



# BOARD OF YAKIMA COUNTY COMMISSIONERS

## Agenda Request Form (ARF)

*Deliver completed ARF and finalized agenda item to the Clerk or Deputy Clerk of the Board at the Yakima County Commissioners' Office, Room 232.*

Prepared by: Kimberly Ruelas

Department: Human Services

Requested Agenda Date: 09/24/2024

Presenting: Lance Larsen

*Board of County Commissioners Record Assigned*

# BOCC Agreement

**353-2024**

Yakima County, WA

### Action Requested – Check Applicable Box:

☐ PASS RESOLUTION

☐ PASS ORDINANCE

☐ ISSUE PROCLAMATION

☒ EXECUTE or AMEND

AGREEMENT, CONTRACT, or GRANT

☐ OTHER \_\_\_\_\_

### Document Title:

Northwest Community Action Center Coordinated Entry 2025 Contract Modification 1  
(NCAC-CE-2025-MOD1)

### Background Information:

Northwest Community Action Center requested \$24,628 (per year) in the 2024-26 HHAP RFP for Coordinated Entry. Northwest Community Action Center was awarded \$12,334. This modification increases their year 1 award by \$12,294 bringing the total year 1 award to the full requested \$24,628 and leaving year 2 unchanged. The additional funding is from one-year non-recurring funds granted by the State Department of Commerce.

### Describe Fiscal Impact:

\$12,294 from July 1st, 2024, through June 30th, 2025.

### Summary & Recommendation:

Recommend to approve.

Department Head/Elected Official Signature

Corporate Counsel Initial (for Agreements Only)

## HUMAN SERVICES CONTRACT FACE SHEET

CONTRACTOR IS A <input checked="" type="checkbox"/> SUBRECIPIENT <input type="checkbox"/> VENDOR		CONTRACT NUMBER: NCAC-CE-2025-MOD1	
1. NAME/ADDRESS: Northwest Community Action Center DBA Yakima Valley Farm Workers Clinic, UEI: XPMYYG76MMD5 706 Rentschler Ln Toppenish, WA 98948 (509) 865-7630		2. ORIGINAL CONTRACT AMOUNT: \$12,334	5. PREVIOUS CONTRACT AMOUNT: \$12,334
		3. CASH MATCH REQUIREMENT:	6. MODIFICATION AMOUNT: \$12,294
		4. TOTAL CONTRACT AMOUNT: \$12,334	7. NEW TOTAL CONTRACT AMOUNT: \$24,628
8. CONTACT: Sherran Campos, Program Manager Housing Support Services 706 Rentschler Ln Toppenish, WA 98948 (509) 865-7630 <a href="mailto:SherranC@vfwfc.org">SherranC@vfwfc.org</a>		9. COUNTY PROGRAM CONTACT: Yakima County Human Services Melissa Holm, Grant Manager 223 N 1st Street Yakima, WA 98901-2639 (509) 865-5005 <a href="mailto:Melissa.Holm@co.yakima.wa.us">Melissa.Holm@co.yakima.wa.us</a>	10. COUNTY FISCAL CONTACT: Yakima County Human Services Kimberly Ruelas, Accountant II 223 N 1st Street Yakima, WA 98901-2639 (509) 823-8881 <a href="mailto:kimberly.ruelas@co.yakima.wa.us">kimberly.ruelas@co.yakima.wa.us</a>
11. CONTRACT START DATE: July 1, 2024		12. CONTRACT END DATE: June 30, 2025	
13. FUNDING AUTHORITY: Washington State Department of Commerce Consolidated Homeless Grant/ Local Housing Fees 2163		14. INDIRECT RATE: N/A	
15. CFDA NUMBER(s): N/A		16. CFDA TITLE(S): N/A	
17. MODIFICATION PURPOSE: To change funding amounts, per the availability of funds and in accordance with amounts as requested by the subrecipient.			
EXHIBITS: When the box below is marked with an X, the following Exhibits are attached and are incorporated into this Contract by reference: <input checked="" type="checkbox"/> Exhibits (specify): EXHIBIT A – Special Terms & Performance Measures EXHIBIT B – Budget EXHIBIT C – Insurance Certificate EXHIBIT D – Uniform Guidance EXHIBIT E – Modification 1			
This Contract contains all of the terms and conditions agreed upon by the parties and all documents attached or incorporated by reference, include Basic Interagency Agreement or its successor. No other understandings or representations, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or bind the parties. The parties signing below warrant that they have read and understand this Contract and have authority to enter into this Contract.			
Northwest Community Action Center DBA Yakima Valley Farm Workers <i>Christy Bracewell Trotter</i> _____ Christy Bracewell Trotter, CFO 9/12/2024 _____ Date  Approved as to Form:  <i>Daniel Clark</i> _____ Deputy Prosecuting Attorney  Agreement Number BOCC Agreement		BOARD OF COUNTY COMMISSIONERS  <i>Amanda McKinney</i> _____ Amanda McKinney, Chair  <i>Kyle Curtis</i> _____ Kyle Curtis, Commissioner  <i>LaDon Linde</i> _____ LaDon Linde, Commissioner DATED <i>SEP 24 2024</i> <i>[Signature]</i> Attest: Julie Lawrence, Clerk of the Board or Erin Franklin, Deputy Clerk of the Board	

353-2024



**EXHIBIT E**  
**MODIFICATION 1**

This Contract is modified as follows:

**EXHIBIT B BUDGET**

GRANTEE is authorized to spend no more than **TWENTY-FOUR THOUSAND SIX-HUNDRED AND TWENTY-EIGHT AND 00/100 DOLLARS (\$24,628) FROM July 1st, 2024, through June 30th, 2025.**

<u>Budget Category</u>	<u>Current Contract</u> <u>Amount</u>	<u>Modification 1</u>	<u>New Contract</u> <u>Amount</u>
Administration	\$740	\$738	\$1,478
Operations	\$11,594	\$11,556	\$23,150
<b>TOTAL</b>	<b>\$12,334</b>	<b>\$12,294</b>	<b>\$24,628</b>

ALL OTHER TERMS AND CONDITIONS OF THIS CONTRACT REMAIN IN FULL FORCE AND EFFECT.