

WHATCOM COUNTY  
CONTRACT NO.  
202112042-1

**1<sup>st</sup> AMENDMENT TO THE INTERLOCAL AGREEMENT  
BY AND BETWEEN  
WHATCOM COUNTY AND THE WHATCOM COUNCIL OF GOVERNMENTS**

**REGARDING ADMINISTRATION OF BOUNDARY REVIEW BOARD  
PER CHAPTER 36.93 RCW**

This Amendment is to the Interlocal Agreement between the government of Whatcom County (hereinafter, "the County") and the Whatcom Council of Governments (hereinafter, "WCOG") dated January 1, 2022 and designated as "Whatcom County Contract No. 202112042." This agreement is entered into pursuant to the provisions of Chapter 36.93 RCW for the purposes of performing the duties of a Boundary Review Board of Whatcom County. The effective start date of the amendment is January 1, 2023.

This Amendment amends the original agreement Section 4 Effective Date, Duration, Amendment and Termination, as follows:

Section 4 is modified as follows:

This Agreement shall be effective upon approval and signature by the Whatcom County Executive and the Executive Director of the Whatcom Council of Governments and it shall have a term of one year commencing on January 1, 2022 and expiring on December 31, 2022. This agreement can be terminated or amended by mutual agreement of the Parties. The term of this agreement may be extended by mutual written consent of the parties, for a period of up to either one or two years at a time, and for a total of no longer than five years.

This Amendment further extends the original term through December 31, 2024 and increases the maximum consideration by \$10,000.00 (\$5,000 for year 2023 and \$5,000 for year 2024) to a total consideration of \$15,000.

Unless specifically amended by this agreement, all other terms and conditions of the original agreement shall remain in full force and effect. All parties identified as affected by this amendment hereby acknowledge and accept the terms and conditions of this amendment.

IN WITNESS THEREOF, the Parties have signed this agreement, effective on the dates indicated below.

Each signatory below to this agreement warrants that he/she is the authorized agent of the respective party; and that he/she has the authority to enter into the agreement and bind the party thereto.

**Whatcom County**

DocuSigned by:  
Satpal Sidhu  
1102C7C18B664E3...  
By \_\_\_\_\_  
Satpal Sidhu, County Executive

12/8/2022  
Date \_\_\_\_\_

Approved as to form:

Karen Frakes by email 11/21/22 / SM  
Whatcom County Civil Prosecuting Attorney

**Whatcom Council of Governments**

DocuSigned by:  
*Bob Wilson*  
By C24CB5DEED0964E0...  
Robert H. Wilson, Executive Director

Date 12/8/2022

Whatcom Council of Governments  
314 East Champion Street  
Bellingham, WA 98225  
(360) 676-6974  
[Wcog@wco.org](mailto:Wcog@wco.org)

**WHATCOM COUNTY CONTRACT  
INFORMATION SHEET**

Whatcom County Contract No.  
**202112042-1**

Originating Department:	Executive Office
Division/Program: <i>(i.e. Dept. Division and Program)</i>	Non Departmental
Contract or Grant Administrator:	Suzanne Mildner, Grants Coordinator
Contractor's / Agency Name:	Whatcom Council of Governments -Boundary Review Board
Is this a New Contract?    If not, is this an Amendment or Renewal to an Existing Contract?    Yes <input type="radio"/> No <input checked="" type="radio"/>	
Yes <input type="radio"/> No <input checked="" type="radio"/> If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #:    202112042	
Does contract require Council Approval?    Yes <input checked="" type="radio"/> No <input type="radio"/> If No, include WCC: _____	
Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)	
Is this a grant agreement?    Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, grantor agency contract number(s): _____ CFDA#: _____	
Is this contract grant funded?    Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, Whatcom County grant contract number(s): _____	
Is this contract the result of a RFP or Bid process?    Contract _____ Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, RFP and Bid number(s): _____    Cost Center: 4520	
Is this agreement excluded from E-Verify?    No <input type="radio"/> Yes <input checked="" type="radio"/> If no, include Attachment D Contractor Declaration form.	
If YES, indicate exclusion(s) below:	
<input 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 checked="" type="checkbox"/> Interlocal Agreement (between Governments). <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.	
Contract Amount:(sum of original contract amount and any prior amendments): \$ 5,000	Council approval required for; all property leases, contracts or bid awards <b>exceeding \$40,000</b> , and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, <b>except when</b> :
This Amendment Amount: \$ 10,000	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.
Total Amended Amount: \$ 15,000	3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance.
Summary of Scope:	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.
The purpose of this agreement is to perform the duties of a Boundary Review Board as defined in chapter 36.93 RCW and the "Boundary Review Board for Whatcom County Organization and Rules of Practice and Procedure". This amendment extends the term for two additional years.	
Term of Contract: 2 years	Expiration Date: 12/31/2024

Contract Routing:	1. Prepared by: S. Mildner	Date: 11/18/22
	2. Attorney signoff: K. Frakes	Date: 11/21/22
	3. AS Finance reviewed: bbennett	Date: 11/28/22
	4. IT reviewed (if IT related):	Date: 12/8/2022
	5. Contractor signed:	Date: _____
	6. Submitted to Exec.:	Date: _____
	7. Council approved (if necessary): AB2022-716 <input checked="" type="checkbox"/>	Date: 12-6-22
	8. Executive signed:	Date: 12/8/2022
	9. Original to Council:	Date: _____

**WHATCOM COUNTY**  
**Executive Office**  
311 Grand Avenue, Suite 108  
Bellingham, WA 98225



**Satpal Singh Sidhu**  
County Executive

## **MEMORANDUM**

**TO:** Whatcom County Councilmembers and  
County Executive Satpal Sidhu

**FROM:** Suzanne Mildner, Grants Coordinator

**RE:** Whatcom Council of Governments – Boundary Review Board

**DATE:** November 18, 2022

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Attached for your review is an Amendment to an Interlocal Agreement between Whatcom County and Whatcom Council of Governments to support the Boundary Review Board's activities.

▪ **Background and Purpose**

A year ago the administration and Chief Clerk duties for the Boundary Review Board transitioned from Northwest Regional Council over to Whatcom Council of Governments. At that time the county entered into an interlocal agreement with Whatcom Council of Governments for the provision of these services for a one year term, expiring December 31, 2022.

The attached Interlocal Agreement Amendment extends the agreement for a two-year term and provides for the continuing execution of the duties as defined through Chapter 36.93 RCW.

▪ **Funding Amount and Source**

This amendment adds \$10,000, which provides \$5,000 for year one (2023) and \$5,000 for year two (2024), for a revised maximum consideration of \$15,000. The funding source is the General Fund.

Please contact me at extension 5211, if you have any questions or concerns regarding the terms of this agreement.