

**WHATCOM COUNTY CONTRACT  
INFORMATION SHEET**

Whatcom County Contract No. \_\_\_\_\_

Originating Department:	Executive Office
Division/Program: <i>(i.e. Dept. Division and Program)</i>	EMS Administration
Contract or Grant Administrator:	Mike Hilley, EMS Manager
Contractor's / Agency Name:	City of Bellingham Fire Department

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 #: \_\_\_\_\_

Does contract require Council Approval? Yes  No  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  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: 130110

Is this agreement excluded from E-Verify? No  Yes  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"/> Contract for Commercial off the shelf items (COTS). |
| <input type="checkbox"/> Contract work is for less than \$100,000.                            | <input type="checkbox"/> Work related subcontract less than \$25,000.        |
| <input type="checkbox"/> Contract work is for less than 120 days.                             | <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.  |
| <input checked="" type="checkbox"/> Interlocal Agreement (between Governments).               |  |

Contract Amount:(sum of original contract amount and any prior amendments):  
 \$ 642,503.07  
 This Amendment Amount:  
 \$ \_\_\_\_\_  
 Total Amended Amount:  
 \$ \_\_\_\_\_

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, 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 covers the costs for students to attend the paramedic training program including BFD student wages, class administration costs and supplies, equipment for the entire program and each student.

Term of Contract: 1/1/20 Expiration Date: 12/31/23

Contract Routing:	1. Prepared by: twh	Date: 01/31/2020
	2. Attorney signoff: Christopher Quinn	Date: 07/24/2020
	3. AS Finance reviewed: Brad Bennett	Date: 07/24/2020
	4. IT reviewed (if IT related): _____	Date: _____
	5. Contractor signed: _____	Date: _____
	6. Submitted to Exec.: _____	Date: _____
	7. Council approved (if necessary): _____	Date: _____
	8. Executive signed: _____	Date: _____
	9. Original to Council: _____	Date: _____

## INTERLOCAL AGREEMENT FOR PARAMEDIC TRAINING

**This Interlocal Agreement for Paramedic Training ("Agreement")** is made and entered into this day by and between the COUNTY OF WHATCOM, a municipal corporation, hereinafter referred to as the 'County' and the CITY OF BELLINGHAM a municipal corporation, hereinafter referred to as the 'City', the County and the City are the only parties to this Agreement and may be referred to collectively as "Parties" hereinafter.

### RECITALS

**WHEREAS**, the Parties consider it to be in the best interest of the citizens they serve to explore and collaborate wherever feasible to improve efficiency and service delivery; and

**WHEREAS**, the County is the governmental entity that assumes responsibility to ensure a unified administration and integrated operation of ALS services on a county-wide basis; and

**WHEREAS**, the Parties desire to enter into this Agreement for the payment of paramedic student training as provided herein; and

**WHEREAS**, the Parties are authorized, pursuant to Chapter 39.34 of the Revised Code of Washington, to enter into this Agreement to allow the Parties to cooperate with each other to provide high-quality services to the public in the most efficient manner possible.

**NOW, THEREFORE**, in consideration of the mutual promises, covenants, and terms hereinafter set forth and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

### TERMS

#### 1. OBLIGATIONS OF THE PARTIES.

The goal of the Parties is to work cooperatively with each other as well as the EOB and TAB to facilitate coordinated county-wide paramedic ambulance services. Each party's responsibilities in furtherance of this goal are identified as follows:

## **CITY**

- a) The City shall recommend students who have tested for the paramedic training program consistent with the annual Training Budget.
- b) The City shall recommend and ensure that the recommended paramedic student agrees to a five (5) year commitment to work as a Paramedic in the Whatcom County EMS System.
- c) The City will purchase all of the required books, labs, equipment and learning management software subscriptions for **each** of the recommended paramedic students participating in the class.
- d) The City will provide preceptor, instruction and patient contact time for their recommended Paramedic students and the two Paramedic students participating from North Whatcom Fire Authority.
- e) Upon graduation, Paramedics will be assigned to work Advanced Life Support Units in Whatcom County per the interlocal agreement between NWFR and BFD dated July 30, 2020.

## **COUNTY**

- a) The County, as the administrator of the county-wide EMS system, shall be responsible for making Paramedic Training available to all county fire agencies and departments.
- b). The County shall pay the Paramedic Training Program costs as outlined in the Training Budget including equipment, materials, books for each student participating in the program.

## **2. IMPRACTICABILITY AND FORCE MAJEURE.**

Neither the County nor the City shall be required to perform any obligation to the extent the performance or the provision of such becomes impracticable as a result of a cause or causes outside of the reasonable control of the County or City, or to the extent the performance of such requires the County or City to violate applicable laws, rules or regulations or result in the breach of any license, permit or applicable contract. The obligations of the County and City under this Agreement are subject to conditions of force majeure, including an act of God, act of a public enemy, war, revolution, riot, or any other cause which is not reasonably within the control of the County or City.

## **3. COMPENSATION AND METHOD OF PAYMENT**

As consideration for the costs associated with the Paramedic Training Program as set forth in this Agreement, the County shall reimburse the City upon receipt of eligible costs associated with the Paramedic Training Program as defined in this Section and further described in Attachment A, Budget.

The County agrees to reimburse the City a total of up to \$115,670 for each City Fire Department paramedic student participating in the paramedic training consistent with Attachment A, 2020 Paramedic Training Budget. The County will reimburse the City a total of \$6,320 for the preceptor and evaluation fees incurred for each of the North Whatcom Fire Authority paramedic students. The City will provide quarterly paramedic training activity reports upon request. The City shall submit written claims on a monthly basis for reimbursement. Claims will be supported by payroll summaries identifying employee, hours worked and amount of compensation. The County will reimburse up to \$103,000 of payroll costs per student. The County will reimburse up to \$6,350 for training supplies including books, labs, equipment and learning management software for each paramedic student participating in the program. The County reimbursements will be within 30 days of receipt of an accurate and complete monthly claim. Monthly claims are to be submitted to the County Executive Office.

#### **4. CONTRACT REOPENER**

- a. The Parties may mutually agree to re-open the contract for renegotiation of any of its terms based on changed circumstances.
- b. This Agreement will be reopened at either the County's request or the City's request if the County requests changes in the means, methods, or scope of services identified in the budget that have financial implications. The scope of the reopener shall be limited to addressing the financial implications and the specific request that raises financial implications.

#### **5. EFFECTIVE DATE, DURATION, WITHDRAWAL AND TERMINATION**

This Agreement shall be effective on date of signature by all Parties, and shall apply retroactively to January 1, 2020 for the purposes as described above and shall continue through and including December 31, 2023, in accordance with each year's approved Paramedic Training Budget and as agreed to by both Parties.

Following notice of termination, the terms and conditions contained herein shall continue in full force and effect for the remaining term of the Agreement. The Parties covenant to work cooperatively and in good faith under the terms and conditions expressed herein after one party has given the other parties a written notice of termination.

#### **6. COMPLIANCE WITH THE HEALTH INSURANCE PORTABILITY ACCOUNTABILITY ACT OF 1996 (HIPAA)**

The Parties agree that protected health information shall be used and maintained as set forth in the Business Associate Agreement attached hereto as Exhibit B in order to ensure compliance with HIPAA. The City shall also comply with all applicable provisions of the Health Information Technology for Economic and Clinical Health Act.

#### **7. COMPLIANCE WITH LAWS**

The Parties, in performance of this Agreement, agree to comply with all applicable local, State and/or Federal laws and ordinances, including standards for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals and any other standards or criteria as described in this Agreement to assure quality of services.

#### **8. NON-DISCRIMINATION IN EMPLOYMENT AND SERVICES**

The County and the City are equal opportunity employers. The City agrees that they shall not discriminate against any employee or applicant on the grounds of race, color, religion, sex, sexual orientation, national origin, creed, marital status, age, veteran status, or the presence of any disability; provided that the prohibition against discrimination in employment because of disability shall not apply if the particular disability prevents the particular worker involved from performing the occupational requirements of the job. The City shall take such action with respect to this Agreement as may be required to ensure full compliance with state and federal law. The City shall not, on the grounds of race, color, sex, sexual orientation, religion, national origin, creed, marital status, age, veteran status or the presence of any disability deny any individual any services or other benefits provided under this Agreement.

#### **9. RELATIONSHIP OF PARTIES**

The Parties hereto recognize and agree that they are independent governmental entities. Except as expressly provided for herein, nothing in the Agreement shall be construed to limit the discretion of the governing bodies of each party.

Neither party shall assume any liability for the direct payment of any salary, wages or other compensation of any type to any of the other party's personnel performing services hereunder. No agent, employee or other representative of the Parties shall be deemed to be an employee of the other party for any reason. This Agreement shall not be construed or interpreted such that either party hereto is held to be an agent of the other party.

## **10. DISPUTE RESOLUTION, JURISDICTION, AND VENUE**

- a. In the event of a dispute between the Parties arising from this Agreement or any obligations hereunder, the dispute shall first be referred to the operational officers or representatives designated by the Parties to have the responsibility of administering this Agreement. Said officers or representatives shall meet as soon as possible, and in any event the initial meeting shall be held within thirty (30) days of either Party's request for a meeting to resolve the dispute. The Parties covenant to make a good faith attempt to resolve the dispute at this meeting.
- b. In the event that the Parties are unable to resolve any dispute arising under this Agreement, or other dispute or disagreement arising from the implementation of the terms of the Agreement, the Parties agree that mediation will be a condition precedent to any litigation. The Parties agree to jointly select a mediator. If the Parties are unable to agree upon a mediator, the Parties shall jointly obtain a list of five (5) mediators from a reputable non-Whatcom County dispute resolution organization and alternately strike mediators on that list until one remains. The Parties agree to share equally in the cost of mediation.
- c. In the event that mediation is unsuccessful and litigation ensues, each Party shall bear its own costs and expenses. The venue for any dispute related to this Agreement shall be Skagit County, Washington. This Agreement has been and shall be construed as having been made and delivered within the State of Washington and it is agreed by each party hereto that this Agreement shall be governed by the laws of the State of Washington, both as to interpretation and performance.

## **11. POLITICAL ACTIVITY PROHIBITED**

None of the funds, materials, property or services provided directly or indirectly under this Agreement shall be used for the purpose of assisting a campaign for election of any person to any office or for the promotion of or opposition to any ballot proposition.

## **12. INDEMNIFICATION; HOLD HARMLESS**

All services to be rendered or performed by each Party under this Agreement shall be performed or rendered entirely at each Party's own risk, as to third-party claims based on such services. Each Party ("Indemnifying Party") expressly agrees to indemnify and hold harmless each other Party and all of its officers, agents, employees ("Indemnified Party"), from any and all liability, loss or damage including reasonable costs of defense that the Indemnified Party may suffer as a result of claims, demands, actions, or damages to any and all persons or property, costs or judgments against the Indemnified Party or any person which result from or arise out of the services performed by the Indemnifying Party under this Agreement; provided, that no Party is entitled to the protection of this section when the liability at issue has resulted exclusively from the errors or omissions of such Party, its officers, agents, or employees.

## **13. SEVERABILITY**

- a. It is understood and agreed by the Parties hereto that if any part, term or provision of this Agreement is held by the courts to be illegal, the validity of the remaining provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if this Agreement did not contain the particular provision held to be invalid.
- b. If it should appear that any provision hereof is in conflict with a statute of the State of Washington, said provision which may conflict therewith shall be deemed modified to conform to such statutory provision. If there is a judicial finding of illegality or conflict as set forth in this Section, and such finding materially frustrates either Party's intent with respect to this Agreement, the Party disadvantaged by the finding may cause this Agreement to be reopened for negotiation, with 60 days advance written notice. The negotiation shall be limited to reinstating the Parties to their respective positions as if the finding had not occurred.

## **14. ENTIRE AGREEMENT**

The Parties agree that this Agreement is the complete expression of the terms hereto and any oral representations or understandings not incorporated herein are excluded. Further, any modification of this Agreement shall be in writing and signed by all Parties. All Parties recognize time is of the essence in the performance of the provision of this Agreement. It is also agreed by the Parties that the forgiveness of the non-performance of any provision of this Agreement does not constitute a waiver of the provisions of this Agreement. The Parties agree that this Agreement

supersedes any previous agreement between the Parties regarding the services and obligations set forth herein.

**15. NOTICES**

All notices, demands, requests, consents and approvals which may, or are required to, be given by any party to any other party hereunder, shall be in writing and shall be deemed to have been duly given when delivered personally, sent by facsimile, sent by a nationally recognized overnight delivery service, or if mailed or deposited in the United States mail and sent by registered or certified mail, return receipt requested, postage prepaid to:

WHATCOM COUNTY  
c/o COUNTY EXECUTIVE  
311 GRAND AVENUE  
BELLINGHAM, WASHINGTON 98225

BELLINGHAM FIRE DEPARTMENT  
c/o FIRE CHIEF  
1800 BROADWAY  
BELLINGHAM, WASHINGTON 98225

**WHATCOM COUNTY:**

**Approved as to form:**

\_\_\_\_\_  
Prosecuting Attorney

\_\_\_\_\_  
Date

**Approved:**

Accepted for Whatcom County:





## Exhibit A

PM Training Contract Exhibit A			
<b>Individual Paramedic Student Costs</b>			
	<b>Description</b>	<b>Cost Per Student</b>	<b>Students</b>
Preceptor Fees	Assigned Student Paramedic Preceptors	\$ 5,000.00	5 (3BFD, 2NWFA)
Evaluation Fee	Formal Evaluation Reports (\$22 x 60 evals per student)	\$ 1,320.00	5 (3BFD, 2NWFA)
Student Equipment	Books, Stethoscopes, calipers, IV supplies, Disposable mannequin supplies, physiology training anatomy dissection parts, Platinum Program, PALS/NRET testing, CAAHEP, Clinical Training Site visit, Safety Clothing for clinical training	\$ 6,350.00	7 (3BFD, 2 NWFA, and 2FD7)
	Sub Total	\$ 76,050.00	
Student	Student class & patient contact hours.	\$ 103,000.00	
	Sub Total	\$ 309,000.00	3
<b>Annual Program Costs</b>			
	<b>Description</b>	<b>Program Cost</b>	
Lead Instructor	Training Coordinator	\$ 184,453.07	
Class Administration	COAEMP Required Fee & Site Visit, Admin support- class schedules, software set-up/data entry/student training, program supply/equip ordering, assistance with CAEHEP accreditation process	\$ 33,000.00	
Program Instructors	Physicians, College Instructors, Paramedic Instructors	\$ 40,000.00	
	Sub Total	\$ 257,453.07	
	<b>GRAND TOTAL</b>	<b>\$ 642,503.07</b>	