

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No. _____

Originating Department:	Sheriff's Office
Division/Program: <i>(i.e. Dept. Division and Program)</i>	35 Sheriff's Office / 3520 Bureau of LE & Investigation / 352060 Boating Program
Contract or Grant Administrator:	Jeff Parks, Undersheriff
Contractor's / Agency Name:	WA State Parks and Recreation Commission
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 checked="" type="checkbox"/> No <input type="checkbox"/> If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____	
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? 3316FAS160 Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, grantor agency contract number(s): <u>153</u> CFDA#: <u>97.012</u>	
Is this contract grant funded? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, Whatcom County grant contract number(s): _____	
Is this contract the result of a RFP or Bid process? Contract Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, RFP and Bid number(s): _____ Cost Center: _____	
Is this agreement excluded from E-Verify? No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> If no, include Attachment D Contractor Declaration form.	
If YES, indicate exclusion(s) below: <input type="checkbox"/> Professional services agreement for certified/licensed professional. <input type="checkbox"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract for Commercial off the shelf items (COTS). <input type="checkbox"/> Contract work is for less than 120 days. <input type="checkbox"/> Work related subcontract less than \$25,000. <input checked="" type="checkbox"/> Interlocal Agreement (between Governments). <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.	
Contract Amount:(sum of original contract amount and any prior amendments): \$ <u>15,392.75</u> This Amendment Amount: \$ _____ Total Amended Amount: \$ <u>15,392.75</u>	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: Annual Recreational Boating Safety (RBS) Grant awarded to the Whatcom County Sheriff's Office to conduct on-the-water patrols during the peak boating period. The Sheriff's Office conducts 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.	
Term of Contract: 3/1/19	Expiration Date: 9/30/19

Contract Routing:	1. Prepared by: <u>J. Korn</u>	Date: <u>3/5/19</u>
	2. Attorney signoff: _____	Date: _____
	3. AS Finance reviewed: _____	Date: _____
	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



WHATCOM COUNTY
CONTRACT NO.
201903005

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): (360) 664-3133
www.parks.state.wa.us

March 1, 2019

Sheriff William Elfo
Whatcom County Sheriff's Office
311 Grand Avenue
Bellingham, WA 98225-4048

Re: Recreational Boating Safety Federal Financial Assistance Grant Letter of Award

Dear Sheriff Elfo:

The Washington State Parks and Recreation Commission has reviewed and accepted your application for a Recreational Boating Safety (RBS) Federal Financial Assistance Grant and is awarding \$ 15,392.75 to your agency. The grant is for the period March 1 to September 30, 2019.

Award Information:

Federal Award Identification: 3316FAS160153
Federal Award Date: 3/1/2019
CFDA Number: 97.012

Terms of Acceptance: Acceptance of a Federal Financial Assistance award carries with it the responsibility to comply with the terms and conditions of the award. Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means. Awards are based on the application form, as approved by State Parks. The signed grant application contains the terms and conditions to which your agency has agreed. I urge you to carefully review your application (enclosed) so you are familiar with each requirement.

Specifically, You Have Agreed To:

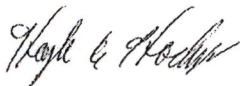
- Provide your agreed upon local funding match as submitted in your A-300 form.
- Carry out your approved prevention plan and reach the measureable prevention goals as submitted in your A-300 form.
- Execute the patrol plans / emphasis patrols / enforcement policies by doing the activity / product during the time frame / target date to achieve your purpose / outcome as submitted in your A-300 form.
- Conduct the number of vessel safety inspections as submitted in your A-300 form.
- Conduct the number and type of educational classes and activities as submitted in your A-300 form.

- Participate and attend the community events and activities as submitted in your A-300 form.
- Conduct the presentations to groups & schools as submitted in your A-300 form.
- Participate and work with media to conduct outreach to boaters and to execute your media plan as submitted in your A-300 form.
- Participate and partner with community forums as submitted in your A-300 form.
- Send State Parks any updated or improved local ordinances that reduce boating accidents.
- Provide the Instructors listed in your A-300 form if requested by State Parks.
- Ensure the “Marine Lead”, at a minimum, attends all meetings required / requested by State Parks.
- Attend advanced training (when offered) and maintain currency requirements, once they are posted and announced, to ensure compliance with NASBLA training standards (optional).
- Emphasize enforcement of:
 - Life jacket requirements;
 - Mandatory boater education (required to be carried by operators born after January 1, 1955 when operating a motor boat of 15 hp or more and not otherwise exempted);
 - Boating Under the Influence (BUI); and
 - “Rules of the Road” and other operating regulations, especially between paddle / human powered vessels and motorized vessels.
- Participate in Operation Dry Water in July 2019.
- Request reimbursement for approved expenditures only. Refer to your Federal Financial Assistance Grant Application (enclosed) for terms and conditions.

Your signature on each *Marine Law Enforcement Grant Invoice Voucher* certifies that your agency has completed the work and has retained copies of all the supporting documentation on file for audit purposes per the commitment in the *Federal Financial Assistance Grant Application – Calendar Year 2019 – March 1 to September 30, 2019*.

If you have questions regarding contract terms, expenditures, or financial invoice billing, please contact Sherri Sweeney at (360) 902-8845 / sherri.sweeney@parks.wa.gov or Corey Tolar at (360) 902-8843 / corey.tolar@parks.wa.gov.

Sincerely,



Hoyle Hodges, Marine Law Enforcement Coordinator
Washington State Parks and Recreation Commission

Enclosures

Cc: Sherri Sweeney
Corey Tolar
Contracts
Fiscal

Don Hoch
Director



STATE OF WASHINGTON

WASHINGTON STATE PARKS AND RECREATION COMMISSION

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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 \$15,392.75, Whatcom County Sheriff's Office agrees to the following terms:

- To expend **local funds** in the amount of \$27,617.31 during Federal Fiscal Year 2,019 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	647.00
Total Inspections Goal	375.00
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	5.00
Sum of Community Events Hours	180.00
Count of Presentations to Schools	1.00
Sum of Presentation to Schools Hours	0.00
Count of Presentations to Groups	3.00
Sum of Presentations to Groups Hours	6.00
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 Eifo
Bill Eifo, Sheriff

3-5-19
Date

Approved as to form:

Legumy
Prosecuting Attorney

3/6/19
Date

**Approved:
Accepted for Whatcom County:**

By: *Jack Louws*
Jack Louws, Whatcom County Executive

3.8.19
Date

STATE OF WASHINGTON)
) ss
COUNTY OF WHATCOM)

On this 8th day of March, 20 19, before me personally appeared Jack Louws, 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.

Suzanne M. Mildner

NOTARY PUBLIC in and for the State of Washington, residing at Bellingham
My commission expires 12-31-22.

