



## MEMORANDUM

**TO:** The Honorable Satpal Singh Sidhu, County Executive, and  
The Honorable Members of the Whatcom County Flood Control Zone  
District Board of Supervisors

**THROUGH:** Elizabeth Kosa, Public Works Director

**FROM:** Kraig Olason, Stormwater Program Manager *ko*

**DATE:** August 29, 2023

**RE:** Construction Services Contract with Stremler Gravel, Inc. for Cottonwood  
Drive Stormwater Inlet Repair Project

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Please find enclosed for your review and approval a contract award package for the **Cottonwood Drive Stormwater Inlet Repair Project** capital improvement project in the Birch Bay watershed. This package consists of a project narrative and vicinity map, project cost breakdown, bid tabulation, and the lowest apparent bid proposal.

Bid proposals for this project were received at 4:00 p.m. on Tuesday, August 29, 2023 and were solicited using The Municipal Research and Services Center (MRSC) small work roster. The solicitation was sent to 46 contractors of which we have received a single low responsible and responsive bid.

### Requested Action

1. Public Works requests that the Flood Control Zone District Board of Supervisors authorize the County Executive to approve the **Cottonwood Drive Stormwater Inlet Repair Project** for 2023. Pursuant to Resolution 2022-043 adopting the Six-Year Water Resources Improvement Program (WRIP) for 2023-2028, the Cottonwood Drive Stormwater Inlet Repair Project was scheduled for construction in 2023. However, this project did not appear on the Birch Bay Subzone 2023 Capital Budget as part of Resolution 2022-048.
2. Public Works requests that the Flood Control Zone District Board of Supervisors authorize the County Executive to enter into a contract for the subject project with Stremler Gravel, Inc. as the lowest responsible and responsive bidder as provided for by Resolution 2022-043 and WCC 3.08.100. The total cost of the bid is \$99,430.03 including all applicable taxes. Please signify your approval to award this contract to Stremler Gravel, Inc. by authorizing the County Executive to sign the Approval for Contract Award form (attached).

### Background and Purpose

During the 2021 flooding events in Whatcom County, an inlet structure near 8143 Cottonwood Drive overtopped, causing erosion of the berm downstream of the overflow structure. Temporary repairs have been completed, which will provide downstream protection until final improvements are constructed. These final improvements consist of replacing earthen berm with a concrete wall to increase the resilience of the system against large flooding events and to construct a spillway to channel water to the existing stormwater infrastructure. The design for the permanent repair of this facility has concluded and has been advertised for bid using MRSC.

### **Funding Amount and Source**

The total budget for the Cottonwood Drive Stormwater Inlet Repairs contract will be funded by existing authority in the BBWARM district budget. Whatcom County has received a Disaster Assistance Payment Request for the \$199,602.61 FEMA for Incident 21-4321 (2021 November Floods). Funding was originally budgeted in the Charel Terrace Bank Assessment cost center 9259019002. However, the Charel Terrace Bank Assessment project is now delayed, and a portion of the funding budgeted has been reallocated via a Budget Transfer Request to the Cottonwood Drive Stormwater Inlet Repair project, cost center 9259017001, work order 23333.

Sufficient budget exists to cover this construction contract cost of \$99,430.03. FEMA funds will reimburse the BBWARM District for the majority of the repair project costs.

Please contact Kraig Olason at extension 6301 if you have any questions or concerns regarding the terms of this agreement.

In accordance with WCC 3.08.030, I concur with this recommendation:

Digitally signed by Sara Winger  
DN: cn=Sara Winger, o=Whatcom County AS  
Finance, ou=Senior Purchasing Coordinator,  
email=swinger@co.whatcom.wa.us, c=US  
Date: 2023.08.30 13:31:29 -07'00  
Adobe Acrobat version: 2020.005.30514

**Sara Winger**

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Sara Winger, Senior Purchasing Coordinator

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Date