

**ISLAND COUNTY BOARD OF COUNTY COMMISSIONERS**  
(Including Diking Improvement District #4)

**APRIL 12, 2016**

10:00 a.m. Regular Meeting

**APRIL 13, 2016**

9:00 a.m. Work Session with Individual Departments and Elected Officials

Location (Unless otherwise noted): Board of County Commissioners Hearing Room (Room 102B Basement), Island County Annex Bldg., 1 NE 6<sup>th</sup> Street, Coupeville, WA

[\[CLICK HERE for Internet link to Island County Coupeville Campus Map & Contact Guide\]](#)

**MEETING AGENDA – APRIL 12, 2016**

**10:00 a.m. Convene Regular Meeting** -- Pledge of Allegiance

*Welcome to the Board of County Commissioners meeting. The Board values your input and ideas, and sets aside a time called “Public Input or Comments.” A “Public Hearing” or “Public Meeting” will begin no sooner than the time shown. Occasionally, items do not make this agenda in time, but are added just prior to the meeting at the discretion of the Chair. This separate “Chair’s Agenda” will be addressed as the schedule permits.*

**Welcome New Employees, Employee Service Awards, and Employee of the Month**

**10:00 a.m. Public Input or Comments**

*This is time set aside for members of the public to speak to the Board about subjects of concern or interest, or items on the agenda. Comments on matters scheduled for Public Hearing will be taken at the time shown on the agenda. The Board will take all information under advisement, but generally will not take any action unless it is emergent in nature. To ensure your comments are recorded properly, please state your name and address clearly into the microphone. Please limit your comments to 3 minutes.*

**Consent Agenda**

*[Consent Agenda items will be considered together and will be approved on a single motion typically without discussion. The items proposed for the Consent Agenda are considered to be routine and public comment or inquiries are not anticipated. Any item on the Consent Agenda will be moved to the Regular Agenda upon request from any Board Member prior to or during the Board meeting. An item moved to the Regular Agenda will be considered after the Consent Agenda.]*

- 1) [Approve](#) pre-audited vouchers, warrants, electronic funds transfers and payroll
- 2) [Approve](#) Minutes from previous meeting(s): Work Session – 3/16/16

Human Services

- 3) [Amendment A](#) to the Consolidated Homeless Grant from the WA State Department of Commerce revising budget categories and amending FY16 Housing and Essential Needs funds. Grant No. 16-46108-12(A); Amendment term 3/1/16 – 6/30/17; Amount: \$5,000 (RM-HS-2016-117)

**ISLAND COUNTY BOARD OF COUNTY COMMISSIONERS**  
**Meeting Agenda – April 12, 2016**

Public Works

County Roads

- 4) [Resolution C-35-16](#) (R-16-16) Surplus of County Property 1972 Sesco Asphalt Mixer #510
- 5) [Supplement No 1](#) to the Local Agency Agreement with WA State Department of Transportation; LAA 8615; Obligate Construction Funds; County Signing Upgrade, CRP 15-03/JL 00436-0103 (RM-PW-2016-118)(PW-1620-050)
- 6) [Supplement No 1](#) to the Local Agency Agreement with WA State Department of Transportation; LAA 8429; Obligate Right-of-Way Funds; Crescent Harbor Rd/Regatta Dr. Intersection Improvements; CRP 14-05/JL 01091-0303 (RM-PW-2016-120)(PW-1620-045)
- 7) [Purchase Order No. 7897](#) with Kanaflex Corporation, USA; 210 LF – 48” Diameter Pipe – Detention Tank; Boon Road Improvement Project; CRP 11-07/JL 00089-0001; Amount: \$39,680 Delivered (RM-PW-2016-113) (PW-1620-044)

**Regular Agenda**

*[Items listed under this portion of the Agenda are typically considered separately.]*

**Public Hearings**

*[A Public Hearing will begin no sooner than the time shown.]*

There are no public hearings scheduled

**Commissioners Comments & Announcements**

*[This time provides an opportunity for Commissioners to discuss events, actions or issues that may generate public comment, media calls, or otherwise be of interest to the Board of County Commissioners.]*

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**APRIL 13, 2016 @ 9:00 a.m.**

**WORK SESSIONS** with individual Departments and Elected Officials. Work Sessions are a public meeting which provides an opportunity in an information workshop format for the Board to review in detail ongoing issues with individual departments and elected officials. This time is also used for the Board to meet with other agencies, committees and groups to discuss specific topics of mutual interest. Items are typically first reviewed at Work Sessions before being scheduled on the agenda for the Board’s regular business meetings held on Tuesdays.

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Debbie Thompson, Clerk of the Board of County Commissioners (360) 679-7385

NOTICE: Persons with disabilities requiring elevator access to the Hearing Room, please call twenty-four (24) hours prior to the scheduled event: (360) 678-7919 from North Whidbey; (360) 629-4522 Ext. #7919 from Camano Island; or (360) 321-5111 Ext. #7919 from South Whidbey
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**EMPLOYEE PRESENTATIONS**  
**April 12, 2016 at 10:00 A.M.**

**WELCOME TO NEW EMPLOYEES – MARCH**

<u>Department</u>	<u>Employee</u>
Clerk's Office	Christine Tjaarda
Public Health	Jessica Rogers
Public Works	Diane Haddon
Community Development	Dustin Curb

**EMPLOYEE SERVICE AWARDS**

<u>Department</u>	<u>Employee</u>	<u>No Years</u>
Facilities	Dennis Bodley	20
Jail	Lori Prendergast	25
Public Works	Connie Bowers	10
Public Works	Michael Jantz	10
Public Works	Henry Fakkema	15
Sheriff	Scott Davis	25

**EMPLOYEE SERVICE AWARDS**

Elizabeth Kelly, Recording/DOL Manager

COUNTY OF ISLAND  
STATE OF WASHINGTON  
EXPENDITURE APPROVALS  
April 12, 2016

We, the undersigned Board of County Commissioners of Island County, Washington, do hereby certify that the materials have been furnished, the services rendered, or the labor performed as described herein, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the COUNTY OF ISLAND. All warrants issued are payment of previously approved vouchers. A detail of all vouchers, warrants and payroll records is available in the County Auditor's office.

VOUCHER APPROVALS					
Department		Department		Department	Amount
Assessor		Facilities	\$ 13,016.14	Planning	\$ 21,061.56
Auditor	\$ 5,048.86	Non Departmental (90)		Prosecuting Attorney	
Budget	\$ 91.37	GSA	\$ 52,363.92	Public Health	\$ 7,105.80
Clerk		Human Resources	\$ 224.18	Public Works	\$ 181,835.38
Commissioners	\$ 7,044.97	Human Services	\$ 16,095.56	Sheriff	\$ 38,940.41
Coroner	\$ 100.00	Information Technology	\$ 8,151.31	Superior Court/Juvenile	\$ 11,156.29
District Court	\$ 3,934.22	Miscellaneous (Comm)	\$ 7,157.84	Treasurer	\$ 1,389.81
Emergency Management		Natural Resources	\$ 5,729.94		
Extension Services	\$ 258.86	Non Departmental (00)	\$ 2,698.22		
<b>Total</b>					<b>\$ 383,404.64</b>

*WARRANT APPROVALS				
	Warrant #	through	Warrant #	Amount
	507299		507595	\$ 1,277,562.49
<b>Total</b>				<b>\$ 1,277,562.49</b>

*\*Includes Immediate Pay Misc., Payroll \$452,199.67*

EFT APPROVALS			
Description		Fund	Amount
EFT Debit Card Settlement Date 3/31/2016		997	\$ 130.76
EFT Debit Card Settlement Date 4/1/2016		997	\$ 110.00
EFT Debit Card Settlement Date 4/2/2016		997	\$ 35.00
EFT Debit Card Settlement Date 4/3/2016		997	\$ 10.00
EFT Debit Card Settlement Date 4/5/2016		997	\$ 70.02
EFT Debit Card Settlement Date 4/6/2016		997	\$ 103.89
EFT Payroll Taxes Pay Date 4/1/2016		997	\$ 219,910.62
EFT Regional Disposal Settlement Date 3/31/2016		401	\$ 259,825.41
<b>Total</b>			<b>\$ 480,195.70</b>

PAYROLL APPROVALS				
Description Pay Period	Mar 6 - Mar 19, 2016	Pd: Apr 1, 2016		Amount
Warrants	41902	through	41914	\$ 17,717.12
Direct Deposit				\$ 596,834.66
<b>Total</b>				<b>\$ 614,551.78</b>

APPROVED this 12th day of April 2016.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

\_\_\_\_\_  
Richard M. Hannold, Chair

\_\_\_\_\_  
Jill Johnson, Member

\_\_\_\_\_  
Helen Price Johnson, Member

ATTEST:

\_\_\_\_\_  
Debbie Thompson, Clerk of the Board



ISLAND COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA BILL

MEETING DATE: 4/12/16

CONSENT AGENDA  
 REGULAR AGENDA  
 PUBLIC HEARING/MTG  
 RESOLUTION/ORDINANCE NO

DEPARTMENT: Human Services

DIVISION:

Housing Assistance Funding

STAFF CONTACT:

Catherine Reid

AGENDA SUBJECT: Amendment(A) to Consolidated Homeless Grant from Washington State Department of Commerce to revise budget categories and amend FY16 Housing and Essential Needs funds; Grant No. 16-46108-12 (2); Grant Amendment Amount: \$5,000 (RM-HS-2016-117).

BACKGROUND/SUMMARY:

WORK SESSION DATE: (if applicable) N/A

The Department of Commerce increased funding for the Housing and Essential Needs programs for Island County.

FISCAL IMPACT/FUNDING SOURCE:

Consolidated Homeless Grant is increased to \$191,608 from \$186,608.

RECOMMENDED ACTION:

- Approve/Adopt  
 Schedule Public Hearing/Meeting  
 Continue Public Hearing/Meeting  
 Information/Discussion  
 Other (describe) \_\_\_\_\_

SUGGESTED MOTION:

[BELOW TO BE COMPLETED BY CLERK OF BOARD]

BOCC ACTION:

- APPROVED  
 DENIED  
 TABLED/DEFERRED/NO ACTION TAKEN  
 CONTINUED TO DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ TIME: \_\_\_\_\_  
 OTHER \_\_\_\_\_

Amendment

Grant Number: 16-46108-12  
Amendment: A

Washington State Department of Commerce  
Community Services and Housing Division  
Housing Assistance Unit  
Consolidated Homeless Grant (CHG)

<b>1. Grantee</b> Island County - Department of Human Services PO BOX 5000 COUPEVILLE, WA 98239-5000		<b>2. Grantee Doing Business As (optional)</b>	
<b>3. Grantee Representative (only if updated)</b> Catherine Reid Housing Program Coordinator (360) 678-7804 <a href="mailto:c.reid@co.island.wa.us">c.reid@co.island.wa.us</a>		<b>4. COMMERCE Representative (only if updated)</b> Emily Burgess CHG Program Manager (360) 725-2942 (360) 586-5880 <a href="mailto:emily.burgess@commerce.wa.gov">emily.burgess@commerce.wa.gov</a>	
<b>5. Original Grant Amount</b>  \$186,608.00	<b>6. Amendment Amount</b>  \$5,000.00	<b>7. New Grant Amount</b>  \$191,608.00	
<b>8. Amendment Funding Source</b> Federal:            State:            Other: X    N/A:		<b>9. Amendment Start Date</b> March 1, 2016	<b>10. Amendment End Date</b> June 30, 2017
<b>11. Federal Funds (as applicable):</b> N/A	<b>Federal Agency:</b> N/A	<b>CFDA Number:</b> N/A	
<b>12. Amendment Purpose:</b>  Adding HEN 2016 funds in the amount of \$5,000.00  This grant provides resources to assist people who are experiencing homelessness obtain and maintain housing stability. Grantees and subgrantees must prioritize unsheltered homeless households for assistance and services.			
COMMERCE, defined as the Department of Commerce, and the Grantee acknowledge and accept the terms of this Grant As Amended and attachments and have executed this Grant Amendment on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Grant As Amended are governed by this Grant Amendment and the following other documents incorporated by reference: Grant Terms and Conditions including Attachment "A" – Scope of Work, Attachment "B" – Budget, and Attachment "C" – Guidelines for the Consolidated Homeless Grant (as they may be revised from time to time). A copy of this Grant Amendment shall be attached to and made a part of the original Grant between COMMERCE and the Grantee. Any reference in the original Grant to the "Grant" shall mean the "Grant As Amended".			
<b>FOR GRANTEE</b>  Signature <u>Richard M. Hannold</u>  <u>Chair - Board of Island County</u> Print Name and Title <u>Commissioners</u>  _____ Date		<b>FOR COMMERCE</b>  _____ Diane Klontz, Assistant Director Community Services and Housing Division  _____ Date  <b>APPROVED AS TO FORM ONLY</b>  _____ Sandra Adix Assistant Attorney General  _____ 3/20/2014 Date	

Amendment

This Grant is amended as follows:

Budget

Attachment B

Budget Category	Change	Amount
Admin 2016-17		\$24,175.00
Rent: For-Profit Rent		\$56,501.00
Operations: CHG Base Funding		\$80,491.00
TANF: For-Profit Rent		\$5,279.00
TANF: Operations		\$278.00
HEN: Admin 2016	\$350	\$1,742.00
HEN: Rent and Housing Costs 2016	\$4,650	\$23,142.00
HEN: Operations 2016		\$0.00
<b>Total</b>		<b>\$191,608.00</b>

ALL OTHER TERMS AND CONDITIONS OF THIS GRANT REMAIN IN FULL FORCE AND EFFECT.



**ISLAND COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA BILL**

MEETING DATE	
<u>4/12/16</u>	CONSENT AGENDA
	REGULAR AGENDA
	PUBLIC HEARING/MTG
<u>C-35-16/R-16-16</u>	RESOLUTION/ORDINANCE NO

<b>DEPARTMENT:</b>	Public Works
<b>DIVISION:</b> <i>(if applicable)</i>	ER&R
<b>STAFF CONTACT:</b>	Matt Nienhuis x7964
<b>AGENDA SUBJECT:</b>	Surplus of County Property
<b>BACKGROUND/SUMMARY:</b>	<p><b>WORK SESSION DATE</b> <i>(if applicable)</i> <u>3/2/16</u></p> <p>The Public Works Department has a 1972 Sesco PTA31153 Asphalt Mixer #510, VIN 473991, which is no longer used for our pit operations.</p> <p align="right"><i>Resolution C-35-16/R-16-16</i></p>
<b>FISCAL IMPACT/FUNDING SOURCE:</b>	
<b>RECOMMENDED ACTION:</b>	<input checked="" type="checkbox"/> Approve/Adopt <input type="checkbox"/> Schedule Public Hearing/Meeting <input type="checkbox"/> Continue Public Hearing/Meeting <input type="checkbox"/> Information/Discussion <input type="checkbox"/> Other <i>(describe)</i> _____
<b>SUGGESTED MOTION:</b>	Approve the Resolution to surplus county property #510.

*[BELOW TO BE COMPLETED BY CLERK OF BOARD]*

**BOCC ACTION:**

APPROVED

DENIED

TABLED/DEFERRED/NO ACTION TAKEN

CONTINUED TO DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ TIME: \_\_\_\_\_

OTHER \_\_\_\_\_

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF ISLAND COUNTY, WASHINGTON

IN THE MATTER OF THE SURPLUS OF ) RESOLUTION C-35 -16  
COUNTY PROPERTY - 1972 SESCO ) R- 16 -16  
ASPHALT MIXER #510 )

**WHEREAS**, Island County has certain personal property, a 1972 SESCO PTA 31153 Asphalt Mixer #510, VIN 473991, which has lost its economic value/utility and is no longer needed for public use; and

**WHEREAS**, pursuant to Island County Code sections 2.31.080, 2.31.100(A)(2), and 2.31.130(B) the Board of County Commissioners may declare such property surplus and direct its disposal; and

**WHEREAS**, it is in the best interest of the County and the citizens thereof that said item be sold or disposed of; NOW THEREFORE,

**BE IT HEREBY RESOLVED** that the item noted herein shall be sold or disposed of in accordance with Island County Code sections 2.31.080, 2.31.100(A)(2), and 2.31.130(B).

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

BOARD OF COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

\_\_\_\_\_  
Richard M. Hannold, Chair

\_\_\_\_\_  
Jill Johnson, Member

\_\_\_\_\_  
Helen Price Johnson, Member

ATTEST:

\_\_\_\_\_  
Debbie Thompson, Clerk of the Board



ISLAND COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA BILL

MEETING DATE: 4-12-16

CONSENT AGENDA  
 REGULAR AGENDA  
 PUBLIC HEARING/MTG

RESOLUTION/ORDINANCE NO

DEPARTMENT: Public Works

DIVISION: (if applicable)

STAFF CONTACT: Spencer Keane

AGENDA SUBJECT: Local Agency Agreement Supplement County Signing Upgrade

BACKGROUND/SUMMARY:

WORK SESSION DATE: (if applicable) 2/3/16

The County Signing Upgrade will include an upgrade of signing at various locations throughout the county. This supplement will obligate construction funds for the project.

A previous version of this document was signed at the February 16 meeting, but WSDOT requested changes and re-submittal of the supplement.

FISCAL IMPACT/FUNDING SOURCE:

2014 Island County Safety Program \$924,140 HSIP

RECOMMENDED ACTION:

- Approve/Adopt
- Schedule Public Hearing/Meeting
- Continue Public Hearing/Meeting
- Information/Discussion
- Other (describe) \_\_\_\_\_

SUGGESTED MOTION:

Approve and sign the Local Agency Agreement Supplement for County Signing Upgrade.

[BELOW TO BE COMPLETED BY CLERK OF BOARD]

BOCC ACTION:

- APPROVED
- DENIED
- TABLED/DEFERRED/NO ACTION TAKEN
- CONTINUED TO DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ TIME: \_\_\_\_\_
- OTHER \_\_\_\_\_

Agency Island County		Supplement Number 1
Federal Aid Project Number HSIP-000S(393)	Agreement Number LA 8615	CFDA No. <b>20.205</b> (Catalog of Federal Domestic Assistance)

The Local Agency requests to supplement the agreement entered into and executed on April 22, 2015

All provisions in the basic agreement remain in effect except as modified by this supplement.

The change to the agreement are as follows:

**Project Description**

Name County Signing Upgrade

Length Countywide

Termini Varies

Description of Work  No Change

**Reason for Supplement**

Obligate construction funds-Local Forces

Are you claiming indirect cost rate?  Yes  No

Project Agreement End Date 12/31/18

Does this change require additional Right of Way or Easements?  Yes  No Advertisement Date:

Type of Work	Estimate of Funding				
	(1) Previous Agreement/Suppl.	(2) Supplement	(3) Estimated Total Project Funds	(4) Estimated Agency Funds	(5) Estimated Federal Funds
PE 90 % a. Agency	18,158.00		18,158.00	1,816.00	16,342.00
b. Other			0.00		
Federal Aid Participation Ratio for PE c. Other			0.00		
d. State	1,000.00		1,000.00	100.00	900.00
e. Total PE Cost Estimate (a+b+c+d)	19,158.00	0.00	19,158.00	1,916.00	17,242.00
Right of Way % f. Agency			0.00		
g. Other			0.00		
Federal Aid Participation Ratio for RW h. Other			0.00		
i. State			0.00		
j. Total R/W Cost Estimate (f+g+h+i)	0.00	0.00	0.00	0.00	0.00
Construction 100 % k. Contract			0.00		
l. Other Agency Procurement		75,000.00	75,000.00		75,000.00
m. Other			0.00		
Federal Aid Participation Ratio for CN n. Other			0.00		
o. Agency		57,000.00	57,000.00	0.00	57,000.00
p. State		3,000.00	3,000.00	0.00	3,000.00
q. Total CN Cost Estimate (k+l+m+n+o+p)	0.00	135,000.00	135,000.00	0.00	135,000.00
r. Total Project Cost Estimate (e+j+q)	19,158.00	135,000.00	154,158.00	1,916.00	152,242.00

The Local Agency further stipulates that pursuant to said Title 23, regulations and policies and procedures, and as a condition to payment of the Federal funds obligated, it accepts and will comply with the applicable provisions.

**Agency Official**

By \_\_\_\_\_  
Title Richard Hannold- Chair, Board of Island County Commissioners

**Washington State Department of Transportation**

By \_\_\_\_\_  
Director, Local Program  
Date Executed

Agency	Supplement Number	
Island County	1	
Federal Aid Project Number HSIP-000S(393)	Agreement Number LA 8615	CFDA No. <b>20.205</b> (Catalog of Federal Domestic Assistance)

**VI. Payment and Partial Reimbursement**

The total cost of the project, including all review and engineering costs and other expenses of the State, is to be paid by the Agency and by the Federal Government. Federal funding shall be in accordance with the Federal Transportation Act, as amended, 2 CFR Part 200. The State shall not be ultimately responsible for any of the costs of the project. The Agency shall be ultimately responsible for all costs associated with the project which are not reimbursed by the Federal Government. Nothing in this agreement shall be construed as a promise by the State as to the amount or nature of federal participation in this project.

The Agency shall bill the state for federal aid project costs incurred in conformity with applicable federal and state laws. The agency shall minimize the time elapsed between receipt of federal aid funds and subsequent payment of incurred costs. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for federal participation unless a current indirect cost plan has been prepared in accordance with the regulations outlined in 2 CFR Part 200 - Uniform Admin. Requirements, Cost Principles and Audit Requirements for Federal Awards, and retained for audit.

The State will pay for State incurred costs on the project. Following payment, the State shall bill the Federal Government for reimbursement of those costs eligible for federal participation to the extent that such costs are attributable and properly allocable to this project. The State shall bill the Agency for that portion of State costs which were not reimbursed by the Federal Government (see Section IX).

**VII. Audit of Federal Consultant Contracts**

The Agency, if services of a consultant are required, shall be responsible for audit of the consultant's records to determine eligible federal aid costs on the project. The report of said audit shall be in the Agency's files and made available to the State and the Federal Government.

An audit shall be conducted by the WSDOT Internal Audit Office in accordance with generally accepted governmental auditing standards as issued by the United States General Accounting Office by the Comptroller General of the United States; WSDOT Manual M 27-50, Consultant Authorization, Selection, and Agreement Administration; memoranda of understanding between WSDOT and FHWA; and 2 CFR Part 200.501 - Audit Requirements.

If upon audit it is found that overpayment or participation of federal money in ineligible items of cost has occurred, the Agency shall reimburse the State for the amount of such overpayment or excess participation.

**IX. Payment of Billing**

The Agency agrees that if payment or arrangement for payment of any of the State's billing relative to the project (e.g., State force work, project cancellation, overpayment, cost ineligible for federal participation, etc.) is not made to the State within 45 days after the Agency has been billed, the State shall effect reimbursement of the total sum due from the regular monthly fuel tax allotments to the Agency from the Motor Vehicle Fund. No additional Federal project funding will be approved until full payment is received unless otherwise directed by the Director, Local Programs.

Project Agreement End Date - This date is based on your projects Period of Performance (2 CFR Part 200.309).

Any costs incurred after the Project Agreement End Date are NOT eligible for federal reimbursement. All eligible costs incurred prior to the Project Agreement End Date must be submitted for reimbursement within 90 days after the Project Agreement End Date or they become ineligible for federal reimbursement.

**VIII. Single Audit Act**

The Agency, as a subrecipient of federal funds, shall adhere to the federal regulations outlined in 2 CFR Part 200.501 as well as all applicable federal and state statutes and regulations. A subrecipient who expends \$750,000 or more in federal awards from all sources during a given fiscal year shall have a single or program-specific audit performed for that year in accordance with the provisions of 2 CFR Part 200.501. Upon conclusion of the audit, the Agency shall be responsible for ensuring that a copy of the report is transmitted promptly to the State.

**XVII. Assurances**

Local Agencies receiving Federal funding from the USDOT or its operating administrations (i.e., Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration) are required to submit a written policy statement, signed by the Agency Executive and addressed to the State, documenting that all programs, activities and services will be conducted in compliance with Section 504 and the Americans with Disabilities Act (ADA).



ISLAND COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA BILL

MEETING DATE: 4-12-16

CONSENT AGENDA  
 REGULAR AGENDA  
 PUBLIC HEARING/MTG  
 RESOLUTION/ORDINANCE NO

**DEPARTMENT:** Public Works

**DIVISION:** (if applicable) Roads

**STAFF CONTACT:** Spencer Keane

**AGENDA SUBJECT:** Local Agency Agreement Supplement #1 with WSDOT for Crescent Harbor Road/Regatta Drive Intersection Improvement

**BACKGROUND/SUMMARY:** **WORK SESSION DATE:** (if applicable) 9/8/2014

Preliminary Engineering to design intersection improvements to reduce collisions at the intersections of Crescent Harbor Road / Regatta Drive and the nearby Torpedo Road. The local agency agreement supplement obligates right of way funding for this project.

**FISCAL IMPACT/FUNDING SOURCE:**  
TOTAL APPROPRIATION \$2,136,000 Right of Way Phase \$170,250  
Planned and Secured STP-R, Roads

**RECOMMENDED ACTION:**

Approve/Adopt  
 Schedule Public Hearing/Meeting  
 Continue Public Hearing/Meeting  
 Information/Discussion  
 Other (describe) \_\_\_\_\_

**SUGGESTED MOTION:**  
Approve the Local Agency Agreement Supplement #1 with WSDOT for Crescent Harbor Road/Regatta Drive Intersection Improvement

[BELOW TO BE COMPLETED BY CLERK OF BOARD]

BOCC ACTION:

APPROVED  
 DENIED  
 TABLED/DEFERRED/NO ACTION TAKEN  
 CONTINUED TO DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ TIME: \_\_\_\_\_  
 OTHER \_\_\_\_\_



Agency Island County		Supplement Number 1
Federal Aid Project Number STPUS-7780(001)	Agreement Number LA 8429	CFDA No. <b>20.205</b> (Catalog of Federal Domestic Assistance)

The Local Agency requests to supplement the agreement entered into and executed on 7/2/14

All provisions in the basic agreement remain in effect except as modified by this supplement.

The change to the agreement are as follows:

**Project Description**

Name Crescent Harbor Road/Regatta Drive Intersection Improvements

Length N/A

Termini Intersection Project

Description of Work  No Change

**Reason for Supplement**

Obligate Right of Way Funds

Are you claiming indirect cost rate?  Yes  No

Project Agreement End Date 12/31/17

Does this change require additional Right of Way or Easements?  Yes  No Advertisement Date: N/A

Type of Work	Estimate of Funding				
	(1) Previous Agreement/Suppl.	(2) Supplement	(3) Estimated Total Project Funds	(4) Estimated Agency Funds	(5) Estimated Federal Funds
PE 86.5 %					
a. Agency	20,000.00	0.00	20,000.00	2,700.00	17,300.00
b. Other Consultant	269,017.00	0.00	269,017.00	36,317.00	232,700.00
Federal Aid Participation Ratio for PE			0.00		
c. Other			0.00		
d. State	1,000.00	0.00	1,000.00	1,000.00	
e. Total PE Cost Estimate (a+b+c+d)	290,017.00	0.00	290,017.00	40,017.00	250,000.00
Right of Way 86.5 %					
f. Agency		113,500.00	113,500.00	13,500.00	100,000.00
g. Other Consultant		56,750.00	56,750.00	6,750.00	50,000.00
Federal Aid Participation Ratio for RW			0.00		
h. Other			0.00		
i. State			0.00		
j. Total RW Cost Estimate (f+g+h+i)	0.00	170,250.00	170,250.00	20,250.00	150,000.00
Construction %					
k. Contract			0.00		
l. Other			0.00		
Federal Aid Participation Ratio for CN			0.00		
m. Other			0.00		
n. Other			0.00		
o. Agency			0.00		
p. State			0.00		
q. Total CN Cost Estimate (k+l+m+n+o+p)	0.00	0.00	0.00	0.00	0.00
r. Total Project Cost Estimate (e+j+q)	290,017.00	170,250.00	460,267.00	60,267.00	400,000.00

The Local Agency further stipulates that pursuant to said Title 23, regulations and policies and procedures, and as a condition to payment of the Federal funds obligated, it accepts and will comply with the applicable provisions.

**Agency Official**

**Washington State Department of Transportation**

By \_\_\_\_\_  
Title Richard Hannold, Chair, Board of Island County Commissioners

By \_\_\_\_\_  
Director, Local Program  
Date Executed \_\_\_\_\_

Agency Island County	Supplement Number 1	
Federal Aid Project Number STPUS-7780(001)	Agreement Number LA 8429	CFDA No. <b>20.205</b> (Catalog of Federal Domestic Assistance)

## VI. Payment and Partial Reimbursement

The total cost of the project, including all review and engineering costs and other expenses of the State, is to be paid by the Agency and by the Federal Government. Federal funding shall be in accordance with the Federal Transportation Act, as amended, 2 CFR Part 200. The State shall not be ultimately responsible for any of the costs of the project. The Agency shall be ultimately responsible for all costs associated with the project which are not reimbursed by the Federal Government. Nothing in this agreement shall be construed as a promise by the State as to the amount or nature of federal participation in this project.

The Agency shall bill the state for federal aid project costs incurred in conformity with applicable federal and state laws. The agency shall minimize the time elapsed between receipt of federal aid funds and subsequent payment of incurred costs. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for federal participation unless a current indirect cost plan has been prepared in accordance with the regulations outlined in 2 CFR Part 200 - Uniform Admin. Requirements, Cost Principles and Audit Requirements for Federal Awards, and retained for audit.

The State will pay for State incurred costs on the project. Following payment, the State shall bill the Federal Government for reimbursement of those costs eligible for federal participation to the extent that such costs are attributable and properly allocable to this project. The State shall bill the Agency for that portion of State costs which were not reimbursed by the Federal Government (see Section IX).

## VII. Audit of Federal Consultant Contracts

The Agency, if services of a consultant are required, shall be responsible for audit of the consultant's records to determine eligible federal aid costs on the project. The report of said audit shall be in the Agency's files and made available to the State and the Federal Government.

An audit shall be conducted by the WSDOT Internal Audit Office in accordance with generally accepted governmental auditing standards as issued by the United States General Accounting Office by the Comptroller General of the United States; WSDOT Manual M 27-50, Consultant Authorization, Selection, and Agreement Administration; memoranda of understanding between WSDOT and FHWA; and 2 CFR Part 200.501 - Audit Requirements.

If upon audit it is found that overpayment or participation of federal money in ineligible items of cost has occurred, the Agency shall reimburse the State for the amount of such overpayment or excess participation.

## IX. Payment of Billing

The Agency agrees that if payment or arrangement for payment of any of the State's billing relative to the project (e.g., State force work, project cancellation, overpayment, cost ineligible for federal participation, etc.) is not made to the State within 45 days after the Agency has been billed, the State shall effect reimbursement of the total sum due from the regular monthly fuel tax allotments to the Agency from the Motor Vehicle Fund. No additional Federal project funding will be approved until full payment is received unless otherwise directed by the Director, Local Programs.

Project Agreement End Date - This date is based on your projects Period of Performance (2 CFR Part 200.309).

Any costs incurred after the Project Agreement End Date are NOT eligible for federal reimbursement. All eligible costs incurred prior to the Project Agreement End Date must be submitted for reimbursement within 90 days after the Project Agreement End Date or they become ineligible for federal reimbursement.

## VIII. Single Audit Act

The Agency, as a subrecipient of federal funds, shall adhere to the federal regulations outlined in 2 CFR Part 200.501 as well as all applicable federal and state statutes and regulations. A subrecipient who expends \$750,000 or more in federal awards from all sources during a given fiscal year shall have a single or program-specific audit performed for that year in accordance with the provisions of 2 CFR Part 200.501. Upon conclusion of the audit, the Agency shall be responsible for ensuring that a copy of the report is transmitted promptly to the State.

## XVII. Assurances

Local Agencies receiving Federal funding from the USDOT or its operating administrations (i.e., Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration) are required to submit a written policy statement, signed by the Agency Executive and addressed to the State, documenting that all programs, activities and services will be conducted in compliance with Section 504 and the Americans with Disabilities Act (ADA).



**ISLAND COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA BILL**

MEETING DATE: 4/12/16

CONSENT AGENDA  
 REGULAR AGENDA  
 PUBLIC HEARING/MTG  
 RESOLUTION/ORDINANCE NO

**DEPARTMENT:** Public Works

**DIVISION:** Engineering

**STAFF CONTACT:** Doug Holbert, P.E.

**AGENDA SUBJECT:** Request to approve and sign PO # 7897 for the purchase of 210 lineal feet of 48 inch diameter Kanapipe with PE end plates and risers for the storm drainage system for the Boon Road Improvement Project Phase 1.

**BACKGROUND/SUMMARY:** **WORK SESSION DATE:** (if applicable) March 2016  
 The project is in the design & right of way acquisition stage for Phase 1 & 2 at this time. Environmental permitting is proceeding for Boon Road Improvement Project Phase 1&2. BICC originally signed the contract on November 14, 2011 for the Boon Road Improvement Project.

**FISCAL IMPACT/FUNDING SOURCE:** The last supplement increased the budgeted amount to \$1,350,403.00 for the design & construction of Boon Road Improvement Project, Phase 1 & 2. Island County received \$750,000 of Rural Arterial Program (RAP) funds towards Section 1. IC will lose funding if the project hasn't begun with the purchase of storm drainage pipe or advertising for bids prior to April 16, 2016. IC hasn't received the environmental permits and won't be able to advertise for bids.

**RECOMMENDED ACTION:** Approve PO # 7897

- Approve/Adopt
- Schedule Public Hearing/Meeting
- Continue Public Hearing/Meeting
- Information/Discussion
- Other (describe) \_\_\_\_\_

**SUGGESTED MOTION:** Approve PO # 7897 to purchase the 48" dia storm drainage pipe.

[BELOW TO BE COMPLETED BY CLERK OF BOARD]

BOCC ACTION:

- APPROVED
- DENIED
- TABLED/DEFERRED/NO ACTION TAKEN
- CONTINUED TO DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ TIME: \_\_\_\_\_
- OTHER \_\_\_\_\_



ISLAND COUNTY  
6TH AND MAIN STREETS  
P.O. BOX 5000  
COUPEVILLE, WA 98239-5000  
(360) 678-5111

**PURCHASE ORDER - VOUCHER**

Voucher No: \_\_\_\_\_

Bill to DEPARTMENT: Public Works ORDER DATE: \_\_\_\_\_

COUNTY PHONE NUMBER TO CONTACT ON THIS ORDER: \_\_\_\_\_

REQUESTED BY: Doug Halbert REQUESTED FOR: Bill Oakes

Approved by: [Signature]  
William E. Oakes, P.E. / Director Richard M. Hammond, Chairman  
BOCC

VENDOR NAME: Kaneflex Corp - USA VENDOR No.: \_\_\_\_\_

ADDRESS: 300 Woodlands Parkway CITY/STATE/ZIP: Vernon Hills, IL 60061

Vendor Phone No.: 847 634 6100 FAX: \_\_\_\_\_ CONTACT PERSON: Kevin Connell FED. TAX No.: \_\_\_\_\_

PURCHASE ORDER NO. 7897

This purchase order is good for (please check on):  GOODS  GENERAL SERVICES  PROFESSIONAL SERVICES  PUBLIC WORKS CONSTRUCTION

RISK MANAGER CONTRACT NO: RM-1W-2016-113 RISK MANAGER SIGNATURE: \_\_\_\_\_

VENDORS & QUOTES PER ICC2.30A.020 & 230A.050 1. Kaneflex Corp USA 2. Centech Engineering Solutions

REMARKS/ATTACHMENTS Kaneflex 3 Centech quotes attached

DATE REQUIRED: \_\_\_\_\_ RECEIVED: \_\_\_\_\_

Quantity Ordered	Work Order No.	Bars Account	Item Number & Description	Unit Price	Total
1	IL 00089-0001	9012	210LF - 48" Dia Kanepipe Bx SRPE w/pe end plates - 36" SRPE outlet w/ 12' - 36" Kanepipe PE SRPE SRPE (Tank Studs)	\$39,680.00	\$39,680.00
SUBTOTAL:					
Freight & Tax					
TOTAL					\$39,680.00

Return this copy of purchase order when billing. Sign before submittal.  
IMPORTANT: Our purchase order number must appear on all invoices, packages, etc.  
Please notify us immediately if you are unable to ship complete order by date specified.

I, the undersigned, do hereby certify under the penalty of perjury, that he materials ave been furnished, the services rendered or the labor performed as described herein, and that the claim is a just, due, and unpaid obligation against ISLAND COUNTY, and that I authorized to authenticate and certify to said claim.

DEPARTMENT HEAD SIGNATURE: \_\_\_\_\_

VENDOR SIGNATURE: \_\_\_\_\_ AUDITOR USE ONLY FIXED ASSET: \_\_\_\_\_ Use Tax