

# WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No. \_\_\_\_\_

Originating Department:	Whatcom County Superior Court
Division/Program: <i>(i.e. Dept. Division and Program)</i>	Juvenile- VGAL Program
Contract or Grant Administrator:	David Reynolds
Contractor's / Agency Name:	Administrative Office of the Courts

Is this a New Contract? Yes  No  If not, is this an Amendment or Renewal to an Existing Contract? Yes  No  If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: \_\_\_\_\_

Does contract require Council Approval? Yes  No  If No, include WCC: \_\_\_\_\_  
Already approved? Council Approved Date: \_\_\_\_\_ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)

Is this a grant agreement? Yes  No  If yes, grantor agency contract number(s): \_\_\_\_\_ CFDA#: \_\_\_\_\_

Is this contract grant funded? Yes  No  If yes, Whatcom County grant contract number(s): New Contract

Is this contract the result of a RFP or Bid process? Yes  No  If yes, RFP and Bid number(s): \_\_\_\_\_ Contract Cost Center: 1935

Is this agreement excluded from E-Verify? No  Yes  If no, include Attachment D Contractor Declaration form.

If YES, indicate exclusion(s) below:

- Professional services agreement for certified/licensed professional.
- Contract work is for less than \$100,000.
- Contract work is for less than 120 days.
- Interlocal Agreement (between Governments).
- Goods and services provided due to an emergency
- Contract for Commercial off the shelf items (COTS).
- Work related subcontract less than \$25,000.
- Public Works - Local Agency/Federally Funded FHWA.

Contract Amount:(sum of original contract amount and any prior amendments): \$ <u>87,861</u>	Council approval required for; all property leases, contracts or bid awards <b>exceeding \$40,000</b> , and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, <b>except when</b> : <ol style="list-style-type: none"><li>Exercising an option contained in a contract previously approved by the council.</li><li>Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance.</li><li>Bid or award is for supplies.</li><li>Equipment is included in Exhibit "B" of the Budget Ordinance.</li><li>Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.</li></ol>
This Amendment Amount: \$ _____	
Total Amended Amount: \$ <u>87,861</u>	

**Summary of Scope:**

The purpose of this contract is to reimburse Whatcom County Superior Court Juvenile Division for expenses incurred relating to the Volunteer Guardian Ad Litem (VGAL) program.

Term of Contract: July 1, 2023      Expiration Date: June 30, 2024

Contract Routing:

1. Prepared by: <u>Stephanie Kraft</u>	Date: <u>8/3/23</u>
2. Attorney signoff: <u>Approved by Email/KF/SK</u>	Date: <u>8/3/23</u>
3. AS Finance reviewed: <u>Approved by Email/AT/SK</u>	Date: <u>8/21/23</u>
4. IT reviewed (if IT related): _____	Date: _____
5. Contractor signed: _____	Date: _____
6. Executive contract review: _____	Date: _____
7. Council approved, if necessary: _____	Date: _____
8. Executive signed: _____	Date: _____
9. Original to Council: _____	Date: _____