

Jon Hutchings  
Director



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## MEMORANDUM

**To:** The Honorable Jack Louws, Whatcom County Executive, and  
The Honorable Members of the Whatcom County Council

**Through:** Jon Hutchings, Director *ALC For J.H.*

**From:** Joseph P. Rutan, P.E., County Engineer/Assistant Director *APR*  
James P. Karcher, P.E., Engineering Manager *gpk*

**Date:** April 1, 2019

**Subject:** **Local Agency Standard Consultant Agreement  
2019-2020 Professional Land Surveying Services**

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Enclosed for your review and signature are two (2) originals of a Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement between Whatcom County and Pacific Surveying & Engineering Services, Inc.

### Requested Action

Public Works respectfully requests that the County Council authorize the County Executive to enter into a Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement with Pacific Surveying & Engineering Services, Inc. to provide on-call professional land surveying services for 2019-2020 in the amount Not-to-Exceed \$100,000.

### Background and Purpose

Whatcom County Public Works, at times, requires additional professional land surveying services due to the following: workload capacity; work outside our expertise; and independent opinions. This contract will provide for these professional land surveying services.

Four (4) surveying firms responded to a Request for Qualifications (RFQ #19-10). After interviews by a selection panel, Pacific Surveying and Engineering Services, Inc. was deemed the most qualified consultant for the work.

### Funding Amount and Source

The not-to-exceed amount for this contract is \$100,000. This is a task order based contract that will likely be utilized by multiple Public Works Divisions (Design/Construction, Bridge and Hydraulics, Stormwater, River and Flood, etc.). As such, multiple funding sources will be utilized during work under this contract.

Please contact Jesse Allen at extension 6311, if you have any questions or concerns regarding the terms of this agreement.