

PROFESSIONAL SERVICES CONTRACT

THIS CONTRACT, made and entered into effective as of the 1st day of April 2017 (“Effective Date”) by and between the **TACOMA EMPLOYEES’ RETIREMENT SYSTEM** (hereinafter referred to as the “CITY”), and **WILSHIRE ASSOCIATES INCORPORATED**, a California corporation (hereinafter referred to as “CONTRACTOR”);

In consideration of the mutual promises and obligations hereinafter set forth, the parties hereto agree as follows:

1. Scope of Services/Work

- A. The CONTRACTOR agrees to perform the services and/or deliverables consisting of consulting services to the City of Tacoma Employees’ Retirement System as more specifically described in the Scope of Work, Exhibit A attached hereto and incorporated herein.
- B. Changes to Scope of Work. The Scope of Work may be amended upon agreement of CITY and CONTRACTOR as evidenced by execution of a written amendment hereto. If the changes will result in additional work effort by CONTRACTOR, the CITY will agree to reasonably compensate the CONTRACTOR for such additional effort up to the maximum amount specified herein or as otherwise provided by City Code.

2. Term

- A. The Term of Contract is for three years, expiring March 31, 2020, and this Contract shall expire on said date unless mutually extended in writing by the parties.
- B. At the option of either party, the Term of this Contract may be renewed for additional one-year periods, not to exceed two. Written notice of intent to exercise this option must be provided at least 30 days prior to the expiration of the then existing Term and an Amendment extending Contract mutually executed.
- C. Neither party shall be considered to be in default in the performance of this Contract to the extent such performance is prevented or delayed by any cause which is beyond the reasonable control of the affected party and, in such event, the time for performance shall be extended for a period equal to any time lost as a result thereof. In the event CONTRACTOR is unable to proceed due to a delay solely attributable to CITY, CONTRACTOR shall advise CITY of such delay in writing as soon as is practicable.

3. Compensation and Payment

- A. The CITY shall compensate the CONTRACTOR for the services and deliverables performed under this Contract in accordance with Exhibit B.
- B. The total price to be paid by CITY for CONTRACTOR’s full and complete performance of the Scope of Work hereunder shall be the total compensation for CONTRACTOR’s performance hereunder including, but not limited to, all work, deliverables, materials,

supplies, equipment, subcontractor's fees, and all reimbursable travel and miscellaneous or incidental expenses to be incurred by CONTRACTOR.

- C. The CONTRACTOR shall submit quarterly invoices in a format comparable to the invoice attached hereto and identified as Exhibit C for services completed and/or deliverables furnished during the previous month. Upon CITY's request, CONTRACTOR shall submit necessary and appropriate documentation, as reasonably determined by the CITY, for all invoiced services and deliverables.
- D. Payment shall be made through the CITY's ordinary payment process, and shall be considered timely if made within 30 days of receipt of a properly completed invoice. CITY shall be liable for all costs relating to or arising out of the collection of any delinquent fees, including, but not limited to, any and all collection fees, attorneys' fees, court costs and expenses.
- E. All payments shall be subject to adjustment for any amounts, upon audit or otherwise, determined to have been improperly invoiced.
- F. In the event the CONTRACTOR incurs cost in excess of the sum authorized for service under this Contract, the CONTRACTOR shall pay such excess from its own funds, and the CITY shall not be required to pay any part of such excess, and the CONTRACTOR shall have no claim against the CITY on account thereof.

4. Independent Contractor Status

- A. The services and deliverables shall be furnished by the CONTRACTOR as an independent Contractor, and nothing herein contained shall be construed to create a relationship of employer/employee or master/servant. No payroll or employment taxes of any kind shall be withheld or paid by the CITY with respect to payments to CONTRACTOR. The payroll or employment taxes that are the subject of this paragraph include, but are not limited to, FICA, FUTA, federal income tax, state personal income tax, state disability insurance tax and state unemployment insurance tax. By reason of CONTRACTOR's status as an independent Contractor hereunder, no workers' compensation insurance has been or will be obtained by the CITY on account of CONTRACTOR. CONTRACTOR may be required to provide the CITY proof of payment of these said taxes and benefits. If the CITY is assessed or deemed liable in any manner for those charges or taxes, the CONTRACTOR agrees to hold the CITY harmless from those costs, including attorney's fees.
- B. The CONTRACTOR shall provide at its sole expense all materials, office space, and other necessities to perform its duties under this Contract, unless otherwise specified in writing herein.

5. Standard of Care

- A. In the performance of services under this Contract, the CONTRACTOR and its employees agree to exercise the degree of skill and care under the circumstances then

prevailing that a prudent person acting in the like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims.

- B. CONTRACTOR specifically acknowledges it has a fiduciary obligation as an investment advisor to the Tacoma Employee's Retirement Plan in the performance of services under this Contract. All obligations and services of the CONTRACTOR hereunder shall be performed consistent with such obligation.
- C. If the CONTRACTOR intends to rely on information or data supplied by the CITY, other CITY contractors or other generally reputable sources without independent verification, such intent shall be brought to the attention of the CITY. CITY acknowledges and agrees that CONTRACTOR may rely on information or data supplied by CITY or CITY's service providers about the Tacoma Employees' Retirement System.
- D. CITY acknowledges that the recommendations made by CONTRACTOR pursuant to this Contract involve CONTRACTOR's judgment and that CONTRACTOR's views regarding the economy, the securities markets or other specialized areas, like all predictions of future events, cannot be guaranteed to be accurate. CITY represents that it has not made any guarantee, either oral or written, that CITY's investment objectives will be achieved. CONTRACTOR shall not be liable for any action performed or not performed, or for any errors of judgment or mistake in providing the Services, in the absence of malfeasance, negligence or violation of applicable law. CONTRACTOR shall not be responsible for any loss incurred by reason of any act or omission of CITY, custodians, broker-dealers, or any other third party. Nothing in this Contract shall constitute a waiver or limitation of any rights that CITY may have under applicable law.

6. Contract Administration and Right to Audit

- A. The Tacoma Employees' Retirement System for the CITY shall have primary responsibility for contract administration and approval of services to be performed by the CONTRACTOR, and shall coordinate all communications between the CONTRACTOR and the CITY.
- B. The CONTRACTOR shall, at such times and in such form as the CITY may reasonably require, furnish the CITY with periodic status reports pertaining to the services undertaken pursuant to this Contract.
- C. If before, during, or after the execution of this Contract, the CONTRACTOR has represented or represents to the CITY that certain personnel would or will be responsible for performing services pursuant to this Contract, then the CONTRACTOR shall take reasonable commercial steps to ensure that said personnel perform said Contract services to the maximum extent permitted by law. This Contract provision shall only be waived by written authorization by the CITY and on a case by case basis.
- D. Upon CITY's request and no more than annually, the CONTRACTOR shall make available to CITY all accounts, records, and documents prepared for or collected in relation to the Scope of Work for CITY's inspection, auditing, or evaluation during normal business hours upon at least ten (10) business days' prior written notice as

reasonably needed by CITY to assess performance, compliance, and/or quality assurance under this Contract.

7. Records Retention

The CONTRACTOR shall establish and maintain records in accordance with the reasonable requirements prescribed by the CITY, with respect to all matters covered by this Contract. Except as otherwise authorized by the CITY, the CONTRACTOR shall retain such records for a period of six (6) years after receipt of the final payment under this Contract or termination of this Contract.

8. Notices

Except for routine operational communications, which may be delivered personally or transmitted by electronic mail or facsimile, all notices required hereunder shall be in writing and shall be deemed to have been duly given if delivered personally or mailed first-class mail, postage prepaid, to the parties at the following addresses:

CITY	CONTRACTOR
Timothy Allen, Director Tacoma Employees Retirement System 3628 South 35 th Street Tacoma, WA 98409	Wilshire Associates Incorporated Attn: General Counsel 1299 Ocean Avenue, Suite 700 Santa Monica, CA 90401
Phone: 253 502 8605	Phone: 310-451-3051
Facsimile: 253 502 8660	Facsimile: 310-458-0520
E-mail: tallen@cityoftacoma.org	E-mail: wailegal@wilshire.com

9. Termination and Suspension

- A. The CITY may terminate this Contract at any time, with or without cause, by giving ninety (90) business days' written notice to CONTRACTOR. In the event of termination, all finished and unfinished work prepared by the CONTRACTOR pursuant to this Contract shall be provided to the CITY. In the event CITY terminates this Contract due to the CITY's own reasons and without cause due to the CONTRACTOR's actions or omissions, the CITY shall pay the CONTRACTOR the amount due for actual work and services necessarily performed under this Contract up to the effective date of termination, not to exceed the total compensation set forth herein.
- B. CONTRACTOR may terminate this Contract at any time by giving ninety (90) business days' written notice to CITY if new taxes are imposed on CONTRACTOR by the state of Washington or the CITY because of this Contract.
- C. Termination of this Contract by CITY shall not constitute a waiver of any claims or remaining rights the CITY may have against CONTRACTOR relative to performance hereunder.
- D. Either party may terminate this Contract by written notice to the other party in the event of (a) any breach of this Contract by the other party that has not been cured by the other

party thirty (30) days after receipt by the other party of written notice referring to this Section 4 and specifying the nature of the breach in reasonable detail, (b) any injunction, order, judgment, decree or regulatory restriction imposed upon the other party by a governmental authority that materially and adversely affects the other party's ability to perform its obligations under this Contract, (c) the material inaccuracy or material breach of any representation or warranty of the other party contained in this Contract, or (d) to the extent permitted by applicable law, the insolvency of the other party.

10. Taxes, Licenses and Permits

- A.** The CONTRACTOR acknowledges that it is responsible for the payment of all charges and taxes applicable to the services performed by CONTRACTOR under this Contract, and the CONTRACTOR agrees to comply with all applicable laws regarding the reporting of income, maintenance of records, and all other requirements and obligations imposed pursuant to applicable law. If the CITY is assessed, made liable, or responsible in any manner for such charges or taxes, the CONTRACTOR agrees to hold the CITY harmless from such costs, including reasonable attorney's fees.
- B.** In the event the CONTRACTOR fails to pay any taxes, assessments, penalties, or fees imposed by any governmental body, including a court of law, as such are applicable to the services performed by CONTRACTOR under this Contract, then the CONTRACTOR authorizes the CITY to deduct and withhold or pay over to the appropriate governmental body those unpaid amounts upon demand by the governmental body. It is agreed that this provision shall apply to taxes and fees imposed by city ordinance. Any such payments shall be deducted from the CONTRACTOR's total compensation.
- C.** The CONTRACTOR, at its expense, shall obtain and keep in force any and all necessary licenses and permits. The CONTRACTOR shall obtain a business license as required by Tacoma Municipal Code Subtitle 6B.20 and shall pay business and occupation taxes as required by Tacoma Municipal Code Subtitle 6A.30

11. Indemnification

- A.** CITY shall defend, indemnify and hold harmless CONTRACTOR and its agents, officers, directors, members, employees and representatives from and against any and all judgments, damages, expenses, settlements, liabilities, costs, losses and other liabilities of any kind (including reasonable attorneys' and experts' fees and disbursements) ("**Losses**") that arise out of or relate to this Contract except where such Losses arise out of or relate to (a) any breach of this Contract by CONTRACTOR, (b) any breach of applicable law by CONTRACTOR or (c) the inaccuracy or breach of any representation or warranty of CONTRACTOR contained in this Contract.
- B.** The CONTRACTOR shall indemnify, defend, and hold harmless the CITY, its officials, officers, agents, employees, and volunteers, from any and all Losses that arise out of or relate to (a) a breach of this Contract by CONTRACTOR, (b) a breach of applicable law by CONTRACTOR, or (c) the inaccuracy or breach of any representation of warranty of CONTRACTOR contained in this CONTRACT.

C. The CONTRACTOR specifically assumes potential liability for actions brought by the CONTRACTOR's own employees against the CITY and, solely for the purpose of this indemnification and defense, the CONTRACTOR specifically waives any immunity under the state industrial insurance law, Title 51 RCW. THE CONTRACTOR RECOGNIZES THAT THIS WAIVER WAS THE SUBJECT OF MUTUAL NEGOTIATION.

D. This indemnification shall survive the termination of this Contract.

12. Insurance

During the course and performance of the services herein specified, CONTRACTOR will maintain the following insurance coverage:

- A. Workers' Compensation and employer's liability--statutory limits.
- B. Commercial General Liability--\$1,000,000 single limit combined for personal injury, property damage; \$2,000,000 aggregate.
- C. Automobile public liability and property damage--\$1,000,000 single limit combined for bodily injury and property damage.
- D. Professional liability or errors and omissions--\$1,000,000 combined single limit for errors and omissions resulting in monetary loss normally covered by professional liability insurance.

Certificates of the above insurance coverage shall be delivered, within ten (10) days, to the CITY by CONTRACTOR's insurance carrier or agent certifying the above insurance coverage items are in effect and will not be cancelled or materially changed without 30 days' written notice given to the CITY. The commercial general liability policy shall be on an occurrence basis and shall include an endorsement naming the CITY as an additional insured and stating that coverage under such policy is primary over and non-contributory with any insurance the CITY may maintain.

13. Nondiscrimination

The CONTRACTOR agrees to take all steps necessary to comply with all federal, state, and City laws and policies regarding non-discrimination and equal employment opportunities. The CONTRACTOR shall not discriminate in any employment action because of race, religion, creed, color, national origin or ancestry, sex, gender identity, sexual orientation, age, marital status, familial status, veteran or military status, the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a disabled person. In the event of non-compliance by the CONTRACTOR with any of the non-discrimination provisions of this Contract, the CITY shall be deemed to have cause to terminate this Contract, in whole or in part.

14. Conflict of Interest

No officer, employee or agent of the CITY, nor any member of the immediate family of any such officer, employee or agent as defined by City ordinance, shall have any personal financial interest, direct or indirect, in this Contract, either in fact or in appearance. The CONTRACTOR shall comply with all federal, state, and City conflict of interest laws, statutes and regulations. The CONTRACTOR also agrees that its violation of the City's Code of Ethics contained in Chapter 1.46 of the Tacoma Municipal Code shall constitute a breach of this Contract subjecting the Contract to termination.

CONTRACTOR provides consulting services to other clients and receives fees for such services. CONTRACTOR may also have other relationships with investment managers, brokers, banks, custodians, insurance companies or other financial professionals. As a result, a potential conflict may arise between CITY's interests and CONTRACTOR's interest in providing other services or in maintaining other relationships. CONTRACTOR has developed policies to address these potential conflicts. More information about how potential conflicts of interest are addressed is contained in CONTRACTOR's Form ADV, Part II.

CITY acknowledges and agrees that CONTRACTOR may provide services to other clients and receive fees for such services. The advice given and the actions taken with respect to such other clients, and CONTRACTOR's own investment decisions, may be similar to or different from advice given with respect to CITY.

15. Public Disclosure

- A.** This Contract and documents provided to the CITY by CONTRACTOR hereunder are deemed public records subject to disclosure under the Washington State Public Records Act, Chapter 42.56 RCW (Public Records Act). Thus, the CITY may be required, upon request, to disclose this Contract and documents related to it unless an exemption under the Public Records Act or other laws applies. In the event CITY receives a request for such disclosure, determines in its legal judgment that no applicable exemption to disclosure applies, and CONTRACTOR has complied with the requirements of sub-section B herein, CITY agrees to provide CONTRACTOR ten (10) days' written notice of impending release. Should legal action thereafter be initiated by CONTRACTOR to enjoin or otherwise prevent such release, all expense of any such litigation shall be borne by CONTRACTOR, including any damages, attorney's fees or costs awarded by reason of having opposed disclosure. CITY shall not be liable for any release where notice was provided and CONTRACTOR took no action to oppose the release of information. Notice of any proposed release of information pursuant to Chapter 42.56 RCW, shall be provided to CONTRACTOR according to the "Notices" provision herein.
- B.** If CONTRACTOR provides the CITY with records that CONTRACTOR considers confidential or proprietary, CONTRACTOR must mark all applicable pages of said record(s) as "Confidential" or "Proprietary." If CONTRACTOR fails to so mark record(s), then (1) the CITY, upon request, may release said record(s) without the need to satisfy the requirements of subsection A above; and (2) the CONTRACTOR expressly waives

its right to allege any kind of civil action or claim against the CITY pertaining to the release of said record(s).

16. Duty of Confidentiality

- A.** CONTRACTOR acknowledges that unauthorized disclosure of information or documentation concerning the Scope of Work hereunder may cause substantial economic loss or harm to the CITY.
- B.** Except for disclosure of information and documents to CONTRACTOR's employees, agents, or subcontractors who have a substantial need to know such information in connection with CONTRACTOR's performance of obligations under this Contract, the CONTRACTOR shall not without prior written authorization by the CITY allow the release, dissemination, distribution, sharing, or other publication or disclosure of information or documentation obtained, discovered, shared or produced pursuant to this Contract. Such restriction shall not apply to any data or information that is (i) publicly known or becomes publicly known through no unauthorized act of CONTRACTOR, (ii) rightfully received from a third party without an obligation of confidentiality, (iii) disclosed by CITY to a third party without restrictions on use or disclosure similar to those contained herein, or (iv) approved by CITY for public disclosure.
- C.** The CONTRACTOR shall inform its employees, agents, and subcontractors of the confidentiality obligations under this Contract and instruct them so as to ensure such obligations are met.
- D.** The CONTRACTOR shall not release any information or documentation concerning the work under this Contract or any part thereof for marketing, advertising, or other commercial activities or publication including, but not limited to, news releases or professional articles, without the prior written approval of the CITY. Any and all news releases, professional articles, marketing, advertising, publicity, or other commercial activities that describe or discuss the Scope of Services shall be reviewed and approved by the CITY prior to publication, disclosure and/or distribution. The CONTRACTOR may submit for review and approval a generic abstract describing the component parts of the completed Scope of Services ("Project Abstract"). After receiving written approval of the Project Abstract from the CITY, the CONTRACTOR may make minor insignificant changes to the Project Abstract and use all or parts of the Project Abstract in proposals.
- E.** This Section shall survive for six (6) years after the termination or expiration of this Contract.
- F.** CONTRACTOR shall ensure that the text of this Section is included in each subcontractor's contract pertaining to the Scope of Services hereunder.

17. Dispute Resolution

In the event of a dispute pertaining to this Contract, the parties agree to attempt to negotiate in good faith an acceptable resolution. If a resolution cannot be negotiated, then the parties agree

to submit the dispute to voluntary non-binding mediation before pursuing other remedies. This provision does not limit the CITY's right to terminate authorized by this Contract.

18. Miscellaneous Provisions

- A. Governing Law and Venue. Washington law shall govern the interpretation of this Contract. Pierce County shall be the venue of any mediation, arbitration or litigation arising out of this Contract.
- B. Assignment. The CONTRACTOR shall not assign, subcontract, delegate, or transfer any obligation, interest or claim to or under this Contract or for any of the compensation due hereunder without the prior written consent of the CITY.
- C. No Third Party Beneficiaries. This Contract shall be for the sole benefit of the parties hereto, and nothing contained herein shall create a contractual relationship with, or create a cause of action in favor of, a third party against either party hereto.
- D. Waiver. A waiver or failure by either party to enforce any provision of this Contract shall not be construed as a continuing waiver of such provisions, nor shall the same constitute a waiver of any other provision of this Contract.
- E. Severability and Survival. If any term, condition or provision of this Contract is declared void or unenforceable or limited in its application or effect, such event shall not affect any other provisions hereof and all other provisions shall remain fully enforceable. The provisions of this Contract, which by their sense and context are reasonably intended to survive the completion, expiration or cancellation of this Contract, shall survive termination of this Contract.
- F. Entire Contract. This Contract and the attached Exhibits, as modified herein, contain the entire Contract between the parties as to the services to be rendered hereunder. All previous and contemporaneous Contracts, representations or promises and conditions relating to the subject matter of this Contract are superseded hereby. The parties hereto mutually acknowledge, understand and agree that the terms and conditions set forth herein shall control and prevail over any conflicting terms and conditions stated in any attachments hereto.
- G. Modification. No modification or amendment of this Contract shall be effective unless set forth in writing and signed by the parties.
- H. ADV. CITY acknowledges receipt of: (a) CONTRACTOR's Form ADV, Part II or similar disclosure document at least 48 hours prior to CITY'S execution of this Agreement and (b) CONTRACTOR's Notice of Privacy Practices, if any.
- I. Authority to enter into this Contract. The undersigned Contractor representative, by his/her signature below, represents and warrants that he/she is duly authorized to execute this legally binding Contract for and on behalf of Contractor.

IN WITNESS WHEREOF the parties hereto have accepted and executed this Contract as of the Effective Date written above.

**CITY OF TACOMA
TACOMA EMPLOYEES' RETIREMENT
SYSTEM**

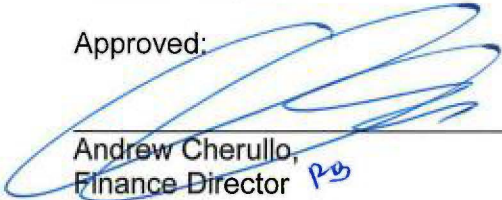


Marilyn Strickland, Mayor
Chair Board of Administration for Tacoma
Employees' Retirement System



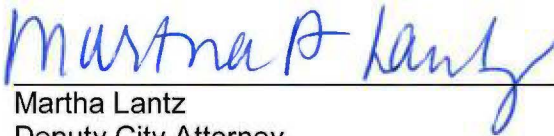
Timothy Allen, Director
Tacoma Employees' Retirement System

Approved:



Andrew Cherullo,
Finance Director *ps*

Approved as to Form:



Martha Lantz
Deputy City Attorney

**WILSHIRE ASSOCIATES
INCORPORATED**



Printed Name: Andrew Junkin
Title: President, Wilshire Consulting

Address:
1299 Ocean Avenue, 7th Floor
Santa Monica, CA 90402
Tax ID: 95-2755361

EXHIBIT "A"
SCOPE OF WORK
CONSULTING SERVICES

Consulting Services for CITY means, with respect to the City of Tacoma Employees' Retirement System:

- Review of current investments
- Assistance with development and maintenance of investment policies
- Performance of asset allocation studies, including asset/liability analysis
- Performance of asset class analysis, review of all current investment managers/funds and assistance in structuring of asset classes
- Assistance in working with investment managers (excluding direct private equity and hedge funds) including assistance with:
 - Conducting investment manager/fund searches for each asset class as requested by CITY and making recommendations for any changes, including, additions/removals/replacements of managers/funds
 - Fee negotiation
 - Structuring of objectives and guidelines
 - Participating in investment manager meetings (to be held at CONTRACTOR's offices)
- Assistance with custodial and other vendor searches*
- Attendance at CITY's Board meetings (maximum of six per calendar year at CITY's offices)
- Reporting of quarterly performance measurement
- Provision of access to CONTRACTOR's topical research reports
- Participation in CONTRACTOR's annual consulting conference
- Assistance in development of participant education

*Upon request, CONTRACTOR will assist the CITY in these searches but CONTRACTOR does not evaluate, supervise or monitor CITY's custodian or other vendors.

CITY shall retain responsibility for determining whether to implement any recommendations made by CONTRACTOR and for implementing such recommendations, including without limitation, the review and negotiation of any agreements or other documents required. CONTRACTOR will not provide legal, tax or accounting advice to CITY.

EXHIBIT "B"**CONSULTING FEES**

The annual fees for the Consulting Services are U.S. \$200,000 and will be billed in equal quarterly installments (pro-rated for any partial calendar quarter) in advance beginning on the Effective Date. Beginning on the first anniversary of the Effective Date, each year the fees will increase by the same percentage as did the increase in the index now known as "United States Bureau of Labor Statistics Consumer Price Index for All Urban Consumers All Items, United States City Average."

DESCRIPTION	Years 1 to 3		Year 4	Year 5
	Year 1	\$200,000		
	Year 2	\$204,000		
Annual Retainer Fee*	Year 3	\$208,000	\$212,300	\$216,600
TOTAL	Years 1-3	\$612,100	\$212,300	\$216,600
TOTAL FOR ALL 5 YEARS	\$1,041,000			
*CONTRACTOR's annual fee is adjusted each year (on the month-end closest to the contract anniversary) to reflect the change in the prior 12-month level of the consumer Price Index ("CPI"). For these calculations, we used an assumed rate of 2%.				

Fees include domestic travel to CITY meetings (maximum of six per year). If any additional travel is required, CITY will pay CONTRACTOR such additional fees as agreed in advance by CITY and CONTRACTOR, plus CONTRACTOR's out-of-pocket expenses.

EXHIBIT "C"

SAMPLE INVOICE

This form is intended to illustrate the information the City of Tacoma needs to process Contract payments. The City of Tacoma prefers that CONTRACTOR use its own standard business invoice forms so long as they include the following information. CONTRACTORS who do not have a standard business invoice form may use this form as their invoice. Your cooperation in providing the information we are requesting will ensure prompt processing of your payments.

I HEREBY REQUEST PAYMENT FOR THE FOLLOWING ITEMIZED SERVICES AND/OR PRODUCT DELIVERABLES:

Services (Describe):
Deliverables (Describe):

AS PER CONTRACT No.: _____ AMOUNT DUE : _____

I HEREBY CERTIFY THAT THIS BILL IS CORRECT AND JUST AND THAT PAYMENT FOR THE SERVICES AND/OR DELIVERABLES IDENTIFIED HAS NOT BEEN RECEIVED.

BY: _____ DATE SIGNED: _____
SIGNATURE:

TITLE: _____

ORGANIZATION NAME: _____

FEDERAL TAX ID No. or SS No.: _____

TELEPHONE NUMBER: _____

PLEASE REMIT PAYMENT TO: (Name and Address of Contractor)

I Attest and Certify that all Services and/or Deliverables identified in this Invoice have been performed and/or supplied.

Contract Administrator Signature

City Dept/Division: Tacoma Employees' Retirement System
Contact Name: Timothy Allen
Phone: 253-502-8605 Fax: 253-502-8660