




## **MEMORANDUM**

**TO:** Satpal Sidhu, County Executive

**FROM:** Stephanie Kraft, Administrator of Superior Court Administration 

**RE:** Contract for Family Law Mediation

**DATE:** November 17, 2025

---

Attached is a contract between Whatcom County and Whatcom Dispute Resolution Center (WDRC) for your review and signature.

### **Background and Purpose**

This contract provides for the administration of the family law mediation program, including but not limited to case management and the oversight of family law mediators, fee subsidies for low income participants of mediation sessions and parenting seminars, and language interpretation as needed for the program. WDRC is a sole source vendor as a dispute resolution center under RCW 7.75 providing family law mediation as outlined in court rules.

### **Funding Amount and Source**

The amendment extends the terms of the agreement through December 31, 2026, and increases the maximum consideration by \$70,000 to total a consideration of \$135,000.

### **Differences from Previous Contract**

This amendment changes Exhibit B: Compensation for the 2026 calendar year:

This contract is for a total of \$70,000 maximum for 2026 as follows:

1. **Mandatory Family Law Mediation Administration:** The contractor shall be paid for family law mediation administration based on actual costs plus 10% overhead not to exceed a total of \$55,000 per calendar year.
2. **Family Mediation Fee Subsidies for Low Income Clients:** The contractor shall submit invoices for family law mediation fees for the preceding month. Not to exceed \$15,000 per year.
  - a. **Mediation Fee Subside for Low Income Clients:** No change.

- b. Parenting Seminar Fee Subsidy for Low Income Clients: Fees shall be invoiced separate from Family Mediation subsidies and will not be reimbursed under the contract.
- c. Reimbursement for Language Interpretation for Parenting Seminar and Family Law Mediation: Reimbursed at actual cost. Invoiced separate from Family Mediation subsidies and will not be reimbursed under this contract.

Please contact me at extension 5496 if you have any questions or concerns regarding the terms of this agreement.

Encl.