

**CITY COUNCIL AGENDA ITEM**  
CITY OF SHORELINE, WASHINGTON

<b>AGENDA TITLE:</b> 2011 Shoreline Historical Museum Contract <b>DEPARTMENT:</b> Parks, Recreation & Cultural Services <b>PRESENTED BY:</b> Lynn M. Cheeney, Recreation Superintendent
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**PROBLEM/ISSUE STATEMENT:**

The City of Shoreline has contracted with the Shoreline Historical Museum since 1996 to provide educational and heritage opportunities for the citizens of Shoreline. The Museum provides value historic preservation and information to the City and the community. Under this contract the Museum provides exhibits, lectures, tours, historic preservation research and a facility as specified in Attachment A. The Executive Director will present a detailed update and briefing on programs and attendance later in the year to the City Council.

**FINANCIAL IMPACT:**

This contract was anticipated and included in the Parks, Recreation and Cultural Services 2011 budget for \$60,000. City purchasing policies require contracts exceeding \$50,000 be reviewed and approved by City Council action.

**RECOMMENDATION**

Staff recommends City Council to authorize the City Manager to execute a contract between the City of Shoreline and the Shoreline Historical Museum in the amount of \$60,000 to provide educational and heritage opportunities for the citizens of Shoreline.

Approved By: City Manager  City Attorney \_\_\_\_

**EXHIBIT A  
CITY OF SHORELINE  
SCOPE OF WORK AND COMPENSATION**

17500 Midvale Ave., N., Shoreline, WA 98133

(206) 801-2600 Fax (206) 801-2780

**Shoreline Historical Museum**

**2011**

1. The Shoreline Historical Museum agrees to provide the following programs:

- New permanent exhibits for new facility
- Lectures – Approximately 6 lectures per year
- Tours and related programs
  - Richmond Beach Walking Tour
  - Monthly hands-on days
  - Passport to History

**Historic Preservation Research**

Services provided year-round for City staff, consultants, citizens and community groups.

**Traveling Exhibits – Outgoing**

Provide two different traveling exhibits, available to other museums, schools and/or organizations.

2. Once a permanent facility is secured and ready for public displays, the Museum facility will be open year-round, with typical hours being Tuesday through Saturday 10 a.m. to 4 p.m. Archives, special tours and related research to be available by appointment. Unscheduled programming to include both outreach and site-based lectures and oral histories.
3. The total compensation shall be \$60,000 payable in four equal payments. A Bill Voucher (Exhibit B) shall be submitted each quarter. Requests are to be submitted at the end of March, June, September and November. A completed Program Attendance Form (Exhibit D) must accompany each Billing Voucher. A Taxpayer Identification Number (Exhibit C) must be submitted prior to any requests for funds.
4. In an effort to increase program publicity, Museum Director will provide information on upcoming activities for submittal in the PRCS Recreation Guide. PRCS staff will notify Museum Director well in advance of deadlines.
5. The Director will present an annual presentation to the City Council on programs and services provided to the community.