



Memorandum

TO: Satpal Sidhu, County Executive
FROM: Erika Lautenbach, Director
RE: Catholic Community Services – Francis Place Contract Amendment #3
DATE: JUNE 4, 2024

Attached is a contract amendment between Whatcom County and Catholic Community Services for your review and signature. This amendment extends the contract for six months, increases funding to support the extended contract period and updates the scope of work and invoicing requirements.

▪ **Background and Purpose**

This contract provides funding to support 24/7/365 facility-based staffing to promote a safe, supportive environment conducive to housing stability and a recovery-oriented life for its tenants and a positive relationship with neighborhood residents and businesses. Francis Place is a forty-two-unit apartment building that provides affordable, permanent supportive housing to individuals exiting homelessness who have behavioral health disorders and/or require supportive housing to maintain stability.

▪ **Funding Amount and Source**

This amendment increases funding by \$396,917. Funding for this contract, in an amount not to exceed \$731,446 during this contract period (01/01/2024 – 12/31/2024), is provided by the Behavioral Health Program Fund, Document Recording Fees and local HB 1590 funds. These funds are included in the 2024 budget. Council authorization is required as funding for this amendment exceeds 10% of the amount authorized by Council on 01/09/2024.

▪ **Differences from Previous Contracts**

Section	Differences
General Terms – Section 10.2, Extension	Extends contract through 12/31/2024
Exhibit A – Scope of Work	Updates reporting requirements, defines on-site staff training requirements and include a requirement to address issues that threaten continued program participation and safety of residents or the immediate neighborhood.
Exhibit B – Compensation	Increases funding to support the extended contract period and updates invoicing requirements.

Please contact Christopher D’Onofrio, Housing & Homeless Services Supervisor at 360-778-6049 (CDonofri@co.whatcom.wa.us) if you have any questions.