

**WHATCOM COUNTY COUNCIL AGENDA BILL**

NO. 2018-038

CLEARANCES	Initial	Date	Date Received in Council Office	Agenda Date	Assigned to:
Originator:	<i>MD</i>	<i>1/4/18</i>	<b>RECEIVED</b>  <b>JAN 09 2018</b>  <b>WHATCOM COUNTY COUNCIL</b>	<i>01/16/18</i>	<i>Introduction</i>
Division Head:				<i>01/30/18</i>	<i>Finance, Council</i>
Dept. Head:					
Prosecutor:	<i>KB</i>	<i>1-4-18</i>			
Purchasing/Budget:	<i>BB</i>	<i>1/4/18</i>			
Executive:	<i>MS</i>	<i>1.8.18</i>			

**TITLE OF DOCUMENT:**

Amendment No. 1 to Ordinance No. 2011-031 Establishing Project Budget No. 2 of the 2011 Budget

**ATTACHMENTS:**

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

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

Should Clerk schedule a hearing? ( ) Yes (  ) 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 \$350,000 to be added to the project budget for Fund 337 – 2010 Jail Improvement Fund. Budget will be used to fund Phases 2 and 3 of the previously approved Design2Last contract.

**COMMITTEE ACTION:**

**COUNCIL ACTION:**

1/16/2018: Introduced 6-0

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).**

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

**AMENDMENT NO. 1 TO ORDINANCE NO. 2011-031 ESTABLISHING PROJECT BUDGET  
NO. 2 OF THE 2011 BUDGET**

**WHEREAS**, Project Budget No. 2 of the 2011 Budget established the project budget for the Jail Improvement Fund; and

**WHEREAS**, that budget funded the Jail and Juvenile Controls Project; and

**WHEREAS**, that budget also funded 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 existing Jail and Work Center facilities; and

**WHEREAS**, additional funding is needed for Phases 2 (design) and 3 (construction) of selected improvement projects, and

**WHEREAS**, continued funding for this project is available by transfer from the General Fund,

**NOW, THEREFORE, BE IT ORDAINED** by the Whatcom County Council that Ordinance 2011-031 is hereby amended by adding \$350,000 of expenditure authority, as described in Exhibit A, to the original project budget of \$3,117,700, for a total amended project budget of \$3,467,700.

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

ATTEST:

WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WASHINGTON

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

\_\_\_\_\_  
Chair of the Council

APPROVED AS TO FORM:

( ) Approved      ( ) Denied

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

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

EXHIBIT A

JAIL IMPROVEMENT FUND - FUND 337

Account	Description	Original <u>Project Budget</u>	Amendment #1 <u>to Ord. 2011-031</u>	Total Amended <u>Project Budget</u>
<b>Expenditures</b>				
6630	Professional Services	\$0	\$350,000	\$350,000
7380	Other Improvements	\$3,117,700	\$0	\$3,117,700
		<u>\$3,117,700</u>	<u>\$350,000</u>	<u>\$3,467,700</u>
<b>Revenues</b>				
8210	Build America Bonds	\$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	\$0	\$350,000	\$350,000
		<u>\$3,117,700</u>	<u>\$350,000</u>	<u>\$3,467,700</u>

**WHATCOM COUNTY  
ADMINISTRATIVE SERVICES**

Whatcom County Courthouse  
311 Grand Ave, Suite 108  
Bellingham, WA 98225-4083



**FACILITIES MANAGEMENT**

316 Lottie Street  
Bellingham, WA 98225-4010  
Phone: 360.778.5360  
Fax: 360.778.5361  
Facilities@co.whatcom.wa.us

**ROB NEY**

Project and Operations Manager

**MICHAEL RUSSELL**

Facilities Manager

**MEMORANDUM**

**TO:** The Honorable Jack Louws, Whatcom County Executive and  
The Honorable Members of the Whatcom County Council

**Through:** Tyler Schroeder, Deputy Executive *TS*

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

**RE:** Supplemental Budget Request #2512

**DATE:** January 2, 2018

Enclosed is Supplemental Budget Request #2512 for additional budget authority for the Design2Last contract.

- **Requested Action**  
Facilities Management respectfully requests that the County Executive and Whatcom County Council approve the attached Supplemental Budget Request #2512, allowing sufficient budget authority to fund the existing Design2Last contract.
- **Background and Purpose**  
On November 8, 2017 the County Council approved the amended contract for Design2Last for Scoping, Design, and Project Management for improvements to the existing Jail. The existing Jail Improvement Project Based Budget does not have sufficient funds for the expanded scope of work approved in the contract. Currently, there is approximately \$340,000 for design services in the Jail Improvement Project Based Budget. The Design2Last Contract was approved for an additional \$543,000 (total contract amount to date \$913,287.20).

Based on the Design Charrette held on November 28, 2017 and in consideration that the Jail bond did not pass and the useful life of the existing Jail facility will

need to be extended, Design2Last and Facilities Management will be presenting to the County Council options for further expansion of scope of work. If approved, this budget will need to be expanded again to include the additional scope items.

- **Funding Amount and Source**

Adequate funds exist within the Capital Project Fund, expanded by \$7,000,000 in the 2018 Budget.

Should you have any questions, do not hesitate to contact me at x5387.

# Supplemental Budget Request

Status: Pending

## Non-Departmental

Suppl ID # 2512

Fund 337

Cost Center 337100

Originator: T. Helms

Expenditure Type: One-Time

Year 2 2018

Add'l FTE

Add'l Space

Priority 1

Name of Request: Jail Improvement Project Budget Amendment

X

Department Head Signature (Required on Hard Copy Submission)

Date

1/2/18

Costs:	Object	Object Description	Amount Requested
	6630	Professional Services	\$350,000
	8301	Operating Transfer In	(\$350,000)
	<b>Request Total</b>		<b>\$0</b>

### 1a. Description of request:

Whatcom County entered into an agreement with design2LAST to assess the current jail facilities and design the necessary renovations to the existing jail facility.

### 1b. Primary customers:

Sheriff's Office Personnel, Jail inmates and service providers.

### 2. Problem to be solved:

design2LAST was retained by Whatcom County to perform building assessments on the existing Jail, (Public Safety Building) and the existing Work Center. The assessments, completed as Phase 1A in December of 2016 were to address two issues; the physical condition of each building; and the operational condition of each facility. The objective of the assessment was to identify building systems, materials, and procedures that can be improved to increase building safety and reform processes which would allow the facilities to remain in operation until such time as a new Public Safety Building can be procured, constructed, and occupied. The result of that study included a long list of deficiencies and potential repairs and tasks at both facilities, and included a rough order of magnitude costs.

Whatcom County then selected the ten most urgent tasks for further study for the Main Jail building only. Phase 1B which anticipates the renovations needed to keep the jail as safe and secure as possible until a new jail can be built, is currently under development. The objective of this phase is to complete a more detailed, yet non-invasive, study of each of the tasks for the Main Jail only, and propose corrective actions (scope options) as well as total estimated costs. Extensive maintenance and renewal work is projected to cost more than \$32M as outlined in the design2LAST report. According to that report due to the existing jail configuration and footprint this work will not provide any meaningful or permanent answers to space related issues such as medical, booking, classification and programs.

### 3a. Options / Advantages:

Repair and renovation are necessary to address the physical conditions and operations of the existing jail and work center. While extensive maintenance and renewal work is projected to cost more than \$32M as outlined in the Design2Last report, according to that report the existing jail configuration and footprint work will not provide meaningful or permanent answers to space related issues such as medical, booking, classification and programs.

The other option is to construct a new facility where many of the deficiencies of the current jail can be adequately addressed such as medical, booking, classification, and programs. A new sales tax to support the construction of a new jail was not approved by the Whatcom County tax payers.

# Supplemental Budget Request

Status: Pending

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## Non-Departmental

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Suppl ID # 2512

Fund 337

Cost Center 337100

Originator: T. Helms

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### 3b. Cost savings:

There are no cost savings to this approach. The current Main Jail facility can not be made to fit the need for space or code issues. This work will extend the current use of the facility. However, it will not meet the space needs for programs, medical, booking, classifications or code issues.

### 4a. Outcomes:

Whatcom County has contracted with design2LAST for building assement studies known as Phase 1. The contract for services has been amended to include the scope for Phase 2 and Phase 3. The expanded scope includes cost estimates for captial improvement and construction administration services at the jail. This budget supplemental provides budget authority for the expanded scope.

### 4b. Measures:

Outcomes include the following milestones:

Design Charrette

50% Over-the-Shoulder review

65% Design Development

100% Design Draft

100% Final Bid Documents

Consulting Services During Bidding and Negotiations

Construction Administration Services

### 5a. Other Departments/Agencies:

Facilities, Sheriff's Office, and Executive Office

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

Facilities, Rob Ney, Operations Manager

Sheriff's Office - Wendy Jones, Chief of Corrections

Executive Office - Tyler Schroeder, Deputy Executive

### 6. Funding Source:

General Fund