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NEW CONTRACT REQUEST

VENDOR:

GATEWAY CONTROLS INC
2205 QUEEN ST
BELLINGHAM, WA 98229

APPROVERS: Be sure to review all supporting documents for this request prior to approval!

VENDOR CONTACT:

Jonathan Huffman
jhuffman@gateway-controls.com

DEPARTMENT CONTACT	DEPARTMENT	CONTRACT TYPE	TERMS AND CONDITIONS:
Josh Nylander	IT	Service (Public Works)	Not Applicable

CONTRACT REASON: Gateway Controls to supply and install two (2) AMAG Control Boards at MOAB.

TERMS AND CONDITIONS: N/A – Gateway Controls does not have any Terms and Conditions for WTA to adhere to

VENDOR QUOTE: Quote Dated November 28, 2023

PIGGYBACK CONTRACT: Contract# N/A

PUBLIC WORKS: Yes

GRANT FUNDED: No

CAPITAL PROJECT: No

CONTRACT START DATE: 11/29/2023

CONTRACT END DATE: 12/31/2023

TOTAL CONTRACT AMOUNT:

PO FOR VENDOR: False

PAY WITH PCARD: False

Initiator	The scope of work is accurate. Contract amount is fair and reasonable and includes all required goods and/or services.	Levi Brearley
Department Director	Staff followed Procurement policy and procedure. The total contract amount is within the approved budget. Board approval has been obtained for contracts over the General Manager's authority.	Signed: Tuesday, November 28, 2023 Robert J. Nylander
Procurement	All necessary procurement documentation has been obtained from the requestor including the original request and all competitive quotes. Procurement policy and procedure was followed. Terms and conditions have been reviewed. Risk management issues are addressed.	Signed: Tuesday, November 28, 2023 Magan Waltari
Finance/Accounting	Amount requested is within approved budget. Tax issues are addressed.	Signed: Wednesday, November 29, 2023 Erin Knudson
Accounting Clerk	Lease or Revenue Contract: Receivable issues are addressed	Signed: Wednesday, November 29, 2023