

# WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No.  
**202301011-1**

Originating Department:	Sheriff's Office
Division/Program: (i.e. Dept, Division and Program)	Corrections/In Custody
Contract or Grant Administrator:	Laurie Reid
Contractor's / Agency Name:	Whatcom County Library System

Is this a New Contract? 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 #: 202301011

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): \_\_\_\_\_

Is this contract the result of a RFP or Bid process? Contract  
Yes ☐ No ☒ If yes, RFP and Bid number(s): \_\_\_\_\_ Cost Center: 118000

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

If YES, indicate exclusion(s) below:

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

Contract Amount:(sum of original contract amount and any prior amendments): \$ 24,000.00 two years This Amendment Amount: \$ 24,000.00 two years Total Amended Amount: \$ 48,000.00	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> : 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. 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.
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Summary of Scope:

This agreement provides for the operation of a library for the inmates in the Jail. The Whatcom County Library System provides staff one day per week to open the Jail Library, load book carts and check books in and out to the inmates. The Library System is responsible for the purchase and delivery of books to the Jail Library. This is a two year renewal at \$12,000 per year.

Term of Contract: 2 years	Expiration Date: 12/31/26
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Contract Routing:	1. Prepared by: Laurie Reid	Date: 10/23/24
	2. Attorney signoff: Brandon Waldron	Date: 10.28.24
	3. AS Finance reviewed: BBennett	Date: 11.22.24
	4. IT reviewed (if IT related):	Date:
	5. Contractor signed: ✓	Date: 10.25.24
	6. Submitted to Exec.: Logan	Date: 12.03.27
	7. Council approved (if necessary): *B2024-811	Date: 12.3.24
	8. Executive signed: S.S. Jhu	Date: 12.4.24
	9. Original to Council:	Date:

Amendment No. 1  
 Whatcom County Contract No. 202301011  
**CONTRACT BETWEEN WHATCOM COUNTY AND  
 Whatcom County Library System**

THIS AMENDMENT is to the Contract between Whatcom County and Whatcom County Library System, dated November 22, 2022 and designated "Whatcom County Contract No. 202301011". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment extends the term of this Agreement through December 31, 2026. The maximum annual compensation will remain the same at \$12,000.00 per year.

This Amendment also changes the County's Administrative Officer to Chief Caleb Erickson.

Unless specifically amended by this agreement, all other terms and conditions of the original contract shall remain in full force and effect.

This Amendment takes effect: January 1, 2025, regardless of the date of signature.

IN WITNESS WHEREOF, Whatcom County and Whatcom County Library System have executed this Amendment on the date and year below written.

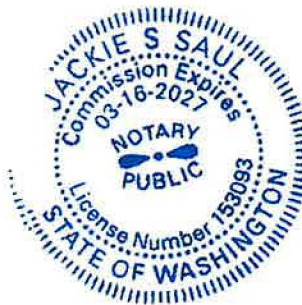
DATED this 5<sup>th</sup> day of Dec, 2024.

**CONTRACTOR:**

Whatcom County Library System

CP Perkins  
 Christine Perkins, Executive Director

STATE OF WASHINGTON )  
 ) ss.  
 COUNTY OF WHATCOM )




On this 25<sup>th</sup> day of October, 2024, before me personally appeared Christine Perkins to me known to be the Executive Director of the Whatcom County Library System and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.


Jackie S. Saul  
 NOTARY PUBLIC in and for the State of  
 Washington, residing at  
Ferndale, WA  
 My commission expires 3/16/27.

**WHATCOM COUNTY:**

Recommended for Approval:

 10/29/24  
Donnell "Tank" Tanksley, Sheriff Date

**Approved as to form:**

Approved via email B. Waldron 10/28/24   
Brandon Waldron, Prosecuting Attorney Date

**Approved:**

Accepted for Whatcom County:

By:   
Satpal Sidhu, Whatcom County Executive

STATE OF WASHINGTON )  
 ) ss  
COUNTY OF WHATCOM )

On this 5<sup>th</sup> day of Dec, 2024, before me personally appeared Satpal Sidhu, to me known to be the Executive of Whatcom County, who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

  
\_\_\_\_\_  
NOTARY PUBLIC in and for the State of Washington, residing at  
Whatcom. My commission expires 9.10.28.

Whatcom County Library System  
Christine Perkins, Executive Director  
5205 Northwest Dr.  
Bellingham, WA 98226  
(360) 305-3600



**WHATCOM COUNTY  
SHERIFF'S OFFICE**  
**DONNELL "TANK" TANKSLEY**  
*Sheriff*



**PUBLIC SAFETY BUILDING**  
311 Grand Avenue  
Bellingham, WA 98225  
(360) 778-6600

**MEMORANDUM**

**TO:** Satpal Sidhu, County Executive

**FROM:** Donnell "Tank" Tanksley, Sheriff

**RE:** Contract for Services Agreement between Whatcom County and  
Whatcom County Library System

**DATE:** October 23, 2024

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Enclosed are two (2) originals of a Contract Amendment between Whatcom County and Whatcom County Library System for your review and signature.

▪ **Background and Purpose**

This agreement between Whatcom County and Whatcom County Library System provides for the operation of a library for inmates in the jail. The Library provides staff one day a week to open the Jail Library, load book carts and check books in and out to the inmates. This is a two-year renewal.

▪ **Funding Amount and Source**

Funding will come from the approved 2025/26 Whatcom County Corrections Bureau Budget in the amount of \$12,000.00 per year.

▪ **Differences from Previous Contract**

No differences.

Please contact Laurie Reid at extension 6506, if you have any questions or concerns regarding the terms of this agreement.

Encl. (2)