

**INTERAGENCY AGREEMENT
BETWEEN**

Seattle Colleges

AND

Shoreline Community College

This Agreement is made and entered into by and between the South Seattle College, one of the Seattle Colleges, referred to as (SSC), located at 6000 16th Ave SW, Seattle, WA 98106 and the Shoreline Community College, referred to as (SCC) and is issued pursuant to the Interlocal Cooperation Act, chapter 39.34 RCW.

1. PURPOSE

The purpose of this Agreement is to provide qualified instructors as per the Job Driven National Emergency Grant (SP-NEG) awarded by the Workforce Development Council (WDC) to South Seattle College (SSC).

2. PROJECT BACKGROUND

The WDC was awarded a Job Driven National Emergency Grant (SP-NEG) to provide comprehensive services - primarily job training - to reconnect long-term dislocated workers to the workforce in King County. These participants have held jobs for a year or more immediately before the recession; about one-third have college degrees and another 16 percent have at least some college-level education. They have exhausted or are at risk of exhausting their Unemployment Insurance.

The contract was awarded in support of the King County Aerospace Alliance's goal to develop pre-school to graduate school (P-20) career pathways and local opportunities for job seekers interested in employment within the aerospace industry.

Through competitive procurement the WDC awarded a National Emergency Grant contract to South Seattle College (SSC) to deliver the Computer Numerical Control (CNC) Machinist Certificate in Proficiency program offered at the college's Apprenticeship Center campus in Georgetown. The program provides students with the manufacturing skills necessary to enter the workforce as a CNC Machine Operator and results in NIMS (National Institute of Metalworking Skills) Level 1 credentials of increasing competence.

South Seattle College will coordinate outreach, recruitment and enrollment with WIOA JD-NEG providers. WIOA JD-NEG providers will first determine eligibility for and enrollment into the WIOA Dislocated Worker program. They will also provide comprehensive case management and support services as needed. Upon confirmation of WIOA eligibility and enrollment, SSC will enroll confirmed participants into the college and the course.

3. STATEMENT OF WORK

The Shoreline Community College shall furnish the necessary personnel, equipment,

material and/or service(s) and otherwise do all things necessary for or incidental to the performance of work set forth in **Exhibit "A"** attached and incorporated herein.

4. PERIOD OF PERFORMANCE

Subject to its other provisions, the period of performance of this Agreement shall commence on April 8, 2016, and be completed on December 31, 2016 unless terminated sooner as provided in this Agreement, or extended through a properly executed amendment.

5. COMPENSATION

Compensation for the work provided in accordance with this Agreement has been established under the terms of chapter 39.34.130 RCW. The parties have estimated that the cost of accomplishing the work herein will not exceed \$58,879.00. Payment for satisfactory performance of the work shall not exceed this amount unless the parties mutually agree to a higher amount prior to the commencement of any work which will cause the maximum payment to be exceeded. Compensation for services shall be in accordance with the Budget in **Exhibit "B"** which is attached and incorporated herein.

6. BILLING PROCEDURES

The Shoreline Community College shall submit invoices monthly. Payment for approved goods and/or services will be made by check, warrant or account transfer within 30 days of receipt of the invoice. Upon expiration of the Agreement, invoices shall be paid, if received within 30 days after the expiration date. However, invoices for all work done within a fiscal year must be submitted within 30 days after the end of the fiscal year

7. BILLING DETAIL

Each invoice voucher submitted to Agency by the Shoreline Community College shall include such information as is necessary for the Agency to determine the exact nature of all expenditures. At a minimum, the Shoreline Community College shall specify the following:

- a. Seattle Colleges Agreement Number C900712.
- b. The cost for each student's tuition and fees.
- c. The total number of students billed and the total number of hours worked for the coordinator.
- d. The total invoice charge.

8. DUPLICATION OF BILLED COSTS

The Shoreline Community College shall not bill the Agency for services performed under this contract, and the Agency shall not pay the Shoreline Community College, if the Shoreline Community College is entitled to payment or has been or will be paid by any other source, including grants, for that service.

9. FUNDING CONTINGENCY

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to completion of the work in this Agreement, the Agency may:

- a. Terminate this Agreement with (Thirty) (30) days advance notice. If this Agreement is terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.
- b. Renegotiate the terms of the Agreement under those new funding limitations and conditions,
- c. After a review of project expenditures and deliverable status, extend the end date of this Agreement and postpone deliverables or portions of deliverables, or
- d. Pursue such other alternative as the parties mutually agree to writing.

10. AMENDMENT

This Agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

11. ASSIGNMENT

The work to be provided under this Agreement, and any claim arising under this Agreement, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

12. ASSURANCES

The parties agree that all activity pursuant to this Agreement shall be in accordance with all applicable federal, state and local laws, rules, and regulations as they currently exist or as amended.

13. CONTRACT MANAGEMENT

The contract manager for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Agreement.

The Contract Manager for Shoreline Community College is:	The Contract Manager for South Seattle College is:
<u>Guy Hamilton, Dean of Science</u> (Contract Manager's Name & Title)	<u>Jason Petrait, Director of Special Projects</u> (Contract Manager's Name & Title)

<u>Shoreline Community College</u> (State Agency's Name)	<u>South Seattle College</u> (State Agency's Name)
<u>16101 Greenwood Avenue N.</u> (Contract Manager's Address)	<u>6000 16th Avenue S.W.</u> (Contract Manager's Address)
<u>Shoreline, WA 98133</u> (Contract Manager's Address)	<u>Seattle, WA 98106</u> (Contract Manager's Address)
Phone: (206) 533-6638 _____	Phone: (206) 934-6865 _____
FAX: (206) 546-5865 _____	FAX: (_____) _____
E-Mail: ghamilton@shoreline.edu _____	E-Mail: Jason.petrait@seattlecolleges.edu

14. DISPUTES

In the event that a dispute arises under this Agreement, either of the parties may request intervention by the Governor, as provided by chapter 43.17.330 RCW, in which event the Governor's process will control.

The cost of resolution will be borne as allocated by the Dispute Board or the Governor.

15. GOVERNING LAW AND VENUE

This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and the venue of any action brought under this Agreement shall be in Superior Court for Thurston County.

16. INDEPENDENT CAPACITY

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

17. MAINTENANCE OF RECORDS

- a. The parties to this Agreement shall each maintain books, records, documents and other evidence that sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the service(s) described herein. These records shall be subject to inspection, review or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six years after expiration of agreement. The Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.
- b. If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.
- c. Records and other documents, in any medium, furnished by one party to this Agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available any confidential information to any third parties without first giving notice to the furnishing party and giving it a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties. However, the

parties acknowledge that State Agencies are subject to chapter 42.56 RCW, the Public Records Act.

18. ORDER OF PRECEDENCE

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- a. Applicable state and federal statutes, and local laws, rules and regulations;
- b. Statement of Work;
- c. Exhibits and Appendices – list separately; and
- d. Any other provisions of the agreement, including materials incorporated by reference.

19. RESPONSIBILITIES OF THE PARTIES

Each party to this Agreement hereby assumes responsibility for claims and/or damages to persons and/or property resulting from any act or omissions on the part of itself, its employees, its officers, and its agents. Neither party assumes any responsibility to the other party for the consequences of any claim, act, or omission of any person, agency, firm, or corporation not a part to this Agreement.

20. SEVERABILITY

If any term or condition of this Agreement is held invalid, such invalidity shall not affect the validity of the other terms or conditions of this Agreement.

21. SITE SECURITY

While on Agency premises, the (State Agency Abbreviation), its agents, employees, or Subcontractors shall comply with the Agency security policies and regulations.

22. SUBCONTRACTING

- a. "Subcontractor" means one not in the employment of a party to this Agreement, who is performing all or part of those services under this Agreement under a separate contract with a party to this Agreement. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.
- b. Except as otherwise provided in the Agreement, the (State Agency Abbreviation) shall not subcontract any of the contracted services without the prior approval of the Agency. The (State Agency Abbreviation) is responsible to ensure that all terms, conditions, assurances and certifications set forth in this Agreement are included in any and all Subcontracts. Any failure of (State Agency Abbreviation) or its Subcontractors to perform the obligations of this Agreement shall not discharge (State Agency Abbreviation) from its obligations under this Agreement.

23. TERMINATION FOR CAUSE

If for any cause either party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of these terms and conditions, the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given the opportunity to correct the violation or failure within 15 working days. If the failure or violation is not corrected, this Agreement may be terminated

immediately by written notice of the aggrieved party to the other.

24. TERMINATION FOR CONVENIENCE

Either party may terminate this Agreement upon 30 calendar days' prior written notification to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

25. WAIVER

A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement. Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Agreement unless stated to be such in writing and signed by personnel authorized to bind each of the parties.

26. ALL WRITINGS CONTAINED HEREIN

This Agreement contains all the terms and conditions agreed upon by the parties. No other understanding, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

IN WITNESS WHEREOF, the parties have executed this Agreement.

State of Washington
Shoreline Community College



(Signature) 5.26.16
(Date)

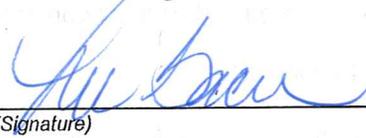
Cheryl Roberts

(Print Name)

President

(Title)

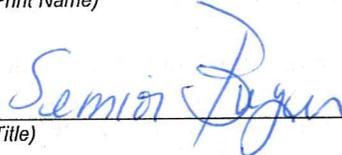
State of Washington
Seattle Colleges

 7/28/14

(Signature) 7/28/14
(Date)

Lisa Cacer

(Print Name)



(Title)