



MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Council Staff

RE: Contract Amendment for COVID-19 Pandemic Response Review Project

DATE: September 20, 2022

Enclosed is a contract amendment between Whatcom County and BERK Consulting, Inc. for your review and signature.

- **Background and Purpose**

Whatcom County issued an RFP (#21-60) for consultant services for the COVID-19 Pandemic Response Review project. BERK Consulting, Inc. was identified as the preferred firm and a contract was executed (Contract #202201020). A discussion was held at Council Public Works and Health Committee ([AB2022-085](#)) on February 8, 2022 to confirm the project work plan, during which an item was added to the scope to summarize the County's costs associated with the COVID-19 emergency. Written authorization was provided by Council staff to the consultant team to complete the additional tasks and assess adjustments to cost if needed.

- **Funding Amount and Source**

The 2022 mid-Biennium budget includes approved funding in 2022 and covers the amount of this contract amendment.

- **Differences from Previous Contract**

A task to summarize expenses related to the emergency is added to the scope, and the contract amount is amended to add \$2,288 bringing the total contract amount from \$71,485 to \$73,773.

Please contact Cathy Halka at ext. 5019, if you have any questions.

Encl.