


**WHATCOM COUNTY
CONTRACT INFORMATION SHEET**

Whatcom County Contract Number:
202106002 - 1

Originating Department:		85 Health	
Division/Program: (i.e. Dept. Division and Program)		8510 Administration / 851000 Administration	
Contract or Grant Administrator:		Sue Sullivan	
Contractor's / Agency Name:		Parker Corporate Services, Inc. dba Pacific Security	
Is this a New Contract?	If not, is this an Amendment or Renewal to an Existing Contract?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #:		202106002
Does contract require Council Approval?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	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?	If yes, grantor agency contract number(s):		CFDA#: 21.019/93.323
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
Is this contract grant funded?	If yes, Whatcom County grant contract number(s):		201801023
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
Is this contract the result of a RFP or Bid process?	If yes, RFP and Bid number(s): 21-17		Contract Cost Center: 660430/660480/FEMA
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
Is this agreement excluded from E-Verify?	No <input checked="" type="checkbox"/> Yes <input type="checkbox"/>		
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 type="checkbox"/> Interlocal Agreement (between Governments).			
Contract Amount:(sum of original contract amount and any prior amendments):		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:	
\$	71,736	1. Exercising an option contained in a contract previously approved by the council.	
This Amendment Amount:		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.	
\$	51,752	3. Bid or award is for supplies.	
Total Amended Amount:		4. Equipment is included in Exhibit "B" of the Budget Ordinance	
\$	123,488	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 contract provides funding for security services at the COVID-19 temporary housing facility and large-scale community vaccination clinics.			
Term of Contract:	7 Months	Expiration Date:	12/31/2021
Contract Routing:	1. Prepared by:	JT	Date: 09/09/2021
	2. Health Budget Approval	KR/JG	Date: 09/15/2021
	3. Attorney signoff:	RB	Date: 09/17/2021
	4. AS Finance reviewed:	M Caldwell	Date: 9/16/21
	5. IT reviewed (if IT related):		Date:
	6. Contractor signed:		Date:
	7. Executive Contract Review:		Date: 9/29/2021
	8. Council approved (if necessary):	AB2021-555	Date: 09/28/2021
	9. Executive signed:		Date: 9/30/2021
	10. Original to Council:		Date:



MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Erika Lautenbach, Director

RE: Parker Corporate Services, Inc. dba Pacific Security – COVID-19 Related Security Services Contract Amendment #1

DATE: September 29, 2021

Attached is a contract amendment between Whatcom County and Pacific Security for your review and signature.

▪ **Background and Purpose**

This contract provides funding for 24/7 security services to temporary guests of the COVID-19 Temporary Housing Facility as well as security services at potential large-scale community COVID-19 vaccine clinics. The purpose of this amendment is to extend the contract through December 31, 2021 and increase funding by \$51,752 to support the extended contract period.

▪ **Funding Amount and Source**

Funding for this contract may not exceed \$123,488. Funds under this contract are provided by Whatcom County FEMA funding and made available by a grant awarded by the US Department of Treasury and subject to Section 601(a) of the Social Security Act, as amended by section 5001 of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, and Title V and VI of the CARES Act, passed through the Washington State Department of Health Emergency Preparedness & Response Local CARES and Epidemiology and Laboratory Capacity Grants (CFDA 21.019 & 93.323). These funds are included in the 2021 budget. Council approval is required as the additional funding provided by this amendment exceeds 10% of the original budget.

Please contact Sue Sullivan, Environmental Health Manager at 360-778-6026 (SSullivan@co.whatcom.wa.us) or Kathleen Roy, Assistant Director at 360-778-6007 (KRoy@co.whatcom.wa.us), if you have any questions or concerns regarding this request.



Whatcom County Contract Number:

202106002 – 1

WHATCOM COUNTY CONTRACT AMENDMENT

PARTIES:

Whatcom County
Whatcom County Health Department
509 Girard Street
Bellingham, WA 98225

AND CONTRACTOR:
Pacific Security
2009 Iron Street
Bellingham, WA

CONTRACT PERIODS:

Original: 06/01/2021 – 09/30/2021

Amendment #1: 10/01/2021 – 12/31/2021

THE CONTRACT IDENTIFIED HEREIN, INCLUDING ANY PREVIOUS AMENDMENTS THERETO, IS HEREBY AMENDED AS SET FORTH IN THE DESCRIPTION OF THE AMENDMENT BELOW BY MUTUAL CONSENT OF ALL PARTIES HERETO

DESCRIPTION OF AMENDMENT:

1. Extend the terms of the contract through 12/31/2021.
2. Amend the designated Administrative Officer in the original contract under “General Terms, Section 37.2, Notice”, as follows:

Sue Sullivan, Environmental Health Manager
Whatcom County Health Department
509 Girard Street
Bellingham, WA 98225
360-778-6026
SSullivan@co.whatcom.wa.us
3. Amend Exhibit B – Compensation, to list County FEMA funds as an additional source of funding, increase funding by \$51,752 to support the extended contract period, and indicate a final invoice deadline of 01/07/2022.
4. Funding for the total contract period (06/01/2021 – 12/31/2021) is not to exceed \$123,488.
5. All other terms and conditions remain unchanged.
6. The effective start date of the amendment is 10/01/2021.

ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND ANY PREVIOUS AMENDMENTS THERETO REMAIN IN FULL FORCE AND EFFECT. ALL PARTIES IDENTIFIED AS AFFECTED BY THIS AMENDMENT HEREBY ACKNOWLEDGE AND ACCEPT THE TERMS AND CONDITIONS OF THIS AMENDMENT. Each signatory below to this Contract warrants that he/she is the authorized agent of the respective party; and that he/she has the authority to enter into the contract and bind the party thereto.

APPROVAL AS TO PROGRAM: DocuSigned by: Sue Sullivan 9/29/2021
051358A396BB46E

Sue Sullivan, Environmental Health Manager Date

DEPARTMENT HEAD APPROVAL: DocuSigned by: Kathleen Roy Assistant Director 9/29/2021
BA352D0115CB4CC

Erika Lautenbach, Health Department Director Date

APPROVAL AS TO FORM: DocuSigned by: Royce Buckingham 9/29/2021
1EE5DDBD9542404

Royce Buckingham, Prosecuting Attorney Date

FOR THE CONTRACTOR:

DocuSigned by: Johnathan McBride Johnathan McBride, Operations Manager 9/29/2021
D490B788A3F2403...

Contractor Signature | Print Name and Title | Date

FOR WHATCOM COUNTY:

DocuSigned by: Satpal Singh Sidhu 9/30/2021
1192C7C18B664E3

Satpal Singh Sidhu, County Executive Date

CONTRACTOR INFORMATION:

Pacific Security
2009 Iron Street
Bellingham, WA 98225
john@pacsecurity.com

EXHIBIT "B" – Amendment #1
(COMPENSATION)

- I. **Budget and Source of Funding:** Funding for this contract may not exceed \$123,488. Funds under the contract are made available by a grant awarded by the US Department of Treasury and subject to Section 601(a) of the Social Security Act, as amended by section 5001 of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, and Title V and VI of the CARES Act, passed through the Washington State Department of Health Emergency Preparedness & Response COVID-19 Local CARES and Epidemiology & Laboratory Capacity Grants (CFDA 21.019 & 93.323).

The contractor shall bill the County at a rate of \$21.35/hour for individual security officers and \$32.03/hour on Federal Holidays for individual security officers. Federal holidays observed include New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

Temporary Housing Facility (THF) – the budget for services provided at the THF is as follows:

Month	Regular Days	Total \$21.35/hour per 24 hours	Holidays	Total \$32.03/hour per 24 hours	Month Total
June	30	\$15,372	0		\$15,372
July	30	\$15,372	1	\$768.72	\$16,141
August	31	\$15,884.40	0		\$15,884
September	29	\$14,859.60	1	\$768.72	\$15,628
October	31	\$15,884.40	0		\$15,884
November	29	\$14,859.60	1	\$768.72	\$15,628
December	30	\$15,372	1	\$768.72	\$16,141
TOTAL					\$110,678

Community Vaccine Clinics (CVC) – Number of guards, locations, dates and times of services provided at the CVC may vary. The estimated budget for services provided at the CVC is as follows:

Month	Estimated (non-Holiday) Clinic Days	Total \$21.35/hour per estimated 8 hours/week
June	13	\$2,220.40
July	12	\$2,049.60
August	13	\$2,220.40
September	13	\$2,220.40
October	8	\$1,366.40
November	8	\$1,366.40
December	8	\$1,366.40
ESTIMATED TOTAL		\$12,810

II. Invoicing

- The Contractor shall submit invoices to (include contract/PO #) HL-BusinessOffice@co.whatcom.wa.us.
- The Contractor shall submit itemized invoices on a monthly basis in a format approved by the County. Monthly invoices must be submitted by the 15th of the month following the month of service. Invoices submitted for payment must include the items identified in the table above. **Final invoices must be received by 01/07/2022.**

3. Payment by the County will be considered timely if it is made within 30 days of the receipt and acceptance of billing information from Contractor. The County may withhold payment of an invoice if the Contractor submits it more than 30 days after the expiration of this contract.
4. Invoices must include the following statement, with an authorized signature and date:

I certify that the materials have been furnished, the services rendered, or the labor performed as described on this invoice.

5. Duplication of Billed Costs or Payments for Service: The Contractor shall not bill the County for services performed or provided under this contract, and the County shall not pay the Contractor, if the Contractor has been or will be paid by any other source, including grants, for those costs used to perform or provide the services in this contract. The Contractor is responsible for any audit exceptions or disallowed amounts paid as a result of this contract.