

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

April 19, 2016

10:00 a.m. Regular Meeting
1:00 p.m. Island County Board of Health

April 20, 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 6th Street, Coupeville, WA

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

MEETING AGENDA – APRIL 19, 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.

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. If you have any documents to present to the Board, please hand them to the Clerk of the Board prior to speaking.

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

Budget

- 2) **Schedule Public Hearing:** Resolution C-36-16 Amending the 2016 Island County Budget. The proposed budget amendment revises estimates for personnel costs, the Jail budget to reflect changes in labor agreement, costs of the Banks' lawsuit, public defense costs associated with recent murder trials, and technology upgrades. Date and Time: May 17, 2016 at 10:15 a.m.

ISLAND COUNTY BOARD OF COUNTY COMMISSIONERS
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Emergency Management

- 3) [Grant Agreement](#) - WA State Military Department and US Department of Homeland Security for funding to support local efforts to prevent terrorism and other catastrophic events. Contract No. E16-053; Amount: \$48,715 (no requirements for matching funds) (RM-PW-2016-42) (PW-1620-073)

Public Works

County Roads

- 4) [Bid Award](#) – Harbor Avenue/SR 525 Turn Lane; CRP 15-06/JL 01901-0201; Award to Island Asphalt and Sitework, Inc. Amount: \$94,635.30
- 5) [Purchase Order 10396](#) – Alpine Products, Inc.; 168,000 Lbs. Type A Glass Beads for Waterborne Traffic Marking Paint. State Contract No. 02513; Amount: \$62,491.19 (incl. WSST) (RM-PW-2016-66) (PW-1520-023)
- 6) [Purchase Order 10397](#) – Alpine Products, Inc.; White/Yellow Traffic Line Paint. Cooperative Purchase Agreement/Pierce County No. 809; Amount: \$167,398 (incl. WSST) (RM-PW-2016-65) (PW-1620-024)

Drainage

- 7) [Resolution C-37-16](#) (R-17-16) Amending CDP 16-04/JL 00575-0001; Sandy Point Outfall

Regular Agenda

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

Commissioners

- 8) [Resolution C-38-16](#) Proclaiming April 22, 2016 Earth Day in Island County

Facilities

- 9) [Letter](#) to Port of South Whidbey defining the terms of potential transfer of the Fairgrounds property ownership

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.]

1:00 p.m. Island County Board of Health

**ISLAND COUNTY BOARD OF COUNTY COMMISSIONERS
Meeting Agenda – April 19, 2016**

APRIL 20, 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.

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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COUNTY OF ISLAND
STATE OF WASHINGTON
EXPENDITURE APPROVALS
April 19, 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	\$ 17,226.91	Facilities	\$ 17,982.47	Planning	\$ 678.89
Auditor	\$ 6,966.96	Non Departmental (90)		Prosecuting Attorney	\$ 4,820.19
Budget	\$ 206.08	GSA	\$ 36,020.44	Public Health	\$ 2,030.66
Clerk		Human Resources	\$ 750.50	Public Works	\$ 593,896.32
Commissioners	\$ 11,649.76	Human Services	\$ 15,620.94	Sheriff	\$ 18,497.99
Coroner	\$ 110.46	Information Technology	\$ 30,597.47	Superior Court/Juvenile	\$ 3,140.21
District Court	\$ 1,493.47	Miscellaneous (Comm)	\$ 67,938.14	Treasurer	\$ 699.26
Emergency Management	\$ 15,425.00	Natural Resources	\$ 1,379.75		
Extension Services	\$ 390.42	Non Departmental (00)	\$ 8,117.96		
Total					\$ 855,640.25

*WARRANT APPROVALS				
	Warrant #	through	Warrant #	Amount
	507639		507944	\$ 423,899.72
Total				\$ 423,899.72

**Includes Immediate Pay Misc., Payroll \$7,015.22*

EFT APPROVALS			
Description		Fund	Amount
EFT Debit Card Settlement Date 4/7/2016		997	\$ 313.01
EFT Debit Card Settlement Date 4/8/2016		997	\$ 2,083.91
EFT Debit Card Settlement Date 4/9/2016		997	\$ 90.54
EFT Debit Card Settlement Date 4/10/2016		997	\$ 71.44
EFT Debit Card Settlement Date 4/11/2016		997	\$ 183.88
EFT Debit Card Settlement Date 4/12/2016		997	\$ 50.00
EFT Debit Card Settlement Date 4/13/2016		997	\$ 476.83
Total			\$ 3,269.61

PAYROLL APPROVALS				
Description Pay Period		through		Amount
Warrants				
Direct Deposit				
Total				\$ -

APPROVED this 19th 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 #2
4/19/2016
X CONSENT AGENDA
 REGULAR AGENDA
 PUBLIC HEARING/MTG

DEPARTMENT: BUDGET

DIVISION: *(if applicable)*

STAFF CONTACT: Elaine Marlow x7397

AGENDA SUBJECT: Schedule Public Hearing: Resolution C- 36 -16 Amending the
2016 Island County Budget

BACKGROUND/SUMMARY: *(include prior BOCC discussion & action, if applicable) Work Session 04/13/2016*

The proposed budget amendment revises estimates for personnel costs, the Jail budget to reflect changes in labor agreement, costs of the Banks' lawsuit, public defense costs associated with recent murder trials, and technology upgrades.

FISCAL IMPACT/FUNDING SOURCE:

See Exhibit A of resolution

RECOMMENDED ACTION:

- Approve/Adopt
- Schedule Public Hearing May 17, 2016 @ 10:15 a.m.
- 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 _____

BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF ISLAND COUNTY WASHINGTON

IN THE MATTER OF AMENDING THE 2016
ISLAND COUNTY BUDGET

RESOLUTION C- 36 -16

The Board of County Commissioners has reviewed the proposed Resolution and sets it for public hearing on May 17, 2016 at 10:15 a.m.

APPROVED April ____, 2016.

BOARD OF COUNTY COMMISSIONERS
Island County, Washington

Richard M. Hannold, Chair

Attest:

Debbie Thompson, Clerk of the Board

BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF ISLAND COUNTY, WASHINGTON

IN THE MATTER OF AMENDING
THE 2016 ISLAND COUNTY BUDGET

)
)

RESOLUTION C-36-16

WHEREAS, there are unforeseen expenditures that could not be known when the 2016 Island County Budget was adopted; and

WHEREAS, additional revenues have been identified to fund these unforeseen expenditures, and these additional funding sources need to be recognized in the 2016 Island County budget for the purposes and amounts shown in Exhibit A, and

WHEREAS, various departments have requested transfers of funds between portions of their budgets to provide funding for unexpected or heretofore unknown expenditures in one category from other budget category excesses, or from budgeted reserves; **NOW THEREFORE**,

IT IS HEREBY APPROVED AND ORDERED that the amounts shown in Exhibit A attached hereto are recognized and transferred within the 2016 Island County Budget.

ADOPTED on May ____, 2016.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY WASHINGTON

Richard M. Hannold, Chair

Jill Johnson, Member

Attest:

Debbie Thompson, Clerk of the Board

Helen Price Johnson, Member

EXHIBIT A - RESOLUTION C- 36 -16
2016 Budget Amendment #1

	A	G	H	I	J
1	DESCRIPTION	REVENUE		EXPENDITURES	
2		INCREASE	DECREASE	INCREASE	DECREASE
3					
4	REVISE ESTIMATES FOR PERSONNEL COSTS				
5	DUE TO LABOR AGREEMENTS, VACANCIES, NEW HIRES, ETC.				
6	TRANSFER CONTINGENCY FUNDING INTO DEPARTMENT BUDGETS FOR PERSONNEL COSTS				
7					
8	REVISE SALARIES, PR TAXES, RETIREMENT, MEDICAL, L&I				
9	CURRENT EXPENSE FUND (001)				
10	USE OF CONTINGENCY FOR SALARIES & BENEFITS				191,173
11	USE OF CONTINGENCY SUP CT				30,000
12	USE OF CONTINGENCY - REVISE MEDICAL TO ACTUAL				4,360
13	INCREASE CONTINGENCY BALANCE - REVISE L&I RATE			9,769	
16	AUDITOR OFFICE RECORDING			619	
21	BOCC ADMIN			4,300	
26	BUDGET			499	
28	CIVIL SERVICE			207	
30	CO AUDITOR			330	
36	COMPUTER SERVICES IT			4,652	
39	CORONER SERVICES				8,945
44	DIST CT PROBATION			7,623	
50	DISTRCT COURT			8,884	
56	EMERGENCY MANAGEMENT			4,858	
62	FAC ADMINISTRATION			3,575	
64	FAC CUSTODIAL CI			683	
70	FAC CUSTODIAL WI				5,395
73	FAC MAINT WI				2,084
77	GSA ADMINISTRATION			588	
79	GSA ADMINISTRATION-CAMANO				6,708
84	HR PERSONNEL			12,085	
91	JUV CT CASE SUPERVISION				341
93	JUV FAM CT IMPV				52
97	PA ADMIN				4,636
102	PA CHILD SUPPORT			8,357	
106	PA CIVIL			14,768	
112	PA CRIMINAL			31,799	
114	PARKS ADMINISTRATION				2,000
119	PCD ADMIN				3,365
124	PCD BLDG PERMITS CAMANO			8,380	
127	PCD BLDG PERMITS WHIDBEY				3,029
132	PCD ENFORCEMENT			4,115	
137	PCD GMA				10,016
142	PCD LAND USE (CURRENT)				3,445
148	SHERIFF ADMIN			15,217	
150	SHERIFF CIVIL			26,407	
156	SUPERIOR COURT			54,401	
161	SUPERIOR COURT CLERK			31,666	
167	TAX ASSESSMENT			40,281	
172	TREASURER SERVICES			7,310	
174	VEHICLE LICENSING			255	
175					

EXHIBIT A - RESOLUTION C-36 -16
2016 Budget Amendment #1

	A	G	H	I	J
1	DESCRIPTION	REVENUE		EXPENDITURES	
2		INCREASE	DECREASE	INCREASE	DECREASE
3					
176	REVISE JAIL BUDGET TO REFLECT NEW LABOR AGREEMENT & STAFFING CHANGES				
177	SHERIFF CORRECTIONS DIVISION				
178	CURRENT EXPENSE FUND (001)				
179	USE OF JAIL CONTINGENCY FOR NEW POSITIONS				43,245
180	USE OF CONTINGENCY FOR SALARIES & BENEFITS				59,548
188	JAIL CARE AND CUSTODY			102,793	
189					
190	ESTIMATED COST OF BANKS' DECISION TO APPEAL				
191	COMMISSIONERS				
192	CURRENT EXPENSE FUND (001)				
193	USE OF UNRESERVED FUND BALANCE	250,000			
194	PROFESSIONAL SERVICES			250,000	
195					
196	INCREASE BUDGET FOR CONFLICT ATTORNEYS				
197	DUE TO INCREASE IN NUMBER OF MURDER TRIALS				
198	GSA PUBLIC DEFENSE				
199	CURRENT EXPENSE FUND (001)				
200	USE OF UNRESERVED FUND BALANCE	398,000			
201	PROFESSIONAL SERVICES - PUBLIC DEFENSE ATTORNEYS			398,000	
202					
203	REPLACE TELEPHONE SYSTEM				
204	INFORMATION TECHNOLOGY				
205	CURRENT EXPENSE FUND (001)				
206	CAPITAL EXPENDITURE - TELEPHONE SYSTEM			530,000	
207	CARRY FORWARD PROJECT FUNDING FROM PRIOR YEAR	250,000			
208	CONTRIBUTIONS FROM OTHER FUNDS	94,000			
209	CURRENT EXPENSE TECHNOLOGY/EQUIPMENT RESERVE	186,000			
210					
211	WEBSITE UPGRADE - CARRY FORWARD 2015 UNSPENT				
212	INFORMATION TECHNOLOGY				
213	CURRENT EXPENSE FUND (001)				
214	CARRY FORWARD UNSPENT FROM PRIOR YEAR	50,000			
215	PROFESSIONAL SERVICES UPGRADE WEBSITE			50,000	
216					
217					
218					
219	TOTAL CURRENT EXPENSE FUND	1,228,000	0	1,632,421	404,421
220					
221	<i>Summary</i>				
222	<i>Revenues Increase</i>	<i>1,228,000</i>			
223	<i>Revenues Decrease</i>	<i>0</i>			
224	<i>Revenues Net Change</i>	<i>1,228,000</i>			
225	<i>Expenditures Increase</i>	<i>1,632,421</i>			
226	<i>Expenditures Decrease</i>	<i>-404,421</i>			
227	<i>Expenditures Net Change</i>	<i>1,228,000</i>			
228					
229	<i>Difference Net Change Rev-Exp</i>	<i>0</i>			



ISLAND COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA BILL

MEETING DATE: 4-19-16

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

DEPARTMENT: Emergency Management

DIVISION: (if applicable)

STAFF CONTACT: Eric Brooks

AGENDA SUBJECT: FFY-15 Homeland Security Grant Program (HSGP)/ State Homeland Security Program (SHSP) E16-053.

BACKGROUND/SUMMARY:

WORK SESSION DATE: (if applicable) 3 February, 2016

SHSP grants play an important role in the implementation of the National Preparedness System (NPS) by supporting the building, sustainment, and delivery of core capabilities essential to achieving the National Preparedness Goal (NPG) of a secure and resilient Nation. Delivering core capabilities requires the combined effort of the whole community, rather than the exclusive effort of any single organization or level of government. The FY 2014 HSGP's allowable costs support efforts to build and sustain core capabilities across the Prevention, Protection, Mitigation, Response, and Recovery mission areas.

FISCAL IMPACT/FUNDING SOURCE:

Grant amount is for \$48,715. There is no requirement for matching funds by local government.

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 _____

**Snohomish County
HOMELAND SECURITY GRANT AGREEMENT FACE SHEET**

1. Subrecipient Name and Address: Island County – c/o Department of Emergency Management P.O. Box 5000 Coupeville, WA 98239		2. Grant Agreement Amount: \$ 48,715		3. Grant Agreement Number: E16-053- Island	
4. Subrecipient Contact, phone: Eric Brooks, 360-679-7370		5. Grant Agreement Start Date: 9 / 1 / 2015		6. Grant Agreement End Date: 6 / 30 / 2017	
7. County Program Manager (s), phone: Bill Ekse, 425-388-5761 Tammy Jones, (425) 388-5072		8. Data Universal Numbering System (DUNS): 193740040		9. UBI # (state revenue): 313-014-461	
10. Funding Authority: Snohomish County (County) , Washington State Military Department (the "Department ") and the U.S. Department of Homeland Security (DHS)					
11. Federal Funding Identification #: EMW-2015-SS-00013-S01		12. Federal Award Date: 8 / 12 / 2015		13. Catalog of Federal Domestic Assistance (CFDA) # & Title: 97.067 – HSGP (15SHSP)	
14. Total Federal Award Amount: \$13,512,908		15. Program Index # & OBJ/SUB-OBJ: 753SZ, 753SH, 753SB, 753SL, 753SC, 753SQ / NZ			16. TIN: 91-6001321
17. Service Districts: BY LEGISLATIVE DISTRICTS: 10 BY CONGRESSIONAL DISTRICTS: 2		18. Service Area by County(ies): Island		19. Women/Minority-Owned, State Certified?: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> NO <input type="checkbox"/> YES, OMWBE # _____	
20. Agreement Classification <input type="checkbox"/> Personal Services <input type="checkbox"/> Client Services <input checked="" type="checkbox"/> Public/Local Gov't <input type="checkbox"/> Research/Development <input type="checkbox"/> A/E <input type="checkbox"/> Other _____			21. Contract Type (check all that apply): <input type="checkbox"/> Contract <input checked="" type="checkbox"/> Grant <input checked="" type="checkbox"/> Agreement <input type="checkbox"/> Intergovernmental (RCW 39.34) <input type="checkbox"/> Interagency		
22. Subrecipient Selection Process: <input checked="" type="checkbox"/> "To all who apply & qualify" <input type="checkbox"/> Competitive Bidding <input type="checkbox"/> Sole Source <input type="checkbox"/> A/E RCW <input type="checkbox"/> N/A <input type="checkbox"/> Filed w/OFM? <input type="checkbox"/> Advertised? <input type="checkbox"/> YES <input type="checkbox"/> NO _____			23. Subrecipient Type (check all that apply) <input type="checkbox"/> Private Organization/Individual <input type="checkbox"/> For-Profit <input checked="" type="checkbox"/> Public Organization/Jurisdiction <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> CONTRACTOR <input checked="" type="checkbox"/> SUBRECIPIENT <input type="checkbox"/> OTHER		
24. PURPOSE & DESCRIPTION: The purpose of the FFY 2015 Homeland Security Grant Program (15HSGP) is to support state and local efforts to prevent terrorism and other catastrophic events and to prepare the Nation for threats and hazards that pose the greatest risk to the security of the United States. 15HSGP provides funding to implement investments that build, sustain, and deliver the core capabilities essential to achieving the National Preparedness Goal of a secure and resilient Nation. The building, sustainment, and delivery of these core capabilities are not exclusive to any single level of government, organization, or community, but rather, require the combined effort of the whole community. 15HSGP supports core capabilities across the five mission areas of Prevention, Protection, Mitigation, Response, and Recovery based on allowable costs. HSGP is comprised of three interconnected grant programs: State Homeland Security Program (SHSP), Urban Areas Security Initiative (UASI), and Operation Stonegarden (OPSG). Together, these grant programs fund a range of preparedness activities, including planning, organization, equipment, training, exercises, and management and administration. The County is the Recipient and a Pass-through Entity of the 15HSGP Award, EMW-2015-SS-00013-S01 from DHS through the Department, and has made a subaward of funds to the Subrecipient. The Subrecipient is accountable to the County for use of Federal award funds provided under this Agreement. The Subrecipient's preparedness activities (scope), timeline (schedule) and budget for the subaward are detailed in Exhibits C, D, and E. Highlighted information in Exhibit C, Work Plan/Approved Projects, denote project scope that needs further development. This will be completed through amendment of this Agreement and by the time specified in Exhibit D, Timeline.					
IN WITNESS WHEREOF, the County and Subrecipient acknowledge and accept the terms of this Agreement, including all referenced Exhibits and Attachments which are hereby incorporated in and made a part hereof, and have executed this Agreement as of the date below. This Agreement Face Sheet: Special Terms & Conditions (Exhibit A); General Terms and Conditions (Exhibit B); Work Plan/Approved Projects (Exhibit C); Timeline (Exhibit D); Budget (Exhibit E); and all other documents, exhibits and attachments expressly referenced and incorporated herein contain all the terms and conditions agreed upon by the parties and govern the rights and obligations of the parties to this Agreement. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.					
In the event of an inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order:					
1. Applicable Federal and State Statutes and Regulations		4. Special Terms and Conditions			
2. DHS/FEMA Award and program documents		5. General Terms and Conditions, and,			
3. Approved Projects		6. Other provisions of the Agreement incorporated by reference.			

WHEREAS, the parties hereto have executed this Agreement on the day and year last specified below.
FOR THE COUNTY: FOR THE SUBRECIPIENT:

Signature Date
Dave Somers, County Executive

Signature Date
Richard Hannold, Chair

Signature Date
Jill Johnson, Member

Signature Date
Helen Price Johnson, Member

APPROVED AS TO FORM:
Rebecca Guadamud 10/1/15

Board of County Commissioners
Island County, Washington

SPECIAL TERMS AND CONDITIONS

ARTICLE I -- KEY PERSONNEL

The individuals listed below shall be considered key personnel for point of contact under this Agreement. Any substitution of key personnel by either party shall be made by written notification to the current key personnel.

COUNTY		SUBRECIPIENT	
Name	Tammy Jones	Name	Eric Brooks.
Title	Region 1 Coordinator	Title	Emergency Mgmt. Coordinator
E-Mail	Tammy.jones@co.snohmish.wa.us	E-Mail	e.brooks@co.island.wa.us
Phone	(425) 388-5072	Phone	360-679-7370
Name	Bill Ekse	Name	
Title	Program Manager	Title	
E-Mail	Bill.ekse@co.snohomish.wa.us	E-Mail	
Phone	(425) 388-5061	Phone	
Name		Name	
Title		Title	
E-Mail		E-Mail	
Phone		Phone	

ARTICLE II -- ADMINISTRATIVE AND/OR FINANCIAL REQUIREMENTS

The Subrecipient shall comply with all applicable state and federal laws, rules, regulations, requirements and program guidance identified or referenced in this Agreement and the informational documents published by FEMA applicable to the 15HSGP Program, including, but not limited to, all criteria, restrictions, and requirements of the "Department of Homeland Security Notice of Funding Opportunity Fiscal Year 2015 Homeland Security Grant Program" document published by FEMA, the DHS Award Letter for Grant No. EMW-2015-SS-00013-S01, and the federal regulations commonly applicable to DHS/FEMA grants, all of which are incorporated herein by reference.

The Subrecipient acknowledges that since this Agreement involves federal award funding, the period of performance described herein may begin prior to the availability of appropriated federal funds. The Subrecipient agrees that it will not hold the County, Department, the State of Washington, or the United States liable for any damages, claim for reimbursement, or any type of payment whatsoever for services performed under this Agreement prior to distribution of appropriated federal funds, or if federal funds are not appropriated or in a particular amount.

A. STATE AND FEDERAL REQUIREMENTS FOR DHS/FEMA PREPAREDNESS GRANTS:

The following requirements apply to all DHS/FEMA Preparedness Grants administered by the County.

1. SUBAWARDS & CONTRACTS BY SUBRECIPIENTS

- a. The Subrecipient must make a case-by-case determination whether each agreement it makes for the disbursement of 15HSGP funds received under this Agreement casts the party receiving the funds in the role of a subrecipient or contractor in accordance with 2 CFR 200.330.
- b. If the Subrecipient becomes a pass-through entity by making a subaward to a non-federal entity as its subrecipient:
 - i. The Subrecipient must comply with all federal laws and regulations applicable to pass-through entities of 15HSGP funds, including but not limited to those contained in 2 CFR 200.
 - ii. The Subrecipient shall require its subrecipient to comply with all applicable state and federal laws, rules, regulations, requirements

and program guidance identified or referenced in this Agreement and the informational documents published by DHS/FEMA applicable to the 15HSGP Program, including, but not limited to, all criteria, restrictions, and requirements of the "Department of Homeland Security Notice of Funding Opportunity Fiscal Year 2015 Homeland Security Grant Program" document published by FEMA, the DHS Award Letter for Grant No. EMW-2015-SS-00013-S01, and the federal regulations commonly applicable to DHS/FEMA grants

- iii. The Subrecipient shall be responsible to the County for ensuring that all 15HSGP federal award funds provided to its subrecipient are used in accordance with applicable federal and state statutes and regulations, and the terms and conditions of the federal award set forth in Attachment #1 of this Agreement.

2. REIMBURSEMENT & BUDGET REQUIREMENTS

- a. Within the total Grant Agreement Amount, travel, sub-contracts, salaries, benefits, printing, equipment, and other goods and services or other budget categories will be reimbursed on an actual cost basis unless otherwise provided in this Agreement.
- b. The maximum amount of all reimbursement requests permitted to be submitted under this Agreement, including the final reimbursement request, is limited to and shall not exceed the total Grant Agreement Amount.
- c. If the Subrecipient chooses to include indirect costs within the Budget (Exhibit E), an indirect cost rate agreement negotiated between the federal cognizant agency for indirect costs and the Subrecipient establishing approved indirect cost rate(s) as described in 2 CFR 200.414 and Appendix VII to 2 CFR 200 must be submitted to the County. However, under 2 CFR 200.414(f), if the Subrecipient has never received a negotiated indirect cost rate agreement establishing federally negotiated rate(s), the Subrecipient may negotiate a rate with the County or charge a de minimis rate of 10% of modified total direct costs. The Subrecipient's actual indirect cost rate may vary from the approved rate, but must not exceed the indirect cost rate percentage identified in Exhibit E, Budget. If a Subrecipient chooses to charge the 10% de minimis rate, but did not charge indirect costs to previous subawards, a request for approval to charge indirect costs must be submitted to the County Key Personnel for approval with an explanation for the change.
- d. For travel costs, Subrecipients shall comply with 2 CFR 200.474 and should consult their internal policies, state rates set pursuant to RCW 43.03.050 and RCW 43.03.060 as now existing or amended, and federal maximum rates set forth at <http://www.gsa.gov>, and follow the most restrictive. If travel costs exceed set state or federal limits, travel costs shall not be reimbursed without written prior approval by County Key Personnel.
- e. Copies of receipts and/or backup documentation for any approved items that are authorized under this Agreement must be included with the Subrecipients reimbursement requests. Originals are to be maintained by the Subrecipient consistent with record retention requirements of this Agreement, and be made available upon request by the County, the Department, and local, state, or federal auditors.
- f. The Subrecipient will submit reimbursement requests to the County by submitting a properly completed State A-19 Invoice Form and

Reimbursement Spreadsheet (in the format provided by the County), or a comparable invoice detailing the expenditures for which reimbursement is sought. Reimbursement requests must be submitted to the County's Key Personnel at least quarterly, but not more frequently than monthly.

- g. Any request for extension of a due date in the Milestone Timeline (Exhibit D) will be treated as a request for Amendment of the Agreement and must be submitted to the County's Key Personnel sufficiently in advance of the due date to provide adequate time for County review and consideration, and can be granted or denied within the County's sole discretion.
- h. All work under this Agreement must end on or before the Grant Agreement End Date, and the final reimbursement request must be submitted to the County within 30 days after the Grant Agreement End Date, except as otherwise authorized by written amendment of this Agreement and issued by the County.
- i. No costs for purchases of equipment/supplies will be reimbursed until the related equipment/supplies have been received by the Subrecipient, its contractor, or any non-federal entity to which the Subrecipient makes a subaward, and is invoiced by the vendor.
- j. Failure to timely submit complete reports and reimbursement requests as required by this Agreement (including but not limited to those reports in the Milestone Timeline) will prohibit the Subrecipient from being reimbursed until such complete reports and reimbursement requests are submitted and the County has had reasonable time to conduct its review. Final reimbursement requests will not be approved for payment until the Subrecipient is current with all reporting requirements contained in this Agreement. Any disallowed costs by the County or DHS previously reimbursed by the County to the Subrecipient, will be due to the County 30 days upon demand.
- k. A written amendment will be required if the Subrecipient expects cumulative transfers between project budgets, as identified in the Budget (Exhibit E) and Work Plan/Approved Project (Exhibit C), to exceed 10% of the Grant Agreement Amount. Any adjustments to project totals not in compliance with this paragraph will not be reimbursed.
- l. Subrecipients shall only use federal award funds under this Agreement to supplement existing funds, and will not use them to replace (supplant) non-federal funds that have been budgeted for the same purpose. The Subrecipient may be required to demonstrate and document that the reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.

2. REPORTING REQUIREMENTS

- a. The Subrecipient shall submit with each reimbursement request a report indicating the status of Work Plan activities for which reimbursement is sought in the format provided by the County.
- b. The Subrecipient shall also comply with the Federal Funding Accountability and Transparency Act (FFATA) and related OMB Guidance consistent with Public Law 109-282 as amended by section 6202(a) of Public Law 110-252 (see 31 U.S.C. 6101 note) and complete and return to the County the FFATA Form located at <http://mil.wa.gov/emergency-management-division/grants/requiredgrantforms>; which is incorporated by reference and made a part of this Agreement.

- c. The Subrecipient shall participate in the State's annual capabilities assessment for the State Preparedness Report.

3. EQUIPMENT AND SUPPLY MANAGEMENT

- a. Subrecipients and any non-federal entity to which the Subrecipient makes a subaward shall comply with 2 CFR 200.318 – 200.326, to include but not limited to:
 - i. Upon successful completion of the terms of this Agreement, all equipment and supplies purchased through this Agreement will be owned by the Subrecipient, or a recognized non-federal entity to which the Subrecipient has made a subaward, for which a contract, subrecipient grant agreement, or other means of legal transfer of ownership is in place.
 - ii. All equipment, and supplies as applicable, purchased under this Agreement will be recorded and maintained in the Subrecipient's inventory system.
 - iii. Equipment records shall include: a description of the property; the manufacturer's serial number, model number, or other identification number; the source of the equipment, including the Federal Award Identification Number (FAIN); Catalogue of Federal Domestic Assistance (CFDA) number; who holds the title; the acquisition date; the cost of the equipment and the percentage of Federal participation in the cost; the location, use and condition of the equipment at the date the information was reported; and disposition data including the date of disposal and sale price of the property.
 - iv. The Subrecipient shall take a physical inventory of the equipment and reconcile the results with the property records at least once every two years. Any differences between quantities determined by the physical inspection and those shown in the records shall be investigated by the Subrecipient to determine the cause of the difference. The Subrecipient shall, in connection with the inventory, verify the existence, current utilization, and continued need for the equipment.
 - v. The Subrecipient shall be responsible for any and all operational and maintenance expenses and for the safe operation of their equipment and supplies including all questions of liability. The Subrecipient shall develop appropriate maintenance schedules and procedures to ensure the equipment and supplies are well maintained and kept in good operating condition.
 - vi. The Subrecipient must obtain and maintain all necessary certifications and licenses for the equipment.
 - vii. The Subrecipient shall develop a control system to ensure adequate safeguards to prevent loss, damage, and theft of the property. Any loss, damage, or theft shall be investigated and a report generated and sent to the County.
 - viii. If the Subrecipient is authorized or required to sell the property, proper sales procedures must be established and followed to ensure the highest possible return.
 - ix. If, upon termination or at the Grant Agreement End Date, there is a residual inventory of unused supplies exceeding \$5,000 in total aggregate value which will not be needed for any other Federal award, or when original or replacement equipment is no longer needed for the original project or program or for other activities

currently or previously supported by a Federal agency, the Subrecipient must comply with following procedures:

- A. The Subrecipient may retain the supplies for use on other non-Federal related activities or sell them, but must compensate the Federal sponsoring agency for its share.
- B. The Subrecipient must dispose of equipment as follows:
 - i. Items of equipment with a current per-unit fair market value of less than \$5,000 may be retained, sold or otherwise disposed of by the Subrecipient with no further obligation to the awarding agency.
 - ii. Items of equipment with a current per-unit fair market value of more than \$5,000 may be retained or sold and the Subrecipient shall compensate the Federal-sponsoring agency for its share.
- x. Records for equipment shall be retained by the Subrecipient for a period of six years from the date of the disposition, replacement, or transfer. If any litigation, claim, or audit is started before the expiration of the six year period, the records shall be retained by the Subrecipient until all litigation, claims, or audit findings involving the records have been resolved.
- b. The Subrecipient shall comply with EMD's Purchase Policy contained within the EMD Purchase Workbook version 2015.1 located at <http://mil.wa.gov/emergency-management-division/grants/homeland-security-grants>, incorporated by reference and made part of this Agreement. No reimbursement will be provided unless the appropriate approval has been received.
- c. Allowable equipment and supply categories for 15HSGP are listed on the Authorized Equipment List (AEL) located on the FEMA website at <http://www.fema.gov/preparedness-non-disaster-grants>. The AEL consists of 21 categories which are divided into sub-categories. It is important the Subrecipient and any non-federal entity to which the Subrecipient makes a subaward regard the AEL as an authorized purchasing list identifying items allowed under the specific grant program, and includes items that may not be categorized as equipment according to the federal, state, local, and tribal definitions of equipment. Subrecipients are solely responsible for ensuring equipment purchased items under this Agreement are authorized as allowed items by the AEL at time of purchase.

If the item is not identified on the AEL as allowable under HSGP, Subrecipients must contact the County Key Personnel for assistance in seeking FEMA approval prior to acquisition.
- d. Unless expressly provided otherwise, all equipment must meet all mandatory regulatory and/or DHS/FEMA adopted standards to be eligible for purchase using Federal award funds.
- e. Equipment purchased with DHS federal award funds is to be marked with "Purchased with funds provided by the U.S. Department of Homeland Security" when practicable.
- f. Prior to procuring pharmaceuticals, Subrecipients must have in place an inventory management plan to avoid large periodic variations in supplies due to coinciding purchase and expiration dates. Subrecipients are encouraged to enter into rotational procurement agreements with vendors

and distributors. Purchases of pharmaceuticals must include a budget for the disposal of expired drugs within each fiscal year's period of performance for 15HSGP. The cost of disposal cannot be carried over to another DHS/FEMA grant or grant period.

- g. As a subrecipient of federal funds, the Subrecipient must pass on equipment and supply management requirements that meet or exceed the requirements outlined above to any non-federal entity to which the Subrecipient makes a subaward of federal award funds under this Agreement.

4. ENVIRONMENTAL AND HISTORICAL PRESERVATION

The Subrecipient shall ensure full compliance with the DHS/FEMA Environmental Planning and Historic Preservation (EHP) Program. Subrecipients are required to comply with DHS/FEMA EHP Policy Guidance which can be found at <https://www.fema.gov/office-environmental-planning-and-historic-preservation>; FP 108-023-1 Environmental Planning and Historic Preservation Policy Guidance at <http://www.fema.gov/media-library/assets/documents/85376>; and FP 108.24.4 Environmental Planning and Historic Preservation Policy at <https://www.fema.gov/media-library/assets/documents/101537>, all of which are incorporated in and made a part of this Agreement.

- a. Subrecipients proposing projects that have the potential to impact the environment, including, but not limited to, construction of communication towers, modification or renovation of existing buildings, structures and facilities, or new construction including replacement of facilities, must participate in the DHS/FEMA EHP review process prior to project initiation. Modification of existing buildings, including minimally invasive improvements such as attaching monitors to walls, and training or exercises occurring outside in areas not considered previously disturbed also require a DHS/FEMA EHP review before project initiation.
- b. The EHP review process involves the submission of a detailed project description that explains the goals and objectives of the proposed project along with supporting documentation so FEMA may determine whether the proposed project has the potential to impact environmental resources and/or historic properties.
- c. The Subrecipient agrees that to receive any federal preparedness funding, all EHP compliance requirements outlined in applicable guidance must be met. The EHP review process must be completed before funds are reimbursed. Expenditures for projects started before EHP process review completion approval is received will not be reimbursed.

5. PROCUREMENT

- a. The Subrecipient shall comply with all procurement requirements of 2 CFR Part 200.318 through 200.326 and as specified in the General Terms and Conditions, Exhibit B, A.28.
- b. For all sole source contracts expected to exceed \$150,000, the Subrecipient must submit to the County for pre-procurement review and approval the procurement documents, such as requests for proposals, invitations for bids and independent cost estimates. This requirement must be passed on to any non-federal entity to which the Subrecipient makes a subaward, at which point the Subrecipient will be responsible for reviewing and approving sole source justifications of any non-federal entity to which the Subrecipient makes a subaward.

6. SUBRECIPIENT MONITORING

- a. The County will monitor the activities of the Subrecipient from award to closeout. The goal of the County's monitoring activities will be to ensure that agencies receiving federal pass-through funds are in compliance with this Agreement, federal and state audit requirements, federal grant guidance, and applicable federal and state financial regulations, as well as 2 CFR Part 200 Subpart F.
- b. To document compliance with 2 CFR Part 200 Subpart F requirements, the Subrecipient shall complete and return to the County 2 CFR Part 200 Subpart F Audit Certification Form" located at <http://mil.wa.gov/emergency-management-division/grants/requiredgrantforms> with the signed Agreement and each fiscal year thereafter until the Agreement is closed, which is incorporated by reference and made a part of this Agreement.
- c. Monitoring activities may include, but are not limited to:
 - i. review of financial and performance reports;
 - ii. monitoring and documenting the completion of Agreement deliverables;
 - iii. documentation of phone calls, meetings, e-mails, and correspondence;
 - iv. review of reimbursement requests and supporting documentation to ensure allowability and consistency with Agreement work plan, budget, and federal requirements;
 - v. observation and documentation of Agreement-related activities, such as exercises, training, funded events, and equipment demonstrations;
 - vi. on-site visits to review equipment records and inventories, to verify source documentation for reimbursement requests and performance reports, and to verify completion of deliverables.
- d. The Subrecipient is required to meet or exceed the monitoring activities, as outlined above and in 2 CFR Part 200, for any non-federal entity to which the Subrecipient makes a subaward as a pass-through entity under this Agreement.
- e. Compliancy will be monitored throughout the performance period to assess risk. Concerns will be addressed through a Corrective Action Plan.

7. LIMITED ENGLISH PROFICIENCY (CIVIL RIGHTS ACT OF 1964 TITLE VI)

All subrecipients must comply with the Title VI of the Civil Rights Act of 1964 (Title VI) prohibition against discrimination on the basis of national origin, which requires that subrecipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (August 11, 2000), requires federal agencies to issue guidance to recipients, assisting such organizations and entities in understanding their language access obligations. DHS published the required recipient guidance in April 2011, DHS Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 76 Fed. Reg. 21755-21768, (April 18, 2011). The Guidance provides helpful information such as how a recipient can determine the extent of its obligation to provide language services; selecting language services; and elements of an effective plan on language assistance for LEP persons. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient

Guidance at <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

8. NIMS COMPLIANCE

- a. The National Incident Management System (NIMS) identifies concepts and principles that answer how to manage emergencies from preparedness to recovery regardless of their cause, size, location, or complexity. NIMS provides a consistent, nationwide approach and vocabulary for multiple agencies or jurisdictions to work together to build, sustain, and deliver the core capabilities needed to achieve a secure and resilient nation.
- b. Consistent implementation of NIMS provides a solid foundation across jurisdictions and disciplines to ensure effective and integrated preparedness, planning, and response. NIMS empowers the components of the National Preparedness System, a requirement of Presidential Policy Directive (PPD)-8, to guide activities within the public and private sector and describes the planning, organizational activities, equipping, training and exercising needed to build and sustain the core capabilities in support of the National Preparedness Goal.
- c. The Subrecipient agrees that in order to receive FFY 2015 federal preparedness funding, to include HSGP, NIMS compliance requirements for 2015 must be met.

B. HSGP SPECIFIC REQUIREMENTS

1. 15HSGP stipulates the following for overall grant funding; specific caps or thresholds for this Agreement may differ:
 - a. Up to 5% percent of the HSGP award received by the County may be used for management and administrative purposes directly related to administration of the HSGP grant. The maximum percentage of the Grant Agreement Amount that may be used by the Subrecipient for management and administration costs under this Agreement is identified in the Budget (Exhibit E), and may be less than, but will not exceed, the maximum 5%.
 - b. At least 25% of the combined HSGP award allocated under SHSP and UASI are to be dedicated towards law enforcement terrorism prevention activities (LETPA). The LETPA percentage of the Grant Agreement Amount that must be met as a minimum requirement of this Agreement by the Subrecipient is identified in the Budget (Exhibit E) and may differ from the combined 25% requirement.
 - c. The combined total of personnel expenses may not exceed 50% percent of the HSGP award received by the County unless a Personnel Cap Waiver has been received from DHS. The maximum percentage of the Grant Agreement Amount that may be used by the Subrecipient for personnel expenses under this Agreement is identified in the Budget (Exhibit E) and may differ from the 50% HSGP limit.
2. SHSP-funded projects must address high-priority preparedness gaps across all core capabilities where a nexus to terrorism exists. All supported investments are based on capability targets and gaps identified during the assessment process.
3. The Subrecipient shall use HSGP funds only to perform tasks as described in the Work Plan, as approved by the County and Department, and in compliance with this Agreement.

4. Subrecipients are required to develop a multi-year Training and Exercise Plan (TEP) that identifies training and exercise priorities and activities. Inclusion in the State's TEP meets the intent of this requirement. Subrecipients that choose to develop their own TEP shall submit it to hseep@fema.dhs.gov and emd.training@mil.wa.gov no later than June 1st annually.
 - a. Subrecipients are encouraged to participate in the State's annual Training and Exercise Planning Workshop (TEPW) or may conduct their own local/regional TEPW.
5. Subrecipients will develop and maintain a progressive exercise program consistent with the Homeland Security Exercise and Evaluation Program (HSEEP) and support the National Exercise Program (NEP). Upon completion of an exercise, an After Action Report and an Improvement Plan must be prepared and submitted to hseep@fema.dhs.gov and emd.training@mil.wa.gov. Further information regarding the use of HSEEP can be found at <https://hseep.preptoolkit.org/>.
6. Subrecipients will provide reports and/or assist with completion of reports required by the HSGP federal award, including but not limited to the State Preparedness Report (SPR), Threat and Hazard Identification and Risk Assessment (THIRA), core capabilities assessment, and data calls.

C. DHS FFY15 HSGP TERMS AND CONDITIONS

As a subrecipient of 15HSGP Program funding, the Subrecipient shall comply with all applicable DHS Agreement Articles of the FFY15 HSGP Award Letter for DHS Grant No. EMW-2015-SS-00013-S01, incorporated in and made a part of this Agreement as Attachment #1.

GENERAL TERMS AND CONDITIONS
Department of Homeland Security (DHS)/
Federal Emergency Management Agency (FEMA) Grants

A.1 DEFINITIONS

As used throughout this Grant Agreement, terms will have the same meaning as defined in 2 CFR 200 Subpart A (which is incorporated herein by reference), except as otherwise set forth below:

- a. **"Agreement"** means this Grant Agreement.
- b. **"Department "** means the Washington State Military Department, as a state agency, any division, section, office, unit or other entity of the Department, or any of the officers or other officials lawfully representing that Department. The Department is a recipient of a federal award directly from a federal awarding agency and is pass-through entity to the Department.
- c. **"County"** means Snohomish County, a political sub-division of the State of Washington, or any of the officers or other officials lawfully representing the County. The County is a recipient of a federal award indirectly from a federal awarding agency and is a pass-through entity making a subaward to a subrecipient under this Agreement.
- d. **"Subrecipient"** when capitalized is primarily used throughout this Agreement in reference to the non-federal entity identified on the Face Sheet of this Agreement that has received a subaward from the County. However, the definition of "subrecipient" is the same as in 2 CFR 200.93 for all other purposes.
- e. **"Monitoring Activities"** means all administrative, financial, or other review activities that are conducted to ensure compliance with all state and federal laws, rules, regulations, authorities and policies.
- f. **"Investment"** means the grant application submitted by the Subrecipient describing the project(s) for which federal funding is sought and provided under this Agreement. Such grant application is hereby incorporated into this Agreement by reference.

A.2 SINGLE AUDIT ACT REQUIREMENTS (including all AMENDMENTS)

Non-federal entities, as subrecipients of a federal award, that expend \$750,000 or more in one fiscal year of federal funds from all sources, direct and indirect, are required to have a single or a program-specific audit conducted in accordance with 2 CFR Part 200 Subpart F. Non-federal entities that spend less than \$750,000 a year in federal awards are exempt from federal audit requirements for that year, except as noted in 2 CFR Part 200 Subpart F. As defined in 2 CFR Part 200, the term "non-federal entity" means a State, local government, Indian tribe, institution of higher education, or non-profit organization that carries out a federal award as a recipient or subrecipient.

Subrecipients that are required to have an audit must ensure the audit is performed in accordance with Generally Accepted Government Auditing Standards (GAGAS) as found in the Government Auditing Standards (the Revised Yellow Book) developed by the United States Comptroller General and the OMB Compliance Supplement. The Subrecipient has the responsibility of notifying its auditor and requesting an audit in compliance with 2 CFR Part 200 Subpart F, to include the Washington State Auditor's Office, a federal auditor, or a public accountant performing work using GAGAS, as appropriate. Costs of the audit may be an allowable grant expenditure as authorized by 2 CFR Part 200 Subpart F.

The Subrecipient shall maintain auditable records and accounts so as to facilitate the audit requirement and shall ensure that any sub-contractors also maintain auditable records. The Subrecipient is responsible for any audit exceptions incurred by its own

organization or that of its sub-contractors. Responses to any unresolved management findings and disallowed or questioned costs shall be included with the audit report.

The Subrecipient must respond to the County or the Department requests for information or corrective action concerning audit issues or findings within 30 days of the date of request. The County reserves the right to recover from the Subrecipient all disallowed costs resulting from the audit.

Once the single audit has been completed and it includes any audit findings, the Subrecipient must provide a full copy of the audit to the County and its corrective action plan no later than 9 months after the end of the Subrecipient's fiscal year(s) to:

**Regional Coordinator
Snohomish County – Dept. of Emergency Management
720 80th Street SW, Building A
Everett, WA 98203-6217**

If the Subrecipient claims it is exempt from the audit requirements of 2 CFR Part 200 Subpart F, the Subrecipient must send a letter identifying this Grant Agreement and explaining the criteria for exemption no later than nine (9) months after the end of the Subrecipient's fiscal year(s) to the address listed above.

The County retains the sole discretion to determine whether a valid claim for an exemption from the audit requirements of this provision has been established.

The Subrecipient shall include the above audit requirements in any subawards.

Conducting a single or program-specific audit in compliance with 2 CFR Part 200 Subpart F is a material requirement of this Agreement. In the absence of a valid claim of exemption from the audit requirements of 2 CFR Part 200 Subpart F, the Subrecipient's failure to comply with said audit requirements may result in one or more of the following actions in the County's sole discretion: a percentage of federal awards being withheld until the audit is completed in accordance with 2 CFR Part 200 Subpart F; the withholding or disallowing of overhead costs; the suspension of federal awards until the audit is conducted and submitted; or termination of the federal award.

A.3 ADVANCE PAYMENTS PROHIBITED

The County shall make no payments in advance or in anticipation of goods or services to be provided under this Agreement. The Subrecipient shall not invoice the County in advance of delivery and invoicing of such goods or services.

A.4 AMENDMENTS AND MODIFICATIONS

The Subrecipient or the County may request, in writing, an amendment or modification of this Agreement. However, such amendment or modification shall not be binding, take effect or be incorporated herein until made in writing and signed by the authorized representatives of the County and the Subrecipient. No other understandings or agreements, written or oral, shall be binding on the parties.

A.5 AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, 42 U.S.C. 12101 ET SEQ. AND ITS IMPLEMENTING REGULATIONS ALSO REFERRED TO AS THE "ADA" 28 CFR Part 35.

The Subrecipient must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunication.

A.6 ASSURANCES

The County and Subrecipient agree that all activity pursuant to this Agreement will be conducted in accordance with all the applicable current federal, state and local laws, rules and regulations.

A.7 CERTIFICATION REGARDING DEBARMENT, SUSPENSION, OR INELIGIBILITY

As federal funds are a basis for this Agreement, the Subrecipient certifies that the Subrecipient is not presently debarred, suspended, proposed for debarment, declared

ineligible, or voluntarily excluded from participating in this Grant Agreement by any federal County or agency.

The Subrecipient shall complete, sign, and return a Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion form located at <http://mil.wa.gov/emergency-management-division/grants/requiredgrantforms>. Any such form completed by the Subrecipient for this Agreement shall be incorporated into this Agreement by reference.

Further, the Subrecipient agrees to comply with all applicable federal regulations concerning the federal debarment and suspension system, including 2 CFR Part 180. The Subrecipient certifies that it will ensure that potential contractors or subrecipients or any of their principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in "covered transactions" by any federal County or agency. "Covered transactions" include procurement contracts for goods or services awarded under a non-procurement transaction (e.g. grant or cooperative agreement) that are expected to equal or exceed \$25,000, and subawards to subrecipients for any amount. With respect to covered transactions, the Subrecipient may comply with this provision by obtaining a certification statement from the potential contractor or subrecipient or by checking the System for Award Management (<http://www.sam.gov>) maintained by the federal government. The Subrecipient also agrees not to enter into any arrangements or contracts with any party on the Washington State Department of Labor and Industries' "Debarred Contractor List" (<http://www.lni.wa.gov/TradesLicensing/PrevWage/AwardingAgencies/DebarredContractors/>). The Subrecipient also agrees not to enter into any agreements or contracts for the purchase of goods and services with any party on the Department of Enterprise Services' Debarred Vendor List (<http://www.des.wa.gov/services/ContractingPurchasing/Business/Pages/Vendor-Debarment.aspx>).

A.8 CERTIFICATION REGARDING RESTRICTIONS ON LOBBYING

As required by 44 CFR Part 18, the Subrecipient hereby certifies that to the best of its knowledge and belief: (1) no federally appropriated funds have been paid or will be paid by or on behalf of the Subrecipient to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement; (2) that if any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Agreement, grant, loan, or cooperative agreement, the Subrecipient will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; (3) and that, as applicable, the Subrecipient will require that the language of this certification be included in the award documents for all subawards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into, and is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code.

A.9 CONFLICT OF INTEREST

No officer or employee of the County; no member, officer, or employee of the Subrecipient or its designees or agents; no member of the governing body of the jurisdiction in which the project is undertaken or located; and no other official of the Subrecipient who exercises any functions or responsibilities with respect to the project

during his or her tenure, shall have any personal or pecuniary gain or interest, direct or indirect, in any contract, subcontract, or the proceeds thereof, for work to be performed in connection with the project assisted under this Agreement.

The Subrecipient shall incorporate, or cause to incorporate, in all such contracts or subawards, a provision prohibiting such interest pursuant to this provision.

A.10 COMPLIANCE WITH APPLICABLE STATUTES, RULES AND POLICIES

The Subrecipient and all its contractors and subrecipients shall comply with, and the County is not responsible for determining compliance with, any and all applicable federal, state, and local laws, regulations, executive orders, OMB Circulars, and/or policies. This obligation includes, but is not limited to: nondiscrimination laws and/or policies, Energy Policy and Conservation Act (PL 94-163, as amended), the Americans with Disabilities Act (ADA), Age Discrimination Act of 1975, Title VI of the Civil Rights Act of 1964, Civil Rights Act of 1968, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, (PL 93-288, as amended), Ethics in Public Service (RCW 42.52), Covenant Against Contingent Fees (48 CFR Section 52.203-5), Public Records Act (RCW 42.56), Prevailing Wages on Public Works (RCW 39.12), State Environmental Policy Act (RCW 43.21C), Shoreline Management Act of 1971 (RCW 90.58), State Building Code (RCW 19.27), Energy Related Building Standards (RCW 19.27A), Provisions in Buildings for Aged and Handicapped Persons (RCW 70.92), and safety and health regulations.

In the event of noncompliance or refusal to comply with any applicable law, regulation, executive order, OMB Circular or policy by the Subrecipient, its contractors or subrecipients, the County may rescind, cancel, or terminate the Agreement in whole or in part in its sole discretion. The Subrecipient is responsible for all costs or liability arising from its failure, and that of its contractors and subrecipients, to comply with applicable laws, regulations, executive orders, OMB Circulars, or policies.

A.11 CONTRACTING & PROCUREMENT

a. The Subrecipient shall use a competitive procurement process in the procurement and award of any contracts with contractors or sub-contractors that are entered into under the original contract award. The procurement process followed shall be in accordance with 2CFR Part 200.318 General procurement standards through 200.326 Contract Provisions.

As required by Appendix II to 2 CFR Part 200, all contracts entered into by the Subrecipient under this Agreement must include the following provisions, as applicable:

1) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

2) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

3) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

4) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

5) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

6) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

7) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

8) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide

exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

9) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

10) Procurement of recovered materials -- As required by 2 CFR 200.322, a non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

11) Notice of Federal awarding agency requirements and regulations pertaining to reporting.

12) Federal awarding agency requirements and regulations pertaining to copyrights and rights in data.

13) Access by the County, the Department, the Federal awarding agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records of the contractor which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions.

14) Retention of all required records for six years after the Subrecipient has made final payments and all other pending matters are closed.

15) Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).

b. The County reserves the right to review the Subrecipient procurement plans and documents, and require the Subrecipient to make changes to bring its plans and documents into compliance with the requirements of 2 CFR Part 200.318 through 200.326/. The Subrecipient must ensure that its procurement process requires contractors and subcontractors to provide adequate documentation with sufficient detail to support the costs of the project and to allow both the Subrecipient and County to make a determination on eligibility of project costs.

c. All sub-contracting agreements entered into pursuant to this Agreement shall incorporate this Agreement by reference.

A.12 DISCLOSURE

The use or disclosure by any party of any information concerning the County, or State and Federal agencies for any purpose not directly connected with the administration of the County's or the Subrecipient's responsibilities with respect to services provided under this Agreement is prohibited except by prior written consent of the County or as required to comply with the state Public Records Act, other law or court order.

A.13 DISPUTES

Except as otherwise provided in this Agreement, when a bona fide dispute arises between the parties and it cannot be resolved through discussion and negotiation, either party may request a dispute resolution panel to resolve the dispute. A request for a dispute resolution board shall be in writing, state the disputed issues, state the relative positions of the parties, and be sent to all parties. The panel shall consist of a representative appointed by the County, a representative appointed by the Contractor and a third party mutually agreed upon by both parties. The panel shall, by majority vote, resolve the dispute. Each party shall bear the cost for its panel member and its attorney fees and costs, and share equally the cost of the third panel member.

A.14 LEGAL RELATIONS

It is understood and agreed that this Agreement is solely for the benefit of the parties to the Agreement and gives no right to any other party. No joint venture or partnership is formed as a result of this Agreement.

To the extent allowed by law, the Subrecipient, its successors or assigns, will protect, save and hold harmless the County, the Department, the State of Washington, and the United States Government and their authorized agents and employees, from all claims, actions, costs, damages or expenses of any nature whatsoever by reason of the acts or omissions of the Subrecipient, its sub-contractors, subrecipients, assigns, agents, contractors, consultants, licensees, invitees, employees or any person whomsoever arising out of or in connection with any acts or activities authorized by this Agreement.

To the extent allowed by law, the Subrecipient further agrees to defend the County, the Department and the State of Washington and their authorized agents and employees in any litigation; including payment of any costs or attorneys' fees for any claims or action commenced thereon arising out of or in connection with acts or activities authorized by this Agreement.

This obligation shall not include such claims, costs, damages or expenses which may be caused by the sole negligence of the County or the Department ; provided, that if the claims or damages are caused by or result from the concurrent negligence of (1) the County or the Department , and (2) the Subrecipient, its agents or employees, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the Subrecipient, or Subrecipient's agents or employees.

Insofar as the funding source, the Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA), is an agency of the Federal government, the following shall apply:

44 CFR 206.9 Non-liability. The Federal government shall not be liable for any claim based upon the exercise or performance of, or the failure to exercise or perform a discretionary function or duty on the part of a federal agency or an employee of the federal government in carrying out the provisions of the Stafford Act.

A.15 LIMITATION OF AUTHORITY – Authorized Signature

The signatories to this Agreement represent that they have the authority to bind their respective organizations to this Agreement. Only the County's Authorized Signature representative and the Authorized Signature representative of the Subrecipient or Alternate for the Subrecipient, formally designated in writing, shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Agreement. Any alteration, amendment, modification, or waiver of any clause or

condition of this Agreement is not effective or binding unless made in writing and signed by both parties Authorized Signature representatives. Further, only the Authorized Signature representative or Key Personnel for the Subrecipient shall have signature authority to sign reimbursement requests, time extension requests, amendment and modification requests, requests for changes to projects or work plans, and other requests, certifications and documents authorized by or required under this Agreement.

A.16 LOSS OR REDUCTION OF FUNDING

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to normal completion or end date, the County may unilaterally reduce the scope of work and budget or unilaterally terminate all or part of the Agreement as a "Termination for Cause" without providing the Subrecipient an opportunity to cure. Alternatively, the parties may renegotiate the terms of this Agreement under "Amendments and Modifications" to comply with new funding limitations and conditions, although the County has no obligation to do so.

A.17 NONASSIGNABILITY

Neither this Agreement, nor any claim arising under this Agreement, shall be transferred or assigned by the Subrecipient.

A.18 NONDISCRIMINATION

The Subrecipient shall comply with all applicable federal and state non-discrimination laws, regulations, and policies. No person shall, on the grounds of age, race, creed, color, sex, sexual orientation, religion, national origin, marital status, honorably discharged veteran or military status, or disability (physical, mental, or sensory) be denied the benefits of, or otherwise be subjected to discrimination under any project, program, or activity, funded, in whole or in part, under this Agreement.

A.19 NOTICES

The Subrecipient shall comply with all public notices or notices to individuals required by applicable local, state and federal laws and regulations, and shall maintain a record of this compliance.

A.20 OCCUPATIONAL SAFETY/HEALTH ACT and WASHINGTON INDUSTRIAL SAFETY/HEALTH ACT (OSHA/WISHA)

The Subrecipient represents and warrants that its work place does now or will meet all applicable federal and state safety and health regulations that are in effect during the Subrecipient's performance under this Agreement. To the extent allowed by law, the Subrecipient further agrees to indemnify and hold harmless the County and its employees and agents from all liability, damages and costs of any nature, including but not limited to, costs of suits and attorneys' fees assessed against the County, as a result of the failure of the Subrecipient to so comply.

A.21 OWNERSHIP OF PROJECT/CAPITAL FACILITIES

The County makes no claim to any capital facilities or real property improved or constructed with funds under this Agreement, and by this subaward of funds does not and will not acquire any ownership interest or title to such property of the Subrecipient. The Subrecipient shall assume all liabilities and responsibilities arising from the ownership and operation of the project and agrees to indemnify and hold the County, the Department, the state of Washington and the United States government harmless from any and all causes of action arising from the ownership and operation of the project.

A.22 POLITICAL ACTIVITY

No portion of the funds provided herein shall be used for any partisan political activity or to further the election or defeat of any candidate for public office or influence the approval or defeat of any ballot issue.

A.23 PROHIBITION AGAINST PAYMENT OF BONUS OR COMMISSION

The assistance provided under this Agreement shall not be used in payment of any bonus or commission for the purpose of obtaining approval of the application for such assistance or any other approval or concurrence under this Agreement; provided, however, that reasonable fees or bona fide technical consultant, managerial, or other such services, other than actual solicitation, are not hereby prohibited if otherwise eligible as project costs.

A.24 PUBLICITY

The Subrecipient agrees to submit to the County prior to issuance all advertising and publicity matters relating to this Agreement wherein the County's name is mentioned or language used from which the connection of the County's name may, in the County's judgment, be inferred or implied. The Subrecipient agrees not to publish or use such advertising and publicity matters without the prior written consent of the County. The Subrecipient may copyright original work it develops in the course of or under this Agreement; however, pursuant to 2 CFR Part 200.315, FEMA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use the work for government purposes.

Publication resulting from work performed under this Agreement shall include an acknowledgement of FEMA's financial support, by CFDA number, and a statement that the publication does not constitute an endorsement by FEMA or reflect FEMA's views.

A.25 RECAPTURE PROVISION

In the event the Subrecipient fails to expend funds under this Agreement in accordance with applicable federal, state, and local laws, regulations and/or the provisions of the Agreement, the County reserves the right to recapture funds in an amount equivalent to the extent of noncompliance. Such right of recapture shall exist for the life of the project following Agreement termination. Repayment by the Subrecipient of funds under this recapture provision shall occur within 30 days of demand.

In the event the County is required to institute legal proceedings to enforce the recapture provision, the County shall be entitled to its costs and expenses thereof, including attorney fees.

A.26 RECORDS

- a. The Subrecipient agrees to maintain all books, records, documents, receipts, invoices, and all other electronic or written records necessary to sufficiently and properly reflect the Subrecipient's contracts, subawards, grant administration, and payments, including all direct and indirect charges, and expenditures in the performance of this Agreement (the "records").
- b. The Subrecipient's records related to this Agreement and the projects funded may be inspected and audited by the County the Department or its designee, by the Office of the State Auditor, DHS, FEMA or their designees, by the Comptroller General of the United States or its designees, or by other state or federal officials authorized by law, for the purposes of determining compliance by the Subrecipient with the terms of this Agreement and to determine the appropriate level of funding to be paid under the Agreement.
- c. The records shall be made available by the Subrecipient for such inspection and audit, together with suitable space for such purpose, at any and all times during the Subrecipient's normal working day.
- d. The Subrecipient shall retain and allow access to all records related to this Agreement and the funded project(s) for a period of at least six (6) years following final payment and closure of the grant under this Agreement. Despite the minimum federal retention requirement of three (3) years, the more stringent State requirement of six (6) years must be followed.

A.27 RESPONSIBILITY FOR PROJECT/STATEMENT OF WORK/WORK PLAN

While the County undertakes to assist the Subrecipient with the project/statement of work/work plan (project) by providing Federal award funds pursuant to this Agreement, the project itself remains the sole responsibility of the Subrecipient. The County undertakes no responsibility to the Subrecipient, or to any third party, other than as is expressly set out in this Agreement.

The responsibility for the design, development, construction, implementation, operation and maintenance of the project, as these phrases are applicable to this project, is solely that of the Subrecipient, as is responsibility for any claim or suit of any nature by any third party related in any way to the project.

Prior to the start of any construction activity, the Subrecipient shall ensure that all applicable Federal, State, and local permits and clearances are obtained, including but not limited to FEMA compliance with the National Environmental Policy Act, the National Historic Preservation Act, the Endangered Species Act, and all other environmental laws, regulations and executive orders.

The Subrecipient shall defend, at its own cost, any and all claims or suits at law or in equity, which may be brought against the Subrecipient in connection with the project. The Subrecipient shall not look to the County, or to any state or federal agency, or to any of their employees or agents, for any performance, assistance, or any payment or indemnity, including but not limited to cost of defense and/or attorneys' fees, in connection with any claim or lawsuit brought by any third party related to any design, development, construction, implementation, operation and/or maintenance of a project.

A.28 SEVERABILITY

If any court of rightful jurisdiction holds any provision or condition under this Agreement or its application to any person or circumstances invalid, this invalidity does not affect other provisions, terms or conditions of the Agreement, which can be given effect without the invalid provision. To this end, the terms and conditions of this Agreement are declared severable.

A.29 SUBRECIPIENT NOT EMPLOYEE

The parties intend that an independent contractor relationship will be created by this Agreement. The Subrecipient, and/or employees or agents performing under this Agreement are not employees or agents of the County in any manner whatsoever. The Subrecipient will not be presented as, nor claim to be, an officer or employee of the County by reason of this Agreement, nor will the Subrecipient make any claim, demand, or application to or for any right or privilege applicable to an officer or employee of the County, the Department or of the State of Washington by reason of this Agreement, including, but not limited to, Workmen's Compensation coverage, unemployment insurance benefits, social security benefits, retirement membership or credit, or privilege or benefit which would accrue to a civil service employee under Chapter 41.06 RCW.

A.30 TAXES, FEES, AND LICENSES

Unless otherwise provided in this Agreement, the Subrecipient shall be responsible for, pay and maintain in current status all taxes, unemployment contributions, fees, licenses, assessments, permit charges and expenses of any other kind for the Subrecipient or its staff required by statute or regulation that are applicable to Agreement performance.

A.31 TERMINATION FOR CONVENIENCE

Notwithstanding any provisions of this Agreement, the Subrecipient may terminate this Agreement by providing written notice of such termination to the County's Key Personnel identified in the Agreement, specifying the effective date thereof, at least thirty (30) days prior to such date.

Except as otherwise provided in this Agreement, the County, in its sole discretion and in the best interests of the State of Washington, may terminate this Agreement in whole or in part by providing ten (10) calendar days written notice, beginning on the second day after mailing to the Subrecipient. Upon notice of termination for convenience, the County

reserves the right to suspend all or part of the Agreement, withhold further payments, or prohibit the Subrecipient from incurring additional obligations of funds. In the event of termination, the Subrecipient shall be liable for all damages as authorized by law. The rights and remedies of the County provided for in this section shall not be exclusive and are in addition to any other rights and remedies provided by law.

A.32 TERMINATION OR SUSPENSION FOR CAUSE

In the event the County, in its sole discretion, determines the Subrecipient has failed to fulfill in a timely and proper manner its obligations under this Agreement, is in an unsound financial condition so as to endanger performance hereunder, is in violation of any laws or regulations that render the Subrecipient unable to perform any aspect of the Agreement, or has violated any of the covenants, agreements or stipulations of this Agreement, the County has the right to immediately suspend or terminate this Agreement in whole or in part.

The County may notify the Subrecipient in writing of the need to take corrective action and provide a period of time in which to cure. The County is not required to allow the Subrecipient an opportunity to cure if it is not feasible as determined solely within the County's discretion. Any time allowed for cure shall not diminish or eliminate the Subrecipient liability for damages or otherwise affect any other remedies available to the County. If the County allows the Subrecipient an opportunity to cure, the County shall notify the Subrecipient in writing of the need to take corrective action. If the corrective action is not taken within ten (10) calendar days or as otherwise specified by the County, or if such corrective action is deemed by the County to be insufficient, the Agreement may be terminated in whole or in part.

The County reserves the right to suspend all or part of the Agreement, withhold further payments, or prohibit the Subrecipient from incurring additional obligations of funds during investigation of the alleged compliance breach, pending corrective action by the Subrecipient, if allowed, or pending a decision by the County to terminate the Agreement in whole or in part. In the event of termination, the Subrecipient shall be liable for all damages as authorized by law, including but not limited to, any cost difference between the original Agreement and the replacement or cover Agreement and all administrative costs directly related to the replacement Agreement, e.g., cost of administering the competitive solicitation process, mailing, advertising and other associated staff time. The rights and remedies of the County provided for in this section shall not be exclusive and are in addition to any other rights and remedies provided by law. If it is determined that the Subrecipient: (1) was not in default or material breach, or (2) failure to perform was outside of the Subrecipient's control, fault or negligence, the termination shall be deemed to be a "Termination for Convenience".

A.33 TERMINATION PROCEDURES

In addition to the procedures set forth below, if the County terminates this Agreement, the Subrecipient shall follow any procedures specified in the termination notice. Upon termination of this Agreement and in addition to any other rights provided in this Agreement, the County may require the Subrecipient to deliver to the County any property specifically produced or acquired for the performance of such part of this Agreement as has been terminated.

If the termination is for convenience, the County shall pay to the Subrecipient as an agreed upon price, if separately stated, for properly authorized and completed work and services rendered or goods delivered to and accepted by the County prior to the effective date of Grant Agreement termination, the amount agreed upon by the Subrecipient and the County for (i) completed work and services and/or equipment or supplies provided for which no separate price is stated, (ii) partially completed work and services and/or equipment or supplies provided which are accepted by the County, (iii) other work, services and/or equipment or supplies which are accepted by the County, and (iv) the protection and preservation of property.

Failure to agree with such amounts shall be a dispute within the meaning of the "Disputes" clause of this Agreement. If the termination is for cause, the County shall determine the extent of the liability of the County. The County shall have no other obligation to the Subrecipient for termination. The County may withhold from any amounts due the Subrecipient such sum as the County determines to be necessary to protect the County against potential loss or liability. The rights and remedies of the County provided in this Agreement shall not be exclusive and are in addition to any other rights and remedies provided by law.

After receipt of a notice of termination, and except as otherwise directed by the County in writing, the Subrecipient shall:

- a. Stop work under the Agreement on the date, and to the extent specified, in the notice;
- b. Place no further orders or sub-contracts for materials, services, supplies, equipment and/or facilities in relation to this Agreement except as may be necessary for completion of such portion of the work under the Agreement as is not terminated;
- c. Assign to the County, in the manner, at the times, and to the extent directed by the County, all of the rights, title, and interest of the Subrecipient under the orders and sub-contracts so terminated, in which case the County has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and contracts;
- d. Settle all outstanding liabilities and all claims arising out of such termination of orders and contracts, with the approval or ratification of the County to the extent the County may require, which approval or ratification shall be final for all the purposes of this clause;
- e. Transfer title to the County and deliver in the manner, at the times, and to the extent directed by the County any property which, if the Agreement had been completed, would have been required to be furnished to the County;
- f. Complete performance of such part of the work as shall not have been terminated by the County in compliance with all contractual requirements; and
- g. Take such action as may be necessary, or as the County may require, for the protection and preservation of the property related to this Agreement which is in the possession of the Subrecipient and in which the County has or may acquire an interest.

A.34 UTILIZATION OF MINORITY AND WOMEN BUSINESS ENTERPRISES (MWBE)

The Subrecipient is encouraged to utilize business firms that are certified as minority-owned and/or women-owned in carrying out the purposes of this Agreement. The Subrecipient may set utilization standards, based upon local conditions or may utilize the state of Washington MWBE goals, as identified in WAC 326-30-041.

A.35 WAIVERS

No conditions or provisions of this Agreement can be waived unless approved in advance by the County in writing. The County's failure to insist upon strict performance of any provision of the Agreement or to exercise any right based upon a breach thereof, or the acceptance of any performance during such breach, shall not constitute a waiver of any right under this Agreement.

A.36 VENUE

This Agreement shall be construed and enforced in accordance with, and the validity and performance shall be governed by, the laws of the state of Washington. Venue of any suit between the parties arising out of this Agreement shall be the Superior Court of Snohomish County, Washington. The Subrecipient, by execution of this Agreement acknowledges the jurisdiction of the courts of the State of Washington.

WORK PLAN/APPROVED PROJECTS
2015 Homeland Security Grant (HSGP)
State Homeland Security Program (SHSP)

Agency: ISLAND COUNTY

As the Pass-through Entity (PTE), the Washington State Military Department (WMD) Emergency Management Division's (EMD) Preparedness Grants Section (PGS), referenced as the Department is responsible for ensuring federal funding is expended and programs implemented in full accordance with governing law and regulations. Eighty-percent of the state's award is allocated to local and tribal units of government in accordance with Federal guidelines. Washington State is divided into nine Homeland Security Regions. Funding is allocated to the Regions according to a county base, population, and population density funding formula. The remaining twenty percent is allocated to state agencies using a sustainment funding model.

WA State HLS Region 1 is in the northwest corner of the state and is made up of five counties, and nine tribes; with the Canadian/International border to the north and is home to a population of over 1 million people. Terrorist targets include

- Four major oil refineries producing gas, diesel, and jet fuel (including BP's Cherry Point refinery the largest in WA). These refineries feed the 300 mile long Olympic Pipe line running from Blaine, WA, to Portland, OR. Bakken oil trains run daily across the region (through populated/urban areas).
- The Naval Station Everett which is the homeport for the USS Nimitz, nuclear aircraft carrier.
- Each county within Region 1 has terminals that are part of the Washington State Ferry System (named by the FBI as the number one target for maritime terrorism in the country).

Our all-hazard risks include two volcanos (Glacier Peak and Mt. Baker). Region 1 sits on the South Whidbey Island Earthquake Fault capable of unleashing a devastating 7.5-magnitude earthquake, and is situated off the WA coast.

The State THIRA and SPR combined with local gap assessments were all used to inform our 2015 SHSP Region 1 projects. Planning is a high SPR priority with a medium assessed capability. Community Resilience and Public Information and Warning are medium statewide SPR priorities that have moderate to low level assessments. Planning is a high priority for our region due to numerous terrorist and all hazards threats. Our investments in whole-community educational materials for public training and school presentations combined with multimedia campaigns like "Take Winter by Storm" will help raise our capability rating – again driven by the nature of our terrorist and all hazards threats. The Washington Statewide Communications Interoperability Plan (SCIP) outlined significant gaps in communications interoperability. Our investments in cache multiband radios, and repeater upgrades (in remote mountainous locations to support SAR operations) will improve responder communications.

Region 1 is composed of Island, San Juan, Skagit, Snohomish, and Whatcom Counties. **Snohomish County is the designated Region 1 Homeland Security Coordinating Office and the point of contact for the Region 1 Investment**, which was submitted as part of the Washington State FY15 SHSP Investment Justification. The following projects were approved as a part of the Investment.

PROJECT #1	Planning (Sustainment) & Threat and Hazard Identification & Risk Assessment (THIRA)
DESCRIPTION:	Strengthen individual and Regional coordination through consistent and coordinated all-hazards, whole community planning, continued compliance with NIMS requirements, follow through on Homeland Security program deliverables, information sharing (with counties, tribes, and state and federal agencies), and general grant management support including audits and subrecipient monitoring. This includes possible funding in all POETE elements. Participate in the development and maintenance of THIRA documents, Training and Exercise planning, the statewide and UASI Strategic Plans, as called upon the S.A.C., and the State Preparedness Report. Our current regional capability ranking is 3.8 on a scale of 1 to 5 (5 being fully capable)
PROJECT #2	Community Resilience & Public Information and Warning
DESCRIPTION:	Planning, outreach, and education to ensure whole community resiliency. Participate in outreach activities and purchase outreach materials. Support public education campaigns through development, printing, and media expenses designed to encourage actual preparedness activities. Purchase of public warning equipment like AHABs, highway signs, etc. and fund JIS/JIC training. Exercise plans. Our current regional capability ranking is 4 on a scale of 1 to 5. (5 being fully capable)

PROJECT #3	CBRNE Response	
DESCRIPTION:	Including the funding of equipment to support the following project areas: Forensics & Attribution; Interdiction & Disruption; Mass Search & Rescue operations; On-scene Security & Protection; Screening, Search, & Detection; Response - Health and Safety. This project includes the funding support of marine and aviation response assets. Our current regional capability ranking is 3 on a scale of 1 to 5. (5 being fully capable)	
PROJECT #4	Communications: Operational Communications & Operational Coordination	
DESCRIPTION:	This project supports the funding of equipment for EOC capability and emergency power upgrades; fiber-optic connectivity, equipment and training for communications – voice and data (EOC, responder, and amateur); as well as interface training and exercise for EOC/IC, IMT/EOC, etc. Our current regional capability ranking is 3.5 on a scale of 1 to 5. (5 being fully capable)	

MILESTONE TIMELINE**FFY15 Homeland Security Grant Program (HSGP),
State Homeland Security Program (SHSP)**

DATE	TASK
September 1, 2015	Start of Agreement performance period
Monthly / Quarterly	Submission of Reimbursement Requests and Progress Reports (monthly preferred , but at least quarterly)
June 30, 2017	All work ceases. Grant Agreement End Date.
July 31, 2017	Submit Closeout Report and Final Reimbursement Request. Reports are due before final invoice will be reimbursed.

ISLAND COUNTY BUDGET

FFY15 Homeland Security Grant Program (HSGP)
State Homeland Security Program (SHSP)

PROJECT	SOLUTION AREA	AMOUNT	PERSONNEL	LETPA
PROJECT #1 Planning (Sustainment) & Threat and Hazard Identification & Risk Assessment (THIRA)	Planning	\$ 16,357	\$ 13,357	\$ -
	Organization	\$ 1,000	\$ -	\$ -
	Equipment	\$ -	\$ -	\$ -
	Training	\$ 1,000	\$ -	\$ -
	Exercise	\$ 1,000	\$ -	\$ -
	Indirect 0%	\$ -	\$ -	\$ -
	Subtotal	\$ 19,357	\$ 13,357	\$ -
PROJECT #2 Community Resilience & Public Information and Warning	Planning	\$ 2,000	\$ -	\$ -
	Organization	\$ -	\$ -	\$ -
	Equipment	\$ -	\$ -	\$ -
	Training	\$ -	\$ -	\$ -
	Exercise	\$ -	\$ -	\$ -
	Indirect 0%	\$ -	\$ -	\$ -
	Subtotal	\$ 2,000	\$ -	\$ -
PROJECT #3 CBRNE Response	Planning	\$ -	\$ -	\$ -
	Organization	\$ -	\$ -	\$ -
	Equipment	\$ 12,179	\$ -	\$ 12,179
	Training	\$ -	\$ -	\$ -
	Exercise	\$ -	\$ -	\$ -
	Indirect 0%	\$ -	\$ -	\$ -
	Subtotal	\$ 12,179	\$ -	\$ 12,179
PROJECT #4 Communications: Operational Communications & Operational Coordination	Planning	\$ -	\$ -	\$ -
	Organization	\$ -	\$ -	\$ -
	Equipment	\$ 15,179	\$ -	\$ -
	Training	\$ -	\$ -	\$ -
	Exercise	\$ -	\$ -	\$ -
	Indirect 0%	\$ -	\$ -	\$ -
	Subtotal	\$ 15,179	\$ -	\$ -
M&A	Salaries & Benefits	\$ -	\$ -	\$ -
	Overtime/Backfill	\$ -	\$ -	\$ -
	Goods & Services	\$ -	\$ -	\$ -
	Travel/Per Diem	\$ -	\$ -	\$ -
	Indirect 0%	\$ -	\$ -	\$ -
	Subtotal	\$ -	\$ -	\$ -
TOTAL Allocated AMOUNT:		\$ 48,715	\$ 13,357	\$ 12,179
Less County Agreement executed directly with the Department		\$ -	\$ -	\$ -
TOTAL Grant Agreement AMOUNT:		\$ 48,715	\$ 13,357	\$ 12,179

GRANT AGREEMENT CAPS & THRESHOLDS

The Subgrantee ensures

The Personnel expenditures under this agreement will not exceed the percentage established within this budget. If the percentage is greater than 50%, the personnel costs over 50% will not be reimbursed unless a personnel cap waiver is approved by DHS.

Personnel Expenses: \$13,357

27% of Agreement Amount

The total expenditures meeting the Law Enforcement Terrorism Prevention (LETPA) eligibility will equal or exceed the percentage established within this budget.

LETPA: \$12,179

25% of Agreement Amount

Cumulative transfers to Projects in excess of 10% of Grant Agreement amount will not be reimbursed without prior written authorization from the County.

Agreement Articles

2015-09-01 00:00:00.0



U.S. Department of Homeland Security
Washington, D.C. 20472

AGREEMENT ARTICLES
Homeland Security Grant Program

GRANTEE: Washington State Military Department
PROGRAM: Homeland Security Grant Program
AGREEMENT NUMBER: EMW-2015-SS-00013-S01

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Article I - Summary Description of Award

The purpose of the FY 2015 HSGP is to support state and local efforts to prevent terrorism and other catastrophic events and to prepare the Nation for the threats and hazards that pose the greatest risk to the security of the United States. The HSGP provides funding to implement investments that build, sustain, and deliver the 31 core capabilities essential to achieving the National Preparedness Goal (the Goal) of a secure and resilient Nation. The building, sustainment, and delivery of these core capabilities are not exclusive to any single level of government, organization, or community, but rather, require the combined effort of the whole community. This HSGP award consists of State Homeland Security Program (SHSP) funding in the amount of \$6,493,000.00, Urban Areas Security Initiative (UASI) funding in the amount of \$5,500,000.00, and Operation Stonegarden (OPSG) funding in the amount of \$1,519,908.00. The following counties received Operation Stonegarden funds: Clallam County, \$310,045.00; Colville Tribe, \$70,000.00; Ferry County, \$100,000.00; Island County, \$150,092.00; Jefferson County, \$74,000.00; Okanogan County, \$140,000.00; Pend Oreille County, \$78,000.00; San Juan County, \$140,000.00; Stevens County, \$90,000.00; and Whatcom County, \$367,771.00.

Article II - Operation Stonegarden Program Hold

The recipients are prohibited from drawing down or reimbursing sub-recipients of Operation Stonegarden (OPSG) funding provided through this award until each unique, specific or modified county level, tribal or equivalent Operations Order and or Frag Order has been reviewed, and approved by official notification by DHS/FEMA and

Customs and Border Protection/United States Border Patrol (CBP/USBP). Each Operations Order will be transferred via the secure portal (CBP/USBP) BPETS system from each respective AOR Sector HQ to CBP/USBP HQ in Washington DC for review and pre-approval for Operational continuity, then forwarded to DHS/FEMA GPD/PGD OPSG Program Office for final review/approval. Official notification of approval will be sent by DHS/FEMA via email to the respective State Administrative Agency (SAA) and CBP/ USBP HQ in Washington DC.

Article III - Acknowledgement of Federal Funding from DHS

All recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal funds.

Article IV - Activities Conducted Abroad

All recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Article V - Age Discrimination Act of 1975

All recipients must comply with the requirements of the *Age Discrimination Act of 1975* (42 U.S.C. § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving Federal financial assistance.

Article VI - Americans with Disabilities Act of 1990

All recipients must comply with the requirements of Titles I, II, and III of the *Americans with Disabilities Act*, which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12101–12213).

Article VII - Best Practices for Collection and Use of Personally Identifiable Information (PII)

All recipients who collect PII are required to have a publically-available privacy policy that describes what PII they collect, how they use the PII, whether they share PII with third parties, and how individuals may have their PII corrected where appropriate.

Award recipients may also find as a useful resource the DHS Privacy Impact Assessments: Privacy Guidance and Privacy template respectively.

Article VIII - Title VI of the Civil Rights Act of 1964

All recipients must comply with the requirements of Title VI of the *Civil Rights Act of 1964* (42 U.S.C. § 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

Article IX - Civil Rights Act of 1968

All recipients must comply with Title VIII of the Civil Rights Act of 1968, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (42 U.S.C. § 3601 et seq.), as implemented by the Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in

buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features (see 24 C.F.R. § 100.201).

Article X - Copyright

All recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of Government sponsorship (including award number) to any work first produced under Federal financial assistance awards, unless the work includes any information that is otherwise controlled by the Government (e.g., classified information or other information subject to national security or export control laws or regulations).

Article XI - Assurances, Administrative Requirements and Cost Principles

Recipients of DHS federal financial assistance must complete OMB Standard Form 424B Assurances – Non-Construction Programs. Certain assurances in this document may not be applicable to your program, and the awarding agency may require applicants to certify additional assurances. Please contact the program awarding office if you have any questions.

The administrative and audit requirements and cost principles that apply to DHS award recipients originate from 2 C.F.R. Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, as adopted by DHS at 2 C.F.R. Part 3002.

Article XII - Debarment and Suspension

All recipients must comply with Executive Orders 12549 and 12689, which provide protection against waste, fraud and abuse by debarment or suspending those persons deemed irresponsible in their dealings with the Federal government.

Article XIII - Drug-Free Workplace Regulations

All recipients must comply with the *Drug-Free Workplace Act of 1988* (41 U.S.C. § 701 et seq.), which requires that all organizations receiving grants from any Federal agency agree to maintain a drug-free workplace. DHS has adopted the Act's implementing regulations at 2 C.F.R. Part 3001.

Article XIV - Duplication of Benefits

Any cost allocable to a particular Federal award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other Federal awards to overcome fund deficiencies, to avoid restrictions imposed by Federal statutes, regulations, or terms and conditions of the Federal awards, or for other reasons. However, this prohibition would not preclude the non-Federal entity from shifting costs that are allowable under two or more Federal awards in accordance with existing Federal statutes, regulations, or the terms and conditions of the Federal awards.

Article XV - Energy Policy and Conservation Act

All recipients must comply with the requirements of 42 U.S.C. § 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issues in compliance with this Act.

Article XVI - Reporting Subawards and Executive Compensation

a. Reporting of first-tier subawards.

1. *Applicability.* Unless you are exempt as provided in paragraph d. of this award term, you must report each action that obligates \$25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in paragraph e. of this award term).
2. *Where and when to report.*
 - i. You must report each obligating action described in paragraph a.1. of this award term to <http://www.fsrs.gov>.
 - ii. For subaward information, report no later than the end of the month following the month in which the

obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)

3. *What to report.* You must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov> specify.

b. Reporting Total Compensation of Recipient Executives.

1. *Applicability and what to report.* You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if—

- i. the total Federal funding authorized to date under this award is \$25,000 or more;
- ii. in the preceding fiscal year, you received—
 - (A) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
- iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

2. *Where and when to report.* You must report executive total compensation described in paragraph b.1. of this award term:

- i. As part of your registration profile at <https://www.sam.gov>.
- ii. By the end of the month following the month in which this award is made, and annually thereafter.

c. Reporting of Total Compensation of Subrecipient Executives.

1. *Applicability and what to report.* Unless you are exempt as provided in paragraph d. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if—

- i. in the subrecipient's preceding fiscal year, the subrecipient received—
 - (A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and
- ii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

2. *Where and when to report.* You must report subrecipient executive total compensation described in paragraph c.1. of this award term:

- i. To the recipient.
- ii. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (*i.e.*, between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

d. Exemptions

If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:

- i. Subawards, And
 - ii. The total compensation of the five most highly compensated executives of any subrecipient.
- e. **Definitions. For purposes of this award term:**
 1. *Entity* means all of the following, as defined in 2 CFR part 25:
 - i. A Governmental organization, which is a State, local government, or Indian tribe;
 - ii. A foreign public entity;
 - iii. A domestic or foreign nonprofit organization;
 - iv. A domestic or foreign for-profit organization;
 - v. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
 2. *Executive* means officers, managing partners, or any other employees in management positions.
 3. *Subaward*:
 - i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
 - ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec._____.210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").
 - iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.
 4. *Subrecipient* means an entity that:
 - i. Receives a subaward from you (the recipient) under this award; and
 - ii. Is accountable to you for the use of the Federal funds provided by the subaward.
 5. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):
 - i. *Salary and bonus.*
 - ii. *Awards of stock, stock options, and stock appreciation rights.* Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
 - iii. *Earnings for services under non-equity incentive plans.* This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
 - iv. *Change in pension value.* This is the change in present value of defined benefit and actuarial pension plans.
 - v. *Above-market earnings on deferred compensation which is not tax-qualified.*
 - vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

Article XVII - False Claims Act and Program Fraud Civil Remedies

All recipients must comply with the requirements of 31 U.S.C. § 3729 which set forth that no recipient of federal payments shall submit a false claim for payment. See also 38 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made.

Article XVIII - Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129 and form SF-424B, item number 17 for additional information and guidance.

Article XIX - Fly America Act of 1974

All recipients must comply with Preference for U.S. Flag Air Carriers: (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the *International Air Transportation Fair Competitive Practices Act of 1974* (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

Article XX - Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the *Hotel and Motel Fire Safety Act of 1990*, 15 U.S.C. §2225a, all recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with Federal funds complies with the fire prevention and control guidelines of the *Federal Fire Prevention and Control Act of 1974*, as amended, 15 U.S.C. §2225.

Article XXI - Limited English Proficiency (Civil Rights Act of 1964, Title VI)

All recipients must comply with the *Title VI of the Civil Rights Act of 1964* (Title VI) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation. In order to facilitate compliance with Title VI, recipients are encouraged to consider the need for language services for LEP persons served or encountered in developing program budgets. Executive Order 13166, *Improving Access to Services for Persons with Limited English Proficiency* (August 11, 2000), requires federal agencies to issue guidance to recipients, assisting such organizations and entities in understanding their language access obligations. DHS published the required recipient guidance in April 2011, *DHS Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons*, 76 Fed. Reg. 21755-21768, (April 18, 2011). The Guidance provides helpful information such as how a recipient can determine the extent of its obligation to provide language services; selecting language services; and elements of an effective plan on language assistance for LEP persons. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance <https://www.dhs.gov/guidance-published-help-Department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

Article XXII - Lobbying Prohibitions

All recipients must comply with 31 U.S.C. §1352, which provides that none of the funds provided under an award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any Federal action concerning the award or renewal.

Article XXIII - Non-supplanting Requirement

All recipients who receive awards made under programs that prohibit supplanting by law must ensure that Federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-Federal sources. Where federal statutes for a particular program prohibits supplanting, applicants or recipients may be required to demonstrate and document that a reduction in non-Federal resources occurred for reasons other than the receipt of expected receipt of Federal funds.

Article XXIV - Patents and Intellectual Property Rights

Unless otherwise provided by law, recipients are subject to the *Bayh-Dole Act, Pub. L. No. 96-517*, as amended, and codified in 35 U.S.C. § 200 et seq. All recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards are in 37 C.F.R. Part 401 and the standard patent rights clause in 37 C.F.R. § 401.14.

Article XXV - Procurement of Recovered Materials

All recipients must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Article XXVI - Contract Provisions for Non-federal Entity Contracts under Federal Awards

a. Contracts for more than the simplified acquisition threshold set at \$150,000.

All recipients who have contracts exceeding the acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by Civilian Agency Acquisition Council and the Defense Acquisition Regulation Council as authorized by 41 U.S.C. §1908, must address administrative, contractual, or legal remedies in instance where contractors violate or breach contract terms and provide for such sanctions and penalties as appropriate.

b. Contracts in excess of \$10,000.

All recipients that have contracts exceeding \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

Article XXVII - SAFECOM

All recipients who receive awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Article XXVIII - Terrorist Financing E.O. 13224

All recipients must comply with U.S. Executive Order 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of recipients to ensure compliance with the E.O. and laws.

Article XXIX - Title IX of the Education Amendments of 1972 (Equal Opportunity in Education Act)

All recipients must comply with the requirements of Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), which provides that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance. Implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19

Article XXX - Trafficking Victims Protection Act of 2000

All recipients must comply with the requirements of the government-wide award term which implements Section 106(g) of the *Trafficking Victims Protection Act (TVPA) of 2000*, as amended (22 U.S.C. § 7104). This is implemented in accordance with OMB Interim Final Guidance, *Federal Register*, Volume 72, No. 218, November 13, 2007. Full text of the award term is located at 2 CFR § 175.15.

Article XXXI - Rehabilitation Act of 1973

All recipients of must comply with the requirements of Section 504 of the *Rehabilitation Act of 1973*, 29 U.S.C. § 794, as amended, which provides that no otherwise qualified handicapped individual in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to

discrimination under any program or activity receiving Federal financial assistance. These requirements pertain to the provision of benefits or services as well as to employment.

Article XXXII - System of Award Management and Universal Identifier Requirements

A. Requirement for System of Award Management

Unless you are exempted from this requirement under 2 CFR 25.110, you as the recipient must maintain the currency of your information in the SAM until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

B. Requirement for unique entity identifier

If you are authorized to make subawards under this award, you:

1. Must notify potential subrecipients that no entity (*see* definition in paragraph C of this award term) may receive a subaward from you unless the entity has provided its unique entity identifier to you.
2. May not make a subaward to an entity unless the entity has provided its unique entity identifier to you.

C. Definitions

For purposes of this award term:

1. *System of Award Management (SAM)* means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site (currently at <http://www.sam.gov>).
2. *Unique entity identifier* means the identifier required for SAM registration to uniquely identify business entities.
3. *Entity*, as it is used in this award term, means all of the following, as defined at 2 CFR part 25, subpart C:
 - a. A Governmental organization, which is a State, local government, or Indian Tribe;
 - b. A foreign public entity;
 - c. A domestic or foreign nonprofit organization;
 - d. A domestic or foreign for-profit organization; and
 - e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
4. *Subaward*:
 - a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
 - b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see 2 CFR 200.330).
 - c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.
5. *Subrecipient* means an entity that:
 - a. Receives a subaward from you under this award; and
 - b. Is accountable to you for the use of the Federal funds provided by the subaward.

Article XXXIII - USA Patriot Act of 2001

All recipients must comply with requirements of the *Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act* (USA PATRIOT Act), which amends 18 U.S.C. §§ 175-175c. Among other things, the USA PATRIOT Act prescribes criminal penalties for possession of any biological agent, toxin, or delivery system of a type or in a quantity that is not reasonably justified by a prophylactic, protective, bona fide research, or other peaceful purpose

Article XXXIV - Use of DHS Seal, Logo and Flags

All recipients must obtain DHS's approval prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

Article XXXV - Whistleblower Protection Act

All recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41 U.S.C. 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.

Article XXXVI - DHS Specific Acknowledgements and Assurances

All recipients must acknowledge and agree—and require any sub-recipients, contractors, successors, transferees, and assignees acknowledge and agree—to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance review or complaint investigation conducted by DHS.
2. Recipients must give DHS access to and the right to examine and copy records, accounts, and other documents and sources of information related to the grant and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations *and* other applicable laws or program guidance.
3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
5. If, during the past three years, the recipient has been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status, the recipient must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the DHS awarding office and the DHS Office of Civil Rights and Civil Liberties.
6. In the event any court or administrative agency makes a finding of discrimination on grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status against the recipient, or the recipient settles a case or matter alleging such discrimination, recipients must forward a copy of the complaint and findings to the DHS Component and/or awarding office.

The United States has the right to seek judicial enforcement of these obligations.

Article XXXVII - Disposition of Equipment Acquired Under the Federal Award

When original or replacement equipment acquired under this award by the recipient or its sub-recipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from DHS/FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. § 200.313.

Article XXXVIII - Prior Approval for Modification of Approved Budget

Before making any change to the DHS/FEMA approved budget for this award, you must request prior written approval from DHS/FEMA where required by 2 C.F.R. § 200.308. For awards with an approved budget greater than \$150,000, you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from DHS/FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget DHS/ FEMA last approved. You must report any deviations from your DHS/FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

Article XXXIX - Acceptance of Post Award Changes

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to ASK-GMD@dhs.gov if you have any questions.



ISLAND COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA BILL

MEETING DATE: 4/19/16

CONSENT AGENDA

REGULAR AGENDA

PUBLIC HEARING/MTG

RESOLUTION/ORDINANCE NO

DEPARTMENT: Public Works

DIVISION: (if applicable)

STAFF CONTACT: Spencer Keane

AGENDA SUBJECT: Bid Award for Harbor Avenue/SR 525 Turn Lane

BACKGROUND/SUMMARY:

WORK SESSION DATE: (if applicable) 2/18/15

The project provides addition of a right turn lane and paved shoulders. The work consists of engineering, permitting, and construction of the section between SR 525 to milepost 0.06. The bid award is granted to the lowest responsible bidder.

FISCAL IMPACT/FUNDING SOURCE:

Local \$94, 635.30

RECOMMENDED ACTION:

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

SUGGESTED MOTION:

Approve and sign the Bid Award for Harbor Avenue/SR 525 Turn Lane

[BELOW TO BE COMPLETED BY CLERK OF BOARD]

BOCC ACTION:

- APPROVED
 DENIED
 TABLED/DEFERRED/NO ACTION TAKEN
 CONTINUED TO DATE: ____/____/____ TIME: _____
 OTHER _____



ISLAND COUNTY PUBLIC WORKS
ROAD DIVISION
BID AWARD

PROJECT:

Harbor Ave/SR 525 Turn Lane
15-06 JL01901-0201

BID OPENING:

Bids due on or before 3:00 PM on April 04, 2016
Bids Opened in at the Law and Justice Facility - 101 NE 6th Street, Coupeville

BIDS AND BIDDERS:

No.	Rank	Bidder		Bid	Responsible?
1	1	ISLAND ASPHALT & SITEWORK, INC.	\$	94,635.30	Yes
2	2	S R V CONSTRUCTION, INC	\$	140,340.04	Yes

ENGINEER'S RECOMMENDATION:

I hereby recommend contract award to Bidder Number 1:
ISLAND ASPHALT & SITEWORK, INC.
P.O. Box 859
Clinton, WA 98236

In the amount of \$94,635.30.
Justification: Lowest Responsible Bidder

William Oakes

4/6/2016

Date

BID AWARD:

The Island County Board of Commissioners does hereby award this contract to:
ISLAND ASPHALT & SITEWORK, INC.
P.O. Box 859
Clinton, WA 98236

In the amount of \$94,635.30

Richard M. Hannold, Chair

Date

Attest:

Debbie Thompson, Clerk of the Board



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

MEETING DATE: 4/19/16	
<input checked="" type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	REGULAR AGENDA
<input type="checkbox"/>	PUBLIC HEARING/MTG
RESOLUTION/ORDINANCE NO _____	

DEPARTMENT:	Public Works
DIVISION: <i>(if applicable)</i>	Roads
STAFF CONTACT:	Matt Nienhuis x7964
AGENDA SUBJECT:	Purchase Order # 10396 for the Purchase of Glass Beads for Traffic Marking Paint off Washington State Contract #02513
BACKGROUND/SUMMARY:	WORK SESSION DATE (if applicable) <u>4/6/16</u> As discussed at the April 6 th Work Session, the Public Works Department is purchasing glass beads for waterborne traffic marking paint to be used by the Road Department for the annual 2016 Paint Striping Program. The total cost to the department is \$62,491.19 including WSST.
FISCAL IMPACT/FUNDING SOURCE:	
RECOMMENDED ACTION:	<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> _____
SUGGESTED MOTION:	Approve the purchase of traffic marking paint from Alpine Products, Inc. in the amount of \$62,491.19.

[BELOW TO BE COMPLETED BY CLERK OF BOARD]

BOCC ACTION:

<input type="checkbox"/>	APPROVED
<input type="checkbox"/>	DENIED
<input type="checkbox"/>	TABLED/DEFERRED/NO ACTION TAKEN
<input type="checkbox"/>	CONTINUED TO DATE: ____/____/____ TIME: _____
<input type="checkbox"/>	OTHER _____



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

MEETING DATE: 4/19/16	16
<input checked="" type="checkbox"/> CONSENT AGENDA	
<input type="checkbox"/> REGULAR AGENDA	
<input type="checkbox"/> PUBLIC HEARING/MTG	
<input type="checkbox"/> RESOLUTION/ORDINANCE NO	

DEPARTMENT:	Public Works
DIVISION: <i>(if applicable)</i>	Roads
STAFF CONTACT:	Matt Nienhuis x7964
AGENDA SUBJECT:	Purchase Order # 10397 for the Purchase of Traffic Marking Paint off the Cooperative Purchase Agreement with Pierce County #809
BACKGROUND/SUMMARY:	WORK SESSION DATE (if applicable) <i>(if applicable)</i> <u>4/6/16</u> As discussed at the April 6th Work Session, the Public Works Department is purchasing waterborne traffic marking paint to be used by the Road Department for the annual 2016 Paint Striping Program. The total cost to the department is \$167,398.00 including WSST.
FISCAL IMPACT/FUNDING SOURCE:	
RECOMMENDED ACTION:	<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> _____
SUGGESTED MOTION:	Approve the purchase of traffic marking paint from Alpine Products, Inc. in the amount of \$167,398.00.

[BELOW TO BE COMPLETED BY CLERK OF BOARD]

BOCC ACTION:

<input type="checkbox"/>	APPROVED
<input type="checkbox"/>	DENIED
<input type="checkbox"/>	TABLED/DEFERRED/NO ACTION TAKEN
<input type="checkbox"/>	CONTINUED TO DATE: ____/____/____ TIME: _____
<input type="checkbox"/>	OTHER _____



Island County
PO Box 5000
Coupeville, WA 98239-5000
(360) 678-5111

PURCHASE ORDER

Department
Public Works

10397

Please reference number on invoice

Order date
Ordered by Matthew Nienhuis
Requested for Boards

Contact Phone # (360) 679-7964

Approved by Richard M Hannold, Chair
Board of 15 Co Commissioners

Approved by William E. Oakes, P.E. / Director

Vendor Name Alpine Products Inc
Address 550 3rd St SW Bldg C
Phone 800 991 9466
253-351-9828

Contact Person Joe Charles
City / State / Zip Auburn WA 98001
Federal Tax ID # _____

This purchase order is for Goods General Services Professional Services Public Works Construction

Risk Manager Contract # RM-PW-2016-65
Vendors & Quotes Per ICC 2.30A.020 & 2.30A.050
1) _____ 2) _____ 3) _____ 4) _____ 5) _____

Risk Manager Signature Eraine Marlow 8/4/2016

Remarks / Attachments Cooperative Purchase Agmt w/Pierce County #809

Date Required * _____ Place of Delivery _____

* Please notify us immediately if you are unable to ship complete order to be received by date specified *

Quantity	BARS #	Job #	Item Number / Description	Unit Price	Amount
35	2501		250 Gallon Totes - White, Rapid Dry Traffic-Line Paint (8750 gallon) 6060-SA-SMB	8.80	77,000
35			250 Gallon Totes - Yellow, Rapid Dry Traffic-Line Paint (8750 gallon) 6063-SA-SMB	8.80	77,000

I have read and agree to the terms of this Purchase Order (front, back, and any attachments).

Subtotal 154,000
Freight _____
8.72 Tax 13,398.-
TOTAL 167,398.-

(VENDOR MUST RETURN SIGNED PURCHASE ORDER BEFORE GOODS OR SERVICES ARE RENDERED)

Vendor Signature _____ Date _____



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

MEETING DATE	4/19/16
<input checked="" type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	REGULAR AGENDA
<input type="checkbox"/>	PUBLIC HEARING/MTG
C-37-16/R-17-16	
RESOLUTION/ORDINANCE NO	

DEPARTMENT:	Public Works
DIVISION: <i>(if applicable)</i>	Surface Water Division
STAFF CONTACT:	Kyle Carlson
AGENDA SUBJECT:	CDP 16-04 Sandy Point Outfall JL 00575-0001 CDP 16-04 Revision to CDP 16-04 of February 23, 2016
BACKGROUND/SUMMARY:	<p>WORK SESSION DATE (if applicable) <u>04/06/2016</u></p> <p>The project will replace an outfall in the Sandy Point Community east of Langley, Washington. This drainage project consists of the installation of seven catch basins and roughly 800 feet of 18" and 12" PVC pipe and 15" Sanitite HP pipe. This Revised CDP increases the cost of the project from \$210,450 to \$276,000. The change in cost is due to the change from road shop construction to construction by contract, as well as additions to the project to ease maintenance and construction concerns.</p> <p align="center"><i>Resolution C-37-16/R-17-16</i></p>
FISCAL IMPACT/FUNDING SOURCE:	This project is funded entirely from the Clean Water Utility Fund.
RECOMMENDED ACTION:	<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> _____
SUGGESTED MOTION:	

[BELOW TO BE COMPLETED BY CLERK OF BOARD]

BOCC ACTION:

<input type="checkbox"/>	APPROVED
<input type="checkbox"/>	DENIED
<input type="checkbox"/>	TABLED/DEFERRED/NO ACTION TAKEN
<input type="checkbox"/>	CONTINUED TO DATE: ____/____/____ TIME: _____
<input type="checkbox"/>	OTHER _____

BEFORE THE BOARD OF COUNTY COMMISSIONERS of Island County, Washington.

In the matter of Amending a County Drainage Project designated as

CDP 16-04 JL 00575-0001.

IT IS HEREBY RESOLVED THAT Sandy Point Outfall, Road Log No. 12690, located in Sec. 2, Twp. 29 N, Rge 3E, WM be improved as follows: This project will replace a failing conveyance & outfall system at Sandy Point. The old system, which includes a catch basin & storm sewer line that starts from the southern edge of Wateredge Drive & runs north, is undersized and difficult to maintain. It is the cause of frequent flooding in the community. The replacement system will divert the water from this path & into a new system that will take the water to an outfall east of the Sandy Point community pier. The new system includes 7 catch basins, approximately 750 FT of 12", 15" & 18" diameter pipe.

This project is hereby declared to be a public necessity and the County Road Engineer is hereby ordered and authorized to report and proceed thereon as by law provided. (RCW 36.75.050, 36.80.030, 36.80.070)

IT IS FURTHER RESOLVED that, based on the County Engineer's estimate, an appropriation from the officially adopted clean water utility fund budget is hereby made in the amounts and for the purposes shown:

<u>PURPOSE</u>	<u>AMOUNT OF APPROPRIATION</u>
Engineering	Preliminary \$ <u>67,000.00</u> . Construction \$ <u>10,000.00</u> . Sub-Total \$ <u>77,000.00</u> .
Right of Way Acquisition \$ <u>10,000.00</u> . Engineering & R/W Sub-Total \$ <u>87,000.00</u> . (Not subject to 36.77.065)
Construction \$ <u>153,000.00</u> . Project Sub-Total \$ <u>240,000.00</u> . Contingencies \$ <u>36,000.00</u> .
	TOTAL APPROPRIATION \$ <u>276,000.00</u> .

Source of Funds: Roads - \$ _____ Grant - \$ _____ Other \$ 210,450.00 Source Clean Water Utility .
Funds Allocated: Planned _____ Secured X .

X This project is included in the officially adopted 2106 6-Year Capital Improvement Program as Item No. P-1 .

_____ The project is hereby made a part of the officially adopted 2016 6-Year Capital Improvement Program as Item No. _____ .

IT IS FURTHER RESOLVED that:

_____ The construction is to be accomplished by contract in accordance with RCW 36.77.020 et seq.

X The construction is to be accomplished by County forces in accordance with RCW 36.77.065 and WAC 136-18.

ADOPTED this _____ day of _____, 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:
April 19, 2016
 CONSENT AGENDA
 X REGULAR AGENDA
 PUBLIC HEARING/MTG
 C-38 16
RESOLUTION/ORDINANCE NO

DEPARTMENT: Commissioners

DIVISION: *(if applicable)*

STAFF CONTACT: Virginia Shaddy

AGENDA SUBJECT: Resolution proclaiming April 22, 2016 "Earth Day"

BACKGROUND/SUMMARY: **WORK SESSION DATE:** *(if applicable)* _____

Annual Earth Day Proclamation

FISCAL IMPACT/FUNDING SOURCE:

RECOMMENDED ACTION:

<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> _____

SUGGESTED MOTION:

[BELOW TO BE COMPLETED BY CLERK OF BOARD]

BOCC ACTION:

<input type="checkbox"/>	APPROVED
<input type="checkbox"/>	DENIED
<input type="checkbox"/>	TABLED/DEFERRED/NO ACTION TAKEN
<input type="checkbox"/>	CONTINUED TO DATE: ____/____/____ TIME: _____
<input type="checkbox"/>	OTHER _____

BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF ISLAND COUNTY, WASHINGTON

PROCLAMATION

IN THE MATTER OF PROCLAIMING)
APRIL 22, 2016 EARTH DAY)
IN ISLAND COUNTY)
_____)

RESOLUTION NO. C- 38 -16

WHEREAS, in 1970 the year of the first Earth Day, the movement, gave voice to an emerging consciousness, channeling human energy toward environmental issues; and

WHEREAS, Island County recognizes the significance of a sound natural environment as the foundation of a spirited society and a strong economy; and

WHEREAS, the citizens of the global community can do much to contribute to building a healthy society by addressing issues such as water shortages, waste prevention, environmental management, and economic development; and

WHEREAS, entering into the 46th year of a movement that continues to inspire, challenge ideas, ignite passion, and motivate people to action, the theme is "Trees for the Earth." This year's campaign showcases the simplicity of earth friendly actions and the positive wave of change it unleashes; and

FURTHERMORE, let it be known that Island County hereby encourages its residents, businesses and institutions to use EARTH DAY to participate in programs and activities that will protect our environment and contribute to a healthy, sustainable future; NOW, THEREFORE,

BE IT HEREBY RESOLVED that we the Island County Board of Commissioners do hereby proclaim April 22, 2016, as EARTH DAY to support green economy initiatives in Island County and to encourage others to undertake similar actions.

ADOPTED this 19th 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: 04/19/16

CONSENT AGENDA #9
X REGULAR AGENDA
PUBLIC HEARING/MTG
RESOLUTION/ORDINANCE NO

DEPARTMENT: Facilities Management

DIVISION: Property Management

STAFF CONTACT: Larry Van Horn, Facilities Management Director

AGENDA SUBJECT:

Letter to Port of South Whidbey concerning potential transfer of Fairgrounds property ownership.

BACKGROUND/SUMMARY:

WORK SESSION DATE: April 6th and 13th, 2016

At the request of the Port of South Whidbey the BICC has identified the initial requirements to support a transfer of the Fairgrounds property to the Port.

FISCAL IMPACT/FUNDING SOURCE:

Letter of support for potential transfer.

RECOMMENDED ACTION:

- Approve/Adopt
- Schedule Public Hearing/Meeting
- Continue Public Hearing/Meeting
- Information/Discussion
- Other: Attached letter to Port of South Whidbey from BICC for signature.

SUGGESTED MOTION:

[BELOW TO BE COMPLETED BY CLERK OF BOARD]

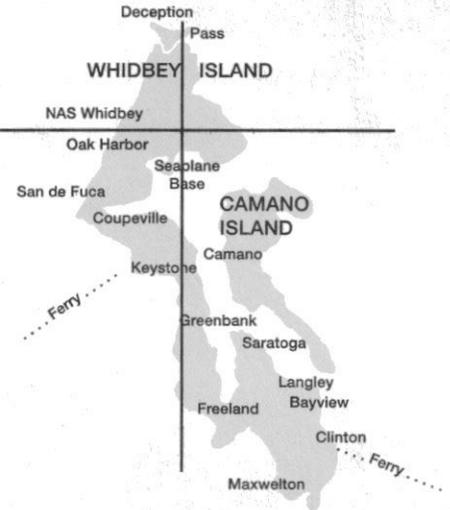
BOCC ACTION:

- APPROVED
- DENIED
- TABLED/DEFERRED/NO ACTION TAKEN
- CONTINUED TO DATE: ____/____/____ TIME: _____
- OTHER _____

Island County Board of Commissioners

P.O. Box 5000
Coupeville, Washington 98239-5000

Phone: (360) 679-7354
From Camano: (360) 629-4522
From S. Whidbey: (360) 321-5111
Fax: (360) 679-7381
www.islandcounty.net



April 19, 2016

Port of South Whidbey
1804 Scott Road, Suite 101
PO Box 872
Freeland, WA 98249

Dear Port Commissioners:

The Board of Island County Commissioners supports the Port District of South Whidbey's efforts to secure the future of the Fairgrounds property. The Port's proposal gives the voters of South Whidbey an opportunity to approve continued public ownership of this local treasure and generate the funds needed to sustain it for the future. The Port of South Whidbey Commissioners has stated they are committed to preserving the historical use of this property while providing compatible economic opportunities for the residents of South Whidbey.

For over 90 years, the Fairgrounds property has been the home for an agricultural Fair put on by the Island County Fair Association. The property continues to be a gathering place for 4-H activities that support leadership and educational opportunities for local youth. These historic uses of the Fairgrounds are part of the sense of community on South Whidbey. While the Board of Island County Commissioners is reluctant to continue managing this property, we actively promote the programs typically housed there. In order to support a transfer of ownership regarding the Fairgrounds property the BICC requests the Port of South Whidbey guarantee to:

- 1) Secure the future use of the property for Island County 4-H programs and an annual agricultural fair (as defined in RCW Ch. 15.76), without placing an insurmountable financial burden on the Island County 4-H programs or the Island County Fair Association's annual fair;
- 2) Preserve the historical nature of the Pole Building;
- 3) Continue to provide a satisfactory location for any historic structures owned by the South Whidbey Historical Society that is currently located on the Fairgrounds;
- 4) Require that the Fairgrounds not be sold or otherwise conveyed by the Port to another party for private ownership except upon prior approval of a majority of qualified voters in an advisory election held within the geographical boundaries of the South Whidbey School District; and,
- 5) Form an advisory committee of stakeholders for management of the property with a seat for the county and the city.

Port of South Whidbey
April 19, 2016
Page two

We appreciate the Port's willingness to manage the property without additional cost for April and May of 2016. Hopefully, the Port will find the above conditions acceptable and move forward with the proposed lease amendment as they have indicated they would.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Richard M. Hannold, Chair

Jill Johnson, Member

Helen Price Johnson, Member