



Kitsap County Parks Department

614 Division, MS-1, Port Orchard, WA 98366
Phone (360) 337-5350 • Fax (360) 337-5385

James R. Dunwiddie, Director

MEMORANDUM OF AGREEMENT KC-188-17

Between Central Kitsap Fire & Rescue and Kitsap County Parks Department

1.1 PARTIES

THIS MEMORANDUM OF AGREEMENT (MOA) is entered into in duplicate originals between Kitsap County Parks Department (KCPD) and Central Kitsap Fire & Rescue (CKFR). The above entities are collectively referred to as the PARTIES. In consideration of the mutual benefits and covenants contained herein, the PARTIES agree as follows:

1.2 PURPOSE AND USE

This MOA establishes guidelines and responsibilities between the Kitsap Parks Department and Central Kitsap Fire & Rescue regarding an exchange of services.

1.3 SUCCESSORS AND ASSIGNS

KCPD, to the extent permitted by law, and CKFR each bind themselves, their partners, successors, executors, administrators, and assigns to this MOA.

1.4 TERM

The term of this MOA shall be from January 1, 2017 through December 31, 2018. Upon express mutual agreement of the Parties, this MOA may be extended for additional terms. Either Party may terminate this MOA in writing ninety (90) days prior to the proposed termination date.

1.5 CONTRACT VALUE

The KCPD items provided are valued at \$7,480 annually, (See Addendum A) the value of CKFR items provided are valued at \$16,414.95 annually (See Addendum B).

1.6 HOLD HARMLESS AND INDEMNIFICATION

CKFR shall hold harmless, indemnify, and defend the Kitsap County, its officers, officials, employees and agents, from and against any and all claims, actions, suits, liability, loss, expenses, damages, and judgments of any nature whatsoever, including, but not limited to, reasonable costs and attorneys' fees in defense thereof, for injury, sickness, disability or death to persons or damage to property or business, caused by, or arising out of, the performance of the services rendered under this MOA by CKFR and anyone for whose acts any of them may be liable. PROVIDED, HOWEVER, that CKFR's obligation hereunder shall not extend to injury, sickness, death or damage caused by or arising out of the sole negligence of Kitsap County, its officers, officials, employees or agents. PROVIDED FURTHER that in the event of the concurrent negligence of the

Parties, CKFR's obligations hereunder shall apply only to the percentage of fault attributable to CKFR, its' agents, other volunteers working with CKFR, or its' subcontractors. All volunteers working with CKFR are required to sign a VOLUNTEER AGREEMENT AND RELEASE OF LIABILITY form with KCPD.

In any and all claims against the KCPD, its officers, officials, employees and agents by any volunteer of CKFR, subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under this Section shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for CKFR or subcontractor under Workers Compensation acts, disability benefit acts, or other employee benefit acts, it being clearly agreed and understood by the parties hereto that CKFR expressly waives any immunity CKFR might have had under such laws. By executing this MOA, CKFR acknowledges that the foregoing waiver has been mutually negotiated by the Parties and that the provisions of this Section shall be incorporated, as relevant, into any contract CKFR makes with any subcontractor or agent performing work hereunder.

CKFR's obligations hereunder shall include, but are not limited to, investigating, adjusting and defending all claims alleging loss from action, error or omission, or breach of any common law, statutory or other delegated duty by CKFR, CKFR's employees, agents or subcontractors.

1.7 ROLES AND RESPONSIBILITIES OF KITSAP COUNTY – Kitsap County Parks Department will be responsible for:

- Ensuring the buildings CKFR uses are clean and ready for the event.
- Meeting with CKFR for event preparation.
- Providing tables, chairs, and electricity for CKFR to run Kids Day events in 2017 and 2018.
- Maintenance support during CKFR Kids Day events 2017 and 2018.

KCPD will provide:

- Free use of space and equipment (tables and chairs etc.) for 1 event held the first Saturday in June at a Kitsap County Parks facility (Kids Day held at the Fairgrounds). Date and facility must be mutually agreeable for this event.
- Free use of the P-Hall the first Tuesday in April (April 3, 2018). Building to be available in the early afternoon for set up and include tables and chairs.
- Free Fair booth for CKFR to display information and set up EMS station for Kitsap County Fair & Stampede.
- Availability of ice for use in EMS treatment.
- Power for Fair Booth at 110 volts.
- Reserved parking stalls for use during the FAIR in addition to any department

emergency vehicle parking used.

- 1 golf cart, with bed, for use during the FAIR.

1.8 ROLES AND RESPONSIBILITIES OF CKFR – Central Kitsap Fire and Rescue will be responsible for:

- Recruiting, hiring, training, and scheduling volunteers/staff to plan, build, run, and tear down their events, as well as their booth space and to provide EMS services during the Fair and Stampede.
- Purchasing supplies for their events, Fair booth needs, and EMS needs.
- Completing all forms and processes necessary to rent a facility with Kitsap County Parks.
- Marketing their events.
- Ensuring that all volunteers are registered volunteers with CKFR and have received proper training and background clearance from CKFR or a CKFR assigned representative.
- Repairing any damages to buildings or equipment used by CKFR during CKFR events at the Fairgrounds.
- Meeting with KCPD for event preparation.
- Completing cleaning tasks on building rental cleaning sheet Addendum C.

CKFR will provide:

- Ambulance coverage for August 27, 2017 D-Derby Event and for D-Derby Event date tentatively August 25 at Fair in 2018.
- 4 days of ambulance coverage for the 2017 Rodeo events August 23-26, 2017 and 4 days of coverage for the 2018 Rodeo events August 22-25.
- 5 days of aid coverage for the Kitsap County Fair and Stampede in 2017 those dates are August 23-27 & August 22-26, 2018.
- Signs for 2 parking spots. (announcing reserved for CKFR personnel) each year
- Report at the end of the fair as to how many EMS calls were handled by CKFR, the nature of EMS incidents handled, and where each EMS call was located (see Addendum B).

1.9 TERMINATION

This MOA may be terminated by either Party with 90 days written notice to the other Party.

1.10 EFFECTIVE DATE

This MOA shall be in full force and effect upon approval by the County official signing below on behalf of the Kitsap County Board of Commissioners.

1.11 NOTICES

All notices shall be delivered in person or mailed to the following respective addresses:

To CKFR:
Scott Weninger
EFO, CFO, ExMPA
5300 NW Newberry Hill Rd. Ste 101
Silverdale, WA 98383

To Parks:
James Dunwiddie
Director
614 Division Street MS-1
Port Orchard, WA 98366

Dated this 18 day of July, 2017

Dated this 19th day of July, 2017

CENTRAL KITSAP FIRE & RESCUE

**PARKS DEPARTMENT
KITSAP COUNTY, WASHINGTON**


SIGNATURE


JAMES R. DUNWIDDIE, DIRECTOR

Scott A Weninger Firechief
Printed Name Title

911013742
Federal Tax Identification Number

Addendum A:

- **KCPD Facility**
 - Presidents' Hall
 - Presidents' Hall Lawn
 - Concert Park

- **EQUIPMENT RENTAL:**
 - Tables
 - Chairs
 - Spider Boxes
 - Bleachers

- **Fair Booth w/power -**

- **1 Golf Cart with beds**

- **Ice for Fair EMT booth**

- **2 Parking spaces for 2 shifts**

TOTAL VALUE: \$ 7480.00 annually

Addendum B

2017 Kitsap County Fair In-Kind Service Costs - Central Kitsap Fire and Rescue									
				August 23	August 24	August 25	August 26	August 27	Sub-total
			Hours	13	13	13	13	10	
		Rate		0930-2230	0930-2230	0930-2230	0930-2230	0930-1930	
Command	Vehicle	\$50.00		\$650.00	\$650.00	\$650.00	\$650.00	\$500.00	\$3,100.00
Commander	Capt	\$66.27		\$861.51	\$861.51	\$861.51	\$861.51	\$861.51	\$4,307.55
EMT's x 2	EMT	\$41.33		\$537.29	\$537.29	\$537.29	\$537.29	\$413.30	\$2,562.46
Aid Booth	EMT	\$41.33		\$537.29	\$537.29	\$537.29	\$537.29	\$413.30	\$2,562.46
				1800-2200	1800-2200	1800-2200	1800-2200		
EMT's x2	EMT	\$41.33	4	\$165.32	\$165.32	\$165.32	\$165.32		\$661.28
Rodeo	EMT	\$41.33	4	\$165.32	\$165.32	\$165.32	\$165.32		\$661.28
	Aid Unit	\$56.00	4	\$224.00	\$224.00	\$224.00	\$224.00		\$896.00
						0830-1330			
EMT's x2	EMT	\$41.33	5			\$206.65			\$206.65
Slack	EMT	\$41.33	5			\$206.65			\$206.65
	Aid Unit	\$56.00	5			\$280.00			\$280.00
								1100-1800	
EMT's x 2	EMT	\$41.33	7					\$289.31	\$289.31
	EMT	\$41.33	7					\$289.31	\$289.31
D-Derby	Aid Unit	\$56.00	7					\$392.00	\$392.00
Total In-kind expenses covered									\$16,414.95

All rates per WFC Mobilization Wage and Equipment Rates Guide adopted by DNR (Updated 2016) and current CBA



ADDENDUM C



KITSAP COUNTY
Parks Department

614 Division Street, MS-1, Port Orchard, WA 98366

www.kitsapgov.com/parks

360-337-5360 Fax 360-337-5385

PRESIDENTS' HALL

EVENT CLEANING CHECKLIST

This information and check list has been provided for your information and understanding of the expectations for the care and cleaning of this facility by you, the renter. Parks Staff use the same list to determine whether a cleaning/damage deposit will be refunded. **If any item on the checklist is not completed the renter will lose the entire cleaning/damage deposit.**

Decorations: Please use blue painters tape or gaffers tape only to hang decorations or mark the floor. Do NOT use nails, staples, tacks, hooks, screws, duct tape, masking tape or packing tape as these damage the facility. Remove all decorations. We discourage use of helium balloons in this facility due to ceiling height and difficulty in getting loose balloons down from the ceiling. Balloons left to dispose of will be cause for loss of deposit.

Set-up and clean-up: Set-up and clean-up must be performed on the rental date and during the agreed reservation time. All decorations and items used for your event, must be removed and garbage placed in appropriate receptacles. The kitchen should be emptied of all food and counters and sinks wiped down. Spills should be cleaned quickly.

KCPR Information: For assistance regarding this facility, call event duty phone at 360-340-6661.

Cleaning/Damage Checklist

Remember to check the kitchen and restrooms also with this list in mind:

All tables and chairs are placed on carts (if renter sets up)	Yes	_____	No	_____
All tables and chairs are clean and free from damage and stains	Yes	_____	No	_____
All decorations are removed (including balloons) without facility damage	Yes	_____	No	_____
All trash is placed in garbage cans provided	Yes	_____	No	_____
All doors are closed, locked and secure	Yes	_____	No	_____
All spills are cleaned up	Yes	_____	No	_____
There is no staining or tape residue on floor or walls	Yes	_____	No	_____
Facility is left empty of renter's items and damage free	Yes	_____	No	_____

Additional Comments / concerns: _____

Revised: 10/14