

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No. _____

Originating Department: _____	
Division/Program: <i>(i.e. Dept. Division and Program)</i> _____	
Contract or Grant Administrator: _____	
Contractor's / Agency Name: _____	
Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No 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): _____ ALN: _____ Complete ALN field if contract involves direct federal grants/ cooperative agreements or pass-through federal funds. 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: _____ 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. Goods and services provided due to an emergency ☐ Contract work is for less than \$100,000. ☐ Contract for Commercial off the shelf items (COTS). ☐ Contract work is for less than 120 days. ☐ Work related subcontract less than \$25,000. ☐ Interlocal Agreement (between Governments). ☐ Public Works - Local Agency/Federally Funded FHWA.	
Contract Amount:(sum of original contract amount and any prior amendments): \$ _____ This Amendment Amount: \$ _____ Total Amended Amount: \$ _____	Council approval required for; all property leases, all Interlocal agreements, contracts or bid awards exceeding \$75,000, and grants exceeding \$40,000 and and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when: 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.
Summary of Scope: _____	
Term of Contract: _____	Expiration Date: _____

Contract Routing:	1. Prepared by: _____	Date: _____
	2. Attorney signoff: _____	Date: _____
	3. AS Finance reviewed: _____	Date: _____
	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: _____

AMENDMENT TO REGIONAL ECONOMIC PARTNERSHIP INTERLOCAL COOPERATION
AGREEMENT

Whatcom County Contract No. 202411015

The parties hereby agree to amend the Regional Economic Partnership Interlocal Cooperation Agreement (Whatcom County Contract #202411015) as follows:

1. Amendment to Section 4. FINANCIAL COMMITMENTS

Section 4. FINANCIAL COMMITMENTS shall be amended in its entirety to read as follows (deletions shown in brackets, additions shown in bold):

4. FINANCIAL COMMITMENTS. The County, ~~the City,~~ and the Port will include an economic development services line item in their respective 2025, 2026, and 2027 budgets. Contingent upon budget approval from each Party, an amount up to the following contribution levels will be made:

	2025	2026	2027
City of Bellingham	\$116,827	\$0 [\$120,332]	\$0 [\$123,942]
Port of Bellingham	\$951,810	\$980,364	\$1,009,775
Whatcom County	\$856,735	\$882,438	\$908,911
ADO Grant*	\$110,627	\$110,627	\$110,627
Total:	\$2,035,999	\$1,973,429 [\$2,093,761]	\$2,029,313 [\$2,153,255]

The Parties acknowledge that, due to fiscal constraints, beginning in 2026 the City of Bellingham is no longer able to utilize its General Fund to provide financial contributions under this Agreement. Rural sales tax revenues, which fund activities under this Agreement, are collected from unincorporated Whatcom County, the City of Bellingham, and other municipalities within the County, as has historically been the case.

Notwithstanding the absence of a financial contribution, the City of Bellingham shall remain a signatory to this Agreement and a foundational partner in the Regional Economic Partnership.

The Port of Bellingham and Whatcom County agree to consult with the City of Bellingham prior to implementing any reduction in the annual allocation to the Western Washington University Small Business Development Center (WWU SBDC).

The City affirms its continued commitment to the Partnership by maintaining an active role in policy and programmatic direction, including: (i) participation in consultations required under RCW 82.14.370(3)(c);

(ii) continued service on the Economic Development Investment (EDI) Board; and (iii) ongoing collaboration on countywide infrastructure initiatives aligned with the objectives of this Agreement.

2. Amendment to Section 5. INVOICES

Section 5. INVOICES shall be amended in its entirety to reflect the City's removal from reimbursement obligations:

5. INVOICES

WWU SBDC: All WWU SBDC invoices must be consistent with the contract and approved by the Parties listed under section 10. Once approved, the Port will pay the invoice and forward the same to the County **for reimbursement**. The County, **and not the City**, shall provide the aggregate reimbursement for all payments quarterly within 30 days upon receipt of invoice by Port.

STAFF, OFFICE, ADVERTISING AND OUTSIDE SERVICES EXPENSES: The Port will bill the County quarterly in accordance with the budget in section 4, and future amendments. **The City shall not be billed.**

3. Amendment to Section 10. NOTICES

Section 10. NOTICES shall be amended to update the contact information as follows:

The County: **Jake Logan** [~~Tawni Helms~~]
Whatcom County Executive Office
311 Grand Ave
Bellingham, WA 98225

The City: **Tara Sundin**
City of Bellingham
210 Lottie St. Bellingham, WA 98225

The Port: **Tyler Schroeder** [~~Rob-Fix~~]
Port of Bellingham
1801 Roeder Avenue
Bellingham, WA 98225

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year according to the signatures below.

EXECUTED THIS _____ day of _____, 2025.

CITY OF BELLINGHAM

Kim Lund
Mayor

Attest:

Finance Director

Approved as to form:

Office of the City Attorney

EXECUTED this ____ day of _____, 2025.

WHATCOM COUNTY

Satpal Sidhu
County Executive

Approved as to form:

Brandon Waldron via Email 10.21.2025

Sr. Civil Deputy Prosecuting Attorney

EXECUTED THIS _____ day of _____, 2025.

PORT OF BELLINGHAM

Tiffany DeSimone
Executive Director