

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No.
202312007-1

Originating Department:	Council Office
Division/Program: <i>(i.e. Dept. Division and Program)</i>	Council Office
Contract or Grant Administrator:	Dana Brown-Davis, Clerk of the Council
Contractor's / Agency Name:	Whatcom Law Group / Rajeev Majumdar

Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No
 Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: 202312007

Does contract require Council Approval? Yes No If No, include WCC: _____
 Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)

Is this a grant agreement? Yes No If yes, grantor agency contract number(s): _____ CFDA#: _____

Is this contract grant funded? Yes No If yes, Whatcom County grant contract number(s): _____

Is this contract the result of a RFP or Bid process? Contract _____
 Yes No If yes, RFP and Bid number(s): RFP# 23-83 Cost Center: 1100.6630

Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.

If YES, indicate exclusion(s) below:

- Professional services agreement for certified/licensed professional. Goods and services provided due to an emergency
- Contract work is for less than \$100,000. Contract for Commercial off the shelf items (COTS).
- Contract work is for less than 120 days. Work related subcontract less than \$25,000.
- Interlocal Agreement (between Governments). Public Works - Local Agency/Federally Funded FHWA.

Contract Amount:(sum of original contract amount and any prior amendments):
 \$ 220,320
 This Amendment Amount:
 \$ 5,500
 Total Amended Amount:
 \$ 225,820

Council approval required for; all property leases, contracts or bid awards **exceeding \$40,000**, and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, **except when:**

1. Exercising an option contained in a contract previously approved by the council.
2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance.
3. Bid or award is for supplies.
4. Equipment is included in Exhibit "B" of the Budget Ordinance.
5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.

Summary of Scope:

Contract amendment is to add the duties and compensation for added responsibilities of the Appeals Board as assigned to the Hearing Examiner through a recent code amendment (see Ord. 2024-007).

Term of Contract: 2 years

Expiration Date: December 31, 2025

Contract Routing:	1. Prepared by: <u>Cathy Halka</u>	Date: <u>2/16/2024</u>
	2. Attorney signoff: <u>Royce Buckingham (by email)</u>	Date: <u>2/20/2024</u>
	3. AS Finance reviewed: <u>Andrew Tan (by email)</u>	Date: <u>2/23/2024</u>
	4. IT reviewed (if IT related): _____	Date: _____
	5. Contractor signed: _____	Date: <u>3/8/2024</u>
	6. Executive contract review: <u>B. Rinn</u>	Date: <u>3/8/24</u>
	7. Council approved, if necessary: <u>Cathy Halka</u>	Date: <u>3/5/2024</u>
	8. Executive signed: _____	Date: <u>3/13/2024</u>
	9. Original to Council: _____	Date: _____

COUNTY COURTHOUSE
311 Grand Avenue, Suite #105
Bellingham, WA 98225-4038
(360) 778-5010



CLERK OF THE COUNCIL
Dana Brown-Davis, C.M.C.

MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Council Office Staff

RE: Amendment to Contract for Hearing Examiner Services

DATE: February 16, 2024

Enclosed is a contract amendment between Whatcom County and Whatcom Law Group / Rajeev Majumdar for your review and signature.

- **Background and Purpose**

The County issued a request for proposals for hearing examiner services (RFP#23-83) and Whatcom Law Group / Rajeev Majumdar was the sole respondent. Whatcom County contracted (#202312007) with Whatcom Law Group / Rajeev Majumdar for hearing examiner services for 2024-2025. On February 6, 2024, Whatcom County Council adopted Ordinance 2024-007 eliminating the County Appeals Board and assigning appeals to building and fire code regulations to the Hearing Examiner. The contractor is requesting additional compensation to cover the costs of including these appeals as part of their contract.

- **Funding Amount and Source**

The proposed 2-year contract amount is increased by \$5,500 from a not to exceed \$220,320 to \$225,820. The Council Office 2024 budget includes funding for this contract. Funding will be allocated in 2025 as part of the biennial budget process.

- **Timeframe**

The timeframe of the contract is for two years from January 1, 2024 through December 31, 2025.

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

Encl.

Whatcom County Contract No.
202312007-1

Amendment No. 1
Whatcom County Contract No. 202312007
CONTRACT BETWEEN WHATCOM COUNTY AND
Whatcom Law Group / Rajeev Majumdar

THIS AMENDMENT is to the Contract between Whatcom County and Whatcom Law Group / Rajeev Majumdar, dated December 6, 2023 and designated "Whatcom County Contract No. 202312007". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment adds the following to the Scope of Work, Exhibit A:

The Hearing Examiner shall conduct open record hearings and prepare a record thereof, and make a final decision upon appeals from any order, permits, decisions, or final determinations, including appeals to building and fire code requirements (see Whatcom County Code 2.11.210(A) and Ordinance 2024-007).

This Amendment increases the maximum consideration by \$250 per month for a total increase of \$5,500 over the 2-year contract term, for a total maximum consideration of \$225,820.

This Amendment replaces Exhibit "B" (Compensation) with Exhibit "B-1" (Compensation), attached.

Unless specifically amended by this agreement, all other terms and conditions of the original contract shall remain in full force and effect.

This Amendment takes effect: March 1, 2024, regardless of the date of signature.

IN WITNESS WHEREOF, Whatcom County and Whatcom County Law Group / Rajeev Majumdar have executed this Amendment on the date and year below written.

DATED this 3/13/2024 day of March, 2024.

Each person signing this Contract represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Contract.

CONTRACTOR:

Whatcom Law Group / Rajeev Majumdar

DocuSigned by:
Rajeev Majumdar 3/8/2024
8E4436E68724417

Rajeev Majumdar, President

CONTRACTOR:

Whatcom Law Group
Rajeev Majumdar, President
289 H Street
Blaine, WA 98230
(360) 332-7000
rajeev@whatcomlaw.com

Mailing Address:

Whatcom Law Group
Rajeev Majumdar, President
P.O. Box 1258
Blaine, WA 98231-1258

WHATCOM COUNTY:

Recommended for Approval:

DocuSigned by:
Dana Brown Davis 3/13/2024
269DDAA2DA0CC417...
Department Supervisor Date

Approved as to form:

Royce Buckingham/email/ch 2/20/2024
Prosecuting Attorney Date

Approved:

Accepted for Whatcom County:

By: Satpal Singh Sidhu 3/13/2024
1192C7C18B664E3
Satpal Singh Sidhu, Whatcom County Executive

Exhibit "B-1"
(Compensation)

In consideration of the services performed under the terms of this contract during the period from January 1, 2024 through December 31, 2025, the contractor will be paid two hundred twenty-five thousand eight hundred twenty dollars (\$225,820).

In the 2024 year, compensation will be paid monthly at \$9,000 per month in the first two months and then \$9,250 per month for the remainder of the year for a total not to exceed annual amount of \$110,500.

In the 2025 year, compensation will be paid monthly at \$9,610 per month for a total not to exceed annual amount of \$115,320.

Billing Procedures:

The contractor shall submit written claims on a monthly basis for reimbursement of services provided unless otherwise approved in writing by the County. It is agreed that the contractor shall be paid for their services within 30 days of receipt of the monthly claim and upon determination of accuracy. Monthly claims are to be submitted to the Clerk of the Council.