



Memorandum

TO: Satpal Sidhu, County Executive

FROM: Charlene Ramont, Assistant Director

RE: Catholic Community Services – Francis Place Contract Amendment #1

DATE: OCTOBER 22, 2025

Attached is a contract amendment between Whatcom County and Catholic Community Services for your review and signature. This amendment extends the contract for one year, following an initial contract period of six months.

■ Background and Purpose

This sole source contract provides partial funding for Catholic Community Services to provide 24/7/365 on-site supportive services and housing for people who have behavioral health disorders and who require these services to remain stably housed. Francis Place is a 42-unit apartment building that provides a mixture of rapid rehousing (with temporary rental subsidies) and permanent supportive housing (with permanent rental subsidies) for individuals exiting homelessness, and is owned by Catholic Community Services. Special populations to be served include veterans and other individuals living with a physical or mental/behavioral health diagnoses. All residents have a history of homelessness.

■ Funding Amount and Source

Funding for this contract, in an amount not to exceed \$555,446, is provided by the behavioral health program fund (\$250,000) and Sales and Use Tax for Housing and Related Services (HB 1590) housing funds (\$305,446). These funds are included in the 2026 budget. Council authorization is required per WCC 3.08.100 as the funding for this 12-month amendment exceeds 10% of the amount previously authorized by Council for a six-month contract.

■ Differences from Previous Contracts

Section	Differences
General Terms – Section 10.2, Extension	Extends contract through 12/31/2026
Exhibit A – Scope of Work	Updates the scope of work and budget to reflect services provided in a 12-month contract period
Exhibit B – Compensation	
Exhibit D – Flex Fund Guidelines	Replaces the exhibit with the current guidelines

Please contact Christopher D’Onofrio, Housing and Homeless Services Supervisor at 360-778-6049 or CDonofrio@co.whatcom.wa.us if you have any questions.

Encl.