



MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Erika Lautenbach, Director

RE: Sun Community Services – Emergency Shelter Operations and Maintenance Contract

DATE: November 16, 2022

Attached is a contract between Whatcom County and Sun Community Services for your review and signature.

▪ **Background and Purpose**

Sun House is a nine-bed emergency shelter for adults with mental illness, some of whom have been discharged from correctional or mental health facilities or who have a history of homelessness. This contract provides funding for operations and maintenance at Sun House which includes reimbursement for costs including, but not limited to, personnel, operating supplies, utilities, etc. This contract is one of four contracts awarded as a result of RFP #22-33.

▪ **Funding Amount and Source**

Funding for this contract, in an amount not to exceed \$482,755, is provided by local document recording fees, mental health millage, the behavioral health program fund, local HB 2060 funding, and local 1590 funding. These funds are included in the 2023 budget. Council approval is required as funding exceeds \$40,000.

▪ **Differences between Previous Contracts**

This is a new contract, however, funding for these services has been provided through previous contracts since 2012. This contract updates reporting requirements, revises funding sources and provides a budget increase of \$93,430 from the contract ending 12/31/22 (WC Contract #201811035), primarily to support an increase in staff salaries.

Please contact Ann Beck, Community Services Manager at 360-778-6055 (ABeck@co.whatcom.wa.us) or Kathleen Roy, Finance and Administrative Services Manager at 360-778-6007 (KRoy@co.whatcom.wa.us) if you have any questions or concerns regarding this request.

