

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No. _____

Originating Department:	Sheriff's Office
Division/Program: <i>(i.e. Dept. Division and Program)</i>	3520 Bureau of LE & Investigaions / 352060 Boating Program
Contract or Grant Administrator:	Doug Chadwick, Undersheriff
Contractor's / Agency Name:	Washington State Parks and Recreation Commission

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 #: _____

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): _____ CFDA#: 97.012

Is this contract grant funded? Yes No If yes, Whatcom County grant contract number(s): _____

Is this contract the result of a RFP or Bid process? Contract _____
 Yes No If yes, RFP and Bid number(s): _____ Cost Center: 1003512006

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. Goods and services provided due to an emergency
- Contract work is for less than \$100,000. Contract for Commercial off the shelf items (COTS).
- Contract work is for less than 120 days. Work related subcontract less than \$25,000.
- Interlocal Agreement (between Governments). Public Works - Local Agency/Federally Funded FHWA.

Contract Amount:(sum of original contract amount and any prior amendments):
 \$ 19,290.64
 This Amendment Amount:
 \$ _____
 Total Amended Amount:
 \$ 19,290.64

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: _____

The Sheriff's Office received a Recreational Boating Safety (RBS) Grant from Washington State Parks and Recreation Commission. This is an annual grant awarded to the Sheriff's Office to conduct on-the-water patrols to increase education and enforcement activities, encouraging greater compliance with boating safety laws in an effort to reduce boating related loss of life, personal injury, and property damage. Original grant of \$14,290.64 and a grant increase for instructor support of \$5,000.00.

Term of Contract: 3/1/21

Expiration Date: 9/30/21

Contract Routing:	1. Prepared by: D.Duling	Date: 3/16/21
	2. Attorney signoff: <u>Approved via email BSL/D</u>	Date: <u>3/17/21</u>
	3. AS Finance reviewed: <u>Approved via email BSL/D</u>	Date: <u>3/17/21</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: _____

Don Hoch
Director



STATE OF WASHINGTON

WASHINGTON STATE PARKS AND RECREATION COMMISSION

1111 Israel Road S.W. • P.O. Box 42650 • Olympia, WA 98504-2650 • (360) 902-8500

TDD Telecommunications Device for the Deaf: 800-833-6388

www.parks.wa.gov

FEDERAL FINANCIAL ASSISTANCE GRANT

In exchange for grant dollars in the amount of \$14,290.64, Whatcom County Sheriff's Office agrees to the following terms:

- To expend **local funds** in the amount of \$27,909.23 during Federal Fiscal Year 2021 that will satisfy the match requirement of this grant.
- To use funds solely for expenditures limited to the areas outlined in the document "Eligible Expenses of Vessel Registration Fees and Federal Financial Assistance Grants" that can be found at <http://mle.parks.wa.gov/>.
- To use Federal grant funds consistent with the requirements of 2 CFR 200.
- To make at least one instructor available upon request as outlined in the A-300 application.
- To meet all requirements outlined in the annual Vessel Registration Fee Agreement (A-299) with Washington State Parks.
- To follow these procedures to request reimbursement:
 - Use the Marine Law Enforcement Grant Invoice Voucher (form A-19) to invoice State Parks for reimbursement.
 - Submit invoices no more than monthly and no less than quarterly.
 - Submit invoices with the following documents:
 - Officer List Worksheet.
 - Detailed explanations for equipment purchases and maintenance expenditures that occurred during the period in which reimbursement is requested.
 - Maintain records for all allowable expenditures for which grant dollars were spent for a period of six years following the completion of the grant, and provide them to State Parks upon request. This includes vessel log sheets.
 - Submit A-19 Invoice Vouchers by the following dates:
 - For the period March-April-May-June (2nd quarter): by July 15th.
 - For the period July-August-September (3rd quarter): by October 15th.

- If, during any quarter, Whatcom County Sheriff's Office is unable to meet the requirements of the grant it will submit a letter, signed by the police chief or sheriff, along with the reimbursement request explaining the reasons and mitigating circumstances. If requested, Whatcom County Sheriff's Office will submit a plan within 30 days of the end of the quarter that describes steps Whatcom County Sheriff's Office will take to meet minimum requirements. In these cases, reimbursement requests may be deferred until the plan is received and approved by State Parks.
- Consider a "zero tolerance" enforcement policy for violations of:
 - Life jacket requirements, including lifejackets not worn, insufficient lifejackets, and lifejackets found unserviceable or the incorrect size
 - Completion and possession of the mandatory boater education card when operating, for operators required to carry it
 - Boat operation under the influence of alcohol (BUI) rules
 - "Rules of the road" and other operating regulations
- Participate with Washington State Parks in the following campaigns:
 - Operation Dry Water
 - National Safe Boating Week
 - Spring Aboard
 - Paddle Safety Week
- My agency will accomplish the goals stated in the A-300 online application and summarized after the signature in this agreement.

AUTHORIZED SIGNATURE

I certify that I am authorized to obligate the Whatcom County Sheriff's Office listed below, I am authorized to accept such funds, and to guarantee that all grant requirements outlined in this agreement will be met.

<p><u>see attached</u></p>	<p>_____</p>
<p>Signing Officer Signature</p>	<p>Date</p>
<p>_____</p>	<p>_____</p>
<p>Signing Officer Name (Please Print)</p>	<p>Title</p>

PREVENTION GOALS SUMMARY	
Total Patrol Hour Goal	802.00
Total Inspections Goal	400.00
Count of State Approved Boater Education Classes Planned	2.00
Sum of Hours for State Approved Boater Education Classes	16.00
Sum of State Approved Boater Education Classes Planned Attendance	50.00
Count of Community Events	4.00
Sum of Community Events Hours	196.00
Count of Presentations to Schools	1.00
Sum of Presentation to Schools Hours	0.00
Count of Presentations to Groups	2.00
Sum of Presentations to Groups Hours	5.00
Count of Dealer Visits Planned	9.00
Sum of Dealer Visits Hours	9.00
Count of Rental Sites Planned	5.00
Sum of Rental Site Visits Hours	6.00
Owned Media Posts	16.00
Earned Media Posts	16.00
Count of Partnering Organizations	1.00
Sum of Partnering Organization Hours	4.00

**WHATCOM COUNTY:
Recommended for Approval:**



Bill Elfo, Sheriff

03-19-21
Date

Approved as to form:

Approved by email BW/BD 3/17/21

Prosecuting Attorney Date

Approved:
Accepted for Whatcom County:

By: _____
Satpal Sidhu, Whatcom County Executive Date

STATE OF WASHINGTON)
) ss
COUNTY OF WHATCOM)

On this _____ day of _____, 20 ____, before me personally appeared Satpal Sidhu, to me known to be the Executive of Whatcom County, who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

NOTARY PUBLIC in and for the State of
Washington, residing at Bellingham.
My commission expires _____.



Don Hoch
Director

STATE OF WASHINGTON

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To: Whatcom County Sheriff William Elfo

From: Washington State Parks Boating Program, Boating Law Administrator

Subject: Grant Increase for Instructor Support

Date: December 1, 2020

Your agency is a Subrecipient of a federal grant {state number and/or identifying information to the underlying agreement if you can/if you know it}, under the authority of 2CFR 200 and other federal terms and conditions. Under this Sub recipient contractual agreement, your agency supports the function and mission of the Recreational Boating Safety program by providing instructors to the Washington State Parks and Recreation Commission (WSPRC). I am pleased to share that the previous award amount is being increased for this period (see below).

Your agency for providing instructor(s) to the State Parks RBS program will be awarded an additional \$5000.00 to your Federal Financial Assistance Grant, available after May 31. These funds will be based on a commitment of 80 hours of instructor services. For instructor services less than 80 hours, a sum of \$500.00 per day will be awarded. Your current grant amount of \$14,290.64 is increased to \$19,290.64 upon acknowledgement of this notification and as indicated herein. As WSPRC has grown the number and types of boating courses offered it has required much more support and participation from your personnel and your agency.

This increased amount may change from year to year based on multiple factors that may affect the Federal Financial Assistance Grants. However, it is WSPRC intention to compensate your agency for authorized reimbursable expenditures for your efforts in actively supporting Recreational Boating Safety in Washington State. Without your personnel and the support provided to them by your agency, our ability to offer basic and advanced level marine law enforcement training would be severely impacted.

Please do not hesitate to email or call Matt Stowers 360-791-4668 matt.stowers@parks.wa.gov, Marine Law Enforcement Coordinator if there are any questions.

To activate the federal grant reimbursement agreement for this time, please acknowledge your understanding, obligation, and commitment by legibly completing, signing, and dating below and returning the same to WASPRC, Matt Stowers (contact information above).

See attached

Name (print)

Title

Agency

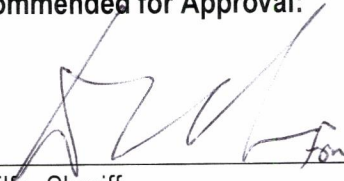
Phone

Email

Signature

Date

**WHATCOM COUNTY:
Recommended for Approval:**



Bill Elfo, Sheriff

03-19-21
Date

Approved as to form:

approved by email BW/BS 3/17/21

Prosecuting Attorney

Date

Approved:
Accepted for Whatcom County:

By: _____
Satpal Sidhu, Whatcom County Executive

Date

STATE OF WASHINGTON)
) ss
COUNTY OF WHATCOM)

On this _____ day of _____, 20 _____, before me personally appeared Satpal Sidhu, to me known to be the Executive of Whatcom County, who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

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