

CLEARANCES	Initial	Date	Date Received in Council Office	Agenda Date	Assigned to:
Originator:	DB	12/22/17	RECEIVED JAN 09 2018 WHATCOM COUNTY COUNCIL	1/16/18	Council
Division Head:					
Dept. Head:	DB	12/22/17			
Prosecutor:	KF/ab	1/3/18			
Purchasing/Budget:	Mda	12/27/17 1/4/18			
Executive: TMS		1.8.18			

TITLE OF DOCUMENT: Memorandum of Agreement between Whatcom County and Washington State University

ATTACHMENTS: Appendix A, Contract Amendment Form

SEPA review required? () Yes (X) NO	Should Clerk schedule a hearing? () Yes (X) NO
SEPA review completed? () Yes (X) NO	Requested Date:

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE: (If this item is an ordinance or requires a public hearing, you must provide the language for use in the required public notice. Be specific and cite RCW or WCC as appropriate. Be clear in explaining the intent of the action.)

A memorandum of agreement provides salary and program support to provide an extension program between January 1 and December 31, 2018.

COMMITTEE ACTION:

COUNCIL ACTION:

Related County Contract #:	Related File Numbers:	Ordinance or Resolution Number:
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Please Note: Once adopted and signed, ordinances and resolutions are available for viewing and printing on the County's website at: www.co.whatcom.wa.us/council.



RECEIVED

JAN 04 2018

JACK LOUWS
COUNTY EXECUTIVE

MEMORANDUM

TO: Jack Louws, County Executive
FROM: Drew Betz, Director *Drew Betz*
RE: Memorandum of Agreement with Washington State University
DATE: January 4, 2018

Enclosed is the necessary paperwork for a contract extension with Washington State University to continue the jointly sharing of costs for faculty positions and program support in Extension Whatcom County and Washington State University for your review and signature.

▪ **Background and Purpose**

- Continue to share costs for faculty positions in WSU Whatcom County Extension serving Whatcom County.
- Continue cost sharing for Forestry Program to serve Whatcom County in 2018.
- Include the majority of funds from Whatcom County Solid Waste in the WSU Contract. Hiring will be done through WSU to support the goals of the agreement with Solid Waste. The work will be done through our community horticulture program.

▪ **Funding Amount and Source**

2018 Whatcom County General Fund Budget for Whatcom County WSU Extension, \$31,960 from the Health Department for Strengthening Families Program and \$50,000 from the Health Department Solid Waste Division.

Differences from Previous Contract

In 2017 we made the decision to hire a .5FTE position to coordinate the Strengthening Families Program. With the full support of the WC Health Department and with consulting HR, we determined the best way to do that was to hire the position through WSU. The increase in the MOA from that program represents that position and a transfer of funds within our existing program budget. These are not new funds, simply an new way of spending them.

Thanks for your ongoing support of our programs!

Please contact Drew Betz, WSU Whatcom County Extension, at extension 5805, if you have any questions or concerns regarding the terms of this agreement.

Encl.

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No.
9909009-20

Originating Department:	Cooperative Extension
Division/Program: <i>(i.e. Dept. Division and Program)</i>	Click here to enter text.
Contract or Grant Administrator:	Drew Betz
Contractor's / Agency Name:	Washington State University

Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No
 Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: 9909009

Does contract require Council Approval? Yes No If No, include WCC: _____
 (see Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)

Is this a grant agreement? Yes No If yes, grantor agency contract number(s): _____ CFDA#: _____

Is this contract grant funded? Yes No If yes, Whatcom County grant contract number(s): _____

Is this contract the result of a RFP or Bid process? Contract _____
 Yes No If yes, RFP and Bid number(s): _____ Cost Center: _____

Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.

If YES, indicate exclusion(s) below:

- Professional services agreement for certified/licensed professional.
- Contract work is for less than \$100,000.
- Contract work is for less than 120 days.
- Interlocal Agreement (between Governments).
- Contract for Commercial off the shelf items (COTS).
- Work related subcontract less than \$25,000.
- Public Works - Local Agency/Federally Funded FHWA.

Contract Amount:(sum of original contract amount and any prior amendments):
 \$ 1,586,785.90
 This Amendment Amount:
 \$ \$196,540.00
 Total Amended Amount:
 \$ 1,783,325.90

Council approval required for; all property leases, contracts or bid awards **exceeding \$40,000**, and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, **except when:**

1. Exercising an option contained in a contract previously approved by the council.
2. Contract is for design, construction, r-o-w acquisition, professional services, or other capital costs approved by council in a capital budget appropriation ordinance.
3. Bid or award is for supplies or equipment included approved in the budget.
4. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.

Summary of Scope: This amendment continues the shared agent costs for WSU Whatcom County Extension for 2017, includes the cost of the forestry extension program for 2018 and incorporates funding from Whatcom County Health Department /Solid Waste Division into this contract for 2018.

Term of Contract: 12 months Expiration Date: 12/31/2018

- | | | |
|-------------------|---|-------------------------------------|
| Contract Routing: | 1. Prepared by: <u>Drew Betz</u> | Date: <u>12/22/17</u> |
| | 2. Attorney signoff: <u>Karen Frakes / Lp. (see memo)</u> | Date: <u>1/3/18</u> |
| | 3. AS Finance reviewed: <u>M Caldwell</u> | Date: <u>12/27/17</u> <u>1/4/18</u> |
| | 4. IT reviewed (if IT related): _____ | Date: _____ |
| | 5. Contractor signed: _____ | Date: _____ |
| | 6. Submitted to Exec.: _____ ✓ | Date: <u>1-4-18</u> |
| | 7. Council approved (if necessary): _____ | Date: _____ |
| | 8. Executive signed: _____ | Date: _____ |

COUNTY ORIGINAL

Whatcom County Contract No.

9909009-20

Amendment No. 20
Whatcom County Contract No. 9909009
CONTRACT BETWEEN WHATCOM COUNTY AND
Washington State University

THIS AMENDMENT is to the Contract between Whatcom County and Washington State University dated September 22, 1999 and designated "Whatcom County Contract No.9909009". In consideration of the mutual benefits to be derived, the parties agree to the following:

Appendix A to this agreement is amended as set forth in the Amended Appendix A

Unless specifically amended by this agreement, all other terms and conditions of the original contract shall remain in full force and effect.

This Amendment takes effect: January 1, 2018, regardless of the date of signature.

IN WITNESS WHEREOF, Whatcom County and Washington State University have executed this Amendment on the date and year below written.

DATED this _____ day of _____, 2017

CONTRACTOR:

Washington State University

Daniel Nordquist, AVPRA
Office of Research Support and Operations

STATE OF WASHINGTON)
) ss.
COUNTY OF WHITMAN)

On this ___ day of _____, 20___, before me personally appeared _____ to me known to be the _____ of the _____ and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

NOTARY PUBLIC in and for the State of Washington, residing at _____ My commission expires _____.

WHATCOM COUNTY:

Approved as to form:

L. Gallen *1/4/18*
Prosecuting Attorney Date

Approved:

Accepted for Whatcom County:

By: _____
Jack Louws, Whatcom County Executive

STATE OF WASHINGTON)
) ss
COUNTY OF WHATCOM)

On this _____ day of _____, 2017, before me personally appeared Jack Louws, to me known to be the Executive of Whatcom County, who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

NOTARY PUBLIC in and for the State of Washington, residing at
_____. My commission expires _____.

CONTRACTOR INFORMATION:

Daniel G. Nordquist
AVPRA
Office of Research Support and Operations
Washington State University

Mailing Address:
ORSO
Washington State University
Pullman, WA 99164-3140

Contact Name: Dan Nordquist
Contact Phone: (509)335-9661
Contact FAX: (509)335-1676
E-mail: ogrd@wsu.edu

MEMORANDUM OF AGREEMENT

Between

WASHINGTON STATE UNIVERSITY EXTENSION

And

Whatcom County

APPENDIX A

The following individuals and programs will be jointly funded under this Memorandum of Agreement through a Professional Services Contract for the period January 1 through December 31, 2018.

	\$ Amount for County Portion
County Director *	\$28,683.00
4H Agent	\$25,299.00
Agricultural Systems Agent	\$25,299.00
Water Resources Agent	\$25,299.00
Strength. Families Program	\$31,960.00
Extension Forestry Program	\$10,000.00
Community Horticulture Program	<u>\$50,000.00</u>
Total	<u>\$196,540.00</u>

*Includes department head responsibilities for one Extension Educator.

Mike Gaffney Date
Extension Director
WSU Extension

Jack Louws Date
County Executive

Daniel G. Nordquist Date
Associate Vice President
Office of Research Support & Operations

October 10, 2012