



CITY OF KIRKLAND
Department of Finance and Administration
123 Fifth Avenue, Kirkland, WA 98033 425.587.3000
www.ci.kirkland.wa.us

MEMORANDUM

To: David Ramsay, City Manager

From: Tracey Dunlap, Director of Finance & Administration
Barry Scott, Purchasing Agent

Date: May 20, 2009

Subject: INTERLOCAL PROCUREMENT AGREEMENT WITH LAKEWOOD FIRE DISTRICT 2

RECOMMENDATION:

It is recommended that the City execute an Interlocal Procurement Agreement with Lakewood Fire District 2.

BACKGROUND AND DISCUSSION:

One of the City's fire engines is scheduled for replacement in 2010. It takes approximately one year to complete the production of a fire engine after the supplier receives the order. H & W Emergency Vehicles has advised the City that Lakewood Fire District 2 completed a bid process at the end of 2008 for a fire engine that would meet our needs and we are eligible to purchase off of the resulting Lakewood Fire District contract at this time, if we choose to do so.

The proposal that H & W Emergency Vehicles submitted provided a number of equipment options to agencies considering making a purchase using the Lakewood Fire District contract. The options selected by Lakewood Fire District resulted in a purchase price of \$510,991.00 plus tax. The options required by the City of Kirkland would result in a purchase price of \$491,694.00 plus tax. (A recent survey of cities participating in the Pacific Northwest Public Purchasing Association showed that the price of a new fire engine can range from approximately \$400,000 to \$510,000 depending on the quantity of fire engines being ordered and the selected options.)

With the current sales tax for vehicles being at 9.8%, the total purchase price for the City would be \$539,880.01. Our Fleet Supervisor, Tim Llewellyn, has informed us that the funding for this fire engine is available.

By itself, this interlocal purchasing agreement places no financial obligation on the City. The placement of an order for the fire engine is contingent upon a review of the available funding by the Director of Finance and Administration.

This interlocal agreement complies with the intergovernmental cooperative purchasing requirements set forth in KMC 3.85.180 and RCW 39.34. The agreement is reciprocal and would allow Lakewood Fire District 2 to purchase off of contracts competitively bid by the City of Kirkland if they determine it is in their best interest to do so.

RESOLUTION R-4762

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND APPROVING PARTICIPATION BY THE CITY IN AN INTERLOCAL PROCUREMENT AGREEMENT WITH LAKEWOOD FIRE DISTRICT 2 AND AUTHORIZING THE CITY MANAGER TO EXECUTE SAID AGREEMENT ON BEHALF OF THE CITY OF KIRKLAND.

WHEREAS, the City of Kirkland and Lakewood Fire District 2 seek to enter into an intergovernmental agreement enabling the City of Kirkland to purchase goods and services through Lakewood Fire District 2's purchase contracts and also enabling Lakewood Fire District 2 to purchase goods and services through City of Kirkland purchase contracts to the extent permitted by law; and

WHEREAS, the City Council has determined it to be in the best interest of the City of Kirkland to enter into such an interlocal procurement agreement; and

NOW, THEREFORE, be it resolved by the City Council of the City of Kirkland as follows:

Section 1. The City Manager is hereby authorized and directed to execute on behalf of the City, the Interlocal Procurement Agreement, in a form substantially similar to that attached as Exhibit A, which by this reference is incorporated into this Resolution, as though fully set forth herein.

Passed by majority vote of the Kirkland City Council in open meeting this ____ day of _____, 2009.

Signed in authentication thereof this ____ day of _____, 2009.

MAYOR

ATTEST:

City Clerk

INTERLOCAL PROCUREMENT AGREEMENT

THIS AGREEMENT is between the CITY OF KIRKLAND, a Washington State municipal corporation, and LAKEWOOD FIRE DISTRICT 2, a municipal corporation of the State of Washington.

WITNESSETH:

WHEREAS, the Interlocal Cooperation Act, as amended, and codified in Chapter 39.34 of the Revised Code of Washington provides for interlocal cooperation between governmental agencies; and

WHEREAS, Chapter 39.33 of the Revised Code of Washington provides for the intergovernmental disposition of property; and

WHEREAS, the parties desire to utilize each other's procurement agreements when it is in their mutual interest;

NOW, THEREFORE, the parties agree as follows:

1. PURPOSE: The purpose of this agreement is to acknowledge the parties' mutual interest to jointly bid the acquisition of goods and services and to dispose of property where such mutual effort can be planned in advance and to authorize the acquisition of goods and services and the purchase or acquisition of goods and services under contract where a price is extended by either party's bidder to other governmental agencies.
2. ADMINISTRATION: No new or separate legal or administrative entity is created to administer the provisions of this agreement.
3. SCOPE: This agreement shall allow the following activities:
 - A. Purchase or acquisition of goods and services by each party acting as agent for either or both parties when agreed to in advance, in writing;
 - B. Purchase or acquisition of goods and services by each party where provision has been provided in contracts for other governmental agencies to avail themselves of goods and services offered under the contract.
 - C. Disposal of goods by each party acting as agent for either, or both parties when agreed to in advance, in writing.
4. DURATION AGREEMENT – TERMINATION: This agreement shall remain in force until canceled by either party in writing.
5. RIGHT TO CONTRACT INDEPENDENT ACTION PRESERVED: Each party reserves the right to contract independently for the acquisition of goods or services or disposal of any property without notice to the other party and shall not bind or otherwise obligate the other party to participate in the activity.
6. COMPLIANCE WITH LEGAL REQUIREMENTS: Each party accepts responsibility for compliance with federal, state or local laws and regulations including, in particular, bidding requirements applicable to its acquisition of goods and services or disposal of property..
7. FINANCING: The method of financing of payment shall be through budgeted funds or other available funds of the party for whose use the property is actually acquired or disposed. Each party accepts no responsibility for the payment of the acquisition price of any goods or services intended for use by the other party.

- 8. FILING: Executed copies of this agreement shall be filed with the County Auditor’s office or posted on a website as required by Section 39.34.040 of the Revised Code of Washington prior to this agreement becoming effective.
- 9. INTERLOCAL COOPERATION DISCLOSURE: Each party may insert in its solicitations for goods a provision disclosing that other authorized governmental agencies may also wish to procure the goods being offered to the party and allowing the bidder the option of extending its bid to other agencies at the same bid price, terms and conditions.
- 10. NON-DELEGATION/NON-ASSIGNMENT. Neither party may delegate the performance of any contractual obligation, to a third party, unless mutually agreed in writing. Neither party may assign this agreement without the written consent of the other party.
- 11. HOLD-HARMLESS: Each party shall be liable and responsible for the consequence of any negligent or wrongful act or failure to act on the part of itself and its employees. Neither party assumes responsibility to the other party for the consequences of any act or omission of any person, firm or corporation not a party to this agreement.
- 12. SEVERABILITY: Any provision of this agreement, which is prohibited or unenforceable, shall be ineffective to the extent of such prohibition or enforceability, without involving the remaining provisions or affecting the validity or enforcement of such provisions.

CITY OF KIRKLAND

LAKESWOOD FIRE DISTRICT 2

By: _____
David Ramsay, City Manager

By: _____
Ken Sharp, Fire Chief

Approved as to form:

Approved as to form:

By: _____
Kirkland City Attorney

Attorney for Lakewood Fire District 2

ATTEST:

ATTEST:

City Clerk

Fire District Clerk

DATE _____

DATE _____