



# Memorandum

**TO:** Satpal Sidhu, County Executive  
**FROM:** Erika Lautenbach, Director  
**RE:** Mercy Housing Northwest – Resident Services Coordination Contract  
**DATE:** **NOVEMBER 25, 2024**

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Attached is a contract between Whatcom County and Mercy Housing Northwest for your review and signature.

▪ **Background and Purpose**

This contract provides funding for personnel (Resident Services Coordinators) at affordable housing developments owned and operated by Mercy Housing Northwest (MHNW), including: Trailview Apartments, Millworks Apartments, and Sterling Meadows. The Resident Services Coordinators will coordinate services to promote housing stability and sustainability for low-income tenants.

Beyond housing, MHNW provides onsite resident services that focus on five key program areas – housing stability, health and wellness, community engagement, education, and financial well-being. Providing these critical programs where residents live ensures that home is a platform for kids to thrive in school, for families to improve their financial stability, and for residents to have greater knowledge and access to improve their health and wellbeing.

▪ **Funding Amount and Source**

Funding for this contract, in an amount not to exceed \$240,870, is provided by 1406 funds (\$144,000) for facility operations and management and the Healthy Children’s Fund (\$96,870) for services to families with children ages 0-5. These funds are included in the 2025 budget. Council authorization is required per WCC 3.08.100, as funding for this contract exceeds \$40,000.

▪ **Differences from Previous Contracts**

This is a new contract; however, funding for similar services has been provided through a previous contract (WC contract #202209028) since 2022. Services within this contract to families with children ages 0-5 are awarded as a result of RFP 24-07. This contract model expands the focus to a greater number of residents with more emphasis on group activities and events.

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

Encl.