



Memorandum

TO: Satpal Sidhu, County Executive
FROM: Erika Lautenbach, Director
RE: Sean Humphrey House – Operations & Maintenance Contract Amendment #2
DATE: NOVEMBER 21, 2023

Attached is a contract amendment between Whatcom County and Sean Humphrey House for your review and signature.

▪ **Background and Purpose**

This contract provides essential funding for facility operating expenses. This amendment extends the contract for an additional year and adds \$29,500 in funding and requirements for a second Whatcom County shared residence, owned and operated by Sean Humphrey House and offering the same level of support for an additional six individuals living with HIV/AIDS. This is a sole source contract as Sean Humphrey House is the only adult family home provider in Whatcom County offering care solely for individuals living with HIV/AIDS who are also experiencing housing instability after exiting homelessness.

▪ **Funding Amount and Source**

Funding for this contract period (01/01/2024 – 12/31/2024) may not exceed \$59,000 and is provided by HB 2060 low-income housing funds. These funds are included in the 2024 budget. Council authorization is required as funding exceeds \$40,000.

▪ **Differences from Previous Contracts**

Section	Differences
General Terms – Section 10.2, Extension	Extends contract through 12/31/2024
Exhibit A – Scope of Work	Adds requirements for a second home owned and operated by Sean Humphrey House to be used as a second adult family home for people living with HIV/AIDS
Exhibit B – Compensation	Reflects the budget for the extended contract period and support for a second family home

Please contact Christopher D’Onofrio, Housing & Homeless Services Supervisor at 360-778-6049 (CDonofri@co.whatcom.wa.us) or Kathleen Roy, Financial & Administrative Manager at 360-778-6007 (KRoy@co.whatcom.wa.us), if you have any questions.

Encl.