

**WHATCOM COUNTY CONTRACT  
INFORMATION SHEET**

Whatcom County Contract No.

20211004

Originating Department:	Parks & Recreation
Division/Program: (i.e. Dept. Division and Program)	803000 Senior Services
Contract or Grant Administrator:	Shannon Batdorf
Contractor's / Agency Name:	City of Everson
Is this a New Contract?    If not, is this an Amendment or Renewal to an Existing Contract?    Yes <input type="radio"/> No <input checked="" type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____	
Does contract require Council Approval?    Yes <input checked="" type="radio"/> No <input type="radio"/> If No, include WCC: _____ Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)	
Is this a grant agreement? Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, grantor agency contract number(s): _____ CFDA#: _____	
Is this contract grant funded? Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, Whatcom County grant contract number(s): _____	
Is this contract the result of a RFP or Bid process? Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, RFP and Bid number(s): _____ Contract _____ Cost Center: _____	
Is this agreement excluded from E-Verify?    No <input type="radio"/> Yes <input checked="" type="radio"/> If no, include Attachment D Contractor Declaration form.	
If YES, indicate exclusion(s) below: <input type="checkbox"/> Professional services agreement for certified/licensed professional. <input type="checkbox"/> Goods and services provided due to an emergency <input type="checkbox"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract for Commercial off the shelf items (COTS). <input type="checkbox"/> Contract work is for less than 120 days. <input type="checkbox"/> Work related subcontract less than \$25,000. <input checked="" type="checkbox"/> Interlocal Agreement (between Governments). <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.	
Contract Amount:(sum of original contract amount and any prior amendments): \$ <u>500</u> This Amendment Amount: \$ _____ Total Amended Amount: \$ <u>500</u>	Council approval required for; all property leases, contracts or bid awards <b>exceeding \$40,000</b> , and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, <b>except when:</b> 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. 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 agreement outlines the terms and conditions for Parks usage of a portion of the City of Everson's City Hall building for the Senior Services Program in Everson. The County pays the City \$500 annually to contribute to utility costs and building maintenance in exchange for usage of the building.	
Term of Contract: 1 years	Expiration Date: 12/31/2022

Contract Routing:	1. Prepared by: Shannon Batdorf	Date: 10/28/2021
	2. Attorney signoff: <u>Brandon Walden by email</u>	Date: <u>10/28/21</u>
	3. AS Finance reviewed: <u>Brad Bennett by email</u>	Date: <u>10/28/21</u>
	4. IT reviewed (if IT related): _____	Date: _____
	5. Contractor signed: _____	Date: <u>10-12-21</u>
	6. Submitted to Exec.: _____	Date: <u>11-3-21</u>
	7. Council approved (if necessary): <u>AB2021-643</u> ✓	Date: <u>11.9.21</u>
	8. Executive signed: _____ ✓	Date: <u>11.10.21</u>
	9. Original to Council: _____ ✓	Date: <u>11-16-21</u>

**INTERLOCAL COOPERATIVE AGREEMENT  
BETWEEN THE  
CITY OF EVERSON AND WHATCOM COUNTY PARKS & RECREATION**

This Agreement made and entered into by WHATCOM COUNTY, a municipal corporation, hereinafter referred to as "COUNTY"; and the CITY OF EVERSON, a municipal corporation, hereinafter referred to as "CITY" pursuant to the authority granted by chapter 39.34 RCW, INTERLOCAL COOPERATION ACT.

**WHEREAS**, CITY owns and maintains the Everson City Hall upon the following described premises, situated in Everson, Whatcom County, Washington, to-wit:

A tract of land situated in the Northeast Quarter of the Northwest Quarter of Section 31, Township 40 North, Range 4 East of W.M., more particularly described as follows:

Beginning at a point 30 feet South and 260 feet West of the quarter corner between Sections 30 and 31, Township 40 North, Range 4 East of W.M.; thence West along the South side of Main Street, 70 feet; thence South parallel to the East line of said Section 31, 100 feet; thence East parallel to the South line of Main Street 70 feet; thence North to the point of beginning;

**WHEREAS**, the COUNTY, through its Parks and Recreation Department, operates a program to coordinate benefits and activities for senior citizens at selected senior citizen centers strategically situated throughout Whatcom County;

**WHEREAS**, since March 19, 1973 through the December 31, 2021 the CITY has licensed the COUNTY for nonexclusive use of a portion of the Everson City Hall as one of its satellite facility Senior Activity Centers;

**WHEREAS**, the parties have agreed to the extension of their relationship for a period of one (1) year;

NOW THEREFORE the parties hereto agree as follows:

- 1. LICENSE GRANTED:** The CITY consents to the use of the large assembly room (aka auditorium), stage and kitchen of the Everson City Hall (the "Facility") as a Senior Activity Center Program during the full term of this Agreement.
- 2. TERM:** Agreement shall run for one year from January 1, 2022 to December 31, 2022.
- 3. EXTENT OF USE:** The COUNTY'S use of the Facility shall be nonexclusive and limited as provided herein and shall be subject to the rules and regulations regarding the use of the Facility as may be established from time to time by the Everson City Council. The COUNTY further acknowledges that the Facility shall remain available for other public use at scheduled and/or selected times for selected occasions and meetings at reasonable reserved times that may conflict with the COUNTY'S desired use if the COUNTY has not reserved the space in advance and received a confirming reservation letter. The COUNTY shall be responsible for setting up the Facility prior to its use, including setting up tables, chairs and any refreshments. The CITY shall not be required to provide

any services to prepare the Facility for its use by the COUNTY. The COUNTY shall ensure that at the close of each use period the Facility is returned to its original condition and that it is neat, clean, tidy, and secured. The COUNTY shall clean or provide a service for cleaning all bathroom and kitchen facilities after its use of the Facility.

The CITY shall not be responsible to the COUNTY for theft, destruction or damage to tangible personal property on the premises during or between senior citizen activities at the Facility. The COUNTY shall obtain its own casualty insurance covering any tangible personal property of its own or its guests during its use of the Facilities.

4. **PRIORITY FOR CITY OF EVERSON USE:** Without limiting any right of the CITY, the COUNTY acknowledges that the following are priorities for use of the Facility, and when such activities are scheduled, are as follows:
- a) Regular and special Everson official meetings (e.g. City Council, Planning Agency, etc.);
  - b) Regular and special sessions of Everson Municipal Court; and
  - c) Public shelter during times of emergency declared by the Everson Mayor

Other uses, such as the following, may be scheduled on a first come first serve, space available basis:

- a) Regularly scheduled Everson Senior Center daytime activities;
- b) Reserved evening, weekend or holiday event use by nonprofit organizations
- c) Service clubs (including special Everson Senior Center events); and
- d) Other uses.

Space available is a determination that is made by the CITY in its sole discretion. The COUNTY shall be entitled to no preference for use or reservation of the Facility.

5. **SCHEDULING OF USERS:** Control of the building and scheduling its use shall remain in the CITY's sole discretion, with specific times to be coordinated through the City Administration. Representatives of Whatcom County's Parks & Recreation Department or Senior Citizens will be accorded fair consideration of any matter they may bring to the City Council's attention, as would be provided to any other citizen or group concerning this Agreement, the rights and privileges hereunder, and the equitable adjustment of any grievances that may arise regarding this Agreement, the facilities, or the condition, use or maintenance thereof, provided that this provision grants the COUNTY no special privileges or rights.
6. **ALTERATIONS OR IMPROVEMENTS:** The COUNTY shall make no alterations or improvements to the Facility except upon prior approval of Everson's City Council.
7. **CONSIDERATION:** The COUNTY will pay the CITY the amount of **Five Hundred Dollars (\$500.00)** per year, payable in one lump sum no later than **April 30<sup>th</sup>** of each year, as its contribution to utilities, plus any clean-up costs or replacement of sundries or supplies necessary as a result of the COUNTY's use, but no rent, licensee fee or other fee, except as

provided for herein. The COUNTY will, to the extent reasonably available within the Parks and Recreation Department, provide assistance with electrical, kitchen appliance and building repairs, and general maintenance, within the Facility.

The COUNTY will also coordinate the collection of an additional Five Hundred (\$500.00) from the Everson Senior Center Group to the CITY as their contribution toward the use of the building, payable by June 30th of each year.

- 8. INDEMNITY:** To the extent of its comparative liability, each party agrees to indemnify, defend and hold the other party, its elected and appointed officials, employees, agents and volunteers, harmless from and against any and all claims, damages, losses and expenses, including but not limited to court costs, attorney's fees and alternative dispute resolution costs, for any personal injury, for any bodily injury, sickness, disease or death and for any damage to or destruction of any property (including the loss of use resulting therefrom) which are alleged or proven to be caused by an act or omission, negligent or otherwise, of its elected and appointed officials, employees, agents or volunteers.

In the event of any concurrent act or omission of the parties, each party shall pay its proportionate share of any damages awarded. The parties agree to maintain a consolidated defense to claims made against them and to reserve all indemnity claims against each other until after liability to the claimant and damages, if any, are adjudicated. If any claim is resolved by voluntary settlement and the parties cannot agree upon apportionment of damages and defense costs, they shall submit apportionment to binding arbitration.

- a. Survival of Indemnity Obligations.** The parties agree all indemnity obligations shall survive the completion, expiration or termination of this Agreement.

Each Party shall immediately notify the other Party of any dangerous structural condition it or its employees or volunteers observes, and shall barricade, closure or other effective means prevent contact by its program staff and participants with the dangerous condition.

- 9. INDEPENDENCE OF PARTIES AND EMPLOYEES:** The CITY and COUNTY shall not be deemed hereby to become joint operators of the Facility. The Everson Senior Activity Center program shall remain the sole activity and responsibility of the COUNTY. All employees and volunteers engaged or serving the COUNTY in the operation of the Everson Senior Activity program shall not by this Agreement or activities or programs contemplated herein be construed to be employees, agents or volunteers serving the CITY.

9.1 The COUNTY shall ensure that all employees and volunteers coming into contact with kitchen equipment, lifting objects, counseling people, providing transportation and/or administering other programs are at all times properly licensed and trained to do so.

- 10. NON-DISCRIMINATION IN EMPLOYEMENT:** During the term of this Agreement, the COUNTY shall provide equal opportunity in all terms, conditions and privileges of employment for all qualified applicants and employees without regard to race, color, creed, religion, national

origin, sex, sexual orientation, age, marital status, disability, or veteran status. The COUNTY shall comply with all laws prohibiting discrimination against any employee or applicant for employment on the grounds of race, color, creed, religion, national origin, sex, sexual orientation, age, marital status, disability, or veteran status, except where such constitutes a bona fide occupational qualification.

Furthermore, in those cases in which the COUNTY is governed by such laws, the COUNTY shall take affirmative action to ensure that applicants are employed, and treated during employment, without regard to their race, color, creed, religion, national origin, sex, age, marital status, sexual orientation, disability, or veteran status, except where such constitutes a bona fide occupational qualification. Such action shall include, but not be limited to: advertising, hiring, promotions, layoffs or terminations, rate of pay or other forms of compensation benefits, selection for training including apprenticeship, and participation in recreational and educational activities. In all solicitations or advertisements for employees placed by them or on their behalf, the Contractor shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, and any other applicable protections provided by law.

The foregoing provisions shall also be binding upon any subcontractor, provided that the foregoing provision shall not apply to contracts or subcontractors for standard commercial supplies or raw materials, or to sole proprietorships with no employees.

- 11. TERMINATION:** The CITY may rescind, cancel, or terminate this Agreement, in whole or in part, without penalty to Everson upon thirty (30) days' notice to the COUNTY. Without limiting or waiving the foregoing, in the event of the COUNTY'S noncompliance or refusal to comply with any provision, obligation or undertaking contained in this Agreement, CITY may allow COUNTY a reasonable time in which to cure such noncompliance.
- 12. AMENDMENT:** This Agreement may be altered, amended, supplemented or terminated at any time by mutual agreement of both parties hereto, but no right or interest herein may be pledged, assigned, or subleased without prior written mutual consent of both parties.
- 13. ATTORNEYS' FEES:** If this Agreement should be the subject matter of litigation between the parties, the prevailing party in said litigation shall be entitled to an award of reasonable attorneys' fees, plus court costs.
- 14. ADMINISTRATION OF CONTRACTS:** The following individuals are designated as representatives of the respective parties. The representatives shall be responsible for administration of this Agreement and for coordination and monitoring performance under this Agreement. In the event such representatives are changed, the party making the change shall notify the other party.
  - a. The CITY representative shall be \_\_\_\_\_, designee or successor:  
Phone: \_\_\_\_\_; Email: \_\_\_\_\_
  - b. The COUNTY representative shall be Shannon Batdorf, designee or successor:  
Phone: 360-778-5856; Email: [sbatdorf@co.whatcom.wa.us](mailto:sbatdorf@co.whatcom.wa.us)

- 15. WAIVER:** No failure by any of the foregoing parties to insist upon the strict performance of any covenant, duty, agreement, or condition of this Agreement, or to exercise any right or remedy consequent upon a breach thereof, shall constitute a waiver of any such breach or any other covenant, agreement, term or condition. Any party hereto, by notice, and only by notice as provided herein may, but shall be under no obligation to, waive any of its rights or any conditions to its obligations hereunder, or any duty, obligation or covenant of any other party hereto. No waiver shall affect or alter this Agreement, and each and every covenant, agreement, term, and condition of this Agreement shall continue in full force and effect with respect to any other then existing or subsequent breach thereof.
- 16. ENTIRE AGREEMENT:** This document is the complete and exclusive agreement between the parties. It supersedes all oral or written proposals, promises or other communications between the parties regarding the subject matter of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement this 12 day of October, 2021.

APPROVED:

**CITY OF EVERSON**

  
\_\_\_\_\_

John Perry, Mayor

Executed as of the date first written above.


STATE OF WASHINGTON)

) ss.

COUNTY OF WHATCOM)

On this 12 day of October, 2021, before me personally appeared John Perry to me known to be MAYOR of CITY OF EVERSON and who executed the above instrument and acknowledged to me the act of signing and sealing thereof.

Given under my hand and official seal this 12 day of October, 2021.



NOTARY PUBLIC in and for the State of Washington  
Residing in Bellingham.  
My Commission expires: 07/16/2022



APPROVED:

WHATCOM COUNTY

Satpal Sidhu  
Satpal Sidhu, County Executive

STATE OF WASHINGTON)

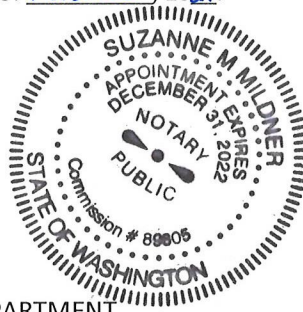
) ss.

COUNTY OF WHATCOM)

On this 10<sup>th</sup> day of November, 2021, before me personally appeared Satpal Sidhu to me known to be County Executive of WHATCOM COUNTY and who executed the above instrument and acknowledged to me the act of signing and sealing thereof.

Given under my hand and official seal this 10<sup>th</sup> day of November, 2021.

Suzanne M. Milder  
NOTARY PUBLIC in and for the State of Washington  
Residing in Bellingham.  
My Commission expires: 12-31-22



WHATCOM COUNTY PARKS & RECREATION DEPARTMENT

[Signature]  
Michael McFarlane, Director

APPROVED AS TO FORM:

Approved by email/B. Waldron  
Deputy Prosecuting Attorney



**WHATCOM COUNTY**  
**Parks & Recreation**  
3373 Mount Baker Highway  
Bellingham, WA 98226-7500



**Michael G. McFarlane**, Director  
**Christ Thomsen**, Parks Operations Manager


**RECEIVED**

NOV 3 2021

**WHATCOM COUNTY**  
**EXECUTIVE'S OFFICE**

## MEMORANDUM

**TO:** Satpal Sidhu, Executive

**FROM:** Michael McFarlane, Director 

**DATE:** October 28, 2021

**RE:** Everson Senior Activity Program Building Use Agreement

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Enclosed is an interlocal agreement with the City of Everson for your signature. This long-standing arrangement outlines the terms and conditions for the County to use space at Everson City Hall to run Senior Programming.

For this one-year agreement, the County will reimburse the City of Everson \$500 annually for the cost of utilities.

If you have any questions, please contact me at ext. 5856

Thank you.