



MEMORANDUM

TO: Satpal Sidhu, County Executive
FROM: Cathy Halka, Legislative Analyst
RE: Amend contract for Code Publishing Services
DATE: August 24, 2021

Enclosed are two (2) originals of a contract amendment between Whatcom County and Code Publishing Company for your review and signature.

- **Background and Purpose**

Code Publishing Company has provided legal publishing services to Whatcom County for approximately twenty-five (25) years, including supplementing, printing, and online code. In 2019, Code Publishing was selected in response to a Request for Proposals (RFP#19-69) to provide services to the County. Contract #201911033 for services in 2020 allows for annual contract renewals for a total of no more than three years. In 2020, the contract was amended to extend services through the 2021 calendar year (#201911033-1). Proposed contract amendment #201911033-2 is the second amendment, which extends the contract through the end of 2022.

- **Funding Amount and Source**

The Council budget includes \$16,103 in funding for this contract amendment. Additional \$1,879 dollars of the contract amount will be available through a continuing appropriation of unused funds in 2021 from PO92970.

- **Differences from Previous Contract**

The contract amendment is the same as last year with two changes. The timeframe of the contract has been extended through December 31, 2022. The 2022 contract amount is \$18,000 and amends the total contract amount to \$56,103. In the General Conditions section of the contract, non-discrimination clauses (35.1 and 35.2) are revised in accordance with Ordinance 2021-016.

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

Encl.