



MEMORANDUM

TO: Satpal Sidhu, County Executive
FROM: Cathy Halka, Legislative Analyst
RE: 2023 Contract for Hearing Examiner Services
DATE: August 26, 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 is proposing \$112,000 in annual payment. The proposed Council Office budget includes \$97,783 in annual funding for this contract. The additional \$14,217 in annual funding would need to be covered through a technical correction to the County Council Office budget line item for Hearing Examiner Contractual Services for 2023-2024.

- **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 \$112,000 is \$14,338.35 more (or 15% more) than the prior year contract amount of \$97,661.65

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

Encl.