



Department of Finance

Public Services Building
2051 Kaen Road, Suite 490 | Oregon City, OR 97045

December 19, 2024

BCC Agenda Date/Item: _____

Board of County Commissioners
Clackamas County

- Approval of a Contract Amendment with Berry, Dunn, McNeil & Parker for additional grant sub-recipient monitoring and sub-recipient agreement support services. Amendment Value is \$70,000. Total Contract Value is \$425,000 for 2 years. Funding is through \$243,787 of County-approved American Rescue Plan Act funds and budgeted departmental cost allocations, which does include a small portion of budgeted County General Funds.**

Previous Board Action/Review	Original contract signed by the Chair on January 25, 2024. Amendment presented at Issues on December 17, 2024		
Performance Clackamas	This item Builds Trust through Good Government by helping ensure grant sub-recipient funding agreements are sound and in compliance with Federal rules.		
Counsel Review	Yes	Procurement Review	Yes
Contact Person	Patrick Williams	Contact Phone	971-325-5392

EXECUTIVE SUMMARY: This second amendment adds \$70,000 in funding to the contract for additional work performed by Berry, Dunn, McNeil & Parker, LLC related to American Rescue Plan Act (ARPA) funded capacity building and basic needs projects, the agreements guiding the terms and conditions of them, and ongoing compliance monitoring of the agreements.

The work includes:

- Ensuring the agreements are in compliance with County policies and procedures as well as ARPA related federal requirements
- Extensive documentation development, planning, and review
- Meetings with County staff and sub-recipients, communications and remediation with non-compliant sub-recipients
- General guidance related to frequently changing ARPA rules and uniform guidance requirements
- Other duties as requested

RECOMMENDATION: Staff recommend the Board approve the contract amendment with Berry, Dunn, McNeil & Parker, LLC for ARPA related sub-recipient monitoring and agreement support services.

Respectfully submitted,

Elizabeth Comfort

Elizabeth Comfort
Finance Director

For Filing Use Only

**AMENDMENT #2
TO THE CONTRACT DOCUMENTS WITH BERRY, DUNN, MCNEIL &
PARKER, LLC FOR SUB-RECIPIENT MONITORING
Contract #8848**

This Amendment #2 is entered into between **Berry, Dunn, McNeil & Parker, LLC** (“Contractor”) and Clackamas County (“County”) and shall become part of the Contract documents entered into between both parties on **January 25, 2024** (“Contract”).

The Purpose of this Amendment #2 is to make the following changes to the Contract:

1. ARTICLE I, Section 2. **Scope of Work** is hereby amended as follows:
Contractor will perform additional Work on behalf the County’s Department of County Administration, which may include the following:

- Funding for the Habitat for Humanity project
- Funding for the capacity building projects
- Funding for the basic needs projects.

County and Contractor acknowledge that Contractor performed some of the additional Work before execution of this Amendment #2. By execution of this Amendment #2, the County hereby approves and ratifies Work performed in accordance with the terms of the Contract. All previously performed Work is and remains subject to the terms and conditions of the Contract. The County reserves all rights, remedies, claims, and causes of action it may have with respect to previously performed Work.

2. ARTICLE I, Section 3. **Consideration** is hereby amended as follows:
In consideration for Contractor performing the additional Work, County shall pay Contractor an amount not to exceed \$70,000.00. Consideration for the additional Work is as follows:

- \$56,539.00 for previously performed Work and \$13,461 for additional Work moving forward.

Consideration for Work shall remain on a time and material basis in accordance with the rates set forth in the Contract. The total Contract compensation will not exceed \$425,000.00.

ORIGINAL CONTRACT	\$ 305,000.00
AMENDMENT #1	\$ 50,000.00
<u>AMENDMENT #2</u>	<u>\$ 70,000.00</u>
TOTAL AMENDED CONTRACT	\$ 425,000.00

Except as expressly amended above, all other terms and conditions of the Contract shall remain in full force and effect. By signature below, the parties agree to this Amendment #2, effective upon the date of the last signature below.

Berry, Dunn, McNeil & Parker, LLC

Yoko McCarthy
Signature

Yoko H McCarthy
Printed Name

Principal, 12/3/2024
Title and Date

Clackamas County

Signature Date

Name: _____

Title: _____

Approved as to Form:

[Signature] 12/04/2024
County Counsel Date






FINAL 8848 -Berry Dunn -Amendment -2

Final Audit Report

2024-12-05

Created:	2024-12-05
By:	Jennifer Johnson (JJohnson@clackamas.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAtCTEP3oj8cAv0foPcEG45k36K31UX96D

"FINAL 8848 -Berry Dunn -Amendment -2" History

-  Document created by Jennifer Johnson (JJohnson@clackamas.us)
2024-12-05 - 0:17:11 AM GMT- IP address: 198.245.132.3
-  Document emailed to Elizabeth Comfort (ecomfort@clackamas.us) for signature
2024-12-05 - 0:18:20 AM GMT
-  Email viewed by Elizabeth Comfort (ecomfort@clackamas.us)
2024-12-05 - 0:25:17 AM GMT- IP address: 198.245.132.3
-  Document e-signed by Elizabeth Comfort (ecomfort@clackamas.us)
Signature Date: 2024-12-05 - 0:26:59 AM GMT - Time Source: server- IP address: 198.245.132.3
-  Agreement completed.
2024-12-05 - 0:26:59 AM GMT