

SKAGIT COUNTY COMMISSIONERS' AGENDA

I. MONDAY, JUNE 16, 2014:

- a) *9:00 a.m. – 10:00 a.m. Briefing – County Commissioners/County Administrator
- b) 1:30 p.m. – 2:00 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- c) *2:00 p.m. – 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

II. TUESDAY, JUNE 17, 2014:

- a) 8:30 a.m. – 9:30 a.m. Public Works – Dan Berentson, Director:
 - 1. Public Hearing/Possible Action: Consideration of a Resolution Regarding the Disposal of County Surplus Property
 - 2. Public Hearing/Possible Action: a) Consideration of a Resolution Authorizing the Execution of a Franchise with Blanchard-Edison Water Association; and b) Consideration of a Non-Exclusive Franchise Agreement with Blanchard-Edison Water Association to Install, Operate, and Maintain Facilities for the Purposes of a Water Utility System Across Certain Roads and Right-of-Way
 - 3. Miscellaneous
- b) 9:30 a.m. – 9:45 a.m. Board of County Commissioners:
 - 1. Discussion/Possible Action: Appoint Member to the Town of Hamilton Vacant Council Seat
 - 2. Miscellaneous
- c) 11:00 a.m. - 11:30 a.m. Parks, Recreation and Fairgrounds – Brian Adams, Director:
 - 1. Recognition of Greta Movassaghi for Environmental Stewardship
 - 2. Miscellaneous
- d) 11:30 a.m. – 11:45 a.m. Board of County Commissioners:
 - 1. Public Comment Period
 - 2. Miscellaneous Announcements
- e) *2:00 p.m. – 3:00 p.m. Executive Session (Litigation - RCW 42.30.110(1)(i))

III. WEDNESDAY, JUNE 18, 2014:

- a) *1:00 p.m. Public Transportation Benefit Area – Board of Director's Meeting (City of Sedro-Woolley Council Chambers, 325 Metcalf Street, Sedro-Woolley)
- b) *1:45 p.m. Regional Transportation Planning Organization – Board Meeting (City of Sedro-Woolley Council Chambers, 325 Metcalf Street, Sedro-Woolley)
- c) *2:15 p.m. Skagit Council of Governments – Board Meeting (City of Sedro-Woolley Council Chambers, 325 Metcalf Street, Sedro-Woolley)
- d) *5:30 p.m. Leadership Skagit Class of 2014 Graduation Ceremony (Swinomish Event Center, 12885 Casino Drive, Anacortes)

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IV. THURSDAY, JUNE 19, 2014:

- a) *8:00 a.m. Community Action of Skagit County – Board Retreat on “Theory of Change” (Skagit Valley Publishing, 1215 Anderson Road, Mount Vernon)
- b) *6:00 p.m. Public Meeting: United States Army Corps of Engineers (USACE) General Investigation (GI) Study (Skagit Station, 105 East Kincaid, Mount Vernon)

MONDAY, JUNE 16, 2014:

BID OPENING (*Public Works Staff and Clerk of the Board*)

2:00 p.m.

2014 Asphalt Overlay Project #ESA014-1

2:15 p.m.

Haul Out and Maintenance for the Vehicle and Passenger Ferry M/V Guemes

FUTURE BID OPENING:

Monday, June 23, 2014, 2:00 p.m.

Skagit County Low Impact Development Demonstration Parking Lot Project #WA402164

Monday, July 7, 2014, 2:00 p.m.

Edison Slough Box Culverts – Worline Road and Bow Cemetery Road, Project #WA402149

FUTURE PUBLIC HEARING:

Tuesday, June 24, 2014, 9:00 a.m.

To Consider Testimony Regarding Amending the 2014 Skagit County Budget

NOTE: ALL TIMES ARE ESTIMATES TO ASSIST IN SCHEDULING AND MAY BE CHANGED SUBJECT TO THE BUSINESS OF THE DAY AT THE BOARD'S DISCRETION

MEETINGS WILL BE HELD AT 1800 CONTINENTAL PLACE, MOUNT VERNON, UNLESS NOTED OTHERWISE

Except for the items marked with an asterisk *, these sessions will be telecast live on Comcast Channel 21 and re-broadcast on Wave broadband - Channel 3, Thursdays at 12:00 noon and at 7:00 p.m.; Anacortes AT&T Cable - Channel 10, Fridays at 2:00 p.m. and at 7:00 p.m.; and Comcast Channel 21 daily at 12:00 noon and 6:00 p.m.

IV. CONSENT AGENDA FOR MONDAY, JUNE 16, 2014 (items 1 through 30):

a) COMMISSIONERS:

1. Record of the Proceedings for Tuesday, June 3, 2014.
2. Record of the Proceedings for Monday, June 9, 2014.
3. Record of the Proceedings for Tuesday, June 10, 2014.

b) ADMINISTRATIVE SERVICES:

4. Personal Services Agreement with Harmsen & Associates, Inc. to perform an American Land Title Association (ALTC)/American Congress on Surveying and Mapping (ACSM) Land Title Survey of the Truck City/Suzanne Lane jail site. The Agreement shall commence on the date of execution and continue until December 31, 2014. Compensation shall not exceed \$23,000.
5. AIA Document B103 – 2007 Standard of Agreement with DLR Group for the design and construction management of the new Skagit County Jail facility. The Agreement shall commence on the date of execution and shall continue until the Substantial Completion date of February 1, 2017. Compensation shall not exceed \$3,555,768 and is based on a stipulated fee schedule.
6. Personal Services Agreement with Materials Testing & Consulting, Inc., to provide geotechnical engineering and consulting services for the new Skagit County Jail. The services will be performed at the Truck City site located at 3228 Old Highway 99 South in Mount Vernon. The Agreement shall commence on the date of execution and shall continue for one year. Compensation shall not exceed \$34,955.

c) BUDGET AND FINANCE:

7. Resolution setting statutory dates for the Fiscal Year (FY) 2015 Skagit County budget schedule.

d) COMMUNITY SERVICES:

8. Amendment No. 2 to Personal Services Agreement No. C20130296 with Washington Vocational Services to provide Pathways to Employment and Community Access services to eligible individuals with developmental disabilities. The original Agreement commenced on July 1, 2013, and shall continue until June 30, 2014. The purpose of this Amendment is to increase compensation by \$27,980 for a new compensation amount not to exceed \$371,968 due to the need to provide additional services to clients. Compensation is funded by the Department of Social and Health Services, Division of Developmental Disabilities (DSHS-DDD). All other terms and conditions of the original Agreement and subsequent shall remain in effect.
9. Personal Services Agreement with Rehabco to provide Pathways to Employment and Community Access services to eligible individuals with development disabilities. The Agreement shall commence on July 1, 2014, and shall continue until June 30, 2015. Compensation shall not exceed \$153,408 and is funded by the Department of Social and Health Services, Division of Developmental Disabilities (DSHS-DDD).
10. Personal Services Agreement with Service Alternatives, Inc. to provide Pathways to Employment and Community Access services to eligible individuals with developmental disabilities. The Agreement shall commence on July 1, 2014, and shall continue until June 30, 2015. Compensation shall not exceed \$45,500 and is funded by the Department of Social and Health Services, Division of Developmental Disabilities (DSHS-DDD).
11. Community Development Block Grant (CDBG) Program Public Services Grant with the Washington State Department of Commerce Contract No. 14-65400-012 and the U.S. Department of Housing and Urban Development (HUD) to provide public services through Community Action of Skagit County to low and moderate income persons in East Skagit County. The Agreement shall commence on July 1, 2014, and shall continue until June 30, 2015. Compensation to Skagit County shall not exceed \$57,236.
12. Interlocal Cooperative Agreement with Whatcom County (Contract No. 201405013) to ensure that eligible clients of the Development Disabilities Administration have access to qualified vocational providers to provide services to clients who reside in one county but seek employment in adjoining county. The Agreement shall commence on July 1, 2014, and shall continue until June 30, 2015. Compensation shall not exceed \$20,000 and is funded by the Department of

Social and Health Services, Aging and Disability Service Administration, Division of Developmental Disabilities.

e) FACILITIES MANAGEMENT:

13. Resolution calling for bids for the update of the sound system in the existing Superior Court courtrooms in the Skagit County Courthouse, located at 205 W. Kincaid in Mount Vernon. The bid opening is scheduled to take place on Monday, July 14, 2014, at 2:15 p.m. or as soon thereafter as possible.
14. Amendment No. 1 to Vendor Services Agreement No. C20140107 with Culligan Northwest to provide thirteen (13) water dispensers and weekly bottled water delivery at the Skagit County Courthouse Complex. The purpose of this Amendment is to change the term of the Agreement from one (1) year to two (2) years. The new term of the Agreement is from April 1, 2014, to March 31, 2016. Compensation remains unchanged at an amount not to exceed \$9,600.

f) FACILITIES MANAGEMENT:

15. Vendor Services Agreement with Generator Services NW, LLC to provide annual and/or semi-annual generator maintenance services for various generators located at 1800 Continental Place, 700 S. 2nd Street, 600 S. 3rd Street, and 2911 E. College Way in Mount Vernon. The Agreement shall commence on the date of execution and shall continue for two (2) years with an option to renew for one additional year. Compensation shall not exceed \$10,920 for the two year term based on an hourly rate fee schedule.

g) GEOGRAPHIC INFORMATION SERVICES:

16. Tier 3 Partnership Agreement with Skagit Fisheries Enhancement Group to allow the sharing of the 2013 Pictometry orthographic aerial photography images with organizations outside the existing Skagit County-Pictometry partnership. Tier 3 partners pay \$400 to recover some of the costs of the project, paid by all Skagit partners. The Agreement shall commence on the date of execution and shall continue for as long as the contractor possesses the orthographic images. Compensation to Skagit County shall not exceed \$400.

h) INFORMATION SERVICES:

17. License-Hosted Case Management Service License Agreement with Probatum Technologies, Inc. for software license and support of the Probatum Case Manager system operated by the Skagit County's Adult Probation Department. The Agreement shall commence on the date of execution and shall continue until terminated. Subscription license fees for seven (7) user licenses shall not exceed \$3,360, plus applicable taxes per year.
18. Microsoft Volume Licensing Renewal to provide Software Assurance Membership licenses to Skagit County. The Agreement shall commence on the date of execution and shall continue until terminated. Estimated compensation shall not exceed \$79,510.63 for three years.
19. Personal Services Agreement with True Automation to assist with the move of the Property Assessment and Collection System (PACS) database to a new server as part of a hardware refresh plan. The Agreement shall commence on the date of execution and shall continue until December 31, 2014. Compensation shall not exceed \$1,800, based on an hourly fee schedule.
20. Resolution authorizing the sole source procurement for Spillman Technology Public Safety System Software upgrade to purchase the Hiplink Filter Module that will be incorporated into the Hiplink alphanumeric paging service.
21. Addendum No. 15 to Contract No. 00484 with Spillman Technologies to provide license for the Hiplink Filter Module to Skagit County for installation into the Hiplink server to support the alphanumeric paging system, and to provide ongoing support services for the Hiplink Filter Module to include annual upgrades, patches and software support. This Amendment increases compensation by \$5,661 plus applicable taxes for 2014. Service maintenance shall commence in 2015 for a cost of \$977 per year. The new estimated compensation amount shall not exceed \$819,706 for the year 2014. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect.

i) PARKS, RECREATION, AND FAIRGROUNDS:

22. Interlocal Cooperative Agreement with Washington State Department of Natural Resources (DNR) regarding Harry Osborne State Forest access to Cascade Trail to allow the public access from DNR property to the Cascade Trail and from the Cascade Trail to DNR property. The Agreement shall commence on the date of execution and shall continue for five (5) years, and will automatically be renewed for an additional successive five (5) years. There is no compensation associated with this Agreement.
23. Lease Agreement with Gary Knaus, Jr. dba Doran Farms to remove the hay (approximately 59.5 acres) at Northern State Recreation Area. The Agreement shall commence on the date of execution and continue until September 30, 2023. Lessee shall pay \$750 per year to Skagit County as rent for the use of the leased property.

j) PUBLIC WORKS:

24. Resolution calling for a public hearing to consider testimony regarding a Franchise Agreement for Astound Broadband, LLC. The public hearing is scheduled to take place on Tuesday, July 8, 2014, at 8:30 a.m., or as shortly thereafter as possible.
25. Vendor Services Agreement with Veca Electrical Company, Inc. to provide electrical repair and maintenance service at the Guemes Island Ferry, Solid Waste, and Operations facilities. The Agreement shall commence on the date of execution and shall continue for two (2) years with an option to extend for up to one (1) successive period of two (2) years. Compensation for the two (2) year period shall not exceed \$100,000 as stipulated in the fee and material schedule.
26. Personal Services Agreement with James G. Murphy, Inc. to provide auction and transportation services for Skagit County surplus vehicles and equipment. The Agreement shall commence on the date of execution and continue for one year. Skagit County will compensate James G. Murphy, Inc. a 10% commission of the gross auction sales.
27. Personal Services Agreement with Speedy Automated Mailers, Inc. to print and distribute educational materials to residents of the Samish River watershed. The Agreement shall commence on the date of execution and continue until June 1, 2015. Compensation shall not exceed \$10,000 and is based on a fee schedule.

k) RISK MANAGEMENT:

28. Personal Services Agreement with Overton Safety Training, Inc. to provide Aerial/Scissor Lift training which meets state and federal requirements for various Public Works and Parks Department employees. The Agreement shall commence on the date of execution and continue until December 31, 2014. Compensation shall not exceed \$5,000 and is based on a fee schedule.

l) TREASURER:

29. Resolution authorizing and acknowledging the investment of monies in the Local Government Investment Pool for the contribution and withdrawal of money by an authorized governmental entity for the purposes of investment by the Office of the State Treasurer.
30. Amendment No. 3 to Vendor Services Agreement No. C20100068 with Technology Unlimited, Inc. to provide image payment processing equipment, software and training. The purpose of this Amendment to add additional General Ledger (GL) Code, pay for the procurement of Windows required scanner, and to pay for the license fee. This Amendment increases compensation by \$35,000 for a new compensation amount to exceed \$75,000. The original Contract commenced on February 22, 2010, and shall continue until terminated. All other terms and conditions of the original Agreement subsequent Amendments shall remain in effect.

V. RATIFICATION AGENDA (items 31 through 36):

m) PROSECUTING ATTORNEY:

31. Resolution authorizing the ratification of a Personal Services Agreement with Deborah McGrath to provide for the operation and maintenance of Damion, the in-house criminal database system, technical training and support services in the use of Laserfiche for e-discovery workflow and

archiving purposes. A signed Agreement was not able to be executed prior to the commencement of services due to the uncertainty of the Contractor's availability and the immediacy of the necessity of data input.

32. Personal Services Agreement with Deborah McGrath to provide for the operation and maintenance of Damion, the in-house criminal database system, technical training and support services in the use of Laserfiche for e-discovery workflow and archiving purposes. The Agreement commenced on May 1, 2014, and shall continue until December 31, 2014. Compensation shall not exceed \$3,000 and is based on an hourly fee schedule.
33. Resolution authorizing the ratification of a Personal Services Agreement with Julie De Haan to provide expert witness documentation, accounting summary, and testimony related to forensic accounting for the prosecution in the case of the State of Washington vs. Rosemary Kamb, Skagit County Court Cause No. 13-1-01064-2. A signed Agreement was not able to be executed prior to the commencement of services due to the immediacy of the trial date and the need to preview the exhibits.
34. Personal Services Agreement with Julia De Haan to provide expert witness documentation, accounting summary, and testimony related to forensic accounting for the prosecution in the case of the State of Washington vs. Rosemary Kamb, Skagit County Court Cause No. 13-1-01064-2. The Agreement commenced on April 28, 2014, and shall continue until December 31, 2014. Compensation shall not exceed \$5,000.

n) SHERIFF:

35. Resolution authorizing the ratification of a Memorandum of Understanding (MOU) with Public Hospital District #304 (UGH) through the Community Health Outreach Programs, for the purpose of executing the Law Enforcement Partnership Initiative Grant to implement strategies and activities to reduce underage drinking. A signed MOU was only recently received due to delays in UGH receiving the fully signed agreements from the Washington State Department of Social and Health Services.
36. Memorandum of Understanding (MOU) with Public Hospital District #304 (UGH) through the Community Health Outreach Programs, for the purpose of executing the Law Enforcement Partnership Initiative Grant to implement strategies and activities to reduce underage drinking. The Agreement commenced on March 1, 2014, and shall continue until June 30, 2014. Skagit County shall bill UGH for actual expenses and receipts associated with the implementation of the tasks, up to a maximum of \$2,000.