

**WHATCOM COUNTY CONTRACT  
INFORMATION SHEET**

Whatcom County Contract No.  
202107011 - 2

Originating Department:	85 Health
Division/Program: (i.e. Dept. Division and Program)	8550 Human Services / 855040 Housing
Contract or Grant Administrator:	Ann Beck
Contractor's / Agency Name:	WA State Department of Commerce

Is this a New Contract?	If not, is this an Amendment or Renewal to an Existing Contract?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #:	202107011	

Does contract require Council Approval?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	If No, include WCC:
Already approved? Council Approved Date:	(Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)	

Is this a grant agreement?	If yes, grantor agency contract number(s):	22-46108-35 A	CFDA#:
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
Is this contract grant funded?	If yes, Whatcom County grant contract number(s):		
Yes <input type="checkbox"/> No <input type="checkbox"/>			

Is this contract the result of a RFP or Bid process?	If yes, RFP and Bid number(s):	Contract Cost Center:	122300
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			

Is this agreement excluded from E-Verify?	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>
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If YES, indicate exclusion(s) below:

<input type="checkbox"/> Professional services agreement for certified/licensed professional.	<input type="checkbox"/> Contract for Commercial off the shelf items (COTS).
<input type="checkbox"/> Contract work is for less than \$100,000.	<input type="checkbox"/> Work related subcontract less than \$25,000.
<input type="checkbox"/> Contract work is for less than 120 days.	<input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.
<input checked="" type="checkbox"/> Interlocal Agreement (between Governments).	

Contract Amount:(sum of original contract amount and any prior amendments):	Council approval required for; all property leases, contracts or bid awards <b>exceeding \$40,000</b> , and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, <b>except when:</b>
\$ 7,541,224	1. Exercising an option contained in a contract previously approved by the council.
This Amendment Amount:	2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance.
\$ 282,878	3. Bid or award is for supplies.
Total Amended Amount:	4. Equipment is included in Exhibit "B" of the Budget Ordinance
\$ 7,824,102	5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.

Summary of Scope: This grant provides resources to assist people who are experiencing homelessness, obtain and maintain housing stability.

Term of Contract:	2 Years	Expiration Date:	06/30/2023
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Contract Routing:	1. Prepared by:	JT	Date:	02/04/2022
	2. Attorney signoff:	RB	Date:	02/08/2022
	3. AS Finance reviewed:	M Caldwell	Date:	2/7/22
	4. IT reviewed (if IT related):		Date:	
	5. Contractor approved:		Date:	
	6. Submitted to Exec.:	JT	Date:	02/23/2022
	7. Council approved (if necessary):	AB2022-117	Date:	02/22/2022
	8. Executive signed:		Date:	2/23/22.
	9. Original to Council:		Date:	3-10-22



## MEMORANDUM

**TO:** Satpal Sidhu, County Executive

**FROM:** Erika Lautenbach, Director

**RE:** Washington State Department of Commerce – Consolidated Homeless Grant Amendment #2

**DATE:** February 23, 2022

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Attached is an Interlocal Agreement amendment between Whatcom County and Washington State Department of Commerce for your review and signature.

- **Background and Purpose**

The Consolidated Homeless Grant (CHG) provides resources to obtain and maintain housing stability to people who are experiencing homelessness. This grant supports the priorities outlined in the Whatcom County Plan to End Homelessness. Funding provided by this grant is passed through to partner agencies of the Whatcom Homeless Service Center for distribution to eligible people. The purpose of this amendment is to increase CHG Standard funding by \$282,878.

- **Funding Amount and Source**

This Agreement includes \$7,824,102 in funding for the 2021-2023 biennium. The additional funds provided by this amendment will be included in the 2022 budget. Council authorization for this Agreement is required as the additional funding provided by this amendment exceeds 10% of the amount previously approved by Council.

Please contact Ann Beck, Human Services Manager at 360-778-6055 ([ABeck@co.whatcom.wa.us](mailto:ABeck@co.whatcom.wa.us)) or Kathleen Roy, Assistant Director at 360-778-6007 ([KRoy@co.whatcom.wa.us](mailto:KRoy@co.whatcom.wa.us)) if you have any questions or concerns regarding this request.



**Amendment**

Contract Number: 22-46108-35


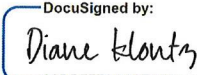
Amendment Number: B

**Washington State Department of Commerce  
Community Services and Housing Division  
Housing Assistance Unit  
Consolidated Homeless Grant (CHG)**

**WHATCOM COUNTY  
CONTRACT NO.  
202107011-2**

<b>1. Contractor</b> Whatcom County Health Department 509 Girard St. Bellingham, WA 98225		<b>2. Contractor Doing Business As (optional)</b> N/A	
<b>3. Contractor Representative</b> Barbara Johnson-Vinna Housing Specialist (360) 778-9046 bjvinna@co.whatcom.wa.us		<b>4. COMMERCE Representative</b> Sarah Harrison Grant Manager (360) 463-0216 sarah.harrison@commerce.wa.gov PO Box 42525 1011 Plum St SE Olympia, WA 98504-2525	
<b>5. Original Contract Amount (and any previous amendments)</b> \$7,541,224.00	<b>6. Amendment Amount</b> \$282,878.00	<b>7. New Contract Amount</b> \$7,824,102.00	
<b>8. Amendment Funding Source</b> Federal:      State: X Other:      N/A:		<b>9. Amendment Start Date</b> February 1, 2022	<b>10. Amendment End Date</b> June 30, 2023
<b>11. Federal Funds (as applicable):</b> N/A	<b>Federal Agency:</b> N/A	<b>CFDA Number:</b> N/A	
<b>12. Amendment Purpose:</b> Adds CHG standard funding.			

COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract As Amended and attachments and have executed this Contract Amendment on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Contract As Amended are governed by this Contract Amendment and the following other documents incorporated by reference: CHG Guidelines (as they may be revised from time to time), and Contract Terms and Conditions including Attachment "A" – Scope of Work, Attachment "B" – Budget. A copy of this Contract Amendment shall be attached to and made a part of the original Contract between COMMERCE and the Contractor. Any reference in the original Contract to the "Contract" shall mean the "Contract as Amended".

<p><b>FOR GRANTEE</b></p> <p></p> <p>Signature</p> <p><b>Satpal Singh Sidhu</b> County Executive</p> <hr/> <p>Print Name, Title</p> <p><u>2/23/22</u></p> <hr/> <p>Date</p>	<p><b>FOR COMMERCE</b></p> <p>DocuSigned by:</p> <p></p> <p><small>99DD7776CA2E4F3...</small></p> <p>Diane Klontz, Assistant Director Community Services and Housing Division 3/3/2022   5:33 PM PST</p> <hr/> <p>Date</p> <p><b>APPROVED AS TO FORM ONLY</b></p> <p><u>Sandra Adix</u> Assistant Attorney General</p> <hr/> <p><u>3/20/2014</u> Date</p>
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APPROVAL AS TO PROGRAM: Approved by email AB/JT 02/04/2022  
Ann Beck, Human Services Manager Date

DEPARTMENT HEAD APPROVAL: *Erika Lautenbach* 02/23/2022  
Erika Lautenbach, Health Department Director Date

APPROVAL AS TO FORM: Approved by email RB/JT 02/08/2022  
Royce Buckingham, Senior Civil Deputy Prosecutor Date

**CONTRACTOR INFORMATION:**

**Washington State Department of Commerce**  
PO Box 42525  
1011 Plum Street SE  
Olympia, WA 98504-2525  
Sarah Harrison, Grant Manager  
360-463-0216  
[Sarah.Harrison@commerce.wa.gov](mailto:Sarah.Harrison@commerce.wa.gov)

**Amendment**

This Contract is **amended** as follows:

**Attachment B**

**Budget**

<b>Budget Categories</b>	<b>Current Contract Amount (and any previous amendments and revisions)</b>	<b>Amendment A</b>	<b>New Total</b>
<b>CHG Standard</b>			
Admin	\$188,062.00	\$42,431.00	\$230,493.00
Rent/Fac Support Lease	\$471,406.00	\$115,000.00	\$586,406.00
Other Rent/Fac Support Lease and Housing Costs	\$	\$	\$
Operations	\$439,646.00	\$125,447.00	\$565,093.00
<b>PSH CHF</b>			
PSH CHF Rent/Fac Support Lease	\$134,680.00	\$0	\$134,680.00
PSH CHF Other Rent/Fac Support Lease and Housing Costs	\$	\$0	\$
PSH CHF Operations	\$20,000.00	\$0	\$20,000.00
<b>HEN SFY 2022 (July 2021-June 2022)</b>			
HEN Admin 2022	\$177,848.50	\$0	\$177,848.50
HEN Rent/Fac Support and Housing Costs 2022	\$1,530,337.38	\$0	\$1,530,337.38
HEN Operations 2022	\$832,508.12	\$0	\$832,508.12
<b>HEN SFY 2023 (July 2022-June 2023)</b>			
HEN Admin 2023	\$177,848.50	\$0	\$177,848.50
HEN Rent/Fac Support and Housing Costs 2023	\$1,530,337.38	\$0	\$1,530,337.38
HEN Operations 2023	\$832,508.12	\$0	\$832,508.12
<b>Hotel Leasing and Rapid Re-Housing</b>			
Admin for Hotel Leasing/RRH	\$180,842.00	\$0	\$180,842.00
Hotel Leasing/RRH/Operations	\$1,025,200.00	\$0	\$1,025,200.00
<b>Total</b>	<b>\$7,541,224.00</b>	<b>\$282,878.00</b>	<b>\$7,824,102.00</b>

ALL OTHER TERMS AND CONDITIONS OF THIS CONTRACT REMAIN IN FULL FORCE AND EFFECT.