



JEFFERSON COUNTY PUBLIC HEALTH

615 Sheridan Street ♦ Port Townsend ♦ Washington ♦ 98368
www.jeffersoncountypublichealth.org

May 22, 2014

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA REQUEST

TO: Board of County Commissioners
Philip Morley, County Administrator

FROM: Tami Pokorny, Environmental Health Specialist II

DATE: 6/16/2014

SUBJECT: Agenda Item – Interlocal Agreement with WA Dept. of Fish and Wildlife (WDFW) for North Pacific Coast Marine Resources Committee (NPC MRC) Administration and Projects #13-2200; July 1, 2013 – June 30, 2014; \$16, 285; A-1 adds \$5,995; Total \$73,280

STATEMENT OF ISSUE:

Jefferson County Public Health, Water Quality Division, requests Board approval of the Interlocal Agreement between JCPH and WA Dept. of Fish and Wildlife (WDFW) for NPC MRC administration and projects Amendment # 1, which adds \$5,995 in additional funds to DFW Grant #13-2200. Additional funds are to be used in fulfilling additional tasks described in the Scope of Work; Amendment #1 takes effect May 1, 2014 for the duration of the Grant period, June 30, 2014.

ANALYSIS/STRATEGIC GOALS/PRO'S and CON'S:

This amendment's purpose is to modify Grant #13-2200's Scope of Work and Budget. It adds two new tasks to the existing Grant: Tasks 9 and 10; and \$5,995 to support the tasks. RainFest River & Ocean Days, Task 9, is a collaboration between JCPH, North Pacific Marine Resource Committee (NPMRC), West Olympic Council for the Arts (WOCA), and WA Sea Grant, in conjunction with the WA Coast Cleanup, to host the 2014 RainFest River & Ocean Days celebration. Of the additional funds, \$1,626 is budgeted to produce a Main Street banner, create, print, and distribute a RainFest brochure; support ocean-related art projects at Forks HS; print an advertisement in the Forks Forum and host the inaugural River & Ocean Film Festival at Forks HS auditorium. The Amendment requires submission of a final report that includes documentation of the event and materials created. Stewardship groups are required to attend. Task 10 sets aside \$4,369, the remainder of the additional funds, to support creation of a short educational video for K-5 students focused on inspiring connections between students and their local environment and stewardship of coastal wildlife and habitats. The NPMRC will work with sole source provider Sealife Productions (www.sealife-productions.com) to produce high definition footage that will include images of sea lions, harbor seals, kelp forests, rockfish, sea otters, and river otters. The Amendment requires the submission of a final report and a copy of the film.

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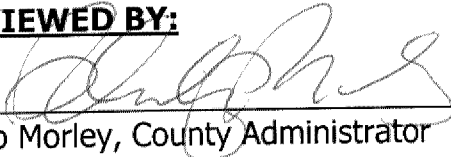
FISCAL IMPACT/COST BENEFIT ANALYSIS:

The contract amendment is fully funded by the WDFW Grant 13-2200.

RECOMMENDATION:

JCPH management request approval of Amendment #1 to the Interlocal Agreement between WDFW and NPC MRC, WDFW Grant #13-2200 to fund additional Tasks 9 and 10, including deliverables. Amendment #1 adds 5,995 in additional funding to pay for additional tasks, which is to be allocated \$1,626 to Task 9 and \$4369 to Task 10.

REVIEWED BY:



Philip Morley, County Administrator

5/28/14

Date



WASHINGTON STATE DEPARTMENT OF FISH AND WILDLIFE CONTRACT AMENDMENT

MAY 19 2014

1. CONTRACTOR NAME & ADDRESS: County of Jefferson PO Box 1220 Port Townsend, WA 98368	2. CONTRACT INFORMATION Contract Name: 13-15 Coastal MRC - North Pacific Coast WDFW Number: 13-2200 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 for FY14. This Amendment adds new Tasks 9, and 10, deliverables, and funding for these tasks.

Agreement Modifications

SCOPE OF WORK

- This Amendment ADDS new Task 9, and deliverable to the Statement of Work.
 - * Task 9 / 2014 RainFest River & Ocean Days
- This Amendment ADDS new Task 10, and deliverable to the Statement of Work.
 - * Task 10 / Educational Video Connecting Youth to the Environment, Wildlife, and Habitats of the North Coast

PROJECT FUNDING

- PROVIDES additional funding in the amount of \$5,995 as follows:
 - * Task 9 / \$1,626
 - * Task 10 / \$4,369

Approved as to form only

David Alvarez 5/30/14
 Jefferson Co. Prosecutor's Office
 David Alvarez, Chief Civil DPA

- This award of \$5,995 brings the total funding for this project to \$73,280 for the Grant term, 07/01/2013 to 06/30/2014
- Individual project budgets and amount 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 05/01/2014.

No other changes authorized under this Amendment.

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

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 _____ <i>Jeffrey Hugdahl,</i> Contracts and Purchasing Manager Date
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 - * Task 10 / Educational Video Connecting Youth to the Environment, Wildlife, and Habitats of the North Coast

PROJECT FUNDING

- PROVIDES additional funding in the amount of \$5,995 as follows:
 - * Task 9 / \$1,626
 - * Task 10 / \$4,369
- This award of \$5,995 brings the total funding for this project to \$73,280 for the full Grant term, 07/01/2013 to 06/30/2014
- Individual project budgets and amount by fund source have been adjusted accordingly.

CONTRACT/PROJECT SUMMARY

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Contract/Project Summary

MAY 18 2014

TITLE: 13-15 Coastal MRC - North Pacific Coast	WDFW NUMBER: 13-2200
PERIOD: 07/01/2013 to 06/30/2014 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:	NUMBER OF AMENDMENTS: 1 WDFW MANAGER: Heather Reed (360) 753-2600 Ext 202 CFDA NUMBER: AWARD NUMBER: 2013 3ESSB 5034 RFQQ/RFQ/RFP/IFB NUMBER:

SUMMARY PROJECT DESCRIPTION:

Summary Project Description:
 The purpose of this contract is to support the administrative capacity for the North Pacific Coast Marine Resources Committee (MRC) and provide funds for the MRC to participate in regional coordination meetings, marine debris removal, support marine education programs, and other education and outreach activities. 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 following program benchmarks: Education and Outreach, Marine Habitats, Marine Life, Sound Science and Coastal Communities.

PROJECT STATEMENT OF WORK:
PROJECT STATEMENT OF WORK:

Amendment #1
Original Contract Award for FY2014 \$67,285
Amendment Award \$5,995
Total Award for FY2014 \$73,280

The following Tasks which include the Original Contract (\$67,285) and Amendment #1 (\$5,995) are required for the completion of this contract. Amendment #1 increases funding by \$5,995 and adds Task 9: 2014 RainFest River & Ocean Days and, Task 10: Educational Video Connecting Youth to the Environment, Wildlife, and Habitats of the North Coast.

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.

Task and deliverable under Original Contract

Operations - Task 1: MRC Coordination

Jefferson County will provide MRC coordinator support for 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: \$38,500**

Deliverable 1a: Name and contact information for the MRC Coordinator and County contacts. (Due October 15, 2013)

Deliverable 1b: FY14 project budget and work plan. (Due October 15, 2013)

Deliverable 1c: Summary of actions completed in the first quarter and a list of prioritized recommendations

TITLE: 13-15 Coastal MRC - North Pacific Coast

WDFW NUMBER:

13-2200

for future action. This information will be included in the annual Report to the Legislature. (Due October 15, 2013)

Deliverable 1d: FY15 project budget and work plan. (Due June 1, 2014)

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. Approved Ground Rules and By Laws. (Due July 10, 2014)

Deliverable 1g: As necessary, send WDFW coordinator updates for program website and develop additional outreach tools. (Due July 10, 2014)

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, 2014)

Task and deliverable under Original Contract

Operations - Task 2: Two-County Partnership

Develop an Inter-local agreement (ILA) to formalize the two-county partnership for a "West End" MRC. **Cost included under Task 1, "MRC Coordination".**

Deliverable 2a: ILA signed by Jefferson and Clallam Counties. (Due March 1, 2014)

Task and deliverable under Original Contract

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 under Task 1, "MRC Coordination".**

Deliverable 3a: A brief summary describing the MRC's WCMAC participation and representation at each meeting. (Due June 30, 2014)

Task and deliverable under Original Contract

Projects - Task 4: North Olympic Coast and Fiero Marine Life Center: Ocean Science: Trash Free Seas

This project provides funding for Fiero Marine Life Center (FMLC) to work with education partners to continue the successful marine life education programs provided to schools in coastal communities. FMLC will partner with the Seattle Aquarium and the Olympic Coast National Marine Sanctuary to help provide *Ocean Science: Trash Free Seas* curriculum to the elementary school communities on the outer coast. All programs are aligned with state standards and the Next Generation Science Standards and support the Essential Ocean Literacy Principles and the Essential Principles of Climate Change. This task addresses the program benchmark: Education and Outreach. **No cost in this contract**

Deliverable 4a: Submit a final report form. (Due June 30, 2014)

Task and deliverable under Original Contract

Projects - Task 5: WA Coast Cleanup 2014: North Pacific Coast Area

This project supports the implementation of the annual Washington Coast Cleanup (WCC) and Washington CoastSavers volunteers. The purpose of the coastwide volunteer beach clean-up 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 accumulates on our beaches year-round. A traveling exhibit: "Marine Debris on the Washington Coast: Are You a CoastSaver?" will be produced during the winter of 2013-2014 and displayed in coastal public venues throughout 2014 and beyond, including at the North Pacific MRC Resource Fair and barbeque. Project costs include coordination support for the WCC and development of the exhibit. This task addresses the stewardship and conservation aspects of the Coastal MRC benchmarks for Marine Habitats, Marine Life, and Education and Outreach. **Cost: \$16,160**

Deliverable 5a: Submit a final report form. (Due June 30, 2014)

Task and deliverable under Original Contract

Projects - Task 6: Student Opportunities in Field Research: Engaging West End Natural Resources Options Students in Shoreline Monitoring

The Port Angeles School District's Olympic National Park/Natural Resources Options crew will support Washington

TITLE: 13-15 Coastal MRC - North Pacific Coast

WDFW NUMBER:

13-2200 ^{May} 9 2014

Sea Grant's shoreline monitoring program on various Pacific Coast beaches during the 2013-2014 school year. The ONP/Sea Grant class will engage students in marine resource research and actions through the collection and presentation of real world shoreline data. Students who complete the Natural Resources Options class with ONP and WA Sea Grant will gain a solid foundation in field research skills, experience working on actual natural resource issues, exposure to professionals working in scientific fields, and an understanding of natural resource careers and create lasting connections with professionals working in these fields on the Western Olympic Peninsula. This task addresses the Sound Science and Education and Outreach benchmarks of the Coastal MRC program. **Cost: \$ 6,475**

Deliverable 6a: Submit a final report form. (Due June 30, 2014)

Task and deliverable under Original Contract

Projects - Task 7: Financial Assistance for Student Opportunities in Field Research Intern(s)

This task provides funding to support one or more student interns at the North Olympic Peninsula Skills Center. The student interns will serve as peer mentors providing in-person, and behind the scenes support to fellow students who are new to the Natural Resource Options class. Student interns will introduce assignments, help students find resources and finish assignments, and track student data. Interns will provide a first round of review after students submit assignments. The student, as a field research technician; will enter, process and analyze data and participate in additional field work with various marine managers. This task addresses the Education and Outreach benchmark by helping students learn about the status and threats to marine resources and by linking the intern with natural resource professionals to conduct real work. **Cost: \$1,650**

Deliverable 7a: Submit a final report from that includes a list of intern accomplishments. (Due June 15, 2014)

Task and deliverable under Original Contract

Projects - Task 8: West End Natural Resource News

Jefferson County Environmental Health will produce one issue of the *West End Natural Resource News*. The newsletter incorporates an ecosystem based management theme with inclusion of issues related to salmon recovery. The newsletter will profile the NPC MRC projects, including the April clean-up and Forks high school student involvement in citizen science projects and other NPC MRC and coast related events such as marine special planning. This task meets the Education and Outreach benchmark 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, the Coastal Communities benchmark by "encouraging citizen participation in local and governmental decisions regarding marine resources." **Cost: \$4,500**

Deliverable 8a: Submit a final report form with a copy of the newsletter. (Due June 30, 2014)

Task and deliverable under Amendment #1

Projects - Task 9: 2014 RainFest River & Ocean Days

Jefferson County and the North Pacific MRC will collaborate with the West Olympic Council for the Arts (WOCA) and WA Sea Grant to host the 2014 RainFest River & Ocean Days celebration to be help in conjunction with the WA Coast Cleanup. The MRC will produce a Main Street banner, create, print and distribute a RainFest brochure, support ocean-related art project at Forks High School, print an ad in the Forks Forum and host the inaugural River & Ocean Film Festival at Forks High School auditorium where the new WA Coast Cleanup and other exhibits and booths about coastal resources and stewardship groups will be on hand. Cost: \$1626

Deliverable 9a: Submit a final report form including photos of the event, Main Street banner, art project, and a copy of the brochure and newspaper advertisement. (Due June 30, 2014)

Task and deliverable under Amendment #1

Projects-Task 10: Educational Video Connecting Youth to the Environment, Wildlife, and Habitats of the North Coast

The North Pacific MRC will work with Sealife Productions (www.sealife-productions.com <<http://www.sealife-productions.com>>) to use their existing high definition footage to create a short video for K-5 students to inspire connections with the local environment and stewardship of coastal wildlife and habitats. The video will include images of sea lions, harbor seals, kelp forests, rockfish, sea otters, and river otters. The video will be distributed to Forks, Quileute, Neah Bay and Queets schools and will be available for the 2015 River & Ocean Film Festival and other uses as permitted. Cost: \$4,369

Deliverable 10a: Submit a final report form including a copy of the film. (Due June 30, 2014)

TITLE: 13-15 Coastal MRC - North Pacific Coast	WDFW NUMBER: 13-2200
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PROJECT BUDGET: OBJECT DETAIL

INDIRECT RATE: Indirect amount calculated by CAPS

<u>Object</u>	<u>Sub Object</u>	<u>Total Cost</u>
N - Grants		\$73,280

CURRENT FUNDING:

<u>Fund/Appropriation</u>	<u>Type</u>	<u>Amount</u>	<u>%</u>
001-011 GF-S GF-S SALARIES & EXPENSES-FY10	State	\$67,285	91.8%
001-011 GF-S GF-S SALARIES & EXPENSES-FY10	State	\$5,995	8.2%
	Sub-Total:	\$73,280	100.0%

MASTER INDEX:
12717

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