



**Date:** July 17, 2024  
**To:** Chris Hunter, Acting Purchasing Director  
**Thru:** *KR* Kimberly Rash, Acting Director  
**From:** *VC* Valarie Clark, Administrative Officer  
**Subject:** Amendment 4 to Contract 2023003055 with Henning, Inc.

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The Anchorage Health Department (AHD) respectfully requests the approval of the attached Amendment 4 to Contract 2023003055 with Henning, Inc. to provide emergency cold weather congregate shelter services.

Amendment 4 extends the Contract to October 15, 2024 and increases the total contract value by \$1,033,600.00 for a new Not to Exceed (NTE) amount of \$4,240,644.00. AHD requests this amendment so that the low-barrier shelter can continue to operate through October 15, 2024, allowing AHD time to issue a Request for Proposals to competitively identify a shelter operator contractor for services beginning October 16, 2024.

The original contract was for the period beginning October 18, 2023 and ending April 30, 2024 with 2 optional 1-month extensions. The original total not-to-exceed amount of the contract was \$2,138,400 approved via AM 787-2023. Amendment 1 changed the payment terms of the contract but had no other effects. Amendment 2 increased the contract amount by \$647,040 to the not-to-exceed amount of \$2,785,444. Amendment 3 was approved via AM 545-2024 on June 25, 2024, increasing the contract amount by \$421,600.00 for a new NTE of \$3,207,044.00 and extending the contract to July 31, 2024.

If you have any questions, please contact me at 343-4639.

Attachments: Amendment 4  
Amendment 3  
Amendment 2  
AM 545-2024  
AM 290-2024  
Amendment 1  
Original Contract  
COI  
AM 787-2023, As Amended