine
City of Plummer	City of Milton-Freewater	Town of Furman	City of Tooele	City of Newcastle
City of Pocatello	City of Milwaukie	Town of Gaston	City of Toggaville	City of Newport
City of Ponderay	City of Modalla	Town of Gifford	City of Tremonton	City of Nooksack
City of Post Falls	City of Monmouth	Town of Gilbert	City of Tropic	City of Normandy Park
City of Potlatch	City of Monroe	Town of Govan	City of Uintah	City of North Bend
City of Preston	City of Monument	Town of Gray Court	City of Vernal	City of North Bonneville
City of Priest River	City of Moro	Town of Great Falls	City of Washington	City of Oak Harbor
City of Rathdrum	City of Mosier	Town of Greeleyville	City of Washington Terrace	City of Oakville
City of Reubens	City of Mt. Angel	Town of Hampton	City of Wellington	City of Ocean Shores

Idaho	Oregon	South Carolina	Utah	Washington
City of Rexburg	City of Mt. Vernon	Town of Harleyville	City of Wellsville	City of Okanogan
City of Richfield	City of Myrtle Creek	Town of Heath Springs	City of Wendover	City of Olympia
City of Rigby	City of Myrtle Point	Town of Hemingway	City of West Bountiful	City of Omak
City of Riggs	City of Nehalem	Town of Hilda	City of West Haven City	City of Oroville
City of Ririe	City of Newberg	Town of Hilton Head Island	City of West Jordan	City of Orting
City of Roberts	City of Newport	Town of Hodges	City of West Point	City of Othello
City of Rockland	City of North Bend	Town of Holly Hill	City of West Valley City	City of Pacific
City of Rupert	City of North Plains	Town of Hollywood	City of Willard	City of Palouse
City of Salmon	City of North Powder	Town of Honea Path	City of Woodland Hills	City of Pasco
City of Sandpoint	City of Nyssa	Town of Irmo	City of Woods Cross	City of Pateros
City of Shelley	City of Oakland	Town of Iva	Town of Alta	City of Pomeroy
City of Shoshone	City of Oakridge	Town of Jackson	Town of Bicknell	City of Port Angeles
City of Smelterville	City of Ontario	Town of James Island	Town of Alton	City of Port Orchard
City of Soda Springs	City of Oregon City	Town of Jamestown	Town of Amalga	City of Port Townsend
City of Spirit Lake	City of Paisley	Town of Jefferson	Town of Annabella	City of Poulsbo
City of St. Anthony	City of Pendleton	Town of Jenkinsville	Town of Antimony	City of Prosser
City of St. Charles	City of Philomath	Town of Johnston	Town of Apple Valley	City of Pullman
City of Stanley	City of Phoenix	Town of Jonesville	Town of Ballard	City of Puyallup
City of Star	City of Pilot Rock	Town of Kershaw	Town of Bear River City	City of Quincy
City of Siles	City of Port Orford	Town of Kiawah Island	Town of Bicknell	City of Rainier
City of Sugar City	City of Portland	Town of Kingstree	Town of Big Water	City of Raymond
City of Sun Valley	City of Powers	Town of Lake View	Town of Boulder	City of Redmond
City of Tensed	City of Prairie City	Town of Lamar South Carolina	Town of Brian Head	City of Renton
City of Tetonia	City of Prineville	Town of Lane	Town of Bryce Canyon City	City of Republic
City of Troy	City of Rainier	Town of Latta	Town of Cannonville	City of Richland
City of Twin Falls	City of Redmond	Town of Lexington	Town of Castle Valley	City of Ridgefield
City of Ucon	City of Reedsport	Town of Lincolnville	Town of Cedar Fort	City of Ritzville
City of Victor	City of Richland	Town of Little Mountain	Town of Centerfield	City of Rock Island
City of Wallace	City of Riddle	Town of Lockhart	Town of Central Valley	City of Roslyn
City of Weippe	City of Rockaway Beach	Town of Lyman	Town of Circleville	City of Roy
City of Weiser	City of Rogue River	Town of Lynchburg	Town of Clarkston	City of Royal City
City of Wendell	City of Roseburg	Town of Mayesville	Town of Clawson	City of Sammamish
City of Weston	City of Rufus	Town of McBee	Town of Cleveland	City of SeaTac
City of White Bird	City of Salem	Town of McClellanville	Town of Cornish	City of Seattle
City of Wilder	City of Sandy	Town of McCol	Town of Daniel	City of Sedro-Woollley
City of Winchester	City of Scappoose	Town of McCormick	Town of Deweyville	City of Selah
<b>Higher Education</b>	City of Scio	Town of Meaggett	Town of Eagle Mountain	City of Sequim
Boise State University	City of Scotts Mills	Town of Monck's Corner	Town of Elmo	City of Shelton
College of Southern Idaho	City of Seaside	Town of Mt. Pleasant	Town of Elsinore	City of Shoreline
College of Western Idaho	City of Seneca	Town of Neeses	Town of Elwood	City of Snohomish
Eastern Idaho Technical College	City of Shady Cove	Town of New Ellenton	Town of Emery	City of Snoqualmie
Idaho Division of Professional Technical Education	City of Sheridan	Town of Nichols	Town of Fairfield	City of Soap Lake
Idaho State University	City of Sherwood	Town of Ninety Six	Town of Francis	City of South Bend
Lewis-Clark State College	City of Siletz	Town of Norris	Town of Garden City	City of Spokane
North Idaho College	City of Silwerton	Town of North	City of Spokane Valley	City of Spargue
University of Idaho	City of Sisters	Town of Norway	Town of Glendale	City of Stanwood
<b>Education (K-12)</b>	City of Sodaville	Town of Olanta	Town of Glenwood	City of Stevenson
Aberdeen School District No. 58	City of Spray	Town of Pacolet	Town of Goshen	City of Sultan
Arbon Elementary School District No. 383	City of Springfield	Town of Pageland	Town of Hanksville	City of Sumas
Avery School District	City of St. Helens	Town of Pamplico	Town of Hatch	City of Sunner
Basin School District No. 72	City of St. Paul	Town of Patrick	Town of Henefer	City of Sunnyside
Bear Lake County School District No. 33	City of Stanfield	Town of Pawleys Island	Town of Henrieville	City of Tacoma
Bear Lake School District No. 33	City of Stayton	Town of Pelion	Town of Hideout	City of Takoa
Blackfoot School District No. 55	City of Sublimity	Town of Pelzer	Town of Hinsckley	City of Tenino
Blaine County School District No. 61	City of Sumpter	Town of Pendleton	Town of Holden	City of Tieton
Bliss Joint School District No. 234	City of Sutherlin	Town of Perry	Town of Howell	City of Toledo
Bonneville Joint School District No. 93	City of Sweet Home	Town of Port Royal	Town of Huntsville	City of Tonasket
Boundary County School District No. 101	City of Talent	Town of Prosperity	Town of Joseph	City of Toppenish
Bruneau-Grand View Joint School District	City of Tangent	Town of Ravenel	Town of Junction	City of Tukwila
Buhl Joint School District No. 412	City of The Dalles	Town of Reidville	Town of Kanarraville	City of Tumwater
Butte County Joint School District No. 111	City of Tigard	Town of Ridge Spring	Town of Kanosh	City of Union Gap
Caldwell School District No. 132	City of Tillamook	Town of Ridgeland	Town of Kingston	City of University Place
Camas County School District No. 121	City of Toledo	Town of Ridgeville	Town of Koossharem	City of Vader
Cambridge School District	City of Troutdale	Town of Ridgeway	Town of Leeds	City of Vancouver
Cascade School District No. 422	City of Tualatin	Town of Saint Matthews	Town of Levan	City of Waitsburg
Cassia County Joint School District No. 151	City of Turner	Town of Saint Stephen	Town of Loa	City of Walla Walla
Castleford Joint School District No. 417	City of Ukiah	Town of Salem	Town of Manila	City of Wapato
Challis Joint School District No. 181	City of Umatilla	Town of Salley	Town of Mantua	City of Warden
Clark County School District No. 161	City of Union	Town of Saluda	Town of Marysville	City of Washougal
Coeur d'Alene School District No. 271	City of Unity	Town of Santee	Town of Meadowdale	City of Wenatchee
Cottonwood Joint School District No. 242	City of Vale	Town of Scranton	Town of Minersville	City of West Richland
Council School District No. 13	City of Veneta	Town of Seabrook Island	Town of New Harmony	City of Westport
Culdesac Joint School District No. 342	City of Vernonia	Town of Sellers	Town of Newton	City of White Salmon
Dietrich School District No. 314	City of Waldport	Town of Sharon	Town of Ophir	City of Winlock
Emmett Independent School District No. 221	City of Wallowa	Town of Six Mile	Town of Orderville	City of Woodinville
Filer School District No. 413	City of Warrenton	Town of Snelling	Town of Paradise	City of Woodland
Firth School District No. 59	City of Wasco	Town of Society Hill	Town of Paragonah	City of Yakima/Yakima County
Fremont County School District No. 215	City of West Linn	Town of South Congaree	Town of Portage Utah	City of Yelm
Fruitland School District No. 373	City of Westfir	Town of Springdale	Town of Randolph	City of Zillah
Garden Valley School District	City of Weston	Town of St. George	Town of Redmond	Consolidated Borough of Quil Ceda Village
Genesee Joint School District No. 282	City of Wheeler	Town of St. Matthews	Town of Rockville	Grays Harbor Council of Governments
Glenns Ferry Joint School District No. 192	City of Willamina	Town of St.uckey	Town of Rocky Ridge	Town of Almira
Gooding Joint School District No. 231	City of Wilsonville	Town of Sullivan's Island	Town of Rush Valley	Town of Beaux Arts Village
Grace Joint School District No. 148	City of Winston	Town of Summertown	Town of Scipio	Town of Bucoda
Hagerman Joint School District No. 233	City of Wood Village	Town of Summerville	Town of Scofield	Town of Carbonado
Hansen School District No. 415	City of Woodburn	Town of Summit	Town of Sigurd	Town of Cathlamet
Highland Joint School District No. 305	City of Yauchats	Town of Surfside Beach	Town of Springdale	Town of Clyde Hill
Homedale School District No. 370	City of Yamhill	Town of Swainsea	Town of Stockton	Town of Colton
Horseshoe Bend School District No. 73	City of Yoncalla	Town of Timmonsville	Town of Toquerville	Town of Conconully
Idaho Falls School District No. 91	Town of Bonanza	Town of Trenton	Town of Torrey	Town of Concrete
Independent School District of Boise City	Town of Butte Falls	Town of Turbeville	Town of Trenton	Town of Coulee City
Jefferson County School District No. 251	Town of Canyon City	Town of Ulmer	Town of Tropic	Town of Coulee Dam
Jerome Joint School District No. 261	Town of Lakeview	Town of Varnville	Town of Uintah	Town of Coupeville
Joint School District No. 2	Town of Lexington	Town of Wagener	Town of Vernon	

Idaho	Oregon	South Carolina	Utah	Washington
Kamiah School District No. 304	<b>Higher Education</b>	Town of Ward	Town of Vineyard	Town of Creston
Kellogg Joint School District 391	Blue Mountain Community College	Town of Ware Shoals	Town of Virgin	Town of Cusick
Kendrick Joint School District No. 283	Central Oregon Community College	Town of West Pelzer	Town of Wales	Town of Darrington
Kimberly School District No. 414	Chemeketa Community College	Town of West Union	Town of Wallisburg	Town of Eatonville
Kootenai School District No. 274	Clackamas Community College	Town of Whitmire	Utah Basin Association of Governments	Town of Elmer City
Kuna Joint School District No. 3	Clatasp Community College	Town of Williamston	<b>Higher Education</b>	Town of Endicott
Lake Pend Oreille School District No. 84	Columbia Gorge Community College	Town of Williston	College of Eastern Utah	Town of Fairfield
Lakeland School District No. 272	Eastern Oregon University	Town of Winnboro	Davis Applied Technology College	Town of Farmington
Lapwai School District No. 341	Klamath Community College District	Town of Yemassee	Dixie Applied Technology College	Town of Friday Harbor
Lewisston Independent School District No. 1	Lane Community College	<b>Higher Education</b>	Dixie State University	Town of Garfield
Mackay School District No. 182	Linn-Benton Community College	Alken Technical College	Mountainland Applied Technology College	Town of Hamilton
Madison School District No. 321	Mt. Hood Community College	Beaufort Jasper Higher Education Commission	Utah State University	Town of Harrah
Marsh Valley Joint School District No. 21	Oregon Coast Community College	Central Carolina Technical College	Salt Lake Community College	Town of Hatton
Marsing Joint School District No. 363	Oregon Department of Community Colleges and Workforce Development	Clemson University	Snow College	Town of Hunts Point
McCall-Donnelly Joint School District No. 421	Oregon Health and Science University	Coastal Carolina University	Southern Utah University	Town of Index
Meadows Valley School District No. 11	Oregon Institute of Technology	College of Charleston	Tooele Applied Technology College	Town of Ione
Melba School District No. 136	Oregon State University	Denmark Technical College	Utah Basin Applied Technology College	Town of La Conner
Middleton School District No. 134	Oregon State University, Oregon Agricultural Experiment Station	Oregon State University, Oregon Agricultural Experiment Station	University of Utah	Town of LaCrosse
Midvale School District No. 433	Oregon University System	Oregon State University, Oregon Agricultural Experiment Station	University of Utah Hospitals and Clinics	Town of Lamont
Minidoka County School District No. 331	Portland Community College	Oregon University System	Utah State University	Town of Latah
Mosswood School District No. 281	Portland State University	Portland Community College	Utah System of Higher Education	Town of Lind
Mountain Home School District No. 193	Reed College	Horry-Georgetown Technical College	Utah Valley University	Town of Lyman
Mountain View School District No. 244	Rogue Community College	Lander University	Weber State University	Town of Malden
Mullan School District 392	Southern Oregon University	Medical University of South Carolina	<b>Education (K-12)</b>	Town of Mansfield
Murtaugh Joint School District No. 418	Southern Oregon University Family Housing	Midlands Technical College	Alpine School District	Town of Marcus
Nampa Christian Schools Inc.	Southern Oregon University Family Housing	Northeastern Technical College	Beaver County School District	Town of Metaline
Nampa School District No. 131	Southwestern Oregon Community College	Orangeburg-Calhoun Technical College	Box Elder School District	Town of Millwood
New Plymouth School District	Tillamook Bay Community College	Piedmont Technical College	CACHE County School District	Town of Naches
Nez Percé Joint School District No. 302	Treasure Valley Community College	South Carolina State Board for Technical and Comprehensive Education	Canyons School District	Town of Nespelam
North Gem School District No. 149	Umpqua Community College	South Carolina State University	Carbon School District	Town of Northport
Notus School District	University of Oregon	South Carolina Technical College System	Centro De La Familia De Utah Head Start Program School District	Town of Oakesdale
Oneida County School District No. 351	Western Oregon University	Spartanburg Community College	Daggett School District	Town of Odesse
Orofino Joint School District No. 171	<b>Education (K-12)</b>	Technical College of the Lowcountry	Davis School District	Town of Pe Ell
Parma School District No. 137	Adel School District 21	The Citadel	Duchesne County School District	Town of Prescott
Payette School District No. 371	Adrian School District	Tri-County Technical College	Emery County School District	Town of Reardan
Plummer-Worley Joint School District No. 44	Alsea School District No. 71	Trident Technical College	Freedom Preparatory Academy School District	Town of Riverside
Pocatello-Chubbuck School District No. 25	Amity School District 4J	University of South Carolina	Millard School District	Town of Rockford
Post Falls School District No. 273	Arma School District 29	University of South Carolina, Aiken	Grand County School District	Town of Rosalia
Potlatch School District No. 285	Arlington School District No. 3	University of South Carolina, Upstate	Granite School District	Town of Ruston
Preston Joint School District No. 201	Arook School District No. 81	Williamsburg Technical College	Iron County School District	Town of Skykomish
Richfield School District No. 316	Ashland School District No. 5	Winthrop University	Jordan School District	Town of South Cle Elum
Ririe Joint School District No. 252	Ashwood School District	York Technical College	Juab School District	Town of South Prairie
Rockland School District No. 382	Astoria School District No. 1C	<b>Education (K-12)</b>	Kane County School District	Town of Spangle
Salmon River Joint School District No. 243	Athens-Weston School District No. 29RU	Abbeville County School District	Logan City School District	Town of Springdale
Salmon School District No. 291	Baker School District No. 5J	Alken County Public Schools	Millard School District	Town of St. John
Shelley School District No. 60	Bandon School District	Allendale County School District	Morgan School District	Town of Steelacam
Shoshone Joint School District No. 312	Banks School District No. 13	Anderson County School Districts 1 and 2 Career and Technology Center	Mountainland Head Start Program School District Office	Town of Twisp
Snake River School District	Beaverton School District No. 48	Anderson School District No. 1	Murray City School District	Town of Uniontown
Soda Springs Joint School District No. 150	Bend-La Pine Public Schools	Anderson School District No. 2	Nebo School District	Town of Washucna
South Lemhi School District No. 292	Bethel School District No. 52	Anderson School District No. 3	North Sanpete County School District	Town of Waterville
St. Maries Joint School District No. 41	Blachly School District	Anderson School District No. 4	North Sanpete County School District	Town of Waverly
Sugar-Salem Joint District No. 322	Blachly School District 90	Anderson School District No. 5	North Summit School District	Town of Wilbur
Swan Valley Elementary School District No. 33	Brookings Harbor School District	Bamberg School District No. 1	Ogden City School District	Town of Wilkeson
Swan Valley School District No. 92	Camas Valley School District	Bamberg School District No. 2	Park City School District	Town of Wilson Creek
Teton County School District No. 401	Canby School District No. 86	Barwell School District No. 45	Plute County School District	Town of Winthrop
Three Creek Joint School District No. 416	Cascade School District No. 5	Berkeley County School District	Provo City School District	Town of Woodway
Troy School District No. 287	Centennial School District No. 28J	Blackville-Hilda Public Schools	Rich County School District	Town of Yacolt
Twin Falls School District No. 411	Central Curry School District No. 1	Calhoun County School District	Rich School District	Town of Yarrow Point
Valley School District No. 262	Central Linn School District	Charleston County School District	Rural Utah Child Development Head Start Program School District Office	<b>Higher Education</b>
Vallivue School District No. 139	Central Point School District No. 6	Cherokee County School District	Salt Lake City School District	Bates Technical College
Vision Charter School District # 463	Central School District No. 13J	Chester County School District	San Juan School District	Bellevue Community College
Wallase School District No. 393	Clackamas Education Service District	Chesterfield County School District	Sevier School District	Bellingham Technical College
Weiser School District No. 431	Clatskanie School District No. 6J	Clarendon County School District No. 1	South Sanpete School District	Big Bend Community College
Wendell School District No. 232	Colton School District No. 53	Clarendon County School District No. 2	South Summit School District	Cascadia Community College
West Bonner County School District No. 83	Columbia Gorge Education Service District	Clarendon County School District No. 3	Suu Head Start Program School District	Central Washington University
West Jefferson School District No. 253	Condon School District No. 25J	Clover School District No. 2	Thomas Edison Charter Schools	Centralia College
West Side School District No. 202	Coos Bay School District No. 9	Colleton County School District	Tintic School District	Clark College
Whitepine Joint School District No. 288	Coquille School District No. 8	Darlington County School District	Tooele County School District	Clover Park Technical College
Wildier School District No. 133	Corbett School District No. 39	Delta R-V School District	Utah School District	Columbia Basin Community College
<b>Special District</b>	Corvallis School District No. 509J	Dillon County School District No. 1	Wasatch County School District	Community College of Spokane
Ada County Emergency Medical Services District	Cove School District No. 15	Dillon County School District No. 2	Washington County School District	Eastern Washington University
Ada County Highway District	Crane Elementary School District	Dillon County School District No. 3	Wayne County School District	Edmonds Community College
Adams County Recreation District	Creswell School District No. 40	Dillon County School District No. 4	Weber School District	Everett Community College
Ashahika Water and Sewer District	Crow-Applegate-Lorane School District No. 66	Diocese Of Charleston Schools	<b>Special District</b>	Evergreen State College
Albion Highway District	Culver School District No. 4	Dorchester School District No. 2	Ash Creek Special Service District	Grays Harbor College
Alpine Meadows Water and Sewer District	Dallas School District No. 2	Dorchester School District No. 4	Ashley Valley Water and Sewer Improvement District	Green River Community College
American Falls Free Library District	David Douglas School District No. 40	Edgefield County Schools	Ballard Water and Sewer Improvement District	Highline Community College
American Falls Housing Authority	Dayton School District No. 8	Fairfield County School District	Bear Lake Special Service District	Lake Washington Institute of Technology
Atlanta Highway District	Dayville School District No. 16J	Florence County School District No. 1	Bear River Water Conservancy District	Lower Columbia College
Avery Water and Sewer District	Douglas County School District	Florence County School District No. 2	Benchmark Water District	Northwest Indian College
Avondale Irrigation District	Douglas County School District No. 4	Florence County School District No. 3	Benson Culinary Water Improvement District	Olympic College
Bayview Water and Sewer District	Douglas Education Service District	Florence County School District No. 4	Bona Vista Water Improvement District	Peninsula College
Bear Lake County Library District	Dufur School District No. 29	Florence County School District No. 5	Cache Mosquito Abatement District	Pierce College
Bench Sewer District	Eagle Point School District No. 9	Ft. Mill School District No. 4	Cache Valley Transit District	Renton Technical College
Benevoh County Free Library District	Echo School District No. 5	Georgetown County School District	Canyonlands Health Care Special Service District	Seattle Community Colleges District VI
Big Canyon Fire District	Elgin School District	Greenlee County School District	Carbon County Housing Authority	Shoreline Community College
Blaine County Housing Authority	Enterprise School District No. 34	Greenwood County School District No. 50	Carbon County Hospital Building Authority	Siskiyou Valley College
Blaine County Recreation District	Enterprise School District No. 21	Hampton County School District No. 2	Carbon County Recreation Transportation Special Service District	South Puget Sound Community College
Bliss Fire District	Estacada School District No. 108	Hampton School District No. 1	Carbon Water Conservancy District	Tacoma Community College
Boise Basin Library District	Eugene School District No. 4J	Horry County Schools	Castle Valley Special Service District	University of Washington
Boise City/Ada County Housing Authority	Falls City School District	Jasper County School District	Cedar City Housing Authority	Walla Walla Community College
Boise-Kung Irrigation District	Fern Ridge School District No. 28J	John de la Howe School District	Cedar Mountain Fire Protection District	Washington State Board for Community and Technical Colleges
Bonneville County Fire District No. 1	Forest Grove School District	Kershaw County School District	Cedarview-Montwell Special Service District	Washington State Higher Education Facilities Authority
Bruneau Valley District Library	Fossil School District 21J		Central Davis County Sewer District	Washington State Student Achievement Council

Idaho	Oregon	South Carolina	Utah	Washington
Bruneau Water and Sewer District	Gaston School District 511 J	Lancaster County School District	Central Iron County Water Conservancy District	Washington State University
Buhl Highway District	Gervais School District	Laurens County School District No. 55	Central Utah Water Conservancy District	Washington State University, Vancouver
Buhl Rural Fire Protection District	Gladstone School District	Laurens County School District No. 56	Central Weber Sewer Improvement District	Wenatchee Valley College
Burley Highway District	Glendale School District No. 77	Lee County School District	Charleston Water Conservancy District	Western Washington University
Caldwell Housing Authority	Glide School District	Legacy Charter Schools	Copperton Improvement District	Whitcom Community College
Canyon Highway District No. 4	Grant County Education Service District	Lexington County School District No. 1	Cottonwood Improvement District	Yakima Valley Community College
Cascade Rural Fire District	Grant School District No. 3	Lexington County School District No. 2	Davis Community Housing Authority	<b>Education (K-12)</b>
Castleford Rural Fire District	Grants Pass School District No. 7	Lexington County School District No. 3	Davis County Housing Authority	Aberdeen School District No. 5
Central Fire District	Greater Albany Public School District 8J	Lexington County School District No. 4	Davis-Salt Lake Aerial Spray Authority	Adna School District No. 226
Central Orchards Sewer District	Gresham-Barlow School District	Lexington-Richland Counties School District No. 5	Duchesne County Upper County Water Improvement District	Almira School District No. 17
Central Shoshone County Water District	Harney County School District No. 3	Marion County School District	Duchesne County Water Conservancy District	Anacortes School District No. 103
Clark County District Library	Harney County District Library	Marion County School District No. 7	Emery County Public Schools	Arlington Public Schools
Clarkia Free Library District	Harper School District No. 66	Marlboro County School District	Emery County Municipal Building Authority	Asotin-Anatone School District
Clarkia Highway District	Harrisburg School District No. 7	McCormick County School District	Emery County Special Service District No. 1	Auburn School District No. 408
Clearwater Free Library District	Helix School District No. 1-R	Newberry County School District	Emery Water Conservancy District	Bainbridge Island School District No. 303
Clearwater Highway District	Hermiston School District	Oconee County School District	Emigration Improvement District	Battle Ground School District No. 119
Clearwater Soil and Water Conservation District	High Desert Education Service District	Orangeburg Consolidated School District Four	Fruitland Special Service District	Bellevue Christian School District
Clearwater Water District	Hillsboro School District No. 1J	Orangeburg County Consolidated School District No. 3	Garden City Fire District	Bellevue School District No. 405
Consolidated Free Library District	Hood River County School District	Orangeburg County Consolidated School District No. 5	Grand County Housing Authority	Bellingham School District No. 501
Cottonwood Highway District	Huntington School District No. 16J	Pickens County School District	Grants-Hunter Improvement District	Benge School District No. 122
Custer Soil and Water Conservation District	Imbler School District No. 11	Richland County School District No. 1	Heber Valley Special Service District	Bethel School District No. 403
Dietrich Fire District	InterMountain Education Service District	Richland County School District No. 2	Hooper Water Improvement District	Bickleton School District
Dietrich Highway District	Ione School District R2	Rock Hill School District No. 3	Jensen Water Improvement District	Blaine School District No. 503
Doumeq Highway District	Jackson County School District No. 9	Saluda School District No. 1	Johnson Water Improvement District	Boistford School District No. 234
Downey Swan Lake Highway District	Jackson Education Service District	South Carolina Public Charter School District	Jordan Valley Water Conservancy District	Bremerton School District
Dry Creek Cemetery Maintenance District	Jefferson County School District No. 509-J	Spartanburg County School District No. 1	Jordan Valley Water Conservancy District	Brewster School District No. 111
Eagle Fire Protection District	Jefferson School District	Spartanburg County School District No. 2	Jordan Valley Water Conservancy District	Bridgeport School District No. 75
Eagle Sewer District	Jewell School District No. 8	Spartanburg County School District No. 3	Jordan Valley Water Conservancy District	Brimmon School District No. 46
East Bonner County Free Library District	John Day School District No. 3	Spartanburg County School District No. 4	Jordan Valley Water Conservancy District	Burlington-Edison School District No. 100
East Bonner County Library District	Jordan Valley School District No. 3	Spartanburg County School District No. 5	Jordan Valley Water Conservancy District	Camas School District
East Greenacres Irrigation District	Joseph School District No. 6	Spartanburg County School District No. 6	Jordan Valley Water Conservancy District	Cape Flattery School District No. 401
Eastern Idaho Public Health District	Junction City School District No. 69	Spartanburg County School District No. 7	Jordan Valley Water Conservancy District	Capital Regional Educational Service District No. 113
Eastern Idaho Regional Wastewater Authority	Klamath County School District	Sumter School District	Jordan Valley Water Conservancy District	Carbonado Historical School District No. 19
Elk River Free Library District	Klamath Falls City Schools	Sunder School District No. 17	Jordan Valley Water Conservancy District	Cascade Christian Schools
Elmore Soil and Water Conservation District	Knappa School District	Sunder School District No. 2	Jordan Valley Water Conservancy District	Cascade School District No. 228
Fenn Highway District	La Grande School District No. 1	Union County School District	Jordan Valley Water Conservancy District	Cashmere School District No. 222
Ferdinand Highway District	Lake County School District No. 7	Ware Shoals School District No. 51	Jordan Valley Water Conservancy District	Castle Rock School District No. 401
Fish Haven Mosquito Abatement District	Lake Ed Service District	Williamsburg County Schools	Jordan Valley Water Conservancy District	Central Kitsap School District No. 401
Fremont County District Library	Lake Oswego School District No. 7J	Williston School District No. 2	Jordan Valley Water Conservancy District	Central Valley School District No. 356
Friedman Memorial Airport Authority	Lakeview School District No. 7	York School District No. 1	Jordan Valley Water Conservancy District	Centralia School District No. 401
Garden Valley District Library	Lane Education Service District	<b>Special District</b>	Jordan Valley Water Conservancy District	Chehalis School District No. 302
Garden Valley Fire Protection District	Lebanon Community School District No. 9	Abbeville Housing Authority	Jordan Valley Water Conservancy District	Cheney School District No. 360
Garden Valley Recreation District	Lincoln County School District	Aiken Housing Authority	Jordan Valley Water Conservancy District	Chevelah School District No. 36
Gateway Fire Protection District	Limn-Benton-Lincoln Education Service District	Anderson Housing Authority	Jordan Valley Water Conservancy District	Chief Leschi School System
Gem County Mosquito Abatement District	Long Creek School District No. 17	Atlantic Beach Housing Authority	Jordan Valley Water Conservancy District	Chimacum School District No. 49
Glenns Ferry Highway District	Lowell School District No. 71	Beaufort Housing Authority	Jordan Valley Water Conservancy District	Clarkston School District No. 1250-185
Golden Gate Highway District No. 3	Mapleton School District No. 32	Beaufort-Jasper Water and Sewer Authority	Jordan Valley Water Conservancy District	Cle Elum-Roslyn School District
Gooding County Memorial Hospital District	Marcola School District No. 79J	Beech Island Rural Community Water District	Jordan Valley Water Conservancy District	Clover Park School District No. 400
Grace District Library	McKenzie School District	Belton-Hones Path Water Authority	Jordan Valley Water Conservancy District	Colfax School District No. 300
Grangeville Highway District	McMinnville School District No. 40	Bennettsville Housing Authority	Jordan Valley Water Conservancy District	College Place School District No. 250
Granite Reeder Water and Sewer District	Medford School District No. 549C	Berea Public Service District	Jordan Valley Water Conservancy District	Colton School District No. 306
Greater Boise Auditorium District	Milton-Freewater School District No. 7	Berkeley County Water and Sanitation Authority	Jordan Valley Water Conservancy District	Columbia School District No. 206
Greater Middleton Parks and Recreation District	Mitchell School District No. 55	Big Creek Water and Sewerage District	Jordan Valley Water Conservancy District	Columbia School District No. 206, Stevens County
Greater Swan Valley Fire Protection District No. 2	Molalla River School District	Bluffton Township Fire District	Jordan Valley Water Conservancy District	Columbia School District No. 400
Groveland Water and Sewer District	Monument School District	Bolling Springs Fire District, Greeneville County	Jordan Valley Water Conservancy District	Columbia School District No. 400
Harbor View Estates Water and Sewer District	Morrow County School District	Broad Creek Public Service District	Jordan Valley Water Conservancy District	Concrete School District No. 11
Hayden Lake Irrigation District	Mt. Angel School District	Buffalo-Mt. Pisgah Fire Protection District	Jordan Valley Water Conservancy District	Conway Consolidated School District No. 317
Hayden Lake Recreational Water and Sewer District	Multnomah Education Service District Consortium	Burton Fire District	Jordan Valley Water Conservancy District	Cosmopolis School District
Hillsdale Highway District	Myrtle Point School District	Central Midlands Regional Transit Authority	Jordan Valley Water Conservancy District	Coulee-Hartline School District No. 151
Homedale Highway District	Neah-Kah-Nie School District No. 56	Charleston Area Regional Transportation Authority	Jordan Valley Water Conservancy District	Coupeville School District No. 204
Hoo Doo Water and Sewer District	Nestucca Valley School District No. 101	Charleston County Aviation Authority	Jordan Valley Water Conservancy District	Crescent School District
Horseshoe Bend Fire Protection District	New Hope Christian Schools	Charleston County Housing and Redevelopment Authority	Jordan Valley Water Conservancy District	Creston School District No. 73
Idaho Soil and Water Conservation District	Newberg School District No. 29J	Charleston Housing Authority	Jordan Valley Water Conservancy District	Curlew School District No. 50
Indian Valley Rural Fire District	North Bend School District No. 13	Charleston Naval Complex Redevelopment Authority	Jordan Valley Water Conservancy District	Cusick School District
Iona-Bonneville Sewer District	North Central Education Service District	Charleston Soil and Water Conservation District	Jordan Valley Water Conservancy District	Darrington School District No. 330
Island Park Fire District	North Clackamas School District No. 12	Cheraw Housing Authority	Jordan Valley Water Conservancy District	Davenport School District No. 207
Jerome Highway District	North Douglas School District No. 22	Chester Housing Authority	Jordan Valley Water Conservancy District	Dayton School District No. 2
Jerome Recreation District	North Lake School District	Chester Metropolitan District	Jordan Valley Water Conservancy District	Deer Park School District No. 414
Jerome Rural Fire District No. 1	North Marion School District No. 15	Chester Sewer District	Jordan Valley Water Conservancy District	Dieringer School District
Kamiah Fire Protection District	North Wasco School District No. 29	Coast Regional Transportation Authority	Jordan Valley Water Conservancy District	Divie School District
Kamiah Highway District	North Wasco County School District No. 21	Columbia Housing Authority	Jordan Valley Water Conservancy District	East Valley School District No. 361
Ketchum Rural Fire Protection District	Northwest Regional Education Service District	Conway Housing Authority	Jordan Valley Water Conservancy District	East Valley School District No. 361, Spokane County
Kidder Harris Highway District	Nyssa School District No. 26	Daniel Morgan Water District	Jordan Valley Water Conservancy District	East Valley School District No. 90, Yakima County
Kingston Water District	Oakland School District	Darlington County Fire District	Jordan Valley Water Conservancy District	Eastmont School District No. 206
Kootenai County Water District No. 1	Oakridge School District No. 76	Darlington County Water and Sewer Authority	Jordan Valley Water Conservancy District	Eatonville School District No. 404
Kootenai Ponderay Sewer District	Ontario School District No. 8C	Darlington Housing Authority	Jordan Valley Water Conservancy District	Edmonds School District No. 15
Kootenai-Shoshone Soil and Water Conservation District	Oregon City School District No. 62	Donalds-Due West Water and Sewer Authority	Jordan Valley Water Conservancy District	Educational Service District No. 112
Kuna Library District	Oregon Trail School District No. 46	Dorchester County Sales Tax Transportation Authority	Jordan Valley Water Conservancy District	Ellensburg School District No. 401
Laclede Water District	Paisley School District No. 11	Duncan Chapel Fire District	Jordan Valley Water Conservancy District	Elma School District No. 68
Lakes Highway District	Parkrose School District No. 3	Easley Housing Authority	Jordan Valley Water Conservancy District	Endicott School District No. 308
Latah County Library District	Pendleton School District No. 16	Easley-Central Water District	Jordan Valley Water Conservancy District	Entiat School District No. 127
Latah Soil and Water Conservation District	Perrydale School District No. 21J	East Richland County Public Service District	Jordan Valley Water Conservancy District	Enumclaw School District No. 216
Lemhi Soil and Water Conservation District	Philomath School District No. 17J	Edgefield County Water and Sewer Authority	Jordan Valley Water Conservancy District	Ephrata School District No. 165
Lewiston-Nez Perce County Regional Airport Authority	Pine Eagle School District No. 61	Florence Housing Authority	Jordan Valley Water Conservancy District	Evadne School District No. 36
Lewis County Recreation District	Pinehurst School District No. 11	Fort Mill Housing Authority	Jordan Valley Water Conservancy District	Everett School District No. 2
Little Blacktail Ranch Water District	Pleasant Hill School District	Frapp Island Public Service District	Jordan Valley Water Conservancy District	Evergreen School District No. 114, Clark County
Little Wood River Library District	Plush School District 18	Gaffney Housing Authority	Jordan Valley Water Conservancy District	Evergreen School District No. 205
Lizard Butte Library District	Port Orford-Langlois School District No. 2CJ	Gaston Rural Community Water District	Jordan Valley Water Conservancy District	Federal Way Public Schools
Lost River Highway District	Port Orford-Langlois School District No. 1	Georgetown County Water and Sewer District	Jordan Valley Water Conservancy District	Ferndale School District No. 502
M&T Water and Sewer District	Powers School District No. 31	Georgetown Housing Authority	Jordan Valley Water Conservancy District	Fife School District No. 417
Mackay Free Library District	Prairie City School District No. 4	Gilbert-Summit Rural Water District	Jordan Valley Water Conservancy District	Finley School District
Madison Library District	Prospect School District	Grand Strand Water and Sewer Authority	Jordan Valley Water Conservancy District	Franklin Pierce School District No. 402
		Greenville Arena District	Jordan Valley Water Conservancy District	Freeman School District No. 358
			Jordan Valley Water Conservancy District	Garfield School District No. 302



Idaho	Oregon	South Carolina	Utah	Washington
Marsing Rural Fire District	Rainier School District No. 13	Greenville County Recreation District	Uintah Highlands Water and Sewer Improvement District	Glenwood School District
McCall Fire Protection District	Redmond School District No. 2J	Greenville County Redevelopment Authority	Uintah Mosquito Abatement District	Goldendale School District
McCall Memorial Hospital District	Reedport School District No. 105	Greenville Housing Authority	Uintah Recreation District	Grand Coulee Dam School District
Meridian Cemetery Maintenance District	Region 9 Education Service District	Greenville Transit Authority	Uintah Transportation Special Service District	Grandview School District No. 200
Meridian Library District	Reynolds School District No. 7	Greenwood Metropolitan District	Uintah Water Conservancy District	Granger School District No. 204
Meridian Rural Fire Protection District	Riddle School District No. 70	Greer Housing Authority	Unified Fire Authority	Granite Falls School District No. 332
Mica Kidd Island Fire Protection District	Riverdale School District No. 51J	Hartsville Housing Authority	Utah County Housing Authority	Grapeview School District No. 54
Middleton Rural Fire District	Rogue River School District No. 35	Hilton Head No. 1 Public Service District	Utah Paiute Housing Authority	Great Northern School District No. 103
Midvale Fire Protection District	Roseburg Public Schools	Holly Springs Fire-Rescue District	Utah Transit Authority	Green Mountain School District No. 137
Minidoka County Fire Protection District	Salem-Keizer Public School District No. 24J	Homeland Park Water and Sewer District	Utah Valley Dispatch Special Service District	Griffin School District No. 324
Minidoka County Highway District	Santiam Canyon School District No. 129J	James Island Public Service District	Wasatch County Fire District	Harrington Public Schools
Moreland Water and Sewer District	Santiam Christian Schools	Kingsport Water and Sewer District	Wasatch Front Waste and Recycling District	Highland School District No. 203
Mountain Home Highway District	Scappoose School District No. 1J	Lady's Island-St. Helena Fire District	Wasatch Integrated Waste Management District	Highline School District No. 401
Mountain Rides Transportation Authority	Scio School District No. 95C	Lake City Housing Authority	Washington County Water Conservancy District	Hockinson School District
Nampa and Meridian Irrigation District	Seaside School District	Lancaster County Water and Sewer District	Waste Management Service District No. 5	Hood Canal School District No. 404
Nampa Highway District No. 1	Sheridan School District No. 48J	Lancaster Housing Authority	Weber Basin Water Conservancy District	Hoquiam School District No. 28
Nampa Housing Authority	Sherman County School District	Lancaster Soil and Water Conservation District	Weber Fire District	Inchellium School District No. 70
New Plymouth Fire District	Sherwood School District No. 88J	Laurens Housing Authority	Weber Mosquito Abatement District	Issaquah School District No. 411
North Bingham County District Library	Silver Falls School District No. 4J	Lexington County Health Services District, Inc.	Weber-Box Elder Conservation District	Kahlotus School District No. 56
North Custer Hospital District	Sisters School District No. 6	Liberty-Chesee-Fingerville Water District	Wellville-Mendon Conservancy District	Kalama School District No. 402
North Kootenai Water and Sewer District	Siuslaw School District No. 97J	Local Housing Authority	White City Water Improvement District	Keller School District No. 3
North Lake Recreational Sewer and Water District	South Coast Education Service District, Region No. 7	Lowcountry Regional Transportation Authority	Woodruff Fire District	Kelso School District No. 458
North Latah County Highway District	South Lane School District No. 45J3	Lugoff-Elgin Water Authority	<b>State</b>	Kennewick School District No. 17
Northern Lakes Fire District	South Umpqua School District No. 19	Marion Housing Authority	State Of Utah	Kent School District No. 415
Northside Fire District	South Wasco County School District No. 1	Marlboro County Housing Authority	Utah Department of Administrative Services	Kettle Falls School District No. 212
Notus-Parma Highway District No. 2	Southern Oregon Education Service District	McColl Housing Authority	Utah Department of Health	Kiona-Benton City School District No. 52
Oakley Highway District	Spray School District No. 1	Medical University Hospital Authority	Utah State Legislature	Kitititas School District
Oakley Library District	Springfield School District No. 19	Metropolitan Sewer Sub-District	Utah State Treasurer	Klickitat School District No. 402
Ola District Library	St. Helens School District No. 502	Milford Water and Sewer District	<b>Tribal</b>	La Center School District
Oneida County Fire District	St. Paul School District No. 45	Mullins Housing Authority	Confederated Tribes of the Goshute Reservation	La Conner School District No. 311
Oregon Trail Recreation District	Stanfield School District No. 61	Murrells Inlet-Garden City Fire District	Kanosh Band of the Paiute Indian Tribe of Utah	LaCrosse School District
Outlet Bay Water and Sewer District	Sutherlin School District No. 130	Myrtle Beach Air Force Base Redevelopment Authority	Koosharem Band of the Paiute Indian Tribe	Lake Chelan School District No. 129
Panhandle Health District	Sweet Home School District No. 55	Myrtle Beach Housing Authority	Northwestern Band of Shoshone Nation	Lake Quinalt School District No. 97
Parma Rural Fire Protection District	Three Rivers School District	Newberry County Water and Sewer Authority	Northwestern Band of the Shoshone Nation Housing Authority	Lake Stevens School District No. 4
Pine Ridge Water and Sewer District	Tigard-Tualatin School District No. 23J	North Charleston Housing Authority	Paiute Indian Tribe of Utah	Lake Washington School District No. 414
Pinehurst Water District	Tillamook School District No. 9	North Charleston Housing Authority	Skull Valley Band of Goshute Indians	Lakewood School District No. 306
Pioneer Irrigation District	Union School District No. 80 J	North Charleston Water District	Ute Indian Tribe	Lamont School District
Placerville Fire Protection District	Umatilla School District No. 6	North Greenville Fire District		Liberty School District No. 362
Pocatello Housing Authority	Union School District 5	Oconee County Joint Regional Sewer Authority		Lind School District
Pocatello-Chubbuck Auditorium District	Vale School District No. 84	Parker Sewer and Fire Subdistrict		Longview School District No. 122
Portneuf District Library	Vernonia School District No. 47J	Patriots Point Development Authority		Loon Lake School District No. 183
Post Falls Highway District	Wallowa School District No. 12	Pee Dee Regional Airport District		Lopez Island School District No. 144
Power County Highway District	Warrenton-Hammond School District No. 30	Pee Dee Regional Transportation Authority		Lyle School District No- 406
Prairie Highway District	West Linn-Wilsonville School District	Piedmont Public Service District		Lynden School District No. 504
Prairie-River Library District	Willamette Education Service District	Pioneer Rural Water District		Mabton School District No. 120
Progressive Irrigation District	Willamina School District No. 30J	Powersville Water District		Manfield School District No. 207
Raft River Highway District	Winston-Dillard School District No. 116	Richland-Lexington Airport District		Manson School District
Rapid River Water and Sewer District	Woodburn School District No. 103	Richland-Lexington Riverbanks Park District		Mary M. Knight School District
Richfield District Library	Yamhill-Carlton School District No. 1	Rock Hill Housing Authority		Mary Walker School District No. 207
Riverside Independent Water District	Yoncalla School District No. 32	Saluda County Water and Sewer Authority		Marysville School District No. 25
Rock Creek Fire District	<b>Special District</b>	Sandy Springs Water District		McCleary School District No. 65
Rockland Rural Fire District	Adair Rural Fire Protection District	Santee Fire Service District		Mead School District No. 354
Rogerson Water District	Amity Fire District	Santee Waterree Regional Transportation Authority		Medical Lake School District No. 326
Ross Point Water District	Applegate Valley Fire District No. 9	Sheldon Township Fire District		Mercer Island School District No. 400
Sagle Fire District	Arch Cape Sanitary District	Slater-Marietta Fire District		Meridian School District No. 505
Salmon River Clinic Hospital District	Arch Cape Water District	South Carolina Housing Authority Bond Council		Methow Valley School District
Sam Owen Fire District	Arnold Irrigation District	South Carolina Public Employee Benefit Authority		Monroe School District No. 103
Santa-Fernwood Water and Sewer District	Aumsville Rural Fire District	South Carolina Regional Housing Authority No. 1		Montesano School District No. 66
Schweitzer Fire-Rescue District	Baker County Library District	South Carolina Regional Housing Authority No. 3		Morton School District No. 214
Settlers Irrigation District	Baker Rural Fire Protection District	South Carolina State Education Assistance Authority		Moses Lake School District No. 161
Shelley/Firth Fire District	Baker Valley Soil and Water Conservation District	South Carolina State Fiscal Accountability Authority		Mossyrock School District No. 206
Shoshone City & Rural Fire District	Bandon Rural Fire Protection District	South Carolina State Housing Finance and Development Authority		Mt. Adams School District No. 209
Shoshone County Fire Protection District No. 2	Barlow Water Improvement District	South Carolina State Ports Authority		Mt. Baker School District No. 507
Shoshone Highway District No. 2	Bay Area Hospital District	South Greenville Fire District		Mt. Vernon School District No. 320
South Bannock Library District	Bend Parks and Recreation District	South Island Public Service District		Mukittoo School District No. 6
South Bingham Soil Conservation District	Beverly Beach Water District	Southside Rural Community Water District		Naches Valley School District No. 3
South Boundary Fire Protection District	Black Butte Ranch Rural Fire Protection District	Spartanburg Housing Authority		Napavine School District No. 14
South Custer Fire District	Blue Mountain Hospital District	Spartanburg Regional Health Services District		Naselle-Grays River Valley School District No.165
South Fork Coeur d'Alene River Sewer District	Blue River Water District	St. Andrews Public Service District South Carolina		Nespelem School District No. 14
South Latah Highway District	Boardman Parks and Recreation District	St. John's Fire District		Newport School District No. 56-415
Southside Water and Sewer District	Boardman Rural Fire Protection District	Starr-Iva Water and Sewer District		Nine Mile Falls School District No. 325/179
Southwestern Idaho Cooperative Housing Authority	Boring Water District No. 24	Startex-Jackson-Wellford-Duncan Water District		Nooksack Valley School District No. 506
St. Maries Fire Protection District	Boulder Creek Retreat Special Road District	Sumter Housing Authority		North Beach School District No. 64
Star Joint Fire District	Brownsville Rural Fire District	Talatha Rural Community Water District		North Franklin School District No. 51
Star Sewer and Water District	Buell-Red Prairie Water District	Taylor's Fire and Sewer District		North Kitsap School District No. 400
Sun Valley Water and Sewer District	Bunker Hill Sanitary District	Three Rivers Solid Waste Authority		North Mason School District
Sunset Heights Water District	Burlington Water District	Tigerville Fire District		North Thurston Public Schools
Targhee Regional Public Transit Authority	Camellia Park Sanitary District	Tri-County Solid Waste Authority		Northport School District No. 211
Targhee Regional Public Transportation Authority	Cannon Beach Fire Protection District	Union Housing Authority		Northshore School District No. 417
Teton County Fire Protection District	Central Lincoln People's Utility District	Valley Public Service Authority		Oak Harbor School District No. 201
Three Creek Highway District	Central Oregon Irrigation District	Waccamaw Regional Transportation Authority		Oakdale School District No. 324
Three Mile Water District	Central Oregon Park and Recreation District	Wedgfield Stateburg Water District		Oakville School District No. 400
Timberlake Fire Protection District	Central Oregon Regional Housing Authority	West Anderson Water District		Ocean Beach School District No. 101
Twin Falls Highway District	Charleston Fire District	Westview-Fairforest Fire District		Ocosta School District No. 172
Twin Falls Housing Authority	Charleston Sanitary District	Whitney Fire Protection District		Odessa School District No. 105
Twin Falls Rural Fire Protection District	Chehalis Park and Recreation District	Williamsburg County Transit Authority		Okanogan School District No. 305
Twin Ridge Rural Fire District	Chenoweth Water Public Utility District	Williamsburg County Water and Sewer Authority		Olympia School District No. 111
Union Independent Highway District	Chiloquin-Agency Lake Rural Fire Protection District	Woodruff Housing Authority		Olympic Educational Service District
Upper Fords Creek Rural Fire District	Christmas Valley Domestic Water Supply District	Woodruff-Roebuck Water District		Omak School District No. 19
Warm Lake Recreational Water District	Christmas Valley Park and Recreation District	York County Natural Gas Authority		Onalaska School District No. 300
Wendell Highway District	Clackamas County Fire District No. 1	<b>State</b>		Onion Creek School District No. 30
West Boise Sewer District	Clackamas County Housing Authority	Santee-Lynches Regional Council of Governments		Orcas Island School District No. 137
West Bonner Library District	Clackamas County Water and Water Conservation District	South Carolina Department of Health and Environmental Control		Orchard Prairie School District No. 123
West Bonner Water and Sewer District	Clatskanie Park and Recreation District	South Carolina Department of Mental Health		Orient School District No. 65

Idaho	Oregon	South Carolina	Utah	Washington
West Pend Oreille Fire District	Clatskanie People's Utility District	South Carolina Department of Revenue		Oroville School District No. 410
Western Ada Recreation District	Clatskanie Rural Fire Protection District	South Carolina General Services Division		Orting School District No. 344
Western Elmore County Recreation District	Clatskanie Care Center Health District	South Carolina Office of Regulatory Staff		Othello School District
Wilder Irrigation District	Clatsop County Housing Authority	South Carolina State Budget and Control Board		Palisades School District No. 102
Wilder Public Library District	Cloverdale Rural Fire Protection District	South Carolina State Treasurer's Office		Palouse School District No. 301
Wilder Rural Fire Protection District	Coburg Rural Fire Protection District	State Of South Carolina		Pasco School District No. 1
Wilderness Ranch Fire Protection District	Colton Fire District	<b>Township</b>		Pateros School District
Winona Highway District	Colton Water District	Township of Grand Meadow		Paterson School District No. 50
Worley Fire District	Columbia Corridor Drainage Districts Joint Contracting Authority	<b>Tribal</b>		Pe Ell School District No. 301
Worley Highway District	Columbia Health District	Catawba Indian Nation		Peninsula School District
<b>State</b>	Columbia Improvement District			Pioneer School District No. 402
Idaho Department of Administration	Columbia River People's Utility District			Pomery School District No. 110
Idaho Department of Health and Welfare	Columbia Soil and Water Conservation District			Port Angeles School District No. 121
State Of Idaho	Coos County Airport District			Port Townsend School District No. 50
<b>Tribal</b>	Coos County Library Service District			Prescott School District No. 402-37
Coeur d'Alene Tribe	Coquille Indian Housing Authority			Pride Prep Schools
Kootenai Tribe of Idaho	Coquille Valley Hospital District			Prosser School District No. 116
Nez Perce Tribe Enterprises	Corbett Water District			Puget Sound Educational Service District
Nez Perce Tribe	Corvallis Rural Fire Protection District			Pullman School District No. 267
Shoshone-Bannock Tribes	Cove Rural Fire Protection District			Puyallup School District No. 3
	Crooked River Ranch Rural Fire Protection District			Queets-Cleanwater School District No. 20
	Crooked River Ranch Special Road District			Quilcene School District No. 48
	Curry Health District			Quillayute Valley School District No. 402
	Curry Public Library District			Quincy School District No. 144
	Dallas Cemetery District No. 4			Rainier School District No. 307
	Dean Minard Water District			Raymond School District No. 116
	Dee Rural Fire Protection District			Reardan-Edwall School District
	Deschutes County 911 Service District			Renton School District No. 403
	Deschutes County Rural Fire District No. 1			Republic School District
	Deschutes Valley Water District			Richland School District No. 400
	Devils Lake Water Improvement District			Ridgefield School District No. 122
	Dexter Rural Fire Protection District			Ritzville School District
	Douglas County Fire District No. 2			Riverside School District
	Douglas County Housing Authority			Riverview School District No. 407
	Douglas Soil and Water Conservation District			Rochester School District
	Drakes Crossing Rural Fire Protection District			Rosalia School District No. 320
	Dufur Recreation District			Royal School District
	Eagle Valley Soil and Water Conservation District			San Juan Island School District No. 149
	East Fork Irrigation District			Satsop School District No. 104
	East Multnomah Soil and Water Conservation District			Seattle Public Schools
	East Umatilla County Health District			Sedro-Woolley School District No. 101
	East Valley Water District			Selah School District No. 119
	Echo Rural Fire District			Selkirk School District No. 70
	Elsie-Vinemapple Rural Fire Protection District No. 11			Sequim School District No. 323
	Emerald People's Utility District			Shaw Island School District No. 10
	Estacada Rural Fire District No. 69			Shelton School District No. 309
	Fairview Water District			Shoreline School District No. 412
	Falcon Cove Beach Water District			Skykomish School District
	Farmers Irrigation District			Snohomish School District No. 201
	Gardiner Sanitary District			Snoqualmie Valley School District No. 410
	Gaston Rural Fire District			Soap Lake School District No. 156
	Gates Rural Fire Protection District			South Bend School District No. 118
	Gearhart Rural Fire Protection District			South Kitsap School District No. 402
	Glendale Rural Fire Protection District			South Whidbey School District No. 206
	Glenneden Sanitary District			Southside School District
	Goshen Fire District			Spokane Public Schools
	Government Camp Sanitary District			Sprague School District
	Grand Ronde Sanitary District			St. John School District No. 322
	Grant County Transportation District			Stanwood-Camano School District No. 401
	Grant Soil and Water Conservation District			Steilacoom Historical School District No. 1
	Grants Pass Irrigation District			Step toe School District No. 304
	Green Sanitary District			Stevenson-Carson School District No. 303
	Hahlen Road Special District			Sultan School District No. 311
	Halsey-Shedd Rural Fire Protection District			Summit Valley School District 202
	Hamlet Rural Fire Protection District			Summer School District No. 320
	Harbor Sanitary District			Sunnyside School District No. 201
	Harbor Water Public Utility District			Tacoma School District No. 10
	Harney District Hospital			Taholah School District No. 77
	Harney Soil and Water Conservation District			Tahoma School District No. 409
	Harriman Rural Fire Protection District			Tekoa School District No. 265
	Hazeldell Rural Fire Protection District			Tenino School District No. 402
	Hebo Joint Water and Sewer Authority			Thorp School District No. 400
	Heceta Water District			Toledo School District No. 237
	Hermiston Cemetery District			Tonasket School District
	Hermiston Fire and Emergency Services District			Toppenish School District No. 202
	Hermiston Irrigation District			Touchet School District No. 300
	Hood River County Library District			Toutle Lake School District No. 130
	Hood River County Transportation District			Trout Lake School District No. R-400
	Hood River Valley Parks and Recreation District			Tukwila School District No. 406
	Hoodland Fire District No. 74			Tumwater School District No. 33
	Hubbard Rural Fire Protection District			Union Gap School District No. 2
	Ice Fountain Water District			University Place School District No. 83
	Illinois Valley Rural Fire Protection District			Valley School District
	Ione Rural Fire Protection District			Valley School District No. 70
	Irrigon Community Park and Recreation Maintenance District			Vancouver School District No. 37
	Jackson County Airport Authority			Vashon Island School District No. 402
	Jackson County Fire District No. 3			Wahkiakum School District No. 200
	Jackson County Fire District No. 5			Wahluke School District No. 73
	Jackson County Housing Authority			Waitsburg School District
	Jackson County Library District			Walla Walla School District No. 140
	Jackson County Vector Control District			Wapato School District No. 207
	Jackson Soil and Water Conservation District			Warden School District No. 146-161
	Jefferson Rural Fire Protection District			Washington Schools Risk Management Pool
	John Day/Canyon City Parks and Recreation District			Washington State Educational Service District

Hawaii	Idaho	Oregon	South Carolina	Utah	Washington
		Junction City Rural Fire Protection District			Washougal School District
		Juniper Flat Rural Fire Protection District			Washucna School District
		Keating Soil and Water Conservation District			Waterville School District No. 209
		Keizer Rural Fire Protection District			Wellpinit School District
		Keno Fire Protection District			Wenatchee School District No. 246
		Kernville-Gleneden Beach-Lincoln Beach Water District			West Valley School District No. 208, Yakima County
		Klamath County Fire District No. 1			West Valley School District No. 363, Spokane County
		Klamath County Library Service District			White Pass School District No. 303
		Klamath Housing Authority			White River School District No. 416
		Klamath Irrigation District			White Salmon Valley School District No. 405-17
		Klamath Vector Control District			Wilbur School District No. 200
		La Grande Rural Fire Protection District			Willapa Valley School District No. 160
		La Pine Park and Recreation District			Wilson Creek School District
		La Pine Rural Fire Protection District			Winlock School District No. 232
		La Pine Water District			Wishkah Valley School District No. 117
		Lake District Hospital			Woodland School District No. 404
		Lake Grove Water District			Yakima School District No. 7
		Lakeside Fire District No. 4			Yelm Community School District No. 2
		Lane County Fire District No. 1			Zillah School District No. 205
		Lane Library District			<b>Special District</b>
		Lane Transit District			Acme Water District No. 18
		Langlois Water District			Adams County Fire Protection District No. 1
		LaPine Special Sewer District			Adams County Mosquito Control District
		Lebanon Aquatic District			Aeneas Lake Irrigation District
		Lebanon Fire District			Alderwood Water and Wastewater District
		Lewis and Clark Rural Fire Protection District			Alpine Water District
		Libby Drainage District			Anacortes Housing Authority
		Linn Benton Housing Authority			Annapolis Water District
		Lookingglass Rural Fire District			Asotin County Cemetery District No. 1
		Lorane Rural Fire Protection District			Asotin County Conservation District
		Lowell Rural Fire Protection District			Asotin County Fire District No. 1
		Lower Umpqua Hospital District			Asotin County Housing Authority
		Lusted Water District			Asotin County Public Utility District No. 1
		Madras Aquatic Center District			Badger Mountain Irrigation District
		Malheur County Housing Authority			Bainbridge Island Metropolitan Park and Recreation District
		Malin Rural Fire Protection District			Basin City Water/Sewer District
		Mapleton Water District			Bayview Beach Water District
		Marion County Fire District No. 1			Beacon Hill Water and Sewer District
		Marion Soil and Water Conservation District			Beehive Irrigation District
		Medford Irrigation District			Belfair Water District No. 1
		Merrill Rural Fire Protection District			Bellevue Convention Center Authority
		Metro			Bellingham Housing Authority
		McMinnville Water & Light			Bellingham Public Development Authority
		Mid-County Cemetery Maintenance District			Benton County Diking District No. 1
		Middle Fork Irrigation District			Benton County Fire Protection District No. 1
		Miles Crossing Sanitary Sewer District			Benton County Fire Protection District No. 2
		Mill City Rural Fire Protection District			Benton County Fire Protection District No. 4
		Milton-Freewater Water Control District			Benton County Fire Protection District No. 5
		Mist-Birkenfeld Rural Fire Protection District			Benton County Fire Protection District No. 6
		Mohawk Valley Rural Fire District			Benton County Mosquito Control District
		Molalla River Improvement District			Benton County Public Utility District No. 1
		Molalla Rural Fire Protection District No. 73			Benton Irrigation District
		Monroe Rural Fire Protection District			Benton-Franklin Health District
		Morrow County Health District			Beverly Water District
		Mountain View Hospital District			Birch Bay Water and Sewer District
		Mt. Angel Fire District			Black Diamond Water District
		Multnomah County Drainage District No. 1			Bremerton Housing Authority
		Multnomah County Rural Fire Protection District No. 10			Buckhannon-Upshur County Airport Authority
		Multnomah County Rural Fire Protection District No. 14			Burbank Irrigation District No. 4
		Nesika Beach-Ophir Water District			Carnhope Irrigation District No. 7
		Neskokwin Regional Sanitary Authority			Cascadia Conservation District
		Neskokwin Regional Water District			Cedar River Water and Sewer District
		Nestucca Rural Fire Protection District			Central Klickitat County Park and Recreation District
		Netarts Oceanside Sanitary District			Central Pierce Fire and Rescue District No. 6
		Netarts-Oceanside Rural Fire Protection District			Central Puget Sound Regional Transit Authority
		North Bay Rural Protection Fire District			Central Valley Ambulance Authority
		North Bend City/Coos-Curry Housing Authority			Chelan County Fire District No. 1
		North Central Public Health District			Chelan County Fire District No. 3
		North Clackamas Parks and Recreation District			Chelan County Fire District No. 5
		North County Recreation District			Chelan County Fire District No. 6
		North Gilliam Cemetery District			Chelan County Fire District No. 7
		North Gilliam County Rural Fire Protection District			Chelan County Fire District No. 8
		North Lincoln Fire and Rescue District No. 1			Chelan County Fire District No. 9
		North Powder Rural Fire Protection District			Chelan County Public Hospital District No. 1
		North Sherman County Rural Fire Protection District			Chelan County Public Utility District No. 1
		North Unit Irrigation District			Chelan County/Wenatchee Housing Authority
		Northeast Oregon Housing Authority			Chelan-Douglas Health District
		Northern Wasco County Park and Recreation District			Chinook Water District
		Northern Wasco County People's Utility District			Chuckanut Community Forest Park District
		Northwest Oregon Housing Authority			Clallam Conservation District
		Nysa Road Assessment District No. 2			Clallam County Fire District No. 2
		Nysa Rural Fire Protection District			Clallam County Fire District No. 5
		Oak Hill Sanitary District			Clallam County Fire District No. 6
		Oak Lodge Sanitary District			Clallam County Fire Protection District No. 1
		Oak Lodge Water District			Clallam County Fire Protection District No. 3
		Oceanside Water District			Clallam County Fire Protection District No. 4
		Ochoo West Sanitary District			Clallam County Hospital District No. 1
		Odell Sanitary District			Clallam County Housing Authority
		Ontario Library District			Clallam County Parks and Recreation District No. 1
		Oregon Fire Districts Association			Clallam County Public Hospital District No. 2
		Oregon Infrastructure Finance Authority			Clallam County Public Utility District No. 1
		Oregon Trail Library District			Clark County Fire District No. 10
		Oregon Water Wonderland Unit II Sanitary District			Clark County Fire District No. 11
		Owyhee Irrigation District			Clark County Fire District No. 13

Pacific City Joint Water Sanitary Authority  
 Pacific Communities Health District  
 Palatine Hill Water District  
 Peninsula Drainage District No. 1  
 Peninsula Drainage District No. 2  
 Pilot Rock Fire Protection District  
 Pine Grove Rural Fire Protection District  
 Pleasant Hill Rural Fire Protection District  
 Pleasant Home Water District  
 Polk County Fire District No. 1  
 Polk County Housing Authority  
 Polk Soil and Water Conservation District  
 Portland Metropolitan Area Water District  
 Public Procurement Authority  
 Rainbow Water District  
 Raleigh Water District  
 Redmond Area Park and Recreation District  
 Riddle Rural Fire District  
 River Forest Acres Special Road District  
 River Road Park and Recreation District  
 Rivergrove Water District  
 Roads End Sanitary District  
 Roberts Creek Water District  
 Rockwood Water People's Utility District  
 Rogue River Cemetery Maintenance District  
 Rogue Valley Transportation District  
 Roseburg Urban Sanitary Authority  
 Sale Drive Road District  
 Salem Area Mass Transit District  
 Salem Housing Authority  
 Salem-Keizer Transit District  
 Santa Clara Rural Fire Protection District  
 Santiam Water Control District  
 Scappoose Rural Fire District  
 Scio Rural Fire District  
 Scottsburg Rural Fire District  
 Seal Rock Fire District  
 Seal Rock Water District  
 Shangri-La Water District  
 Shasta View Irrigation District  
 Siletz Rural Fire Protection District  
 Silvertown Fire District  
 Sisters-Camp Sherman Rural Fire Protection District  
 Siuslaw Public Library District  
 South Clackamas Transportation District  
 South Suburban Sanitary District  
 Southern Curry Cemetery Maintenance District  
 Southwest Lincoln County Water District  
 Spring River Special Road District  
 Springfield Utility District  
 Stanfield Fire District No. 7-402  
 Stayton Fire District  
 Suburban East Salem Water District  
 Sunrise Water Authority  
 Sunset Empire Transportation District  
 Swalley Irrigation District  
 Sweet Home Fire and Ambulance District  
 Talent Irrigation District  
 Terrebonne Domestic Water District  
 Three Sisters Irrigation District  
 Tillamook County Transportation District  
 Tillamook People's Utility District  
 Tiller Rural Fire District  
 Toledo Rural Fire Protection District  
 Tri City Rural Fire District No. 4  
 Tri City Water District  
 Tri-City Service District  
 Tri-County Metropolitan Transportation District  
 Tualatin Hills Park and Recreation District  
 Tualatin Hills Park and Recreation District  
 Tualatin Valley Irrigation District  
 Tualatin Valley Water District  
 Tumalo Irrigation District  
 Twin Rocks Sanitary District  
 Umatilla County Housing Authority  
 Umatilla Hospital District  
 Umatilla Land Redevelopment Authority  
 Umatilla Morrow Radio and Data District  
 Umatilla Reservation Housing Authority  
 Umatilla Rural Fire Protection District  
 Union Cemetery District  
 Vale Oregon Irrigation District  
 Valley View Water District  
 Vandevort Acres Special Road District  
 Vineyard Mountain Water and Improvement District  
 Walla Walla River Irrigation District  
 Willowa County Health Care District  
 Wamic Water and Sanitary Authority  
 Warm Springs Housing Authority  
 Wasco County Soil and Water Conservation District  
 Washington County Fire District No. 2  
 Washington County Housing Authority  
 Water Wonderland Improvement District  
 Wedderburn Sanitary District

Clark County Fire District No. 5  
 Clark County Fire Protection District No. 3  
 Clark County Fire Protection District No. 6  
 Clark County Public Utility District No. 1  
 Clark Regional Wastewater District  
 Cline Irrigation District  
 Clinton Water District  
 Coal Creek Utility District  
 Columbia Conservation District  
 Columbia County Fire District No. 3  
 Columbia County Public Hospital District No. 1  
 Columbia County Rural Library District  
 Columbia Irrigation District  
 Columbia Valley Water District  
 Colville Indian Housing Authority  
 Consolidated Irrigation District No. 14  
 Covington Water District  
 Cowiche Sewer District  
 Cowlitz County Cemetery District No. 2  
 Cowlitz County Fire District No. 6  
 Cowlitz County Public Utility District No. 1  
 Cowlitz Transit Authority  
 Cross Valley Water District  
 Dallesport Water District  
 Douglas County Fire District No. 2  
 Douglas County Fire Protection District No. 5  
 Douglas County Public Utility District No. 1  
 Douglas County Sewer District No. 1  
 Douglas-Okanogan County Fire District No. 15  
 East Columbia Basin Irrigation District  
 East Gig Harbor Water District  
 East Lewis County Public Development Authority  
 East Pierce Fire and Rescue District No. 22  
 East Spokane Water District No. 1  
 East Wenatchee Water District  
 Eastmont Metropolitan Park District  
 Eastsound Sewer and Water District  
 Edmonds Public Facilities District  
 Ellensburg Business Development Authority  
 Enterprise Cemetery District No. 7  
 Entiat Irrigation District  
 Everett Housing Authority  
 Everett Public Facilities District  
 Evergreen Water-Sewer District No. 19  
 Fall City Water District  
 Ferry County Public Utility District No. 1  
 Ferry/Okanogan County Fire Protection District No. 13  
 Fisherman Bay Sewer District  
 Foster Creek Conservation District  
 Four Lakes Water District No. 10  
 Franklin Conservation District  
 Franklin County Cemetery District No. 2  
 Franklin County Fire District No. 1  
 Franklin County Fire Protection District No. 3  
 Franklin County Irrigation District No. 1  
 Franklin County Public Utility District No. 1  
 Freeiland Water and Sewer District  
 Ft. Worden Public Development Authority  
 Gardena Farms Irrigation District No. 13  
 Goforth Special Utility District  
 Grand Coulee Project Hydroelectric Authority  
 Grandview Irrigation District  
 Grant County Airport District No. 1  
 Grant County Fire District No. 10  
 Grant County Fire District No. 11  
 Grant County Fire District No. 3  
 Grant County Fire District No. 4  
 Grant County Fire District No. 7  
 Grant County Fire Protection District No. 5  
 Grant County Housing Authority  
 Grant County Mosquito Control District No. 1  
 Grant County Mosquito District No. 2  
 Grant County Port District No. 4  
 Grant County Port District No. 6  
 Grant County Port District No. 7  
 Grant County Public Hospital District No. 1  
 Grant County Public Hospital District No. 2  
 Grant County Public Hospital District No. 3  
 Grant County Public Hospital District No. 4  
 Grant County Public Utility District No. 2  
 Grant Transit Authority  
 Grays Harbor Conservation District  
 Grays Harbor County Fire Protection District No. 1  
 Grays Harbor County Fire Protection District No. 12  
 Grays Harbor County Fire Protection District No. 14  
 Grays Harbor County Fire Protection District No. 2  
 Grays Harbor County Fire Protection District No. 7  
 Grays Harbor County Housing Authority  
 Grays Harbor County Water District No. 1  
 Grays Harbor County Water District No. 2  
 Grays Harbor Drainage District No. 1  
 Grays Harbor Fire District No. 10  
 Grays Harbor Historical Seaport Authority  
 Grays Harbor Public Utility District No. 1

Hawaii	Idaho	Oregon	South Carolina	Utah	Washington
		West Slope Water District			Grays Harbor Transportation Authority
		West Valley Housing Authority			Greater Wenatchee Irrigation District
		Western Lane Ambulance District			Greater Wenatchee Regional Events Center Public Facilities District
		Westport Wauna Rural Fire Protection District			Green Tank Irrigation District No. 11
		Westwood Hills Road District			Hartstene Pointe Water-Sewer District
		Wiard Memorial Park District			Highland Water District
		Wickiup Water District			Highlands Sewer District
		Willamalane Park and Recreation District			Highline Water District
		Williams Rural Fire Protection District			Historic Seattle Preservation and Development Authority
		Willow Creek Park District			Holmes Harbor Sewer District
		Winchester Bay Sanitary District			Hunters Water District
		Winston-Dillard Fire District			Hydro Irrigation District No. 9
		Winston-Dillard Water District			Icele Irrigation District
		Woodburn Rural Fire Protection District			Inchelium Water District
		Yamhill County Housing Authority			Irvin Water District No. 6
		Yamhill Fire Protection District			Island County Fire District No. 3
		Youngs River-Lewis and Clark Water District			Island County Fire Protection District No. 1
		<b>State</b>			Island County Housing Authority
		Oregon Department of Administrative Services			Jefferson County Conservation District
		Oregon Department of Revenue			Jefferson County Fire District No. 5
		Oregon Health Licensing Agency			Jefferson County Fire Protection District No. 1
		Oregon Higher Education Coordinating Commission			Jefferson County Fire Protection District No. 3
		Oregon Secretary of State			Jefferson County Public Utility District No. 1
		Oregon State Board of Nursing			Jefferson County Water District No. 3
		State of Oregon			Jefferson Transit Authority
		<b>Tribal</b>			Juniper Beach Water District
		Burns Paiute Tribe			Kapowsin Water District
		Confederated Tribes of Coos, Lower Umpqua and Siuslaw Indians			Kelso Housing Authority
		Confederated Tribes of Grand Ronde Community			Kennewick Housing Authority
		Confederated Tribes of Siletz Indians			Kennewick Irrigation District
		Confederated Tribes of the Umatilla Indian Reservation			Kennewick Public Facilities District
		Confederated Tribes of the Warm Springs			Kennewick Public Hospital District
		Coquille Indian Tribe			Kent Fire Department Regional Fire Authority
		Klamath Tribes			Key Peninsula Metro Parks District
					King County Airport District No. 1
					King County Ferry District
					King County Fire Protection District No. 16
					King County Fire Protection District No. 2
					King County Fire Protection District No. 20
					King County Fire Protection District No. 25
					King County Fire Protection District No. 27
					King County Fire Protection District No. 28
					King County Fire Protection District No. 34
					King County Fire Protection District No. 37
					King County Fire Protection District No. 40
					King County Fire Protection District No. 43
					King County Fire Protection District No. 44
					King County Fire Protection District No. 45
					King County Fire Protection District No. 47
					King County Fire Protection District No. 50
					King County Flood Control District
					King County Hospital District No. 4
					King County Housing Authority
					King County Public Hospital District No. 1
					King County Public Hospital District No. 2
					King County Water District No. 1
					King County Water District No. 111
					King County Water District No. 117
					King County Water District No. 119
					King County Water District No. 125
					King County Water District No. 19
					King County Water District No. 20
					King County Water District No. 45
					King County Water District No. 49
					King County Water District No. 54
					King County Water District No. 90
					Kitsap Conservation District
					Kitsap County Consolidated Housing Authority
					Kitsap County Fire District No. 18
					Kitsap County Public Utility District No. 1
					Kitsap County Rural Library District
					Kitsap Public Health District
					Kittitas County Conservation District
					Kittitas County Fire District No. 2
					Kittitas County Fire Protection District No. 7
					Kittitas County Hospital District No. 2
					Kittitas County Housing Authority
					Kittitas County Public Utility District No. 1
					Kittitas County Water District No. 5
					Kittitas County Water District No. 6
					Kittitas County Water District No. 7
					Klickitat County Fire District No. 14
					Klickitat County Fire District No. 15
					Klickitat County Fire District No.1
					Klickitat County Fire Protection District No. 4
					Klickitat County Fire Protection District No. 5
					Klickitat County Port District No. 1
					Klickitat County Public Hospital District No. 1
					Klickitat County Public Hospital District No. 2
					Klickitat County Public Utility District No. 1
					Lacey Fire District 3
					Lake Chelan Reclamation District
					Lake Chelan Sewer District
					Lake Forest Park Water District

Lake Stevens Sewer District  
 Lake Wenatchee Water District  
 Lake Whatcom Water and Sewer District  
 Lakehaven Utility District  
 Lakewood Water District  
 Lenora Water and Sewer District  
 Lewis County Conservation District  
 Lewis County Fire District No. 1  
 Lewis County Fire District No. 11  
 Lewis County Fire District No. 13  
 Lewis County Fire District No. 18  
 Lewis County Fire District No. 9  
 Lewis County Fire Protection District No. 14  
 Lewis County Fire Protection District No. 16  
 Lewis County Fire Protection District No. 2  
 Lewis County Fire Protection District No. 5  
 Lewis County Fire Protection District No. 6  
 Lewis County Fire Protection District No. 8  
 Lewis County Hospital District No. 1  
 Lewis County Public Facilities District  
 Lewis County Public Utility District No. 1  
 Lewis County Water District No. 1  
 Lewis County Water District No. 3  
 Lewis Public Transportation Benefit Area Authority  
 Liberty Lake Sewer and Water District  
 Lincoln County Fire District No. 1  
 Lincoln County Fire District No. 4  
 Lincoln County Fire Protection District No. 5  
 Lincoln County Fire Protection District No. 6  
 Lincoln County Fire Protection District No. 8  
 Lincoln County Hospital District No. 3  
 Lincoln-Adams County Fire Protection District No. 3  
 Longview Housing Authority  
 Lopez Island Library District  
 Lower Elwha Housing Authority  
 Lower Squilchuck Irrigation District  
 Lummi Housing Authority  
 Lummi Tribal Sewer and Water District  
 Makah Housing Authority  
 Malaga Water District  
 Manchester Water District  
 Manson Park and Recreation District  
 Marshland Flood Control District  
 Marysville Fire District  
 Mason Conservation District  
 Mason County Fire District No. 13  
 Mason County Fire District No. 17  
 Mason County Fire District No. 2  
 Mason County Fire District No. 4  
 Mason County Fire Protection District No. 5  
 Mason County Fire Protection District No. 8  
 Mason County Housing Authority  
 Mason County Public Hospital District No. 1  
 Mason County Public Utility District No. 1  
 Mason County Public Utility District No. 3  
 Mason County Transit Authority  
 Methow Valley Irrigation District  
 Mid-Columbia Library District  
 Midway Sewer District  
 Moab Irrigation District No. 20  
 Moses Lake Irrigation and Rehabilitation District  
 Mukilteo Water and Wastewater District  
 Naches-Selah Irrigation District  
 North Beach Water District  
 North Central Washington Economic Development District  
 North City Water District  
 North County Regional Fire Authority  
 North Highline Fire District  
 North Perry Avenue Water District  
 North Whidbey Park and Recreation District  
 Northeast Sammamish Sewer and Water District  
 Northshore Utility District  
 Northwest Park and Recreation District No. 2  
 Okanogan Conservation District  
 Okanogan County Cemetery District No. 4  
 Okanogan County Fire District No. 6  
 Okanogan County Fire Protection District No. 11  
 Okanogan County Housing Authority  
 Okanogan County Public Hospital District No. 3  
 Okanogan County Public Hospital District No. 4  
 Okanogan County Public Utility District No. 1  
 Okanogan Fire Protection District No. 16  
 Okanogan Irrigation District  
 Olympic View Water and Sewer District  
 Olympus Terrace Sewer District  
 Orcas Island Library District  
 Orchard Avenue Irrigation District No. 6  
 Oroville Housing Authority  
 Oroville-Tonasket Irrigation District  
 Othello Housing Authority  
 Pacific Conservation District  
 Pacific County Fire District No. 2  
 Pacific County Fire Protection District No. 1  
 Pacific County Fire Protection District No. 3

Pacific County Public Healthcare Services District No. 3  
 Pacific County Public Utility District No. 2  
 Pacific Hospital Preservation and Development Authority  
 Palouse Conservation District  
 Pasco/Franklin County Housing Authority  
 Pend Oreille County Fire District No. 2  
 Pend Oreille County Fire District No. 4  
 Pend Oreille County Fire District No. 5  
 Pend Oreille County Library District  
 Pend Oreille County Public Hospital District No. 1  
 Pend Oreille County Public Utility District No. 1  
 Peninsula Housing Authority  
 Peninsula Metropolitan Park District  
 Peshastin Irrigation District  
 Peshastin Water District  
 Pierce Conservation District  
 Pierce County Fire District No. 13  
 Pierce County Fire District No. 16  
 Pierce County Fire District No. 18  
 Pierce County Fire District No. 23  
 Pierce County Fire District No. 27  
 Pierce County Fire District No. 3  
 Pierce County Fire District No. 5  
 Pierce County Fire District No. 8  
 Pierce County Fire Protection District No. 14  
 Pierce County Fire Protection District No. 2  
 Pierce County Fire Protection District No. 21  
 Pierce County Housing Authority  
 Pike Place Market Preservation and Development Authority  
 Point Roberts Water District No. 4  
 Ponderay Shores Water and Sewer District  
 Port Ludlow Drainage District  
 Prescott Joint Parks and Recreation District  
 Prosser Fire District No. 3  
 Prosser Public Hospital District  
 Public Hospital District No. 1  
 Public Hospital District No. 3  
 Public Utility District No. 1  
 Puyallup Tribal Health Authority  
 Quilteute Housing Authority  
 Quinalt Housing Authority  
 Quincy-Columbia Basin Irrigation District  
 Renton Housing Authority  
 Richland Housing Authority  
 Richland Public Facilities District  
 Ronald Wastewater District  
 Roza Irrigation District  
 Sacheen Lake Sewer and Water District  
 Sammamish Plateau Water and Sewer District  
 San Juan Island Library District  
 Saratoga Water District  
 Scatchet Head Water District  
 Seattle Chinatown International District Preservation and Development Authority  
 Seattle Housing Authority  
 Seattle Southside Regional Tourism Authority  
 Selah-Moxee Irrigation District  
 Si View Metropolitan Park District  
 Silver Lake Flood Control District  
 Silver Lake Water And Sewer District  
 Silverdale Water District  
 Skagit Conservation District  
 Skagit County Cemetery District No. 2  
 Skagit County Fire District No. 10  
 Skagit County Fire District No. 11  
 Skagit County Fire District No. 15  
 Skagit County Fire District No. 9  
 Skagit County Fire Protection District No. 13  
 Skagit County Fire Protection District No. 14  
 Skagit County Fire Protection District No. 2  
 Skagit County Fire Protection District No. 3  
 Skagit County Fire Protection District No. 4  
 Skagit County Fire Protection District No. 5  
 Skagit County Fire Protection District No. 8  
 Skagit County Housing Authority  
 Skagit County Public Hospital District No. 1  
 Skagit County Public Hospital District No. 2  
 Skagit County Public Hospital District No. 304  
 Skagit County Public Utility District No. 1  
 Skagit County Sewer District No. 1  
 Skagit County Sewer District No. 2  
 Skagit Valley Public Hospital District No. 1  
 Skamania County Fire District No. 1  
 Skamania County Fire District No. 4  
 Skamania County Public Hospital District No. 1  
 Skamania County Public Utility District No. 1  
 Skamokawa Water and Sewer District  
 Skyway Water and Sewer District  
 Snohomish County Fire District No. 15  
 Snohomish County Fire District No. 16  
 Snohomish County Fire District No. 19  
 Snohomish County Fire District No. 26  
 Snohomish County Fire District No. 5  
 Snohomish County Fire Protection District No. 1  
 Snohomish County Fire Protection District No. 17

Snohomish County Fire Protection District No. 21  
 Snohomish County Fire Protection District No. 22  
 Snohomish County Fire Protection District No. 25  
 Snohomish County Fire Protection District No. 28  
 Snohomish County Fire Protection District No. 3  
 Snohomish County Fire Protection District No. 7  
 Snohomish County Housing Authority  
 Snohomish County Public Hospital District No. 1  
 Snohomish County Public Hospital District No. 2  
 Snohomish County Public Utility District No. 1  
 Snohomish Health District  
 Snohomish River Regional Water Authority  
 Snoqualmie Valley Hospital District  
 South Columbia Basin Irrigation District  
 South Correctional Entity Public Development Authority  
 South Naches Irrigation District  
 South Whatcom Fire Authority  
 South Whidbey Parks and Recreation District  
 South Yakima Conservation District  
 Southwest Suburban Sewer District  
 Spokane Conservation District  
 Spokane County Fire District No. 12  
 Spokane County Fire District No. 2  
 Spokane County Fire District No. 4  
 Spokane County Fire Protection District No. 10  
 Spokane County Fire Protection District No. 11  
 Spokane County Fire Protection District No. 13  
 Spokane County Fire Protection District No. 3  
 Spokane County Fire Protection District No. 5  
 Spokane County Fire Protection District No. 8  
 Spokane County Fire Protection District No. 9  
 Spokane County Library District  
 Spokane County Water District No. 3  
 Spokane Housing Authority  
 Spokane Indian Housing Authority  
 Spokane Public Facilities District  
 Spokane Regional Health District  
 Spokane Transit Authority  
 Startup Water District  
 Steptoe Sewer District No. 1  
 Stevens County Fire District No. 2  
 Stevens County Fire District No. 6  
 Stevens County Fire Protection District No. 1  
 Stevens County Fire Protection District No. 10  
 Stevens County Fire Protection District No. 12  
 Stevens County Fire Protection District No. 5  
 Stevens County Public Utility District No. 1  
 Stevens County Rural Library District  
 Stevens Pass Sewer District  
 Sun Harbor Water District No. 3  
 Sunnyside Housing Authority  
 Sunnyside Valley Irrigation District  
 Sunnyslope Water District  
 Swinomish Housing Authority  
 Tacoma Community Redevelopment Authority  
 Tacoma Housing Authority  
 Tacoma Metropolitan Park District  
 Terrace Heights Sewer District  
 Thea Foss Waterway Development Authority  
 Three Rivers Regional Wastewater Authority  
 Thurston Conservation District  
 Thurston County Fire District No. 12  
 Thurston County Fire District No. 4  
 Thurston County Fire District No. 9  
 Thurston County Fire Protection District No. 3  
 Thurston County Fire Protection District No. 5  
 Thurston County Fire Protection District No. 6  
 Thurston County Fire Protection District No. 8  
 Thurston County Housing Authority  
 Thurston County Public Utility District No. 1  
 Tri-County Economic Development District  
 Tukwila Metropolitan Park District  
 Underwood Conservation District  
 Union Gap Irrigation District  
 Val Vue Sewer District  
 Valley Regional Fire Authority  
 Valley View Sewer District  
 Valley Water District  
 Vancouver Housing Authority  
 Vashon Park District  
 Wahkiakum County Public Utility District No. 1  
 Wahkiakum Fire Protection District No. 1  
 Wahkiakum Port District No. 1  
 Walla Walla County Fire Protection District No. 1  
 Walla Walla County Fire Protection District No. 3  
 Walla Walla County Fire Protection District No. 4  
 Walla Walla County Fire Protection District No. 5  
 Walla Walla County Fire Protection District No. 8  
 Walla Walla County Rural Library District  
 Walla Walla Housing Authority  
 Wallula Water District No. 1  
 Washington State Convention Center Public Facilities District  
 Washington State Major League Baseball Stadium Public Facilities District  
 Washington State Tobacco Settlement Authority



Water District 19  
 Wells Ranch Irrigation District  
 Wenatchee Reclamation District  
 Wenatchee-Chiwawa Irrigation District  
 West Sound Utility District  
 Whatcom Conservation District  
 Whatcom County Fire District No. 1  
 Whatcom County Fire District No. 11  
 Whatcom County Fire District No. 14  
 Whatcom County Fire District No. 16  
 Whatcom County Fire District No. 17  
 Whatcom County Fire District No. 4  
 Whatcom County Fire District No. 5  
 Whatcom County Fire District No. 7  
 Whatcom County Fire District No. 8  
 Whatcom County Public Utility District No. 1  
 Whatcom County Water District No. 12  
 Whatcom County Water District No. 13  
 Whatcom County Water District No. 2  
 Whatcom County Water District No. 7  
 Whatcom Transportation Authority  
 Whidbey Island Public Hospital District  
 Whitestone Reclamation District  
 Whitman County Fire District No. 11  
 Whitman County Fire Protection District No. 12  
 Whitman County Fire Protection District No. 14  
 Whitman County Fire Protection District No. 7  
 Whitman County Public Hospital District No. 3  
 Whitman County Rural Library District  
 Whitworth Water District No. 2  
 Willapa Valley Water District  
 William Shore Memorial Pool District  
 Williams Lake Sewer District No. 2  
 Wine Science Center Development Authority  
 Wollochet Harbor Sewer District  
 Woodinville Water District  
 Yakima County Fire District No. 1  
 Yakima County Fire District No. 3  
 Yakima County Fire District No. 4  
 Yakima County Fire District No. 5  
 Yakima County Fire District No. 6  
 Yakima County Fire Protection District No. 12  
 Yakima County Fire Protection District No. 14  
 Yakima County Mosquito Control District  
 Yakima Housing Authority  
 Yakima Regional Clean Air Authority  
 Yakima Rural County Library District  
 Yakima-Tieton Irrigation District  
**State**  
 North Seattle Community College  
 Seattle Colleges  
 State Of Washington  
 Washington State Department of Enterprise Services  
 Washington State Department of Health  
 Washington State Department of Social and Health Services  
 Washington State Health Care Authority  
**Tribal**  
 Columbia River Inter-Tribal Fish Commission  
 Confederated Tribes of the Chehalis Reservation  
 Confederated Tribes of the Colville Reservation  
 Confederated Tribes of the Yakama Nation  
 Cowitz Indian Tribe  
 Hoh Indian Tribe  
 Jamestown S'Klallam Tribe  
 Kalispel Tribe of Indians  
 Lower Elwha Klallam Tribe  
 Lummi Indian Nation  
 Makah Tribe  
 Muckleshoot Indian Tribe  
 Nisqually Indian Tribe  
 Nooksack Indian Tribe  
 Port Gamble S'Klallam Tribe  
 Puyallup Tribe of Indians  
 Quileute Indian Tribe  
 Quinault Indian Nation  
 Samish Indian Nation  
 Sauk-Suiattle Indian Tribe  
 Skokomish Indian Tribe  
 Snoqualmie Indian Tribe  
 Spokane Tribe  
 Squaxin Island Tribe  
 Stillaguamish Tribe of Indians  
 Suquamish Tribe  
 Swinomish Indian Tribal Community  
 Tulalip Tribes  
 Upper Skagit Indian Tribe  
 Yakama Nation Land Enterprise



Appendix C - Political Subdivision List for Virginia

**City/Town**

City of Alexandria  
 City of Bristol  
 City of Buena Vista  
 City of Charlottesville  
 City of Chesapeake  
 City of Colonial Heights  
 City of Covington  
 City of Danville  
 City of Emporia  
 City of Fairfax  
 City of Falls Church  
 City of Franklin  
 City of Fredericksburg  
 City of Galax  
 City of Hampton  
 City of Harrisonburg  
 City of Hopewell  
 City of Lexington  
 City of Lynchburg  
 City of Manassas  
 City of Manassas Park  
 City of Martinsville  
 City of Newport News  
 City of Norfolk  
 City of Norton  
 City of Petersburg  
 City of Poquoson  
 City of Portsmouth  
 City of Radford  
 City of Richmond  
 City of Roanoke  
 City of Salem  
 City of Staunton  
 City of Suffolk  
 City of Virginia Beach  
 City of Waynesboro  
 City of Williamsburg  
 City of Winchester  
 Town of Abingdon  
 Town of Alberta  
 Town of Altavista  
 Town of Amherst  
 Town of Appalachee  
 Town of Appomattox  
 Town of Ashland  
 Town of Bedford  
 Town of Berryville  
 Town of Big Stone Gap  
 Town of Blacksburg  
 Town of Bluefield  
 Town of Boones Mill  
 Town of Bowling Green  
 Town of Boyce  
 Town of Boydton  
 Town of Bridgewater  
 Town of Broadway  
 Town of Brodnax  
 Town of Brookneal  
 Town of Buchanan  
 Town of Burkeville  
 Town of Cape Charles  
 Town of Cedar Bluff  
 Town of Charlotte Court House  
 Town of Chase City  
 Town of Chatham  
 Town of Cheriton  
 Town of Chilhowie  
 Town of Chincoteague  
 Town of Christiansburg  
 Town of Carement  
 Town of Clarksville  
 Town of Clifton  
 Town of Clifton Forge  
 Town of Clinchco  
 Town of Clintwood  
 Town of Coeburn  
 Town of Colonial Beach  
 Town of Columbia  
 Town of Courland  
 Town of Craigsboro  
 Town of Crewe  
 Town of Culpeper  
 Town of Damascus  
 Town of Dayton  
 Town of Denndon  
 Town of Dilwyn  
 Town of Drakes Branch  
 Town of Dublin  
 Town of Dumfries  
 Town of Dungsannon

**Special Districts**

Accomack-Norhampton Transportation District  
 Albemarle County Service Authority  
 Albemarle-Charlottesville Regional Jail Authority  
 Alexandria Redevelopment and Housing Authority  
 Appomattox River Water Authority  
 Bath County Airport Authority  
 Bedford County Economic Development Authority  
 Bedford Regional Water Authority  
 Big Stone Gap Redevelopment and Housing Authority  
 Blacksburg-Christiansburg-VPI Water Authority  
 Blacksburg-Virginia Polytechnic Institute Sanitation Authority  
 Blue Ridge Airport Authority  
 Blue Ridge Crossroads Economic Development Authority  
 Blue Ridge Regional Jail Authority  
 Blue Ridge Soil and Water Conservation District  
 Bristol Redevelopment and Housing Authority  
 Brookneal-Campbell County Airport Authority  
 Brunswick County Industrial Development Authority  
 Buchanan County Industrial Development Authority  
 Buena Vista Public Service Authority  
 Campbell County Utilities and Service Authority  
 Carroll County Industrial Development Authority  
 Carroll-Grayson-Galax Solid Waste Authority  
 Castlewood Water and Sewerage Authority  
 Central Shenandoah Planning District Commission  
 Central Virginia Regional Jail Authority  
 Central Virginia Waste Management Authority  
 Charlottesville Redevelopment and Housing Authority  
 Charlottesville-Albemarle Airport Authority  
 Chesapeake Airport Authority  
 Chesapeake Bay Bridge and Tunnel District  
 Chesapeake Hospital Authority  
 Chesapeake Redevelopment and Housing Authority  
 Coeburn-Norton-Wae Regional Wastewater Authority  
 Craie-New Castle Solid Waste Authority  
 Crater District Area Agency on Aging/Foster Grandparent Program, Inc.  
 Culpeper Soil and Water Conservation District  
 Cumberland Plateau Planning District Commission  
 Cumberland Plateau Regional Housing Authority  
 Cumberland Plateau Regional Waste Management Authority  
 Danville Redevelopment and Housing Authority  
 Danville-Pittsylvania County Regional Industrial Facilities Authority  
 Dickenson County Industrial Development Authority  
 Dickenson County Public Service Authority  
 Dinwiddie Airport and Industrial Authority  
 Dinwiddie County Water Authority  
 District Three Governmental Cooperative  
 Dryden Water Authority  
 Eastern Shore of Virginia Broadband Authority  
 Essex County Industrial Development Authority  
 Fairfax County Economic Development Authority  
 Fairfax County Park Authority  
 Fairfax County Redevelopment and Housing Authority  
 Fairfax County Water Authority  
 Fauquier County Water and Sanitation Authority  
 Floyd County Economic Development Authority  
 Floyd-Floyd County Public Service Authority  
 Franklin Redevelopment and Housing Authority  
 Frederick County Sanitation Authority  
 Fredericksburg Stafford Park Authority  
 Frederick-Winchester Service Authority  
 Front Royal-Warren County Economic Development Authority  
 Ft. Monroe Authority  
 Giles County Public Service Authority  
 Greensville County Water and Sewer Authority  
 Halifax County Industrial Development Authority  
 Halifax County Service Authority  
 Hampton Redevelopment and Housing Authority  
 Hampton Roads Planning District Commission  
 Hampton Roads Regional Jail Authority  
 Hampton Roads Sanitation District  
 Harrisonburg Redevelopment and Housing Authority  
 Harrisonburg-Rockingham Regional Sewer Authority  
 Headwaters Soil and Water Conservation District  
 Hopewell Redevelopment and Housing Authority  
 James River Water Authority  
 John Flannagan Water Authority  
 Joint Public Service Authority  
 Lee County Industrial Development Authority  
 Lee County Public Service Authority  
 LENOWISCO Planning District Commission  
 Lord Fairfax Soil and Water Conservation District  
 Loudoun County Sanitation Authority  
 Louisa County Water Authority  
 Lynchburg Redevelopment and Housing Authority  
 Marion Redevelopment and Housing Authority  
 Maury Service Authority  
 Mecklenburg-Brunswick Regional Airport Authority  
 Meherrin River Regional Jail Authority  
 Middle Peninsula Regional Airport Authority

**Public K-12**

Accomack County Public Schools  
 Albemarle County Public Schools  
 Alexandria City Public Schools  
 Alleghany County Public Schools  
 Amelia County Public Schools  
 Amherst County Public Schools  
 Appomattox County Public Schools  
 Arlington County Public Schools  
 Atlantic Shores Christian Schools  
 Augusta County Public Schools  
 Bath County Public Schools  
 Bedford County Public Schools  
 Bland County Public Schools  
 Botetourt County Public Schools  
 Bristol Virginia Public Schools  
 Brunswick County Public Schools  
 Buchanan County Schools  
 Buckingham County Public Schools  
 Buena Vista City Public Schools  
 Campbell County Public Schools  
 Caroline County Public Schools  
 Carroll County Public Schools  
 Charles City County School District  
 Charlotte County Public Schools  
 Charlottesville City Schools  
 Chesapeake Public Schools  
 Chesterfield County Public Schools  
 Clarke County School District  
 Colonial Beach Schools  
 Colonial Heights Public Schools  
 Copper River School District  
 Covington City Public Schools  
 Craig County Public Schools  
 Culpeper County Public Schools  
 Craie-New Castle Solid Waste Authority  
 Danville Public Schools  
 Dickenson County Public Schools  
 Dinwiddie County Public Schools  
 Fairfax County Public Schools  
 Falls Church City Public Schools  
 Fauquier County Public Schools  
 Floyd County Public Schools  
 Fluvanna County Public Schools  
 Franklin City Schools  
 Franklin County Public Schools  
 Frederick County Public Schools  
 Fredericksburg City Public Schools  
 Galax City Public Schools  
 Giles County Public Schools  
 Gloucester County Public Schools  
 Goochland County Public Schools  
 Grayson County Public Schools  
 Greene County Schools  
 Greensville County Public Schools  
 Halifax County Public Schools  
 Hampton City Schools  
 Hanover County Public Schools  
 Harrisonburg City Public Schools  
 Henrico County Public Schools  
 Henry County Public Schools  
 Highland County Public Schools  
 Hopewell Public Schools  
 Imagine Schools  
 Isle of Wight County Schools  
 King and Queen County Public Schools  
 King George County Public Schools  
 King William County Public Schools  
 Lancaster County Public Schools  
 Harrisonburg City Public Schools  
 Henrico County Public Schools  
 Henry County Public Schools  
 Highland County Public Schools  
 Hopewell Public Schools  
 Imagine Schools  
 Isle of Wight County Schools  
 King and Queen County Public Schools  
 King George County Public Schools  
 King William County Public Schools  
 Lancaster County Public School System  
 Lee County Public Schools  
 Lexington City Schools  
 Loudoun County Public Schools  
 Louisa County Public Schools  
 Lynchburg City Schools  
 Madison County Public Schools  
 Mathews County Public Schools  
 Manassas City Public Schools  
 Manassas Park City Schools  
 Martinsville Public Schools  
 Mathews County School District  
 Mecklenburg County Public Schools  
 Lee County Public Service Authority  
 Montgomery County Public Schools  
 Nelson County Public Schools  
 New Kent County Schools  
 Newport News Public Schools  
 Norfolk Public Schools  
 Northampton County School District  
 Northumberland County Public Schools  
 Norton City Public Schools  
 Nottoway County Public Schools  
 Orange County Public Schools

**County**

Accomack County  
 Albemarle County  
 Alleghany County  
 Amelia County  
 Amherst County  
 Appomattox County  
 Arlington County  
 Bath County  
 Bedford County  
 Bedford County Public Service Authority  
 Bland County  
 Botetourt County  
 Brunswick County  
 Buchanan County  
 Buchanan County Public Service Authority  
 Buckingham County Board of Supervisors  
 Campbell County  
 Caroline County  
 Carroll County  
 Carroll County Public Service Authority  
 Charles City County  
 Charlotte County  
 Charlottesville County  
 Clarke County  
 Craig County  
 Culpeper County  
 Cumberland County  
 Dickenson County  
 Dinwiddie County  
 Essex County  
 Fairfax County  
 Fauquier County  
 Fluvanna County  
 Gloucester County  
 Giles County  
 Goochester County  
 Goochland County  
 Grayson County  
 Greene County  
 Greensville County  
 Halifax County  
 Hanover County  
 Henrico County  
 Henry County  
 Henry County Public Service Authority  
 Highland County  
 Isle of Wight County  
 James City County  
 King and Queen County  
 King George County  
 King George County Service Authority  
 King William County  
 Lancaster County  
 Lee County  
 Loudoun County  
 Louisa County  
 Lunenburg County  
 Madison County  
 Mathews County  
 Mecklenburg County  
 King and Queen County Public Schools  
 Montgomery County  
 Nelson County  
 New Kent County  
 Northampton County  
 Nottoway County  
 Orange County  
 Page County  
 Patrick County  
 Pittsylvania County  
 Pittsylvania County Service Authority  
 Powhatan County  
 Prince Edward County  
 Prince George County  
 Middlesex County Public Schools  
 Prince William County Service Authority  
 Pulaski County  
 Rappahannock County  
 Richmond County  
 Roanoke County  
 Rockbridge County  
 Rockbridge County Public Service Authority  
 Rockingham County  
 Russell County  
 Scott County

**Public Higher Education**

Blue Ridge Community College  
 Central Virginia Community College  
 Christopher Newport University  
 College of William and Mary  
 Dabney S. Lancaster Community College  
 Danville Community College  
 Eastern Shore Community College  
 Eastern Virginia Medical School  
 George Mason University  
 Germanna Community College  
 J. Sargeant Reynolds Community College  
 Bland County  
 John Tyler Community College  
 Longwood University  
 Lord Fairfax Community College  
 Massanutten Technical Center  
 Buckingham County  
 New College Institute  
 New River Community College  
 Norfolk State University  
 Northern Virginia Community College  
 Old Dominion University  
 Patrick Henry Community College  
 Paul D. Camp Community College  
 Piedmont Virginia Community College  
 Radford University  
 Rappahannock Community College  
 Richard Bland College  
 Rowanty Technical Center  
 Southern Virginia Higher Education Center  
 Southside Virginia Community College  
 Southwest Virginia Community College  
 State Council of Higher Education for Virginia  
 Thomas Nelson Community College  
 Tidewater Community College  
 University of Mary Washington  
 University of Virginia  
 University of Virginia Foundation  
 University of Virginia Health System  
 University of Virginia, Wise  
 Virginia College Savings Plan  
 Virginia Commonwealth University  
 Virginia Community College System  
 Virginia Highlands Community College  
 Virginia Military Institute  
 Virginia Polytechnic Institute and State University  
 Virginia State University  
 Virginia Western Community College  
 Wytheville Community College

**State**

State of Virginia  
 Virginia Department of Behavioral Health and Developmental Services  
 Virginia Department of General Services  
 Virginia Department of Health  
 Virginia Department of Health Professions  
 Virginia Department of Public Works

**Townships**

Township of Green, Ross County

**City/Town**

Town of Elkton  
 Town of Exmore  
 Town of Farmville  
 Town of Fincastle  
 Town of Floyd  
 Town of Fries  
 Town of Front Royal  
 Town of Gate City  
 Town of Gate Spring  
 Town of Glasgow  
 Town of Glen Lyn  
 Town of Gordonsville  
 Town of Goshen  
 Town of Gretna  
 Town of Grotoes  
 Town of Halifax  
 Town of Hamilton  
 Town of Haymarket  
 Town of Hayti  
 Town of Herndon  
 Town of Hillsville  
 Town of Honaker  
 Town of Hurt  
 Town of Independence  
 Town of Iron Gate  
 Town of Irvington  
 Town of Jonesville  
 Town of Kenbridge  
 Town of Keyville  
 Town of Kilmarnock  
 Town of La Crosse  
 Town of Lawrenceville  
 Town of Leesburg  
 Town of Louisa  
 Town of Lovettsville  
 Town of Luray  
 Town of Marion  
 Town of Middleburg  
 Town of Middletown  
 Town of Mineral  
 Town of Monterey  
 Town of Montross  
 Town of Mt. Jackson  
 Town of Narrows  
 Town of New Castle  
 Town of New Market  
 Town of Nickelsville  
 Town of Occoquan  
 Town of Onancock  
 Town of Orange  
 Town of Pamplin City  
 Town of Parkley  
 Town of Pearisburg  
 Town of Pembroke  
 Town of Pennington Gap  
 Town of Phenix  
 Town of Pocahontas  
 Town of Pound  
 Town of Pulaski  
 Town of Purcellville  
 Town of Quantico  
 Town of Remington  
 Town of Rich Creek  
 Town of Richlands  
 Town of Ridgeway  
 Town of Rocky Mount  
 Town of Round Hill  
 Town of Rural Retreat  
 Town of Saltville  
 Town of Scottsville  
 Town of Shenandoah  
 Town of Smithfield  
 Town of South Boston  
 Town of South Hill  
 Town of St. Paul  
 Town of Stanley  
 Town of Stephens City  
 Town of Strasburg  
 Town of Stuart  
 Town of Tangier  
 Town of Tappahannock  
 Town of Tazewell  
 Town of Timberville  
 Town of Trouville  
 Town of Urbanna  
 Town of Victoria  
 Town of Vienna  
 Town of Vinton  
 Town of Wakefield  
 Town of Warrenton  
 Town of Warsaw  
 Town of Washington  
 Town of Waverly  
 Town of West Point  
 Town of White Stone  
 Town of Windsor  
 Town of Wise  
 Town of Woodstock  
 Town of Wytheville

**Special Districts**

Montgomery County Public Service Authority  
 Montgomery Regional Solid Waste Authority  
 Mt. Rogers Planning District Commission  
 New River Regional Water Authority  
 New River Resource Authority  
 New River Valley Planning District Commission  
 New River Valley Regional Jail Authority  
 Newport News Redevelopment and Housing Authority  
 Nicholas County Solid Waste Authority  
 Norfolk Airport Authority  
 Norfolk Economic Development Authority  
 Norfolk Redevelopment and Housing Authority  
 Northern Neck Planning District Commission  
 Northern Virginia Regional Park Authority  
 Northern Virginia Transportation Authority  
 Northwestern Regional Jail Authority  
 NRV Regional Water Authority  
 Pamunkey Regional Jail Authority  
 Patrick County Economic Development Authority  
 Pepper's Ferry Regional Wastewater Treatment Authority  
 Petersburg Redevelopment and Housing Authority  
 Peumansend Creek Regional Jail Authority  
 Piedmont Soil and Water Conservation District  
 Planning District One Behavioral Health Services  
 Portsmouth Redevelopment and Housing Authority  
 Prince William County Park Authority  
 Pulaski County Public Service Authority  
 Pulaski County Sewerage Authority  
 Radford Industrial Development Authority  
 Randolph County Water, Sewer and Fire Protection Authority  
 Rapidan Service Authority  
 Rappahannock Regional Jail Authority  
 Rappahannock-Shenandoah-Warren Regional Jail Authority  
 Region 2000 Services Authority  
 Richmond Behavioral Health Authority  
 Richmond Hospital Authority  
 Richmond Metropolitan Authority  
 Richmond Redevelopment and Housing Authority  
 Richmond Regional Planning District Commission  
 Rivanna Solid Waste Authority  
 Rivanna Water and Sewer Authority  
 Riverside Regional Jail Authority  
 Roanoke Redevelopment and Housing Authority  
 Roanoke River Service Authority  
 Roanoke Valley Broadband Authority  
 Roanoke Valley Resource Authority  
 Robert E. Lee Soil and Water Conservation District  
 Rockbridge Area Network Authority  
 Rockbridge County Solid Waste Authority  
 Russell County Industrial Development Authority  
 Russell County Public Service Authority  
 Scott County Economic Development Authority  
 Scott County Redevelopment and Housing Authority  
 Shenandoah Valley Soil and Water Conservation District  
 Smyth County Industrial Development Authority  
 Smyth Washington Regional Industrial Facilities Authority  
 South Central Wastewater Authority  
 Southeastern Public Service Authority  
 Southside Planning District  
 Southside Regional Jail Authority  
 Southwest Regional Recreation Authority  
 Southwest Virginia Regional Jail Authority  
 Suffolk Redevelopment and Housing Authority  
 Tappahannock-Essex County Airport Authority  
 Tazewell County Airport Authority  
 Tazewell County Industrial Development Authority  
 Tazewell County Public Service Authority  
 Tazewell County Public Service Authority  
 Thomas Jefferson Planning District Commission  
 Thomas Jefferson Soil and Water Conservation District  
 Toms Brook-Maurertown Sanitary District  
 Upper Occoquan Service Authority  
 Valley Municipal Utility District No. 2  
 Vint Hill Economic Development Authority  
 Virginia Beach Development Authority  
 Virginia Commercial Space Flight Authority  
 Virginia Highlands Airport Authority  
 Virginia Housing Development Authority  
 Virginia Peninsulas Public Service Authority  
 Virginia Port Authority  
 Virginia Resources Authority  
 Virginia Tech/Montgomery Regional Airport Authority  
 Virginia Carolina Water Authority  
 Virginia's First Regional Industrial Facility Authority  
 Washington County Industrial Development Authority  
 Washington County Service Authority  
 Waynesboro Economic Development Authority  
 Waynesboro Redevelopment and Housing Authority  
 West Piedmont Planning District  
 Western Virginia Water Authority  
 Williamsburg Area Transit Authority  
 Winchester Regional Airport Authority  
 Wined Road Authority  
 Wise County Public Service Authority  
 Wise County Redevelopment and Housing Authority  
 Woodway Water and Sewer Authority  
 Wytheville Redevelopment and Housing Authority

**Public K-12**

Page County Public Schools  
 Patrick County Public Schools  
 Petersburg City Public Schools  
 Pittsylvania County School District  
 Poquoson City Public Schools  
 Portsmouth Public Schools  
 Powhatan County Public Schools  
 Prince Edward County Schools  
 Prince George County Public Schools  
 Prince William County Schools  
 Pulaski County Public Schools  
 Radford City Schools  
 Rappahannock County Public Schools  
 Richmond City Public Schools  
 Richmond County Public Schools  
 Roanoke City Public Schools  
 Roanoke County Public Schools  
 Rockbridge County Schools  
 Rockingham County Public Schools  
 Russell County Public Schools  
 Salem City Schools  
 Scott County Public Schools  
 Shenandoah County Public Schools  
 Smyth County Public Schools  
 Southampton County Public Schools  
 Spotsylvania County Public Schools  
 Stafford County Public Schools  
 Staunton City Schools  
 Suffolk Public Schools  
 Surry County Public Schools  
 Sussex County Public Schools  
 Tazewell County Public Schools  
 Virginia Beach City Public Schools  
 Warren County Public Schools  
 Washington County School District  
 Waynesboro Public Schools  
 West Point Public Schools  
 Westmoreland County Public Schools  
 Williamsburg-James City County Public Schools  
 Winchester Public Schools  
 Wise County Public Schools  
 Wythe County Public Schools  
 York County Public Schools

**County**

Scott County Public Service Authority  
 Shenandoah County  
 Smyth County  
 Southampton County  
 Spotsylvania County  
 Stafford County  
 Surry County  
 Sussex County  
 Tazewell County  
 Tri-County Lake Administrative Commission  
 Warren County  
 Washington County  
 Westmoreland County  
 Wise County  
 Wythe County  
 York County

**Public Higher Education****State****Townships**

**SOURCEWELL<sup>SM</sup> (Formerly NJPA) AWARDED VENDOR**  
**REQUIRED FEMA TERMS AND CONDITIONS CERTIFICATION**

Procurements by Sourcewell<sup>SM</sup> (Formerly NJPA) or Sourcewell Members utilizing funds under a federal grant or contract funded all or in part by the Federal Emergency Management Agency (FEMA) may be subject to specific federal laws, regulations, and requirements in addition to those under other federal, state and local laws. This may include, but is not limited to, the procurement standards of the Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, Title 44 of the Code of Federal Regulations, Part 13 (44 CFR Part 13).

The terms included in this section express Vendors willingness and ability to comply with certain requirements which may be applicable to specific Sourcewell Member purchases using FEMA grant or contract dollars. Sourcewell Members may also require Proposers to enter into ancillary agreements, in addition to the Sourcewell contract’s general terms and conditions, to address a Member’s specific contractual needs, including contract requirements for a procurement using FEMA grants or contracts. Sourcewell reserves the right at any time within a contract term to require an awarded Vendor to reaffirm or resubmit proper documentation relating to these requirements.

Note: The numbering and identification contained within this section is only for reference purposes and does not identify any actual Federal designation or location of the rule. Rules are located in 44 CFR Part 13.

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(A) Pursuant to 44 CFR 13.36(i)(1), Sourcewell is entitled to exercise all administrative, contractual, or other remedies permitted by law to enforce Vendor’s compliance with the terms of the request for proposal and contract award, including but not limited to those remedies set forth at 44 CFR 13.43.

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Vendor Agrees (YES or NO) Initials of Authorized Representative

(B) Pursuant to 44 CFR 13.36(i)(2), Sourcewell may terminate the contract award for cause or convenience in accordance with the procedures set forth in the request for proposal and contract award and those provided by 44 CFR 13.44.

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Vendor Agrees (YES or NO) Initials of Authorized Representative

(C) Pursuant to 44 CFR 13.36(i)(3)-(6)(12), and (13), Vendor shall comply with the following federal laws during the term of an award for this contract by Sourcewell:

- a. Executive Order 11246 of September 24, 1965, entitled “Equal Employment Opportunity,” as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor (“DOL”) regulations (41 CFR Ch. 60);
- b. Copeland “Anti-Kickback” Act (18 U.S.C. 874), as supplemented in DOL regulations (29 CFR Part 3);
- c. Davis-Bacon Act (40 U.S.C. 276a-276a-7) as supplemented by DOL regulations (29 CFR Part 5);
- d. Section 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by DOL regulations (29 CFR Part 5);
- e. Section 306 of the Clean Air Act (42 U.S.C. 1857(h), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15); and

f. Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).

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Vendor Agrees (YES or NO) Initials of Authorized Representative

(D) Pursuant to 44 CFR 13.36(i)(7), Vendor shall comply with FEMA requirements and regulations pertaining to reporting, including but not limited to those set forth at 44 CFR 40 and 41.

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Vendor Agrees (YES or NO) Initials of Authorized Representative

(E) Pursuant to 44 CFR 13.36(i)(8), Vendor agrees to the following provisions regarding patents:

a. During the term of an award for this contract by Sourcewell, all rights to inventions and/or discoveries that arise or are developed, in the course of or under this request for proposal and contract award, shall belong to the Sourcewell Member and be disposed of in accordance with their policy. Sourcewell and Sourcewell members, at its own discretion, may file for patents in connection with all rights to any such inventions and/or discoveries.

---

Vendor Agrees (YES or NO) Initials of Authorized Representative

(F) Pursuant to 44 CFR 13.36(i)(9), Vendor agrees to the following provisions, regarding copyrights:

a. During the term of an award for this contract by Sourcewell, any copyrightable material or inventions, in accordance with 44 CFR 13.34, FEMA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, for Federal Government purposes:

- (1) The copyright in any work developed under a grant or contract; and
- (2) Any rights of copyright to which a grantee or a contactor purchases ownership with grant support.

---

Vendor Agrees (YES or NO) Initials of Authorized Representative

(G) Pursuant to 44 CFR 13.36(i)(10), Vendor shall maintain any books, documents, papers, and records of the Vendor which are directly pertinent to this request for proposal and contract award. At any time during normal business hours and as often as Sourcewell or Sourcewell Members deems necessary, Vendor shall permit Sourcewell or Sourcewell Member, FEMA, the Comptroller General of United States, or any of their duly authorized representatives to inspect and photocopy such records for the purpose of making audit, examination, excerpts, and transcriptions

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Vendor Agrees (YES or NO) Initials of Authorized Representative

(H) Pursuant to 44 CFR 13.36(i)(11), Vendor shall retain all required records for three years after FEMA or Sourcewell or Sourcewell Members makes final payments and all other pending matters are closed. In addition, Vendor shall comply with record retention requirements set forth in 44 CFR 13.42

Vendor Agrees (YES or NO)

Initials of Authorized Representative

*Vendor agrees to comply with federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that Vendor certifies compliance with provisions, laws, acts, regulations, etc. as noted above.*

*This certification shall be effective through the term of the Vendor's Sourcewell awarded contract.*

Vendor: \_\_\_\_\_

Contract number: \_\_\_\_\_

Category: \_\_\_\_\_

Maturity date: \_\_\_\_\_

Address: \_\_\_\_\_

City, state, zip code: \_\_\_\_\_

Phone number: \_\_\_\_\_

Printed name and title of authorized representative: \_\_\_\_\_

Signature of authorized representative: \_\_\_\_\_

Date: \_\_\_\_\_



**ADDENDUM ONE (1)**  
to that certain  
**Sourcewell RFP #032119**  
Issued by  
Sourcewell <sup>SM</sup> (Formerly NJPA)  
for the procurement of

**HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES,  
ATTACHMENTS, AND SUPPLIES**

**Consider the following to be part of the above-titled RFP: Appendices B, C and D.**

**Appendices B, C and D**, referenced as items 13, 14 and 15 respectively in the RFP Table of Contents, were erroneously omitted from the version of the RFP document originally published on the Sourcewell website and provided to inquirers. **Appendices B, C and D** are attached to this Addendum, and have now been added to the posted version of the RFP document.

**Acknowledgment of Addendum One (1) to RFP #032119 emailed on February 21, 2019.**

COMPANY NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Please include this signed Addendum with your RFP response.



Appendix B - Political Subdivision List for HI, ID, OR, SC, UT, WA

Hawaii	Idaho	Oregon	South Carolina	Utah	Washington
County	County	County	County	County	County
Hawaii County	Ada County	Baker County	Abbeville County	Beaver County	Adams County
Kauai County	Bannock County	Benton County	Aiken County	Box Elder County	Asotin County
<b>Municipality</b>	Benewah County	Central Oregon Intergovernmental Council	Allendale County	CACHE County	Benton County
City and County of Honolulu	Bear Lake County	Clackamas County	Anderson County	Carbon County	Chelan County
<b>Higher Education</b>	Beneviah County	Clackamas County Service District No. 1	Bamberg County	Daggett County	Clallam County
Hawaii Community College	Bingham County	Clatsop County	Barnwell County	Davis County	Clark County
Honolulu Community College	Blaine County	Columbia County	Beaufort County	Duchesne County	Columbia County
University of Hawaii	Boise County	Coos County	Berkeley County	Duchesne County Special Service District No. 2	Cowlitz County
University of Hawaii Research Corporation	Bonner County	Coos County	Calhoun County	Emery County	Douglas County
Windward Community College	Bonneville County	Curry County	Catawba Regional Council of Governments	Five County Association of Governments	Ferry County
<b>Education (K-12)</b>	Boundary County	Deschutes County	Central Midlands Council of Governments	Garfield County	Franklin County
Hansiani Schools	Butte County	Douglas County	Charleston County	Grant County	Garfield County
Kamehameha Schools	Camas County	Gilliam County	Cherokee County	Iron County	Grant County
<b>Special District</b>	Canyon County	Grant County	Chester County	Juab County	Grays Harbor County
Hawaii Community Development Authority	Caribou County	Harney County	Chesterfield County	Kane County	Island County
Hawaii Public Housing Authority	Cassia County	Hood River County	Clarendon County	Millard County	Jefferson County
Hawaii Tourism Authority	Clark County	Jackson County	Colleton County	Morgan County	King County
Honolulu Authority for Rapid Transportation	Clearwater County	Jefferson County	Darlington County	Piute County	King County Directors' Association
Natural Energy Laboratory of Hawaii Authority	Custer County	Josephine County	Dillon County	Rich County	Kitsap County
<b>State</b>	Elmore County	Klamath County	Dorchester County	Salt Lake County	Kittitas County
Hawaii Department of Accounting and General Services	Franklin County	Lake County	Edgefield County	San Juan County	Klickitat County
Hawaii Department of Finance and Administration	Fremont County	Lane Council of Governments	Fairfield County	Sangre de Cristo County	Lewis County
Hawaii Department of Health	Gem County	Lane County	Florence County	Sevier County	Lincoln County
Hawaii Employer-Union Health Benefits Trust Fund	Gooding County	Lincoln County	Georgetown County	Summit County	Mason County
Hawaii Health Systems Corporation	Idaho County	Linn County	Greenville County	Tooele County	Okanogan County
State Of Hawaii	Jefferson County	Malheur County	Greenwood County	Uintah County	Pacific County
	Jerome County	Marion County	Hampton County	Utah County	Pend Oreille County
	Kootenai County	Marion County Housing Authority	Horry County	Wasatch County	Pierce County
	Latah County	Morrow County	Jasper County	Washington County	San Juan County
	Lemhi County	Multnomah County	Kershaw County	Wayne County	Skagit County
	Lewis County	Polk County	Lancaster County	Weber County	Skamania County
	Lincoln County	Sherman County	Laurens County	<b>Municipality</b>	Snohomish County
	Madison County	Tillamook County	Lee County	Centerfield City	Spokane County
	Minidoka County	Umatilla County	Lexington County	City of Alpine City	Stevens County
	Nez Perce County	Umatilla County	Lower Savannah Council of Governments	City of American Fork	Thurston County
	Oneida County	Wallawa County	Marion County	City of Aurora	Thurston Regional Planning Council
	Owyhee County	Wasco County	Marlboro County	City of Ballard	Wahkiakum County
	Payette County	Washington County	McCormick County	City of Beaver	Walla Walla County
	Power County	Wheeler County	Newberry County	City of Blanding	Whatcom County
	Shoshone County	Yamhill County	Oconee County	City of Bluffdale	Whitman County
	Teton County	<b>Municipality</b>	Orangeburg County	City of Bountiful	Yakima County
	Twin Falls County	City of Adair Village	Pickens County	City of Brigham	Yakima County Public Services
	Valley County	City of Adrian	Richland County	City of Castle Dale	Yakima Valley Conference of Governments
	Washington County	City of Albany	Saluda County	City of Cedar City	<b>Municipality</b>
	<b>Municipality</b>	City of Amity	Spartanburg County	City of Cedar Hills	City of Aberdeen
	City of Aberdeen	City of Arlington	Sumter County	City of Centerville	City of Airway Heights
	City of Albion	City of Ashland	Union County	City of Clearfield	City of Algona
	City of American Falls	City of Astoria	Williamsburg County	City of Clinton	City of Anacortes
	City of Ammon	City of Athena	York County	City of Coalville	City of Arlington
	City of Arco	City of Aumsville	<b>Municipality</b>	City of Colorado City	City of Asotin
	City of Arimo	City of Aurora	City of Abbeville	City of Corinne City	City of Auburn
	City of Ashton	City of Baker City	City of Aiken	City of Cottonwood Heights	City of Bainbridge Island
	City of Athol	City of Bandon	City of Anderson	City of Delta	City of Battle Ground
	City of Atomic City	City of Banks	City of Barnwell	City of Draper	City of Bellevue
	City of Bancroft	City of Bay City	City of Beaufort	City of Duchesne	City of Bellingham
	City of Bellevue	City of Beaverton	City of Belton	City of East Carbon	City of Bellingham
	City of Blackfoot	City of Bend	City of Bennettville	City of Elk Ridge	City of Benton City
	City of Bliss	City of Boardman	City of Bishopville	City of Elmo	City of Bingen
	City of Bloomington	City of Brookings	City of Camden	City of Enoch	City of Black Diamond
	City of Boise	City of Brownsville	City of Cayce	City of Enterprise	City of Blaine
	City of Bonners Ferry	City of Burns	City of Charleston	City of Ephraim	City of Bonney Lake
	City of Bovill	City of Canby	City of Chester	City of Escalante	City of Bothell
	City of Buhl	City of Canon Beach	City of Clemson	City of Eureka	City of Bremerton
	City of Burley	City of Canyonville	City of Clinton	City of Fairview	City of Brewster
	City of Caldwell	City of Carlton	City of Columbia	City of Farmington	City of Bridgeport
	City of Cambridge	City of Cascade Locks	City of Conway	City of Farr West	City of Brier
	City of Carey	City of Cave Junction	City of Darlington	City of Fountain Green	City of Buckley
	City of Cascade	City of Central Point	City of Denmark	City of Fruit Heights	City of Burien
	City of Castelford	City of Chiloquin	City of Dillon	City of Garland	City of Burlington
	City of Challis	City of Clatskanie	City of Easley	City of Grantsville	City of Camas
	City of Chubbuck	City of Clatskanie	City of Florence	City of Green River	City of Carnation
	City of Clayton	City of Clifton	City of Folly Beach	City of Gunnison	City of Cashmere
	City of Clifton	City of Coeur d'Alene	City of Forest Acres	City of Harrisville	City of Castle Rock
	City of Coeur d'Alene	City of Coquille	City of Fountain Inn	City of Heber City	City of Centralia
	City of Council	City of Cornelius	City of Gaffney	City of Helper City	City of Chehalis
	City of Craigmont	City of Corvallis	City of Georgetown		City of Chelan
	City of Crouch				City of Cheney
					City of Chewelah



Idaho	Oregon	South Carolina	Utah	Washington
City of Culasac	City of Cottage Grove	City of Goose Creek	City of Herriman	City of Clarkston
City of Dalton Gardens	City of Cove	City of Greenville	City of Highland	City of Cle Elum
City of Dayton	City of Creswell	City of Greenwood	City of Hildale	City of Clyde Hill
City of Deary	City of Culver	City of Greer	City of Holladay	City of Colfax
City of Dietrich	City of Dallas	City of Hanahan	City of Honeyville	City of College Place
City of Donnelly	City of Damascus	City of Hardeeville	City of Hooper	City of Colville
City of Dover	City of Dayton	City of Hartsville	City of Huntington	City of Connell
City of Downey	City of Dayville	City of Inman	City of Hurricane	City of Cosmopolis
City of Driggs	City of Depoe Bay	City of Isle of Palms	City of Hyde Park	City of Covington
City of Dubois	City of Detroit	City of Johnsonville	City of Hyrum	City of Davenport
City of Eagle	City of Donald	City of Lake City	City of Irwin	City of Dayton
City of Eden	City of Drain	City of Lancaster	City of Kamas	City of Deer Park
City of Elk River	City of Dundee	City of Landrum	City of Kanab	City of Des Moines
City of Emmett	City of Dunes City	City of Laurens	City of Kaysville	City of DuPont
City of Fairfield	City of Durham	City of Liberty	City of La Verkin	City of Duval
City of Fernan Lake Village	City of Eagle Point	City of Lorris	City of Layton	City of East Wenatchee
City of Filer	City of Echo	City of Manning	City of Lehi	City of Edgewood
City of Firth	City of Elgin	City of Marion	City of Lewiston	City of Edmonds
City of Franklin	City of Enterprise	City of Mauldin	City of London	City of Electric City
City of Fruitland	City of Estacada	City of Mullins	City of Logan	City of Elensburg
City of Garden City	City of Eugene	City of Myrtle Beach	City of Mantti	City of Elma
City of Genesee	City of Fairview	City of New Ellenton	City of Mapleton	City of Entiat
City of Georgetown	City of Falls City	City of Newberry	City of Marriott-Slaterville	City of Enumclaw
City of Glenns Ferry	City of Florence	City of North Augusta	City of Mendon	City of Ephrata
City of Gooding	City of Forest Grove	City of North Charleston	City of Midvale	City of Everett
City of Grace	City of Fossil	City of North Myrtle Beach	City of Midway	City of Everson
City of Grand View	City of Garibaldi	City of Orangeburg	City of Milford	City of Federal Way
City of Grangeville	City of Gaston	City of Pickens	City of Millville	City of Ferndale
City of Greenleaf	City of Gates	City of Rock Hill	City of Moab	City of File
City of Hagerman	City of Gearhart	City of Seneca	City of Mona	City of Fircrest
City of Hailey	City of Gervais	City of Simpsonville	City of Monroe	City of Forks
City of Hansen	City of Gladstone	City of Spartanburg	City of Monticello	City of George
City of Harrison	City of Glendale	City of Sumter	City of Morgan	City of Gig Harbor
City of Hayden	City of Gold Beach	City of Tega Cay	City of Moroni	City of Gold Bar
City of Hazelton	City of Gold Hill	City of Travelers Rest	City of Mt. Pleasant City	City of Goldendale
City of Heyburn	City of Grants Pass	City of Union	City of Murray	City of Grand Coulee
City of Hollister	City of Greenhorn	City of Wailuku	City of Naylor	City of Grandview
City of Homedale	City of Gresham	City of Walterboro	City of Naples	City of Granger
City of Hope	City of Haines	City of Wellford	City of Nephi	City of Granite Falls
City of Horseshoe Bend	City of Halfway	City of West Columbia	City of Nibley	City of Harrington
City of Huetter	City of Halsey	City of Westminster	City of North Logan	City of Hoquiam
City of Idaho City	City of Happy Valley	City of Woodruff	City of North Ogden	City of Ilwaco
City of Idaho Falls	City of Harrisburg	City of York	City of North Salt Lake	City of Issaquah
City of Inkom	City of Helix	Town of Allendale	City of Oakley	City of Kahlstus
City of Island Park	City of Heppner	Town of Andrews	City of Ogden	City of Kalama
City of Jerome	City of Hermiston	Town of Atlantic Beach	City of Orangeville	City of Kelso
City of Julietta	City of Hillsboro	Town of Awendaw	City of Orem	City of Kenmore
City of Kamiah	City of Hines	Town of Aynor	City of Panguitch	City of Kennewick
City of Kellogg	City of Hood River	Town of Batesburg-Leesville	City of Park City	City of Kent
City of Kendrick	City of Hubbard	Town of Bethune	City of Parowan	City of Kettle Falls
City of Ketchum	City of Huntington	Town of Blacksburg	City of Payson	City of Kirkland
City of Kimberley	City of Idanha	Town of Blackville	City of Perry	City of Kittitas
City of Kooskia	City of Imbler	Town of Blenheim	City of Plain City	City of La Center
City of Kuna	City of Independence	Town of Bluffton	City of Pleasant Grove	City of Lacey
City of Lapwai	City of Irrigon	Town of Blythewood	City of Pleasant View	City of Lake Forest Park
City of Lava Hot Springs	City of Island City	Town of Bowman	City of Price	City of Lake Stevens
City of Lewiston	City of Jacksonville	Town of Branchville	City of Providence	City of Lakewood
City of Mackay	City of Jefferson	Town of Briarcliffe Acres	City of Provo	City of Langley
City of Malad City	City of John Day	Town of Brunson	City of Richfield	City of Leavenworth
City of Marsing	City of Johnson City	Town of Calhoun Falls	City of Richmond	City of Liberty Lake
City of McCall	City of Joseph	Town of Cameron	City of River Heights	City of Long Beach
City of McCammon	City of Junction City	Town of Campobello	City of Riverdale	City of Longview
City of Melba	City of Keizer	Town of Central	City of Riverton	City of Lynden
City of Menan	City of King City	Town of Chapin	City of Roosevelt	City of Lynnwood
City of Meridian	City of Klamath Falls	Town of Cheraw	City of Roy	City of Mabton
City of Middleton	City of La Grande	Town of Chesterfield	City of Salem	City of Maple Valley
City of Midvale	City of La Pine	Town of Clio	City of Salina	City of Marysville
City of Moscow	City of Lafayette	Town of Clover	City of Salt Lake City	City of Mattawa
City of Mountain Home	City of Lake Oswego	Town of Cottageville	City of Sandy	City of McCleary
City of Mullan	City of Lakeside	Town of Coward	City of Santa Clara	City of Medical Lake
City of Murtlaugh	City of Lebanon	Town of Cowpens	City of Santquin	City of Medina
City of Nampa	City of Lincoln City	Town of Denmark	City of Saratoga Springs	City of Mercer Island
City of New Meadows	City of Lonerock	Town of Donalds	City of Smithfield City	City of Mesa
City of New Plymouth	City of Lostine	Town of Due West	City of South Jordan	City of Mill Creek
City of Newdale	City of Lowell	Town of Duncan	City of South Ogden	City of Milton
City of Nezperce	City of Lyons	Town of Eastover	City of South Salt Lake City	City of Monroe
City of Notus	City of Madras	Town of Edgefield	City of South Weber	City of Montesano
City of Orofino	City of Malin	Town of Edisto Beach	City of Spanish Fork	City of Morton
City of Osburn	City of Manzanita	Town of Ehrhardt	City of Springville	City of Moses Lake
City of Parker	City of Maupin	Town of Elgin	City of Springville	City of Mossyrock
City of Parma	City of McMinnville	Town of Ellorree	City of St. George	City of Mountlake Terrace
City of Paul	City of Medford	Town of Estill	City of Sunnyside	City of Moxee
City of Payette	City of Metolius	Town of Eutawville	City of Sunset	City of Mt. Vernon
City of Pierce	City of Mill City	Town of Fairfax	City of Syracuse	City of Mukilteo
City of Pinehurst	City of Millersburg	Town of Ft. Mill	City of Taylorsville	City of Napavine
City of Plummer	City of Milton-Freewater	Town of Furman	City of Tooele	City of Newcastle
City of Pocatello	City of Milwaukie	Town of Gaston	City of Toiyabeville	City of Newport
City of Ponderay	City of Modalla	Town of Gifford	City of Tremonton	City of Nooksack
City of Post Falls	City of Monmouth	Town of Gilbert	City of Tropic	City of Normandy Park
City of Potlatch	City of Monroe	Town of Govan	City of Uintah	City of North Bend
City of Preston	City of Monument	Town of Gray Court	City of Vernal	City of North Bonneville
City of Priest River	City of Moro	Town of Great Falls	City of Washington	City of Oak Harbor
City of Rathdrum	City of Mosier	Town of Greeleyville	City of Washington Terrace	City of Oakville
City of Reubens	City of Mt. Angel	Town of Hampton	City of Wellington	City of Ocean Shores

Idaho	Oregon	South Carolina	Utah	Washington
City of Rexburg	City of Mt. Vernon	Town of Harleyville	City of Wellsville	City of Okanogan
City of Richfield	City of Myrtle Creek	Town of Heath Springs	City of Wendover	City of Olympia
City of Rigby	City of Myrtle Point	Town of Hemingway	City of West Bountiful	City of Omak
City of Rigginis	City of Nehalem	Town of Hilda	City of West Haven City	City of Oroville
City of Ririe	City of Newberg	Town of Hilton Head Island	City of West Jordan	City of Orting
City of Roberts	City of Newport	Town of Hodges	City of West Point	City of Othello
City of Rockland	City of North Bend	Town of Holly Hill	City of West Valley City	City of Pacific
City of Rupert	City of North Plains	Town of Hollywood	City of Willard	City of Palouse
City of Salmon	City of North Powder	Town of Honea Path	City of Woodland Hills	City of Pasco
City of Sandpoint	City of Nyssa	Town of Irmo	City of Woods Cross	City of Pateros
City of Shelley	City of Oakland	Town of Iva	Town of Alta	City of Pomeroy
City of Shoshone	City of Oakridge	Town of Jackson	Town of Bicknell	City of Port Angeles
City of Smelterville	City of Ontario	Town of James Island	Town of Alton	City of Port Orchard
City of Soda Springs	City of Oregon City	Town of Jamestown	Town of Amalga	City of Port Townsend
City of Spirit Lake	City of Paisley	Town of Jefferson	Town of Annabella	City of Poulsbo
City of St. Anthony	City of Pendleton	Town of Jenkinsville	Town of Antimony	City of Prosser
City of St. Charles	City of Philomath	Town of Johnston	Town of Apple Valley	City of Pullman
City of Stanley	City of Phoenix	Town of Jonesville	Town of Ballard	City of Puyallup
City of Star	City of Pilot Rock	Town of Kershaw	Town of Bear River City	City of Quincy
City of Stites	City of Port Orford	Town of Kiawah Island	Town of Bicknell	City of Rainier
City of Sugar City	City of Portland	Town of Kingstree	Town of Big Water	City of Raymond
City of Sun Valley	City of Powers	Town of Lake View	Town of Boulder	City of Redmond
City of Tensed	City of Prairie City	Town of Lamar South Carolina	Town of Brian Head	City of Renton
City of Tetonia	City of Prineville	Town of Lane	Town of Bryce Canyon City	City of Republic
City of Troy	City of Rainier	Town of Latta	Town of Cannonville	City of Richland
City of Twin Falls	City of Redmond	Town of Lexington	Town of Castle Valley	City of Ridgefield
City of Ucon	City of Reedsport	Town of Lincolnville	Town of Cedar Fort	City of Ritzville
City of Victor	City of Richland	Town of Little Mountain	Town of Centerfield	City of Rock Island
City of Wallace	City of Riddle	Town of Lockhart	Town of Central Valley	City of Roslyn
City of Weippe	City of Rockaway Beach	Town of Lyman	Town of Circleville	City of Roy
City of Weiser	City of Rogue River	Town of Lynchburg	Town of Clarkston	City of Royal City
City of Wendell	City of Roseburg	Town of Mayesville	Town of Clawson	City of Sammamish
City of Weston	City of Rufus	Town of McBee	Town of Cleveland	City of SeaTac
City of White Bird	City of Salem	Town of McClellanville	Town of Cornish	City of Seattle
City of Wilder	City of Sandy	Town of McCol	Town of Daniel	City of Sedro-Woolley
City of Winchester	City of Scappoose	Town of McCormick	Town of Deweyville	City of Selah
<b>Higher Education</b>	City of Scio	Town of Meaggett	Town of Eagle Mountain	City of Sequim
Boise State University	City of Scotts Mills	Town of Monck's Corner	Town of Elmo	City of Shelton
College of Southern Idaho	City of Seaside	Town of Mt. Pleasant	Town of Elsinore	City of Shoreline
College of Western Idaho	City of Seneca	Town of Neeses	Town of Elwood	City of Snohomish
Eastern Idaho Technical College	City of Shady Cove	Town of New Ellenton	Town of Emery	City of Snoqualmie
Idaho Division of Professional Technical Education	City of Sheridan	Town of Nichols	Town of Fairfield	City of Soap Lake
Idaho State University	City of Sherwood	Town of Ninety Six	Town of Francis	City of South Bend
Lewis-Clark State College	City of Siletz	Town of Norris	Town of Garden City	City of Spokane
North Idaho College	City of Silwerton	Town of North	City of Spokane Valley	City of Spargue
University of Idaho	City of Sisters	Town of Norway	Town of Glendale	City of Stanwood
<b>Education (K-12)</b>	City of Sodaville	Town of Olanta	Town of Glenwood	City of Stevenson
Aberdeen School District No. 58	City of Spray	Town of Pacolet	Town of Goshen	City of Sultan
Arbon Elementary School District No. 383	City of Springfield	Town of Pageland	Town of Hanksville	City of Sumas
Avery School District	City of St. Helens	Town of Pamplico	Town of Hatch	City of Sunner
Basin School District No. 72	City of St. Paul	Town of Patrick	Town of Henefer	City of Sunnyside
Bear Lake County School District No. 33	City of Stanfield	Town of Pawleys Island	Town of Henrieville	City of Tacoma
Bear Lake School District No. 33	City of Stayton	Town of Pelion	Town of Hideout	City of Takoa
Blackfoot School District No. 55	City of Sublimity	Town of Pelzer	Town of Hinsckley	City of Tenino
Blaine County School District No. 61	City of Sumpter	Town of Pendleton	Town of Holden	City of Tieton
Bliss Joint School District No. 234	City of Sutherlin	Town of Perry	Town of Howell	City of Toledo
Bonneville Joint School District No. 93	City of Sweet Home	Town of Port Royal	Town of Huntsville	City of Tonasket
Boundary County School District No. 101	City of Talent	Town of Prosperity	Town of Joseph	City of Toppenish
Bruneau-Grand View Joint School District	City of Tangent	Town of Ravenel	Town of Junction	City of Tukwila
Buhl Joint School District No. 412	City of The Dalles	Town of Reidville	Town of Kanarraville	City of Turmwater
Butte County Joint School District No. 111	City of Tigard	Town of Ridge Spring	Town of Kanosh	City of Union Gap
Caldwell School District No. 132	City of Tillamook	Town of Ridgeland	Town of Kingston	City of University Place
Camas County School District No. 121	City of Toledo	Town of Ridgeville	Town of Koossharem	City of Vader
Cambridge School District	City of Troutdale	Town of Ridgeway	Town of Leeds	City of Vancouver
Cascade School District No. 422	City of Tualatin	Town of Saint Matthews	Town of Levan	City of Waitsburg
Cassia County Joint School District No. 151	City of Turner	Town of Saint Stephen	Town of Loa	City of Walla Walla
Castleford Joint School District No. 417	City of Ukiah	Town of Salem	Town of Manila	City of Wapato
Challis Joint School District No. 181	City of Umatilla	Town of Salley	Town of Mantua	City of Warden
Clark County School District No. 161	City of Union	Town of Saluda	Town of Marysville	City of Washougal
Coeur d'Alene School District No. 271	City of Unity	Town of Santee	Town of Minersville	City of Wenatchee
Cottonwood Joint School District No. 242	City of Vale	Town of Scranton	Town of New Harmony	City of West Richland
Council School District No. 13	City of Veneta	Town of Seabrook Island	Town of Newton	City of Westport
Culdesac Joint School District No. 342	City of Vernonia	Town of Sellers	Town of Ophir	City of White Salmon
Dietrich School District No. 314	City of Waldport	Town of Sharon	Town of Orderville	City of Winlock
Emmett Independent School District No. 221	City of Wallowa	Town of Six Mile	Town of Paradise	City of Woodinville
Filer School District No. 413	City of Warrenton	Town of Snelling	Town of Paragonah	City of Woodland
Firth School District No. 59	City of Wasco	Town of Society Hill	Town of Portage Utah	City of Yakima/Yakima County
Fremont County School District No. 215	City of West Linn	Town of South Congaree	Town of Randolph	City of Yelm
Fruitland School District No. 373	City of Westfir	Town of Springdale	Town of Redmond	City of Zillah
Garden Valley School District	City of Weston	Town of St. George	Town of Rockville	Consolidated Borough of Quil Ceda Village
Genesee Joint School District No. 282	City of Wheeler	Town of St. Matthews	Town of Rocky Ridge	Grays Harbor Council of Governments
Glenns Ferry Joint School District No. 192	City of Willamina	Town of Stuckey	Town of Rush Valley	Town of Almira
Gooding Joint School District No. 231	City of Wilsonville	Town of Sullivans Island	Town of Scipio	Town of Bucooda
Grace Joint School District No. 148	City of Winston	Town of Summertown	Town of Sigurd	Town of Carbonado
Hagerman Joint School District No. 233	City of Wood Village	Town of Summerville	Town of Seward	Town of Cathlamet
Hansen School District No. 415	City of Woodburn	Town of Summit	Town of Springdale	Town of Clyde Hill
Highland Joint School District No. 305	City of Yachats	Town of Surfside Beach	Town of Stockton	Town of Colton
Homedale School District No. 370	City of Yamhill	Town of Swainsea	Town of Toquerville	Town of Conconully
Horseshoe Bend School District No. 73	City of Yoncalla	Town of Timmonsville	Town of Torrey	Town of Concrete
Idaho Falls School District No. 91	Town of Bonanza	Town of Trenton	Town of Tropic	Town of Coulee City
Independent School District of Boise City	Town of Butte Falls	Town of Turbeville	Town of Uintah	Town of Coulee Dam
Jefferson County School District No. 251	Town of Canyon City	Town of Ulmer	Town of Vernon	Town of Coupeville
Jerome Joint School District No. 261	Town of Lakeview	Town of Varnville		
Joint School District No. 2	Town of Lexington	Town of Wagener		

Idaho	Oregon	South Carolina	Utah	Washington
Kamiah School District No. 304	<b>Higher Education</b>	Town of Ward	Town of Vineyard	Town of Creston
Kellogg Joint School District 391	Blue Mountain Community College	Town of Ware Shoals	Town of Virgin	Town of Cusick
Kendrick Joint School District No. 283	Central Oregon Community College	Town of West Pelzer	Town of Wales	Town of Darrington
Kimberly School District No. 414	Chemeketa Community College	Town of West Union	Town of Wallsburg	Town of Eatonville
Kootenai School District No. 274	Clackamas Community College	Town of Whitmire	Utah Basin Association of Governments	Town of Elmer City
Kuna Joint School District No. 3	Catsop Community College	Town of Williamston	<b>Higher Education</b>	Town of Endicott
Lake Pend Oreille School District No. 84	Columbia Gorge Community College	Town of Williston	College of Eastern Utah	Town of Fairfield
Lakeland School District No. 272	Eastern Oregon University	Town of Winnboro	Davis Applied Technology College	Town of Farmington
Lapwai School District No. 341	Klamath Community College District	Town of Yemassee	Dixie Applied Technology College	Town of Friday Harbor
Lewisston Independent School District No. 1	Lane Community College	<b>Higher Education</b>	Dixie State University	Town of Garfield
Mackay School District No. 182	Linn-Benton Community College	Alken Technical College	Mountainland Applied Technology College	Town of Hamilton
Madison School District No. 321	Mt. Hood Community College	Beaufort Jasper Higher Education Commission	Utah State University	Town of Harrah
Marsh Valley Joint School District No. 21	Oregon Coast Community College	Central Carolina Technical College	Salt Lake Community College	Town of Hatton
Marsing Joint School District No. 363	Oregon Department of Community Colleges and Workforce Development	Clemson University	Snow College	Town of Hunts Point
McCall-Donnelly Joint School District No. 421	Oregon Health and Science University	Coastal Carolina University	Southern Utah University	Town of Index
Meadows Valley School District No. 11	Oregon Institute of Technology	College of Charleston	Tooele Applied Technology College	Town of Ione
Melba School District No. 136	Oregon State University	Denmark Technical College	Utah Basin Applied Technology College	Town of La Conner
Middleton School District No. 134	Oregon State University, Oregon Agricultural Experiment Station	Florence-Darlington Technical College	University of Utah	Town of LaCrosse
Midvale School District No. 433	Oregon University System	Francis Marion University	University of Utah Hospitals and Clinics	Town of Lamont
Minidoka County School District No. 331	Portland Community College	Greenville Technical College	Utah State University	Town of Latah
Moscow School District No. 281	Portland State University	Horry-Georgetown Technical College	Utah System of Higher Education	Town of Lind
Mountain Home School District No. 193	Reed College	Lander University	Utah Valley University	Town of Lyman
Mountain View School District No. 244	Rogue Community College	Medical University of South Carolina	Weber State University	Town of Malden
Mullan School District 392	Southern Oregon University	Midlands Technical College	<b>Education (K-12)</b>	Town of Mansfield
Murtaugh Joint School District No. 418	Southern Oregon University Family Housing	Northeastern Technical College	Alpine School District	Town of Marcus
Nampa Christian Schools Inc.	Southwestern Oregon Community College	Orangeburg-Calhoun Technical College	Beaver County School District	Town of Metaline
Nampa School District No. 131	Tillamook Bay Community College	Piedmont Technical College	Box Elder School District	Town of Millwood
New Plymouth School District	Treasure Valley Community College	South Carolina State Board for Technical and Comprehensive Education	CACHE County School District	Town of Naches
Nez Perce Joint School District No. 302	Umpqua Community College	South Carolina State University	Canyons School District	Town of Nespelom
North Gem School District No. 149	University of Oregon	South Carolina Technical College System	Carbon School District	Town of Northport
Notus School District	Western Oregon University	Spartanburg Community College	Centro De La Familia De Utah Head Start Program School District	Town of Oakesdale
Oneida County School District No. 351	<b>Education (K-12)</b>	Technical College of the Lowcountry	Daggett School District	Town of Odessa
Orofino Joint School District No. 171	Adel School District 21	The Citadel	Davis School District	Town of Pe Ell
Parma School District No. 137	Adrian School District	Tri-County Technical College	Duchesne County School District	Town of Prescott
Payette School District No. 371	Alsea School District No. 71	Trident Technical College	Emery County School District	Town of Reardan
Plummer-Worley Joint School District No. 44	Amity School District 41	University of South Carolina	Freedom Preparatory Academy School District	Town of Riverside
Pocatello-Chubbuck School District No. 25	Arma School District 29	University of South Carolina, Aiken	Millard School District	Town of Rockford
Post Falls School District No. 273	Arlington School District No. 3	University of South Carolina, Upstate	Grand County School District	Town of Rosalia
Potlatch School District No. 285	Arook School District No. 81	Williamsburg Technical College	Granite School District	Town of Ruston
Preston Joint School District No. 201	Ashland School District No. 5	Winthrop University	Iron County School District	Town of Skykomish
Richfield School District No. 316	Ashwood School District	York Technical College	Jordan School District	Town of South Cle Elum
Ririe Joint School District No. 252	Astoria School District No. 1C	<b>Education (K-12)</b>	Juab School District	Town of South Prairie
Rockland School District No. 382	Athena-Weston School District No. 29RU	Abbeville County School District	Kane County School District	Town of Spangle
Salmon River Joint School District No. 243	Baker School District No. 51	Alken County Public Schools	Logan City School District	Town of Springdale
Salmon School District No. 291	Bandon School District	Allendale County School District	Millard School District	Town of St. John
Shelley School District No. 60	Banks School District No. 13	Anderson County School Districts 1 and 2 Career and Technology Center	Morgan School District	Town of Steilacoom
Shoshone Joint School District No. 312	Beaverton School District No. 48	Anderson School District No. 1	Mountainland Head Start Program School District Office	Town of Twisp
Snake River School District	Bend-La Pine Public Schools	Anderson School District No. 2	Murray City School District	Town of Uniontown
Soda Springs Joint School District No. 150	Bethel School District No. 52	Anderson School District No. 3	Nebo School District	Town of Washburn
South Lemhi School District No. 292	Blachly School District	Anderson School District No. 4	North Sanpete County School District	Town of Waterville
St. Maries Joint School District No. 41	Blachly School District 90	Anderson School District No. 5	North Sanpete School District	Town of Waverly
Sugar-Salem Joint District No. 322	Brookings Harbor School District	Bamberg School District No. 1	North Summit School District	Town of Wilbur
Swan Valley Elementary School District No. 33	Camas Valley School District	Bamberg School District No. 2	Ogden City School District	Town of Wilkeson
Swan Valley School District No. 92	Canby School District No. 86	Barrow School District No. 45	Park City School District	Town of Wilson Creek
Teton County School District No. 401	Cascade School District No. 5	Beaufort County School District	Plute County School District	Town of Winthrop
Three Creek Joint School District No. 416	Centennial School District No. 281	Berkeley County School District	Provo City School District	Town of Woodway
Troy School District No. 287	Central Curry School District No. 1	Blackville-Hilda Public Schools	Rich County School District	Town of Yacolt
Twin Falls School District No. 411	Central Linn School District	Calhoun County School District	Rich School District	Town of Yarrow Point
Valley School District No. 262	Central Point School District No. 6	Charleston County School District	Rural Utah Child Development Head Start Program School District Office	<b>Higher Education</b>
Vallivue School District No. 139	Central School District No. 13J	Cherokee County School District	Salt Lake City School District	Bates Technical College
Vision Charter School District # 463	Clackamas Education Service District	Chester County School District	San Juan School District	Bellevue Community College
Wallace School District No. 393	Clatskanie School District No. 61	Chesterfield County School District	Sevier School District	Bellingham Technical College
Weiser School District No. 431	Colton School District No. 53	Clarendon County School District No. 1	South Sanpete School District	Big Bend Community College
Wendell School District No. 232	Columbia Gorge Education Service District	Clarendon County School District No. 2	South Summit School District	Cascadia Community College
West Bonner County School District No. 83	Condon School District No. 25J	Clarendon County School District No. 3	Suu Head Start Program School District	Central Washington University
West Jefferson School District No. 253	Coos Bay School District No. 9	Clover School District No. 2	Thomas Edison Charter Schools	Centralia College
West Side School District No. 202	Coquille School District No. 8	Colleton County School District	Tintic School District	Clark College
Whitepine Joint School District No. 288	Corbett School District No. 39	Darlington County School District	Tooele County School District	Clover Park Technical College
Wilder School District No. 133	Corvallis School District No. 509J	Delta R-V School District	Utah School District	Columbia Basin Community College
<b>Special District</b>	Cove School District No. 15	Dillon County School District No. 1	Wasatch County School District	Community College of Spokane
Ada County Emergency Medical Services District	Crane Elementary School District	Dillon County School District No. 2	Washington County School District	Eastern Washington University
Ada County Highway District	Creswell School District No. 40	Dillon County School District No. 3	Wayne County School District	Edmonds Community College
Adams County Recreation District	Crow-Applegate-Lorane School District No. 66	Dillon County School District No. 4	Weber School District	Everett Community College
Ashahika Water and Sewer District	Culver School District No. 4	Diocese Of Charleston Schools	<b>Special District</b>	Evergreen State College
Albion Highway District	Dallas School District No. 2	Dorchester School District No. 2	Ash Creek Special Service District	Grays Harbor College
Alpine Meadows Water and Sewer District	David Douglas School District No. 40	Dorchester School District No. 4	Ashley Valley Water and Sewer Improvement District	Green River Community College
American Falls Free Library District	Dayton School District No. 8	Edgefield County Schools	Ballard Water and Sewer Improvement District	Highline Community College
American Falls Housing Authority	Dayville School District No. 16J	Fairfield County School District	Bear Lake Special Service District	Lake Washington Institute of Technology
Atlanta Highway District	Douglas County School District	Florence County School District No. 1	Bear River Water Conservancy District	Lower Columbia College
Avery Water and Sewer District	Douglas County School District No. 4	Florence County School District No. 2	Benchmark Water District	Northwest Indian College
Avondale Irrigation District	Douglas Education Service District	Florence County School District No. 3	Benson Culinary Water Improvement District	Olympic College
Bayview Water and Sewer District	Dufur School District No. 29	Florence County School District No. 4	Bona Vista Water Improvement District	Peninsula College
Bear Lake County Library District	Eagle Point School District No. 9	Florence County School District No. 5	Cache Mosquito Abatement District	Pierce College
Bench Sewer District	Echo School District No. 5	Ft. Mill School District No. 4	Cache Valley Transit District	Renton Technical College
Benevah County Free Library District	Elgin School District	Georgetown County School District	Canyonlands Health Care Special Service District	Seattle Community Colleges District VI
Big Canyon Fire District	Enterprise School District No. 21	Greenwood County School District	Carbon County Housing Authority	Shoreline Community College
Blaine County Housing Authority	Estacada School District No. 108	Hampton County School District No. 2	Carbon County Municipal Building Authority	Skiaga Valley College
Blaine County Recreation District	Eugene School District No. 4J	Hampton School District No. 1	Carbon County Recreation Transportation Special Service District	South Puget Sound Community College
Bliss Fire District	Falls City School District	Horry County Schools	Carbon Water Conservancy District	Tacoma Community College
Boise Basin Library District	Fern Ridge School District No. 28J	Jasper County School District	Castle Valley Special Service District	University of Washington
Boise City/Ada County Housing Authority	Forest Grove School District	John de la Howe School District	Cedar City Housing Authority	Walla Walla Community College
Boise-Kung Irrigation District	Fossil School District 21J	Kershaw County School District	Cedar Mountain Fire Protection District	Washington State Board for Community and Technical Colleges
Bonneville County Fire District No. 1			Cedarview-Montwell Special Service District	Washington State Higher Education Facilities Authority
Bruneau Valley District Library			Central Davis County Sewer District	Washington State Student Achievement Council

Idaho	Oregon	South Carolina	Utah	Washington
Bruneau Water and Sewer District	Gaston School District 511 J	Lancaster County School District	Central Iron County Water Conservancy District	Washington State University
Buhl Highway District	Gervais School District	Laurens County School District No. 55	Central Utah Water Conservancy District	Washington State University, Vancouver
Buhl Rural Fire Protection District	Gladstone School District	Laurens County School District No. 56	Central Weber Sewer Improvement District	Wenatchee Valley College
Burley Highway District	Glendale School District No. 77	Lee County School District	Charleston Water Conservancy District	Western Washington University
Caldwell Housing Authority	Glide School District	Legacy Charter Schools	Copperton Improvement District	Western Community College
Canyon Highway District No. 4	Grant County Education Service District	Lexington County School District No. 1	Cottonwood Improvement District	Yakima Valley Community College
Cascade Rural Fire District	Grant School District No. 3	Lexington County School District No. 2	Davis Community Housing Authority	<b>Education (K-12)</b>
Castleford Rural Fire District	Grants Pass School District No. 7	Lexington County School District No. 3	Davis County Housing Authority	Aberdeen School District No. 5
Central Fire District	Greater Albany Public School District 8J	Lexington County School District No. 4	Davis-Salt Lake Aerial Spray Authority	Adna School District No. 226
Central Orchards Sewer District	Gresham-Barlow School District	Lexington-Richland Counties School District No. 5	Duchesne County Upper County Water Improvement District	Almira School District No. 17
Central Shoshone County Water District	Harney County School District No. 3	Marion County School District	Duchesne County Water Conservancy District	Anacortes School District No. 103
Clark County District Library	Harney County District Library	Marion County School District No. 7	Emery County Public Schools	Arlington Public Schools
Clarkia Free Library District	Harper School District No. 66	Marlboro County School District	Emery County Municipal Building Authority	Asotin-Anatone School District
Clarkia Highway District	Harrisburg School District No. 7	McCormick County School District	Emery County Special Service District No. 1	Auburn School District No. 408
Clearwater Free Library District	Helix School District No. 1-R	Newberry County School District	Emery Water Conservancy District	Bainbridge Island School District No. 303
Clearwater Highway District	Hermiston School District	Oconee County School District	Emigration Improvement District	Battle Ground School District No. 119
Clearwater Soil and Water Conservation District	High Desert Education Service District	Orangeburg Consolidated School District Four	Fruitland Special Service District	Bellevue Christian School District
Clearwater Water District	Hillsboro School District No. 1J	Orangeburg County Consolidated School District No. 3	Garden City Fire District	Bellevue School District No. 405
Consolidated Free Library District	Hood River County School District	Orangeburg County Consolidated School District No. 5	Grand County Housing Authority	Bellingham School District No. 501
Cottonwood Highway District	Huntington School District No. 16J	Pickens County School District	Grants-Hunter Improvement District	Belthel School District No. 403
Custer Soil and Water Conservation District	Imbler School District No. 11	Richland County School District No. 1	Heber Valley Special Service District	Bickleton School District
Dietrich Fire District	InterMountain Education Service District	Richland County School District No. 2	Hooper Water Improvement District	Blaine School District No. 503
Dietrich Highway District	lone School District R2	Rock Hill School District No. 3	Jensen Water Improvement District	Boistfort School District No. 234
Doumeq Highway District	Jackson County School District No. 9	Saluda School District No. 1	Johnson Water Improvement District	Bremerton School District
Downey Swan Lake Highway District	Jackson Education Service District	South Carolina Public Charter School District	Jordan Valley Water Conservancy District	Brewster School District No. 111
Dry Creek Cemetery Maintenance District	Jefferson County School District No. 509-J	Spartanburg County School District No. 1	Jordan Valley Water Conservancy District	Bridgeport School District No. 75
Eagle Fire Protection District	Jefferson School District	Spartanburg County School District No. 2	Jordan Valley Water Conservancy District	Brimmon School District No. 46
Eagle Sewer District	Jewell School District No. 8	Spartanburg County School District No. 3	Jordan Valley Water Conservancy District	Burlington-Edison School District No. 100
East Bonner County Free Library District	John Day School District No. 3	Spartanburg County School District No. 4	Jordan Valley Water Conservancy District	Camas School District
East Bonner County Library District	Jordan Valley School District No. 3	Spartanburg County School District No. 5	Jordan Valley Water Conservancy District	Cape Flattery School District No. 401
East Greenacres Irrigation District	Joseph School District No. 6	Spartanburg County School District No. 6	Jordan Valley Water Conservancy District	Capital Regional Educational Service District No. 113
Eastern Idaho Public Health District	Junction City School District No. 69	Spartanburg County School District No. 7	Jordan Valley Water Conservancy District	Carbonado Historical School District No. 19
Eastern Idaho Regional Wastewater Authority	Klamath County School District	Sumter School District	Jordan Valley Water Conservancy District	Cascade Christian Schools
Elk River Free Library District	Klamath Falls City Schools	Sumter School District No. 17	Jordan Valley Water Conservancy District	Cascade School District No. 228
Elmore Soil and Water Conservation District	Knappa School District	Sumter School District No. 2	Jordan Valley Water Conservancy District	Cashmere School District No. 222
Fenn Highway District	La Grande School District No. 1	Union County School District	Jordan Valley Water Conservancy District	Castle Rock School District No. 401
Ferdinand Highway District	Lake County School District No. 7	Ware Shoals School District No. 51	Jordan Valley Water Conservancy District	Central Kitsap School District No. 401
Fish Haven Mosquito Abatement District	Lake Ed Service District	Williamsburg County Schools	Jordan Valley Water Conservancy District	Central Valley School District No. 356
Fremont County District Library	Lake Oswego School District No. 7J	Williston School District No. 2	Jordan Valley Water Conservancy District	Centralia School District No. 401
Friedman Memorial Airport Authority	Lakeview School District No. 7	York School District No. 1	Jordan Valley Water Conservancy District	Chehalis School District No. 302
Garden Valley District Library	Lane Education Service District	<b>Special District</b>	Jordan Valley Water Conservancy District	Cheney School District No. 360
Garden Valley Fire Protection District	Lebanon Community School District No. 9	Abbeville Housing Authority	Jordan Valley Water Conservancy District	Chewelah School District No. 36
Garden Valley Recreation District	Lincoln County School District	Aiken Housing Authority	Jordan Valley Water Conservancy District	Chief Leschi School System
Gatem Fire Protection District	Lin-Benton-Lincoln Education Service District	Anderson Housing Authority	Jordan Valley Water Conservancy District	Chimacum School District No. 49
Gem County Mosquito Abatement District	Long Creek School District No. 17	Atlantic Beach Housing Authority	Jordan Valley Water Conservancy District	Clarkston School District No. J250-185
Glenns Ferry Highway District	Lowell School District No. 71	Beaufort Housing Authority	Jordan Valley Water Conservancy District	Cle Elum-Roslyn School District
Golden Gate Highway District No. 3	Mapleton School District No. 32	Beaufort-Jasper Water and Sewer Authority	Jordan Valley Water Conservancy District	Clover Park School District No. 400
Gooding County Memorial Hospital District	Marcola School District No. 79J	Beech Island Rural Community Water District	Jordan Valley Water Conservancy District	Colfax School District No. 300
Grace District Library	McKenzie School District	Belton-Hones Path Water Authority	Jordan Valley Water Conservancy District	College Place School District No. 250
Grangeville Highway District	McMinnville School District No. 40	Bennettsville Housing Authority	Jordan Valley Water Conservancy District	Colton School District No. 306
Granite Reeder Water and Sewer District	Medford School District No. 549C	Berea Public Service District	Jordan Valley Water Conservancy District	Columbia School District No. 206
Greater Boise Auditorium District	Milton-Freewater School District No. 7	Berkeley County Water and Sanitation Authority	Jordan Valley Water Conservancy District	Columbia School District No. 206, Stevens County
Greater Middleton Parks and Recreation District	Mitchell School District No. 55	Big Creek Water and Sewerage District	Jordan Valley Water Conservancy District	Columbia School District No. 400
Greater Swan Valley Fire Protection District No. 2	Molalla River School District	Bluffton Township Fire District	Jordan Valley Water Conservancy District	Colville School District No. 115
Groveland Water and Sewer District	Monument School District	Bolling Springs Fire District, Greenview County	Jordan Valley Water Conservancy District	Concrete School District No. 11
Harbor View Estates Water and Sewer District	Morrow County School District	Broad Creek Public Service District	Jordan Valley Water Conservancy District	Conway Consolidated School District No. 317
Hayden Lake Irrigation District	Mt. Angel School District	Buffalo-Mt. Pisgah Fire Protection District	Jordan Valley Water Conservancy District	Cosmopolis School District
Hayden Lake Recreational Water and Sewer District	Multnomah Education Service District Consortium	Burton Fire District	Jordan Valley Water Conservancy District	Coulee-Hartline School District No. 151
Hillsdale Highway District	Myrtle Point School District	Central Midlands Regional Transit Authority	Jordan Valley Water Conservancy District	Coupeville School District No. 204
Homedale Highway District	Neah-Kah-Nie School District No. 56	Charleston Area Regional Transportation Authority	Jordan Valley Water Conservancy District	Crescent School District
Hoo Doo Water and Sewer District	Nestucca Valley School District No. 101	Charleston County Aviation Authority	Jordan Valley Water Conservancy District	Creston School District No. 73
Horseshoe Bend Fire Protection District	New Hope Christian Schools	Charleston County Housing and Redevelopment Authority	Jordan Valley Water Conservancy District	Curlew School District No. 50
Idaho Soil and Water Conservation District	Newberg School District No. 29J	Charleston Housing Authority	Jordan Valley Water Conservancy District	Cusick School District
Indian Valley Rural Fire District	North Bend School District No. 13	Charleston Naval Complex Redevelopment Authority	Jordan Valley Water Conservancy District	Darrington School District No. 330
Iona-Bonneville Sewer District	North Central Education Service District	Charleston Soil and Water Conservation District	Jordan Valley Water Conservancy District	Davenport School District No. 207
Island Park Fire District	North Clackamas School District No. 12	Cheraw Housing Authority	Jordan Valley Water Conservancy District	Dayton School District No. 2
Jerome Highway District	North Douglas School District No. 22	Chester Housing Authority	Jordan Valley Water Conservancy District	Deer Park School District No. 414
Jerome Recreation District	North Lake School District	Chester Metropolitan District	Jordan Valley Water Conservancy District	Dieringer School District
Jerome Rural Fire District No. 1	North Marion School District No. 15	Chester Sewer District	Jordan Valley Water Conservancy District	Diva School District
Kamiah Fire Protection District	North Wasco School District No. 29	Coast Regional Transportation Authority	Jordan Valley Water Conservancy District	East Valley School District No. 361
Kamiah Highway District	North Wasco County School District No. 21	Columbia Housing Authority	Jordan Valley Water Conservancy District	East Valley School District No. 361, Spokane County
Ketchum Rural Fire Protection District	Northwest Regional Education Service District	Conway Housing Authority	Jordan Valley Water Conservancy District	East Valley School District No. 90, Yakima County
Kidder Harris Highway District	Nysa School District No. 26	Daniel Morgan Water District	Jordan Valley Water Conservancy District	Eastmont School District No. 206
Kingston Water District	Oakland School District	Darlington County Fire District	Jordan Valley Water Conservancy District	Eatonville School District No. 404
Kootenai County Water District No. 1	Oakridge School District No. 76	Darlington County Water and Sewer Authority	Jordan Valley Water Conservancy District	Edmonds School District No. 15
Kootenai Ponderay Sewer District	Ontario School District No. 8C	Darlington Housing Authority	Jordan Valley Water Conservancy District	Educational Service District No. 112
Kootenai-Shoshone Soil and Water Conservation District	Oregon City School District No. 62	Donalds-Due West Water and Sewer Authority	Jordan Valley Water Conservancy District	Ellensburg School District No. 401
Kuna Library District	Oregon Trail School District No. 46	Dorchester County Sales Tax Transportation Authority	Jordan Valley Water Conservancy District	Elma School District No. 58
Laclede Water District	Paisley School District No. 11	Duncan Chapel Fire District	Jordan Valley Water Conservancy District	Endicott School District No. 308
Lakes Highway District	Parkrose School District No. 3	Duncan Chapel Fire District	Jordan Valley Water Conservancy District	Entiat School District No. 127
Latah County Library District	Pendleton School District No. 16	Duncan Chapel Fire District	Jordan Valley Water Conservancy District	Enumclaw School District No. 216
Latah Soil and Water Conservation District	Perrydale School District No. 21J	Duncan Chapel Fire District	Jordan Valley Water Conservancy District	Ephrata School District No. 165
Lemhi Soil and Water Conservation District	Philomath School District No. 17J	Duncan Chapel Fire District	Jordan Valley Water Conservancy District	Evadne School District No. 36
Lewis and Clark Irrigation District	Pilot Rock School District No. 2	Duncan Chapel Fire District	Jordan Valley Water Conservancy District	Everett School District No. 2
Lewisston-Nez Perce County Regional Airport Authority	Pine Eagle School District No. 61	Duncan Chapel Fire District	Jordan Valley Water Conservancy District	Evergreen School District No. 114, Clark County
Lincoln County Recreation District	Pinehurst School District No. 11	Duncan Chapel Fire District	Jordan Valley Water Conservancy District	Evergreen School District No. 205
Little Blacktail Ranch Water District	Pleasant Hill School District	Duncan Chapel Fire District	Jordan Valley Water Conservancy District	Federal Way Public Schools
Little Wood River Library District	Plush School District 18	Duncan Chapel Fire District	Jordan Valley Water Conservancy District	Ferndale School District No. 502
Lizard Butte Library District	Port Orford-Langlois School District No. 2CJ	Duncan Chapel Fire District	Jordan Valley Water Conservancy District	Fife School District No. 417
Lost River Highway District	Portland Public School District No. 1	Duncan Chapel Fire District	Jordan Valley Water Conservancy District	Finley School District
M&T Water and Sewer District	Powers School District No. 31	Duncan Chapel Fire District	Jordan Valley Water Conservancy District	Franklin Pierce School District No. 402
Mackay Free Library District	Prairie City School District No. 4	Duncan Chapel Fire District	Jordan Valley Water Conservancy District	Freeman School District No. 358
Madison Library District	Prospect School District	Duncan Chapel Fire District	Jordan Valley Water Conservancy District	Garfield School District No. 302

Idaho	Oregon	South Carolina	Utah	Washington
Marsing Rural Fire District	Rainier School District No. 13	Greenville County Recreation District	Uintah Highlands Water and Sewer Improvement District	Glenwood School District
McCall Fire Protection District	Redmond School District No. 2j	Greenville County Redevelopment Authority	Uintah Mosquito Abatement District	Goldendale School District
McCall Memorial Hospital District	Reedport School District No. 105	Greenville Housing Authority	Uintah Recreation District	Grand Coulee Dam School District
Meridian Cemetery Maintenance District	Region 9 Education Service District	Greenville Transit Authority	Uintah Transportation Special Service District	Grandview School District No. 200
Meridian Library District	Reynolds School District No. 7	Greenwood Metropolitan District	Uintah Water Conservancy District	Granger School District No. 204
Meridian Rural Fire Protection District	Riddle School District No. 70	Greer Housing Authority	Unified Fire Authority	Granite Falls School District No. 332
Mica Kidd Island Fire Protection District	Riverdale School District No. 51j	Hartsville Housing Authority	Utah County Housing Authority	Grapeview School District No. 54
Middleton Rural Fire District	Rogue River School District No. 35	Hilton Head No. 1 Public Service District	Utah Paiute Housing Authority	Great Northern School District No. 103
Midvale Fire Protection District	Roseburg Public Schools	Holly Springs Fire-Rescue District	Utah Transit Authority	Green Mountain School District No. 137
Minidoka County Fire Protection District	Salem-Keizer Public School District No. 24j	Homeland Park Water and Sewer District	Utah Valley Dispatch Special Service District	Griffin School District No. 324
Minidoka County Highway District	Santiam Canyon School District No. 129j	James Island Public Service District	Wasatch County Fire District	Harrington Public Schools
Moreland Water and Sewer District	Santiam Christian Schools	Kingsport Water and Sewer District	Wasatch Front Waste and Recycling District	Highland School District No. 203
Mountain Home Highway District	Scappoose School District No. 1j	Lady's Island-St. Helena Fire District	Wasatch Integrated Waste Management District	Highline School District No. 401
Mountain Rides Transportation Authority	Scio School District No. 95C	Lake City Housing Authority	Washington County Water Conservancy District	Hockinson School District
Nampa and Meridian Irrigation District	Seaside School District	Lancaster County Water and Sewer District	Waste Management Service District No. 5	Hood Canal School District No. 404
Nampa Highway District No. 1	Sheridan School District No. 48j	Lancaster Housing Authority	Weber Basin Water Conservancy District	Hoquiam School District No. 28
Nampa Housing Authority	Sherman County School District	Lancaster Soil and Water Conservation District	Weber Fire District	Inchellium School District No. 70
New Plymouth Fire District	Sherwood School District No. 88j	Laurens Housing Authority	Weber Mosquito Abatement District	Issaquah School District No. 411
North Bingham County District Library	Silver Falls School District No. 4j	Lexington County Health Services District, Inc.	Weber-Box Elder Conservation District	Kahlotus School District No. 56
North Custer Hospital District	Sisters School District No. 6	Liberty-Chesnee-Fingerville Water District	Wellville-Mendon Conservancy District	Kalama School District No. 402
North Kootenai Water and Sewer District	Siuslaw School District No. 97j	Local Housing Authority	White City Water Improvement District	Keller School District No. 3
North Lake Recreational Sewer and Water District	South Coast Education Service District, Region No. 7	Lowcountry Regional Transportation Authority	Woodruff Fire District	Kelso School District No. 458
North Latah County Highway District	South Lane School District No. 45j3	Lugoff-Elgin Water Authority	<b>State</b>	Kennewick School District No. 17
Northern Lakes Fire District	South Umpqua School District No. 19	Marion Housing Authority	State Of Utah	Kent School District No. 415
Northside Fire District	South Wasco County School District No. 1	Marlboro County Housing Authority	Utah Department of Administrative Services	Kettle Falls School District No. 212
Notus-Parma Highway District No. 2	Southern Oregon Education Service District	McColl Housing Authority	Utah Department of Health	Kiona-Benton City School District No. 52
Oakley Highway District	Spray School District No. 1	Medical University Hospital Authority	Utah State Legislature	Kittitas School District
Oakley Library District	Springfield School District No. 19	Metropolitan Sewer Sub-District	Utah State Treasurer	Klickitat School District No. 402
Ola District Library	St. Helens School District No. 502	Milford Water and Sewer District	<b>Tribal</b>	La Center School District
Oneida County Fire District	St. Paul School District No. 45	Mullins Housing Authority	Confederated Tribes of the Goshute Reservation	La Conner School District No. 311
Oregon Trail Recreation District	Stanfield School District No. 61	Murrells Inlet-Garden City Fire District	Kanosh Band of the Paiute Indian Tribe of Utah	LaCrosse School District
Outlet Bay Water and Sewer District	Sutherlin School District No. 130	Myrtle Beach Air Force Base Redevelopment Authority	Koosharem Band of the Paiute Indian Tribe	Lake Chelan School District No. 129
Panhandle Health District	Sweet Home School District No. 55	Myrtle Beach Housing Authority	Northwestern Band of Shoshone Nation	Lake Quinalt School District No. 97
Parma Rural Fire Protection District	Three Rivers School District	Newberry County Water and Sewer Authority	Northwestern Band of the Shoshone Nation Housing Authority	Lake Stevens School District No. 4
Pine Ridge Water and Sewer District	Tigard-Tualatin School District No. 23j	Newbury Housing Authority	Paiute Indian Tribe of Utah	Lake Washington School District No. 414
Pinehurst Water District	Tillamook School District No. 9	North Charleston Housing Authority	Skull Valley Band of Goshute Indians	Lakeview School District No. 306
Pioneer Irrigation District	Union School District No. 80 j	North Charleston Water District	Ute Indian Tribe	Lamont School District
Placerville Fire Protection District	Umatilla School District No. 6	North Greenville Fire District		Liberty School District No. 362
Pocatello Housing Authority	Union School District 5	Oconee County Joint Regional Sewer Authority		Lind School District
Pocatello-Chubbuck Auditorium District	Vale School District No. 84	Parker Sewer and Fire Subdistrict		Longview School District No. 122
Portneuf District Library	Vernonia School District No. 47j	Patriots Point Development Authority		Loon Lake School District No. 183
Post Falls Highway District	Wallowa School District No. 12	Pee Dee Regional Airport District		Lopez Island School District No. 144
Power County Highway District	Warrenton-Hammond School District No. 30	Pee Dee Regional Transportation Authority		Lyle School District No- 406
Prairie Highway District	West Linn-Wilsonville School District	Piedmont Public Service District		Lynden School District No. 504
Prairie-River Library District	Willamette Education Service District	Pioneer Rural Water District		Mabton School District No. 120
Progressive Irrigation District	Willamina School District No. 30j	Powersville Water District		Manfield School District No. 207
Raft River Highway District	Winston-Dillard School District No. 116j	Richland-Lexington Airport District		Manson School District
Rapid River Water and Sewer District	Woodburn School District No. 103	Richland-Lexington Riverbanks Park District		Mary M. Knight School District
Richfield District Library	Yamhill-Carlton School District No. 1	Rock Hill Housing Authority		Mary Walker School District No. 207
Riverside Independent Water District	Yoncalla School District No. 32	Saluda County Water and Sewer Authority		Marysville School District No. 25
Rock Creek Fire District	<b>Special District</b>	Sandy Springs Water District		McCleary School District No. 65
Rockland Rural Fire District	Adair Rural Fire Protection District	Santee Fire Service District		Mead School District No. 354
Rogerson Water District	Amity Fire District	Santee Waterree Regional Transportation Authority		Medical Lake School District No. 326
Ross Point Water District	Applegate Valley Fire District No. 9	Sheldon Township Fire District		Mercer Island School District No. 400
Sagle Fire District	Arch Cape Sanitary District	Slater-Marietta Fire District		Meridian School District No. 505
Salmon River Clinic Hospital District	Arch Cape Water District	South Carolina Housing Authority Bond Council		Methow Valley School District
Sam Owen Fire District	Arnold Irrigation District	South Carolina Public Employee Benefit Authority		Monroe School District No. 103
Santa-Fernwood Water and Sewer District	Aumsville Rural Fire District	South Carolina Regional Housing Authority No. 1		Montesano School District No. 66
Schweitzer Fire-Rescue District	Baker County Library District	South Carolina Regional Housing Authority No. 3		Morton School District No. 214
Settlers Irrigation District	Baker Rural Fire Protection District	South Carolina State Education Assistance Authority		Moses Lake School District No. 161
Shelley/Firth Fire District	Baker Valley Soil and Water Conservation District	South Carolina State Fiscal Accountability Authority		Mossyrock School District No. 206
Shoshone City & Rural Fire District	Bandon Rural Fire Protection District	South Carolina State Housing Finance and Development Authority		Mt. Adams School District No. 209
Shoshone County Fire Protection District No. 2	Barlow Water Improvement District	South Carolina State Ports Authority		Mt. Baker School District No. 507
Shoshone Highway District No. 2	Bay Area Hospital District	South Greenville Fire District		Mt. Vernon School District No. 320
South Bannock Library District	Bend Parks and Recreation District	South Island Public Service District		Mukittoo School District No. 6
South Bingham Soil Conservation District	Beverly Beach Water District	Southside Rural Community Water District		Naches Valley School District No. 3
South Boundary Fire Protection District	Black Butte Ranch Rural Fire Protection District	Spartanburg Housing Authority		Napavine School District No. 14
South Custer Fire District	Blue Mountain Hospital District	Spartanburg Regional Health Services District		Naselle-Grays River Valley School District No.165
South Fork Coeur d'Alene River Sewer District	Blue River Water District	St. Andrews Public Service District South Carolina		Nespelem School District No. 14
South Latah Highway District	Boardman Park and Recreation District	St. John's Fire District		Newport School District No. 56-415
Southside Water and Sewer District	Boardman Rural Fire Protection District	Starr-Iva Water and Sewer District		Nine Mile Falls School District No. 325/179
Southwestern Idaho Cooperative Housing Authority	Boring Water District No. 24	Starx-Jackson-Wellford-Duncan Water District		Nooksack Valley School District No. 506
St. Maries Fire Protection District	Boulder Creek Retreat Special Road District	Sumter Housing Authority		North Beach School District No. 64
Star Joint Fire District	Brownsville Rural Fire District	Talatha Rural Community Water District		North Franklin School District No. 51
Star Sewer and Water District	Buell-Red Prairie Water District	Taylor's Fire and Sewer District		North Kitsap School District No. 400
Sun Valley Water and Sewer District	Bunker Hill Sanitary District	Three Rivers Solid Waste Authority		North Mason School District
Sunset Heights Water District	Burlington Water District	Tigerville Fire District		North Thurston Public Schools
Targhee Regional Public Transit Authority	Camellia Park Sanitary District	Tri-County Solid Waste Authority		Northport School District No. 211
Targhee Regional Public Transportation Authority	Cannon Beach Fire Protection District	Union Housing Authority		Northshore School District No. 417
Teton County Fire Protection District	Central Lincoln People's Utility District	Valley Public Service Authority		Oak Harbor School District No. 201
Three Creek Highway District	Central Oregon Irrigation District	Waccamaw Regional Transportation Authority		Oakdale School District No. 324
Three Mile Water District	Central Oregon Park and Recreation District	Wedgfield Stateburg Water District		Oakville School District No. 400
Timberlake Fire Protection District	Central Oregon Regional Housing Authority	West Anderson Water District		Ocean Beach School District No. 101
Twin Falls Highway District	Charleston Fire District	Westview-Fairforest Fire District		Ocosta School District No. 172
Twin Falls Housing Authority	Charleston Sanitary District	Whitney Fire Protection District		Odessa School District No. 105
Twin Falls Rural Fire Protection District	Chehalis Park and Recreation District	Williamsburg County Transit Authority		Okanogan School District No. 305
Twin Ridge Rural Fire District	Chenoweth Water Public Utility District	Williamsburg County Water and Sewer Authority		Olympia School District No. 111
Union Independent Highway District	Chiloquin-Agency Lake Rural Fire Protection District	Woodruff Housing Authority		Olympic Educational Service District
Upper Fords Creek Rural Fire District	Christmas Valley Domestic Water Supply District	Woodruff-Roebuck Water District		Omak School District No. 19
Warm Lake Recreational Water District	Christmas Valley Park and Recreation District	York County Natural Gas Authority		Onalaska School District No. 300
Wendell Highway District	Clackamas County Fire District No. 1	<b>State</b>		Onion Creek School District No. 30
West Boise Sewer District	Clackamas County Housing Authority	Santee-Lynches Regional Council of Governments		Orcas Island School District No. 137
West Bonner Library District	Clackamas County Soil and Water Conservation District	South Carolina Department of Health and Environmental Control		Orchard Prairie School District No. 123
West Bonner Water and Sewer District	Clatskanie Park and Recreation District	South Carolina Department of Mental Health		Orient School District No. 65

Idaho	Oregon	South Carolina	Utah	Washington
West Pend Oreille Fire District	Clatskanie People's Utility District	South Carolina Department of Revenue		Oroville School District No. 410
Western Ada Recreation District	Clatskanie Rural Fire Protection District	South Carolina General Services Division		Orting School District No. 344
Western Elmore County Recreation District	Clatcoop Care Center Health District	South Carolina Office of Regulatory Staff		Othello School District
Wilder Irrigation District	Clatcoop County Housing Authority	South Carolina State Budget and Control Board		Palisades School District No. 102
Wilder Public Library District	Cloverdale Rural Fire Protection District	South Carolina State Treasurer's Office		Palouse School District No. 301
Wilder Rural Fire Protection District	Coburg Rural Fire Protection District	State Of South Carolina		Pasco School District No. 1
Wilderness Ranch Fire Protection District	Colton Fire District	<b>Township</b>		Pateros School District
Winona Highway District	Colton Water District	Township of Grand Meadow		Paterson School District No. 50
Worley Fire District	Columbia Corridor Drainage Districts Joint Contracting Authority	<b>Tribal</b>		Pe Ell School District No. 301
Worley Highway District	Columbia Health District	Catawba Indian Nation		Peninsula School District
<b>State</b>	Columbia Improvement District			Pioneer School District No. 402
Idaho Department of Administration	Columbia River People's Utility District			Pomery School District No. 110
Idaho Department of Health and Welfare	Columbia Soil and Water Conservation District			Port Angeles School District No. 121
State Of Idaho	Coos County Airport District			Port Townsend School District No. 50
<b>Tribal</b>	Coos County Library Service District			Prescott School District No. 402-37
Coeur d'Alene Tribe	Coquille Indian Housing Authority			Pride Prep Schools
Kootenai Tribe of Idaho	Coquille Valley Hospital District			Prosser School District No. 116
Nez Perce Tribe Enterprises	Corbett Water District			Puget Sound Educational Service District
Nez Perce Tribe	Corvallis Rural Fire Protection District			Pullman School District No. 267
Shoshone-Bannock Tribes	Cove Rural Fire Protection District			Puyallup School District No. 3
	Crooked River Ranch Rural Fire Protection District			Queets-Cleanwater School District No. 20
	Crooked River Ranch Special Road District			Quilcene School District No. 48
	Curry Health District			Quillayute Valley School District No. 402
	Curry Public Library District			Quincy School District No. 144
	Dallas Cemetery District No. 4			Rainier School District No. 307
	Dean Minard Water District			Raymond School District No. 116
	Dee Rural Fire Protection District			Rearadan-Edwall School District
	Deschutes County 911 Service District			Renton School District No. 403
	Deschutes County Rural Fire District No. 1			Republic School District
	Deschutes Valley Water District			Richland School District No. 400
	Devils Lake Water Improvement District			Ridgefield School District No. 122
	Dexter Rural Fire Protection District			Ritzville School District
	Douglas County Fire District No. 2			Riverside School District
	Douglas County Housing Authority			Riverview School District No. 407
	Douglas Soil and Water Conservation District			Rochester School District
	Drakes Crossing Rural Fire Protection District			Rosalia School District No. 320
	Dufur Recreation District			Royal School District
	Eagle Valley Soil and Water Conservation District			San Juan Island School District No. 149
	East Fork Irrigation District			Satsop School District No. 104
	East Multnomah Soil and Water Conservation District			Seattle Public Schools
	East Umatilla County Health District			Sedro-Woolley School District No. 101
	East Valley Water District			Selah School District No. 119
	Echo Rural Fire District			Selkirk School District No. 70
	Elsie-Vinemapple Rural Fire Protection District No. 11			Sequim School District No. 323
	Emerald People's Utility District			Shaw Island School District No. 10
	Estacada Rural Fire District No. 69			Shelton School District No. 309
	Fairview Water District			Shoreline School District No. 412
	Falcon Cove Beach Water District			Skykomish School District
	Farmers Irrigation District			Snohomish School District No. 201
	Gardiner Sanitary District			Snoqualmie Valley School District No. 410
	Gaston Rural Fire District			Soap Lake School District No. 156
	Gates Rural Fire Protection District			South Bend School District No. 118
	Gearhart Rural Fire Protection District			South Kitsap School District No. 402
	Glendale Rural Fire Protection District			South Whidbey School District No. 206
	Glenneden Sanitary District			Southside School District
	Goshen Fire District			Spokane Public Schools
	Government Camp Sanitary District			Sprague School District
	Grand Ronde Sanitary District			St. John School District No. 322
	Grant County Transportation District			Stanwood-Camano School District No. 401
	Grant Soil and Water Conservation District			Steilacoom Historical School District No. 1
	Grants Pass Irrigation District			Steptoe School District No. 304
	Green Sanitary District			Stevenson-Carson School District No. 303
	Haehlen Road Special District			Sultan School District No. 311
	Halsey-Shedd Rural Fire Protection District			Summit Valley School District 202
	Hamlet Rural Fire Protection District			Summer School District No. 320
	Harbor Sanitary District			Sunnyside School District No. 201
	Harbor Water Public Utility District			Tacoma School District No. 10
	Harney District Hospital			Taholah School District No. 77
	Harney Soil and Water Conservation District			Tahoma School District No. 409
	Harriman Rural Fire Protection District			Tekoa School District No. 265
	Hazeldell Rural Fire Protection District			Tenoia School District No. 402
	Hebo Joint Water and Sewer Authority			Thorp School District No. 400
	Heceta Water District			Toledo School District No. 237
	Hermiston Cemetery District			Tonasket School District
	Hermiston Fire and Emergency Services District			Toppenish School District No. 202
	Hermiston Irrigation District			Touchet School District No. 300
	Hood River County Library District			Toutle Lake School District No. 130
	Hood River County Transportation District			Trout Lake School District No. R-400
	Hood River Valley Parks and Recreation District			Tukwila School District No. 406
	Hoodland Fire District No. 74			Tumwater School District No. 33
	Hubbard Rural Fire Protection District			Union Gap School District No. 2
	Ice Fountain Water District			University Place School District No. 83
	Illinois Valley Rural Fire Protection District			Valley School District
	Ione Rural Fire Protection District			Valley School District No. 70
	Irrigon Community Park and Recreation Maintenance District			Vancouver School District No. 37
	Jackson County Airport Authority			Vashon Island School District No. 402
	Jackson County Fire District No. 3			Wahkiakum School District No. 200
	Jackson County Fire District No. 5			Wahluke School District No. 73
	Jackson County Housing Authority			Waitsburg School District
	Jackson County Library District			Walla Walla School District No. 140
	Jackson County Vector Control District			Wapato School District No. 207
	Jackson Soil and Water Conservation District			Warden School District No. 146-161
	Jefferson Rural Fire Protection District			Washington Schools Risk Management Pool
	John Day/Canyon City Parks and Recreation District			Washington State Educational Service District

Hawaii	Idaho	Oregon	South Carolina	Utah	Washington
		Junction City Rural Fire Protection District			Washougal School District
		Juniper Flat Rural Fire Protection District			Washucna School District
		Keating Soil and Water Conservation District			Waterville School District No. 209
		Keizer Rural Fire Protection District			Wellpinit School District
		Keno Fire Protection District			Wenatchee School District No. 246
		Kernville-Gleneden Beach-Lincoln Beach Water District			West Valley School District No. 208, Yakima County
		Klamath County Fire District No. 1			West Valley School District No. 363, Spokane County
		Klamath County Library Service District			White Pass School District No. 303
		Klamath Housing Authority			White River School District No. 416
		Klamath Irrigation District			White Salmon Valley School District No. 405-17
		Klamath Vector Control District			Wilbur School District No. 200
		La Grande Rural Fire Protection District			Willapa Valley School District No. 160
		La Pine Park and Recreation District			Wilson Creek School District
		La Pine Rural Fire Protection District			Winlock School District No. 232
		La Pine Water District			Wishkah Valley School District No. 117
		Lake District Hospital			Woodland School District No. 404
		Lake Grove Water District			Yakima School District No. 7
		Lakeside Fire District No. 4			Yelm Community School District No. 2
		Lane County Fire District No. 1			Zillah School District No. 205
		Lane Library District			
		Lane Transit District			<b>Special District</b>
		Langlois Water District			Acme Water District No. 18
		LaPine Special Sewer District			Adams County Fire Protection District No. 1
		Lebanon Aquatic District			Adams County Mosquito Control District
		Lebanon Fire District			Aeneas Lake Irrigation District
		Lewis and Clark Rural Fire Protection District			Alderwood Water and Wastewater District
		Libby Drainage District			Alpine Water District
		Linn Benton Housing Authority			Anacortes Housing Authority
		Lookingglass Rural Fire District			Annapolis Water District
		Lorane Rural Fire Protection District			Asotin County Cemetery District No. 1
		Lowell Rural Fire Protection District			Asotin County Conservation District
		Lower Umpqua Hospital District			Asotin County Fire District No. 1
		Lusted Water District			Asotin County Housing Authority
		Madras Aquatic Center District			Asotin County Public Utility District No. 1
		Malheur County Housing Authority			Badger Mountain Irrigation District
		Malin Rural Fire Protection District			Bainbridge Island Metropolitan Park and Recreation District
		Mapleton Water District			Basin City Water/Sewer District
		Marion County Fire District No. 1			Bayview Beach Water District
		Marion Soil and Water Conservation District			Beacon Hill Water and Sewer District
		Medford Irrigation District			Beehive Irrigation District
		Merrill Rural Fire Protection District			Belfair Water District No. 1
		Metro			Bellevue Convention Center Authority
		McMinnville Water & Light			Bellingham Housing Authority
		Mid-County Cemetery Maintenance District			Bellingham Public Development Authority
		Middle Fork Irrigation District			Benton County Diking District No. 1
		Miles Crossing Sanitary Sewer District			Benton County Fire Protection District No. 1
		Mill City Rural Fire Protection District			Benton County Fire Protection District No. 2
		Milton-Freewater Water Control District			Benton County Fire Protection District No. 4
		Mist-Birkenfeld Rural Fire Protection District			Benton County Fire Protection District No. 5
		Mohawk Valley Rural Fire District			Benton County Fire Protection District No. 6
		Molalla River Improvement District			Benton County Mosquito Control District
		Molalla Rural Fire Protection District No. 73			Benton County Public Utility District No. 1
		Monroe Rural Fire Protection District			Benton Irrigation District
		Morrow County Health District			Benton-Franklin Health District
		Mountain View Hospital District			Beverly Water District
		Mt. Angel Fire District			Birch Bay Water and Sewer District
		Multnomah County Drainage District No. 1			Black Diamond Water District
		Multnomah County Rural Fire Protection District No. 10			Bremerton Housing Authority
		Multnomah County Rural Fire Protection District No. 14			Buckhannon-Upshur County Airport Authority
		Nesika Beach-Ophir Water District			Burbank Irrigation District No. 4
		Neskokwin Regional Sanitary Authority			Carnhope Irrigation District No 7
		Neskokwin Regional Water District			Cascadia Conservation District
		Nestucca Rural Fire Protection District			Cedar River Water and Sewer District
		Netarts Oceanside Sanitary District			Central Klickitat County Park and Recreation District
		Netarts-Oceanside Rural Fire Protection District			Central Pierce Fire and Rescue District No. 6
		North Bay Rural Protection Fire District			Central Puget Sound Regional Transit Authority
		North Bend City/Coos-Curry Housing Authority			Central Valley Ambulance Authority
		North Central Public Health District			Chelan County Fire District No. 1
		North Clackamas Parks and Recreation District			Chelan County Fire District No. 3
		North County Recreation District			Chelan County Fire District No. 5
		North Gilliam Cemetery District			Chelan County Fire District No. 6
		North Gilliam County Rural Fire Protection District			Chelan County Fire District No. 7
		North Lincoln Fire and Rescue District No. 1			Chelan County Fire District No. 8
		North Powder Rural Fire Protection District			Chelan County Fire District No. 9
		North Sherman County Rural Fire Protection District			Chelan County Public Hospital District No. 1
		North Unit Irrigation District			Chelan County Public Utility District No. 1
		Northeast Oregon Housing Authority			Chelan County/Wenatchee Housing Authority
		Northern Wasco County Park and Recreation District			Chelan-Douglas Health District
		Northern Wasco County People's Utility District			Chinook Water District
		Northwest Oregon Housing Authority			Chuckanut Community Forest Park District
		Nysa Road Assessment District No. 2			Clallam Conservation District
		Nysa Rural Fire Protection District			Clallam County Fire District No. 2
		Oak Hill Sanitary District			Clallam County Fire District No. 5
		Oak Lodge Sanitary District			Clallam County Fire District No. 6
		Oak Lodge Water District			Clallam County Fire Protection District No. 1
		Oceanside Water District			Clallam County Fire Protection District No. 3
		Ochoo West Sanitary District			Clallam County Fire Protection District No. 4
		Odell Sanitary District			Clallam County Hospital District No. 1
		Ontario Library District			Clallam County Housing Authority
		Oregon Fire Districts Association			Clallam County Parks and Recreation District No. 1
		Oregon Infrastructure Finance Authority			Clallam County Public Hospital District No. 2
		Oregon Trail Library District			Clallam County Public Utility District No. 1
		Oregon Water Wonderland Unit II Sanitary District			Clark County Fire District No. 10
		Owyhee Irrigation District			Clark County Fire District No. 11
					Clark County Fire District No. 13

Pacific City Joint Water Sanitary Authority	Clark County Fire District No. 5
Pacific Communities Health District	Clark County Fire Protection District No. 3
Palatine Hill Water District	Clark County Fire Protection District No. 6
Peninsula Drainage District No. 1	Clark County Public Utility District No. 1
Peninsula Drainage District No. 2	Clark Regional Wastewater District
Pilot Rock Fire Protection District	Cline Irrigation District
Pine Grove Rural Fire Protection District	Clinton Water District
Pleasant Hill Rural Fire Protection District	Coal Creek Utility District
Pleasant Home Water District	Columbia Conservation District
Polk County Fire District No-1	Columbia County Fire District No. 3
Polk County Housing Authority	Columbia County Public Hospital District No. 1
Polk Soil and Water Conservation District	Columbia County Rural Library District
Portland Metropolitan Area Water District	Columbia Irrigation District
Public Procurement Authority	Columbia Valley Water District
Rainbow Water District	Colville Indian Housing Authority
Raleigh Water District	Consolidated Irrigation District No. 14
Redmond Area Park and Recreation District	Covington Water District
Riddle Rural Fire District	Cowiche Sewer District
River Forest Acres Special Road District	Cowlitz County Cemetery District No. 2
River Road Park and Recreation District	Cowlitz County Fire District No. 6
Rivergrove Water District	Cowlitz County Public Utility District No. 1
Roads End Sanitary District	Cowlitz Transit Authority
Roberts Creek Water District	Cross Valley Water District
Rockwood Water People's Utility District	Dallesport Water District
Rogue River Cemetery Maintenance District	Douglas County Fire District No. 2
Rogue Valley Transportation District	Douglas County Fire Protection District No. 5
Roseburg Urban Sanitary Authority	Douglas County Public Utility District No. 1
Sable Drive Road District	Douglas County Sewer District No. 1
Salem Area Mass Transit District	Douglas-Okanogan County Fire District No. 15
Salem Housing Authority	East Columbia Basin Irrigation District
Salem-Keizer Transit District	East Gig Harbor Water District
Santa Clara Rural Fire Protection District	East Lewis County Public Development Authority
Santiam Water Control District	East Pierce Fire and Rescue District No. 22
Scappoose Rural Fire District	East Spokane Water District No. 1
Scio Rural Fire District	East Wenatchee Water District
Scottsburg Rural Fire District	Eastmont Metropolitan Park District
Seal Rock Fire District	Eastsound Sewer and Water District
Seal Rock Water District	Edmonds Public Facilities District
Shangri-La Water District	Ellensburg Business Development Authority
Shasta View Irrigation District	Enterprise Cemetery District No. 7
Siletz Rural Fire Protection District	Entiat Irrigation District
Silverton Fire District	Everett Housing Authority
Sisters-Camp Sherman Rural Fire Protection District	Everett Public Facilities District
Sluagaw Public Library District	Evergreen Water-Sewer District No. 19
South Clackamas Transportation District	Fall City Water District
South Suburban Sanitary District	Ferry County Public Utility District No. 1
Southern Curry Cemetery Maintenance District	Ferry/Okanogan County Fire Protection District No. 13
Southwest Lincoln County Water District	Fisherman Bay Sewer District
Spring River Special Road District	Foster Creek Conservation District
Springfield Utility District	Four Lakes Water District No. 10
Stanfield Fire District No. 7-402	Franklin Conservation District
Stayton Fire District	Franklin County Cemetery District No. 2
Suburban East Salem Water District	Franklin County Fire District No. 1
Sunrise Water Authority	Franklin County Fire Protection District No. 3
Sunset Empire Transportation District	Franklin County Irrigation District No. 1
Swalley Irrigation District	Franklin County Public Utility District No. 1
Sweet Home Fire and Ambulance District	Freeland Water and Sewer District
Talent Irrigation District	Ft. Worden Public Development Authority
Terrebonne Domestic Water District	Gardena Farms Irrigation District No. 13
Three Sisters Irrigation District	Goforth Special Utility District
Tillamook County Transportation District	Grand Coulee Project Hydroelectric Authority
Tillamook People's Utility District	Grandview Irrigation District
Tiller Rural Fire District	Grant County Airport District No. 1
Toledo Rural Fire Protection District	Grant County Fire District No. 10
Tri City Rural Fire District No. 4	Grant County Fire District No. 11
Tri City Water District	Grant County Fire District No. 3
Tri-City Service District	Grant County Fire District No. 4
Tri-County Metropolitan Transportation District	Grant County Fire District No. 7
Tualatin Hills Park and Recreation District	Grant County Fire Protection District No. 5
Tualatin Hills Park and Recreation District	Grant County Housing Authority
Tualatin Valley Irrigation District	Grant County Mosquito Control District No. 1
Tualatin Valley Water District	Grant County Mosquito District No. 2
Tumalo Irrigation District	Grant County Port District No. 4
Twin Rocks Sanitary District	Grant County Port District No. 6
Umatilla County Housing Authority	Grant County Port District No. 7
Umatilla Hospital District	Grant County Public Hospital District No. 1
Umatilla Land Redevelopment Authority	Grant County Public Hospital District No. 2
Umatilla Morrow Radio and Data District	Grant County Public Hospital District No. 3
Umatilla Reservation Housing Authority	Grant County Public Hospital District No. 4
Umatilla Rural Fire Protection District	Grant County Public Utility District No. 2
Union Cemetery District	Grant Transit Authority
Vale Oregon Irrigation District	Grays Harbor Conservation District
Valley View Water District	Grays Harbor County Fire Protection District No. 1
Vandevort Acres Special Road District	Grays Harbor County Fire Protection District No. 12
Vineyard Mountain Water and Improvement District	Grays Harbor County Fire Protection District No. 14
Walla Walla River Irrigation District	Grays Harbor County Fire Protection District No. 2
Wallowa County Health Care District	Grays Harbor County Fire Protection District No. 7
Wamic Water and Sanitary Authority	Grays Harbor County Housing Authority
Warm Springs Housing Authority	Grays Harbor County Water District No. 1
Wasco County Soil and Water Conservation District	Grays Harbor County Water District No. 2
Washington County Fire District No. 2	Grays Harbor Drainage District No. 1
Washington County Housing Authority	Grays Harbor Fire District No. 10
Water Wonderland Improvement District	Grays Harbor Historical Seaport Authority
Wedderburn Sanitary District	Grays Harbor Public Utility District No. 1



Hawaii	Idaho	Oregon	South Carolina	Utah	Washington
		West Slope Water District			Grays Harbor Transportation Authority
		West Valley Housing Authority			Greater Wenatchee Irrigation District
		Western Lane Ambulance District			Greater Wenatchee Regional Events Center Public Facilities District
		Westport Wauna Rural Fire Protection District			Green Tank Irrigation District No. 11
		Westwood Hills Road District			Hartstene Pointe Water-Sewer District
		Wiard Memorial Park District			Highland Water District
		Wickiup Water District			Highlands Sewer District
		Willamalane Park and Recreation District			Highline Water District
		Williams Rural Fire Protection District			Historic Seattle Preservation and Development Authority
		Willow Creek Park District			Holmes Harbor Sewer District
		Winchester Bay Sanitary District			Hunters Water District
		Winston-Dillard Fire District			Hydro Irrigation District No. 9
		Winston-Dillard Water District			Icele Irrigation District
		Woodburn Rural Fire Protection District			Inchelium Water District
		Yamhill County Housing Authority			Irvin Water District No. 6
		Yamhill Fire Protection District			Island County Fire District No. 3
		Youngs River-Lewis and Clark Water District			Island County Fire Protection District No. 1
		<b>State</b>			Island County Housing Authority
		Oregon Department of Administrative Services			Jefferson County Conservation District
		Oregon Department of Revenue			Jefferson County Fire District No. 5
		Oregon Health Licensing Agency			Jefferson County Fire Protection District No. 1
		Oregon Higher Education Coordinating Commission			Jefferson County Fire Protection District No. 3
		Oregon Secretary of State			Jefferson County Public Utility District No. 1
		Oregon State Board of Nursing			Jefferson County Water District No. 3
		State of Oregon			Jefferson Transit Authority
		<b>Tribal</b>			Juniper Beach Water District
		Burns Paiute Tribe			Kapowsin Water District
		Confederated Tribes of Coos, Lower Umpqua and Siuslaw Indians			Kelso Housing Authority
		Confederated Tribes of Grand Ronde Community			Kennewick Housing Authority
		Confederated Tribes of Siletz Indians			Kennewick Irrigation District
		Confederated Tribes of the Umatilla Indian Reservation			Kennewick Public Facilities District
		Confederated Tribes of the Warm Springs			Kennewick Public Hospital District
		Coquille Indian Tribe			Kent Fire Department Regional Fire Authority
		Klamath Tribes			Key Peninsula Metro Parks District
					King County Airport District No. 1
					King County Ferry District
					King County Fire Protection District No. 16
					King County Fire Protection District No. 2
					King County Fire Protection District No. 20
					King County Fire Protection District No. 25
					King County Fire Protection District No. 27
					King County Fire Protection District No. 28
					King County Fire Protection District No. 34
					King County Fire Protection District No. 37
					King County Fire Protection District No. 40
					King County Fire Protection District No. 43
					King County Fire Protection District No. 44
					King County Fire Protection District No. 45
					King County Fire Protection District No. 47
					King County Fire Protection District No. 50
					King County Flood Control District
					King County Hospital District No. 4
					King County Housing Authority
					King County Public Hospital District No. 1
					King County Public Hospital District No. 2
					King County Water District No. 1
					King County Water District No. 111
					King County Water District No. 117
					King County Water District No. 119
					King County Water District No. 125
					King County Water District No. 19
					King County Water District No. 20
					King County Water District No. 45
					King County Water District No. 49
					King County Water District No. 54
					King County Water District No. 90
					Kitsap Conservation District
					Kitsap County Consolidated Housing Authority
					Kitsap County Fire District No. 18
					Kitsap County Public Utility District No. 1
					Kitsap County Rural Library District
					Kitsap Public Health District
					Kittitas County Conservation District
					Kittitas County Fire District No. 2
					Kittitas County Fire Protection District No. 7
					Kittitas County Hospital District No. 2
					Kittitas County Housing Authority
					Kittitas County Public Utility District No. 1
					Kittitas County Water District No. 5
					Kittitas County Water District No. 6
					Kittitas County Water District No. 7
					Klickitat County Fire District No. 14
					Klickitat County Fire District No. 15
					Klickitat County Fire District No.1
					Klickitat County Fire Protection District No. 4
					Klickitat County Fire Protection District No. 5
					Klickitat County Port District No. 1
					Klickitat County Public Hospital District No. 1
					Klickitat County Public Hospital District No. 2
					Klickitat County Public Utility District No. 1
					Lacey Fire District 3
					Lake Chelan Reclamation District
					Lake Chelan Sewer District
					Lake Forest Park Water District

- Lake Stevens Sewer District
- Lake Wenatchee Water District
- Lake Whatcom Water and Sewer District
- Lakehaven Utility District
- Lakewood Water District
- Lenora Water and Sewer District
- Lewis County Conservation District
- Lewis County Fire District No. 1
- Lewis County Fire District No. 11
- Lewis County Fire District No. 13
- Lewis County Fire District No. 18
- Lewis County Fire District No. 9
- Lewis County Fire Protection District No. 14
- Lewis County Fire Protection District No. 16
- Lewis County Fire Protection District No. 2
- Lewis County Fire Protection District No. 5
- Lewis County Fire Protection District No. 6
- Lewis County Fire Protection District No. 8
- Lewis County Hospital District No. 1
- Lewis County Public Facilities District
- Lewis County Public Utility District No. 1
- Lewis County Water District No. 1
- Lewis County Water District No. 3
- Lewis Public Transportation Benefit Area Authority
- Liberty Lake Sewer and Water District
- Lincoln County Fire District No. 1
- Lincoln County Fire District No. 4
- Lincoln County Fire Protection District No. 5
- Lincoln County Fire Protection District No. 6
- Lincoln County Fire Protection District No. 8
- Lincoln County Hospital District No. 3
- Lincoln-Adams County Fire Protection District No. 3
- Longview Housing Authority
- Lopez Island Library District
- Lower Elwha Housing Authority
- Lower Squilchuck Irrigation District
- Lummi Housing Authority
- Lummi Tribal Sewer and Water District
- Makah Housing Authority
- Malaga Water District
- Manchester Water District
- Manson Park and Recreation District
- Marshland Flood Control District
- Marysville Fire District
- Mason Conservation District
- Mason County Fire District No. 13
- Mason County Fire District No. 17
- Mason County Fire District No. 2
- Mason County Fire District No. 4
- Mason County Fire Protection District No. 5
- Mason County Fire Protection District No. 8
- Mason County Housing Authority
- Mason County Public Hospital District No. 1
- Mason County Public Utility District No. 1
- Mason County Public Utility District No. 3
- Mason County Transit Authority
- Methow Valley Irrigation District
- Mid-Columbia Library District
- Midway Sewer District
- Moab Irrigation District No. 20
- Moses Lake Irrigation and Rehabilitation District
- Mukilteo Water and Wastewater District
- Naches-Selah Irrigation District
- North Beach Water District
- North Central Washington Economic Development District
- North City Water District
- North County Regional Fire Authority
- North Highline Fire District
- North Perry Avenue Water District
- North Whidbey Park and Recreation District
- Northeast Sammamish Sewer and Water District
- Northshore Utility District
- Northwest Park and Recreation District No. 2
- Okanogan Conservation District
- Okanogan County Cemetery District No. 4
- Okanogan County Fire District No. 6
- Okanogan County Fire Protection District No. 11
- Okanogan County Housing Authority
- Okanogan County Public Hospital District No. 3
- Okanogan County Public Hospital District No. 4
- Okanogan County Public Utility District No. 1
- Okanogan Fire Protection District No. 16
- Okanogan Irrigation District
- Olympic View Water and Sewer District
- Olympus Terrace Sewer District
- Orcas Island Library District
- Orchard Avenue Irrigation District No. 6
- Oroville Housing Authority
- Oroville-Tonasket Irrigation District
- Othello Housing Authority
- Pacific Conservation District
- Pacific County Fire District No. 2
- Pacific County Fire Protection District No. 1
- Pacific County Fire Protection District No. 3

- Pacific County Public Healthcare Services District No. 3
- Pacific County Public Utility District No. 2
- Pacific Hospital Preservation and Development Authority
- Palouse Conservation District
- Pasco/Franklin County Housing Authority
- Pend Oreille County Fire District No. 2
- Pend Oreille County Fire District No. 4
- Pend Oreille County Fire District No. 5
- Pend Oreille County Library District
- Pend Oreille County Public Hospital District No. 1
- Pend Oreille County Public Utility District No. 1
- Peninsula Housing Authority
- Peninsula Metropolitan Park District
- Peshastin Irrigation District
- Peshastin Water District
- Pierce Conservation District
- Pierce County Fire District No. 13
- Pierce County Fire District No. 16
- Pierce County Fire District No. 18
- Pierce County Fire District No. 23
- Pierce County Fire District No. 27
- Pierce County Fire District No. 3
- Pierce County Fire District No. 5
- Pierce County Fire District No. 8
- Pierce County Fire Protection District No. 14
- Pierce County Fire Protection District No. 2
- Pierce County Fire Protection District No. 21
- Pierce County Housing Authority
- Pike Place Market Preservation and Development Authority
- Point Roberts Water District No. 4
- Ponderay Shores Water and Sewer District
- Port Ludlow Drainage District
- Prescott Joint Parks and Recreation District
- Prosser Fire District No. 3
- Prosser Public Hospital District
- Public Hospital District No. 1
- Public Hospital District No. 3
- Public Utility District No. 1
- Puyallup Tribal Health Authority
- Quilteute Housing Authority
- Quinalt Housing Authority
- Quincy-Columbia Basin Irrigation District
- Renton Housing Authority
- Richland Housing Authority
- Richland Public Facilities District
- Ronald Wastewater District
- Roza Irrigation District
- Sacheen Lake Sewer and Water District
- Sammamish Plateau Water and Sewer District
- San Juan Island Library District
- Saratoga Water District
- Scatchet Head Water District
- Seattle Chinatown International District Preservation and Development Authority
- Seattle Housing Authority
- Seattle Southside Regional Tourism Authority
- Selah-Moxee Irrigation District
- Si View Metropolitan Park District
- Silver Lake Flood Control District
- Silver Lake Water And Sewer District
- Silverdale Water District
- Skagit Conservation District
- Skagit County Cemetery District No. 2
- Skagit County Fire District No. 10
- Skagit County Fire District No. 11
- Skagit County Fire District No. 15
- Skagit County Fire District No. 9
- Skagit County Fire Protection District No. 13
- Skagit County Fire Protection District No. 14
- Skagit County Fire Protection District No. 2
- Skagit County Fire Protection District No. 3
- Skagit County Fire Protection District No. 4
- Skagit County Fire Protection District No. 5
- Skagit County Fire Protection District No. 8
- Skagit County Housing Authority
- Skagit County Public Hospital District No. 1
- Skagit County Public Hospital District No. 2
- Skagit County Public Hospital District No. 304
- Skagit County Public Utility District No. 1
- Skagit County Sewer District No. 1
- Skagit County Sewer District No. 2
- Skagit Valley Public Hospital District No. 1
- Skamania County Fire District No. 1
- Skamania County Fire District No. 4
- Skamania County Public Hospital District No. 1
- Skamania County Public Utility District No. 1
- Skamokawa Water and Sewer District
- Skyway Water and Sewer District
- Snohomish County Fire District No. 15
- Snohomish County Fire District No. 16
- Snohomish County Fire District No. 19
- Snohomish County Fire District No. 26
- Snohomish County Fire District No. 5
- Snohomish County Fire Protection District No. 1
- Snohomish County Fire Protection District No. 17

Snohomish County Fire Protection District No. 21  
 Snohomish County Fire Protection District No. 22  
 Snohomish County Fire Protection District No. 25  
 Snohomish County Fire Protection District No. 28  
 Snohomish County Fire Protection District No. 3  
 Snohomish County Fire Protection District No. 7  
 Snohomish County Housing Authority  
 Snohomish County Public Hospital District No. 1  
 Snohomish County Public Hospital District No. 2  
 Snohomish County Public Utility District No. 1  
 Snohomish Health District  
 Snohomish River Regional Water Authority  
 Snoqualmie Valley Hospital District  
 South Columbia Basin Irrigation District  
 South Correctional Entity Public Development Authority  
 South Naches Irrigation District  
 South Whatcom Fire Authority  
 South Whidbey Parks and Recreation District  
 South Yakima Conservation District  
 Southwest Suburban Sewer District  
 Spokane Conservation District  
 Spokane County Fire District No. 12  
 Spokane County Fire District No. 2  
 Spokane County Fire District No. 4  
 Spokane County Fire Protection District No. 10  
 Spokane County Fire Protection District No. 11  
 Spokane County Fire Protection District No. 13  
 Spokane County Fire Protection District No. 3  
 Spokane County Fire Protection District No. 5  
 Spokane County Fire Protection District No. 8  
 Spokane County Fire Protection District No. 9  
 Spokane County Library District  
 Spokane County Water District No. 3  
 Spokane Housing Authority  
 Spokane Indian Housing Authority  
 Spokane Public Facilities District  
 Spokane Regional Health District  
 Spokane Transit Authority  
 Startup Water District  
 Steptoe Sewer District No. 1  
 Stevens County Fire District No. 2  
 Stevens County Fire District No. 6  
 Stevens County Fire Protection District No. 1  
 Stevens County Fire Protection District No. 10  
 Stevens County Fire Protection District No. 12  
 Stevens County Fire Protection District No. 5  
 Stevens County Public Utility District No. 1  
 Stevens County Rural Library District  
 Stevens Pass Sewer District  
 Sun Harbor Water District No. 3  
 Sunnyside Housing Authority  
 Sunnyside Valley Irrigation District  
 Sunnyslope Water District  
 Swinomish Housing Authority  
 Tacoma Community Redevelopment Authority  
 Tacoma Housing Authority  
 Tacoma Metropolitan Park District  
 Terrace Heights Sewer District  
 Thea Foss Waterway Development Authority  
 Three Rivers Regional Wastewater Authority  
 Thurston Conservation District  
 Thurston County Fire District No. 12  
 Thurston County Fire District No. 4  
 Thurston County Fire District No. 9  
 Thurston County Fire Protection District No. 3  
 Thurston County Fire Protection District No. 5  
 Thurston County Fire Protection District No. 6  
 Thurston County Fire Protection District No. 8  
 Thurston County Housing Authority  
 Thurston County Public Utility District No. 1  
 Tri-County Economic Development District  
 Tukwila Metropolitan Park District  
 Underwood Conservation District  
 Union Gap Irrigation District  
 Val Vue Sewer District  
 Valley Regional Fire Authority  
 Valley View Sewer District  
 Valley Water District  
 Vancouver Housing Authority  
 Vashon Park District  
 Wahkiakum County Public Utility District No. 1  
 Wahkiakum Fire Protection District No. 1  
 Wahkiakum Port District No. 1  
 Walla Walla County Fire Protection District No. 1  
 Walla Walla County Fire Protection District No. 3  
 Walla Walla County Fire Protection District No. 4  
 Walla Walla County Fire Protection District No. 5  
 Walla Walla County Fire Protection District No. 8  
 Walla Walla County Rural Library District  
 Walla Walla Housing Authority  
 Wallula Water District No. 1  
 Washington State Convention Center Public Facilities District  
 Washington State Major League Baseball Stadium Public Facilities District  
 Washington State Tobacco Settlement Authority

Water District 19  
 Wells Ranch Irrigation District  
 Wenatchee Reclamation District  
 Wenatchee-Chiwawa Irrigation District  
 West Sound Utility District  
 Whatcom Conservation District  
 Whatcom County Fire District No. 1  
 Whatcom County Fire District No. 11  
 Whatcom County Fire District No. 14  
 Whatcom County Fire District No. 16  
 Whatcom County Fire District No. 17  
 Whatcom County Fire District No. 4  
 Whatcom County Fire District No. 5  
 Whatcom County Fire District No. 7  
 Whatcom County Fire District No. 8  
 Whatcom County Public Utility District No. 1  
 Whatcom County Water District No. 12  
 Whatcom County Water District No. 13  
 Whatcom County Water District No. 2  
 Whatcom County Water District No. 7  
 Whatcom Transportation Authority  
 Whidbey Island Public Hospital District  
 Whitestone Reclamation District  
 Whitman County Fire District No. 11  
 Whitman County Fire Protection District No. 12  
 Whitman County Fire Protection District No. 14  
 Whitman County Fire Protection District No. 7  
 Whitman County Public Hospital District No. 3  
 Whitman County Rural Library District  
 Whitworth Water District No. 2  
 Willapa Valley Water District  
 William Shore Memorial Pool District  
 Williams Lake Sewer District No. 2  
 Wine Science Center Development Authority  
 Wollochet Harbor Sewer District  
 Woodinville Water District  
 Yakima County Fire District No. 1  
 Yakima County Fire District No. 3  
 Yakima County Fire District No. 4  
 Yakima County Fire District No. 4  
 Yakima County Fire District No. 5  
 Yakima County Fire District No. 6  
 Yakima County Fire Protection District No. 12  
 Yakima County Fire Protection District No. 14  
 Yakima County Mosquito Control District  
 Yakima Housing Authority  
 Yakima Regional Clean Air Authority  
 Yakima Rural County Library District  
 Yakima-Tieton Irrigation District  
**State**  
 North Seattle Community College  
 Seattle Colleges  
 State Of Washington  
 Washington State Department of Enterprise Services  
 Washington State Department of Health  
 Washington State Department of Social and Health Services  
 Washington State Health Care Authority  
**Tribal**  
 Columbia River Inter-Tribal Fish Commission  
 Confederated Tribes of the Chehalis Reservation  
 Confederated Tribes of the Colville Reservation  
 Confederated Tribes of the Yakama Nation  
 Cowitz Indian Tribe  
 Hoh Indian Tribe  
 Jamestown S'Klallam Tribe  
 Kalispel Tribe of Indians  
 Lower Elwha Klallam Tribe  
 Lummi Indian Nation  
 Makah Tribe  
 Muckleshoot Indian Tribe  
 Nisqually Indian Tribe  
 Nooksack Indian Tribe  
 Port Gamble S'Klallam Tribe  
 Puyallup Tribe of Indians  
 Quileute Indian Tribe  
 Quinault Indian Nation  
 Samish Indian Nation  
 Sauk-Suiattle Indian Tribe  
 Skokomish Indian Tribe  
 Snoqualmie Indian Tribe  
 Spokane Tribe  
 Squaxin Island Tribe  
 Stillaguamish Tribe of Indians  
 Suquamish Tribe  
 Swinomish Indian Tribal Community  
 Tulalip Tribes  
 Upper Skagit Indian Tribe  
 Yakama Nation Land Enterprise



Appendix C - Political Subdivision List for Virginia

<p><b>City/Town</b>  City of Alexandria  City of Bristol  City of Buena Vista  City of Charlottesville  City of Chesapeake  City of Colonial Heights  City of Covington  City of Danville  City of Emporia  City of Fairfax  City of Falls Church  City of Franklin  City of Fredericksburg  City of Galax  City of Hampton  City of Harrisonburg  City of Hopewell  City of Lexington  City of Lynchburg  City of Manassas  City of Manassas Park  City of Martinsville  City of Newport News  City of Norfolk  City of Norton  City of Petersburg  City of Poquoson  City of Portsmouth  City of Radford  City of Richmond  City of Roanoke  City of Salem  City of Staunton  City of Suffolk  City of Virginia Beach  City of Waynesboro  City of Williamsburg  City of Winchester  Town of Abingdon  Town of Alberta  Town of Altavista  Town of Amherst  Town of Appalachee  Town of Appomattox  Town of Ashland  Town of Bedford  Town of Berryville  Town of Big Stone Gap  Town of Blacksburg  Town of Bluefield  Town of Boones Mill  Town of Bowling Green  Town of Boyce  Town of Boydton  Town of Bridgewater  Town of Broadway  Town of Brodnax  Town of Brookneal  Town of Buchanan  Town of Burkeville  Town of Cape Charles  Town of Cedar Bluff  Town of Charlotte Court House  Town of Chase City  Town of Chatham  Town of Cheriton  Town of Chilhowie  Town of Chincoteague  Town of Christiansburg  Town of Carement  Town of Clarksville  Town of Clifton  Town of Clifton Forge  Town of Clinchco  Town of Clintwood  Town of Coeburn  Town of Colonial Beach  Town of Columbia  Town of Courland  Town of Craigsboro  Town of Crewe  Town of Culpeper  Town of Damascus  Town of Dayton  Town of Dendron  Town of Dilwyn  Town of Drakes Branch  Town of Dublin  Town of Dumfries  Town of Dungsannon</p>	<p><b>Special Districts</b>  Accomack-Norhampton Transportation District  Albemarle County Service Authority  Albemarle-Charlottesville Regional Jail Authority  Alexandria Redevelopment and Housing Authority  Appomattox River Water Authority  Bath County Airport Authority  Bedford County Economic Development Authority  Bedford Regional Water Authority  Big Stone Gap Redevelopment and Housing Authority  Blacksburg-Christiansburg-VPI Water Authority  Blacksburg-Virginia Polytechnic Institute Sanitation Authority  Blue Ridge Airport Authority  Blue Ridge Crossroads Economic Development Authority  Blue Ridge Regional Jail Authority  Blue Ridge Soil and Water Conservation District  Bristol Redevelopment and Housing Authority  Brookneal-Campbell County Airport Authority  Brunswick County Industrial Development Authority  Buchanan County Industrial Development Authority  Buena Vista Public Service Authority  Campbell County Utilities and Service Authority  Carroll County Industrial Development Authority  Carroll-Grayson-Galax Solid Waste Authority  Castlewood Water and Sewage Authority  Central Shenandoah Planning District Commission  Central Virginia Regional Jail Authority  Central Virginia Waste Management Authority  Charlottesville Redevelopment and Housing Authority  Charlottesville-Albemarle Airport Authority  Chesapeake Airport Authority  Chesapeake Bay Bridge and Tunnel District  Chesapeake Hospital Authority  Chesapeake Redevelopment and Housing Authority  Coeburn-Norton-Wae Regional Wastewater Authority  Craie-New Castle Solid Waste Authority  Crater District Area Agency on Aging/Foster Grandparent Program, Inc.  Culpeper Soil and Water Conservation District  Cumberland Plateau Planning District Commission  Cumberland Plateau Regional Housing Authority  Cumberland Plateau Regional Waste Management Authority  Danville Redevelopment and Housing Authority  Danville-Pittsylvania County Regional Industrial Facilities Authority  Dickenson County Industrial Development Authority  Dickenson County Public Service Authority  Dinwiddie Airport and Industrial Authority  Dinwiddie County Water Authority  District Three Governmental Cooperative  Dryden Water Authority  Eastern Shore of Virginia Broadband Authority  Essex County Industrial Development Authority  Fairfax County Economic Development Authority  Fairfax County Park Authority  Fairfax County Redevelopment and Housing Authority  Fairfax County Water Authority  Fauquier County Water and Sanitation Authority  Floyd County Economic Development Authority  Floyd-Floyd County Public Service Authority  Franklin Redevelopment and Housing Authority  Frederick County Sanitation Authority  Fredericksburg Stafford Park Authority  Frederick-Winchester Service Authority  Front Royal-Warren County Economic Development Authority  Ft. Monroe Authority  Giles County Public Service Authority  Greensville County Water and Sewer Authority  Halifax County Industrial Development Authority  Halifax County Service Authority  Hampton Redevelopment and Housing Authority  Hampton Roads Planning District Commission  Hampton Roads Regional Jail Authority  Hampton Roads Sanitation District  Harrisonburg Redevelopment and Housing Authority  Harrisonburg-Rockingham Regional Sewer Authority  Headwaters Soil and Water Conservation District  Hopewell Redevelopment and Housing Authority  James River Water Authority  John Flannagan Water Authority  Joint Public Service Authority  Lee County Industrial Development Authority  Lee County Public Service Authority  LENOWISCO Planning District Commission  Lord Fairfax Soil and Water Conservation District  Loudoun County Sanitation Authority  Louisiana County Water Authority  Lynchburg Redevelopment and Housing Authority  Marion Redevelopment and Housing Authority  Maury Service Authority  Mecklenburg-Brunswick Regional Airport Authority  Meherrin River Regional Jail Authority  Middle Peninsula Regional Airport Authority</p>	<p><b>Public K-12</b>  Accomack County Public Schools  Albemarle County Public Schools  Alexandria City Public Schools  Alleghany County Public Schools  Amelia County Public Schools  Amherst County Public Schools  Appomattox County Public Schools  Arlington County Public Schools  Atlantic Shores Christian Schools  Augusta County Public Schools  Bath County Public Schools  Bedford County Public Schools  Bland County Public Schools  Botetourt County Public Schools  Bristol Virginia Public Schools  Brunswick County Public Schools  Buchanan County Schools  Buckingham County Public Schools  Buena Vista City Public Schools  Campbell County Public Schools  Caroline County Public Schools  Carroll County Public Schools  Charles City County School District  Charlotte County Public Schools  Charlottesville City Schools  Chesapeake Public Schools  Chesterfield County Public Schools  Clarke County School District  Colonial Beach Schools  Colonial Heights Public Schools  Copper River School District  Covington City Public Schools  Craig County Public Schools  Culpeper County Public Schools  Craie-New Castle Solid Waste Authority  Danville Public Schools  Dickenson County Public Schools  Dinwiddie County Public Schools  Fairfax County Public Schools  Falls Church City Public Schools  Fauquier County Public Schools  Floyd County Public Schools  Fluvanna County Public Schools  Franklin City Schools  Franklin County Public Schools  Frederick County Public Schools  Fredericksburg City Public Schools  Galax City Public Schools  Giles County Public Schools  Gloucester County Public Schools  Goochland County Public Schools  Grayson County Public Schools  Greene County Schools  Greensville County Public Schools  Halifax County Public Schools  Hampton City Schools  Hanover County Public Schools  Harrisonburg City Public Schools  Henrico County Public Schools  Henry County Public Schools  Highland County Public Schools  Hopewell Public Schools  Imagine Schools  Isle of Wight County Schools  King and Queen County Public Schools  King George County Public Schools  King William County Public Schools  Lancaster County Public Schools  Lancaster County Public Schools System  Lee County Public Schools  Lexington City Schools  Loudoun County Public Schools  Louisiana County Public Schools  Lynchburg City Schools  Madison County Public Schools  Mathews County Public Schools  Manassas City Public Schools  Manassas Park City Schools  Martinsville Public Schools  Mathews County School District  Mecklenburg County Public Schools  Middlesex County Public Schools  Montgomery County Public Schools  Nelson County Public Schools  New Kent County Schools  Newport News Public Schools  Norfolk Public Schools  Northampton County School District  Northumberland County Public Schools  Norton City Public Schools  Nottoway County Public Schools  Orange County Public Schools</p>	<p><b>County</b>  Accomack County  Albemarle County  Alleghany County  Amelia County  Amherst County  Appomattox County  Arlington County  Bath County  Bedford County  Bedford County Public Service Authority  Bland County  Botetourt County  Brunswick County  Buchanan County  Buchanan County Public Service Authority  Buckingham County Board of Supervisors  Campbell County  Caroline County  Carroll County  Carroll County Public Service Authority  Charles City County  Charlotte County  Charlottesville City Schools  Clarke County  Craig County  Culpeper County  Cumberland County  Dickenson County  Dinwiddie County  Essex County  Fairfax County  Fauquier County  Floyd County  Fluvanna County  Frederick County  Giles County  Gloucester County  Goochland County  Grayson County  Greene County  Henrico County  Henry County  Henry County Public Service Authority  Highland County  Isle of Wight County  James City County  King and Queen County  King George County  King George County Service Authority  King William County  Lancaster County  Lee County  Loudoun County  Louisiana County  Lunenburg County  Madison County  Mathews County  Mecklenburg County  King and Queen County Public Schools  Montgomery County  Nelson County  New Kent County  Northampton County  Northumberland County  Nottoway County  Orange County  Page County  Patrick County  Pittsylvania County  Pittsylvania County Service Authority  Powhatan County  Prince Edward County  Prince George County  Prince William County  Prince William County Service Authority  Pulaski County  Rappahannock County  Richmond County  Roanoke County  Rockbridge County  Rockbridge County Public Service Authority  Rockingham County  Russell County  Scott County</p>	<p><b>Public Higher Education</b>  Blue Ridge Community College  Central Virginia Community College  Christopher Newport University  College of William and Mary  Dabney S. Lancaster Community College  Danville Community College  Eastern Shore Community College  Eastern Virginia Medical School  George Mason University  Germania Community College  J. Sargeant Reynolds Community College  Bland County  John Tyler Community College  Longwood University  Lord Fairfax Community College  Massanutten Technical Center  Buckingham County  Buckingham County Board of Supervisors  Campbell County  Carroll County  Carroll County Public Service Authority  Charles City County  Charlotte County  Charlottesville City Schools  Clarke County  Craig County  Culpeper County  Cumberland County  Dickenson County  Dinwiddie County  Essex County  Fairfax County  Fauquier County  Floyd County  Fluvanna County  Frederick County  Giles County  Gloucester County  Goochland County  Grayson County  Greene County  Henrico County  Henry County  Henry County Public Service Authority  Highland County  Isle of Wight County  James City County  King and Queen County  King George County  King George County Service Authority  King William County  Lancaster County  Lee County  Loudoun County  Louisiana County  Lunenburg County  Madison County  Mathews County  Mecklenburg County  King and Queen County Public Schools  Montgomery County  Nelson County  New Kent County  Northampton County  Northumberland County  Nottoway County  Orange County  Page County  Patrick County  Pittsylvania County  Pittsylvania County Service Authority  Powhatan County  Prince Edward County  Prince George County  Prince William County  Prince William County Service Authority  Pulaski County  Rappahannock County  Richmond County  Roanoke County  Rockbridge County  Rockbridge County Public Service Authority  Rockingham County  Russell County  Scott County</p>	<p><b>State</b>  State of Virginia  Virginia Department of Behavioral Health and Developmental Services  Virginia Department of General Services  Virginia Department of Health  Virginia Department of Health Professions  Virginia Department of Public Works</p>	<p><b>Townships</b>  Township of Green, Ross County</p>
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**City/Town**

Town of Elkton  
 Town of Exmore  
 Town of Farmville  
 Town of Fincastle  
 Town of Floyd  
 Town of Fries  
 Town of Front Royal  
 Town of Gate City  
 Town of Gate Spring  
 Town of Glasgow  
 Town of Glen Lyn  
 Town of Gordonsville  
 Town of Goshen  
 Town of Gretna  
 Town of Grotoes  
 Town of Halifax  
 Town of Hamilton  
 Town of Haymarket  
 Town of Hayti  
 Town of Herndon  
 Town of Hillsville  
 Town of Honaker  
 Town of Hurt  
 Town of Independence  
 Town of Iron Gate  
 Town of Irvington  
 Town of Jonesville  
 Town of Kenbridge  
 Town of Keyville  
 Town of Kilmarnock  
 Town of La Crosse  
 Town of Lawrenceville  
 Town of Leesburg  
 Town of Louisa  
 Town of Lovettsville  
 Town of Luray  
 Town of Marion  
 Town of Middleburg  
 Town of Middletown  
 Town of Mineral  
 Town of Monterey  
 Town of Montross  
 Town of Mt. Jackson  
 Town of Narrows  
 Town of New Castle  
 Town of New Market  
 Town of Nickelsville  
 Town of Occoquan  
 Town of Onancock  
 Town of Orange  
 Town of Pamplin City  
 Town of Parkley  
 Town of Pearisburg  
 Town of Pembroke  
 Town of Pennington Gap  
 Town of Phenix  
 Town of Pocahontas  
 Town of Pound  
 Town of Pulaski  
 Town of Purcellville  
 Town of Quantico  
 Town of Remington  
 Town of Rich Creek  
 Town of Richlands  
 Town of Ridgeway  
 Town of Rocky Mount  
 Town of Round Hill  
 Town of Rural Retreat  
 Town of Saltville  
 Town of Scottsville  
 Town of Shenandoah  
 Town of Smithfield  
 Town of South Boston  
 Town of South Hill  
 Town of St. Paul  
 Town of Stanley  
 Town of Stephens City  
 Town of Strasburg  
 Town of Stuart  
 Town of Tangier  
 Town of Tappahannock  
 Town of Tazewell  
 Town of Timberville  
 Town of Trouville  
 Town of Urbanna  
 Town of Victoria  
 Town of Vienna  
 Town of Vinton  
 Town of Wakefield  
 Town of Warrenton  
 Town of Warsaw  
 Town of Washington  
 Town of Waverly  
 Town of West Point  
 Town of White Stone  
 Town of Windsor  
 Town of Wise  
 Town of Woodstock  
 Town of Wytheville

**Special Districts**

Montgomery County Public Service Authority  
 Montgomery Regional Solid Waste Authority  
 Mt. Rogers Planning District Commission  
 New River Regional Water Authority  
 New River Resource Authority  
 New River Valley Planning District Commission  
 New River Valley Regional Jail Authority  
 Newport News Redevelopment and Housing Authority  
 Nicholas County Solid Waste Authority  
 Norfolk Airport Authority  
 Norfolk Economic Development Authority  
 Norfolk Redevelopment and Housing Authority  
 Northern Neck Planning District Commission  
 Northern Virginia Regional Park Authority  
 Northern Virginia Transportation Authority  
 Northwestern Regional Jail Authority  
 NRV Regional Water Authority  
 Pamunkey Regional Jail Authority  
 Patrick County Economic Development Authority  
 Pepper's Ferry Regional Wastewater Treatment Authority  
 Petersburg Redevelopment and Housing Authority  
 Peumansend Creek Regional Jail Authority  
 Piedmont Soil and Water Conservation District  
 Planning District One Behavioral Health Services  
 Portsmouth Redevelopment and Housing Authority  
 Prince William County Park Authority  
 Pulaski County Public Service Authority  
 Pulaski County Sewerage Authority  
 Radford Industrial Development Authority  
 Randolph County Water, Sewer and Fire Protection Authority  
 Rapidan Service Authority  
 Rappahannock Regional Jail Authority  
 Rappahannock-Shenandoah-Warren Regional Jail Authority  
 Region 2000 Services Authority  
 Richmond Behavioral Health Authority  
 Richmond Hospital Authority  
 Richmond Metropolitan Authority  
 Richmond Redevelopment and Housing Authority  
 Richmond Regional Planning District Commission  
 Rivanna Solid Waste Authority  
 Rivanna Water and Sewer Authority  
 Riverside Regional Jail Authority  
 Roanoke Redevelopment and Housing Authority  
 Roanoke River Service Authority  
 Roanoke Valley Broadband Authority  
 Roanoke Valley Resource Authority  
 Robert E. Lee Soil and Water Conservation District  
 Rockbridge Area Network Authority  
 Rockbridge County Solid Waste Authority  
 Russell County Industrial Development Authority  
 Russell County Public Service Authority  
 Scott County Economic Development Authority  
 Scott County Redevelopment and Housing Authority  
 Shenandoah Valley Soil and Water Conservation District  
 Smyth County Industrial Development Authority  
 Smyth Washington Regional Industrial Facilities Authority  
 South Central Wastewater Authority  
 Southeastern Public Service Authority  
 Southside Planning District  
 Southside Regional Jail Authority  
 Southwest Regional Recreation Authority  
 Southwest Virginia Regional Jail Authority  
 Suffolk Redevelopment and Housing Authority  
 Tappahannock-Essex County Airport Authority  
 Tazewell County Airport Authority  
 Tazewell County Industrial Development Authority  
 Tazewell County Public Service Authority  
 Tazewell County Public Service Authority  
 Thomas Jefferson Planning District Commission  
 Thomas Jefferson Soil and Water Conservation District  
 Toms Brook-Mauertown Sanitary District  
 Upper Occoquan Service Authority  
 Valley Municipal Utility District No. 2  
 Vint Hill Economic Development Authority  
 Virginia Beach Development Authority  
 Virginia Commercial Space Flight Authority  
 Virginia Highlands Airport Authority  
 Virginia Housing Development Authority  
 Virginia Peninsulas Public Service Authority  
 Virginia Port Authority  
 Virginia Resources Authority  
 Virginia Tech/Montgomery Regional Airport Authority  
 Virginia Carolina Water Authority  
 Virginia's First Regional Industrial Facility Authority  
 Washington County Industrial Development Authority  
 Washington County Service Authority  
 Waynesboro Economic Development Authority  
 Waynesboro Redevelopment and Housing Authority  
 West Piedmont Planning District  
 Western Virginia Water Authority  
 Williamsburg Area Transit Authority  
 Winchester Regional Airport Authority  
 Wined Road Authority  
 Wise County Public Service Authority  
 Wise County Redevelopment and Housing Authority  
 Woodway Water and Sewer Authority  
 Wytheville Redevelopment and Housing Authority

**Public K-12**

Page County Public Schools  
 Patrick County Public Schools  
 Petersburg City Public Schools  
 Pittsylvania County School District  
 Poquoson City Public Schools  
 Portsmouth Public Schools  
 Powhatan County Public Schools  
 Prince Edward County Schools  
 Prince George County Public Schools  
 Prince William County Schools  
 Pulaski County Public Schools  
 Radford City Schools  
 Rappahannock County Public Schools  
 Richmond City Public Schools  
 Richmond County Public Schools  
 Roanoke City Public Schools  
 Roanoke County Public Schools  
 Rockbridge County Schools  
 Rockingham County Public Schools  
 Russell County Public Schools  
 Salem City Schools  
 Scott County Public Schools  
 Shenandoah County Public Schools  
 Smyth County Public Schools  
 Southampton County Public Schools  
 Spotsylvania County Public Schools  
 Stafford County Public Schools  
 Staunton City Schools  
 Suffolk Public Schools  
 Surry County Public Schools  
 Sussex County Public Schools  
 Tazewell County Public Schools  
 Virginia Beach City Public Schools  
 Warren County Public Schools  
 Washington County School District  
 Waynesboro Public Schools  
 West Point Public Schools  
 Westmoreland County Public Schools  
 Williamsburg-James City County Public Schools  
 Winchester Public Schools  
 Wise County Public Schools  
 Wythe County Public Schools  
 York County Public Schools

**County**

Scott County Public Service Authority  
 Shenandoah County  
 Smyth County  
 Southampton County  
 Spotsylvania County  
 Stafford County  
 Surry County  
 Sussex County  
 Tazewell County  
 Tri-County Lake Administrative Commission  
 Warren County  
 Washington County  
 Westmoreland County  
 Wise County  
 Wythe County  
 York County

**Public Higher Education****State****Townships**

**SOURCEWELL<sup>SM</sup> (Formerly NJPA) AWARDED VENDOR**  
**REQUIRED FEMA TERMS AND CONDITIONS CERTIFICATION**

Procurements by Sourcewell<sup>SM</sup> (Formerly NJPA) or Sourcewell Members utilizing funds under a federal grant or contract funded all or in part by the Federal Emergency Management Agency (FEMA) may be subject to specific federal laws, regulations, and requirements in addition to those under other federal, state and local laws. This may include, but is not limited to, the procurement standards of the Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, Title 44 of the Code of Federal Regulations, Part 13 (44 CFR Part 13).

The terms included in this section express Vendors willingness and ability to comply with certain requirements which may be applicable to specific Sourcewell Member purchases using FEMA grant or contract dollars. Sourcewell Members may also require Proposers to enter into ancillary agreements, in addition to the Sourcewell contract's general terms and conditions, to address a Member's specific contractual needs, including contract requirements for a procurement using FEMA grants or contracts. Sourcewell reserves the right at any time within a contract term to require an awarded Vendor to reaffirm or resubmit proper documentation relating to these requirements.

Note: The numbering and identification contained within this section is only for reference purposes and does not identify any actual Federal designation or location of the rule. Rules are located in 44 CFR Part 13.

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(A) Pursuant to 44 CFR 13.36(i)(1), Sourcewell is entitled to exercise all administrative, contractual, or other remedies permitted by law to enforce Vendor's compliance with the terms of the request for proposal and contract award, including but not limited to those remedies set forth at 44 CFR 13.43.

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Vendor Agrees (YES or NO) Initials of Authorized Representative

(B) Pursuant to 44 CFR 13.36(i)(2), Sourcewell may terminate the contract award for cause or convenience in accordance with the procedures set forth in the request for proposal and contract award and those provided by 44 CFR 13.44.

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Vendor Agrees (YES or NO) Initials of Authorized Representative

(C) Pursuant to 44 CFR 13.36(i)(3)-(6)(12), and (13), Vendor shall comply with the following federal laws during the term of an award for this contract by Sourcewell:

- a. Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor ("DOL") regulations (41 CFR Ch. 60);
- b. Copeland "Anti-Kickback" Act (18 U.S.C. 874), as supplemented in DOL regulations (29 CFR Part 3);
- c. Davis-Bacon Act (40 U.S.C. 276a-276a-7) as supplemented by DOL regulations (29 CFR Part 5);
- d. Section 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by DOL regulations (29 CFR Part 5);
- e. Section 306 of the Clean Air Act (42 U.S.C. 1857(h), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15); and



f. Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).

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Vendor Agrees (YES or NO) Initials of Authorized Representative

(D) Pursuant to 44 CFR 13.36(i)(7), Vendor shall comply with FEMA requirements and regulations pertaining to reporting, including but not limited to those set forth at 44 CFR 40 and 41.

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Vendor Agrees (YES or NO) Initials of Authorized Representative

(E) Pursuant to 44 CFR 13.36(i)(8), Vendor agrees to the following provisions regarding patents:

a. During the term of an award for this contract by Sourcewell, all rights to inventions and/or discoveries that arise or are developed, in the course of or under this request for proposal and contract award, shall belong to the Sourcewell Member and be disposed of in accordance with their policy. Sourcewell and Sourcewell members, at its own discretion, may file for patents in connection with all rights to any such inventions and/or discoveries.

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Vendor Agrees (YES or NO) Initials of Authorized Representative

(F) Pursuant to 44 CFR 13.36(i)(9), Vendor agrees to the following provisions, regarding copyrights:

a. During the term of an award for this contract by Sourcewell, any copyrightable material or inventions, in accordance with 44 CFR 13.34, FEMA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, for Federal Government purposes:

- (1) The copyright in any work developed under a grant or contract; and
- (2) Any rights of copyright to which a grantee or a contactor purchases ownership with grant support.

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Vendor Agrees (YES or NO) Initials of Authorized Representative

(G) Pursuant to 44 CFR 13.36(i)(10), Vendor shall maintain any books, documents, papers, and records of the Vendor which are directly pertinent to this request for proposal and contract award. At any time during normal business hours and as often as Sourcewell or Sourcewell Members deems necessary, Vendor shall permit Sourcewell or Sourcewell Member, FEMA, the Comptroller General of United States, or any of their duly authorized representatives to inspect and photocopy such records for the purpose of making audit, examination, excerpts, and transcriptions

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Vendor Agrees (YES or NO) Initials of Authorized Representative

(H) Pursuant to 44 CFR 13.36(i)(11), Vendor shall retain all required records for three years after FEMA or Sourcewell or Sourcewell Members makes final payments and all other pending matters are closed. In addition, Vendor shall comply with record retention requirements set forth in 44 CFR 13.42

Vendor Agrees (YES or NO)

Initials of Authorized Representative

*Vendor agrees to comply with federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that Vendor certifies compliance with provisions, laws, acts, regulations, etc. as noted above.*

*This certification shall be effective through the term of the Vendor's Sourcewell awarded contract.*

Vendor: \_\_\_\_\_

Contract number: \_\_\_\_\_

Category: \_\_\_\_\_

Maturity date: \_\_\_\_\_

Address: \_\_\_\_\_

City, state, zip code: \_\_\_\_\_

Phone number: \_\_\_\_\_

Printed name and title of authorized representative: \_\_\_\_\_

Signature of authorized representative: \_\_\_\_\_

Date: \_\_\_\_\_



**Form G**  
**HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES**  
**RFP # 032119**

	Possible Points	BOMAG Americas, Inc.	Caterpillar Inc.	CNH Industrial America LLC	Doosan Infracore North America, LLC	Dynapac North America LLC	Grove U.S. L.L.C. (dba Manitowoc)	Hyundai Construction Equipment Americas, Inc.
Conformance to Terms/ Conditions to Include Documentation	50	40	46	44	37	34	41	40
Pricing	400	352	359	321	313	346	347	353
Financial, Industry and Marketplace Successes	75	64	70	68	61	60	66	59
Bidder's Ability to Sell/ Service Contract Nationally	100	82	92	89	78	83	84	79
Bidder's Marketing Plan	50	37	44	44	38	39	42	39
Value Added Attributes	75	56	70	66	56	62	60	65
Warranty Coverages and Information	50	42	45	44	39	39	41	46
Selection and Variety of Products and Services Offered	200	159	186	176	156	154	159	168
<b>Total Points</b>	<b>1000</b>	<b>832</b>	<b>912</b>	<b>852</b>	<b>778</b>	<b>817</b>	<b>840</b>	<b>849</b>
<b>Rank Order</b>		<b>8</b>	<b>1</b>	<b>5</b>	<b>12</b>	<b>10</b>	<b>7</b>	<b>6</b>

	Possible Points	John Deere Construction Retail Sales	Kobelco Construction Machinery USA, Inc.	Komatsu America Corp.	Link Belt Cranes	Roadtec, Inc	Volvo Construction Equipment North America, LLC	Wirtgen America, Inc.
Conformance to Terms/ Conditions to Include Documentation	50	42	37	43	34	41	43	41
Pricing	400	344	264	345	342	313	337	320
Financial, Industry and Marketplace Successes	75	66	52	63	66	60	68	64
Bidder's Ability to Sell/ Service Contract Nationally	100	91	74	90	82	72	91	84
Bidder's Marketing Plan	50	41	46	44	40	36	45	38
Value Added Attributes	75	67	62	67	65	59	70	63
Warranty Coverages and Information	50	43	42	44	42	36	44	40
Selection and Variety of Products and Services Offered	200	181	151	177	160	156	180	157
<b>Total Points</b>	<b>1000</b>	<b>875</b>	<b>728</b>	<b>873</b>	<b>831</b>	<b>773</b>	<b>878</b>	<b>807</b>
<b>Rank Order</b>		<b>3</b>	<b>14</b>	<b>4</b>	<b>9</b>	<b>13</b>	<b>2</b>	<b>11</b>

DocuSigned by:  
*James Voelker*  
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 James Voelker, CPCM, CFCM, Sourcewell

DocuSigned by:  
*Greg Grunig*  
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 Greg Grunig, Sourcewell

DocuSigned by:  
*Carol Jackson*  
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 Carol Jackson, Sourcewell

DocuSigned by:  
*Michael Munoz*  
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 Michael Munoz, Sourcewell

DocuSigned by:  
*Craig West*  
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 Craig West, Sourcewell

**COMMENT AND REVIEW**  
to the  
REQUEST FOR PROPOSAL (RFP) #032119  
Entitled

**HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES**

The following advertisement was placed in Oregon's *Daily Journal of Commerce* on February 1, 2019 and January 31, 2019 in Utah's *The Salt Lake Tribune*, in *USA Today*, in South Carolina's *The State*, and on the Sourcewell website [www.sourcewell-mn.gov](http://www.sourcewell-mn.gov), Biddingo, Merx, The New York State Contract Reporter website [www.nyscr.ny.gov](http://www.nyscr.ny.gov), Onvia website [www.onvia.com](http://www.onvia.com), and PublicPurchase.com:

*Sourcewell, formerly the National Joint Powers Alliance® (NJPA), on behalf of Sourcewell and its current and potential member agencies, which includes all governmental, higher education, K-12 education, not-for-profit, tribal government, and all other public agencies located in all fifty states, Canada, and internationally, issues this Request For Proposal (RFP) to result in a national contract solution for the procurement of #032119 HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES. Details of this RFP are available beginning January 31, 2019. Details may be obtained by letter of request to James Voelker, Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479, or by e-mail at [RFP@sourcewell-mn.gov](mailto:RFP@sourcewell-mn.gov). Proposals will be received until March 21, 2019 at 4:30 p.m. Central Time at the above address and opened March 22, 2019 at 8:30 a.m. Central Time.*

RFPs were requested by and distributed to:

Able Equipment Rental	Komatsu America Corp.
AGS Safety and Supply	Lanfegels Equipment Co. LLC
Ahern Rentals	Leschak Kitchens Mob, LLC
Alden Equipment, Inc.	Liddell Industries, Inc.
All American Poly Corp.	Link Belt Cranes
All Around Access LLC	Manitex
Anderson Equipment Co.	Manitou
ASV Holdings, Inc.	Manitowoc
Bear Cat Mfg.	Mazergroup
Ben Berg Farm & Industrial equipment Ltd.	M-B Companies
Bid Ocean, Inc.	McCloskey International Ltd.
Black River Contracting	Midwest Equipment Auctions
Bobcat of Helena	MTZ Equipment
Bobcat/Doosan/Clark Equip.	NorMont Equipment Company
BOMAG	Nortrax Canada Inc.
C&B Billings	Odyne Systems
CASE Construction	Office Tree Products
Cashman Equipment Co	Paladin Attachments
Caterpillar, Inc.	Pape Machinery, Inc.

Central Maine Equipment Company	Prime Vendor Inc.
Central Power Systems and Services	Princeton Planning & Project Management, PLLC
ConstructConnect	Prinoth Ltd
Construction Industry Center	RDO Equipment
CSS, Inc.	Reclaim Asphalt
Cutting Edge Excavation	Road Widener LLC
Deltek	Roadtec Inc
Diesel Machinery Inc	Royal Truck & Equipment
Doggett Machinery	RSC Bio Solutions
Doosan Portable Power	SmartProcure
Dynapac North America	Stan Houston Equipment
Earthworks equipment Corporation	State of Oregon
EKA	Suffolk County Brake Service Inc.
Evergreen Specialty Services	Sunbelt Rentals Canada
Federal Contracts Corporation	Technology International, Inc
Franssen Motors Dubai Jet City Equipment	Terex/Genie
FST Canada Inc. o/a Joe Johnson Equipment	Terramac LLC
Government Solutions Team, LLC	Thompson Pump
Green Climber NA	Titan Machinery
H.O. Penn Machinery Company	Toromont Cat
Hartford Truck Equipment Inc	Tracey Road Equipment Inc
HilBilt Sales	Tri-State Truck & Equipment
Hi-Line Rental, LLC	United Rentals
Holt Co	Volvo
Hyundai Construction Equipment Americas	Wacker Neuson Corporation
J.Gross Equipment	Washington State Department of Enterprise Services
JCB	Western Material Handling
John Deere	Wirtgen
Kleis Equipment	XCMG North America Corp.
Kobelco Construction Machinery, U.S.A.	Yeager Enterprises LLC

Proposals were opened on March 22, 2019, at Sourcewell, formerly the National Joint Powers Alliance (NJPA) offices located at 202 12th Street Northeast in Staples, Minnesota 56479, from the following:

- BOMAG Americas, Inc.
- Caterpillar Inc.
- CNH Industrial America LLC
- Doggett Heavy Machinery
- Doosan Infracore North America, LLC
- Dynapac North America LLC
- Grove U.S. L.L.C. (dba Manitowac)
- Hyundai Construction Equipment Americas, Inc.
- John Deere Construction Retail Sales

Kobelco Construction Machinery USA, Inc.  
Komatsu America Corp.  
Link Belt Cranes  
Roadtec, Inc  
Volvo Construction Equipment North America, LLC  
Wirtgen America, Inc.

Proposals were reviewed by the Proposal Evaluation Committee:

James Voelker, CPCM, CFCM, Procurement Lead Analyst  
Greg Grunig, Sourcewell Procurement Lead Analyst  
Carol Jackson, Sourcewell Procurement Analyst III  
Michael Munoz, Sourcewell Procurement Analyst III  
Craig West, Sourcewell Procurement Analyst II

**The findings of the Proposal Evaluation Committee are summarized as follows:**

The Proposal Evaluation Committee used the Sourcewell RFP evaluation criteria and determined that all proposal responses met Level-One responsiveness except for the response received from Doggett Heavy Machinery. The response of Doggett Heavy Machinery was determined to be Level-One non-responsive because the questions on Forms A and P were not answered. All other proposals were found to be responsive and were evaluated.

BOMAG Americas, Inc. is a manufacturer that specializes in roadway construction equipment. BOMAG Americas offers asphalt pavers, screeds, milling machines, rollers and more. The ECO package available on most of their compaction equipment allows for up to a 20 percent reduction in fuel consumption. BOMAG Americas has a strong sales and distribution network throughout the United States and Canada to meet Member needs. BOMAG Americas offers a significant discount for Sourcewell Members.

Caterpillar, Inc provides an extensive line of construction equipment that includes multiple varieties of wheel and track loaders, excavators, skid steers, motor graders, rollers and pavers just to name a few. Remote monitoring and telematics are available on every machine allowing Members to monitor machine health and operation. Caterpillar has an extensive network of approximately 600 authorized dealer locations and 167 rental stores in the United States and Canada that will serve Sourcewell Members. They offer Members a competitive discount on pricing.

CNH Industrial America LLC's construction equipment catalog offers a full complement of backhoes, dozers, motor graders, compaction equipment, rough terrain forklifts, wheel loaders and excavators of different sizes and designs. Case's Heavy Equipment line receive Case ProCare which includes a factory warranty and planned maintenance for the first 3 years/3000 hours and a 3-year advanced telematics subscription. CNH boasts a dedicated dealer network of over 1100 locations across North America. CNH provides Members a solid discount from MSRP.

Grove U.S. LLC dba Manitowoc's product offering includes industrial, rough terrain, all-terrain, lattice and hydraulic crawler, truck mounted and boom truck cranes. Manitowoc includes an initial operation and maintenance training package as part of delivery with every purchase at no additional charge. Manitowoc's robust dealer network is located throughout the United States and Canada. They are offering Members a strong discount from published list prices.

Hyundai Construction Equipment Americas, Inc. provides multiple models of construction equipment including excavators in a range of sizes, wheel loaders, compaction rollers and hydraulic breakers. Hyundai's excavators and wheel loaders have the All Around View Monitoring (AAVM) camera system that provides a 360 degree field of view to the operator available as an enhanced safety feature. Hyundai is prepared to serve Members through a distribution network covering the United States and Canada. Hyundai also offers a competitive discount from catalog prices.

John Deere Construction Retail Sales catalog offers a comprehensive solution of construction equipment including, but not limited to backhoes, crawler, tractor and wheel loaders, dozers, excavators, motor graders and skid steers. John Deere's WorkSight suite of technologies provides features including JDLINK Telematics, machine health prognostics, remote diagnostics and programming, payload weighing and grade control. John Deere's extensive dealer network of nearly 1,500 locations in the United States and Canada stands ready to support Members. John Deere offers Sourcewell Members a significant discount from list prices.

Komatsu America Corp. is providing Sourcewell Members a deep selection of construction equipment including excavators, crawler dozers, motor graders, excavators and wheel loaders. Komatsu also offers two models of hybrid excavators which decrease fuel consumption by up to 20 percent, reduce carbon dioxide emissions and provide a quieter operating environment. Their large dealer network and ten regional parts depots are located across North America to serve Members. Komatsu provides a strong discount from list prices.

Link Belt Cranes offers a wide selection cranes including lattice crawler, telescopic crawler, telescopic rough terrain, telescopic truck and all-terrain models. Link Belt provides a free 24-month subscription to their iCraneTrax Lite telematics network. Their distribution sales team and technicians are located across North America to provide sales and service support. Link Belt offers Members a competitive discount from list prices.

Volvo Construction Equipment North America, LLC catalog includes an extensive array of construction equipment including wheel loaders, excavators, haulers, compactors, pavers, skid steers and compact track loaders. Volvo Co-Pilot offers a fully integrated and supported touch screen machine indication system to machine and operator performance. Volvo's large dealer network is ready to serve Sourcewell Members throughout the United States and Canada. Their pricing proposal offers Members a solid discount from MSRP.

For these reasons, the Sourcewell Proposal Review Committee recommends award of Sourcewell Contract #032119 to:

BOMAG Americas, Inc.	#032119-BAI
Caterpillar, Inc.	#032119-CAT
CNH Industrial America LLC	#032119-CNH
Grove U.S. LLC dba Manitowoc	#032119-GUS

Hyundai Construction Equipment Americas, Inc.  
John Deere Construction Retail Sales  
Komatsu America Corp.  
Link Belt Cranes  
Volvo Construction Equipment North America, LLC

#032119-HCE  
#032119-JDC  
#032119-KOM  
#032119-LIN  
#032119-VCE

The preceding recommendations were approved on May 9, 2019.

DocuSigned by:

*James Voelker*

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James Voelker, CPCM, CFCM, Sourcewell Procurement Lead Analyst

DocuSigned by:

*Greg Grunig*

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Greg Grunig, Sourcewell Procurement Lead Analyst

DocuSigned by:

*Carol Jackson*

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Carol Jackson, Sourcewell Procurement Analyst III

DocuSigned by:

*Michael Munoz*

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Michael Munoz, Sourcewell Procurement Analyst III

DocuSigned by:

*Craig West*

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Craig West, Sourcewell Procurement Analyst II



**2022 Sourcewell Caterpillar Cooperative Contract Discounts by Model**

Machine Model*	New Equipment
2022	Discount to Customer (Off List Price)

\*Note: Base machines are listed. There may be several different base machine configurations available. The base machine discount will be applied to any model configuration plus any and all options listed on the Caterpillar Machine price list.

**Pavers**

AP300	18.00%
AP355	18.00%
AP500	18.00%
AP555	18.00%
AP600	18.00%
AP655	18.00%
AP1000	18.00%
AP1055	18.00%

**NOTE:** Due to global supply chain cost increases:

1. All new machines are subject to a commodity surcharge of up to 16%. (In some cases, increased tire costs may cause this number to be greater)
2. All new attachments are subject to a commodity surcharge of up to 25%.

**Rollers**

CB1.7	19.00%
CB1.8	19.00%
CB7	19.00%
CB8	19.00%
CB10	19.00%
CB13	19.00%
CB15	19.00%
CB16	19.00%
CB2.5	19.00%
CB2.5GC	19.00%
CB2.7	19.00%
CB2.7GC	19.00%
CB2.9	19.00%
CB4.0	19.00%
CB4.4	19.00%
CC2.7	19.00%
CC2.7GC	19.00%
CC4.0	19.00%
CC S7	19.00%
CCS9	19.00%
CP11GC	19.00%
CP12GC	19.00%
CP34	19.00%
CP44	19.00%
CP54	19.00%
CP56	19.00%
CP68	19.00%
CP74	19.00%
CS10GC	19.00%
CS11GC	19.00%
CS12GC	19.00%
CS34	19.00%
CS44	19.00%
CS54	19.00%
CS56	19.00%
CS64	19.00%
CS68	19.00%
CS74	19.00%
CS78	19.00%
CW16	19.00%
CW34	19.00%

**Track Type Tractors**

D1	23.00%
D1 Fire Dozer	23.00%
D2	23.00%
D2 Fire Dozer	23.00%
D3	23.00%
D3 Fire Dozer	23.00%
D4	23.00%
D5	23.00%
D5 Fire Dozer	23.00%
D6	23.00%
D7	19.00%
D8	19.00%
D9	10.00%
D10	10.00%

**Wheeled Excavators**

M314	26.00%
M315	26.00%
M316	26.00%
M317	26.00%
M318	26.00%
M320	26.00%
M322	26.00%

**Material Handlers**

MH3022	26.00%
MH3024	26.00%
MH3026	26.00%

**Cold Planers**

PM310	20.00%
PM312	20.00%
PM313	20.00%
PM620	20.00%
PM622	20.00%
PM820	20.00%
PM822	20.00%
PM825	20.00%

**Reclaimers**

RM400	20.00%
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Machine Model*	New Equipment
2022	Discount to Customer (Off List Price)
RM500	20.00%

\*Note: Base machines are listed. There may be several different base machine configurations available. The base machine discount will be applied to any model configuration plus any and all options listed on the Caterpillar Machine price list.

**Telehandlers**

TH255	23.00%
TH3510	24.00%
TH357	24.00%
TH408	24.00%
TH514	24.00%
TL642	24.00%
TL943	24.00%
TL1055	24.00%
TL1255	24.00%

**Motor Graders**

12	30.00%
120	34.00%
140	30.00%
140GC	30.00%
150	30.00%
160	30.00%
14	19.00%

**Skid Steer Loaders**

226	21.00%
232	21.00%
236	21.00%
242	21.00%
246	21.00%
262	21.00%
272	21.00%

**Compact Track Loaders**

239	21.00%
249	21.00%
259	21.00%
279	21.00%
289	21.00%
299	21.00%
299XE Land Management	21.00%

**Excavators**

Machine Model*	New Equipment
2022	Discount to Customer (Off List Price)
300.9	20.00%
301.4	20.00%
301.5	20.00%
301.7	20.00%
301.8	20.00%
302	20.00%
302.4	20.00%
302.5	20.00%
302.6	20.00%
302.7	20.00%
303	20.00%
303.5	20.00%
304	20.00%
304.5	20.00%
305	20.00%
305.5	20.00%
306	20.00%
306.5	20.00%
307	20.00%
307.5	20.00%
308	20.00%
308.5	20.00%
309	20.00%
310	20.00%
311	18.00%
313	15.00%
313GC	16.00%
315	19.00%
315GC	16.00%
316	19.00%
317	16.00%
317GC	16.00%
318	16.00%
320	15.00%
320GC	16.00%
323	15.00%
325	15.00%
326	15.00%
330	15.00%
330GC	16.00%
335	15.00%
336	15.00%
340	15.00%
349	15.00%
350	15.00%
352	15.00%
374	10.00%
395	5.50%

\*Note: Base machines are listed. There may be several different base machine configurations available. The base machine discount will be applied to any model configuration plus any and all options listed on the Caterpillar Machine price list.

Forest Machines	
538	15.00%
548	15.00%
558	15.00%

Machine Model*	New Equipment
2022	Discount to Customer (Off List Price)
568	15.00%

\*Note: Base machines are listed. There may be several different base machine configurations available. The base machine discount will be applied to any model configuration plus any and all options listed on the Caterpillar Machine price list.

**Backhoe Loaders**

415	22.00%
416	22.00%
420	22.00%
430	22.00%
432	22.00%
440	22.00%
450	22.00%

**Wheel Tractor Scrapers**

621	18.00%
623	18.00%
627	18.00%
631	18.00%
637	18.00%
651	18.00%
657	18.00%

**Articulated Trucks**

725	17.00%
730	17.00%
735	17.00%
740	17.00%
740GC	17.00%
745	17.00%

**Rigid Frame Trucks**

770	3.00%
773	3.00%

**Landfill Compactors**

816	12.00%
826	12.00%
836	12.00%

**Wheel Dozers and Soil Compactors**

814	15.00%
815	13.00%
824	15.00%
825	13.00%
834	15.00%

**Wheel Loaders**

903	23.00%
906	23.00%
907	23.00%
908	23.00%
910	23.00%
914	23.00%
918	24.00%
920	23.00%
924	24.00%
926	24.00%
930	24.00%
938	24.00%
950GC	20.00%
950M	18.00%
962	18.00%
966	15.00%
972	11.00%
980	11.00%
982	11.00%
988	11.00%

**Track Loaders**

953	19.00%
963	22.00%
973	23.00%

<b>Aftermarket Worktools</b>	15.00%
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<b>Caterpillar Safety Services</b>	15.00%
<b>Technology Enabled Safety Solutions</b>	5.00%

Used Equipment is discounted 20% from Original Customer List

Rental Equipment is offered under Sourcewell contract #062323-CAT

Parts & Service is discounted by the servicing dealer according to work order volume



Nov 02, 2022

**CITY OF LIVE OAK**  
 Account # 3352500  
 9955 LIVE OAK BLVD  
 LIVE OAK, CA 95953-2311  
 Attention: **RON WALKER**

**New Caterpillar Model: 420 Backhoe Loaders with all standard equipment:**

STOCK NUMBER: TBA      SERIAL NUMBER: TBA      YEAR: 2023      SMU: 0

**ADDITIONAL SPECIFICATIONS**

Reference #	Description of Material and Equipment	Reference #	Description of Material and Equipment
542-7992	420 07A BACKHOE LOADER CFG2	560-2635	STABILIZER PADS, FLIP-OVER
	LANE 3 - AVAILABLE FROM LEICESTER FACTORY.	219-3387	BUCKET-HD, 24", 6.2 FT3
543-4284	STICK, EXTENDABLE, 14FT	444-7500	COUPLER, PG, MAN.D.LOCK, BHL
544-1066	PT, 4WD/2WS, POWERSHIFT	559-0872	INSTRUCTIONS, ANSI
541-9540	ENGINE, 74.5KW, C3.6 DITA, T4F	421-8926	SERIALIZED TECHNICAL MEDIA KIT
554-4188	HYD, MP, 6FCN/8BNK, ST, IT COUPLER	551-6453	RIDE CONTROL
544-0877	CANOPY, BASE	456-3390	COUPLING, QD, THREADED WITH CAPS
545-5047	DISPLAY, STANDARD	282-5409	THUMB, HYDRAULIC, BHL
491-6734	WORKLIGHTS (8) HALOGEN LAMPS	221-4285	THUMB, TINE, A 4
611-0333	SEAT, VINYL	548-1231	LINES, COMBINED AUX, E-STICK
206-1748	SEAT BELT, 3" SUSPENSION	211-4292	BEACON, MAGNETIC MOUNT
560-6797	PRODUCT LINK, CELLULAR, PLE643	216-8810	BUCKET-MP, 1.3 YD3, IT
379-2161	TIRES, 12.5 80/19.5L-24, GY	9R-5321	CUTTING EDGE, TWO PIECE
337-9695	COUNTERWEIGHT, 530 LBS	621-7419	WACO DEALER PDI & FUEL

**WARRANTY INFORMATION**

Standard Warranty:	12 months / unlimited hours
Extended Warranty:	420-36 MO/3000 HR POWERTRAIN + HYDRAULICS + TECH
CSA	Dry Parts Kit - 24 MO/1000 HR, Dry Parts Kit - 24 MO/1000 HR

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ESTIMATED 2023 LIST PRICE	\$180,080.00
<b>Sourcewell Governmental Contract Discount 22% off List</b>	<b>(\$39,618.00)</b>
Ext. Warranty, Filter Kit, & Delivery	\$3,215.00
Net Balance Due	\$143,677.00
Sales Tax (7.25%)	\$10,416.58
After Tax Balance	\$154,093.58

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**F.O.B/TERMS: EMD - PLEASANT GROVE**

**ADDITIONAL CONSIDERATIONS**

- **THIS QUOTE INCLUDES THE PROJECTED 5% PRICE INCREASE ON 1/1/23 BUT DOES NOT INCLUDE ANY ADDITIONAL PRICE INCREASES BEYOND THAT POINT AND IS SUBJECT TO CHANGE AND AVAILABILITY.**

**STANDARD EQUIPMENT**

**BOOMS, STICKS, AND LINKAGES** -BACKHOE -- 14'4" Center pivot backhoe -4.3 Meters -- Boom and swing transport locks -- Pilot operated backhoe and -electro hydraulic stabilizer controls -- Street type stabilizer shoes -- Anti-drift hydraulics (boom, stick, -and E-stick) -- Cat Cushion Swing(tm) system -LOADER -- Single Tilt Loader -- Lift cylinder brace -- Self-leveling loader with single -lever control -- Return-to-dig -(automatic bucket positioner) -- Transmission neutralizer switch -- Bucket level indicator -

**HYDRAULICS** -- Caterpillar XT-3 hose -- Hydraulic oil cooler -- Pilot control shutoff switch -- Flow-sharing hydraulic valves -- Hydraulic suction strainer -- 6 micron hydraulic filter -pump -with 43 gpm (162 L/min) axial piston -- Load sensing, variable flow system -controls -- Pilot hoe and mechanical loader -

**POWERTRAIN** -- Hydrostatic power steering -- Diesel particulate filter -- Outboard Planetary Rear Axles -Transmission oil -Engine oil -Fuel -- Spin-on filters for -- Neutral safety switch -- Transmission-four speed manual shift -- Torque converter -- Differential lock -interlock -wet disk brake with dual pedals & -- Hydraulically boosted multi-plate -- Filter condition indicator -- Automatic dust ejection system -integral precleaner -- Dry type axial seal air cleaner with

**ELECTRICAL** -- 12 volt electrical start -

**FLUIDS** -- Antifreeze - Extended Life Coolant --20F (-30C)

**OTHER STANDARD EQUIPMENT** -- Standard Storage Box -- Transport tie-down points -- Ground line fill fuel tank with -42.3 gal (160L) capacity & 5 gal (19L) -diesel exhaust fluid -- Rubber impact strips on radiator -guard -- Safety Manual -- Operations and Maintenance Manual -- Lockable hood -- Tire Valve Stem Protection -

**ELECTRICAL** -- Horn, front and rear -- Backup alarm -- Hazard flashers/turn signals -- Halogen head lights (2) -- Halogen rear flood lights (2) -- Stop and tail lights -- Audible system fault alarm -- Key start/stop system -- 850 CCA maintenance free battery -- Battery disconnect switch -- External Power Receptacle (12v) -- Diagnostic ports for engine and -machine Electronic Control Modules -

**OPERATOR ENVIRONMENT** -- Interior rearview mirror -- ROPS canopy, Rear Fenders -- 2-inch (50mm) retractable seat belt -- Tilt steering column -- Steering knob -- Hand and foot throttle -- Automatic Engine Speed Control -- One Touch Low Idle -- Floor mat and Coat Strap -- Lockable storage area -- Air suspension seat -

**This quote is good for (30) days. Any machine quoted outside of HOLT of CALIFORNIA's inventory is subject to revision All quotes are subject to credit approval and prior sale. Any quoted interest rates are subject to change without notice. Quote is void unless machine is delivered, and remains, within HOLT of CALIFORNIA's Dealership territory for two years or unless the machine has at least 1000 hours if delivered outside of Holt's territory.**

THE ADDITIONAL TERMS AND CONDITIONS ON THE REVERSE SIDE ARE PART OF AND INCORPORATED IN THIS AGREEMENT. THIS AGREEMENT SHALL NOT BE CONSIDERED ENFORCEABLE UNTIL ACCEPTED BY HOLT AND EXECUTED BY ITS OFFICE. ANY INDIVIDUAL SIGNING THIS AGREEMENT REPRESENTS AND WARRANTS THAT HE/SHE IS AT LEAST 18 YEARS OLD AND HAS THE AUTHORITY TO BIND CUSTOMER TO THE TERMS OF THE AGREEMENT.

Accepted by \_\_\_\_\_  
(Please Print)

Date, \_\_\_\_\_

Signature \_\_\_\_\_

Thank you,

Martin Cook  
Holt of California  
mcook@holtca.com  
916-849-3594



## City of Live Oak Report to City Council

- Meeting Date:** November 16, 2022
- Title:** Introduction of an Ordinance Amending Sections 17.15.050, 17.25.030, and 17.50.020 of the Live Oak Municipal Code Relating to Accessory Dwelling Units
- Contact Information:** Kevin Valente, AICP, Contract Planner
- Location:** Citywide.
- Background:** Section 6582.2 of the California Government Code (GC) permits accessory dwelling units (ADUs) to be constructed on any residential property. The State of California identified that allowing ADUs in zones that allow residential uses can provide additional rental housing, and is an essential component in addressing California's housing needs. Recently, the State has revised Section 65852.2 of the GC related to ADUs, which became effective on January 1, 2021, to further accommodate the development of ADUs and junior accessory dwelling units (JADUs).
- ADUs are defined as a complete independent living facility and may be attached or detached. ADUs can be significantly less expensive to build while having the potential to provide as much living space as apartments and condominiums. ADUs can provide a variety of housing needs and affordable housing options for family members, friends, students, the elderly, in-home health care providers, people with disabilities, and others. In addition, ADUs can offer an opportunity to maximize and integrate housing choices within existing neighborhoods.

**Analysis:**

An ADU with complete independent living facilities can have a few variations:

- \* Detached: The unit is separated from the primary structure.
- \* Attached: The unit is attached to the primary structure.
- \* Converted Existing Space: Space (e.g., master bedroom, attached garage, storage area, or similar use, or an accessory structure) on the lot of the primary residence that is converted into an independent living unit.
- \* JADU is a specific type of conversion of existing space that is contained entirely within an existing or proposed single-family residence.

ADUs tend to be significantly less expensive to build and offer benefits that address common development barriers such as affordability and environmental quality. Because ADUs must be built on lots with existing or proposed housing, they do not require paying for new land, or other costly infrastructure required to build a new single-family home. Because they are contained inside existing single-family homes, JADUs require relatively modest renovations and are much more affordable to complete. ADUs can work well for couples, small families, friends, young people, and seniors. Per state law, a property can have both an ADU and JADU.

The City of Live Oak adopting its own local ADU ordinance is a requirement of the City's adopted Housing Element. In addition, adopting a local ADU ordinance benefits the City by adopting local guidelines for City staff to permit ADUs, including fees. Until a city adopts its local ADU ordinance, a fee structure cannot be created.

The attached ordinance was prepared to amend Sections 17.15.050, 17.25.030, and 17.50.020 of the Live Oak Municipal Code pertaining to the City's administration of its accessory dwelling units to improve access to affordable housing for very low-, low-, and moderate-income, as well as senior citizen, housing. The proposed ordinance would include zoning standards, development standards, JADU criteria, and permitting requirements.

On October 18, 2022, the Live Oak Planning Commission voted to recommend City Council adoption of the proposed ADU Ordinance.

The proposed Ordinance amendment is exempt from environmental review pursuant to the California Environmental Quality Act Guidelines Section 15305, Minor Alterations in Land Use Limitations.

**Fiscal Impacts:**

None.

**Recommendation:**

Waive the first reading of the ordinance amending Sections 17.15.050, 17.25.030, and 17.50.020 of the Live Oak Municipal Code relating to accessory dwelling units.

**Attachments:**



Ordinance

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LIVE OAK, CALIFORNIA,  
AMENDING SECTIONS 17.15.050, 17.25.030, AND 17.50.020 OF THE LIVE OAK  
MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS**

The City Council of the City of Live Oak does ordain as follows:

**SECTION 1: Purpose and Authority.** The purpose of this ordinance is to amend Section 17.15.050 to the Live Oak Municipal Code pertaining to the City's administration of its accessory dwelling units to improve access to affordable housing for very low-, low- and moderate-income, as well as senior citizen, housing, and to make other related changes to the Live Oak Municipal Code. This ordinance is adopted pursuant to Government Code sections 65850, 65852.2, 65852.22, and other applicable law.

**SECTION 2: Findings.**

The City Council finds and determines as follows:

- A. The City of Live Oak administers zoning provisions within the City's boundaries consistent with the City's General Plan as provided for in Title 17 of the Live Oak Municipal Code.
- B. Government Code sections 65852.2 and 65852.22- the State accessory dwelling unit law, authorize the City to adopt an ordinance articulating the City's procedures for and administration of the State accessory dwelling unit law within the City's boundaries.
- C. On November 16, 2022, the City Council held a duly noticed public meeting concerning the adoption of a proposed ordinance to carry out the State accessory dwelling unit law ("proposed Accessory Dwelling Unit Ordinance").
- D. The proposed Accessory Dwelling Unit Ordinance is consistent with the policies of the City of Live Oak General Plan and with the Live Oak Municipal Code.
- E. The City Council finds it necessary to pass and implement the proposed Accessory Dwelling Unit Ordinance, and that it will promote and protect the public health, and safety, comfort, morals, convenience and general welfare of the residents within the City.

**SECTION 3: Amendments.**

- A. Section 17.15.050 of the Live Oak Municipal Code is amended to read as follows:

17.15.50 Accessory dwelling unit regulations.

- A. Purpose. The purpose and objective of this chapter is to contribute needed housing to the community housing stock and establish reasonable standards for the development of accessory dwelling units

and junior accessory dwelling units on all lots that already contain one legally created residential unit, consistent with Government Code Section 6582.2. For purposes of this chapter, an accessory dwelling unit is referred to as an "ADU" and a junior accessory dwelling unit is referred to as a "JADU."

B. Applicable zoning districts. The provisions of this chapter shall be known as the "accessory dwelling unit regulations" and shall apply to all lots zoned to allow residential uses that include an existing or proposed single-family dwelling. ADUs and JADUs may exceed the allowable density for the lot upon which the ADU or JADU is located, and are considered a residential use that is consistent with the existing General Plan and Zoning designation for the lot. Except as authorized within the portions of existing multi-family dwelling structures, no more than one ADU and one JADU shall be placed on the same lot or parcel.

C. Accessory dwelling unit development standards. The following standards shall apply to the establishment of ADUs:

1. ADUs within Existing Space. An ADU within an existing space including the primary buildings, attached or detached garage or other accessory buildings shall be permitted ministerially with a building permit regardless of all other standards within the section if complying with:
  - a. Building and safety codes;
  - b. Independent exterior access; and
  - c. Side and rear setbacks sufficient for fire and safety.
2. Accessory dwelling units are required to comply with the following:
  - a. The ADU may be rented separate from the primary residence for a minimum of 30 days but may not be sold or otherwise conveyed separate from the primary residence unless the lot is subdivided pursuant to all applicable laws and local ordinances.
  - b. The lot is required to be zoned to allow residential uses that include an existing or proposed dwelling.
  - c. The ADU shall be located on the same lot as the existing dwelling.
  - d. If there is an existing or proposed primary dwelling, the floor space of an attached ADU shall not exceed fifty percent of the proposed or existing primary dwelling living area or 1,200 square feet, whichever is less.
  - e. The total area of floor space for a detached ADU shall not exceed 1,200 square feet.

- f. A passageway shall not be required in conjunction with the construction of an ADU.
  - g. No setback shall be required for an existing garage that is converted to an accessory dwelling, and a setback of no more than four feet from the side and rear lot lines shall be required for an ADU that is constructed above a garage.
  - h. If an ADU is detached, a setback of no more than four feet from the side and rear lot lines shall be required.
  - i. If an ADU is detached, a five-foot separation between the primary residence and the secondary residence is required.
  - j. ADUs shall not be considered when calculating the maximum lot coverage allowed.
  - k. The parking standard, as provided in Section 17.25.030, shall be met.
  - l. When a garage or carport structure is demolished in conjunction with the construction of an accessory dwelling unit, no parking replacement spaces shall be required. Any other required on-site parking spaces shall be maintained for the principal unit, and may be located in any configuration on the same lot as the accessory dwelling unit, including, but not limited to, as covered spaces, uncovered spaces, or tandem spaces.
  - m. The City shall not require the applicant to install a new or separate utility connection or impose a related connection fee or capacity charge for ADUs that are contained within an existing residence or accessory buildings.
  - n. The height of a one-story detached ADU shall not exceed 16 feet, and a detached two-story ADU shall not exceed 25 feet.
  - o. Mobile homes do not meet the requirements of an ADU. A manufactured home is permitted as a detached ADU.
  - p. The ADU shall be constructed in accordance with provisions of the latest adopted editions of the building codes.
  - q. The design of the ADU shall incorporate the same or similar architectural features, building materials and colors as the primary residence.
- D. Junior accessory dwelling unit criteria. The following criteria shall apply to the establishment of JADUs:
- 1. A JADU shall be contained entirely within an existing single-family structure.

2. A JADU shall be located within the walls of an existing or proposed single-family residence.
3. A JADU shall include its own discrete entrance, separate from the main entrance to the structure. A permitted JADU may include an interior entry to the main living area, and may include a second interior doorway for sound attenuation.
4. The JADU shall include an efficiency kitchen, which shall include all of the following: sink, food preparation counter, refrigerator, and storage cabinets that are of reasonable size in relation to the size of JADU.
5. JADUs have no parking requirement.
6. The JADU shall not be offered for sale apart from the principal unit. A deed restriction, which shall run with the land, shall be filed with the City and shall include both of the following:
  - a. A prohibition on the sale of the JADU separate from the sale of the single-family residence, including a statement that the deed restriction may be enforced against future purchasers; and
  - b. A restriction on the size and attributes of the JADU that conforms with this section.
7. For the purposes of any fire or life protection ordinance or regulation, JADUs shall not be considered a separate or new dwelling unit.
8. For the purposes of providing service for water, sewer, or power, including a connection fee, a JADU shall not be considered a separate or new dwelling unit.
9. A JADU created under this chapter shall be maintained with the provisions of this chapter and shall not be destroyed or otherwise converted to any other use (including reverting to a portion of the primary residence) except with approval of the Planning Director. In considering such requests, the Planning Director shall consider the length of time such permit has been in force, the conditions of approval, the exceptions granted for the permit, and the impact on the City's affordable housing supply. As a condition of termination, the Planning Director shall require the owner to make modifications to the property to: (1) comply with current building code requirements and (2) comply with current

development standards in effect at the time of the request to terminate the use of the JADU.

E. Permitting requirements. ADUs and JADUs shall be permitted ministerially, in compliance with this chapter, within 60 days of a completed application. The building official shall issue a building permit to establish an ADU or JADU in compliance with this chapter if all applicable requirements above are met. The Planning Director may approve an ADU or JADU that is not in compliance with the above requirements as set forth in the review process below.

F. Accessory dwelling units not complying with development standards. An ADU or JADU that does not comply with the applicable standards listed in this article may be permitted with a site plan review permit at the discretion of the Planning Director subject to the findings listed in the section below.

#### Findings.

1. The project would not be detrimental to the public health and safety.
2. That the project will have no adverse effect upon other properties including unreasonable privacy impacts.
3. That the project is consistent with the objectives and policies of the general plan and that granting the waiver will meet the purposes of this chapter.

To the discretion of the Planning Director, Planning Commission approval of the site plan review permit may be required for an ADU or JADU that does not comply with the applicable standards listed in this article.

B. Section 17.50.020 of the Live Oak Municipal Code is amended to read as follows:

"Accessory dwelling unit" means an attached or detached dwelling unit which provides complete independent living facilities for one or more persons, with permanent provisions for living, sleeping, eating, cooking, and sanitation sited on the same parcel as the primary dwelling unit.

"Junior accessory dwelling unit" means a unit that is contained entirely within an existing single-family structure. A junior accessory dwelling unit may include separate sanitation facilities, or may share sanitation facilities with the existing structure.

"Family" means one or more persons living together in a dwelling unit, with common access to, and common use of all living, kitchen, and eating areas within the dwelling unit.

C. The portion of Section 17.25.030 of the Live Oak Municipal Code relating to parking requirements for "Second residence" is amended to read as follows:

Second residence:	
accessory dwelling unit (ADU)	1 space per unit in addition to the 2 spaces for the primary residence.
junior accessory dwelling unit (JADU)	No parking requirement.

**SECTION 4. Exemption from CEQA.** The proposed Accessory Dwelling Unit Ordinance is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines section 15305, Minor Alterations in Land Use Limitations.

**SECTION 5. Severability.** If any section, subsection, sentence, clause, phrase or portion of this ordinance is held by a court of competent jurisdiction to be invalid or unconstitutional, that portion shall be deemed a separate, distinct and independent provision, and the holding shall not affect the validity of the remaining portions of this ordinance.

**SECTION 6. Effective Date.** This ordinance shall take effect and be enforced thirty (30) days from and after the date of its adoption.

**SECTION 7 Posting.** Within fifteen (15) days from the date of passage of this ordinance, the City Clerk shall post a copy of it in at least three public places in the City.

Introduced and the first reading waived at a regular meeting of the City Council of the City of Live Oak on the 16<sup>th</sup> day of November, 2022, and passed and adopted after waiving the second reading at a regular meeting thereafter on the \_\_ day of \_\_\_\_, 2022, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

**APPROVED:**

\_\_\_\_\_  
Nancy Santana, Mayor

**ATTEST:**

\_\_\_\_\_  
**Clarissa Menchaca, City Clerk**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Nicole Rosser, City Attorney**





## City of Live Oak Report to City Council

<b>Meeting Date:</b>	November 16, 2022
<b>Title:</b>	Contract with Yuba-Sutter Arts Council for Three Years to Implement Mural Projects
<b>Contact Information:</b>	Aaron Palmer, City Manager
<b>Location:</b>	City Wide
<b>Background:</b>	The City had an initial three year contract with Yuba-Sutter Arts Council for a City Wide Mural Program. That contract has expired and at the City Council meeting of April 6, 2022, the City Council directed staff to bring back a new contract, with Yuba-Sutter Arts Council, for the continuation of the Mural Program.
<b>Analysis:</b>	The contract will be for three years (expiring on November 16, 2025). The City of Live Oak will match dollar for dollar any public or private resources the Yuba-Sutter Arts Council may secure for the project. The match commitment is limited to a maximum of \$60,000 for the three year life of the project. As of now, the City has budgeted \$10,000 for Fiscal Year 2022-23, with the Yuba-Sutter Arts Council matching that \$10,000 in grants received. The Yuba-Sutter Arts Council is asking for a 10% fee, per mural project, on the cost of any mural completed in the City during the length of the contract.
<b>Fiscal Impacts:</b>	Currently the City has budgeted \$10,000 in account 10-1065-5341 for the City's Mural Projects. The Yuba-Sutter Arts Council matches that with a \$10,000 grant that they receive. Therefore, the Mural Projects have an annual budget of \$20,000.
<b>Recommendation:</b>	Approve contract with Yuba-Sutter Arts Council for three years to implement Mural Projects.
<b>Attachments:</b>	

[Contract](#)

## **AGREEMENT FOR PROFESSIONAL SERVICES**

This Agreement is made and entered into as of November 16, 2022 by and between the CITY of Live Oak (CITY) and Yuba Sutter Arts Council (CONSULTANT).

### **RECITALS**

- A. CONSULTANT is specially trained, experienced and competent to provide the professional services required by this Agreement.
- B. CONSULTANT possesses the skill, experience, ability, background, license, certification, as required by law, and knowledge to provide the professional services described in this Agreement in accordance with the terms and conditions described herein.
- C. CITY desires to retain CONSULTANT to render the professional services as set forth in this Agreement.

### **AGREEMENT**

- 1. Scope of Services. CONSULTANT shall furnish the following services in a professional manner: CONSULTANT shall perform the services described in Exhibit "A" which is attached hereto and incorporated herein by reference. CONSULTANT shall provide such professional services at the time, place, and in the manner specified in Exhibit "A," subject to the direction of the CITY.
- 2. Time of Performance. The services shall commence upon execution of this Agreement, and shall continue until November 16, 2025 or until terminated as set forth in Section 6 (Termination) of this Agreement. CONSULTANT understands that time is of the essence and will complete the services as outlined in the Exhibit "A".
- 3. Compensation. Compensation to be paid to CONSULTANT to be in accordance with Exhibit "B", which is attached hereto and incorporated herein by reference. Payment by CITY under this Agreement shall not be deemed a waiver of defects in CONSULTANT's services, even if such defects were known to the CITY at the time of payment.
- 4. Method of Payment. CONSULTANT shall submit billing describing the work performed. CONSULTANT's bills shall include a brief description of the services performed, the date the services were performed, the number of hours spent and by whom, and a description of any reimbursable expenditures. CITY shall pay CONSULTANT upon approval of the invoice by CITY staff.

5. Additional Services. At any time during the term of this Agreement, CITY may request that CONSULTANT perform Extra Work. As used herein, “Extra Work” means any work which is determined by CITY to be necessary for the proper completion of CONSULTANT’s services, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. CONSULTANT shall not perform, nor be compensated for, Extra Work without prior written authorization from CITY.
6. Termination. This Agreement may be terminated by the CITY at any time. Upon termination, CONSULTANT shall be entitled to compensation for services properly performed up to the effective date of termination.
7. Ownership of Documents. The CITY acknowledges the CONSULTANT's documents, including electronic files, as the work papers of the CONSULTANT and the CONSULTANT's instruments of professional service. All plans, studies, documents, and other writings prepared by and for CONSULTANT, its officers, employees, and agents and sub consultants in the course of implementing this Agreement, except working notes and internal documents, shall become the property of the CITY upon payment to CONSULTANT for such services, and the CITY shall have the sole right to use such materials in its discretion without further compensation to CONSULTANT or to any other party. CONSULTANT shall not be held liable for any modification or reuse of the CITY-owned instruments of service for purposes outside this Agreement. CONSULTANT shall, at CONSULTANT’s expense, provide such reports, plans, studies, documents, and other writings to CITY within three (3) days after written request. Nothing herein shall be construed as a limitation on CONSULTANT’s right to re-use component design details, features and concepts on other projects, in other contexts or for other clients.
8. Licensing of Intellectual Property. This Agreement creates a nonexclusive and perpetual license for CITY to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in documents or works of authorship fixed in any tangible medium of expression including, but not limited to, data magnetically or otherwise recorded on computer diskettes, CDs or other electronic form which are prepared or caused to be prepared by CONSULTANT under this Agreement (“Documents and Data”). CONSULTANT shall require all sub consultants to agree in writing that CITY is granted a nonexclusive and perpetual license for any Documents and

Data the sub consultant prepares under this Agreement. CONSULTANT represents and warrants that CONSULTANT has the legal right to license any and all Documents and Data. CONSULTANT makes no such representation and warranty in regard to Documents and Data which may be provided to CONSULTANT by CITY. CITY shall not be limited in any way in its use of the Documents and Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at CITY's sole risk.

9. Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents and Data either created by or provided to CONSULTANT in connection with the performance of the Agreement shall be held confidential by CONSULTANT unless and until such documents become a matter of public record. Such materials shall not, without the prior written consent of CITY, be used by CONSULTANT for any purposes other than the performance of the services under this Agreement. Nor shall such materials be disclosed to any person or entity not connected with the performance of the services under this Agreement. Nothing furnished to CONSULTANT which is otherwise known to CONSULTANT or is generally known, or has become known, to the related industry shall be deemed confidential. CONSULTANT shall not use CITY's name or insignia, photographs relating to project for which CONSULTANT's services are rendered, or any publicity pertaining to the CONSULTANT's services under this Agreement in any magazine, trade paper, newspaper, television, or radio production or other similar medium without the prior written consent of CITY.

10. Consultant's Books and Records

- a. CONSULTANT shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, expenditures, and disbursements charged to CITY for a minimum period of three (3) years, or for any longer period required by law, from the date of final payment to CONSULTANT to this Agreement.
- b. CONSULTANT shall maintain all documents and records which demonstrate performance under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of termination or completion of the Agreement.

- c. Any records or documents required to be maintained pursuant to this Agreement shall be made available for inspection or audit, at any time during regular business hours, upon written request by the City Manager, City Attorney, City Finance Director, or a designated representative of these officers. Copies of such documents shall be provided to the CITY for inspection at 9955 Live Oak Blvd., Live Oak, California when it is practical to do so. Otherwise, unless an alternative is mutually agreed upon, the records shall be available at CONSULTANT's address indicated for receipt of notices in this Agreement.
  - d. Where CITY has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment, or termination of CONSULTANT's business, CITY may, by written request by any of the above named officers, require that custody of the records be given to the CITY and that documents be maintained by CITY Hall.
11. Independent Contractor. It is understood that CONSULTANT, in the performance of the services agreed to be performed, shall act as and be an independent contractor and shall not act as an agent or employee of the CITY. CONSULTANT shall obtain no rights to retirement benefits or other benefits which accrue to CITY's employees, and CONSULTANT hereby expressly waives any claim it may have to any such rights.
12. Interest of Consultant. CONSULTANT (including principals, associates, and professional employees) covenants and represents that it does not now have any investment or interest in real property and shall not acquire any interest, direct or indirect, in the area covered by this Agreement or any other source of income, interest in real property or investment which would be affected in any manner or degree by the performance of CONSULTANT's services hereunder. CONSULTANT further covenants and represents that in the performance of its duties hereunder no person having any such interest shall perform any services under this Agreement.
- CONSULTANT is not a designated employee within the meaning of the Political Reform Act because CONSULTANT:
- a. will conduct research and arrive at conclusions with respect to its rendition of information, advice, recommendation, or counsel independent of the control and direction of the CITY or any CITY official, other than normal agreement monitoring; and

- b. possesses no authority with respect to any CITY decision beyond rendition of information, advice, recommendation, or counsel. (FPPC Reg. 18700(a)(2)).
13. Professional Ability of CONSULTANT. CITY has relied upon the professional training and ability of CONSULTANT to perform the services hereunder as a material inducement to enter into this Agreement. All services provided by CONSULTANT under this Agreement, shall be by Yuba Sutter Arts Council and shall be in accordance with applicable legal requirements and shall meet the standard of quality ordinarily to be expected of competent professionals in CONSULTANT's field of expertise.
14. Compliance with Laws. CONSULTANT shall use the standard of care in its profession to comply with all applicable federal, state, and local laws, codes, ordinances, and regulations.
15. Licenses. CONSULTANT represents and warrants to CITY that it has all licenses, permits, qualifications, insurance, and approvals of whatsoever nature which are legally required of CONSULTANT to practice its profession. CONSULTANT represents and warrants to CITY that CONSULTANT shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, insurance, and approvals which are required by the CITY for its business.
16. Indemnity. CONSULTANT agrees to defend, indemnify, and hold harmless the CITY, its officers, officials, agents, employees, and volunteers from and against any and all claims, demands, actions, losses, damages, injuries, and liability, (including any and all costs and expenses in connection therein), arising from its performance of this Agreement or its failure to comply with any of its obligations contained in this Agreement, except to the extent any such claim arises from the sole negligence or willful misconduct of the CITY, its officers, agents, employees, or volunteers.
17. Insurance Requirements. CONSULTANT, at CONSULTANT's own cost and expense, shall procure and maintain, for the duration of the Agreement, the insurance coverage and policies as set forth in Exhibit "C" attached hereto.
18. Notices. Any notice required to be given under this Agreement shall be in writing and either served personally or sent prepaid, first class mail. Any such notice shall be addressed to the other party at the address set forth below. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to CITY: **CITY of Live Oak**  
**9955 Live Oak Blvd**  
**Live Oak, CA 95953**  
**Attn: Aaron Palmer, City Manager**

If to CONSULTANT: **Yuba Sutter Arts Council**  
**624 E Street**  
**Marysville, CA 95901**  
**Attn: David Read, Executive Director**

19. Entire Agreement. This Agreement constitutes the complete and exclusive statement of Agreement between the CITY and CONSULTANT. All prior written and oral communications, including correspondence, drafts, memoranda, and representations are superseded in total by this Agreement.
20. Amendments. This Agreement may be modified or amended only by a written document executed by both CONSULTANT and CITY and approved as to form by the CITY Attorney.
21. Assignments and Subcontracting. The parties recognize that a substantial inducement to CITY for entering into this Agreement is the professional reputation, experience, and competence of CONSULTANT. Assignments of any or all rights, duties, or obligations of the CONSULTANT under this Agreement will be permitted only with the express prior written consent of the CITY. CONSULTANT shall not subcontract any portion of the services to be performed under this Agreement without the prior written authorization of the CITY. If CITY consents to such subcontract, CONSULTANT shall be fully responsible to CITY for all acts or omissions of any subcontract of CONSULTANT. Nothing in this Agreement shall create any contractual relationship between CITY and subcontract nor shall it create any obligation on the part of the CITY to pay or to see to the payment of any monies due to any such subcontract other than as otherwise required by law.
22. Waiver. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.

23. Severability. If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.
24. Controlling Law Venue. This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this Agreement shall be held exclusively in a state court in the County of Sutter.
25. Litigation Expenses and Attorney's Fees. If either party to this Agreement commences any legal action against the other part arising out of this Agreement, the prevailing party shall be entitled to recover its reasonable litigation expenses, including court costs, expert witness fees, discovery expenses, and reasonable attorney's fees.
26. Execution. This Agreement may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties when at least one copy hereof shall have been signed by both parties hereto. In approving this Agreement, it shall not be necessary to produce or account for more than one such counterpart.
27. Authority to Enter Agreement. CONSULTANT has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority, to make this Agreement and to bind each respective party.
28. Prohibited Interests. CONSULTANT maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for CONSULTANT, to solicit or secure this Agreement. Further, CONSULTANT warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for CONSULTANT, any fee, commission, percentage, brokerage fee, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer, or employee of CITY, during the term of his or her service with CITY, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
29. Equal Opportunity Employment. CONSULTANT represents that CONSULTANT is an equal opportunity employer and CONSULTANT shall not discriminate against any sub



consultant, employee, or applicant for employment because of race, religion, color, national origin, disability, ancestry, sex, or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, or termination.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed on the date first written above.

**CITY OF LIVE OAK**

**YUBA SUTTER ARTS COUNCIL**

By: \_\_\_\_\_  
Aaron Palmer, City Manager

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

Title: \_\_\_\_\_

Business License #: \_\_\_\_\_

Tax ID No.: \_\_\_\_\_

- Attachments: Exhibit A – Scope of Services  
Exhibit B – Schedule of Fees  
Exhibit C – Insurance Requirements

# Exhibit “A”

## Scope of Work

**CONSULTANT** will implement a high quality public mural project within the city limits of the City of Live Oak with a goal of delivering two to three murals per year. Murals are expected to be approximately 1200 sq. ft., at an estimated minimum cost of \$10 per sq. ft., with a minimum expected life of 5 years. The actual number of murals, sizes of murals and cost will vary according to each location.

**CONSULTANT** will be entitled to a fee of 10% of the total cost of each new mural created as part of this agreement.

In coordination with Live Oak Economic Development Committee, Arts Council will be responsible for selection of sites.

**CONSULTANT** is solely responsible for contracting with property owners and contracting with artist(s). As stated previously, the City of Live Oak is indemnified and held harmless from any and all actions of **CONSULTANT** in implementing the project.

Arts Council will follow guidelines established by the City of Live Oak, including:

- a. Following the theme of a celebration of Live Oak’s heritage, with all murals throughout life of program featuring prominently the presence of oak trees, reestablishing in art the historic riparian oak forest.
- b. Consulting with Economic Development Committee on site location priorities for murals.
- c. Maintaining the quality of art anticipated in the project.
- d. Ensuring property-owner participation in the final selection of art for a specific property.
- e. Inclusion of public process in the review of artist submissions for murals.

**CONSULTANT** will collaborate with the Economic Development Committee on marketing the mural project in the region.

**CONSULTANT** is responsible for maintaining murals within the parameters of available funding.

# Exhibit “B”

## Schedule of Fees

The City of Live Oak will match dollar for dollar any public or private resources **CONSULTANT** may secure for the project. The match commitment is limited to a maximum of \$60,000 for the three year life of the project.

# Exhibit “C”

## Insurance Requirements

CONSULTANT shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the CONSULTANT, his agents, representatives, or employees. CONSULTANT shall maintain limits no less than:

- |   |   |
|---|---|
| 1. Commercial General Liability, Including: | \$1,000,000 per occurrence and                |
| Premises and Operations                     | \$2,000,000 general aggregate                 |
| Contractual Liability                       |   |
| Personal Injury Liability                   |   |
| Independent Contractors                     |   |
| Bodily Injury, Property Damage              |   |
| 2. Automobile Liability:                    | \$1,000,000 per accident for                  |
| Owned, Non-Owned,                           | bodily injury and property                    |
| and Hired Autos                             | damage  |
| 3. Workers’ Compensation:                   | As required by the State of California        |
| 4. Employer’s Liability:                    | \$1,000,000 per accident for bodily injury or |
|   | disease                                       |
| 5. Professional Liability:                  | \$1,000,000 per claim and \$2,000,000 annual  |
|   | aggregate                                     |

Any deductibles or self-insured retentions must be declared to and approved by the CITY. At the option of the CITY, either: insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the CITY, its officers, officials, employees and volunteers; or the CONSULTANT shall provide a financial guarantee satisfactory to the CITY guaranteeing payment of losses and related investigations, claim administration and defense expenses.

The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The CITY, its officers, officials, employees and volunteers are to be covered as insured’s as respects: liability arising out of work or operations performed by or on behalf of the CONSULTANT; or automobiles owned, leased, hired or borrowed by the CONSULTANT.
2. For any claims related to this project, the CONSULTANT’s insurance coverage shall be primary insurance as respects the CITY, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the CITY, its officers, officials, employees or volunteers shall be excess of the CONSULTANT’s insurance and shall not contribute with it.

3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) day's prior written notice has been provided to the CITY.

If General Liability and Professional Liability coverages are written on a claims-made form:

1. The retroactive date must be shown, and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.
3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the contract effective date, the CONSULTANT must purchase an extended period coverage for a minimum of five (5) years after completion of contract work.
4. A copy of the claims reporting requirements must be submitted to the CITY for review.

#### Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the CITY. Exception may be made for the State Compensation Insurance Fund when not specifically rated.

#### Verification of Coverage

CONSULTANT shall furnish the CITY with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the CITY or on other than the CITY's forms provided those endorsements conform to CITY requirements. All certificates and endorsements are to be received and approved by the CITY before work commences. However, failure to do so shall not operate as a waiver of these insurance requirements. The CITY reserves the right to require complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by these specifications at any time.

#### Waiver of Subrogation

CONSULTANT hereby agrees to waive subrogation which any insurer of CONSULTANT may acquire from vendor by virtue of the payment of any loss. CONSULTANT agrees to obtain any endorsement that may be necessary to effect this waiver of subrogation.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the CITY for all work performed by the CONSULTANT, its employees, agents and sub consultant.



**City of Live Oak  
Report to City Council**

**Meeting Date:**

November 16, 2022

**Title:**

Conference with Legal Counsel Pursuant to Government Code Section 54956.9:

Existing Litigation (Paragraph (1) of subdivision (d) of Government Code Section 54956.9)- One (1) Case, Name of Case: Waller v. County of Sutter, et al., Case No.: USDC EDCA 2:22-CV-00246.