

**WHATCOM COUNTY CONTRACT  
INFORMATION SHEET**

Whatcom County Contract No. \_\_\_\_\_

Originating Department:	Public Works
Division/Program: (i.e. Dept. Division and Program)	Natural Resources
Contract or Grant Administrator:	Gary Stoyka
Contractor's / Agency Name:	Whatcom Land Trust

Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? 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): 202411030

Is this contract the result of a RFP or Bid process?

Yes  No  If yes, RFP and Bid number(s): \_\_\_\_\_ Contract \_\_\_\_\_ Cost Center: 12461002

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

Contract Amount:(sum of original contract amount and any prior amendments):

\$ 665,402

This Amendment Amount:

\$ \_\_\_\_\_

Total Amended Amount:

\$ \_\_\_\_\_

Summary of Scope:

Council approval required for; all property leases, all Interlocal agreements, contracts or bid awards exceeding \$75,000, and grants exceeding \$40,000 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.

Agreement with the Whatcom Land Trust to provide pass-through grant funding from the Washington State Recreation and Conservation Office for the purchase of Phase 1 of the Stewart Mountain Community Forest in the amount of \$665,402.

Term of Contract:	Expiration Date: upon project completion
-------------------	--

Contract Routing:	1. Prepared by: Gary Stoyka	Date: 11/17/25
	2. Attorney signoff: Christopher Quinn	Date: 1/15/26
	3. AS Finance reviewed: R. Rydel	Date: 1/16/26
	4. IT reviewed (if IT related):	Date: _____
	5. Contractor signed:	Date: _____
	6. Executive contract review:	Date: _____
	7. Council approved, if necessary: AB2026-123	Date: 02.10.26
	8. Executive signed:	Date: _____
	9. Original to Council:	Date: _____

**Agreement between Whatcom County and Whatcom Land Trust to Reimburse Whatcom Land Trust with Grant Funds for Washington Recreation and Conservation Office Grant for Acquisition of Phase 1 of Stewart Mountain Community Forest**

**Background**

In 2022, the Whatcom Land Trust (referred to herein as “WLT”) purchased Phase 1 of the Stewart Mountain Community Forest (SMCF) consisting of 550-acres of forested land located on the west side of the South Fork of the Nooksack River near Acme, Washington. This property was acquired to protect and enhance salmon habitat, enhance water supply, reduce water temperature, improve wildfire resilience, and enhance carbon storage. The total purchase price of the property was \$2,345,000. Funding for this purchase and associated expenses includes a \$1,500,000 grant from the Puget Sound Acquisition and Restoration (PSAR) Fund and a \$665,402 grant from the Washington Wildlife and Recreation Program (WWRP) Riparian Protection Program, with the remaining funds provided by the WLT. Whatcom County (referred to herein as “County”) was awarded the PSAR grant funds and WLT was awarded the WWRP grant funds. Since both of these grants are for the purchase of the same property and both are managed by the Washington Recreation and Conservation Office (RCO), the two grants were combined into a single grant (RCO Grant Agreement No. 22-1356A/ Whatcom County Contract #202411030) with the County as the primary sponsor and WLT as the secondary sponsor. This grant agreement was signed in January 2025 with an effective date of July 1, 2023. RCO granted the County a waiver of retroactivity allowing reimbursement of expenditures incurred prior to the effective date of the grant agreement. RCO has informed the County that RCO is not able to reimburse the secondary sponsor (WLT) directly, but RCO can reimburse the primary sponsor (County) for the secondary sponsor’s eligible expenses and then the County can reimburse WLT. Consequently, the County will need to separately reimburse WLT with the grant funds provided by RCO. Furthermore, RCO is requiring documentation of an agreement between the County and RCO to pass grant funds awarded to WLT, but reimbursed to the County, to WLT. The purpose of this agreement is to provide that mechanism.

WLT and the County, collectively referred to as the “parties”, agree to the following:

1. WLT shall provide all deliverables required under RCO Grant Agreement No. 22-1356A for the purchase of Stewart Mountain Community Forest Phase 1 to the County.
2. The County will submit a reimbursement request to RCO for the eligible amount of the grant funds available for the purchase and related costs including the eligible costs incurred by WLT.
3. WLT will invoice the County for the eligible amount of reimbursable expenses incurred by WLT under the grant agreement not to exceed \$665,402.
4. Following reimbursement by RCO to the County, the County shall reimburse WLT for the amount invoiced to the County which shall not exceed \$665,402.
5. Term: The term of this agreement begins upon signature and shall end following the completion of Items #1 through #4 above.

**Agreement between Whatcom County and Whatcom Land Trust to Reimburse Whatcom Land Trust with Grant Funds for Washington Recreation and Conservation Office Grant for Acquisition of Phase 1 of Stewart Mountain Community Forest**

IN WITNESS WHEREOF, the parties have executed this Agreement this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

## Whatcom Land Trust:

Rachel Vasak Date  
Whatcom Land Trust Executive Director

## WHATCOM COUNTY:

**Recommended for Approval:**

Elizabeth Kosa  
Whatcom County Public Works Director

**Approved as to form:**

Tom Seguine  
Chief Civil Deputy Prosecuting Attorney

### **Accepted for Whatcom County:**

By: \_\_\_\_\_  
Satpal Singh Sidhu Date  
Whatcom County Executive