

**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: November 8, 2021

To: Satpal Sidhu, County Executive

From: Diana Bradrick

RE: Amendment No. 2 to Whatcom County Contract No. 201909002 – Digitizing
historic County deed books

Enclosed is Amendment No. 2 to Contract No. 201909002 between Whatcom County and US Imaging, Inc.

▪ **Background and Purpose**

The Auditor executed a contract with US Imaging, Inc. on September 11, 2019 to scan and digitize bound historical deed books at the Northwest Regional Archives. The original contract was erroneously executed for \$128,000 rather than the \$171,782 presented in Exhibit B – Compensation.

This Amendment increases the total compensation from the original contract amount of \$128,000.00 to \$156,966.05, which is the final cost of the project. Even though the final number of images was 22,005 more than presented in the original contract, significant discounts allowed the project to come in under the Exhibit B amount.

▪ **Funding Amount and Source**

Funding for the contract increase of \$28,966.05 is currently available in the 2021 appropriated O&M budget. The funds are available from under-expended temporary help and need to be moved to contracted services for completion of this project.

Contact Diana Bradrick at Dbradric@co.whatcom.wa.us if you have any questions.

Encl.