

SKAGIT COUNTY COMMISSIONERS' AGENDA

Meetings are held at 1800 Continental Place, Mount Vernon unless noted otherwise. Access for some meetings provided [through Zoom](#) or 1 (253) 215-8782 #871 8000 1980

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

I. MONDAY, OCTOBER 28, 2024:

- a) 8:30 a.m. - 10:00 a.m. Briefing - Public Works, Planning and Development Services, Public Health, Emergency Medical Services, Parks, Recreation, and Fair
- b) *11:00 a.m. Pledge of Allegiance
- c) *11:00 a.m. - 12:00 p.m. Public Hearing to Consider Testimony Regarding a Proposal to Adopt a System of Rates and Charges for Calendar Years 2025 through 2034, and an Estimated Budget for 2025 on Parcels within the Skagit Conservation District
 - 1. Possible Action: Resolution to Adopt a System of Rates and Charges for Calendar Years 2025 through 2034, and an Estimated Budget for 2025 on Parcels within the Skagit Conservation District
- d) 12:00 p.m. - 1:00 p.m. Washington State Association of Counties (WSAC) Special Virtual Assembly: County Solid Waste Funding hosted by WSAC
- e) *1:00 p.m. - 1:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items:
 - 1. Public Comment (Specifically related to agenda item)
- f) *1:30 p.m. - 2:30 p.m. Proclamation Recognizing October 28 as National First Responder Day
- g) 2:30 p.m. - 3:30 p.m. Reception for First Responders
- h) 3:30 p.m. - 4:30 p.m. Executive Session (None Scheduled as of the Date of this Notice)

II. TUESDAY, OCTOBER 29, 2024:

- a) *8:00 a.m. Pledge of Allegiance
- b) *8:00 a.m. - 9:00 a.m. Public Works - Grace Kane, Director:
 - 1. Discussion: Glass Recycling and Recycling Markets
 - 2. Miscellaneous
- c) 9:00 a.m. - 11:00 a.m. Work Session - Transition of the 2022 - 2032 Skagit County Strategic Plan to the Balanced Scorecard Model
- d) *11:00 a.m. - 11:30 a.m. Update from Skagit County Historical Museum, Director Jo Wolfe
- 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 (announcements, letters, etc.)
- f) 3:30 p.m. - 5:00 p.m. Work Session - Budget and Finance
- g) 7:00 p.m. Skagit County Drainage District 21 Meeting (Community Covenant Church, 12605 State Route 9, Clear Lake)

Continued OVER...

III. WEDNESDAY, OCTOBER 30, 2024:

- a) 8:30 a.m. Skagit County Emergency Preparedness Assessment (Skagit CEPA) Event (Skagit County Department of Emergency Management, 2911 East College Way, Mount Vernon)
- b) 10:00 a.m. Tour of Arlington Microgrid and Future North Public Utility District No. 1 (PUD) Office (Snohomish County PUD, 17601 59th Avenue NE, Arlington)

IV. THURSDAY, OCTOBER 31, 2024:

- a) 12:30 p.m. - 2:00 p.m. Commissioners Briefing

MONDAY, OCTOBER 28, 2024: *BID OPENING (Clerk of the Board and Public Works Staff)*

*12:00 p.m. (or soon thereafter) Purchase and Assembly of (QTY 3) Marine Diesel Engine Packages for the Vehicle and Passenger Ferry M/V Guemes Project #FE8-60

FUTURE BID OPENING:

Tuesday, November 12, 2024, 1:15 p.m. 2025 Haul Out and Maintenance for the Vehicle and Passenger Ferry M/V Guemes, Project #FEH025-1

REQUEST FOR QUALIFICATIONS (RFQ):

Thursday, November 7, 2024, 4:00 p.m. Professional Engineering, Environmental Permitting, and Right of Way Services for the North Osterman Creek Crossing Project No. EO212-318; FEMA Project No. 45993 DR-WA-188906

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

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.

1. CONSENT AGENDA FOR MONDAY, OCTOBER 28, 2024 (items 1 through 22):**a) COMMISSIONERS:**

1. Record of the Proceedings for Monday, October 21, 2024.
2. Record of the Proceedings for Tuesday, October 22, 2024.
3. Record of the Proceedings for Wednesday, October 23, 2024.
4. Record of the Proceedings for Thursday, October 24, 2024.

b) AUDITOR:

5. Amendment No. 1 to Intergovernmental Grant Agreement No. C20200223 with the Secretary of State No. IG-6948 as authorized under Section 101 of the Help America Vote Act of 2002 (HAVA) and provided for in the Consolidated Appropriations Act, 2020. The purpose of this award is to “improve administration of elections for Federal office, including to enhance election technology and make election security improvements” to the systems, equipment and processes used in federal elections. This Amendment extends the term of the Agreement from September 30, 2024 to June 30, 2029 to allow for the County’s expenditure of funds already awarded but unspent. This Amendment also clarifies the requirements and procedures applicable to such expenditures. The amount awarded remains the same and shall not exceed \$170,755.32. All other terms and conditions of the original Agreement shall remain in effect.

c) FACILITIES MANAGEMENT:

6. Amendment No. 2 to Personal Services Agreement No. C20230178 with Carletti Architects P.S. to provide architectural design services for multiple small projects. This Amendment updates the hourly rate schedule effective December 31, 2024. Compensation remains the same and shall not exceed \$75,000. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect.
7. Vendor Services Agreement with Harris Pacific Northwest, LLC to supply all labor, demolition, installation, materials, equipment, and supervision for a prevailing wage project to supply and install a fire and smoke damper in the Skagit County Data Center located at 2915 East College Way in Mount Vernon. Compensation shall not exceed \$19,856 including applicable taxes. The Agreement shall commence on the date of execution and continue until December 31, 2024.
8. Resolution to call for bids for the Skagit County Prosecutor’s Office Tenant Improvements (TI) project. The bid opening is scheduled to take place on Tuesday, January 14, 2025 at 12:00 p.m., or as soon thereafter as possible in the Skagit County Commissioners’ Hearing Room located at 1800 Continental in Mount Vernon. Attendance will be in-person by computer, tablet, or smartphone:
<https://us06web.zoom.us/j/87180001980?pwd=eEVGUGkxZ3NkQkhYSnhBMEo2RTQrdz09> or by phone: 1 (253) 215-8782 Meeting ID: 871 8000 1980.

d) INFORMATION SERVICES:

9. Subscription Agreement with SunView Software, Inc. for a one (1) year renewal for maintenance and support of the ChangeGear software. Compensation shall not exceed \$24,750.36. The Agreement shall commence on October 27, 2024 and continue until October 26, 2025.
10. Non-Disclosure Agreement with CivicPlus LLC to provide Cyber Security Certificates. There is no compensation associated with this Agreement. The Agreement shall commence on the date execution and continue until terminated.
11. Small Municipal and County Enterprise License Agreement No. 2024-06-794 with VertiGIS North America Ltd. to provide Skagit County Geographic and Information Services department with licenses to access SaaS version for VertiGIS Studio, Geocortex, and provide maintenance and unlimited basic technical support. Compensation is based on a fee schedule and shall not exceed \$54,000. The Agreement shall commence on the date of execution and for three (3) years.

e) PUBLIC WORKS:

12. Personal Services Agreement with OTAK, Inc. to perform Civil and Structural Professional Engineering Services on an as-needed, task order basis, for non-federally funded capital projects. Compensation is based on a fee schedule and shall not exceed \$175,000. The Agreement shall commence on the date execution and continue for an initial term of two (2) years with the option to renew for an additional two (2) years.
13. Access Permit and Waiver from Sirios Timber Partners, L.P. to allow Skagit County access through Parcel Number P43132 to perform various surveys at the Mill Creek site. No compensation is associated with this Agreement. The Agreement is ratified to commence on October 14, 2024 and continue until December 31, 2024.

14. Personal Services Agreement with Transpo Group USA Incorporated to perform Transportation and Traffic Engineering Services on an as-needed, task order basis, for non-federally funded capital projects. The Agreement shall commence on the date of execution and continue for an initial term of two (2) years with the option to renew for an additional two (2) years.
15. Recycling Services Agreement with Waste Management of Washington, Inc. to transport and process plastic recyclables. Compensation is based on a fee schedule and shall not exceed \$250,000. The Agreement is ratified to commence on October 1, 2024 and continue until September 30, 2026.
16. Vendor Services Agreement with Oldcastle Infrastructure to fabricate structures according to stack drawings and deliver to Skagit County Road Maintenance Yard located at 201 Avon Avenue in Burlington. Compensation shall not exceed \$11,691.03. The Agreement is ratified to commence on September 25, 2024 and continue until December 31, 2024.
17. Personal Services Agreement with GeoEngineers, Inc. to perform Geology/Geotechnical Engineering Services on an as-needed, task order basis, for non-federally funded capital projects. Compensation is based on a fee schedule and shall not exceed \$125,000. The Agreement shall commence on the date of execution and continue for an initial term of two (2) years with the option to renew for an additional two (2) years.
18. Vendor Services Agreement with Sullivan Grading, LLC to provide instructional training for Skagit County Road Maintenance employees on various pieces of industry specific equipment. Compensation is based on a fee schedule and shall not exceed \$10,000. The Agreement shall commence on November 28, 2024 and continue for one (1) year.
19. Supplemental Agreement No. 1 to Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement No. C20230240 with Transpo Group USA Incorporated for professional engineering, environmental, and right of way services for the Cook Road/I-5 Interchange Vicinity Improvements Project #ES63000-11. This Amendment reflects the sub-consultant name change from TranTech Engineering, LLC to David Evans and Associates, Inc., and revises Indirect Cost Rate (ICR), and Actuals Not to Exceed (ANTE) tables. Compensation remains the same and shall not exceed \$1,052,651.90. 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.
20. Right of Entry Agreement with City of Seattle (Seattle City Light) to allow Skagit County access to Parcel Numbers P43126, P43127, P43128, P43129, P43130, P43110, P42682, P42683, P42596, P42597, P42630, P42641, P42642, P42598, P42599, P43153, P43154 and P43155 for survey purposes, namely waterway cross sectioning, sediment collection and general channel characterization such as water depth for the Mill Creek project. There is no compensation associated with this Agreement. The Agreement is ratified to commence on October 24, 2024 and continue until February 1, 2025.

f) RISK MANAGEMENT:

21. Personal Services Agreement with Bostec, Inc. to maintain a policy for employee training, on-site drug and alcohol testing and ensure compliance with the Department of Transportation regulations. Compensation is based on a fee schedule and shall not exceed \$10,000. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025.

g) SHERIFF:

22. Amendment No. 4 to Personal Services Agreement No. C20190168 with RDP Unlimited, LLC to provide background and interview services for potential and existing employees of the Skagit County Sheriff's Office and the Skagit County Community Justice Center. This Amendment revises compensation from \$45,000 per calendar year to an amount not to exceed \$40,000 per calendar year and is based on a fee schedule, and extends the term from December 31, 2024 to December 31, 2025. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect.

2. MISCELLANEOUS AGENDA (items 1 and 2):

a) BUDGET AND FINANCE:

1. Resolution awarding Hotel/Motel Tax Funding for 2025 in the amount of \$814,700.

b) TREASURER:

2. Resolution authorizing a Request for Proposals (RFP) for Primary Banking Services. The closing date and time for proposals to be submitted through the banking rfpPrep web portal at www.rfpPrep.us shall be Thursday, December 19, 2024, at 1:00 p.m.