



KING COUNTY
Signature Report

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

November 8, 2011

FCD Resolution

Proposed No. FCD2011-13.2

Sponsors

1 A RESOLUTION authorizing the chair to enter into an amendment
2 to the contract for consultant services between the District and
3 Lund Consulting, Inc.

4 WHEREAS, the King County Flood Control Zone District (“District”) entered
5 into a Contract for Consultant Services with Lund Consulting, Inc. for consulting
6 executive management and communications services (“Contract”); and

7 WHEREAS, the Board of Supervisors has determined that it is in the best
8 interests of the District to extend the Contract through December 31, 2012; now,
9 therefore

10 BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE KING
11 COUNTY FLOOD CONTROL ZONE DISTRICT:

12 SECTION 1. The chair of the King County Flood Control Zone District is
13

14 authorized to enter into the 2012 Amendment to Contract for Consultant Services,

15 Attachment A to this Resolution.

16

FCD Resolution was introduced on and passed by the King County Flood Control District on 11/7/2011, by the following vote:

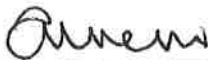
Yes: 9 - Mr. Phillips, Mr. von Reichbauer, Mr. Gossett, Ms. Hague,
Ms. Patterson, Ms. Lambert, Mr. Ferguson, Mr. Dunn and Mr.
McDermott
No: 0
Excused: 0

KING COUNTY FLOOD CONTROL ZONE
DISTRICT
KING COUNTY, WASHINGTON



Julia Patterson, Chair

ATTEST:



Anne Noris, Clerk of the District

Attachments: A. 2012 Amendment to Contract for Consultant Services King County Flood Control Zone District, adopted November 7, 2011

**2012 AMENDMENT TO CONTRACT FOR
CONSULTANT SERVICES KING COUNTY
FLOOD CONTROL ZONE DISTRICT**

This 2012 AMENDMENT amends Sections 1, 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 1. Effective January 1, 2012, Section 1 of the Contract, as amended by the 2011 Amendment, is further amended as follows:

1. Scope of Services to be Performed by Consultant. The Consultant shall perform the services described in Exhibit "A" to the 2012 Amendment. In performing the services, the Consultant shall comply with all federal, state, and local laws and regulations applicable to the services. The Consultant shall perform the services diligently and completely and in accordance with professional standards of conduct and performance.

B. Amendment of Section 2. Effective January 1, 2012, Section 2 of the Contract, as amended by the 2011 Amendment, is further amended as follows:

2. Compensation and Method of Payment. The Consultant shall request payment for work performed using the billing invoice form at Exhibit "B."

The District shall pay Consultant according to the rates and in the total amounts as stated in Exhibit "A" to the 2012 Amendment; provided, that the total amounts paid shall not exceed annual budget appropriations for the services.

C. Amendment of Section 3. Effective January 1, 2012, Section 3 of the Contract, as amended by the 2011 Amendment, is further amended as follows:

3. Duration of Agreement. This Agreement shall be in full force and effect for a period commencing on May 5, 2008 and ending December 31, 2012, 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 2012 Amendment on the dates written below:

KING COUNTY FLOOD CONTROL CONSULTANT ZONE
DISTRICT

By: By:

Title: Board Chair Title:

Date: Date:

Exhibit A King County Flood Control Zone District
Executive Management and Communications
Services 2012 Scope of Work and Budget (October
15, 2011)

Base Services

(48 hours per month by Principal):

1. Oversee District operations working with Executive Committee to:
 - Work with Executive Committee chair to set agendas for Executive Committee meetings
 - Work with chair to set agendas for Board
 - Identify policy options
 - Coordinate assignments with consulting team and King County
 - Keep Executive Committee informed of emerging issues
2. Oversee compliance
 - Track compliance with adopted resolutions
 - Serve as liaison between District and State Auditor
3. District Spokesperson
 - Represent District with Advisory Committee
 - Represent District with media
 - Represent District with general public inquiries
4. Oversee annual budget development and approval

Administrative Services

(35 hours per month by Junior Associate, 16 hours Administrative Assistant)

1. Draft resolutions with direction from Executive Director
2. Marshall and assemble information for meeting packets
3. Coordinate with Clerk to ensure records are maintained
4. Process paperwork such as business license, filings, insurance, invoices, warrants
5. Schedule meetings

Base Executive Management Services 2012 Budget

CLASSIFICATION	STAFF MEMBER	2012 BILLING RATES	BILLING RATE FOR KING COUNTY	ESTIMATED HOURS	ESTIMATED MONTHLY COST
Lund Consulting, Inc.					
Principal	Kjristine Lund	\$300.00	\$200.00	48	\$9,600
Junior Associate	TBD	\$120.00	\$90.00	35	\$3,150
Administrative Assistant	Joanne Shoji	\$100.00	\$75.00	16	\$1,200
Base Services Cost					\$13,950.00

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

Additional Issue Management Assignments (up to 20 hours per month by Principal) as requested and approved: \$4,000

1. Vegetation management federal policy
2. Green River Certification policy and agreements
3. Hazard Management Plan Update coordination and meeting attendance
4. Grant management
5. Legislative matters

COMMUNICATIONS SUBCONTRACT

Base Services (19 hours per month)

Maintain website including troubleshooting, posting new information
 Monitor public comments and questions posted by public to website
 Respond to media inquiries and route inquiry to appropriate party

Base Communications Services 2012 Budget

CLASSIFICATION	STAFF MEMBER	2012 BILLING RATES	BILLING RATE FOR KING COUNTY	ESTIMATED HOURS	ESTIMATED MONTHLY COST
Lund Consulting, Inc.					
Principal	Kjristine Lund	\$300.00	\$200.00	48	\$9,600
Junior Associate	TBD	\$120.00	\$90.00	35	\$3,150
Administrative Assistant	Joanne Shoji	\$100.00	\$75.00	16	\$1,200
Base Services Cost					\$13,950.00
CLASSIFICATION	STAFF MEMBER	2012 BILLING RATES	BILLING RATE FOR KING COUNTY	ESTIMATED HOURS	ESTIMATED MONTHLY COST

*rates includes salary, sick leave, vacation leave, health insurance, disability insurance, state and local taxes, office

rent, phones, computers, normal office supplies, overhead.

Additional Communications Assignments (up to 15 hours per month) as requested and approved: \$1,931.25

- 1 Coordination with Executive on press conferences and special events such as Take Winter Storm, Flood Awareness Month, and major announcements
- 2 Press Releases
- 3 Opinion pieces
- 4 Correspondence with congressional delegation, legislature, and other jurisdictions requiring large distribution, and multiple party review and approval

Total Maximum 2012 Budget Estimate:

CLASSIFICATION	STAFF MEMBER	2012 BILLING RATES	BILLING RATE FOR KING COUNTY	ESTIMATED HOURS	ESTIMATED MONTHLY COST
Lund Consulting, Inc.					
Principal	Kjristine Lund	\$300.00	\$200.00	48	\$9,600
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