



Public Health and Social Services

CONTRACT

Amendment B

LEWIS COUNTY HOMELESS SHELTER PERSONAL SERVICES AGREEMENT

Lewis County



PUBLIC HEALTH AND SOCIAL SERVICES

Project: Lewis County Homeless Shelter Personal Services Agreement, Amendment B

Effective Date: Wednesday, May 1, 2024

1. Amendment Executive Summary

Professional Services Agreement Amendment #B

Between Lewis County Community Health Services (a.k.a. Valley View Health Center) and
Lewis County

Background Information and Purpose

Contract name is Lewis County Homeless Shelter Personal Services Agreement.

The Department of Commerce contracts with Lewis County to oversee the administration of the Housing Trust Fund grant for the purpose of purchasing and renovating 2015 NE Kresky Ave into a permanent homeless shelter.

This contract provides funding for Lewis County Community Health Services to provide project management services related to the Lewis County homeless shelter's construction. The purpose of this amendment is to (1) increase the overall budget, and (2) extend the contract end date.

Duration

Wednesday, May 1, 2024, through August 31, 2025

Budget Impact

Revenue ORG(s): 3500AREV 391800, Expense Project(s): CFP312408

Current Budget: \$90,000

Amendment B: \$40,000

Total Maximum Consideration: \$130,000

This contract was anticipated for the current fiscal year.

Cover Letter

Matt Patana, Facilities Administrator

Please email executed contract to: mpatana@vvhc.org

2. Preamble

2.1. Purpose

This contract is entered into between Lewis County, hereinafter called County, and Valley View Health Center, hereinafter called Contractor. This contract provides funding for Lewis County Community Health Services to provide project management services related to the Lewis County homeless shelter's construction. .

2.2. Parties

Each party to this contract shall have a contract representative empowered to enter into this contract on behalf of their party. Each party may change its representative upon providing written notice to the other party. The parties' Contract Representatives for this contract are:

For the County:

Kendra Garrison, Business & Office Manager

Email: kendra.garrison@lewiscountywa.gov, Phone: (360) 740-1439

For the Contractor:

Matt Patana, Facilities Administrator

Email: mpatana@vvhc.org, Phone: (360) 516-4343

2.3. Authorization

Only the Lewis County Board of County Commissioners, the Department Director, or their designated Contract Officer identified herein, shall have the expressed, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this contract. Furthermore, any alteration, amendment, modification, or waiver of any clause or condition of this contract is not effective or binding unless made in writing and signed by the Lewis County Board of County Commissioners, the Department Director, or their Contract Officer.

2.4. Contract Term

This contract shall commence on Wednesday, May 1, 2024, and terminate on August 31, 2025.

2.5. Contractor Representation

Contractor represents by signing this contract that it is qualified and possesses the necessary capabilities and sufficient skills, including technical and professional skills where required and has the necessary licenses and certifications to perform the services set forth in this contract.

2.6. Mutually Negotiated

County and Contractor acknowledge and by signing this contract agree that this contract has been mutually negotiated and agreed to by both parties.

3. Contract Amendment

Permissible pursuant to the Contract Amendment provision set forth in the General Conditions section of the original agreement, and intended to effect necessary modifications within the scope of the original contract and any amendments subsequently made thereto.

3.1. Contract Timeline

This amendment extends the end date of the contract from May 31, 2025 , to August 31, 2025.

3.2. Budget Detail

Allocations of funding, attached and incorporated by this reference, amends and replaces "Exhibit B: Budget, Invoicing, and Contractor Payment" as follows:

A. All work will be billed at an hourly rate, outlined below. Contractor is expected to devote an average of fourteen (14) hours per week to this Agreement over the course of the engagement and shall not exceed \$130,000.

Budget Item Description	Original Budget	Amendment A	Amendment B	Revised Budget
Project Management <i>Allowable Rate</i>	\$150 per hour	\$150 per hour	\$150 per hour	\$150 per hour
Grant Management <i>Allowable Rate</i>	\$100 per hour	\$100 per hour	\$100 per hour	\$100 per hour
Total	\$60,000	\$30,000	\$40,000	\$130,000

B. Travel time will be billed at the rate of \$35 per hour.

C. Mileage will be billed at \$0.70 per mile (effective January 1, 2025).

D. All other approved expenses will be billed at actual cost. Approved expenses means those expenses approved in writing, in advance, by Lewis County.

E. The County shall not be responsible or liable for any other costs incurred in reviewing the Homeless Shelter Project.

3.3. Remaining Terms and Conditions

All remaining terms and conditions of the original agreement, together with any and all subsequent amendments thereto, shall remain in full force and effect.

Signature Page

The terms and conditions of this contract, including all attachments and subsequent amendments, constitute the entire and exclusive understanding between the parties. No other understandings, writings, and communications, oral or otherwise, regarding the subject matter of this contract shall exist to bind the parties. The parties signing below represent they have read and understand this contract and have the authority to execute this contract.

PLEASE NOTE: In accordance with Resolution 25-087, this contract is subject to approval by the Lewis County Board of County Commissioners. The Lewis County Board of County Commissioners delegates contract approval authority to the Department Director, subject to all provisions in Resolution 25-087.

For the County

For the Contractor

MEJA HANDLEN

GAELON SPRADLEY

DIRECTOR

CHIEF EXECUTIVE OFFICER



SIGNATURE

SIGNATURE

5.14.25

5/7/2025

DATE SIGNED

DATE SIGNED