



**Kitsap County**  
**CONTRACT REVIEW SHEET**  
 (Chapter 3.56 KCC)

<b>A. CONTRACT INFORMATION</b>	
1. Contractor	Jefferson County
2. Purpose	Interlocal Purchasing Agreement
3. Contract Amount	N/A Disburse <input type="checkbox"/> Receive <input type="checkbox"/>
4. Contract Term	Until Written Termination
5. Contract Administrator	R'Lene Orr, MS-20 Phone 360-337-4410
Approved:	Mark Abernathy for SD Date 10/22/09 Department Director
<b>B. AUDITOR – ACCOUNTING INFORMATION</b>	
1. Contract Control Number	KC-457-09
2. Fund Name	N/A
3. Payment from-Revenue to CC/Account Nbr	N/A
4. Encumbered By	Lillian Shierk Date 10/22/09
<b>C. AUDITOR'S ACCOUNTING – GRANTS REVIEW</b> <i>Signature required only if contract is grant funded</i>	
1. <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Reviewer	Lillian Shierk Date 10/22/09
2. Comments:	
<b>D. ADMINISTRATIVE SERVICES DEPARTMENT – RISK MANAGER REVIEW</b>	
1. <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Reviewer	Mark Abernathy Date 10/22/09
2. Comments: IE	
<b>E. ADMINISTRATIVE SERVICES DEPARTMENT – BUDGET MANAGER REVIEW</b>	
1. <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Reviewer	Lisa Fryer Date 10-23-09
2. Comments:	
<b>F. PERSONNEL DEPARTMENT – PERSONNEL DIRECTOR REVIEW</b> <i>Signature required only if union or employment contract</i>	
1. <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Reviewer	Date
2. Comments:	
<b>G. PROSECUTING ATTORNEY</b>	
<input checked="" type="checkbox"/> Approved as to form	
Reviewer	KM Howell Date 11-03-09
<b>H. CERTIFICATION BY CONTRACT ADMINISTRATOR: THIS CONTRACT IS READY FOR CONSIDERATION BY THE AUTHORIZED CONTRACT SIGNER. (For contract signing authority, see KCC 3.56.075)</b>	

Contract Administrator Signature: Lee Reyes for RD Date 11/3/09  
 Date Approved by Authorized Contract Signer: \_\_\_\_\_ Date 11-23-09  
 RETURN SIGNED ORIGINALS TO: Lee Reyes, MS-7, 360-337-4471

**KC-457-09**

**INTERLOCAL COOPERATIVE PURCHASING AGREEMENT  
BETWEEN  
KITSAP COUNTY & JEFFERSON COUNTY**

This Cooperative Purchasing Agreement (Agreement) is entered into by Kitsap County, a municipal corporation, having its principal offices at 614 Division Street, Port Orchard, Washington, 98366 (County) and Jefferson County, a Washington municipal corporation, having its principal offices at 623 Sheridan Street, Port Townsend, Washington (City).

**SECTION 1. PURPOSE**

In accordance with Chapter 39.34 RCW, the parties wish to establish a cooperative governmental purchasing agreement for various supplies, materials, equipment and services whereby one party may use the other party's competitively awarded contracts.

**SECTION 2. TERMS**

- A. In contracting for the purchase of supplies, materials, equipment and services, each party agrees, at its discretion, to extend said contracts to the other party to the extent permitted by law, and agreed upon by the parties and the vendor(s).
- B. Each party agrees to be responsible for compliance with any additional or varying laws and regulations governing the party's own purchases.
- C. Each party shall be responsible for the performance and payment of any contract it enters into under this Agreement.
- D. All purchases under this Agreement shall be effected by either a purchase order or contract between the party and the vendor(s).
- E. All property acquired by each party using this Agreement shall be held by the acquiring party.

**SECTION 3. ADMINISTRATION & CONTRACT REPRESENTATIVES**

No separate entity is being created by this Agreement. Rather, each party shall have a representative to administer the contract. Either party may change its representative upon providing written notice to the other party. The parties' representatives are as follows:

- A. *County's Contract Representative*  
 R'Lene Orr, Purchasing & Records Manager  
 Kitsap County Administrative Services Department  
 614 Division Street MS 20, Port Orchard, WA 98366
  
- B. *Contractor's Contract Representative*  
 Jefferson County  
 623 Sheridan Street, Port Townsend, WA 98368

**SECTION 4. DURATION & TERMINATION**

This Agreement shall continue in force and effect until cancelled in writing by either party.

**SECTION 5. FILING**

This Agreement shall be filed with the Kitsap County Auditor following execution by all parties.

DATE:

JEFFERSON COUNTY

\_\_\_\_\_

DATE:

KITSAP COUNTY  
 BOARD OF COMMISSIONERS

*Charlotte Garrido* 11-23-09  
 \_\_\_\_\_  
 Charlotte Garrido, Chair

*Steve Bauer*  
 \_\_\_\_\_  
 Steve Bauer, Commissioner

*Josh Brown*  
 \_\_\_\_\_  
 Josh Brown, Commissioner

ATTEST:

\_\_\_\_\_  
 Clerk

ATTEST:

*Opal Robertson*  
 \_\_\_\_\_  
 Opal Robertson, Clerk of the Board



**SECTION 4. DURATION & TERMINATION**

This Agreement shall continue in force and effect until cancelled in writing by either party.

**SECTION 5. FILING**

This Agreement shall be filed with the Kitsap County Auditor and the Jefferson County Auditor following execution by all parties.

DATE: 04/26/10

DATE:

JEFFERSON COUNTY  
BOARD OF COMMISSIONERS

KITSAP COUNTY  
BOARD OF COMMISSIONERS

  
\_\_\_\_\_  
David W. Sullivan, Chair

\_\_\_\_\_  
Charlotte Garrido, Chair

  
\_\_\_\_\_  
John Austin, Member

\_\_\_\_\_  
Steve Bauer, Commissioner

  
\_\_\_\_\_  
Phil Johnson, Member

\_\_\_\_\_  
Josh Brown, Commissioner

Approved as to form only:

 4/19/10  
\_\_\_\_\_  
David Ahrens, Jefferson Co. Prosecutor's Office

ATTEST:

  
\_\_\_\_\_  
Erin Lundgren, Deputy Clerk of the Board

\_\_\_\_\_  
Opal Robertson, Clerk of the Board