



Memorandum

TO: Satpal Sidhu, County Executive

FROM: Champ Thomaskutty, Director

RE: Domestic Violence & Sexual Assault Services (DVSAS) – Emergency Shelter Contract Amendment #5

DATE: MAY 28, 2026

Attached is a contract amendment between Whatcom County and DVSAS for your review and signature. This amendment extends the contract for six months.

▪ **Background and Purpose**

This contract provides funding for personnel and other costs necessary to operate and maintain three safe shelters in Whatcom County, which includes a 21-bed house for women with children and two other houses (16 beds total) for single women. DVSAS has operated Whatcom County’s only emergency domestic violence shelter since 2014.

▪ **Funding Amount and Source**

Funding for this contract period (07/01/2026 – 12/31/2026), in an amount not to exceed \$65,526, is provided by the Consolidated Homeless Grant (CHG) from the Washington State Department of Commerce. 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 through 12/31/2026.
General Terms – Section 40.1, Modifications	Exhibit A – amends sections I, IV, V, VI, and VII.
Exhibit A – Scope of Work	Exhibit B – amends budget amounts, cost descriptions, document requirements, and contract period dates. Exhibits G and I – updates Partner Incident Report Form and adds Grievance Form to reflect guidance from the Washington State Department of Commerce.
Exhibit B – Compensation	
Exhibit G – Partner Incident Report Template	
Exhibit I – Grievance Form	

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