



MEMORANDUM

TO: The Honorable Satpal Singh Sidhu, Whatcom County Executive, and
The Honorable Members of the Whatcom County Council

THROUGH: Bennett Knox, Director

FROM: Dave Bramer, Parks Project Manager

RE: HVAC Replacement and Tenant Improvements at Parks Headquarters

DATE: 8/27/2025

Please find enclosed the HVAC Replacement and Tenant Improvements at Parks Headquarters Contract Amendment between Whatcom County and Summit Construction Group, Inc. (Summit) for your review and approval.

Background and Purpose

Parks requests approval of the attached contract amendment that increases the established force account to accommodate the budgetary authority for unforeseen and latent conditions in during construction at Parks Headquarters for work being performed by Summit.

These funds are not guaranteed to be paid out to Summit, and any work to be billed against this value will require written approval from Parks prior to work being completed.

This amendment increases the contract value by \$58,685.00 to \$999,950.00 to accommodate for these and other unforeseen conditions.

Funding Amount and Source

Funding in the amount of \$1,208,911.00 for this project was approved in the Public Utilities Improvement Fund by Council on Supplemental ID #2025-4903, as appropriated on Ordinance 2025-018 (AB2025-220).

Differences from Previous Contract

This is a contract amendment that increases scope and fee, but does not change the contract termination date.

Please contact Dave Bramer at extension 5867, if you have any questions or concerns regarding the terms of this agreement.

Encl