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## M E M O R A N D U M

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

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

**From:** Kraig Olason, Stormwater Program Manager *ko*

**Date:** June 26, 2024

**Subject:** **Local Agency Standard Consultant Agreement  
For On-Call Cultural and Historical Resources Consultant Professional  
Services for 2024**

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Enclosed for your review and DocuSign signature is the Local Agency Professional Services Negotiated Hourly Rate Consultant Agreement between Whatcom County and ASM Affiliates.

### **Requested Action**

Public Works respectfully requests that the County Council authorize the County Executive to enter into a Local Agency Professional Services Negotiated Hourly Rate Consultant Agreement with ASM Affiliates to provide on-call professional cultural and historical resource services for July 2024 to August 2025 in the amount not to exceed \$100,000.

### **Background and Purpose**

Whatcom County Public Works, at times, requires additional professional cultural and historical resource services due to the following; workload capacity, work outside our expertise and the need for independent opinions. This on-call contract will provide for these professional cultural resource services.

Three (3) firms responded to a Request for Proposals (RFP SWCS24-01). After review of the RFPs by a selection panel, ASM Affiliates was deemed one of two most qualified consultants for the work.

### **Funding Amount and Source**

The not-to-exceed amount is \$100,000. This is a task-order based contract that will likely be utilized by multiple Public Works Divisions. As such, multiple funding sources will be utilized during work under this contract.

Please contact Cody Swan at extension 6265 if you have any questions or concerns regarding the terms of this agreement.