May 06, 2010

SINGLE AGENCY AGREEMENT

This agreement is between Puget Sound Clean Air Agency and the Department of Personnel, Organizational & Employee Development Services (OEDS).

This agreement is entered into pursuant to the Interagency Reimbursement Agreement between the parties, and is subject to all terms of that agreement which are consistent with the terms of this agreement.

1. Course Information - Attachment #1.
2. Agency's total cost for services contained in this SAA - $5,100.00
3. Cancellation:
   OEDS must be notified on or before the cancellation date indicated on Attachment #1 if any changes to this agreement are needed. Failure to notify OEDS of changes may result in the agency being charged for costs that are not recoverable.
4. Agency is Responsible for:
   a. Identifying any areas that need special emphasis.
   b. Sending participants confirmation notification before the class date.
   c. Distributing pre-course materials as required.
   d. Providing accommodations if persons of disability are attending the class.
   e. Returning the class roster and evaluation forms to OEDS in a timely manner.
   f. Paying for the class upon receipt of billing.
5. OEDS is Responsible for:
   a. Assisting in the coordination and delivery of the classes listed in this agreement.
   b. Assisting in identifying qualified contractors.
   c. Overseeing vendor contracts and related payments.

RECEIVED
ORGANIZATIONAL & EMPLOYEE DEVELOPMENT SERVICES
MAY 13 2010
STATE OF WASH
DEPT OF PERSONNEL
Single Agency Agreement

6. Additional Requirements and Responsibilities

OEDS Provides: The Instructor who will bring all course materials, name cards, evaluation forms, and class roster or sign-in sheet to the class. OEDS will provide all contracting work needed between your Agency and the Contractor.

Agency Provides: Classroom and equipment to include two easels with easel paper and marking pens.

This agreement must be signed and returned to Debra Rossow, OEDS, P.O. Box 47530, Olympia, Washington 98504-7530, Mail Stop 47530, by May 20, 2010

[Signature]
May 13, 2010

[Signature]
May 12, 2010

AGENCY
James L. Nolan
Please Print Your Name

[Signature]

Date
Telephone Number
206 689-4053

Puget Sound Clean Air Agency
1904 Third Avenue Suite 105
Seattle, WA 98101-3317

Mailstop/Mailing Address
jimn@pscleanair.org

E-Mail Address
**SCHEDULE OF SERVICES AND COMPENSATION**

**AGENCY NAME:** Puget Sound Clean Air Agency

**AGREEMENT NUMBER:** SA00033131, Attachment #1

**Date:** May 06, 2010

<table>
<thead>
<tr>
<th>COURSE TITLE &amp; INSTRUCTOR or FIRM</th>
<th>COURSE CODE</th>
<th>DATE</th>
<th>TIME</th>
<th>LOCATION</th>
<th>CLASS SIZE</th>
<th>COST PER SESSION</th>
<th>CANCEL DATE</th>
<th>CONTACT PERSON</th>
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<td>ADD</td>
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<td>Jun 2, 2010</td>
<td>8:00 AM-3:30 PM</td>
<td>Seattle</td>
<td>25</td>
<td>$1,700.00</td>
<td>5/17/2010</td>
<td>D. Rossow</td>
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<td>D. Rossow</td>
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</tbody>
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**Agreement Total** $5,100.00

Your instructor is Betsy BeMiller 253 941-0822

The AGENCY will notify OEDS in advance of any changes or cancellations to this agreement