

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No.

Originating Department:	Parks & Recreation
Division/Program: (i.e. Dept. Division and Program)	Admin
Contract or Grant Administrator:	Bennett Knox
Contractor's / Agency Name:	Northwest Natural Resources Group
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 #: _____	
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? Yes ☒ No ☐	
If yes, RFP and Bid number(s): RFP 24-67 Contract Cost Center: 126100	
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): \$ 133,060	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:
This Amendment Amount: \$ 0	1. Exercising an option contained in a contract previously approved by the council.
Total Amended Amount: \$ 133,060	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.
Summary of Scope:	3. Bid or award is for supplies.
This contract is for planning services related to development of the Forest Management Plan for Lake Whatcom Watershed Properties owned by Whatcom County and the City of Bellingham. A separate interlocal agreement between the COB and WC is being developed to reimburse the County for city-related expenses.	
Term of Contract: 15 months	Expiration Date: 12/31/25

Contract Routing:	1. Prepared by: Bennett Knox	Date: 8/19/2024
	2. Attorney signoff: B. Waldron (via e-mail)	Date: 8/19/2024
	3. AS Finance reviewed: bennett	Date: 09/03/2024
	4. IT reviewed (if IT related):	Date:
	5. Contractor signed:	Date:
	6. Executive contract review:	Date:
	7. Council approved, if necessary:	Date:
	8. Executive signed:	Date:
	9. Original to Council:	Date:

Between Whatcom County and Northwest Natural Resource Group

Northwest Natural Resource Group, hereinafter called **Contractor** and Whatcom County, hereinafter referred to as **County**, agree and contract as set forth in this Agreement, including:

General Conditions, pp. 3 to 13,
Exhibit A (Scope of Work), pp. 14 to 21,
Exhibit B (Compensation), pp. 22 to 22,
Exhibit C (Certificate of Insurance).

Copies of these items are attached hereto and incorporated herein by this reference as if fully set forth herein.

The term of this Agreement shall commence on the 25th day of September, 20 24, and shall, unless terminated or renewed as elsewhere provided in the Agreement, terminate on the 31st day of December, 20 25.

The general purpose or objective of this Agreement is to: Develop a Forest Management Plan within the Lake Whatcom Watershed, as more fully and definitively described in Exhibit A hereto. The language of Exhibit A controls in case of any conflict between it and that provided here.

The maximum consideration for the initial term of this agreement or for any renewal term shall not exceed \$133,060. The Contract Number, set forth above, shall be included on all billings or correspondence in connection therewith.

Contractor acknowledges and by signing this contract agrees that the Indemnification provisions set forth in Paragraphs 11.1, 21.1, 30.1, 31.2, 32.1, 34.2, and 34.3, if included, are totally and fully part of this contract and have been mutually negotiated by the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement this 25th day of September, 20 24.

CONTRACTOR:

Northwest Natural Resource Group

Asian English

Rowan Braybrook, Acting Executive Director

STATE OF WASHINGTON)
) ss.
COUNTY OF _____)

On this ____ day of _____, 20 __, before me personally appeared _____ to me known to be the _____ (title) of _____ (Company) 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 _____, My commission expires _____

WHATCOM COUNTY:

Recommended for Approval:

Department Director Date

Approved as to form:

Prosecuting Attorney Date

Approved:

Accepted for Whatcom County:

By: _____
Satpal Singh Sidhu, Whatcom County Executive

STATE OF WASHINGTON)
) ss
COUNTY OF WHATCOM)

On this _____ day of _____, 20 __, before me personally appeared Satpal Singh Sidhu, 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.

NOTARY PUBLIC in and for the State of Washington, residing at
_____. My commission expires _____.

CONTRACTOR INFORMATION:

Northwest Natural Resource Group

Seth Zuckerman, Executive Director

Address:

2701 1st Avenue, Suite 240

Seattle, WA 98121

Mailing Address:

2701 1st Avenue, Suite 240

Seattle, WA 98121

GENERAL CONDITIONS

Series 00-09: Provisions Related to Scope and Nature of Services

0.1 Scope of Services:

The Contractor agrees to provide to the County services and any materials as set forth in the project narrative identified as Exhibit "A", during the agreement period. No material, labor, or facilities will be furnished by the County, unless otherwise provided for in the Agreement.

Series 10-19: Provisions Related to Term and Termination

10.1 Term:

Services provided by Contractor prior to or after the term of this contract shall be performed at the expense of Contractor and are not compensable under this contract unless both parties hereto agree to such provision in writing. The term of this Agreement may be extended by mutual agreement of the parties; provided, however, that the Agreement is in writing and signed by both parties.

10.2 Extension:

The duration of this Agreement may be extended by mutual written consent of the parties, for a period of up to one year, and for a total of no longer than three years.

11.1 Termination for Default:

If the Contractor defaults by failing to perform any of the obligations of the contract or becomes insolvent or is declared bankrupt or commits any act of bankruptcy or insolvency or makes an assignment for the benefit of creditors, the County may, by depositing written notice to the Contractor in the U.S. mail, first class postage prepaid, terminate the contract, and at the County's option, obtain performance of the work elsewhere. Termination shall be effective upon Contractor's receipt of the written notice, or within three (3) days of the mailing of the notice, whichever occurs first. If the contract is terminated for default, the Contractor shall not be entitled to receive any further payments under the contract until all work called for has been fully performed. Any extra cost or damage to the County resulting from such default(s) shall be deducted from any money due or coming due to the Contractor. The Contractor shall bear any extra expenses incurred by the County in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the County by reason of such default.

11.2 Termination for Reduction in Funding:

In the event that funding from State, Federal or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement, and prior to its normal completion, the County may summarily terminate this Agreement as to the funds withdrawn, reduced, or limited, notwithstanding any other termination provisions of this Agreement. If the level of funding withdrawn, reduced or limited is so great that the County deems that the continuation of the programs covered by this Agreement is no longer in the best interest of the County, the County may summarily terminate this Agreement in whole, notwithstanding any other termination provisions of this Agreement. Termination under this section shall be effective upon receipt of written notice as specified herein, or within three days of the mailing of the notice, whichever occurs first.

11.3 Termination for Public Convenience:

The County may terminate the Agreement in whole or in part whenever the County determines, in its sole discretion, that such termination is in the interests of the County. Whenever the Agreement is terminated in accordance with this paragraph, the Contractor shall be entitled to payment for actual work performed at unit contract prices for completed items of work. An equitable adjustment in the contract price for partially completed items of work will be made, but such adjustment shall not include provision for loss of anticipated profit on deleted or uncompleted work. Termination of this Agreement by the County at any time during the term, whether for default or convenience, shall not constitute breach of contract by the County.

Series 20-29: Provisions Related to Consideration and Payments

20.1 Accounting and Payment for Contractor Services:

Payment to the Contractor for services rendered under this Agreement shall be as set forth in Exhibit "B." Where Exhibit "B" requires payments by the County, payment shall be based upon written claims supported, unless otherwise provided in Exhibit "B," by documentation of units of work actually performed and amounts earned, including, where appropriate, the actual number of days worked each month, total number of hours for the month, and the total dollar payment requested, so as to comply with municipal auditing requirements.

Unless specifically stated in Exhibit "B" or approved in writing in advance by the official executing this Agreement for the County or his designee (hereinafter referred to as the "Administrative Officer") the County will not reimburse the Contractor for any costs or expenses incurred by the Contractor in the performance of this contract. Where required, the County shall, upon receipt of appropriate documentation, compensate the Contractor, no more often than monthly, in accordance with the County's customary procedures, pursuant to the fee schedule set forth in Exhibit "B."

21.1 Taxes:

The Contractor understands and acknowledges that the County will not withhold Federal or State income taxes. Where required by State or Federal law, the Contractor authorizes the County to withhold for any taxes other than income taxes (i.e., Medicare). All compensation received by the Contractor will be reported to the Internal Revenue Service at the end of the calendar year in accordance with the applicable IRS regulations. It is the responsibility of the Contractor to make the necessary estimated tax payments throughout the year, if any, and the Contractor is solely liable for any tax obligation arising from the Contractor's performance of this Agreement. The Contractor hereby agrees to indemnify the County against any demand to pay taxes arising from the Contractor's failure to pay taxes on compensation earned pursuant to this Agreement.

The County will pay sales and use taxes imposed on goods or services acquired hereunder as required by law. The Contractor must pay all other taxes, including, but not limited to, Business and Occupation Tax, taxes based on the Contractor's gross or net income, or personal property to which the County does not hold title. The County is exempt from Federal Excise Tax.

22.1 Withholding Payment:

In the event the County's Administrative Officer determines that the Contractor has failed to perform any obligation under this Agreement within the times set forth in this Agreement, then the County may withhold from amounts otherwise due and payable to Contractor the amount determined by the County as necessary to cure the default, until the Administrative Officer determines that such failure to perform has been cured. Withholding under this clause shall not be deemed a breach entitling Contractor to termination or damages, provided that the County promptly gives notice in writing to the Contractor of the nature of the default or failure to perform, and in no case more than 10 days after it determines to withhold amounts otherwise due. A determination of the Administrative Officer set forth in a notice to the Contractor of the action required and/or the amount required to cure any alleged failure to perform shall be deemed conclusive, except to the extent that the Contractor acts within the times and in strict accord with the provisions of the Disputes clause of this Agreement. The County may act in accordance with any determination of the Administrative Officer which has become conclusive under this clause, without prejudice to any other remedy under the Agreement, to take all or any of the following actions: (1) cure any failure or default, (2) to pay any amount so required to be paid and to charge the same to the account of the Contractor, (3) to set off any amount so paid or incurred from amounts due or to become due the Contractor. In the event the Contractor obtains relief upon a claim under the Disputes clause, no penalty or damages shall accrue to Contractor by reason of good faith withholding by the County under this clause.

23.1 Labor Standards:

The Contractor agrees to comply with all applicable state and federal requirements, including but not limited to those pertaining to payment of wages and working conditions, in accordance with RCW 39.12.040, the Prevailing Wage Act; the Americans with Disabilities Act of 1990; the Davis-Bacon Act; and the Contract Work Hours and Safety Standards Act providing for weekly payment of prevailing wages, minimum overtime pay, and providing that no laborer or mechanic shall be required to work in surroundings or under conditions which are unsanitary, hazardous, or dangerous to health and safety as determined by regulations promulgated by the Federal Secretary of Labor and the State of Washington.

Series 30-39: Provisions Related to Administration of Agreement

30.1 Independent Contractor:

In providing services under this Contract, the Contractor is an independent contractor, and neither it nor its officers, agents, or employees are employees of the County for any purpose. The Contractor shall be responsible for all federal and/or state tax, industrial insurance, and Social Security liability that may result from the performance of and compensation for these services and shall make no claim of career service or civil service rights which may accrue to a County employee under state or local law.

The County assumes no responsibility for the payment of any compensation, wages, benefits, or taxes, by, or on behalf of the Contractor, its employees, and/or others by reason of this Contract.

The Contractor shall protect, indemnify, defend, and save harmless the County, its officers, agents, and employees from and against any and all claims, costs, and/or losses whatsoever occurring or resulting from (1) the Contractor's failure to pay any such compensation, wages, benefits, or taxes, and/or (2) the supplying to the Contractor of work, services, materials, or supplies by Contractor employees or other suppliers in connection with or support of the performance of this Contract.

30.2 Assignment and Subcontracting:

The performance of all activities contemplated by this agreement shall be accomplished by the Contractor. No portion of this contract may be assigned or subcontracted to any other individual, firm or entity without the express and prior written approval of the County.

30.3 No Guarantee of Employment:

The performance of all or part of this contract by the Contractor shall not operate to vest any employment rights whatsoever and shall not be deemed to guarantee any employment of the Contractor or any employee of the Contractor or any subcontractor or any employee of any subcontractor by the County at the present time or in the future.

31.1 Ownership of Items Produced and Public Records Act:

All writings, programs, data, public records or other materials prepared by the Contractor and/or its consultants or subcontractors, in connection with performance of this Agreement, shall be the sole and absolute property of the County. If the Contractor creates any copyrightable materials or invents any patentable property, the Contractor may copyright or patent the same, but the County retains a royalty-free, nonexclusive and irrevocable license to reproduce, publish, recover, or otherwise use the materials or property and to authorize other governments to use the same for state or local governmental purposes. Contractor further agrees to make research, notes, and other work products produced in the performance of this Agreement available to the County upon request.

Ownership. Any and all data, writings, programs, public records, reports, analyses, documents, photographs, pamphlets, plans, specifications, surveys, films or any other materials created, prepared, produced, constructed, assembled, made, performed or otherwise produced by the Contractor or the Contractor's subcontractors or consultants for delivery to the County under this Contract shall be the sole and absolute property of the County. Such property shall constitute "work made for hire" as defined by the U.S. Copyright Act of 1976, 17 U.S.C. § 101, and the ownership of the copyright and any other intellectual property rights in such property shall vest in the County at the time of its creation. Ownership of the intellectual property includes the right to copyright, patent, and register, and the ability to transfer these rights. Material which the Contractor uses to perform this Contract but is not created, prepared, constructed, assembled, made, performed or otherwise produced for or paid for by the County is owned by the Contractor and is not "work made for hire" within the terms of this Agreement.

Public Records Act. This Contract and all records associated with this Contract shall be available for inspection and copying by the public where required by the Public Records Act, Chapter 42.56 RCW (the "Act"). To the extent that public records then in the custody of the Contractor are needed for the County to respond to a request under the Act, as determined by the County, the Contractor agrees to make them promptly available to the County at no cost to the County. If the Contractor considers any portion of any record provided to the County under this Agreement, whether in electronic or hard copy form, to be protected from disclosure under law, the Contractor shall clearly identify any specific information that it claims to be confidential or proprietary. If the County receives a request under the Act to inspect or copy the information so identified by the Contractor and the County determines that release of the information is required by the Act or otherwise appropriate, the County's sole obligations shall be to notify the Contractor (a) of the request and (b) of the date that such information will be released to the requester unless the Contractor obtains a court order to enjoin that disclosure pursuant to RCW 42.56.540. If the Contractor fails to timely obtain a court order enjoining disclosure, the County will release the requested information on the date specified.

The County has, and by this section assumes, no obligation on behalf of the Contractor to claim any exemption from disclosure under the Act. The County shall not be liable to the Contractor for releasing records not clearly identified by the Contractor as confidential or proprietary. The County shall not be liable to the Contractor for any records that the County releases in compliance with this section or in compliance with an order of a court of competent jurisdiction.

The Contractor shall be liable to the requester for any and all fees, costs, penalties or damages imposed or alleged as a result of the Contractor's failure to provide adequate or timely records.

This provision and the obligations it establishes shall remain in effect after the expiration of this contract.

31.2 Patent/Copyright Infringement:

Contractor will defend and indemnify the County from any claimed action, cause or demand brought against the County, to the extent such action is based on the claim that information supplied by the Contractor infringes any patent or copyright. The Contractor will pay those costs and damages attributable to any such claims that are finally awarded against the County in any action. Such defense and payments are conditioned upon the following:

A. The Contractor shall be notified promptly in writing by the County of any notice of such claim.

B. Contractor shall have the right, hereunder, at its option and expense, to obtain for the County the right to continue using the information, in the event such claim of infringement, is made, provided no reduction in performance or loss results to the County.

32.1 Confidentiality:

The Contractor, its employees, subcontractors, and their employees shall maintain the confidentiality of all information provided by the County or acquired by the Contractor in performance of this Agreement, except upon the prior written consent of the County or an order entered by a court after having acquired jurisdiction over the County. Contractor shall immediately give to the County notice of any judicial proceeding seeking disclosure of such information. Contractor shall indemnify and hold harmless the County, its officials, agents or employees from all loss or expense, including, but not limited to, settlements, judgments, setoffs, attorneys' fees and costs resulting from Contractor's breach of this provision.

33.1 Right to Review:

This contract is subject to review by any Federal, State or County auditor. The County or its designee shall have the right to review and monitor the financial and service components of this program by whatever means are deemed expedient by the Administrative Officer or by the County Auditor's Office. Such review may occur with or without notice and may include, but is not limited to, on-site inspection by County agents or employees, inspection of all records or other materials which the County deems pertinent to the Agreement and its performance, and any and all communications with or evaluations by service recipients under this Agreement. The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for three (3) years after contract termination, and shall make them available for such review, within Whatcom County, State of Washington, upon request. Contractor also agrees to notify the Administrative Officer in advance of any inspections, audits, or program review by any individual, agency, or governmental unit whose purpose is to review the services provided within the terms of this Agreement. If no advance notice is given to the Contractor, then the Contractor agrees to notify the Administrative Officer as soon as it is practical.

34.1 Insurance

The Contractor shall, at its own expense, obtain and continuously maintain the following insurance coverage for the duration of this contract, which shall include insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, subcontractors or employees. All insurers providing such insurance shall have an A.M. Best Rating of not less than A- (or otherwise be acceptable to the County) and be licensed to do business in the State of Washington and admitted by the Washington State Insurance Commissioner. Coverage limits shall be the minimum limits identified in this Contract or the coverage limits provided or available under the policies maintained by the Contractor without regard to this Contract, whichever are greater.

1. Commercial General Liability

Property Damage	\$500,000.00, per occurrence
General Liability & bodily injury	\$1,000,000.00, per occurrence
Annual Aggregate	\$2,000,000.00

At least as broad as ISO form CG 00 01 or the equivalent, which coverage shall include personal injury, bodily injury and property damage for Premises Operations, Products and Completed Operations, Personal/Advertising Injury, Contractual Liability, Independent Contractor Liability, medical payments and Stop Gap/Employer's Liability. Coverage shall not exclude or contain sub-limits less than the minimum limits required, unless approved in writing by the County.

2. Professional Liability

Professional Liability - \$1,000,000 per occurrence

- a. Obtain professional liability insurance covering the negligent acts, errors, or omissions of the professional in connection with the performance of services to the County. If any insurance policy or the professional liability insurance is written on a claims made form, its retroactive date, and that of all subsequent renewals, shall be no later than the effective date of this Contract. The policy shall state that coverage is claims made, and state the retroactive date. Claims-made form coverage shall be maintained

by the Contractor for a minimum of 36 months following the Completion Date or earlier termination of this Contract, and the Contractor shall annually provide the Contracting Agency with proof of renewal. If renewal of the claims made form of coverage becomes unavailable, or economically prohibitive, the Contractor shall purchase an extended reporting period ("tail") or execute another form of guarantee acceptable to the Contracting Agency to assure financial responsibility for liability for services performed.

3. Business Automobile Liability

\$1,000,000.00 Minimum, per occurrence
\$2,000,000.00 Minimum, Annual Aggregate

Contractor shall provide auto liability coverage for owned, non-owned and hired autos using ISO Business Auto Coverage form CA 00 01 or the exact equivalent with a limit of no less than \$1,000,000 per accident. If Contractor owns no vehicles this requirement may be met through a non-owned auto Endorsement to the CGL policy.

4. Additional Insurance Requirements and Provisions

- a. All insurance policies shall provide coverage on an occurrence basis.
- b. Additional Insureds. Whatcom County, its departments, elected and appointed officials, employees, agents and volunteers shall be included as additional insureds on Contractor's and Contractor's subcontractors' insurance policies by way of endorsement for the full available limits of insurance required in this contract or maintained by the Contractor and subcontractor, whichever is greater.
- c. Primary and Non-contributory Insurance. Contractor shall provide primary insurance coverage and the County's insurance shall be non-contributory. Any insurance, self-insured retention, deductible, risk retention or insurance pooling maintained or participated in by the County shall be excess and non-contributory to Contractor's insurance.
- d. Waiver of Subrogation. The insurance policy shall provide a waiver of subrogation with respect to each insurance policy maintained under this Contract. When required by an insurer, or if a policy condition does not permit Contractor to enter into a pre-loss agreement to waive subrogation without an endorsement, then Contractor agrees to notify the insurer and obtain such endorsement. This requirement shall not apply to any policy which includes a condition expressly prohibiting waiver of subrogation by the insured or which voids coverage should the Contractor enter into such a waiver of subrogation on a pre-loss basis.
- e. Review of and Revision of Policy Provisions. Upon request, the Contractor shall provide a full and complete certified copy of all requested insurance policies to the County. The County reserves the right, but not the obligation, to revise any insurance requirement, including but not limited to limits, coverages and endorsements, or to reject any insurance policies which fail to meet the requirements of this Contract. Additionally, the County reserves the right, but not the obligation, to review and reject any proposed insurer providing coverage based upon the insurer's financial condition or licensing status in Washington.
- f. Verification of Coverage/Certificates and Endorsements. The Contractor shall furnish the County with a certificate of insurance and endorsements required by this contract. The certificates and endorsements for each policy shall be signed by a person authorized by the insurer to bind coverage on its behalf. The certificate and endorsements for each insurance policy are to be on forms approved by the County prior to commencement of activities associated with the contract. The certificate and endorsements, and renewals thereof, shall be attached hereto as Exhibit "C". If Exhibit C is not attached, the Contractor must submit the certificate and endorsements required in this contract to the County prior to the commencement of any work on the contracted project. A certificate alone is insufficient proof of the required insurance; endorsements must be included with the certificate. The certificate of insurance must reflect the insurance required in this contract, including appropriate limits, insurance coverage dates, per occurrence, and in the description of operations, include the County project, Whatcom County, its departments, officials, employees, agents and volunteers as additional insureds, primary, non-contributory, and waiver of subrogation.

- g. The County must be notified immediately in writing of any cancellation of the policy, exhaustion of aggregate limits, notice of intent not to renew insurance coverage, expiration of policy or change in insurer carrier. Contractor shall always provide the County with a current copy of the certificate and endorsements throughout the duration of the contract.
- h. No Limitation on Liability. The insurance maintained under this Contract shall not in any manner limit the liability or qualify the liabilities or obligations of the Contractor to the coverage provided by such insurance, or otherwise limit the County's recourse to any remedy available at law or equity.
- i. Payment Conditioned on Insurance and Failure to Maintain Insurance. Compensation and/or payments due to the Contractor under this Contract are expressly conditioned upon the Contractor's compliance with all insurance requirements. Failure on the part of the Contractor to maintain the insurance as required shall constitute a material breach of contract. Payment to the Contractor may be suspended in the event of non-compliance, upon which the County may, after giving five business days' notice to the Contractor to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the County on demand or offset against funds due the Contractor. Upon receipt of evidence of Contractor's compliance, payments not otherwise subject to withholding or set-off will be released to the Contractor.
- j. Workers' Compensation. The Contractor shall maintain Workers' Compensation coverage as required under the Washington State Industrial Insurance Act, RCW Title 51, for all Contractors' employees, agents and volunteers eligible for such coverage under the Industrial Insurance Act.
- k. Failure of the Contractor to take out and/or maintain required insurance shall not relieve the Contractor or subcontractors from any liability under the contract, nor shall the insurance requirements be construed to conflict with or otherwise limit the obligations concerning indemnification. The County does not waive any insurance requirements even in the event the certificate or endorsements provided by the Contractor were insufficient or inadequate proof of coverage but not objected to by the County. The County's failure to confirm adequate proof of insurance requirements does not constitute a waiver of the Contractor's insurance requirements under this Contract.
- l. Availability of Contractor Limits. If the Contractor maintains higher insurance limits than the minimums shown above, the County shall be insured for the full available limits, including Excess or Umbrella liability maintained by the Contractor, irrespective of whether such limits maintained by the Contractor are greater than those required by this contract or whether any certificate furnished to the County evidences limits of liability lower than those maintained by the Contractor.
- m. Insurance for Subcontractors. If the Contractor subcontracts (if permitted in the contract) any portion of this Contract, the Contractor shall include all subcontractors as insureds under its policies or shall require separate certificates of insurance and policy endorsements from each subcontractor. Insurance coverages by subcontractors must comply with the insurance requirements of the Contractor in this contract and shall be subject to all of the requirements stated herein, including naming the County as additional insured.
- n. The Contractor agrees Contractor's insurance obligation shall survive the completion or termination of this Contract for a minimum period of three years.

34.3 Defense & Indemnity Agreement. To the fullest extent permitted by law, the Contractor agrees to indemnify, defend and hold the County and its departments, elected and appointed officials, employees, agents and volunteers, harmless from and against any and all claims, damages, losses and expenses, including but not limited to court costs, attorney's fees, and alternative dispute resolution costs, for any personal injury, for any bodily injury, sickness, disease, or death and for any damage to or destruction of any property (including the loss of use resulting therefrom) which: 1) are caused in whole or in part by any error, act or omission, negligent or otherwise, of the Contractor, its employees, agents or volunteers or Contractor's subcontractors and their employees, agents or volunteers; or 2) directly or indirectly arise out of or occur in connection with performance of this Contract or 3) are based upon the Contractor's or its subcontractors' use of, presence upon, or proximity to the property of the County. This indemnification obligation of the Contractor shall not apply in the limited circumstance where the claim, damage, loss, or expense is caused by the sole negligence of the County.

Should a court of competent jurisdiction determine that this contract is subject to RCW 4.24.115, then in the event of concurrent negligence of the Contractor, its subcontractors, employees or agents, and the County, its employees or agents, this indemnification obligation of the Contractor shall be valid and enforceable only to the extent of the negligence of the Contractor, its subcontractors, employees, and agents. This indemnification obligation of the Contractor shall not be limited in any way by the Washington State Industrial Insurance Act, RCW Title 51, or by application of any other workmen's compensation act, disability benefit act or other employee benefit act, and the Contractor hereby expressly waives any immunity afforded by such acts.

It is further provided that no liability shall attach to the County by reason of entering into this contract, except as expressly provided herein. The parties specifically agree that this Contract is for the benefit of the parties only and this Contract shall create no rights in any third party. The County reserves the right, but not the obligation, to participate in the defense of any claim, damages, losses, or expenses, and such participation shall not constitute a waiver of Contractor's indemnity obligations under this Agreement.

In the event the Contractor enters into subcontracts to the extent allowed under this Contract, the Contractor's subcontractors shall indemnify the County on a basis equal to or exceeding Contractor's indemnity obligations to the County. The Contractor shall pay all attorney's fees and expenses incurred by the County in establishing and enforcing the County's rights under this indemnification provision, whether or not suit was instituted.

The Contractor agrees all Contractor's indemnity obligations shall survive the completion, expiration or termination of this Agreement. The foregoing indemnification obligations of the Contractor are a material inducement to County to enter into this Agreement and are reflected in the Contractor's compensation.

By signing this contract, the Contractor acknowledges that it has freely negotiated and agreed to the indemnification requirements to defend, indemnify and hold harmless the County from all claims and suits including those brought against the County by the Contractor's own employees, arising from this contract.

35.1 Non-Discrimination in Employment:

The County's policy is to provide equal opportunity in all terms, conditions and privileges of employment for all qualified applicants and employees without regard to race, color, creed, religion, national origin, sex, sexual orientation (including gender identity), age, marital status, disability, or veteran status. The Contractor shall comply with all laws prohibiting discrimination against any employee or applicant for employment on the grounds of race, color, creed, religion, national origin, sex, sexual orientation (including gender identity), age, marital status, disability, political affiliation, or veteran status, except where such constitutes a bona fide occupational qualification.

Furthermore, in those cases in which the Contractor is governed by such laws, the Contractor shall take affirmative action to insure that applicants are employed, and treated during employment, without regard to their race, color, creed, religion, national origin, sex, age, marital status, sexual orientation (including gender identity), disability, or veteran status, except where such constitutes a bona fide occupational qualification. Such action shall include, but not be limited to: advertising, hiring, promotions, layoffs or terminations, rate of pay or other forms of compensation benefits, selection for training including apprenticeship, and participation in recreational and educational activities. In all solicitations or advertisements for employees placed by them or on their behalf, the Contractor shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

The foregoing provisions shall also be binding upon any subcontractor, provided that the foregoing provision shall not apply to contracts or subcontractors for standard commercial supplies or raw materials, or to sole proprietorships with no employees.

35.2 Non-Discrimination in Client Services:

The Contractor shall not discriminate on the grounds of race, color, creed, religion, national origin, sex, age, marital status, sexual orientation (including gender identity), disability, or veteran status; or deny an individual or business any service or benefits under this Agreement unless otherwise allowed by applicable law; or subject an individual or business to segregation or separate treatment in any manner related to his/her/its receipt any service or services or other benefits provided under this Agreement unless otherwise allowed by applicable law; or deny an individual or business an opportunity to participate in any program provided by this Agreement unless otherwise allowed by applicable law.

36.1 Waiver of Noncompetition:

Contractor irrevocably waives any existing rights which it may have, by contract or otherwise, to require another person or corporation to refrain from submitting a proposal to or performing work or providing supplies to the County, and contractor further promises that it will

not in the future, directly or indirectly, induce or solicit any person or corporation to refrain from submitting a bid or proposal to or from performing work or providing supplies to the County.

36.2 Conflict of Interest:

If at any time prior to commencement of, or during the term of this Agreement, Contractor or any of its employees involved in the performance of this Agreement shall have or develop an interest in the subject matter of this Agreement that is potentially in conflict with the County's interest, then Contractor shall immediately notify the County of the same. The notification of the County shall be made with sufficient specificity to enable the County to make an informed judgment as to whether or not the County's interest may be compromised in any manner by the existence of the conflict, actual or potential. Thereafter, the County may require the Contractor to take reasonable steps to remove the conflict of interest. The County may also terminate this contract according to the provisions herein for termination.

37.1 Administration of Contract:

This Agreement shall be subject to all laws, rules, and regulations of the United States of America, the State of Washington, and political subdivisions of the State of Washington. The Contractor also agrees to comply with applicable federal, state, county or municipal standards for licensing, certification and operation of facilities and programs, and accreditation and licensing of individuals.

The County hereby appoints, and the Contractor hereby accepts, the Whatcom County Executive, and his or her designee, as the County's representative, hereinafter referred to as the Administrative Officer, for the purposes of administering the provisions of this Agreement, including the County's right to receive and act on all reports and documents, and any auditing performed by the County related to this Agreement. The Administrative Officer for purposes of this agreement is:

Bennett Knox, Parks Director
Whatcom County Parks & Recreation
3373 Mt. Baker Hwy
Bellingham, WA 98226
Telephone: 360.778.5855

37.2 Notice:

Any notices or communications required or permitted to be given by this Contract must be (i) given in writing and (ii) personally delivered or mailed, by prepaid, certified mail or overnight courier, or transmitted by electronic mail transmission (including PDF), to the party to whom such notice or communication is directed, to the mailing address or regularly-monitored electronic mail address of such party as follows:

To: Northwest Natural Resource Group
2701 1st Avenue, Suite 240
Seattle, WA 98121

Attention: Kirk Hansen
Telephone: (360) 316-9317
Email: kirk@nnrg.org

To: Whatcom County Parks & Recreation
3373 Mt. Baker Hwy
Bellingham, WA 98226

Attention: Bennett Knox, Parks Director
Telephone: (360) 778.5855
Email: bknox@co.whatcom.wa.us

Any such notice or communication shall be deemed to have been given on (i) the day such notice or communication is personally delivered, (ii) three (3) days after such notice or communication is mailed by prepaid certified or registered mail, (iii) one (1) working day after such notice or communication is sent by overnight courier, or (iv) the day such notice or communication is sent electronically, provided that the sender has received a confirmation of such electronic transmission. A party may, for purposes of this Agreement, change his, her or its address, email address or the person to whom a notice or other communication is marked to the attention of, by giving notice of such change to the other party pursuant to this Section.

37.3 If agreed by the parties, this Contract may be executed by Email transmission and PDF signature and Email transmission and PDF signature shall constitute an original for all purposes.

38.1 Certification of Public Works Contractor's Status under State Law:

If applicable, Contractor certifies that it has fully met the responsibility criteria required of public works contractors under RCW 39.04.350 (1), which include: (a) having a certificate of registration in compliance with RCW 18.27; (b) having a current state unified business identifier number; (c) if applicable, having industrial insurance coverage for its employees working in Washington as required in Title 51 RCW, an employment security department number as required in Title 50 RCW, and a state excise tax registration number as required in Title 82 RCW; and (d) not being disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065 (3).

38.2 Certification Regarding Federal Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions:

If applicable, the Contractor further certifies, by executing this contract, that neither it nor its principles is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or Agency.

The Contractor also agrees that it shall not knowingly enter into any lower tier covered transactions (a transaction between the Contractor and any other person) with a person who is proposed for debarment, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, and the Contractor agrees to include this clause titled "Certification Regarding Federal Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction" without modification, in all lower tier covered transactions and in all solicitations for lower tier transactions.

The "Excluded Parties List System in the System for Award Management (SAM) website is available to research this information at WWW.SAM.GOV. Contractor shall immediately notify Whatcom County if, during the term of this Contract, Contractor becomes debarred.

38.3 E-Verify:

The E-Verify contractor program for Whatcom County applies to contracts of \$100,000 or more and sub contracts for \$25,000 or more if the primary contract is for \$100,000 or more. If applicable, Contractor represents and warrants that it will, for at least the duration of this contract, register and participate in the status verification system for all newly hired employees. The term "employee" as used herein means any person that is hired to perform work for Whatcom County. As used herein, "status verification system" means the Illegal Immigration Reform and Immigration Responsibility Act of 1996 that is operated by the United States Department of Homeland Security, also known as the E-Verify Program, or any other successor electronic verification system replacing the E-Verify Program. Contractor/Seller agrees to maintain records of such compliance and, upon request of the County, to provide a copy of each such verification to the County. Contractor/Seller further represents and warrants that any person assigned to perform services hereunder meets the employment eligibility requirements of all immigration laws of the State of Washington. Contractor/Seller understands and agrees that any breach of these warranties may subject Contractor/Seller to the following: (a) termination of this Agreement and ineligibility for any Whatcom County contract for up to three (3) years, with notice of such cancellation/termination being made public. In the event of such termination/cancellation, Contractor/Seller would also be liable for any additional costs incurred by the County due to contract cancellation or loss of license or permit." Contractor will review and enroll in the E-Verify program through this website: www.uscis.gov

Series 40-49: Provisions Related to Interpretation of Agreement and Resolution of Disputes

40.1 Modifications:

Either party may request changes in the Agreement. Any and all agreed modifications, to be valid and binding upon either party, shall be in writing and signed by both of the parties.

40.2 Contractor Commitments, Warranties and Representations:

Any written commitment received from the Contractor concerning this Agreement shall be binding upon the Contractor, unless otherwise specifically provided herein with reference to this paragraph. Failure of the Contractor to fulfill such a commitment shall render the Contractor liable for damages to the County. A commitment includes, but is not limited to, any representation made prior to execution of this Agreement, whether or not incorporated elsewhere herein by reference, as to performance of services or equipment, prices or options for future acquisition to remain in effect for a fixed period, or warranties.

41.1 Severability:

If any term or condition of this contract or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications which can be given effect without the invalid term, condition or application. To this end, the terms and conditions of this contract are declared severable.

41.2 Waiver:

Waiver of any breach or condition of this contract shall not be deemed a waiver of any prior or subsequent breach. No term or condition of this contract shall be held to be waived, modified or deleted except by an instrument, in writing, signed by the parties hereto. The failure

of the County to insist upon strict performance of any of the covenants and agreements of this Agreement, or to exercise any option herein conferred in any one or more instances, shall not be construed to be a waiver or relinquishment of any such, or any other covenants or agreements, but the same shall be and remain in full force and effect.

42.1 Disputes:

a. General:

Differences between the Contractor and the County, arising under and by virtue of the Contract Documents, shall be brought to the attention of the County at the earliest possible time in order that such matters may be settled or other appropriate action promptly taken. Except for such objections as are made of record in the manner hereinafter specified and within the time limits stated, the records, orders, rulings, instructions, and decisions of the Administrative Officer shall be final and conclusive.

b. Notice of Potential Claims:

The Contractor shall not be entitled to additional compensation which otherwise may be payable, or to extension of time for (1) any act or failure to act by the Administrative Officer or the County, or (2) the happening of any event or occurrence, unless the Contractor has given the County a written Notice of Potential Claim within ten (10) days of the commencement of the act, failure, or event giving rise to the claim, and before final payment by the County. The written Notice of Potential Claim shall set forth the reasons for which the Contractor believes additional compensation or extension of time is due, the nature of the cost involved, and insofar as possible, the amount of the potential claim. Contractor shall keep full and complete daily records of the work performed, labor and material used, and all costs and additional time claimed to be additional.

c. Detailed Claim:

The Contractor shall not be entitled to claim any such additional compensation, or extension of time, unless within thirty (30) days of the accomplishment of the portion of the work from which the claim arose, and before final payment by the County, the Contractor has given the County a detailed written statement of each element of cost or other compensation requested and of all elements of additional time required, and copies of any supporting documents evidencing the amount or the extension of time claimed to be due.

d. Arbitration:

Other than claims for injunctive relief, temporary restraining order, or other provisional remedy to preserve the status quo or prevent irreparable harm, brought by a party hereto (which may be brought either in court or pursuant to this arbitration provision), and consistent with the provisions hereinabove, any claim, dispute or controversy between the parties under, arising out of, or related to this Contract or otherwise, including issues of specific performance, shall be determined by arbitration in Bellingham, Washington, under the applicable American Arbitration Association (AAA) rules in effect on the date hereof, as modified by this Agreement. There shall be one arbitrator selected by the parties within ten (10) days of the arbitration demand, or if not, by the AAA or any other group having similar credentials. Any issue about whether a claim is covered by this Contract shall be determined by the arbitrator. The arbitrator shall apply substantive law and may award injunctive relief, equitable relief (including specific performance), or any other remedy available from a judge but shall not have the power to award punitive damages. Each Party shall pay all their own costs, attorney fees and expenses of arbitration and the parties shall share equally in the Arbitrator's fees and costs. The decision of the arbitrator shall be final and binding and an order confirming the award or judgment upon the award may be entered in any court having jurisdiction. The parties agree that the decision of the arbitrator shall be the sole and exclusive remedy between them regarding any dispute presented or pled before the arbitrator. At the request of either party made not later than forty-five (45) days after the arbitration demand, the parties agree to submit the dispute to nonbinding mediation, which shall not delay the arbitration hearing date; provided, that either party may decline to mediate and proceed with arbitration.

Any arbitration proceeding commenced to enforce or interpret this Contract shall be brought within six years after the initial occurrence giving rise to the claim, dispute, or issue for which arbitration is commenced, regardless of the date of discovery or whether the claim, dispute, or issue was continuing in nature. Claims, disputes, or issues arising more than six years prior to a written request or demand for arbitration issued under this Contract are not subject to arbitration.

- e. The parties may agree in writing signed by both parties that a claim or dispute may be brought in Whatcom County Superior Court rather than mediation or arbitration.

Unless otherwise specified herein, this Contract shall be governed by the laws of Whatcom County and the State of Washington.

43.1 Venue and Choice of Law:

In the event that any litigation should arise concerning the construction or interpretation of any of the terms of this Agreement, the venue of such action of litigation shall be in the courts of the State of Washington in and for the County of Whatcom. This Agreement shall be governed by the laws of the State of Washington.

44.1 Survival:

The provisions of paragraphs 11.1, 11.2, 11.3, 21.1, 22.1, 30.1, 31.1, 31.2, 32.1, 33.1, 34.2, 34.3, 36.1, 40.2, 41.2, 42.1, and 43.1, if utilized, shall survive, notwithstanding the termination or invalidity of this Agreement for any reason.

45.1 Entire Agreement:

This written Agreement, comprised of the writings signed or otherwise identified and attached hereto, represents the entire Agreement between the parties and supersedes any prior oral statements, discussions or understandings between the parties.

EXHIBIT "A"
(SCOPE OF WORK)

Lake Whatcom Watershed Forest Management Plan

Project Description

Whatcom County Parks & Recreation Department (County) in partnership with the City of Bellingham's Public Works Department (City) seeks to develop a comprehensive forest management plan for approximately 9,600 acres of forested parklands in and adjoining the Lake Whatcom Watershed and approximately 3,000 acres of City of Bellingham's watershed acquisition lands, where forest management planning will occur on preserves over 20 contiguous acres. City of Bellingham acquires land on a rolling basis, so additional purchases may require further planning as an additional 1,000 acres are anticipated for acquisition by the end of 2025. (Figure 1&2). The purpose of the Lake Whatcom Forest Management Plan is to provide the Departments with an actionable and implementable document guiding annual Departmental management activities providing a long-range tool for the management of County and City-owned forestlands maintained by the Departments in the Lake Whatcom Watershed.

The client is the Whatcom County Parks & Recreation Department in partnership with the City of Bellingham Public Works Department, the responsible land management Departments charged with developing and implementing the plan. The City of Bellingham, owns significant forested acreage within the Lake Whatcom Watershed (both within and outside of the city boundary). A primary stakeholder is the Lake Whatcom Policy Group (including representatives from the Bellingham City Council, Whatcom County Council, the Lake Whatcom Water and Sewer District Board of Commissioners, and the Sudden Valley Community Association Board. Other key stakeholders include, but are not limited to, Whatcom County Public Works (various divisions including Natural Areas and Stormwater), County citizen advisory committees including the Parks Commission, Forest Advisory Committee, and Climate Impact Advisory Committee. City citizen advisory groups include the Water Resources Advisory Board.

Project Goals

The County's primary management goals for these lands include providing passive non-motorized public recreation for benefit of the Whatcom County community, promoting responsible forest stewardship that promotes older growth forest stand conditions to reduce natural hazards, and build resilience to projected climate impacts. While the City's primary management goal is to provide water quality protection for Lake Whatcom, the two jurisdictions have the same goals for forest management: improve ecological conditions to reduce impacts to water quality, promote forest health, and increase resiliency to climate change, fire and disease. Additionally, while the County may need to focus some of their forest management planning around recreational access, this is not a priority for the City's management objectives.

The plan will

- focus on actions that positively impact water quality and forest health and otherwise support the goals and objectives of the current Lake Whatcom TMDL, Whatcom County Comprehensive Plan and Lake Whatcom Management Program;
- present management strategies and stand-level prescriptions that utilize Best Management Practices to improve forest health, improve water quality and watershed health, increase fire resistance, preserve and protect critical and unique habitats, and reduce the risk of mass wasting/debris torrent events;
- address issues affecting timely and efficient implementation, including the consideration of budgetary and other resource/capacity needs;
- identify expenses (e.g., administration, road maintenance, monitoring, etc.) as well as expected estimated revenues associated with management activities in order to inform County and City decision-making;
- address potential issues affecting implementation and/or outcomes including those potentially associated with climate change and adjoining land use practices; and
- because there are multiple formal stakeholders with interests in responsible forest management in the watershed, the plan should be drafted with meaningful input from, at a minimum, the key stakeholders listed above.

Outline of Scope of Services

Phase 0: Stakeholder Outreach and Management

- Outreach to stakeholders and the public will occur throughout this project, and will chiefly be comprised of a series of meetings with County and City staff, the general public, and specific interest groups. Forestry tours may be scheduled to educate stakeholders about current forest conditions, proposed management practices, and to collect feedback. Northwest Natural Resource Group (NNRG) will also assist in the preparation of public outreach materials, including press releases, blogs, website and social media content, signage, and print or electronic publications.
- Participate, at a minimum, in the following stakeholder events:
 1. Lake Whatcom Policy Group (3 meetings)
 2. Whatcom County Council (1 meeting)
 3. City of Bellingham Council (1 meeting)
 4. Interest groups, including tribal, public agencies, recreation, and general public (6 meetings/tours)

Phase 1: Meet with County and City staff, data collection, remote data analysis, initial stakeholder outreach

- Meet in person with County and City staff to discuss the scope of work, goals and objectives, the stakeholder engagement process, the landscape of stakeholder concerns and interests, and the County's and City's familiarity with the subject forestland. All available data from the County, City, the Washington Department of Natural Resources, and other sources, will be collected at this time and initial cartography will begin. NNRG will analyze remote data and historic forest inventory data and develop a plan for conducting a field-based forest assessment. During this phase NNRG will meet with County and City staff to design a public outreach strategy that will elicit citizen and non-governmental organization (NGO) input on goals, objectives, desired future conditions, and the overall vision for the Lake Whatcom watershed.

Phase 2: Forest assessment

- Conduct forest assessment to provide a quick analysis of forest conditions that combines qualitative observations with basic quantitative data collection. The purpose of the assessment is to make a coarse evaluation of a forest that is sufficient to develop management recommendations that achieve the goals and objectives for the forest as determined in Phase 1 and described in the project plan. At a minimum, the following attributes are evaluated: forest vegetation, wildlife habitat, forest health, wildfire risk, hydrology, soils, roads, and climate resilience. Forest inventory will be collected at the stand level, and will include: tree species, heights, densities, diameters, and live crown ratios. NNRG will validate the stand typing and inventory data provided by the Washington Department of Natural Resources and update as necessary. During the assessment, a narrative description of each stand will be developed including management goals, resource concerns identified, and initial recommendations for addressing the resource concerns proposed.
- In consideration of the County's and City's goals and objectives, and the challenging terrain of the Lake Whatcom watershed, the following concerns will be of particular focus during the forest assessment:
 1. Forest health, wildfire, and climate adaptation: Forest health issues, such as invasive species, fungal pathogens, drought-induced mortality, and trees per acre will be evaluated to determine which issues will require intervention and which issues may complement the desired ecological outcomes for the forest. Wildfire risk factors, such as overstocking, fuel accumulation, and road or trail access will be documented. Finally, issues that may limit climate resilience will be documented, such as density and higher-risk species composition.
 2. Water quality and mass wasting: Given the priority for protecting public drinking water, and the concerns about mass wasting events across the steep terrain of the Lake Whatcom Forest, particular emphasis will be placed on examining road conditions and their contribution to erosion and sedimentation, as well as opportunities for abandoning road segments. A forest road engineer may be hired to assist with developing forest road maintenance, repair, or abandonment recommendations, as well as to provide cost estimates. Forest stands on slopes greater than 50 percent will be carefully evaluated for viability for long-term active management versus passive management.

Phase 3: Analyze field data, growth and yield modeling, cartography, draft forest management recommendations

- Field data collected during the forest assessment will be analyzed and combined with historic inventory data in order to initialize the Forest Vegetation Simulator (FVS) growth and yield model. The FVS program provides estimates of forest growth, timber harvest volumes, and carbon sequestration. For comparison purposes, growth models will be run for at least three silvicultural pathways, including: extended-rotation (~80 year) even-aged management with intermediate thinnings, perpetual thinning, and no management, stand preservation. During this phase the various forest stands identified may be organized into one of at least three categories: working forest, actively managed conservation, and passive management. Abandonment of forest road segments will be considered where stands will be placed under inactive management. Management recommendations will be refined to address all resource concerns, including long-term management of the various forest stands, and to incorporate issues raised during the stakeholder engagement process.
- In consideration of the unique goals and objectives of the County and the City, management recommendations for the Lake Whatcom Forest will emphasize the following:
 1. Water quality. Forest management and road and trail maintenance practices will minimize the potential for erosion, sediment delivery, and mass wasting. By promoting older forest conditions across the watershed, hydrology will gradually be improved.
 2. Forest health, wildfire, and climate adaptation. Forest management practices will incorporate and emulate natural disturbance events in a manner that results in heterogeneous forest conditions. Silvicultural strategies, such as maintaining shade and minimizing soil disturbance, will be recommended for reducing the potential for invasive species. Wildfire risk reduction strategies will be recommended, including thinning, pruning, mitigation of forest fuels, and road access.
 3. Wildlife habitat and critical areas protection. Recommendations for improving wildlife habitat through forest structure enhancement, planting diverse trees and shrubs, managing multiple forest seral stages, and protecting existing unique habitat features will be included in the plan. Further, protection measures for critical areas (e.g. talus slopes, inner gorges, wetlands, etc.), either identified by the County, the City or by NNRG staff during the rapid assessment, will be included.

Phase 4: Propose management recommendations and stakeholder outreach

- Present draft management recommendations to County and City for consideration before formal plan writing begins. Another round of stakeholder outreach may occur at this time to share initial findings and recommendations with the community and to gauge their response to proposed management recommendations. Feedback from County and City staff and stakeholders will be documented and, in collaboration with County and City staff, prioritized for incorporation into the management plan.

Phase 5: Plan writing

- During Phase 5, NNRG staff will combine field observations and measurements, input from County and City staff and stakeholders, contextual information, and ecologically-based best management practices to produce a comprehensive forest management plan.
- Recommendations will be presented separately for County and City-owned properties, respectively.
- The plan will include the following elements:
 1. Goals and objectives
 2. Site history and surrounding land uses
 3. Current climate, climate change projections, and climate adaptation strategies
 4. Soils and soil conservation
 5. Hydrology, water quality, and aquatic habitat
 6. Forest vegetation and biodiversity
 7. Forest health, including invasive species, plant pathogens, and fire risk
 8. Aquatic and upland wildlife habitat conservation and enhancement
 9. Aesthetics and recreation
 10. Forest access, including roads and trails
 11. Ecologically-based silvicultural guidelines
 12. 30-year timeline of recommended forest management activities
 - As part of the timeline of recommended forest stewardship activities, the plan will include a prioritized list of road and trail management, storm-proofing, preservation/areas of no harvest and abandonment recommendations, including a catalog of necessary permits for undertaking these activities, and cost estimates for implementing them. Any prescriptions for timber harvest will also include a list of best management practices to be included in future bid packages that the County and/or the City posts during the implementation phase.
 - For proposed timber harvest activities, the plan will also include a list of necessary permits and references to applicable regulations. NNRG will provide approximate estimates of gross and net revenue that can be expected, along with a custom spreadsheet template that can be used to update these estimates as log prices and equipment operator rates change over time.
 - As recommendations affect trails, with input from the County and City related to their respective recreation management goals, the report will provide best practice standards to minimize and or address negative impacts including erosion.

Phase 6: Plan review and final draft, stakeholder outreach, and implementation planning

- During the final phase of the project NNRG will facilitate the review process of the draft forest management plan by County and City staff and stakeholders. This may include distribution of the draft plan to specific individuals and coordinating their feedback. Feedback will be shared with County and City staff to discuss how it should be incorporated into the final draft of the plan. The project will conclude with the production of a final forest management plan for the Lake Whatcom watershed. The draft will include options for staff to implement of each phase of the plan.

Project Budget

Whatcom County Parcels						
	Activity	Staff	Hours	Rate		Total Budget
Phase 0	Stakeholder outreach	Director	100	115	11500	17480
	Stakeholder outreach	Forester	36	105	3780	
	Lodging, Meals, Mileage	Combined			2200	
Phase 1	Initial data collection and communication with county	Director	6	115	690	4990

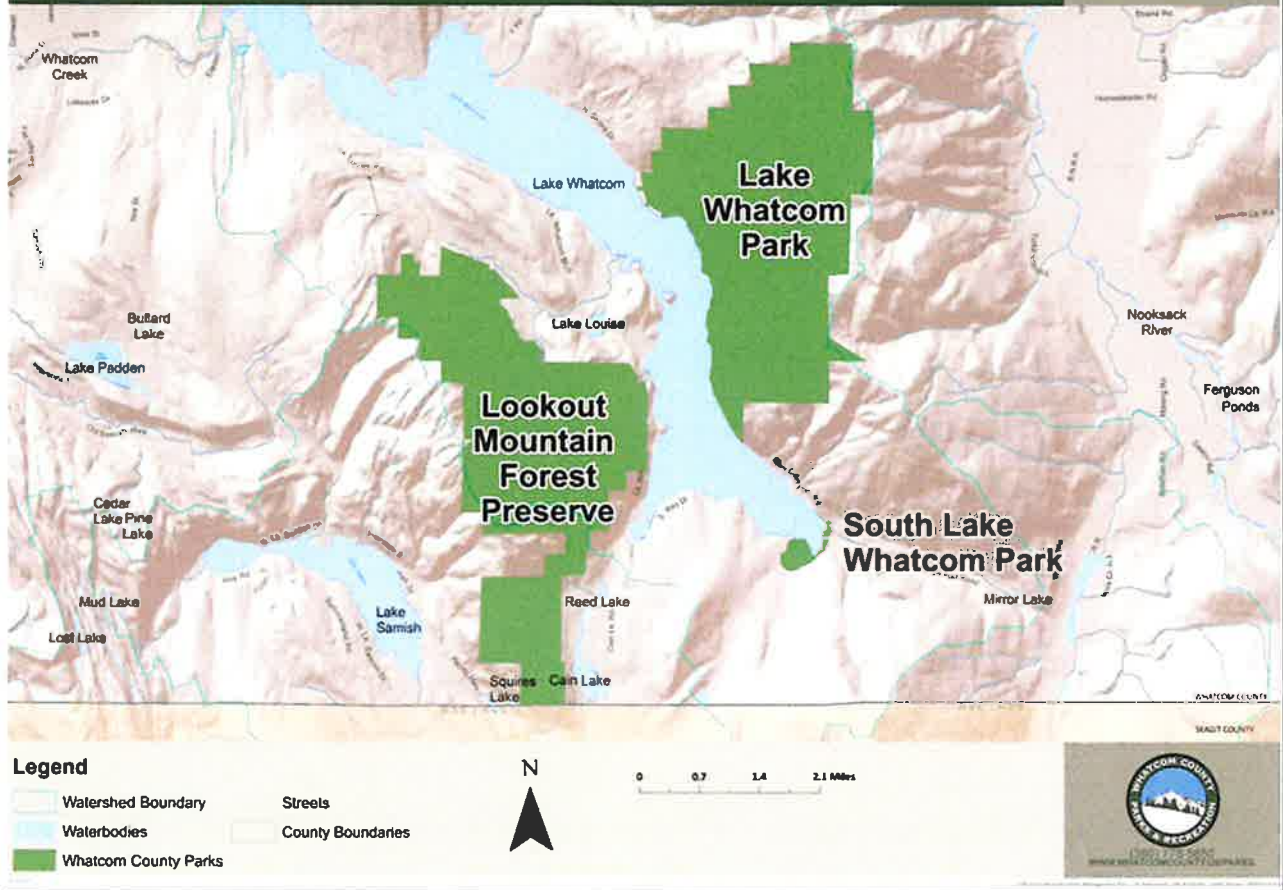
	Initial data collection and communication with county	Forester	10	105	1050	
	Initial meeting with County staff	Director	4	115	460	
	Initial meeting with County staff	Forester	4	105	420	
	Initial cartography	Forester	16	105	1680	
	Review data	Lead	6	115	690	
Phase 2	Rapid assessment	Forester	80	105	8400	27200
	Rapid assessment	Tech	80	70	5600	
	Rapid assessment	Director	16	115	1840	
	Roads assessment with contractor	Forester	24	105	2520	
	Roads assessment with contractor	Contractor	24	105	2520	
	Advise rapid assessment	Lead	8	115	920	
	Lodging, Meals, Mileage	Combined			5400	
Phase 3	FVS modeling	Forester	26	105	2730	9045
	FVS modeling	Tech	8	70	560	
	Inventory analysis	Forester	10	105	1050	
	Inventory analysis	Director	3	115	345	
	Cartography	Forester	12	105	1260	
	Management planning	Forester	12	105	1260	
	Management planning	Director	8	115	920	
	Advise FVS modeling and management planning	Lead	8	115	920	
Phase 4	Management planning	Forester	40	105	4200	7980
	Management planning	Director	20	115	2300	
	Management planning	Tech	8	70	560	
	Advise management planning	Lead	8	115	920	
Phase 5	Plan writing	Forester	54	105	5670	12310
	Plan writing	Tech	16	70	1120	

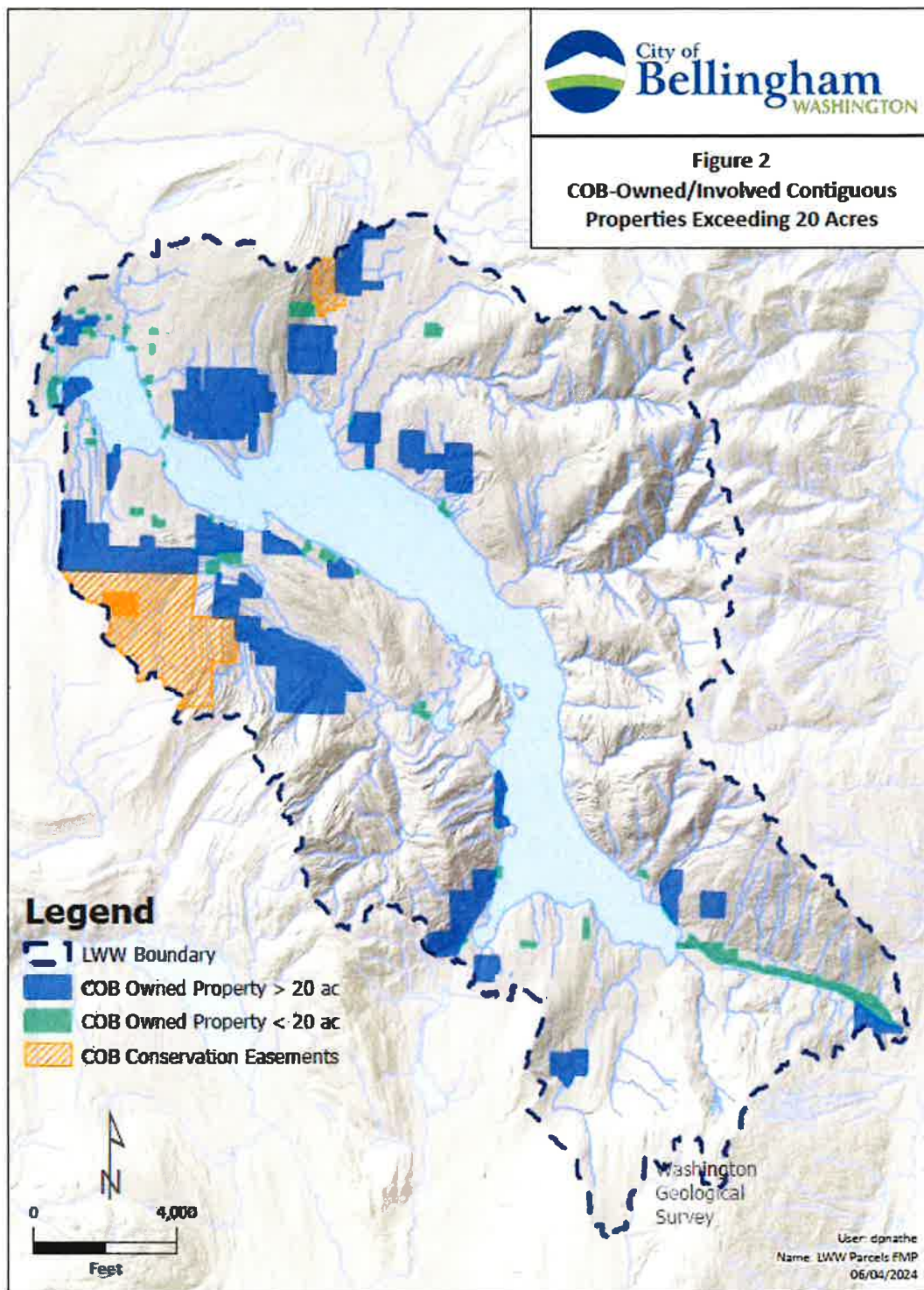
	Plan writing	Director	40	115	4600	
	Advise plan writing	Lead	8	115	920	
Phase 6	Incorporate feedback into final draft	Forester	16	105	1680	2790
	Incorporate feedback into final draft	Director	6	115	690	
	Incorporate feedback into final draft	Tech	6	70	420	
					Subtotal	81795
City of Bellingham Parcels						
	Activity	Staff	Hours	Rate		Total Budget
Phase 0	Meeting with City Council	Director	12	115	1380	3030
	Meeting with City Council	Forester	10	105	1050	
	Lodging, Meals, Mileage	Combined			600	
Phase 1	Initial data collection and communication with city	Director	4	115	460	3230
	Initial data collection and communication with city	Forester	6	105	630	
	Initial meeting with city staff	Director	4	115	460	
	Initial meeting with city staff	Forester	4	105	420	
	Initial cartography	Forester	12	105	1260	
Phase 2	Rapid assessment	Forester	40	105	4200	14710
	Rapid assessment	Tech	40	70	2800	
	Rapid assessment	Director	8	115	920	
	Roads assessment with contractor	Forester	16	105	1680	
	Roads assessment with contractor	Contractor	16	105	1680	
	Advise rapid assessment	Lead	2	115	230	
	Lodging, Meals, Mileage	Combined			3200	
Phase 3	FVS modeling	Tech	8	70	560	4955
	FVS modeling	Forester	12	105	1260	
	Inventory analysis	Forester	6	105	630	

	Inventory analysis	Director	3	115	345	
	Cartography	Forester	6	105	630	
	Management planning	Forester	8	105	840	
	Management planning	Director	4	115	460	
	Advise FVS modeling and management planning	Lead	2	115	230	
Phase 4	Management planning	Tech	10	70	700	3150
	Management planning	Director	10	115	1150	
					0	
	Management planning	Forester	8	105	840	
	Advise management planning	Lead	4	115	460	
Phase 5	Plan writing	Forester	30	105	3150	5065
	Plan writing	Tech	6	70	420	
					0	
	Plan writing	Director	10	115	1150	
	Advise plan writing	Lead	3	115	345	
Phase 6	Incorporate feedback into final draft	Forester	11	105	1155	2125
	Incorporate feedback into final draft	Director	6	115	690	
	Incorporate feedback into final draft	Tech	4	70	280	
					Subtotal	36265
Contingency					Subtotal	\$15,000
					Total Contract Value	\$133,060

Attachment 1: Whatcom County Parcels

Whatcom County
Parks & Recreation





*The City of Bellingham acquires land on a rolling basis, this map is subject to change.

EXHIBIT "B"
(COMPENSATION)

The maximum consideration for the initial term of this AGREEMENT or for any renewal term shall not exceed \$133,060.

The Contract Number, set forth, shall be included on all invoices or correspondence in connection therewith.

Invoices shall include a monthly statement of work performed. This statement must give the actual quantity and cost of the completed work as listed in the scope of work or by executed change order.

The CONTRACTOR must submit invoices to the County no later than the 5th day of the month following the month in which the work was completed. The County will process and issue warrants for the completed work by the end of the month in which the statement was submitted. Invoices submitted later than the date above will be paid at the end of the next month or within 60 days.

The CONTRACTOR shall send invoices to:

Whatcom County Parks & Recreation

Attn: Contracts Administrator

3373 Mt. Baker Hwy

Bellingham, WA 98226

CONTRACTOR may invoice the COUNTY progressively not more than once per month. Progressive billings will be for the amount of work completed.

CONTRACTOR may invoice the COUNTY upon completion of the project in its entirety for the full amount upon acceptance of the project by the Contract Administrator.

EXHIBIT "C"
(CERTIFICATE OF INSURANCE)