



I.15-012

Receiving # 8214  
(obtain from City Clerk)

CONTRACT ROUTING FORM

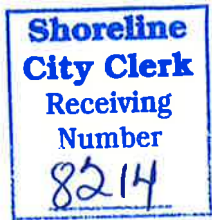
|             |                                |  |            |               |
|-------------|--------------------------------|--|------------|---------------|
| DESCRIPTION | Originator:                    | Gail Harris  | Routed by: | Victoria Alie |
|             | Department/Division:           | CSD  | Date:      | June 16, 2015 |
|             | Name of Consultant/Contractor: | Shoreline Fire Department  |            |               |
|             | CONTRACT TITLE:                | Shoreline Fire MOU - For Use of Rooms at Stations 63, 64, and 65 |            |               |

|                          |   |  |  |   |
|--------------------------|---|--|--|---|
| CONTRACT CONTENT         | Type of Contract:   | <input type="checkbox"/> (GR) Grants               | <input 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 checked="" type="checkbox"/> (O) Other |
|                          | Bid/RFP Number:   |  |  |   |
|                          | Effective Date:   | Completion Date:                                   |  |   |
|                          | Has the original contract boilerplate language been modified? | <input type="radio"/> Yes <input type="radio"/> No |  |   |
|                          | If yes, specify which sections have been modified:            |  |  |   |
| Description of Services: |   |  |  |   |

|  |  |                |                 |         |
|--|--|----------------|-----------------|---------|
| FINANCIAL DETAILS  | Total Amount of Contract:                                |                |                 |         |
|  | Org Key - Obj #  | Amount:        | Org Key - Obj # | Amount: |
|  | J/L # - Task #   |                | J/L # - Task #  |         |
|  | Org Key - Obj #  | Amount:        | Org Key - Obj # | Amount: |
|  | J/L # - Task #   |                | J/L # - Task #  |         |
|  | Org Key - Obj #  | Amount:        | Org Key - Obj # | Amount: |
| J/L # - Task #   |  | J/L # - Task # |                 |         |
| Are there sufficient funds in the current budget to cover this contract? | <input type="radio"/> Yes <input type="radio"/> No       |                |                 |         |
| Remarks:   | No Financial Impact - Council Approved Motion on 6/1/15. |                |                 |         |

|  |   |   |
|--|---|---|
| FORMS  | For Public Works/Small Works Contracts:                 | For Service Contracts:                            |
|  | <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"/> Contract Bond/In Lieu of Form | <input type="checkbox"/> W-9 Form                       | <input type="checkbox"/> W-9 Form                 |

|  |   |   |   |
|--|---|---|---|
| SIGNATURE  | Authorization Level:  | City Manager  |   |
|  | <input type="checkbox"/> 1. Project Manager                   | <input checked="" type="checkbox"/> 6. City Council (if required) | June 1, 2015                                      |
|  | <input checked="" type="checkbox"/> 2. Risk Management/Budget | <input checked="" type="checkbox"/> 7. City Manager               | <input checked="" type="checkbox"/> 8. City Clerk |
| <input checked="" type="checkbox"/> 3. City Attorney       | <input type="checkbox"/> 9. Originating Department            | CAN 6/29/15   |   |
| <input type="checkbox"/> 4. Consultant/Contractor          |   |   |   |
| <input type="checkbox"/> 5. (click to select or overwrite) |   |   |   |



**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE CITY OF SHORELINE AND THE SHORELINE FIRE DEPARTMENT  
FOR EMERGENCY MANAGEMENT COMMUNICATIONS**

EFFECTIVE DATE: JUNE 1, 2015

THIS MEMORANDUM OF UNDERSTANDING (MOU), is made and entered into by the CITY OF SHORELINE, a municipal corporation organized under Title 35A RCW ("Shoreline"), and the SHORELINE FIRE DISTRICT, a special purpose district organized under Title 52 RCW ("Fire Department"). The intent of this MOU is to establish the terms and conditions for utilization of certain Fire Department facilities for the purpose of emergency management communications.

THEREFORE, the Fire Department hereby grants to Shoreline the use of certain facilities for emergency management purposes upon the following terms and conditions:

A. PREMISES

1. The Fire Department hereby grants to Shoreline the use of a portion of the following locations (collectively, the "Premises") for the purpose of emergency management communications:
  - a. Shoreline Fire Station No. 63 located at 1410 NE 180<sup>th</sup> Street, Shoreline, WA.
  - b. Shoreline Fire Station No. 64 located at 719 N. 185<sup>th</sup> Street, Shoreline, WA.
  - c. Shoreline Fire Station No. 65 located at 145 NE 155<sup>th</sup> Street, Shoreline, WA.
  
2. Use of the Premises
  - a. Shoreline shall use the Premises only for the purpose of providing communications during an emergency. Emergency shall mean a natural or human-caused event or set of circumstances which: (1) demands immediate action to preserve public health, protect life, protect property, protect natural resources or to provide relief to any stricken community overtaken by such occurrences, or (2) reaches such a dimension or degree of destructiveness as to warrant the governor declaring a state of emergency. The Shoreline City Manager or designee, as outlined in the City of Shoreline's Comprehensive Emergency Management Plan (CEMP), has the sole authority declare an emergency.

b. Shoreline, at its own cost, has installed antenna, radios and other equipment for emergency communications management purposes at the Premises ("Equipment"). The locations of the Equipment are included in Exhibit 1 to this MOU.

c. Shoreline shall have authority to use the Premises for communication purposes during an emergency and shall not use the Premises for any purpose not stated in this MOU, without the consent of the Fire Department. All such consent shall be provided in writing by the Fire Department's Fire Chief.

d. Shoreline shall not alter, remodel, or in any way modify or change the present condition or appearance of the Premises without consent of the Fire Department. All such consent shall be provided in writing by the Fire Department's Fire Chief.

#### B. USER FEE

The Fire Department shall not charge Shoreline for use of the Premises for the any of the purposes set forth in this MOU.

#### C. EQUIPMENT AND COST SHARING

##### 1. Equipment

a. Shoreline, at its own expense, has supplied and installed at the Premises Equipment for emergency communication management purposes. A listing of Shoreline-owned Equipment is included as Exhibit 1 to this MOU.

b. The Equipment shall remain the property of Shoreline and, upon termination of this MOU, Shoreline shall have the right to remove the Equipment from the Premises.

c. Shoreline agrees that if it removes the Equipment, Shoreline will restore the Premises to their pre-installation condition.

d. The Fire Department shall be allowed to use the Equipment. If the Equipment becomes damaged due to the Fire Department's action or an action under its control, the Fire Department shall repair or replace the Equipment within thirty (30) calendar days of the damage. The cost of repair or replacement will be solely that of the Fire Department. Replacement equipment shall be of equal value and quality.

##### 2. Utility Services Fees

The Fire Department shall provide and pay for all utility services, such as electricity, necessary for the operation of the Equipment.

D. TERM

1. The initial term of this MOU shall be from June 1, 2015 to December 31, 2015, and then shall automatically renew for additional one (1) year terms every year thereafter on January 1, unless amended or terminated as provided herein.
2. This MOU may be terminated for any reason by written notice from either party delivered in accordance with Section F. Notice of termination shall be provided six (6) months in advance of the termination date.

E. INSURANCE

Each party to this MOU shall be responsible for obtaining and maintain its own liability and property insurance against losses or liability related to this MOU.

F. INDEMNIFICATION

1. Shoreline shall indemnify, defend, and hold the Fire Department and its officers, officials, agents, employees, and volunteers harmless from any and all claims, injuries, damages, loss, or suits including attorney's fees, costs, and expenses for or on account of injuries or damages sustained by any persons or property resulting from the negligent and/or intentional acts, errors, or omissions of the City, its agents, or employees in the performance of this MOU.
2. The Fire Department shall indemnify, defend, and hold Shoreline and its officers, officials, agents, employees, and volunteers harmless from any and all claims, injuries, damages, loss, or suits including attorney's fees, costs, and expenses for or on account of injuries or damages sustained by any persons or property resulting from the negligent and/or intentional acts, errors, or omissions of Shoreline, its agents, or employees in the performance of this MOU.

G. ADMINISTRATION

1. All notices or actions required by this MOU shall be directed to the following:

To: City of Shoreline  
Emergency Management Coordinator  
17500 Midvale Avenue North  
Shoreline, WA 98133

To: Shoreline Fire Department  
Fire Chief  
17525 Aurora Avenue North  
Shoreline, WA 98133

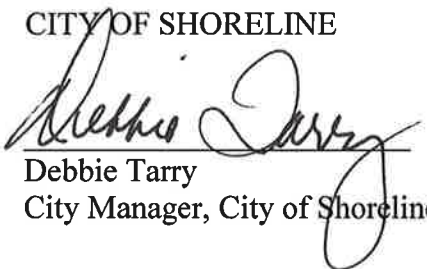
2. Any issue or conflict not resolved by the Shoreline Emergency Management (SEM) Coordinator and the Fire Chief shall be referred to the Shoreline City Manager. The City Manager and the Fire Chief shall work cooperatively to resolve any issue or conflict.

#### H. GENERAL PROVISIONS

1. This MOU contains the entire agreement between the parties hereto and no other agreements, oral or otherwise, regarding the subject matter of this MOU, shall be deemed to exist or bind any of the parties hereto. Either party may request amendments to this MOU. Proposed amendments which are mutually agreed upon shall be incorporated by written amendment to this MOU.
2. The parties shall comply with all applicable laws, ordinance codes, rules, and regulations.
3. This MOU shall be construed and enforced in accordance with the laws of the State of Washington. Venue of any suit between the parties arising out this MOU shall be King County Superior Court. If any litigation is brought by any party to enforce the terms of this MOU or to redress any breach thereof, the prevailing party shall be entitled to recover its costs and reasonable attorney's fees.
4. If any term, provision, covenant, or condition of this MOU is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated as a result of such decision.
5. Neither party shall assign this MOU, or any part thereof, without the written consent of the other party, which consent shall not be unreasonably withheld. If the proposed assignee is a government agency, then it shall be reasonable for either party to require assignee to execute an interlocal agreement or memorandum of understanding with indemnity, insurance, default, and termination clauses. This MOU shall not be assignable by operation of law. No assignment shall be effective until the assignee, in writing, shall execute an interlocal agreement or memorandum of understanding or assume this MOU, and agree to perform and be bound by all of the obligations of accruing under this MOU for that party from and after the date of such assignment.


**This Memorandum of Understanding is executed by:**

CITY OF SHORELINE

  
Debbie Tarry  
City Manager, City of Shoreline


Dated: 6/24/15

SHORELINE FIRE DEPARTMENT

  
Matt Cowan  
Fire Chief, Shoreline Fire Department

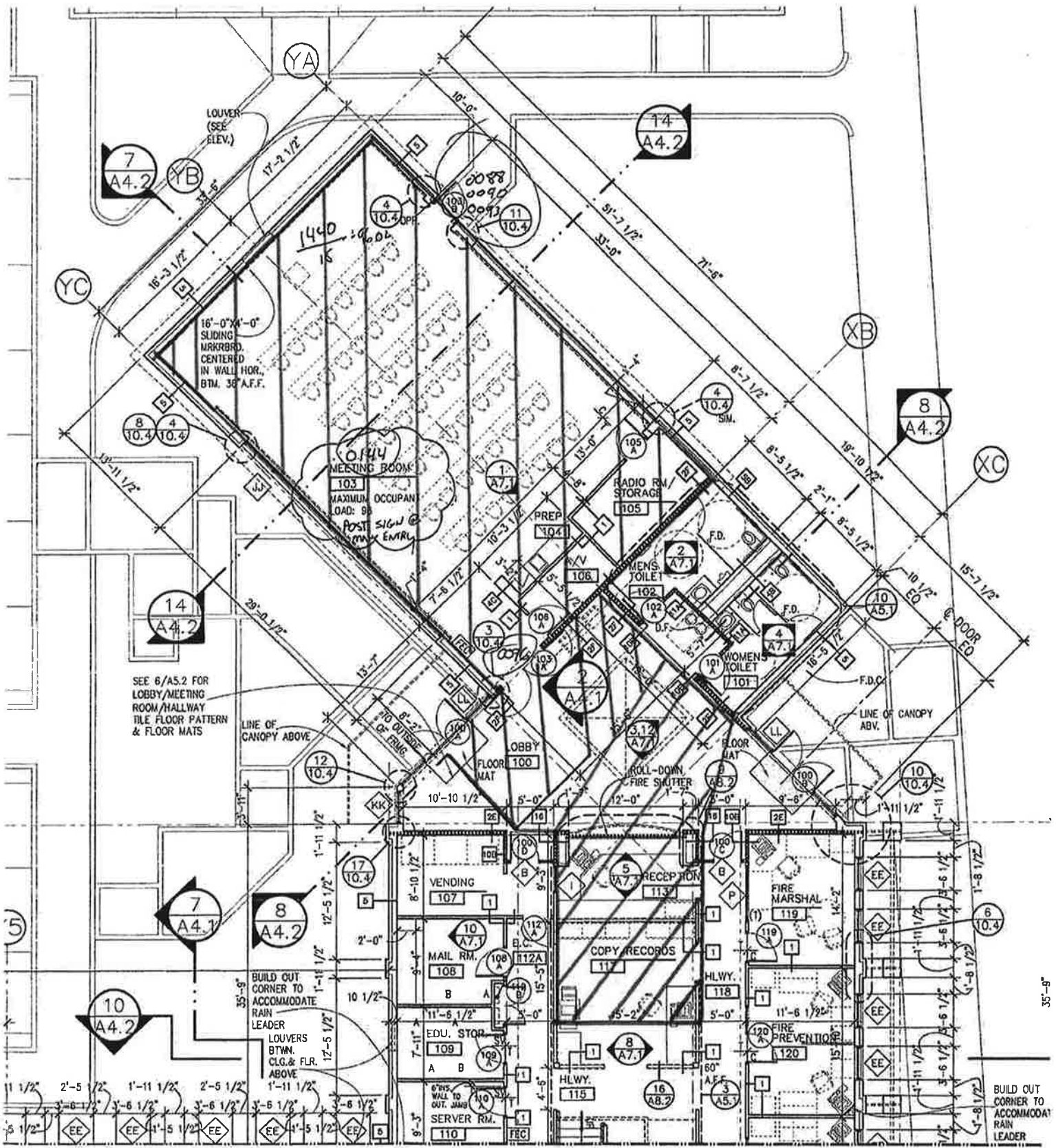
Dated: 6/24/15

Approved as to Form:

  
Margaret A. King  
City Attorney, City of Shoreline

Attachments:

Exhibit 1 – Location and Listing of Equipment at Shoreline Fire Stations 63, 64 and 65



35'-9"

BUILD OUT CORNER TO ACCOMMODATE RAIN LEADER



CENTER ASSETS LOCATED AT FIRE STATION #61

6/15/2015

| Asset  | Maker                            | Model                                      | Serial-VIN       |
|--------|----------------------------------|--|------------------|
|        | HF Transceiver (160-6m)          | FT 847                                     | OMW450207        |
|        | Packet radio                     | IC-207                                     | 12534            |
|        |                                  | Vertex VX-300                              |                  |
|        | MOTOROLA                         | MCS 2000                                   | 722ABS1489       |
|        | MOTOROLA                         | MCS 2000 VHF                               | 623ABS0435       |
|        |                                  |  |                  |
| 51.71  | MIDLAND                          | WR300 AM/FM                                | 40103265         |
| 06.61  |                                  | 12 Volt                                    |                  |
| 06.61  |                                  | 12 Volt                                    |                  |
| 92.90  |                                  | SL1  |                  |
| 12.80  | ICOM                             | 2720H                                      | 0510172          |
| 91.99  | SAMLEX                           | SEC1212                                    | 03051-5J06-01842 |
| 54.39  |                                  | Port Maint. 2                              |                  |
| 100.00 | TOSHIBA                          | TLP-XC2500                                 | 20736084         |
| 82.90  | DELL                             | Latitude D620                              | J88QLD1          |
| 82.90  | DELL                             | Latitude D620                              | D88QLD1          |
| 82.90  | DELL                             | Latitude D620                              | G88QLD1          |
| 60.18  | DELL                             | LATITUDE D630                              | DNWS9F1          |
| 60.18  | DELL                             | LATITUDE D630                              | BNWS9F1          |
| 60.18  | DELL                             | LATITUDE D630                              | 52PJ3F1          |
| 60.18  | DELL                             | LATITUDE D630                              | 82PJ3F1          |
| 60.18  | DELL                             | LATITUDE D630                              | 92PJ3F1          |
| 60.18  | DELL                             | LATITUDE D630                              | 42PJ3F1          |
| 60.18  | DELL                             | LATITUDE D630                              | MG46HCNQA00288   |
| 68.61  | SAMSUNG                          | 46IN LCD TV                                | Z039027UW        |
| 64.21  | YAMAHA                           | S1800                                      | CF769982         |
| 64.21  | TOA                              | 900-A903                                   | 596607X3990067   |
| 64.21  | AMX                              | MVP 5150, 5.2" MODERO VIEWPOINT WIFI PANEL |                  |
| 64.21  | COMMERCIAL SOUND AND VIDEO       |  |                  |
| 00.00  | SHARP                            | LC52E77UN                                  | M15002B909867292 |
| 49.27  | DELL                             | OPTIPLEX 780                               | 1R53MM1          |
| 08.47  | DELL                             | LATITUDE E6410                             | 6837TM1          |
| 08.47  | DELL                             | LATITUDE E6410                             | 8B27TM1          |
| 08.47  | DELL                             | LATITUDE E6410                             | 6C27TM1          |
| 14.60  | ICOM                             | 2M/440 MOBILE /DSTAR                       |                  |
| 75.15  | HAM RADIO OUTLET                 | MF-J-856                                   |                  |
| 49.99  | DOD-TECH                         | F500LHD                                    |                  |
| 49.99  | DOD-TECH                         | F500LHD                                    |                  |
| 50.49  | HP                               | WX750AV                                    | 5CB205625J       |
| 50.49  | HP                               | WX750AV                                    | 5CB205625K       |
| 50.49  | HP                               | WX750AV                                    | 5CB205625L       |
| 57.15  | SHARP                            | AQUOS LC-52LE640U 52"                      |                  |
| 29.93  | MOTOROLA                         | QUANTAR                                    |                  |
| 70.85  | CELWAVE                          | 526 DUPLEXER                               |                  |
| 37.31  | COBRA                            | 148GTL CB 40 Channel 12W                   | W307098664       |
| 38.48  | 1 pedestal 2 drawer file cabinet |  |                  |
| 45.30  | One two shelves storage cabinet  |  |                  |
| 44.61  | Worksurface-Straight, Laminate   |  |                  |