

**WHATCOM COUNTY  
ADMINISTRATIVE SERVICES**  
Whatcom County Courthouse  
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**ROB NEY**  
Project & Operations Manager

## MEMORANDUM

**TO:** Christopher Quinn, Chief Civil Deputy Prosecutor  
Brad Bennett, Finance Manager

**FROM:** Rob Ney, Project & Operations Manager

**RE:** Contract Amendment #1 – Auditor Storefront Glass

**DATE:** July 15, 2024

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Enclosed for your review and signature is the original of the Contract Amendment #1 Agreement between Whatcom County and Klemple Glass LLC for the purpose of installing the Auditor's Storefront Windows, 311 Grand Avenue, Bellingham.

### ▪ **Background and Purpose**

Whatcom County Elections accepted grant funding from the Secretary of State to use for election security purposes. Homeland Security identified the lobby as a potential risk due to the current layout which allows the opportunity for an individual to jump over the counter or break through the swinging doors. This contract allows for the installation of a storefront type of glass installation which should deter anyone for doing so.

Quotes were solicited for the original contract to install storefront windows in the Auditor's Office; low bid was under \$40,000 thus not needing Council approval.

VENDOR	Total Bid plus WSST
Klemple Glass, LLC	\$36,992.00
Todd Hunter Glass	\$38,083.75
Lyndale Glass	\$41,732.00

Amendment is to reconfigure the storefront doorway and frame; reinstall new 3' x 7' door w/ cut sidelight frame to fit for ADA purposes. The original work was hindered by recessed lighting fixtures and the original plans had to be altered. Once altered, the doorway was too narrow and no longer was ADA accessible. This change order is necessary to correct and widen the door to accommodate ADA guidelines.

- **Funding Amount and Source**

Funding amount needed for this contract amendment is \$5,684.80 for a new contract total of \$42,676.80 including WSST. Funding is provided by the 2020 HAVA Election Security Grant; Account #10925.

- **Differences from Previous Contract**

This project is a one-time agreement.

Please contact Rob Ney at extension 5365, if you have any questions or concerns regarding the terms of this agreement.

Enclosures