

**WHATCOM COUNTY CONTRACT  
INFORMATION SHEET**

Whatcom County Contract No.  
**201801022-2**

Originating Department:	Executive
Division/Program: (i.e. Dept. Division and Program)	Emergency Medical Services
Contract or Grant Administrator:	Mike Hilley, WCEMS Manager
Contractor's / Agency Name:	Whatcom Fire Agencies

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 #: 201801022

Does contract require Council Approval?    Yes     No     If No, include WCC: \_\_\_\_\_  
 Already approved? Council Approved Date: 12/1/22    (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#: \_\_\_\_\_

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: \_\_\_\_\_

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):  
 \$ 5,951,289.55  
 This Amendment Amount:  
 \$ 1,476,119.52  
 Total Amended Amount:  
 \$ 7,427,409.07

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:

This ILA will reimburse the Agency with its equitable amount for BLS staffing, equipment, medical supplies, and other costs directly associated with the Agency's operation and delivery of BLS services.

Term of Contract: January 1, 2023

Expiration Date: December 31, 2023

Contract Routing:	1. Prepared by: <u>Mike Hilley</u>	Date: <u>7/10/23</u>
	2. Attorney signoff: <u>C. Quinn</u>	Date: <u>6/26/23</u>
	3. AS Finance reviewed: <u>A. Tan</u>	Date: <u>9/15/23</u>
	4. IT reviewed (if IT related): _____	Date: _____
	5. Contractor signed: <input checked="" type="checkbox"/>	Date: _____
	6. Submitted to Exec.: <input checked="" type="checkbox"/>	Date: <u>12/19/23</u>
	7. Council approved (if necessary): <u>AB2023-633</u>	Date: <u>9/26/23</u>
	8. Executive signed: <input checked="" type="checkbox"/>	Date: <u>12/19/23</u>
	9. Original to Council: _____	Date: _____

**WHATCOM COUNTY**  
Emergency Medical Services  
800 E Chestnut, Suite 3C  
Bellingham, WA 98225



**Mike Hilley**  
WCEMS Manger

**RECEIVED**

**DEC 19 2023**

**WHATCOM COUNTY  
EXECUTIVE'S OFFICE**

## MEMORANDUM

To: Satpal Sidhu, County Executive  
From: Mike Hilley, EMS Manager  
Re: Amendment to Contract #201801022 Whatcom County Fire Districts and Departments.  
Date: September 15, 2023

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Enclosed is the Second Amendment to the Interlocal Agreement (known as the First Response Contract) between Whatcom County and the Fire Districts/Departments of Whatcom County (201801022-2)

- **Background and Purpose**

This Amendment to the Interlocal Agreement between Whatcom County and the Whatcom County Fire Protection Districts and Departments provides for the extension of the terms of the current contract that expired December 31, 2022. This amendment extends the contract until December 31, 2023.

In addition, this Amendment provides for the equitable distribution of the 2023 Basic Life Support Allocation totaling up to \$1.5 million for all as defined in the 2023 through 2028 EMS Levy Plan. This amendment includes all Districts but one for a total amount of \$1,476,119.52. Fire District no. 5 is receiving their allocation in the amount of \$23,880.48 through a separate contract no. 202304015-2.

- In **November 2022**, Whatcom County executed **Amendment 1** to provide a one-time BLS Allocation for the Basic Life Support Fire Agencies during the time between January 1, 2022 to December 15, 2022.
- In **December 2022**, the Fire Chiefs Association asked to extend the current agreement to December 31, 2023 to align the First Response Contract with the current levy cycle and the Advanced Life Support Contracts terms. This request resulted in the development of **Amendment 2**.
- In **February 2023**, the Fire Chiefs Association were presented with a simple contract extension labeled as **Amendment 2** to contract number 201801022. The Amendment extension documents were distributed for signatures to be secured at the Fire Departments/Districts upcoming leadership meetings. (The signature process takes about 4 to 8 weeks)

- In **Mid-March 2023**, A Scriveners Error was discovered as related to **Amendment 1**, the 2022 BLS Allocation where **Amendment 3** corrected the error. **Amendment 3** with the correction was distributed to the Fire Chiefs Association and the Fire Districts/Departments for signatures.
- In **Early June 2023**, the Fire Chiefs and WCEMS worked towards a Draft Amendment for the Annual Basic Life Support Allocation labeled as **Amendment 4**. **Amendment 4** defined the amounts and terms for the 2023 BLS Allocation. This amendment provides for the one-time distribution of EMS levy funds for the reimbursement of qualifying expenses incurred between January 1, 2023 and December 15, 2023 associated with the provision of Basic Life Support ("BLS") services in Whatcom County.
- In **August of 2023**, the Fire Chiefs Association informed WCEMS that the Fire Departments/Districts would not sign **Amendment 2** (February 2023 Document) or **Amendment 4** (June 2023). They requested to combine **Amendment 2** and **Amendment 4** into a single amendment labeled as **Amendment 2**.
- To expedite the requested changes proposed in amendments 1 and 4 we consolidated them into a single **Amendment 2** agreed to by all parties.

- **Funding Amount and Source**

The funding source is the EMS Levy Fund, not to exceed \$1,476,119.52

Please contact Mike Hilley at (360) 927-1155 if you have any questions or concerns regarding the terms of this agreement.

COUNTY ORIGINAL

Whatcom County Contract No.  
201801022-2

**SECOND AMENDMENT TO THE INTERLOCAL AGREEMENT FOR  
FIRST RESPONSE EMERGENCY MEDICAL SERVICES**

This Amendment ("Second Amendment") to the Interlocal Agreement between Whatcom County and the Agencies (collectively the "Parties") dated January 18, 2018, provides for the extension of contract number 201801022 as the current agreement is set to expire on December 31, 2022.

In consideration of the mutual benefits to be derived, the parties agree to extend the length of this agreement to December 31, 2023 for purposes of aligning the First Response Emergency Medical Services Agreement with Advanced Life Support agreement that expires December 31, 2023. The parties agree to begin negotiations for the new agreement in 2023.

This (second) amendment also serves to provide a one-time distribution of EMS levy funds known as the Basic Life Support Allocation (the "Funds") to the Agencies for reimbursement of qualifying expenses incurred between January 1, 2023, and December 15, 2023 associated with the provision of Basic Life Support ("BLS") services in Whatcom County and subject to the terms and conditions contained in this Second Amendment. The effective date of this Second Amendment shall be January 1, 2023.

**RECITALS**

**WHEREAS**, the Parties entered into a Interlocal Agreement for First Response Emergency Medical Services ("Interlocal Agreement") in Whatcom County for the provision Basic Life Support ("BLS") service; The parties intent is to extend this agreement to December 31, 2023.

**WHEREAS**, the Whatcom County EMS Levy fund was approved by County voters to support the provision of responsive and effective emergency medical services throughout Whatcom County;

**WHEREAS**, RCW 84.52.069 provides that funds collected under an EMS levy may be used only for the provision of emergency medical care or emergency medical services, including related personnel costs, training for such personnel, and related equipment,

supplies, vehicles and structures needed for the provision of emergency medical care or emergency medical services;

**WHEREAS**, on December 1, 2022 the Whatcom County Council approved the 2023 EMS Levy Budget that includes a \$1.5 million allocation to be equitably distributed among the Basic Life Support (BLS) agencies used to help offset costs of providing EMS service in 2023;

**WHEREAS**, the Agencies have incurred costs and expenses related to the provision of EMS in Whatcom County that are not otherwise funded and that qualify for reimbursement from the County EMS fund;

**WHEREAS**, it is in Whatcom County's citizenry's best interest to have fully funded, trained, and equipped EMS providers to ensure ongoing high-level EMS service in Whatcom County;

**WHEREAS**, it is necessary to adopt procedures by which the Agencies providing EMS services under the Interlocal Agreement may be reimbursed for 2023 qualifying expenses from the County EMS fund;

**WHEREAS**, it is the intent of the Parties to amend the Interlocal Agreement to provide for a one-time reimbursement of qualifying EMS service expenses incurred between January 1, 2023 and December 15, 2023;

**WHEREAS**, the Interlocal Agreement may be amended by a written instrument of the Parties;

**NOW THEREFORE**, in consideration of the mutual benefits herein contained, the Parties agree to amend the Agreement as follows:

1. To extend the terms of the contract from December 31, 2022 to December 31, 2023.
2. Paragraph (2.5) shall be updated in Section 2 for the year 2023 (Consideration) of the Interlocal Agreement as follows:

*2.5 Whatcom County EMS Levy funds shall be used to reimburse the Agencies for a portion of those qualifying costs under RCW 84.5 2.069 incurred between January 1,*

2023 and December 15, 2023 arising from the provision of BLS service delivery in Whatcom County under this Agreement and subject to the following provisions:

- a. Agencies may only seek reimbursement for those costs: i) incurred between January 1, 2023 and December 15, 2023 and ii) that are considered a qualifying expense under RCW 84.52.069 (Exhibit A);
  - b. Agencies seeking reimbursement for qualifying expenses must submit to the County a completed and signed 2023 BLS Invoice Form (Exhibit C);
  - c. The County shall not reimburse Agencies for costs and expenses funded or paid for by any other designated source, including but not limited to Ground Emergency Transport (GEMT), user charges and fees, dedicated emergency medical levies or grants;
  - d. Reimbursed amounts shall not exceed that amount allocated for each providing Agency (Exhibit B);
  - e. Qualifying goods and services should be received by December 31, 2023;
  - f. BLS Invoice Forms shall be received by the County no later than December 15, 2023.
2. The Parties agree that the effective date of this Amendment shall be January 1, 2023.
3. All other terms of the Interlocal Agreement shall remain in full force and effect except as amended by this Amendment. If a conflict arises between the terms of this Amendment and the Interlocal Agreement, the terms of this Amendment shall control.

**IN WITNESS WHEREOF**, the Parties have executed this Amendment as of the day and year written below.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**WHATCOM COUNTY**

REVIEWED:

Christopher Quinn                      9/12/23  
\_\_\_\_\_  
Prosecuting Attorney                  Date

APPROVED:

Accepted for Whatcom County:

By: Satpal Sidhu 12/19/23

Satpal Sidhu, Whatcom County Executive

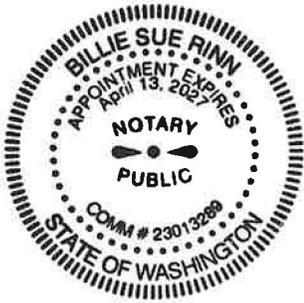
STATE OF WASHINGTON  
COUNTY OF WHATCOM

On this 19<sup>th</sup> day of December, 2023, 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.

*Billie Sue Rinn*

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

Bellingham. My commission expires 4/13/27.



**EXHIBIT "A"**  
**Scope of**  
**Services**

Whatcom County EMS Levy funds shall be used to reimburse the Agencies for a portion of those qualifying costs identified under **RCW 84.52.069**, and as allowable pursuant to this Amendment, incurred between January 1, 2023 and December 15, 2023 arising from the provision of BLS service delivery in Whatcom under this Agreement and subject to the following provisions:

*(5) Any tax imposed under this section may be used only for the provision of emergency medical care or emergency medical services, including related personnel costs, training for such personnel, and related equipment, supplies, vehicles and structures needed for the provision of emergency medical care or emergency medical services.*

**Exhibit "B"**  
**Allotment Amounts 2023**

EOB Approved BLS Allocation

**Table A: Budget**

Item	Amount	Ratio (Assigned %)
Assessed Value:	\$ 450,000.00	<b>30%</b>
BLS Response Load:	\$1,050,000.00	<b>70%</b>
<b>Total:</b>	<b>\$1,500,000.00</b>	100%

**May 5, 2023 Budget Table**

Agency Name	Amount \$
Acme Fire District 16	\$ 11,304.38
Bellingham Fire Dept	\$ 595,861.03
District 4	\$ 55,807.18
District 8	\$ 58,595.40
Everson Fire District 1	\$ 55,962.22
Glacier District 19	\$ 6,256.78
Lynden Fire Department	\$ 125,229.51
North Whatcom Fire and Rescue	\$ 192,629.09
South Bay District 18	\$ 10,646.87
South Whatcom Fire Authority	\$ 78,593.60
Whatcom County Fire District 11	\$ 13,800.97
Whatcom County Fire District 14	\$ 63,252.21
Whatcom County Fire District 17	\$ 16,215.27
Whatcom County Fire District 7	\$ 191,965.00
<b>Total:</b>	<b>\$ 1,476,119.52</b>

**Exhibit "C"**  
**2023 Allocation Invoice**

<b>2023 Allocation Invoice</b>

Invoice Number	Date

<b>Contract Number:</b>
<b>Contract Period: 2023</b>
<b>Agency Name:</b>
Address:
Contact Person:
Phone:
Email:

**Submit invoices to:**  
*Whatcom County Emergency  
 Medical Services*  
 800 E Chestnut, Suite 3C  
 Bellingham, WA, 98225  
 mhifley@co.whatcom.wa.us



<b>Allocation Total:</b>	\$	-
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Qualified Expenditure Categories	Qualified Expenditures Amount	Total Payments	Allocation Balance	BARRS Codes
<i>Personnel</i>	\$ -	\$ -	\$ -	
<i>Training</i>	\$ -	\$ -	\$ -	
<i>Equipment</i>	\$ -	\$ -	\$ -	
<i>Supplies</i>	\$ -	\$ -	\$ -	
<i>Vehicles</i>	\$ -	\$ -	\$ -	
<i>Structures</i>	\$ -	\$ -	\$ -	

<b>Invoice Total:</b>	\$	-
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I, the undersigned, do hereby certify under the laws of the State of Washington penalty of perjury, that this is a true and correct claim for reimbursement services rendered. I further certify that the costs and expenses contained herein have not been paid for by any other designated source, including but not limited to Ground Emergency Transport (GEMT) funding, user charges and fees, or dedicated emergency medical levies or grants. I understand that any false claims, statements, documents, or concealment of material fact may be prosecuted under applicable Federal and State laws. This certification includes any attachments which serve as supporting documentation to this reimbursement request. I certify that the costs submitted in this claim meet requirements specified in RCW 84.52.069.

\_\_\_\_\_  
 Fire Chief                      Date

\_\_\_\_\_  
 Print Name

WHATCOM COUNTY FIRE PROTECTION **DISTRICT NO. 1**

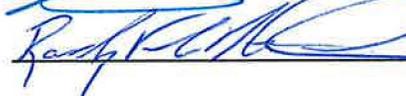
For Qualified Expenditures up to a maximum of \$55,962.22

ATTEST:

By: 

APPROVED:

By:  Chief

By:  Commissioner

By: \_\_\_\_\_ Commissioner

By:  Commissioner

DATED this 12 day of OCTOBER, 2023.

WHATCOM COUNTY FIRE PROTECTION DISTRICT NO. 4

For Qualified Expenditures up to a maximum of \$55,807.18

ATTEST:

By: Jennie Sand

APPROVED:

By: [Signature] Chief

By: [Signature] Commissioner

By: [Signature] Commissioner

By: [Signature] Commissioner

DATED this 11<sup>th</sup> day of December, 2023.

WHATCOM COUNTY FIRE PROTECTION DISTRICT NO. 7

For Qualified Expenditures up to a maximum of \$191,965.00

ATTEST:

By: Patty Markel

APPROVED:

By: [Signature] Chief

By: [Signature] Commissioner

By: [Signature] Commissioner

By: [Signature] Commissioner

DATED this 12th day of October, 2023.

WHATCOM COUNTY FIRE PROTECTION DISTRICT NO. 8

For Qualified Expenditures up to a maximum of \$58,595.40

ATTEST:

By: Dana Lyon

APPROVED:

By: [Signature] Chief

By: [Signature] Commissioner

By: Ryan J. Buswell Commissioner

By: [Signature] Commissioner

By: Dustin Alaves Commissioner

By: \_\_\_\_\_ Commissioner

DATED this 10 day of October, 2023.

WHATCOM COUNTY FIRE PROTECTION DISTRICT NO. 11

For Qualified Expenditures up to a maximum of \$13,800.97

ATTEST:

By: USOR USU

APPROVED:

By: [Signature] Chief

By: [Signature] Commissioner

By: [Signature] Commissioner

By: [Signature] Commissioner

DATED this 10<sup>th</sup> day of October, 2023.

WHATCOM COUNTY FIRE PROTECTION **DISTRICT NO. 14**

For Qualified Expenditures up to a maximum of \$63,252.21

ATTEST:

By: Jo O'bon

APPROVED:

By: \_\_\_\_\_ Chief

By: Robby Graham Commissioner

By: David Hill Commissioner

By: Chris Mue Commissioner

DATED this 10<sup>th</sup> day of October, 2023.

WHATCOM COUNTY FIRE PROTECTION DISTRICT NO. 16

For Qualified Expenditures up to a maximum of \$11,304.38

ATTEST:

By: *Amber Bass*

APPROVED:

By: *Paul Muly* Chief

By: *Tom Smith* Commissioner

By: *Jeff Hemen* Commissioner

By: *Eli Kaldak* Commissioner

DATED this 12 day of October, 2023.

WHATCOM COUNTY FIRE PROTECTION DISTRICT NO. 17

For Qualified Expenditures up to a maximum of \$16,215.27

ATTEST:

By: 

APPROVED:  Chief

By:  Commissioner

By:  Commissioner

By:  Commissioner

DATED this 4<sup>th</sup> day of October, 2023.

WHATCOM COUNTY FIRE PROTECTION DISTRICT NO. 18

For Qualified Expenditures up to a maximum of \$10,646.87

ATTEST:

By: \_\_\_\_\_

APPROVED:

By: *Will Randal* Chief

By: *Jerry* Commissioner

By: *Sarona* Commissioner

By: \_\_\_\_\_ Commissioner

DATED this 12 day of Oct, 2023.

WHATCOM COUNTY FIRE PROTECTION DISTRICT NO. 19

For Qualified Expenditures up to a maximum of \$6,256.78

ATTEST:

By: [Signature]

APPROVED: [Signature] Chief

By: [Signature] Commissioner

By: [Signature] Commissioner

By: [Signature] Commissioner

DATED this 7 day of November, 2023.

WHATCOM COUNTY FIRE PROTECTION DISTRICT NO. 21

For Qualified Expenditures up to a maximum of \$192,629.09

ATTEST:

By: JAN

APPROVED:

By: [Signature] Chief  
By: Barry Conwell Commissioner  
By: John Lupton Commissioner  
By: Kimberly McMurray Commissioner  
By: [Signature] Commissioner  
By: \_\_\_\_\_ Commissioner

DATED this 14<sup>TH</sup> day of December, 2023.

**SOUTH WHATCOM FIRE AUTHORITY**

For Qualified Expenditures up to a maximum of \$78,593.60

ATTEST:

By: Eileen A. Barquist

APPROVED:

By:  Chief

By:  Commissioner

By:  Commissioner

By:  Commissioner

By:  Commissioner

By:  Commissioner

DATED this 12 day of October, 2023.

**CITY OF LYNDEN**

For Qualified Expenditures up to a maximum of \$125,229.51

APPROVED AS TO FORM:

By:   
City Attorney

ATTEST:

By:   
Mayor

By:   
Chief

DATED this 16 day of October, 2023.

**CITY OF BELLINGHAM**

For Qualified Expenditures up to a maximum of \$595,861.03

 11/2/23  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
Finance Director

DEPARTMENTAL APPROVAL:

  
\_\_\_\_\_  
Fire Chief

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Office of the City Attorney

DATED this 11 day of November, 2023.