



KingCounty

Finance and Business Operations Division
Procurement and Contracts Services Section
Department of Executive Services

CNK-ES-0340 206-263-9400 Ph
3rd Floor 206-296-7676 Fax
401 5th Avenue TTY Relay: 771
SEATTLE, WA 98104 www.kingcounty.gov

SHIP TO:
KC DES FBOD PCSS GOODS AND SERVICES
401 5TH AVE, CNK-ES-0340
SEATTLE, WA 98104

CONTRACTOR:
EVERGREEN AUTOMOTIVE LLC
8411 PACIFIC HWY E
TACOMA, WA 98422 United States
Fax: ()

BILL TO:
KC DES FBOD ACCOUNTS PAYABLE
401 5TH AVE, CNK-ES-0320
SEATTLE, WA 98104

CONTRACT

CONTRACT NO. 5829532	REVISION 0	PAGE 1 of 1
CREATION DATE 19-JAN-2016	BUYER PATRICIA REID	
DATE OF REVISION	BUYER	

CONTRACTOR NO	PAYMENT TERMS	FREIGHT TERMS	FOB	SHIP VIA	CONFIRM TO
631937	NET30DAYS	N/A	N/A	N/A	Telephone: ()

DESCRIPTION

Authorized Signature



King County

Department of Executive Services
Finance and Business Operations Division
Procurement and Contract Services Section
206-263-9400 TTY Relay: 711

THIS CONTRACT # 5829532_ ("Contract") is entered into by **KING COUNTY**, Washington, (the "County"), and Evergreen Automotive (the "Contractor"), whose address is 8411 Pacific Hwy E, Tacoma, WA 980422. The County is undertaking certain activities related to Vanpool vehicle maintenance and repair services in Federal Way area and the County desires to engage the Contractor to provide Work in connection with such undertakings of the County, **NOW, THEREFORE**, in consideration of payments, covenants, and agreements hereinafter mentioned, to be made and performed by the parties hereto, the parties covenant and do mutually agree as follows:

I. CONTRACT DOCUMENTS

The Contractor shall provide all Work described in this Contract, which consists of the following documents and attached exhibits, each of which are made a part hereof by this reference in the following order of precedence:

1. Contract Amendment(s)
2. Contract, which consists of this page, the Terms and Conditions, and the following:
 - Scope of Work Exhibit A
 - Price Attachment Exhibit B
3. Request for Proposal (as modified by any addenda)
4. Contractor's Proposal

II. CONTRACT TERM

This Contract shall be effective when countersigned by King County and shall expire on January 31st, 2021, unless extended or terminated earlier pursuant to the terms and conditions of this Contract.

III. CONTRACT AMOUNT

The County shall reimburse the Contractor upon Acceptance of the Work specified in this Contract in an amount not to exceed

EVERGREEN AUTOMOTIVE

[Signature]
Authorized Signature

JENNIFER STANSFIELD OWNER
Name and Title (Print or Type)

Date Accepted: 1/29/2016

KING COUNTY

[Signature]
Authorized Signature

Diane Davis, Maintenance Planner Scheduler
Name and Title (Print or Type)

Date Accepted: January 29th, 2016

Approved as to form only:
King County Prosecuting Attorney

TERMS AND CONDITIONS

SECTION 1 DEFINITIONS

1.1 Definitions

Words and terms shall be given their ordinary and usual meanings. Where used in the Contract documents, the following words and terms shall have the meanings indicated. The meanings shall be applicable to the singular, plural, masculine, feminine and neuter of the words and terms.

Acceptance or Accepted: A written determination by the County that the Contractor has completed the Work in accordance with the Contract.

Contract Amendment: A written change to the Contract modifying, deleting or adding to the terms and conditions or Scope of Work, signed by both parties, with or without notice to the sureties.

Contractor: The individual, association, partnership, firm, company, corporation, or combination thereof, including joint ventures, contracting with the County for the performance of Work under the Contract.

Day: Calendar day.

KCC: The King County Code.

Person: Includes individuals, associations, firms, companies, corporations, partnerships, and joint ventures.

Project Manager: The individual designated by the County to manage the project on a daily basis and who may represent the County for Contract administration.

RCW: The Revised Code of Washington.

Scope of Work (SOW): An exhibit to the Contract consisting of a written description of the Work to be performed.

Subcontractor: The individual, association, partnership, firm, company, corporation, or joint venture entering into an agreement with the Contractor to perform any portion of the Work covered by this Contract.

Work: Everything to be provided and done for the fulfillment of the Contract and shall include services, goods and supplies specified under this Contract, including Contract Amendments.

SECTION 2 GENERAL PROVISIONS

2.1 Administration

The Contractor shall be responsible for performing the Work. The County is not a party to defining the division of Work between the Contractor and its Subcontractors, if any.

The Contractor represents that it has or shall obtain all personnel, materials and equipment required to perform the Work under this Contract.

2.2 Warranty

Contractor warrants that the Work shall in all material respects conform to the requirements of this Contract. Contractor further warrants that qualified professional personnel with in-depth knowledge shall perform the Work in a timely and professional manner, and that the Work shall conform to the standards generally observed in the industry for similar Work.

2.3 Payment Procedures; Prompt Payment of Subcontractors

For Work Accepted by the County the Contractor shall furnish invoices to King County Accounts Payable, M/S MLK-ES-0320, 401 – Fifth Avenue, Seattle, WA 98104. All invoices shall include: purchase order and/or contract number, invoice date, number, and total. For each item invoiced, provide the complete description of the products, services, phases or milestones Accepted, hours worked and Contract hourly rates, or authorized fees.

The County will not be bound by prices contained in an invoice that are higher than those in Section 3, or if not used as part of this Contract, then the current price list for this Contract approved by the County. Within thirty (30) Days after receipt of an invoice, the County shall pay the Contractor for Accepted Work, upon acceptance of payment Contractor waives any claims for the Work covered by the invoice.

If the Contractor is registered with the State of Washington it shall add all applicable State sales or use taxes to each invoice and upon receipt of the payment promptly remit appropriate amounts to the State of Washington, or the County will make payment directly to the State.

The Contractor agrees to pay each Subcontractor under this Contract for satisfactory performance of its Subcontract within ten (10) Days from the receipt of each payment the Contractor receives from the County.

2.4 Pricing

Prices shall remain firm for the duration of the Contract. The Contractor may request a price change(s) in writing delivered to the county. The Contractor shall provide documentation satisfactory to the County in support of its request, such as changes to the Producers Price Index for the commodity, the Consumer Price Index for the Seattle-Tacoma-Bremerton area, or a manufacturer's published notification of price change(s). The County reserves the right, in its sole discretion, to grant the request as submitted, engage the Contractor in a discussion about modifications to the request, or deny the request in its entirety. Any change in pricing granted by the County shall be affected through a Contract Amendment instituting the price adjustment and establishing an effective date.

2.5 Contract Amendment

All changes to the Contract shall be made in writing through a Contract Amendment. No oral statement or other conduct by the County shall change or modify the Contract. The County may perform an analysis of cost, price or schedule to determine the reasonableness of the proposed change to the Contract.

2.6 Changed Requirements

New federal, state and county laws, regulations, ordinances, policies and administrative practices may be established after the date this Contract is established and may apply to this Contract. To achieve compliance with changing requirements, the Contractor agrees to accept all changed requirements that apply to this Contract and require Subcontractors to comply with revised requirements as well. Changed requirements shall be implemented through Section 2.7, Contract Amendment.

2.7 Taxes, Licenses, and Certificate Requirements

If, for any reason, the Contractor's required licenses or certificates are terminated, suspended, revoked or in any manner modified from their status at the time this Contract becomes effective, the Contractor shall notify the County immediately of such condition in writing. The Contractor and Subcontractor(s) shall maintain and be liable for payment of all applicable taxes (except sales/use taxes), fees, licenses permits and costs as may be required by

applicable federal, state or local laws and regulations as may be required to provide the Work under this Contract.

2.8 Notices

Unless otherwise specified in the Contract, all notices or documentation required or provided pursuant to this Contract shall be in writing and shall be deemed duly given when received at the addresses first set forth below via certified or registered first class mail, return receipt requested, personal delivery or electronic mail. However, if any of the following occur: "notice to cure" a default, Contractor communication in connection with an alleged default, or notice of termination, such notice or communication shall only be delivered personally, or by certified or registered first class mail, return receipt requested.

KING COUNTY	CONTRACTOR
Project Manager – Diane Davis	Evergreen Automotive
King County DOT-Transit	8411 Pacific Highway East
201 S Jackson St.	Tacoma, WA 98422
Seattle, WA 98104	Phone: (253) 922-7554
206-477-3937	Fax: (253) 922-2584
diane.davis@kingcounty.gov	Email: service@evergreenautoandrv.com

SECTION 3 LEGAL RELATIONS; INDEMNITY AND INSURANCE

3.1 Independent Status of Contractor

In the performance of this Contract, the parties shall be acting in their individual, corporate or governmental capacities and not as agents, employees, partners, joint ventures, or associates of one another. The parties intend that an independent contractor relationship shall be created by this Contract. The Contractor shall be responsible for all federal and/or state tax, industrial insurance, wages, benefits, or other compensation by or on behalf of the Contractor and its employees. The Contractor shall not make any claim of right, privilege or benefit which would accrue to an employee under chapter 41.06 RCW or Title 51 RCW.

3.2 Indemnification and Hold Harmless

To the maximum extent permitted by law and except to the extent caused by the sole negligence of the County, the Contractor shall indemnify and hold harmless the County, its officers, agents and employees, from and against any and all suits, claims, actions, losses, costs, penalties and damages of whatsoever kind or nature arising out of, in connection with, or incident to the Work provided by or on behalf of the Contractor. This indemnification obligation shall include, but is not limited to, all claims against the County by an employee or former employee of the Contractor or its Subcontractors, and the Contractor, by mutual negotiation, expressly waives all immunity and limitation on liability, as respects the County only, under any industrial insurance act, including Title 51 RCW, other Worker's Compensation act, disability benefit act, or other employee benefit act of any jurisdiction which would otherwise be applicable in the case of such claim. In addition, the Contractor shall protect and assume the defense of the County and its officers, agents and employees in all legal or claim proceedings arising out of, in connection with, or incidental to such Work; and shall pay all

defense expenses, including reasonable attorney's fees, expert fees and costs incurred by the County on account of such litigation or claims. In the event that the County incurs any judgment, award and/or expense or cost, including attorney fees, arising from the provisions of this Section 3.2, or to enforce the provisions of this Section 3.2, any such judgment, award, fees, expenses and costs shall be recoverable from the Contractor.

The indemnification, hold harmless, protection and defense obligations contained herein shall survive the expiration, abandonment or termination of this Contract.

Nothing contained within this Section 3.2 shall affect and/or alter the application of any other section contained within this Contract.

3.3 Insurance Requirements

Upon execution of this Contract, the Contractor, at its own cost, shall have procured and will maintain for the duration of this Contract, insurance as specified in the Minimum Scope and Limits of Insurance. The Contractor shall furnish the County with certificates of insurance and endorsements required by this Contract. The County reserves the right to require complete, certified copies of all required insurance policies at any time.

Each insurance policy shall be written on an "occurrence" form; except that professional liability, errors and omissions, will be acceptable on a "claims made" form.

If coverage is approved and purchased on a "claims made" basis, the Contractor warrants continuation of coverage, either through policy renewals or the purchase of an extended discovery period, if such extended coverage is available, for not less than three years from the date of completion of the Work which is the subject of this Contract.

By requiring such minimum insurance coverage, the County shall not be deemed or construed to have assessed the risks that may be applicable to the Contractor under this Contract. The Contractor shall assess its own risks and, if it deems appropriate and/or prudent, maintain greater limits and/or broader coverage.

Nothing contained within these insurance requirements shall be deemed to limit the scope, application and/or limits of the coverage afforded, which coverage will apply to each insured to the full extent provided by the terms and conditions of the policy(s). Nothing contained within this provision shall affect and/or alter the application of any other provision contained within this Contract.

A. Minimum Scope and Limits of Insurance

The Contractor shall maintain limits no less than,

1. General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage, and for those policies with aggregate limits, a \$2,000,000 aggregate limit. CG 00 01 current edition, including Products and Completed Operations
2. Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage. CA 0001 current edition, Symbol 1.
3. Workers' Compensation: Statutory requirements of the State of residency, and
4. Employers' Liability or "Stop Gap" coverage: \$1,000,00

B. Other Insurance Provisions and Requirements

The insurance coverage(s) required in this Contract are to contain, or be endorsed to contain the following provisions:

All Liability Policies except Workers Compensation and Professional Liability:

1. The County, its officers, employees and agents are to be covered as additional insureds as respects liability arising out of activities performed by or on behalf of the Contractor in connection with this Contract. Such coverage shall be primary and non-contributory insurance as respects the County, its officers, officials, employees and agents. Additional Insured Endorsement shall be included with the certificate of insurance, "CG 2010 11/85" or its equivalent is required. **The County requires this Endorsement to complete the Contract.**

All Policies:

1. The Contractor's insurance coverage shall apply separately to each insured against whom a claim is made and/or lawsuit is brought, except with respect to the limits of the insurer's liability.
2. Any deductibles or self-insured retentions must be declared to, and approved by, the County. The deductible and/or self-insured retention of the policies shall not limit or apply to the Contractor's liability to the County and shall be the sole responsibility of the Contractor
3. Coverage shall not be suspended, voided, canceled, reduced in coverage or in limits, until after forty-five (45) Days prior written notice, has been given to the County.
4. Insurance coverage is to be placed with insurers with a Bests' rating of no less than A: VIII, or, if not rated with Bests', with minimum surpluses the equivalent of Bests' surplus size VIII.

Professional Liability, Errors and Omissions insurance coverage may be placed with insurers with a Bests' rating of B+:VII. Any exception must be approved by the County.

If at any time any of the foregoing policies fail to meet minimum requirements, the Contractor shall, upon notice to that effect from the County, promptly obtain a new policy, and shall submit the same to the County, with the appropriate certificates and endorsements, for approval.

C. Subcontractors

The Contractor shall include all Subcontractors as insureds under its policies, or shall furnish separate certificates of insurance and policy endorsements for each Subcontractor. **Insurance coverages provided by Subcontractors as evidence of compliance with the insurance requirements of this Contract not provided by the Contractor, shall be subject to all of the requirements stated herein.**

D. Work Site Safety

The Contractor shall have the "right to control" and bear the sole responsibility for the job site conditions, and job site safety. The Contractor shall comply with all applicable federal, state and local safety regulations governing the job site, employees and Subcontractors. The Contractor shall be responsible for the Subcontractor's compliance with these provisions.

SECTION 4 CONFLICTS OF INTEREST AND NON-COMPETITIVE PRACTICES

4.1 Conflicts of Interest and Non-Competitive Practices

- A. Conflict of Interest - By entering into this Contract to perform Work, the Contractor represents that it has no direct or indirect pecuniary or proprietary interest, and that it shall not acquire any such interest, that conflicts in any manner or degree with the Work required to be performed under this Contract. The Contractor shall not employ any Person or agent having any conflict of interest. In the event that the Contractor or its agents, employees or officers hereafter acquires such a conflict of interest, it shall immediately disclose such conflict to the County. The County shall require that the Contractor take immediate action to eliminate the conflict.
- B. Contingent Fees and Gratuities - By entering into this Contract to perform Work, the Contractor represents that:
1. No Persons except as designated by Contractor shall be employed or retained to solicit or secure this Contract with an agreement or understanding that a commission, percentage, brokerage, or contingent fee would be paid.
 2. No gratuities, in the form of entertainment, gifts or otherwise, were offered or given by the Contractor or any of its officers, agents, employees or representatives, to any official, member or employee of the County or other governmental agency with a view toward securing this Contract or securing favorable treatment with respect to the awarding or amending, or the making of any determination with respect to the performance of this Contract.
 3. Any Person having an existing contract with the County or seeking to obtain a contract who willfully attempts to secure preferential treatment in his or her dealings with the County by offering any valuable consideration, thing or promise, in any form to any County official or employee shall have his or her current contracts with the County canceled and shall not be able to bid on any other County contracts for a period of two (2) years.
- C. Disclosure of Current and Former County Employees - To avoid any actual or potential conflict of interest or unethical conduct:
1. County employees or former County employees are prohibited from assisting with the preparation of proposals or contracting with, influencing, advocating, advising or consulting with a third party, including Contractor, while employed by the County or within one (1) year after leaving County employment if he/she participated in determining the Work to be done or processes to be followed while a County employee.
 2. Contractor shall identify at the time of offer current or former County employees involved in the preparation of proposals or the anticipated performance of Work if awarded the Contract. Failure to identify current or former County employees involved in this Contract may result in termination of this Contract.
 3. After Contract award, the Contractor is responsible for notifying the County's Project Manager of current or former County employees who may become involved in the Contract any time during the term of the Contract.

SECTION 5 RECORDS AND AUDITS

5.1 Retention of Records, Audit Access and Proof of Compliance with Contract

- A. Retention of Records

The Contractor and its Subcontractors shall maintain books, records and documents of its performance under this Contract in accordance with generally accepted accounting principles. The Contractor shall retain for six (6) years after the date of final payment under the Contract all financial information, data and records for all Work.

B. Audit Access

The Contractor shall provide access to its facilities, including those of any Subcontractors, to the County, the state and/or federal agencies or officials at all reasonable times in order to monitor and evaluate the Work provided under this Contract. The County shall give reasonable notice to the Contractor of the date on which the audit shall begin.

5.2 Audit Exception

The Contractor agrees that it is financially responsible for and will repay the County all indicated amounts following an audit exception that occurs due to the negligence, intentional act and/or failure for any reason to comply with the terms of this Contract by the Contractor, its officers, employees, agents, and/or representatives. This duty to repay shall survive the expiration or termination of this Contract.

5.3 Federal Funding Audit

If the Contractor expended a total of \$500,000.00 or more in federal awards during its fiscal year, and is a non-profit organization, and is, under this Contract, carrying out or administering a program or portion of a program, it shall have an independent audit conducted in accordance with OMB Circular A-133, which shall comply with the requirements of GAAS (generally accepted auditing standards), GAO's Government Audit Standards and OMB Circular A-133, as amended and as applicable. Contractors expending federal awards from more than one source shall be responsible for determining if the combined financial awards are equal to or greater than \$500,000.00. The Contractor shall provide one copy of the audit report to each County division providing federal awards to the Contractor no later than nine (9) months subsequent to the end of the Contractor's fiscal year.

5.4 Public Records Requests

This Contract shall be considered a public document and will be available for inspection and copying by the public in accordance with the Public Records Act, chapter 42.56 RCW (the "Act").

If the Contractor considers any portion of any record provided to the County under this Contract, whether in electronic or hard copy form, to be protected under law, the Contractor shall clearly identify each such portion with words such as "CONFIDENTIAL," "PROPRIETARY" or "BUSINESS SECRET." If a request is made for disclosure of such portion, the County will determine whether the material should be made available under the Act. If the County determines that the material is subject to disclosure, the County will notify the Contractor of the request and allow the Contractor ten (10) business days to take whatever action it deems necessary to protect its interests. If the Contractor fails or neglects to take such action within said period, the County will release the portions of record(s) deemed by the County to be subject to disclosure. The County shall not be liable to the Contractor for inadvertently releasing records pursuant to a disclosure request not clearly identified by the Contractor as "CONFIDENTIAL," "PROPRIETARY" or "BUSINESS SECRET."

6.1 Patents, Copyrights and Rights in Subject Data

Any patentable result or materials suitable for copyright arising out of this Contract shall be owned and retained by the County. The County in its sole discretion shall determine whether it is in the public's interest to release or make available any patent or copyright.

The Contractor agrees that the ownership of any plans, drawing, designs, Scope of Work, computer programs, technical reports, operating manuals, calculations, notes and other work submitted or which is specified to be delivered under this Contract, whether or not complete (referred to in this subsection as "Subject Data") shall be vested in the County.

All such Subject Data furnished by the Contractor pursuant to this Contract, other than documents exclusively for internal use by the County, shall carry such notations on the front cover or a title page (or in such case of maps, in the name block), as may be requested by the County. The Contractor shall also place its endorsement on all Contractor-furnished Subject Data. All such identification details shall be subject to approval by the County prior to printing.

The Contractor shall ensure that the substance of foregoing subsections is included in each subcontract for the Work under this Contract.

6.2 Nondisclosure of Data

Data provided by the County either before or after Contract award shall only be used for its intended purpose. Contractors and Subcontractors shall not utilize nor distribute the County data in any form without the prior express written approval of the County.

6.3 Non-Disclosure Obligation

While performing the Work under this Contract, the Contractor may encounter personal information, licensed technology, drawings, schematics, manuals, data and other materials described as "Confidential", "Proprietary" or "Business Secret". The Contractor shall not disclose or publish the information and material received or used in performance of this Contract. This obligation is perpetual. The Contract imposes no obligation upon the Contractor with respect to confidential information which the Contractor can establish that: a) was in the possession of, or was rightfully known by the Contractor without an obligation to maintain its confidentiality prior to receipt from the County or a third party; b) is or becomes generally known to the public without violation of this Contract; c) is obtained by the Contractor in good faith from a third party having the right to disclose it without an obligation of confidentiality; or, d) is independently developed by the Contractor without the participation of individuals who have had access to the County's or the third party's confidential information. If the Contractor is required by law to disclose confidential information the Contractor shall notify the County of such requirement prior to disclosure.

SECTION 7 NONDISCRIMINATION

7.1 Nondiscrimination and Equal Employment Opportunity

A. Nondiscrimination in Employment

During performance of this Contract, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of the employee or applicant's sex, race, color, marital status, national origin, religious affiliation, disability,

sexual orientation, gender identity or expression or age except by minimum age and retirement provisions, unless based upon a bona fide occupational qualification.

B. Equal Employment Opportunity Efforts

The Contractor will undertake, and require all Subcontractors to undertake equal employment opportunity efforts to ensure that applicants and employees are treated, without regard to their sex, race, color, marital status, national origin, religious affiliation, disability, sexual orientation, gender identity or expression or age. Equal employment opportunity efforts shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeships. The Contractor agrees to post, and to require Subcontractors to post in conspicuous places available to employees and applicants for employment notices setting forth this nondiscrimination clause. In accordance with KCC 12.16.010.J, "equal employment opportunity efforts" shall mean active efforts to ensure equal opportunity in employment that is free from all forms of discrimination.

Ref: KCC 12.16.020.

C. Equal Benefits to Employees with Domestic Partners

Pursuant to Ordinance 14823, King County's "Equal Benefits" (EB) ordinance, and related administrative rules adopted by the County Executive, as a condition of award of a contract valued at \$25,000 or more, the Contractor agrees that it shall not discriminate in the provision of employee benefits between employees with spouses, and employees with domestic partners during the performance of this Contract. Failure to comply with this provision shall be considered a material breach of this Contract, and may subject the Contractor to administrative sanctions and remedies for breach.

When the contract is valued at \$25,000 or more, the Contractor shall complete a Worksheet and Declaration form for County review and acceptance prior to Contract execution. The EB Compliance forms, Ordinance 14823 (which is codified at KCC Chapter 12.19), and related administrative rules are incorporated herein by reference. They are also available online at:

http://www.kingcounty.gov/operations/procurement/Services/Equal_Benefits.aspx

D. Nondiscrimination in Subcontracting Practices.

During the term of this Contract, the Contractor shall not create barriers to open and fair opportunities to participate in County contracts or to obtain or compete for contracts and subcontracts as sources of supplies, equipment, construction and services. In considering offers from and doing business with subcontractors and suppliers, the Contractor shall not discriminate against any person because of their sex, race, color, marital status, national origin, religious affiliation, disability, sexual orientation, gender identity or expression or age except by minimum age and retirement provisions, unless based upon a bona fide occupational qualification.

E. Compliance with Laws and Regulations.

The Contractor and all Subcontractors shall comply fully with all applicable federal, state and local laws, ordinances, executive orders and regulations that prohibit discrimination. These laws include, but are not limited to, Chapter 49.60 RCW, Titles VI and VII of the Civil Rights Act of 1964, the American with Disabilities Act, and the Restoration Act of 1987. KCC chapters 12.16, 12.17 and 12.18 are incorporated herein by reference and the requirements in these code sections shall specifically apply to this Contract. The

Contractor and all Subcontractors shall further comply fully with any equal opportunity requirements set forth in any federal regulations, statutes or rules included or referenced in the contract documents.

F. Small Contractors and Suppliers Policy.

Policy. It is King County policy that Small Contractors and Suppliers (SCS) have equitable opportunities to participate in the performance of goods and services contracts issued by King County, and that contractors and subcontractors shall afford equal opportunity in employment while providing supplies and services for and to King County.

Inquiries and Information Regarding King County Certified SCS Firms. Direct inquiries on how to apply for SCS certification, or obtain a list of King County Certified Firms to the King County Business Development and Contract Compliance (BDCC) office by telephone at 206-263-9734. Information about becoming a King County Certified SCS Firm, as well as a Directory of King County Certified Firms is available at: <http://www.kingcounty.gov/bdcc>.

Definitions. The following definitions shall apply throughout this Section.

1. "Administrator" means the Director of Finance.
2. "Certified SCS Firm" means a business that has applied for participation in King County's Contracting Opportunities Program, and has been certified as an SCS by the King County BDCC office.
3. "Small Contractor or Supplier" or "(SCS)" means that a business and the person or persons who own and control it are in a financial condition, which puts the business at a substantial disadvantage in attempting to compete for public contracts. The relevant financial condition for eligibility under the Contracting Opportunities Program is based on a dollar ceiling for standard business classifications that is set at fifty percent (50%) of the Federal Small Business Administration (SBA) small business size standards using the North American Industrial Classification System (NAICS), and an Owners' Personal Net Worth less than \$750K dollars.

G. Required Submittals During Work.

The Contractor shall collect, enter, submit and update the submittals listed below for itself, its Subcontractors and any sub tier Subcontractors and suppliers to BDCC using the Contracts and Apprenticeship Report Tracking Services (CARTS) online reporting website located at <http://www.kingcounty.gov/bdcc>. Report forms are available on the website. Assistance may be obtained by contacting BDCC staff at 206-263-9734.

1. Subcontractor List. The Contractor shall create and maintain a master list of all Subcontractors on this Contract, the Contractor shall continually maintain the Subcontractors and Suppliers.
2. Contractor Payments. The Contractor shall enter and submit the amount received from the County for itself and the amounts paid by the Contractor to all Subcontractors, including Certified SCS Firms. Entries shall be entered in CARTS on a monthly basis.
3. Final Affidavits of Amounts Paid. Upon completion of the Work and as a condition precedent to final payment, the Contractor shall upload a Final Affidavit of Amounts Paid electronically using CARTS. Identify amounts paid to each firm that performed Work on this Contract.

- H. Compliance with Section 504 of the Rehabilitation Act of 1973, as amended (Section 504) and the American with Disabilities Act of 1990 as amended (ADA).

Pursuant to Title II of the ADA, and Section 504, King County must not discriminate against people with disabilities in providing services, programs or activities even if those services, programs or activities are carried out by contractors. The Contractor agrees that it shall provide all programs, services, and activities to County employees or members of the public under this Contract in the same manner as King county is obligated to under Title II of the ADA, and Section 504 and shall not deny participation of the benefits of such services, programs, or activities to people with disabilities on the basis of such disability. Failure to comply with this Section 7.1.H shall be a material breach of, and grounds for the immediate termination of, this Contract.

The Contractor agrees to provide to persons with disabilities access to programs, activities and services provided under the Contract, as required by the disability access laws as defined by KCC 12.16.

The Contractor shall not discriminate against persons with disabilities in providing the Work. In any subcontracts for the programs, activities and services under their Contract, the Contractor shall include the requirement that the Subcontractor provide to persons with disabilities access to programs, activities and services provided under the Contract, as required by the disability access laws as defined by KCC 12.16; that the Subcontractor shall not discriminate against persons with disabilities in providing the Work under the Contract; and that the Subcontractor shall provide that the County is a third party beneficiary to that required provision.

- I. Sanctions for Violations - Any violation of the mandatory requirements of the provisions of this Section shall be a material breach of Contract, for which the Contractor may be subject to damages, withholding payment and any other sanctions provided for by Contract and by applicable law.

SECTION 8 CLAIMS AND APPEALS; DISPUTE RESOLUTION

8.1 Claims and Appeals

The Contractor shall address claims for additional time or compensation under the Contract in writing to the Buyer and Project Manager within ten (10) Days of the date in which the Contractor knows or should know of the basis for the claim. Claims shall be accompanied by supporting documentation and citation to applicable provisions in the Contract documents. The County reserves the right to request additional documentation necessary to adequately review the claim. No claim by the Contractor shall be allowed if asserted after final payment under this Contract. The Buyer and Project Manager shall ordinarily respond to the Contractor in writing with a decision issued jointly, but absent such written response, the claim shall be deemed denied upon the tenth (10th) Day following receipt by the Buyer and Project Manager of the claim, or requested additional documentation, whichever is later.

In the event the Contractor disagrees with the determination of the Buyer and Project Manager, the Contractor shall, within five (5) Days of the date of such determination, appeal the determination in writing to the Procurement and Contract Services Section Manager. Such written notice of appeal shall include all information necessary to substantiate the appeal. The Procurement and Contract Services Section Manager shall review the appeal and make a determination in writing, which shall be final. Appeal to the Procurement and Contract Services

Section Manager on claims for additional time or compensation shall be a condition precedent to litigation.

At all times, the Contractor shall proceed diligently with the performance of the Contract and in accordance with the direction of the Buyer or Project Manager. Failure to comply precisely with the time deadlines under this Section 8.1 as to any claim and appeal shall operate as a waiver and release of that claim and appeal and an acknowledgment of prejudice to the County.

8.2 Mediation and Arbitration

If a dispute arises out of or relates to this Contract, or the breach thereof, including any Contractor claim, that is not resolved through the required claims and appeal process set forth in Section 8.1, the parties may, upon mutual agreement, endeavor to settle the dispute in an amicable manner by mediation or other agreed form of alternative dispute resolution process prior to commencing litigation.

8.3 Applicable Law and Forum

This Contract shall be governed by and construed according to the laws of the State of Washington. Any claim or suit between the parties arising out of this Contract may only be filed and prosecuted in King County Superior Court or U.S. District for the Western District of Washington, in Seattle.

SECTION 9 TERMINATION

9.1 Termination for Convenience/Default/Non-Appropriation

A. Termination for Convenience

This Contract may be terminated by the County without cause, in whole or in part, upon providing the Contractor ten (10) Days' advance written notice of the termination. If the Contract is terminated pursuant to this Section 9.1.A, the County will be liable only for payment in accordance with the terms of this Contract for Work performed and Accepted prior to the effective date of termination.

B. Termination for Default

If the Contractor does not perform the Work, or the Contractor fails to perform in the manner called for in the Contract, or if the Contractor fails to comply with any material provisions of the Contract, the County may terminate this Contract, in whole or in part, for default as follows:

1. A "notice to cure" shall be served on the Contractor by certified or registered first class mail in accordance with Section 2.10. The Contractor shall have ten (10) Days from the date of receipt to cure the default or provide the County with a detailed written plan for review and acceptance, which indicates the time and methods needed to bring the Work into compliance and cure the default.
2. If the Contractor has not cured the default or the plan to cure the default is not acceptable to the County, the County may terminate the Contract by serving a "notice of termination" in accordance with Section 2.10 setting forth the manner in which the Contractor is in default and the effective date of termination.
3. The Contractor shall only be paid for Work performed and Accepted less any damages to the County caused by or arising from such default. All termination

payment requests are subject to an analysis of cost or price by the County to verify compliance with the Contract, applicable laws and regulations.

4. The termination of this Contract shall in no way relieve the Contractor from any of its obligations under this Contract nor limit the rights and remedies of the County hereunder in any manner.

C. Termination for Non-Appropriation

1. If expected or actual funding is withdrawn, reduced or limited in any way prior to the termination date set forth in this Contract or in any Contract Amendment hereto, the County may, upon written notice to the Contractor, terminate this Contract in whole or in part.

If the Contract is terminated pursuant to this Section 9.1.C: 1) the County shall be liable only for payment in accordance with the terms of this Contract for Work performed and Accepted prior to the effective date of termination; and, 2) the Contractor shall be released from any obligation under this Contract affected by the termination or a related purchase order to provide further Work pursuant to the Contract.

2. Notwithstanding any provision to the contrary, funding under this Contract beyond the current appropriation year is conditional upon the appropriation by the County Council of sufficient funds to support the Work described in this Contract. Should such an appropriation not be approved, the Contract shall terminate at the close of the current appropriation year.

SECTION 10 MISCELLANEOUS

10.1 Other Public Agency Orders

Other federal, state, county and local entities may utilize the terms and conditions established by this Contract if agreeable to all parties. The County does not accept any responsibility or involvement in the purchase orders or contracts issued by other public agencies.

10.2 Assignment

Neither party shall assign any interest, obligation or benefit under or in this Contract or transfer any interest in the same, whether by assignment or novation, without prior written consent of the other party. If assignment is approved, this Contract shall be binding upon and inure to the benefit of the successors of the assigning party. This provision shall not prevent Contractor from pledging any proceeds from this Contract as security to a lender so long as King County Policy Fin10-1 (AP), section 6.1.3 is followed. If an assignment is approved, it shall be effective upon the posting of all required bonds, securities and the like by the assignee and the written agreement by assignee to assume and be responsible for the obligations and liabilities of the Contract, known and unknown, and applicable law.

10.3 Force Majeure

The term "force majeure" shall include, without limitation by the following enumeration: acts of nature, acts of civil or military authorities, terrorism, fire, accidents, shutdowns for purpose of emergency repairs, industrial, civil or public disturbances, causing the inability to perform the requirements of this Contract. If any party is rendered unable, wholly or in part, by a force majeure event to perform or comply with any obligation or condition of this Contract, upon giving notice and reasonably full particulars to the other party, such obligation or condition shall

be suspended only for the time and to the extent commercially practicable to restore normal operations. In the event the Contractor ceases to be excused pursuant to this provision, then the County shall be entitled to exercise any remedies otherwise provided for in this Contract, including termination for default.

10.4 Recycled Products Policy

Contractors able to supply products containing recycled and environmentally preferable materials that meet performance requirements are encouraged to offer them in bids and proposals.

The Contractor shall use recycled paper for all printed and photocopied documents related to the submission of this solicitation and fulfillment of the Contract and shall, whenever practicable, use both sides of the paper.

Ref: KCC 10.16 & King County Executive Policy CON 7-1-2.

10.5 No Third Party Beneficiary

This Contract is for the sole and exclusive benefit of the County and the Contractor and shall not create a contractual relationship with, or cause of action in favor of, any third party.

10.6 Severability

Whenever possible, each provision of this Contract shall be interpreted to be effective and valid under applicable law. If any provision is found to be invalid, illegal or unenforceable, then such provision or portion thereof shall be modified to the extent necessary to render it legal, valid and enforceable and have the intent and economic effect as close as possible to the invalid, illegal and unenforceable provision.

10.7 Non-Waiver of Breach

No action or failure to act by the County shall constitute a waiver of any right or duty afforded to the County under the Contract; nor shall any such action or failure to act by the County constitute an approval of, or acquiescence in, any breach hereunder, except as may be specifically stated by the County in writing.

EXHIBIT A - SCOPE OF WORK

The King County Metro Rideshare Operations, Commuter Van Program is soliciting proposals to establish van vehicle maintenance service contracts in the following areas: Bellevue, North Seattle, Downtown Seattle (North and South areas), Everett, Kent, and Renton for vanpool groups whose origin or destination is in King County. Although it is the intent of Rideshare Operations to establish one (1) contract in each geographic area listed, the County retains the right to establish multiple contracts in an area if it is determined to be in its best interest.

The Commuter Van Program is self-sustaining; participant fares and surplus van sales cover 100 percent of capital and operating costs and a minimum of 25 percent of administrative costs. The Program currently operates an active fleet of approximately 1,400 passenger vans. The fleet is composed of vans with groups in operation, service loaner vans to support these groups and vans available for new forming groups. The fleet is comprised primarily of 7, 8, 12, and 15-passenger vans.

Recently 20, 5- passenger Nissan LEAF all electric cars were added to the fleet in a demonstration project to evaluate electric vehicle technology in a commuter application. (Service for these electric cars is not included in this document and will be addressed separately with Contractor's determined as a result of this solicitation.

The Commuter Pool Program consists of two commute options, VanShare and VanPool. Both options provide vans, staff support, maintenance, fuel and insurance to groups of five to fifteen (5-15) people who commute together. One volunteer from the group drives the van and all passengers share a monthly fee that is based on the round-trip mileage of the commute and number of riders in the group. VanPool groups average anywhere from 20 to 58 miles round trip daily. Vans are garaged at the primary driver's home. VanShare groups commute an average 12 miles round trip per day, not to exceed 20 miles per day and connect to transportation hubs or terminals, such as train stations, ferry terminal docks or park and ride lots. VanShare vans are parked at the connecting service facility hub or a nearby designated parking location.

All vans are serviced at 6,000 mile or six (6) month increments, at a minimum.

Group vans are assigned to a specific service facility based on the group's origin and destination, route, group needs, program efficiencies and other considerations as determined. The profile of vans by year, make, model and mileage at any particular service facility changes as the number of groups on the road increase or decrease or groups change van size due to gains or losses in ridership. The number of service loaner vans assigned to the service facility is at a 1 to 12 ratio to the number of groups maintained at the site. Attachment C lists the current fleet profile by service location. The volunteer drivers are responsible for the delivery and pick-up of vans at the assigned maintenance service facility.

The key elements of the Commuter Van Program maintenance program includes, a comprehensive preventive maintenance schedule, full utilization of standard warranty coverage and customer service responsiveness. Contractors work collaboratively with Commuter Van Program staff to maximize cost efficiencies, minimize unscheduled repairs and downtime and ensure courteous, quality service while providing customers with mechanically sound, safe, reliable and clean vehicles. Attention is always focused on balancing costs and providing effective service.

EXHIBIT B - PRICE ATTACHMENT

EVERGREEN AUTOMOTIVE

Job	Vehicle	Labor Hrs	Labor Cost	Parts Cost	Total Cost
Labor Rate					\$ 65.00
Shuttle					\$ 20.00
Admin					\$ 20.00
WashVac					\$ 25.00
A PM	Standard Cost - All Vehicle Types	0.7	\$ 45.50	\$ 20.00	\$ 65.50
B PM	Standard Cost - All Vehicle Types	1.5	\$ 97.50	\$ 40.00	\$ 137.50
C PM	Standard Cost - All Vehicle Types	0.8	\$ 52.00	\$ 50.00	\$ 102.00
D PM	Standard Cost - All Vehicle Types	2.0	\$ 130.00	\$ 167.00	\$ 297.00
E PM	Standard Cost - All Vehicle Types	1.5	\$ 97.50	\$ 40.00	\$ 137.50
Alignment	Standard Cost - All Vehicle Types		\$ -		\$ 75.00
ABS Electronic Module	DGC 2010-2011	0.6	\$ 39.00	\$ 296.00	\$ 335.00
ABS Electronic Module	DGC 2012-2015*	2.0	\$ 175.50	\$ 720.00	\$ 895.50
ABS Electronic Module	Uplander 2006-2008	1.0	\$ 65.00	\$ 359.00	\$ 424.00
ABS Electronic Module	Express 2006-2015	1.5	\$ 97.50	\$ 240.00	\$ 337.50
ABS Hydraulic Module	DGC 2010-2011	1.3	\$ 84.50	\$ 304.00	\$ 388.50
ABS Hydraulic Module	DGC 2012-2015*	2.0	\$ 175.50	\$ 720.00	\$ 895.50
ABS Hydraulic Module	Uplander 2006-2008	1.6	\$ 104.00	\$ 880.00	\$ 984.00
ABS Hydraulic Module	Express 2006-2015	2.4	\$ 156.00	\$ 163.00	\$ 319.00
AC Overhaul	DGC 2010-2015	4.0	\$ 260.00	\$ 670.00	\$ 930.00
AC Overhaul	Uplander 2006-2008	6.0	\$ 390.00	\$ 640.00	\$ 1,030.00
AC Overhaul	Express 2006-2015	4.0	\$ 260.00	\$ 470.00	\$ 730.00
Minor AC Evac/Recharge	DGC 2010-2015	1.0	\$ 65.00	\$ 42.00	\$ 107.00
Minor AC Evac/Recharge	Uplander 2006-2008	1.0	\$ 65.00	\$ 42.00	\$ 107.00
Minor AC Evac/Recharge	Express 2006-2015	1.0	\$ 65.00	\$ 42.00	\$ 107.00
Battery	DGC 2010-2015	0.5	\$ 32.50	\$ 140.00	\$ 172.50
Battery	Uplander 2006-2008	0.5	\$ 32.50	\$ 75.00	\$ 107.50
Battery	Express 2006-2015	0.5	\$ 32.50	\$ 75.00	\$ 107.50
Engine Oil Cooler Line	Uplander 2006-2008	0.7	\$ 45.50	\$ 31.00	\$ 76.50
Engine Oil Cooler Line	Express 2006-2015	0.9	\$ 58.50	\$ 130.00	\$ 188.50
Front Brake Reline	DGC 2010-2015	1.8	\$ 117.00	\$ 68.00	\$ 185.00
Front Brake Reline	Uplander 2006-2008	1.8	\$ 117.00	\$ 68.00	\$ 185.00
Front Brake Reline	Express 2006-2015	1.8	\$ 117.00	\$ 68.00	\$ 185.00
Front Brake Overhaul	DGC 2010-2015	2.6	\$ 169.00	\$ 180.00	\$ 349.00
Front Brake Overhaul	Uplander 2006-2008	2.3	\$ 149.50	\$ 150.00	\$ 299.50
Front Brake Overhaul	Express 2006-2015	2.5	\$ 162.50	\$ 150.00	\$ 312.50
Rear Brake Reline	DGC 2010-2015	1.8	\$ 117.00	\$ 65.00	\$ 182.00
Rear Brake Reline	Uplander 2006-2008	1.5	\$ 97.50	\$ 60.00	\$ 157.50
Rear Brake Reline	Express 2006-2015	1.5	\$ 97.50	\$ 55.00	\$ 152.50

Rear Brake Overhaul	DGC 2010-2015	2.3	\$	149.50	\$	220.00	\$	369.50
Rear Brake Overhaul	Uplander 2006-2008	2.3	\$	149.50	\$	220.00	\$	369.50
Rear Brake Overhaul	Express 2006-2015	2.3	\$	149.50	\$	220.00	\$	369.50
Brake Rotor Replacement	DGC 2010-2015	0.6	\$	39.00	\$	70.00	\$	109.00
Brake Rotor Replacement	Uplander 2006-2008	0.6	\$	39.00	\$	80.00	\$	119.00
Brake Rotor Replacement	Express 2006-2015	0.6	\$	39.00	\$	105.00	\$	144.00
Fuel Injection Flush	DGC 2010-2015	1.0	\$	65.00	\$	20.00	\$	85.00
Fuel Injection Flush	Uplander 2006-2008	1.0	\$	65.00	\$	20.00	\$	85.00
Fuel Injection Flush	Express 2006-2015	1.0	\$	65.00	\$	20.00	\$	85.00
Fuel Pump Module	DGC 2010-2015	1.5	\$	97.50	\$	400.00	\$	497.50
Fuel Pump Module	Uplander 2006-2008	2.5	\$	162.50	\$	350.00	\$	512.50
Fuel Pump Module	Express 2006-2015	2.5	\$	162.50	\$	380.00	\$	542.50
Idler Arm	Express 2011-2015 4.8L 2500	0.7	\$	45.50	\$	135.00	\$	180.50
Rack & Pinion	DGC 2010-2015	4.0	\$	260.00	\$	520.00	\$	780.00
Rack & Pinion	Uplander 2006-2008	4.0	\$	260.00	\$	220.00	\$	480.00
Rack & Pinion	Express 2011-2015 4.8L 2500	1.7	\$	110.50	\$	300.00	\$	410.50
Shock	DGC*2010 - 2012 Load Leveling	0.6	\$	39.00	\$	350.00	\$	389.00
Shock	DGC 2013-2015	0.5	\$	32.50	\$	65.00	\$	97.50
Shock	Uplander 2006-2008	0.5	\$	32.50	\$	65.00	\$	97.50
Shock	Express 2006-2015	0.5	\$	32.50	\$	65.00	\$	97.50
Strut	DGC 2010-2015	2.0	\$	130.00	\$	109.00	\$	239.00
Strut	Uplander 2006-2008	2.8	\$	182.00	\$	110.00	\$	292.00
Tie Rod	DGC 2010-2015	0.9	\$	58.50	\$	68.00	\$	126.50
Tie Rod	Uplander 2006-2008	0.9	\$	58.50	\$	68.00	\$	126.50
Tie Rod	Express 2006-2015	0.9	\$	58.50	\$	71.00	\$	129.50
Trans Cooler Line	DGC 2010-2015	1.1	\$	71.50	\$	52.00	\$	123.50
Trans Cooler Line	Uplander 2006-2008	1.0	\$	65.00	\$	35.00	\$	100.00
Trans Cooler Line	Express 2006-2015	1.0	\$	65.00	\$	48.00	\$	113.00
Water Pump	DGC 2010-2015	2.3	\$	149.50	\$	100.00	\$	249.50
Water Pump	Uplander 2006-2008	1.4	\$	91.00	\$	130.00	\$	221.00
Water Pump	Express 2006-2015	2.5	\$	162.50	\$	230.00	\$	392.50
Wheel Hub Assembly	DGC*FR	1.5	\$	97.50	\$	180.00	\$	277.50
Wheel Hub Assembly	DGC*RR	1.5	\$	97.50	\$	185.00	\$	282.50
Wheel Hub Assembly	Uplander*FR	1.1	\$	71.50	\$	195.00	\$	266.50
Wheel Hub Assembly	Uplander*RR	1.1	\$	71.50	\$	210.00	\$	281.50
Window Motor	DGC 2010-2015	1.1	\$	71.50	\$	82.00	\$	153.50
Window Motor	Uplander 2006-2008	1.0	\$	65.00	\$	160.00	\$	225.00
Window Motor	Express 2006-2015	1.1	\$	71.50	\$	129.00	\$	200.50
Wiper	DGC 2010-2015	0.1	\$	6.50	\$	8.99	\$	15.49
Wiper	Uplander 2006-2008	0.1	\$	6.50	\$	8.99	\$	15.49
Wiper	Express 2006-2015	0.1	\$	6.50	\$	8.99	\$	15.49
Tires	205/55 R16 Load B	0.3	\$	19.50	\$	115.00	\$	134.50
Tires	215/70 R16 Load B	0.3	\$	19.50	\$	119.00	\$	138.50
Tires	225/60 R17 Load B	0.3	\$	19.50	\$	121.00	\$	140.50

Tires	225/65 R16 Load B	0.3	\$	19.50	\$	139.00	\$	158.50
Tires	235/60 R16 Load B	0.3	\$	19.50	\$	129.00	\$	148.50
Tires	225/75R 16 Load E	0.3	\$	19.50	\$	152.00	\$	171.50
Tires	245/75 R16 Load E	0.3	\$	19.50	\$	179.00	\$	198.50

ORIGINAL



King County

Department of Executive Services
Finance and Business Operations Division
Procurement and Contract Services Section
206-263-9400 TTY Relay: 711

Request for Proposals

ADVERTISED DATE: OCTOBER 1, 2015

Request for Proposals (RFP) Title: Vanpool Vehicles Maintenance and Repair Services By Region

RFP Number: 1261-15-LSM

Due Date: October 22, 2015 – 2:00 p.m.

Buyer: Linda McKinly, linda.mckinly@kingcounty.gov, 206-263-9701

Alternate Buyer: Julie Snider, julie.snider@kingcounty.gov, 206- 263-9291

Pre-proposal Conference:

A conference to discuss questions related to this RFP will be held at 10:00 a.m. on Tuesday, October 13, 2015, in Conference Room 310 on the 3rd Floor of the Chinook Building, 401 Fifth Avenue, Seattle, WA 98104.

Sealed Proposals are hereby solicited and will **only** be received by:

King County Procurement Services Section
Chinook Building, 3rd Floor
401 Fifth Avenue
Seattle, WA 98104

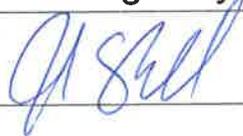
Office Hours: 8:00 a.m. – 5:00 p.m.
Monday - Friday

We acknowledge that all Addenda issued for this RFP have been examined as part of the proposal documents.

Company Name
Evergreen Automotive

Address
8411 Pacific Highway East

City/State /Postal Code
Tacoma/WA/98422

Signature 

Authorized Representative / Title
Jennifer Stansfield/Owner

Email
service@evergreenautoandrv.com

Phone
253-922-7554

Fax
253-922-2584

Contact Name:
Jennifer Stansfield

Phone
253-922-7554

Email
service@evergreenautoandrv.com

Prime Proposer SCS / DBE Certification number (if applicable)
SCS #1844

This Request for Proposal will be provided in alternative formats such as Braille, large print, audiocassette or computer disk for individuals with disabilities upon request.



**KING COUNTY
SUBSTITUTE W-9**

**Request for Taxpayer Identification number and
Certification**

**Give form to King County.
Do not send to IRS.**

Name (as shown on Invoice)

Evergreen Automotive

Business Type

- Association C-Corporation S-Corporation Disregarded Entity
 Division Government Individual
 Limited Liability Company: Enter tax classification (C=C-Corporation, S=S-Corporation, P=Partnership) **▶** _____
 Non Profit Partnership Sole Proprietor Trust/Estate

Business Registration Information

Enter where you are registered to do business and the corresponding State Registration Number

State: **WA**

Registration Number: **603142728**

Purchasing Location Information

Physical Address

8411 Pacific Highway E

City, State, and Zip

Tacoma, WA 98422

Remittance Information

Remit Address (if different than above)

City, State, and Zip

Tax Reporting Name and Tax Identification Number or Social Security Number

Enter your Tax reporting Name and address. The Tax Identification number provided must match the name given on the "Tax Reporting Name" line. For individuals, this is your social security number (SSN).

Tax Reporting Name

Evergreen AUTomotive, LLC

Tax Reporting Address

8411 Pacific Highway East

Tax Reporting City, State, and Zip

Tacoma, WA 98422

Tax Identification Number, Employer Identification Number or Social Security Number:

4	5	3	2	3	3	4	0	0
---	---	---	---	---	---	---	---	---

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct tax reporting name and identification number.
2. I am a U.S. citizen, U.S. person or U.S. Business Entity.
3. I am not subject to backup withholding due to failure to report interest and dividend income.
4. I am exempt from FATCA reporting.

Certification instructions. If you are not a U.S. citizen, U.S. person or U.S. Business Entity, you must cross out item 2 above. You will need to provide a completed King County W9 form as well as a copy of your W-8.

Sign Here ▶ _____

Print Name of Signer **Jennifer Stansfield**

Date Signed **10/28/2015**

**Equal Benefits
Compliance Declaration**



Department of Executive Services
Finance and Business Operations Division
Procurement and Contract Services Section
Chinook Building, CNK-ES-0340
401 Fifth Avenue, 3rd Floor, Seattle, WA 98104
206-263-9400 TTY Relay: 711 Fax: 206-296-7676

King County cannot award a contract until you submit the attached Worksheet and this Declaration.

I, Jennifer Stansfield on behalf of Evergreen Automotive
(Name) (Contractor Name)

state that the Contractor complies with King County Ordinance 14823 and related rules because it:
(Select the Option that applies and sign form below):

Option A

Makes benefits available on an equal basis to all its non-union and/or union employees with spouses and its employees with a domestic partner (same-sex and opposite-sex) OR legally domiciled member of household.

Option B

Does not make ANY benefits available to the spouses or the domestic partner OR legally domiciled member of household of employees.

Option C

No employees.

Option D

Seeking authorization from King County Procurement and Contract Services to delay implementation of equal benefits due to a Collective Bargaining Agreement, Open Enrollment, or internal Administrative steps. (Equal Benefits Substantial Compliance Authorization Form attached).

Instructions for alternate compliance:

The contractor must complete and return an Equal Benefits Substantial Compliance Authorization Form to King County as an attachment to this Declaration. The Substantial Compliance Authorization Form can be found at http://www.kingcounty.gov/operations/procurement/Forms/Equal_Benefits.aspx

Statement of Noncompliance
Contractor does not comply and does not intend to comply with King County Ordinance 14823 and related rules for this contract.

I declare under penalty of perjury under the laws of the State of Washington that the foregoing is correct and true, and that I am authorized to bind this entity contractually.

Executed this 28 day of October, 2015 at Tacoma, WA

Jennifer Stansfield
Signature
Owner

Jennifer Stansfield
Name (Please print)
45-3233400
Federal Tax Identification Number

8411 Pacific Highway E Tacoma, WA 98422
Title
Address

Equal Benefits Compliance Worksheet



Department of Executive Services
Finance and Business Operations Division
Procurement and Contract Services Section
Chinook Building, CNK-ES-0340
401 Fifth Avenue, 3rd Floor, Seattle, WA 98104
206-263-9400 TTY Relay: 711 Fax: 206-296-7676

Return this Worksheet, Declaration, and any attached alternate compliance forms to King County.

Contractor Name: Evergreen Automotive

Email: service@evergreenautoandrv.com

Solicitation#: 1261-15-LSM

Contact Person: Jennifer Stansfield

Phone Number: 253-922-7554

Contract#:

Employees in the U.S.: 4

1. EMPLOYEE INFORMATION

- a. Do you have any employees? Yes No
- ▶ If the answer to Question 1a is "NO", (you DO NOT have any employees); you do not need to complete the remainder of the worksheet. Select Option C on the attached Declaration.
 - b. If 1.a is yes, are they Union, Non-Union, OR both? Union Non-Union
 - ▶ If the answer to Question 1b is "Union", please go to questions 4 & 5.
 - ▶ If the answer to Question 1b is "Non-Union", go to questions 2 & 3.

2. IF YOU HAVE NON-UNION EMPLOYEES

- a. Do you make any benefits available to employees? [Paid by employer or not] Yes No
- b. Do you make any benefits available to the spouses of employees? [Paid by employer or not] Yes No
- c. Do you make any benefits available to the domestic partner (DP) OR legally domiciled member of household (LDMH) of employees? (Same-sex and Opposite-sex) [Paid by employer or not] Yes No
- ▶ If the answers to both Questions 2(b) and 2(c) are "NO", (benefits offered to neither employees' spouses nor employees' DP or LDMH); select Option B on the attached Declaration.
 - ▶ If the answer to either Question 2(b) or 2(c) is "YES", continue to Question 3.

3. BENEFITS AVAILABLE FOR NON-UNION EMPLOYEES

Indicate which benefits are made available below. Check "Yes" for any benefit that is available, paid for or not (same & opposite-sex). Check "No" if not available. Available might mean a death benefit for Pension (joint annuity) or Disability can be paid to DP and LDMH. Bereavement leave policies must be equal for DP and LDMH. Family leave must include an employee's DP, LDMH and their dependents. If moving expenses/relocation increases when including a spouse, they must also increase for DP and LDMH.

Employee Benefit	THESE THREE COLUMNS MUST MATCH			
	Employees	Spouses	DP	LDMH
Health Care	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Dental Care	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Vision Care	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Life	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Disability	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Pension/Retirement	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Bereavement Leave	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Family Leave	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Relocation (Moving Expenses)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Business Travel (not mileage)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Member Discounts, facilities, events	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Other (specify):	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Other (specify):	<input type="checkbox"/> Yes <input type="checkbox"/> No			

If selections made for Spouses, DP, and LDMH columns match, select Option A on Page 4, Equal Benefits Compliance Declaration. **OR:** If selections made for Spouses, DP, and LDMH columns DO NOT match, please review Option D on Page 3, Equal Benefits Compliance Declaration to see if you qualify for alternate compliance. For all other Contract compliance inquiries, contact King County Procurement and Contract Services Section at 206-263-9400.

4. IF YOU HAVE UNION EMPLOYEES

- a. Are any benefits available to the spouses of union employees? Yes No
 - b. Are any benefits available to the DP/LDMH of union employees? Yes No
- If the answer to either Question 4(a) or (b) is "YES", continue to Question 5.

5. BENEFITS AVAILABLE FOR UNION EMPLOYEES

Please indicate which union benefits are available on the list below. Union benefits may be controlled by a trust, and the eligibility of DP and LDMH may be restricted by a Union Trust Administrator. Please contact King County Procurement and Contract Services Section at 206-263-9400 to learn how to apply for a Collective Bargaining Delay.

Employee Benefit	THESE THREE COLUMNS MUST MATCH			
	Employees	Spouses	DP	LDMH
Health Care	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Dental Care	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Vision Care	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Life	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Disability	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Pension/Retirement	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Bereavement Leave	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Family Leave	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Relocation (Moving Expenses)	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Business Travel (not mileage)	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Member Discounts, facilities, events	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Other (specify):	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Other (specify):	<input type="checkbox"/> Yes <input type="checkbox"/> No			

If selections made for Spouses, DP, and LDMH columns match, select Option A on Page 4, Equal Benefits Compliance Declaration. **OR:** If selections made for Spouses, DP, and LDMH columns DO NOT match, please review Option D on Page 3, Equal Benefits Compliance Declaration to see if you qualify for alternate compliance. For all other Contract compliance inquiries, contact King County Procurement and Contract Services Section at 206-263-9400.

Proposal Overview Evergreen Automotive, LLC

Evergreen Automotive was founded in 1976. We started in the business as strictly automotive electric and expanded about 15 years later into full service mechanical repair. Jennifer and Matthew Stansfield purchased Evergreen in September 2011. With a combined 27 years experience in the automotive business, we bring a vast knowledge of management and technical background. We purchased Evergreen with the assumption that hard work and honesty will survive in the automotive world. We exceed our customer's expectations and ours constantly. Jennifer Stansfield (Jenny) will be the main contact for the contract contact person. She has been in management for multiple levels of automotive shops over the past 16 years. Jenny's automotive career started with the Goodyear Tire and Rubber Co. in 1996. While with Goodyear, Jenny managed the downtown Seattle Goodyear (#8841). That particular store managed the largest Metro Vanpool fleet at the time housing over 10 loaner vans. Jenny was able to successfully work with the MRSR to complete all the functions needed to keep the fleet properly maintained.

Our service facility is located within the map shown on attachment E for the solicitation in the Federal Way area. We are a family owned shop consisting of 5 service bays. We have an extra large back lot surrounded by a 10-foot barb wired chain link fence that is gated on both sides. Security of all the vehicles on our lot is a large priority. All service personnel go through the lot prior to closing to make sure all vehicles are locked and secured.

As soon as the shop opens its doors in the morning, Jenny and Chris, the lead tech, go over needs for the day. Our schedule is planned during the week to ensure all vehicles are completed as scheduled. At that time a technician is assigned to the vehicles within their scope of ability. All PM's and needed repairs as outlined in the RFP (A-E) will be assigned to a technician to guarantee completion time. The entire crew at Evergreen works hard to fix the vehicle the first time and only recommends what is needed on the vehicle. Honesty and integrity are of the utmost importance to the owners of Evergreen Automotive.

Our scan tools and available vehicle information are constantly being updated. It is important to keep up with current OEM information to properly repair vehicles. We will only recommend repairs that are needed. A constant check on vehicle history, Technical Service Bulletins, and warranty information are very important to guarantee that work is not being done that may be under warranty. All businesses have a budget and we will see that yours is

met as best as possible. Any warranty needs will be handled as quickly as possible. Vans will be delivered to the corresponding dealership as soon as repairs are complete.

Daily communication with the MRSR is key to delivering the best possible service. Any issues or recommendations will be immediately communicated via phone or email as requested. The shop has to maintain a trusting relationship with the MRSR to be successful. A copy of the daily log will be transmitted in a timely fashion and will be a priority.

Weekly billing will be completed and sent off every Friday morning. Correct weekly billing is imperative to both the shop and Metro. Contracted pricing will be reviewed and coding will be correct. Any billing issues or questions will be addressed with the MRSR immediately.

In conclusion, we are a shop that prides ourselves on being the best. We keep busy because we take care for our customers no matter how big or small their needs are. Evergreen Automotive is very fortunate to have employees with the same beliefs as the owners. Jenny has satisfied all of King County Metro Rideshare Operations needs in the past and will continue with this contract. We look forward to servicing the VanPool and Vanshare vehicles.

Proposal Questions

4.3 Shop Operations

A1. Evergreen Automotive, 8411 Pacific Highway E, Tacoma WA 98422-

A2. Phone 253-922-7554

Fax 253-922-2584

Email service@evergreenautoandrv.com

A3. Jennifer Stansfield 206-679-4316

A4. Jennifer Stansfield 206-679-4316

B. Shops access to major highways: Interstate 5 and Highway 18 on ramps are 3.1 miles to the north and Interstate 5 on ramp is 2.6 miles to the south of our location. The shop is located on Pacific Highway East.

C. Hours of operation

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Overall shop hours	10	10	10	10	10	0	0
PM and repair service hours daily	10	10	10	10	10	0	0
PM and repair service hours (weekend/evening)	0	0	0	0	0	0	0
Staff available for pick-up or drop-off hours (non-repair hours)	0	0	0	0	0	0	0

Please list any after hours customer key exchange options: We will provide a locked key box if allowed by King County Metro

D. Jennifer Stansfield-Owner

Lee Robertson-Counter person/Service writer

Christopher Stephens-Lead technician

E. We make sure every customer is treated fair and with the utmost respect. All vehicles are repaired correctly the first time. Honesty and integrity is at the forefront of daily business. The owner oversees all shop operations to maintain a very high quality of work.

F. Jennifer Stansfield/Owner- Over 20 years of experience in the automotive field. Managed VanPool fleet with Goodyear. Worked as a technician before management.

Lee Robertson/Counter person- Worked multiple jobs in the auto parts industry and has been training with Evergreen for the past year

G. Jennifer Stansfield/Owner- Over 20 years of experience in the automotive field. Managed VanPool fleet with Goodyear. Worked as a technician before management.

Lee Robertson/Counter person- Worked multiple jobs in the auto parts industry and has been training with Evergreen for the past year

H. Jennifer Stansfield/Owner email: service@evergreenautoandrv.com

I. Our shops policy for continued education is the simple fact that education is ongoing daily. We have a training program set up through Tech-net that provides out technicians with bi-monthly training to keep up with the industry. We also hold the ASE blue certificate that shows our commitment to the industry. ASE certificates are rewarded to the technicians for the ability to perform industry tasks in the form of a written test.

J. When not in use, loaner and customer vans will be secured in our lot. We have a 10 foot tall gated and barbed wire fence that they will be locked in when not in use.

K. Dealership warranty information:

Manufacturer	Chevrolet	Dodge	Nissan
Dealer Name	Jet Chevrolet	Tacoma Dodge	Puyallup Nissan
Contact	Dean Gaidies		
Phone	253-336-4214	253-475-7311	253-848-4507
Address	35700 Enchanted Parkway S Federal Way, WA 98063	4101 South Tacoma Way Tacoma, WA 98409	101 Valley Ave NW Puyallup, WA 98371
Distance from shop to dealer.	2.1 miles	9.4 miles	5.0 miles

L. Shop Administration

	Customer Service	Reception	Office Administration	Shop Management	Office Management	Accounting Billing
Years of Experience	20	15	15	15	15	15
Employee Name :	<u>Jennifer Stansfield</u>		Job Title: <u>Owner</u>			
Time with Shop: Years	<u>4</u>	Months <u>1</u>	Work Schedule: Days <u>5</u> Hours <u>8</u>			
Years of Experience	5	5	0	1	1	1
Employee Name :	<u>Lee Robertson</u>		Job Title: <u>Counter</u>			
Time with Shop: Years	<u>1</u>	Months <u>1</u>	Work Schedule: Days <u>5</u> Hours <u>8</u>			
Years of Experience						
Employee Name :			Job Title: _____			
Time with Shop: Years		Months _____	Work Schedule: Days _____ Hours _____			

4.4 Performance

A. Evergreen Automotive has been in business since 1976. Current owners, Jennifer and Matthew Stansfield, purchased Evergreen September 2011. Jennifer has worked in the automotive business for over 19 years. Jennifer started in the shop with basic services and worked her way to management. Matthew Stansfield does not oversee daily operations but is called in the need of technical experience. Matthew previously held his Chrysler Master Tech and Toyota Master certificates. Also he was a certified ASE master tech. Christopher Stephens is Evergreens lead technician and has over 30 years in the automotive business.

B. Fleet Reference #1

The Plumbing and Drain Company
 Contact: Eric Styles 253-255-9211

The Plumbing and Drain Company currently runs a fleet of over 35 vehicles consisting of ½ ton to 1 tons vans and trucks. We perform all mechanical repairs to the fleet. Evergreen has been servicing their fleet for over two years.

Fleet Reference #2

American Coatings and Construction
 Contact: Herb Hartso 253-208-0383

American Coatings currently runs a fleet of over 20 vehicles consisting of ½ ton to 1 tons vans and trucks. We perform all mechanical repairs to the fleet. Evergreen has been servicing their fleet for over four years.

4.5 Technical

A. All vehicles coming into the facility are prioritized using the schedule in the Mitchell Manager point of sale system. This program captures vehicle number; drop off time and type of work to be performed. The employee who took the appointment then immediately records a separate record of this appointment on the Vanpool service board. There is a six vehicle per day limit for new appointments to ensure the workload scheduled can be completed. A daily review of the week's upcoming appointments is completed on an on going basis by the owner.

Once in the facility at the work order is prioritized by the shop foreman. The priority assigned is based on appointment time and when vehicle needs to be completed. The time that the vehicle needs to be completed by is noted by the employee who receives the vehicle in the upper right corner of the work order.

The work order, with keys, is then assigned to a technician by the shop foreman. The work orders are physically prioritized by the shop foreman in the order the vehicles are to be worked on. If the vehicle requires service ahead of the vehicle currently being serviced the shop foreman informs the technician at this time.

All work orders are placed on the corresponding technician's "hook", which is co-located with all the work orders currently in the shop. They are separated by technician and then "incoming" and "in progress". The co location allows all employees to have a common location to review work order progress.

If the vehicle requires service outside of work indicated on the work order the technician returns the work order to the front counter with a description of the additional work needed along with any other findings. At that point estimates are initiated and the customer contacted as necessary to authorize additional work.

Once repairs are completed the vehicle is secured in the lot by the technician and the work order is returned to the front counter, with the keys.

B. Cost effective and honest assessments of work on vehicles are this shops strong suit. The employee's experience along with industry guidelines and best practices are used to determine recommendations for repairs, diagnostic or otherwise. All diagnostic assessments are measured against vehicle mileage age and intended use. This is then provided to the customer so they can make an informed decision about the repair of their vehicle.

Reference to factory service manuals and publications sets the standard for work and diagnostic procedure. The Mitchell On-Demand system, which all employees have access to, is a PC based repository for this information. This database is updated periodically by Mitchell using web-based updates.

Additionally, the technicians and employees are encouraged to keep their knowledge base current through monthly Technet training (provided by supplier and derived from OEM procedures) along with Automotive Service Excellence (ASE) certifications. All of the technicians have current ASE certification and the facility is ASE "Blue Seal" certified, demonstrating the commitment to proficiency in this facility.

Inspection checklists have been used at the location for several years that set guidelines for how vehicles are inspected. Additionally, following even minor repairs vehicles are test driven to ensure the repair is complete. The vehicle's safe and efficient operation is paramount to the facility's operations.

- C. Aftermarket parts are routinely used as they are of good quality and the price is generally lower than OEM parts. The decision for parts often comes down to price and availability. The facility has long standing relationships with both aftermarket and OEM suppliers. The aftermarket suppliers that are used guarantee their parts to be free from defects for similar time periods as OEM suppliers.

Additionally, aftermarket suppliers generally have superior price and availability. These cost savings are passed on to the customer. The choice to use OEM or aftermarket also comes down to the facility's ability to stand behind any limited warranty offered for not only the part, but its installation as well. The OEM manufactures in many cases have recently been able to offer repair parts at or near the cost of aftermarket parts. When this condition exists the facility strives to use OEM parts as long as turn around time for the vehicle repair can be met.

D. Shop Technical Staff:

Employee Name / Job Title	Engine	Transmission	Drive Train	Steer & Sups	Brake System	Electrical System	Heat / AC	Tires	Emission Certified

Name: Christopher Stephens

Certification Type	ASE	ASE	ASE		ASE				
Years of Experience	30	30	30	30	30	30	30	10	10

TIME WITH SHOP : Years 3 Months 8 Work Schedule: Days: 5 Hours: 8

Name: Joshua Hall

Certification Type	ASE			ASE	ASE	ASE			
Years of Experience	6	6	6	6	6	6	6	1	2

TIME WITH SHOP : Years 3 Months 8 Work Schedule: Days: 5 Hours: 8

Name: Pedro Munoz

Certification Type	ASE								
Years of Experience	6	6	6	6	6	6	6	2	6

TIME WITH SHOP : Years 2 Months 2 Work Schedule: Days: 5 Hours: 8

- E. We do not participate in the Envirostar Program. We are interested in joining the program.

- F. Our current shop affiliations are as follows: ASE Blue Certification (active), OMWBE (active), Technet (active)

- G. Invoices are finalized upon completion of the work performed. Finalizing an invoice includes a by line check of the work performed electronically using Mitchell Manager point of sale system and using the maintenance and repair service pricing.

The garage summary will be updated end the end of each business day and the corresponding finalized invoices added to the file. A daily total will be calculated at that point.

At the end of the week, Friday, the garage summary invoice will be checked against the daily totals. A final check of the total and number of invoices will then be completed and they will be submitted via email.

The Mitchell manager program allows searching by customer or vehicle number and maintains copies of the finalized invoices. The information in Mitchell manager is then integrated into a web based Quickbooks accounting system in anticipation of receiving payment for the invoice submitted for payment.

The individual compiling and submitting the invoices has experience in using the invoice submission process with Metro Vanpool.

H. Shop Equipment

Equipment	Model	Type / QTY	Year
Vehicle Répair Bays		5	
Vehicle Lifts	Benwil, Bend Pak, Launch tech	5	1999- 2015
Engine Analysis Equipment	Picoscope	Pico/1	2011
Diagnostic Scan Tool	Modis	Snap-on/1	2014
List Model Year scan capabilities for:			
Chevy	2015		
Dodge	2015		
Ford	2015		
Nissan	2015		
Battery/Charging System Analyzer	AVR	Snap-on/1	2000
Fuel Injection Service Equipment	Motorvac	Sun/1	2002
Smoke Tester	Evapro	Vacutec/1	2010
Air Conditioning Recovery and Charging Station	Cooltech 34788	Robinair/1	2012
Air Conditioning Leak Detector	Snap-on	Snap-on/1	2011
Coolant Flush Machine	AF3250	Viper/1	2005
Brake Disc / Drum Lathe	3850	Ammco/1	1999
Tire Balancer	Will Obtain		
Tire Machine	Will obtain		

TPMS Service Equipment	Will obtain		
Alignment Equipment	Sublet		
Other			

Invitation to Bid

Addendum # 2



Department of Executive Services
 Finance and Business Operations Division
Procurement and Contract Services Section
 206-263-9400 TTY Relay: 711

ADDENDUM DATE: OCTOBER 22, 2014

RFP Title: Vanpool Vehicles Maintenance and Repair Services By Region
 RFP Number: 1261-15-LSM
 Due Date: November 3, 2015 - 2:00 p.m.
 Buyer: Linda McKinly, linda.mckinly@kingcounty.gov, 206-263-9701
 Alternate Buyer: Julie Snider, julie.snider@kingcounty.gov, 206- 263-9291

This addendum is issued to revise RFP 1261-15-LSM, advertised October 1, 2015, as follows:

All changes are shown in **bold**.

RFP DELETIONS AND REPLACEMENTS:

- DELETE: Subsection 4.6.B Contracted Pricing, Maintenance and Repair Pricing table
 REPLACEMENT:

FLAT RATES	Labor Rate per Hour		\$65.00			
	Shuttle Fee (one way)		\$20.00			
	Administration Fee		\$20.00			
	Wash/Vacuum Fee		\$25.00			
Job Description	Job	Vehicle	Labor Hrs	Labor Cost	Parts Cost	Total Cost
PREVENTIVE MAINTENANCE	A Service Checklist items 1-26, 36	Standard Cost - All Vehicle Types	.7	45.50	20.00	65.50
	B Service Checklist items 1-30, 36	Standard Cost - All Vehicle Types	1.5	97.50	40.00	137.50 +
	C Service Checklist items 31, 36	Standard Cost - All Vehicle Types	.8	52.00	50.00	102.00 +

Upon request, this Invitation to Bid Addendum will be provided in alternative formats such as Braille, large print, audiocassette or computer disk for individuals with disabilities.

	D Service Checklist items 1-30, 32, 36	Standard Cost - All Vehicle Types	2.0	130.00	167.00	297.00	+
	E Service Checklist items 33-35, 36	Standard Cost - All Vehicle Types	1.5	97.50	40.00	137.50	+
ALIGNMENT Parts include: None Labor includes: set to factory specifications * Expectation is for in-house job completion.	Alignment	Standard Cost - All Vehicle Types	sublet	sublet	sublet	75.00	
ABS ELECTRONIC MODULE Parts include: ABS Electronic Module Labor includes: R&R ABS Electronic Module - Does not include reprogramming	ABS Electronic Module	Dodge Grand Caravan 2010-2011	.6	39.00	296.00	335.00	
	ABS Electronic Module	Dodge Grand Caravan 2012-2015 *ELEC/HYDR UNIT*	2.7	175.50	720.00	895.50	
	ABS Electronic Module	Chevy Uplander 2006-2008	1.0	65.00	359.00	424.00	
	ABS Electronic Module	Chevy Express 2006-2015	1.5	97.50	240.00	337.50	
ABS HYDRAULIC MODULE Parts include: ABS Hydraulic Module Labor includes: R&R ABS Hydraulic Module	ABS Hydraulic Module	Dodge Grand Caravan 2010-2015	1.3	84.50	304.00	388.50	
	ABS Hydraulic Module	Dodge Grand Caravan 2012-2015 *ELEC/HYDR UNIT*	2.7	175.50	720.00	895.50	
	ABS Hydraulic Module	Chevy Uplander 2006-2008	1.6	104.00	880.00	984.00	+
	ABS Hydraulic Module	Chevy Express 2006-2015	2.4	156.00	163.00	319.00	+

AC OVERHAUL Parts include: Compressor, Receiver, Dryer, Orifice Tube, O-rings an&d Freon with dye Labor includes: R&R compressor, receiver, dryer orifice tube & O-rings. Evac and recharge freon. Pressure test to ensure correct install & check for leaks.	AC Overhaul	Dodge Grand Caravan 2010-2015	4.0	260.00	670.00	930.00	+
	AC Overhaul	Chevy Uplander 2006-2008	6.0	390.00	640.00	1030.00	+
	AC Overhaul	Chevy Express 2006-2015	4.0	260.00	470.00	730.00	+
MINOR AC EVAC & RECHARGE Parts include: Average of four (4) pounds freon with dye Labor includes: Evacuate, recharge, & check system for leaks.	Minor AC Evac/Recharge	Dodge Grand Caravan 2010-2015	1.0	65.00	42.00	107.00	+
	Minor AC Evac/Recharge	Chevy Uplander 2006-2008	1.0	65.00	42.00	107.00	+
	Minor AC Evac/Recharge	Chevy Express 2006-2015	1.0	65.00	42.00	107.00	+
BATTERY Parts include: Battery to meet CCA of vehicle spec with 60 month warranty. Labor includes: R&R battery and load test.	Battery	Dodge Grand Caravan 2010-2015	.5	32.50	140.00	172.50	+
	Battery	Chevy Uplander 2006-2008	.5	35.20	75.00	107.50	+
	Battery	Chevy Express 2006-2015	.5	32.50	75.00	107.50	+
ENGINE OIL COOLER LINE (one each) Parts include: Oil Cooler line Labor includes: R&R of Cooler line	Engine Oil Cooler Line	Chevy Uplander 2006-2008	.7	45.50	31.00	76.50	
	Engine Oil Cooler Line	Chevy Express 2006-2015	.9	58.50	130.00	188.50	+
FRONT BRAKE RELINE (Both Sides) Parts include: pads, grease seals & fluids as needed. Labor includes: installation of pads, turn rotors, pack wheel bearings, replace grease seals, add fluid as needed, bleed & test system.	Front Brake Reline	Dodge Grand Caravan 2010-2015	1.8	117.00	68.00	185.00	+
	Front Brake Reline	Chevy Uplander 2006-2008	1.8	117.00	68.00	185.00	+
	Front Brake Reline	Chevy Express 2006-2015	1.8	117.00	68.00	185.00	+

FRONT BRAKE OVERHAUL (Both Sides) Parts include: new pads, rebuilt calipers, grease seals & fluids as needed. Labor includes: installation of calipers with pads, trun rotors, pack wheel bearings, replace grease seals. Flush, bleed & add fluid. Test operation of system.	Front Brake Overhaul	Dodge Grand Caravan 2010-2015	2.6	169.00	180.00	349.00	+
	Front Brake Overhaul	Chevy Uplander 2006-2008	2.3	149.50	150.00	299.50	+
	Front Brake Overhaul	Chevy Express 2006-2015	2.5	149.50	150.00	299.50	+
REAR BRAKE RELINE (Both Sides) Parts include: Brake pads, grease seals & fluids as needed. Labor includes: Replace pads, turn rotors, pack bearings, replace seals, add fluid, bleed & test system	Rear Brake Reline	Dodge Grand Caravan 2010-2015	1.8	117.00	65.00	182.00	+
	Rear Brake Reline	Chevy Uplander 2006-2008	1.5	97.50	60.00	157.50	+
	Rear Brake Reline	Chevy Express 2006-2015	1.5	97.50	55.00	152.50	+
REAR BRAKE OVERHAUL (Both Sides) Parts include: Calipers with pads, grease seals & fluid as needed. Labor includes: Replace calipers /pads, turn rotors, pack bearings, replace seals, add fluid, bleed & test system	Rear Brake Overhaul	Dodge Grand Caravan 2010-2015	2.3	149.50	220.00	369.50	+
	Rear Brake Overhaul	Chevy Uplander 2006-2008	2.3	149.50	220.00	369.50	+
	Rear Brake Overhaul	Chevy Express 2006-2015	2.3	149.50	220.00	369.50	+
BRAKE ROTOR REPLACEMENT (one each) *Rotor replacement is usally done with a reline or overhaul.Parts include: new rotor, grease seals & fluids as needed.Labor includes: installation of new rotor, turn rotor, replace grease seals, pack wheel bearing, add fluids as needed & test system.	Brake Rotor Replacement	Dodge Grand Caravan 2010-2015	.6	39.00	70.00	109.00	+
	Brake Rotor Replacement	Chevy Uplander 2006-2008	.6	39.00	80.00	119.00	+
	Brake Rotor Replacement	Chevy Express 2006-2015	.6	39.00	105.00	144.00	+

FUEL INJECTION FLUSH Parts include: Fuel injection cleaning kit. Labor includes: Flush/clean fuel injection system.	Fuel Injection Flush	Dodge Grand Caravan 2010-2015	1.0	65.00	20.00	85.00
	Fuel Injection Flush	Chevy Uplander 2006-2008	1.0	65.00	20.00	85.00
	Fuel Injection Flush	Chevy Express 2006-2015	1.0	65.00	20.00	85.00
FUEL PUMP MODULE Parts include: Fuel Pump Module Labor includes: R&R Fuel pump module	Fuel Pump Module	Dodge Grand Caravan 2010-2015	1.5	97.50	400.00	497.50 +
	Fuel Pump Module	Chevy Uplander 2006-2008	2.5	162.50	350.00	512.50 +
	Fuel Pump Module	Chevy Express 2006-2015	2.5	162.50	380.00	542.50 +
IDLER ARM (one side) Parts include: Idler arm assembly. Labor includes: R&R idler arm assembly.	Idler Arm	Chevy Express 2006-2015	.7	45.50	135.00	180.50
RACK & PINION Parts include: Rack & pinion, PS fluid as needed. Labor includes: Replace rack & pinion -bleed system. R&R existing outer tie rods included in labor. Alignment to be done but billed as a separate job.	Rack & Pinion	Dodge Grand Caravan 2010-2015	4.0	260.00	520.00	780.00 +
	Rack & Pinion	Chevy Uplander 2006-2008	4.0	260.00	220.00	480.00 +
	Rack & Pinion	Chevy Express 2006-2015	1.7	110.50	300.00	410.50 +
SHOCKS (one each) Parts include: Shock and hardware Labor includes: Replace shock * Load Leveling Shock required for Dodge Grand Caravan 2010-2012	Shock	Dodge Grand Caravan 2010-2012 *LOAD LEVELING SHOCK NEEDED*	.6	39.00	350.00	389.00 +
	Shock	Dodge Grand Caravan 2013-2015	.5	32.50	65.00	97.50
	Shock	Chevy Uplander 2006-2008	.5	32.50	65.00	97.50

	Shock	Chevy Express 2006-2015	.5	32.50	65.00	97.50
STRUT (one each) Parts include: Strut & hardware Labor includes: Replace Strut	Strut	Dodge Grand Caravan 2010-2015	2.0	130.00	109.00	239.00
	Strut	Chevy Uplander 2006-2008	2.8	182.00	110.00	292.00
TIE ROD END (one each) Parts include: Tie rod end Labor includes: Replace tie rod	Tie Rod	Dodge Grand Caravan 2010-2015	.9	58.50	68.00	126.50
	Tie Rod	Chevy Uplander 2006-2008	.9	58.50	68.00	126.50
	Tie Rod	Chevy Express 2006-2015	.9	58.50	71.00	129.50
TRANSMISSION COOLER LINE (one each) Parts include: Transmission Cooler line Labor includes: Replace of Cooler line	Trans Cooler Line	Dodge Grand Caravan 2010-2015	1.1	71.50	52.00	123.50
	Trans Cooler Line	Chevy Uplander 2006-2008	1.0	65.00	35.00	100.00
	Trans Cooler Line	Chevy Express 2006-2015	1.0	65.00	48.00	113.00
WATER PUMP Parts include: Water pump Labor includes: Replace water pump	Water Pump	Dodge Grand Caravan 2010-2015	2.3	149.50	100.00	249.50
	Water Pump	Chevy Uplander 2006-2008	1.4	91.00	130.00	221.00
	Water Pump	Chevy Express 2006-2015	2.5	162.50	230.00	392.50
WHEEL HUB ASSEMBLY (one each) Parts include: Wheel hub assembly Labor includes: Replace wheel hub assembly	Wheel Hub Assembly	Dodge Grand Caravan 2010-2015 *FRONT*	1.5	97.50	180.00	277.50
	Wheel Hub Assembly	Dodge Grand Caravan 2010-2015 *REAR*	1.5	97.50	185.00	282.50

	Wheel Hub Assembly	Chevy Uplander 2006-2008 *FRONT*	1.1	71.50	195.00	266.50 +
	Wheel Hub Assembly	Chevy Uplander 2006-2008 *REAR*	1.1	71.50	210.00	281.50 +
WINDOW MOTOR Parts include: Window motor Labor includes: Replace window motor	Window Motor	Dodge Grand Caravan 2010-2015	1.1	71.50	82.00	153.50 +
	Window Motor	Chevy Uplander 2006-2008	1.0	65.0	160.00	225.00 +
	Window Motor	Chevy Express 2006-2015	1.1	71.50	129.00	200.50 +
WIPERS (one each) Parts include: Wiper Labor includes: Replace wiper	Wiper	Dodge Grand Caravan 2010-2015	.1	6.50	8.99	15.49
	Wiper	Chevy Uplander 2006-2008	.1	6.50	8.99	15.49
	Wiper	Chevy Express 2006-2015	.1	6.50	8.99	15.49
TIRES (one each) Parts include: Tire, valve stem, TPMS seal kit, and wheel weights as needed.Labor includes: R&I tire wheel assembly,mount & balance tire. Retrain TPMS as needed.	Tires	205/55 R16 Load B	.3	19.50	115.00	134.50 +
	Tires	215/70 R16 Load B	.3	19.50	119.00	138.50 +
	Tires	225/60 R17 Load B	.3	19.50	121.00	140.50 +
	Tires	225/65 R16 Load B	.3	19.50	139.00	158.50 +
	Tires	235/60 R16 Load B	.3	19.50	129.00	148.50 +
	Tires	225/75R 16 Load E	.3	19.50	152.00	171.50 +
	Tires	245/75 R16 Load E	.3	19.50	179.00	198.50 +

Note: This change is to correct the formulas in some cells. The content is unchanged.

End of RFP DELETIONS AND REPLACEMENTS



Contractor Profile SCS Certification Number 1844

Company Name **EVERGREEN AUTOMOTIVE, LLC**

Doing Business As Evergreen Automotive, LLC

Description Full service automotive repair that specializes in auto electric.

SCS Certification Number 1844

WA State / Federal Certification WBE
*

Address 8411 Pacific Highway E
Tacoma, WA 98422

Website www.evergreenautoandrv.com

Contact JENNIFER STANSFIELD

Contact Phone (253) 922-7554

Contact Email service@evergreenautoandrv.com

Construction Division Division 15 - Mechanical
Division 16 - Electrical
(CSI)

NAICS Primary: **811111 - General Automotive Repair** [↗](#)
2nd: **811113 - Automotive Transmission Repair** [↗](#)
3rd: **811118 - Other Automotive Mechanical and Electrical Repair and Maintenance** [↗](#)



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