

	WHATCOM COUNTY CONTRACT INFORMATION SHEET	Whatcom County Contract No. 202011032 - 4
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Originating Department:	85 Health
Division/Program: (i.e. Dept. Division and Program)	8550 Human Services / 855040 Housing Program
Contract or Grant Administrator:	Anne Deacon
Contractor's / Agency Name:	SeaMar Community Health Centers

Is this a New Contract?	If not, is this an Amendment or Renewal to an Existing Contract?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #:	202011032	

Does contract require Council Approval?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	If No, include WCC:	
Already approved? Council Approved Date:	(Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)		

Is this a grant agreement?	If yes, grantor agency contract number(s):	CFDA#:	21.019 / 93.323
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			

Is this contract grant funded?	If yes, Whatcom County grant contract number(s):	201801023
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

Is this contract the result of a RFP or Bid process?	Contract Cost Center:	660430 / 660480
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If yes, RFP and Bid number(s):	

Is this agreement excluded from E-Verify?	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>	If no, include Attachment D Contractor Declaration form.
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If YES, indicate exclusion(s) below: **This contract provides services to the County required as a result of an emergency. (COVID-19 pandemic)**

<input checked="" type="checkbox"/> Professional services agreement for certified/licensed professional.	<input type="checkbox"/> Contract for Commercial off the shelf items (COTS).
<input type="checkbox"/> Contract work is for less than \$100,000.	<input type="checkbox"/> Work related subcontract less than \$25,000.
<input type="checkbox"/> Contract work is for less than 120 days.	<input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.
<input type="checkbox"/> Interlocal Agreement (between Governments).	

Contract Amount:(sum of original contract amount and any prior amendments):	Council approval required for; all property leases, contracts or bid awards exceeding \$40,000 , and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when: <ol style="list-style-type: none"> 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.
\$ 357,976	
This Amendment Amount:	
\$ 95,460	
Total Amended Amount:	
\$ 453,436	

Summary of Scope: This contract provides funding for daily administrative operations at Whatcom County's COVID-19 Temporary Housing Facility.

Term of Contract:	19 Months	Expiration Date:	09/30/2021
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Contract Routing:	1. Prepared by:	JT	Date:	05/18/2021
	2. Health Budget Approval	KR/JG	Date:	06/08/2021
	3. Attorney signoff:	RB	Date:	06/10/2021
	4. AS Finance reviewed:	M Caldwell	Date:	6/9/21
	5. IT reviewed (if IT related):		Date:	
	6. Contractor signed:		Date:	
	7. Submitted to Exec.:	JT	Date:	06/30/2021
	8. Council approved (if necessary):	AB2021-347	Date:	06/29/2021
	9. Executive signed:		Date:	6-30-21
	10. Original to Council:		Date:	7-1-21



MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Erika Lautenbach, Director

RE: SeaMar Community Health Centers – COVID-19 Temporary Housing Facility Contract Amendment #4

DATE: June 30, 2021

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

▪ **Background and Purpose**

During the COVID-19 pandemic, it is necessary for Whatcom County to implement actions that will mitigate the spread of the disease and provide basic services in support of public health for the community at large. In order to respond to people in need of isolation and quarantine who have no other option to accomplish this, a COVID-19 Temporary Housing Facility has been opened. This contract provides funding for SeaMar to support the daily operations at the Facility. SeaMar has the necessary experience to accomplish this effort based on their current work as the provider of the Whatcom Ground-level Response and Coordinated Engagement (GRACE) Program. An RFQ was advertised for these services in April, 2021 and there were no respondents to the RFQ who offered to provide the administrative oversight of daily operations at the Facility. SeaMar will continue to provide the services described in this contract through September 30, 2021.

▪ **Funding Amount and Source**

Funding for this extended contract period (06/01/21 – 09/30/2021) may not exceed \$95,460 and funding for the entire contract period (03/01/2020 – 09/30/2021) may not exceed \$453,436. Funds under the contract are made available by a grant awarded by the US Department of Treasury and subject to Section 601(a) of the Social Security Act, as amended by section 5001 of the Coronavirus Aid, Relief, and Economic Security (CARES) Act and Title V and VI of the CARES Act, passed thru the Washington State Department of Health Emergency Preparedness & Response COVID-19 Local CARES and Epidemiology & Laboratory Capacity Grants (CFDA 21.019 & 93.323). These funds are included in the 2021 budget. Council approval is required as additional funding for the extended contract period exceeds 10% of the approved budget.

Please contact Anne Deacon, Human Services Manager at 360-778-6054 (ADeacon@co.whatcom.wa.us) or Kathleen Roy, Assistant Director at 360-778-6007 (KRoy@co.whatcom.wa.us) if you have any questions or concerns regarding this request.



WHATCOM COUNTY HEALTH DEPARTMENT CONTRACT AMENDMENT

PARTIES:

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

**AND CONTRACTOR:
SeaMar Community Health Centers
1040 S Henderson Street
Seattle, WA 98108**

CONTRACT PERIODS:

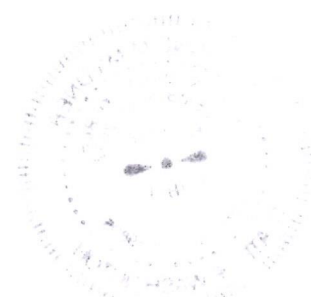
**Original: 03/01/2020 – 12/30/2020
Amendment #1: 12/31/2020 – 01/31/2021
Amendment #2: 02/01/2021 – 05/31/2021**

**Amendment #3: 01/01/2021 – 05/31/2021
Amendment #4: 06/01/2021 – 09/30/2021**

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

DESCRIPTION OF AMENDMENT:

1. Extend the term of the contract through 09/30/2021.
2. Amend Exhibit B – Compensation, to reflect a budget for the extended contract period and update invoicing requirements; revised Exhibit B is attached.
3. Funding for the extended contract period (06/01/21 – 09/30/21) is not to exceed \$95,460.
4. Funding for the total contract period (03/01/2020 – 09/30/2021) is not to exceed \$453,436.
5. All other terms and conditions remain unchanged.
6. The effective start date of the amendment is 06/01/2021.



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

APPROVAL AS TO PROGRAM: Approved by email AD/JT 05/18/2021
Anne Deacon, Human Services Manager Date

DEPARTMENT HEAD APPROVAL: Erika Lautenbach 06/30/2021
Erika Lautenbach, Health Department Director Date

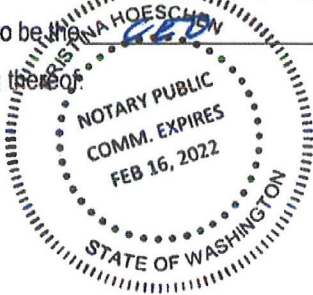
APPROVAL AS TO FORM: Approved by email RB/JT 06/10/2021
Royce Buckingham, Prosecuting Attorney Date

FOR THE CONTRACTOR:

[Signature] | Rogelio Rojas, CEO | 6/25/21
Contractor Signature | Print Name and Title | Date

STATE OF WASHINGTON)
COUNTY OF KING)

On this 25th day of June, 2021, before me personally appeared ROGELIO ROJAS, to me known to be the CEO and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.



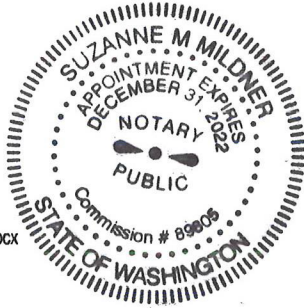
[Signature]
NOTARY PUBLIC in and for the State of Washington.
Residing at VIATOR, WA
My Commission expires: 2/16/2022

FOR WHATCOM COUNTY:

Satpal Singh Sidhu 6/30/21
Satpal Singh Sidhu, County Executive Date

STATE OF WASHINGTON)
COUNTY OF WHATCOM)

On this 30th day of June, 2021, before me personally appeared Satpal Singh Sidhu, to me known to be the Executive of Whatcom County and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.



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

**EXHIBIT "B" – Amendment #4
(COMPENSATION)**

Budget and Source of Funding: Funding for this contract period (06/01/21 – 09/30/21) may not exceed \$95,460. Funds under the Contract are made available and are subject to Section 601(a) of the Social Security Act, as amended by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and Title V and VI of the CARES Act. The project was supported by a grant awarded by the US Department of the Treasury. Grant funds are administered by the Local Government Coronavirus Relief Fund thru the Washington State Department of Health Emergency Preparedness & Response COVID-19 Local CARES and Epidemiology & Laboratory Capacity Grants (CFDA 21.019 & 93.323). The budget for this contract is as follows:

BUDGET (06/01/2021 – 09/30/2021)		
Item	Documentation Required	Budget
Salaries for personnel providing Facility Operational Support, Consultation, and Technical Assistance	Expanded GL report for the period	\$89,460
Support Assistance Program and Flex Funds	GL Detail or Credit Card statement and Receipts showing documentation to support dispersals	\$6,000
TOTAL BUDGET:		\$95,460

Changes to the line item budget that exceed 10% of the line item amount must be approved in writing by the County.

II. Invoicing

1. The Contractor shall submit itemized invoices according to the dates provided in #2 below in a format approved by the County to HL-BusinessOffice@co.whatcom.wa.us.
2. Invoices submitted for payment must include the items identified in the table above.
 - a. **Final invoices for services provided through June 30, 2021 must be received by July 21, 2021.**
 - b. **Final invoices for services provided from July 1, 2021 – September 30, 2021 must be received by October 21, 2021.**
3. Payment by the County will be considered timely if it is made within 30 days of the receipt and acceptance of billing information from Contractor. The County may withhold payment of an invoice if the Contractor submits it more than 30 days after the expiration of this contract.
4. Invoices must include the following statement, with an authorized signature and date:
I certify that the materials have been furnished, the services rendered, or the labor performed as described on this invoice.
5. Duplication of Billed Costs or Payments for Service: The Contractor shall not bill the County for services performed or provided under this contract, and the County shall not pay the Contractor, if the Contractor has been or will be paid by any other source, including grants, for those costs used to perform or provide the services in this contract. The Contractor is responsible for any audit exceptions or disallowed amounts paid as a result of this contract.

