



## WHATCOM COUNTY CONTRACT INFORMATION SHEET (CIS)

Whatcom Co. Contract #:  
**202402001-3**

<b>Originating Department:</b> 35 - Sheriff's Office
<b>Division:</b> 3520 Bureau of LE & Investigations
<b>Program:</b> 352020 Patrol and Overtime
Contract or Grant Administrator: Steve Harris, Undersheriff
Contractor's / Agency Name: US Department of Agriculture (USDA) Forest Service
Title of Agreement (optional): Yearly Forest Service Deputy

<b>Type of Contract:</b> Intergovernmental Contract For Services
If amendment or renewal, original contract #: 202402001
Is this is a grant agreement? No If so, grantor agency contract #s: _____ ALN: _____ <i>Note: Complete ALN field if contract involves direct federal grants/cooperative agreements or pass-through federal funds.</i>
Is this contract grant-funded? No      If yes, Whatcom County grant contract number(s): _____
If this contract the result of an RFP? No      If yes, RFP number(s): _____
Is this contract the result of a Bid Process? No      If yes, Bid Number(s): _____
Does this contract involve federal reimbursement? (i.e. fed grant, cooperative agreement, pass-through fed funds, etc.) Yes
<b>Procurement method:</b> N/A - Interlocal/Grant - For interlocal agreements between governments or grant-funded contracts
<b>Council review:</b> Required - Interlocal agreement (Cooperative Purpose, Referencing RCW 39.34)

Fund(s): 1000
Cost Center(s): 10003500
Object Account(s): 4342.1000.350203 S

Original Contract Amount: \$ 113,520.00
This Amendment Amount: \$ 56,760.00
<b>Total Cumulative Amount: \$ 170,280.00</b>

<b>Contract term ends:</b> 12/31/2029
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<b>Key words/summary (optional):</b> <small>This amendment continues the cooperative effort between Whatcom County Sheriff's Office and USDA Forest to enhance state and local law enforcement in connection with activities on National Forest System lands. The USDA Forest Service will provide funds for one Sheriff's Office deputy to patrol Mt. Baker-Snoqualmie National Forest. This amendment is adding \$56,760 to the contract amount.</small>
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Contract routing (please initial & date):

Prepared by: Donna Duling 6.8.26

Contractor review: \_\_\_\_\_

Attorney signoff: Reviewed via email BW/DD 6/8

AS Finance review: J. Thomson 07/01/2026

IT review (if related): \_\_\_\_\_

Contractor signed: \_\_\_\_\_

Executive review: \_\_\_\_\_

Council approval, if necessary: \_\_\_\_\_

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

Executive signed: \_\_\_\_\_



# GRANT OR AGREEMENT AWARD COVER SHEET

FS-1500-0100  
OMB No. 0596-0217  
EXP: 05/31/2027

IDENTIFICATION INFORMATION		
1. Federal Award Identification Number (FAIN): 24-LE-11060500-098 (Agreement Number)		2. Cooperator Agreement/Instrument #:
3. New <input type="checkbox"/> Modification <input checked="" type="checkbox"/> Mod. Number 003 FFA Award <input type="checkbox"/> Master <input type="checkbox"/> Stand-Alone <input type="checkbox"/> SPA <input type="checkbox"/>		4. Instrument (Project) Title: Law Enforcement Activities in Whatcom County
5. Authority U.S.C and Title: Cooperative Law Enforcement Act of August 10, 1971, Pub. L. 92-82, 16 U.S.C. 551a		6. Assistance Listing Number and Title: 10.704, Law Enforcement Agreements
7. Cooperator/Recipient Information (Must match SAM.gov): Name: Whatcom County Address: 311 Grand Ave STE 503 City: Bellingham State WA Zip: 98225-4050		8. U.S. Forest Service Unit Address (where the work is being managed): Name: Mt. Baker-Snoqualamie National Forest Address: 1000 SE Everett Mall Way City: Everett State WA Zip: 98202
9. Cooperator Unique Entity Identifier (UEI): NT6RMN8THTN7		10. Master Agreement Number if SPA: NA
11. Period of Performance Start Date: Execution Date: Expiration Date: 03/19/2029		12. Master Agreement Expiration Date: (SPA expiration date cannot exceed the Master)
13. Cooperator Program Manager: Name: Donnell Tanksley, SHERIFF Phone: (360) 778-6606 Email: dtanksle@co.whatcom.wa.us		14. U.S. Forest Service Program Manager: Name: Tyler Smith, Patrol Captain Phone: (360) 802-5314 Email: tyler.d.smith@usda.gov
FINANCIAL INFORMATION		
15. Federal Funding to be Obligated to Cooperator: \$56,760.00		16. Cooperator Contribution Funds: \$0.00
17. Payment Method: No Funds <input type="checkbox"/> Reimbursable <input checked="" type="checkbox"/> Advance <input type="checkbox"/> Advance Period		18. Cooperator Match Percentage: 00.00%
19. Program Income/Revenue: No <input checked="" type="checkbox"/> Yes <input type="checkbox"/>		20. Cooperator Indirect Cost Rate (approved rate charged to award): De minimis <input type="checkbox"/> Supported <input type="checkbox"/> NICRA <input type="checkbox"/> Rate
REPORTING REQUIREMENTS		
21. Performance Report Frequency: Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input checked="" type="checkbox"/> N/A <input type="checkbox"/>		22. Financial Report Frequency: Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
ATTACHMENTS		
The attachments listed below are hereby incorporated and made a part of this instrument.		
23. REQUIRED FOR ALL INSTRUMENTS: <input checked="" type="checkbox"/> USDA FFA/MIA General Terms and Conditions <input checked="" type="checkbox"/> FS FFA/MIA/R&D General Terms and Conditions <input type="checkbox"/> Purpose/Scope of Work Narrative <input type="checkbox"/> Budget/Financial Plan <input checked="" type="checkbox"/> Other (specify): Annual Operating and Financial Plan		24. REQUIRED DEPENDENT ON INSTRUMENT TYPE: <input type="checkbox"/> Statement of Mutual Benefit and Interest <input type="checkbox"/> Federal Financial Assistance Forms/Assurances <input type="checkbox"/> TFPA/638 Project Proposals <input checked="" type="checkbox"/> Modification Purpose and/or Description <input checked="" type="checkbox"/> Other (specify): Addendum A
25. By signing this instrument, the signer certifies that they are vested with the authority to enter into this instrument.		
Cooperator Signature:		Name and Title: DONNELL TANKSLEY, SHERIFF Date: 7/17/26
26. This instrument, subject to the provisions above, is executed by The U.S. Forest Service Authorized Signatory:		
Signature:		U.S. Forest Service Signatory Official (SO) Name and Title: SONNY ST. JOHN, Special Agent in Charge (Acting), Pacific Northwest Law Enforcement and Investigations Date:
27. The authority and format of this instrument have been reviewed and approved for signature.		
Signature: <b>MICHAEL GADDIS</b> Digitally signed by MICHAEL GADDIS Date: 2026.06.04 12:52:35 -07'00'		U.S. Forest Service Grants Management Specialist Name: MICHAEL K. GADDIS Date: 06/04/2026

<b>Additional Contacts (if applicable):</b>	
28. Cooperator Program Manager: Name: Steven Harris, UNDERSHERIFF Phone: (360) 778-6618 Email: sharris@co.whatcom.wa.us	29. U.S. Forest Service Program Manager: Name: Ronnie Oropeza Phone: (406) 250-7641 Email: ronnie.oropeza@usda.gov
30. Cooperator Program Manager: Name: Barbara Luton Office Administrator Phone: (360) 778-6606 Email:	31. U.S. Forest Service Program Manager: Name: Phone: Email:

Any additional contacts shall be included in an attachment to this instrument.

**Additional Signatories (if applicable):**

By signing this instrument, the signer certifies that they are vested with the authority to enter into this instrument.

32. Cooperator Signature:	Name and Title: SATPAL SIDHU, Executive, Whatcom County	Date:
33. Cooperator Signature: <i>Approved via email Bw/BD</i>	Name and Title: BRANDON WALDRON, Prosecuting Attorney	Date: <i>6/8/26</i>

This instrument, subject to the provisions above, is executed by The U.S. Forest Service Authorized Signatory:

34. Signature:	U.S. Forest Service Signatory Official (SO) Name and Title: ERIN ULOTH, Forest Supervisor, Mt. Baker-Snoqualmie National Forest	Date:
35. Signature:	U.S. Forest Service Grants Management Specialist Name:	Date:

Any additional signatories shall be included in an attachment to this instrument.

**PAPERWORK REDUCTION ACT STATEMENT**

According to the Paperwork Reduction Act of 1995, a Federal agency may not conduct or sponsor, and a person is not required to respond to, an information collection request unless it displays a valid Office of Management and Budget (OMB) control number. The valid OMB control number for this information collection request is 0596-0217. Response to this information collection request is mandatory to obtain or retain benefits. The authority for this information collection request is Paperwork Reduction Act (Pub. L. No. 96-511, 94 Stat. 2812, as amended by Pub. L. 104-13) 44 U.S.C. §§ 3501–3521. The time required to complete this information collection request is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, collecting and maintaining the data needed, and completing and reviewing the information collection request. Send comments regarding this burden estimate or any other aspect of this information collection request, including suggestions for reducing the burden, to Forest Service Information Collections Officer, SM.FS.InfoCollect@usda.gov, with OMB control number 0596-0217 in the subject line.

**NONDISCRIMINATION STATEMENT**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

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## MODIFICATION 003

OF

### AGREEMENT #24-LE-11060500-098

The purpose of this modification is to add funds, and updated General Terms and Conditions (GT&C's).

Effective upon the execution of this modification, the following terms are incorporated into the grant or agreement. If any duplications or contradictions are identified by applying these new requirements, the USDA and Forest Service General Terms and Conditions and the FS-1500-0100 take precedence.

- A. U.S. DEPARTMENT OF AGRICULTURE GENERAL TERMS AND CONDITIONS.** In accordance with Secretarial Memorandum 1078-021, the USDA General Terms & Conditions *Mutual Interest Agreements*, dated December 31, 2025, and its implementing regulations, 2 CFR 400, apply to the Cooperator and any sub-awardees and/or sub-contractors under this agreement. These Departmental policies and regulatory requirements are incorporated by reference into this agreement as if fully set forth in this agreement and located at: [https://www.usda.gov/about-usda/general-information/staff-offices/office-chief-financial-officer/federal-financial-assistance-policy/usda-general-terms-and-conditions?utm\\_medium=email&utm\\_source=govdelivery](https://www.usda.gov/about-usda/general-information/staff-offices/office-chief-financial-officer/federal-financial-assistance-policy/usda-general-terms-and-conditions?utm_medium=email&utm_source=govdelivery)
- B. FOREST SERVICE GENERAL TERMS AND CONDITIONS.** The Forest Service General Terms & Conditions for *Mutual Interest Agreements* February 14, 2026, and its implementing regulations, apply to the Cooperator and any sub-awardees and/or sub-contractors under this agreement. These federal policies and regulatory requirements are incorporated by reference into this agreement as if fully set forth in this agreement, located at <https://www.fs.usda.gov/working-with-us/grants/terms-conditions>



**COOPERATIVE LAW ENFORCEMENT  
24-LE-11060500-098 Mod. 003  
2026  
ANNUAL OPERATING AND FINANCIAL PLAN**

**Previous Year Carry-over:** \$0 (As of 4/15/2026)

**Current Obligation:** \$ 56,760.00

**Total Operating Plan Amount:** \$ 56,760.00

**U.S. DEPARTMENT OF AGRICULTURE GENERAL TERMS AND CONDITIONS.** In accordance with Secretarial Memorandum 1078-021, the USDA General Terms & Conditions for Mutual Interest Agreements dated, December 31, 2025, and its implementing regulations, 2 CFR 400, apply to the Cooperator and any sub-awardees and/or sub-contractors under this agreement. These Departmental policies and regulatory requirements are incorporated by reference into this agreement as if fully set forth in this agreement and located at: [https://www.usda.gov/about-usda/general-information/staff-offices/office-chief-financial-officer/federal-financial-assistance-policy/usda-general-terms-and-conditions?utm\\_medium=email&utm\\_source=govdelivery](https://www.usda.gov/about-usda/general-information/staff-offices/office-chief-financial-officer/federal-financial-assistance-policy/usda-general-terms-and-conditions?utm_medium=email&utm_source=govdelivery).

**FOREST SERVICE GENERAL TERMS AND CONDITIONS.** The Forest Service General Terms & Conditions Mutual Interest Agreement dated February 14, 2026, and its implementing regulations, apply to the Cooperator and any sub-awardees and/or sub-contractors under this agreement. These federal policies and regulatory requirements are incorporated by reference into this agreement as if fully set forth in this agreement, located at <https://www.fs.usda.gov/working-with-us/grants/terms-conditions>.

**I. GENERAL:**

- A. The contacts identified on the FS-1500-0100 shall be the designated and alternate representative(s) of each party to make or receive requests for special enforcement activities.
- B. Reimbursement for all types of enforcement activities shall be at the following rates unless specifically stated otherwise:
  - Wages and benefits will be billed at actual regular rates plus associated payroll costs.
  - Rates will vary based on officer experience level.
  - Approximate wage for new deputy at the prevailing regular rate of \$ 55. 71/ hour plus fringe benefits of \$ 8. 98/ hour for a total rate of \$ 64. 69/ hour.
  - Approximate wage for a senior deputy/ sergeant at the prevailing regular rate of \$ 88. 31/ hour plus fringe benefits of \$ 13. 25/ hour for a total rate of \$ 101. 56/ hour.



-Mileage will be billed at the mileage reimbursement rate of \$ 0. 67 per mile.

## II. PATROL ACTIVITIES:

A. Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs of both the Cooperator and the U.S. Forest Service. Ample time will be spent in each area to make residents and visitors aware that law enforcement officers are in the vicinity.

1. Patrol on following U.S. Forest Service roads:  
Patrol all roads in the Mt. Baker- Snoqualmie National Forest that are located within the boundaries of Whatcom County, Washington.
2. Patrol in the following campgrounds, developed sites, or dispersed areas:  
Patrol in any and all campgrounds, developed sites, or dispersed sites, active logging and firewood cutting areas and any unplanned seasonal special emphasis areas.

Total reimbursement for this category shall not exceed the amount of: \$ 56,760.00.

## III. SPECIAL ENFORCEMENT SITUATIONS:

- A. Special Enforcement Situations include but are not limited to: Fire Emergencies, Drug Enforcement, and certain Group Gatherings.
- B. Funds available for special enforcement situations vary greatly from year to year and must be specifically requested and approved prior to any reimbursement being authorized. Requests for funds should be made to the U.S. Forest Service designated representative listed on the FS-1500-0100. The designated representative will then notify the Cooperator whether funds will be authorized for reimbursement. If funds are authorized, the parties will then jointly prepare a revised Operating Plan.
1. Drug Enforcement: This will be handled on a case-by-case basis. The request will normally come from the patrol Captain; however, it may come from the Special Agent in Charge or their designated representative. Reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to the incident will coordinate all of their activities with the designated officer in charge of the incident.
  2. Fire Emergency: During emergency fire suppression situations and upon request by the U.S. Forest Service pursuant to an incident resource order, the Cooperator agrees to provide special services beyond those provided under Section II-A,



within the Cooperator’s resource capabilities, for the enforcement of State and local laws related to the protection of persons and their property. The Cooperator will be compensated at the rate specified in Section I-B; the U.S. Forest Service will specify times and schedules. Upon concurrence of the local patrol Captain or their designated representative, an official from the Incident Management Team managing the incident, Cooperator personnel assigned to an incident where meals are provided will be entitled to such meals.

- 3. Group Gatherings: This includes but is not limited to situations which are normally unanticipated, or which typically include very short notices, large group gatherings such as rock concerts, demonstrations, and organization rendezvous. Upon authorization by a U.S. Forest Service representative listed on the FS-1500-0100 for requested services of this nature, reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to this type of incident will normally coordinate their activities with the designated officer in charge of the incident. This includes but is not limited to situations which are normally unanticipated, or which typically include very short notice, large group gatherings such as rock concerts, demonstrations, and organizational rendezvous.

**IV. BILLING FREQUENCY:**

- A. The following is a breakdown of the total estimated costs associated with this Operating Plan.

<b>Category</b>	<b>Estimated Costs</b>	<b>Not to Exceed by %</b>
Patrol Activities	\$56,760.00	100%
Training	NA	NA
Equipment	NA	NA
Special Enforcement Situations	NA	NA
<b>Total</b>	<b>\$56,760.00</b>	<b>100%</b>

- B. Any remaining funding in this Operating Plan may be carried forward to the next Annual Operating Plan and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or deobligated at the request of the U.S. Forest Service.

## Addendum A

### **U.S. Forest Service Fire Emergency Language & Billing Protocol Coop Law Enforcement Agreements / Operating & Financial Plan**

#### **Fire Emergencies:**

During fire emergencies, the U.S. Forest Service will reimburse the County for actual costs incurred while the County is providing assistance requested by either the Agency Administrator or Incident Commander.

Reimbursement for personnel wages and services are based upon the information in the resource order and must identify the number of roadblocks, number of personnel required, hours and time frame required and must be ordered by the Incident Commander or Agency Administrator. A copy of the resource order generated for the request for assistance will be provided by the U.S. Forest Service dispatch to the County. It is critically important that the Incident Management Team, Agency Administrator, and the Sheriff/County Official agree to what emergency services are needed and listed in the Resource Order and Incident Action Plans for each day until this resource is no longer required.

Upon request of the Agency Administrator or Incident Commander, a County designated Liaison(s) to the fire incident(s) may be established. The liaison will be requested via an incident resource order. The liaison(s) primary duties, on behalf of the County Sheriff, will be to attend public meetings, planning and Incident Command meetings. Eligible costs for reimbursement will include personnel time.

If meals and lodging are required for county officials, authorization must be documented using the standard fire meals and lodging authorization forms provided by the host fire unit. Cooperator personnel directly assigned to the incident by a resource order will be entitled to meals that are provided on the incident.

Administrative support (e.g. posting incident time, delivering meals, bill preparation, etc.) will be reimbursed on an actual cost basis. The County will prepare and submit an itemized accounting of actual cost as part of the reimbursement request.

What is not eligible for reimbursement?

1. Law enforcement duties that are within the normal jurisdictional responsibilities such as enforcement, patrols, evacuation. 2. Automotive repairs, tires, and services are covered in the prevailing wage rate as identified in the OP Provision I. B.

#### **Billing Protocol:**

Documentation required to be submitted by the County to the FS for payment processing:

- Resource Order. Resource order will state what kind of assistance is ordered, how many people requested, and the time period for the services as ordered by the IC or Agency Administrator.
- Copy of Cooperative Law Enforcement Agreement and Operating & Financial Plan.
- UEI number.
- Active status in System for Award Management (SAM).
- Tax ID number.
- Breakout of actual costs:
  - Salary – Daily Crew Time Reports, Payroll summary by hours per day or timesheets of personnel.
  - Supplies – Copies of receipts with date and description of items purchased and FS authorization (S# or FS Signature) for purchase.
  - Mileage – Summary by day by vehicle and personnel using the vehicle.
  - Incident Action Plans – copies of plans that document assignment to that incident.
  - Map of roadblock locations.

BILLINGS ARE NOT TO BE SUBMITTED TO THE [SM.FS.ASC\\_GA@USDA.GOV](mailto:SM.FS.ASC_GA@USDA.GOV)  
UNDER THE OBLIGATION ESTABLISHED THROUGH THE COOPERATIVE LAW  
ENFORCEMENT AGREEMENT.

Please coordinate remittance of billings to the Albuquerque Service Center, Incident Finance Branch  
through the local Fire Incident Business Specialist:

**Jessica McAloon**

**1000 SE Everett Mall Way, Suite 410**

**Phone: (360) 854-2602**

**Email: [jessica.mcaloon@usda.gov](mailto:jessica.mcaloon@usda.gov)**

Invoices must include the information identified above in the Billing Protocol section in order to be  
processed in a timely manner.

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.