

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No.
201512014-7

Originating Department:	Council
Division/Program: <i>(i.e. Dept. Division and Program)</i>	
Contract or Grant Administrator:	Dana Brown-Davis
Contractor's / Agency Name:	Code Publishing Company
Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: <u>201512014</u>	
Does contract require Council Approval? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If No, include WCC: _____ (see Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)	
Is this a grant agreement? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, grantor agency contract number(s): _____ CFDA#: _____	
Is this contract grant funded? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, Whatcom County grant contract number(s): _____	
Is this contract the result of a RFP or Bid process? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, RFP and Bid number(s): <u>RFP 15-69</u> Contract Cost Center: <u>1100</u>	
Is this agreement excluded from E-Verify? No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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 checked="" 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): \$ <u>57,412.00</u> This Amendment Amount: \$ <u>6,000.00</u> Total Amended Amount: \$ <u>63,412.00</u>	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, professional services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies or equipment included approved in the budget. 4. 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: Provide legal publishing services, including supplementing, printing, and computer text output of the Whatcom County Code. This amendment increases compensation by \$6,000.	
Term of Contract: 1 year	Expiration Date: 12/31/19

Contract Routing:	1. Prepared by: <u>M. Engels</u> 2. Attorney signoff: <u>KMF</u> 3. AS Finance reviewed: <u>✓ via email</u> 4. IT reviewed (if IT related): _____ 5. Contractor signed: <u>✓</u> 6. Submitted to Exec.: <u>✓</u> 7. Council approved (if necessary): <u>✓</u> 8. Executive signed: <u>✓</u> 9. Original to Council: <u>✓</u>	Date: <u>3/15/19</u> Date: <u>3/19/19</u> Date: <u>3/19/19</u> Date: <u>3/18/19</u> Date: <u>4-10-19</u> Date: <u>4-9-19</u> Date: <u>4-11-19</u> Date: <u>4-12-19</u>
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COUNTY ORIGINAL

Whatcom County Contract No.
201512014-7

Amendment No. 7
Whatcom County Contract No. 201512014

CONTRACT BETWEEN WHATCOM COUNTY AND Code Publishing Company

THIS AMENDMENT is to the Contract between Whatcom County and Code Publishing Company, dated December 15, 2015, and designated "Whatcom County Contract No. 201512014". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment increases the maximum consideration by \$ 6,000.00 to a total consideration of \$ 63,412.00.

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: March 15, 2019, regardless of the date of signature.

IN WITNESS WHEREOF, Whatcom County and Code Publishing Company have executed this Amendment on the date and year below written.

DATED this 18th day of March, 2019.

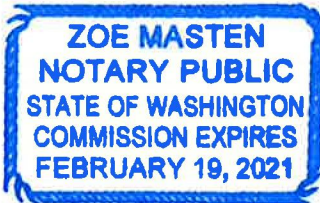
CONTRACTOR:

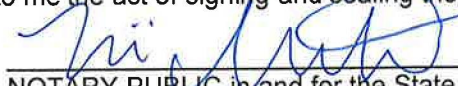
Code Publishing Company
9410 Roosevelt Way NE
Seattle, WA 98115-2844


Margaret O. Bustion, President

STATE OF WASHINGTON)
) ss.
COUNTY OF KING)

On this 18th day of March, 2019, before me personally appeared MARGARET O. BUSTION to me known to be the PRESIDENT of _____, and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.




NOTARY PUBLIC in and for the State of Washington,
residing at 13800 4th AVE NE
My commission expires FEBRUARY 19, 2021

WHATCOM COUNTY:

Recommended for Approval:

[Signature] 3.20.19
Department Director Date

Approved as to form:

[Signature] 3/19/19
Prosecuting Attorney Date

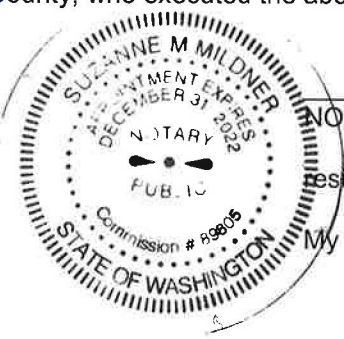
Approved:

Accepted for Whatcom County:

By: [Signature]
Jack Louws, Whatcom County Executive

STATE OF WASHINGTON)
) ss
COUNTY OF WHATCOM)

On this 11th day of April, 2019, before me personally appeared Jack Louws, to me known to be the Executive of Whatcom County, who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.



Suzanne M. Mildner
NOTARY PUBLIC in and for the State of Washington,
residing at Bellingham
My commission expires 12.31.22

CONTRACTOR INFORMATION:

Code Publishing Company
9410 Roosevelt Way NE
Seattle, WA 98115-2844

Margaret O. Bustion, President
cpc@codepublishing.com
800-551-2633
206-527-6831

WHATCOM COUNTY COUNCIL
311 Grand Ave., Suite 105
Bellingham, WA 98225



Dana Brown-Davis
Clerk of the Council

RECEIVED

APR 10 2019

JACK LOUWS
COUNTY EXECUTIVE

A handwritten signature in blue ink, appearing to read "Marina", is written over the printed name "Marina Engels" in the "FROM:" field.

MEMORANDUM

TO: Jack Louws, County Executive
FROM: Marina Engels, Deputy Clerk of the Council
RE: Amend contract with Code Publishing Company
DATE: April 10, 2019

Enclosed are two (2) originals of a contract amendment between Whatcom County and Code Publishing Company for your review and signature. This contract amendment was approved by the Whatcom County Council at its April 9 meeting.

▪ **Background and Purpose**

Code Publishing Company has been providing legal publishing services, including supplementing, printing, and computer text output of the Whatcom County Code for several years. After an RFP was issued in 2015 a contract in the amount of \$10,103 per year was signed. We have routinely had to amend to increase compensation each year. This is the last year of this contract so an RFP will be issued later this year for services starting in 2020.

▪ **Funding Amount and Source**

The Council budget includes \$16,000 for this contract and amendments.

▪ **Differences from Previous Contract**

This contract amendment is merely an increase in compensation.

Please contact me at extension 5019 if you have any questions or concerns regarding the terms of this agreement.

Thank you.

Encl.