

**WHATCOM COUNTY CONTRACT  
INFORMATION SHEET**

Whatcom County Contract No.  
**202201034-1**

Originating Department:	Administrative Services
Division/Program: (i.e. Dept. Division and Program)	Human Resources (HR)
Contract or Grant Administrator:	Melissa Keeley, Employee Relations Manager
Contractor's / Agency Name:	Letter of Agreement between Whatcom County and PROTEC17

Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes  No   
 Yes  No  If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: 202201034

Does contract require Council Approval? Yes  No  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  No  If yes, grantor agency contract number(s): \_\_\_\_\_ CFDA#: \_\_\_\_\_

Is this contract grant funded? Yes  No  If yes, Whatcom County grant contract number(s): \_\_\_\_\_

Is this contract the result of a RFP or Bid process? Contract \_\_\_\_\_  
 Yes  No  If yes, RFP and Bid number(s): \_\_\_\_\_ Cost Center: \_\_\_\_\_

Is this agreement excluded from E-Verify? No  Yes  If no, include Attachment D Contractor Declaration form.

If YES, indicate exclusion(s) below:

- Professional services agreement for certified/licensed professional.  Goods and services provided due to an emergency
- Contract work is for less than \$100,000.  Contract for Commercial off the shelf items (COTS).
- Contract work is for less than 120 days.  Work related subcontract less than \$25,000.
- Interlocal Agreement (between Governments).  Public Works - Local Agency/Federally Funded FHWA.

Contract Amount:(sum of original contract amount and any prior amendments):  
 \$ \_\_\_\_\_  
 This Amendment Amount:  
 \$ \_\_\_\_\_  
 Total Amended Amount:  
 \$ \_\_\_\_\_

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:

**Letter of Agreement between Whatcom County and PROTEC17 to amend the Collective Bargaining Agreement for the period January 1, 2022 - December 31, 2023.**

Term of Contract: Addendum to 2022-2023 contract

Expiration Date: 12/31/2023

Contract Routing:	1. Prepared by: <u>Melissa Keeley</u>	Date: <u>12/29/22</u>
	2. Attorney signoff: <u>by email George Roche</u>	Date: <u>12/29/22</u>
	3. AS Finance reviewed: _____	Date: _____
	4. IT reviewed (if IT related): _____	Date: _____
	5. Contractor signed: _____	Date: _____
	6. Submitted to Exec.: _____	Date: _____
	7. Council approved (if necessary): _____	Date: _____
	8. Executive signed: _____	Date: _____
	9. Original to Council: _____	Date: _____

**LETTER OF AGREEMENT  
BY AND BETWEEN  
WHATCOM COUNTY, WASHINGTON  
AND  
PROTEC17**

This Letter of Understanding is by and between Whatcom County ("the County") and PROTEC17 ("the Union") regarding the 2022-2023 Collective Bargaining Agreement ("CBA")

The County and the Union acknowledge this CBA included a 2023 wage increase of 2%.

During 2022, the County settled new agreements providing a 6% wage increase for 2023.

Article 11 states, "Should the County provide a 2023 wage increase in excess of 2% to any other group of employees represented or non-represented, not including interest arbitration and the newly certified Public Defenders unit who have not received a wage increase since January 2020, the Union may request to re-open Article 11 for the sole purpose of discussing wages in 2023."

**The parties, therefore, agree as follows:**

To avoid inequity in pay among Health Department employees, effective January 8, 2023, each wage step in all ranges of the Addendum A salary matrix shall increase by an additional 4% for a total of 6%.

This LOU does not establish a precedent regarding wage adjustments and shall become effective upon the last signature by the authorized parties.

All other terms and conditions of the collective bargaining agreement shall remain unmodified and in full force and effect.

Name	Signature	Date
Melissa Keeley, Human Resources	<small>DocuSigned by:</small> <i>Melissa Keeley</i>	12/22/2022
Alexis Young, PROTEC17	<small>39CB3D6E2C93409...</small> <small>DocuSigned by:</small> <i>Alexis Young</i>	12/22/2022
Satpal Sidhu, County Executive	<small>9EBCE1247376491...</small>	

Approved as to Form:

DocuSigned by:  
*George Roche*  
850516808582415

12/22/2022

George Roche, Senior Civil Deputy Prosecuting Attorney

Date