**Meeting Date:**
**Agenda Item No:**

<table>
<thead>
<tr>
<th>Kitsap County Board of Commissioners</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Office/Department:</strong></td>
</tr>
<tr>
<td><strong>Staff Contact:</strong></td>
</tr>
<tr>
<td><strong>Agenda Item Title:</strong></td>
</tr>
<tr>
<td><strong>Recommended Action:</strong></td>
</tr>
</tbody>
</table>

**Summary:**
Kitsap County is providing COVID-19 response assistance to the Kitsap Public Health District. This contract amendment will increase the total funding provided by the contract to $2.05M to fund COVID-19 response activities. No other conditions of the contract are changed.

**Attachments:**
1. Contract Review Sheet
2. Contract Amendment

**Fiscal Impact for this Specific Action**

| Expenditure required for this specific action: | $1,200,000 |
| Related Revenue for this specific action: | $1,200,000 |
| Cost Savings for this specific action: | $0 |
| Net Fiscal Impact: | $1,200,000 |
| Source of Funds: | COVID Response |

**Fiscal Impact for Total Project**

| Project Costs: | $2,050,000 |
| Project Costs Savings: | $0 |
| Project Related Revenue: | $2,050,000 |
| Project Net Total: | $2,050,000 |

**Fiscal Impact (DAS) Review**

<table>
<thead>
<tr>
<th>Office/Department Review &amp; Coordination</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Office/Department</strong></td>
</tr>
<tr>
<td>Commissioners</td>
</tr>
</tbody>
</table>

**Contract Information**

<table>
<thead>
<tr>
<th>Contract Number</th>
<th>Date Original Contract or Amendment Approved</th>
<th>Amount of Original Contract Amendment</th>
<th>Total Amount of Amended Contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>KC-336-20-B</td>
<td>pending</td>
<td>$1,200,000.00</td>
<td>$2,050,000.00</td>
</tr>
<tr>
<td>KC-336-20-A</td>
<td>3/8/21</td>
<td>0</td>
<td>$850,000.00</td>
</tr>
<tr>
<td>KC-336-20</td>
<td>12/7/20</td>
<td></td>
<td>$850,000.00</td>
</tr>
</tbody>
</table>
## Kitsap County

**CONTRACT REVIEW SHEET**

*(Chapter 3.56 KCC)*

### A. CONTRACT INFORMATION

<table>
<thead>
<tr>
<th>1. Contractor</th>
<th>Kitsap Public Health District</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Purpose</td>
<td>contract amendment with the Kitsap Public Health District for expenses related to COVID-19 response.</td>
</tr>
<tr>
<td>3. Contract Amount</td>
<td>1,200,000</td>
</tr>
<tr>
<td>4. Contract Term</td>
<td>Upon Signature – 6/30/2021</td>
</tr>
<tr>
<td>5. Contract Administrator</td>
<td>Eric Baker</td>
</tr>
<tr>
<td>Phone</td>
<td>360-337-4495</td>
</tr>
</tbody>
</table>

Approved: [ ] Date

Department Director

### B. AUDITOR – ACCOUNTING INFORMATION

<table>
<thead>
<tr>
<th>1. Contract Control Number</th>
<th>KC-336-20-B</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Fund Name</td>
<td>COVID Response</td>
</tr>
<tr>
<td>3. Payment from-Revenue to CC/Account Nbr</td>
<td>1651</td>
</tr>
<tr>
<td>4. Encumbered By</td>
<td>Dave Schureman</td>
</tr>
</tbody>
</table>

Date 3/31/2021

### C. AUDITOR’S ACCOUNTING – GRANTS REVIEW

*Signature required only if contract is grant funded*

1. [X] Approved [ ] Not Approved

Reviewer Dave Schureman Date 3/31/2021

2. Comments: amendment

### D. ADMINISTRATIVE SERVICES DEPARTMENT – RISK MANAGER REVIEW

1. [X] Approved [ ] Not Approved

Reviewer Timothy M. Perez 3/31/2021

2. Comments: Amendment Only

### E. ADMINISTRATIVE SERVICES DEPARTMENT – BUDGET MANAGER REVIEW

*Signature required only if contract is for $50,000 or more, OR it will be signed by board of commissioners (regardless of dollar amount)*

1. [X] Approved [ ] Not Approved

Reviewer Aimée Campbell 03/31/2021

2. Comments:

### F. PERSONNEL DEPARTMENT – PERSONNEL DIRECTOR REVIEW

*Signature required only if union or employment contract*

1. [ ] Approved [X] Not Approved

Reviewer [ ] Date

2. Comments:

### G. PROSECUTING ATTORNEY

1. [X] Approved as to Form [ ] Not Approved as to Form

Reviewer Susan Rogers 4.5.2021

2. Comments:

### H. CERTIFICATION BY CONTRACT ADMINISTRATOR: THIS CONTRACT IS READY FOR CONSIDERATION BY THE AUTHORIZED CONTRACT SIGNER.

*(For contract signing authority, see KCC 3.56.075)*

Date Approved by Authorized Contract Signer: 4/12/21

RETURN SIGNED ORIGINALS TO:

Alex Jarrett @ MS- 4
KC 336-20-B
AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT
Between
KITSAP PUBLIC HEALTH DISTRICT
And
KITSAP COUNTY

This Amendment ("Amendment") to the Professional Services Agreement Between Kitsap Public Health District and Kitsap County KC 546-20 ("Contract") is entered into between Kitsap County ("Contractor") and the Kitsap Public Health District ("District").

WHEREAS, the Parties entered into the Contract effective March 1, 2020, which was subsequently amended by KC 546-20A; and

WHEREAS, the reimbursement period of allocated funding through the CARES Act has been extended and therefore the parties desire to extend the Contract term to June 30, 2021, and

WHEREAS, the District desires to give to the County additional funding it does not expect to expend on its own operations by the expiration date of the CARES Act funding.

In consideration of the mutual benefits and covenants contained herein, the parties agree that Contract is amended as follows:

1. Section 2 Purpose. Section 2 is amended to increase the amount of eligible funding from $850,000 to $2,050,000.

2. Section 5 Compensation. Section 5 is amended to increase the amount of eligible funding from $850,000 to $2,050,000.

3. Attachment A-1, Scope of Work and Compensation. Attachment A-1 is amended to increase the compensation amount of eligible funding from $850,000 to $2,050,000.

4. Other Provisions Unchanged. Except as expressly provided in this Amendment, all other terms and conditions of the Contract, and any subsequent amendments, addenda, or modifications thereto, remain unchanged in full force and effect.

5. Counterparts. This Contract Amendment may be executed in several counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.

6. Effective Date. The effective date of this Amendment is the date last executed by all parties.

7. Authorization. Each party signing below warrants to the other party that they have the full power and authority to execute this Amendment on behalf of the party for whom they sign.

[Signatures on next page]
DATED this ___ day of ______ 2021.

KITSAP PUBLIC HEALTH DISTRICT

By: __________________________
Keith Grellner, Administrator

DATED this ___ day of April 2021.

BOARD OF COUNTY COMMISSIONERS
KITSAP COUNTY, WASHINGTON

[Signatures]
ROBERT GELDER, Chair
CHARLOTTE GARRIDO, Commissioner
EDWARD E. WOLFE, Commissioner

ATTEST:

[Signature]
DANA DANIELS, Clerk of the Board
DATED this 9th day of APRIL, 2021.
KITSAP PUBLIC HEALTH DISTRICT
By: [Signature]
Keith Grrellner, Administrator

DATED this _____ day of ______ 2021.
BOARD OF COUNTY COMMISSIONERS
KITSAP COUNTY, WASHINGTON

ROBERT GELDER, Chair

CHARLOTTE GARRIDO, Commissioner

EDWARD E. WOLFE, Commissioner

ATTEST:

DANA DANIELS, Clerk of the Board