

**WHATCOM COUNTY
ADMINISTRATIVE SERVICES**
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ROB NEY
Project & Operations Manager

MEMORANDUM

TO: Satpal Singh Sidhu, County Executive

FROM: Rob Ney, Project & Operations Manager

RE: Contract – Northwest Annex Feasibility Study

DATE: June 5, 2020

Enclosed for your review and signature are two (2) originals of the Contract between Whatcom County and RMC Architects, PLLC for the purpose of the Northwest Annex Feasibility Study, located at the corner of Smith and Northwest Roads, Bellingham WA.

▪ **Background and Purpose**

The County hired RMC Architects, PLLC to do a feasibility study at the Northwest Annex site, located at the corner of Smith and Northwest Roads. On this site is a 100+ year old building that currently houses Planning, Permitting and some Public Works functions. The building, previously a Care Facility was purchased and remodeled in the early 1990's and is dilapidated beyond feasible repair. The study will include preliminary architectural design of the proposed three building master plan anticipated for the Capital Facilities redevelopment of the Northwest Annex site, including design development, preliminary floor plans, construction methodology and type, cost estimating and preliminary budget for construction and implementation of the plan. This will provide a valuable tool for the County in budget preparation and preparedness should funds become available. The County will be able to react quickly to execute a plan once the study is complete.

In April 2020 Whatcom County Council unanimously approved an ordinance authorizing a budget for a contract to move forward with exploring options for this site.

Facilities Management interviewed both Zervas Architects and RMC Architects for this project. RMC Architects scored the highest and was chosen to provide the feasibility study needed by Whatcom County for the Northwest Annex Site.

- **Funding Amount and Source**

Funding amount needed for this contract is \$98,950.00 including applicable WSST. Funding is in place from the Public Utilities Improvement (EDI) Fund for a \$100,000 budget supplemental request passed April 21, 2020; AB2020-163.

- **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