

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No. _____

Originating Department:	Public Works
Division/Program: <i>(i.e. Dept. Division and Program)</i>	Natural Resources – Whatcom Marine Resources Committee - 907010
Contract or Grant Administrator:	Austin Rose, Planner I
Contractor's / Agency Name:	Washington State Department of Ecology
Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____	
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? SEANWS-2019-WhCoPW-00001 CFDA#: 66.456 Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, grantor agency contract number(s): _____	
Is this contract grant funded? If yes, Whatcom County grant contract number(s): _____ Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Is this contract the result of a RFP or Bid process? Contract _____ Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, RFP and Bid number(s): _____ Cost Center: 813001	
Is this agreement excluded from E-Verify? No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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): \$ 182,313.00 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 grant agreement will fund administrative support and action projects for the Whatcom County Marine Resources Committee	
Term of Contract:	October 1, 2019 Expiration Date: September 30, 2021

Contract Routing:	1. Prepared by: <u>ARose</u>	Date: <u>9/17/2019</u>
	2. Attorney signoff: <u>Christopher Quinn</u>	Date: <u>9/17/2019</u>
	3. AS Finance reviewed: <u>M Caldwell</u>	Date: <u>9/17/19</u>
	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: _____

**WHATCOM COUNTY CONTRACT
ATTORNEY REVIEW**
[submit via electronic transmittal]

Whatcom County Contract No.

<i>Originating Department:</i>	Public Works – Natural Resources
<i>Contact Person:</i>	Austin Rose, Marine Resources Planner
<i>Contractor's Name:</i>	Washington State Department of Ecology
<i>First Review:</i> <input checked="" type="checkbox"/> Approved As Is ; Prepare Hardcopy for Signoff <input type="checkbox"/> Needs Revision ; Attorney Comments for suggested changes:	
<i>Second Review:</i> <input type="checkbox"/> <i>Implemented Attorney Corrections as Indicated</i> <input type="checkbox"/> Approved ; Prepare Hardcopy for Signoff <input type="checkbox"/> <i>Additional Corrections Needed; Attorney Comments for suggested changes</i>	
<i>Please indicate any Special Dates or clauses that require calendaring:</i>	



Agreement No. SEANWS-2019-WhCoPW-00001

SHORELANDS NORTHWEST STRAITS AGREEMENT

BETWEEN

THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY

AND

WHATCOM COUNTY

This is a binding Agreement entered into by and between the state of Washington, Department of Ecology, hereinafter referred to as "ECOLOGY," and Whatcom County, hereinafter referred to as the "RECIPIENT," to carry out with the provided funds activities described herein.

GENERAL INFORMATION

Project Title:	Whatcom Marine Resources Committee (MRC) Operations and Projects
Total Cost:	\$182,313.00
Total Eligible Cost:	\$182,313.00
Ecology Share:	\$182,313.00
Recipient Share:	\$0.00
The Effective Date of this Agreement is:	10/01/2019
The Expiration Date of this Agreement is no later than:	09/30/2021
Project Type:	Northwest Straits Grant

Project Short Description:

The Whatcom MRC works to achieve important goals of resource conservation and habitat protection within the Northwest Straits, through implementing priorities of the Puget Sound Action Agenda. This grant will support the Whatcom MRC operations and projects for 2019-2021.

Project Long Description:

The MRC is focused on two Action Agenda strategic initiatives: 1) protecting and restoring marine habitats; 2) restore and reopen shellfish beds. In addition to projects, this funding provides education and outreach programming and administrative support for the Whatcom MRC to accomplish these goals.

Overall Goal:

The overall goal is to implement projects that improve health of marine waters, shorelines, and aquatic resources of

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Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects

Recipient Name: Whatcom County

Whatcom County.

State of Washington Department of Ecology

Agreement No: SEANWS-2019-WhCoPW-00001

Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects

Recipient Name: Whatcom County

RECIPIENT INFORMATION

Organization Name: Whatcom County

Federal Tax ID: 91-6001383

DUNS Number: 060044641

Mailing Address: 322 N. Commercial Street, Suite 220
Bellingham, Washington 98225

Physical Address: 322 N. Commercial Street, Suite 220
Bellingham, Washington 98225

Organization Email: rrydel@co.whatcom.wa.us

Contacts

Agreement No: SEANWS-2019-WhCoPW-00001
Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects
Recipient Name: Whatcom County

Project Manager	Austin Rose Planner I - Marine Resources Committee Staff 322 N. Commercial St Bellingham, Washington 98225 Email: arose@co.whatcom.wa.us Phone: (360) 778-6286
Billing Contact	Christy Fowler 322 N. Commercial St. Suite 210 Bellingham, Washington 98225 Email: cfowler@co.whatcom.wa.us Phone: (360) 778-6214
Authorized Signatory	Jack Louws County Executive 311 Grand Avenue, Suite 108 Bellingham, Washington 98225 Email: jlouws@co.whatcom.wa.us Phone: (360) 676-6717

Agreement No: SEANWS-2019-WhCoPW-00001
 Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects
 Recipient Name: Whatcom County

ECOLOGY INFORMATION

Mailing Address: Department of Ecology
 Shorelands
 PO BOX 47600
 Olympia, WA 98504-7600

Physical Address: Shorelands
 300 Desmond Drive SE
 Lacey, WA 98503

Contacts

Project Manager	<p>Sasha Horst</p> <p>Breazeale-Padilla Bay Interp. Center 10441 Bayview Edison Rd. Mt Vernon, Washington 98273-7242 Email: horst@nwstraits.org Phone: (360) 428-1084</p>
Financial Manager	<p>Layne Slone Financial Manager</p> <p>PO Box 47600 Olympia, Washington 98504-7600 Email: lnak461@ecy.wa.gov Phone: (360) 407-7540</p>
Technical Advisor	<p>Dana Oster</p> <p>Breazeale-Padilla Bay Interp. Center 10441 Bayview Edison Rd. Mt Vernon, Washington 98273-7242 Email: DAOS461@ecy.wa.gov Phone: (360) 428-1043</p>

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Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects
Recipient Name: Whatcom County

AUTHORIZING SIGNATURES

RECIPIENT agrees to furnish the necessary personnel, equipment, materials, services, and otherwise do all things necessary for or incidental to the performance of work as set forth in this Agreement.

RECIPIENT acknowledges that they had the opportunity to review the entire Agreement, including all the terms and conditions of this Agreement, Scope of Work, attachments, and incorporated or referenced documents, as well as all applicable laws, statutes, rules, regulations, and guidelines mentioned in this Agreement. Furthermore, the RECIPIENT has read, understood, and accepts all requirements contained within this Agreement.

This Agreement contains the entire understanding between the parties, and there are no other understandings or representations other than as set forth, or incorporated by reference, herein.

No subsequent modifications or amendments to this agreement will be of any force or effect unless in writing, signed by authorized representatives of the RECIPIENT and ECOLOGY and made a part of this agreement. ECOLOGY and RECIPIENT may change their respective staff contacts without the concurrence of either party.

This Agreement shall be subject to the written approval of Ecology's authorized representative and shall not be binding until so approved.

The signatories to this Agreement represent that they have the authority to execute this Agreement and bind their respective organizations to this Agreement.

Washington State
Department of Ecology

Whatcom County

By: _____

By: _____

Gordon White
Shorelands
Program Manager
Date

Jack Louws
County Executive
Date

Template Approved to Form by
Attorney General's Office

*See attached
County Sig.
Page*

State of Washington Department of Ecology

Agreement No: SEANWS-2019-WhCoPW-00001

Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects

Recipient Name: Whatcom County

SCOPE OF WORK

Task Number: 1 **Task Cost: \$155,938.00**

Task Title: MRC Operations

Task Description:

1.1 MRC Meetings and Communication: schedule and hold regular meetings of the MRC; prepare and distribute agenda; prepare and distribute meeting minutes; invite speakers on topics of community interest; and other logistical and communication functions as needed. Provide summary of activities for MRC representative to share at Northwest Straits Commission (NWSC) meetings.

1.2 Grant administration: Prepare progress reports, final report and closeout report for Northwest Straits Commission; track and administer budget; document matching funds and volunteer time; perform contract management; and prepare grant applications for MRC projects.

1.3 MRC Web Site: Existing MRC web site will be maintained and regularly updated with notices of upcoming meetings and agendas and other timely and relevant information.

1.4 Annual Report: This report will summarize MRC activities and progress on projects, including progress in achieving the Northwest Straits Initiative's performance benchmarks and connection to Puget Sound Action Agenda.

1.5 Annual Workplan: The workplan will include the objectives, timeframe, products, and benchmarks addressed in this scope of work.

1.6 Training: The MRC members will attend the Northwest Straits Commission training and/or additional conferences, trainings, and workshops as appropriate.

1.7 Representation at NWSC meetings: A representative of the MRC will attend each Northwest Straits Commission meeting and provide an update on current activities of the MRC.

1.8 Local Integrating Organization: The MRC will participate in meetings and operations of the Local Integrating Organization (LIO) in order to participate in the local planning process and action agenda update, including identification of Near Term Actions.

Task Goal Statement:

To carry out administrative functions in support of the mission (including work plan preparation, developing and preparing grant proposals, programmatic staff support, project monitoring and performance tracking, education programs and grant writing), travel, planning and participation in training opportunities.

Task Expected Outcome:

a. MRCs have a documented process to recruit and train members to be active participants and contributors to the work of the MRC.

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Recipient Name: Whatcom County

b. Information about projects and the work of the MRC is accessible and shared regularly through presentations, meetings and web site.

c. The MRC meets regularly in a public forum that is promoted locally to community members and decision makers.

d. The MRC is informed of and contributes to the work of the Northwest Straits Commission.

e. The value of volunteer hours and other local contributions to the work of the MRC is documented and shared with the Commission and the County.

f. The work of the MRC is planned in advance through an annual workplan and documented in an annual report.

g. MRC members and staff contribute to other relevant local and regional processes related to marine issues.

Agreement No: SEANWS-2019-WhCoPW-00001

Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects

Recipient Name: Whatcom County

Recipient Task Coordinator: Austin Rose**MRC Operations****Deliverables**

Number	Description	Due Date
1.1	Progress Report	01/10/2020
1.2	Reporting (meeting agendas and minutes, reports to the Commission, list of meeting/conference/workshop participation)	01/10/2020
1.3	Matching Funds/Volunteer Time Tracking	01/10/2020
1.4	Annual Workplan	01/10/2020
1.5	Progress Report	04/10/2020
1.6	Reporting (meeting agendas and minutes, reports to the Commission, list of meeting/conference/event participation)	04/10/2020
1.7	Matching Funds/Volunteer Time Tracking	04/10/2020
1.8	Web Site Screen Shots of Up-to-Date Content	04/10/2020
1.9	Annual Report	04/10/2020
1.10	Progress Report	07/10/2020
1.11	Reporting (meeting agendas and minutes, reports to the Commission, list of meeting/conference/event participation)	07/10/2020
1.12	Matching Funds/Volunteer Time Tracking	07/10/2020
1.13	Progress Report	09/30/2020
1.14	Reporting (meeting agendas and minutes, reports to the Commission, list of meeting/conference/event participation)	09/30/2020
1.15	Matching Funds/Volunteer Time Tracking	09/30/2020
1.16	Progress Report	01/11/2021
1.17	Reporting (meeting agendas and minutes, reports to the Commission, list of meeting/conference/workshop participation)	01/11/2021
1.18	Matching Funds/Volunteer Time Tracking	01/11/2021
1.19	Annual Workplan	01/11/2021
1.20	Progress Report	04/12/2021
1.21	Reporting (meeting agendas and minutes, reports to the Commission, list of meeting/conference/event participation)	04/12/2021

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Recipient Name: Whatcom County

1.22	Matching Funds/Volunteer Time Tracking	04/12/2021
1.23	Web Site Screen Shots of Up-to-Date Content	04/12/2021
1.24	Annual Report	04/12/2021
1.25	Progress Report	07/12/2021
1.26	Reporting (meeting agendas and minutes, reports to the Commission, list of meeting/conference/event participation)	07/12/2021
1.27	Matching Funds/Volunteer Time Tracking	07/12/2021
1.28	Progress Report	09/30/2021
1.29	Reporting (meeting agendas and minutes, reports to the Commission, list of meeting/conference/event participation)	09/30/2021
1.30	Matching Funds/Volunteer Time Tracking	09/30/2021

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Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects
Recipient Name: Whatcom County

SCOPE OF WORK

Task Number: 2 **Task Cost:** \$11,900.00

Task Title: Education and Outreach

Task Description:

2.1 Community education and outreach: The MRC will attend at least three community and outreach events with their display and interactive tools to provide a forum for the exchange of marine resource issues information, develop community curiosity and concern about marine issues, and help develop the community's stewardship ethic through continued education and exposure to marine resource issues. Information about current MRC projects will be provided as well as general MRC program brochures.

2.2 Public speaker series: Whatcom MRC will partner with the Whatcom Watershed Information Network (WWIN) to plan and implement a Public Speaker Series that will contribute to informing citizens about marine resources and issues specifically. Speaker Series events will range from a single evening speaker to multi-day symposiums. Whatcom MRC will host at least four speaker series events and help plan and promote other speaker series events. Evaluations will be provided at each event in order to learn how attendees are hearing about the event, if they felt their knowledge on the speaker topic increased after the presentation, and suggestions for future topics.

2.3 North Sound Stewards: Whatcom MRC will implement a volunteer program, in partnership with RE Sources for Sustainable Communities, supporting volunteer citizen scientists who contribute to scientific research for the health of the Salish Sea. Whatcom MRC will secure an intern to serve as the North Sound Stewards Volunteer Program Coordinator who will be responsible for planning, promoting, and implementing the volunteer training program, recruiting volunteers, connecting volunteers to volunteer opportunities, and continued volunteer communications and engagement under the guidance of MRC Staff and the North Sound Stewards Advisory Committee, which includes representatives from RE Sources and the Whatcom MRC.

Task Goal Statement:

2.1 Community education and outreach: increase public awareness and recognition of the MRC, MRC projects, marine resources in Whatcom County, and provide another way for the MRC to identify future volunteers and MRC members.

2.2 Public speaker series: to utilize partnerships in order to provide and exchange information on marine related topics to the MRC and the broader local community.

2.3 North Sound Stewards: increase public awareness of the issues impacting the Salish Sea and its inhabitants, foster stewardship, and build, engage, and support a strong volunteer base of citizen scientists to support the Whatcom MRC, partner organizations, and increase the visibility of the Whatcom MRC.

Task Expected Outcome:

2.1 Community education and outreach: The MRC will communicate with at least 250 community members about local marine resource issues and will track the number of fact sheets, MRC brochures, and crabber outreach information distributed at events, and at least 20 visitors to the MRC table will sign up to receive MRC information or volunteer for MRC projects.

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 Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects
 Recipient Name: Whatcom County

2.2 Public speaker series: Local leaders and community members will be better informed on marine topics after attending events.

2.3 North Sound Stewards: Workstudy internship will be completed; the number of new and active volunteer participants in the program increases and the MRC will offer three trainings to participants in addition to other learning opportunities.

Recipient Task Coordinator: 2.1 Kristen Murray 2.2 Elizabeth Kilanowski 2.3 Glen Alexander

Education and Outreach

Deliverables

Number	Description	Due Date
2.1	Community education and outreach workplan.	04/10/2020
2.2	Community education and outreach final report (including summary of events, jpg images, number of direct contacts and MRC sign-ups).	09/30/2020
2.3	Public Speaker Series Workplan.	01/10/2020
2.4	Public Speaker Series Final report (including number of events, estimated number of participants, press releases, flyers, jpg images, evaluation materials, and summary of survey results).	09/30/2020
2.5	North Sound Stewards workstudy/internship agreement.	01/10/2020
2.6	North Sound Stewards final report (including workstudy/internship announcement, volunteer solicitation/ recruitment, promotion of training events, number of volunteer hours, photos from volunteer participation in projects, promotional materials and newsletter generated by intern and Advisory Committee).	09/30/2020

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Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects
Recipient Name: Whatcom County

SCOPE OF WORK

Task Number: 3 **Task Cost: \$14,475.00**

Task Title: Monitoring

Task Description:

3.1 Chuckanut Pollution Identification and Correction (PIC): Following the monitoring protocols outlined in the North Chuckanut Bay PIC Water Quality Monitoring: Fecal Coliform Quality Assurance Project Plan, Whatcom MRC will complete bi-weekly sampling of seven freshwater sites and six marine sites from October 2019 through September 2020 in North Chuckanut Bay. Monthly sampling will occur if bi-weekly is not possible due to weather, or field staff capacity. Monitoring efforts will continue under the recommendation of Washington State Department of Health based on patterns of water quality results. Whatcom MRC will continue ongoing community outreach and engagement on best management practices for healthy water quality, and will recruit community volunteers to help with sampling. The MRC will distribute one community newsletter to residents in the Chuckanut Village with water quality information and additional ways to be informed about the PIC project.

3.2 Bull kelp monitoring: Working in collaboration with the Northwest Straits Commission, using existing kayak-based monitoring protocols and a motorized boat-based variation, the Whatcom MRC will monitor floating bull kelp beds at four locations in Whatcom County to provide information on the status (presence, size, and health) of floating kelp communities in Whatcom County: SW Lummi Island, Aiston Preserve, Cherry Point/Gulf Rd, and Alden Bank. The MRC will explore the use of a motorized boat to survey at Alden Bank due to the strength of the currents at that location. The MRC will begin efforts to complete a presence/absence survey of kelp along the Whatcom County shoreline, to be completed by motorized boat.

3.3 Forage fish spawning surveys: Using existing protocols developed by WA Dept of Fish and Wildlife, Whatcom MRC will participate in a regional effort to characterize populations of the two species of forage fish that spawn on Puget Sound beaches: Pacific sand lance and surf smelt. Whatcom MRC will recruit and train volunteers and hire a student intern to conduct spawning surveys at two priority beaches monthly using existing protocols, and will conduct forage fish egg presence/absence analysis from beach substrate samples.

3.4 Olympia oyster monitoring: Whatcom MRC is continuing a pilot project to establish a self-sustaining population of Olympia oyster while enhancing habitat complexity and diversity in N. Chuckanut Bay. Following the pilot planting of approximately 95,000 oysters in test plots in May 2018, Whatcom MRC will follow a monitoring plan to collect physical and biological parameter data to determine the status of restoration potential and assess needs for adaptive changes following restoration actions. A spring monitoring event will involve students from local college/universities. The MRC will develop an evaluation of oyster retention within pilot restoration plots, and changes in habitat characterization will be determined by assessing changes in restoration plots against an identified reference plot.

Task Goal Statement:

3.1 Chuckanut Pollution Identification and Correction: Provide WA State Dept of Health with sufficient data that demonstrates improvement in water quality, to encourage them to appropriately modify the recreational shellfish harvesting restrictions, and to continue outreach and engagement with the Chuckanut Village community so that observed water quality improvements are maintained.

3.2 Bull kelp monitoring: Support a larger regional kelp monitoring program and provide a better understanding of kelp

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Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects

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distribution, bed sizes, kelp speciation, and bull kelp health within the Salish Sea.

3.3 Forage fish spawning surveys: Support state wide sampling and to inform potential soft shore restoration projects for Whatcom County.

3.4 Olympia oyster monitoring: Involve local community members in monitoring the seven test plots to quantify ecological parameters, evaluate restoration success, and facilitate adaptive management practices, in order to inform restoration potential. The long-term goal is to re-establish a native Olympia oyster population in N. Chuckanut Bay.

Task Expected Outcome:

3.1 Chuckanut Pollution Identification and Correction: Water quality monitoring will be completed and the MRC will meet with Washington Department of Health to discuss their evaluation of current water quality status and next steps toward lifting the shellfish harvesting restriction.

3.2 Bull kelp monitoring: Completion of at least one kelp survey at four locations in Whatcom County.

3.3 Forage fish spawning surveys: A student intern to assist with recruiting and training volunteers, conducting surveys, and processing the samples on a monthly basis, and at least five volunteers will participate in monthly surveys.

3.4 Olympia oyster monitoring: Monitoring completed to assess oyster abundance, to provide information on population recruitment; and the live oyster size distribution.

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 Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects
 Recipient Name: Whatcom County

Recipient Task Coordinator: 3.1 Ryan McLaughlin 3.2 Eleanor Hines 3.3 Bob Seaman 3.4 Chris Brown

Monitoring

Deliverables

Number	Description	Due Date
3.1	2019-20 N. Chuckanut Bay PIC Water Quality Monitoring: Fecal Coliform QAPP.	01/10/2020
3.2	Chuckanut PIC: Copy of data collected and water quality summary reports, summary report on all outreach activities.	09/30/2020
3.3	Bull kelp QAPP covering motorized and boat-based surveys.	01/10/2020
3.4	Bull kelp monitoring workplan (including list of anticipated survey dates, locations, and volunteers).	04/10/2020
3.5	Bull kelp survey final report (including location of surveys, volunteer hours, photos, maps of survey areas, copies of data collected).	09/30/2020
3.6	Forage Fish Survey QAPP.	01/10/2020
3.7	Forage Fish final report (including list of volunteers, photographs of surveys, maps of survey locations, copy of data collected, and any media articles).	09/30/2020
3.8	2020 Olympia oyster monitoring plan.	01/10/2020
3.9	Olympia Oyster Population Abundance and Habitat Characteristics Survey QAPPs.	04/10/2020
3.10	Olympia Oyster Final Report (including .jpg photos and observations of test plots, list of volunteers, summary report on restoration potential, copy of data collected).	09/30/2020

State of Washington Department of Ecology

Agreement No: SEANWS-2019-WhCoPW-00001

Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects

Recipient Name: Whatcom County

BUDGET

Funding Distribution EG200110

NOTE: *The above funding distribution number is used to identify this specific agreement and budget on payment remittances and may be referenced on other communications from ECOLOGY. Your agreement may have multiple funding distribution numbers to identify each budget.*

Funding Title: 2019-20 Washington State

Funding Type: Grant

Funding Effective Date: 10/01/2019

Funding Expiration Date: 06/30/2020

Funding Source:

Title: General Fund - State

Type: State

Funding Source %: 100%

Description: Washington State general funds, 2019-2021 biennium

Approved Indirect Costs Rate: Approved Rate Negotiated Between ECOLOGY and RECIPIENT: 0%

Recipient Match %: 0%

InKind Interlocal Allowed: No

InKind Other Allowed: No

Is this Funding Distribution used to match a federal grant? No

2019-20 Washington State	Task Total
MRC Operations	\$ 49,000.00
Education and Outreach	\$ 8,000.00
Monitoring	\$ 8,000.00

Total: \$ 65,000.00

Agreement No: SEANWS-2019-WhCoPW-00001
Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects
Recipient Name: Whatcom County

BUDGET

Funding Distribution EG200111

NOTE: The above funding distribution number is used to identify this specific agreement and budget on payment remittances and may be referenced on other communications from ECOLOGY. Your agreement may have multiple funding distribution numbers to identify each budget.

Funding Title: 2019-20 Puget Sound Partnership/EPA Funding Type: Grant
Funding Effective Date: 10/01/2019 Funding Expiration Date: 09/30/2020

Funding Source:

Title: Puget Sound Partnership/EPA
Type: Federal
Funding Source %: 100%
Description: Northwest Straits Commission and Marine Resources Committees

Federal Awarding Agency: Environmental Protection Agency
Federal Awarding Agency Contact: Karin Berkholtz - Puget Sound Partnership
Federal Awarding Agency Phone: 360-999-3848
Federal Awarding Agency Email: karin.berkholtz@psp.wa.gov
Federal Awarding Agency Address: 326 East D Street Tacoma WA 98421-1801

CFDA Catalog Name: National Estuary Program

CFDA Number: 66.456
FAIN: CE-01J02301-0
Research Grant: No
Federal Award Date: 10/1/2019
Total Federal Award Amount: \$1,600,000.00
Federal Funds Obligated To Recipient: \$26,000.00

Approved Indirect Costs Rate: Approved Rate Negotiated Between ECOLOGY and RECIPIENT: 0%
Recipient Match %: 0%
InKind Interlocal Allowed: No
InKind Other Allowed: No
Is this Funding Distribution used to match a federal grant? No

Agreement No: SEANWS-2019-WhCoPW-00001

Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects

Recipient Name: Whatcom County

2019-20 Puget Sound Partnership/EPA	Task Total
MRC Operations	\$ 15,625.00
Education and Outreach	\$ 3,900.00
Monitoring	\$ 6,475.00

Total: \$ 26,000.00

Agreement No: SEANWS-2019-WhCoPW-00001
 Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects
 Recipient Name: Whatcom County

BUDGET

Funding Distribution EG200112

NOTE: *The above funding distribution number is used to identify this specific agreement and budget on payment remittances and may be referenced on other communications from ECOLOGY. Your agreement may have multiple funding distribution numbers to identify each budget.*

Funding Title: 2020-21 Washington State Funding Type: Grant
 Funding Effective Date: 07/01/2020 Funding Expiration Date: 06/30/2021

Funding Source:

Title: General Fund - State
 Type: State
 Funding Source %: 100%
 Description: Washington State general funds, 2019-2021 biennium

Approved Indirect Costs Rate: Approved Rate Negotiated Between ECOLOGY and RECIPIENT: 0%
 Recipient Match %: 0%
 InKind Interlocal Allowed: No
 InKind Other Allowed: No
 Is this Funding Distribution used to match a federal grant? No

2020-21 Washington State	Task Total
MRC Operations	\$ 65,000.00

Total: \$ 65,000.00

Agreement No: SEANWS-2019-WhCoPW-00001
Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects
Recipient Name: Whatcom County

BUDGET

Funding Distribution EG200113

NOTE: The above funding distribution number is used to identify this specific agreement and budget on payment remittances and may be referenced on other communications from ECOLOGY. Your agreement may have multiple funding distribution numbers to identify each budget.

Funding Title: 2020-21 Puget Sound Partnership/EPA Funding Type: Grant
Funding Effective Date: 10/01/2020 Funding Expiration Date: 09/30/2021

Funding Source:

Title: Puget Sound Partnership/EPA
Type: Federal
Funding Source %: 100%
Description: Northwest Straits Commission and Marine Resources Committees

Federal Awarding Agency: Environmental Protection Agency
Federal Awarding Agency Contact: Karin Berkholtz - Puget Sound Partnership
Federal Awarding Agency Phone: 360-999-3848
Federal Awarding Agency Email: karin.berkholtz@psp.wa.gov
Federal Awarding Agency Address: 326 East D Street Tacoma WA 98421-1801

CFDA Catalog Name: National Estuary Program

CFDA Number: 66.456
FAIN: CE-01J02301-0
Research Grant: No
Federal Award Date: 10/1/2019
Total Federal Award Amount: \$1,600,000.00
Federal Funds Obligated To Recipient: \$26,313.00

Approved Indirect Costs Rate: Approved Rate Negotiated Between ECOLOGY and RECIPIENT: 0%
Recipient Match %: 0%
InKind Interlocal Allowed: No
InKind Other Allowed: No
Is this Funding Distribution used to match a federal grant? No

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Recipient Name: Whatcom County

2020-21 Puget Sound Partnership/EPA	Task Total
MRC Operations	\$ 26,313.00

Total: \$ 26,313.00

Agreement No: SEANWS-2019-WhCoPW-00001

Project Title: Whatcom Marine Resources Committee (MRC) Operations and Projects

Recipient Name: Whatcom County

Funding Distribution Summary**Recipient / Ecology Share**

Funding Distribution Name	Recipient Match %	Recipient Share	Ecology Share	Total
2019-20 Puget Sound Partnership/EPA	0.00 %	\$ 0.00	\$ 26,000.00	\$ 26,000.00
2019-20 Washington State	0.00 %	\$ 0.00	\$ 65,000.00	\$ 65,000.00
2020-21 Puget Sound Partnership/EPA	0.00 %	\$ 0.00	\$ 26,313.00	\$ 26,313.00
2020-21 Washington State	0.00 %	\$ 0.00	\$ 65,000.00	\$ 65,000.00
Total		\$ 0.00	\$ 182,313.00	\$ 182,313.00

AGREEMENT SPECIFIC TERMS AND CONDITIONS

N/A

SPECIAL TERMS AND CONDITIONS**SUB-RECIPIENT FEDERAL REQUIREMENTS****CREDIT AND ACKNOWLEDGEMENT**

Reports, documents, signage, videos, or other media, developed as part of projects funded by EPA funded Agreements shall display the Puget Sound Partnership logo and the following credit line: "This project has been funded wholly or in part by the United States Environmental Protection Agency under Assistance Agreement CE-01J65401. The contents of this document do not necessarily reflect the views and policies of the Environmental Protection Agency, nor does mention of trade names or commercial products constitute endorsement or recommendation for use."

1. INTRODUCTION

This contains provisions that are not listed on OMB Standard Form 424B (Rev 4-2012). These provisions apply only to sub-recipients.

2. AUDIT REQUIREMENTS

Recipient shall meet the provisions in Office of Management and Budget (OMB) Guidance, Subpart F, §200.501 (Audit Requirements), if the RECIPIENT expends \$750,000 or more in total Federal funds in a fiscal year. The \$750,000 threshold for each year is a cumulative total of all federal funding from all sources. The RECIPIENT shall forward a copy of the audit along with the RECIPIENT'S response and the final corrective action plan to AGENCY within ninety (90) days of the date of the audit report. For complete information on how to accomplish the single audit submissions, visit the Federal Audit Clearinghouse Web site: <http://harvester.census.gov/facweb/>

3. COST PRINCIPLES/INDIRECT COSTS FOR STATE AGENCIES

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RECIPIENT agrees to comply with the cost principles of 2 CFR 200 Subpart E as appropriate to the award. If the recipient does not have a previously established indirect cost rate, it agrees to prepare and submit its indirect cost rate proposal in accordance with 2 CFR 200 Appendix VII.

4. CIVIL RIGHTS OBLIGATIONS

This term and condition incorporates by reference the signed assurance provided by the recipient's authorized representative on Standard Form 424B. These assurances and this term and condition obligate the recipient to comply fully with applicable civil rights statutes and implementing EPA regulations.

5. NON DISCRIMINATION AND DISADVANTAGED, MBE, WBE BUSINESS ENTERPRISES ADDITIONAL REQUIREMENTS

RECIPIENT agrees to comply with the requirements of EPA's Program for Utilization of Small, Minority, and Women's Business Enterprises in procurement, contained in 40 CFR, Part 33. RECIPIENT shall include the following provision in all subcontracts involving use of federal funds:

In accordance with 40 CFR 33.106 and its Appendix A, the RECIPIENT shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The RECIPIENT administration shall carry out applicable requirements of 40 CFR part 33 in the award of contracts awarded under EPA financial assistance agreements. Failure by the RECIPIENT to carry out these requirements is a material breach of this contract which may result in the termination of this contract or other legally available remedies.

6. DRUG FREE WORKPLACE

RECIPIENT shall make an ongoing, good faith effort to maintain a drug-free workplace pursuant to the specific requirements set forth in Title 2 CFR Part 1536 Subpart B. Additionally, in accordance with these regulations, the recipient organization shall identify all known workplaces under its federal award and keep this information on file during the performance of the award. RECIPIENTS who are individuals must comply with the drug-free provisions set forth in Title 2 CFR Part 1536 Subpart C. The consequences for violating this condition are detailed under Title 2 CFR Part 1536 Subpart E. Recipient can access the Code of Federal Regulations (CFR) Title 2 Part 1536 at: <http://ecfr.gpoaccess.gov>.

7. INTERNATIONAL TRAVEL (Including Canada)

All International Travel must be approved by the Office of International and Tribal Affairs (OITA) BEFORE travel occurs. Even a brief trip to a foreign country, for example to attend a conference, requires OITA approval. Please contact your Ecology project manager as soon as possible if travel is planned out of the country, including Canada and/or Mexico, so that they can submit a request to the EPA Project Officer if they approve of such travel.

8. LEP (Limited English Proficiency) Title VI

As a recipient of EPA financial assistance, you are required by Title VI of the Civil Rights Act to provide meaningful access to LEP individuals. In implementing that requirement, the recipient agrees to use as a guide the Office of Civil Rights (OCR) document entitled "Guidance to Environmental Protection Agency Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons." The guidance can be found at http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=2004_register&docid=fr25jn04-79.pdf.

In accepting this contract, the recipient acknowledges it has an affirmative obligation to implement effective Title VI compliance programs and ensure that its actions do not involve discriminatory treatment and do not have discriminatory effects even when facially neutral. The recipient must be prepared to demonstrate to EPA/PSP that such compliance programs exist and are being implemented or to otherwise demonstrate how it is meeting its Title VI obligations. For example, if RECIPIENT's responsibilities under this contract include gathering public input on an environmental issue, RECIPIENT's communication with

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the public should attempt to minimize barriers that interfere with the ability of LEP persons to meaningfully participate.

9. MANAGEMENT FEES

Management fees or similar charges in excess of the direct costs and approved indirect rates are not allowable. The term "management fees or similar charges" refers to expenses added to the direct costs in order to accumulate and reserve funds for ongoing business expenses, unforeseen liabilities, or for other similar costs which are not allowable under this CONTRACT. Management fees or similar charges may not be used to improve or expand the project funded under this Agreement, except to the extent authorized as a direct cost of carrying out the scope of work.

10. PEER REVIEW

The results of this project may affect management decisions relating to Puget Sound. Prior to finalizing any significant technical products the Principal Investigator (PI) of this project must solicit advice, review, and feedback from a technical review or advisory group consisting of relevant subject matter specialists. A record of comments and a brief description of how respective comments are addressed by the PI will be provided to the Project Monitor prior to releasing any final reports or products resulting from the funded study.

11. REIMBURSEMENT LIMITATION

If RECIPIENT expends more than the amount of the Environmental Protection Agency (EPA) funding in this agreement in anticipation of receiving additional funds from EPA, it does so at its own risk. EPA is not legally obligated to reimburse PSP, nor its sub-recipients, for costs incurred in excess of the EPA approved budget.

12. SIX GOOD FAITH EFFORTS, 40 CFR, PART 33, SUBPART C

Pursuant to 40 CFR, Section 33.301, the recipient agrees to make the following good faith efforts whenever procuring construction, equipment, service and supplies under an EPA financial assistance agreement, and to require that sub-recipients, loan recipients, and prime contractors also comply. Records documenting compliance with the six good faith efforts shall be retained:

- a) Ensure DBEs are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State and Local Government recipients, this will include placing DBEs on solicitation lists and soliciting whenever they are potential sources.
- b) Make information on forthcoming opportunities available to DBEs and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by DBEs in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date.
- c) Consider in the contracting process whether firms competing for large contracts could subcontract with DBEs. For Indian Tribal, State and local Government recipients, this will include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by DBEs in the competitive process.
- d) Encourage contracting with a consortium of DBEs when a contract is too large for one of these firms to handle individually.
- e) Use the services and assistance of the SBA and the Minority Business Development Agency of the Department of Commerce.
- f) If the prime contractor awards subcontracts, require the prime contractor to take the steps in paragraph (a) through (e) of this section.

13. SUB-AWARDS

If RECIPIENT makes sub-awards under this contract, RECIPIENT is responsible for selecting its sub-awardees and, if applicable, for conducting sub-award competitions. RECIPIENT agrees to:

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- a. Establish all sub-award agreements in writing;
- b. Maintain primary responsibility for ensuring successful completion of the approved project (Sub-Recipient cannot delegate or transfer this responsibility to a sub-awardee);
- c. Ensure that any sub-awards comply with the standards in Section 210(a)-(d) of OMB Circular A-133, and are not used to acquire commercial goods or services for the sub-awardee;
- d. Ensure that any sub-awards to 501(c)(4) organizations do not involve lobbying activities;
- e. Monitor the performance of sub-awardees, and ensure sub-awardees comply with all applicable regulations, statutes, and terms and conditions which flow down in the sub-award;
- f. Obtain AGENCY's consent before making a sub-award to a foreign or international organization, or a sub-award to be performed in a foreign country; and
- g. Obtain approval from AGENCY for any new sub-award work that is not outlined in the approved work plan in accordance with 40 CFR Parts 30.25 and 31.30, as applicable.

14. TRAFFICKING IN PERSONS AND TRAFFICKING VICTIM PROTECTION ACT OF 2000 (TVPA) AS AMENDED IN 22 U.S.C. 7104(g)

This provision applies only to a sub-recipient, and all sub-awardees of sub-recipient, if any. Sub-Recipient shall include the following statement in all sub-awards made to any private entity under this Agreement.

"You as the sub-recipient, your employees, sub-awardees under this award, and sub-awardees' employees may not engage in severe forms of trafficking in persons during the period of time that the award is in effect; procure a commercial sex act during the period of time that the award is in effect; or use forced labor in the performance of the award or sub-awards under this Award."

Sub-recipient, and all sub-awardees of sub-recipient must inform AGENCY immediately of any information you receive from any source alleging a violation of this prohibition during the award term.

Federal agency funding this agreement may unilaterally terminate, without penalty, the funding award if this prohibition is violated, Section 106 of the Trafficking Victims Protection Act of 2000, as amended.

15. UNLIQUIDATED OBLIGATIONS (ULO)

Recipients, sub-recipients, and all sub-awardees of sub-recipients, if any, should manage their agreement and subaward funding in ways that reduce the length of time that federal funds obligated and committed to subaward projects are unspent (not yet drawn down through disbursements to sub-recipients and sub-awardees).

GENERAL FEDERAL CONDITIONS

If a portion or all of the funds for this agreement are provided through federal funding sources or this agreement is used to match a federal grant award, the following terms and conditions apply to you.

A. CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY

EXCLUSION:

1. The RECIPIENT/CONTRACTOR, by signing this agreement, certifies that it is not suspended, debarred, proposed for debarment, declared ineligible or otherwise excluded from contracting with the federal government, or from receiving contracts paid for with federal funds. If the RECIPIENT/CONTRACTOR is unable to certify to the statements contained in the certification, they must provide an explanation as to why they cannot.
2. The RECIPIENT/CONTRACTOR shall provide immediate written notice to ECOLOGY if at any time the RECIPIENT/CONTRACTOR learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
3. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set

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out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact ECOLOGY for assistance in obtaining a copy of those regulations.

4. The RECIPIENT/CONTRACTOR agrees it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under the applicable Code of Federal Regulations, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
5. The RECIPIENT/CONTRACTOR further agrees by signing this agreement, that it will include this clause titled "CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY EXCLUSION" without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
6. Pursuant to 2CFR180.330, the RECIPIENT/CONTRACTOR is responsible for ensuring that any lower tier covered transaction complies with certification of suspension and debarment requirements.
7. RECIPIENT/CONTRACTOR acknowledges that failing to disclose the information required in the Code of Federal Regulations may result in the delay or negation of this funding agreement, or pursuance of legal remedies, including suspension and debarment.
8. RECIPIENT/CONTRACTOR agrees to keep proof in its agreement file, that it, and all lower tier recipients or contractors, are not suspended or debarred, and will make this proof available to ECOLOGY before requests for reimbursements will be approved for payment. RECIPIENT/CONTRACTOR must run a search in <http://www.sam.gov> and print a copy of completed searches to document proof of compliance.

B. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) REPORTING REQUIREMENTS:

CONTRACTOR/RECIPIENT must complete the FFATA Data Collection Form (ECY 070-395) and return it with the signed agreement to ECOLOGY.

Any CONTRACTOR/RECIPIENT that meets each of the criteria below must report compensation for its five top executives using the FFATA Data Collection Form.

- Receives more than \$25,000 in federal funds under this award.
- Receives more than 80 percent of its annual gross revenues from federal funds.
- Receives more than \$25,000,000 in annual federal funds.

Ecology will not pay any invoices until it has received a completed and signed FFATA Data Collection Form. Ecology is required to report the FFATA information for federally funded agreements, including the required DUNS number, at www.fsrs.gov <http://www.fsrs.gov> within 30 days of agreement signature. The FFATA information will be available to the public at www.usaspending.gov <http://www.usaspending.gov>.

For more details on FFATA requirements, see www.fsrs.gov <http://www.fsrs.gov>.

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GENERAL TERMS AND CONDITIONS

Pertaining to Grant and Loan Agreements With the state of Washington, Department of Ecology

GENERAL TERMS AND CONDITIONS AS OF LAST UPDATED 7-1-2019 VERSION

1. ADMINISTRATIVE REQUIREMENTS

- a) RECIPIENT shall follow the "Administrative Requirements for Recipients of Ecology Grants and Loans – EAGL Edition." (<https://fortress.wa.gov/ecy/publications/SummaryPages/1701004.html>)
- b) RECIPIENT shall complete all activities funded by this Agreement and be fully responsible for the proper management of all funds and resources made available under this Agreement.
- c) RECIPIENT agrees to take complete responsibility for all actions taken under this Agreement, including ensuring all subgrantees and contractors comply with the terms and conditions of this Agreement. ECOLOGY reserves the right to request proof of compliance by subgrantees and contractors.
- d) RECIPIENT's activities under this Agreement shall be subject to the review and approval by ECOLOGY for the extent and character of all work and services.

2. AMENDMENTS AND MODIFICATIONS

This Agreement may be altered, amended, or waived only by a written amendment executed by both parties. No subsequent modification(s) or amendment(s) of this Agreement will be of any force or effect unless in writing and signed by authorized representatives of both parties. ECOLOGY and the RECIPIENT may change their respective staff contacts and administrative information without the concurrence of either party.

3. ACCESSIBILITY REQUIREMENTS FOR COVERED TECHNOLOGY

The RECIPIENT must comply with the Washington State Office of the Chief Information Officer, OCIO Policy no. 188, Accessibility (<https://ocio.wa.gov/policy/accessibility>) as it relates to "covered technology." This requirement applies to all products supplied under the agreement, providing equal access to information technology by individuals with disabilities, including and not limited to web sites/pages, web-based applications, software systems, video and audio content, and electronic documents intended for publishing on Ecology's public web site.

4. ARCHAEOLOGICAL AND CULTURAL RESOURCES

RECIPIENT shall take reasonable action to avoid, minimize, or mitigate adverse effects to archeological and historic resources. The RECIPIENT must agree to hold harmless the State of Washington in relation to any claim related to historical or cultural artifacts discovered, disturbed, or damaged due to the RECIPIENT's project funded under this Agreement.

RECIPIENT shall:

- a) Contact the ECOLOGY Program issuing the grant or loan to discuss any Cultural Resources requirements for their project:
 - For capital construction projects or land acquisitions for capital construction projects, if required, comply with Governor Executive Order 05-05, Archaeology and Cultural Resources.
 - For projects with any federal involvement, if required, comply with the National Historic Preservation Act.
 - Any cultural resources federal or state requirements must be completed prior to the start of any work on the project site.
- b) If required by the ECOLOGY Program, submit an Inadvertent Discovery Plan (IDP) to ECOLOGY prior to implementing any project that involves ground disturbing activities. ECOLOGY will provide the IDP form.

RECIPIENT shall:

- Keep the IDP at the project site.

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- Make the IDP readily available to anyone working at the project site.
 - Discuss the IDP with staff and contractors working at the project site.
 - Implement the IDP when cultural resources or human remains are found at the project site.
- c) If any archeological or historic resources are found while conducting work under this Agreement:
- Immediately stop work and notify the ECOLOGY Program, the Department of Archaeology and Historic Preservation at (360) 586-3064, any affected Tribe, and the local government.
- d) If any human remains are found while conducting work under this Agreement:
- Immediately stop work and notify the local Law Enforcement Agency or Medical Examiner/Coroner's Office, and then the ECOLOGY Program.
- e) Comply with RCW 27.53, RCW 27.44.055, and RCW 68.50.645, and all other applicable local, state, and federal laws protecting cultural resources and human remains.

5. ASSIGNMENT

No right or claim of the RECIPIENT arising under this Agreement shall be transferred or assigned by the RECIPIENT.

6. COMMUNICATION

RECIPIENT shall make every effort to maintain effective communications with the RECIPIENT's designees, ECOLOGY, all affected local, state, or federal jurisdictions, and any interested individuals or groups.

7. COMPENSATION

- a) Any work performed prior to effective date of this Agreement will be at the sole expense and risk of the RECIPIENT. ECOLOGY must sign the Agreement before any payment requests can be submitted.
- b) Payments will be made on a reimbursable basis for approved and completed work as specified in this Agreement.
- c) RECIPIENT is responsible to determine if costs are eligible. Any questions regarding eligibility should be clarified with ECOLOGY prior to incurring costs. Costs that are conditionally eligible require approval by ECOLOGY prior to expenditure.
- d) RECIPIENT shall not invoice more than once per month unless agreed on by ECOLOGY.
- e) ECOLOGY will not process payment requests without the proper reimbursement forms, Progress Report and supporting documentation. ECOLOGY will provide instructions for submitting payment requests.
- f) ECOLOGY will pay the RECIPIENT thirty (30) days after receipt of a properly completed request for payment.
- g) RECIPIENT will receive payment through Washington State's Office of Financial Management's Statewide Payee Desk. To receive payment you must register as a statewide vendor by submitting a statewide vendor registration form and an IRS W-9 form at website, <https://ofm.wa.gov/it-systems/statewide-vendorpayee-services>. If you have questions about the vendor registration process, you can contact Statewide Payee Help Desk at (360) 407-8180 or email PayeeRegistration@ofm.wa.gov.
- h) ECOLOGY may, at its sole discretion, withhold payments claimed by the RECIPIENT if the RECIPIENT fails to satisfactorily comply with any term or condition of this Agreement.
- i) Monies withheld by ECOLOGY may be paid to the RECIPIENT when the work described herein, or a portion thereof, has been completed if, at ECOLOGY's sole discretion, such payment is reasonable and approved according to this Agreement, as appropriate, or upon completion of an audit as specified herein.
- j) RECIPIENT must submit within thirty (30) days after the expiration date of this Agreement, all financial, performance, and other reports required by this agreement. Failure to comply may result in delayed reimbursement.

8. COMPLIANCE WITH ALL LAWS

RECIPIENT agrees to comply fully with all applicable federal, state and local laws, orders, regulations, and permits related to this Agreement, including but not limited to:

- a) RECIPIENT agrees to comply with all applicable laws, regulations, and policies of the United States and the State of

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Washington which affect wages and job safety.

- b) RECIPIENT agrees to be bound by all applicable federal and state laws, regulations, and policies against discrimination.
- c) RECIPIENT certifies full compliance with all applicable state industrial insurance requirements.
- d) RECIPIENT agrees to secure and provide assurance to ECOLOGY that all the necessary approvals and permits required by authorities having jurisdiction over the project are obtained. RECIPIENT must include time in their project timeline for the permit and approval processes.

ECOLOGY shall have the right to immediately terminate for cause this Agreement as provided herein if the RECIPIENT fails to comply with above requirements.

If any provision of this Agreement violates any statute or rule of law of the state of Washington, it is considered modified to conform to that statute or rule of law.

9. CONFLICT OF INTEREST

RECIPIENT and ECOLOGY agree that any officer, member, agent, or employee, who exercises any function or responsibility in the review, approval, or carrying out of this Agreement, shall not have any personal or financial interest, direct or indirect, nor affect the interest of any corporation, partnership, or association in which he/she is a part, in this Agreement or the proceeds thereof.

10. CONTRACTING FOR GOODS AND SERVICES

RECIPIENT may contract to buy goods or services related to its performance under this Agreement. RECIPIENT shall award all contracts for construction, purchase of goods, equipment, services, and professional architectural and engineering services through a competitive process, if required by State law. RECIPIENT is required to follow procurement procedures that ensure legal, fair, and open competition.

RECIPIENT must have a standard procurement process or follow current state procurement procedures. RECIPIENT may be required to provide written certification that they have followed their standard procurement procedures and applicable state law in awarding contracts under this Agreement.

ECOLOGY reserves the right to inspect and request copies of all procurement documentation, and review procurement practices related to this Agreement. Any costs incurred as a result of procurement practices not in compliance with state procurement law or the RECIPIENT's normal procedures may be disallowed at ECOLOGY's sole discretion.

11. DISPUTES

When there is a dispute with regard to the extent and character of the work, or any other matter related to this Agreement the determination of ECOLOGY will govern, although the RECIPIENT shall have the right to appeal decisions as provided for below:

- a) RECIPIENT notifies the funding program of an appeal request.
- b) Appeal request must be in writing and state the disputed issue(s).
- c) RECIPIENT has the opportunity to be heard and offer evidence in support of its appeal.
- d) ECOLOGY reviews the RECIPIENT's appeal.
- e) ECOLOGY sends a written answer within ten (10) business days, unless more time is needed, after concluding the review. The decision of ECOLOGY from an appeal will be final and conclusive, unless within thirty (30) days from the date of such decision, the RECIPIENT furnishes to the Director of ECOLOGY a written appeal. The decision of the Director or duly authorized representative will be final and conclusive.

The parties agree that this dispute process will precede any action in a judicial or quasi-judicial tribunal.

Appeals of the Director's decision will be brought in the Superior Court of Thurston County. Review of the Director's decision will not be taken to Environmental and Land Use Hearings Office.

Pending final decision of a dispute, the RECIPIENT agrees to proceed diligently with the performance of this Agreement and in

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accordance with the decision rendered.

Nothing in this Agreement will be construed to limit the parties' choice of another mutually acceptable method, in addition to the dispute resolution procedure outlined above.

12. ENVIRONMENTAL DATA STANDARDS

a) RECIPIENT shall prepare a Quality Assurance Project Plan (QAPP) for a project that collects or uses environmental measurement data. RECIPIENTS unsure about whether a QAPP is required for their project shall contact the ECOLOGY Program issuing the grant or loan. If a QAPP is required, the RECIPIENT shall:

- Use ECOLOGY's QAPP Template/Checklist provided by the ECOLOGY, unless ECOLOGY Quality Assurance (QA) officer or the Program QA coordinator instructs otherwise.
- Follow ECOLOGY's Guidelines for Preparing Quality Assurance Project Plans for Environmental Studies, July 2004 (Ecology Publication No. 04-03-030).
- Submit the QAPP to ECOLOGY for review and approval before the start of the work.

b) RECIPIENT shall submit environmental data that was collected on a project to ECOLOGY using the Environmental Information Management system (EIM), unless the ECOLOGY Program instructs otherwise. The RECIPIENT must confirm with ECOLOGY that complete and correct data was successfully loaded into EIM, find instructions at:

<http://www.ecy.wa.gov/eim>.

c) RECIPIENT shall follow ECOLOGY's data standards when Geographic Information System (GIS) data is collected and processed. Guidelines for Creating and Accessing GIS Data are available at:

<https://ecology.wa.gov/Research-Data/Data-resources/Geographic-Information-Systems-GIS/Standards>. RECIPIENT, when requested by ECOLOGY, shall provide copies to ECOLOGY of all final GIS data layers, imagery, related tables, raw data collection files, map products, and all metadata and project documentation.

13. GOVERNING LAW

This Agreement will be governed by the laws of the State of Washington, and the venue of any action brought hereunder will be in the Superior Court of Thurston County.

14. INDEMNIFICATION

ECOLOGY will in no way be held responsible for payment of salaries, consultant's fees, and other costs related to the project described herein, except as provided in the Scope of Work.

To the extent that the Constitution and laws of the State of Washington permit, each party will indemnify and hold the other harmless from and against any liability for any or all injuries to persons or property arising from the negligent act or omission of that party or that party's agents or employees arising out of this Agreement.

15. INDEPENDENT STATUS

The employees, volunteers, or agents of each party who are engaged in the performance of this Agreement will continue to be employees, volunteers, or agents of that party and will not for any purpose be employees, volunteers, or agents of the other party.

16. KICKBACKS

RECIPIENT is prohibited from inducing by any means any person employed or otherwise involved in this Agreement to give up any part of the compensation to which he/she is otherwise entitled to or receive any fee, commission, or gift in return for award of a subcontract hereunder.

17. MINORITY AND WOMEN'S BUSINESS ENTERPRISES (MWBE)

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RECIPIENT is encouraged to solicit and recruit, to the extent possible, certified minority-owned (MBE) and women-owned (WBE) businesses in purchases and contracts initiated under this Agreement.

Contract awards or rejections cannot be made based on MWBE participation; however, the RECIPIENT is encouraged to take the following actions, when possible, in any procurement under this Agreement:

- a) Include qualified minority and women's businesses on solicitation lists whenever they are potential sources of goods or services.
- b) Divide the total requirements, when economically feasible, into smaller tasks or quantities, to permit maximum participation by qualified minority and women's businesses.
- c) Establish delivery schedules, where work requirements permit, which will encourage participation of qualified minority and women's businesses.
- d) Use the services and assistance of the Washington State Office of Minority and Women's Business Enterprises (OMWBE) (866-208-1064) and the Office of Minority Business Enterprises of the U.S. Department of Commerce, as appropriate.

18. ORDER OF PRECEDENCE

In the event of inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order: (a) applicable federal and state statutes and regulations; (b) The Agreement; (c) Scope of Work; (d) Special Terms and Conditions; (e) Any provisions or terms incorporated herein by reference, including the "Administrative Requirements for Recipients of Ecology Grants and Loans"; (f) Ecology Funding Program Guidelines; and (g) General Terms and Conditions.

19. PRESENTATION AND PROMOTIONAL MATERIALS

ECOLOGY reserves the right to approve RECIPIENT's communication documents and materials related to the fulfillment of this Agreement:

- a) If requested, RECIPIENT shall provide a draft copy to ECOLOGY for review and approval ten (10) business days prior to production and distribution.
- b) RECIPIENT shall include time for ECOLOGY's review and approval process in their project timeline.
- c) If requested, RECIPIENT shall provide ECOLOGY two (2) final copies and an electronic copy of any tangible products developed.

Copies include any printed materials, and all tangible products developed such as brochures, manuals, pamphlets, videos, audio tapes, CDs, curriculum, posters, media announcements, or gadgets with a message, such as a refrigerator magnet, and any online communications, such as web pages, blogs, and twitter campaigns. If it is not practical to provide a copy, then the RECIPIENT shall provide a description (photographs, drawings, printouts, etc.) that best represents the item.

Any communications intended for public distribution that uses ECOLOGY's logo shall comply with ECOLOGY's graphic requirements and any additional requirements specified in this Agreement. Before the use of ECOLOGY's logo contact ECOLOGY for guidelines.

RECIPIENT shall acknowledge in the communications that funding was provided by ECOLOGY.

20. PROGRESS REPORTING

- a) RECIPIENT must satisfactorily demonstrate the timely use of funds by submitting payment requests and progress reports to ECOLOGY. ECOLOGY reserves the right to amend or terminate this Agreement if the RECIPIENT does not document timely use of funds.
- b) RECIPIENT must submit a progress report with each payment request. Payment requests will not be processed without a progress report. ECOLOGY will define the elements and frequency of progress reports.
- c) RECIPIENT shall use ECOLOGY's provided progress report format.
- d) Quarterly progress reports will cover the periods from January 1 through March 31, April 1 through June 30, July 1 through

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September 30, and October 1 through December 31. Reports shall be submitted within thirty (30) days after the end of the quarter being reported.

e) RECIPIENT must submit within thirty (30) days of the expiration date of the project, unless an extension has been approved by ECOLOGY, all financial, performance, and other reports required by the agreement and funding program guidelines. RECIPIENT shall use the ECOLOGY provided closeout report format.

21. PROPERTY RIGHTS

- a) Copyrights and Patents. When the RECIPIENT creates any copyrightable materials or invents any patentable property under this Agreement, the RECIPIENT may copyright or patent the same but ECOLOGY retains a royalty free, nonexclusive, and irrevocable license to reproduce, publish, recover, or otherwise use the material(s) or property, and to authorize others to use the same for federal, state, or local government purposes.
- b) Publications. When the RECIPIENT or persons employed by the RECIPIENT use or publish ECOLOGY information; present papers, lectures, or seminars involving information supplied by ECOLOGY; or use logos, reports, maps, or other data in printed reports, signs, brochures, pamphlets, etc., appropriate credit shall be given to ECOLOGY.
- c) Presentation and Promotional Materials. ECOLOGY shall have the right to use or reproduce any printed or graphic materials produced in fulfillment of this Agreement, in any manner ECOLOGY deems appropriate. ECOLOGY shall acknowledge the RECIPIENT as the sole copyright owner in every use or reproduction of the materials.
- d) Tangible Property Rights. ECOLOGY's current edition of "Administrative Requirements for Recipients of Ecology Grants and Loans," shall control the use and disposition of all real and personal property purchased wholly or in part with funds furnished by ECOLOGY in the absence of state and federal statutes, regulations, or policies to the contrary, or upon specific instructions with respect thereto in this Agreement.
- e) Personal Property Furnished by ECOLOGY. When ECOLOGY provides personal property directly to the RECIPIENT for use in performance of the project, it shall be returned to ECOLOGY prior to final payment by ECOLOGY. If said property is lost, stolen, or damaged while in the RECIPIENT's possession, then ECOLOGY shall be reimbursed in cash or by setoff by the RECIPIENT for the fair market value of such property.
- f) Acquisition Projects. The following provisions shall apply if the project covered by this Agreement includes funds for the acquisition of land or facilities:
1. RECIPIENT shall establish that the cost is fair value and reasonable prior to disbursement of funds provided for in this Agreement.
 2. RECIPIENT shall provide satisfactory evidence of title or ability to acquire title for each parcel prior to disbursement of funds provided by this Agreement. Such evidence may include title insurance policies, Torrens certificates, or abstracts, and attorney's opinions establishing that the land is free from any impediment, lien, or claim which would impair the uses intended by this Agreement.
- g) Conversions. Regardless of the Agreement expiration date, the RECIPIENT shall not at any time convert any equipment, property, or facility acquired or developed under this Agreement to uses other than those for which assistance was originally approved without prior written approval of ECOLOGY. Such approval may be conditioned upon payment to ECOLOGY of that portion of the proceeds of the sale, lease, or other conversion or encumbrance which monies granted pursuant to this Agreement bear to the total acquisition, purchase, or construction costs of such property.

22. RECORDS, AUDITS, AND INSPECTIONS

RECIPIENT shall maintain complete program and financial records relating to this Agreement, including any engineering documentation and field inspection reports of all construction work accomplished.

All records shall:

- a) Be kept in a manner which provides an audit trail for all expenditures.
- b) Be kept in a common file to facilitate audits and inspections.
- c) Clearly indicate total receipts and expenditures related to this Agreement.

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d) Be open for audit or inspection by ECOLOGY, or by any duly authorized audit representative of the State of Washington, for a period of at least three (3) years after the final grant payment or loan repayment, or any dispute resolution hereunder. RECIPIENT shall provide clarification and make necessary adjustments if any audits or inspections identify discrepancies in the records.

ECOLOGY reserves the right to audit, or have a designated third party audit, applicable records to ensure that the state has been properly invoiced. Any remedies and penalties allowed by law to recover monies determined owed will be enforced. Repetitive instances of incorrect invoicing or inadequate records may be considered cause for termination.

All work performed under this Agreement and any property and equipment purchased shall be made available to ECOLOGY and to any authorized state, federal or local representative for inspection at any time during the course of this Agreement and for at least three (3) years following grant or loan termination or dispute resolution hereunder.

RECIPIENT shall provide right of access to ECOLOGY, or any other authorized representative, at all reasonable times, in order to monitor and evaluate performance, compliance, and any other conditions under this Agreement.

23. RECOVERY OF FUNDS

The right of the RECIPIENT to retain monies received as reimbursement payments is contingent upon satisfactory performance of this Agreement and completion of the work described in the Scope of Work.

All payments to the RECIPIENT are subject to approval and audit by ECOLOGY, and any unauthorized expenditure(s) or unallowable cost charged to this Agreement shall be refunded to ECOLOGY by the RECIPIENT.

RECIPIENT shall refund to ECOLOGY the full amount of any erroneous payment or overpayment under this Agreement.

RECIPIENT shall refund by check payable to ECOLOGY the amount of any such reduction of payments or repayments within thirty (30) days of a written notice. Interest will accrue at the rate of twelve percent (12%) per year from the time ECOLOGY demands repayment of funds.

Any property acquired under this Agreement, at the option of ECOLOGY, may become ECOLOGY's property and the RECIPIENT's liability to repay monies will be reduced by an amount reflecting the fair value of such property.

24. SEVERABILITY

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, and to this end the provisions of this Agreement are declared to be severable.

25. STATE ENVIRONMENTAL POLICY ACT (SEPA)

RECIPIENT must demonstrate to ECOLOGY's satisfaction that compliance with the requirements of the State Environmental Policy Act (Chapter 43.21C RCW and Chapter 197-11 WAC) have been or will be met. Any reimbursements are subject to this provision.

26. SUSPENSION

When in the best interest of ECOLOGY, ECOLOGY may at any time, and without cause, suspend this Agreement or any portion thereof for a temporary period by written notice from ECOLOGY to the RECIPIENT. RECIPIENT shall resume performance on the next business day following the suspension period unless another day is specified by ECOLOGY.

27. SUSTAINABLE PRACTICES

In order to sustain Washington's natural resources and ecosystems, the RECIPIENT is fully encouraged to implement sustainable practices and to purchase environmentally preferable products under this Agreement.

a) Sustainable practices may include such activities as: use of clean energy, use of double-sided printing, hosting low impact meetings, and setting up recycling and composting programs.

b) Purchasing may include such items as: sustainably produced products and services, EPEAT registered computers and

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imaging equipment, independently certified green cleaning products, remanufactured toner cartridges, products with reduced packaging, office products that are refillable, rechargeable, and recyclable, 100% post-consumer recycled paper, and toxic free products.

For more suggestions visit ECOLOGY's web page, Green Purchasing,
<https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Sustainable-purchasing>.

28. TERMINATION

a) For Cause

ECOLOGY may terminate for cause this Agreement with a seven (7) calendar days prior written notification to the RECIPIENT, at the sole discretion of ECOLOGY, for failing to perform an Agreement requirement or for a material breach of any term or condition. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

Failure to Commence Work. ECOLOGY reserves the right to terminate this Agreement if RECIPIENT fails to commence work on the project funded within four (4) months after the effective date of this Agreement, or by any date mutually agreed upon in writing for commencement of work, or the time period defined within the Scope of Work.

Non-Performance. The obligation of ECOLOGY to the RECIPIENT is contingent upon satisfactory performance by the RECIPIENT of all of its obligations under this Agreement. In the event the RECIPIENT unjustifiably fails, in the opinion of ECOLOGY, to perform any obligation required of it by this Agreement, ECOLOGY may refuse to pay any further funds, terminate in whole or in part this Agreement, and exercise any other rights under this Agreement.

Despite the above, the RECIPIENT shall not be relieved of any liability to ECOLOGY for damages sustained by ECOLOGY and the State of Washington because of any breach of this Agreement by the RECIPIENT. ECOLOGY may withhold payments for the purpose of setoff until such time as the exact amount of damages due ECOLOGY from the RECIPIENT is determined.

b) For Convenience

ECOLOGY may terminate for convenience this Agreement, in whole or in part, for any reason when it is the best interest of ECOLOGY, with a thirty (30) calendar days prior written notification to the RECIPIENT, except as noted below. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

Non-Allocation of Funds. ECOLOGY's ability to make payments is contingent on availability of funding. In the event funding from state, federal or other sources is withdrawn, reduced, or limited in any way after the effective date and prior to the completion or expiration date of this Agreement, ECOLOGY, at its sole discretion, may elect to terminate the Agreement, in whole or part, or renegotiate the Agreement, subject to new funding limitations or conditions. ECOLOGY may also elect to suspend performance of the Agreement until ECOLOGY determines the funding insufficiency is resolved. ECOLOGY may exercise any of these options with no notification or restrictions, although ECOLOGY will make a reasonable attempt to provide notice.

In the event of termination or suspension, ECOLOGY will reimburse eligible costs incurred by the RECIPIENT through the effective date of termination or suspension. Reimbursed costs must be agreed to by ECOLOGY and the RECIPIENT. In no event shall ECOLOGY's reimbursement exceed ECOLOGY's total responsibility under the agreement and any amendments. If payments have been discontinued by ECOLOGY due to unavailable funds, the RECIPIENT shall not be obligated to repay monies which had been paid to the RECIPIENT prior to such termination.

RECIPIENT's obligation to continue or complete the work described in this Agreement shall be contingent upon availability of funds by the RECIPIENT's governing body.

c) By Mutual Agreement

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ECOLOGY and the RECIPIENT may terminate this Agreement, in whole or in part, at any time, by mutual written agreement.

d) In Event of Termination

All finished or unfinished documents, data studies, surveys, drawings, maps, models, photographs, reports or other materials prepared by the RECIPIENT under this Agreement, at the option of ECOLOGY, will become property of ECOLOGY and the RECIPIENT shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

Nothing contained herein shall preclude ECOLOGY from demanding repayment of all funds paid to the RECIPIENT in accordance with Recovery of Funds, identified herein.

29. THIRD PARTY BENEFICIARY

RECIPIENT shall ensure that in all subcontracts entered into by the RECIPIENT pursuant to this Agreement, the state of Washington is named as an express third party beneficiary of such subcontracts with full rights as such.

30. WAIVER

Waiver of a default or breach of any provision of this Agreement is not a waiver of any subsequent default or breach, and will not be construed as a modification of the terms of this Agreement unless stated as such in writing by the authorized representative of ECOLOGY.