



STATE OF WASHINGTON

DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson Street SE, Olympia, WA 98501
PO Box 41050, Olympia, WA 98504-1050

November 29, 2012

TO: Current Washington State Purchasing Co-op (Co-op) Members

FROM: Chris Cantrell, Co-op Program Coordinator

SUBJECT: 2013 Membership

Thank you for being a member of the Washington State Purchasing Cooperative (Co-op) Program. January 1, 2013 marks the beginning of a new membership period. Any membership agreements you may have had will expire on or before December 31 2012 and it is time to renew your membership.

The Department of Enterprise Services is currently in the process of reviewing all agency rates and simplifying contracting fees is a priority. Changes will be made to the Washington State Purchasing Cooperative (Co-op) program on July 1, 2013 that will affect membership rates and procedures. The specific details of implementation are being worked out and will be shared with State Purchasing Cooperative members in advance of July 1st.

In anticipation of these changes, **membership as of January 1, 2013 will be for six months ending June 30, 2013.** Renewal of membership will be by amendment to your current agreement which has been attached to this letter. Membership costs will be at the same annual rates you have been paying halved for the six month period. Information about membership after July 1st will be posted once it becomes available sometime in late spring of 2013.

To continue your membership in the Co-op, please complete the signature section of the attached amendment, and return two original signature copies by December 31, 2012 to the address below.

Department of Enterprise Services
Attn: Co-op program, Chris Cantrell
PO Box 41017
Olympia, WA 98504-1017

The benefits of being a purchasing cooperative member have not changed.

Political sub divisions have access to more than 300 state contracts; non-profit members, more than 190.

For more information about the Co-op program or its membership, go to:

<http://www.ga.wa.gov/Purchase/index.html>

For questions about the program send email to Coop@des.wa.gov or call the Co-op program at 360.407.9396.

Contact Information

We consider regular contact with you to be very important, especially in this time of change. In order to keep you up to date with the latest changes we need to verify that your contact information. Below is the contact information we have on file for your organization. Please indicate any changes that need to be made to this information in the spaces provided at the bottom of the page.

Organization Name: City of Lynnwood
 Contact Name: Marty Manegold
 Mailing Address: PO Box 5008
 Lynnwood, WA 98058
 Contact Phone Number: 425-670-5165

Please indicate changes below

Organization Name: City of Lynnwood
 Contact Name: Candice Henderson
 Mailing Address: PO Box 5008
 City/State/Zip: Lynnwood, WA 98058
 Contact Phone Number: 425-670-5166
 Contact E-mail: chenderson@ci.lynnwood.wa.us

Please return with your signed amendment to DES, Attn: Coop Program, PO Box 41017, Olympia, WA 98504-1017. If you have any questions, please contact us at coop@des.wa.gov or 360-407-9396.

City of Lynnwood Routing Form

ORIGINATOR: Candice Henderson

Extension: 5166

DATE: December 4, 2012

TITLE	NAME	INITIAL	DATE
Please route to the individuals in the order listed below			
Purchasing and Contracts Division	<input checked="" type="checkbox"/> Marty Manegold, Purchasing and Contracts Manager	mm	12/3/12
Project Mgr	<input type="checkbox"/>		
Director	<input type="checkbox"/>		
City Attorney	City Attorney <input type="checkbox"/> Review and approval required <input checked="" type="checkbox"/> Attorney approval not required. – Standard Agreement		
Mayor	Mayor Don Gough <input checked="" type="checkbox"/> Mayor authorization IS required <input type="checkbox"/> Mayor authorization IS NOT required.	✓	✓
Finance	Lorenzo Hines, Finance Director <input checked="" type="checkbox"/> Attest required <input type="checkbox"/> Attest not required	✓	✓
Return to:	<input checked="" type="checkbox"/> Candice Henderson		

Vendor Name: WA State Department of Enterprise Services (DES)

Description: Amendment #2 to the Intergovernment Co-op Agreement extending the current agreement for six (6) months, until June 30, 2013.

Requesting Department: Purchasing and Contracts Division

Dollar Amount: \$2,000.00 annually

Attachments (if any): Insurance Certificate Requisition Other:

COUNCIL APPROVAL

Council Approved (Attach Council Summary)
Date Approved:

Council Approval Not Required

Contract Signature Requirements*

Mayor Signature Required (unless delegated)	Council and Mayor Authorization Required
<input type="checkbox"/> Supplies/ Equipment between \$10,000 and \$50,000	<input type="checkbox"/> Supplies and Equipment above \$50,000
<input type="checkbox"/> Professional Services below \$10,000	<input type="checkbox"/> Professional Services above \$10,000
<input type="checkbox"/> Maintenance and/or Services below \$10,000	<input type="checkbox"/> Maintenance and/or Services above \$10,000
<input type="checkbox"/> Routine Agreements below \$10,000	<input type="checkbox"/> Routine Agreements above \$10,000
<input type="checkbox"/> Lease Agreements below \$10,000	<input type="checkbox"/> Lease Agreements above \$10,000
<input type="checkbox"/> Public Works below \$50,000	<input type="checkbox"/> Public Works multiple trade above \$50,000
<input type="checkbox"/> Settlement Agreement below \$50,000	<input type="checkbox"/> Settlement Agreements above \$50,000
<input type="checkbox"/> Requisitions for declared emergency that would otherwise need Council approval.	<input type="checkbox"/> Interlocal Agreements
<input checked="" type="checkbox"/> Interlocal Purchasing Agreements	<input type="checkbox"/> Large Amendments/Change Orders: cumulative total exceeds 10% and original contract required Council approval. No City Attorney or Finance Director signature needed.
Department Authorization	
<input type="checkbox"/> Small Amendment/Change Orders: cumulative total less than 10% or original contract did not require Council). No City Attorney or Finance Director signature needed.	

* All dollar amounts are excluding sales tax and including freight if applicable.

**Cover Memo for
Contract/Requisition/Purchase Order
Routing Requests
(Required by the Mayor's Office)**

Date: December 4, 2012
From: Candice Henderson
Department: Purchasing and Contracts Division

The Mayor's Office receives numerous requests to approve contracts, requisitions and purchase orders. To efficiently process departmental requests, the Mayor would like a cover memo that answers the questions below to be attached to each item requesting his approval. Please be concise in your answers and don't edit or change the questions.

1. What is it? In plain layman's terms, describe simply and clearly what it is you want the Mayor to approve.

Amendment #2 to the Intergovernmental Co-op Agreement with the Wa. State Department of Enterprise Services (DES) to extend the current agreement until June 30, 2013. Per DES, changes may be made to the current co-op program on July 1, 2013 which is why they want to extend the current agreement until June 30, 2013.

2. How much is the cost, if applicable? If a grant, what matching money is required by the City?

\$2,000.00 annually. All fees have already been paid for 2012. The \$2,000.00 pertains to 2013 and beyond.

3. If applicable, what is the source of funds paying for it? How much of it is General Fund money?

0112300.51840.4902 General Fund

4. What is the specific budget line item and how much is remaining in the budget line item BEFORE the requested item is approved?

\$360.00 remaining for 2012. \$2,480.00 has been allotted for 2013.

5. How critical is it for the Mayor to approve the requested item and what are the consequences of NOT APPROVING it?

The City utilizes numerous state contracts to conduct City business. These contracts have been publicly bid and have the potential to save the City money and time.

Candice Henderson

From: Marty Manegold
Sent: Monday, December 03, 2012 2:52 PM
To: Candice Henderson
Subject: FW: It is time to renew- You're Co-op membership expires December 31, 2012

fyi

From: Cantrell, Chris (DES) [<mailto:chris.cantrell@des.wa.gov>]
Sent: Monday, December 03, 2012 1:57 PM
To: DES COOP
Subject: It is time to renew- You're Co-op membership expires December 31, 2012

You have been sent this message as the designated Co-op contact for your organization.

This is a second notice that your state purchasing **co-operative membership expires December 31, 2012**. This includes all inter-local agreements and amendments currently in place.

You must renew your membership to continue using state master contracts for goods and services.

Enterprise Services is currently working on a new rate structure for the fees the department charges to contract vendors and customers. The new rates will go into effect on July 1, 2013.

Because of these upcoming changes, the new co-op membership amendments and agreements will be for only a six-month period, from January 1 through June 30, 2013.

The cost for renewing your membership will be based on the current annual fees, but only for a six-month term. More information about the rate structure changes will be announced in early 2013.

The 2013 co-op membership amendments have been mailed to the address we have on file for your organization. It was addressed to the designated contact "or purchasing officer". Please look for this amendment in your office. If you have not received an amendment by December 10, send an email to Coop@des.wa.gov requesting one.

If you do not have a current membership, an inter-local agreement for membership can be obtained by sending an email to the same email address above.

If you have any questions, please contact us at Coop@des.wa.gov or (360) 407-9396.

Please forward this message if you are not the correct contact and let us know who we should send these messages to in the future.

Chris Cantrell
Program Coordinator
Washington State Purchasing Cooperative
State of Washington | Department of Enterprise Services

MASTER CONTRACT USAGE AGREEMENT

This Master Contract Usage Agreement (the "Agreement") is made pursuant to Chapter 39.34 of the Revised Code of Washington, and other applicable laws, by and between the state of Washington (the "State"), acting by and through the Department of Enterprise Services ("DES"), an agency of the State, and City of Lynnwood

Entity Name

a state agency, or local or federal agency or entity, or public benefit nonprofit corporation, or any tribe located in the State ("Buyer").

- Purpose:** The purpose of the Agreement is to establish the terms and conditions for when Buyer purchases or acquires goods and services for its direct use under contracts entered into by DES that permit such use ("Master Contracts").
- Duration:** This Agreement will become effective on date of execution, and will continue in full force and effect until thirty (30) days following receipt of written notice from either party cancelling this Agreement.
- Agreement Contact Information:** Contact person to whom contract documents and related communications are to be mailed or faxed.

Organization Name: <u>City of Lynnwood</u>		
Tax Identification Number: <u>91-6015840</u>		
Unified Business Identifier <i>Required for Non-Profit:</i>		
Contact Name: <u>Candice Henderson</u>		
Title: <u>Buyer</u>		
Address: <u>PO Box 5008</u>		
City: <u>Lynnwood</u>	State: <u>WA</u>	Zip: <u>98046</u>
Phone Number: <u>425-670-5100</u>		
Email Address: <u>chenderson@ci.lynnwood.wa.us</u>		

- Cancellation of Agreement:** This agreement can be terminated by either party upon 30 days written notice provided to DES at:

Email to: mcua@des.wa.gov

OR Mail to: WA Dept of Enterprise Services
 MCUA, Attn: Kris Gorgas
 P.O. Box 41409
 Olympia, WA 98504-1409

- Financial Responsibility:** Buyer will deal directly with the M supplier, or service supplier ("Contractor") for any purchases Agreement and under a Master Contract. DES does not accept or otherwise, for any purchase Buyer makes under a Master C

*Marty,
 Please prepare a memo for City Council approval
 John*

- 6. Compliance with Other Laws: Each of the parties will comply with all applicable federal, state, and local laws and regulations governing its own purchases.
- 7. Master Contract Audits: Buyer agrees to cooperate with DES, the Office of the State Auditor, federal officials, or any third party authorized by law, rule, regulation or contract, in any audit conducted by such party related to any Master Contract(s) that Buyer has made purchases from pursuant to this Agreement, including providing records related to any purchase from a Master Contract. In addition, Buyer agrees to provide, upon request from DES, documentation to confirm its eligibility to use Master Contracts.
- 8. Dispute Resolution: If there are any disputes between Buyer and a Contractor, Buyer agrees to (a) provide DES written notice of the nature of the dispute; and (b) unless otherwise provided in the Master Contract or as set forth below, work in good faith with the Contractor to resolve the dispute without the involvement of DES. DES may, upon request, review and assist in the resolution of a dispute, and if DES chooses to do so, the Buyer will cooperate with DES in that resolution process.

In its sole discretion, DES may, but is not obligated to, upon written notice to Buyer, resolve disputes with a Contractor on behalf of Buyer and all other state, local, and federal agencies, local governments, and public benefit nonprofit corporations with similar or related disputes with such Contractor.
- 9. No Separate Entity: No separate legal or administrative entity is intended to be created by, or for the administration of, this Agreement.
- 10. Hold Harmless: Each party agrees to defend, indemnify, and hold the other party harmless from any claim arising from such party's sole negligent, reckless, or willful misconduct.
- 11. Entire Agreement: This Agreement sets forth the entire agreement between the parties, and supersedes any other prior written agreements between the parties, with respect to the subject matter hereof.

IN WITNESS WHEREOF the parties having read this Agreement, agree to it in each and every particular, and have executed it below.

APPROVED

APPROVED

WASHINGTON STATE
DEPARTMENT OF ENTERPRISE SERVICES

Entity Name
Roselyn Marcus

Signature
Roselyn Marcus, Assistant Director

Name/Title
06/24/2013

Date

City of Lynnwood

Entity Name
Don Gough

Signature
Don Gough, Mayor

Name/Title
5-23-13

Date

2

ATTEST BY
Lorenzo Hines
Finance Director

5/29/13
Date

Candice Henderson

From: Candice Henderson
Sent: Wednesday, May 29, 2013 4:09 PM
To: 'mcua@des.wa.gov'
Subject: Signed Master Contract Usage Agreement
Attachments: 1986_0001.pdf

Good afternoon,

Attached is the signed master contract usage agreement from the City of Lynnwood. Please email me a fully signed agreement at your earliest convenience. Thank you

Candice Henderson
Buyer, Central Services Division
City of Lynnwood
Tel: (425) 670-5166
Fax: (425) 771-6144
Email: chenderson@ci.lynnwood.wa.us

MASTER CONTRACT USAGE AGREEMENT

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Entity Name
 a state agency, or local or federal agency or entity, or public benefit nonprofit corporation, or any tribe located in the State ("Buyer").

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2. **Duration:** This Agreement will become effective on date of execution, and will continue in full force and effect until thirty (30) days following receipt of written notice from either party cancelling this Agreement.
3. **Agreement Contact Information:** Contact person to whom contract documents and related communications are to be mailed or faxed.

Organization Name: <u>City of Lynnwood</u>		
Tax Identification Number: <u>91-6015840</u>		
Unified Business Identifier <i>Required for Non-Profit:</i>		
Contact Name: <u>Cardice Henderson</u>		
Title: <u>Buyer</u>		
Address: <u>PO Box 5008</u>		
City: <u>Lynnwood</u>	State: <u>WA</u>	Zip: <u>98046</u>
Phone Number: <u>425-670-5100</u>		
Email Address: <u>chenderson@ci.lynnwood.wa.us</u>		

4. **Cancellation of Agreement:** This agreement can be terminated by either party upon 30 days written notice provided to DES at:

Email to: mcua@des.wa.gov OR Mail to: WA Dept of Enterprise Services
 MCUA, Attn: Kris Gorgas
 P.O. Box 41409
 Olympia, WA 98504-1409

5. **Financial Responsibility:** Buyer will deal directly with the Master Contract contractor, supplier, or service supplier ("Contractor") for any purchases Buyer makes pursuant to this Agreement and under a Master Contract. DES does not accept any responsibility, financial or otherwise, for any purchase Buyer makes under a Master Contract.

- 6. Compliance with Other Laws: Each of the parties will comply with all applicable federal, state, and local laws and regulations governing its own purchases.
- 7. Master Contract Audits: Buyer agrees to cooperate with DES, the Office of the State Auditor, federal officials, or any third party authorized by law, rule, regulation or contract, in any audit conducted by such party related to any Master Contract(s) that Buyer has made purchases from pursuant to this Agreement, including providing records related to any purchase from a Master Contract. In addition, Buyer agrees to provide, upon request from DES, documentation to confirm its eligibility to use Master Contracts.
- 8. Dispute Resolution: If there are any disputes between Buyer and a Contractor, Buyer agrees to (a) provide DES written notice of the nature of the dispute; and (b) unless otherwise provided in the Master Contract or as set forth below, work in good faith with the Contractor to resolve the dispute without the involvement of DES. DES may, upon request, review and assist in the resolution of a dispute, and if DES chooses to do so, the Buyer will cooperate with DES in that resolution process.

In its sole discretion, DES may, but is not obligated to, upon written notice to Buyer, resolve disputes with a Contractor on behalf of Buyer and all other state, local, and federal agencies, local governments, and public benefit nonprofit corporations with similar or related disputes with such Contractor.

- 9. No Separate Entity: No separate legal or administrative entity is intended to be created by, or for the administration of, this Agreement.
- 10. Hold Harmless: Each party agrees to defend, indemnify, and hold the other party harmless from any claim arising from such party's sole negligent, reckless, or willful misconduct.
- 11. Entire Agreement: This Agreement sets forth the entire agreement between the parties, and supersedes any other prior written agreements between the parties, with respect to the subject matter hereof.

IN WITNESS WHEREOF the parties having read this Agreement, agree to it in each and every particular, and have executed it below.

APPROVED

APPROVED

WASHINGTON STATE
DEPARTMENT OF ENTERPRISE SERVICES

Entity Name

Signature
Roselyn Marcus, Assistant Director

Name/Title

Date

City of Lynnwood

Entity Name

Don Gough

Signature
Don Gough, Mayor

Name/Title

5-23-13

Date

ATTEST BY: *[Signature]*

Lorenzo Torres, Finance Director

5/29/13
Date

Candice Henderson

From: DES MCUA <MCUA@des.wa.gov>
Sent: Tuesday, May 21, 2013 5:16 PM
To: DES MCUA
Subject: Important information regarding future Co-op membership with the Department of Enterprise Services- Please read!

The Department of Enterprise Services (DES) is pleased to announce the new fee structure for master contracts, eliminating all charges to contract users effective July 1, 2013.

The only step necessary for customers to use state contracts is to print, sign and return a use agreement that can be found [here](#) . This is a one-time agreement; it will not need to be updated annually or biennially.

Customers that are currently state purchasing cooperative customers can continue to use state contracts by signing an agreement. The agreement must be signed by all cooperative customers, including:

- tribal governments;
- political subdivisions (complete definition available online); and
- qualifying non-profits.

Customers should send a scanned copy of the signed [agreement](#) to: mcua@des.wa.gov or mail the original signed agreement to:

DES
MCUA, attn: Kris Gorgas
P.O. Box 41409
Olympia, WA 98504-1409

A fully-executed copy will be scanned and returned to you via e-mail. *To ensure timely processing of your agreement, please return it to DES by **no later than Friday, June 14, 2013.***

If you have questions, please call the master agreement service desk at (360) 407-2214 or mcua@des.wa.gov.
Thank you

Chris Cantrell
Customer Management

Washington State Department of Enterprise Services
PO Box 41401 | Olympia, WA 98504-1401 | 360.407.2214

www.des.wa.gov | customermanagement@des.wa.gov

This email may become public record



Purchasing from Washington State Contracts

All membership to the Washington State Purchasing Cooperative (Co-op) will end as of June 30, 2013. This program will cease to function as of July 1, 2013 and be replaced by the Master Contracts Usage Agreement (MCUA). Customers who wish to make purchases off of Washington State Contracts need to have signed the following agreements:

- For purchases made before July 1, 2013, an Inter-local agreement or amendment for membership in the Washington State Purchasing Co-operative (Co-op).
- For purchases made after July 1, 2013, a Master Contracts Usage Agreement (MCUA).

Before July 1, 2013	After July 1, 2013
<p>Purchasing Cooperative Members (Co-op) Inter-local agreement or amendment for membership in the Washington State Purchasing Co-operative (Co-op)</p> <p>To use state contracts entities become Co-op members.</p> <p>Members include:</p> <ul style="list-style-type: none"> • State Agencies • State Boards • State Commissions • Higher Education Institutions • Offices of Separate Elected Officials <p>Entities that can join by agreement:</p> <ul style="list-style-type: none"> • Local Government Agencies • Federal Agencies • Washington State Tribal Entities • Public Benefit Nonprofit Corporations 	<p>Master Contract Customers Master Contracts Usage Agreement (MCUA)</p> <p>To use state contracts entities sign a Master Contracts Usage Agreement</p> <p>Entities that can join by agreement:</p> <ul style="list-style-type: none"> • State Agencies • State Boards • State Commissions • Higher Education Institutions • Offices of Separate Elected Officials • Local Government Agencies • Federal Agencies • Washington State Tribal Entities • Public Benefit Nonprofit Corporations
<p>Membership fees apply Typically an Inter-local or interagency agreement or amendment required</p>	<p>No membership fee A Master Contracts Usage Agreement required</p>
<p>Membership agreements periodically renewed or amended</p>	<p>No termination date of agreement</p>

More information

- Information about the fee program
- Print a Master Contract Usage Agreement
- Information about eligibility to use State Master Contracts
- View a current list of Master Contract Customers
- Find a searchable list of Master Contracts
- View information on Purchasing Best Practices
- Find a list of Department of Enterprise Services contracts staff

If you have questions, please contact us at (360) 407-2214 or MCUA@des.wa.gov.

City of Lynnwood Routing Form

ORIGINATOR: Candice Henderson *CH*

Extension: 5166

DATE: May 22, 2013

TITLE	NAME	INITIAL	DATE
Please route to the individuals in the order listed below.			
Purchasing and Contracts Division	<input checked="" type="checkbox"/> Marty Manegold, Purchasing and Contracts Manager	<i>MM</i>	5/22/13
Project Mgr	<input type="checkbox"/>		
Director	<input type="checkbox"/>		
City Attorney	City Attorney <input type="checkbox"/> Review and approval required <input type="checkbox"/> Attorney approval not required. – Standard Agreement		
Mayor	Mayor Don Gough <input checked="" type="checkbox"/> Mayor authorization IS required <input type="checkbox"/> Mayor authorization IS NOT required.	✓	✓
Finance	Lorenzo Hines, Finance Director <input checked="" type="checkbox"/> Attest required <input type="checkbox"/> Attest not required	✓	5/22/13
Return to:	<input checked="" type="checkbox"/> Candice Henderson		

Vendor Name: State of Washington Department of Enterprise Services (DES)

Description: DES changed their fee structure and eliminated the quarterly fee to agencies effective June 30, 2013. DES requires all agencies wishing to utilize state contracts to sign a new Master Contract Usage Agreement (MCUA) which will remain in effect until either party terminate the agreement thus eliminating the need to reissue agreements every year.

Requesting Department: Purchasing/Administrative Services

Dollar Amount: \$None

Attachments (if any): Insurance Certificate Requisition Other:

COUNCIL APPROVAL

Council Approved (Attach Council Summary)
Date Approved:

Council Approval Not Required

Contract Signature Requirements*

Mayor Signature Required (unless delegated)	Council and Mayor Authorization Required
<input type="checkbox"/> Supplies/ Equipment between \$10,000 and \$50,000	<input type="checkbox"/> Supplies and Equipment above \$50,000
<input type="checkbox"/> Professional Services below \$10,000	<input type="checkbox"/> Professional Services above \$10,000
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<input type="checkbox"/> Routine Agreements below \$10,000	<input type="checkbox"/> Routine Agreements above \$10,000
<input type="checkbox"/> Lease Agreements below \$10,000	<input type="checkbox"/> Lease Agreements above \$10,000
<input type="checkbox"/> Public Works below \$50,000	<input type="checkbox"/> Public Works multiple trade above \$50,000
<input type="checkbox"/> Settlement Agreement below \$50,000	<input type="checkbox"/> Settlement Agreements above \$50,000
<input type="checkbox"/> Requisitions for declared emergency that would otherwise need Council approval.	<input type="checkbox"/> Interlocal Agreements
<input checked="" type="checkbox"/> Interlocal Purchasing Agreements	<input type="checkbox"/> Large Amendments/Change Orders: cumulative total exceeds 10% and original contract required Council approval. No City Attorney or Finance Director signature needed.
Department Authorization	
<input type="checkbox"/> Small Amendment/Change Orders: cumulative total less than 10% or original contract did not require Council). No City Attorney or Finance Director signature needed.	

* All dollar amounts are excluding sales tax and including freight if applicable.

ASSIGNMENT OF INTERGOVERNMENTAL AGREEMENT
Amendment Number 2
to
State of Washington Department of Enterprise Services
Intergovernmental Agreement Number 2010-WPC-217
for
Master Contracts, Consulting and Oversight
State Purchasing Cooperative

This Amendment Number 2 to Department of Enterprise Services Intergovernmental Agreement Number 2010-WPC-217 is made and entered by and between the State of Washington Department of Enterprise Services, hereinafter referred to as "DES", and City of Lynnwood, hereinafter referred to as "COOPERATIVE MEMBER". The purpose of this Amendment is to extend the Intergovernmental Agreement between DES and COOPERATIVE MEMBER.

The Intergovernmental Agreement is hereby modified:

- 3) Term of this Agreement and Cooperative membership is extended six (6) months through **June 30, 2013**.

17) PAYMENT and NOTICES:

COOPERATIVE MEMBER six month fee is **\$1,000.00**.

ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT SHALL REMAIN IN FULL FORCE AND EFFECT.

IN WITNESS WHEREOF, the parties have read this Amendment Number 2 to Intergovernmental Agreement 2010-WPC-217 in its entirety, agree to it and hereby assert that they have the authority to bind their respective parties to it.

Approved
Department of Enterprise Services

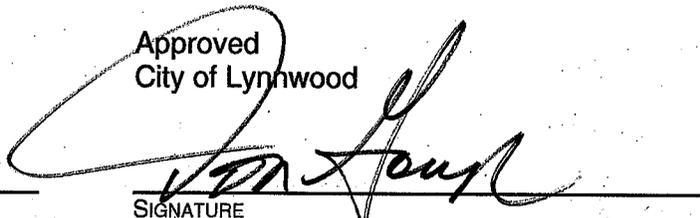

SIGNATURE

Chris Cantrell
PRINT OR TYPE NAME

12/26/12
DATE

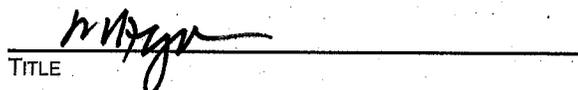
Coop Program Coordinator
TITLE

Approved
City of Lynnwood

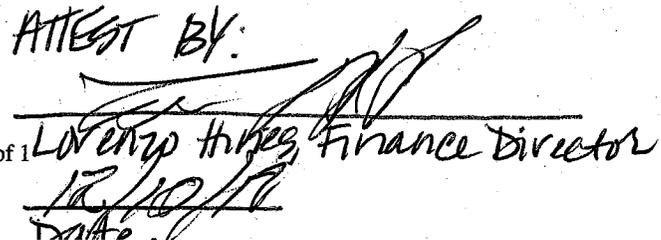

SIGNATURE

Don Gough
PRINT OR TYPE NAME

12-4-12
DATE


TITLE

ATTEST BY:


Finance Director
12/10/12
DATE