



JEFFERSON COUNTY PUBLIC HEALTH

615 Sheridan Street • Port Townsend • Washington • 98368
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June 7, 2013

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA REQUEST

TO: Board of County Commissioners
Philip Morley, County Administrator

FROM: Jared Keefer, Environmental Health & Water Quality Director
Tami Pokorny, Environmental Health Specialist II

DATE:

SUBJECT: Agenda Item - Interlocal Agreement with WA Dept. of Fish and Wildlife (WDFW) to Fund Support of North Pacific Coast Marine Resources Committee (NPC MRC) and its Projects, Amendment #1; July 1, 2012 – June 30, 2013; add'l \$1,525 total \$78,525

STATEMENT OF ISSUE:

Staff requests BoCC approval of this Interlocal Agreement with WDFW to fund operations and selected projects of the North Pacific Coast Marine Resources Committee (NPC MRC), the MRC for western Jefferson and Clallam counties - Interlocal Agreement with WA Dept. of Fish and Wildlife (WDFW) to Fund Support of North Pacific Coast Marine Resources Committee (NPC MRC) and its Projects, Amendment #1; July 1, 2012 – June 30, 2013; add'l \$1,525 total \$78,525

ANALYSIS/STRATEGIC GOALS:

The Washington State Department of Fish and Wildlife (WDFW) provides contracts to four neutral forums called "Marine Resources Committees" along the outer coast of Washington State (<http://wdfw.wa.gov/about/volunteer/mrc>) as authorized by Chapter 36.125 of the Revised Code of Washington.

This amendment adds funding to support Natural Resources Senior Culminating Projects in the Quillayute Valley School District (QVSD) and other school districts along the Washington coast through North Olympic Peninsula Skills Center, Port Angeles School District (PASD). Teacher, Dan Lieberman, will provide work from the scope of services. Mr. Lieberman will provide photographs of students presenting their work at the Oceans and River Resources Fair in Forks, submit copies of promotional materials for FY14 Natural Resources options at the QVSD, submit students posters, electronically, and provide call logs of conservations of other Coastal MRCs to coordinate the development of similar programs in other counties.

COMMUNITY HEALTH
DEVELOPMENTAL DISABILITIES
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FAX: 360385-9401

PUBLIC HEALTH
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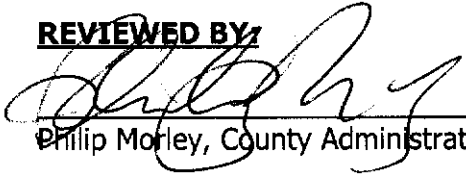
FISCAL IMPACT:

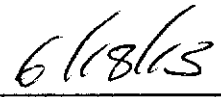
Funding for the NPC MRC is provided by the State General Fund and administered through the WDFW Coastal MRC Program. There is no impact to the Jefferson County General Fund for this agreement and there are no match requirements.

RECOMMENDATION:

JCPH Management recommends that the BOCC sign the Amendment to the Interlocal Agreement with WA Dept. of Fish and Wildlife (WDFW) to Fund Support of North Pacific Coast Marine Resources Committee (NPC MRC) and its Projects, Amendment #1; July 1, 2012 – June 30, 2013; add¹ \$1,525 total \$78,525

REVIEWED BY:


Philip Morley, County Administrator


Date



**WASHINGTON STATE
DEPARTMENT OF FISH AND WILDLIFE
CONTRACT AMENDMENT**

1. CONTRACTOR NAME & ADDRESS: County of Jefferson PO Box 1220 Port Townsend, WA 98368	2. CONTRACT INFORMATION Contract Name: FY 2013 Coastal MRC North Pacific Coast WDFW Number: 12-1735 Amendment Type: Scope, Cost, Date Change Amendment Number: 1
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3. AMENDMENT DESCRIPTION:

The purpose of this Amendment is to modify the Scope of Work, and Budget authorized under this Agreement.

Agreement Modifications

SCOPE OF WORK

- This Amendment modifies the scope of Task 8 and adds a new deliverable to the Statement of work.
 - * Task 8 / Natural Resources Senior culminating Projects in Quillayute Valley School District - A Feasibility Study
 - * Deliverable 8b / Submit photographs, copies of student posters and promotional materials and communication logs

PROJECT FUNDING

- Additional funding in the amount of \$1,525 provided as follows:
 - * Task 8 and Deliverable 8b
- Brings the total funding for this project to \$78,525
- Individual project budgets and amounts by fund source have been adjusted accordingly.

CONTRACT/PROJECT SUMMARY

- For details, see the Contract/Project Summary, which has been revised, and is incorporated by this reference.

EFFECTIVE DATE

- This Amendment shall be effective as of 07/01/2012.

No other changes authorized under this Amendment.

All other Terms and Conditions of the Grant shall remain in full force.

Approved as to form only:
Dan Alving 6/18/13
Jefferson Co. Prosecutor's Office

4. All other terms and conditions of the original contract and any previous amendments thereto remain in full force and effect.

5. Organization hereby acknowledges and accepts the terms and conditions of this amendment. Signature is required below.

6. This is a unilateral amendment. Signature of the Organization is not required.

7. FOR THE CONTRACTOR

Contractor

Date

8. FOR THE DEPARTMENT OF FISH AND WILDLIFE

Jeffrey Hugdahl,
Contracts and Purchasing Manager

Date



Contract/Project Summary

TITLE: FY 2013 Coastal MRC North Pacific Coast	WDFW NUMBER: 12-1735
PERIOD: 07/01/2012 to 06/30/2013	NUMBER OF AMENDMENTS: 1 WDFW MANAGER: Jenna Jewett (360) 902-2658 CFDA NUMBER: AWARD NUMBER: 2007 SHB 2049 RFQQ/RFQ/RFP/IFB NUMBER:
CONTRACTOR: County of Jefferson	
CONTRACTOR CONTACT: Tami Pokorny (360) 379-4498	
CONTRACT TYPE: Payable	
CONTRACT SUB TYPE: Interlocal	
STAFF TYPE: External	
PROJECT GROUP: Nearshore Management PROJECT TYPE:	

SUMMARY PROJECT DESCRIPTION:

The purpose of this contract is to support the administrative capacity for the North Pacific Coast Marine Resources Committee (MRC), and to provide project funds for participation in regional coordination meetings. The goal of the Coastal MRC Program is to understand, steward, and restore the marine and estuarine ecological processes of the Washington coast in support of ecosystem health, sustainable marine resource-based livelihoods, cultural integrity, and coastal communities. This contract addresses the program benchmarks: Marine Habitats, Marine Life, Marine and Fresh Water Quality, Sound Science, Education and Outreach and Coastal Communities.

PROJECT STATEMENT OF WORK:

Amendment # 1 Awards \$1,525
Total Award for FY13 \$78,525

Contract amendment # 1 awards the North Pacific Coast MRC with additional project funds, in the amount of \$1,525, for Project - Task 8, for the Fiscal Year 2013. Additional deliverables for Projects - Task 8, are required for the completion of this contract.

This contract awards the North Pacific Coast MRC with operational (\$39,000) and project funds (\$38,000) for Fiscal Year 2013 (FY13). The following contract consists of costs related to the coordination of the MRC, Coastal Advisory Body representation, a continuation of the Inter-Local Agreement between Jefferson and Clallam Counties, marine debris tracking and beach cleanups, and education and outreach activities. The following Tasks 1-10, are required for the completion of this contract.

Operations - Task 1: MRC Coordination

Jefferson County will provide a MRC coordinator to support the MRC. This includes planning, organizing, and facilitating meetings, recording and distributing meeting and activity summaries to those interested in the MRC activities. The MRC coordinator will manage tasks of the MRC, assign work to volunteers, and assure timely completion of work and final reports. The MRC coordinator is also responsible for coordinating with WDFW and completing contract deliverables. Additionally, the MRC coordinator will maintain and develop outreach tools to communicate with the MRC and the public regarding activities and accomplishments. **Cost: \$39,000**

- Deliverable 1a:** Name and contact information for the MRC Coordinator and County contacts. (Due October 15, 2012)
- Deliverable 1b:** Final FY13 project budget and work plan. (Due October 15, 2012)
- Deliverable 1c:** Summary of actions completed in the first quarter, and a list of prioritized recommendations for future action. This information will be included in the annual Report to the Legislature. (Due October 15, 2012)
- Deliverable 1d:** FY14 project budget and work plan. (Due June 1, 2013)
- Deliverable 1e:** Submit quarterly progress reports on the Quarterly Report Form describing the progress and barriers for each contract deliverable. Updated report templates will be sent out to coordinators in the case of a contract amendment. (Due October 15, January 15, April 15, and July 10)
- Deliverable 1f:** Annual list of county appointed MRC board members including full name, organization and MRC seat representation. Submit changes to the WDFW coordinator as they occur. Approved Ground

Rules and By Laws. (Due July 10, 2013)

Deliverable 1g: As necessary, send WDFW coordinator updates for program website and develop additional outreach tools. (Due July 10, 2013)

Deliverable 1h: A brief operational summary that includes prioritized recommendations for future actions and products for MRC development, a description of challenges and growth over the past year, and ideas on new ways to utilize the MRC to implement the Coastal MRC Program Priorities. (Due July 10, 2013)

Operations - Task 2: Two-County Partnership

Develop an Inter-local agreement (ILA) to formalize the two-county (Jefferson and Clallam) partnership for a "West End" MRC. **Cost included under "MRC Coordination."**

Deliverable 2a: ILA signed by Jefferson and Clallam Counties. (Due October 30, 2012)

Projects - Task 3: Washington Coastal Marine Advisory Council Representation

The MRC will designate a representative or alternate to attend the regular Washington Coastal Marine Advisory Council (WCMAC) meetings. The designee will represent the MRC's interests and perspectives on behalf of the entire MRC membership, share updates on local issues and activities, learn about regional and state agency activities, coordinate on shared interests, and then report key items back to the MRC. The MRC will support one representative's mileage at the per diem rate to and from WCMAC meetings. This task addresses the program benchmarks: Education and Outreach and Coastal Communities.

Cost: Included in the travel budget in Task 1.

Deliverable 3a: A brief summary describing the MRC's WCMAC participation and representation at each meeting. (Due June 30, 2013)

Projects - Task 4: North Olympic Coast and Feiro Marine Life Center: Continuing Partnerships in Marine Education for 2012

NPC MRC will sub-contract the FY13 project partnerships for Trash-free seas and a Needs Assessment with Feiro Marine Life Center (FMLC). The Trash-free seas component will require FMLC to continue its partnership with the Seattle Aquarium and the Olympic Coast National Marine Sanctuary, helping to provide an updated *Ocean Science: Trash Free Seas* program to the elementary school communities on the outer coast. The current program partners, including NOAA's Olympic Coast National Marine Sanctuary, the Seattle Aquarium, and the Feiro Marine Life Center will work with other program agencies including Olympic National Park, NatureBridge and NOAA Fisheries to address the need for delivering sequential marine science support to area schools. The Needs Assessment component of the project will require the combined agencies to work with coastal schools to identify the needs of classroom teachers and identify an avenue for teachers to find programs offered by area agencies to enhance curricula. All programs are aligned with state standards and support the Essential Ocean Literacy Principles and the Essential Principles of Climate Change. Project costs for this task include staff time, supplies and equipment. This task addresses the program benchmark: Education and Outreach. **Cost: \$12,350**

Deliverable 4a: Submit a final report form. (Due June 30, 2013)

Projects - Task 5: Tracking Trash

NPC MRC will sub-contract with the Resilience Institute at Western Washington University to complete this project. Tracking Trash is a project developed in response to the Japanese Tsunami and associated marine debris and will aim to compile and analyze existing debris data to establish a baseline which change can be measured against, identify spatial patterns of debris accumulation, and inform the identification of monitoring sites or priority beaches for clean-up. Partnering with NOAA Marine Debris Program, WA Dept of Ecology and others, this student-led project will produce a spatial analysis of debris patterns on the North Olympic Peninsula and ensure that the results can be widely incorporated into state- and federal- level management and response efforts. Project costs will include student salaries, supplies and travel. This task addresses the program benchmarks: Marine Habitats, Marine and Fresh Water Quality, Sound Science, Education and Outreach and Coastal Communities. **Cost: \$6,723**

Deliverable 5a: Submit a final report form that includes a copy of the baseline data. (Due June 30, 2013)

Projects - Task 6: WA Coast Cleanup 2013 - North Pacific Coast Area

NPC MRC will sub-contract with Discover Your Northwest, Inc. to implement the North Pacific Coast portion of the annual Washington Coast Cleanup (WCC). The purpose of the coast-wide volunteer beach cleanup is to save Washington's Pacific coastal environment and wildlife from the dangers of household plastics, lost fishing gear, and other types of marine debris that accumulate on our beaches year-round. The North Pacific Coast Area segment of the cleanup may draw 500+ volunteers and will incorporate: a) data collection regarding type and distribution of debris, b) recycling programs at selected beaches, and c) post-cleanup BBQs to celebrate cleanup success. Project costs include salaries and benefits, waste disposal and supplies for the post clean up BBQ. The WCC 2013

addresses the stewardship and conservation aspects of the Coastal MRC benchmarks for Marine Habitats, Marine Life, and Education and Outreach.

Cost: \$8055

Deliverable 6a: Submit a final report form. (Due June 30, 2013)

Projects - Task 7: Whale Trail Brochure

NPC MRC will sub-contract with The Whale Trail to create and produce 10,000 brochures that will educate the public about Clallam and Jefferson Counties' migratory and resident marine mammals populations and where to view them. The brochure will feature a detailed map of Whale Trail sites from Port Townsend to Snow Creek along the Strait, and from Neah Bay to South Beach along the Olympic Coast. It will include user-friendly data and illustrations about marine mammals, and customized stewardship messages. The brochures will be distributed in Olympic National Park and other locations. Project costs will include graphic design and printing. This task addresses the program benchmarks: Education and Outreach and Coastal Communities.

Cost: \$3,000

Deliverable 7a: Submit a final report form with an electronic copy of the brochure. (Due June 30, 2013)

Amendment # 1 adds additional deliverables and increases total cost for Task 8

Projects - Task 8: Natural Resources Senior Culminating Projects in Quillayute Valley School District - A Feasibility Study

NPC MRC will sub-contract with North Olympic Peninsula Skills Center (NOPSC) to complete the implementation of natural resource-related Senior Culminating Projects (SCP) in Quillayute Valley School District (QVSD). This project is a continuation of the FY12 draft feasibility study and implementation plan, and will be composed of the following implementation tasks: 1) create, publish and print QVSD-specific natural resource SCP student expectations and curriculum and adapt these as necessary 2) manage and update a web-based resource to support natural resource SCPs in QVSD, and 3) conduct monthly check-ins with students and evaluate student work if QVSD decides to enroll students in and offer school credit through NOPSC. Project costs will include salaries and benefits. This task addresses the program benchmarks: Education and Outreach. In addition to the description above, NOPSC will 1) provide photographs of students presenting their work at the Oceans and River Resources Fair in Forks, 2) submit copies of promotional materials for FY14 Natural Resources options at QVSD, 3) submit electronic copies of the student posters, 4) provide call logs from conversations with other Coastal MRCs to coordinate the development of similar programs in other counties.

Cost: \$2,647

Deliverable 8a: Submit a final report form including a list of MRC participants, and supporting documents. (Due June 30, 2013)

Deliverable 8b: Submit additional deliverables from Amendment # 1 with Deliverable 8a. (Due June 30, 2013)

Projects - Task 9: West End Natural Resource News

The NPC MRC will sub-contract with Jefferson County Environmental Health to support the winter and summer editions of the award winning *West End Natural Resource News*. This newsletter incorporates an ecosystem based management theme with inclusion of the associated issues of salmon recovery. Project costs include salaries and benefits and printing runs for both issues. This proposal meets the Coastal MRC Benchmarks of Education and Outreach by "translating and disseminating scientific information about the status of Washington's coastal habitats, resources, and communities to regional policy makers, resource managers, and the public in a timely manner," and under Coastal Communities by "encouraging citizen participation in local and governmental decisions regarding marine resources." **Cost: \$6,000**

Deliverable 9a: Submit a final report form with a copy of each newsletter. (Due June 30, 2013)

Projects - Task 10: Citizen Science Fair / Barbecue

The NPC MRC will sub-contract with Clallam County Department of Community Development to continue an annual MRC-volunteer-led Citizen Science Fair. With the backdrop of a sea food barbecue and some live musical entertainment, local groups needing to recruit citizen volunteers will set up booths and give short presentations on their volunteer programs. A single-page handout of all the participating groups and their contact information will be handed out (along with the new *West End Natural Resources* newsletters). Project costs include facility rental, fair supplies and materials printing. This proposal meets the Coastal MRC Benchmarks of Education and Outreach by "translating and disseminating scientific information about the status of Washington's coastal habitats, resources, and communities to regional policy makers, resource managers, and the public in a timely manner," and under Coastal Communities by "encouraging citizen participation in local and governmental decisions regarding marine resources." **Cost: \$750**

Deliverable 10a: Submit a final report form. (Due June 30, 2013)

PROJECT BUDGET: OBJECT DETAIL

INDIRECT RATE: Indirect amount calculated by CAPS

<u>Object</u>	<u>Sub Object</u>	<u>Total Cost</u>
N - Grants		\$78,525

PROJECT BUDGET: ITEM DETAIL

<u>Item</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Total Cost</u>
General. <i>FY13 Additional Project Funds / Amendment #1</i>	0			\$1,525
General. <i>FY13 Operational and Project Funds</i>	0			\$77,000
Item Detail Total:				\$78,525

CURRENT FUNDING:

<u>Fund/Appropriation</u>	<u>Type</u>	<u>Amount</u>	<u>%</u>
001-012 GF-S GF-S SALARIES & EXPENSES-FY11	State	\$77,000	98.1%
001-012 GF-S GF-S SALARIES & EXPENSES-FY11	State	\$1,525	1.9%
Sub-Total:		\$78,525	100.0%

MASTER INDEX:
37203