



MEMORANDUM

TO: Jack Louws, Executive

FROM: Michael McFarlane, Director 

DATE: December 10, 2018

RE: Contract for Services – Bellingham Senior Activity Center

Enclosed are (2) two originals of the Contract for Services Agreement between Whatcom County Parks & Recreation and the Whatcom Council on Aging for your review and signature.

▪ **Background and Purpose**

The renewal of this contract will provide funding to the Whatcom Council on Aging to staff and operate the Bellingham Senior Activity Center. Last year the BSAC served 84,786 seniors. The Scope of Work for this agreement includes coordination of daily on-site operations, programming, enforcing safety procedures, and managing volunteer opportunities.

▪ **Funding Amount and Source**

The contract will be funded by the General Fund in the amount of \$123,748 for 2019 and 2020. This is a 3% increase from 2017-18 to assist with increasing costs. The increase was approved on ASR #2019-5739 in the 2019-20 Budget.