



Public Health and Social Services

CONTRACT

V02-0215-24-A

VETERANS SERVICE OFFICERS AND PEER SUPPORT SERVICES

Lewis County



PUBLIC HEALTH AND SOCIAL SERVICES

Project: Veterans Service Officers and Peer Support Services, V02-0215-24-A

Effective Date: Saturday, June 1, 2024

1. Amendment Executive Summary

Contract #V02-0215-24 Amendment #A

Between Veterans Memorial Museum and Lewis County

Background Information and Purpose

Contract name is Lewis County Veterans Memorial Museum.

Lewis County oversees the administration of the Veterans Relief Fund.

This agreement between Lewis County Veterans Memorial Museum and Lewis County Public Health and Social Services provides funding for Veterans Service Officers and Peer Support services. The Veterans Service Officers will assist Lewis County Veterans and their families in preparing and developing claims submitted to the Department of Veterans Affairs. The Peer Support services will provide counseling services to Lewis County veterans and their families. The purpose of this amendment is to (1) increase the overall budget, and (2) extend the contract end date.

Duration

June 01, 2024, through December 31, 2025

Budget Impact

Revenue ORG(s): 1030AREV VARIOUS, Expense Project(s): VETERANS

Original Budget: \$112,360.00

Amendment A: \$116,250.00

Total Maximum Consideration: \$228,610.00

These funds were anticipated for the current fiscal year.

Cover Letter

Charles Duncan, Veterans Memorial Museum Director

Please email executed contract to: info@veteransmuseum.org

2. Preamble

2.1. Purpose

This contract is entered into between Lewis County, hereinafter called County, and Veterans Memorial Museum, hereinafter called Contractor. This agreement between Lewis County Veterans Memorial Museum and Lewis County Public Health and Social Services provides funding for Veterans Service Officers and Peer Support services.

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:

Meja Handlen, Deputy Director for PH&SS

Email: meja.handlen@lewiscountywa.gov, Phone: (360) 740-1234

For the Contractor:

Charles Duncan, Veterans Memorial Museum Director

Email: infor@veteransmuseum.org, Phone: 360-740-8875

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 Saturday, June 1, 2024, and terminate on December 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 December 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:

Budget Item Description	Original Budget	Amendment A	Revised Budget
Veteran Service Officer (VSO) Salary & Benefits	\$84,760.00	\$0.00	\$84,760.00
Veteran Services - Provided by VSO, Peer Service Specialist, and Dependency and Indemnity Compensation (DIC)	\$0.00	\$97,600.00 (Maximum of 32 hours per week for a VSO, 20 hours per week for a peer service specialist, and 20 hours a week for a DIC)	\$97,600.00
Mileage	\$4,000.00	\$1,000.00	\$5,000.00
Rent	\$7,200.00	Maximum of \$550 per month, not to exceed \$5,500.00	\$12,700.00
Media Promotion	\$6,000.00	(\$3,000.00)	\$3,000.00
Administrative	\$10,400.00	\$15,150.00	\$25,550.00
Total	\$112,360.00	\$116,250.00	\$228,610.00

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

Meja Handlen

FULL NAME

Public Health & Social Services Director

TITLE

SIGNATURE

DATE SIGNED

For the Contractor

Charles Duncan

FULL NAME

Veterans Memorial Museum Director

TITLE

SIGNATURE

DATE SIGNED