

SKAGIT COUNTY COMMISSIONERS' AGENDA

In-person public attendance at meetings has resumed. Remote access will continue through Zoom. To join remotely use this link: <https://bit.ly/SkagitBoCCMtg> or call: 1 (253) 215-8782 Meeting ID: 871 8000 1980 Passcode: 143573

Public comments prior to final action per RCW 42.30.20(4) must relate to the specific agenda item

I. MONDAY, MAY 1, 2023:

- a) 8:30 a.m. - 9:30 a.m. Commissioners Briefing
- b) 9:30 a.m. - 10:30 a.m. Work Session with Facilities Management
- c) *11:00 a.m. Pledge of Allegiance
- d) *11:00 a.m. - 11:30 a.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items:
 - 1. Public Comment (Specifically related to the agenda item)
- e) *11:30 a.m. - 11:45 a.m. Board of County Commissioners:
 - 1. Public Comment Period
 - 2. County and Individual Success Stories
 - 3. Miscellaneous
- f) *11:45 a.m. - 11:55 a.m. Proclamation Recognizing May 4, 2023 as National Day of Prayer
- g) 12:00 p.m. - 1:00 p.m. Washington State Association of Counties (WSAC) Virtual Assembly hosted by WSAC
- h) ~~4:00 p.m. - 5:00 p.m. Work Session with Human Resources~~ **Meeting Cancelled**

II. TUESDAY, MAY 2, 2023:

- a) 7:30 a.m. County Connects – Employee Meet and Greet
- b) 3:00 p.m. - 4:00 p.m. Work Session with Elected Officials and Department Heads –Compensation Study Next Steps

~~III. WEDNESDAY, MAY 3, 2023:~~

- a) ~~9:30 a.m. - 10:15 a.m. Briefing with Innovative Environments~~ **Meeting rescheduled to May 12**

IV. THURSDAY, MAY 4, 2023:

- a) 7:00 a.m. Kiwanis Club of Mount Vernon – Community Prayer Breakfast (McIntyre Hall Performing Arts & Conference Center, 2501 East College Way, Mount Vernon)
- b) 11:00 a.m. Visit Crew during Public Works Road Operations Staff Meeting (550 County Shop Lane, Burlington)
- c) 5:00 p.m. Skagit County Bar Association – Law Day Dinner 2023 (McIntyre Hall, 2501 East College Way, Mount Vernon)

V. FRIDAY, MAY 5, 2023:

- a) 5:00 p.m. Sedro-Woolley Rotary Auction (Heritage Flight Museum, 15053 Crosswind Drive, Burlington)

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SKAGIT COUNTY COMMISSIONERS' AGENDA

- b) 12:30 p.m. MCI Airport Tabletop Exercise (12020 Higgins Airport Way, Burlington)

FUTURE BID OPENINGS:

- Monday, May 8, 2023, 2:30 p.m. Public Works Vehicle Upfitting, Including one (1) County Public Health Department Full Size Cargo Van
- Monday, May 15, 2023, 2:00 p.m. Skagit County Barrier Protection Project #ES78600; Federal Aid #HSIP-000S(625)

FUTURE PUBLIC HEARING:

- Tuesday, May 23, 2023, 11:45 a.m. To Consider Testimony Regarding an Application for Public Service Grant Component of the Community Development Block Grant (CDBG)

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

Sessions marked with an asterisk * will be televised live on Comcast Channel 21, WAVE cable channel 21 (La Conner and surrounding areas,) and in Anacortes on Comcast channel 26 and streamed online live at www.skagitcounty.net/skagit21. Recorded meetings are re-broadcast daily at 3:00, 6:00, 9:00, 12:00 am and pm and can also be viewed ON DEMAND online at www.skagitcounty.net/Skagit21.

2. CONSENT AGENDA FOR MONDAY, MAY 1, 2023 (items 1 through 29):

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, April 24, 2023.
2. Record of the Proceedings for Tuesday, April 25, 2023.
3. Record of the Proceedings for Thursday, April 27, 2023.
4. Resolution reappointing Susan Ragan, the incumbent of Position No. 6 for District II, and Darcy Wells, the incumbent of Position No. 7 for District I, to the Skagit Regional Public Facilities District for a four-year term which will expire on August 31, 2027.

b) BUDGET AND FINANCE:

5. Amendment No. 1 to Funding Agreement No. C20220470 with Skagit Valley Tulip Festival which awards \$34,200 of Lodging Tax Funds to support traffic control and roundabout maintenance as authorized by Resolution No. R20220205 for the Skagit Valley Tulip Festival. This Amendment updates the Scope of Work to expand the date of the event/festival to coincide with the blooming of the tulips and to continue to provide flagging and roundabout maintenance. The term remains the same and shall continue until December 31, 2023. All other terms and conditions of the original Agreement shall remain in effect.
6. Funding Agreement with Skagit Tourism Bureau to award \$500,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20230069. The Agreement is ratified to commence on April 10, 2023 and continues until April 10, 2025.

c) EMERGENCY MANAGEMENT:

7. Agreement with The Salvation Army to administer individual assistance to persons displaced from their residences as a result of the November 2021 flooding. Funding is provided through an Agreement with the Washington State Military Department D23-024, Skagit County Contract No. C20230137. Compensation will be reimbursed to The Salvation Army and shall not exceed \$538,960. The Agreement shall commence on the date of execution and continue until June 30, 2023.
8. Grant Agreement No. E23-183 with the Washington State Military Department and the U.S. Department of Homeland Security for Fiscal Year (FY) 2022 Emergency Management Performance Grant (22EMPG) program to provide Federal funds to assist governments in preparing for all hazards through sustainment and enhancement of the programs described in the Work Plan. Compensation to Skagit County shall not exceed \$77,135. The Grant Agreement is ratified to commence on June 1, 2022 and continue until September 30, 2023.

d) FACILITIES MANAGEMENT:

9. Resolution calling for bids for Skagit County Administration Building & Courthouse – Fire Alarms Replacement. The bid opening is scheduled to take place on Tuesday, May 23, 2023, at 12:30 p.m., or as soon thereafter as possible in the Skagit County Commissioners Hearing Room located at 1800 Continental Place in Mount Vernon. Attendance will be in-person or remote by computer, tablet, or smartphone: <https://bit.ly/SkagitBoCCMtg> or by phone: 1 (253) 215-8782 Meeting ID: 871 8000 1980 Passcode: 143573.
10. Resolution calling for bids for Skagit County Parker Building – HVAC Replacement Project. The bid opening is scheduled to take place on Tuesday, May 23, 2023, at 12:40 p.m., or as soon thereafter as possible in the Skagit County Commissioners Hearing Room located at 1800 Continental Place in Mount Vernon. Attendance will be in-person or remote by computer, tablet, or smartphone: <https://bit.ly/SkagitBoCCMtg> or by phone: 1 (253) 215-8782 Meeting ID: 871 8000 1980 Passcode: 143573.
11. Personal Services Agreement with Millig, LLC to conduct a building energy performance audit on the Community Justice Center located at 201 Suzanne Lane in Mount Vernon to bring it into compliance with the State Clean Buildings Program. Compensation shall not exceed \$42,000. The Agreement shall commence on the date of execution and continue for four months.

e) HUMAN RESOURCES:

12. Advertising Agreement with Fifty Five Promotions, LLC dba Skagit Speedway for Sheriff's Office Corrections recruitment advertising during the Skagit Speedway 2023 season. Compensation shall not exceed \$1,600. The Agreement shall commence on May 5, 2023 and continue until December 31, 2023.

f) INFORMATION SERVICES:

13. Software and Services Agreement with BTG Holding Group dba Infrastructure to implement a Cash Receipting system called Clemmer GL for the Skagit County Treasurer’s Office. Compensation shall not exceed \$130,000 and is based on a monthly license cost and additional support rates. The Agreement shall commence on May 1, 2023 and continue until December 31, 2023.
14. Amendment No. 1 to Master Services Agreement and Statement of Work with CDW-Government LLC, Contract No. C20230095, to perform a Business Impact Analysis, Disaster Recovery Planning runbook development and ad-hoc network support. This Amendment increases compensation by \$7,175 for an addition to the Scope of Work for the Cisco ISE Upgrade Project. Total compensation shall not exceed \$160,523 including applicable sales tax. The term remains the same and shall continue until December 31, 2025. All other terms and conditions of the original Agreement shall remain in effect.
15. Master Services Agreement with Darktrace Holdings Limited to procure an email filtering system designed to identify malicious email and attachments. Compensation shall not exceed \$60,690 per year for a total compensation amount not to exceed \$242,760 not including applicable taxes. The Agreement shall commence on May 1, 2023 and continue until April 30, 2027.
16. Amendment No. 1 to Agreement No. C20170216 with Black Ice Software, LLC to provide licenses for Tiff Viewer and Browser Plug in software for Skagit County. This Amendment increases the annual maintenance fee to \$750 per year. The term remains the same and shall continue until terminated. All other terms and conditions of the original Agreement shall remain in effect.
17. Services Agreement with InTime Services Inc. for the provision of scheduling software for the Skagit County Sheriff’s Office. Compensation shall not exceed \$9,950 plus applicable taxes. The Agreement shall commence on the date of execution and continue for one year.

g) PARKS AND RECREATION:

18. Resolution authorizing an interfund loan to the Special Paths Fund #102 from the General Fund #001 in the amount of \$100,000. Funds drawn shall be repaid in full by May 31, 2026.
19. Vendor Services Agreement with PogoZone for the provision of WiFi internet access for the Skagit County Fairgrounds and other Parks and Recreation facilities as assigned. Compensation shall not exceed \$20,000 plus applicable taxes. The Agreement shall commence on the date of execution and continue for two years.

h) PUBLIC HEALTH:

20. Interlocal Cooperative Agreement with the City of Mount Vernon to address collaborative funding of housing and behavioral health programs. City of Mount Vernon shall allocate \$500,000 of its Housing sales tax funds (HB1590 Funding) to support operations, maintenance and services at Martha’s Place permanent supportive housing project in Mount Vernon, WA. Skagit County will continue advocacy efforts with the Housing Authority of Skagit County to secure housing vouchers for Martha’s Place, and partner with the operators of Martha’s Place and First Steps to seek additional funding sources for long-term sustainability. The Agreement shall commence on July 1, 2023 and continue through June 30, 2024.
21. Interlocal Cooperative Agreement with the City of Burlington to address collaborative funding of housing and behavioral health programs. City of Burlington shall allocate \$300,000 of its Housing sales tax funds (HB1590 Funding) to support operations, maintenance and services at Martha’s Place permanent supportive housing project in Mount Vernon, WA. The City will adjust this annually based on the CPI. The Agreement shall commence on July 1, 2023 and continue through June 30, 2025 with a continuation until June 30, 2028 with City Council approval. Upon expiration of the original term, the Agreement shall be automatically renewed for a three-year period.
22. Personal Services Agreement with Pioneer Human Services to provide clinically managed, non-medical, sub-acute, withdrawal management services and flexible spending funds to the population defined in Exhibit “B” who do not have Medicaid or other insurance coverage. Compensation shall not exceed \$70,249.96. The Agreement is ratified to commence on January 1, 2023 and shall continue until December 31, 2023.

i) PUBLIC WORKS:

23. Resolution to issue a Request for Qualifications (RFQ) for Professional Engineering and Environmental Services for Project #ES40071-1 Preventative Maintenance – Bridge Deck Repair (Bundle). The closing date for submittal of statements of qualifications is 4:00 p.m. on May 25, 2023.
24. Resolution awarding the bid for Public Works Vehicle Upfitting to Gardner Electronics in the amount of \$158,340.

25. Vendor Services Agreement with SSI Shredding Systems, Inc. to provide compactor maintenance, inspection and repair on the compactor located at the Skagit County Transfer and Recycling Station, 14104 Ovenell Road in Mount Vernon. Compensation shall not exceed \$60,000 and is based on a rate schedule. The Agreement shall commence on the date of execution and continue for two years.
26. Amendment No. 1 to Vendor Services Agreement No. C20210205 with Unitec Corporation to provide scale calibration, maintenance, and repair on the truck scales and associated equipment at the Skagit County Transfer and Recycling Station located at 14104 Ovenell Road in Mount Vernon, and the Sauk Transfer Station located at 50796 State Route 20 in Concrete. This Amendment extends the term of the Agreement by one year, to May 6, 2024, and updates the rate schedule. Compensation remains the same and shall not exceed \$24,000. All other terms and conditions of the original Agreement shall remain in effect.
27. Amendment No. 1 to Interagency Agreement No. C20210345 with Washington State Department of Agriculture, Contract No. K3528 and Skagit County Noxious Weed Control Board to provide funding for a project to survey for and eradicate invasive Spartina species within Skagit County. This Amendment extends the term of the Agreement from June 30, 2023 to June 30, 2025 and increases funds by \$75,000. Total compensation shall not exceed \$155,000. All other terms and conditions of the original Agreement shall remain in effect.
28. Amendment No. 1 to Vendor Services Agreement No. C20210149 with Thermo Fluids, Inc. for recycling used motor oil, oil filters, and antifreeze from various Skagit County locations. This Amendment extends the term of the Agreement to March 22, 2024. Compensation remains the same and shall not exceed \$24,000. All other terms and conditions of the original Agreement shall remain in effect.

j) **RISK MANAGEMENT:**

29. Personal Services Agreement with Dotson Safety Consulting and CPR to provide health and safety training for employees. Compensation shall not exceed \$15,000 per year. The Agreement shall commence on the date of execution and continue until December 31, 2024.

3. MISCELLANEOUS AGENDA (1 item):

a) **PUBLIC HEALTH:**

1. Resolution approving the submission of the HOME Investment Partnerships Program and designation of Commissioner Lisa Janicki as the authorized representative to sign the 2023-2027 Consolidated Plan, 2023 Annual Action Plan, and Application for Federal Assistance SF-424.