

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No.

202409053-1

Originating Department:	Administrative Services
Division/Program: (i.e. Dept. Division and Program)	Facilities Management 505020
Contract or Grant Administrator:	Rob Ney
Contractor's / Agency Name:	Mark Palmer General Contractor LLC
Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes <input checked="" type="radio"/> No <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: 202409053	
Does contract require Council Approval? Yes <input type="radio"/> No <input checked="" type="radio"/> If No, include WCC: _____ Already approved? Council Approved Date: 09/24/24 (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)	
Is this a grant agreement? Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, grantor agency contract number(s): _____ CFDA#: _____	
Is this contract grant funded? Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, Whatcom County grant contract number(s): _____	
Is this contract the result of a RFP or Bid process? Contract _____ Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, RFP and Bid number(s): MRSC 24-77 Cost Center: 3260524009	
Is this agreement excluded from E-Verify? No <input checked="" type="radio"/> Yes <input type="radio"/> 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 checked="" type="checkbox"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract for Commercial off the shelf items (COTS). <input 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): \$ 65,917.75 This Amendment Amount: \$ 9,810.00 Total Amended Amount: \$ 75,727.75 Summary of Scope:	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, 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.
This contract amendment #1 between Whatcom County and Mark Palmer General Contractor LLC is for the 513 Courtroom Remodel Tenant Improvements at the Whatcom County Courthouse located at 311 Grand Avenue, 5th Floor, Bellingham WA will include framing for the 513 Courtroom area.	
Term of Contract:	Expiration Date: 3/30/25

Contract Routing:	1. Prepared by: Dee Ebergson	Date: 12/13/24
	2. Attorney signoff: Christopher Quinn	Date: 12/17/24
	3. AS Finance reviewed: Andrew Tan	Date: 12/17/24
	4. IT reviewed (if IT related):	Date:
	5. Contractor signed: 12/17/2024	Date:
	6. Executive contract review: Jlogan	Date: 12.17.2024
	7. Council approved, if necessary: AB2024-627	Date: 12/17/2024
	8. Executive signed: 12/17/2024	Date:
	9. Original to Council:	Date:

**WHATCOM COUNTY
ADMINISTRATIVE SERVICES**
Whatcom County Courthouse
311 Grand Ave, Suite 108
Bellingham, WA 98225-4083



FACILITIES MANAGEMENT
3720 Williamson Way
Bellingham, WA 98226-9156
Phone: (360) 778-5360
Fax: (360) 778-5361
Facilities@co.whatcom.wa.us

ROB NEY
Project & Operations Manager

MEMORANDUM

TO: Satpal Singh Sidhu, County Executive

FROM: Rob Ney, Project & Operations Manager

RE: Contract Amendment #1 – 513 Courtroom Remodel Tenant Improvements

DATE: December 17, 2024

Enclosed for your review and signature is the original of the Contract Amendment #1 between Whatcom County and Mark Palmer General Contractor LLC for the purpose of 513 Courtroom Remodel Tenant Improvements at the Whatcom County Courthouse, Bellingham, WA 98225.

▪ **Background and Purpose**

The State of Washington has authorized a new 5th Superior Court Judge to administer the water rights adjudication process. An interim measure to create a safe Superior Court courtroom is to convert half of the 513/514 conference room to a new courtroom. A permanent courtroom will be built on the 3rd floor.

▪ **Funding Amount and Source**

The amount needed for this contact amendment is \$9,810.00 including WSST for a new contract total of \$75,727.75. This project funding was approved by Council July 23, 2024; AB #2024-463, a total budget of \$100,000.00 Adequate budget authority for this project is available in the fund.

▪ **Differences from Previous Contract**

This project is a one-time agreement. This amendment includes additional framing for room #514 space to accommodate court staff for the #513 courtroom.

Please contact Rob Ney at extension 5365, if you have any questions or concerns regarding the terms of this agreement.

Enclosures

Whatcom County Contract No.

202409053-1

CONTRACT AMENDMENT #1
513 Courtroom Remodel Tenant Improvement
Between Whatcom County and Mark Palmer General Contractor LLC

This AMENDMENT is to the Contract made between Whatcom County and Mark Palmer General Contractor LLC, October 5, 2024 and designated "Whatcom County Contract No. 202409053". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment extends the original Exhibit "A", scope of work and Exhibit "B", compensation, the attached document referred to as Exhibit "B" will be considered an addition to the original contract document, hereby referenced and made a part of this agreement.

Change Order #1
COP #1 Framing for Room #514

In addition, maximum consideration for this contract amendment is increased by no more than \$9,810.00 including applicable Washington State Sales Tax, for a new contract total of \$75,727.75 as outlined in the attached replacement Exhibit "B" Compensation, hereby referenced and made part of the Amendment.

Unless specifically amended by this agreement all other terms and conditions of the original contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement this 12/17/2024 day of _____, 20 ____.
CONTRACTOR:

Mark Palmer General Contactor LLC

Mark Palmer, President

Mailing Address:
4718 N. King Mountain Road
Bellingham WA 98226-9117
(360) 319-1503

Each signatory below to this Contract warrants that he/she is the authorized agent of the respective party; and that he/she has the authority to enter into the contract and to bind the party thereto.

DocuSigned by:

Mark Palmer

12/17/2024

E6CF091B2347484
Mark Palmer, President

WHATCOM COUNTY:
Approved as to form:

Christopher Quinn

12/17/24

Prosecuting Attorney

Date

Approved:

Accepted for Whatcom County:

DocuSigned by:

12/17/2024

By: 

By:

1192C7C18B664E3

Satpal Singh Sidhu, Whatcom County Executive

CONTRACTOR INFORMATION:

Mark Palmer General Contractor LLC

Address:

4718 N King Mountain Road
Bellingham WA 98226-9117

Mailing Address:

4718 N King Mountain Road
Bellingham WA 98226-9117

Contact Name:

Mark Palmer, President

Contact Phone:

(360) 319-1503

Contact Email:

markpalmergc7@gmail.com

EXHIBIT "B"
(COMPENSATION)

The maximum consideration for this amendment shall not exceed nine thousand eight hundred ten dollars and zero cents (\$9,810.00) including applicable Washington State Sales Tax. The adjusted contract total shall not exceed \$75,727.75 including WSST.

The Contract Number, set forth, shall be included on all billings or correspondence in connection therewith.

Contractor may bill the County progressively not more than once per month (30 days).

Progressive billings will be for the amount of work completed.

Retainage will be administered in accordance with RCW 60.28.010, as amended, and in accordance with the "Retainage Option Investment Option" form.

Contractor must submit a Payment Form, to be provided by Whatcom County facilities management, as an invoice for payment in addition to contractor's own invoice for payment in addition to supporting documentation as to the level of work completed on this project.

In either case of billing, the amount billed must reflect 5% withholding for Retainage.