



SNOHOMISH COUNTY HUMAN SERVICES DEPARTMENT
 3000 ROCKEFELLER AVENUE, M/S 305 | EVERETT, WA 98201
 (425) 388-7200

CITY

CONTRACT SPECIFICS:

Contract Number: A-15-76-04-198		Title of Project/Services: Senior Center Projects	
Maximum Contract Amount: \$11,000.00	Start Date: 1/1/2015	End Date: 12/31/2015	Status Determination: <input type="checkbox"/> Subrecipient <input checked="" type="checkbox"/> Contractor

CONTRACTING ORGANIZATION:

Name: City of Everett/Carl Gipson Senior Center	IRS Tax No. \ EIN: 91-6001248
Address: 2930 Wetmore Ave, 10 th Floor	Unique Entity Identifier: 028786585
City: Everett	Contact Person: Deb Loughrey-Johnson
State & Zip: Washington, 98201	Telephone: 360-257-8780

FUNDING:

Funding Authority: County General Fund; 1/10 th of 1% Sales Tax	Funding Specifics: SCCO 14-125; RCW 82.14.460
Federal Agency: N/A	CFDA No. & Title: N/A
Federal Award ID No: N/A	

County Program Division: Aging and Disability Services	County Contact Person: Danielle Maiden	Contact Phone Number: 425-388-6433
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Additional terms of this Contract are set out in and governed by the following, which are incorporated herein by reference:

Basic Terms and Conditions Agreement HSD- 2015-101-198, maintained on file at the Human Services Department:					
Specific Terms and Conditions	Attached as	Exhibit A	Labor Harmony Agreement	Attached as	Exhibit E
Statement of Work	Attached as	Exhibit B	No Service Disruption Guarantee	Attached as	Attachment A, Exhibit E
Approved Contract Budget	Attached as	Exhibit C	Major Incident Policy Procedure	Attached as	Exhibit I
			Regional Senior Center Standards	Attached as	Exhibit M

In the event of any inconsistency in this contract, the inconsistency shall be resolved by giving precedence in the following order: (a) appropriate provisions of state and federal law, (b) Specific Terms and Conditions, (c) Basic Terms and Conditions, (d) other attachments incorporated by reference, and (e) other documents incorporated by reference.

THE CONTRACTING ORGANIZATION IDENTIFIED ABOVE (HEREINAFTER REFERRED TO AS AGENCY), AND SNOHOMISH COUNTY (HEREINAFTER REFERRED TO AS COUNTY), HEREBY ACKNOWLEDGE AND AGREE TO THE TERMS OF THIS CONTRACT. SIGNATURES FOR BOTH PARTIES ARE REQUIRED BELOW. BY SIGNING, THE CONTRACTOR IS CERTIFYING THAT IT IS NOT DEBARRED, SUSPENDED, OR OTHERWISE EXCLUDED FROM PARTICIPATING IN FEDERALLY FUNDED PROGRAMS.

FOR THE CONTRACTING ORGANIZATION:

Dan Stephenson 3/8/2015
 (Signature) (Date)
Mayor
 (Title)

FOR SNOHOMISH COUNTY:

[Signature] 3/23/15
 (Date)
 Kenneth Stark, Director
 Department of Human Services

RECEIVED

MAR 16 2015

HUMAN SERVICES DEPARTMENT

ATTEST: *Sharon Jelle* APPROVED AS TO FORM
 City Clerk *Tom Bunting / Les*
 JAMES D. ILES, City Attorney

EXHIBIT A
SPECIFIC TERMS AND CONDITIONS
SENIOR CENTER PROJECTS

I. DOCUMENTS INCORPORATED BY REFERENCE

In performing the services under this Contract, the Agency shall comply with the following documents incorporated by reference and maintained on file at the Division of Long Term Care and Aging (LTCA):

- A. LTCA Program Instructions;
- B. Multipurpose Senior Center Guidelines (hereinafter Guidelines), as now or hereafter amended, published by the Washington State Aging and Long-Term Support Administration; and
- C. *Senior Center Standards and Self-Assessment Workbook: Guidelines for Practice*, 1990 Edition, The National Council on the Aging, Inc.

II. REPORTING REQUIREMENTS

The Agency shall submit required reports on a format supplied or approved by LTCA. Overdue reports shall delay payment to the Agency until the next billing month.

<u>Report Titles</u>	<u>Due</u>
Quarterly Senior Center Participant and Volunteer Hours Tracking Report	Due 15th of the month following the reporting quarter.
Annual Survey Report	Due 15th of May 2015.

- A. To be counted as a participant, a person must be a Snohomish County resident age 55 or older, who has signed in and participated in a face-to-face activity and for whom the Agency has a name, date of birth, and address.
- B. Quarterly Participant and Volunteer Hours Tracking Report shall include:
 - 1. Unduplicated count of participants by reporting quarter and year-to-date;
 - 2. The number of participants residing outside of the city in which the Agency is located, by reporting quarter and year-to-date; and

3. The number of volunteer hours by reporting quarter and year-to-date.

C. Quarterly Program Evaluation Project Report

1. Exhibit B, Scope of Work, Section II, Minimum Service Requirements, describes program evaluation projects.
2. Quarterly reports shall be submitted on a form submitted by LTCA.

III. HOURS OF SERVICE

The Agency will be open and provide services during its normal business hours of 10:00 AM to 3:00 PM Monday through Friday.

IV. REIMBURSEMENT

- A. The request for reimbursement must be submitted on forms approved by LTCA. The monthly billing shall be based on allowable expenses and be accompanied by monthly expenditure reports showing line-item expenditures corresponding to the Approved Budget or amended Approved Budget Exhibit C.
- B. The Agency must submit final request for reimbursement for 2015 expenses no later than January 8, 2016. Billings received after January 8, 2016 for expenses incurred in 2015 may not be processed.

V. TRAINING REQUIREMENTS

The Agency shall establish a training plan for all employees performing services under this Contract. The plan shall provide for orientation of new employees and ongoing in-service training for continuing employees. The training must be provided by qualified persons and will include either formal training sessions or on-the-job training. The dates and topics of training received shall be documented in a central file or in the personnel files of all employees who have received the training.

VI. EMERGENCY PROCEDURES

The Agency must establish a written plan that describes procedures to be followed in the event a client becomes ill or is injured while at the Agency's Center or if staff is in the client's home. The plan must be thoroughly explained to staff and volunteers.

VII. CLIENT GRIEVANCE PROCEDURE

Written information regarding the Client Grievance Procedure shall be posted in a place readily visible to clients.

VIII. STAFF REQUIREMENTS

The Agency shall retain sufficient qualified staff (paid or volunteer) to perform the following services:

- A. Administration and staff supervision;
- B. Accounting;
- C. Clerical services; and
- D. Custodial services.

IX. NON DISCRIMINATION

In addition to the provisions contained in the Basic Terms and Conditions Agreement (referenced on the Contract face page) between the Agency and Snohomish County, the following term applies:

The Agency and any subcontracting party shall comply with the Washington State Regulations for Barrier-Free Facilities, WAC 51-50-005, as amended. The Agency and subagencies shall provide barrier-free access to and egress procedures from facilities, meeting places, and structures that will enable the use of all program services for the disabled community.

EXHIBIT B

STATEMENT OF WORK

SENIOR CENTER PROJECTS

I. SERVICE DEFINITION

The Agency shall operate, or provide for the operation of a Senior Center. A Senior Center is a community facility where Snohomish County residents age 55 and over meet, receive services and participate in activities that enhance their dignity and support their involvement in the life and affairs of the community.

II. MINIMUM SERVICE REQUIREMENTS

A. The Agency shall:

1. Continue to provide a minimum of six (6) different services/programs. Service areas include, and are not limited to: social needs, intellectual needs cultural needs, economic needs, physical needs, personal growth, leadership potential, self-image improvement, intergenerational, and cooperative with other agencies.
2. Collect accurate participant data that supports successful completion of the Quarterly Participant and Volunteer Hours Tracking report. To be counted as a participant, a person must be a Snohomish County resident, age 55 or older, who has signed in and participated in a Agency-sponsored face-to-face activity and for whom the Agency has a name, date of birth and address.
3. Comply with the Program Survey process including:
 - a. By January 30, 2015 provide in writing to LTCA staff, a list of programs / activities that are provided at the Center's facility and that closely align with the priorities of the 1/10 of 1% Chemical Dependency and Mental Health program requirements; and
 - b. Conduct a survey, provided by LTCA staff, of all participants of the programs / activities that are provided at the Center's facility on April 8, 2015.
4. Organize and operate the Center in compliance with Snohomish County's senior center standards which are derived from the NISC Accreditation Standards and are included as Exhibit M attached to the Contract and

incorporated therein by this reference (the "Snohomish County Senior Center Standards").

- B. The Agency shall promptly forward all required reporting forms completed in prescribed detail and submitted on the dates set forth by the County. Overdue reports shall delay payment to the Agency until the next billing month.
- C. The Agency shall work with the County to establish protocols for data entry, data transfer and data sharing.
- D. The Agency shall send a representative to the Council on Aging Senior Center Committee.

III. MONITORING

The Agency will cooperate with LTCA as it conducts its assessment of senior center operations against the Senior Center Standards and County criteria for funding.

**SNOHOMISH COUNTY
HUMAN SERVICES DEPARTMENT**

**EXHIBIT C
APPROVED CONTRACT BUDGET
COST REIMBURSEMENT**

PROGRAM TITLE: Senior Center Projects

AGENCY: City of Everett (Carl Gipson Senior Center of Everett)

ADDRESS: 2930 Wetmore Avenue, 10th Floor, Everett, WA 98201

CONTRACT PERIOD: 1/01/2015 TO 12/31/2015

REVENUE SOURCES:

FUNDS AWARDED UNDER CONTRACT:

REVENUE SOURCE	AMOUNT
<u>County General Revenue</u>	<u>\$ 7,000</u>
<u>1/10th of 1% Sales Tax</u>	<u>4,000</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
TOTAL FUNDS AWARDED:	<u>\$11,000</u>

NON-FEDERAL MATCHING RESOURCES:

<u> </u>	<u> </u>
<u> </u>	<u> </u>
TOTAL NON-FEDERAL RESOURCES:	<u> </u>

MATCH REQUIREMENTS FOR CONTRACT: PERCENTAGE: N/A AMOUNT: N/A

OTHER PROGRAM RESOURCES (Identify):

SOURCE	PERIOD	AMOUNT
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
TOTAL OTHER RESOURCES		<u> </u>

**SNOHOMISH COUNTY
HUMAN SERVICES DEPARTMENT**

EXPENDITURE NARRATIVE

AMOUNT	TYPE OF EXPENDITURE: i.e. Salaries: 40% Program person, etc. Benefits: FICA, MEDICAL, etc. Communications: Postage, Telephone, etc.
\$11,000	Operating Equipment
TOTAL \$11,000	

EXHIBIT E**LABOR HARMONY REQUIREMENT**

Adopting Written Contracting Policies for Certain Human Services Contracts
in Accordance With SCC 2.400.067

On March 25, 2009, the Snohomish County Council passed Ordinance No. 09-011 relating to contracts for all home care services and for those services funded by revenues derived from the tax imposed by SCC 4.25.010. The ordinance requires the Snohomish County Executive to adopt such written contracting policies as he determines necessary "to prevent or mitigate service disruptions caused by labor unrest within private sector providers of home care services, chemical dependency or mental health treatment services, or therapeutic court services, that would harm vulnerable members of the community, compromise the efficient delivery of county services, or adversely impact law enforcement services provided by the county" (SCC 2.400.067(1)). For purposes of these policies, the services described in SCC 2.400.067(1) are hereinafter referred to as the "Services."

I. NO SERVICE DISRUPTION GUARANTEE

The Agency agrees to maintain an appropriate level of service at all times in order to prevent or mitigate disruptions to the contracted-for services caused by labor unrest. The Agency agrees to sign a guarantee that appropriate levels of service will be maintained by the Agency at all times specified in the Contract (hereinafter, a "No Service Disruption Guarantee", which is attached as Attachment A to this Exhibit). Provided, however, that the provision of a signed, enforceable agreement (including but not limited to a collective bargaining agreement) between the Agency and the exclusive bargaining representative of the Agency's employees who are essential to the delivery of Services may substitute for the Agency's signing of a No Service Disruption Guarantee, so long as that signed agreement includes a No Service Disruption Guarantee and both the Agency and the exclusive bargaining representative agree to the substitution.

II. LABOR HARMONY PLAN

The Agency will, unless exempted under Section VI below, submit a plan to address how the Agency will make every good faith effort to resolve labor disputes without disrupting contracted-for services.

- A. If the employees of the Agency who are essential to the delivery of Services have an exclusive bargaining representative when the County contract or contract amendment is executed, that representative must jointly develop and approve the Labor Harmony Plan.

- B. If, during the course of the term of a contract for services, a labor organization informs the Agency and the County in writing that it is seeking to become the exclusive bargaining representative of the employees essential to the delivery of Services, the County will notify the Agency and the labor organization within seven (7) days that they must jointly submit to the County a Labor Harmony Plan to avoid service disruption (hereinafter, the "Notice"). If, after ninety (90) calendar days from the date of Notice, the Agency and the labor organization have not reached an agreement on a labor harmony plan and submitted it to the County, then the arbitration provision contained in Section V, below, shall apply.

- C. If the same labor organization is subsequently certified as the exclusive bargaining representative for the Agency's employees who are essential to the delivery of Services during the course of the term of a contract for Services, an updated Labor Harmony Plan jointly agreed to by the Agency and that exclusive bargaining representative must be submitted to the County by the Agency within ninety (90) calendar days from the date of certification of the labor organization as the exclusive bargaining representative or from the date of its voluntary recognition. If, after ninety (90) calendar days from the date of certification or recognition, the Agency and the labor organization have not reached an agreement on a labor harmony plan and submitted it to the County, then the arbitration provision contained in Section V, below, shall apply.

The Labor Harmony Plan must be signed by the Agency and the labor organization or collective bargaining representative, as the case may be, and may (but is not required to) be contained in a collective bargaining agreement signed by the employer and the representative if that agreement includes a No Service Disruption Guarantee and if it will be in effect during the full term of a contract for Services. A collective bargaining agreement that will expire before the end of the contract period may only serve as the Labor Harmony Plan if it is supplemented by a Labor Harmony Plan signed by the employer and the representative that addresses how the Agency will make every good faith effort to resolve labor disputes without disrupting contracted-for services during the portion of the contract period not covered by the agreement.

III. SANCTIONS FOR NONCOMPLIANCE

- A. Any efforts by the County to bring applicable service Agencies into compliance with these requirements must be consistent with the County's proprietary interest in preventing or mitigating disruptions in Services caused by labor unrest.

- B. A Agency's failure to submit a No Service Disruption Guarantee and, unless exempted under Section VI below, a Labor Harmony Plan to the County in accordance with these requirements may result in a denial of that Agency's application to contract for Services.

- C. A Agency's failure to maintain its No Service Disruption Guarantee and, unless exempted under Section VI below, to follow its Labor Harmony Plan may result in the mid-term termination of that Agency's contract for Services.
- D. In addition, the County may, in its sole discretion, deduct from the compensation that would otherwise have been paid to a Agency of Services the cost to the County of mitigating the impact on its clients caused by disruption of Services in violation of the Agency's No Service Disruption Guarantee.
- E. If the Agency and an exclusive bargaining representative, if any, do not take progressively responsible steps to restore Services within a reasonable period of time after a service disruption caused by labor unrest, such determination to be made in the sole and absolute discretion of the County, the County may terminate the Agency's contract for cause.
- F. A history of disruptions to Services due to labor unrest may also result in a disqualification of the Agency from the award of future County contracts for Services.

IV. APPEALS OF SANCTIONS

A Agency may choose to appeal the imposition of the sanctions described above, such appeal to be submitted in writing to the Director of the Snohomish County Human Services Department within thirty (30) calendar days of their assessment by the County. All appeals will be reviewed and decided within 15 calendar days of submittal by a panel of three (3) persons appointed by the County Executive, one of whom shall be the Director of the Snohomish County Human Services Department. None of the three (3) persons shall be employed by either the Agency or the labor organization. The review on appeal shall be limited to whether there was a reasonable basis for the original imposition of sanctions. The decision of the panel will be final, after which no further appeals will be accepted by the County.

V. ARBITRATION PROCEDURES

If a Agency and a labor organization or collective bargaining representative cannot agree on a Labor Harmony Plan as provided in §§ II.B and II.C above, either or both may submit the matter to a neutral third-party arbitrator. The arbitrator's decision will not in any way establish the terms of a collective bargaining agreement unless both parties agree to the terms.

In determining the appropriateness and efficacy of the parties' proposals, the arbitrator shall compare the parties' proposals with agreements entered into by other employers and labor organizations involving services similar to the Services under similar working conditions and with other similarly situated employees in comparable communities in the state of Washington unless an inadequate number of

comparable employers exists within the state of Washington, in which case comparable communities in the Pacific Northwest may be considered.

VI. EXEMPTIONS

- A. When the employees of a Agency who are essential to the delivery of Services are not represented by an exclusive bargaining representative and when no labor organization has notified the Agency that it is seeking to become the exclusive bargaining representative of those employees, a Agency will be exempted from submitting a Labor Harmony Plan.

- B. The County may, in its sole and absolute discretion, determine that its proprietary interests may be harmed if it refuses to contract with a Agency as a result of this policy. Among the factors that the County may consider in making this determination are whether the County has the ability to contract with another Agency that:
 - 1. Could provide the same Services with comparable cost and quality;
 - 2. Has a record of avoiding labor unrest, and
 - 3. Has, if applicable, submitted a Labor Harmony Plan to the County.

- C. In addition, if the labor organization or collective bargaining representative refuses to engage in arbitration with a Agency after the Agency's efforts to meet have been rebuffed and the Agency has requested arbitration, the Agency may be relieved of its obligation to engage in arbitration to develop its Labor Harmony Plan.

VII. SEVERABILITY

If any section, subsection, sentence, clause, phrase, portion or part of these written contracting policies is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portion of these policies.

EXHIBIT I

MAJOR INCIDENT REPORTING POLICIES AND PROCEDURES

SENIOR CENTER PROJECTS

I. POLICY

- A. Agencies must report major incidents to the appropriate County authorities within one (1) business day from when the Agency becomes aware of the incident. When personal safety is at stake, reporting should occur as soon as the safety of all persons is assured and all necessary emergency measures have been taken.
- B. Agencies must report suspected abuse, abandonment, neglect, self-neglect, exploitation, and financial exploitation of vulnerable adults or children to DSHS Adult Protective Services (APS) or Child Protective Services (CPS) per RCW 74.34 and RCW 26.44.
- C. Major incidents as outlined below must be reported directly to the County in addition to any other mandated reporting authorities. This refers specifically to County contracted services:
1. Death, disappearance, or significant injury requiring hospital admission of a client when suspicious or unusual;
 2. Major disruption of an County contracted service;
 3. Any event involving known media interest or litigation;
 4. Any violent act to include rape or sexual assault, as defined in RCW 71.05.020 and RCW 9.94A.030, or any homicide or attempted homicide committed by a client or staff;
 5. Confidential data loss that would potentially compromise the security or privacy of confidential information held by the County or the Agency;
 6. Any breach or loss of client data in accordance with HIPAA regulations; and
 7. Credible allegations of fraud committed against the Agency by staff or volunteers.
- D. If the County becomes aware of major incidents as described in Policy #C, which may not be known by the Agency, the County will report the incident to

the Agency's management within one (1) business day of when the County becomes aware of the incident.

- E. Major incidents as described in Policy #C must be reported by phone or email to the LTCA Supervisor or County Division Manager. The report must include the following:
 - 1. A description of the issue;
 - 2. Relevant background;
 - 3. Agency actions or recommendations; and
 - 4. Follow-up if needed to close out the issue.
- F. Each Agency must distribute the Major Incident Reporting Policies and Procedures to all of its employees.

II. PROCEDURES

- A. Agencies will establish a written policy on procedures to follow in reporting major incidents to the County, with clearly delineated chain of command.
- B. The Agency must report to one (1) of the following County staff by phone or email: LTCA Supervisor or County Division Manager. The report must include the following:
 - 1. A description of the issue.
 - 2. Relevant background.
 - 3. Agency actions or recommendations.
 - 4. Follow-up if needed to close out the issue.
- C. The Agency's staff must report suspected abuse, abandonment, neglect, self-neglect, exploitation, and financial exploitation of vulnerable adults or children to DSHS Adult Protective Services (APS) – 1-866-221-4909 or Child Protective Services (CPS) – 1-866-363-4276. If the person you suspect is being abused or neglected is living in a nursing home, assisted living facility, or adult family home call the Complaint Resolution hotline at 1-800-562-6078. Call immediately if you become aware or suspect abuse, abandonment, neglect, self-neglect, exploitation, and financial exploitation of vulnerable adults or children.

- D. If the County becomes aware of major incidents as described in Policy #C, which may not be known by the Agency, the County will report the incident to the Agency's management within one (1) business day of when the County becomes aware of the incident.

EXHIBIT M

SNOHOMISH COUNTY

REGIONAL / MULTIPURPOSE SENIOR CENTER STANDARDS

I. PURPOSE

- A. Presents a mission statement consistent with the NCOA / NISC senior center definition and philosophy.
- B. Uses a written planning document.

II. COMMUNITY

- A. Collaborates with at least two (2) community resources to offer senior services.
- B. Provides information and referral at the senior center.

III. GOVERNANCE

Written documents must define and establish at least eight (8) items as described in Section IV.B.

IV. GOVERNING STRUCTURE

- A. A senior center's governing structure shall be organized to operate efficiently and effectively.
- B. The governing structure shall have written documents that define and establish procedures for the following (must have at least 8):
 - 1. Qualifications for membership in the governing structure;
 - 2. Election and tenure of office;
 - 3. Specification of officers' duties;
 - 4. Regular and special meetings;
 - 5. Committees;
 - 6. Parliamentary procedures for the conduct of meetings;
 - 7. Quorums;
 - 8. Recording of minutes;
 - 9. Amending of written documents;
 - 10. Securing of funds; and/or
 - 11. Dissolution of the organization (if ever needed, it will be there).

C. The governing structure shall perform or delegate the following responsibilities:

1. Hold regular meetings and make minutes available to interested individuals;
2. Formulate, and regularly review, senior center mission, goals, and objectives;
3. Establish policies and procedures and maintain standards of operation;
4. Regularly evaluate senior center's activities and services;
5. Adopt and implement an annual budget, receive financial reports, make contracts, and arrange for an annual independent audit (if over \$500,000 annual budget);
6. Employ a chief administrative person and delegate authority to that person for management of daily affairs in accordance with center policies and procedures;
7. Secure physical facilities;
8. Coordinate senior center's program with other agencies to ensure provision of adequate services for older adults in the community;
9. Plan and carry out public information activities; and
10. Consider establishing a participant organization, and, if possible, arrange for its representation on the governing structure.

D. Committees have clearly defined responsibilities. They consist of designated members who regularly meet, document minutes, and make them available to the governing structure and other members of the senior center.

V. ADMINISTRATION AND HUMAN RESOURCES

- A. Does the director have the minimal skills, training, and experience required by the job description?
- B. Written personnel policies that have been distributed to all staff.
- C. Written volunteer program policies.

VI. PROGRAM PLANNING

A. Centers must provide a minimum of twelve (12) different services/programs. Services/programs must be provided in at least six (6) different categories. The categories are:

1. Social needs;
2. Intellectual needs;
3. Cultural needs;
4. Economic needs;
5. Physical needs;
6. Personal growth;
7. Leadership potential;
8. Self-image improvement;
9. Intergenerational; and
10. Cooperative with other agencies.

B. The same service/program cannot be used to cover two (2) different categories.

VII. EVALUATION

A. Arrangements to evaluate and report on operations and programs on a regular basis.

B. Evaluations to seek outcome-based measurements.

VIII. FISCAL MANAGEMENT

A. Preparation and publishing of an annual budget document.

B. The center's budget, accounting, and financial reporting practices conform to an appropriate and accepted accounting standard.

C. Liability insurance coverage for assets, staff, participants, volunteers, and governing structure.

IX. RECORDS AND REPORTS

A. Standardized participant records.

B. Program records and reports on services and activities.

C. Confidentiality policy limiting access to certain records and files.

X. FACILITY

Senior center provides barrier-free access in accordance with applicable laws.

Agreement

EVERETT CITY COUNCIL AGENDA ITEM COVER SHEET

#6

PROJECT TITLE:

Agreement with Snohomish County Human Services to accept the grant in the amount of \$11,000 to replace computer lab equipment, software and furniture

- _____ Briefing
- _____ Proposed Action
- _____ Consent
- _____ Action
- _____ First Reading
- _____ Second Reading
- _____ Third Reading
- _____ Public Hearing
- X Budget Advisory

COUNCIL BILL #
Originating Dept.
Contact Person
Phone Number
FOR AGENDA OF

Senior Center
Deborah Wright
425-257-7102
2/18/15

Initialed by:
Department Head
CAA
Council President

db
JPM

Location Preceding Action Attachments Department(s) Approval

Amount Budgeted	-0-	
Expenditure Required	-0-	Account Number(s):
Budget Remaining	-0-	
Additional Required	-0-	

DETAILED SUMMARY STATEMENT:

Snohomish County Human Services has awarded the Carl Gipson Senior Center Grant A-14-75-04-198 in the amount of \$11,000 to purchase supplies for emergency management preparedness for the center members in the event of an emergency. The contract term runs from January 1, 2015, through December 31, 2015. No matching funds are required.

RECOMMENDATION (Exact action requested of Council):

Authorize the Mayor to sign the Agreement with Snohomish County Human Services for a grant in the amount of \$11,000 to purchase computer hardware, software and furniture for the computer teaching lab at the Carl Gipson Senior Center.

*Council approved
2/18/15
JPM*