



Jon Hutchings
Director

Memorandum

To: The Honorable Jack Louws, Whatcom County Executive, and
Honorable Members of the Whatcom County Council

Through: Jon Hutchings, Director *JH*

From: Joseph P. Rutan, P.E., County Engineer/Assistant Director *JPR*
James P. Karcher, P.E., Engineering Manager *gpk*

Date: March 8, 2019

Re: Guardrail Safety Program; CRP No. 918002; FA No. HSIP-000S(476)
Local Agency Agreement Supplement No. 1 and Project Prospectus

Enclosed for your review and signature are two (2) originals of the federally funded Local Agency Agreement Supplement No. 1 and Project Prospectus between Whatcom County and the Washington State Department of Transportation (WSDOT) for the Guardrail Safety Program, CRP No 918002.

Requested Action

Public Works respectfully requests that the County Council authorize the County Executive to enter into this agreement with WSDOT to receive federal funding for the construction phase of the Guardrail Safety Program. Please sign, date and return **both** originals of the Local Agency Agreement Supplement No. 1 and Project Prospectus for further processing. We will return a fully executed original of the Local Agency Agreement Supplement No. 1 and Project Prospectus to you once they are signed by WSDOT.

Background and Purpose

This Local Agency Agreement Supplement No. 1 and Project Prospectus are required to obligate federal funds for construction engineering and the construction contract for the above referenced project. This project is listed as Item No. 14 on the 2019 Annual Construction Program, with guardrail installations to start in June 2019.

Funding Amount and Source

Total estimated project costs of \$920,000 will be covered by \$899,500 in federal Highway Safety Improvement Program (HSIP) funds and \$20,500 of Local Road Funds. This Local Agency Agreement Supplement No. 1 and Project Prospectus obligate \$805,000 of the remaining federal HSIP funds for construction phase work. Whatcom County has already obligated the \$94,500 in federal funds for preliminary engineering. Disbursement of the preliminary engineering funds to Whatcom County required a 10% local match. No local match is required on the construction funds.

Please contact Andrew Tischleder, at extension 6224, if you have any questions or concerns regarding the terms of this agreement.

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No.
201801020-1

Originating Department:	Public Works - Design & Construction
Division/Program: <i>(i.e. Dept. Division and Program)</i>	(905900) Construction
Contract or Grant Administrator:	James P. Karcher, P.E.
Contractor's / Agency Name:	Washington State Dept. of Transportation

Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No
 Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: 201801020

Does contract require Council Approval? Yes No 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 No
 If yes, grantor agency contract number(s): LA-9256 CFDA#: 20.205

Is this contract grant funded? Yes No
 If yes, Whatcom County grant contract number(s): HSIP-000S(476)

Is this contract the result of a RFP or Bid process? Contract _____
 Yes No If yes, RFP and Bid number(s): _____ Cost Center: 918002

Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.

- If YES, indicate exclusion(s) below:
- Professional services agreement for certified/licensed professional.
 - Contract work is for less than \$100,000.
 - Contract work is for less than 120 days.
 - Interlocal Agreement (between Governments).
 - Contract for Commercial off the shelf items (COTS).
 - Work related subcontract less than \$25,000.
 - Public Works - Local Agency/Federally Funded FHWA.

Contract Amount:(sum of original contract amount and any prior amendments): \$ <u>110,000 (HSIP \$94,500; Local \$15,500)</u> This Amendment Amount: \$ <u>810,000 (HSIP \$805,000; Local \$5,000)</u> Total Amended Amount: \$ <u>920,000</u>	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.
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Summary of Scope: This Local Agency Agreement Supplement No. 1 and Project Prospectus are required to obligate federal funds to perform construction engineering and award a construction contract for the Guardrail Safety Program, CRP No. 918002.

Term of Contract:	Completion of Project	Expiration Date:	N/A
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Contract Routing:	1. Prepared by: <u>Andrew Tischleder</u>	Date: <u>3-06-2019</u>
	2. Attorney signoff: <u>Christopher Quinn</u> <i>COQ</i>	Date: <u>3-08-2019</u>
	3. AS Finance reviewed: <u>bbennett</u>	Date: <u>03/07/2019</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: _____