



**JEFFERSON COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA REQUEST**

**TO:** Board of County Commissioners  
Mark McCauley, County Administrator

**FROM:** Pinky Feria Mingo, Environmental Health and Water Quality Director  
Tami Pokorny, Natural Resources Program Coordinator

**DATE:** January 2, 2024

**SUBJECT:** Agenda Item – Amendment 4 to Extend the Lower Big Quilcene Floodplain Acquisitions 2018 Recreation and Conservation Office (RCO) Salmon Recovery Funding Board (SRFB) #18-1227 Grant Agreement; July 1, 2019 – March 15, 2024

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**STATEMENT OF ISSUE:**

Jefferson County Public Health requests approval of Amendment 4 to extend the Lower Big Quilcene Floodplain Acquisitions 2018 RCO SRFB #18-1227 Grant Agreement to acquire a floodplain parcel for restoration from a willing seller; July 1, 2019 – March 15, 2024.

**ANALYSIS/STRATEGIC GOALS/PROS and CONS:**

A 74-day project period extension will support the willing seller negotiation and acquisition of a property located within the target geographic project envelope for restoration of the Lower One Mile of the Big Quilcene River.

**FISCAL IMPACT/COST BENEFIT ANALYSIS:**

Funding for this project is being provided by the RCO SRFB with match satisfied through an MOU with the Hood Canal Salmon Enhancement Group. No funds from the General Fund are requested.

**RECOMMENDATION:**

JCPH Management recommends BOCC signature for Amendment 4 to the Lower Big Quilcene Floodplain Acquisitions 2018 RCO SRFB #18-1227 Grant Agreement to acquire a floodplain parcel for restoration from a willing seller; July 1, 2019 – March 15, 2024.

**REVIEWED BY:**

  
Mark McCauley, County Administrator

12/28/23  
Date

# CONTRACT REVIEW FORM

(INSTRUCTIONS ARE ON THE NEXT PAGE)

Clear Form

CONTRACT WITH: WA Recreation and Conservation Office

Contract No: WQ-19-180-A4

Contract For: Lower Big Quilcene Floodplains Acq'n, Amend 4 Term: 7/1/2019 - 3/15/2024

COUNTY DEPARTMENT: Public Health

Contact Person: Tami Pokorny

Contact Phone: X498

Contact email: tpokorny@co.jefferson.wa.us

AMOUNT: No change

Revenue: \_\_\_\_\_

Expenditure: \_\_\_\_\_

Matching Funds Required: \_\_\_\_\_

Sources(s) of Matching Funds: \_\_\_\_\_

Fund # 128

Munis Org/Obj 12855310

PROCESS:



Exempt from Bid Process



Cooperative Purchase



Competitive Sealed Bid



Small Works Roster



Vendor List Bid



RFP or RFQ



Other: \_\_\_\_\_

## APPROVAL STEPS:

**STEP 1: DEPARTMENT CERTIFIES COMPLIANCE WITH JCC 3.56.080 AND CHAPTER 42.23 RCW.**

CERTIFIED: ☐ N/A: ☒



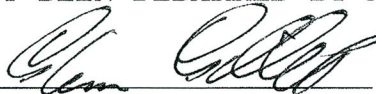
Signature

Dec. 21, 2023

Date

**STEP 2: DEPARTMENT CERTIFIES THE PERSON PROPOSED FOR CONTRACTING WITH THE COUNTY (CONTRACTOR) HAS NOT BEEN DEBARRED BY ANY FEDERAL, STATE, OR LOCAL AGENCY.**

CERTIFIED: ☐ N/A: ☒



Signature

Dec. 21, 2023

Date

**STEP 3: RISK MANAGEMENT REVIEW (will be added electronically through Laserfiche):**

Electronically approved by Risk Management on 12/26/2023.

**STEP 4: PROSECUTING ATTORNEY REVIEW (will be added electronically through Laserfiche):**

Electronically approved as to form by PAO on 12/21/2023.  
Approval as to form PAO 12.21.23

**STEP 5: DEPARTMENT MAKES REVISIONS & RESUBMITS TO RISK MANAGEMENT AND PROSECUTING ATTORNEY(IF REQUIRED).**

**STEP 6: CONTRACTOR SIGNS**

**STEP 7: SUBMIT TO BOCC FOR APPROVAL**



## Amendment to Grant Agreement

**Project Sponsor:** Jefferson County Public Health  
**Project Title:** Lower Big Quilcene Floodplain Acquisitions 2018

**Project Number:** 18-1227 C  
**Amendment Number:** 4

### Amendment Type:

Time Extension

### Amendment Description:

Pursuant to a request from Jefferson County Public Health the Project Agreement identified above is amended to extend the end date of this agreement.

The project period of 07/01/2019 to 12/31/2023 is extended to allow the contracting party until 03/15/2024 to complete the project.

### Agreement Terms

In all other respects the Agreement, to which this is an Amendment, and attachments thereto, shall remain in full force and effect. In witness whereof the parties hereto have executed this Amendment.

**State of Washington**  
**Recreation and Conservation Office**

**Jefferson County Washington**

**BY:** Josh Lambert  
For Josh Lambert (Dec 18, 2023 13:03 PST)  
Megan Duffy

**TITLE:** Director

**DATE:** Dec 18, 2023

Pre-approved as to form:  
**By:** /S/  
Assistant Attorney General

**BY:** \_\_\_\_\_

**NAME:** Heidi Eisenhour

**TITLE:** Chair, Board of County Commissioners

**ATTEST:**

\_\_\_\_\_  
Carolyn Gallaway, Date  
Clerk of the Board

Approved as to form only:

Barbara D. Ehrlichman 12/21/23  
Barbara D. Ehrlichman, Date  
Civil Deputy Prosecuting Attorney