



MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Council Office Staff

RE: Amendment to Contract for Hearing Examiner Services

DATE: November 15, 2025

Enclosed is a contract amendment between Whatcom County and General Code LLC for 2026 services for your review and signature.

- **Background and Purpose**

The County issued a request for proposals for legal publishing services of the Whatcom County Code (RFP#25-56) on 7/16/2025. A selection committee identified General Code as a preferred code services provider. General Code and its predecessor company have been providing code publishing services to Whatcom County since 1996.

- **Funding Amount and Source**

The proposed contract amount is \$16,000. The 2026 Council Office budget includes funding for this contract.

- **Timeframe**

The timeframe of the contract is for one year, from January 1, 2026 through December 31, 2026.

Please contact Kirsten Smith at ext. 5015 if you have any questions.

Encl.