



## MEMORANDUM

**TO:** Satpal Sidhu, County Executive

**FROM:** Council Office Staff

**RE:** Contract Amendment for Countywide Fire and EMS Study, Mission Critical Partners, LLC

**DATE:** July 24, 2025

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Enclosed is a contract amendment between Whatcom County and Mission Critical Partners, LLC for your review and signature.

- **Background and Purpose**

On December 5, 2023, County Council adopted Resolution 2023-054 to establish an independent review of countywide fire and EMS structures. The County issued a request for proposals for professional services (RFP #24-10), and a selection committee identified Mission Critical Partners, LLC as the preferred respondent. Contract #202406022 was approved by Council on 6/18/2024. Mission Critical Partners has performed to the terms of the contract but requires an additional month to present the final report to Council as a result of several factors: 1) Several fire districts exercised delay in providing needed data and other information; 2) the Whatcom County Fire Chiefs Association requested additional time to comment on the draft report; and 3) there is only one Council meeting in August at which the final report can be presented.

- **Funding Amount and Source**

The existing contract amount, \$223,056, remains the same. The Council Office 2025 budget includes funding for this contract.

- **Timeframe**

This contract amendment extends the timeframe for this contract by one month for a total of 13 months through September 30, 2025.

Please contact Kirsten Smith at ext. 5015, if you have any questions.

Encl.