



**Jon Hutchings**  
Director

# Memorandum

**To:** The Honorable Satpal Singh Sidhu, Whatcom County Executive and  
the Honorable Members of the Whatcom County Council

**Through:** Jon Hutchings, Director

**From:** James P Karcher, P.E., County Engineer *JPK*  
Joshua L Cihak, P.E., Engineering Manager *JL*

**Date:** August 30, 2022

**Re:** Birch Bay Drive & Pedestrian Facility; CRP No. 907001  
Coastal Monitoring of completed Berm Structure / Beach Improvements  
**Professional Services Agreement – Coastal Geologic Services Inc.**

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Enclosed for your review and signature is the above referenced contract between Coastal Geologic Services, Inc. and Whatcom County associated with the Birch Bay Drive & Pedestrian Facility Project; CRP No. 907001. **Note** - the contract is considered **maintenance**, and not capital.

## **Requested Action**

Public Works respectfully requests that the County Council authorize the County Executive to enter into a contract with Coastal Geologic Services, Inc. for permit-required, long term coastal monitoring of the berm and beach improvements associated with the Birch Bay Drive & Pedestrian Facility Project.

## **Background and Purpose**

This contract will provide Whatcom County with technical support from Coastal Geologic Services, Inc. for the long-term coastal monitoring of the constructed berm and beach improvements along Birch Bay Drive. The contract will provide for monitoring and reporting annually, and after storm events, in each of the next five years. In addition, scope is included for recommendations on required repairs, or import of additional material, to keep the structure functioning as designed.

Coastal Geologic Services Inc. was chosen as sole source for this contract as they are intimately familiar with the construction of the berm, having been involved in all stages of permitting, design, and construction since 2014. Approval for sole source selection was provided by Administrative Services–Finance on September 23, 2021.

## **Funding Amount and Source**

Long-term permit compliance and mandatory annual **maintenance** costs are compulsory for the referenced project due to permitting requirements. Whatcom County will be using local road funds, transferred in from an existing approved budget source with capacity, for 2022 **maintenance** costs. An ASR will be written up for budget years 2023-2024, with annual costs for the coastal monitoring expected to be approximately \$57,000. The 5-Year Cost for the contract requested for approval is **\$284,800**.

Please contact Josh Cihak, at extension 6277, if you have any questions or concerns regarding the terms of this agreement.