



## MEMORANDUM

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

**FROM:** Dave Bramer, Parks Project Manager

**THROUGH:** Bennett Knox, Director

**RE:** HVAC Replacement and Tenant Improvements at Parks Headquarters  
(Bid #25-20)

**DATE:** 05/02/2025

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Please find enclosed for your review and signature the standard construction contract award package for the aboved referenced project. This package consists of the approval for contract award, bid tabulation, and low bid proposal.

Parks and Recreation respectfully requests that the County Council authorize the County Executive to sign the Approval for Contract Award to the lowest responsible and responsive bidder, Summit Construction Group, Inc. (Summit) for the HVAC system replacement and work associate with Bid #25-20. Upon receipt of the signed Approval for Contract Award form, Parks will submit the construction contract to the County Executive for execution.

### Background and Purpose

Bid proposals were opened at 2:30 PM on Tuesday, April 15, 2025. Two (2) responsive bids were received. The contract includes construction services required to complete the Base Bid and Bid Alternates 3, 4, 5, & 7 at Parks Headquarters for a total contract amount of \$856,256.00 including 8.8% Washington State Sales Tax.

### Funding Amount and Source

Funding in the amount of \$1,208,911.00 for this project was approved in the Public Utilities Improvement Fund by Council on Supplemental ID #2025-4903, as appropriated on Ordinance 2025-018 (AB2025-220).

Please contact Dave Bramer at extension 5867, if you have any questions or concerns.

In accordance with W.C.C. 3.08.030, I concur with this recommendation:

**Sara Winger**

Digitally signed by Sara Winger  
DN: cn=Sara Winger, o=Whatcom  
County AS Finance, ou=Senior  
Purchasing Coordinator,  
email=swinger@co.whatcom.wa.us,  
c=US  
Date: 2025.05.14 13:45:50 -07'00'

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Sara Winger, Senior Purchasing Coordinator

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Date