

AA No. \_\_\_\_\_

**INTERAGENCY AGREEMENT**  
**BETWEEN**  
**WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION**  
**AND**  
**SPOKANE POLICE DEPARTMENT**

**THIS AGREEMENT** is made and entered into by and between the WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION hereinafter referred to as "CJTC," and Spokane Police Department, hereinafter referred to as "Spokane PD."

**IT IS THE PURPOSE OF THIS AGREEMENT** to provide a method to deliver Crisis Intervention Team Training hereinafter referred to as "CIT" to general authority certified Washington peace officers to meet the requirements RCW 43.101.427. CJTC will contract with Spokane PD for Crisis Intervention Team Trainings in the Spokane area and pay the amount agreed upon for the delivery of the services outlined in Attachment "B" attached herto and incorporated herein.

**THEREFORE, IT IS MUTUALLY AGREED THAT:**

**STATEMENT OF WORK**

Spokane PD shall furnish the necessary personnel, equipment, location material and/or service(s) and otherwise do all things necessary for or incidental to the performance of the work set forth in Attachment "A" attached hereto and incorporated herein. CJTC shall provide supervision, management, registration, and oversight of this process. CJTC agrees to pay costs directly related to providing CIT training, to include food (including non-alcoholic beverages) and other supplies such as binders, electronic storage devices, etc.

**PERIOD OF PERFORMANCE**

Subject to its other provisions, the period of performance of this Agreement shall commence on November 23, 2021, and be completed on June 30, 2022, unless terminated sooner as provided herein.

## **PAYMENT**

The parties have determined that the cost of accomplishing the work herein will not exceed \$13,000.00 in related previously defined training costs. Payment for satisfactory performance of the work shall not exceed this amount unless the parties mutually agree to a higher amount. Compensation for service(s) shall be based on the following rates or in accordance with the following terms, or as set forth in accordance with the budget in Attachment "B" which is attached hereto and incorporated herein.

## **BILLING PROCEDURE**

Spokane PD shall submit an invoice to CJTC at the completion of each training. Payment for approved and completed work will be made by warrant or account transfer by the CJTC within 30 days of receipt of the invoice. Upon expiration of the Agreement, any claim for payment not already made shall be submitted within 30 days after the expiration date or the end of the fiscal year, whichever is earlier.

## **RECORDS MAINTENANCE**

The parties to this Agreement shall each maintain books, records, documents and other evidence, which sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the service(s) described herein. These records shall be subject to inspection, review or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six years after expiration and the Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.

Records and other documents, in any medium, furnished by one party to this agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available this material to any third parties without first giving notice to the furnishing party and giving it a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

## **RIGHTS IN DATA**

Unless otherwise provided data, which originates from this Agreement shall be "works for hire" as defined by the U.S. Copyright Act of 1976 and shall be owned by the CJTC. Data shall include, but not be limited to, reports, documents, pamphlets, advertisements, books magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. Ownership includes the right to copyright, patent, register, and the ability to transfer these rights.

### **INDEPENDENT CAPACITY**

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

### **AGREEMENT ALTERATIONS AND AMENDMENTS**

This Agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

### **TERMINATION**

Either party may terminate this Agreement upon 30 days prior written notification to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

### **TERMINATION FOR CAUSE**

If for any cause, either party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of these terms and conditions, the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given the opportunity to correct the violation or failure within 15 working days. If failure or violation is not corrected, this Agreement may be terminated immediately by written notice of the aggrieved party to the other.

### **DISPUTES**

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, agreement terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

## **GOVERNANCE**

This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- a. Applicable state and federal statutes and rules;
- b. Statement of work; and
- c. Any other provisions of the agreement, including materials incorporated by reference.

## **ASSIGNMENT**

The work to be provided under this Agreement, and any claim arising thereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

## **WAIVER**

A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

## **SEVERABILITY**

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this agreement, and to this end the provisions of this Agreement are declared to be severable.

## **ALL WRITINGS CONTAINED HEREIN**

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

**CONTRACT MANAGEMENT**

The program manager for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Agreement.

The Program Manager for CJTC is: Robert Graham, Program Manager  
19010 1<sup>st</sup> Ave S  
Burien, WA 98148

The Program Manager for Spokane PD is: Jay Kernkamp, Sergeant  
CIT Coordinator  
Behavioral Health Unit  
Spokane Police Department  
2302 N. Waterworks  
Spokane, WA 99212

**IN WITNESS WHEREOF**, the parties have executed this Agreement.

State of Washington, WSCJTC

Spokane Police Department

*Bob Graham*

*J. Kernkamp*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Program Manager

11/19/2021

CIT COORDINATOR SUPERVISOR 11/19/2021

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

APPROVED AS TO FORM:

ATTORNEY GENERAL'S OFFICE

## **Attachment "A"**

### **STATEMENT OF WORK:**

The Criminal Justice Training Commission contracts with Spokane PD to provide Crisis Intervention Team training to the Spokane area to help meet the mandate RCW 43.101.427. Spokane PD will provide logistic coordination and instructors for the 40-hour Crisis Intervention Team Training. Spokane PD will work with CJTC staff to advertise, register, monitor and document attendance and participation for certified peace officer in these trainings.

Amounts billed pursuant to this Agreement are not personnel cost related, they are training supply related (food, including non-alcoholic beverages, and other supplies such as binders, electronic storage devices, etc.).

## **Attachment “B”**

### Budget

Costs directly related to providing CIT training, to include food (including non-alcoholic beverages) and other supplies such as binders, electronic storage devices, etc. x 3 trainings	\$13,000
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Total	\$13,000
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(Reimbursement not to exceed \$13,000 per contract period of performance.)