

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No. _____

Originating Department: _____	
Division/Program: <i>(i.e. Dept. Division and Program)</i> _____	
Contract or Grant Administrator: _____	
Contractor's / Agency Name: _____	
<p>Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No</p> <p>Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____</p> <p>Does contract require Council Approval? Yes No If No, include WCC: _____</p> <p>Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)</p> <p>Is this a grant agreement?</p> <p>Yes No If yes, grantor agency contract number(s): _____ CFDA#: _____</p> <p>Is this contract grant funded?</p> <p>Yes No If yes, Whatcom County grant contract number(s): _____</p> <p>Is this contract the result of a RFP or Bid process? Contract</p> <p>Yes No If yes, RFP and Bid number(s): _____ Cost Center: _____</p> <p>Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.</p> <p>If YES, indicate exclusion(s) below:</p> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Professional services agreement for certified/licensed professional. <input type="checkbox"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract work is for less than 120 days. <input type="checkbox"/> Interlocal Agreement (between Governments). </div> <div> <input type="checkbox"/> Goods and services provided due to an emergency <input type="checkbox"/> Contract for Commercial off the shelf items (COTS). <input type="checkbox"/> Work related subcontract less than \$25,000. <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA. </div> </div>	
<p>Contract Amount:(sum of original contract amount and any prior amendments): \$ _____</p> <p>This Amendment Amount: \$ _____</p> <p>Total Amended Amount: \$ _____</p>	<p>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:</p> <ol style="list-style-type: none"> 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.
Summary of Scope: _____	
Term of Contract: _____	Expiration Date: _____

Contract Routing:	Date:
1. Prepared by: _____	_____
2. Attorney signoff: _____	_____
3. AS Finance reviewed: _____	_____
4. IT reviewed (if IT related): _____	_____
5. Contractor signed: _____	_____
6. Executive contract review: _____	_____
7. Council approved, if necessary: _____	_____
8. Executive signed: _____	_____
9. Original to Council: _____	_____

**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
Facilities Director

MEMORANDUM

TO: The Honorable Members of the Whatcom County Council

FROM: Rob Ney, Facilities Director
Hans Howard, Special Projects Manager

RE: Contract – Clean Building Performance Standard Compliance Assurance Services

DATE: August 8th, 2025

Attached for your review and signature is the original Contract between Whatcom County and Hargis Engineers, for the purpose of Clean Building Performance Standard (CBPS) Compliance Assurance Services for Whatcom County Facilities.

▪ **Background and Purpose**

The Clean Building Performance Standard (CBPS), enacted by Washington State under HB 1257 in 2019, mandates that commercial buildings of a certain size to meet specific energy performance targets to reduce greenhouse gas emissions and improve energy efficiency. The law allowed a phasing of implementation (based on building square footages), mostly affecting the County to comply by 2028. Building owners must demonstrate compliance by submitting required documentation, conducting energy benchmarking, and potentially upgrading systems to meet the prescribed Energy Use Intensity (EUI) targets. Failure to comply by designated deadlines can result in significant penalties, including daily fines until corrective actions are taken.

Given the complexity of the technical requirements, the evolving regulatory framework, and the potential financial and operational consequences of non-compliance, engaging a qualified consultant is essential. The purpose of hiring a compliance assurance consultant is to guide the County through the compliance process, ensure accurate and timely submissions, assess and optimize energy performance, and minimize the risk of penalties. The consultant acts as a strategic partner to align the building's operations with CBPS standards efficiently and cost-effectively.

The County sought grant funding for this effort, and received a grant for reimbursable expenses associated with this energy audit. The Washington State Association of Counties has offered this grant.

- **Funding Amount and Source**

The Washington State Association of Counties (WSAC) has entered into an agreement to provide up to \$449,882.29 to Whatcom County to conduct energy audits on Tier 1 and Tier 2 County-owned buildings in accordance with Washington State Clean Building Performance Standards. Additionally, funding in the amount not to exceed \$200,000, is provided per ASR 2025-7113 for any additional scope items and/ or grant cash flow assistance. The County funding is provided as the grant is a reimbursable type and the County must incur expenses before they can be reimbursed.

- **Differences from Previous Contract**

This project is a one-time agreement.

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

Enclosures