

**INTERLOCAL AGREEMENT  
BETWEEN THE CITY OF GRANITE FALLS AND SNOHOMISH COUNTY  
CONCERNING PROVISION OF BUILDING/CONSTRUCTION/FIRE PLAN REVIEW  
AND CODE INSPECTION SERVICES**

THIS INTERLOCAL AGREEMENT BETWEEN THE CITY OF GRANITE FALLS AND SNOHOMISH COUNTY CONCERNING PROVISION OF BUILDING/CONSTRUCTION/FIRE PLAN REVIEW AND CODE INSPECTION SERVICES (this "Agreement") is made and entered into as of this 13th day of April, 2022, by and between Snohomish County, a political subdivision of the State of Washington (the "County") and the City of Granite Falls, a Washington municipal corporation (the "City").

**RECITALS**

1. The City has expressed interest in an interlocal agreement with the County to provide the following services: building/construction/fire plan review and code inspection.
2. The purpose of this Agreement is to allow the County to provide the above listed services to the City.
3. The Washington State Building Code, as periodically amended by the Washington State Legislature, is in effect in the both County and City as set forth in chapter 19.27 RCW, and is relied upon for plan review and inspection services performed under this Agreement.
4. This Agreement is made pursuant to the authority granted by the Interlocal Cooperation Act, chapter 39.34 RCW.

*[The remainder of this page is intentionally left blank.]*

## **AGREEMENT**

NOW, THEREFORE, in consideration of the respective agreements set forth below and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and the County agree as follows:

### **Section 1. SCOPE OF SERVICES FOR BUILDING/CONSTRUCTION/FIRE PLAN REVIEW AND CODE INSPECTION**

- 1.1 The County, through the Department of Planning and Development Services (PDS) and Office of the County Fire Marshal ("OCFM"), will conduct Building/Construction/Fire Plan Review and Code Inspections of industrial, commercial and residential projects on a case-by-case basis as requested by the City. The above mentioned Building/Construction/Fire Plan Review and Code Inspections are to be performed to determine compliance with applicable requirements of the Washington State Building Code and any local amendments adopted thereto by the City. The Code Inspections requested by the City under this Agreement may include, but not be limited to, new construction inspections, annual inspections for fire and life/safety, and code enforcement related inspections. Pursuant to the request of the City, the OCFM may perform any and all duties associated with the position of acting Fire Code Official for the City.
- 1.2 The City will determine when plans will be reviewed by PDS and OCFM.
- 1.3 The review of the plans will be scheduled in the order they are submitted by the City and will be subject to the processing timelines applicable to the other plans being reviewed by PDS and OCFM.
- 1.4 PDS and OCFM shall employ only certified and trained personnel in the Washington State Building Code, to conduct Building/Construction/Fire Plan Review and Code Inspections.
- 1.5 Building/Construction/Fire Plan Review will be conducted for determining compliance with the Washington State Building Code, as well as other subsidiary codes and local amendments as appropriate.
- 1.6 PDS and OCFM will provide plan mark-up and notation customary for professional plan review standards, and forward said plans to the City for return to applicants.
- 1.7 PDS and OCFM will conduct on-site Building/Construction/Fire Code Inspections as requested by the City, customarily with one day prior notice. Inspections shall be conducted and corrections noted as customary for professional Building/Construction/Fire Code Inspection standards, with correction notices provided to the City for records management.
- 1.8 The City shall be the responsible permit issuing agency, and shall collect all permit fees, issue all permits, and defend any and all challenges related to plan review, inspections, and permit decisions performed under this Agreement.

- 1.9 The parties understand and agree that the County's ability to perform a requested service pursuant to this Agreement may be limited, delayed, or otherwise impacted by the availability of County personnel. If the County determines that sufficient staff time is not available to allow it to provide a requested service, it shall so notify the City as soon as possible after receiving the request for that service.

## **Section 2. COMPENSATION**

- 2.1 The City shall pay the County for Building/Construction/Fire Plan Review and Code Inspection Services pursuant to Section 1 of this Agreement on an hourly basis in accordance with the rate schedule in Appendix A.
- 2.2 County staff time will be billed in one-tenth hour increments.
- 2.3 The County agrees to provide the City with a written invoice for Building/Construction/Fire Plan Review and Code Inspection Services rendered pursuant to this Agreement no later than 90 days after the date on which the services were rendered.
- 2.4 The City agrees to remit payment in full within 30 days of receipt of an invoice. Payment for these services shall be made to the County. County invoices shall be itemized to indicate each project and the time/cost allocated to the various projects.
- 2.5 The County will maintain all records reflecting fees and costs billed to the City.
- 2.6 All billing invoices and payments shall be delivered to the following:

County: Snohomish County  
Planning and Development Services, Accounting  
M/S 604, 3000 Rockefeller Avenue  
Everett, WA 98201-4046

City : City of Granite Falls  
215 S. Granite Ave.  
P.O. Box 1440  
Granite Falls, WA 98252

## **Section 3. INSURANCE**

- 3.1 Each party shall maintain and provide evidence to the other of insurance or self-insurance adequate to cover its liability obligations under this Agreement and/or arising out of each party's activities hereunder.
- 3.2 The City is part of a Public Entity insurance pool sanctioned by the Washington State Office of Financial Management Risk Management Division. The City will provide a letter signed and executed by an authorized agent indicating its participation in said pool.

- 3.3 The County self-insures its common law and assumed liability for bodily injury and/or property damage to third parties. The County maintains a fully-funded self-insurance program as defined in Snohomish County Code 2.90 for the protection and handling of the County's liabilities, including injuries to persons and damage to property. The self-funded program will respond if an incident occurs involving negligence of County employees acting in the scope of their employment. The County will provide a letter of self-insurance signed and executed by an authorized agent.

#### **Section 4. INDEMNIFICATION AND LIABILITY**

- 4.1 City Held Harmless. The County shall indemnify and hold harmless the City and its officers, agents, and employees, or any of them from any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatsoever, by any reason of or arising out of any negligent act or omission of the County, its officers, agents, and employees, or any of them relating to or arising out of performing services pursuant to this Agreement. In the event that any such suit based upon such a claim, action, loss, or damages is brought against the City, the County shall defend the same at its sole cost and expense; provided that the City reserves the right to participate in said suit if any principle of governmental or public law is involved; and if final judgment in said suit be rendered against the City, and its officers, agents, and employees, or any of them, or jointly against the City and the County and their respective officers, agents, and employees, or any of them, the County shall satisfy the same.
- 4.2 County Held Harmless. The City shall indemnify and hold harmless the County and its officers, agents, and employees, or any of them from any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatsoever, by any reason of or arising out of any negligent act or omission of the City, its officers, agents, and employees, or any of them relating to or arising out of performing services pursuant to this Agreement. In the event that any suit based upon such a claim, action, loss, or damages is brought against the County, the City shall defend the same at its sole cost and expense; provided that the County reserves the right to participate in said suit if any principle of governmental or public law is involved; and if final judgment be rendered against the County, and its officers, agents, and employees, or any of them, or jointly against the County and the City and their respective officers, agents, and employees, or any of them, the City shall satisfy the same.
- 4.3 Liability Related to City Ordinances, Policies, Rules and Regulations. In executing this Agreement, the County does not assume liability or responsibility for, or in any way release the City from any liability or responsibility which arises in whole or in part from the existence or effect of City ordinances, policies, rules or regulations. If any cause, claim, suit, action or administrative proceeding is commenced in which the enforceability and/or validity of any such City ordinance, policy, rule or regulation is at issue, the City shall defend the same at its sole expense and, if judgment is entered or damages are awarded against the City, the County, or both, the City shall satisfy the same, including all chargeable costs and reasonable attorney's fees.
- 4.4 Waiver Under Washington Industrial Insurance Act. The foregoing indemnity is specifically intended to constitute a waiver of each party's immunity under Washington's

Industrial Insurance Act, Chapter 51 RCW, as respects the other party only, and only to the extent necessary to provide the indemnified party with a full and complete indemnity of claims made by the indemnitor's employees. The parties acknowledge that these provisions were specifically negotiated and agreed upon by them.

#### **Section 5. GOVERNING LAW AND VENUE**

This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. The venue of any action arising out of this Agreement shall be in the Superior Court of the State of Washington, in and for Snohomish County.

#### **Section 6. COMPLIANCE WITH LAW**

Both parties shall comply with all applicable federal, state and local laws in the performance of this Agreement.

#### **Section 7. PROPERTY**

Any real or personal property used or acquired by either party in connection with the performance of this Agreement will remain the sole property of such party, and the other party shall have no interest therein, except as expressly provided to the contrary elsewhere in this Agreement.

#### **Section 8. DURATION AND TERMINATION**

- 8.1 This Agreement will become effective upon execution by the parties and being posted on the Snohomish County Council website pursuant to the Interlocal Cooperation Act, RCW 39.34.040. This Agreement shall remain in effect until December 31, 2026, unless the parties renew the Agreement in accordance with Section 9. Changes to Appendix A are subject to Section 13 below.
- 8.2 Either party may terminate this Agreement, for any reason, upon providing thirty (30) days written notice to the other party. The City would then pay the County for all Building/Construction/Fire Plan Review and Code Inspection Services provided up to and including the date of termination in accordance with Section 2.
- 8.3 The terms and conditions contained in Sections 2 and 4 of this Agreement shall survive the expiration or termination of this Agreement.
- 8.4 The County will immediately cease work, stop its review and return all City and/or applicant/business records to the City upon the effective date of the termination or expiration of this Agreement. The County will retain all fees already paid.

#### **Section 9. AMENDMENT AND/OR RENEWAL**

- 9.1 The Director of the County's Department of Planning and Development Service (the "Director") shall have the authority to amend and/or renew this Agreement on behalf of the County to the extent and under the circumstances described in this Section 9,

without the need to obtain additional approvals from the County Council or the County Executive.

- 9.2 The Director shall have the authority to extend the term one or more times, for a total extension period not to exceed ten (10) years.
- 9.3 If both parties wish to renew the Agreement, negotiations of the hourly compensation rates of Appendix A must be completed 45 days prior to December 31, 2026. Changes to Appendix A are subject to Section 13 below.
- 9.4 In order to be effective, any renewal or amendment of this Agreement must be memorialized in writing, executed by both parties, and posted on the Snohomish County Council web site pursuant to RCW 39.34.040. A sample form of amendment is attached to this Agreement as Appendix B.

### **Section 10. NOTICES**

All notices, including requests to terminate the Agreement, shall be delivered to the following:

County: Snohomish County  
Planning and Development Services, Director  
M/S 604, 3000 Rockefeller Avenue  
Everett, WA 98201-4046

City: City of Granite Falls  
215 S. Granite Ave.  
P.O. Box 1440  
Granite Falls, WA 98252

Notices mailed by any party shall be deemed effective on the date mailed. Any party may change its address for receipt of reports, notices, invoices, payments and other documents by giving the other party written notice of not less than seven (7) calendar days prior to the effective date of the address change.

### **Section 11. DESIGNATION OF ADMINISTRATOR**

The Director of the Department of Planning and Development Services or his/her designee is the County's administrator of this Agreement for purposes of the Interlocal Cooperation Act. The City Manager or his/her designee is the City's administrator of this Agreement for purposes of the Interlocal Cooperation Act.

### **Section 12. NO WAIVER**

No term or provision in this Agreement shall be waived and no breach excused unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented.

### **Section 13. ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof and supersedes any and all prior oral or written agreements between the parties regarding the subject matter contained herein. This Agreement may not be modified or amended in any manner except by a written document signed by the party against whom such modification is sought to be enforced.

### **Section 14. PRIVILEGES AND IMMUNITIES**

All privileges and immunities from liability, exemption from ordinances, rules, laws, all pension, disability, workers compensation and other benefits which apply to the activities of Snohomish County employees while performing their functions within the territorial limits of Snohomish County shall apply to current planners, building inspectors, inspectors and plan review to the same degree and extent while they are engaged in the performance of any of their authorized functions and duties within the City under the provisions of this Agreement.

### **Section 15. NO THIRD PARTY BENEFICIARIES; NO JOINT VENTURE**

This Agreement is for the sole benefit of the City and County and shall not confer third-party beneficiary status on any non-party to this Agreement. Nothing contained in this Agreement shall be construed as creating any type or manner of partnership, joint venture or other joint enterprise between the parties. County employees who provide services under this Agreement shall at all times be acting in their official capacities as employees of Snohomish County.

### **Section 16. CONTINGENCY**

The obligations of the City and County in this Agreement are contingent on the availability of funds through local legislative appropriation and allocation in accordance with law. Either party may terminate the Agreement under Section 8 of this Agreement in the event funding is withdrawn, reduced, or limited in any way after the effective date of this Agreement.

### **Section 17. SEVERABILITY**

If any provision of this Agreement or the application thereof to any person or circumstance shall, for any reason and to any extent, be found invalid or unenforceable, the remainder of this Agreement and the application of that provision to other persons or circumstances shall not be affected thereby, but shall instead continue in full force and effect, to the extent permitted by law.


### **Section 18. AUTHORIZATION**

The City hereby authorizes County personnel to conduct Building/Construction/Fire Plan Review and Code Inspections as described in this Agreement, and all acts incidental to the provision of these services, within the City's jurisdictional boundaries.

IN WITNESS WHEREOF, the parties have signed this Agreement, effective on the date indicated herein.

CITY OF GRANITE FALLS

SNOHOMISH COUNTY

By:   
Brent Kirk, City Manager

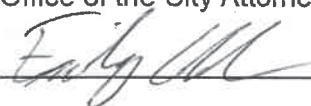
By:  Klein, Kenneth  
2022.04.13 10:48:56  
-07'00'  
Dave Somers, Executive

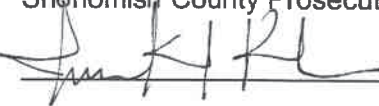
Date: March 16, 2022

Date: \_\_\_\_\_

Attest:  


Attest:  
\_\_\_\_\_

Approved as to form:  
Office of the City Attorney  


Approved as to form:  
Snohomish County Prosecutor's Office  
 3/3/2022

<b>COUNCIL USE ONLY</b>	
Approved	<u>4/13/2022</u>
ECAF #	<u>2022-0323</u>
MOT/ORD	<u>Motion 22-148</u>



**APPENDIX A**

**FEE SCHEDULE/HOURLY RATES INCLUDED IN CONTRACT  
FOR BUILDING/CONSTRUCTION/FIRE PLAN REVIEW  
AND CODE INSPECTION SERVICES**

**Rate Per Hour**

<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
\$125.00	\$130.00	\$135.00	\$140.00	\$145.00

**APPENDIX B**  
**Sample Form of Amendment**

**AMENDMENT NO. 1 TO INTERLOCAL AGREEMENT  
BETWEEN THE CITY OF GRANITE FALLS  
AND SNOHOMISH COUNTY CONCERNING BUILDING/CONSTRUCTION/FIRE PLAN  
REVIEW AND CODE INSPECTION SERVICES**

THIS AMENDMENT NO. 1 TO INTERLOCAL AGREEMENT BETWEEN THE CITY OF GRANITE FALLS AND SNOHOMISH COUNTY CONCERNING BUILDING/CONSTRUCTION/FIRE PLAN REVIEW AND CODE INSPECTION SERVICES (this "Amendment") is made and entered into as of this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, by and between Snohomish County, a political subdivision of the State of Washington (the "County"), and the City of Granite Falls, a Washington municipal corporation (the "City").

**RECITALS**

- A. The County and City are parties to the "Interlocal Agreement Between the City of Granite Falls and Snohomish County Concerning Provision of Building/Construction/Fire Plan Review and Code Inspection Services" executed on \_\_\_\_\_, 20\_\_\_ (the "Original Agreement).
- B. Pursuant to Section 9 of the Original Agreement, the Director of the County's Department of Planning and Development Services has authority to execute an amendment to the Original Agreement to the extent and under the circumstances more fully described herein.
- C. The County and City now desire to amend the Original Agreement to extend the Term [INSERT REASON].
- D. The County and City now desire to amend the Original Agreement to adopt a new fee schedule due to [INSERT REASON].
- E. [INSERT ANY OTHER PERTINENT RECITALS.]

**AGREEMENT**

NOW, THEREFORE, in consideration of the respective agreements set forth below and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and the County agree as follows:

**Section 1. EXTENSION OF TERM**

The County and City agree that the Term specified in Section 8 of the Original Agreement shall be extended by [INSERT AMOUNT OF TIME]. The new Expiration Date of the Agreement is [INSERT NEW EXPIRATION DATE].

**Section 2. ADOPTION OF NEW FEE SCHEDULE**

The County and City agree to adopt a new fee schedule as provided herein:

[INSERT NEW FEE SCHEDULE/HOURLY RATE]

**Section 3. RATIFICATION**


Except as modified by this Amendment, the Original Agreement shall remain in force and effect in accordance with its terms and is hereby ratified and affirmed.

**Section 4. EXECUTION IN COUNTERPARTS**

This Amendment may be executed in counter parts, each of which shall be an original and all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the County and City have executed this Amendment as of the day and year first written above.

CITY OF GRANITE FALLS

By:   
Name: BRENT KIPKE  
Title: CITY MGR

SNOHOMISH COUNTY

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: Director, Department of Planning  
And Development Services