# WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No.

Originating Department:	35 Sheriff's Office			
Division/Program: (i.e. Dept. Division and Program)	3520 Bureau of LE & Investigations / 352020 Patrol and Overtime			
Contract or Grant Administrator:	Doug Chadwick, Undersheriff			
Contractor's / Agency Name:	U.S. Department of Agriculture (USDA), Forest Service			
Is this a New Contract? If not, is this an Amendment or Ren Yes O No O If Amendment or Renewal, (per V	newal to an Existing Contract?  VCC 3.08.100 (a)) Original Contract #: 201903039			
Does contract require Council Approval? Yes   Already approved? Council Approved Date:	If No, include WCC: (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)			
Is this a grant agreement?  Yes No No O If yes, grantor agency contract number(s): CFDA#:				
Is this contract grant funded?  Yes O No O If yes, Whatcom County grant	contract number(s):			
Is this contract the result of a RFP or Bid process?  Yes   No   If yes, RFP and Bid number(s):	Contract 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. □ Public Works - Local Agency/Federally Funded FHWA.  Contract Amount:(sum of original contract amount and any prior amendments):  \$ 21,773.14  This Amendment Amount:  \$ 21,773.14  Total Amended Amount:  \$ 21,773.14				
	c systems and/or technical support and software maintenance from the r of proprietary software currently used by Whatcom County.			
This contract amendment continues the cooperative effort between Whatcom County and USDA Forest Service to enhance state and local law enforcement in connection with activities on National Forest System lands. The USDA Forest Service will provide funds for one part-time Sheriff's Office Deputy to Patrol Mt. Baker-Snoqualmie National Forest.				
Term of Contract: March 1, 2022	Expiration Date: December 31, 2022			
Contract Routing: 1. Prepared by: Donna Duling	Date: 3/18/22			
2. Attorney signoff: Approved via email BW/DD				
3. AS Finance reviewed: Approved via email BB/DD Date: 3/18/22				
4. IT reviewed (if IT related): Date: Date: Date:				
6. Submitted to Exec.:	Date:			
7. Council approved (if necessary):	Date:			
8. Executive signed:	Date:			
9. Original to Council:	Date:			



MODIFICATION OF CDANT OD A CDEEMENT						
MODIFICATION OF GRANT OR AGREEMENT  1 2						
	VICE GRANT/AGREEMENT NUMBER:	A CONTRACTOR OF THE CONTRACTOR		3. MODIFICATION NUMBER:		ER:
Enforcement)	00-007 (Cooperative Law	Law AGREEMENT NUMBER, IF ANY: 201903039-3 003		003		
4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING 5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING				ERING		
	VT (unit name, street, city, state, and zip + 4):		PROJECT/ACTIVITY (unit name, street			
	qualmie National Forest Avenue, Suite 3A		Mt. Baker-Snoqualmie Nat 2930 Wetmore Avenue, Su		τ	
Everett, WA 98			Everett, WA 98201	ne sa		
	OF RECIPIENT/COOPERATOR (street, city	v, state, and zip +	7. RECIPIENT/COOPERATOR'S HHS	SUB ACCOUN	Γ NUMBER (	For HHS
4, county):		, ,	payment use only):			
Whatcom Cour						
311 Grand Ave						
Bellingham, W						
		THE RESERVE AND ADDRESS OF THE PARTY OF THE	MODIFICATION			
CHECK ALL THAT APPLY:	This modification is issued p		e modification provision in the	ne grant/agi	eement	
	referenced in item no. 1, abo CHANGE IN PERFORMANCE P					
	CHANGE IN FUNDING: Add fur		Annual Operating Plan in the amou	int of \$21,773	5.14*. 	
	ADMINISTRATIVE CHANGES:					
$\boxtimes$	OTHER (Specify type of modification					
Except as provid force and effect.	ed herein, all terms and conditions	s of the Grant/A	Agreement referenced in 1, abov	e, remain un	changed a	nd in full
	SPACE FOR DESCRIPTION OF	MODIFICATIO	ON (add additional pages as needed	d):		
	ng Resolution current obligation am				y be oblig	ated
upon finai budget	approval, after February 18, 2022.	will modify the	e AOP once notified by budget off	icer.		
10. ATTACHED DOCUMENTATION (Check all that apply):						
	Revised Scope of Work		` 1			
	Revised Financial Plan					



Whatcom County

11. SIGNATURES			
AUTHORIZED REPRESENTATIVE: BY SIGNATURE BELOW, THE SIGNING PARTIES CERTIFY THAT THEY ARE THE OFFICIAL REPRESENTATIVES OF			
THEIR RESPECTIVE PARTIES AND AUTHORIZED TO ACT	IN THEIR RESPEC	TIVE AREAS FOR MATTERS RELATED TO THE ABOVE-REFE	ERENCED
GRANT/AGREEMENT.			
11.A. WHATCOM COUNTY SIGNATURE	11.B. DATE	11.C. U.S. FOREST SERVICE SIGNATURE	11.D. DATE
BU EN	SIGNED		SIGNED
Door of	5.4.2022		
(Signature of Signatory Official)	- 10-00	(Signature of Signatory Official)	1
11.E. NAME (type or print): BILL ELFO		11.F. NAME (type or print): JODY L. WEIL	
11.G. TITLE (type or print): Sheriff, Whatcom County		11.H. TITLE (type or print): Forest Supervisor, Mt. Baker-	
		Snoqualmie National Forest	
11.I. WHATCOM COUNTY SIGNATURE	11.J. DATE	11.K. U.S. FOREST SERVICE SIGNATURE	12.L. DATE
A	SIGNED	C CORIELL Digitally signed by C CORIELL Date: 2022.02.15 16:00:05	SIGNED
Approved his remail Biolisis	3/18/22	-08'00'	
(Signature of Signatory Official)	3116(22	(Signature of Signatory Official)	
11.M. NAME (type or print): BRANDON WALDRON		11.N. NAME (type or print): JOHN BYAS	
11.0 TITLE (type or print): Civil Deputy Prosecutin	g Attorney	11 P. TITLE (type or print): Special Agent in Charge Pacific	

Northwest Region

11.S. WHATCOM COUNTY SIGNATURE	11.T. DATE SIGNED
(Signature of Signature Official)	
(Signature of Signatory Official)	
11.W. NAME (type or print): SATPAL SIDHU	
11.Y. TITLE (type or print): Executive, Whatcom Co	unty

12. G&A REVIEW			
12.A. The authority and format of this modification (19-LE-11060500-007 M3) have been reviewed and	12.B. DATE		
approved for signature by:	SIGNED		
AMY VERELLEN Digitally signed by AMY Date: 2022.01.31 15:41:57 -08'00'			
AMY D. VERELLEN			
U.S. Forest Service Grants & Agreements Specialist			

#### **Burden Statement**

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

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Cooperator Agreement No.

FS Agreement No. 19-LE-11060500-007 M3 201903039-3

#### EXHIBIT A

## COOPERATIVE LAW ENFORCEMENT ANNUAL OPERATING PLAN & FINANCIAL PLAN Between WHATCOM COUNTY And the **USDA, FOREST SERVICE** MT. BAKER-SNOQUALMIE NATIONAL FOREST

#### 2022 ANNUAL OPERATING AND FINANCIAL PLAN

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between Whatcom County, hereinafter referred to as "Whatcom County," and the USDA, Forest Service, Mt. Baker-Snoqualmie National Forest, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #19-LE-11060500-007 executed on July 9, 2019. This Annual Operating Plan is made and agreed to as of the last date signed below and is for the estimated period beginning March 1, 2022 and ending December 31, 2022.

#### \*2022 Total Annual Operating Plan: \$21,773.14

#### I. GENERAL:

A. The following individuals shall be the designated and alternate representative(s) of each party, so designated to make or receive requests for special enforcement activities.

**Principal Cooperator Contacts** 

Whatcom County Program Contact	Whatcom County Administrative Contact
Bill Elfo, Sheriff, Whatcom County	Doug Chadwick, Undersheriff, Whatcom Co.
311 Grand Avenue	311 Grand Avenue
Bellingham, WA 98225-4078	Bellingham, WA 98225-4078
Phone: 360-778-6600	Phone: 360-778-6601
Email: belfo@co.whatcom.wa.us	Email: dchadwie@co.whatcom.wa.us
	Dawn Pierce, Sr. Administrative Assistant
	Phone: 360-778-6606
	Email: dpierce@co.whatcom.wa.us
	Email: SheriffAccounting@co.whatcom.us

<sup>\*</sup>Current 2022 Year Obligation: \$21,773.14

<sup>\*\*</sup> Due to Continuing Resolution current obligation amount reflects authorized spending. Additional commitment may be obligated upon final budget approval, after February 18, 2022. for beginning work amount available of \$21,773.14.



### **Principal U.S. Forest Service Contacts:**

U.S. Forest Service	U.S. Forest Service
Program Manager Contact	Grants and Agreement Contact
James V. Griffin, Patrol Captain	Cynthia Moscoso,
PNW Region 6 LEI, NWWZ	215 Melody Lane
Everett, WA 98201	Wenatchee, WA 98801
Phone: 425-783-6090	Phone: 509-664-9386
Email: james.griffin@usda.gov	Email: cynthia.moscoso@usda.gov
U.S. Forest Service	
Administrative Contact	
Cindy Orlando, Program Assistant	
PNW Region 6 LEI, NWWZ	
Olympia, WA 98512	
Phone: 360-956-2286	
Email: cindy.orlando@usda.gov	

B. Reimbursement for all types of enforcement activities shall be at the following rates unless specifically stated otherwise:

Mileage rate at \$0.56/mile patrolled

Wages and benefits will be billed at actual overtime rates plus associated payroll costs. Rates will vary based on officer experience level.

Approximate wages for a new deputy at the prevailing overtime rate of \$52.85/hour plus fringe benefits of \$8.68/hour for a total rate of \$61.53/hour.

Approximate wages for a senior deputy/sergeant at the prevailing overtime rate of \$83.75/hour plus fringe benefits of \$12.77/hour for a total rate of \$96.52/hour.

#### II. PATROL ACTIVITIES:

A. Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs of both Whatcom County and the U.S. Forest Service. Ample time will be spent in each area to make residents and visitors aware that law enforcement officers are in the vicinity. Patrols will be in those areas utilized by the visiting public such as administered recreation sites, dispersed recreation sites, buildings and boat launching facilities.



- 1. Patrol all roads in the Mt. Baker-Snoqualmie National Forest that are located within the boundaries of Whatcom County, Washington.
- 2. Patrol in the following campgrounds, trailheads, developed sites, or dispersed areas, active logging and firewood cutting areas, and unplanned seasonal special emphasis areas.

Total reimbursement for this category shall not exceed the amount of \$21,773.14.

- B. Specific workdays and core hours on the ground will be determined by Whatcom County with concurrence by the U.S. Forest Service at least five days prior to the schedule taking effect. It is expected that patrols will include Saturday, Sunday, and Holidays on National Forest System (NFS) lands, for the period of the agreement, or until such time as funding is exhausted.
- C. Whatcom county will assign one part-time officer with a fully equipped and marked Whatcom County Sheriff's Office vehicle, suitable for patrol of forest areas.
- D. Reports relating to incidents or crimes that have occurred on National Forest System (NFS) lands should be collectively submitted to the U.S. Forest Service Law Enforcement on a quarterly basis. Reports relating to severe or major incidents or crimes should also be submitted individually, as soon as possible.
- E. Whatcom County shall notify the U.S. Forest Service, as soon as possible, of all search and rescues occurring on NFS lands. Deputies assigned to this agreement an perform preliminary search and rescue duties, but Whatcom County shall furnish another Deputy for lengthy missions.
- F. Patrols should be variable, and Deputies should plan routes making them more visible after sunset, especially during peak use months (generally May through September).
- G. The U.S. Forest Service shall loan Whatcom County one portable radio and one mobile radio for communication purposes. *See Provision IV.K in agreement.*
- H. Whatcom County will be responsible for the installation and maintenance of radio equipment. In the event this agreement is cancelled, the radios will be returned to the USDA Forest Service.



#### **III. SPECIAL ENFORCEMENT SITUATIONS:**

- A. Special Enforcement Situations include but are not limited to: Fire Emergencies, Drug Enforcement, and certain Group Gatherings.
- B. Funds available for special enforcement situations vary greatly from year to year and must be specifically requested and approved prior to any reimbursement being authorized. Requests for funds should be made to the U.S. Forest Service designated representative listed in Item I-A of this Annual Operating Plan. The designated representative will then notify whether funds will be authorized for reimbursement. If funds are authorized, the parties will then jointly prepare a revised Annual Operating Plan.
  - 1. Drug Enforcement: This will be handled on a case-by-case basis. The request will normally come from the patrol Captain; however, it may come from the Special Agent in Charge or their designated representative. Reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to the incident will coordinate all their activities with the designated officer in charge of the incident.
  - 2. Fire Emergency: During emergency fire suppression situations and upon request by the Forest Service pursuant to an incident resource order, the Cooperator agrees to provide special services beyond those provided under Section II-A, within the Cooperator's resource capabilities, for the enforcement of State and local laws related to the protection of persons and their property. The Cooperator will be compensated at the rate specified in Section I-B; the Forest Service will specify times and schedules. Upon concurrence of the local patrol Captain or their designated representative, an official from the Incident Management Team managing the incident, Cooperator personnel assigned to an incident where meals are provided will be entitled to such meals.
  - 3. Group Gatherings: This includes but is not limited to situations which are normally unanticipated, or which typically include very short notices, large group gatherings such as rock concerts, demonstrations, and organization rendezvous. Upon authorization by a Forest Service representative listed in Section I-A for requested services of this nature, reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to this type of incident will normally coordinate their activities with the designated officer in charge of the incident.

This includes but is not limited to situations which are normally unanticipated, or which typically include very short notice, large group gatherings such as rock concerts, demonstrations, and organizational rendezvous.

#### IV. BILLING FREQUENCY:

See Cooperative Law Enforcement Agreement Provisions II-H and III-B for additional information.



A. Whatcom County will submit invoices on a quarterly basis for reimbursement of services provided under Section II of this Operating Plan, and as outlined in *Cooperative Law Enforcement Agreement Provisions II-H and III-B*.

Submit invoices by email: <u>SM.FS.asc\_ga@usda.gov</u> Copy to U.S. Forest Service Contacts (See Section I.A.)

B. The following is a breakdown of the total estimated costs associated with this Annual Operating Plan.

Category	<b>Estimated Costs</b>	Not to Exceed by %
Patrol Activities	\$21,773.14	N/A
Training		
Equipment		
Special Enforcement Situations		
Total	\$21,773.13	N/A

- C. Any remaining funding in this Annual Operating Plan may be carried forward to the next fiscal year and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or deobligated at the request of the U.S. Forest Service. See Cooperative Law Enforcement Agreement Provision IV-C.
- D. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement.

In witness whereof, the parties hereto have executed this Annual Operating Plan as of the last date written above.

NOTARY !		for the State V ommission ex	Vashington, residing at
acknowledg	ged to me the act	of signing an	d sealing thereof.
	•		e instrument and who
			nown to be the Executive o
			, before me personally
COUNTY	OF WHATCOM	)	
		) ss	
STATE OF	WASHINGTO	N )	



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