



MEMO

To: Satpal Singh Sidhu, Whatcom County Executive

From: Sheriff Bill Elfo, Director
John Gargett, Deputy Director
Sheriff's Office Division of Emergency Management

Subject: Lease Amendment for 3888 Sound Way, Bellingham

Date: November 20, 2023

Enclosed is an amendment for services between Whatcom County, City of Bellingham, and the Port of Bellingham for the lease renewal of the property at 3888 Sound Way, Bellingham. The original lease is contract #201312007.

Background and Purpose

This property was leased in 2013 to establish an Emergency Operations Center (EOC). It houses the offices for the Whatcom County Sheriff's Office Division of Emergency Management and the City of Bellingham's Office of Emergency Management. The space is also used for exercises, training, and emergency responses.

- Period of Performance: January 1, 2024 through December 31, 2033.

Funding Amount and Source

The term of this amendment is for ten years. The use payment for the first year is \$168,708.80, \$84,354.40 per tenant, plus applicable Washington State leasehold excise tax. The use payment shall be adjusted annually as per the original lease:

"...using the Consumer Price Index (CPI) for all Urban Consumers published by the United States Department of Labor, Bureau of Labor Statistics for the Seattle- Metropolitan area (the "Index"). The Index used shall be that published for the nearest period preceding the annual Anniversary Date of the previous year compared to the Index published for the nearest period preceding the Anniversary Date for which the adjustment is being determined. The percentage change from the earlier Index to the later Index shall be multiplied by the Use Payment for the previous year and the result added to that rate to arrive at the adjusted Use Payment which shall apply to the following year, except in no event shall the Use Payment be less than the original Use Payment for the preceding year and in no event shall the Use Payment increase by more than three percent (3 %) per year."

The amendment also includes the estimated cost of a replacement generator, \$111,023.88. The cost will be paid in equal shares by Whatcom County, City of Bellingham, and the Port of Bellingham. Payments will be made in forty equal quarterly installments.

Please contact John Gargett (778-7160) if you have any questions or concerns regarding this contract.