

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No.

202412018-1

| | |
|---|---------------------------|
| Originating Department: | Assessor |
| Division/Program: (i.e. Dept. Division and Program) | |
| Contract or Grant Administrator: | Rebecca Xczar/Falon Hoven |
| Contractor's / Agency Name: | Just Appraised Inc. |

Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: 202412018

Does contract require Council Approval? Yes No If No, include WCC: n/a
Already approved? Council Approved Date: n/a (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)

Is this a grant agreement? Yes No If yes, grantor agency contract number(s): n/a ALN: n/a
Complete ALN field if contract involves direct federal grants/cooperative agreements or pass-through federal funds.

Is this contract grant funded? Yes No If yes, Whatcom County grant contract number(s): n/a

Is this contract the result of a RFP or Bid process? Yes No If yes, RFP and Bid number(s): Sole Source Approval Contract: 10001000

Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.

If YES, indicate exclusion(s) below:

| | |
|--|--|
| <input checked="" type="checkbox"/> Professional services agreement for certified/licensed professional. | <input type="checkbox"/> Goods and services provided due to an emergency |
| <input type="checkbox"/> Contract work is for less than \$100,000. | <input type="checkbox"/> Contract for Commercial off the shelf items (COTS). |
| <input type="checkbox"/> Contract work is for less than 120 days. | <input type="checkbox"/> Work related subcontract less than \$25,000. |
| <input type="checkbox"/> Interlocal Agreement (between Governments). | <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA. |

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|---|--|
| Contract Amount:(sum of original contract amount and any prior amendments): <u>\$ 57,000</u> | Council approval required for; all property leases, all Interlocal agreements, contracts or bid awards exceeding \$75,000 , and grants 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: 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. |
| This Amendment Amount: <u>\$ 122,972</u> | |
| Total Amended Amount: <u>\$ 179,972</u> | |
| Summary of Scope: | |

Funding for this contract renewal has been included in our 2026 budget request through an ASR, and the annual costs will be incorporated into our 2027-28 biennial budget submission under Software Maintenance Contracts (6625).

| | |
|------------------------------------|-----------------------------|
| Term of Contract: Extended 3 years | Expiration Date: 12/31/2028 |
|------------------------------------|-----------------------------|

| | | |
|-------------------|--|-------------------------|
| Contract Routing: | 1. Prepared by: <u>Falon Hoven</u> | Date: <u>11/7/2025</u> |
| | 2. Attorney signoff: <u>Kimberly Thulin approved via email</u> | Date: <u>11/21/2025</u> |
| | 3. AS Finance reviewed: <u>M Caldwell</u> | Date: <u>11/24/25</u> |
| | 4. IT reviewed (if IT related): | Date: <u>12/24/2025</u> |
| | 5. Contractor signed: | Date: <u>12/24/2025</u> |
| | 6. Executive contract review: <u>Jake Logan</u> | Date: <u>2025.12.22</u> |
| | 7. Council approved, if necessary: <u>AB2025-855</u> | Date: <u>2025.12.09</u> |
| | 8. Executive signed: <u>SSidhu</u> | Date: <u>12/24/2025</u> |
| | 9. Original to Council: | Date: <u>12/24/2025</u> |

**WHATCOM COUNTY
ASSESSOR'S OFFICE**



**REBECCA XCZAR
COUNTY ASSESSOR**

**FALON HOVEN
CHIEF DEPUTY**

MEMORANDUM

To: Satpal Sidhu, County Executive

From: Rebecca Xczar, Whatcom County Assessor
Falon Hoven, Chief Deputy Assessor

RE: Just Appraised Contract – 3 Year Renewal

Date: November 7th, 2025

Background and Purpose

In 2024, Whatcom County entered into a contract with Just Appraised to develop an online Senior Citizens and People with Disabilities Exemption Portal. The platform was designed to streamline the application and processing workflow for the exemption program in response to the significant increase in applicants following the passage of HB 1355.

The portal has proven effective in improving accessibility for taxpayers, reducing incomplete submissions, and enhancing staff efficiency through triage-based processing. The system now plays a critical role in the Assessor's Office operations and serves as an essential component of our digital service offerings.

Renewal Overview

This year, we are requesting approval of an **amended contract** with Just Appraised to extend services for an additional **three-year term (2026–2028)**. The renewal maintains identical terms and scope of service as the prior agreement, with the only modification being the contract duration and a locked annual subscription rate.

Under this renewal, Just Appraised has agreed to **limit annual subscription increases to 1.5%**, compared to the standard 3% annual escalation allowed for single-year contracts. This multi-year commitment offers cost predictability and long-term savings for the County.

Financial Impact

| Contract Term | 3-Year: 1.5% Yearly: 3% Annual Savings | | |
|------------------------------------|---|----------|---------|
| 2026 | \$37,048 | \$37,595 | \$547 |
| 2027 | \$37,603 | \$38,723 | \$1,120 |
| 2028 | \$38,167 | \$39,885 | \$1,718 |
| Total Savings (3-Year Term) | \$3,385 | | |

Funding for this contract renewal has been included in our **2026 budget request through an ASR**, and the **annual costs will be incorporated into our 2027–2028 biennial budget submission** under Software Maintenance Contracts (6625).

Approval of this three-year contract renewal is recommended. The renewal ensures uninterrupted service for the online exemption portal while providing financial savings and operational continuity.

Please contact **Falon Hoven** at extension 5056 or **Rebecca Xczar** at extension 5055 with any questions regarding the amendment or the terms of the renewal.

Encl.

Whatcom County Contract No.

202412018-1

Amendment No. 1
Whatcom County Contract No. 202412018
CONTRACT BETWEEN WHATCOM COUNTY AND
Just Appraised Inc.

THIS AMENDMENT is to the Contract between Whatcom County and Just Appraised Inc, dated November 14th, 2024 and designated "Whatcom County Contract No. 202412018" (hereinafter referred to as 'contract'). In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment extends the term of this Agreement through December 31st, 2028, and increases the maximum consideration by \$123,094 to a total consideration of \$183,369. Additionally, the parties agree to modify the contract as follows:

The County and Contractor agree to the terms set forth in Exhibit A.

If County should not appropriate or otherwise make available funds sufficient for the license fees for renewal term, the County may unilaterally terminate this Agreement upon thirty (30) days written notice to Contractor. The County will not be entitled to a refund or offset of previously paid fees. The County agrees not to use termination for lack of appropriations as a substitute for termination for convenience.

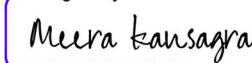
Unless specifically amended by this agreement, all other terms and conditions of the original contract shall remain in full force and effect.

This Amendment takes effect: January 1st, 2026, regardless of the date of signature.

IN WITNESS WHEREOF, Whatcom County and Just Appraised Inc have executed this Amendment on the date and year below written.

DATED this _____ day of 12/24/2025, 20____.

CONTRACTOR:

Signed by:

Meera Kansagra
F494ECB6BBBD9480...
Signature Date
Meera Kansagra

CONTRACTOR INFORMATION:

Just Appraised Inc.

2261 Market Street STE 4074
San Francisco, CA 94114

Contact Name: Meera Kansagra
Contact Phone: 888-652-5573
Contact Email: finance@justappraised.com

WHATCOM COUNTY:

Recommended for Approval:

DocuSigned by:

 12/22/2025
AECCE2135B46D4E4...
County Assessor Date

Approved as to form:

Kimberly Thulin 11/21/2025
Prosecuting Attorney Date

Approved:

Accepted for Whatcom County:

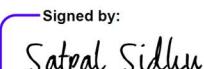
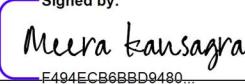
Signed by:
By:  12/24/2025
1192C7C18B664E3...
Satpal Singh Sidhu Date
Whatcom County Executive

Exhibit A - Amendment #1
JUST APPRAISED
SAAS SERVICES ORDER FORM (EXEMPTIONS, TAXPAYER PORTAL)

This Order Form is effective as of January 1, 2026 (the “Order Form Effective Date”) and is governed by the terms and conditions of the SaaS Services Agreement entered into by Just Appraised Inc. and the undersigned customer on November 14, 2024 (the “Agreement”). By signing this Order Form, Customer expressly agrees to be bound by the terms of conditions of the Agreement, which are incorporated herein by reference. Capitalized terms used herein but not defined herein shall have the meanings ascribed to them in the Agreement. If there is an inconsistency or conflict between the terms of the Agreement and the terms of this Order Form, the terms of this Order Form shall govern.

| | | | |
|--|--|--|-------------------------|
| Customer: | Whatcom County WA Assessor | Contact: | Rebecca Xczar |
| Address: | 311 Grand Ave, Suite 106 Bellingham, WA 98225 | Phone: | 360-778-5055 |
| | | E-Mail: | rxczar@co.whatcom.wa.us |
| <p>License Fees: The fees for each term (the “License Fee”) to be invoiced in a single lump sum at the beginning of the Term and any subsequent Renewal Terms, and paid in accordance with Section 5.2 of the Agreement.</p> <p>\$37,048 per year for the Renewal Term One \$37,603 per year for the Renewal Term Two \$38,167 per year for the Renewal Term Three</p> <p>After the Renewal Term Three, Company may increase the License Fee in accordance with Section 5.1 of the Agreement. License Fee increases will be capped at 3%/year</p> | | <p>Renewal Term One: 1/1/2026 through 12/31/2026. Renewal Term Two: 1/1/2027 through 12/31/2027. Renewal Term Three: 1/1/2028 through 12/31/2028.</p> <p>At the end of Renewal Term Three, this subscription will automatically renew on an annual basis for one-year terms (each a “Renewal Term”) unless either party elects not to renew by giving the other party written notice at least sixty (60) days prior to the end of the Term or then-current Renewal Term, as applicable.</p> | |

JUST APPRAISED INC.

By: 
Meera Kansagra
F494ECB6BBBD9480

Name: Meera Kansagra
Title: Director of Finance and Accounting
Date: 12/24/2025

CUSTOMER: WHATCOM COUNTY, WA ASSESSOR

By: 
Satpal Sidhu
1192C7C18B664E3

Name: Satpal Sidhu
Title: Whatcom County Executive
Date: 12/24/2025