WHATCOM COUNTY PUBLIC WORKS DEPARTMENT

JON HUTCHINGS Director



EQUIPMENT SERVICES DIVISION

901 W. Smith Road Bellingham, WA 98226-9610 Phone (360) 778-6400 Fax (360) 778-6401

Eric L. Schlehuber, Division Manager

MEMORANDUM

TO:

The Honorable Jack Louws, County Executive

Honorable Member of the Whatcom County Council

THROUGH:

Jon Hutchings, PW Director

FROM:

Eric L. Schlehuber, PW Equipment Services Manager

RE:

Property Lease Agreement - Two-Way Radio Communication (Radio Tower)

Mt. Constitution Sites, Inc. (MCSI)

DATE:

March 8, 2019

Requested Action

Enclosed for your review and approval are two original property lease agreement between Whatcom County Public Works and Mt. Constitution Sites, Inc. (MCSI).

Background and Purpose

This lease agreement is for the usage of real property for two-way radio communication (radio tower). The property lease includes the option of extending this lease for up to three renewals (for a period of five years each) for a total of potentially twenty years on this agreement. This will cover the period from January 1, 2019 through December 31, 2023.

Funding Amount and Source

This is a budgeted expenditure, which was budgeted and approved during the 2019-2020 Budget process.

The rental rate shall be adjusted annually by an amount which is equivalent to the rent for the most recent period and adjusted by the same percentage of increase as the revised Consumer Price Index (CPI) for all urban consumers in the Seattle/Tacoma/Bremerton area.

Differences from Previous Contract

This property lease will be January 1, 2019 through December 31, 2023, and the maximum consideration will be \$3,531.01 in 2019, for an approximate total amount of \$17,655.05 for this five-year term (not including annual CPI adjustments for 2020-2023).

Recommended Action

Please approve this property lease renewal agreement and forward to the County Executive and the County Council for approval.

Please contact Eric L. Schlehuber at extension 6405, if you have any questions or concerns regarding the terms of this agreement.

Encl.

Whatcom County Contract No.

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Originating Department:	Public Works / Equipment Services Division
Division/Program: (i.e. Dept. Division and Program)	9010/901000 (Public Works Administration)
Contract or Grant Administrator:	Eric L. Schlehuber, Equipment Services Manager
Contractor's / Agency Name:	Mt. Constitution Sites, Inc.
Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes \subseteq No \subseteq If Amendment or Renewal (per WCC 3.08.100(a)), Original Contract #	
Does contract require Council Approval? Yes No I If No, include WCC (see Whatcom County Codes 3.06.010, 3.08,090 and 3.08.100)	
Is this a grant agreement? Yes \(\subseteq \text{No} \(\subseteq \) If yes, grantor agency cont	ract number(s)
Is this contract grant funded? Yes \(\subseteq \text{No} \(\subseteq \) If yes, associated Whatcom County grant contract number(s) \(\subseteq \)	
Is this contract the result of a RFP or Bid process? Yes \(\subseteq \text{No} \text{ \infty} \) If yes, RFP and Bid number	Contract er(s) Cost Center:10895
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 120 days Contract less than \$100,000 Contract for Commercial off the shelf items (COTS) Contract work is all performed outside U.S. Work related subcontract less than \$25,000 Interlocal Agreement (between Govt's) Public Works – Local Agency/Federally Funded FHWA	
Contract Amount:(sum of original contract amount and any prior amendments) \$	Contracts that require Council Approval (incl. agenda bill & memo) • Professional Services Agreement above \$20,000. • Bid is more than \$50,000. • Amendments that have either an increase greater than 10% or provide a \$10,000 increase in amount (whichever is greater) RENEWALS: Council approval is not required when exercising an option to renew that is provided in the original contract.
Summary of Scope: Request authorization for the County Executive to enter into a contract between Whatcom County and Mt. Constitution Sites, Inc, to provide for the Mt. Constitution radio tower lease, in the amount of \$17,655.05.	
Term of Contract: five years with three, five year extensions; this agreement is for years one through five.	Expiration Date: December 31, 2023
Contract Routing Steps & Signoff: sign or initial 1. Prepared by: Tammy Iddings 2. Attorney reviewed: Christopher Quinn 3. AS-Finance reviewed: Brad Bennett 4. IT reviewed if IT related: 5. Corrections made: 6. Attorney signoff: 7. Contractor signed: 8. Submitted to Exec Office: 9. Council approved (if necessary): 10. Executive signed: 11 Contractor Original Returned to dept: 12. Original to Council:	Indicate date transmitted Date 02/25/19 Date 03/06/2019 Date 03/07/19 Date Date Date Date Date Date Date Date