

**INTERLOCAL AGREEMENT BETWEEN
CITY OF BELLINGHAM
AND
WHATCOM COUNCIL OF GOVERNMENTS
FOR
THE WHATCOM SMART TRIPS PROGRAM**

THIS INTERLOCAL AGREEMENT (“Agreement”) is entered into by and between the City of Bellingham (the “City”) and Whatcom Council of Governments (“COG”).

RECITALS

WHEREAS, the City desires to increasingly reduce automobile trips as a percentage of total trips; and,

WHEREAS, COG and Whatcom Transportation Authority are jointly implementing the Whatcom Smart Trips Program to reduce automobile trips, which will benefit the citizens of Bellingham by reducing the numbers of vehicle trips in Bellingham and the harmful carbon dioxide emissions in Bellingham air quality; and,

WHEREAS, RCW 39.34 provides for interlocal cooperation between governmental entities and authorizes interlocal agreements to accomplish mutually beneficial purposes in the public interest.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

TERMS AND CONDITIONS

I. PURPOSE. The purpose of this Agreement is to assist in funding the Whatcom Smart Trips program as described in the Scope of Work attached hereto as Exhibit A and incorporated herein by this reference. The program objective is to reduce automobile trips as a percentage of total trips through education, assistance and incentives. The primary focus will be on the Bellingham area, however many of the program elements will be open to all residents and employees in Whatcom County. The City benefits from this program as it will reduce the number of vehicle trips on Bellingham city roads (regardless of where the resident/employee lives) and will lower harmful carbon dioxide emissions thereby enhancing Bellingham air quality. Accordingly, Bellingham finds that it receives a benefit from this program regardless of the fact that it is open to all Whatcom County residents and employees.

II. FINANCING. The City shall pay \$25,000 in 2025 to COG in a lump sum payment upon receipt of an invoice from COG toward the planning and implementation of the Whatcom Smart Trips project with, to the extent feasible, City funding going toward those aspects of the program benefitting the City.

III. ADMINISTRATION. The COG shall administer the planning and implementation of the project. The parties are not creating any new or separate organization or entity to administer the provisions of this Agreement.

IV. TERM OF AGREEMENT. Notwithstanding the date of execution hereof, this Agreement shall terminate by its own terms on December 31, 2025, or upon completion of the planning project, whichever is earlier, unless the Agreement is terminated or extended by the parties pursuant to the terms herein.

V. PROPERTY. No real property shall be acquired or held under this Agreement. Any and all plans, drawings, notes, and other documents drafted by the planning consultant shall be shared jointly among the parties.

VI. MODIFICATION AND TERMINATION.

6.1 *Modification.* Any change, addition or other modification to this Agreement shall not be valid or binding upon any party hereto unless such change, addition or modification is in writing and executed by an authorized representative of the parties hereto.

6.2 *Termination.* The parties hereto may terminate this Agreement by written agreement of all parties hereto, which shall be executed by an authorized representative of each party.

VII. REDUCTION IN FUNDING. In the event that funding is withdrawn, reduced or limited in any way after the effective date of this Agreement due to City budgetary constraints, and prior to the Agreement's normal completion, the City may reduce its payment due hereunder in proportion to the funds withdrawn, reduced or limited. If the level of funding withdrawn, reduced or limited is so great that the parties jointly deem the continuation of this Agreement is no longer desirable, the parties may summarily terminate this Agreement and any funds paid by the City, which have not been obligated to pay for the project will be refunded to the City.

VIII. ASSIGNMENT. The parties hereto shall not assign or delegate any or all duty, obligation, right or interest in this Agreement.

IX. MISCELLANEOUS PROVISIONS.

9.1 *Entire Agreement.* This document is the complete and exclusive agreement among the parties. It supersedes all oral or written proposals and/or other communications among the parties regarding this project.

9.2 *Severability.* If any provision of this Agreement is held to be invalid, illegal or unenforceable for whatever reason, that shall not affect or impair, in any manner, the validity, legality or enforceability of the remainder of this Agreement.

9.3 *Status of Employees.* This Agreement shall not create any employment or worker's compensation rights, duties or obligations. No agent, employee or other representative of the parties shall be deemed an employee of any other party hereto for any reason.

9.4 *Status of Agreement.* This Agreement is in addition to, and is not intended to replace, substitute, modify or otherwise amend any other agreement between the parties. Those other agreements continue in effect according to the terms of those agreements.

9.5 *Rights and Remedies.* The rights and remedies provided in this Agreement are in addition to any other rights and remedies that may be provided by law.

9.6 *Third Parties.* The parties do not intend to create any rights or benefits in any entity, organization or person that is not a party hereto.


EXECUTED, this the 31st day of January, 2024⁵, for the **WHATCOM COUNCIL OF GOVERNEMNTS:**



Hugh Conroy, Executive Director

EXECUTED this the 28th day of January, 2024²⁰²⁵, for the **CITY OF BELLINGHAM:**

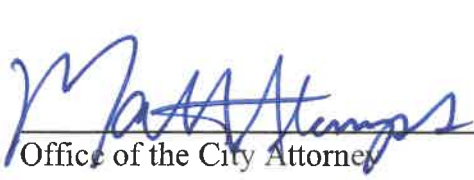
Attest:



Finance Director
Approved as to form:



Mayor
Department Approval:



Office of the City Attorney



Public Works Director

STATE OF WASHINGTON)
COUNTY OF WHATCOM) ss

I CERTIFY that I know or have satisfactory evidence that **KIM LUND** is the person who appeared before me, and said person acknowledged that she signed this instrument, on oath stated that she was authorized to execute the instrument and acknowledged it as the Mayor of the **CITY OF BELLINGHAM** to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

1/28/25

DATED

Kelley Goetz

SIGNATURE OF NOTARY PUBLIC



Kelley Goetz

Name Printed

Deputy City Clerk

Title

6/21/26

MY APPOINTMENT EXPIRES

STATE OF WASHINGTON)
COUNTY OF WHATCOM) ss

I CERTIFY that I know or have satisfactory evidence that **HUGH CONROY** is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the Executive Director of the **WHATCOM COUNCIL OF GOVERNMENTS** to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

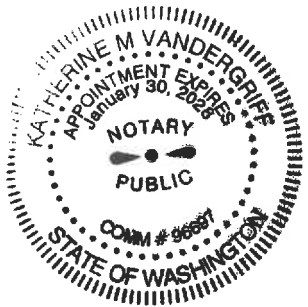
January 31st 2025
DATED

Katherine M. Vandergriff
SIGNATURE OF NOTARY PUBLIC



Katherine M. Vandergriff
Name Printed

Accounting Technician
Title



January 30, 2028
MY APPOINTMENT EXPIRES

Scope of Work

Whatcom Smart Trips

Whatcom Smart Trips is an ongoing partnership between federal, state and local government, public agencies, retailers, employers, and schools to promote transportation by walking, bicycling, sharing rides and riding the bus. Whatcom Smart Trips includes the following educational, assistance and incentive programs.

- **Smart Trips Employer Partners** – provides assistance to employers who promote Smart Trips to their employees
- **Community Outreach** – provides education, assistance and incentives by partnering with community groups that wish to promote walking, bicycling, sharing rides and riding the bus
- **School Smart Trips** – provides bicycle skills courses for elementary school students, bus travel training for 7-grade students, and summer camps for middle school students
- **Senior Outreach** - provides transit education including guided bus tours and bicycle skills support with emphasis on e-bike knowledge for senior citizens
- **Smart Trips Public Awareness Campaign** – includes advertising and public presentations to make the community aware of all elements of the Smart Trips program (funded separately)
- **Smart Trips Diary** – allows adults living or working in Whatcom County to record walking, cycling, transit and ridesharing trips made, miles traveled and pollution prevented at www.WhatcomSmartTrips.org

Timeline

January 2025– December 2025

Estimated Budget

	2025
City of Bellingham	\$25,000
Whatcom Transportation Authority	50,000
USDOT Federal Transit Administration	118,000
Washington State Department of Transportation	267,000
Annual Total	\$460,000



Contract Coversheet

Contract: C2500090
Amendment: N/A

Supplier Whatcom Council of Governments	Department Public Works	Originator Jennifer Hamilton
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Classification Interlocal Agreement	Project Name WCOG ILA for Smart Trips Program	Project Manager Mike Wilson
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Original Amount \$25,000.00	Maximum Amount	Total Amendment Change	Current Amendment Amount
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Type SM - Services/Mixed	Structure ST - Standard	Agreement Type STANDARD - Standard Contract Agreement/Terms
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Termination Date 12/31/2025	Amended Termination Date	Compliance Type Insurance not required
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Retainage %	Retainage Comments
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Renewal Date	Renewal Notes
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Additional Contract Notes:

Whatcom Council of Governments - Smart Trips Program. \$25,000.00 for 2025. Council Approval: October 21, 2024.
PLEASE RETURN ORIGINAL TO JENNIFER HAMILTON TO COLLECT SIGNATURE FROM WCOG. jbh

Contacts:

- Mike Wilson - mlwilson@cob.org
- Jennifer Hamilton - jbh@cob.org
- Hugh Conroy - hugh@wcog.org
- Ron Cubellis - ron@wcog.org
- Michelle Grandy - michelle@wcog.org