

CONTRACT APPROVAL REQUEST

Requestor: Jodi Gregory Ext.: 2030 Date: 10/20/2020

Location: Human Resources Insurance Required? _____
Print Name
Risk Manager Date

Refer to Contract Agreement Process Instructions for the contract destination in the Business Office.

Required Data	Complete This Column
Vendor name or name of individual with whom we are contracting.	University of Washington School of Social Work
Vendor email address, contact name and phone number . Vendor mailing address (If not on contract)	Email: sswfield@uw.edu Contact: Mark Bello or Rachel Wrenn Phone: 206-543-5640 Address: 4101 15th Ave NE City, State, Zip: Seattle, WA 98105
Detailed description of the purpose for this contract. Answer the who, what, when and where	Due to COVID pandemic need additional parameters for COVID prevention and safety measures. This is an addendum to our current agreement (1819-4868 which expires 8/31/2021).
Start date of contract.	09/17/2020
End date of contract.	08/31/2021
Contract amount including any taxes. If multiple years, specify the contract amount per year.	0 per year
BSD department or location	HR
Name of the administrator responsible for the contract approval and budget.	Todd Mitchell
Source of funds. Be specific (i.e. dept. budget, grant, federal, state)	NA
Expenditure budget code. Format: 10 E 530 XXXX XX XXXX XXXX XXXX XXXX X Example: 10 E 530 0100 27 5000 3050 3050 0000 0	NA

School Level		Policy 6260 Procedure 6260PR	Department Level (Area of Responsibility)	District Level
\$0 - \$15,000	Less Than \$1,000,000		Less Than \$1,000,000	Less Than \$1,000,000
Principal	Exec. Dir. of Education	Director or Above	Superintendent/Designee	

It is the responsibility of the budget authority to ensure there is budget capacity.

Todd Mitchell
Print Name


Signature (Administrator)

12/03/2020
Date

Board Approval Date:

****FOR VENDORS, PLEASE READ**** Click here for instructions on how to upload a signed contract and return this form

Program Letter of Agreement

This Program Letter of Agreement ("PLA") is entered into on September 4, 2020, by and between the University of Washington Seattle and Tacoma on behalf of their respective Schools of Social Work ("School") and ___Bethel School District_____ ("Training Site") and is attached and incorporated into the existing Affiliation Agreement with Training Site.

This PLA arises out of the following circumstances:

- 1. The Parties entered into the Agreement which allows for the definition of operational details via letter agreements; and
- 2. The Parties wish to define certain operational details under which School's students will perform internship activities at Training Site during the Covid-19 pandemic; and
- 3. The Parties agree that all necessary protections should be taken for the students as they perform internship activities.

NOW, THEREFORE:

- 1. In compliance with COVID-19 safety protocols, Training Site will ensure the required measurement of social distancing is maintained during any training activities performed at Training Site. This shall include training events, meetings and client care of any and all sorts. Training Site shall maintain the required distance as specified by the CDC infection control guidelines, whether or not clients, staff, or students are presenting as asymptomatic of COVID-19, or with positive or negative test results of COVID-19.
- 2. Students will not be assigned to any training activities involving any person known to be infected with the Covid-19 virus.
- 3. Training Site shall ensure the that all students will be wearing the appropriate personal protective equipment necessary for the activities performed under this Agreement. Students will not be allowed to participate in the client care if the required disposable personal protective equipment is not made available by the School of Social Work or provided by the student themselves.

IN WITNESS WHERE OF, the Parties have caused this PLA to be executed by their authorized representatives.

UNIVERSITY OF WASHINGTON
("School")

By  Date 2/19/21

Name Tessa Evans - Campbell
Title Associate Dean for Academic Affairs

By:  2/19/21

Name Rachel Wrenn
Title Assistant Dean for Field Education

___Bethel School District_____
("Training Site")

By  Date 10/20/2020

Name Todd Mitchell
Title Executive Director of Human Resources