

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No.

201905036

Originating Department:	Parks
Division/Program: <i>(i.e. Dept. Division and Program)</i>	Senior Services
Contract or Grant Administrator:	Michael McFarlane
Contractor's / Agency Name:	City of Bellingham
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 type="radio"/> No <input checked="" type="radio"/> If yes, grantor agency contract number(s): _____ CFDA#: _____	
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? Contract Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, RFP and Bid number(s): _____ Cost Center: <u>6210.4337.1001</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"/> 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>78,879.00</u> 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: _____	
Interlocal agreement for cost sharing of the parking lot lease at the Bellingham Senior Activity Center. This agreement allows for the payment by the City of Bellingham for it's portion of the lease costs to Whatcom County.	
Term of Contract: 5- Years Expiration Date: 7/1/24	

Contract Routing:	1. Prepared by: Michael McFarlane	Date: 5/20/19
	2. Attorney signoff: _____	Date: <u>5/21/19</u>
	3. AS Finance reviewed: <u>blm</u>	Date: <u>5/23/19</u>
	4. IT reviewed (if IT related): _____	Date: _____
	5. Contractor signed: _____	Date: _____
	6. Submitted to Exec.: _____	Date: <u>5-29-19</u>
	7. Council approved (if necessary): _____	Date: <u>6-18-19</u>
	8. Executive signed: _____	Date: <u>6-19-19</u>
	9. Original to Council: _____	Date: <u>7-11-19</u>

**2019 INTERLOCAL AGREEMENT
WHATCOM COUNTY – CITY OF BELLINGHAM
BELLINGHAM SENIOR ACTIVITY CENTER PARKING**

WHEREAS, Whatcom County, 311 Grand Avenue, Bellingham, WA 98225 (“Whatcom County”) and the City of Bellingham, 210 Lottie Street, Bellingham, WA 98225 (“Bellingham”) desire to provide participant parking for the Bellingham Senior Activity Center (“Senior Center”) located at 315 Halleck Street, Bellingham, WA 98225; and

WHEREAS, Whatcom County entered into a Commercial Lease Agreement with Cornwall Center Inc. to lease parking adjacent to the Bellingham Senior Activity Center (See EXHIBIT “A”); and

WHEREAS, RCW 39.34 allows municipalities to enter into interlocal agreements to set forth the conditions of providing services to one another; and

WHEREAS, it is in the best interest of such parties to enter into this Interlocal Agreement,

NOW THEREFORE, Whatcom County and the City of Bellingham agree as follows:

- I. *Whatcom County Responsibilities:* Whatcom County hereby agrees:
 - A. Whatcom County will enter into a Commercial Lease Agreement with Cornwall Center Inc. to secure participant parking adjacent to the Bellingham Senior Center. Whatcom County will provide a copy of the executed Lease Agreement to the City.
 - B. Make monthly lease payments per month to Cornwall Center Inc.:
 - YEAR 1 7/1/19-6/30/20 \$1,855/MONTH
 - YEAR 2 7/1/20-6/30/21 \$1,910/MONTH
 - YEAR 3 7/1/21-6/30/22 \$1,970/MONTH
 - YEAR 4 7/1/22-6/30/23 \$2,030/MONTH
 - YEAR 5 7/1/23-6/30/24 \$2,090/MONTHWhatcom County will provide documentation to Bellingham that monthly lease payments have been made to Cornwall Center Inc.
 - C. Secure additional funding from the Whatcom Council on Aging for their portion of the lease payments.
 - D. Keep the premises neat, clean and in sanitary condition, and keep and use the premises in accordance with applicable laws, ordinances, rules, regulations and requirements of governmental authorities.
 - E. Put up signs designating the parking lot for Bellingham Senior Activity Center participants and visitors only.
 - F. Whatcom County will assume the liability for the parking lot. The County agrees to defend, indemnify, and hold the City of Bellingham and its agents harmless from any claim, action and/or judgement for damages to property or injury to person, suffered or alleged to be suffered, on the premises by any person, firm or corporation, unless caused by the City of Bellingham’s negligence.

II. City of Bellingham Responsibilities: Bellingham hereby agrees:

A. Bellingham will provide the following to assist with the monthly lease payments for the Senior Activity Center parking lot during the term of this agreement:

- YEAR 1 \$14,847
- YEAR 2 \$15,228
- YEAR 3 \$15,768
- YEAR 4 \$16,248
- YEAR 5 \$16,728

Payments will be made to the Whatcom County Parks & Recreation Department, 3373 Mount Baker Highway, Bellingham WA 98226-9522. Bellingham will make such payments monthly upon receiving documentation under Section 1 that the expenses for which the funding will be used have been validly incurred and services rendered.

B. Term: This Agreement shall commence July 1, 2019 and shall continue until June 30, 2024.

III. Responsible Persons: The parties do not intend to create a separate legal entity to conduct this undertaking. The persons responsible for the administration of this Agreement shall be the Whatcom County Parks & Recreation Department Director and the Bellingham Public Works Department Director.

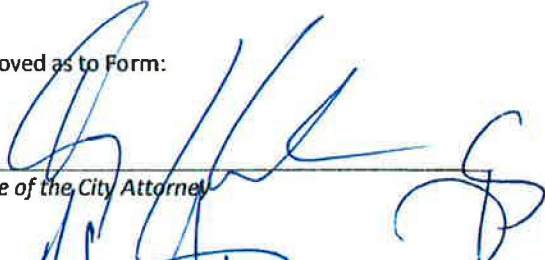
DATED this 18th day of June 2019.

CITY OF BELLINGHAM

Department Approval:

Approved as to Form:


DIRECTOR, PCDD


Office of the City Attorney



Kelli Linville, Mayor

Finance Director

STATE OF WASHINGTON)
)SS
COUNTY OF WHATCOM)

I CERTIFY that I know that Kelli Linville is the person who appeared before me, and said person acknowledged that she signed this instrument on oath, stated that she was authorized to execute the instrument, and acknowledged it as the Mayor of the CITY OF BELLINGHAM to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.



6/18/19
DATED

SIGNATURE OF NOTARY PUBLIC
Elizabeth J. Coogan
Name Printed
4/9/20
MY APPOINTMENT EXPIRES

Executed as of the date first written above.

WHATCOM COUNTY

Approved as to form:

J. Gallen 5/21/19
Prosecuting Attorney Date

[Signature] 5/20/19
Director Date
Parks & Recreation Department

Approved:

By: [Signature]
Jack Louws, Whatcom County Executive

STATE OF WASHINGTON)

)SS

COUNTY OF WHATCOM)

On this 19th day of June, 2019, before me personally appeared **Jack Louws**, to me known as the County Executive of WHATCOM COUNTY and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

Given under my hand and official seal this 19th day of June, 2019.



Suzanne M. Mildner

NOTARY PUBLIC in and for the State of Washington, residing in Bellingham

12-31-22

My Commission expires

Exhibit A - Leased Parking Area



Bellingham Senior Activity Center

Leased Area

New Street

Halleck Street

Habitat For Humanity

Parking for building tenants

N

50

Feet

WHATCOM COUNTY
Parks & Recreation
3373 Mount Baker Highway
Bellingham, WA 98226-9097



Michael G. McFarlane, Director
Christ Thomsen, Operations Manager


RECEIVED

MAY 23 2019

JACK LOUWS
COUNTY EXECUTIVE

MEMORANDUM

TO: Honorable Members of the Council and Executive Louws

FROM: Michael McFarlane, Director 

DATE: May 17th, 2019

RE: Interlocal Agreement with the City of Bellingham for Cost Sharing of the Parking Lot at the Bellingham Senior Activity Center.

Attached is an interlocal agreement between Whatcom County and the City of Bellingham to allow for cost sharing of the parking lot lease at the Bellingham Senior Activity Center. This lot is leased from the Cornwall Center Inc. by the County under a separate agreement and costs are shared with the City of Bellingham and Whatcom Council on Aging. This interlocal agreement allows for the City to pay its share to the County

I am requesting approval and authorization for the Executive to enter into the interlocal agreement.

Thank you