

**WHATCOM COUNTY CONTRACT  
INFORMATION SHEET**

Whatcom County Contract No.  
**202307004-1**

Originating Department:	Public Works
Division/Program: <i>(i.e. Dept. Division and Program)</i>	River & Flood Division/Flood Hazard Reduction (907550)
Contract or Grant Administrator:	Andrew Hester
Contractor's / Agency Name:	Cooper Zietz Engineers, Inc. (d/b/a Akana)

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 #: 202307004

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): \_\_\_\_\_ Grant contract to be executed at 11/21/23 council meeting

Is this contract the result of a RFP or Bid process? Contract \_\_\_\_\_  
 Yes  No  If yes, RFP and Bid number(s): 23-41 Cost Center: 722002

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):  
 \$ 16,205.00  
 This Amendment Amount:  
 \$ 50,790.00  
 Total Amended Amount:  
 \$ 66,995.00

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 is a contract with Cooper Zietz Engineers, Inc. (d/b/a Akana), a qualified firm to conduct Phase 1 Environmental Site Assessments (ESAs) for an additional twelve (12) properties that the WCFCZD is acquiring using FEMA grant funds. In addition, Akana will determine if sampling for lead-based paint and asbestos are required for each property. If required, Akana will collect samples for laboratory analyses and prepare a letter report.

Term of Contract: Not to Exceed | Expiration Date: December 31, 2024

Contract Routing:	1. Prepared by: <u>Deb Johnson</u>	Date: <u>10/24/23</u>
	2. Attorney signoff: <u>Christopher Quinn</u>	Date: <u>11/06/2023</u>
	3. AS Finance reviewed: <u>A. Martin</u>	Date: <u>11/7/2023</u>
	4. IT reviewed (if IT related): <u>DS</u>	Date: _____
	5. Contractor signed: <u>BSR</u>	Date: _____
	6. Executive contract review: _____	Date: <u>11/22/2023</u>
	7. Council approved, if necessary: <u>AB2023-757</u>	Date: <u>11/21/2023</u>
	8. Executive signed: _____	Date: _____
	9. Original to Council: _____	Date: _____

**WHATCOM COUNTY  
PUBLIC WORKS DEPARTMENT**

**Elizabeth Kosa  
DIRECTOR**



CIVIC CENTER  
322 N. Commercial Street, Suite 210  
Bellingham, WA 98225-4042  
Telephone: (360) 676-6876  
FAX: (360) 738-2468  
[www.whatcomcounty.us](http://www.whatcomcounty.us)

**MEMORANDUM**

**TO:** Carol Frazey, Whatcom County Executive Pro Tempore, and The Honorable Members of the Whatcom County Council, collectively serving in their capacity as the Whatcom County Flood Control Zone District Board of Supervisors

**THROUGH:** Elizabeth Kosa, Public Works Director

**FROM:** Andrew Hester, Real Estate Coordinator *AH*

**RE:** Contract Amendment for Environmental Site Assessments – Flood Damaged Areas

**DATE:** November 2, 2023

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Enclosed are two (2) originals of the contract amendment between Cooper Zietz Engineers, Inc. (d/b/a Akana) and Whatcom County Flood Control Zone District (WCFCZD) for your review and signature.

▪ **Background and Purpose**

This is a contract amendment with Akana, a qualified firm, to conduct Phase 1 Environmental Site Assessments (ESAs) for twelve (12) properties that the WCFCZD is acquiring using FEMA funds. In addition, Akana will determine if sampling for lead-based paint and asbestos are required for each property. If required, Akana will collect samples for laboratory analyses and prepare a letter report. The RFP for services (#23-41) requested bids for Phase 1 ESAs and, as needed, lead-based paint and asbestos sampling and analyses for a total of 16 properties. A contract was executed for 4 of those properties that were funded with state funds already available. This contract amendment is for the remaining 12 properties that are being acquired with Federal funds (FEMA Hazard Mitigation Grant Program funds).

▪ **Funding Amount and Source**

This contract amendment is not to exceed \$50,790 and is funded by a FEMA grant, for a net FCZD expenditure of \$66,995.00.

Please contact Andrew Hester at extension 6216, if you have any questions or concerns regarding the terms of this agreement,

Encl.

Whatcom County Contract No.  
202307004-1

**Amendment No. 1  
to  
CONTRACT FOR SERVICES AGREEMENT WITH COOPER ZIETZ ENGINEERS**

This AMENDMENT is to the Contract between Whatcom County Flood Control Zone District and Cooper Zietz Engineers, Inc. (d/b/a Akana), dated July 18, 2023 and designated "Whatcom County Contract No. 202307004". The parties agree to the following:

This Amendment increases the consideration by \$50,790.00 to a total consideration of \$66,995.00.

The Scope of Work has been revised and is described hereto in Exhibit A.

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 Cooper Zietz Engineers, Inc. (d/b/a Akana) have executed this Amendment on the date and year below written.

Dated this 11/22/2023 day of \_\_\_\_\_, 20 \_\_\_\_.

**CONTRACTOR:**

Akana Signed by:  
 11/22/2023  
22F4E3C03E0744F...  
Jeff Villnow  
VP Planning Services

**CONTRACTOR INFORMATION:**

Akana  
Stuart Fricke, PMP  
Eastern Washington Regional Manager

Address:  
320 N. 20<sup>th</sup> Avenue  
Pasco, WA 99301  
Phone: 509-547-0100  
Email: stuart.fricke@akana.us

**WHATCOM COUNTY FLOOD CONTROL ZONE DISTRICT:**

**Recommended for Approval:**

*Elizabeth Kosa* 11/22/2023  
870E242DD76C408...  
Elizabeth Kosa, Public Works Director Date

**Approved as to form:**

*Christopher Quinn* 11/22/2023  
EC466EF5C88B4FD...  
Christopher Quinn, Senior Civil Deputy Prosecuting Attorney Date

**Approved:**

Accepted for Whatcom County Flood Control Zone District:

DocuSigned by:  
*Carol Frazey* 11/22/2023  
8C1B2C72D4554A4...  
By: Carol Frazey Whatcom County Executive Pro Tempore Date

**EXHIBIT "A"**  
(SCOPE OF WORK)

The Scope of Work under Whatcom County Contract No. 202307004 is amended to include the 12 properties listed below in the assignment. All other terms and conditions and requirements of the Scope of Work remain unchanged.

Address	Municipality	Last Name	Number of Parcels	Number of Structures	Parcel ID(s)
<b>Everson/Sumas Project Area</b>					
3937 Bowen Rd.	Sumas	Postma	1	4	4004033573520000
241 Vancouver St.	Sumas	Schweigert	1	3	4104350330900000
502 E. Main St.	Everson	Lentz	1	1	4004314055150000
504 E. Main St.	Everson	Chunkapura	1	1	4004314195160000
603 E. Main St.	Everson	Snudden	1	2	4004305030100000
711 E. Main St.	Everson	Walker	1	2	4004290060110000
7309 Emerson Rd.	Everson	Cooper	2	2	4004314220140000 4004314020100000
<b>Hampton Road Project Area</b>					
1130 Hampton Rd.	Lynden	Fullner	1	2	4003213282890000
1378 Hampton Rd.	Lynden	Lagerwey	1	4	4003220882780000
899 Hampton Rd.	Lynden	Heystek	1	3	4003210072240000
<b>Marietta/Hovander/Ferndale Project Area</b>					
1850 Marine Dr.	Bellingham	Keehn	1	2	3802173785240000
5320 Hovander Rd.	Ferndale	Lira	2	5	3902295150650000 3902280340750000

**EXHIBIT "B"**  
(COMPENSATION)

Address	Last Name	Phase I ESA	Asbestos & Lead Paint Survey	Mobilization for Individual Sites	Total Fee
<b>Everson Project Area</b>					
3937 Bowen Rd, Sumas	Postma	\$2,250.00	\$1,560.00	\$500.00	\$4,310.00
241 Vancouver St, Sumas	Schweigert	\$2,250.00	\$1,560.00	\$500.00	\$4,310.00
502 E. Main St, Everson	Lentz	\$1,905.00	\$1,560.00	\$500.00	\$3,965.00
504 E. Main St, Everson	Chunkapura	\$1,905.00	\$1,560.00	\$500.00	\$3,965.00
603 E. Main St, Everson	Snudden	\$1,905.00	\$1,560.00	\$500.00	\$3,965.00
711 E. Main St, Everson	Walker	\$1,905.00	\$1,560.00	\$500.00	\$3,965.00
7309 Emerson Rd, Everson	Cooper	\$2,250.00	\$1,560.00	\$500.00	\$4,310.00
<b>Hampton Road Project Area</b>					
1130 Hampton Rd, Lynden	Fullner	\$2,340.00	\$1,560.00	\$500.00	\$4,400.00
1378 Hampton Rd, Lynden	Lagerwey	\$2,340.00	\$1,560.00	\$500.00	\$4,400.00
899 Hampton Rd, Lynden	Heystek	\$2,340.00	\$1,560.00	\$500.00	\$4,400.00
<b>Marietta/Hovander/Ferndale Project Area</b>					
1850 Marine Dr, Bellingham	Keehn	\$2,340.00	\$1,560.00	\$500.00	\$4,400.00
5320 Hovander Rd. Ferndale	Lira	\$2,340.00	\$1,560.00	\$500.00	\$4,400.00
<b>Total Fee</b>					<b>\$50,790.00</b>