

**INTERAGENCY AGREEMENT AMENDMENT  
BETWEEN  
STATE OF WASHINGTON  
DEPARTMENT OF GENERAL ADMINISTRATION  
AND  
CITY OF YELM**

The parties to this Agreement, the Department of General Administration, Services Division, Materials Management Center, Surplus Property, hereinafter referred to as "GA" and City of Yelm, hereinafter referred to as "CITY", hereby amend the Agreement as follows:

**3. STATEMENT OF WORK**

GA, under its authority in RCW 43.19.1919, acting on behalf of CITY shall furnish the necessary personnel and services and otherwise do all things necessary for or incidental to the performance of the work set forth in this Agreement.

GA agrees to sell vehicles, equipment and other personal property, except for hazardous materials, that are declared surplus and turned over to GA for disposal ("Property"). **GA further agrees to include the following clause in its Terms and Conditions of sale with any purchase of CITY Property in substantially the same form: "All available information about the item has been reported in this listing. The item may have defects of which the Washington State Surplus Program is unaware. You are bidding on these item(s) 'as is, where is.' All sales are final. Personal inspection is strongly advised. Failure to inspect the item shall not be grounds for any claim or property abandonment."** All surplus property turned over to GA is publicly advertised via the GA website ([www.ga.wa.gov/surplus](http://www.ga.wa.gov/surplus)). Methods for selling surplus property will include, but are not limited to:

1. Priority Sales (See WAC 236-48-190)
  2. Public Sales
  3. Internet Sales
- A. GA agrees to provide the following services:
1. Properly store and assume responsibility for the safekeeping of all vehicles, equipment and other personal property.
  2. Endeavor to obtain resale prices equal to the industry standard trade-in or quick sale equipment values.
  3. Sell surplus property turned over to GA in a timely manner, collect payment from buyer, and reimburse CITY the proceeds of sales, less GA's authorized fees per current published fee schedule ([www.ga.wa.gov/surplus](http://www.ga.wa.gov/surplus)).
  4. Take all necessary administrative actions to ensure surplus property turned over to GA ownership is legally and fully transferred from the CITY to the buyer.
  5. Take responsibility for resolving any ownership issues that may arise after surplus property is purchased.
  6. Set up Login ID and Password to the Property Disposal System for CITY staff authorized to submit surplus property.
  7. Review SF267-A submitted within 24 hours and assign a GA Authority Number for approved property.
- B. CITY agrees that it will:
1. Submit disposal forms SF267-A for all surplus property using GA's online Property Disposal Request System, along with signed vehicle and equipment titles.
  2. Contact GA at **(360) 753-3508** two days (48 hours) prior to delivery of surplus property.