

AGREEMENT

This AGREEMENT between the Adult Resource Alliance of Yellowstone County (ARAYC) and the City of Billings, is for the provision of the services for persons 60 years of age or older and their spouses according to the following terms.

SECTION 1 GENERAL TERMS

- 1.1 This agreement will be effective from July 1, 2018 through June 30, 2019. Prior to the completion date, the contract will be reviewed for renewal by ARAYC upon submission of a budget and funding request to ARAYC for the upcoming year by the City of Billings.
- 1.2 This agreement is for Yellowstone County Senior Mil Levy funding which comes to the Adult Resource Alliance of Yellowstone County and is distributed to senior service providers by the ARAYC with approval by the County Commissioners. As such, these funds are available to match Federal funds or other grants.
- 1.3 The allocation for this time period will be \$40,000. Payments will be made in two equal amounts of \$20,000 each.
- 1.4 This amount includes \$5,000.00 that is considered rent for the kitchen and dining room space for the Senior Dinner Program meal site. The remainder of the funds will be used to support the program expenses for senior citizen specific programs. It is understood that ARAYC will pay for ½ of the repairs to the kitchen equipment owned by the city, which we use provided there is notification of necessary repairs before they are made. See attached list of these items.
- 1.5 This agreement may be modified by a written amendment signed by an authorized representative of both parties, and attached to the original of this contract.
- 1.6 This agreement contains the provisions that will guide the relationship between both parties in relation to the Alliance Volunteer Program (AVP).
- 1.7 Either party, without cause, may terminate this agreement by written notice sixty (60) days in advance.

SECTION 2 REPORTS AND RECORDS

- 2.1 All financial and supporting documents regarding the use of these funds shall be available at anytime to the ARAYC upon request from the ARAYC auditor.
- 2.2 Information regarding participation of seniors will be available upon request.. This may include name and birthdate of participants that may be needed for federal reports.

SECTION 3 INDEMNIFICATION/INSURANCE

- 3.1 ARAYC shall indemnify, defend and save city, its officers, agents and employees harmless from any and all losses, damage and liability occasioned by, growing out

of, or in any way arising or resulting from any intentional or negligent act on the part of the ARAYC or its agents or employees.

- 3.2 ARAYC will provide proof of liability insurance for all of its own programs and events in the minimum amount of \$1,500,000 each occurrence naming the City as an additional, non-contributory insured.

SECTION 4 REPRESENTATIVE

- 4.1 The ARAYC representative shall be Bea Ann Melichar, Executive Director or her representative. The City of Billings representative shall be the Parks, Recreation and Public Lands Director or his representative.

SECTION 5 SENIOR NEWS

- 5.1 The monthly ARAYC publication, "Senior News", shall be available to all participants of the center and is not subject to their membership in any organization. News specific to the Billings Community Center shall be included in the publication each month and will follow guidelines established by ARAYC for setup, font size and content with upcoming events, activities and speakers featured. News is subject to review and editing by the ARAYC Executive Director and or her designee. Refer to the schedule sent out the first of each year for the date of submittal of the information. There will be a charge for additional space in the Senior News. Notification will be given when the schedule changes. The Center is allocated 1 ½ pages in the Senior News and an additional ½ page can be purchased for an additional fee per month after working with the appropriate ARAYC staff.

SECTION 6 ALLIANCE VOLUNTEER PROGRAM (AVP)

- 6.1 This agreement allows the Parks and Recreation Billings Community and Senior Center to participate as a Volunteer Workstation (Agency) in the Alliance Volunteer Program (AVP).

SECTION 7 TRAINING/PLANNING MEETINGS

- 7.1 A representative of the Billings Community Center will attend planning or training meetings as necessary in relationship to these funds, provided there is adequate notification of such meetings. This includes the Senior Center Board and Officers meetings that are held with 4 – 6 times per year.

SECTION 8 IDENTIFICATION ON PUBLICATIONS

8.1 Any written materials the Billings Community Center produces that lists the sources of funding for their program shall also include the Adult Resource Alliance of Yellowstone County.

This AGREEMENT is hereby signed and entered into by both parties:

Bea Ann Melichar Date 8/15/18
Bea Ann Melichar, Executive Director

Mayor Cole

Items that are in the Billings Community Center Kitchen that are not owned by the Adult Resource Alliance:

- 1 60" Vulcan Hart 6 burner electric range with 24" griddle
Double ovens and salamander, 208 volt, 3 phase
- 1 Maple baker table
- 2 Blodgett Convection Ovens
- 1 Three Compartment Sink / drainboards and lever drains
- 1 Ice Machine
- 1 Pepsi Cooler