



MEMORANDUM

TO: Satpal Sidhu, County Executive
FROM: Cathy Halka, Legislative Analyst
RE: Amend contract for Hearing Examiner Services
DATE: August 4, 2021

Enclosed are two (2) originals of a second contract amendment between Whatcom County and Michel Bobbink for your review and signature.

- **Background and Purpose**

Michael Bobbink has been providing hearing examiner services to Whatcom County for over 25 years. Michael Bobbink was the sole responder in 2019 to a Request for Proposals (RFP #19-70) and was selected to provide services to the County. The 2019 contract (#201911034) allows for one year contract renewals for a total of no more than three years. In 2020, Council approved an amendment to the contract (#201911034-1). The second and final amendment (contract #201911034-2) is being proposed for Council consideration.

- **Funding Amount and Source**

The 2022 Council budget includes funding for this contract amendment, including the 5% increase.

- **Differences from Previous Contract**

The contract amendment is similar to previous years with a few changes. The original contract amount for 2020 was \$97,661.65, and the first contract amendment for 2021 included a 5% reduction in annual contract cost to \$92,778.57. This second amendment to the contract includes the original contract amount of \$97,661.65. The timeframe of the contract is extended through December 31, 2022. The General Terms are revised to include recently adopted contract clause changes regarding non-discrimination. The Scope of Work also amends the clause concerning preparation of written recommendations and decisions to clarify that this duty is inclusive of clerical services.

Please contact Cathy Halka at extension 5019, if you have any questions or concerns regarding the terms of this agreement.

Encl.