

MEMORANDUM OF UNDERSTANDING BETWEEN

Spokane County Community Services,
Housing, and Community Development Department
312 W. 8th Avenue
Spokane, WA 99204

AND

Spokane Treatment and Recovery Services
PO Box 2845
Spokane, WA 99220

This agreement is made by and entered into by and between Spokane County Community Services, Housing, and Community Development Department (CSHCD) and Spokane Treatment and Recovery Services (STARS), located at the Community Services Building (CSB), whose address is 312 W. 8th Avenue, Spokane, WA 99204

1. TERM OF AGREEMENT

- 1.1. The effective date of the memorandum will be July 1, 2018 to the end of the budget period that will end June 30, 2019. At such time, this agreement will be reviewed.

2. PURPOSE AND DUTIES

- 2.1. The purpose of this memorandum is to establish a mutual agreement of consistent, budgetary facility expense for the space provided by CSHCD for STARS program use at 312 W. 8th Avenue, Spokane, WA 99204 that is equitable to both parties for a defined period.
- 2.2. The current program space being utilized by STARS is thirteen thousand four hundred seventy-five and six tenths (13,475.60) square feet. The services included with the program space would be, but not limited to, basic: utilities, electricity, gas, water, sewer, garbage services, janitorial services, and snow removal from the parking areas.
- 2.3. The expense for STARS to utilize the program space at the CSB will be Twenty-Eight Thousand Two Hundred Ninety-Two Dollars (\$28,292.00) per month through June 30, 2018.
- 2.4. The proposed period for this monthly, building usage rate will be for no more than twelve (12) months and a new cost structure will be reevaluated at that time.
- 2.5. The Contractor shall make no alterations to the premises without express written authorization from CSHCD.

- 2.6. CSHCD shall submit an invoice to STARS within thirty (30) working days after the beginning of each month, in form and substance as may be designated by CSHCD. The invoice shall be sent to:

Spokane Treatment and Recovery Services
Attn: Shawn Scissons
312 West 8th Avenue
Spokane, WA 99204
sscissons@spokanerecovery.org

- 2.7. STARS shall pay CSHCD within thirty (30) working days after receipt of the invoice and supporting documentation, if any.
- 2.8. STARS shall pay CSHCD, inclusive of all expenses an amount not to exceed Twenty-Eight Thousand Two Hundred Ninety-Two Dollars (\$28,292.00) per month.

3. DISPUTE RESOLUTION PROCEDURES

- 3.1. CSHCD and STARS recognize that circumstances may arise which may create barriers to smooth coordination of services. CSHCD and STARS agree to resolve disputes at the lowest level possible, including those regarding this agreement.
- 3.1.1. Dispute resolution will start with individual agencies.
- 3.1.2. If the dispute cannot be resolved, the parties will coordinate an attempted resolution between CSHCD and STARS staff.
- 3.1.3. If the dispute still cannot be resolved, the signatories of this agreement will meet to reach resolution.

4. GENERAL TERMS

- 4.1. CSHCD and STARS are free to further collaborate and take actions associated with providing services.
- 4.2. The parties agree to the terms and conditions as set forth above as indicated by the signatures below.

Signatures on the next page

The terms and conditions of this Agreement are an integration and representation of the final, entire and exclusive understanding between the Parties superseding and merging all previous agreements, writings and communications, oral or otherwise regarding the subject matter for this Agreement between the Parties. The Parties signing below represent they have read and understand this Agreement, and have the authority to execute this Agreement. This Agreement shall be binding on CSHCD only upon signature by Spokane County.

| CONTRACTOR SIGNATURE | PRINTED NAME AND TITLE | DATE |
|----------------------|------------------------|------|
| | | |

PASSED AND ADOPTED this _____ day of _____, 2018.

BOARD OF COUNTY COMMISSIONERS
OF SPOKANE COUNTY, WASHINGTON

Josh Kerns, Chair

ATTEST:

Mary Kuney, Vice-Chair

Ginna Vasquez, Clerk of the Board

Al French, Commissioner