



CONTRACT K9075
Between
WASHINGTON STATE EMPLOYMENT SECURITY DEPARTMENT
And
KITSAP COUNTY, WASHINGTON

CONTRACT INFORMATION			
Contract start date Upon Execution	Contract end date 18 months from the date of execution	Contract amount \$8,000.00	Authorization Chapter 39.34.080 RCW
Purpose In accordance with the Accessible Communities Advisory Committee (ACAC), this agreement provides state funding to assist in the completion of the County project identified herein.			
PARTIES:			
Kitsap County, WA (County)			
Address 614 Division Street, MS-23, Pt. Orchard, WA 98366		Business registration or UBI 182-002-345	County Vendor Number SWV0008949-16
Contract Manager Kirsten Murray	CM Phone 360-337-7185	CM Email kmurray@kitsap.gov	
Employment Security Department (ESD)			
Contact Address 212 Maple Park Ave. SE, Olympia, WA 98501		Division Human Resources	
Contract Manager Elaine Stefanowicz	Initial 	CM Phone 360-890-3774	CM Email elaine.stefanowicz@esd.wa.gov
ATTACHMENTS: This Contract includes the following attachment(s) and document(s) incorporated herein			
Exhibit A – Statement of Work Exhibit B - Budget			
The terms and conditions of this Contract are an integration and representation of the final, entire and exclusive understanding between the parties superseding, all previous agreements, writings, and communications, oral or otherwise, regarding the subject matter of this Contract. The parties signing below represent that they have read and understand this Contract, and have the authority to execute this Contract.			
Kitsap County	Date	Employment Security Department	Date
Signed by: 749291C3A1E04A2...	5/20/2026	Signed by: AF8469519F624F1...	5/20/2026
Name Oran Root		Name Elizabeth Gordon	
Title Chair, Commissioner		Title Executive Director	



This Contract is between the Washington State Employment Security Department, hereinafter called "ESD", and Kitsap County, hereinafter called "County." ESD and County may also be individually referred to as Party, or jointly referred to as Parties.

The Parties hereby mutually agree as follows:

1. PURPOSE

With the passing of the Accessible Communities Act, the Legislature found that Washington State residents with disabilities continue to face barriers that could be easily eliminated. Through this legislation, counties have the opportunity to form county Accessible Community Advisory Committees and develop projects in their communities that will increase the disability awareness and accessibility of their county. Once these projects are developed and approved by the Governor's Committee on Disability Issues and Employment (GCDE), counties can receive funds to carry out these projects. Counties are eligible to apply for funding for other approved projects when a prior project is completed.

This purpose of this Agreement is to set out the terms and conditions for the State of Washington to assist the county and provide funding for the project identified herein.

2. AUTHORIZATION

This Contract is authorized in accordance with Chapter 39.34.080 RCW – Contracts to perform governmental activities which each contracting agency is authorized to perform, and further in accordance with the Governor's Committee on Disability Issues and Employment (GCDE).

TERMS AND CONDITIONS:

3. CONTRACT TERM

The term of this Agreement starts on the date of execution and ends 18 months from the date of execution. Parties may agree to modify the term upon issuance of a mutually executed amendment.

4. STATEMENT OF WORK

The statement of work is attached hereon as Exhibit A - *Statement of Work*. County shall furnish the necessary personnel, equipment, material and/or services and otherwise do all things necessary for or incidental to the performance of the work and the full completion of the project therein.

5. COMPENSATION

The County estimated the State's supplemental cost for accomplishing the work herein to be \$8,000.00. ESD will reimburse County for its expenditures and costs in the amount of \$8,000.00.

The allocation of the cost breakdown is on Exhibit B.

Payment by ESD for reimbursement on the satisfactory performance of the work may not exceed the above-noted amount unless the parties mutually agree in writing to a higher amount prior to the commencement of any work which causes the maximum payment to be exceeded.



6. BILLING PROCEDURE

The County must submit invoices monthly or upon completion of the project for services performed under this Contract on an Invoice Voucher (Form A-19), or similar invoice. Invoices must include such information as necessary for ESD to determine the exact nature of all expenditures, and goods or services provided to and received. Each invoice must clearly indicate the Contract number herein. The invoice document must be submitted to:

Employment Security Department
Attention: Vendor Payments
PO Box 9046
Olympia, WA 98507

Or one electronic copy of invoice document to:
VendorPayments@esd.wa.gov, with a copy sent to ESD's Contract Manager.

ESD will pay the County for completed and approved work within thirty (30) days of receipt of invoice.

7. REPORTING

The County shall provide the ESD Contract Manager quarterly status report(s) on the updated performance. Reports are to be submitted via email to the ESD contract manager.

8. AMENDMENTS

This Agreement may be amended. Amendments are not binding unless they are in writing and executed by personnel authorized to bind each respective party.

9. CONTRACT MANAGEMENT

Each respective Contract Manager listed on page one is the designated person for the general management of this Contract, to include receiving all communications and notices related to the contract. All correspondence and all legal notices from either party will be deemed as being properly sent to the other party if made by emailing said written communication to the other party's identified Contract Manager.

Each party is required to notify the other manager in writing within three business days of any changes to that party's Contract Manager's information. Contract Managers may be changed through administrative notice to the other party, and do not require a full amendment.

10. DISPUTES

Except as otherwise provided in this Contract, when a dispute arises and cannot be resolved by direct negotiation, the parties agree to participate in non-binding mediation in good faith. The mediator shall be chosen by Contract of the parties. If the parties cannot agree on a mediator; the parties shall use a mediation service that selects the mediator for the parties. Nothing in this Contract shall be construed to limit the parties' choice of a mutually acceptable alternative resolution method such as a disputes hearing, or a Dispute Resolution Board. Either of the parties may also request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.



11. DUPLICATION OF BILLED COSTS

County shall not bill ESD for costs if County is being paid by another funding source for these same costs.

12. ELECTRONIC SIGNATURES, COUNTERPARTS, AND DELIVERY

The parties agree that this Agreement may be executed in multiple counterparts, each of which is deemed an original and all of which constitute only one agreement; and that electronic signature, or e-signature, of this Agreement shall be the same as execution of an original ink signature; and that E-mail, electronic, or facsimile delivery of a signed copy of this Agreement shall be the same as delivery of an original.

13. GOVERNANCE

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington and the venue hereunder will be in the Superior Court for Thurston County.

In the event of an inconsistency in this Contract, unless otherwise provided, the inconsistency is resolved by giving precedence in the following order:

1. Applicable Federal and Washington State Statutes and Regulations.
2. *All terms and conditions* herein.
3. Any attachments in their descending alphabetical order.
4. Any other material incorporated herein by written reference.

14. INDEMNIFICATION

Each party to this agreement is responsible for its own acts and/or omissions and those of its officers, employees and agents.

To the extent permitted by law, each party will hold the other harmless from costs, damages, or expenses arising from this agreement and based upon the negligence or non-compliance of the party.

15. INDEPENDENT CAPACITY

Each Party retains its independent capacity as a self-governing public agency under this agreement. No additional partnering entity is established herein.

16. INSURANCE REQUIREMENTS

Each Party warrants that they are insured under a Self-Insured Liability Pool or have commercial insurance that will protect against any damage claims that might result from performing under this contract. Said insurance must be for such amounts as are prudent and customary for a government entity.

17. RECORDS, DOCUMENTS AND REVIEW

Maintenance of Records: Unless otherwise specified in the Contract, all books, records, documents, and other materials relevant to this Agreement will be retained for six (6) years after expiration of this Contract. Each party will utilize reasonable security procedures and protections to assure records and documents provided by the other party are not erroneously disclosed to third parties.



Review of Records: County shall grant ESD, and its designees full access to and the right to examine and copy any or all books, records, papers, documents and other material regardless of form or type which are pertinent to the performance of this Contract, or reflect all direct and indirect costs of any nature expended in the performance of this Contract. Access must be available at all reasonable times not limited to the required retention period but as long as records are retained, and at no additional cost to ESD.

18. SEVERABILITY

The provisions of this Agreement are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Agreement provided that the remaining provisions can be given effect without the illegal or invalid provision.

19. TERMINATION AND SUSPENSION

ESD, upon providing written notice, may terminate or suspend this Agreement, in whole or in part for convenience, or based upon the potential breach of terms by the County.

If this Contract is terminated, ESD shall be liable only for final payment for services rendered or expenses incurred prior to the effective date of termination.

20. WAIVER

A failure by either party to exercise its rights under this Agreement does not preclude that party from subsequent exercise of such rights and does not constitute a waiver of any other rights under this Agreement, unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.



EXHIBIT A
STATEMENT OF WORK
KITSAP COUNTY

ACCESSIBLE COMMUNITIES ADVISORY COMMITTEE (ACAC)

BLOEDEL RESERVE

Project

Bloedel Reserve is implementing infrastructure, and equipment upgrades to improve access and experiences for people with disabilities. Bloedel Reserve will install three ADA-compliant toilets in the public restrooms and develop a project plan for the next phase of improvements, retiling the bathroom. They will purchase and install a new weather shield that makes the ADA-accessible golf cart usable in all weather conditions, to better welcome individuals with mobility support needs in accessing the Bloedel Reserve property.

Timeline

It will take approximately 18 months to complete the project from the time the materials are ordered.

Resources required

- The personnel costs that are directly associated with this project include 50 hours of total Bloedel Reserve staff time to oversee the implementation and equipment upgrades.
- ADA-accessible golf cart (Owned by Bloedel Reserve).
- One New Weather Shield for ADA-accessible golf cart (To be purchased).
- Three newly constructed ADA-accessible restroom facilities (Built by Bloedel Reserve).
- Clear plans for the next phase of infrastructure upgrades to replace the bathroom tile (Provided by Bloedel Reserve).

Cost

\$8,000

Cost is for the budget in Exhibit B.

EXHIBIT B
BUDGET
KITSAP COUNTY

ACCESSIBLE COMMUNITIES ADVISORY COMMITTEE (ACAC)

BLOEDEL RESERVE CONTRACT

Costs:

\$8,000.

- The personnel costs that are directly associated with this project include 50 hours of total Bloedel Reserve staff time to oversee the implementation and equipment upgrades.
- One New Weather Shield for ADA-accessible golf cart.
- Installation of three (3) ADA-compliant toilets.
- Clear plans for the next phase of infrastructure upgrades to replace the bathroom tile.

In-Kind:

Bloedel Reserve has a process to pursue in-kind donations and discounts with vendors where possible. This is encouraged but it is not expected that Bloedel Reserve is required to secure in-kind contributions to reduce the \$8,000.00 grant. If Bloedel Reserve receives in-kind contributions, the party representatives will be contacted to evaluate amendments to adjustments based on any in-kind donations.

Debarred Contractors List

A debarred contractor may not bid on, or have a bid considered on, any public works contract. You can search and filter this list using the options presented below.

Company Name: Principal: From: To:

WA UBI Number: RCW: Penalty Due: Wage Due:

License Number:

[Download all debarment data](#)

Show 25 per page Showing 0 records

Company Name	UBI	License	Principals	Related Business	Status	RCW	Debar Begins	Debar Ends	Penalty Due	Wages Due
There are no records that match your search criteria.										

Show 25 per page Showing 0 records