

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No.
202311042-5

Originating Department:	Parks & Recreation
Division/Program: (i.e. Dept. Division and Program)	Parks Capital (8090)
Contract or Grant Administrator:	Ola Jarvegren
Contractor's / Agency Name:	FSi Engineers

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 #: 202311042

Does contract require Council Approval? Yes ☒ No ☐ 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 ☐ No ☒ If yes, grantor agency contract number(s): _____ CFDA#: _____

Is this contract grant funded? Yes ☐ No ☒ If yes, Whatcom County grant contract number(s): _____

Is this contract the result of a RFP or Bid process? Yes ☐ No ☒ If yes, RFP and Bid number(s): RFQ #23-69 Contract Cost Center: 32428001

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.

<p>Contract Amount:(sum of original contract amount and any prior amendments): \$ 201,608.00</p> <p>This Amendment Amount: \$ 35,442.00</p> <p>Total Amended Amount: \$ 237,050.00</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.
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Summary of Scope:

This amendment includes engineer's scope and fees for the to coordinate bid alternate items for the public bidding phase of the HVAC and tenant improvements at the Parks Headquarters, as outlined in Exhibit A.

Term of Contract: 8 months Expiration Date: 12/31/2025

Contract Routing:	1. Prepared by: Dave Bramer	Date: 5/1/2025
	2. Attorney signoff: Brandon Wladron (by email BW/DB)	Date: 5/1/2025
	3. AS Finance reviewed: Andrew Tan	Date: 5/6/2025
	4. IT reviewed (if IT related):	Date: _____
	5. Contractor signed: Ola Jarvegren	Date: 5/13/2025
	6. Executive contract review: <i>OR</i>	Date: 5/28/25
	7. Council approved, if necessary: <i>AB2025-390</i>	Date: 5/27/25
	8. Executive signed: <i>KSB</i>	Date: 5-29-25
	9. Original to Council:	Date: _____


WHATCOM COUNTY
Parks & Recreation Dept.
3373 Mount Baker Highway
Bellingham, WA 98226



Bennett Knox
Director
Christ Thomsen
Parks Operations Manager

MEMORANDUM

TO: The Honorable Satpal Singh Sidhu, Whatcom County Executive, and The Honorable Members of the Whatcom County Council

THROUGH: Bennett Knox, Director 

FROM: Dave Bramer, Parks Project Manager

RE: Parks & Recreation Administrative Office – HVAC System Replacement

DATE: 5/14/2025

Enclosed is a copy of the Parks & Recreation Administrative Improvements contract amendment between Whatcom County and FSi Consulting Engineers (FSi) for your review and signature.

Background and Purpose

Parks requests approval of the attached contract amendment with FSi for professional design and engineering services required for the improvements at Parks Headquarters. FSi is currently under contract for the construction administration and observation for the Base Bid portion of Bid #25-20. This amendment provides scope and fee for the design and engineering team to provide construction administration and observation support for Bid Alternate items 3, 4, 5, & 7.

Funding Amount and Source

Funding for this project was approved by Ordinance no. 2023-014 (AB2023-185) on March 21st, 2023. Additional funding for this project was authorized by Agenda Bill numbers AB2024-116 (ORD 2024-011), AB2024-837, and AB2025-018 (ORD 2025-018). The funds requested for this project are currently available in the project's cost center. The funding source for this project is REET I funding. This increase adds \$35,442.00 to the contract value for a total value of \$237,050.00.

Differences from Previous Contract

This amendment adds scope to an existing contract. See attached for additional scope, additional fee, and current existing contract.

Please contact Dave Bramer at extension 5867, if you have any questions or concerns regarding the terms of this agreement.

Encl.

Amendment No. 5
 Whatcom County Contract No. 202311042
 CONTRACT BETWEEN WHATCOM COUNTY AND
FSi Engineers

THIS AMENDMENT is to the Contract between Whatcom County and FSi Engineering, dated November 14, 2023 and designated "Whatcom County Contract No. 202311042". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment increases the maximum consideration by \$35,442.00 to \$237,050.00 with the contract termination date of 12/31/2025.

This Amendment also adds the following to the Scope of Work, Exhibit A:

- Additional Services Proposal for Bidding and Construction Administration services from FSi dated April 29th 2025

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: 04/30/2025, regardless of the date of signature.

IN WITNESS WHEREOF, Whatcom County and FSi ENGINEERS have executed this Amendment on the date and year below written.

DATED this MAY day of 13, 2025.

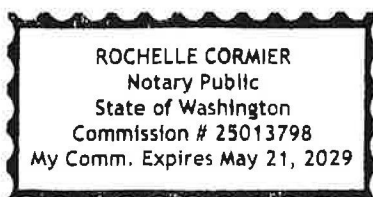
CONTRACTOR:


FSi ENGINEERS


 Olaf Jarvegren, Principal

STATE OF WASHINGTON)
) ss.
 COUNTY OF WHATCOM)

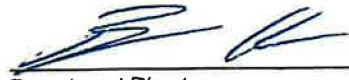
On this 13 day of MAY, 2025, before me personally appeared OLAF JARVEGREN to me known to be the SIGNER/PRINCIPAL of the FSi ENGINEERS and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.




 NOTARY PUBLIC in and for the State of Washington,
ROCHELLE CORMIER printed name,
 residing at KING COUNTY.
 My commission expires 5/21/2029.

WHATCOM COUNTY:

Recommended for Approval:

 5/14/25
Department Director Date

Approved as to form:

Brandon Waldron (by email BW/DB) 05/01/2025
Prosecuting Attorney Date

Approved:

Accepted for Whatcom County:

By: 
Kayla Schott-Bresler 5-28-25
Deputy Executive

CONSULTANT INFORMATION:

FSi Engineers, Inc
Ola Jarvegren
1001 Alaskan Way Suite 200
Seattle, Washington 98104 206.622.3321
Olaj@fsi-engineers.com

EXHIBIT "A"
(SCOPE OF WORK)

See attached Scope of Work and Labor Estimate provided by FSi Engineers for full description of tasks and work to be performed.



Seattle
1001 Alaskan Way Suite 200
Seattle, Washington 98104
206.622.3321

Baltimore
4709 Harford Road
Baltimore, Maryland 21214
410.929.6894

Spokane
505 West Riverside Ave. Suite 440
Spokane, Washington 99201
509.215.1500

April 30, 2025

Rod Lamb, PLA LEED®AP
Park Design & Development Manager
Whatcom County Parks & Recreation
3373 Mount Baker Highway
Bellingham, WA 98226

Subject: Whatcom County Parks & Recreation (WCPR) Administrative Office and Annex HVAC Replacement, Additional Services Proposal for Construction Administration services.

Thank you for the opportunity to provide Whatcom County Parks and Recreation with our proposal for the referenced project. I have summarized our understanding of the scope and our proposed fee below.

Construction Administration (Alternates 3, 4, 5, and 7)

The following identifies our baseline services. We consider any services not listed below to be optional services. We are basing our fees on the project tasks within a construction duration of six months starting in mid-2025. The proposed additional fee is for construction administration services for alternates 3, 4, 5, and 7. See scope of work document for specific tasks to be completed during the construction administration phase.

Fee

Phased Fixed Fee

Phase	Mechanical Engineering (FSi)	Architecture (RMC)	Electrical Engineering (K-Engineers)	Structural engineering (Kingworks)	Cost Consultant (DWC)	Phase Total
Construction Observation	\$18,656	\$14,586	\$2,200	\$0	\$0	\$35,442
Total Fee						\$35,442

Standard Reimbursable Expenses

Project reimbursable costs are included in the amount above.

This proposal is valid for 90 days from the date first written above. FSi reserves the right to modify or update this proposal after that date.

If you have any questions or need additional information, please feel free to contact me.



Sincerely,

FSi Engineers

A handwritten signature in black ink, appearing to read 'Ola Jarvegren', with a long horizontal flourish extending to the right.

Ola Jarvegren
Principal