

## COVER SHEET

PLEASE REVIEW THE ATTACHED DOCUMENT.

RECEIVED: 4/21/2026 DUE DATE: 4/28/2026 SENT TO REVIEWER: 4/22/2026  
 DOCUMENT NAME: LEWIS COUNTY DEVELOPEMENTAL DISABILITIES SERVICES\_C15-0245-25-A\_AMENDMENT A  
 TERM: 25.07.01-26.06.30 FINAL SIGNATURE FORMAT: CCAP ADOBE  
 ADDED TO SEFA: ☒ YES ☐ NO FUNDING SOURCE: ☒ STATE ☐ FEDERAL ☐ OTHER: \_\_\_\_\_  
 CFDA #: \_\_\_\_\_ IS FUNDING SOURCE DIFFERENT THEN PRIOR YEARS: ☐ YES ☐ NO  
 NOTES:

\*\*\* AMENDMENT TO INCREASE FUNDING BY \$83,000, CONTRACT END DATE REMAINS THE SAME.

SHAWNA MEYERS SHAWNA MEYERS 04/22/2026  
SHAWNA MEYERS (Apr 22, 2026 12:40:27 PDT)

### REVIEWER

JOHN O'LAGUE

  
John O'Lague (Apr 22, 2026 12:54:39 PDT)  
 (signature)

### NOTES:

### TO BE COMPLETED BY FISCAL STAFF

LUCY MACHOWEK

  
 (signature)

☒ EXISTING PROGRAM\_PROGRAM CODE: \_\_\_\_\_

☐ NEW PROGRAM\_NEEDS PROGRAM CODE: \_\_\_\_\_

☒ MONTHLY BILLING COMPLETED BY: ANGELA

☐ MONTHLY BILLING NEEDS ASSIGNED: \_\_\_\_\_

### NOTES:

CRAIG DUBLANKO:   
 (signature)



Public Health and Social Services

# CONTRACT

C15-0245-25-A

COASTAL COMMUNITY ACTION PROGRAM, DEVELOPMENTAL DISABILITIES  
SERVICES

Lewis County



## PUBLIC HEALTH AND SOCIAL SERVICES

Project: Coastal Community Action Program, Developmental Disabilities Services, C15-0245-25-A

Effective Date: Tuesday, July 1, 2025

### **1. Amendment Executive Summary**

Contract #C15-0245-25 Amendment #A

Between Coastal Community Action Program and Lewis County

#### **Background Information and Purpose**

Contract name is Coastal Community Action Program, Developmental Disabilities Services.

The DSHS, Developmental Disabilities Community Services Division contracts with Lewis County to oversee the administration of grant money for services provided to individuals with developmental disabilities. This subcontract provides funding for Coastal Community Action Program to provide Supported Employment & Community Inclusion Services.

The purpose of this amendment is to increase the overall budget.

#### **Duration**

Tuesday, July 1, 2025, through Tuesday, June 30, 2026

#### **Budget Impact**

Revenue ORG(s): 1040DREV 346600 and 1040AREV 311100

Expense Project(s): PH2015 and PH132016

Original Budget: \$165,000.00

Amendment A: \$83,000.00

Total Maximum Consideration: \$248,000.00

This contract was anticipated for the current fiscal year.

#### **Cover Letter**

Craig Dublanko , Chief Executive Officer

Please email executed contract to: [craigd@coastalcap.org](mailto:craigd@coastalcap.org)

## **2. Preamble**

### **2.1. Purpose**

This contract is entered into between Lewis County, hereinafter called County, and Coastal Community Action Program, hereinafter called Contractor. .

### **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:**

Sara Sons, Contracts Coordinator

Email: sara.sons@lewiscountywa.gov, Phone: (360) 740-1418

#### **For the Contractor:**

Craig Dublanko , Chief Executive Officer

Email: craigd@coastalcap.org, Phone: 360-533-5100

### **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 Tuesday, July 1, 2025, and terminate on Tuesday, June 30, 2026.

### **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. Budget Detail

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

| <b>Budget Item Description</b>                                                                                | <b>Original Budget</b> | <b>Amendment A</b> | <b>Revised Budget</b> |
|---------------------------------------------------------------------------------------------------------------|------------------------|--------------------|-----------------------|
| Individual Supported Employment Services & Outcome Payments (must follow DDA Billing Guidance & Instructions) | \$28,000.00            | +\$12,000.00       | \$40,000.00           |
| Community Inclusion Services & Outcome Payments (must follow DDA Billing Guidance & Instructions)             | \$132,000.00           | +\$71,000.00       | \$203,000.00          |
| Start Up Activities                                                                                           | \$5,000.00             | \$0                | \$5,000.00            |
| <b>Total</b>                                                                                                  | \$165,000.00           | +\$83,000.00       | \$248,000.00          |

#### 3.2. 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**

Director of Public Health & Social Services

**TITLE**

**SIGNATURE**

**DATE SIGNED**

For the Contractor

Craig Dublanko

**FULL NAME**

Chief Executive Officer

**TITLE**

*Craig Dublanko*

**SIGNATURE**

04/27/2026

**DATE SIGNED**

# LEWIS COUNTY DEVELOPEMENTAL DISABILITIES SERVICES\_C15-0245-25-A\_AM ENDMENT A\_25.07.01-26.06.30

Final Audit Report

2026-04-27

|                 |                                             |
|-----------------|---------------------------------------------|
| Created:        | 2026-04-22                                  |
| By:             | Susana Lopez (susanas@coastalcap.org)       |
| Status:         | Signed                                      |
| Transaction ID: | CBJCHBCAABAAbCSJW-PmOomJ6FP8CmMFs7VryERMxga |

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 Agreement completed.

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