



## MEMORANDUM

**TO:** Whatcom County Council

**FROM:** Council Staff

**RE:** Discussion regarding Hearing Examiner Services Contract for 2022

**DATE:** June 21, 2021

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The Council Office is responsible for contracting for Hearing Examiner Services, with approval from the County Council. Staff would like to receive Council feedback and direction on contracting for 2022 hearing examiner services. Options include bringing forward a contract amendment to continue services with the current Hearing Examiner or issuing a request for proposals for hearing examiner services.

### Background

- Whatcom County issued a Request for Proposals for Hearing Examiner Services for the 2020 contract year (RFP# 19-70). Michael Bobbink was the sole RFP respondent.
- For the 2020 contract year, County Council approved a contract with Michael Bobbink for hearing examiner services (Contract #201911034), with the option to renew the contract for a total of three years.
- For the 2021 contract year, County Council approved a contract amendment for hearing examiner services with Michael Bobbink (Contract #201911034-1). The 2021 contract amendment reduced the annual contract amount by 5% from \$97,661.65 to \$92,778.57.
- Michael Bobbink has provided hearing examiner services to Whatcom County for over 25 years.
- The Whatcom County Hearing Examiner has approximately 40 cases per year.

Please feel free to contact Cathy Halka at ext. 5019 if you have any questions.