

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 22, 2014

*This document is a summarized version of the Board of Commissioners proceedings. The minutes are paraphrased, not verbatim. Access to an electronic audio recording of the meeting is available upon request.*

The Honorable Board of Franklin County Commissioners met on the above date. Present for the meeting were Robert E. Koch, Chairman; Brad Peck, Chair Pro Tem; and Rick Miller, Member; Fred Bowen, County Administrator; and Mary Withers, Clerk to the Board. Meeting convened at 9:00 am with the Pledge of Allegiance.

#### LEGISLATIVE LIAISON

Lobbyist Jim Potts talked with the Board by speaker phone to give a legislative update. Present in audience: Matt Mahoney, Matthew Rasmussen, Eric Talbott, Roland Thompson and Tri-City Herald Reporter Geoff Folsom.

#### PUBLIC WORKS

Public Works Director Matt Mahoney and Engineer Matthew Rasmussen met with the Board.

#### Public Hearing: Vacation of a portion of Dradie Street

Public Hearing convened at 9:12 am. Present: Commissioners Koch, Peck and Miller; County Administrator Fred Bowen; Public Works Director Matt Mahoney; Engineer Matthew Rasmussen; and Clerk to the Board Mary Withers. Present in audience: Eric Talbott, Roland Thompson and Tri-City Herald Reporter Geoff Folsom.

The Board had reviewed the Engineers Report for Vacation of a portion of Dradie Street (Exhibit 1). Mr. Mahoney and Mr. Rasmussen answered the Board's questions. No one in the audience wished to comment.

**Motion** – Mr. Miller: Mr. Chairman, I move that we approve the final order of vacation for a portion of Dradie Street west of Road 72. Second by Mr. Peck. 3:0 vote in favor. Resolution 2014-027 was approved.

#### Local Agency Agreement Supplement #1 with Washington State Department of Transportation for County Road Project 606/Langford Road Resurfacing and Restoration (9:14 am)

Mr. Mahoney asked for approval of the supplemental agreement as part of the county's request for construction funding for the project.

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 22, 2014

**Motion** – Mr. Miller: Mr. Chairman, I move that we approve CRP 606/Langford Road Resurfacing and Restoration, Local Agency Agreement Supplement # 1 between Franklin County and Washington State Department of Transportation. Second by Mr. Peck. 3:0 vote in favor. Resolution 2014-28 was approved.

**Approval of Washington State Department of Transportation Right of Way Acquisition forms**  
(9:17 am)

Mr. Mahoney explained that WSDOT requires the forms.

**Motion** – Mr. Miller: I move that we grant approval of WSDOT Right of way Acquisition forms. Second by Mr. Peck. 3:0 vote in favor. Resolution 2014-029 was approved.

**VOUCHERS** (9:23 am)

**Motion** – Mr. Miller: Mr. Chairman, I move that we approve the fund expenditures signed by Mr. Beaton, Julie Jordan and Fred Bowen. The total amount is \$513,736.15. Second by Mr. Peck. 3:0 vote in favor. (Exhibit 2)

<b><u>Fund Expenditures</u></b>	<b><u>Warrants</u></b>		<b><u>Amount Issued</u></b>
Current Expense	92769	92797	\$14,025.64
Current Expense	92798	92846	\$22,464.36
Current Expense	92847	92885	\$59,542.98
Current Expense	92886	92888	\$403.79
Auditor O & M	92889	-	\$240.81
Election Equipment Revolving	92890	92891	\$10,371.66
Treasurer O & M	92892	-	\$246.92
Trial Court Improvement Fund	92893	-	\$350.00
Jail Commissary	92894	-	\$1,392.69
Enhanced 911	92895	92897	\$67,987.85
Law Library	92898	92900	\$5,024.22
Ending Homelessness Fund	92901	92904	\$7,174.56
Affordable Housing Fund	92905	92906	\$21,658.52
FC Capital Projects Fund	92907	-	\$4,362.98
.3% Criminal Justice Const Fnd	92908	-	\$58.50
Dept of Commerce Pass Through	92909	92910	\$10,559.75
Current Expense	92911	92914	\$10,766.20
.3% Criminal Justice Const Fnd	92915	92916	\$274.16
FC Public Facilities Const Fund	92917	92918	\$17,985.17
TRAC Operations Fund	92919	92936	\$44,777.74
County Roads	92937	92949	\$55,671.28
Solid Waste	92950	92953	\$26,394.48
C.R.I.D.	92954	-	\$13,529.00

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 22, 2014

Motor Vehicle/Public Works	92955	92961	\$9,226.10
Current Expense	92962	92988	\$28,446.78
Current Expense	92989	93014	\$56,877.23
Election Equipment Revolving	93015	-	\$738.50
Crime Victims/Witness Assist	93016	93017	\$1,467.71
Jail Commissary	93018	93022	\$1,176.32
Law Library	93023	93025	\$2,262.48
Ending Homelessness Fund	93026	-	\$474.00
TRAC Operations Fund	93027	93040	\$8,989.44
Current Expense	93041	-	\$7,583.37
Current Expense	Excise Tax		\$606.51
Supplemental Preservation Fund	Excise Tax		\$55.90
Treasurer O & M	Excise Tax		\$58.30
County Roads	Excise Tax		\$1.76
.3% Criminal Justice Const Fnd	Excise Tax		\$202.98
TRAC Operations Fund	Excise Tax		\$149.29
Franklin County RV Facility	Excise Tax		\$1.03
Motor Vehicle/Public Works	Excise Tax		<u>\$155.19</u>
<b>Grand Total:</b>			<b>\$513,736.15</b>

**AUDITOR (9:26 am)**

Auditor Matt Beaton and Director of Accounting Services Tom Westerman met with the Board. Present in audience: Matt Mahoney, Robin Stanco, Jeff Burckhard, Geoff Folsom, Rebeca Gilley, Jerrod MacPherson, Margo Hines, Steve Marks, Richard Lathim and Lester Storms and one other man.

**Request for funding for two temporary staff accountants**

Mr. Beaton requested approval of funding for two temporary staff accountants, one for payroll coverage and one for the financial software conversion project. He and Mr. Westerman answered the Board's questions including funding sources, length of time the accountants may be needed, prioritization compared to other needs in the Auditor's Office, and work being done by existing staff. There was extensive discussion.

**Motion** – Mr. Miller moved to approve creation and funding of two temporary staff accounting positions in the Auditor's Office as shown on the resolution. The amount for position one is \$23,224. The amount for position two is \$46,022. Second by Mr. Peck with the understanding the approval is not to exceed that amount. Mr. Miller agreed. Mr. Peck asked that the auditor

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 22, 2014

make every effort to minimize that expense. 3:0 vote in favor. Resolution 2014-030 was approved. (Exhibit 3)

**TREASURER (9:47 am)**

Treasurer Josie Koelzer and Public Works Director Matt Mahoney met with the Board.

Bid Opening: Sale of county land, Parcel #121-211-054

Bid opening convened at 9:47 am. Present: Commissioners Koch, Peck and Miller; County Administrator Fred Bowen; Treasurer Josie Koelzer; Public Works Director Matt Mahoney; and Clerk to the Board Mary Withers. Present in audience: Matthew Rasmussen, Lester Storms, Geoff Folsom, Margo Hines, Rebeca Gilley (present as an interpreter), Jerrod MacPherson, Larry Hueter, Steve Marks, Richard Lathim and one other man.

One bid was received from Burl Booker: cash bid of \$3143.

The Board asked that the bid be reviewed to make sure it meets all requirements. If it meets all requirements, it will be awarded to Burl Booker.

**JAIL CONSTRUCTION (9:51 am)**

Jail Construction Manager Larry Hueter and Sheriff Richard Lathim met with the Board. Present in audience: Lester Storms, Geoff Folsom, Margo Hines, Steve Marks, Richard Lathim and one other man.

Change Order #9

**Motion** – Mr. Miller moved for approval of Change Order No. 9 to AIA Document A101-2007, Agreement between Franklin County and Lydig Construction, Inc., for five potential change orders, Number 44, Number 57, Number 59, Number 60 and Number 61, in the total amount of \$5355.07 which includes \$4931 plus tax of \$424.07. Second by Mr. Peck. 3:0 vote in favor. Resolution 2014-031 was approved.

Matt Beaton and Ryan Verhulp joined the audience.

Change Order proposed no-cost language (10:00 am)

Mr. Hueter explained the request for a proposed no-cost change order to the Justice Center/Jail Expansion contract to change the 30-day shutdown period to a shared 30-day period between the county and the contractor. Sheriff Lathim agreed with the requested change.

The Board asked that the Change Order be put on next week's consent agenda.

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 22, 2014

**PROSECUTOR (10:07 am)**

Deputy Prosecutor Ryan Verhulp, Public Works Director Matt Mahoney and County Engineer Matthew Rasmussen met with the Board.

**Executive Session** at 10:07 am pursuant to RCW 42.30.110(1)(i) for legal risks of a proposed action/potential litigation regarding ORRCO expected to last 15 minutes.

**Open Session** at 10:24 am.

Deputy Prosecutor Ryan Verhulp, Public Works Director Matt Mahoney, County Engineer Matthew Rasmussen and Planning Director Jerrod MacPherson met with the Board.

**Executive Session** at 10:24 am pursuant to RCW 42.30.110(1)(i) for legal risks of a proposed action/potential litigation regarding Clark Addition expected to last 15 minutes.

**Open Session** at 10:41 am.

**Motion** – Mr. Peck: Mr. Chairman, following a good discussion in executive session in which we all participated, I would move that this Board direct Public Works to move quickly to take two actions: one is to advance the paperwork for the Board necessary to vacate what apparently is intended to be a temporary cul-de-sac easement at the western end of Janet Road in Clark's Addition on the north side. That fixes one problem. The second action is to move forward as quickly as reasonably possible to establish adequate emergency vehicle access from the west end of the current Janet Road northward where it intersects Clark Road with the further intention of chip sealing or paving that stretch once weather conditions make that advisable. Second by Mr. Miller. 3:0 vote in favor.

**OFFICE BUSINESS (10:44 am)**

**Consent Agenda**

**Motion** – Mr. Peck: I move for approval of consent agenda as presented, 10 items.

1. Approval of Resolution 2014-032, Personal Services Contract between Benton and Franklin Counties Juvenile Justice Center and Inter-City Legal Processing & Messenger Service, LLC
2. Approval of Resolution 2014-033, Interagency Agreement between Washington State University Extension and Franklin County
3. Approval of Resolution 2014-034, Third Amendment to Agreement #2012-HHAA-LCC between Benton and Franklin Counties Department of Human Services and Lourdes Counseling Center

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 22, 2014

4. Approval of Resolution 2014-035, GCBH Amendment #BFCRUP-11/13-04, Amendment No. 04, for the Prepaid Inpatient Health Plan (PIHP) Amendment, between Greater Columbia Behavioral Health and Benton and Franklin Counties Department of Human Services
5. Approval of Resolution 2014-036, appointing Jane McKinney to the Benton and Franklin Counties Department of Human Services Advisory Board
6. Approval of Resolution 2014-037, payment of Franklin County's portion (\$7338.78) of an invoice accrued by The Landfill Group to Aspect Consulting LLC for professional consulting services
7. Approval of letter to EnviroTech awarding Franklin County 2014 materials bid for Magnesium Chloride Anti-Icer/Deicer for 76 tons at a unit price of \$157.76 per ton excluding sales tax (Exhibit 4)
8. Approval of Resolution 2014-038, regarding flat monthly payments for the 2014 Juvenile Center Operations Budget and Facilities Budget
9. Approval of Franklin County Commissioner Proceedings for January 8, 2014
10. Approval of Resolution 2014-039, Addition of Change Order No. 8 to AIA Document A101-2007, Agreement between Franklin County (Owner) and Lydig Construction, Inc. (Contractor)

**COUNTY ADMINISTRATOR (10:44 am)**

County Administrator Fred Bowen met with the Board. Present in audience: Janet Taylor, Geoff Folsom and another man.

**Coroner temporary staff position**

Mr. Bowen told the Board that Coroner Dan Blasdel has requested approval for a temporary on-call staff position and a budget transfer of \$29,000 to cover the salary cost. There was extensive discussion.

**Motion** – Mr. Peck moved to authorize Mr. Bowen to make the funds available contingent on complying with all Human Resources requirements for this hire. Second by Mr. Miller. Second by Mr. Miller. 3:0 vote in favor.

**Recessed** at 11:14 am. Mr. Miller left the meeting for a personal appointment.

**Reconvened** at 11:21 am.

County Administrator Fred Bowen and Deputy Prosecutor Janet Taylor met with the Board.

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 22, 2014

**Executive Session** at 11:21 am pursuant to RCW 42. 30.140 (4) regarding contract negotiations expected to last 15 minutes.

**Open Session** at 11:39 am.

**Executive Session** continued at 11:39 am expected to last five minutes.

**Open Session** at 11:45 am.

**Adjourned** at 11:45 am.

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 22, 2014

There being no further business, the Franklin County Board of Commissioners meeting was adjourned until January 29, 2014.

BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON



\_\_\_\_\_  
Robert E. Koch, Chairman

**Brad Peck - Absent**

\_\_\_\_\_  
Brad Peck, Chairman Pro Tem



\_\_\_\_\_  
Rick Miller, Member

Attest:

  
\_\_\_\_\_  
Clerk to the Board

Approved and signed February 5, 2014.



# FRANKLIN COUNTY



## **Engineers Report for Vacation of A Portion of Dradie Street**

**Prepared By: Matt Rasmussen, County Engineer/Assistant Public  
Works Director**

**Contents**

Background.....1

Engineers Findings.....1

Engineers Recommendation .....1

Dradie Street Vacation Site Plan ..... Attachment 1

## **Background**

In December 2012 Public Works reviewed a proposed Short Plat (SP2012-14) within the un-incorporated portion of the urban growth area. The plat is located west of the intersection of Road 72 and the dedicated right of way for Dradie Street. The previous owner (Dave Johnson) platted the land (SP2001-02) which created the right of way for Dradie Street as it currently exists. At that time Dradie Street was not improved to County Standards.

The new short plat proposes to extend the right of way for Dradie Street approximately 100 feet to the west and create a new cul-de-sac. As such, portions of the existing cul-de-sac will no longer be a necessary part of the County Road system (Attachment 1).

As a condition of the approval of Short Plat 2012-14 Public Works required that the vacation of these two portions of right of way be completed by the land owner (Mr. Roland Thompson). On December 13<sup>th</sup>, 2013 Public Works received a completed petition for the vacation of the two portions of right of way. Currently, there are only two land owners that will be impacted by this vacation. Mr. Thompson is the majority land holder. Construction is under way to build Dradie Street to county road standards. Once the Short Plat is recorded and construction of Dradie Street is completed to its final configurations, it will be accepted as a County Road.

## **Engineers Findings**

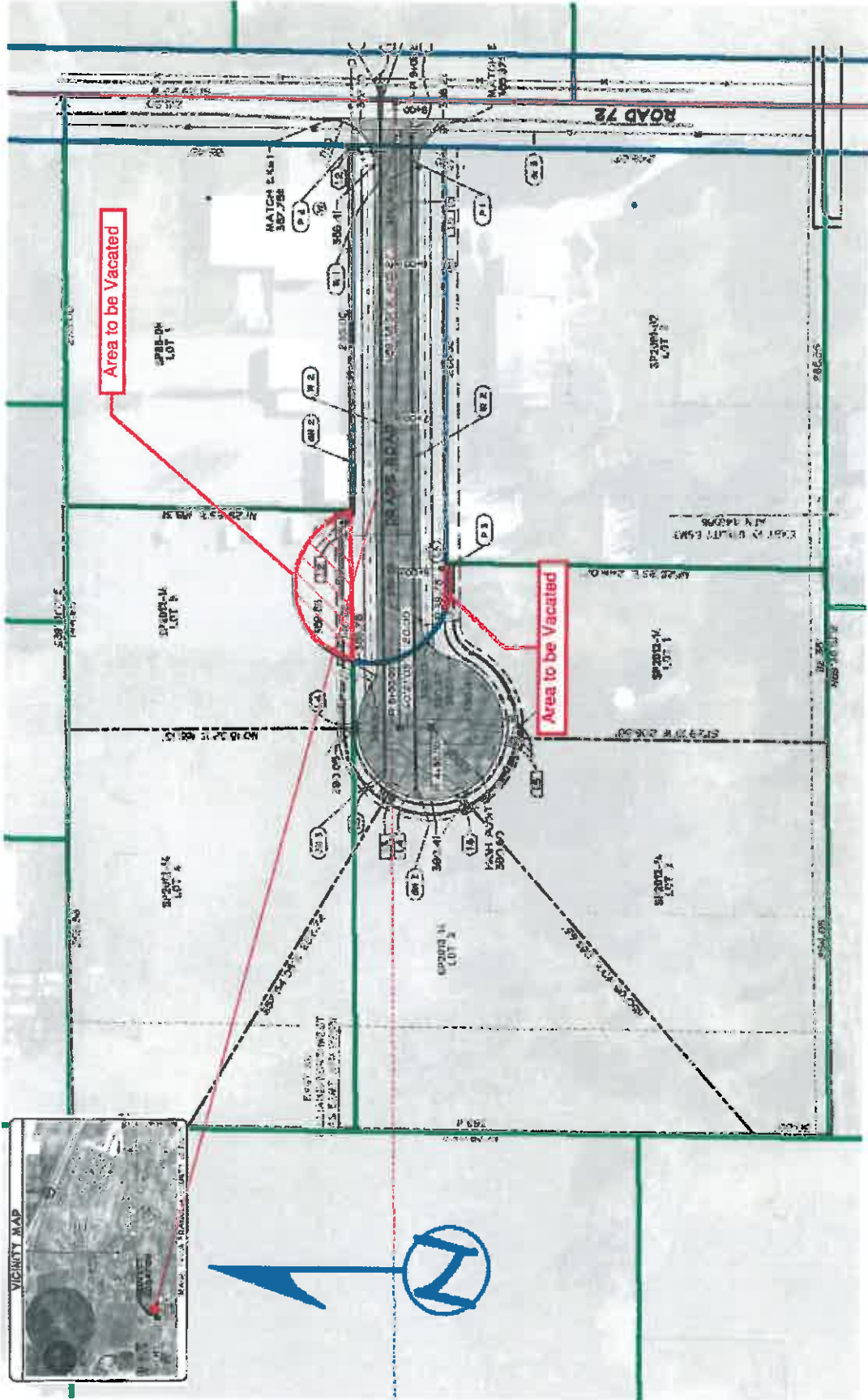
With the reconfiguration of Dradie Street in Short Plat 2012-14 the left over portions of the existing cul-de-sac are useless as part of the County Road system. While the vacated areas are not strictly necessary to ensure all lots within the short plat meet minimum lot area requirements (21,780 square feet) the area to be vacated will increase the acreage to lots 1 and 5 of Short Plat 2012-14.

The purposed vacation will have no impact on land owners Mr. and Mrs. Edward Bass (2830 Road 72) and Mr. and Mrs. Roland Thompson (2820 Road 72). Both properties have direct access to the County Road system outside of the vacated area. Mr. & Mrs. Roland Thompson are the majority land holders of the properties adjoining the existing right of way of Dradie Street, and are the party petitioning for the vacation of the excess right of way.

## **Engineers Recommendation**

It is the recommendation of the County Road Engineer that the Board of County Commissioners approve the vacation of these portions of Dradie Street. Once Short Plat 2012-14 is recorded they will be useless as a part of the County Road system. Further their vacation is a direct benefit to the land owner as it increases the useable area of two lots within their proposed subdivision.

# Dradie Street Vacation Site Plan





FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

1/22/2014

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.080, expense reimbursement claims.

Action: As of this date, 1/22/2014

Move that the following warrants be approved for payment:

certified by RCW 42.24.090, have been recorded on a listing, which has been sent to the board members.

<u>FUND Expenditures</u>	<u>WARRANTS</u>		<u>AMOUNT ISSUED</u>
Current Expense	92769	92797	\$14,025.64
Current Expense	92798	92846	\$22,464.36
Current Expense	92847	92885	\$59,542.98
Current Expense	92886	92888	\$403.79
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TRAC Operations Fund	92919	92936	\$44,777.74
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Jail Commissary	93018	93022	\$1,176.32
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Ending Homelessness Fund	93026	-	\$474.00
TRAC Operations Fund	93027	93040	\$8,989.44
Current Expense	93041	-	\$7,583.37
Current Expense	Excise Tax	-	\$606.51
Supplemental Preservation Fund	Excise Tax	-	\$55.90
Treasurer O & M	Excise Tax	-	\$58.30
County Roads	Excise Tax	-	\$1.76
.3% Criminal Justice Const Fnd	Excise Tax	-	\$202.98
TRAC Operations Fund	Excise Tax	-	\$149.29
Franklin County RV Facility	Excise Tax	-	\$1.03
Motor Vehicle/Public Works	Excise Tax	-	\$155.19
In the amount of			<u>\$513,736.15</u>

The motion was seconded by  
And passed by a vote of 3 to

*[Signature]*  
The attached vouchers have been approved by Auditor or Deputy

Vouchers Audited By: *[Signature]* Julie Jordan

**FRANKLIN COUNTY RESOLUTION NO. \_\_\_\_\_**

BEFORE THE BOARD OF COUNTY COMMISSIONERS, FRANKLIN COUNTY,  
WASHINGTON

**RE: APPROVAL FOR CREATING AND FUNDING TWO TEMPORARY STAFF  
ACCOUNTING POSITIONS IN THE AUDITOR'S OFFICE:**

**POSITION (1) TEMPORARY STAFF ACCOUNTING ASSISTANT, GRADE 13,  
STEP 1 (FOR UP TO SIX MONTHS) FOR PAYROLL COVERAGE, FUNDED  
WITHIN CURRENT EXPENSE**

**INTERBUDGET TRANSFER (\$23,224) FROM THE CURRENT EXPENSE  
SALARY AND BENEFIT CONTINGENCY BUDGET NUMBER 001-000-  
700.519.90.00.0002 (CONTINGENCY – SALARY AND BENEFITS) TO THE  
FRANKLIN COUNTY AUDITOR'S OFFICE AS FOLLOWS:**

<u>BUDGET LINE FROM</u>	<u>BUDGET LINE TO</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
001-000-700.519.90.00.0002	001-000-060.514.10.10.0800	EXTRA HELP	\$ 16,038
001-000-700.519.90.00.0002	001-000-060.514.10.20.0001	SOCIAL SECURITY	1,227
001-000-700.519.90.00.0002	001-000-060.514.10.20.0002	MEDICAL	4,362
001-000-700.519.90.00.0002	001-000-060.514.10.20.0003	RETIREMENT	1,477
001-000-700.519.90.00.0002	001-000-060.514.10.20.0004	LABOR AND IND	120
<b>TOTAL TRANSFER</b>			<b>\$ 23,224</b>

**POSITION (2) TEMPORARY STAFF ACCOUNTANT, GRADE 14, STEP 1 (UP  
TO ELEVEN MONTHS) FOR ACCOUNTING COVERAGE RELATED TO THE  
FINANCIAL SOFTWARE IMPLEMENTATION PROJECT, FUNDED FROM THE  
FC CAPITAL PROJECTS FUND**

**INTRABUDGET TRANSFER (\$46,022) FROM THE FC CAPITAL PROJECTS  
FUND BUDGET LINE 300.000.001.594.64.0001 (FINANCIAL SOFTWARE) TO  
SALARY AND BENEFIT LINE ITEMS AS FOLLOWS:**

<u>BUDGET LINE FROM</u>	<u>BUDGET LINE TO</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
300-000-001.594.19.64.0001	300-000-001.594.19.10.0800	EXTRA HELP	\$ 32,351
300-000-001.594.19.64.0001	300-000-001.594.19.20.0001	SOCIAL SECURITY	2,475
300-000-001.594.19.64.0001	300-000-001.594.19.20.0002	MEDICAL	7,997
300-000-001.594.19.64.0001	300-000-001.594.19.20.0003	RETIREMENT	2,980
300-000-001.594.19.64.0001	300-000-001.594.19.20.0004	LABOR AND IND	220
<b>TOTAL TRANSFER</b>			<b>\$ 46,022</b>

**WHEREAS**, the Auditor's Office Accounting Department has an absence of a key employee (Accounting Coordinator/Recording Supervisor) due to an extended illness, and

**WHEREAS**, This employee is the lead payroll processing agent for the County and the FLMA leave of absence may continue through April. To cover this absence, a temporary accounting staff employee is necessary for a period of up to six months. Additionally, filling this position

will assist the financial software implementation of payroll and HR by providing resources currently engaged full time with payroll processing; and

**WHEREAS**, due to the financial software implementation placing a large workload on the Auditor's Office Accounting Department, it has become necessary to hire an additional accountant for a period of up to eleven months to reallocate existing accounting staff to the financial software installation project.

**NOW THEREFORE, IT IS HEREBY RESOLVED** the Franklin County Board of Commissioners approve the creation of two Temporary Accounting Positions within the County Auditor's Office: (1) Temporary Staff Accounting Assistant, Grade 13, Step 1, and Position (2) Temporary Staff Accountant, Grade 14, Step 1.

**IT IS FURTHER RESOLVED** that the Board of Commissioners approve to fund Position (1) Temporary Staff Accounting Assistant within Current Expense and Position (2) Temporary Staff Accountant from the FC Capital Projects fund as outlined above.


**IT IS FURTHER RESOLVED** that in the event the County Auditor is unable to fill the two temporary accounting positions in a timely manner, the Board of Commissioners approve the County Auditor to use contracted accounting services up to the amount approved in this resolution (\$69,246), and to make the transfers into budget lines 41.0060 (Professional Services/Temporary Accounting) and not the salary and benefit line items outlined above within the Current Expense Auditor's Office Department and the FC Capital Projects Fund.

**APPROVED** this 22nd day of January, 2014


**BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON**

  
\_\_\_\_\_  
Chair

Attest:

  
\_\_\_\_\_  
Chair Pro Tem

  
\_\_\_\_\_  
Clerk to the Board

  
\_\_\_\_\_  
Member

Originals: Auditor  
Accounting

cc: County Administrator



# FRANKLIN COUNTY PUBLIC WORKS DEPARTMENT

2014 038

Matt F. Mahoney, Public Works Director  
Matthew S. Rasmussen, PE, County Engineer/Asst. Director

January 22, 2014

MR-14-002

Kenberley Field, PNW Sales Representative  
EnviroTech  
PO Box 1383  
Veradale, WA 99037

Re: Award of Franklin County 2014 Materials Bid – Magnesium Chloride Anti-Icer/Deicer

Dear Kenberley,

On January 22, 2014 the Franklin County Board of County Commissioners reviewed quotes for the supply and delivery of magnesium chloride solution FOB to our Pasco maintenance facility. At that time your firm was the lowest quote submitted.

After careful review of the submitted bids we have determined that the bid submitted by EnviroTech is fair and reasonable and in the best interest of Franklin County.

Therefore, the 2014 Materials Bid for up to 76 tons of magnesium chloride anti-icer/deicer supply and delivery is hereby awarded to EnviroTech of Tacoma Washington at a unit price of one-hundred fifty seven dollars and seventy six cents (\$157.76) per ton excluding sales tax.


This letter will serve as the official agreement for EnviroTech to supply the above mentioned materials at the specified amount in accordance with the information provided to you in our telephone solicitation. We request that you sign, date and return this letter signifying your acceptance of this award no later than January 31.

Recommended:

  
Matt Rasmussen, County Engineer

  
Fred Bowen, County Administrator


Approved:

  
Chairman

  
Chairman Pro Tem

Attest:

  
Clerk of the Board

  
Member

I hereby accept this award on behalf of EnviroTech:

By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_