



# Memorandum

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

**Through:** Elizabeth Kosa, Public Works Director *EK*

**From:** Douglas W. Ranney II, P.E., County Engineer *DWR*  
James E. Lee, P.E., Engineering Manager *JEL*

**Date:** February 28, 2025

**Re:** **2025 On-Call Support for the Whatcom County Bridge Program  
Local Agency Standard Consultant Agreement with KPFF, Inc.**

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Enclosed for your review and DocuSign signature is the Local Agency Standard Consultant Agreement between KPFF, Inc. and Whatcom County.

## Requested Action

Public Works respectfully requests that the County Council authorize the County Executive to enter into a Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement with KPFF, Inc. to provide on-call professional structural engineering support for the Whatcom County bridge program in 2025.

## Background and Purpose

Public Works is responsible for inspection, maintenance and repair of approximately 164 County-owned bridges which includes the Lummi Island Ferry terminal structures. This contract will allow Public Works to utilize KPFF, Inc. for specific tasks related to structural analysis and design for bridge and ferry issues that may arise throughout the year. Individual task orders will be issued for these specific tasks.

Three (3) engineering firms responded to Request for Qualifications No. 25-03. After review by the selection panel, KPFF, Inc. was selected as one of the two most qualified firms for this work.

## Funding Amount and Source

The not-to-exceed amount for this contract is \$40,000. Adequate budget authority exists for this expenditure within the road fund.

Please contact Alen Ohan at extension 6266 if you have any questions or concerns regarding the terms of this agreement.