

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No.

202409046-1

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? Yes <input type="radio"/> No <input checked="" type="radio"/> If not, is this an Amendment or Renewal to an Existing Contract? Yes <input checked="" type="radio"/> No <input type="radio"/> If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: <u>202409046</u>	
Does contract require Council Approval? Yes <input type="radio"/> No <input checked="" type="radio"/> If No, include WCC: <u>3.08.100</u> 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 <input type="radio"/> No <input checked="" type="radio"/> If yes, grantor agency contract number(s): _____ CFDA#: _____	
Is this contract grant funded? Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, Whatcom County grant contract number(s): _____	
Is this contract the result of a RFP or Bid process? Yes <input checked="" type="radio"/> No <input type="radio"/> If yes, RFP and Bid number(s): <u>RFP 24-67</u> Contract Cost Center: <u>18001000</u>	
Is this agreement excluded from E-Verify? No <input type="radio"/> Yes <input checked="" type="radio"/> If no, include Attachment D Contractor Declaration form.	
If YES, indicate exclusion(s) below: <input checked="" type="checkbox"/> Professional services agreement for certified/licensed professional. <input type="checkbox"/> Goods and services provided due to an emergency <input 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>133,060</u> This Amendment Amount: \$ <u>12,063</u> Total Amended Amount: \$ <u>145,123</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, 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: 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. This Amendment adds planning effort for an additional 754 acres of City of Bellingham-owned parcels. The COB will reimburse Whatcom County for this additional contract expense per the conditions of an amendment to ILA #202409022.	
Term of Contract: _____ Expiration Date: <u>12/31/2025</u>	

Contract Routing:	1. Prepared by: <u>B. Knox</u>	Date: <u>2/25/2025</u>
	2. Attorney signoff: <u>B. Waldron</u>	Date: <u>2/25/2025</u>
	3. AS Finance reviewed: <u>A. Tan</u>	Date: <u>3/13/2025</u>
	4. IT reviewed (if IT related): _____	Date: _____
	5. Contractor signed: _____	Date: _____
	6. Executive contract review: <u>[Signature]</u>	Date: <u>4.30.25</u>
	7. Council approved, if necessary: <u>AG 2025-331</u>	Date: <u>4/29/25</u>
	8. Executive signed: <u>SS:dh-</u>	Date: _____
	9. Original to Council: _____	Date: _____


WHATCOM COUNTY
Parks & Recreation
3373 Mount Baker Highway
Bellingham, WA 98226-7500



Bennett Knox, Director
Christ Thomsen, Operations Manager

MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Bennett Knox, Director 

RE: Professional Services Contract for the Lake Whatcom Watershed Forest Management Plan

DATE: March 18, 2025

Enclosed are two (2) originals of an amended professional services contract between Whatcom County and Northwest Natural Resource Group for your review and signature. The amended contract amount is \$145,123.

Background and Purpose

On September 24, 2024 the County entered into a contract with Northwest Natural Resource Group for development of a forest management plan for the Lake Whatcom watershed (contract #202409046). This contract included consideration of both Whatcom County and City of Bellingham parcels as governed by an Interlocal Agreement (#202409022). The City of Bellingham recently purchased an additional 754 acres of forested parcels in the Lake Whatcom watershed and seeks to add these parcels for consideration as part of the planning effort. Parks, therefore, seeks to amend contract #202409046 with Northwest Natural Resource Group to cover this additional planning effort. Parks has submitted a Supplemental Budget request to increase budget authority associated with this contract amendment. Separately, Parks is also submitting an amendment to the existing interlocal to cover the additional expenses that will be incurred and reimbursed by the City of Bellingham

Funding Amount and Source

This amendment increased the contract value by \$12,063 from \$133,060 to \$145,123. The funding source is Parks Special Revenue.

The City of Bellingham will reimburse Whatcom County for a maximum of \$53,358 in expenses under this contract.

Differences from Previous Contract

This is a new contract.

Please contact me at extension 5855 if you have any questions or concerns regarding the terms of this agreement

Encl.

Whatcom County Contract No.

202409046-1

Amendment No. 1
Whatcom County Contract No. 202409046
CONTRACT BETWEEN WHATCOM COUNTY AND
Northwest Natural Resource Group

THIS AMENDMENT is to the Contract between Whatcom County and Northwest Natural Resource Group, dated September 25, 2024 and designated "Whatcom County Contract No. 202409046". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment adds an additional 754 acres of forested parcels to the contract for planning consideration (Attachment A) and increases the contract amount by \$12,063 to a total revised contract value of \$145,123. Attachment B provides the budget breakdown for the additional effort.

Unless specifically amended by this agreement, all other terms and conditions of the original contract shall remain in full force and effect.

IN WITNESS WHEREOF, Whatcom County and Northwest Natural Resource Group have executed this Amendment on the date and year below written.

DATED this _____ day of 5/2/2025, 20____.

CONTRACTOR:

Northwest Natural Resource Group

Signed by: Seth Zuckerman 5/2/2025
AA09D90B0D9546C
Seth Zuckerman, Executive Director

Recommended
for approval

DocuSigned by:
Kirk Hanson
BBC9BC1979CD4DE...

Kirk Hanson

WHATCOM COUNTY:
Recommended for Approval:

 3/18/25
Department Director Date

Approved as to form:

Approved via email 3/13/25 BK/BW
Prosecuting Attorney Date

Approved:

Accepted for Whatcom County:

By:  5/2/2025
1192C7C18B664E3
Satpal Singh Sidhu, Whatcom County Executive

CONTRACTOR INFORMATION:

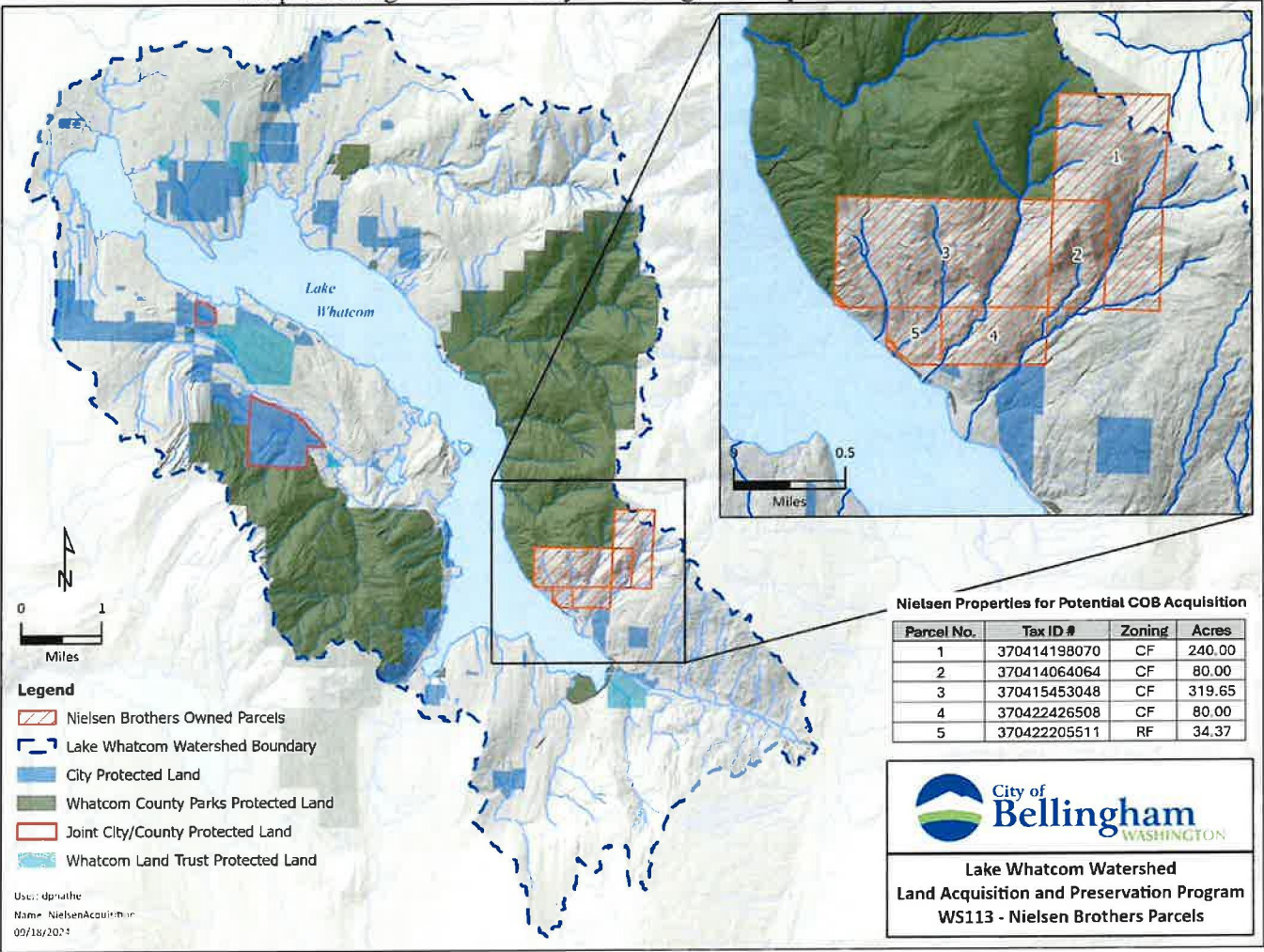
Northwest Natural Resource Group

Kirk Hansen
2701 1st Avenue, Suite 240
Seattle, WA 98121

Contact Phone: (360) 316-9317

Contact Email: kirk@nnrg.org

ATTACHMENT A. Map Showing Additional City of Bellingham Properties.



ATTACHMENT B. Budget for Additional Planning Effort Associated with Added Acreages (754 acres)

	Activity	Staff	Hours	Rate		Total Budget
Phase 0	Meeting with City Council	Director			0	0
	Meeting with City Council	Forester			0	
	Lodging, Meals, Mileage	Combined				
Phase 1	Initial data collection and communication with city	Director	1	115	115	1595
	Initial data collection and communication with city	Forester	6	105	630	
	Initial meeting with city staff	Director	1	115	115	
	Initial meeting with city staff	Forester	1	105	105	
	Initial cartography	Forester	6	105	630	
Phase 2	Rapid assessment	Forester	24	105	2520	5838
	Rapid assessment	Tech	24	70	1680	
	Rapid assessment	Director	0	115	0	
	Roads assessment with contractor	Forester	6	105	630	
	Roads assessment with contractor	Contractor	6	105	630	
	Advise rapid assessment	Lead	0	115	0	
	Lodging, Meals, Mileage	Combined			378	
Phase 3	FVS modeling	Tech	2	70	140	2050
	FVS modeling	Forester	2	105	210	
	Inventory analysis	Forester	2	105	210	
	Inventory analysis	Director	2	115	230	
	Cartography	Forester	6	105	630	
	Management planning	Forester	6	105	630	
	Management planning	Director		115	0	
	Advise FVS modeling and management planning	Lead		115	0	
Phase 4	Management planning	Tech	0	70	0	860
	Management planning	Director	2	115	230	
					0	
	Management planning	Forester	6	105	630	
	Advise management planning	Lead	0	115	0	
Phase 5	Plan writing	Forester	10	105	1050	1280
	Plan writing	Tech	0	70	0	

					0	
	Plan writing	Director	2	115	230	
	Advise plan writing	Lead	0	115	0	
Phase 6	Incorporate feedback into final draft	Forester	2	105	210	440
	Incorporate feedback into final draft	Director	2	115	230	
	Incorporate feedback into final draft	Tech	0	70	0	
						\$12,063