



## Memorandum

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

**Through:** Elizabeth Kosa, Public Works Director *EK*

**From:** Douglas W. Ranney II, P.E., County Engineer *DWR*  
James E. Lee, P.E., Engineering Manager *JEL*

**Date:** February 28, 2025

**Re:** **2025 On-Call Support for the Whatcom County Ferry Program  
Local Agency Standard Consultant Agreement with KPFF, Inc.**

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Enclosed for your review and DocuSign signature is the Local Agency Standard Consultant Agreement between KPFF, Inc. and Whatcom County.

### Requested Action

Public Works respectfully requests that the County Council authorize the County Executive to enter into a Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement with KPFF, Inc. to provide on-call professional mechanical engineering support for the Whatcom County ferry program in 2025.

### Background and Purpose

Public Works is responsible for inspection, maintenance and repair of the Gooseberry Point and Lummi Island ferry terminal structures in support of the ferry system. This contract will allow Public Works to utilize KPFF, Inc. for specific tasks related to mechanical, hydraulic and electric systems issues that may arise at the terminal facilities throughout the year. Individual task orders will be issued for these specific tasks.

One (1) engineering firm responded to Request for Qualifications No. 25-04. As a result, KPFF, Inc. was selected as the most qualified firm for this work.

### Funding Amount and Source

The not-to-exceed amount for this contract is \$40,000. Adequate budget authority exists for this expenditure within the road fund.

Please contact Alen Ohan at extension 6266 if you have any questions or concerns regarding the terms of this agreement.