

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No. _____

Originating Department:	35 Sheriff's Office
Division/Program: <i>(i.e. Dept. Division and Program)</i>	3540 Bureau of Support Services / 354011 Records
Contract or Grant Administrator:	Undersheriff Doug Chadwick
Contractor's / Agency Name:	Attorney General of Washington
Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes <input type="radio"/> No <input checked="" type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____	
Does contract require Council Approval? Yes <input checked="" type="radio"/> No <input type="radio"/> If No, include WCC: _____ Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)	
Is this a grant agreement? Yes <input checked="" type="radio"/> No <input type="radio"/> If yes, grantor agency contract number(s): <u>RU-22-36</u> CFDA#: <u>16.833</u>	
Is this contract grant funded? Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, Whatcom County grant contract number(s): _____	
Is this contract the result of a RFP or Bid process? Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, RFP and Bid number(s): _____ Contract Cost Center: <u>1003522001</u>	
Is this agreement excluded from E-Verify? No <input type="radio"/> Yes <input checked="" type="radio"/> If no, include Attachment D Contractor Declaration form.	
If YES, indicate exclusion(s) below: <input type="checkbox"/> Professional services agreement for certified/licensed professional. <input type="checkbox"/> Goods and services provided due to an emergency <input type="checkbox"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract for Commercial off the shelf items (COTS). <input type="checkbox"/> Contract work is for less than 120 days. <input type="checkbox"/> Work related subcontract less than \$25,000. <input checked="" type="checkbox"/> Interlocal Agreement (between Governments). <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.	
Contract Amount:(sum of original contract amount and any prior amendments): \$ <u>3,000.00</u> This Amendment Amount: \$ _____ Total Amended Amount: \$ <u>3,000.00</u> Summary of Scope:	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.
Indirect Federal Grant award from Attorney General of Washington to purchase a refrigeration unit to store DNA samples from sexual assault investigations.	
Term of Contract: March 31, 2022	Expiration Date: September 30, 2022

Contract Routing:	1. Prepared by: <u>Dawn Pierce</u> <i>DMP</i>	Date: <u>03/28/22</u>
	2. Attorney signoff: <u>Approved by email BW/dmp</u>	Date: <u>04/07/22</u>
	3. AS Finance reviewed: <u>Approved by email BB/dmp</u>	Date: <u>04/05/22</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: _____

Dawn Pierce

From: Brandon Waldron
Sent: Thursday, April 07, 2022 8:00 AM
To: Dawn Pierce
Subject: RE: AGO SAKI Grant

Looks good on my end.

From: Dawn Pierce
Sent: Tuesday, April 5, 2022 9:13 AM
To: Brandon Waldron <BWaldron@co.whatcom.wa.us>; Brad Bennett <BBennett@co.whatcom.wa.us>
Cc: Donna Duling <DDuling@co.whatcom.wa.us>
Subject: AGO SAKI Grant

Brandon / Brad,

Attached for your review and approval is AGO SAKI Grant Award of \$3,000 to purchase a refrigeration unit.

Please let me know if questions.

Thank you.

Dawn Pierce
Sr. Administrative Assistant
Whatcom County Sheriff's Office
311 Grand Avenue, Bellingham, WA 98225
Phone 360-778-6606



Dawn Pierce

From: Brad Bennett
Sent: Tuesday, April 05, 2022 9:25 AM
To: Dawn Pierce; Brandon Waldron
Cc: Donna Duling
Subject: RE: AGO SAKI Grant

Looks fine to me. Consider this email Finance's sign off on the agreement.

From: Dawn Pierce
Sent: Tuesday, April 05, 2022 9:13 AM
To: Brandon Waldron <BWaldron@co.whatcom.wa.us>; Brad Bennett <BBennett@co.whatcom.wa.us>
Cc: Donna Duling <DDuling@co.whatcom.wa.us>
Subject: AGO SAKI Grant

Brandon / Brad,

Attached for your review and approval is AGO SAKI Grant Award of \$3,000 to purchase a refrigeration unit.

Please let me know if questions.

Thank you.

Dawn Pierce
Sr. Administrative Assistant
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Phone 360-778-6606





Bob Ferguson

ATTORNEY GENERAL OF WASHINGTON

Financial Services Division

PO Box 40107 • Olympia, WA 98504-0107 • (360) 586-3003

March 14, 2022

Whatcom County Sheriff's Office

Contact: Donna Duling

DUNS 060044641

311 Grand Avenue

Bellingham, WA 98225

RE: **Federal Grant Info:** SAKI 2017-AK-BX-0016 Grant; CFDA 16.833; US DOJ, OJP, BJA; 10/1/17-9/30/22; Attorney General of Washington (pass-thru agency) Award \$3,000,000

Subrecipient: Whatcom County Sheriff's Office

Contract: RU-22-36

Subaward: up to \$3,000.00 for Purchase of Requested Refrigeration Unit

The Washington State Office of the Attorney General (AGO) is pleased to announce that the Whatcom County Sheriff's Office has been selected to receive an award to purchase a refrigeration unit to help with storage of evidence from sexual assault investigations as outlined in the Subrecipient Commitment form that your agency submitted to AGO Grants.

Please sign and date below to acknowledge acceptance of this grant and return to FISGrants@atg.wa.gov by March 31, 2022. Please review the attached A19-1 Voucher form and verify that your statewide vendor number is correct.

This is a cost reimbursement grant and funds will not be awarded in advance. Upon purchase of this unit, please submit any invoices and receipts for reimbursement along with a photo of the purchased refrigeration unit to FISGrants@atg.wa.gov. The unit must be purchased and received prior to September 30, 2022.

The Attorney General's Office would like to thank you for your commitment to public safety and for partnering with the AGO in its efforts to address the accumulation of unsubmitted sexual assault kits and provide answers to survivors and their families.

We look forward to our continued partnership on this important project. If you have any questions, please email FISGrants@atg.wa.gov.

Sincerely,




John Hillman, Division Chief
Criminal Justice

Attachments

cc: Mike Webb, Chief of Staff
Mark Melroy, Chief Financial Officer
Brionna Aho, Communications Director
Katharine Hemann, AAG, SAKI Site Coordinator
Marci Phillips, Grant Manager
Cherié Norris, Grant and Contract Supervisor

ACKNOWLEDGEMENT AND ACCEPTANCE OF GRANT AWARD

Whatcom County Sheriff's Office

 03/24/22

Signature and Date

Dave CHADWICK, UNDERSHERIFF

Printed Name and Title

WHATCOM COUNTY:

Approved as to form:

APPROVED BY EMAIL BW/dmp 04-07-22
Prosecuting Attorney Date

Approved:

Accepted for Whatcom County:

By: _____ Date _____
Satpal Sidhu, Whatcom County Executive

STATE OF WASHINGTON)
) ss
COUNTY OF WHATCOM)

On this _____ day of _____, 20 ____, before me personally appeared Satpal Sidhu, to me known to be the Executive of Whatcom County, who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

NOTARY PUBLIC in and for the State of Washington, residing at _____.
My commission expires _____.



Bob Ferguson
ATTORNEY GENERAL OF WASHINGTON

Financial Services Division
PO Box 40107 • Olympia, WA 98504-0107 • (360) 586-3003

March 14, 2022

Greetings:

As you know, in 2017 my office launched a Sexual Assault Kit Initiative (SAKI) to address the accumulation of unsubmitted sexual assault kits, and holistically improve our state's response to sexual assault. Thanks to the work of our Initiative and others, the state has cut the backlog of untested sexual assault kits in half. This project is a collaborative effort with law enforcement, victim advocates, sexual assault nurse examiners, prosecutors, and others.

As part of that partnership, I am pleased to announce that your agency is selected to receive an award from my office to purchase a refrigeration unit for storage of evidence from sexual assault investigations.

Working together, we will solve these crimes, to hold those responsible accountable, and to find justice for victims.

Thank you for your commitment to public safety and for tackling these difficult cases. We are honored to play a part in nationwide efforts to address the accumulation of unsubmitted sexual assault kits and to contribute to your important work.

Sincerely,

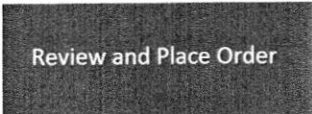
BOB FERGUSON
Attorney General

Organization Name	Whatcom County Sheriff's Office
Grant Agreement #	RU-22-36
Grant Start Date:	March 14, 2022
Grant End Date:	September 30, 2022
Organization Contact Name:	Donna Duling

Sales Quotation			
*Quote Nbr	Creation Date	Due Date	Page
2087-0023-21	03/28/2022		1 of 1
Payment Terms		Delivery Terms	
NET 30 DAYS		DEST	
Valid To		Prepared By	
07/26/2022		NIGRO, TYLER	
Customer Reference		Sales Representative	
QTE/ROGER/03/25		TYLER NIGRO	
To place an order	Ph: 800-766-7000	Fx: 800-926-1166	
Submitted To:		Customer Account: 024009-001	
ROGER FUNK TYLER.NIGRO@THERMOFISHER.COM 360-733-9429		WHATCOM COUNTY SHERIFFS OFFICE 311 GRAND AVE BELLINGHAM WA 98225	



FISHER SCIENTIFIC COMPANY LLC
4500 TURNBERRY DRIVE
HANOVER PARK IL 60133-5491



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***Please reference this Quote Number on all correspondence.**

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Nbr	Qty	UN	Catalog Number	Description	Unit Price	Extended Price
1	1	EA	FBV20RPSA	20 CF ISOTEMP REF 115V60HZ Fisherbrand Value Convertible Refrigerator/Freezer, Amperage: 2.2 A, Capacity: 21 cu. ft., 594 L, Casters: 2 adjustable leveling feet, White, Compressor: Bottom mounted, Defrost: Automatic, Door Style: Hinged, open left to right, non-reversible, Exterior Finish: White enameled steel, Voltage: 115 V Vendor Catalog # FBV20RPSA Hazardous Material This item is being sold as 1 per each	2,747.97	2,747.97
MERCHANDISE TOTAL						2,747.97
Fuel Surcharge						6.20
Estimated Sales Tax						242.36
TOTAL						2,996.53

NOTES:

We now offer highly competitive financing with low monthly payments. Please contact your local sales representative for more information.

Tell us about your recent customer service experience by completing a short survey. This should take no longer than three minutes. Enter the link into your browser and enter the passcode: USA-PGH-CS2

<http://survey.medallia.com/fishersci>



Bob Ferguson

ATTORNEY GENERAL OF WASHINGTON

Financial Services Division

PO Box 40107 • Olympia, WA 98504-0107 • (360) 586-3003

April 23, 2021

RE: SAKI 2017-AK-BX-0016 Grant – Refrigeration Units

To All Washington Law Enforcement Agencies:

The Attorney General's Office would like to thank you for your commitment to public safety and for partnering with the AGO in its efforts to address the accumulation of unsubmitted sexual assault kits and provide answers to survivors and their families. The AGO received permission to utilize a portion of its National Sexual Assault Kit Initiative grant to help law enforcement agencies purchase refrigeration units. You are receiving this letter and the attached form because your agency expressed interest in receiving grant funds to purchase refrigeration units to help with storage of DNA samples.

Currently, funding for this grant ends September 30, 2021. While we are asking our federal partner to extend this grant an additional year due to COVID-19, it is unknown if our request will be granted. Please fill out the attached form and check one or both – if you can purchase and receive the refrigeration unit by September 30, 2021 and/or December 31, 2021.

You will be notified if you have been approved as a subrecipient and what the grant amount is. At that time, a training will be scheduled on what is required as a subrecipient and an agreement executed. Please note this is a cost reimbursement grant and funds will not be awarded in advance.

We look forward to our continued partnership on this important project. If you have any questions, please email FISGrants@atg.wa.gov.

Sincerely,

John C. Hillman

John Hillman, Division Chief, Criminal Justice

cc: Katherine Hemann, AAG, SAKI Site Coordinator
Cherié Norris, Grants and Contracts Coordinator Lead

SUBRECIPIENT COMMITMENT FORM

Please complete all sections to be considered for the 2017-AK-BX-0016 SAKI grant purchase of a refrigeration unit. This form must be approved and signed by your department's authorized official.

Section A: Project Information

Legal Name of Subrecipient's Organization: Whatcom County Sheriff's Office

Project Contact: Records/ID Manager Ann Bjertness

Project Contact Email: abjertne@co.whatcom.wa.us

Street Address: 311 Grand Ave.

City, State, Zip: Bellingham, WA 98225

Phone: 360-778-6600

Subaward Type: Cost Reimbursement

Period of Performance: Begin Date: when contract is awarded; End Date: TBD – please answer questions below:

1: Funds must be spent by September 30, 2021 (this includes actual receipt of the unit), would you be able to meet this deadline? Yes No

2: If granted an extension to December 31, 2021 (this includes actual receipt of the unit), would you be able to meet this deadline? Yes No

If you answered "yes" to questions 1 or 2 above, please complete this form and provide any necessary documents in the remaining sections.

Section B: Proposal Documents

Statement of Work (required) -

1. What will the refrigeration unit be used for?
To store evidence that requires refrigeration specially DNA samples

2. Where will the refrigeration unit be located?
Evidence Room at the Whatcom County Sheriff's Office

Budget and Budget Justification (required) -

1. Refrigeration unit to be purchased from? Fisher Scientific
2. Include product description along with a link to the manufacturer's website:
TSV20RPSA (SEE QUOTE) SEE ATTACHMENT A
3. Cost of unit \$2634.96
4. Shipping costs included
5. Sales tax \$233.54
6. Attach resumes of all key personnel that will be working with the grant funds.
7. Attach organization chart(s). SEE ATTACHMENT B

Section C: Subrecipient's Institutional Information

DUNS#: 060044641 EIN: 91-6001383

1. Is your organization presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in any federal department or agency or delinquent on repayment of any federal debt including direct and guaranteed loans and other debt as defined in 2 CFR Part 200 Uniform Guidance?

Yes ___ No N/A ___

2. Have any lobbying activities been or will any be conducted regarding this proposal?

Yes ___ No N/A ___

3. Does your organization certify that it currently has a compliant Financial Conflict of Interest (FCOI) policy and a Financial Disclosure for each of the Subrecipient's key personnel? Yes No ___ N/A ___

Section D: Risk Analysis

1. Subrecipient is a: Mature (5+years in operation)
+5 years managing grants ___
Start-up ___
2. Subrecipient has: >50 employees ___ <50 employees

3. Subrecipient is a direct recipient of any Federal awards: Yes No

A-133 audit is required in any year that your organization spends in excess of \$750K of grant money that has originated from federal funding sources. Has your organization received in excess of \$750K of federal funds within the last two years? Yes

4. Subrecipient has: A-133 audit No audit report

5. Subrecipient has: Existing or prior contracts issued from AGO
No existing or prior contracts issued from AGO

a. If subrecipient has existing or prior contracts with AGO, list all contract numbers:
Contract #9708020 _____

b. Subrecipient has not has defaulted on any existing or prior contracts or is aware of any prior negative experiences.

Section E: Comments

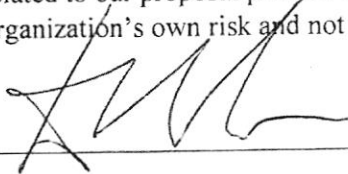
If you are chosen as a subrecipient, the following items will be required:

1. Statewide Vendor Number
2. System for Award Management (SAM) registration <https://www.sam.gov/SAM/>
3. Secretary of State (SOS) registration (if applicable) <https://www.sos.wa.gov/>
4. Department of Revenue registration (if applicable) <https://dor.wa.gov/>

Subrecipient is responsible for verifying registration requirements with the Department of Revenue (<https://dor.wa.gov/doing-business/register-my-business>) and the Office of the Secretary of State.

Section F: Subrecipient's Authorized Official approval

I certify that the information provided is true and correct. I am the authorized official of the Subrecipient named herein, and I have the authority to legally bind my organization in grants administration matters. I understand that: (a) any work we begin and/or expenses we incur related to our proposal prior to full execution of a subaward agreement will be at my organization's own risk and not covered by this award.



Signature of Subrecipient's Authorized Official Name

May 5, 2021

Date

Undersheriff Doug Chadwick

Name and Title of Authorized Official

ATTACHMENT A

Sales Quotation			
*Quote Nbr	Creation Date	Due Date	Page
1120-3433-16	04/30/2021		1 of 1
Payment Terms		Delivery Terms	
NET 30 DAYS		DEST	
Valid To		Prepared By	
08/28/2021		EVON, JENNIFER A.	
Customer Reference		Sales Representative	
RFQ/REFRIGERATOR 20 CF		JENNIFER EVON	
To place an order	Ph: 800-766-7000	Fx: 800-926-1166	
Submitted To:		Customer Account: 024009-001	
ANN BJERTNESS ABJERTNE@CO.WHATCOM.WA.US 360-778-6675		WHATCOM COUNTY SHERIFFS OFFICE 311 GRAND AVE BELLINGHAM WA 98225 ATTN: ANN	



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Nbr	Qty	UN	Catalog Number	Description	Unit Price	Extended Price
1	1	EA	TSV20RPSA	20 CF TSV REF 115V/60HZ Vendor Catalog # TSV20RPSA Hazardous Material This item is being sold as 1 per each	2,634.96	2,634.96
						2,634.96
MERCHANDISE TOTAL						
Fuel Surcharge						3.95
Estimated Sales Tax						229.59
TOTAL						2,868.50

NOTES:

We now offer highly competitive financing with low monthly payments. Please contact your local sales representative for more information.

Tell us about your recent customer service experience by completing a short survey. This should take no longer than three minutes. Enter the link into your browser and enter the passcode: USA-PGH-CS2

<http://survey.medallia.com/fishersci>



WHATCOM COUNTY SHERIFF'S OFFICE ORGANIZATIONAL CHART

ATTACHMENT B

