

MASON COUNTY

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed:
FROM: Dawn Twiddy	Ext. 422
DEPARTMENT: Risk Management	Action Agenda: _____
DATE: May 7, 2013	No.

ITEM: Approval of an Interlocal Agreement with the Washington State Transit Insurance Pool for basic driver record monitoring services to monitor routine County vehicle operators' driving records per the Mason County Vehicle Use Policy.

Background: Mason County Commissioners adopted Resolution 25-12 implementing a Vehicle Use Policy. County employees are required to fill out a Vehicle Use Agreement before driving a County vehicle or being reimbursed for mileage expenses. The Vehicle Use Agreement authorizes Mason County Risk Management to monitor employees' driving records to ensure they remain in compliance with the Vehicle Use Policy. The Washington State Transit Insurance Pool provides a driving record monitoring service through DOL and DDS.

Recommended Action: Approve an Interlocal Agreement with the Washington State Transit Insurance Pool for basic driver record monitoring services to monitor routine County vehicle operators' driving records per the Mason County Vehicle Use Policy.

Attachments: Interlocal Agreement

MASON COUNTY

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed:
FROM: Casey Bingham	Ext. 562
DEPARTMENT: Health	Monday Briefing: _____ Action Agenda: <u>X</u>
DATE 5/ 7/ 13	No.

ITEM: Approval of Consolidated Contract C16893 Amendment 8

Background:

This Amendment to the 2012-2014 Consolidated Contracts C16893 reduce the maximum consideration of the contract by \$5,000.00 to a total maximum of \$1,761,818.00. The changes in this contract were made in:

Drinking Water Group A	-5,000.00
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The funding decrease was anticipated for the 2013 fiscal year

Recommended Action:

Move to approve Amendment # 8 of 2012-2014 Consolidated Contracts C16893

Attachments:

Copy of contract on file with the Clerk.

**MASON COUNTY PUBLIC HEALTH
2012 – 2014 CONSOLIDATED CONTRACT**

CONTRACT NUMBER: C16893

AMENDMENT NUMBER: 8

PURPOSE OF CHANGE: To amend this contract between the DEPARTMENT OF HEALTH hereinafter referred to as “DOH”, and MASON COUNTY PUBLIC HEALTH hereinafter referred to as “LHJ”, pursuant to the Modifications/Waivers clause, and to make necessary changes within the scope of this contract and any subsequent amendments thereto.

IT IS MUTUALLY AGREED: That the contract is hereby amended as follows:

1. Exhibit A Statements of Work, attached and incorporated by this reference, are amended as follows:
 - Adds Statements of Work for the following programs:
 - Amends Statements of Work for the following programs:
 - Office of Drinking Water Group A Program - Effective January 1, 2012
 - Deletes Statements of Work for the following programs:

2. Exhibit B-8 Allocations, attached and incorporated by this reference, amends and replaces Exhibit B-7 Allocations as follows:
 - Increase of _____ for a revised maximum consideration of _____.
 - Decrease of **\$5,000** for a revised maximum consideration of **\$1,761,818**.
 - No change in the maximum consideration of _____.
Exhibit B Allocations are attached only for informational purposes.

Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any subsequent amendments remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof.

MASON COUNTY PUBLIC HEALTH

STATE OF WASHINGTON
DEPARTMENT OF HEALTH

Date

Date

APPROVED AS TO FORM ONLY
Assistant Attorney General

**2012-2014 CONSOLIDATED CONTRACT
EXHIBIT A
STATEMENTS OF WORK
TABLE OF CONTENTS**

DOH Program Name or Title: Office of Drinking Water Group A Program - Effective January 1, 2012 3

**Exhibit A
Statement of Work
Contract Term: 2012-2014**

DOH Program Name or Title: Office of Drinking Water Group A Program - Effective January 1, 2012

Local Health Jurisdiction Name: Mason County Public Health

Contract Number: C16893

SOW Type: Revision **Revision # (for this SOW)** 2

Funding Source	Federal Compliance (if applicable)	Type of Payment
<input checked="" type="checkbox"/> Federal Vendor	<input type="checkbox"/> ARRA (Recovery Act)	<input type="checkbox"/> Reimbursement
<input checked="" type="checkbox"/> State	<input type="checkbox"/> FFATA (Transparency Act)	<input checked="" type="checkbox"/> Fixed Price
<input type="checkbox"/> Other		

Period of Performance: January 1, 2012 through December 31, 2014

Statement of Work Purpose: The purpose of this statement of work is to provide funding to the LHJ for conducting sanitary surveys and providing technical assistance to small community and non-community Group A water systems.

Revision Purpose: The purpose of this revision is to change the BARS Revenue Codes to reflect the nature of this statement of work as a vendor agreement rather than a grant, decrease funding consideration, and revise Special Billing Requirements.

Chart of Accounts Program Name or Title	CFDA #	BARS Revenue Code	Master Index Code	Funding Period (LHJ Use Only)		Current Consideration	Change Decrease (-)	Total Consideration
				Start Date	End Date			
Drinking Water Group A - SS	66.468	333.66.48	2421921C	01/01/12	06/30/13	14,750	-14,750	0
Drinking Water Group A - TA	66.468	333.66.48	2421921D	01/01/12	06/30/13	8,000	-8,000	0
Drinking Water Group A - SS State	N/A	334.04.98	2421252C	01/01/12	06/30/13	14,750	-14,750	0
Drinking Water Group A - SS	66.468	333.66.48	2421921C	07/01/13	12/31/13	4,750	-4,750	0
Drinking Water Group A - TA	66.468	333.66.48	2421921D	07/01/13	12/31/13	2,000	-2,000	0
Drinking Water Group A - SS State	N/A	334.04.98	2421252C	07/01/13	12/31/13	4,750	-4,750	0
Drinking Water Group A - SS	N/A	346.26.64	2421921C	01/01/12	06/30/13	0	14,750	14,750
Drinking Water Group A - SS State	N/A	346.26.65	2421252C	01/01/12	06/30/13	0	14,750	14,750
Drinking Water Group A - TA	N/A	346.26.66	2421921D	01/01/12	06/30/13	0	3,000	3,000
Drinking Water Group A - SS	N/A	346.26.64	2421921C	07/01/13	12/31/13	0	4,750	4,750
Drinking Water Group A - SS State	N/A	346.26.65	2421252C	07/01/13	12/31/13	0	4,750	4,750
Drinking Water Group A - TA	N/A	346.26.66	2421921D	07/01/13	12/31/13	0	2,000	2,000
TOTALS						49,000	-5,000	44,000

Task Number	Task/Activity/Description	*May Support PHIP State and Local Standards/Measures	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	Trained LHJ staff will conduct sanitary surveys of small community and non-community Group A water systems identified by DOH Office of Drinking Water (DOH) Regional Office.		1. Provide inspection reports to DOH Regional Office where the water system is located. Reports shall include: a. Cover letter.	Inspection reports due to the DOH Regional Office within 30 days of conducting the sanitary survey.	LHJ shall be paid \$500 for each completed sanitary survey (inclusive of all associated costs such as consulting fee, travel, lodging, per diem).

Task Number	Task/Activity/Description	*May Support PHIP State and Local Standards/Measures	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	See Special Instructions for task activity.		<ul style="list-style-type: none"> b. Small Water System checklist. c. Updated Water Facilities Inventory (WFI). d. Photos of water system. e. Any other supporting documents. <p>2. Provide DOH Regional Office with quarterly reports documenting deliverables. Reports shall include:</p> <ul style="list-style-type: none"> a. List of sanitary surveys conducted during the quarter. b. List of uncooperative systems. c. Water system identified by name, PWS ID#, county, and date surveyed. <p>See Special Instructions for deliverable timeframes.</p>	<p>Quarterly reports due to the DOH Regional Office within 30 days of the end of the quarter.</p> <p>Quarterly periods are: Jan 1 - March 31 April 1 - June 30 July 1 – Sept 30 Oct 1 – Dec 31</p>	<p>Payment is authorized upon receipt and acceptance of inspection reports and submittal of quarterly reports documenting deliverables.</p>
2	<p>Trained LHJ staff will provide limited direct technical assistance to small community and non-community Group A water systems identified by DOH Regional Office. Limited direct technical assistance includes:</p> <p>A. Special Purpose Investigations (SPI)</p> <p>B. Follow-up visit after initial technical assistance or sanitary survey to confirm work and recommendations were addressed.</p> <p>C. Assist water system operator through one-on-one training or TA in completing work and recommendations requested by the DOH to meet applicable drinking water regulations.</p>		<p>1. Provide inspection reports to DOH Regional Office where the water system is located. Reports shall include:</p> <ul style="list-style-type: none"> a. Summary of assistance provided, overall findings and recommendations. b. Any supporting documents and photos. c. Water system identified by name, PWS ID#, county, and date assistance provided. <p>2. Provide DOH Regional Office with quarterly reports documenting deliverables. Reports shall include:</p>	<p>Inspection reports due to the DOH Regional Office within 30 days of providing technical assistance, except that SPIs due to a coliform exceedance incident (Task 2A) must be completed and the report submitted to the DOH Regional Office within 2 working days of the service request.</p> <p>Quarterly reports are due to the DOH Regional Office within 30 days of the end of the quarter.</p>	<p>LHJ shall be paid for each completed task at the rate specified below (inclusive of all associated costs):</p> <p>Task 2A: \$500 Task 2B: \$500 Task 2C: \$750</p> <p>Payment is authorized upon receipt and acceptance of inspection reports and submittal of quarterly reports documenting deliverables</p>

Task Number	Task/Activity/Description	*May Support PHIP State and Local Standards/Measures	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	See Special Instructions for task activity.		a. List summarizing technical assistance provided during the quarter. b. Water system identified by name, PWS ID#, county, and date surveyed.	Quarterly periods are: Jan 1 - March 31 April 1 - June 30 July 1 – Sept 30 Oct 1 – Dec 31	
3	LHJ staff performing the activities under tasks 1 and 2 will participate annually in one or more of the following DOH-sponsored sanitary surveyor trainings and/or regional DOH-LHJ meetings: <ul style="list-style-type: none"> • Introductory Sanitary Survey Training • Intermediate Sanitary Survey Training • Advanced Sanitary Survey Workshop • Regional DOH-LHJ Drinking Water meetings 		Prior to attending the training, submit an “Authorization for Travel (Non Employee)” DOH Form 710-013 to the DOH Program Contact below for approval (to ensure that enough funds are available).	Annually	LHJ shall be paid mileage, per diem, and lodging costs in accordance with the current rates listed on the OFM Website http://www.ofm.wa.gov/resources/travel.asp

***For Information Only:**

Funding is not tied to the revised Standards/Measures listed here. This information may be helpful in discussions of how program activities might contribute to meeting a Standard/Measure. More detail on these and/or other revised Standards/Measures that may apply, can be found at:

<http://www.doh.wa.gov/PublicHealthandHealthcareProviders/PublicHealthSystemResourcesandServices/PublicHealthImprovementPartnershipPHIP/ResourceCatalog/Standards.aspx>

Program Specific Requirements/Narrative

Staffing Requirements

Trained staff includes staff who have participated annually in one of the DOH-sponsored introductory, intermediate, or advanced Sanitary Surveyor trainings described under Task 3 above.

Special References (RCWs, WACs, etc)

Chapter 246-290 WAC is the set of rules that regulate Group A water systems. By this statement of work, DOH contracts with the LHJ to conduct sanitary surveys for small community and non-community water systems with groundwater sources. DOH retains responsibility for conducting sanitary surveys for small community and non-community water systems with surface water sources, with the option that the LHJ may request a joint survey.

Special Billing Requirements

The LHJ shall submit quarterly invoices within 30 days following the end of the quarter in which work was completed, noting on the invoice the quarter and year being billed for. Payment cannot exceed a maximum accumulative fee of **\$39,000** for **Task 1** and ~~\$10,000~~ **\$5,000** for **Task 2** and **Task 3** combined during the contracting period, to be paid at the rates specified in the Payment Method/Amount section above. When invoicing for sanitary surveys, bill \$250 to BARS Revenue Code 333.66.48 and \$250 to BARS Revenue Code 334.04.98.

When invoicing for **Task 3**, submit receipts and the signed pre-authorization form for non-employee travel to the DOH Program Contact below and a signed A19-1A Invoice Voucher to the DOH Consolidated Contracts Office, billing to BARS Revenue Code 333.66.48 under Technical Assistance (TA).

Special Instructions**Task 1**

LHJ will evaluate the water system for physical and operational deficiencies and prepare a written inspection report. The inspection will include an evaluation of the following eight elements: source; treatment; distribution system; finished water storage; pumps, pump facilities and controls; monitoring, reporting and data verification; system management and operation; and certified operator compliance. If a system is more complex than anticipated or other significant issues arise, the LHJ may request DOH assistance.

No more than **59** surveys to be completed ~~during this contracting period~~ between January 1, 2012 and June 30, 2013.

No more than **19** surveys to be completed between July 1, 2013 and December 31, 2013.

Task 2

The DOH Regional Office shall authorize in advance any technical assistance provided by the LHJ to a water system. LHJ and DOH shall mutually agree on the technical assistance to be provided. Technical assistance is defined below and will be paid at the rate specified in the Payment Method/Amount section above.

Task 2A: Special Purpose Investigations (SPI) are inspections to determine the cause of positive coliform samples or emergency problems or as a follow-up investigation to help small water systems address deficiencies found during a routine sanitary survey. This can also include sanitary surveys of newly discovered Group A water systems. Activities could include:

- Assisting water system in preparing a coliform monitoring plan.
- Educating them on the importance of monitoring and reporting.
- Conducting one-on-one training on chlorinator operations and maintenance including, but not limited to, chlorine dosage solution preparation, chemical feed pump adjustments, and chlorine residual tests.
- Conducting one-on-one training on flushing and disinfecting techniques of lines after repairs or new construction.
- Assisting them to evaluate for potential high health cross connection hazards requiring premises isolation and determine the need for a cross connection control specialist to help them implement a cross connection control program.
- Other activities as necessary to help in achieving compliance with applicable drinking water regulations and sound operations and management.

Task 2B: Follow-up visit after initial technical assistance was provided or sanitary survey was conducted to confirm work and recommendations requested by DOH were addressed or completed.

Task 2C: Assist small water systems in completing work and recommendations requested by the DOH Regional Office to meet applicable drinking water regulations. Activities could include:

- Assisting water system in completing a Source Susceptibility Assessment and pursuing a susceptibility waiver, as applicable.
- Assisting water system in developing a water quality monitoring, reporting and treatment technique program and conducting one-on-one training to help water system achieve compliance with applicable water quality parameters.
- Assisting water system in completing a Small Water System Management Program (SWSMP) guide or Existing System Approval (ESA) for submittal to the DOH regional office.

- Other activities and one-on-one training or consultation as necessary to help in achieving compliance with applicable drinking water regulations and sound operations and management.

DOH Program Contact:

Denise Miles
 DOH Office of Drinking Water
 PO Box 47823
 Olympia, Washington 98504-7823
Denise.Miles@doh.wa.gov
 (360) 236-3028

DOH and LHJ Roles

TASK	ODW	LHJ
Prioritize water systems to be surveyed and technical assistance to be provided during the contract period.	X	
Notify selected systems of the sanitary survey requirement.		X
Schedule survey and if needed, request pre-survey data from ODW.		X
Review pre-survey data prior to inspection.		X
Perform inspection and send draft cover letter and inspection report via email to DOH for concurrence within 30 days of the survey date prior to sending a copy to the Purveyor. Inspection reports should include deliverables as specified above for each task.		X
Prior to sending inspection report to purveyor, DOH will review inspection report to determine the public health significance of any findings and (if needed) provide additional instructions and due dates to the purveyor. Draft report will be returned to LHJ via email within 5 days.	X	
Send inspection reports to include deliverables as specified above to the purveyor and DOH.		X
When survey findings indicate a need for immediate corrective action per the Significant Deficiencies Directive Memorandum K.02, DOH or LHJ will follow-up with the system to ensure the deficiencies have been corrected. If necessary, DOH will develop a compliance strategy. Formal enforcement could include: A Bilateral Compliance Agreement (BCA), Departmental Order (DO), or State Health Order (SHO).	X	X
If the Purveyor is uncooperative and refuses the survey, LHJ will notify DOH by including the non responsive system information in the 1st quarterly report.		X
DOH will send a violation letter reminding the system of their survey requirement.	X	
If the Purveyor is still uncooperative and refuses the survey, LHJ will notify DOH by including the non responsive system information in the 2nd quarterly report.		X
DOH will issue a Notice of Violation (NOV) with an offer for a Bilateral Compliance Agreement (BCA) to the non-responsive system.	X	
DOH will invoice water system upon completion of inspection (unless LHJ collects local fees)	X	
Submit quarterly report and A-19 1A invoice to DOH for payment.		X
Perform joint quality control surveys with DOH.	X	X
Annually review and confirm work completed; schedule new assignments; re-negotiate contract and discuss concerns or provide feedback on the program and process.	X	X

**EXHIBIT B-8
ALLOCATIONS
Contract Term: 2012-2014**

Chart of Accounts Program Title	Amendment	CFDA*	BARS Revenue Code*	Statement of Work Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period Sub Total	Chart of Accounts Total
				Start Date	End Date	Start Date	End Date			
Livestock Mgmt AG BMP's - NEP	Amend 4	66.123	333.66.12	05/15/12	12/31/14	07/01/12	01/31/17	\$60,000	\$60,000	\$60,000
Onsite Sewage Management - NEP	N/A	66.123	333.66.12	01/01/12	10/15/13	07/01/11	01/31/17	\$149,842	\$149,842	
Onsite Sewage Management - NEP	Amend 7	66.123	333.66.12	01/15/13	10/15/14	07/01/11	01/31/17	\$174,929	\$174,929	\$324,771
Pollution ID & Correction - NEP	Amend 3	66.123	333.66.12	05/15/12	12/31/14	07/01/11	01/31/17	\$538,779		
Pollution ID & Correction - NEP	Amend 4	66.123	333.66.12	05/15/12	12/31/14	07/01/11	01/31/17	(\$60,000)		
Pollution ID & Correction - NEP	Amend 5	66.123	333.66.12	05/15/12	12/31/14	07/01/11	01/31/17	\$102,000	\$580,779	\$580,779
FFY11 PHEPR LHJ Funding	N/A	93.069	333.93.06	01/01/12	08/09/12	08/10/11	08/09/12	\$41,700		
FFY11 PHEPR LHJ Funding	Amend 2	93.069	333.93.06	01/01/12	08/09/12	08/10/11	08/09/12	\$22,542	\$64,242	
FFY12 PHEPR LHJ Funding	Amend 4	93.069	333.93.06	08/10/12	06/30/13	07/01/12	06/30/13	\$83,399	\$83,399	\$147,641
FFY12 TB Elimination	Amend 5	93.116	333.93.11	09/15/12	12/31/12	01/01/12	12/31/12	\$200	\$200	\$200
FFY12 317 Ops	N/A	93.268	333.93.26	01/01/12	12/31/12	01/01/12	12/31/12	\$2,880	\$2,880	
FFY13 317 Ops	Amend 6	93.268	333.93.26	01/01/13	06/30/13	01/01/13	12/31/13	\$1,311	\$1,311	\$4,191
FFY12 AFIX	N/A	93.268	333.93.26	01/01/12	12/31/12	01/01/12	12/31/12	\$10,268	\$10,268	
FFY13 AFIX	Amend 6	93.268	333.93.26	01/01/13	06/30/13	01/01/13	12/31/13	\$4,673	\$4,673	\$14,941
FFY12 VFC Ops	N/A	93.268	333.93.26	01/01/12	12/31/12	01/01/12	12/31/12	\$4,597	\$4,597	
FFY13 VFC Ops	Amend 6	93.268	333.93.26	01/01/13	06/30/13	01/01/13	12/31/13	\$2,092	\$2,092	\$6,689
FFY12 PPHF Public Health Reimbursement	Amend 6	93.539	333.93.53	01/01/13	06/30/13	07/01/12	08/31/14	\$2,500	\$2,500	\$2,500
FFY12 PPHF VTrkS-IIS Interface	Amend 7	93.539	333.93.53	03/01/13	06/30/13	07/01/12	08/31/14	\$571	\$571	\$571
FFY11 PHEPR HC Systems - Prep	N/A	93.889	333.93.88	01/01/12	06/30/12	07/01/11	06/30/12	\$400		
FFY11 PHEPR HC Systems - Prep	Amend 2	93.889	333.93.88	01/01/12	06/30/12	07/01/11	06/30/12	\$600	\$1,000	
FFY12 PHEPR HC Systems - Prep	Amend 6	93.889	333.93.88	07/01/12	06/30/13	07/01/12	06/30/13	\$2,000	\$2,000	\$3,000
FFY11 RW Base Contracts	N/A	93.917	333.93.91	01/01/12	03/31/12	04/01/11	03/31/12	\$13,330	\$13,330	
FFY12 RW Base Contracts	Amend 1	93.917	333.93.91	04/01/12	03/31/13	04/01/12	03/31/13	\$21,309		
FFY12 RW Base Contracts	Amend 3	93.917	333.93.91	04/01/12	03/31/13	04/01/12	03/31/13	\$36,691	\$58,000	
FFY13 RW Base Contracts	Amend 7	93.917	333.93.91	04/01/13	03/31/14	04/01/13	03/31/14	\$58,000	\$58,000	\$129,330
FFY11 MCHBG HCO ConCon Federal	Amend 2	93.994	333.93.99	01/01/12	09/30/12	10/01/10	09/30/12	\$16,487	\$16,487	
FFY12 MCHBG HCO ConCon Federal	N/A	93.994	333.93.99	01/01/12	12/31/12	10/01/11	09/30/13	\$49,460		
FFY12 MCHBG HCO ConCon Federal	Amend 2	93.994	333.93.99	01/01/12	12/31/12	10/01/11	09/30/13	\$700	\$50,160	\$66,647

**EXHIBIT B-8
ALLOCATIONS
Contract Term: 2012-2014**

Chart of Accounts Program Title	Amendment	CFDA*	BARS Revenue Code*	Statement of Work Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period Sub Total	Chart of Accounts Total
				Start Date	End Date	Start Date	End Date			
FFY13 MCHBG OHC ConCon Federal	Amend 6	93.994	333.93.99	01/01/13	06/30/13	10/01/12	09/30/13	\$33,670	\$33,670	\$33,670
GFS Local Capacity	Amend 1	N/A	334.04.92	01/01/12	06/30/12	07/01/11	06/30/13	\$33,908	\$33,908	
GFS Local Capacity	Amend 1	N/A	334.04.92	07/01/12	12/31/12	07/01/11	06/30/13	\$33,908	\$33,908	
GFS Local Capacity	Amend 7	N/A	334.04.92	01/01/13	06/30/13	07/01/11	06/30/13	\$33,849	\$33,849	
GFS Local Capacity	Amend 7	N/A	334.04.92	07/01/13	12/31/13	07/01/13	12/31/13	\$33,849	\$33,849	\$135,514
PS OSS LMP Implementation Clearing	N/A	N/A	334.04.93	01/01/12	06/30/13	07/01/11	06/30/13	\$65,000	\$65,000	\$65,000
Rec Shellfish/Biototoxin (PSAA)	N/A	N/A	334.04.93	01/01/12	06/30/13	07/01/11	06/30/13	\$4,435	\$4,435	\$4,435
Youth Tobacco Prevention	N/A	N/A	334.04.93	01/01/12	06/30/12	07/01/11	06/30/13	\$3,052	\$3,052	
Youth Tobacco Prevention	Amend 3	N/A	334.04.93	07/01/12	06/30/13	07/01/11	06/30/13	\$7,363	\$7,363	\$10,415
Blue Ribbon Local Health Funds	Amend 1	N/A	334.04.99	00/00/00	00/00/00	00/00/00	00/00/00	\$31,881		
Blue Ribbon Local Health Funds	Amend 3	N/A	334.04.99	00/00/00	00/00/00	00/00/00	00/00/00	\$31,881		
Blue Ribbon Local Health Funds	Amend 7	N/A	334.04.99	00/00/00	00/00/00	00/00/00	00/00/00	\$63,762	\$127,524	\$127,524
Drinking Water Group A - SS	N/A	N/A	346.26.64	01/01/12	06/30/13	07/01/11	06/30/13	\$10,000		
Drinking Water Group A - SS	Amend 6	N/A	346.26.64	01/01/12	06/30/13	07/01/11	06/30/13	\$4,750	\$14,750	
Drinking Water Group A - SS	Amend 6	N/A	346.26.64	07/01/13	12/31/13	07/01/13	12/31/13	\$4,750	\$4,750	\$19,500
Drinking Water Group A - SS State	N/A	N/A	346.26.65	01/01/12	06/30/13	07/01/11	06/30/13	\$10,000		
Drinking Water Group A - SS State	Amend 6	N/A	346.26.65	01/01/13	06/30/13	07/01/11	06/30/13	\$4,750	\$14,750	
Drinking Water Group A - SS State	Amend 6	N/A	346.26.65	07/01/13	12/31/13	07/01/13	12/31/13	\$4,750	\$4,750	\$19,500
Drinking Water Group A - TA	N/A	N/A	346.26.66	01/01/12	06/30/13	07/01/11	06/30/13	\$6,000		
Drinking Water Group A - TA	Amend 6	N/A	346.26.66	01/01/12	06/30/13	07/01/11	06/30/13	\$2,000		
Drinking Water Group A - TA	Amend 8	N/A	346.26.66	01/01/12	06/30/13	07/01/11	06/30/13	(\$5,000)	\$3,000	
Drinking Water Group A - TA	Amend 6	N/A	346.26.66	07/01/13	12/31/13	07/01/13	12/31/13	\$2,000	\$2,000	\$5,000
TOTAL								\$1,761,818	\$1,761,818	
Total consideration:		\$1,766,818						GRAND TOTAL		\$1,761,818
		(\$5,000)								
GRAND TOTAL		\$1,761,818						Total Fed		\$1,374,930
								Total State		\$386,888

*Catalog of Federal Domestic Assistance

**Federal revenue codes begin with "333". State revenue codes begin with "334".

MASON COUNTY

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed:
FROM: Diane Zoren	Ext. 747
DEPARTMENT: Central Operations	Monday Briefing: _____ Action Agenda: _____
DATE: May 7, 2013	No. 8.

ITEM: Approval to appoint Brian Kelly to fill a vacated position on the Mason County Civil Service Commission. The term will expire on December 31, 2016.

Background: The Mason County Civil Service consists of three members and is pursuant to RCW 41.14. Three applicants were interviewed.

Recommended Action: Approval to appoint Brian Kelly to fill a vacated position on the Mason County Civil Service Commission. The term will expire on December 31, 2016.

Attachment: None

MASON COUNTY PARKS AND TRAILS DEPARTMENT

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed: 2009 Budget
FROM: John Keates	Ext. 669
DEPARTMENT: Parks and Trails Department	Monday Briefing: _____ Consent Agenda: _____
DATE: May 7, 2013	No.

ITEM: Approval for the chair to sign a Memorandum of Understanding between Mason County and Puget Sound Restoration Fund to provide access to County owned tidelands in the Belfair area to conduct a research project.

Background: Puget Sound Restoration Fund has approached Mason County with a request to use County owned tidelands in the Belfair area to complete a research project. The parcel # is 22201-00-62200. The term of the agreement would be from June 2013 to December 2014.

Recommended Action: Approval of the agreement with Puget Sound Restoration Fund.

Attachments: Copy of the original agreement is available with the Clerk of the Board.

MEMORANDUM OF UNDERSTANDING

Between Puget Sound Restoration Fund and Mason County Parks & Trails

1.1 PARTIES

This agreement is entered into between Puget Sound Restoration Fund (PSRF) and Mason County Parks & Trails (MCPT). The above entities are collectively referred to as the PARTIES.

1.2 PURPOSE AND USE

The PARTIES agree that the purpose of this agreement is to facilitate access for PSRF to County owned tidelands in the Belfair area to complete a research project.

1.3 DESCRIPTION OF FACILITY

The PARTIES agree that the County will allow PSRF access to County owned tidelands – parcel #22201-00-62200 for research purposes from June 2013 to December 2014.

1.4 TERM

The term of this agreement shall be from June 2013 to December 2014. Either PARTY may terminate this agreement in writing forty-five (45) days prior to the proposed termination date.

1.5 RESPONSIBILITIES OF THE COUNTY

The County will provide and support all of the following:

- Provide PSRF with permission to access County owned tidelands
- Provide any non-monetary support required for PSRF to complete their research project

1.6 RESPONSIBILITIES OF PSRF

PSRF will provide and support all of the following:

- Notify adjoining landowners of the research project and provide an access schedule to adjoining landowners
- Notify County when PSRF staff will be on the County owned property.
- Provide Mason County with liability insurance in an amount of \$1,000,000 naming Mason County as an additionally insured during the term of this agreement.
- Tidelands must be in same condition at the conclusion of the research work as when the project started.
- No permanent improvements are allowed.

PSRF shall obtain permission from the County prior to undertaking any site work which could alter the condition of the premises. PSRF shall at all times comply with applicable provisions of the Revised Code of Washington, Washington Administrative Code, and all other relevant federal, state and local laws.

1.7 TERMINATION

This agreement may be terminated by either party upon the giving of forty-five (45) days written notice.

1.8 EFFECTIVE DATE

This agreement shall be in full force and effect upon approval by the County official signing below on behalf of the Mason County Board of Commissioners.

Dated this _____ day of _____, 2013

MASON COUNTY

PSRF

By _____

MASON COUNTY PARKS AND TRAILS DEPARTMENT

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed:
FROM: John Keates	Ext. 669
DEPARTMENT: Parks and Trails Department	Monday Briefing: _____ Consent Agenda: _____
DATE: May 7, 2013	No.

ITEM: Approval of an agreement with Darrell Chambers for an amount of not to exceed \$1,800 for the Oakland Bay Park Attendant for 2013/ 14.

Background: Mason County Parks and Trails Department uses the services of attendants and caretakers at some of the County Parks. The attendants are required to open and close the park gates, pick up litter, lock and unlock restrooms, replenish supplies, check for vandalism and graffiti, check and clean all latrines and check all light fixtures. Attendants will also post reservation signs and inform parks and trails staff of any irregularities. Fee paid per month is \$150.

Note: This position will be eliminated if a park host can be found for Oakland Bay County Park.

Recommended Action: Approval of agreement for Oakland Bay County Park from May 7, 2013 to May 7, 2014

Attachments: Copy of original agreement is available with the Clerk of the Board.

MASON COUNTY PARKS AND TRAILS DEPARTMENT

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed: Sept 2010 Briefing
FROM: John Keates	Ext. 669
DEPARTMENT: Parks and Trails Department	Monday Briefing: _____ Consent Agenda: _____
DATE: May 7, 2013	No.

ITEM: Approval for the Chair to sign Certification of Sponsor Match forms with the Washington State Recreation and Conservation Office (RCO) for the Union Boat Ramp Renovation Project, Jacoby Boat Launch Planning Project, MCRA Infield Renovation Project, and the Sandhill Park Fields # 1 and # 2 Renovation Project. The matching funds will be provided from REET II Capital Funds, Donated Equipment, Donated labor, and Force account Labor.

Background: The Certification of Sponsor Match Forms are required as part of the RCO application process. REET II cash commitments for each project will not exceed the following amounts:

- MCRA Renovation Project \$290,000
- Sandhill Park Renovation Project \$166,900
- Jacoby Boat Ramp Planning \$15,000
- Union Boat Ramp Renovation \$210,000

Recommended Action: Approval of the Certification of Match forms

Attachments: Certification of Match forms

MASON COUNTY

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed:
FROM: Brian Matthews	Ext.
DEPARTMENT: Public Works / ER&R	Action Item
DATE: May 7, 2013	

ITEM: Purchase new 43800 Super Shot 125 DC w/ 50 CFM Compressor Crack-Sealer through the HGACBuy contract with Crafc0, Incorporated for Public Works Department

Background: Crack sealing is the single most cost effective pavement maintenance process that will prevent water from infiltrating down to the sub-base and creating pot holes and alligator cracks, along with preventing the cracks from spreading further. In some instances, crack sealing can delay an overlay and help extend the life of a road.

Mason County Public Works would like to purchase a crack-sealer, 43800 Super Shot 125 DC w/50 cfm Compressor that will cost approximately \$52,682.03 to purchase from the HGACBuy contract with Crafc0, Incorporated.

Recommended Action: I move the Board authorize Public Works to purchase to the Super Shot 125 DC w/ 50 CFM Compressor Crack-Sealer off of the HGACBuy contract from Crafc0, Incorporated for approximately \$52,682.03.

Attachment: Contract Price Worksheet

MASON COUNTY

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed:
FROM: Melissa McFadden	Ext. 450
DEPARTMENT: Public Works	Other Business
DATE: May 7, 2013	No.

ITEM: BID AWARD: 2013 Asphalt Emulsion Contract

Background: On March 5, 2013, County Commissioners authorize Public Works to call for bids to furnish Mason County with Emulsified Asphalt for 2013.

Date and time of opening was Friday, April 12, 2013 at 9:00 a.m.; three (3) bids were received and opened at the office of the Mason County Commissioners. The bid specification indicates that “the Board of County Commissioners reserve the right to accept only that bid or bids deemed most advantageous to the county”.

Public Works would like to award the contract to the second lowest bidder, US Oil Trading, LLC out of Tacoma, WA at their bid price of \$550.00.for CRS 2P Emulsion per ton and \$525.00 CSS 1 Emulsion per ton. This bid was deemed, “most advantageous to the County”.

McAsphalt Industries Limited out of Langley, BC was the apparent low bidder with a bid price of \$535.00 for CRS 2P Emulsion per ton and \$520.00 CSS 1 Emulsion per ton. With haul cost factored in, this bid was found to be less advantageous to the county than the second low bidders.

Bid Specifications for the contract allow the County to consider the county’s haul cost in making the award(s).

Recommended Action: I move the Board authorize Public Works to award the 2013 Asphalt Emulsion Contract to US Oil Trading, LLC out of Tacoma, WA at their bid price of \$550.00.for CRS 2P Emulsion per ton and \$525.00 CSS 1 Emulsion per ton.

Attachments: Bid Tabulation

BID TABULATION
2013 EMULSIFIED ASPHALT

BID OPENING: April 12, 2013
 TIME: 9:00 am

Bidder #1: McAsphalt Industries Limited, Langley, B.C.

Comments: _____

<u>NO.</u>	<u>ASPHALTIC MATERIALS</u>	<u>TOTAL PRICE, PER TON</u>	<u>DELIVERY POINT</u>
1)	CRS 2P Emulsion	<u>\$535.00</u>	<u>Langley British Columbia</u>
2)	CSS 1 Emulsion	<u>\$520.00</u>	<u>Langley, British Columbia</u>

NOTE: STATE SALES TAX is not included in bid.

Bidder #2: US Oil Trading, LLC , Tacoma WA

Comments: _____

<u>NO.</u>	<u>ASPHALTIC MATERIALS</u>	<u>TOTAL PRICE, PER TON</u>	<u>DELIVERY POINT</u>
1)	CRS 2P Emulsion	<u>550.00</u>	<u>FOB Tacoma Rack</u>
2)	CSS 1 Emulsion	<u>525.00</u>	<u>FOB Tacoma Rack</u>

NOTE: STATE SALES TAX is not included in bid.

Bidder #3: Paramount Petroleum Corporation, Portland OR

Comments: _____

<u>NO.</u>	<u>ASPHALTIC MATERIALS</u>	<u>TOTAL PRICE, PER TON</u>	<u>DELIVERY POINT</u>
1)	CRS 2P Emulsion	<u>555.00</u>	<u>20555 NW Richmond Beach Dr Seattle</u>
2)	CSS 1 Emulsion	<u>525.00</u>	<u>20555 NW Richmond Beach Dr Seattle</u>

NOTE: STATE SALES TAX is not included in bid.



CONTRACT PRICING WORKSHEET
For Standard Equipment Purchases

Contract No.:

SM10-12

Date Prepared:

4/23/2013

This Form must be prepared by Contractor and given to End User. End User issues PO to Contractor, and MUST also fax a copy of PO, together with completed Pricing Worksheet, to H-GAC @ 713-993-4548. Please type or print legibly.

Buying Agency:	Mason County	Contractor:	Crafco, Inc.
Contact Person:	Cyndi Ticknor	Prepared By:	Angie Hoaglin
Phone:	(360) 427-9670	Phone:	(480) 505-8050
Fax:	(360) 427-8448	Fax:	(480) 961-0513
Email:	cyndit@co.mason.wa.us	Email:	angie.hoaglin@crafco.com

Product Code:	13B	Description:	P/N 43800 Super Shot 125 DC w/ 50 cfm Compressor
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A. Product Item Base Unit Price Per Contractor's H-GAC Contract: \$46,305

B. Published Options - Itemize below - Attach additional sheet if necessary - Include Option Code in description if applicable
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
20014. 3" Pintle Hitch	114.24		
24190K. Overnight Heater	335.36		
24227. 7 Blade RV Style Elect. Connector	51.82		
26058. 10# Fire Extinguisher	171.2		
26059. Fire Ext. Bracket	76		
45535. Engine Cover	0		
45599. Engine Cover Insulation Kit	0		
24095K. Strobe Light Kit	273.6		
		Subtotal From Additional Sheet(s):	
		Subtotal B:	1022.22

C. Unpublished Options - Itemize below - Attach additional sheet if necessary
(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
27114. Tip Adapter	28		
27115. Tip Adapter Shroud	24		
27130. 4" Swivel Disk	76		
50270. Duck Bill	11.2		
		Subtotal From Additional Sheet(s):	0
		Subtotal C:	139.2

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). For this transaction the percentage is: 0%

D. Total Cost before any other applicable Charges, Trade-Ins, Allowances, Discounts, Etc. (A+B+C)

Quantity Ordered:	1	X Subtotal of A + B + C:	47466.42	=	Subtotal D:	47466.42
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E. Other Charges, Trade-Ins, Allowances, Discounts, Etc.

Description	Cost	Description	Cost
Freight	1,000		
Washington Sales Tax @ 8.5%	4215.61		
(Freight is taxable in Washington)			
		Subtotal E:	5215.61

Delivery Date: 45 Days from Order **F. Total Purchase Price (D+E):** 52682.03