

**WHATCOM COUNTY
CONTRACT INFORMATION SHEET**

Whatcom County Contract Number:
202307017 – 2

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

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|---|--|---|-----------------------------|
| 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 #: | 202307017 | |

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|--|--|-----------------------------|---------------------|
| 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) | | |

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| Is this a grant agreement? | If yes, grantor agency contract number(s): | 24-46108-35B | CFDA#: |
| Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | | | |

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| Is this contract grant funded? | If yes, Whatcom County grant contract number(s): |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | |

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| 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"/> | | | |

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| 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:

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| <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). | |

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| Contract Amount:(sum of original contract amount and any prior amendments): | Council approval required for; all property leases, contracts or bid awards exceeding \$40,000 , and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when: 1. Exercising an option contained in a contract previously approved by the council. 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. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance 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. |
| \$ 12,345,115 | |
| This Amendment Amount: | |
| \$ 5,016,231 | |
| Total Amended Amount: | |
| \$ 17,361,346 | |

Summary of Scope: This amendment adds a scope of work for shelter bed funds to increase the number of families served through a family motel shelter program and increases funding for the 2024 and 2025 state fiscal years.

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| Term of Contract: | 2 Years | Expiration Date: | 06/30/2025 |
|-------------------|---------|------------------|------------|

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| Contract Routing: | 1. Prepared by: | JT | Date: | 05/10/2024 |
| | 2. Attorney signoff: | Christopher Quinn | Date: | 05/29/2024 |
| | 3. AS Finance reviewed: | A Martin | Date: | 6/3/24 |
| | 4. IT reviewed (if IT related): | | Date: | |
| | 5. Contractor signed: | | Date: | |
| | 6. Submitted to Exec.: | | Date: | |
| | 7. Council approved (if necessary): | AB2024-384 | Date: | |
| | 8. Executive signed: | | Date: | |
| | 9. Original to Council: | | Date: | |

Amendment



**Contract Number: 24-46108-35
Amendment Number: B**

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

| | | | |
|---|---|--|--|
| 1. Contractor Whatcom County Community Health and Human Services 509 Girard St. Bellingham, WA 98225 | | 2. Contractor Doing Business As (optional) | |
| 3. Contractor Representative Chris D'Onofrio Housing and Homeless Services Supervisor CDOnofri@co.whatcom.wa.us | | 4. COMMERCE Representative Esmeralda Zavala Montalvo PO Box 42525 Compliance Manager 1011 Plum St SE 360-725-2816 Olympia, WA 98504-2525 esmeralda.zavala-montalvo@commerce.wa.gov | |
| 5. Original Contract Amount (and any previous amendments) \$12,345,115 | 6. Amendment Amount \$5,016,231 | 7. New Contract Amount \$17,361,346 | |
| 8. Amendment Funding Source Federal: State: X Other: N/A: | | 9. Amendment Start Date | 10. Amendment End Date June 30, 2025 |
| 11. Federal Funds (as applicable): N/A | Federal Agency: N/A | CFDA Number: N/A | |
| 12. Amendment Purpose: <ul style="list-style-type: none"> Adds SFY 24 and SFY 25 "Inflation Increase" funds, SFY 25 "CHG Standard" funds, and SFY 25 "Local DRF Support" funds and "Family Motel Shelter Program" funds. Funds must be prioritized for existing programs and grantees must affirmatively communicate with the largest city to understand what existing programs are experiencing a shortfall. SFY 24 funds are available April 1, 2024 and must be spent by June 30, 2024. SFY 25 funds are available July 1, 2024 and must be spent by June 30, 2025. | | | |

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".

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| <p>FOR GRANTEE</p> <p>_____</p> <p>Erika Lautenbach, Director</p> <p>_____</p> <p>Date</p> | <p>FOR COMMERCE</p> <p>_____</p> <p>Corina Grigoras, Assistant Director Housing Division</p> <p>_____</p> <p>Date</p> <p>APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL APPROVAL ON FILE</p> |
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WHATCOM COUNTY:
Recommended for Approval:

Ann Beck, Community Health & Human Services Manager Date

Approved as to form:

Christopher Quinn, Chief Civil Deputy Prosecutor Date

Approved:
Accepted for Whatcom County:

By: _____
Satpal Singh Sidhu, Whatcom County Executive Date

Washington State Department of Commerce
PO Box 42525
Olympia, WA 98504-2525
360-725-2816
Esmeralda.zavala-montalvo@commerce.wa.gov

Amendment

Attachment A

Scope of Work

This amendment adds the following to the contract Scope of Work:

- H. Shelter bed funds to increase the number of families served through a family motel shelter program.

Amendment

Attachment B

Budget

This Contract is amended as follows:

| Budget Categories | Current Contract Amount (and any previous amendments and revisions) | Amendment B | New Total |
|--|--|--------------------|------------------|
| CHG Standard | | | |
| Admin | \$206,992.00 | | \$206,992.00 |
| Rent | \$550,000.00 | | \$550,000.00 |
| Facility Support | \$72,000.00 | | \$72,000.00 |
| Operations | \$553,000.00 | | \$553,000.00 |
| CHG SFY 2025 Supplemental Funds | | \$797,326.00 | \$797,326.00 |
| PSH CHF | | | |
| PSH CHF Rent/Fac Support | \$140,000.00 | | \$140,000.00 |
| PSH CHF Operations | \$12,000.00 | | \$12,000.00 |
| HEN (SFY 2024) | | | |
| HEN Admin 2024 | \$177,848.00 | | \$177,848.00 |
| HEN Rent/Fac Support 2024 | \$1,618,654.00 | | \$1,618,654.00 |
| HEN Operations 2024 | \$744,192.00 | | \$744,192.00 |
| HEN (SFY 2025) | | | |
| HEN Admin 2025 | \$177,848.00 | | \$177,848.00 |
| HEN Rent/Fac Support 2025 | \$1,618,654.00 | | \$1,618,654.00 |
| HEN Operations 2025 | \$744,192.00 | | \$744,192.00 |
| Eviction Prevention (SFY 23, 24, and 25) | | | |
| Eviction Prevention Admin | \$419,462.00 | | \$419,462.00 |
| Eviction Prevention Rent | \$2,355,358.00 | | \$2,355,358.00 |
| Eviction Prevention Operations | \$921,691.00 | | \$921,691.00 |
| HEN FCS Bridge (SFY 2024) | | | |
| HEN FCS Bridge Admin 2024 | \$9,579.00 | | \$9,579.00 |
| HEN FCS Bridge Rent 2024 | \$114,606.00 | | \$114,606.00 |
| HEN FCS Bridge Operations 2024 | \$20,168.00 | | \$20,168.00 |
| HEN FCS Bridge (SFY 2025) | | | |
| HEN FCS Bridge Admin 2025 | \$9,579.00 | | \$9,579.00 |
| HEN FCS Bridge Rent 2025 | \$114,606.00 | | \$114,606.00 |
| HEN FCS Bridge Operations 2025 | \$20,168.00 | | \$20,168.00 |
| Inflation Increase (SFY 2024 and SFY 2025) | | | |
| Inflation Increase 2024 | \$631,659.00 | \$135,714.00 | \$767,373.00 |
| Inflationary Costs 2025 | \$631,659.00 | \$135,714.00 | \$767,373.00 |
| Local Document Recording Fees Support (SFY 2024 and SFY 2025) | | | |
| Local DRF Support 2024 | \$240,600.00 | | \$240,600.00 |
| Local DRF Support 2025 | \$240,600.00 | \$742,593.00 | \$983,193.00 |

Amendment

| Family Motel Shelter Program – Whatcom (SFY 2025) | | | |
|--|---------------------|--------------------|-------------------------|
| Whatcom Family Motel Shelter Program | | \$250,000.00 | \$250,000.00 |
| Emergency Housing Funds (SFY 2025) | | | |
| EHF FY 25 Admin | | \$320,000.00 | \$320,000.00 |
| EHF FY 25 Facility | | \$1,500,000.00 | \$1,500,000.00 |
| EHF FY 25 Operations | | \$534,884.00 | \$534,884.00 |
| EHF FY 25 Rent Assistance | | \$600,000.00 | \$600,000.00 |
| Total | \$12,345,115 | \$5,016,231 | \$ 17,361,346.00 |

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