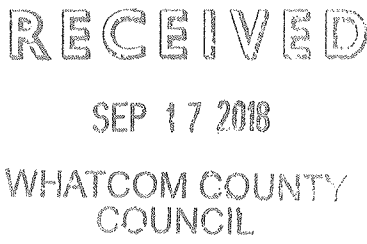


**WHATCOM COUNTY COUNCIL AGENDA BILL**

**NO.** 2018-271

<b>CLEARANCES</b>	<b>Initial</b>	<b>Date</b>	<b>Date Received in Council Office</b>	<b>Agenda Date</b>	<b>Assigned to:</b>
Originator:	MDC	9/14/18		9/25/18	Introduction
Division Head:				10/09/18	Finance, Council
Dept. Head:					
Prosecutor:	Z-G	9-17-18			
Purchasing/Budget:	MDC	9/14/18			
Executive:	TCS	9/17/18			

**TITLE OF DOCUMENT:**

Amendment No. 3 to Ordinance No. 2011-031 Establishing Project Budget No. 2 (Jail Improvement Project) of the 2011 Budget

**ATTACHMENTS:**

1. Ordinance
2. Exhibit A
3. Supplemental Budget Request

SEPA review required? ( ) Yes ( x ) NO  
 SEPA review completed? ( ) Yes ( x ) NO

Should Clerk schedule a hearing? ( ) 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.)

Requesting Council approval for additional budget authority of \$4,589,000 to be added to the project budget for Fund 337 – Jail Improvement Fund. Budget will be used to fund construction of improvements delineated in the Design2Last report and additional improvements requested by the Sheriff’s Office during the current year budget process.

**COMMITTEE ACTION:**

**COUNCIL ACTION:**

9/25/2018: Introduced 6-0, Byrd out of the room

**Related County Contract #:**

**Related File Numbers:**

**Ordinance or Resolution Number:**

**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](http://www.co.whatcom.wa.us/council).

PROPOSED BY: Executive  
INTRODUCTION DATE: 09/25/18

ORDINANCE NO. \_\_\_\_\_

**AMENDMENT NO. 3 TO ORDINANCE NO. 2011-031 ESTABLISHING PROJECT BUDGET  
NO. 2 (JAIL IMPROVEMENT PROJECT) OF THE 2011 BUDGET**

**WHEREAS**, Ordinance 2011-031 established the project budget for jail improvements, including the replacement of jail and juvenile detention center controls, and Phases 1A and 1B of the Design2Last contract, which resulted in building assessments, detailed investigations, project scopes and cost reports for improvements needed on the Jail and Work Center; and

**WHEREAS**, additional funding of \$661,000 was approved in Amendments No. 1 and 2 to the project budget for additional design (Phase 2) and construction oversight (part of Phase 3 - construction) of selected improvement projects, and

**WHEREAS**, funding is needed to implement construction of projects delineated in the Design2Last report, and

**WHEREAS**, the Sheriff's Office requested several other improvements during this year's budget process, and

**WHEREAS**, this implementation phase will be funded by a transfer from the General Fund,

**NOW, THEREFORE, BE IT ORDAINED** by the Whatcom County Council that Ordinance 2011-031 is hereby amended by adding \$4,589,000 of expenditure authority, as described in Exhibit A, to the current amended project budget of \$3,778,700, for a total amended project budget of \$8,367,700

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2018.

ATTEST:

WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WASHINGTON

\_\_\_\_\_  
Dana Brown-Davis, Council Clerk

\_\_\_\_\_  
Rud Browne, Chair of the Council

APPROVED AS TO FORM:

( ) Approved      ( ) Denied

\_\_\_\_\_  
Civil Deputy Prosecutor

\_\_\_\_\_  
Jack Louws, County Executive  
Date: \_\_\_\_\_

**WHATCOM COUNTY  
EXECUTIVE'S OFFICE**

County Courthouse  
311 Grand Avenue, Suite #108  
Bellingham, WA 98225-4082



**Jack Louws**  
County Executive

## **MEMO:**

**TO:** Whatcom County Council

**DATE:** September 13, 2018

**FROM:** Rob Ney, Project and Operations Manager

**RE:** Jail Improvement Project Budget

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### **Requested Action**

Please allow this memo to serve as a request for approval of the accompanying Budget Supplemental for increased spending authority in the amount of \$4,589,000 within the Jail Improvement Project Based Budget to perform the work as outlined in the Design2Last contract as well as improvements requested by the Sheriff's Office for both the Jail and Work Center.

### **Background and Purpose:**

In 2011, Budget Ordinance #2011-031 was approved to expand Jail Controls Project to include other critical Jail Improvements. On November 28, 2017 a design charrette was held with the stakeholders participating in the jail improvement project. Through an Evaluation and Analysis Study immediate and future improvements were developed into the scope. The expanded scope for the Design 2Last work was approved in contract #201607005-3. Additionally, increased project budget funding will support several improvements requested by the Sheriff's Office and submitted through 2019-2020 Additional Service Requests, including a Limited Appointment Special Projects Sergeant to facilitate the construction impacts. Generally, the task items identified in the expanded scope of work include but are not limited to:

- Detention Door replacements and locking component upgrades
- Life safety improvements, most notably fire suppression coverage improvements
- Electric system upgrade including substantial lighting improvements
- Emergency lighting upgrades to eliminate a lag when emergency power is used
- Special Project Sergeant – To facilitate the jail improvement construction impacts.
- Facilities staff wages and benefits for hours dedicated to Jail Improvements
- Pre-booking privacy booth
- Private Consultation Booth
- Access Gate at the Work Center
- Work Center Custody Desk
- Work Center locker room

### **Funding Amount and Source:**

\$4,589,000 from the \$7M reserved in the General Fund for capital projects.

**EXHIBIT A**

**JAIL IMPROVEMENT FUND - FUND 337**

<b>Account</b>	<b>Description</b>	<b>Current Amended Project Budget</b>	<b>Amendment #3 to Ord. 2011-031</b>	<b>Total Amended Project Budget</b>
<b>Expenditures</b>				
6110-6269	Wages & Benefits	\$0	\$349,614	\$349,614
6320	Supplies	\$0	\$2,500	\$2,500
6630	Professional Services	\$661,000	\$0	\$661,000
7060	Repairs & Maintenance	\$0	\$200,000	\$200,000
7350	Buildings & Structures	\$0	\$4,036,886	\$4,036,886
7380	Other Improvements	\$3,117,700	\$0	\$3,117,700
		<b>\$3,778,700</b>	<b>\$4,589,000</b>	<b>\$8,367,700</b>
<b>Revenues</b>				
8210	Build America Bonds (Not Budgeted)	\$3,012,840	\$0	\$3,012,840
8301.326	Operating Transfer In - REET 1	\$104,860	\$0	\$104,860
8301	Operating Transfer In - Gen Fund	\$661,000	\$4,589,000	\$5,250,000
		<b>\$3,778,700</b>	<b>\$4,589,000</b>	<b>\$8,367,700</b>

# Supplemental Budget Request

*Status:* Pending

## Administrative Services

## Facilities Management

Suppl ID # 2642    **Fund** 337    **Cost Center** 337100    **Originator:** Rob Ney

**Expenditure Type:** One-Time    **Year** 2    **2018**    **Add'l FTE**     **Add'l Space**     **Priority** 1

**Name of Request:** Budget Authority - Jail Improvements

X

**Department Head Signature (Required on Hard Copy Submission)** **Date**

Costs:	<b>Object</b>	<b>Object Description</b>	<b>Amount Requested</b>
	6110	Regular Salaries & Wages	\$171,407
	6140	Overtime	\$2,400
	6190	Direct Billing Rate	\$100,000
	6210	Retirement	\$22,296
	6230	Social Security	\$13,243
	6245	Medical Insurance	\$30,274
	6255	Other H&W Benefits	\$2,696
	6259	Worker's Comp-Interfund	\$7,072
	6269	Unemployment-Interfund	\$226
	6320	Office & Op Supplies	\$2,500
	7060	Repairs & Maintenance	\$200,000
	7350	Buildings & Structures	\$4,036,886
	8301	Operating Transfer In	(\$4,589,000)
	<b>Request Total</b>		<b>\$0</b>

**1a. Description of request:**

This action will assign a portion of the \$7M reserved for capital to the Jail Improvement project based budget to execute future jail improvement projects. \$4,589,000 will be transferred to the Jail Improvement project budget to accomplish the improvements Detention Doors project, replacement of other detention locks and hardware, task items approved by Council and included in the Design2Last scope of work and Facilities' staff wages and benefits for hours dedicated to Jail Improvement projects. Additionally, jail improvements requested by the Sheriff's Office included in their 2019-2020 biennium budget request have been directed to this project budget including a limited appointment (2 years) Sheriff's Sergeant assigned to facilitate construction impacts.

Generally, the task items identified in the expanded scope of work include:

- Detention Door replacements and locking component upgrades
- Life safety improvements, most notably fire suppression coverage improvements
- Electrical system upgrades including substantial lighting improvements and replacement with LED fixtures, improving coverage, lighting levels, and energy efficiency
- Emergency lighting upgrades to eliminate a lag in lighting when emergency power is initialized
- HVAC replacement and upgrades
- Access Gate at the Work Center
- Pre-booking privacy booth
- Work Center Custody Desk

**1b. Primary customers:**

# Supplemental Budget Request

Status: Pending

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## Administrative Services

## Facilities Management

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Suppl ID # 2642

Fund 337

Cost Center 337100

Originator: Rob Ney

Jail and Facilities staff, as well as jail occupants.

**2. Problem to be solved:**

Facilities needs spending authority to execute projects approved in the scope of work for the Jail Improvements identified in the design2last contract, and as requested by the Sheriff's Office in their 2019-2020 budget.

**3a. Options / Advantages:**

This is the only option to execute the scope of work.

The Jail improvements have been identified as a high priority by the Council and Administration.

**3b. Cost savings:**

There is no cost savings option other than not performing the work at this time.

**4a. Outcomes:**

The detention door project will be out to bid within the next few months, and a contractor will be selected to perform the improvements by the end of 2019. Other improvements will be scheduled as appropriate.

**4b. Measures:**

Future jail improvement projects will be executed and successfully completed.

Executing projects in the jail on-time and within budget.

**5a. Other Departments/Agencies:**

This project will have no impact to other staff.

**5b. Name the person in charge of implementation and what they are responsible for:**

Rob Ney

**6. Funding Source:**

General Fund