

**WHATCOM COUNTY  
CONTRACT INFORMATION SHEET**

Whatcom County Contract Number:  
202009025 - 1

Originating Department:	85 Health
Division/Program: (i.e. Dept. Division and Program)	8550 Human Services / 855040 Housing Program
Contract or Grant Administrator:	Cindy Hollinsworth
Contractor's / Agency Name:	Whatcom County Fire Protection District 7

Is this a New Contract?	If not, is this an Amendment or Renewal to an Existing Contract?	Yes <input checked="" 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 #:	202009025	

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#:	21.016 / 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):	202006003 / 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	134500 / 660430
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Center:	660440

Is this agreement excluded from E-Verify?	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>
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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 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 checked="" 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 <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>
Variable depending on cost and wages of staff working at testing sites.	<ol style="list-style-type: none"> <li>Exercising an option contained in a contract previously approved by the council.</li> <li>Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance.</li> <li>Bid or award is for supplies.</li> <li>Equipment is included in Exhibit "B" of the Budget Ordinance</li> <li>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.</li> </ol>

Summary of Scope: This agreement provides funding for licensed EMTs to help implement community-wide low barrier COVID-19 testing.

Term of Contract:	10 Months	Expiration Date:	06/30/2021
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Contract Routing:	1. Prepared by:	JT	Date:	12/04/2020
	2. Health Budget Approval	KR/JG	Date:	12/14/2020
	3. Attorney signoff:	RB	Date:	12/14/2020
	4. AS Finance reviewed:	M Caldwell	Date:	12/09/2020
	5. IT reviewed (if IT related):		Date:	
	6. Contractor signed:		Date:	12/17/2020
	7. Submitted to Exec.:		Date:	
	8. Council approved (if necessary):	AB2021-010	Date:	
	9. Executive signed:		Date:	
	10. Original to Council:		Date:	

## WHATCOM COUNTY CONTRACT AMENDMENT

### PARTIES:

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

**AND CONTRACTOR:**  
**Whatcom County Fire Protection District 7**  
**2020 Washington Street**  
**Ferndale, WA 98248**

### CONTRACT PERIODS:

**Original: 09/01/2020 – 12/31/2020**

**Amendment #1: 01/01/2021 – 06/30/2021**

**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**

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### DESCRIPTION OF AMENDMENT:

- A. Extend the term of the contract through 06/30/2021.
- B. Replace the Incident Commander identified in the agreement with:

Erika Lautenbach, Director/Incident Commander  
Whatcom County Health Department  
509 Girard Street  
Bellingham, WA 98225  
[ELautenb@co.whatcom.wa.us](mailto:ELautenb@co.whatcom.wa.us)  
360-778-6005

- C. Replace Section IV. Staffing and Payment, as follows:

- 1). FD7 shall provide three (3) experienced EMTs, screened for the absence of COVID-19 symptoms per COVID-19 Screening Questions, to implement COVID-19 tests for a twenty-six (26) week period as part of Whatcom County's Community-Wide Low Barrier COVID-19 Testing. Selection of EMTs shall be the responsibility of, and at the discretion of FD7.

The EMT positions contemplated in this Agreement shall report to the FD7 Fire Chief and shall work on-site with personnel from the Whatcom County Testing program.

- 2). The EMTs shall fill full or partial shifts the equivalent of three persons working eight (8) hours per day, four (4) days per week, for up to twenty-six (26) weeks. Work shall be performed in accordance with the Collective Bargaining Agreement (CBA) between FD7 and the Whatcom Seven Firefighters Guild.

- 3). Testing and procedures on-site shall be overseen and determined by Whatcom County. EMT best practices shall be as per FD7 training generally and, more specifically, as per Whatcom County Testing training. EMT work will be integrative with the Whatcom County Testing Program. The Whatcom County Health Department will provide training for the Testing.
- 4). The County shall reimburse FD7 the actual cost of wages and benefits of EMTS working at Testing sites. FD7 shall submit itemized invoices on a monthly basis showing daily hours worked. Invoices must be submitted by the 10<sup>th</sup> of the month, following the month of service. FD7 shall submit invoices identified with the Whatcom County Contract number (202009025) to:  
[HL-BusinessOffice@co.whatcom.wa.us](mailto:HL-BusinessOffice@co.whatcom.wa.us).

Payment by the County will be considered timely if it is made within 30 days of the receipt and acceptance of billing information from Contractor.

Invoices must include the following statement, with an authorized signature and date:

*I certify that the materials have been furnished, the services rendered, or the labor performed as described on this invoice.*

- D. Replace Section XI. Term of agreement, as follows:

This agreement shall terminate on June 30, 2021. Accordingly, the parties shall meet on or before June 1, 2021 to discuss and negotiate any potential extension.

- E. All other terms and conditions remain unchanged.
- F. The effective start date of the amendment is 01/01/2021.

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.


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APPROVAL AS TO PROGRAM: \_\_\_\_\_  
Cindy Hollinsworth, Communicable Disease & Epidemiology Manager Date

DEPARTMENT HEAD APPROVAL: \_\_\_\_\_  
Erika Lautenbach, Health Department Director Date

APPROVAL AS TO FORM: \_\_\_\_\_  
Royce Buckingham, Prosecuting Attorney Date

FOR THE CONTRACTOR:

	Larry Hoffman, FD7 Fire Chief	12.17.20
Contractor Signature	Print Name and Title	Date

FOR WHATCOM COUNTY:

\_\_\_\_\_  
Satpal Singh Sidhu, County Executive Date

**CONTRACTOR INFORMATION:**

Whatcom County Fire Protection District 7  
2020 Washington Street  
Ferndale, WA 98248  
[lhoffman@wcf7.org](mailto:lhoffman@wcf7.org)