



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

FCDEC Motion FCDECM2021-07

Proposed No. FCDECM2021-07.1

Sponsors

1 A MOTION authorizing the chair to enter into an
2 amendment to the Contract for Flood Preparedness
3 Brochure.

4 WHEREAS, the King County Flood Control Zone District (“District”) has
5 entered into a Contract for Flood Preparedness Brochure Graphic Design and Project
6 Management with Cocker Fennessy, INC, and

7 WHEREAS, the District desires to amend the contract as set forth in Attachment
8 A to this motion;

9 NOW, THEREFORE, BE IT MOVED BY THE BOARD OF SUPERVISORS
10 OF THE KING COUNTY FLOOD CONTROL ZONE DISTRICT:

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

FCDEC Motion FCDECM2021-07

- 12 authorized to enter into the "2021 Amendment to Contract for Flood Preparedness
- 13 Graphic Design and Project Management," Attachment A to this motion.

FCDEC Motion FCDECM2021-07 was introduced on and passed by the King County Flood Control District Executive Committee on 8/18/2021, by the following vote:

Yes: 3 - Mr. Dunn, Ms. Lambert and Mr. Upthegrove
Excused: 1 - Mr. von Reichbauer

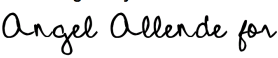
KING COUNTY FLOOD CONTROL ZONE
DISTRICT
KING COUNTY, WASHINGTON

DocuSigned by:

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Dave Upthegrove, Chair

ATTEST:

DocuSigned by:

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Melani Pedroza, Clerk of the District

Attachments: A. 2021 Amendment to Contract for Flood Preparedness Brochure Graphic Design and Project Management

Attachment A

**2021 AMENDMENT TO
CONTRACT FOR FLOOD PREPAREDNESS BROCHURE
GRAPHIC DESIGN AND PROJECT MANAGEMENT**

THIS AMENDMENT amends Sections 1, 2 and 3 of the Contract for Flood Preparedness Brochure Graphic Design and Project Management (“Contract”) between the King County Flood Control Zone District, King County, Washington, a municipal corporation of the State of Washington (“District”) and Cocker Fennessy, INC (“Consultant”), as follows:

A. Amendment of Section 1. Effective August 18, 2021, Section 1 of the Contract 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 2021 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 August 18, 2021, Section 2 of the Contract 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 the Consultant according to the rates set forth in Exhibit “A” to the 2021 Amendment. The total compensation for services performed in the calendar year 2021 shall not exceed \$40,000.

The Consultant shall complete and return to the District Exhibit “C,” Tax Identification Number,” prior to or along with the first billing invoice.


C. Amendment of Section 3. Section 3 of the Contract is further amended as follows:

3. Duration of Agreement. This Agreement shall be in force and effect for a period commencing on August 18, 2021 and ending December 31, 2021, 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.


Attachment A

IN WITNESS WHEREOF, the parties hereto have executed this 2021 Amendment on the dates written below:

COCKER FENNESSY, INC

DocuSigned by:
By: 
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CEO/Partner
Date: 9/10/2021

KING COUNTY FLOOD CONTROL
ZONE DISTRICT

DocuSigned by:
By: 
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Dave Upthegrove, Chair
Date: 8/19/2021

Attachment A

EXHIBIT A SCOPE OF SERVICES 2021 AMENDMENT

2021-2022 Be Flood Ready Brochure | Proposed Timeline & Budget

Introduction

The following provides a timeline and budget for a “refresh” of the 2021-2022 King County Flood Control District Be Flood Ready Brochure. The budget assumes:

- Developing this year’s brochure using last year’s template, only updating the Chair’s message, individual District articles and current flood season data.
- Preparing one general audience/countywide brochure and up to 5 district specific brochures.
- Does not include production/printing and mailing of the brochure (to be completed by Flood Control District or WLRD).

Timeline

The goal is to have brochures hit homes close to October 1.

Tasks	Lead
Provide project examples info, updated Flood Flow information and any other updated brochure content	WLRD/FCD
Distribute 1 st draft (content) for Flood District review	Consultant
Feedback on 1 st draft (content) from Flood District (includes WLRD SME review)	FCD
Distribute final content draft for Flood District review	Consultant
Final approval on content from Flood District	FCD
Distribute draft (design) for Flood District review	Consultant
Feedback on draft (design) from Flood District	FCD
Distribute final draft (design) to Flood District for review	Consultant
Final approval from Flood District on final brochure	FCD
Print ready files to FCD	Consultant
Send brochure files to printer (printed, folded, mailed, etc.)	FCD
Countywide brochures hit homes	
End-Oct	

Notes

- Timeline reflects Countywide brochure (district specific versions will be drafted in parallel to the extent possible)
- Assumes developing design colors and updating flood chart, etc. while drafting

Budget Estimate

The below not to exceed total estimate (including translations) of **\$40,000** is developed based on experience from previous brochures. Hours will be billed against the budget and if less time is needed for any tasks, the budget will be preserved.

Attachment A

Content, Project Management, etc.

- Support development of projects to highlight
- Draft updated content – chair’s message, individual district articles and additional content revisions including flood flow information; manage approvals
- Coordinate design and translations of countywide brochure into 21 languages
- Project management including managing timelines, etc.

Design

- Minimal design and development of county wide brochure plus design tweaks and development of 5 district versions.
- Preparation and delivery of final print files for each.

Translations

- There will likely be some savings as Dynamic Language will analyze new content against last years and any matches would be provided at a reduced rate
- Translation, independent review, and graphic design of the full brochure from English into Amharic, Arabic, Burmese, Khmer, Simplified Chinese, Traditional Chinese, Farsi, Hindi, Japanese, Korean, Nepali, Oromo, Punjabi, Russian, Samoan, Somali, Spanish (Latin America), Tagalog, Tigrinya, Ukrainian, and Vietnamese: (total of 21 languages)

Certificate Of Completion

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Russell Pethel

401 5th Ave

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Seattle, WA 98104

russell.pethel@kingcounty.gov

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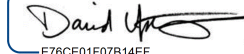
Dave Upthegrove

dave.upthegrove@kingcounty.gov

Chair

Security Level: Email, Account Authentication
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Angel Allende for

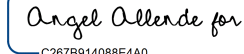
angel.allende@kingcounty.gov

Deputy Clerk of the Council

King County Council

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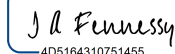
Not Offered via DocuSign

J A Fennessy

kris@lundfaucett.com

Security Level: Email, Account Authentication
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DocuSigned by:



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Electronic Record and Signature Disclosure:

Accepted: 8/26/2021 12:00:14 PM

ID: 4bca94ab-6f99-4200-ac81-747c77f59019

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp**

Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	9/10/2021 2:38:19 PM
Completed	Security Checked	9/10/2021 2:38:19 PM
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Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum

Enabled Security Settings:	Allow per session cookies
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