

**WHATCOM COUNTY
PUBLIC WORKS DEPARTMENT**

**Elizabeth Kosa
Director**



STORMWATER
322 N. Commercial, 4th Floor
Bellingham, WA 98225
Main: (360) 778-6230
FAX: (360) 778-6201
www.whatcomcounty.us

MEMORANDUM

TO: The Honorable Satpal Singh Sidhu, County Executive and the Honorable Members of the Whatcom County Council, collectively serving in their capacity as the Whatcom County Flood Control Zone District Board of Supervisors

THROUGH: Elizabeth Kosa, Public Works Director

FROM: Kraig Olason, Stormwater Program Manager *ko*
Holly Faulstich, Natural Resource Specialist III

DATE: January 11, 2024

RE: Amendment 1 to Contract No. 202308007 with FLO Analytics for GIS Data Management and Assistance with BBWARM Fee Roll Update

Requested Action

Enclosed for your review and signature is Amendment No. 1 to Contract No. 202308007 between FLO Analytics and Whatcom County in the amount of \$50,965.00, for the purpose of updating the Birch Bay Watershed and Aquatic Resources Management (BBWARM) district's fee roll process in accordance with a rate study that is currently underway.

Background and Purpose

Whatcom County Public Works Stormwater Division uses a highly-customized billing system to generate the annual fee roll for the BBWARM district, a sub-flood zone of the Flood Control Zone District. This system was developed by Whatcom County staff with assistance from an IT consultant and uses a combination of GIS and Access databases. FLO Analytics has generated the BBWARM fee roll annually since 2016.

In August 2023, a consultant was hired to conduct a financial analysis and review of the BBWARM stormwater rate structure. The purpose of this contract amendment is for FLO Analytics to update the BBWARM fee roll process to reflect revisions made during the rate study in preparation for the 2025 fee roll. A new contract will be developed in mid-2024 to generate the 2025 BBWARM district fee roll and its associated reports.

Funding Amount and Source

The total cost of this contract is \$70,720.00, which includes the original \$19,755.00 plus Amendment 1 in the amount of \$50,965.00. It will be funded by existing authority in the BBWARM district budget (cost center 169250, work order 17275).

Please contact Holly Faulstich at extension 6290 if you have any questions or concerns regarding the terms of this agreement.