

February 10, 2022

Board of Commissioners  
Clackamas County

Members of the Board:

Approval of Amendment #3 with Do Good Multnomah to extend Clackamas County Veterans Village services for an additional six (6) months and to increase the maximum value of the contract to \$457,459.

Funded by County General Funds through the Policy Level Proposal Fund-Affordable Housing and Services Allocation.

<b>Purpose/Outcomes</b>	To extend the contract with Do Good Multnomah to provide an additional 6 months of service for participants of the Clackamas County Veterans Village. Extension ensures services are uninterrupted while a new request is completed.
<b>Dollar Amount and Fiscal Impact</b>	Amendment #3 increases the agreement by \$142,450 for a maximum agreement amount of \$457,459
<b>Funding Source</b>	County General Funds through the Policy Level Proposal Funds – Affordable Housing and Services Allocation.
<b>Duration</b>	July 1, 2020 through June 30, 2022
<b>Previous Board Action</b>	7/30/20 – Board Approval of Original Contract - 073020-A2 4/29/21 – Board Approval of Amendment #1 - 042921-A6 6/15/21 – Board Approval of Amendment #2 - 061521-A15 2/8/22 – Item at Issues Session
<b>Strategic Plan Alignment</b>	1. This funding aligns with H3S's strategic priority to increase self-sufficiency for our clients. 2. This funding aligns with the County's strategic priority to ensure safe, healthy and secure communities.
<b>Counsel Review</b>	Approved on 12/28/2021 by KR
<b>Procurement Review</b>	1. Was this item processed through Procurement? Yes. 2. Amendment #3 was approved by procurement for six month extension while a Request for Proposal (RFP) is completed.
<b>Contact Person</b>	Vahid Brown, SHS Program Manager - Housing Authority of Clackamas County - (971) 334-9870
<b>Contract No.</b>	9799

**BACKGROUND:**

The Administration Division of the Health, Housing and Human Services Department (H3S) requests approval Amendment #3 to the Personal Services contract with Do Good Multnomah (DGM) for ongoing operations and service provision for the Clackamas County Veterans Village (Veterans Village). The Veterans Village serves as a critical program resource in furthering the County's goal of ending veteran homelessness by providing safety off the streets, opportunities for intensive service engagement, a supportive community environment, and a proven track

record of securing permanent housing for the majority of program participants. It is the only non-domestic violence adult transitional shelter program in Clackamas County.

Over the history of the project, the Veterans Village and its program operator, Do Good Multnomah, has served 47 veterans experiencing homelessness in Clackamas County. In the past fiscal year, 13 program participants have transitioned into permanent housing and 12 of those into housing with supportive housing services. The average length of stay at the Veterans Village prior to transitioning into permanent housing is 8.5 months.

Amendment #3 would add \$142,450 in County General Funds through the Policy Level Proposal - Affordable Housing and Services Allocation. Funds for a maximum agreement value of \$457,459. Amendment #3 also extends the Agreement by six months while a Request for Proposal (RFP) is completed. Amendment #3 was approved to form by County Counsel and will be effective until June 30, 2022, if approved.

**RECOMMENDATION:**

Staff recommends the Board approval of this amendment.

Respectfully submitted,

Rodney A. Cook, Director  
Health, Housing and Human Services Department

Contract Amendment  
Health, Housing and Human Services Department

H3S Contract Number 9799 Board Agenda Number \_\_\_\_\_ Date \_\_\_\_\_

Division Administration Amendment No. 3

Contractor Do Good Multnomah

Amendment Requested By Rodney Cook, Director

Changes:  Scope of Services  Contract Budget  
 Contract Time  Other \_\_\_\_\_

**Justification for Amendment:**

This Amendment #3 is entered into between Do Good Multnomah (“Contractor”) and Clackamas County (“County”) and shall become part of the Contract documents entered into between both parties Upon Signature (“Contract”). This will allow the Contractor to continue providing services to the Veterans Village for an additional 6 months while a request for proposal is completed.

The purpose of this Amendment #3 is to make the following changes to the Contract.

1. **ARTICLE I, Effective Date and Duration, is hereby amended as follows:** This Contract shall become effective July 1, 2020. Unless earlier terminated or extended, this Contract shall expire on **June 30, 2022**.
2. **ARTICLE I, Consideration, is hereby amended as follows:** The County agrees to pay Contractor, from available and authorized funds, a sum not to exceed **Four Hundred Fifty Seven Thousand Four Hundred Fifty Nine Dollars (\$457,459)**, for accomplishing the Work required by this Contract. Consideration rates are on a time and materials on a monthly basis in accordance with the rates and costs specified in Exhibit A. If any interim payments to Contractor are made, such payments shall be made only in accordance with the schedule and requirements in Exhibit A.
3. **EXHIBIT A- SCOPE OF WORK**  
A. Under this Agreement the responsibilities of Do Good shall be as follows:
  1. Will maintain 91.7% to 100% occupancy of 24 habitable sleeping pods at all times, ongoing, allowing participants consecutive 24 months occupancy.

4. **EXHIBIT C- BUDGET AND STAFFING PLAN**

<i>CCVV/ Do Good - Support Services-24 PODS</i>	
Starting Date: July 1st, 2021	
Total Budget	\$525,859.
Estimated DGM Expenses	\$68,400.
Contract Request	\$457,459.

Staffing			
Description	Estimated cost	Estimated cost	
Staffing (Wages)	\$366,008.		4 FTE
Benefits	\$25,800.		
On-Call	\$4,006.		
Taxes	\$43,142.		

<b>Total</b>	<b>\$438,956.</b>	
<b>Operations</b>		
<b>Description</b>	<b>Estimated Cost</b>	<b>Estimated Cost</b>
Food, Coffee, etc.	\$0.	Donation
Office Supplies	\$2,740.	
Phone/Internet	\$1,920.	
Client Transportation	\$240.	Lyft rides to critical appointments when TriMet is not a viable option.
TRIMET	\$6,000.	DGM Funds
<b>Total</b>	<b>\$10,900.</b>	

<b>Rental/ Deposit Funds</b>		
<b>Description</b>	<b>Estimated Cost</b>	<b>Estimated Cost</b>
Client Assistance	\$60,000.	DGM Funds
Client Assistance	\$5,000.	
<b>Total</b>	<b>\$65,000.</b>	

<b>Administration</b>		
<b>Description</b>	<b>Estimated Cost</b>	<b>Estimated Cost</b>
Insurance	\$4,903.	
Software and Online Services	\$1,200.	
Legal/HR/Professional Services	\$1,500.	
On-Boarding and Staff Education	\$1,000.	
Bookkeeper/ CPA	\$2,400.	
<b>Total</b>	<b>\$11,003.</b>	

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 #3, effective upon the date of the last signature below.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment #3 to be executed by their duly authorized officers.

Do Good Multnomah  
 12/30/2021  
Stephanie VanRheen  
 Authorized Signature Date  
 Stephanie vanRheen CFO  
 Name / Title (Printed)  
 1110774-91  
 Oregon Business Registry #  
Non-profit organization, Oregon  
 Entity Type / State of Formation

Clackamas County  
 \_\_\_\_\_  
 Tootie Smith, Clackamas County Board Chair  
 Date

Approved as to form:

Kathleen J. Rastetter

Date: 12/28/2021