



Memorandum

TO: Satpal Sidhu, County Executive
FROM: Champ Thomaskutty, Director
RE: Max Higbee Center – Services to Individuals with Developmental Disabilities
Contract Amendment #1
DATE: MAY 28, 2026

Attached is a contract amendment between Whatcom County and Max Higbee Center for your review and signature. This amendment extends the contract for one year, and increases the estimated not-to-exceed funding amount.

▪ **Background and Purpose**

This contract provides “Supported Employment” and “Community Inclusion” services to eligible individuals with developmental disabilities. Supported employment services are designed to assist individuals in pursuing and maintaining paid employment in integrated community settings. Community Inclusion services are designed to increase participation and inclusion in the community. In January 2026, 347 adults in Whatcom County received Supported Employment services, and 56 received Community Inclusion services. Max Higbee Center is one of five community providers offering these services.

▪ **Funding Amount and Source**

Total compensation under this contract will vary depending on the number of clients and types of services authorized, however, the estimated authorized service level for this contract period (07/01/2026 – 06/30/2027) is \$69,603. Funding for this contract is provided by the Washington State Department of Social and Health Services, Developmental Disabilities Administration (\$67,603) cost center 10008583.6610, and local DD millage funds (\$2,000) cost center 18541001.6610. These funds are included in the 2026 budget. Council authorization is required, as this amendment exceeds the \$10,000 or 10% threshold (WCC 3.08.090(M)).

▪ **Differences from Previous Contracts**

Section	Differences
General Terms – Section 10.2, Extension	Extends contract for one year.
Exhibit B – Compensation	Updates the contract period, increases the estimated not to exceed funding amount, and modifies to the funding source.

Please contact Ann Beck, Community Health and Human Services Manager at 360-778-6055 or ABeck@co.whatcom.wa.us if you have any questions.