

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No.
202501025-1

| | |
|--|---|
| Originating Department: | 24 - Executive's Office |
| Division/Program: <i>(i.e. Dept. Division and Program)</i> | 2420 - Non-Departmental |
| Contract or Grant Administrator: | 242092 - Food Bank |
| Contractor's / Agency Name: | Bellingham Food Bank |
| Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes <input checked="" type="radio"/> No <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: 202501025 | |
| Does contract require Council Approval? Yes <input checked="" type="radio"/> No <input type="radio"/> If No, include WCC: n/a Already approved? Council Approved Date: 03/24/2026 (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100) | |
| Is this a grant agreement? Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, grantor agency contract number(s): n/a ALN: n/a <small>Complete ALN field if contract involves direct federal grants/cooperative agreements or pass-through federal funds.</small> | |
| Is this contract grant funded? Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, Whatcom County grant contract number(s): n/a | |
| Is this contract the result of a RFP or Bid process? Contract Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, RFP and Bid number(s): n/a Cost Center: 1004021.6610 & 12471003 | |
| Is this agreement excluded from E-Verify? No <input type="radio"/> Yes <input checked="" type="radio"/> If no, include Attachment D Contractor Declaration form. | |
| If YES, indicate exclusion(s) below: <input 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. | |
| Contract Amount:(sum of original contract amount and any prior amendments): \$ 1,445,000 (\$695K/2025 and \$750k/2026) This Amendment Amount: \$ 500,000 in 2026 Total Amended Amount: \$ 1,945,000.00 | Council approval required for; all property leases, all Interlocal agreements, contracts or bid awards exceeding \$75,000, and grants 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 : 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. |
| Summary of Scope: To pay for the operations of the Bellingham Food Bank for procuring/purchasing, warehousing and distributing food and other essentials to low and very low income families. | |
| Term of Contract: January 1, 2025-December 31, 2026 | Expiration Date: 12/31/2026 |

| | | |
|-------------------|---|---------------------|
| Contract Routing: | 1. Prepared by: Jake Logan | Date: 03/09/2026 |
| | 2. Attorney signoff: Bwaldron | Date: 03/09/2026 |
| | 3. AS Finance reviewed: DKemph | Date: 3/12/2026 |
| | 4. IT reviewed (if IT related): n/a | Date: n/a |
| | 5. Contractor signed: ^{Initial} Mike Cohen mike@bellinghamfoodbank.org | Date: _____ |
| | 6. Executive contract review: FW 3/24/2026 | Date: _____ |
| | 7. Council approved, if necessary: AB2026-228 | Date: 03/24/2026 |
| | 8. Executive signed: _____ | Date: 3/24/2026 |
| | 9. Original to Council: _____ | Date: _____ |

**WHATCOM COUNTY
ADMINISTRATIVE SERVICES**
County Courthouse
311 Grand Ave. Suite #108
Bellingham, WA 98225



Satpal Singh Sidhu
County Executive

MEMORANDUM

To: Whatcom County Executive Satpal Sidhu
From: Faith Williams, – Executive’s Office
 Jake Logan, - Executive’s Office
Subject: Bellingham Food Bank – Contract Amendment (202501025-1)
Date: March 6, 2026

Enclosed is the First Amendment to the Contract for Services between Whatcom County and Bellingham Food Bank for your review and signature. This amendment adjusts the contract amount to agree with the budget adjustments made by the County Council during the 2025-2026 Mid Biennium Review.

Background and Purpose

Food insecurity remains a real concern in Whatcom County, and Whatcom County food banks have faced unprecedented funding needs because of a simultaneous increase in community need and decrease in federal support. Previously proposed funding for the Whatcom County Food Bank Network is insufficient to address this increased need, and the county has been unable to secure alternative sources of funding.

The Community Priorities Fund 1247 (CPF) was created in 2023 to account for revenues and expenditures related to general fund savings during the pandemic and to support high-priority community investments, including childcare, housing, and related initiatives. Consistent with the 2025–2026 Mid Biennium Review, this contract provides additional funding (\$500,000) to the Whatcom County Food Bank Network for use during 2026.

Funding Amount and Source

This amendment increases the total contract amount by \$500,000 for the 2026 period, bringing the cumulative 2026 total to 1,250,000. The 2025 total was \$695,000, so the total budget amount for the 2025–2026 biennium is now \$1,945,000. These amounts are consistent with Council’s actions during the 2025–2026 Mid Biennium Review.

| Source | 2025 amount | 2026 amount | 2025–2026 total |
|---|----------------|---------------------------------|------------------|
| General Fund Food Bank (10004021.6610) | 138,000 | 138,000 | 276,000 |
| Community Priorities Fund Food Insecurity (12471003.6610) | 557,000 | 612,000 1,112,000 | 1,669,000 |
| Total contract funding | 695,000 | 1,250,000 | 1,945,000 |

Differences from Previous Amendment

- Funding Adjustment: Adds \$500,000 to the contract value for Fiscal Year 2026.
- All Other Terms: No substantive changes to the scope, roles, or administrative procedures. All other provisions of the existing agreement remain unchanged and in full effect.

Other Whatcom County Contracts with the Bellingham Food Bank

Whatcom County Health and Community Services administers a Healthy Children's Fund contract with Bellingham Food Bank (Contract No. 202408006, as amended) to purchase and distribute diapers, wipes, and infant formula for low-income families with children ages 0–5. That Healthy Children's Fund contract is funded from a different source, has a distinct scope of work focused on infant-care products, and is managed under a different program and cost center; this amendment does not modify or duplicate those services.

Please Contact Jake Logan, Administrative Services Coordinator at extension 5211 or via email at jlogan@co.whatcom.wa.us if you have any questions or concerns regarding this agreement.

Bellingham Food Bank Contract Amendment

Whatcom County Contract No.

202501025-1

Amendment No. 1
Whatcom County Contract No. 202501025
CONTRACT BETWEEN WHATCOM COUNTY AND
BELLINGHAM FOOD BANK

THIS AMENDMENT is to the Contract between Whatcom County and **Bellingham Food Bank**, dated **January 1, 2025** and designated "Whatcom County Contract No. **202501025**". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment increases the maximum consideration by **\$500,000** to a total consideration of **\$1,945,000**

1. Amendment to Exhibit A (Scope of Work):

The second sentence of Exhibit A is deleted and replaced with the following:

"Whatcom County will fund the purchase of food for the Whatcom County Food Bank Network's Food Purchasing Program up to \$695,000 in 2025 and \$1,250,000 in 2026."

All other language in Exhibit A, including the Outcomes, Indicators, Eligibility, Program Requirements, and list of participating food banks, remains unchanged and in full force and effect.

2. Amendment to Exhibit B (Compensation):

Exhibit B (Compensation) is amended to read:

"Maximum consideration for this contract shall be \$1,945,000 (\$695,000 for year one (2025) and \$1,250,000 for year two (2026))."

Monthly invoices shall be sent to the Whatcom County Executive's Office. The Contract Number, set forth above, shall be included on all invoices. Invoices must be supported by paid invoices for food purchased.

The Contractor shall not invoice the County under this contract, and the County shall not pay the Contractor, if the Contractor has been or will be paid by any other source, including grants, for costs described in this contract."

3. Amendment to Section 37.1 (Administration of Contract):

The last paragraph of Section 37.1 (Administration of Contract) is amended to replace the Administrative Officer designation as follows:

The Administrative Officer for purposes of this agreement is:

Jake Logan, Administrative Services Coordinator
Whatcom County Executive's Office
311 Grand Avenue, Suite 108
Bellingham, WA 98225

Bellingham Food Bank Contract Amendment

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 January 1, 2026, regardless of the date of signature.

IN WITNESS WHEREOF, Whatcom County and the **Bellingham Food Bank** have executed this Amendment on the date and year below written.

DATED this 3/24/2026

Bellingham Food Bank

CONTRACTOR:

Signed by:
Mike Cohen 3/25/2026
93E76711952E449
Mike Cohen, Executive Director

CONTRACTOR INFORMATION:

Address: 1824 Ellis Street, Bellingham, WA 98225

Mailing Address: Same

Contact: Mike Cohen, Executive Director

Phone: 360-676-0392

Email: mike@bellinghamfoodbank.org

Approved as to form:

Brandond Waldron 03/09/2026

Prosecuting Attorney Date

Approved:

Accepted for Whatcom County:

DocuSigned by:
By: Satpal Singh Sidhu 3/24/2026
1192C7C189664E3
Satpal Singh Sidhu, Whatcom County Executive

