



## Memorandum

**TO:** Satpal Sidhu, County Executive  
**FROM:** Erika Lautenbach, Director  
**RE:** Lydia Place – Emergency Shelter Operations (formerly Shelter Grant) Contract Amendment #12  
**DATE:** JUNE 4, 2024

Attached is a contract amendment between Whatcom County and Lydia Place for your review and signature. This amendment extends the contract through 12/31/2024, increases funding to support the extended contract period and updates invoicing requirements. The County intends to advertise an RFP for housing services in June of 2024 that includes the type of services provided within this contract; awarded contracts are estimated to begin on 01/01/2025.

▪ **Background and Purpose**

This contract provides year-round funding for motel rooms to be used on an as-needed basis for families with children who would otherwise experience unsheltered homelessness. A portion of funds will be used to provide supportive services to help those families exit motel rooms into permanent, stable housing.

▪ **Funding Amount and Source**

Funding for this contract period (07/01/2024 – 12/31/2024), in an amount not to exceed \$330,000, is provided by the Washington State Department of Commerce Emergency Housing Fund (EHF) through the Consolidated Homeless Grant. These funds are included in the 2024 budget. Council authorization is required as the additional funding provided by this amendment exceeds 10% of the amount last authorized by Council.

▪ **Differences from Previous Contracts**

Section	Description of Differences
General Terms – Section 10.2, Extension	Revises the language to support an allowable extension period of this contract to 3.5 years.
Exhibit A – Scope of Work	Revises grant funding compliance requirements as the EHF transitions from federal to state funds
Exhibit B – Compensation	Adds funding to support the extended contract period and updates invoicing requirements.

Please contact Chris D’Onofrio, Housing & Homeless Services Supervisor at 360-778-6049 ([CDonofri@co.whatcom.wa.us](mailto:CDonofri@co.whatcom.wa.us)) if you have any questions.

Encl.