

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No.
202112042-2

Originating Department:	Executive Office
Division/Program: (i.e. Dept. Division and Program)	Non Departmental
Contract or Grant Administrator:	T. Helms, Administrative Coordinator
Contractor's / Agency Name:	Whatcom Council of Governments -Boundary Review Board
Is this a New Contract? Yes <input type="radio"/> No <input checked="" type="radio"/> If not, is this an Amendment or Renewal to an Existing Contract? Yes <input type="radio"/> No <input checked="" type="radio"/> If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: 202112042	
Does contract require Council Approval? Yes <input checked="" type="radio"/> No <input type="radio"/> If No, include WCC: _____ Already approved? Council Approved Date: _____ (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): _____ CFDA#: _____	
Is this contract grant funded? Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, Whatcom County grant contract number(s): _____	
Is this contract the result of a RFP or Bid process? Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, RFP and Bid number(s): _____ Contract Cost Center: 4520	
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 checked="" 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): \$ 15,000 (\$5k 2022, \$5k 2023 and \$5k 2024) This Amendment Amount: \$ 5,000 Total Amended Amount: \$ 20,000	Council approval required for; all property leases, contracts or bid awards 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: The purpose of this agreement is to perform the duties of a Boundary Review Board as defined in chapter 36.93 RCW and the "Boundary Review Board for Whatcom County Organization and Rules of Practice and Procedure". This amendment increases the compensation \$5,000 in 2024 to cover costs of a large annexation project and to ensure there is funding when/if more annexations are received before the end of the year.	
Term of Contract: 3 years	Expiration Date: 12/31/2024

Contract Routing:	1. Prepared by: thelms	Date: 05/06/2024
	2. Attorney signoff: B. Waldron	Date: 05/13/2024
	3. AS Finance reviewed: BBennett	Date: 05/13/2024
	4. IT reviewed (if IT related):	Date:
	5. Contractor signed: <input checked="" type="checkbox"/>	Date: 6/20/24
	6. Submitted to Exec.:	Date:
	7. Council approved (if necessary): AB2024-334	Date: 5/21/24
	8. Executive signed: by KSB	Date: 6/20/24
	9. Original to Council:	Date:

Whatcom County
No. 202112042-2

**2nd AMENDMENT TO THE INTERLOCAL AGREEMENT
BY AND BETWEEN
WHATCOM COUNTY AND THE WHATCOM COUNCIL OF GOVERNMENTS
REGARDING ADMINISTRATION OF BOUNDARY REVIEW BOARD
PER CHAPTER 36.93 RCW**

This Amendment is to the Interlocal Agreement between the government of Whatcom County (hereinafter, "the County") and the Whatcom Council of Governments (hereinafter, "WCOG") dated January 1, 2022 and designated as "Whatcom County Contract No. 202112042." This agreement is entered into pursuant to the provisions of Chapter 36.93 RCW for the purposes of performing the duties of a Boundary Review Board of Whatcom County. The effective start date of the amendment is May 22, 2024.

This Amendment amends the original agreement, as follows:

This Amendment increases the maximum consideration by \$5,000.00 for a total of \$20,000 for three years 2022 through 2024. In 2024, Whatcom County Council of Government (WCOG) responded to a large annexation project which escalated anticipated costs. WCOG and the County are in mutual agreement that increasing the 2024 compensation will allow the contractor to continue performing the duties of the Boundary Review Board on behalf of Whatcom County through the end of the current year.

Unless specifically amended by this agreement, all other terms and conditions of the original agreement shall remain in full force and effect. All parties identified as affected by this amendment hereby acknowledge and accept the terms and conditions of this amendment.

IN WITNESS THEREOF, the Parties have signed this agreement, effective on the dates indicated below.

Each signatory below to this agreement warrants that he/she is the authorized agent of the respective party; and that he/she has the authority to enter into the agreement and bind the party thereto.

Whatcom County

Approved as to Form:

DocuSigned by:
By Kayla Schott-Bresler 6/20/2024
9A545F4897434DD
Kayla Schott-Bresler, Deputy Executive

Brandon Waldron per email 5/13/24
Whatcom County Civil Prosecuting Atty.

Whatcom Council of Governments

DocuSigned by:
By Hugh Conroy 6/20/2024
41A11E3384894C2
Hugh Conroy, Director Date

Whatcom Council of Governments
314 East Champion Street
Bellingham, WA 98225
(360) 676-6974
Wcog@wcog.org

WHATCOM COUNTY
Executive Office
311 Grand Avenue, Suite 108
Bellingham, WA 98225



Satpal Sidhu
County Executive

MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Tawni Helms, Office Administrator

RE: Interlocal amendment for Whatcom Council of Governments
for Boundary Review Work

DATE: May 10, 2024

Enclosed is the Interlocal Agreement.

▪ **Background and Purpose**

In 2021, the Whatcom County of Governments (WCOG) agreed to assume the duties of the Boundary Review Board when Northwest Regional Council had a staff retirement and made the determination they would not refill the person who provided that service. The agreement allows for \$5,000 for each of the three years. In 2024, the WCOG began work on a very large annexation and have expended the annual compensation. This funding request will ensure there is available funding when and if another annexation is brought forward to the Boundary Review Board.

• **Funding Source**

This work is funded through the General Fund.

▪ **Differences from Previous Contract**

Please contact Tawni Helms at extension 5208, if you have any questions or concerns regarding the terms of this agreement.

Encl.