### WHATCOM COUNTY COUNCIL AGENDA BILL

NO. \_\_\_\_\_2018\_\_\_131

CLEARANCES	Initial	Date	Date Rec	eived in Council Office	Agenda Date	Assigned to:
Originator:		4/5/2018			5/8/2018	SCOTW/Council
Division Head:		_	-		6/5/2018	SCOTW/Council
Dept. Head:	Boy & Day	4.30.18	>		7/10/18	Finance/Council
Prosecutor:	1/in I	5/2/18				
Purchasing/Budget:	<del>SN1</del>	10 1×110				
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Executive: TITLE OF DO	CUMENT:					
Resolution authorizing			or building expansic	n		
ATTACHMEN	TS:					
				T		
SEPA review requi SEPA review comp		) Yes ) Yes	( ) NO ( ) NO	Should Clerk schedule a Requested Date:	hearing? ( )Ye	s () NO
COMMITTEE 2	<b>ACTION:</b>			COUNCIL ACTIO	ON:	
5/8/2018: Held in request the adm where they can an update in fo	inistration lower the d	n meet with	proponents to		ommittee	
Related County	Contract #	t: I	Related File N	umbers:	Ordinance or Reso Number:	olution
Please Note: Or on the County's	-	<i>•</i>		and resolutions are ave s/council.	ailable for viewing a	and printing

July 2, 2018



To: Jack Louws, Whatcom County Executive Whatcom County Council Members

From: Greg Winter, Opportunity Council Executive Director

Re: East Whatcom Regional Resource Center expansion plans and funding

On behalf of East Whatcom Community Council and other stakeholders in the Columbia Valley and the Whatcom Foothills area, I would like to thank you again for your support for the multipurpose expansion of the East Whatcom Regional Resource Center and ask you to add \$115,000 to the County's earlier \$300,000 commitment to this project.

We now have updated information to share. As requested in May, we have updated the project's cost estimates, reviewed and improved the design plans, looked for ways to reduce the project's costs, and arrived at what we hope you will support when the County Council takes up its review of Agenda Bill No. 2018-131 on July 10<sup>th</sup>.

**Current funding:** Opportunity Council has raised \$2,075,000 so far, including the \$300,000 from the County. <u>Opportunity Council has leveraged \$6 more for every \$1 from the County.</u> Our challenge now is to optimize the project and find the final funding so the project can start construction this year.

**Updated cost estimates:** The new estimate for the 2017 design is \$2,387,336. This is <u>\$116,031</u> <u>less than the 2017 estimate</u>, achieved by lowering the general contractor's profit and overhead from 12 to 10 percent and lowering the construction contingency plus soft costs from 23 to 20 percent. We still face the uncertainty of whether <u>bids may come in higher than the estimate</u>.

**Improved project design:** We reviewed the design with the architect and found design improvements that will lower the costs. The two most significant are simplifying the roof design for Building 2 to eliminate the concern about roof leaks from freeze/thaw cycles, and reducing by half the delivery driveway alongside Building 2. Several other cost reductions are listed below. We had hoped that eliminating the fire suppression system in Building 2 would reduce costs; however, the cost savings would be more than offset by the added, code-mandated cost of changing from Type V-B to Type V-A construction.

**Community Action** 

A Community Action Agency serving Whatcom, Island and San Juan Counties since 1965

Whatcom County 1111 Cornwall Ave., Suite C Bellingham, WA 98225 (360) 734-5121 (800) 649-5121 Fax (360) 671-0541

Island County 1791 NE 1st Ave. P.O. Box 922 Oak Harbor, WA 98277 (360) 679-6577 (800) 317-5427 Fax (360) 679-2440

San Juan County (800) 649-5121 **Reducing project costs**: The following adjustments to the 2017 design would lower the projects costs by the amounts shown here, based on a third-party estimate:

1. Shrink Building 2 delivery driveway	\$ 28,597
2. Omit Building 2 butterfly roof	\$ 16,917
3. Reduce butterfly roof clerestory windows	\$ 2,578
4. Omit Building 2 vestibule cedar wall finish	\$ 20,139
5. Revise Building 2 toilet room to storage	\$ 6,445
6. Reduce landscaping	<u>\$ 5,671</u>
Total of the above savings	\$ 80,347

These changes reduce the project total costs to \$2,307,000 (\$2,387,336 minus \$80,347), leaving the project \$232,000 short of the amount needed (\$2,307,000 minus \$2,075,000 raised so far).

For additional savings, the project could request County permit approval for eliminating new, additional parking, saving an additional \$137,139. The design team, which includes members of the community council and Opportunity Council staff who manage the existing facilities at the Resource Center, believe the current parking provides adequate capacity for the projected uses of the existing and expanded campus. The project will also pursue an agreement with an adjacent property owner to share their parking lot as overflow, should that occasionally be necessary.

The cost of Building 3, the outdoor covered area, could be reduced if the size of the roof structure was reduced from its proposed size, 6,000 square feet. However, we heard strong statements from East Whatcom Community Council representatives arguing against reducing the size and the commitment to recreational facilities for youth and the multiple purposes that Building 3 is intended to serve.

We need to note that the project costs described above do not include several desirable features that we plan to include as bid alternatives, including an emergency generator for Building 2, better insulation for Building 2, a programmable reader-board sign at the entrance off Kendall Road, translucent panels in the roof of Building 3, and photovoltaic panels on the roof of one or both buildings.

We are not asking the County to pay for any of these bid alternatives that will require additional funding from other sources. We believe these additional features will enhance the project and, in the case of PV systems and Building 2 insulation, will reduce long-term operating costs. We are still pursuing potential donors, other than the County, that may help cover the cost of these additional features.

To summarize the updated information, the updated costs estimate for the project, \$2,387,336, can be reduced by \$80,347 with the six design changes listed above, and reduced by an additional \$137,139 if the parking expansion is not necessary. This brings the amount needed from the County to just under \$100,000 more, say \$115,000 if we add 20 percent as an estimate contingency.

We need to keep in mind that the project still faces the uncertainty of this year's bidding climate, and we would appreciate the County being willing to help if bids turn out to be higher than the estimate.

Again, we appreciate the County's willingness to work with Opportunity Council to help meet the needs of residents in the Columbia Valley and the Whatcom Foothills. I look forward to talking with you about how to proceed.

#### PROPOSED BY: <u>BUCHANAN</u> INTRODUCED: <u>MAY 8, 2018</u>

#### RESOLUTION 2018-\_\_\_\_

### AUTHORIZING THE ALLOCATION OF REET I FUNDING TO SUPPORT THE CONSTRUCTION OF A MULTI-USE BUILDING EXPANSION AT THE EAST WHATCOM REGIONAL RESOURCE CENTER

**WHEREAS,** the Opportunity Council (OC), together with Whatcom County, the East Whatcom Community Council, and other interested citizens, created a proposal that will add new multi-use buildings at the East Whatcom Regional Resource Center for multiple purposes including youth recreation activities and other community gatherings and for a food bank aggregation and redistribution center to support hunger relief efforts in the east Whatcom foothills; and

**WHEREAS,** on May 12, 2015, the Whatcom County Council approved a Resolution which authorized the County Administration to submit a Washington State Department of Commerce Community Development Block Grant (CDBG) application that the OC prepared for submittal, requesting a \$750,000 grant to assist with the construction of the multi-use building; and

**WHEREAS,** the County Administration submitted the CDBG proposal and received notification in August 2015 of a CDBG award of \$750,000 contingent upon Whatcom County's commitment of \$300,000 in matching funds; and

**WHEREAS**, the Whatcom County Council authorized an allocation \$300,000 in Real Estate Excise Tax (REET 1) funds in October 2015 to support the design and construction of the proposed facility and encouraging OC to pursue other funding; and

**WHEREAS,** the revised construction cost estimates raised the project total to \$2,500,000 due in part to fire suppression systems and additional parking requirements; and

**WHEREAS**, OC pledged in October 2015 its commitment to securing \$500,000 or more in additional matching funds and Opportunity Council has secured \$1,025,000 in additional matching funds from public and private sources, for a total of \$2,075,000 raised to date; and

**WHEREAS**, OC has succeeded in raising \$7,000 for every \$1,000 in initial County funding, a 7-to-1 leveraging ratio, to reach a total of \$2,075,000 secured to date; and

**WHEREAS**, the East Whatcom Regional Resource Center has been hugely successful, and the proposed expansion, Phase 2, is urgently needed to serve the existing and growing needs in eastern Whatcom County, especially in the areas of youth recreation, access to food, and the growing need for community programming and meeting spaces; and

**WHEREAS**, <u>in a typical month</u>, the calendar includes dozens of community group meetings, plus over 600 people referred to other services and programs, plus proving space for two Head Start classrooms, plus providing space for the mobile food pantry that currently operates twice per month; and

**WHEREAS**, OC, with the County Executive's encouragement, worked with the members of the East Whatcom Community Council, Whatcom County Parks Department,

Foothills Food Bank, Bellingham Food Bank, and other agencies to decide what facilities to include in the Phase 2 expansion of the East Whatcom Regional Resource Center and how to pay for the cost of construction and operations:

**WHEREAS,** members of the East Whatcom Community Council including OC have asked the County to increase its share of the funding by \$425,000;

**WHEREAS**, the additional amount, \$425,000, needed to reach \$2,500,000 can be found in the REET 1 revenues that were higher than expected in 2017 and are projected to be steady or growing in 2018 and 2019;

**WHEREAS**, OC has over-performed what the County asked in late 2015, raising \$1,025,000 instead of \$500,000, from non-County sources and has raised a total of \$1,775,000 to date for the EWRRC expansion, Phase 2;

**WHEREAS**, many area families with low income gain better access to services, food, employment, housing, and health care as a result of services offered through the EWRRC by OC and other agencies;

**WHEREAS**, other agencies can expand their services in the Foothills, in collaboration with OC, Foothills Food Bank, and others; for example, Meals on Wheels can increase its presence in the East County if it has access to frozen food storage after completion of the EWRRC expansion;

**WHEREAS**, the EWRRC expansion 2 will create a year-round emergency repository of food, currently not available due to lack of food bank storage and the absence of local grocery stores, so that in case of a state of emergency or disaster, the Foothills population will have a hub of food access and through the services of the Foothills Food Bank, people will have better access to healthy food for better health outcomes throughout the year.

**NOW, THEREFORE, BE IT RESOLVED** that the Whatcom County Council hereby authorizes the County Administration to allocate \$425,000 in REET I funds to support the construction of the proposed facility.

**BE IT FURTHER RESOLVED**, that the Whatcom County Council authorizes the County Executive to proceed as previously agreed with the OC for the funding, design, construction and operation of the proposed facility.

APPROVED this \_\_\_\_\_ day of May \_\_\_\_, 2018.

ATTEST:

WHATCOM COUNTY COUNCIL WHATCOM COUNTY, WASHINGTON

Dana Brown-Davis, Clerk of the Council Rud Browne, Council Chair

APPROVED AS TO FORM:

Civil Deputy Prosecutor



Washington State Department of Commerce Community Development Block Grant (CDBG) 1011 Plum St P.O. Box 42525 Olympia, WA 98504-2525

## **PROJECT STATUS REPORT**

This form must be completed each time you submit a reimbursement request. Reimbursement requests will not be processed unless accompanied by a current Project Status Report.

Grantee Name:	Whatcom County (subrecipient Opportunity Council)		
Contract Number:	15-62210-033		
Project Name:	East Whatcom Regional Resource Ctr Expansion & Food Bank		
Reporting Period:	Through December 2017		

Please describe the progress you have made to date on your project's scope of work (see Attachment A in your contract).

As noted in the prior Project Status Report, Whatcom County was awarded a 2015 \$750,000 WA CDBG GP grant to construct a multipurpose facility that provides a food bank distribution center within the East Whatcom Regional Resource Center (EWRRC) property, with Opportunity Council (OC) as CDBG Subrecipient. Whatcom County Executive Jack Louws recommended, and Whatcom County Council approved, a Council Resolution in October 2015 obligating \$300,000 in matching County funds.

In late 2015, OC moved forward with a CDBG-compliant procurement process for design services as a CDBG-eligible expense, with OC deciding in mid-December 2015 to negotiate with its first choice, Environmental Works. Negotiating and signing a design programming and schematic design services contract with Environmental Works got underway in December 2015, with Whatcom County requiring additional contract and insurance provisions in addition to the Professional Service Agreement content outlined in the CDBG Management Handbook. Documents related to procurement and contracting are on file.

During architectural design programming, OC and the project collected valuable input from Whatcom County, Foothills Food Bank, Bellingham Food Bank, the East Whatcom Community Council and others. The concept described in the June 2015 CDBG application became the basis for more detailed site planning and a review of options, with reference to the EWRRC master plan concepts that were developed prior to the first phase of construction at the EWRRC nine-acre site.

By the end of 2016, OC and its allies chose to aim for a design based on a goal of \$2,000,000, to



Washington State Department of Commerce Community Development Block Grant (CDBG) 1011 Plum St P.O. Box 42525 Olympia, WA 98504-2525

accomplish a project that optimizes multiple uses from all new facilities built during "Phase 2" of EWRRC. These decisions were based in part on the realization that a smaller budget could not accomplish both (a) a space for food bank operations and other multiple, indoor uses and (b) the new multiuse, outdoor covered area that has been a priority since prior to Phase 1.

The design decisions were also based on the project's eligibility for private foundation grants and for a WA Commerce Building Communities Fund (BCF) capital grant. The design development process continued into 2017 with feedback from all stakeholders and public agencies. The design is now at 95 percent complete, pending any further change in the scope or details that permit review or that budget constraints might require.

Unfortunately in 2017, the revised construction cost estimates raised the project total by more than \$500,000, which required adjusting the project goal to \$2,500,000, based on optimistic 2018 construction costs and without several desirable "wish list" items.

Also during 2017, the \$500,000 BCF grant was delayed by the state capital budget process. This delay, however, gave OC and Whatcom County additional time to find additional funding to cover the increased cost estimates.

So far, five private foundation grants have been awarded, totaling \$400,000. When added to Whatcom County's initial \$300,000, the \$750,000 WA CDBG Award, and the \$500,000 BCF grant, the total grants raised so far equals \$1,950,000.

To reach the \$2,500,000 goal, the BCF grant of \$500,000 is absolutely needed. Because the WA BCF grant will likely come through eventually, the Whatcom County government will either seek to increase its capital contribution from its initial \$300,000 grant, or determine that the project scope will be limited to the \$1,950,000 project budget. It is anticipated that Construction may potentially begin in the spring of 2018, rather than start construction with all funding fully committed.

The County's deliberations about additional County funding options will continue into 2018 while the WA Legislature debates how and when to proceed with a capital budget.

Projected timing:

First quarter 2018: Complete building permit and NEPA review, secure final funding, prepare the Information for Bidders and prepare for bidding process.

Second quarter 2018: Conduct the bidding process and prepare for construction start, pending BCF grant and alternatives for the final \$500,000 being fully secured prior to construction



Third quarter 2018: Construction well underway, with ten to 12 months expected for construction phase; CDBG documentation well maintained by OC and Whatcom County, with training available from prior WA CDBG subrecipient, Bellingham Food Bank

Fourth quarter 2018: Construction continues; WA CDBG compliance documentation maintained by OC and Whatcom County

First quarter 2019: Construction continues; WA CDBG compliance documentation maintained by OC and Whatcom County; construction completed before the end of March 2019

Second quarter 2019: Project completion and close-out tasks and documentation, including Public Hearing at County Council

Approximately, what percentage of the project is complete?	95 percent complete design	
Will the project be completed early (month/day/year)?	Aiming for March 2019	

The Footnills Community Food Partnership, a local grassroots coalition to improve healthy food access in East Whatcom County, welcomes your involvement in the...

# Foothills Food Access Plan

# The Goal

All Foothills residents are fed, nourished and have access to the food they need.

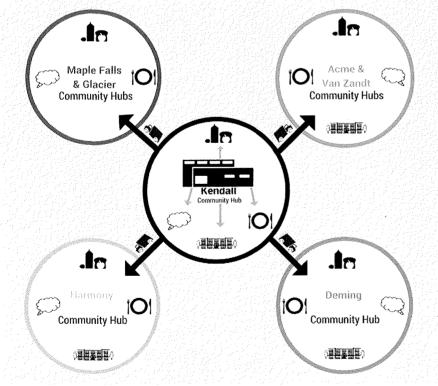
# **The Vision**



The East Whatcom Regional Resource Center (EWRRC) is a central hub to get access to healthy food and nutrition education. Mobile services deliver nutritious foods to key community destinations by way of mobile food banks and farmers markets.

This diagram represents a vision for how each community in East Whatcom County

would have an integrated food access system with these strategies. The new Foothills Food Bank, located at the EWRRC, will be the central hub for these efforts





Hunger prevention services expand to include Children's Winter/Spring Pantry, Summer Meals programs, and ready-made food boxes for emergency responders.

Meal programs invite the community to gather to connect with neighbors and eat good food.



Educational programs are offered to people of all ages and cultures to learn about the nutrition, growing, preservation, and cooking of healthful foods.



Farm-to-school and farm-topreschool programs feature locally sourced foods and integrate food education into the cafeteria, classrooms, school gardens, and family/youth

programs

The Foothills Food Access Plan reflects the research, community input, and discussion from the 2014 Community Foothills Food Summit. The Plan provides a framework for community action, highlighting services, facilities, and programs that will help improve food access in Whatcom County.

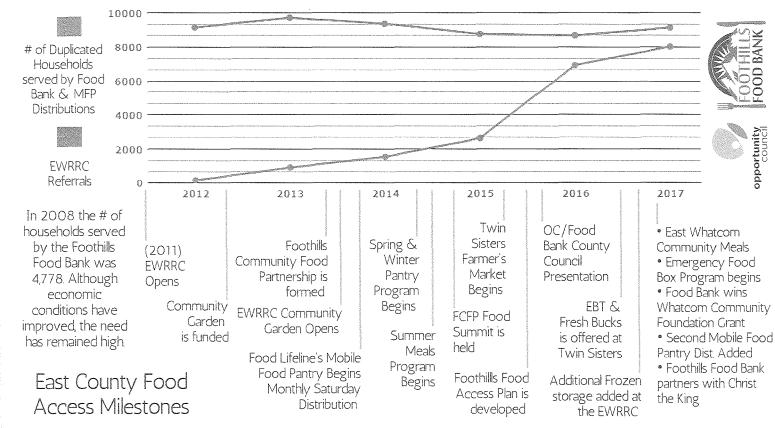
To make this goal a reality our community requires many helping hands, learn more at: (360) 599-3944 foothillsfoodpartnership@amail.com www.foothillsfoodbank.org

### Current Limitations

- Limited to once a week food distribution at St. Peter's Church on Tuesdays, 9am-11:30am.
- St. Peter's Church can only offer a 600 sq ft food storage and distribution space.
- There is limited space and electrical capacity for refrigeration and freezer food storage.
- Types of foods distributed are limited by a lack of storage for perishable items.
- Accessibility is limited as St. Peter's Church is not on the bus line.

### After Phase 2 Completion

- Offer more weekly distributions that appeal to working families ie evenings and weekends
- Increase the amount of food distributed by increasing storage space for non-perishable and perishable foods.
- Improve the quality of the foods distributed by being able to store more perishable healthier food items ie. meat, dairy, fruits and vegetables
- Increase accessibility to those without transportation by being on the bus line.
- Provide the opportunity to do more grocery store food rescue and gleaning due to increased storage space
- Actualize the long terms goal of the Foothills Food Access Plan (see the backside) for the EWRRC to be a food hub that will serve other remote hamlets in the East County, ie Glacier, Maple Falls, Acme and Van Zandt



How the Phase 2 building could change the lives of residents in the East county:

### Food Access

- By Having a space with it's own entrance, allowing support meetings to have Exterior entrance bathrooms
- and covered outdoor space will encourage outdoor events, ie. weddings, reunions, crafts fairs etc.

Multi-Purpose Space

more privacy.

- By having an emergency repository of food we will be preparing and protecting a population removed from central resources
- As a food desert, we need a place to store healthy, fresh food for the Foothills Food Bank.

### Recreation

 As a hub of 5000 people, vouth will have access to a covered play space rather than driving 9 miles for the nearest park

 All community members (including elders) will have a dry, safe, and flat space to walk. which does not currently exist.

### Health

We will be actively improving the health outcomes in our economically stressed community by increasing nutritional food access through the Foothills Food Bank which currently opperates out of 4 residential freezers and 1 commercial sized refrigerator.

<b></b>	Α	8	c	D	E			
1	East Whatcom Regional Resource (	Current as of April 10, 2018						
2	Report for Funding raised to date t	owards capital project	goal, \$2,500,000					
4								
5	Source	Amount	Type of funding:	Likelihood?				
6	Initial capital grant commitments:							
7	Whatcom County	\$300,000	Whatcom County Real Estate Excise Tax	Secured				
8	WA Commerce	\$750,000	WA Community Development Block Grant	Secured				
9								
10	Additional private foundation and public matching grant awards secured to date:							
11	Chuckanut Health Foundation	\$50,000	Private foundation funds	Secured				
12	Whatcom Community Foundation	\$100,000	Private foundation funds	Secured				
13	Whatcom Community Foundation	\$50,000	Private foundation funds	Secured				
14	McEachren Charitable Trust	\$50,000	Private foundation funds	Secured				
15	WA Department of Commerce	\$500,000	WA Commerce Building Communities Fund	Secured				
16	WA Department of Commerce	\$125,000	WA 2018 Supplemental Capital Budget	Secured	Note 1.			
17	Whatcom Community Foundation	\$150,000	Challenge Grant, still pending	Pending, secure	Note 2.			
19	Total Secured to Date	\$2,075,000	Inclusive of the amounts above					
20								
21	Upcoming matching grants or pledg	ged amounts pending f	inal approval:					
22	Whatcom Community Foundation	\$150,000	Private foundation funds	Offered as a challenge grant,	Note 2.			
23 24	Challenge Grant	,		pending adequate match				
	Potential additional sources to reach Funding Goal of \$2,500,000							
26	Whatcom County	\$425,000 or more	Real Estate Excise Tax (REET)	Challenging, given other County capital facility project needs	Note 3.			
27	Other grant sources	to be determined	Private foundation funds	Absolutely essential to completion of the project	Note 4.			
28								
	Total capital project goal:	\$2,500,000	Goal based on third party cost estimator's analysis and design developed during 2017		Note 5.			
29								
30 31	Note 1. WA State 2018 Supplements	al Capital Budget as pas	I sed by the Legislature includes \$125,000; the Govern	or has signed the budget.				
32	tiste 1. the best were copplemented							
33	· · · · · · · · · · · · · · · · · · ·		enge Grant of \$150,000 depends on the project raisin					
34	sources. The proposed second ma	tching grant from What	tcom County could secure this entire \$150,000 one-to	o-one matching grant.				
35 36	Note 3 Whatcom County Executive	s Office indicated suppo	I ort in 2017 for a second County matching grant, subj	ect to County Council approval, a	nd			
37	on the condition that the project s	seek other grants. Addit	tional grant funding has been secured. A request for a					
38	Whatcom County's initial \$300,00	0 has leveraged over \$2	2,000,000 so far.					
39 40	Note 4. The project will continue fur	draising to reach the g	oal of \$2,500,000 and, if the construction costs requi	re it, raising an additional funding				
41								
	Note 5. Total capital project goal does not include Foothills Food Bank furnishings and equipment nor does it include the items that							
43			board at Kendall Road entrance, emergeny generator a roof, extra insulation at exterior walls of Building 2					
44 45	transiduent roor panels in Bulloing	5 Outdoor Covered Are	a root, extra insulation at exterior wails of Bulloing 2	, and photovoltaic array on fool.				
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47 48								
40			······································					

FILE UNDER AB 2018 . 131 DATE RECEIVED: 5 8 2018 :UBMITTED BY: JACK LOMNS (Executive) COUNCIL MEETING SCOTW-P.M. X COMMITTEE HBIT:



402 15ih Ave 206.329.5494 fax

East Whatcom **Regional Resource** Center New Building #2

8255 KENDALL RD KENDALL, WA 98244

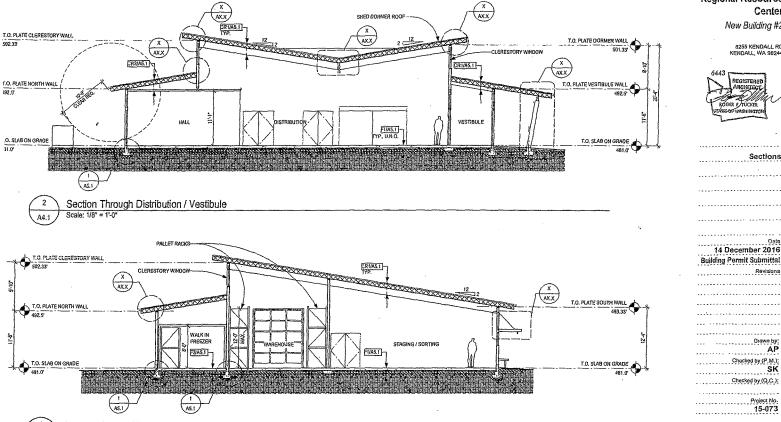
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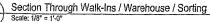
Sections

Date

Revisions

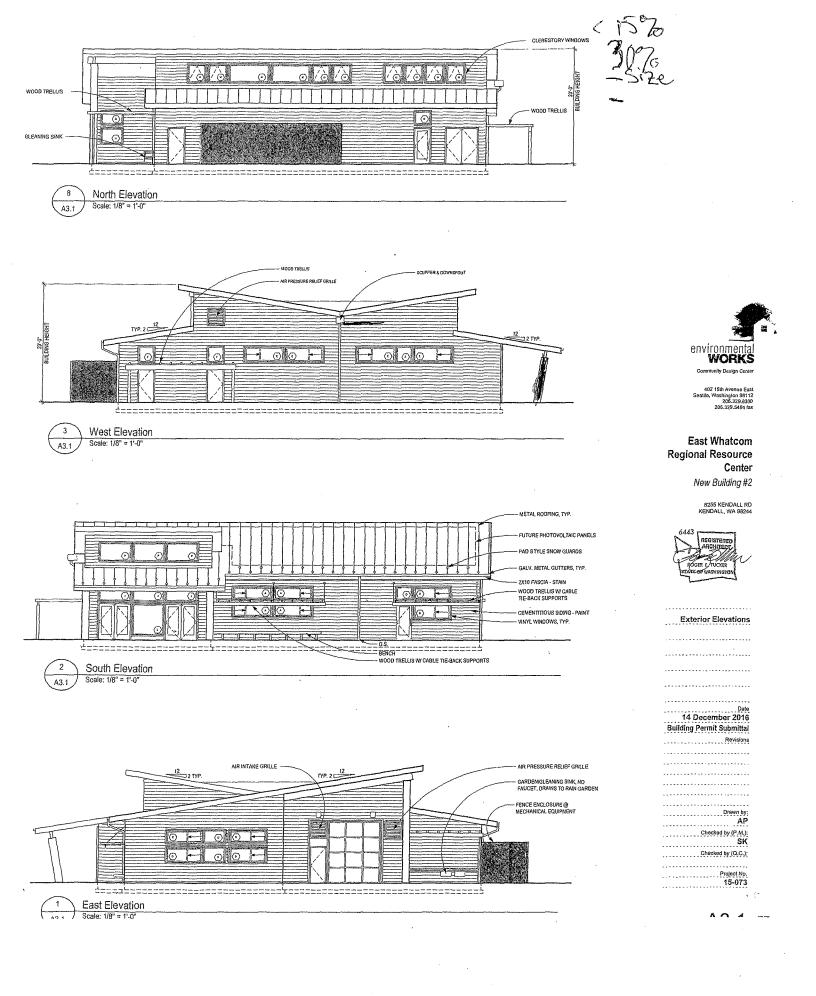
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