

**WHATCOM COUNTY CONTRACT  
INFORMATION SHEET**

Whatcom County Contract No.  
**201907038-3**

Originating Department:	Executive
Division/Program: <i>(i.e. Dept. Division and Program)</i>	Emergency Medical Services
Contract or Grant Administrator:	Mike Hilley EMS Manager
Contractor's / Agency Name:	Fire District 7
Is this a New Contract?    If not, is this an Amendment or Renewal to an Existing Contract?    Yes <input checked="" type="radio"/> No <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: <u>201907038</u>	
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?    Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, RFP and Bid number(s): _____ Contract _____ Cost Center: <u>130115</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>\$407,130+296,995+199,927.00 = \$904,052</u> This Amendment Amount: \$ <u>37,664.00</u> Total Amended Amount: \$ <u>941,716</u>	Council approval required for; all property leases, contracts or bid awards <b>exceeding \$40,000</b> , and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, <b>except when:</b> 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: The County will reimburse the FD7 for the wages and benefits of a new Community Paramedic as they train with the current Community Paramedic before their retirement. This will also cover overtime costs incurred by the new Community Paramedic being removed from regular staffing increasing the compensation by \$37,664.	
Term of Contract: October 1, 2023    Expiration Date: December 31, 2023	

Contract Routing:	1. Prepared by: <u>Mike Hilley</u>	Date: <u>7/24/23</u>
	2. Attorney signoff: <u>Christopher Quinn</u>	Date: <u>7/25/23</u>
	3. AS Finance reviewed: <u>Andrew Tan</u>	Date: <u>8/15/23</u>
	4. IT reviewed (if IT related): _____	Date: _____
	5. Contractor signed: <u>✓</u>	Date: <u>10/3/23</u>
	6. Submitted to Exec.: <u>✓</u>	Date: <u>10/26/23</u>
	7. Council approved (if necessary): <u>AB2023-599</u>	Date: <u>9/26/23</u>
	8. Executive signed: <u>✓</u>	Date: <u>10/27/23</u>
	9. Original to Council: _____	Date: _____

RECEIVED

OCT 26 2023

WHATCOM COUNTY  
EXECUTIVE'S OFFICE



**MEMORANDUM**

**To:** Whatcom County Council

**From:** Mike Hilley, EMS Manager

**Subject:** Interlocal Agreement/Amendment 3 to Whatcom County Contract No. 201907038

**Date:** July 24, 2023

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**BACKGROUND:**

Whatcom Fire Protection District employs one (1) Community Paramedic serving Fire Protection District 7 and the smaller communities of Whatcom County. The Community Paramedic is teamed with members of the Ground Response and Coordinated Engagement (GRACE) teams' social workers and case managers who work to reduce 911 use from the most frequent users of the Emergency Medical Services system. This contract amendment provides the additional funding for the wages and benefits of training and onboarding a new Community Paramedic to replace the current Community Paramedic after they retire in late 2023.

**FUNDING SOURCE:**

Whatcom County EMS Levy

**ACTION:**

Request authority to increase the compensation in the amount of \$37,664.00 for the wages, benefits, and overtime incurred by the removal of the new Community Paramedic from regular staffing. This new Community Paramedic will be trained by the current Community Paramedic to before their retirement at the end of 2023.

Mike Hilley

Whatcom County EMS Manager

Amendment No. 3  
Whatcom County Contract No. 201907038  
CONTRACT BETWEEN WHATCOM COUNTY AND  
WHATCOM COUNTY FIRE PROTECTION DISTRICT 7

THIS AMENDMENT is to the Contract between Whatcom County and Whatcom Fire Protection District 7, dated August 8, 2019, and designated "Whatcom County Contract No. 201907038". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment allows for the addition of a "phase-in" Community Paramedic to begin training in late 2023 with the current Community Paramedic. This Amendment will pay for the wages and benefits of the new Community Paramedic, and part of the overtime costs incurred by the new Community Paramedic being removed from normal staffing. This transition will increase the maximum compensation by \$37,664 to \$941,716 for this five-year agreement from 2019 through December 31, 2023.

Unless specifically amended by this agreement, all other terms and conditions of the original contract shall remain in full force and effect.

This Amendment takes effect on \_\_\_\_\_, 2023 regardless of the date of signature.

**IN WITNESS WHEREOF**, Whatcom County and the Fire Protection District #7 have executed this Interlocal Agreement on the date and year below written.

DATED this 3<sup>RD</sup> day of OCTOBER, 2023.

**Each person signing this Contract represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Contract.**

**Fire Protection District #7:**



Larry Hoffman, Fire Chief

**Attest:**

  
Patty Markel, Finance Administrator

**WHATCOM COUNTY:**

**Recommended for Approval:**

Christopher Quinn per email 7/25/23  
Christopher Quinn, Prosecuting Attorney

**Approved:**

Accepted for Whatcom County:

By:   
Satpal Singh Sidhu, Whatcom County Executive

**EXHIBIT 'A'**  
**BUDGET**

The Contract number shall be included on all billings or correspondence. The maximum consideration for this interlocal amendment is to increase the compensation by \$37,664.00 for the remaining months of the term for a total 2023 annual compensation of \$237,591. The increase in compensation is outlined below. Allowable expenses include reimbursement for items listed below that can be directly linked to services. Fire Protection Agency No. 7 will submit invoices detailing allowable expenditures as outlined below.

Allowable expenses include reimbursement for costs listed below that can be directly linked to services. Fire Protection District No. 7 will submit invoices detailing allowable expenditures as outlined below. Payment is for reimbursement only and copies of receipts must be attached to invoices. Payment will be made no more than one time per month.

<b>Cost per Trainee CPM</b>	<b>Increased compensation</b>
Wages and Benefits for Trainee CPM: \$13,432.00 per month for 2 months	\$26,864.00
Overtime for Additional Community Paramedic: \$5,400.00 per month for 2 months	\$10,800.00
<b>Total</b>	<b>\$37,664.00</b>