

**Whatcom County  
Auditor's Office**

Whatcom County Courthouse  
311 Grand Avenue, Suite 103  
Bellingham, WA 98225-4038



**Diana Bradrick**  
County Auditor

**Stacy Henthorn**  
Chief Deputy Auditor

## MEMORANDUM

Date: August 29, 2023

To: Satpal Sidhu, County Executive

From: Diana Bradrick

RE: Digital imaging services for historic grantor grantee volumes

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Enclosed is a contract between Whatcom County and US Imaging, Inc.

▪ **Background and Purpose**

The Auditor's office is working towards preserving, scanning, and digitizing 180 historical direct and indirect grantor grantee volumes currently located at the Northwest Regional Archives in Bellingham. These volumes cover the period of time from 1853 to 1991. Many of these historical county volumes require special handling due to age and overall poor condition.

The Auditor's intent is to complete projects 1 & 2 with the funds appropriated. At project completion, the images will be imported into the recording system for easy access by staff and the public. Microfilm will be created for permanent retention at the State.

▪ **Funding Amount and Source**

The total project amount is not to exceed \$85,000.00. The funding is from the Auditor O&M Fund.

Please contact Diana Bradrick at [Dbradric@co.whatcom.wa.us](mailto:Dbradric@co.whatcom.wa.us) if you have any questions or concerns regarding the terms of this agreement.

Encl.