

INTERLOCAL AGREEMENT

Between

City of Bellevue, WA

And

Cities of Bothell, Issaquah, Kirkland, and Redmond

For the

East King County Bicycle Wayfinding Project

PARTIES

The parties to this agreement are the City of Bellevue (hereinafter referred to as "Bellevue") and the cities of Bothell, Issaquah, Kirkland, and Redmond (hereinafter referred to as "Bothell," "Issaquah," "Kirkland," and "Redmond") or collectively the five cities may be referred to as the "Parties."

PURPOSE

This Memorandum of Agreement (Agreement) between the parties sets forth the working principles and responsibilities for the implementation of the East King County Bicycle Wayfinding Project as funded through the 2009 King County Non-Motorized Program.

FUNDING BACKGROUND

In Spring 2009, the Parties, with Bellevue as the sponsoring agency, applied for \$443,198 in federal Congestion Mitigation and Air Quality Program funding through the King County Non-Motorized Program. The project description stated:

Five cities are partnering to implement a coordinated and comprehensive Wayfinding Program along high priority bicycle corridors in Bellevue, Bothell, Issaquah, Kirkland, and Redmond. Once completed, approximately 1,100 wayfinding signs or pavement markings directing bicyclists to distinct neighborhoods, destinations, and regional trail facilities will be installed on 55-60 corridors throughout East King County.

The application detailed the request and commitments per city (See Attachment A for map of corridors):

Corridors	Example Destinations	# Signs or Pavement Markings	Total Cost	Grant Funded	Local Match
Bellevue					
Lake Washington Loop Trail, 118 th Avenue NE, 140 th Avenue NE/145 th Place, 164 th Avenue, West Lake Sammamish Parkway, 520 Trail, Lake to Lake Trail, Lake Washington Boulevard/SE 60 th /Coal Creek Parkway/Forest Drive/Lakemont Boulevard	Mercer Slough, Enatai Beach Park, Bellevue High School, Newcastle Beach Park, Bellevue Golf Course, Crossroads Community Center, Crossroads Mall, Interlake High School, Wilburton Hill Park and Botanical Garden, and Downtown Bellevue	269	\$174,931	\$151,315	\$23,616

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Corridors	Example Destinations	# Signs or Pavement Markings	Total Cost	Grant Funded	Local Match
Bothell					
Sammamish River Trail (Burke-Gilman), North Creek Trail, SR-527, NE 180 th Street, Main Street/Beardslee/NE 195 th , Waynita Way	UW Bothell/Cascadia Campus, Park at Bothell Landing, North Creek Business Park, Canyon Park Business Park, North Creek Playfields, Skateboard Park, Downtown Bothell, and Canyon Park Shopping Center	172	\$134,307	\$116,175	\$18,132
Issaquah					
Newport Way, West Lake Sammamish Parkway, NW Sammamish Road, Highlands Drive NE, Front Street, East Lake Sammamish Parkway, NW Gilman Boulevard, 2 nd Avenue SE, Sunset Way, 12 th Avenue NE, and SR-900.	Issaquah P&R, Tibbets Valley Park, Lake Sammamish State Park, Timberlake Park, East Lake Sammamish Trail, Costco Corporate, Microsoft, Siemens, Tiger Mountain State Park, Issaquah Commons, King County Library, Issaquah Fish Hatchery, and schools	136	\$34,000	\$29,410	\$4,590
Kirkland					
NE 132 nd Street, NE 124 th Street, 124 th Avenue NE, Juanita Drive, NE 100 th Street, 100 th Avenue NE, NE 8 th Street, NE 68 th /70 th Street, 520 Trail, 116 th Avenue NE, 108 th Avenue NE, Lake Washington Boulevard	Sammamish River Trail, Burke-Gilman Trail, Totem Lake, Downtown Kirkland, Juanita, Houghton, Bellevue, Woodinville, Bothell, Kenmore, SR 520 Trail, and Rose Hill	399	\$71,130	\$61,527	\$9,603
Redmond					
Willows Road, Sammamish River Trail, Redwood Road, 166 th Avenue NE, Avondale Road, NE 109 th Street/NE 104 th Street, NE 90 th Street, NE 80 th Street, 180 th Avenue NE, Old Redmond Road, 150 th Avenue NE, SR 520 Trail, 156 th Avenue NE/154 th Avenue NE, West & East Lake Sam Parkways, Marymoor Connector Trail	Marymoor Park, Downtown Redmond, Overlake/Microsoft, SR 520 Trail, Sammamish River Trail, and adjacent Urban Centers	140	\$98,000	\$84,770	\$13,230

The project has been awarded an initial grant of \$150,493 with the remaining \$292,705 first in line to receive contingency funding. This Agreement covers the Parties' responsibility for the full grant funded program, which could be awarded and implemented in phases. The breakdown by agency for each

distribution will be determined by a consensus of the group on the selection of priority corridors that provide the highest value in terms of supporting regional wayfinding efforts. (See Attachment B for the breakdown by agency for each funding distribution. This attachment can be updated without affecting the base terms of this agreement.)

SCHEDULE

The Parties will work to achieve the following schedule, as outlined in the application, for the initial grant award:

January, 2010	Funding available
May, 2010	Obligation Date
November, 2010	Project Completed

Should contingency funding become available, Bellevue will coordinate with Bothell, Issaquah, Kirkland, and Redmond to establish an aggressive yet feasible implementation schedule.

PROJECT MANAGEMENT TEAM

To ensure effective cooperation, efficiencies, communication, and coordination between the Parties and to serve as central points of contact for the purposes of this Agreement, the Parties have designated the following representatives:

Bellevue:	Darek Jarzynski Sr. Transportation Engineer 450 110 th Avenue NE Bellevue, WA 98004 425-452-4277 djarzynski@bellevuewa.gov	Bothell:	Seyed Safavian Transportation Manager 9654 NE 182 nd Street Bothell, WA 98011 425-486-2768 Seyed.Safavian@ci.bothell.wa.us
Issaquah:	Rory Cameron Sr. Transportation Engineer 1775 12 th Avenue NW Issaquah, WA 98027 425-837-3451 roryc@ci.issaquah.wa.us	Kirkland:	David Godfrey Transportation Engineering Manager 123 5 th Avenue Kirkland, WA 98033 425-587-3865 dgodfrey@ci.kirkland.wa.us
Redmond:	Joel Pfundt Principal Planner 15670 NE 85 th Street Redmond, WA 98073 425-556-2750 jpfundt@redmond.gov		

WORKING PRINCIPLES and RESPONSIBILITIES

The Parties shall advance project development under the following guidelines:

- 1) The East King County Bicycle Wayfinding Practice Guide will be the principal document used to design and install Wayfinding signs under this Agreement.

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- 2) The preparation of Design plans and Contract documents shall be in accordance with applicable Local Agency Guidelines for Federal Aid projects, local agency Standards and other applicable Design Standards. As the city responsible for administering the grant, Bellevue reserves the right to review all documents before they are finalized and will be the primary liaison with WSDOT local programs.
- 3) Each City shall complete a SEPA determination and obtain the necessary permits for its contract work prior to beginning work. Each party shall comply with all conditions set forth in all permits applicable to it. Copies of all approvals should be provided to Bellevue for use in completing NEPA documentation as required prior to obligating the grant for the implementation phase.
- 4) Each City is responsible for bearing the cost of planning and its proportionate share of the local match for the design (if applicable) and implementation phases, including the cost for obtaining any necessary permits.
- 5) If required, each party will obtain all necessary easements individually within its respective jurisdiction.
- 6) Each party will provide and distribute public information and communications regarding the proposed work and information regarding street closures. Public information will be coordinated between parties.
- 7) The construction contract advertisement and award process shall be in accordance with applicable Local Agency Guidelines for Federal aid projects. Each City will contract separately.
- 8) Each City will conduct a pre-construction conference required by the Contract permits and invite all involved parties. As the city responsible for administering the grant, Bellevue staff should be invited to all pre-construction conferences.
- 9) Construction Project documentation management, materials approval process, completed work measurements and payments shall follow the rules and regulations of Federal Aid projects.
- 10) Any construction administration and inspection cost shall be borne by the contracting party.
- 11) Each party will ensure that its contractors provide an updated construction schedule that reflects the proposed work along with timeframe for work completion in accordance to the Contract documents.
- 12) Each party shall bear all cost for any damage and fines resulting from its Contractor activities associated with its respective project.
- 13) Each city may choose to include additional wayfinding/signage work not covered by this agreement in its installation contract, provided that the additional work is bid on a separate schedule and is fully funded with sources separate from this grant-funded effort.
- 14) The parties shall exercise due diligence to ensure that schedule and budget are maintained.
- 15) All parties shall make all reasonable efforts to ensure that all tasks, cost, and implementation coordination elements are identified and addressed as early in the process as possible.
- 16) Each city will be responsible for providing complete invoice documentation (including eligible grant and local match expenditures) to Bellevue before receiving reimbursement. Bellevue reserves the right to hold payment of partner invoices until federal reimbursement is received for the master invoice.

PERFORMANCE MONITORING AND REPORTING

The Parties shall communicate regularly to discuss the tasks, critical issues, potential risks and impacts, and approvals to be performed as part of the project.

Bothell, Issaquah, Kirkland, and Redmond shall provide quarterly status reports on project milestones and expenditures to Bellevue by the following dates:

- March 31, 2010

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- June 30, 2010
- September 30, 2010
- December 31, 2010

Based on this information and the status of Bellevue's own portion of the project, Bellevue shall then prepare quarterly progress reports identifying potential risks to scope, schedule, and budget and projecting future quarter milestones and cash flow needs.

Bellevue has responsibility to audit compliance with all federal guidelines, including but not limited to the ADA and Title VI (at the level appropriate to each city), and may seek additional information, as needed, for that purpose.

DISPUTE RESOLUTION

The Parties will work collaboratively to resolve issues and any disagreements arising from activities performed in the delivery of the project. Each Party's designated representative will jointly cooperate in providing staff support to facilitate the performance of this Agreement and the resolution of any issues or disputes arising during the term of this Agreement and delivery of the project. Disagreements shall be resolved promptly and at the lowest level of hierarchy.

INDEMNIFICATION

Except as otherwise provided for in this Agreement, each party shall protect, defend, indemnify and save harmless the other parties, its officers, employees and agents from any and all costs, claims, judgments, suits, actions, award of damages, or liability of any kind whatsoever, brought by any third party, which arise out of, are connected with, or in any way result from negligent acts or omissions of the indemnifying party, its officers, employees and agents in performing its project and/or terms of the Agreement, to the maximum extent permitted by law as set forth in RCW 4.24.115 as now enacted or as hereafter amended. The Parties agree that if a claim is made by another party's employee or agents against one or more of the partner cities, for this purpose, the parties hereby waive, with respect to the other parties only, any immunity that would otherwise be available against such claims under the industrial insurance provision of Title 51 RCW. In the event one of the Parties incurs attorney's fees, costs, or other legal expenses to enforce the provisions of this section against another partner city, all such fees, costs, and expenses shall be recoverable by the prevailing party.

INSURANCE

The parties and their contractors 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 grant-funded work. The cost of such insurance shall be paid individually by each city and its respective contractor. Insurance shall meet or exceed the following unless otherwise approved by Bellevue:

- Commercial General Liability coverage with limits not less than \$1,000,000 per occurrence/\$2,000,000 annual aggregate. (Must be endorsed to: include Bellevue, its officials, employees and volunteers as additional insureds; provide that such insurance shall be primary as respects any insurance or self-insurance maintained by Bellevue; and each insurance policy shall provide that coverage shall not be cancelled except after thirty days' written notice has been given to Bellevue.)

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- Business Automobile Liability coverage with limits not less than \$1,000,000 per accident for any auto.
- Stop Gap/Employer's Liability coverage with limits not less than \$1,000,000 per accident/disease.
- Worker's Compensation coverage as required by the Industrial Insurance Laws of the State of Washington.

Self-insurance retentions must be declared to and approved by Bellevue. Insurance shall be placed with insurers with a rating acceptable to Bellevue. Each party shall furnish Bellevue with its certificate of insurance required by this clause and certify that its contractors and sub-contractors provided evidence coverage which complies with the requirements stated herein. As the city administering the grant, Bellevue reserves the right to require complete, certified copies of all required insurance at any time.

AMENDMENTS

This agreement constitutes the entire agreement among the Parties for the stated purpose. Any party may request modifications in the scope of permissible activities, terms, or conditions of this Agreement. Proposed modifications that are mutually agreed upon and consistent with the parameters of the federal funding shall be incorporated by written amendment to this Agreement and signed by the Parties' authorized designees.

RECORD RETENTION and AUDIT

During the progress of the work and for a period not less than six (6) years from the date of completion of the work, records and accounts pertaining to those portions of the project constituting improvements to municipal facilities are to be kept available for inspection and audit by the State and/or Federal Government. Copies of all records, accounts, documents or other data pertaining to the project shall be furnished upon request.

DURATION

This Agreement shall commence once all signatures are obtained and continue until the federal grant has been closed or until it is terminated as provided herein.

TERMINATION

This Agreement will terminate three years from the effective date unless terminated sooner by mutual agreement of the Parties or through completion of the grant funded project. However, the indemnification provision will survive the termination of this agreement, subject to the applicable statute of limitations.

SIGNATURE

This Agreement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute the same instrument. Facsimile signatures of the Parties shall be acceptable for the purposes of implementing this Agreement, but said facsimile shall be replaced, as expeditiously as possible, with original signatures.

April 6, 2010

The Parties hereto agree to the terms and conditions of this agreement:

CITY OF BELLEVUE

By: Brad Nijal

Title: Deputy City Manager

Date: 5/10/10

Approved to Form (Bellevue)

By: Jerome Fouch

Title: Assistant City Attorney

Date: 5-6-10

CITY OF ISSAQUAH

By: _____

Title: Mayor

Date: _____

Approved to Form (Issaquah)

By: _____

Title: Mayor

Date: _____

CITY OF REDMOND

By: _____

Title: Mayor

Date: _____

Approved to Form (Redmond)

By: _____

Title: City Attorney

Date: _____

CITY OF BOTHELL

By: _____

Title: City Manager

Date: _____

Approved to Form (Bothell)

By: _____

Title: City Attorney

Date: _____

CITY OF KIRKLAND

By: _____

Title: City Manager

Date: _____

Approved to Form (Kirkland)

By: _____

Title: City Attorney

Date: _____

The Parties hereto agree to the terms and conditions of this agreement:

CITY OF BELLEVUE

By: _____

Title: Deputy City Manager

Date: _____

Approved to Form (Bellevue)

By: _____

Title: Assistant City Attorney

Date: _____

CITY OF ISSAQUAH

By: _____

Title: Mayor

Date: _____

Approved to Form (Issaquah)

By: _____

Title: Mayor

Date: _____

CITY OF REDMOND

By: _____

Title: Mayor

Date: _____

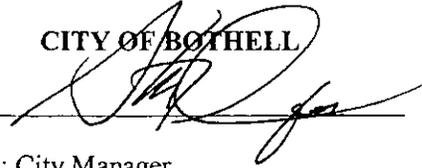
Approved to Form (Redmond)

By: _____

Title: City Attorney

Date: _____

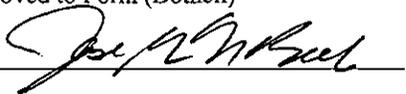
CITY OF BOTHELL

By:  _____

Title: City Manager

Date: May 14, 2010

Approved to Form (Bothell)

By:  _____

Title: City Attorney

Date: 5.13.2010

CITY OF KIRKLAND

By: _____

Title: City Manager

Date: _____

Approved to Form (Kirkland)

By: _____

Title: City Attorney

Date: _____

The Parties hereto agree to the terms and conditions of this agreement:

CITY OF BELLEVUE

By: _____

Title: Deputy City Manager

Date: _____

Approved to Form (Bellevue)

By: _____

Title: Assistant City Attorney

Date: _____

CITY OF ISSAQUAH

By: *Ara Frisinger*

Title: Mayor

Date: 3/10/10

Approved to Form (Issaquah)

By: *Lorena Stein*

Title: ~~Mayor~~ *City Attorney*

Date: 3/10/10

CITY OF BOTHELL

By: _____

Title: Public Works Director

Date: _____

Approved to Form (Bothell)

By: _____

Title: City Attorney

Date: _____

CITY OF KIRKLAND

By: _____

Title: City Manager

Date: _____

Approved to Form (Kirkland)

By: _____

Title: City Attorney

Date: _____

CITY OF REDMOND

By: _____

Title: Mayor

Date: _____

Approved to Form (Redmond)

By: _____

Title: City Attorney

CITY OF BELLEVUE

By: _____

Title: Deputy City Manager

Date: _____

Approved to Form (Bellevue)

By: _____

Title: Assistant City Attorney

Date: _____

CITY OF ISSAQUAH

By: _____

Title: Mayor

Date: _____

Approved to Form (Issaquah)

By: _____

Title: Mayor

Date: _____

CITY OF REDMOND

By: _____

Title: Mayor

Date: _____

Approved to Form (Redmond)

By: _____

Title: City Attorney

Date: _____

CITY OF BOTHELL

By: _____

Title: Public Works Director

Date: _____

Approved to Form (Bothell)

By: _____

Title: City Attorney

Date: _____

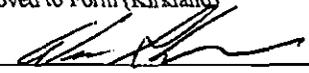
CITY OF KIRKLAND

By: Marilynne Beard

Title: City Manager

Date: 4/19/10

Approved to Form (Kirkland)

By: 

Title: City Attorney

Date: 4/19/10

The Parties hereto agree to the terms and conditions of this agreement:

CITY OF BELLEVUE

By: _____

Title: Deputy City Manager

Date: _____

Approved to Form (Bellevue)

By: _____

Title: Assistant City Attorney

Date: _____

CITY OF ISSAQUAH

By: _____

Title: Mayor

Date: _____

Approved to Form (Issaquah)

By: _____

Title: Mayor

Date: _____

CITY OF BOTHELL

By: _____

Title: City Manager

Date: _____

Approved to Form (Bothell)

By: _____

Title: City Attorney

Date: _____

CITY OF KIRKLAND

By: _____

Title: City Manager

Date: _____

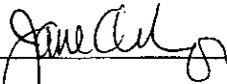
Approved to Form (Kirkland)

By: _____

Title: City Attorney

Date: _____

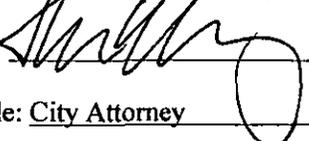
CITY OF REDMOND

By: 

Title: Mayor

Date: 4/14/10

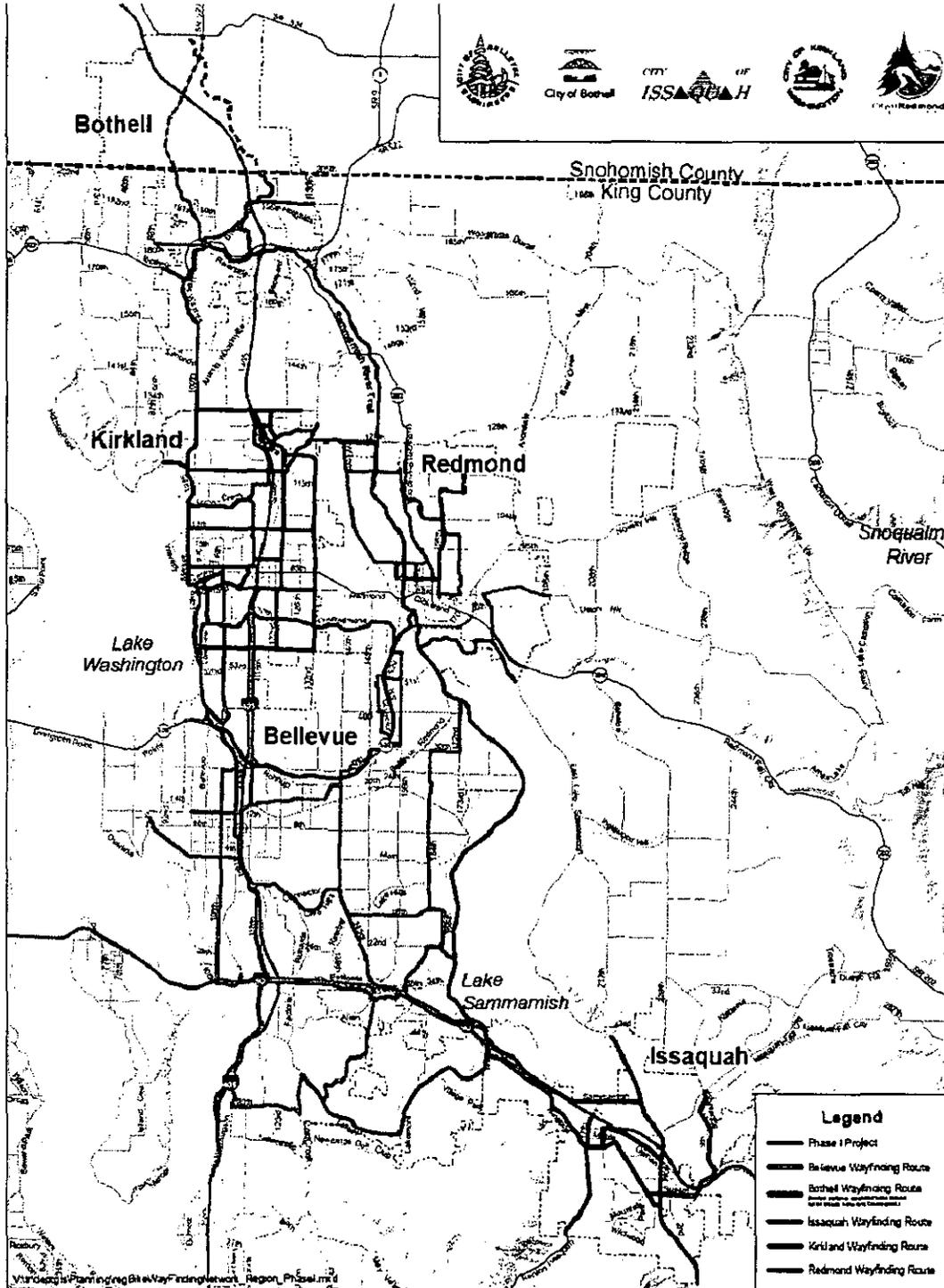
Approved to Form (Redmond)

By: 

Title: City Attorney

April 6, 2010

Attachment (Map 1) Regional Bicycle Wayfinding Route Map



MAP 1. Eastside cities bicycle wayfinding routes. Eligible routes for each city are shown. Phase 1 routes are shown in green.

East King County Bicycle Wayfinding Project
Interlocal Agreement - **Attachment B**

City	Percent of Original Request	Share of Phase 1 Distribution	Match	Total Project Cost
Bellevue	34	\$51,168	\$7,986	\$59,154
Bothell	26	\$39,128	\$6,107	\$45,235
Issaquah	7	\$10,534	\$1,644	\$12,178
Kirkland	14	\$21,069	\$3,288	\$24,357
Redmond	19	\$28,594	\$4,463	\$33,057
TOTAL	100	\$150,493	\$23,487	\$173,980