

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

<b>AGENDA TITLE:</b>	Motion to Authorize the City Manager to Execute the 2012 Contract with the Shoreline Historical Museum		
<b>DEPARTMENT:</b>	Parks, Recreation and Cultural Services		
<b>PRESENTED BY:</b>	Lynn M. Cheeney, Recreation Superintendent		
<b>ACTION:</b>	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input checked="" type="checkbox"/> Motion
	<input type="checkbox"/> Discussion	<input type="checkbox"/> Public Hearing	

**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 valuable historic preservation and information to the City and the Shoreline community.

In 2012, the Museum will provide two rotating/temporary exhibits and a memory project. For Black History Month (February), the museum will feature the “Edwin Pratt: Community Champion,” exhibit. On April 21<sup>st</sup>, an exhibit opening and accompanying program, “The Summer of ‘62 - We Remember Century 21” will start and run through October. Accompanying the Century 21 exhibit is a memory project, collecting people’s remembrances of the 1962 World’s Fair.

A scope of work for the contract is specified in Attachment A. The Shoreline Historical Museum Executive Director, Vicki Stiles, will present a detailed update and briefing on programs and attendance later in 2012 to the City Council.

**FINANCIAL IMPACT:**

This contract is included in the Parks, Recreation and Cultural Services 2012 budget for \$60,000. City purchasing policies require that the City Council authorize service contracts exceeding \$50,000..

**RECOMMENDATION**

Staff recommends that the City Council 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 - *JU* City Attorney - *IS*

Attachment A - 2012 Scope of Work – Shoreline Historical Museum

**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  
2012**

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

- Museum Exhibits – 2 rotating/temporary exhibits
  - Edwin Pratt: Community Champion – February – April
  - The Summer of '62-We Remember Century 21 – April - October
- 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. The Museum facility will allow the City of Shoreline and related organizations the use of meeting space at no cost if available. Space at current facility is limited.
3. 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.
4. 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.
5. 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.
6. The Director will present an annual presentation to the City Council on programs and services provided to the community.