

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorizing the City Manager to Execute an Interlocal Agreement with the Shoreline School District for Echo Lake Elementary Safe Route to School Education
DEPARTMENT:	Public Works
PRESENTED BY:	Tricia Juhnke, City Engineer
ACTION:	<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:

Staff is requesting authorization for the City Manager to execute an Interlocal Agreement with the Shoreline School District for the implementation of the education and encouragement component of the Echo Lake Elementary Safe Route to School Project.

RESOURCE/FINANCIAL IMPACT:

This agreement will be funded through the Federal Safe Routes to School Grant, which is not to exceed \$4,000.

RECOMMENDATION

Staff recommends that the Council move to authorize the City Manager to execute an Interlocal Agreement with the Shoreline School District for the implementation of the education and encouragement component of the Echo Lake Safe Route to School Project, not to exceed \$4,000.

Approved By: City Manager **DT** City Attorney **MK**

BACKGROUND

This project combines engineering, education and enforcement into one project. The City of Shoreline, in collaboration with the Shoreline School District and the Shoreline Police Department, has developed this project in response to the needs of Echo Lake Elementary School. This project will construct sidewalks (including curb and gutter), curb ramps, and crosswalks on N 195th Street, between Meridian Avenue N and Wallingford Avenue N, directly adjacent to Echo Lake Elementary. The new sidewalk will connect to sidewalk already in place in front of the school east to the N 195th Street Trail, which connects student walkers and bicyclists to the surrounding neighborhoods.

For the education and encouragement portion of the project, school staff will work to design and implement a safety awareness campaign that will focus on proper walking and biking methods and could include an assembly and safety incentives. The City is proposing to enter into an Interlocal Agreement (Attachment A) with the Shoreline School District for the implementation of the project. The Shoreline School Board approved the Interlocal Agreement on Monday, June 5, 2017.

RESOURCE/FINANCIAL IMPACT

This agreement will be funded through the Federal Safe Routes to School Grant, which is not to exceed \$4,000.

RECOMMENDATION

Staff recommends that the Council move to authorize the City Manager to execute an Interlocal Agreement with the Shoreline School District for the implementation of the education and encouragement component of the Echo Lake Safe Route to School Project, not to exceed \$4,000.

ATTACHMENTS

Attachment A: Interlocal Agreement

**Echo Lake Elementary Safe Route to School Interlocal Agreement
Between
City of Shoreline and Shoreline School District No. 412**

This Interlocal Agreement (“Agreement”) is entered into by and between the City of Shoreline, a municipal corporation of the State of Washington (“City”) and Shoreline School District No. 412, a political subdivision of the State of Washington (“District), collectively the “Parties.” The Parties hereby enter into this Agreement as of the date of execution subject to the terms and conditions contained herein.

WHEREAS, the Interlocal Cooperation Act, as amended, and codified in Chapter 39.34 RCW, provides for interlocal cooperation between public agencies;

WHEREAS, each of the Parties is a public agency, as that term is defined by RCW 39.34.020;

WHEREAS, Shoreline School District No. 412 owns and maintains Echo Lake Elementary School ("Echo Lake Elem") within the City of Shoreline;

WHEREAS, the City was awarded a Safe Routes to Schools Grant (“Grant”) for improvements to walking routes for children walking to and from Echo Lake Elem ;

WHEREAS, the Echo Lake Elem Safe Route to School Project (“Project”) will install new sidewalk, curb, and gutter to the east of Echo Lake Elem and this Project also has an educational component; and

WHEREAS, the parties desire to collaborate and share costs of the Project by entering into an Interlocal Agreement (“Agreement”); and

WHEREAS, the governing bodies of both Parties have duly reviewed and authorized the execution of this Agreement and such other documents as may be necessary to meet the intent of this Agreement; now therefore

The City and the District agree as follows:

AGREEMENT

- 1. Purpose.** The purpose of this Agreement is to provide the City with authority to administer the Grant awarded to the City and, under the terms of that Grant, is responsible for administering. One element of the Grant is to provide for an educational component.
- 2. Scope of Project.** This school route Project consists of:
 - a. Improving Americans with Disability Act (ADA) access to the school at the corner of N 195th Street and Wallingford Avenue N (see Exhibit A);
 - b. Preparing posters, pamphlets, and other assorted safety and encouragement documentation for display and for distribution to Echo Lake Elementary students;

- c. Providing safety and/or bicycle/skateboard encouragement incentives for Echo Lake Elementary students; and
 - d. Providing a safety education assembly during school hours for students.
- 3. Term.** This Agreement shall commence upon execution and terminate on December 31, 2017. The construction of ADA improvements (Item 2a) shall be substantially completed by the City prior to August 31, 2017. For all other tasks, Item 2(b), 2(c), and 2(d), the City and the District shall work cooperatively with Echo Lake Elementary staff to complete all work no later than December 31, 2017.
- 4. City Responsibilities.**
- a. The City shall provide all public works design, bidding, permitting and construction management for the construction of improvements described in Section 2 (Scope of Project) adjacent to Echo Lake Elementary, more specifically on the corner of N 195th Street and Wallingford Avenue N. The City will pay all costs of this project element.
 - b. The City will *either* reimburse the District for costs to reproduce education/safety materials *or* will provide reproduction services to Echo Lake Elementary or a combination thereof.
 - c. The City will *either* provide safety incentive and/or bicycle/skateboard encouragement incentive materials to Echo Lake Elementary staff *or* will reimburse the District for City approved incentive materials.
 - d. If requested by Echo Lake Elementary, the City will arrange for a safety education assembly for Echo Lake Elementary students.
 - e. The City will provide reimbursement to the District and/or make financial contributions towards the work listed in Section 2, Item 2(b), 2(c), and 2(d), in an amount not to exceed \$4,000.00.
- 5. District Responsibilities.**
- a. If requested by Echo Lake Elementary, the District will provide facilities for a minimum of 30 minutes for the safety education assembly.
 - b. The District shall prepare and provide for dissemination of all safety/encouragement incentive materials to students.
 - c. The District shall grant the City's Contractor a temporary access permit (Exhibit B) to school district property (Echo Lake Elementary) to facilitate construction of work listed in Section 2.
 - d. The District shall submit a billing within 30 days of beginning the educational component of the Echo Lake Elementary Safe Route to School Project and shall bill the City monthly thereafter until work is completed or the agreed reimbursement amount is reached.
- 6. No Administrative Entity.** It is not the intent of the Parties, nor shall this Agreement be interpreted, to create a new or separate legal or administrative for the performance of this Agreement. Instead the Parties shall jointly administer this Agreement.
- 7. Compliance with Laws.** The City accepts responsibility for compliance with federal, state or local laws and regulations including, in particular, bidding requirements applicable to public works.

8. Representatives: Any notice required under this Agreement will be in writing, addressed to the party's representative at the address below (as modified in writing from time to time by such party), and given personally, by facsimile or email. All notices shall be effective upon the date of receipt.

Eduardo Aban
City of Shoreline
17500 Midvale Avenue N
Shoreline, WA 98133-4905
(206) 801-2474

Marla Miller
Shoreline School District
Address: 18560 1st Ave NE
Address: Shoreline, WA 98155
Phone Number: 206-363-4366

9. Filing: Executed copies of this agreement shall be filed as required by RCW 39.34.040 prior to this agreement becoming effective.

10. Entire Agreement and Amendments. This Agreement constitutes the entire agreement between the Parties and supersedes all other communication, written or oral, relating to the subject matter of this Agreement. This Agreement may be amended or modified by mutual agreement of the Parties. Any amendment or modification shall be in writing and signed by the authorized representative of that party.

11. Governing Law. The terms of this Agreement shall be governed by the laws of the State of Washington.

12. Severability. In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications of this Agreement which can be given effect without the invalid term, condition, or application.

APPROVED:

APPROVED:

Date: _____
Superintendent or
Designee,
Shoreline School
District

Date: _____
Debbie Tarry,
City Manager,
City of Shoreline

Approved as to form:

Julie Ainsworth-Taylor,
Assistant City Attorney

ECHO LAKE ELEMENTARY SAFE ROUTE TO SCHOOL WORK PLAN



RIGHT OF ENTRY

The undersigned is the owner ("Owner") of the property, premises or easement (the "Property") described as follows:

Echo Lake Elementary School, located at 19345 Wallingford Avenue N, Shoreline, WA

Consent. The Owner does hereby grant permission to City of Shoreline and its agents, employees, contractors, consultants and representatives (herein individually and collectively referred to as "Temporary Access Permittee"), for a period of one hundred and eighty (180) days from the date of this consent and as scheduled with Owner at mutually-agreeable times, to enter onto the Property and contiguous property owned or controlled by the Owner for the purpose of performing construction activities on the Property, including surveys, removal of pavement, installation of concrete sidewalks and curb ramps, grading and paving of driveways, and other activities as Temporary Access Permittee may deem necessary, at the sole cost of Temporary Access Permittee. (See Exhibit A for Map of Intended Activities) City of Shoreline shall be solely responsible for the actions of and any liabilities that arise from its employees or contractors while on the Property.

Restoration. City of Shoreline shall restore the surface of the Property to its original contour as nearly as practicable, to the extent that the disturbance is occasioned by its entry to Property.

Authority. The individual executing this consent on behalf of the Owner represents to City of Shoreline that such individual is authorized to do so by requisite action of the Owner. The individual executing this consent on behalf of the Temporary Access Permittee represents to the Owner that such individual is authorized to do so by requisite action of the City of Shoreline.

OWNER:
Shoreline School District No. 412

By: _____

Its: _____

Date: _____

TEMPORARY ACCESS PERMITTEE:
City of Shoreline

By: _____

Its: _____

Date: _____