



**KING COUNTY**  
**Signature Report**

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

**September 1, 2015**

**FCD Resolution**

**Proposed No. FCD2015-09.1**

**Sponsors**

1           A RESOLUTION relating to the organization of the King County  
2           Flood Control Zone District; approving a contract amendment for  
3           management services; and authorizing the chair to execute the  
4           amendment.

5           WHEREAS, the board of supervisors has determined that it is in the best interests  
6           of the King County Flood Control Zone District to approve an amendment to the current  
7           contract for management services”; now, therefore

8           BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE KING  
9           COUNTY FLOOD CONTROL ZONE DISTRICT:

10          SECTION 1. The board of supervisors approves the "Amendment to Contract  
11          for Consultant Services" as set forth in the Attachment A to this resolution.

12

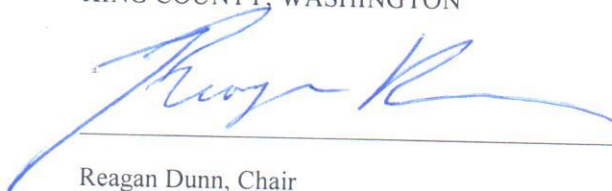
13           The chair of the King County Flood Control Zone District is authorized to execute  
14 the Amendment on behalf of the District.

15

FCD Resolution was introduced on and passed by the King County Flood Control District on 8/31/2015, by the following vote:

Yes: 8 - Mr. Phillips, Mr. von Reichbauer, Mr. Gossett, Ms. Hague,  
Ms. Lambert, Mr. McDermott, Mr. Dembowski and Mr. Upthegrove  
No: 0  
Excused: 1 - Mr. Dunn

KING COUNTY FLOOD CONTROL DISTRICT  
KING COUNTY, WASHINGTON



Reagan Dunn, Chair

ATTEST:



Anne Noris, Clerk of the District

**Attachments:** A. Amendment to Contract for Consultant Services

**AMENDMENT TO  
CONTRACT FOR CONSULTANT SERVICES  
KING COUNTY FLOOD CONTROL ZONE DISTRICT**

This AMENDMENT amends sections 2 and 3 of the Contract for Consultant Services ("Contract") between the King County Flood Control Zone District, King County, Washington, a municipal corporation of the State of Washington ("District") and Lund Consulting, Inc. ("Consultant") as follows:

A. Amendment of Section 2. Section 2 of the Contract is amended to read as follows:

2. Compensation and Method of Payment.

The District shall pay Consultant according to the rates set forth in Sections I and II of Exhibit "A" to the Amendment to Contract for Consultant Services and in total amounts as described that Exhibit "A" (dated July 20, 2015); provided, that the total amounts for the period April 1, 2015 through February 28, 2016 shall not exceed \$210,000. Consultant's authorization to perform work in total amount of more than \$210,000 is conditioned upon appropriation of additional funds by the District Board of Supervisors.

The Consultant shall complete and return to the District Exhibit "C," Tax Identification Number," prior to or along with the first billing invoice. The District shall pay the Consultant for services rendered within ten (10) days after Board voucher approval.

B. Amendment of Section 3. Section 3 of the Contract is amended to read as follows:

3. Duration of Agreement. This Agreement shall be in full force and effect for a period commencing on April 1, 2015 and ending on February 28, 2016, unless sooner terminated or extended under the provisions of this Agreement. Time is of the essence of this Agreement in each and all of its provisions in which performance is required.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment on the dates written below:

KING COUNTY FLOOD CONTROL  
ZONE DISTRICT

By: \_\_\_\_\_

Title: Board Chair

Date: \_\_\_\_\_

CONSULTANT

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Exhibit A

1. Oversee District operations working with Executive Committee
  - a. Work with Executive Committee chair to set agendas for Executive Committee meetings
  - b. Work with chair to set agendas for Board
  - c. Monitor assignments with consultants, member staff, central communications staff, and King County WLRD
  - d. Keep Executive Committee informed of emerging issues
2. Perform policy analysis on behalf of District
  - a. Work with Executive Committee staff
  - b. Inclusive of SWIF, Farm, Fish and Flood Task Force, Basin plans
3. Oversee compliance
  - a. Track compliance with adopted resolutions
  - b. Serve as liaison between District and State Auditor
4. District Spokesperson
  - a. Represent District with Advisory Committee
  - b. Represent District with other ad hoc advisory committees
  - c. Represent District with media as requested
  - d. Represent District with general public inquiries
5. Oversee 2015 mid-year budget development and approval
6. Oversee 2016 budget development and levy legislation
  - a. Including analysis and options
7. Administrative Services
  - a. Draft resolutions
  - b. Marshall and assemble information for meeting packets
  - c. Coordinate with Clerk to ensure records are maintained
  - d. Process paperwork such as business license, filings, insurance, invoices, warrants
  - e. Schedule meetings
8. Work with legal counsel on real estate matters
  - a. Manage signature processes and records
9. Recommend proposed terms and options for new ILA between District and County, by September 15, 2015.
10. Recommend process to hire Executive Director, service delivery options, and other staffing needs identified by the Executive Committee.



Exhibit B

CLASSIFICATION	STAFF MEMBER	2015 BILLING RATES	BILLING RATE FOR KING COUNTY	ESTIMATE HOURS PER MONTH	ESTIMATE MONTHLY COST
Lund Consulting, Inc.					
Principal	Kjristine Lund	\$300.00	\$235.00	90	\$21,100

*\*rates includes salary, sick leave, vacation leave, health insurance, disability insurance, state and local taxes, office rent, phones, computers, normal office supplies, overhead.*

Total estimated contract cost: May 1- September 15, 2015

405 hours @ \$235 = \$95,000

EXHIBIT C  
KING COUNTY FLOOD CONTROL ZONE DISTRICT BILLING INVOICE

To: Anne Noris

King County Flood Control Zone District  
516 Third Avenue, Room 1200, W-1200  
Seattle, WA 98104  
Phone: (206) 477-1024  
[Anne.Noris@kingcounty.gov](mailto:Anne.Noris@kingcounty.gov)

Invoice Number: \_\_\_\_\_ Date of Invoice: \_\_\_\_\_

Consultant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: (    ). \_\_\_\_\_

Contract Period: \_\_\_\_\_ Reporting Period: \_\_\_\_\_

Amount requested this invoice: \$ \_\_\_\_\_

Attach itemized description of services provided.

Specific Program: \_\_\_\_\_

\_\_\_\_\_  
Authorized signature

*For District Use Only*

-----  
BUDGET SUMMARY

Total contract amount	\$ _____
Previous payments	\$ _____
Current request	\$ _____
Balance remaining	\$ _____

Approved for Payment by: \_\_\_\_\_ Date: \_\_\_\_\_

EXHIBIT D  
KING COUNTY FLOOD CONTROL ZONE DISTRICT  
516 Third Avenue, Room 1200, W-1200  
Seattle, WA 98104  
Phone: (206) 477-1024

TAX IDENTIFICATION NUMBER

In order for you to receive payment from the King County Flood Control Zone District ("District"), the consultant must have either a Tax Identification Number or a Social Security Number. The Internal Revenue Service Code requires a Form 1099 for payments to every person or organization other than a corporation for services performed in the course of trade or business. Further, the law requires the District to withhold 20% on reportable amounts paid to unincorporated persons who have not supplied us with their correct Tax Identification Number or Social Security Number.

Please complete the following information request form and return it to the District prior to or along with the submittal of the first billing invoice.

Please complete the following information request form and return it to the District prior to or along with the submittal of the first billing invoice.

Please check the appropriate category:

☒ Corporation      ☐ Partnership      ☐ Government Consultant  
☐ Individual/Proprietor      ☐ Other (explain)

TIN No.: 91-1587219  
Social Security No.: 199-44-6502  
Print Name: Kjristine Lund  
Title: Principal  
Business Name: Lund Consulting, Inc  
Business Address: 1941 26<sup>th</sup> Ave East, Seattle, WA 98112  
Business Phone: 206-442-4254  
Date: May 1, 2015