

## **CONTRACT FOR SERVICES**

### **SAFETY AND COMPLIANCE PROGRAM**

The Northwest Regional Training Center (Training Center), under the direction of Clark County Fire District 5, and the City of Camas (City) hereby agree to the following program for calendar year 2017.

**A. Services to be Provided** – The Training Center shall provide safety training to City employees as follows:

1. Classroom Instruction and Training – The Training Center will make available to City employees classroom instruction and training in all OSHA and WISHA required areas, as outlined in Appendix B. This training may occur at the Training Center facilities or at another site designated by the City, as agreed upon by the Safety Program Manager and the City.
2. Maintenance of all Training Records – The Training Center will maintain a database of all training that is conducted for the City. Reports showing all training conducted year-to-date will be provided to the City monthly.
3. Notification and Scheduling of Training Classes – The Training Center will provide the City with notification of classes to be conducted. This information will be provided by the fifteenth of the month prior to the upcoming quarter. For example, the City will be notified by March 15 of classes to be provided during April, May, and June.
4. Assistance with Labor and Industries Audits – Training Center personnel will be available to assist the City with all records and information associated with training conducted by the Training Center. This will include copies of class rosters, training curriculum, and competency records (if needed).

**B. Responsibilities of the City** – The City shall be responsible for the following:

1. Listing of Employees by Division - The City shall provide the Training Center with a roster of employees who will need training, broken down by division.
2. Assistance in Determining Required Training – The City shall work with the Safety Program Manager in determining what type of training is needed for personnel in each division.
3. Notification of Intent to Attend Classes – At least 7 calendar days prior to a class being conducted, the City shall notify the Training Center of their intent to have employees participate, and if so, the number who will be participating.
4. Promptly Pay Training Center Invoices – Appendix A includes the annual 2017 charges which the City is agreeing to pay. The Training Center will bill the City in the months of January, April, July, and October. These billings will be for the current quarter, and will be due upon receipt.

**C. Additional Training**

The classes provided under this agreement are listed in Appendix B. The City may participate in other classes offered by the Training Center, however, they will pay the same rate for such classes as other customers.

**D. Liability** – Each party agrees to assume responsibility for all liabilities that occur or arise in any way out of the performance of this agreement by its personnel and to save and hold the other parties, including their respective employees and officials, harmless from all costs, expenses, losses and damages, including the cost of defense, incurred as a result of any acts or omissions of the parties' employees relating to the performance of this agreement.

**E. Modification of This Agreement** – This agreement may be modified only with the consent of both parties.

**F. Termination of This Agreement** – Either party may terminate their participation in this agreement by providing 120 days' notice of their intent to withdraw. In the event the Training Center is unable to provide services as outlined in this agreement, the City shall be reimbursed for any services paid for but not yet received.

EXECUTED on \_\_\_\_\_, 2016

FIRE DISTRICT 5 – NORTHWEST REGIONAL TRAINING CENTER

By: \_\_\_\_\_

David Vial, District Administrator

CITY OF CAMAS

By: \_\_\_\_\_

Approved as to Form: \_\_\_\_\_

## **APPENDIX A**

### **Normal Training Charges**

For 2017 the City of Camas shall pay to the Training Center a total of **\$9,240.00 for normal training conducted.**

This is based on an employee count of **55** employees, representing a cost of approximately **\$168.00** per employee per year for all training outlined in Appendix B.

### **Summer Crew Charges**

In addition to the 55 regular employees covered under this contract, the City of Camas utilizes Summer Crew employees and desires to have those employees trained as well. Summer Crew employees will not be trained in all disciplines each year, but will receive training in up to five classes each summer. The City of Camas shall pay \$100 per employee for Summer Crew personnel. It is anticipated that Camas will utilize 10 Summer Crew employees during 2017. This will result in a cost of **\$1,000 in addition to normal training conducted.**

### **Total Training Charges**

**The sum of Normal Training and Summer Crew Training is \$10,240.00 for 2017. This will be billed to the City of Camas in four quarterly invoices of \$2,560.00 each.**

## **APPENDIX B**

### **Training Courses Provided Under This Agreement**

It is understood that employees who are required to have a particular type of training will receive that training as soon as possible following their date of hire. Refresher courses will then be provided for employees at the intervals noted below.

<u>Training Course Provided</u>	<u>Refresher</u>
Bloodborne Pathogens	12 Months
Fall Protection & Aerial Platforms	48 Months
Confined Space Training	48 Months
Rigging	60 Months
Defensive Driving	60 Months
Fire Extinguishers/Evacuation	12 Months
First Aid/CPR	24 Months
Flagging & Traffic Control	36 Months
Forklift Training	36 Months
Emergency Response Awareness	12 Months
Hearing Conservation and Testing	12 Months
Lockout/Tagout Training	48 Months
Respirator Protection and Fit Testing	12 Months
Trenching & Shoring Training	48 Months