

MEMORANDUM OF AGREEMENT

AFGE Local 171 and FCI El Reno enter into this agreement in order to provide the Local with adequate office and meeting space for the use of the Local to fulfill representational obligations. The parties agree to continue to provide space located at 307 Reformatory Road for this purpose. This former residence has been provided to the Local at no cost since November 8, 1991, to the Local with FCI El Reno responsible for all maintenance and improvements.

The parties further agree to provide the Local with use of the two car garage located immediately southwest of the former residence for additional office and meeting space under the same terms and conditions as the residence. The agency agrees to make this space available to the Local within 30 days of signing this agreement and agrees to provide the following improvements to make the space suitable for office and meeting space. All reasonable efforts will be made to provide and complete these improvements by July 1, 2000.

1. An appropriate heating and air condition unit will be installed to provide adequate climate control.
2. The overhead garage door on the east wall will be framed in, insulated, and finished on the inside to provide a suitable office appearance. A second door will be provided if required by life safety codes.
3. All door locks will be keyed the same as the main residence.
4. FCI El Reno agrees to provide the appropriate inmate detail(s) with supervision to complete any additional improvements to the union office facilities which the union wishes to have done at the Union's expense, in which case the union would have the needed supplies and materials delivered to the site.

All construction/demolition proposals will be submitted for appropriate agency approvals in accordance with applicable rules and regulations. Notification of approval/denial of a proposal will usually be made within 60 days of receipt of the proposal.

The parties agree to abide by the institution supplement governing the use of reservation housing.


For the Union

9/17/99
Date


For the Agency

9/17/99
Date