



MEMORANDUM

TO: Satpal Sidhu, County Executive
FROM: Cathy Halka, Legislative Analyst
RE: 2023 Contract for Hearing Examiner Services
DATE: September 14, 2022

Enclosed is a contract between Whatcom County and Michael Bobbink for your review and signature.

- **Background and Purpose**

On July 20, 2022, the County issued a request for proposals for hearing examiner services (RFP#22-44) with a closing date of August 9th. Michael Bobbink was the sole respondent to the RFP and has been providing hearing examiner services to Whatcom County for over 25 years.

- **Funding Amount and Source**

Michael Bobbink originally proposed \$112,000 in annual payment. On September 13, 2022, Council's Finance and Administrative Services Committee passed a motion to recommend to the full Council the item be held and a new amount be proposed. The new amount identified was a 6% increase to the 2022 compensation amount of \$97,661.65 for services in 2023 (\$103,521.35), and another 6% increase for 2024 (\$109,732.63). The motion was passed in the evening Council meeting ([AB2022-463](#)).

The proposed Council Office budget includes \$97,783 in annual funding for this contract. The additional amount will be covered through a cost maintenance ASR (CMR) for the County Council Office budget line item for Hearing Examiner Contractual Services.

- **Differences from Previous Contract**

The timeframe of the proposed contract is for services in the 2023 year (Jan. 1 – Dec. 31). The proposed 2023 contract amount of \$103,521.35 is \$5,859.70 more (or 6% more) for 2023 than the prior year contract amount of \$97,661.65.

Please contact Cathy Halka at ext. 5019, if you have any questions.

Encl.