



## MEMORANDUM

**TO:** Jack Louws, County Executive  
**FROM:** Cliff Strong, Senior Planner  
**THROUGH:** Mark Personius, Director  
**RE:** The Watershed Company contract to assist with the 2020 Shoreline Master Program Periodic Update  
**DATE:** March 7, 2019

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Enclosed are two (2) originals of contract between The Watershed Company and Whatcom County for your review and signature.

### **Background and Purpose**

Pursuant to RCW 90.58.080, Whatcom County must update its Shoreline Master Program by June 2020, for which we will use a consultant to assist us. Staff issued a Request for Qualifications (RFQ) this past December, interviewing four consulting firms. The consultant chosen to assist us is The Watershed Company, based in Kirkland.

### **Funding Amount and Source**

Council has budgeted \$100,000 for this endeavor (budget item 2500.6630). We also anticipate obtaining a Department of Ecology grant for \$75,000 this June. Therefore, this initial contact is only for *up to* \$100,000; staff anticipates amending the contract once the Ecology grant is realized.

Please contact Cliff Strong at extension 5942, if you have any questions or concerns regarding the terms of this agreement.

Encl.