
APPLICATION QUESTIONS

Complete Sections 1 through 4

1. Organizational Capacity (A - J)

A. Please complete the following:

Organization's Executive Director:

Name/Title: Jan Berg, City Administrator
E-Mail: jberg@lakestevenswa.gov
Phone and Fax: 425-377-3230
425-334-0835 FAX

Financial Contact:

Name/Title: Barb Stevens
E-Mail: bstevens@lakestevenswa.gov
Phone and Fax: 425-212-3311
425-334-0835 FAX

Designated Project Manager:

Name/Title: Mick Monken, Public Works
Director
E-Mail: mmonken@lakestevenswa.gov
Phone and Fax: 425-377-3237
425-212-3327

B. Indicate the organization's corporate status (non-profit, Municipal Corporation, local government).

Non-profit agency
Municipality Corporation

Other local government: indicate type _____

C. Describe the ability and experience of the organization's staff in government contract administration, level of staffing available for this project, and include knowledge of each of the following topics:

- i. Procurement
- ii. Davis Bacon and State Prevailing Wage Requirements
- iii. Section 3 and MBE

The Public Works Department has two staff, a Civil Engineer and a Technician, that oversee and manage state and local contracts. This includes Professional Services, Construction and Grant Administration. The Public Works Director has experience in overseeing and managing federal contracts including CDBG. Public Works staff is currently in the process of a professional service contract for federal transportation grant funding which will be performed in accordance with Washington State Local Agency Guidelines. The Public Works Department and Finance Department staff perform

