

**WHATCOM COUNTY CONTRACT  
INFORMATION SHEET**

Whatcom County Contract No.  
202209017-1

Originating Department:	Executive
Division/Program: <i>(i.e. Dept. Division and Program)</i>	Non-Departmental
Contract or Grant Administrator:	Kayla Schott-Bresler
Contractor's / Agency Name:	Bellingham Food Bank

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 #: 202209017

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#: 21.027

Is this contract grant funded?  
 Yes  No  If yes, Whatcom County grant contract number(s): ARPA Funding

Is this contract the result of a RFP or Bid process? Contract  
 Yes  No  If yes, RFP and Bid number(s): \_\_\_\_\_ Cost Center: 1383001

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"/> Contract for Commercial off the shelf items (COTS).
<input type="checkbox"/> Contract work is for less than \$100,000.	<input type="checkbox"/> Work related subcontract less than \$25,000.
<input type="checkbox"/> Contract work is for less than 120 days.	<input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.
<input type="checkbox"/> Interlocal Agreement (between Governments).	

Contract Amount:(sum of original contract amount and any prior amendments): \$ <u>\$500,000.00</u> This Amendment Amount: \$ <u>1,000,000</u> Total Amended Amount: \$ <u>1,500,000</u>	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> <ol style="list-style-type: none"> <li>1. Exercising an option contained in a contract previously approved by the council.</li> <li>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.</li> <li>3. Bid or award is for supplies.</li> <li>4. Equipment is included in Exhibit "B" of the Budget Ordinance</li> <li>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.</li> </ol>
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Summary of Scope: This amendment increases the compensation by \$1,000,000 and extends the term to 12/31/2024.

Term of Contract: <u>2 years 3 months</u>	Expiration Date: <u>12/31/2024</u>
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Contract Routing:	1. Prepared by: <u>TH/KSB</u>	Date: <u>05/12/23</u>
	2. Attorney signoff: <u>Christopher Quinn</u>	Date: <u>06/29/23</u>
	3. AS Finance reviewed: <u>A Martin</u>	Date: <u>6/30/2023</u>
	4. IT reviewed (if IT related): _____	Date: _____
	5. Contractor signed: _____	Date: _____
	6. Submitted to Exec.: _____	Date: _____
	7. Council approved (if necessary): _____	Date: _____
	8. Executive signed: _____	Date: _____
	9. Original to Council: _____	Date: _____

**WHATCOM COUNTY**  
**Executive Office**  
311 Grand Avenue, Suite 108  
Bellingham, WA 98225



**Satpal Singh Sidhu**  
County Executive

## MEMORANDUM

**TO:** Whatcom County Council

**FROM:** Kayla Schott-Bresler, Special Projects Manager

**RE:** Food Bank Amendment – ARPA funded

**DATE:** May 12, 2023

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Enclosed is a contract amendment between Whatcom County and the Bellingham Food Bank to increase the compensation for the purchase of bulk foods to meet the growing needs of the food insecure.

▪ **Background and Purpose**

On May 9th, the County Council agreed to award the Bellingham Food Bank an additional \$1,000,000 in American Rescue Plan Act State and Local Fiscal Recovery Funds (SLFRF). This amendment extends the agreement through December 31, 2024 and increases the amount of ARPA funding in the amount of \$1,000,000 for a total of \$1,500,000 to Bellingham Food Bank. The Bellingham Food Bank serves the entire Whatcom County Food Bank Network.

▪ **Funding Amount and Source**

Funding for this contract amendment is American Rescue Plan Act State and Local Fiscal Recovery Funds. Consideration is increased by \$500,000 for 2023 and \$500,000 for 2024.

Please contact Kayla Schott-Bresler at extension 5209, if you have any questions or concerns regarding the terms of this agreement.

Whatcom County Contract No.

202209017-1

Amendment No. 1  
 Whatcom County Contract No. 202209017  
 CONTRACT BETWEEN WHATCOM COUNTY AND  
**BELLINGHAM FOOD BANK**

THIS AMENDMENT is to the subrecipient agreement between Whatcom County and Bellingham Food Bank, dated September 14, 2022 and designated "Whatcom County Contract No. 202209017". 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, 2024, and increases the maximum consideration by \$1,000,000 to a total consideration of \$1,500,000. This is consistent with budget approval of an additional \$500,000 for 2023 and an anticipated approval of \$500,000 for 2024.

Exhibit B is amended as follows:

Amend the maximum consideration for this agreement to \$1,500,000. The subrecipient will be reimbursed for no more than \$1,000,000 in 2023 and no more than \$500,000 in 2024.

Changes the Administrative Officer from Chris D'Onofrio to Kayla Schott-Bresler and adds the Whatcom County staff member recipient of the invoices:

Kayla Schott-Bresler, Strategic Initiatives Manager  
[kschottb@co.whatcom.wa.us](mailto:kschottb@co.whatcom.wa.us)  
 Whatcom County Executive Office  
 311 Grand Avenue, Suite 108  
 Bellingham, WA 98225

"Exhibit E" ARPA Subaward Information is hereby amended as follows:

Item Description	Contract Information
5) Start and End Date of the contract:	September 14, 2022-December 31, 2024
6) Amount of Federal Funds Obligated by this action:	\$1,500,000
7) Total Amount of Federal Funds Obligated to the subrecipient by Whatcom County for this subaward (current and past obligations):	\$1,500,000
8) Total Amount of the Federal Award <u>committed</u> to the subrecipient through Whatcom County:	\$1,500,000

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: June 1, 2023, regardless of the date of signature.

IN WITNESS WHEREOF, Whatcom County and Bellingham Food Bank have executed this Amendment on the date and year below written.

DATED this \_\_\_\_\_ day of 7/31/2023, 2023.

Each person signing this Contract represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Contract.

**SUBRECIPIENT:**

Bellingham Food Bank  
1824 Ellis Street  
Bellingham WA 98225  
Phone:  
Email: Mike@bellinghamfoodbank.org

DocuSigned by:  
Mike Cohen 7/31/2023  
93F76711952F449...  
Mike Cohen, Executive Director Date

**WHATCOM COUNTY:**

**Approved as to form:**

Christopher Quinn per email 6/29/2023

\_\_\_\_\_  
Prosecuting Attorney Date

**Approved:**

Accepted for Whatcom County:

DocuSigned by:  
Satpal Singh Sidhu 7/31/2023  
By: 1192C7C18B664E3  
Satpal Singh Sidhu, Whatcom County Executive