



I-13.014

Receiving # 7324
(obtain from City Clerk)

CONTRACT ROUTING FORM

DESCRIPTION	Originator:	Dick Deal	Routed by:	Lynn Peterson
	Department/Division:	Parks, Recreation and Cultural Services	Date:	September 18, 2013
	Name of Consultant/Contractor:	City of Lake Forest Park		
	CONTRACT TITLE:	Interlocal Agreement for Recreation Program Registration and Facility Reservation Access between Lake Forest Park and the City of Shoreline		

CONTRACT CONTENT	Type of Contract: <input type="checkbox"/> (GR) Grants <input checked="" type="checkbox"/> (I) Intergovernmental Agreement <input type="checkbox"/> (L) Lease Agreement		
	<input type="checkbox"/> (S) Purchase of Services <input type="checkbox"/> (W) Public Works <input type="checkbox"/> (O) Other		
	Bid/RFP Number:		
	Effective Date: October 1, 2013		Completion Date: Continuous
	Has the original contract boilerplate language been modified? <input type="radio"/> Yes <input checked="" type="radio"/> No		
	If yes, specify which sections have been modified: Description of Services: This agreement simplifies the process of reimbursement to the City of Shoreline for recreation programs and facility reservations by the City of Lake Forest Park per the conditions specified in the interlocal agreement.		

FINANCIAL DETAILS	Total Amount of Contract: \$12,800.00			
	Org Key – Obj #	240-8037	Amount:	\$12,800.00
	J/L # – Task #	3476998		
	Org Key – Obj #		Amount:	
	J/L # – Task #			
	Org Key – Obj #		Amount:	
	J/L # – Task #			
Are there sufficient funds in the current budget to cover this contract? <input checked="" type="radio"/> Yes <input type="radio"/> No				
Remarks: This contract replaces contract #3760 and amendment #4124				

FORMS	For Public Works/Small Works Contracts:		For Service Contracts:	
	<input type="checkbox"/> Selection Form	<input type="checkbox"/> Business License	<input type="checkbox"/> Selection Form	<input type="checkbox"/> Business License
	<input type="checkbox"/> Contractor Responsibility Form	<input type="checkbox"/> Certificate of Insurance	<input type="checkbox"/> Certificate of Insurance	
<input type="checkbox"/> Contract Bond/In Lieu of Form	<input type="checkbox"/> W-9 Form	<input type="checkbox"/> W-9 Form		

SIGNATURE	Authorization Level:	City Manager		
	<input checked="" type="checkbox"/> 1. Project Manager	<i>[Signature]</i> 9/18/13	<input checked="" type="checkbox"/> 6. City Council (if required)	<i>Sept. 30, 2013</i>
	<input checked="" type="checkbox"/> 2. Risk Management/Budget	<i>[Signature]</i> 11/1/13	<input checked="" type="checkbox"/> 7. City Manager	<i>DT 11/1/13</i>
<input checked="" type="checkbox"/> 3. City Attorney	<i>[Signature]</i> 10/31/13	<input checked="" type="checkbox"/> 8. City Clerk	<i>CH 11/13/13</i>	
<input checked="" type="checkbox"/> 4. Consultant/Contractor	<i>[Signature]</i> 11/4/13	<input checked="" type="checkbox"/> 9. Originating Department		
<input type="checkbox"/> 5. (click to select or overwrite)				

Mayor
Mary Jane Goss

17425 Ballinger Way NE
Lake Forest Park, WA 98155-5556
Telephone: 206-368-5440
Fax: 206-364-6521
E-mail: cityhall@ci.lake-forest-park.wa.us
www.cityoflfp.com



Councilmembers
Don Fiene
Tom French
Jeff R. Johnson
Sandy Koppenol
Robert E. Lee
Catherine Stanford
John A. E. Wright

November 8, 2013

Lynn Peterson
Administrative Assistant III
City of Shoreline
17500 Midvale Avenue N
Shoreline, WA 98133-4905

Dear Lynn:

Enclosed please find a fully executed Interlocal Agreement between the City of Shoreline and the City of Lake Forest Park regarding Access to Recreation Services and Facilities.

Sincerely,

A handwritten signature in blue ink, appearing to read "Evelyn Jahed".

Evelyn Jahed
Interim City Clerk

Enclosure

INTERLOCAL AGREEMENT

7324

Between the City of Shoreline and the City of Lake Forest Park Regarding Access to Recreation Services and Facilities



THIS IS AN AGREEMENT between the City of Shoreline ("Shoreline"), and the City of Lake Forest Park ("Lake Forest Park"), municipal corporations of the State of Washington.

WHEREAS, each City is authorized to enter into agreements with the other, pursuant to R.C.W Chapter 39.34 (Interlocal Cooperation Act); and

WHEREAS, Shoreline has a comprehensive recreation program and Lake Forest Park does not operate its own recreation program; and

WHEREAS, Lake Forest Park desires to have their citizens take advantage of recreation opportunities in Shoreline; and

WHEREAS, in the interest of providing services to our neighboring community and in full cooperation between the two cities it is necessary; now therefore Shoreline and Lake Forest Park agree as follows:

1. Shoreline's Obligations

- 1.1 Shoreline will allow residents of Lake Forest Park to register as Shoreline residents for one 24 hour period 2-3 days after the Shoreline only registration period. The 24 hour Lake Forest Park registration period will be identified at least sixty days in advance of the registration cycle.
- 1.2 Shoreline will process all Lake Forest Park Department of Social and Health Services registrations for Shoreline recreation programs.
- 1.3 Shoreline will provide a quarterly report showing the total number of Lake Forest Park registrations during the quarter. The report will be a standard CLASS software system report.
- 1.4 Shoreline will consider the Lake Forest Park per capita assessment as payment in full for administrative costs to implement this interlocal agreement.
- 1.5 Shoreline will bill Lake Forest Park the per capital assessment identified in Section 2.1 the first quarter of each year.

2. Lake Forest Park's Obligations

- 2.1 Lake Forest Park will pay one dollar per capita the first year of this agreement and agrees to increase the per capita amount by the June CPI-U for Seattle/Tacoma/Bremerton each year thereafter.
- 2.2 Lake Forest Park will market Shoreline's recreation programs and facilities to their residents and inform their residents of 24 hour registration period each registration cycle.

3. Indemnity

3.1 Shoreline shall indemnify and hold harmless Lake Forest Park and its officers, agents and employees, form and against any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatsoever, which are caused by or result from a negligent act of omission of Shoreline, its officers, agents, and employees in performing services pursuant to this agreement. In the event that any suit based upon such a claim, action, loss or damage is brought against Lake Forest Park or Lake Forest Park and Shoreline, Shoreline shall defend the same at its sole cost and expense; and if final judgment be rendered against Lake Forest Park and its officers, agents and employees or jointly against Lake Forest Park and Shoreline and their respective officers, agents and employees, Shoreline shall satisfy the same.

4. Duration

4.1 This agreement is effective upon execution and shall continue in effect unless terminated under Section 5.

5. Termination Process

5.1 Either party may terminate this agreement by providing one hundred eighty (180) days written notice to the other party. Any expenses incurred by Shoreline prior to termination shall be reimbursed.

6. General Provisions

6.1 This Agreement may be amended by mutual written agreement of the parties.

6.2 No waiver by any party of any term or condition of this Agreement shall be deemed or construed to be a waiver of any other term or condition, nor shall a waiver of any breach be deemed to constitute a waiver of any subsequent breach whether of the same or a different provision of this Agreement.

6.3 This agreement shall be administered by the Shoreline Parks, Recreation and Cultural Services Director or his designee. Lake Forest Park shall designate the Community Volunteer Coordinator or designee as the contact person for purposes of consulting on the program. Each party shall notify the other of its designee or of a change in designee.

IN WITNESS WHEREOF the parties have executed this Agreement the 7th day of November 2013

City of Shoreline

By:

Julie T. Underwood
City Manager

Debra S. Jarry
Interim City Manager

Approved as to form:

Ian R. Sievers
Ian R. Sievers, City Attorney

City of Lake Forest Park

By:

Mary Jane Goss
Mayor

Approved as to form:

Bob Sterbank
Bob Sterbank, City Attorney