



December 6, 2021

Burton Construction, Inc.
Attention: Jerry Burton
3915 E. Nebraska Ave
Spokane, WA 99217

Dear Mr. Burton:

Port of Everett and Whatcom Transit Authority (WTA) recently entered into the attached Interlocal Agreement. The Port intends to allow WTA to issue work orders in a total amount not to exceed \$500,000 under the terms and conditions of Port's Job Order Contracting agreement with Burton Construction Inc. (BCI).

Port of Everett is requesting that BCI provide services directly to WTA on the same terms and conditions as exist in the "Agreement for Job Order Contracting – General Construction Services Project No. AD-GN-201-01" contract, dated April 16, 2021. For work orders issued by the WTA for WTA projects, any obligations owed by BCI under the BCI contract shall be performed for or provided directly to WTA.

Any invoice issued by BCI for work performed for WTA should contain the following: "All work described herein provided directly to the Whatcom Transit Authority by BCI are subject to the terms and conditions of the "Agreement for Job Order Contracting – General Construction Services Project No. AD-GN-2021-01" contract, dated April 16, 2021. Port of Everett is not a party to, nor responsible for, performance of or payment for the work described in this invoice."

Please indicate your consent to this joint purchasing arrangement by countersigning this letter where indicated below. This letter may be countersigned in multiple counterparts, which together shall constitute a single agreement. Please contact me if you have any questions.

Sincerely,

Maija Lampinen
Procurement & Contracts Manager

**ACKNOWLEDGED AND ACCEPTED BY
BCI**

Signature

Jennifer Burton

Printed Name

Vice President

Title

Whatcom Transit Authority

Les Reardanz

Signature

Les Reardanz

Printed Name

General Manager

Title