

MEMORANDUM OF UNDERSTANDING

**FY23 FIRE PREVENTION AND SAFETY GRANT PROGRAM
JOINT ELECTRONIC CORE PURCHASE**

This memorandum of understanding (“MOU”) is made and entered into by Bellevue Fire Department and Redmond Fire Department for the purposes set forth below.

WHEREAS, the participating agencies formed a working committee and developed a course of action to achieve the goals and objectives of the Fire Prevention and Safety Grant Program;

WHEREAS, the participating agencies have been identified as eligible jurisdictions able to collectively implement the objectives and goals of the FP&S grant program;

WHEREAS, Bellevue Fire Department is the host agency;

WHEREAS, Redmond Fire Department is a participating agency;

WHEREAS, as host agency, Bellevue Fire Department accepts responsibility for administration of the grant including procurement, disbursement, asset accountability and reporting requirements for assets acquired under the FY23 Regional FP&S grant application in the event of approval; and

NOW, THEREFORE, the participating agencies agree as follows:

OBJECTIVE OF AGREEMENT

This MOU establishes the relationship between the two agencies in a Fire Prevention and Safety Grant in the event the grant request is approved.

PROCEDURES

1. Bellevue Fire Department will serve as host agency to submit the application to fund the 2,168 e-cores and associated key security equipment.
2. Bellevue Fire Department will serve as grant administrator for the two agencies in the event of Application approval. This involves, but is not limited to, managing the funds from the grant, ensuring that a competitive and fair purchasing process is followed, initiating the purchase after receiving consensus from the participating agencies and distributing the equipment as detailed in the Application.
3. The participating agencies agree to accept the FP&S grant program award and accept their respective items as listed in the Application in the event of approval.
4. The participating agencies agree to provide the required soft match in the amount of 5% of the total cost of their requested project, as calculated labor time, as detailed in the Application and as required under the regional FP&S grant program guidelines. The required match shall be documented with staff name, hours, and responsibilities, and submitted to Bellevue for reporting purposes.
5. In the event of a reduced award, the participating agencies agree to accept the reduced amount and provide a 5% soft cost match on the total reduced award amount of their approved items.
6. Any expenditure beyond the grant award for an agency's approved item(s) remains the sole responsibility of that agency.
7. The table¹ below lists the specific allocations of equipment and cost estimates:

Agency	Description	Total Cost
Bellevue	Electronic Key Box Cores (1,410)	\$350,949.00
Bellevue	Equipment & Hardware	\$ 13,672.33
Redmond	Electronic Key Box Cores (758)	\$188,666.20
Redmond	Equipment & Hardware	\$80,767.00
TOTAL	-	\$634,054.53

8. The participating agencies agree to allow Bellevue Fire Department to procure and distribute their respective assets if awarded under the regional FP&S grant

program.

9. The participating agencies agree to promptly provide any additional documentation to Bellevue Fire Department, as requested, that may be necessary in connection with the grant.
10. The participating agencies agree to promptly return to Bellevue Fire Department any equipment or deliverables that are received in error.
11. The participating agencies agree to be responsible for the maintenance, training, inventorying, and proper storage of the equipment awarded to them under the regional FP&S grant program.
12. Unless renewed by the participating agencies in writing, this MOU will expire at the end of the grant period of performance, which is to include the close-out period.

AMENDMENTS

This MOU may be amended at any time by written agreement of all agencies. Such requests will only be approved if the proposed change(s) is (are) consistent with and/or achieve the goals of the grant.

SIGNATURE

Each party hereby warrants and represents that it has full power and authority to enter into and perform this MOU, and that the person signing on behalf of each has been properly authorized and empowered to enter into this MOU.

BELLEVUE FIRE DEPARTMENT


DocuSigned by:

 7C9503AF268848A...

 Fire Chief or their designee

Date: 4/9/2024 | 10:38 AM PDT

REDMOND FIRE DEPARTMENT

DocuSigned by:

 3D9EAD66465D44A...

 Fire Chief or their designee

Date: 4/9/2024 | 13:23 PM PDT

ⁱ Numbers do not include the cost of sales tax or shipping.