

**WHATCOM COUNTY CONTRACT  
INFORMATION SHEET**

Whatcom County Contract No.

202503022-01

Originating Department:	Superior Court Administration		
Division/Program: (i.e. Dept. Division and Program)	Superior Court		
Contract or Grant Administrator:	Stephanie Kraft, Administrator		
Contractor's / Agency Name:	Whatcom Dispute Resolution Center		
Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #:		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Does contract require Council Approval? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> 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 <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, grantor agency contract number(s): _____ CFDA#: _____			
Is this contract grant funded? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, Whatcom County grant contract number(s): _____			
Is this contract the result of a RFP or Bid process? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, RFP and Bid number(s): RFP 24-11		Contract Cost Center: 10007050	
Is this agreement excluded from E-Verify? No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> 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"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract work is for less than 120 days. <input type="checkbox"/> Interlocal Agreement (between Governments). <input type="checkbox"/> Contract for Commercial off the shelf items (COTS). <input type="checkbox"/> Work related subcontract less than \$25,000. <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.			
Contract Amount:(sum of original contract amount and any prior amendments): \$ 111,000	Council approval required for all property leases, contracts or bid awards exceeding \$40,000, 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.		
This Amendment Amount: \$ 115,000			
Total Amended Amount: \$ 226,000			
Summary of Scope: This contract provides for the administration of supervised visitation, including volunteer recruitment, screening, training and retention, and all other aspects of administering the program. Supervised visitation is generally court ordered and requires a third-party to observe parent/child visitation and ensure the safety of those involved. WDRC was the sole respondent to the RFP for this service and has demonstrated the ability to provide this service in the past.			
Term of Contract: 01/01/2026	Expiration Date: 12/31/2026		
Contract Routing:	1. Prepared by: Mallory Hamilton 2. Attorney signoff: Christopher Quinn (electronic approval) 3. AS Finance reviewed: M Caldwell 4. IT reviewed (if IT related): 5. Contractor signed: 6. Submitted to Exec.: 7. Council approved (if necessary): 8. Executive signed: 9. Original to Council:		
	Date:	12/8/2025	
	Date:	1/9/2026	
	Date:	1/14/26	
	Date:		

Whatcom County Contract No.

202503022-01

Amendment No. 01

Whatcom County Contract No. 202503022  
CONTRACT BETWEEN WHATCOM COUNTY AND  
Whatcom Dispute Resolution Center (WDRC)

THIS AMENDMENT is to the Contract between Whatcom County and Whatcom Dispute Resolution Center (WDRC), dated January 1, 2026 and designated "Whatcom County Contract No. 202503022". 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, and increases the maximum consideration by \$115,000 to a total consideration of \$226,000

This Amendment also changes *Exhibit B: Compensation* to reflect the Amendment for the 2026 calendar year:

2026 compensation for services shall not exceed \$115,000, as follows:

1. Supervised Visitation Program Administration: The contract shall be paid for supervised visitation administration based on actual costs plus 10% overhead not to exceed a total of \$115,000 for calendar year 2026.
2. WDRC 2025 Projected Program Budget is updated to reflect 2026 WDRC Projected Program Budget Supervised Visitation, in the following ways:

<b>WDRC 2026 Projected Program Budget</b>	
<b>Supervised Visitation</b>	
<b>Income</b>	
Whatcom County Superior Court	\$115,000
<i>Total Whatcom County Superior Court Income</i>	<b>\$115,000</b>
<b>Expenses</b>	
Portion of total program wages, taxes, benefits funded by WCSC	\$104,545
Admin rate @ 10% funded by WCSC	\$10,455
<i>Total Program Expenses</i>	<b>\$115,000</b>

Remainder of Exhibit B shall remain unchanged.

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, 2026, regardless of the date of signature.

IN WITNESS WHEREOF, Whatcom County and Whatcom Dispute Resolution Center have executed this Amendment on the date and year below written.

DATED this 14th day of January, 2026.

**CONTRACTOR:**

CONTRACTOR NAME



1/14/26

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Moonwater, Executive Director Date

CONTRACTOR INFORMATION:

Contact:

Moonwater, Executive Director  
Whatcom Dispute Resolution Center  
206 Prospect Street Bellingham, WA 98225  
(360) 676-0122

WHATCOM COUNTY:

Recommended for Approval:



Stephanie Kraft, Administrator, Superior and Juvenile Court

1/14/26

Date

Approved as to form:

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Christopher Quinn, Civil Attorney

Date

Approved:

Accepted for Whatcom County:

By:

Satpal Singh Sidhu, Whatcom County Executive