

**WHATCOM COUNTY CONTRACT  
INFORMATION SHEET**

Whatcom County Contract No.  
**201711026-2**

Originating Department:	Executive Office
Division/Program: <i>(i.e. Dept. Division and Program)</i>	Non Departmental
Contract or Grant Administrator:	Mike Hilley, EMS Manager
Contractor's / Agency Name:	City of Bellingham, Fire District 7
Is this a New Contract?    If not, is this an Amendment or Renewal to an Existing Contract?    Yes <input checked="" type="radio"/> No <input type="radio"/> Yes <input type="radio"/> No <input checked="" 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: 130100	
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 checked="" 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>Annual amount (2021 = \$8,946,564)+ CPI-W inc. not less than 2.5%/yr</u> This Amendment Amount: \$ <u>\$1,917,500 (for costs in 2021 and 2022)</u> Total Amended Amount: \$ <u>Annual amount(s) + \$1,917,500.</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: _____	
The purpose of this amendment is to increase the scope and compensation amount to allow for a 5th medic unit in the county wide ALS system.	
Term of Contract:	Expiration Date: 12/31/2023

Contract Routing:	1. Prepared by: <u>MH</u> 2. Attorney signoff: <u>Christopher Quinn</u> 3. AS Finance reviewed: <u>M Caldwell</u> 4. IT reviewed (if IT related): _____ 5. Contractor signed: _____ 6. Submitted to Exec.: _____ 7. Council approved (if necessary): <u>✓</u> 8. Executive signed: _____ 9. Original to Council: <u>✓</u>	Date: _____ Date: <u>7/1/2021</u> Date: <u>7/6/21</u> Date: _____ Date: _____ Date: <u>7-27-21</u> Date: <u>8.10.21</u> Date: <u>10-5-21</u> Date: <u>11-23-21</u>
-------------------	---	--

**INTERLOCAL AGREEMENT FOR ADVANCED LIFE SUPPORT SERVICES**

THIS is the second amendment to the Contract between Whatcom County (County), the City of Bellingham (City) and Fire Protection District #7 (District), dated December 2017 and designated "Whatcom County Contract No.201711026". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment adds additional Exhibit A-1, Scope of Work between the County and the City

This Amendment adds additional Exhibit E-1, Budget between the County and the City

This Amendment increases total compensation by \$1,917,500 and modifies Contract Section 5. Compensation and Method of Payment to add language as follows:

g. Fifth Medic Unit Phase-In (budget as presented in Exhibit E-1).

For 2021, the County will reimburse the City:

- up to \$240,000 for the acquisition cost of a new ALS rig to include make ready and sales tax
- up to \$50,000 for costs to alter Stations 3 and 6 due to the relocation of the current ALS units
- up to \$131,000 for costs to hire and outfit 10 new Firefighters

For 2022, The County will reimburse the City:

- up to \$80,500 for equipment needed to outfit the new ALS rig
- up to \$1,416,000 for personnel costs for 10 Paramedics currently being paid out of the City's General Fund

Invoices for the above items can be submitted monthly, but no less often than quarterly, to receive reimbursement for costs incurred. Invoices must be supported by invoices for all equipment and GL detail for all personnel-related costs.

Unless specifically amended by this agreement, all other terms and conditions of the original contract shall remain in full force and effect.

This Amendment takes effect upon adoption of the related 2021 budget amendment by Whatcom County Council, regardless of the date of signature.

Executed this 5<sup>th</sup> day of October, 2021, for Whatcom County.

**WHATCOM COUNTY:**

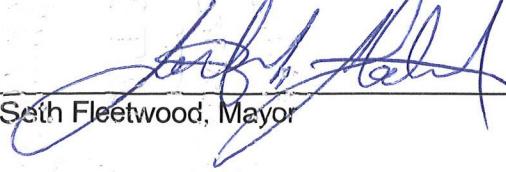
**Approved as to form:**

Christopher Quinn per email 07/01/21  
Prosecuting Attorney                      Date

**Approved:**

By: Satpal Singh  
Satpal Singh Sidhu, Whatcom County Executive


Executed this 3 day of November, 2021 for CITY OF BELLINGHAM.

  
Seth Fleetwood, Mayor

Attest:

  
Andy Asbjornsen, Finance Director

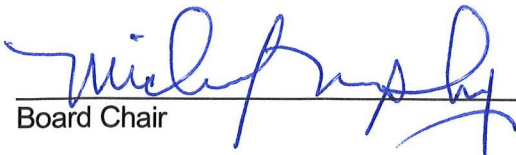
Departmental Approval:

  
Department Head

Approved as to form:

  
City Attorney

Executed this 10th day of August, 2021, for Whatcom County Fire Protection District No. 7

  
Board Chair

Attest:

  
Board Secretary

**EXHIBIT A-1**  
**Scope of Work**  
**5<sup>th</sup> Unit Phase In – City**

**BACKGROUND:**

In preparation for the implementation of the 5<sup>th</sup> Advanced Life Support Unit to be located in North Whatcom County (Lynden, WA, Fire Station 75) the EMS system will be relocating current ALS units to better serve all residents of the county. The system will also need to acquire a new ALS rig and equipment for the 5<sup>th</sup> Unit. In addition, 10 FTE paramedics will be needed to staff the new unit. The unit will be staffed with Bellingham Fire Department employees. There are currently 10 firefighter/paramedics home-costed in the City's General Fund. They rotate between the fire apparatus and the ALS units as needed to provide backfill for firefighter/paramedics home-costed in the Medic One Fund and covered by the Countywide EMS Fund's contract. The City needs to hire an additional 10 firefighters to replace the 10 FTEs moving to the 5<sup>th</sup> Unit.

**CITY WILL:**

- Upgrade Stations 3 and 6 for the relocation of current ALS units located in the City. Upgrades to include alerting systems, storage capacity and other items needed to house the ALS units in those locations.
- Acquire a new rig for the 5<sup>th</sup> Unit and will provide make ready and all equipment necessary to put the unit in service as detailed in the 5<sup>th</sup> Unit proposal to the EMS Oversight Board.
- Backfill existing ALS units with home-costed City General Fund paramedics and stand-up an additional unit as capacity allows (2022).

**Performance Reporting:**

With each invoice, City will provide a report of the what dates and hours the additional unit was in service during the invoice period.

**COUNTY WILL:**

Reimburse the City for expenses related to the purchase of rig and related equipment, facility upgrades and costs associated with the upstaffing of 10 Firefighter/Paramedics as presented in Exhibit E-1 and section 5.g. of the Contract.

**Exhibit E-1  
Budget  
5th Unit Phase In - City**

	2021	2022	Total
<b>Station Remodels</b>			
BFD Station 3 & 6 remodels	50,000	-	50,000
<b>New Rig &amp; Equipment</b>			
Rig (includes make ready & tax)	240,000		
IT Equipment		13,000	
Durable Medical Equip		18,000	
PPE		27,000	
Medical Kits		7,500	
Miscellaneous		15,000	
<b>Total Equipment</b>	<b>240,000</b>	<b>80,500</b>	<b>320,500</b>
<b>COB Cost to hire 10 replacement firefighters</b>			
Recruiting/Hiring	30,000		
Physicals	17,000		
PPE - 2 sets bunker gear per firefighter	60,000		
Uniforms & misc personal equip.	24,000		
<b>Total New Hire StartUp Costs</b>	<b>131,000</b>	<b>-</b>	<b>131,000</b>
<b>Phase In Operations - 10 Paramedics</b>	<b>-</b>	<b>1,416,000</b>	<b>1,416,000</b>
<b>5th Unit Phase In Costs</b>	<b>421,000</b>	<b>1,496,500</b>	<b>1,917,500</b>

## MEMORANDUM

**TO:** Whatcom County Council  
**FROM:** Mike Hilley, EMS Manager  
**RE:** Interagency Amendment for 5<sup>th</sup> Medic Unit  
**DATE:** July 27, 2021

---

Enclosed is an amendment to the interagency agreement for advance life support (ALS) services between Whatcom County, City of Bellingham Fire Department and Fire Protection District 7.

▪ **Background and Purpose**

This amendment allows for reimbursement of expenses incurred by the City of Bellingham for the implementation of a 5<sup>th</sup> Medic Unit. The County will reimburse the City for expenses related to the purchase of a rig and related equipment, facility upgrades to accommodate station relocations of existing units and upstaffing firefighter/paramedics to staff the new unit. With the unanimous approval of the EMS Oversight Board, this amendment will allow for the implementation of the 5<sup>th</sup> medic unit to better serve all residents of the county.

▪ **Funding Amount and Source**

In 2021, the County will reimburse the City for the acquisition cost of a new ALS rig including make ready costs and sales tax. Additionally, alterations to the Stations 3 and 6 due to the relocation of the current ALS units and up to \$131,000 for costs to hire and outfit 10 new firefighters.

In 2022, the County will reimburse the City up to \$80,500 for equipment to outfit the new rig and up to \$1,416 for personnel costs for 10 Paramedics.

Funding source is the EMS Levy Fund.

▪ **Differences from Previous Contract**

This amendment allows for the costs associated with implementing the 5<sup>th</sup> Medic Unit.

Please contact Mike Hilley, EMS Managers at 360-927-1155 if you have any questions or concerns regarding the terms of this agreement.