## Erika Lautenbach, Director Greg Stern, M.D., Health Officer

# WHATCOM COUNTY Health Department



### **MEMORANDUM**

**TO:** Satpal Sidhu, County Executive

FROM: Erika Lautenbach, Director

**RE:** Parker Corporate Services, Inc. dba Pacific Security – Temporary Housing

Facility Security Contract Amendment #3

**DATE:** January 13, 2021

Attached is a contract amendment between Whatcom County and Pacific Security for your review and signature.

#### Background and Purpose

This contract provides funding for 24/7 security services to temporary guests of the COVID-19 Temporary Housing Facility located at 3701 Byron Avenue in Bellingham. The purpose of this amendment is to extend the contract through 01/31/2021.

#### Funding Amount and Source

Funding for this contract may not exceed \$199,547. Funds under this contract are made available by a grant awarded by the US Department of Treasury and subject to Section 601(a) of the Social Security Act, as amended by section 5001 of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, and Title V and VI of the CARES Act, passed through the Washington State Department of Commerce Local Government Coronavirus Relief Fund (CFDA 21.016) and the Washington State Department of Health Emergency Preparedness & Response COVID-19 Local CARES (CFDA 21.019) and Epidemiology & Laboratory Capacity (CFDA 93.323) Grants. These funds are included in the 2020 and 2021 budgets. Council approval is not required per Whatcom County Code 3.08.100(A)(6) for contracts executed within the declaration of a county emergency.

Please contact Kathleen Roy at extension #6007 if you have any questions regarding this agreement.

Encl.





# WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract Number: 202004010 – 3

Division/Program: (i.e. Dept. Division and Program)  8550 Human Services / 855040 Housing Program  Contract or Grant Administrator:  It Adhiener Roy Contractor / Agency Name:  Is this a New Contract? If Inot, is this an Amendment or Renewal to an Existing Contract?  Yes □ No □ If Amendment or Renewal (per WCC 3.08 100 (ia)) Original Contract #: 202004010  Does contract require Council Approval? Yes □ No □ If No, include WCC:  "Under Declaration of Emergency**  Already approved? Council Approved Date:  Is this a grant agreement?  Yes □ No □ If yes, grantor agency contract number(s):  Is this contract grant funded?  Yes □ No □ If yes, Whatcom County grant contract number(s):  Statis incontract the result of a RFP or Bid process?  Yes □ No □ If yes, RPP and Bid number(s):  Statis this contract the result of a RFP or Bid process?  Yes □ No □ If yes, RPP and Bid number(s):  Statis this contract the result of a RFP or Bid process?  Yes □ No □ If yes, RPP and Bid number(s):  Statis this contract the result of a RFP or Bid process?  Yes □ No □ If yes, RPP and Bid number(s):  Statis this contract the result of a RFP or Bid process?  Ves □ No □ If yes, RPP and Bid number(s):  Statis this contract the result of a RFP or Bid process?  Contract work is for less than \$100.000.  □ Contract work is for less than \$100.000.  □ Contract work is for less than \$100.000.  □ Contract work is for less than \$100.000.  Statis and \$100.000.  Statis and \$100.000.  Contract Amount (your of original contract amount and any prior amendments):  Contract Amount (your of original contract amount and any prior amendment):  This Amendment Amount:  Statis and \$100.000.  Statis and \$100.000.  Contract work is for less than \$100.000.  Contract work is for less than \$100.000.  Contract work is for septical services and the services are than \$100.000.  Contract work is for septical services are than \$100.000.  Contract work is for septical services and when the think is the aven in received by the council and any prior amendments.  Contract Amount (y	Originating Department:												
Contract or Grant Administrator:  Contractor's / Agency Name:  Parker Corporate Services, Inc. dba Pacific Security  Yes   No   If Amendment or Renewal to an Existing Contract?  Yes   No   If Amendment or Renewal (per WCC 3.08.100 (a)) Original Contract #: 202004010  Does contract require Council Approval?  Already approved? Council Approved Date:  [Exclusions see: Whatcom County Codes 3.08.100.03.08.000 and 3.08.100]  Is this a grant agreement?  Yes   No   If yes, grantor agency contract number(s):  Is this contract grant funded?  Yes   No   If yes, Whatcom County grant contract number(s):  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?  Yes   No   If yes, RFP and Bid number(s):  Contract work is for less than 120 days.  If YES, indicate exclusion(s) below:  Professional services agreement for certified/licensed professional.  Contract work is for less than 120 days.  Indicate exclusion(s) more original contract around and pryprior amendments):  Northact Amount: (sum of original contract amount and pryprior amendments):  1. Contract work is for less than 120 days.  Indicate exclusion(s):  1. Services agreement (between Governments):  Contract work is for less than 120 days.  Indicate exclusion (sum of original contract amount and professional services agreement (between Governments):  3. 199,547  Total Amended Amount:  3. 199,547  Total Amended Amount:  4. 4. Exprenent in Explain 10 E	Originating Department:												
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Ves   No   If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: 202004010	Is this a New Contract? If not, is this an Amendment or Renewa				I to an Existing Contract?					Yes ⊠	No □		
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If No, include WCC:   **Under Declaration of Emergency**													
Already approved? Council Approved Date:   (Exclusions see: Whatcom County Codes 3.06.010, 3.06.090 and 3.08.100)	Does contract require	Council Ap	proval?	Yes		No ⊠		11100					4.4
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	7. Submitted to Exec.: JT							01/	/13/2021				
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9. Executive signed: Date:								317					
	9. Executive signed.  10. Original to Council:							Date:					
		10. Origina	l to Council:							Date:			

Whatcom County Contract Number:

202004010 - 3

#### WHATCOM COUNTY CONTRACT AMENDMENT

**PARTIES:** 

Whatcom County AND CONTRACTOR:

Whatcom County Health Department Parker Corporate Services, Inc. dba Pacific Security

509 Girard Street 2009 Iron Street

Bellingham, WA 98225 Bellingham, WA 98225

AMENDMENT NUMBER: 3 CONTRACT PERIODS:

Original: 04/07/2020 - 07/05/2020 Amendment #2: 11/01/2020 - 12/30/2020 Amendment #1: 04/07/2020 - 10/31/2020 Amendment #3: 11/01/2020 - 01/31/2021

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

#### **DESCRIPTION OF AMENDMENT:**

- 1. Extend the term of the contract through 01/31/2021.
- 2. Amend Exhibit B Compensation, to update total funding and revise the invoice deadline; revised Exhibit B is attached.
- 3. Funding for the total contract period (04/07/2020 01/31/2021) is not to exceed \$199,547.
- 4. All other terms and conditions remain unchanged.
- 5. The effective start date of the amendment is 11/01/2020.

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.

	DocuSigned by:			
APPROVAL AS TO PROGRAM:	Anne Veacon	1/13/2021		
	Anne Deacon, Human Services Manager	Date		
DEPARTMENT HEAD APPROVAL:	Docusigned by: Erika Lautenhall	1/13/2021		
	Erika Lautenbach, Health Department Director	Date		
APPROVAL AS TO FORM:	Royce Buckingham	1/13/2021		
Royc	e Buckingham, Prosecuting Attorney	Date		
FOR THE CONTRACTOR:				
DocuSigned by:	Bud Tweten, Sales & Development	1/13/2021		
Contractor Signature	Print Name and Title	Date		
FOR WHATCOM COUNTY:				
Docusigned by: Satpal Sidlu 73734152450445D		1/13/2021		
Satpal Singh Sidhu, County Exec	cutive	Date		

#### **CONTRACTOR INFORMATION:**

#### **Pacific Security**

Bud Tweten, Sales & Development 2009 Iron Street Bellingham, WA 98225 425-330-1341 bud@parkercorporation.com

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# EXHIBIT "B" – Amendment #3

(COMPENSATION)

I. <u>Budget and Source of Funding</u>: Funding for this contract may not exceed \$199,547. Funds under this contract are made available and are subject to Section 601(a) of the Social Security Act, as amended by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and Title V and VI of the CARES Act. This project was supported by a grant awarded by the US Department of the Treasury. Grant funds are administered by the Local Government Coronavirus Relief Fund thru the Washington State Department of Commerce (CFDA 21.016) and the Washington State Department of Health Emergency Preparedness & Response COVID-19 Local CARES (CFDA 21.019) and Epidemiology & Laboratory Capacity (CFDA 93.323) Grants. Commerce and the State of Washington are not liable for claims or damages arising from Subcontractor's performance of this contract.

**Compensation**: Contractor will be paid \$27.35 per hour and \$41.03 per hour on Federal Holidays.

Month	Regular Days	Total \$27.35/hour per 24 hours	Holidays	Total \$41.03/hour per 24 hours	Month Total
April	24	\$15,753.60	0		\$15,754
May	30	\$19,692	1	\$984.72	\$20,677
June	30	\$19,692	0		\$19,692
July	30	\$19,692	1	\$984.72	\$20,677
August	31	\$20,348.40	0		\$20,348
September	29	\$19,035.60	1	\$984.72	\$20,020
October	31	\$20,348.40	0		\$20,348
November	28	\$18,379.20	2	\$1,969.44	\$20,349
December	30	\$19,692	1	\$984.72	\$20,677
January	29	\$19,035.60	2	\$1,969.44	\$21,005
	\$199,547				

#### II. Invoicing

- 1. The Contractor shall submit itemized invoices on a monthly basis in a format approved by the County. The Contractor shall submit invoices to (include contract/PO #) <u>HL-BusinessOffice@co.whatcom.wa.us</u>. Monthly invoices must be submitted by the 15<sup>th</sup> of the month following the month of service **except final invoices which must be received by February 15, 2021**. Invoices submitted for payment must include the items identified in the table above.
- 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. The County may withhold payment of an invoice if the Contractor submits it more than 30 days after the expiration of this contract.
- 3. 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.

4. <u>Duplication of Billed Costs or Payments for Service:</u> The Contractor shall not bill the County for services performed or provided under this contract, and the County shall not pay the Contractor, if the Contractor has been or will be paid by any other source, including grants, for those costs used to perform or provide the services in this contract. The Contractor is responsible for any audit exceptions or disallowed amounts paid as a result of this contract.