



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.