

**WHATCOM COUNTY
CONTRACT INFORMATION SHEET**

Whatcom County Contract Number:
202011074 – 1

Originating Department:		85 Health	
Division/Program: (i.e. Dept. Division and Program)		8510 Administration / 851000 Administration	
Contract or Grant Administrator:		Kathleen Roy	
Contractor's / Agency Name:		Northwest Washington Fairgrounds and Event Center	
Is this a New Contract?	If not, is this an Amendment or Renewal to an Existing Contract?		Yes <input type="checkbox"/> No <input type="checkbox"/>
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #:		202011074
Does contract require Council Approval?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	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?	If yes, grantor agency contract number(s):		CFDA#: 21.019 / 93.323
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
Is this contract grant funded?	If yes, Whatcom County grant contract number(s):		201801023
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
Is this contract the result of a RFP or Bid process?	If yes, RFP and Bid number(s):		Contract Cost Center: 660430 / 660440
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
Is this agreement excluded from E-Verify?	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>		
If YES, indicate exclusion(s) below:			
<input type="checkbox"/> Professional services agreement for certified/licensed professional.		<input type="checkbox"/> Contract for Commercial off the shelf items (COTS).	
<input checked="" type="checkbox"/> Contract work is for less than \$100,000.		<input type="checkbox"/> Work related subcontract less than \$25,000.	
<input type="checkbox"/> Contract work is for less than 120 days.		<input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.	
<input type="checkbox"/> Interlocal Agreement (between Governments).			
Contract Amount:(sum of original contract amount and any prior amendments):		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:	
\$	39,200	1. Exercising an option contained in a contract previously approved by the council.	
This Amendment Amount:		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.	
\$	6,000	3. Bid or award is for supplies.	
Total Amended Amount:		4. Equipment is included in Exhibit "B" of the Budget Ordinance	
\$	45,200	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: This contract provides funding for building rental and associated heating expenses of the COVID-19 testing facility.			
Term of Contract:	1 Year	Expiration Date:	11/30/2021
Contract Routing:	1. Prepared by:	JT	Date: 01/29/2021
	2. Health Budget Approval	KR/JG	Date: 02/05/2021
	3. Attorney signoff:	RB	Date: 02/05/2021
	4. AS Finance reviewed:	M Caldwell	Date: 02/05/2021
	5. IT reviewed (if IT related):		Date:
	6. Contractor signed:		Date:
	7. Submitted to Exec.:	JT	Date: 02/23/2021
	8. Council approved (if necessary):	AB2021-108	Date: 02/24/2021
	9. Executive signed:		Date:
	10. Original to Council:		Date:



MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Erika Lautenbach, Director

RE: Northwest Washington Fairgrounds & Event Center – COVID-19 Testing Site Building Rental Contract Amendment #1

DATE: February 24, 2021

Attached is a contract amendment between Whatcom County and NW Washington Fairgrounds & Event Center for your review and signature.

▪ **Background and Purpose**

This contract provides funding for a seven day per week building rental at the Northwest Washington Fairgrounds for the purpose of serving as a COVID-19 testing site. The rental cost is \$3,000 per month with an initial deposit of \$200. The contract renews on a month-to-month basis through 11/30/2021 or until it is no longer required. The purpose of this amendment is to incorporate the Facility Rental Additional Fee Sheet indicating a cost for heating at \$1.40/therm and increase funding by \$6,000 for estimated heating expenses incurred by the County while renting the building.

▪ **Funding Amount and Source**

Funding for this contract may not exceed \$45,200. Funds are made available by and are subject to Section 601(a) of the Social Security Act, as amended by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and Title V and VI of the CARES Act. This project was supported by a grant awarded by the US Department of the Treasury. Grant funds are administered by the Local Government Coronavirus Relief Fund thru the Washington State Department of Health (DOH) COVID-19 Local CARES (CFDA 21.019) and ELC COVID-19 (CFDA 93.323) Grants. These funds are included in the 2020 and 2021 budgets. Council approval is required as funding exceeds \$40,000.

Please contact Kathleen Roy at extension #6007 if you have any questions regarding this agreement.

Encl.



Whatcom County Contract Number:

202011074 – 1

WHATCOM COUNTY CONTRACT AMENDMENT

PARTIES:

Whatcom County
Whatcom County Health Department
509 Girard Street
Bellingham, WA 98225

AND CONTRACTOR:
Northwest Washington Fairgrounds & Event Center
1775 Front Street
Lynden, WA 98264

CONTRACT PERIODS:

Original: 11/17/2020 – 11/30/2021

Amendment #1: 11/17/2020 – 11/30/2021

THE CONTRACT IDENTIFIED HEREIN, INCLUDING ANY PREVIOUS AMENDMENTS THERETO, IS HEREBY AMENDED AS SET FORTH IN THE DESCRIPTION OF THE AMENDMENT BELOW BY MUTUAL CONSENT OF ALL PARTIES HERETO

DESCRIPTION OF AMENDMENT:

1. Increase funding by \$6,000 for the inclusion of estimated heating costs for the duration of the contract period.
2. Incorporate the "Facility Rental Additional Fee Sheet" to indicate the heating fee of \$1.40/therm.
3. Funding for the total contract period (11/17/2020-11/30/2021) is not to exceed \$45,200.
4. All other terms and conditions remain unchanged.
5. The effective start date of the amendment is 11/17/2020.

ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND ANY PREVIOUS AMENDMENTS THERETO REMAIN IN FULL FORCE AND EFFECT. ALL PARTIES IDENTIFIED AS AFFECTED BY THIS AMENDMENT HEREBY ACKNOWLEDGE AND ACCEPT THE TERMS AND CONDITIONS OF THIS AMENDMENT. Each signatory below to this Contract warrants that he/she is the authorized agent of the respective party; and that he/she has the authority to enter into the contract and bind the party thereto.

DEPARTMENT HEAD APPROVAL: DocuSigned by:
Erika Lautenbach 2/24/2021
Erika Lautenbach, Health Department Director Date

APPROVAL AS TO FORM: DocuSigned by:
Royce Buckingham 2/24/2021
Royce Buckingham, Prosecuting Attorney Date

FOR THE CONTRACTOR:

<u>DocuSigned by: Chris Pickering</u>	Chris Pickering, CEO	2/24/2021
Contractor Signature	Print Name and Title	Date

FOR WHATCOM COUNTY:

DocuSigned by:
Satpal Sidhu 2/24/2021
Satpal Singh Sidhu, County Executive Date

CONTRACTOR INFORMATION:

Northwest Washington Fairgrounds
1775 Front Street
Lynden, WA 98264
360-354-4111
chris@nwwafair.com



NORTHWEST WASHINGTON FAIRGROUNDS & **EVENT CENTER**

Facility Rental Additional Fee Sheet

All Buildings and Grounds		Equine Event Center	
Item	Fee	Item	Fee
Heat	\$1.40 per therm.	Portable Platforms w/ placement	\$15.00 ea.
RV/Camping, with or without hookup	\$25.00 per day	Panels	\$10.00 ea.
Self Service Dump Station	\$5.00 CC self pay st.	Panels w/ placement	\$15.00 ea.
6' table	\$10.00 ea.	Damaged panels	\$100.00 ea.
8' table	\$10.00 ea.	Speed Events Timer/Eyes	\$25.00
5' round table	\$10.00 ea.	Arena Grooming/Tractor Hours	\$50.00 per hour
Tables with placement	\$12.00 ea.	10x10 stall use – multi day, with 1 bale of shavings	\$20.00 ea.
Linens – rectangular or round	\$10.00 ea.	10x10 stall use – single day, with 1 bale of shavings	\$22.00 ea.
Napkins	\$1.00 ea.	10x20 stall request	\$40.00 ea.
Folding chairs	\$1.00 ea.	Tack Stalls per day – includes 1 bale of shavings	\$20.00 ea.
Picnic tables	\$15.00 ea.	Stall Damage	\$50.00 per occurrence
4' x 8' stage section	\$8.00 ea.	Stall Cleaning	\$10.00 per stall
White Fence Panels	\$12.00	Paddock in Barn	\$100.00 plus cost of shavings
Bleachers/ with placement	\$25.00 ea.	Cattle Chute	\$200.00
Ticket Booth	\$75.00 ea.	Cattle Pens in Arena	\$200.00
Forklift with operator	\$70.00 hour	Baled Shavings	\$8.00 ea.
Extra requested maintenance hours	\$45.00 per hr.	Barrels and Obstacles	TBD per show
Additional Labor Charges, including cleaning	\$45.00 per hr.	Internet	Direct through Pogozone
Projector Screen	\$25.00	Off Season Food Vendors	15% Gross Sales
TV in MBRB	\$50.00	<p>Contact the Director of Facility Rentals for questions or additional services.</p> <p>360.354.4111 x 215 or frances@nwwafair.com</p>	
Wireless Microphone	\$50.00		
Portable Sound System	\$75.00		
Extension cord	\$10.00 ea.		
Spider Box	\$75.00 ea.		

Please note: all items are subject to availability. Prices are subject to change.