

COPY

June 7, 2018

Board of County Commissioners
Clackamas County

Members of the Board:

Approval of an Intergovernmental Subrecipient Agreement, Amendment #3
with Hoodland Senior Center to Provide Social Services
for Clackamas County Residents age 60 and over

Purpose/Outcomes	Subrecipient Agreement with the Hoodland Senior Center provide Older American Act (OAA) funded services for persons in the Villages of Mt Hood area.
Dollar Amount and Fiscal Impact	The maximum value is increased by \$82,979 for a revised agreement maximum of \$167,928. This agreement is funded through the Social Services Division Program agreements with the Oregon Department of Human Services and various transportation agreements with TriMet & Ride Connection, Inc.
Funding Source	The Older American Act (OAA), State Special Program Allocation (SPA) funds, Ride Connection pass-through Special Transportation Formula (STF) funds, and Low Income Home Energy Assistance Program (LIHEAP) funds - no County General Funds are involved.
Duration	Effective July 1, 2017 and terminates on June 30, 2019
Previous Board Action	071317-A10
Strategic Plan Alignment	<ol style="list-style-type: none"> 1. This funding aligns with the strategic priority to increase self-sufficiency for our clients. 2. This funding aligns with the strategic priority to ensure safe, healthy and secure communities by addressing needs of older adults in the community.
Contact Person	Brenda Durbin, Director, Social Services Division 503-655-8641
Contract No.	H3S #8364; Subrecipient #18-008-03

BACKGROUND:

The Social Services Division of the Health, Housing and Human Services request approval of the Subrecipient Agreement, Amendment #3; with Hoodland Senior Center provide Older American Act (OAA) funded services for persons in the Villages of Mt Hood area. The services provided include congregate and home delivered meals, evidence-based health promotion activities, transportation, and information and referral activities. These services link residents with resources to meet their individual needs. This helps them to remain independent and interactive in the community.

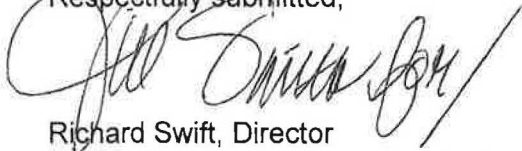
This is a budget adjustment that distributes the OAA program funding, as well as the State SPA funds for approved evidence-based Physical Activity/Falls Prevention programming, Ride Connection transportation pass through Special Transportation Formula funds and LIHEAP funding for services to be provided during the 2018-19 fiscal year.

This amendment adds \$82,979 for a revised agreement maximum of \$167,928 for the 2018-19 fiscal year and extends the term of the agreement to June 30, 2019.

RECOMMENDATION:

Staff recommends the Board approval of this agreement and authorizes Richard Swift, H3S Director to sign on behalf of Clackamas County.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Richard Swift", written over the text "Respectfully submitted,".

Richard Swift, Director
Health Housing & Human Services

Subrecipient Agreement Amendment
Health, Housing and Human Services

H3S Contract#: 8364 Subrecipient #: 18-008 Board Agenda #: 071317-A10

Division: Social Services Amendment Number: 3

Contractor: Hoodland Senior Center

Amendment Requested By: Brenda Durbin, CCSS Director

Changes: (X) Subrecipient Agreement Budget & Language

Justification for Amendment:

This is a budget adjustment that adds funding and units of service for ongoing delivery of services into FY18-19. This results in an increase to the contract budget of \$82,979.

This Amendment #3, when signed by the Hoodland Senior Center ("SUBRECIPIENT") the Health, Housing and Human Services Department, Social Services Division on behalf of Clackamas County will become part of the contract documents, superseding the original to the applicable extent indicated. This Amendment complies with Local Contract Review Board Rules.

WHEREAS, the SUBRECIPIENT and COUNTY entered into those certain Subrecipient Agreement documents for the provision of services dated July 1, 2017 as may be amended ("agreement");

WHEREAS, the Contractor and County desire to amend and restart the Agreement in its entirety as of July 1, 2018 and otherwise modify it as set forth herein;

NOW, THEREFORE, the County and Contractor hereby agree that the Agreement is amended as follows:

Term and Effective Date. This restarted Agreement shall become effective on the date it is fully executed and approved as required by applicable law. Funds issued under this Agreement may be used to reimburse Subrecipient for expenses approved in writing by County relating to the project incurred no earlier than **July 1, 2018** and not later than **June 30, 2019**, unless this Agreement is sooner terminated or extended pursuant to the terms hereof. No grant funds are available for expenditures after the expiration date of this Agreement.

The maximum not-to-exceed compensation payable to Subrecipient under this agreement for the period of July 1, 2017 through June 30, 2018 is:

4. Grant Funds. The maximum, not to exceed, agreement amount that the COUNTY will pay is \$76,774. This is a cost reimbursement agreement and disbursements will be made in accordance with the requirements contained in Exhibit 5 – Reporting Requirements and Exhibit 6 – Budget and Units of Services. Failure to comply with the terms of this Agreement may result in withholding of payment. (The split between funding sources is outlined in Exhibit 6 – Budget and Units of Services.)

- a. **Grant Funds.** The COUNTY's funding of \$27,195 in grant funds for this Agreement is the Older Americans Act (CFDA: 93.043, 93.044, 93.052, 93.053) issued to the COUNTY by the State of Oregon, Department of Human Services, State Unit on Aging and \$2,000 from Federal Transportation Administration funds (Federal Statute: 49 USC 5310; CFDA: 20.513) issued to the COUNTY by Ride Connection, Inc., an Oregon nonprofit corporation.
- b. **Other Funds.** The COUNTY's funding of \$44,379 for transportation services outlined in this agreement are from Elderly and Disabled Transportation funds issued to the COUNTY by Ride Connection, Inc. and TriMet and the State of Oregon DHS. The COUNTY's funding of \$9,450 for Physical Activity/Falls Prevention outlined in this agreement are from State of Oregon, Department of Human Services, State Unit on Aging, Special Program Allocation; and \$1,250 for Low Income Home Energy Assistance (LIHEAP) application assistance outlined in this Agreement are from HEAT Oregon, an Oregon nonprofit organization.

The maximum not-to-exceed compensation payable to Subrecipient under this agreement for the period of July 1, 2018 through June 30, 2019 is:

4. **Grant Funds.** The maximum, not to exceed, agreement amount that the COUNTY will pay is **\$82,979**. This is a cost reimbursement agreement and disbursements will be made in accordance with the requirements contained in Exhibit 5 – Reporting Requirements and Exhibit 6 – Budget and Units of Services. Failure to comply with the terms of this Agreement may result in withholding of payment. (The split between funding sources is outlined in Exhibit 6 – Budget and Units of Services.)
 - a. **Grant Funds.** The COUNTY's funding of **\$27,565** in grant funds for this Agreement is the Older Americans Act (CFDA: 93.043, 93.044, 93.052, 93.053) issued to the COUNTY by the State of Oregon, Department of Human Services, State Unit on Aging and **\$2,000** from Federal Transportation Administration funds (Federal Statute: 49 USC 5310; CFDA: 20.513) issued to the COUNTY by Ride Connection, Inc., an Oregon nonprofit corporation.
 - b. **Other Funds.** The COUNTY's funding of **\$42,564** for transportation services outlined in this agreement are from Elderly and Disabled Transportation funds issued to the COUNTY by Ride Connection, Inc. and TriMet and the State of Oregon DHS. The COUNTY's funding of **\$9,600** for Physical Activity/Falls Prevention outlined in this agreement are from State of Oregon, Department of Human Services, State Unit on Aging, Special Program Allocation; and **\$1,625** for Low Income Home Energy Assistance (LIHEAP) application assistance outlined in this Agreement are from HEAT Oregon, an Oregon nonprofit organization.
- I. **Amend:** 9.Administrative Requirements **m. Specific Conditions.** The COUNTY requests that SUBRECIPIENT provide, on a monthly basis, year-to-date profit and loss statements for the organization as a whole for the duration of this agreement.

To Read: 9.Administrative Requirements **m. Specific Conditions.** None

II. Amend: Exhibit 2 Transportation Provider Standards, A. Vehicle Standards

1. SUBRECIPIENT shall maintain its vehicles to provide comfortable and safe Rides to Clients. SUBRECIPIENT's vehicles shall meet the following requirements:
 - a. The interior of the vehicle shall be clean;
 - b. SUBRECIPIENT shall not smoke or permit smoking in the vehicle;
 - c. SUBRECIPIENT shall maintain appropriate safety equipment in the vehicle, including but not limited to:
 - i. First Aid Kit;
 - ii. Fire Extinguisher;
 - iii. Roadside reflective or warning devices;
 - iv. Flashlight;
 - v. Chains or other traction devices (when appropriate); and,
 - vi. Disposable gloves.
 - d. SUBRECIPIENT shall maintain the vehicle in good operating condition, by providing the following:
 - i. Seatbelts;
 - ii. Side and rear view mirrors;
 - iii. Horn; and,
 - iv. Working turn signals, headlights, taillights, and windshield wipers.
2. SUBRECIPIENT shall maintain a preventative maintenance schedule, which incorporates, at a minimum, all maintenance recommended by the vehicle manufacturer. SUBRECIPIENT shall comply with appropriate local, state, and federal transportation safety standards regarding passenger safety and comfort. SUBRECIPIENT shall provide all equipment necessary to transport Clients using wheelchairs.

TO READ: All the above with the addition of:

3. SUBRECIPIENT shall pay for all preventative maintenance and other repair costs incurred in a timely manner. Invoices shall be submitted by SUBRECIPIENT for eligible vehicles, specified in Section C. Vehicles, paragraph 1, as per Section C. Vehicles, paragraph 2.

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III. AMEND: Exhibit 6 – Budget and Units of Services - Unit Cost Schedule

Hoodland Senior Center
 Fiscal Year 2017-18

Amend:

	OAA IIIB Funds	OAA IIIC1 Funds	OAA IIIC2 Funds	OAA IIID Funds	Required Match	NSIP Funds	Other State Funds	Ride Connection		LIHEAP Funds	OAA Prog Inc	NO. OF UNITS	TOTAL COST	REIMBURSE- MENT RATE
								STF Funds	5310 Funds OR-65-012					
Federal Award Numbers	16AAORT3SS	16AAORT3CM	16AAORT3hd	16aaORT3PH		16AAORNSIP		Funds		N/A				
CFDA Number	93.044	93.045	93.045	93.043		93.053		N/A	20.513	N/A				
Service Category	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)	(12)	(13)	(14)	(15)
Case Management	853				95							53.7	\$948	\$15.89
Reassurance	1,060				118							67	\$1,178	\$15.82
Information & Assistance	3,122				347							425	\$3,469	\$7.34
Public Outreach	250				28							5	\$278	\$50.00
Transportation - OAA	1,000				111							200	\$1,111	\$5.00
OAA/NSIP Food Service		2022	3538		618	2,600					3,840	4,000	\$12,618	\$2.12
OAA Meal Prog. Mngt.		2619	4581		801							4,000	\$8,001	\$0.65
Evidence Based Falls Prevention Classes				5,550	0		9,450					200 Classes	\$15,000	\$75.16
Transp. - Ride Con Out of Dist.					0			8,349			522	1044	\$8,871	\$8.00
STF - Van/Vol or Taxi					0			37,030			738	1,475	\$37,768	N/A
Ride Con - Vehicle Maint					256.75				2,000.00			N/A	\$2,257	N/A
LIHEAP Applicatoin					\$0					1250		50	\$1,250	\$25.00
TOTALS	\$6,285	\$4,641	\$8,119	\$5,550	\$2,375	\$2,600	\$9,450	\$45,379	\$2,000	\$1,250	\$5,099	\$11,320	\$92,748	

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CFDA Number 20.513 & Federal Award Number applies to Ride Connection Vehicle Maintenance funds only

Source of OAA Match - Staff time

Contracted Amount \$85,274

Federal Award Totals \$29,195

TO READ: Exhibit 6 – Budget and Units of Services – Unit Cost Schedule

Hoodland Senior Center
 Fiscal Year 2018-19

	OAA IIIB Funds	OAA IIIC1 Funds	OAA IIIC2 Funds	OAA IIID Funds	Required Match	NSIP Funds	Other State Funds	Ride Connection		LIHEAP Funds	OAA Prog Inc	NO. OF UNITS	TOTAL COST	REIMBURSE- MENT RATE	
								STF	5310 Funds						
								Federal Award Numbers	16AAORT3SS	16AAORT3CM	16AAORT3hd	16aaORT3PH		16AAORNSIP	
CFDA Number	93.044	93.045	93.045	93.043		93.053		N/A	20.513	N/A					
Service Category	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)	(12)	(13)	(14)	(15)	
Case Management	853				95							53.7	\$948	\$15.89	
Reassurance	1,060				118							67	\$1,178	\$15.82	
Information & Assistance	3,122				347							425	\$3,469	\$7.34	
Public Outreach	250				28							5	\$278	\$50.00	
Transportation - OAA	1,000				111							200	\$1,111	\$5.00	
OAA/NSIP Food Service		2022	3538		618	2,520					3,840	4,000	\$12,538	\$2.10	
OAA Meal Prog. Mngt.		2619	4581		801							4,000	\$8,001	\$0.65	
Evidence Based Falls Prevention Classes				6,000	0		9,600					208 Classes	\$15,600	\$75.16	
Transp. - Ride Con Out of Dist.					0			6,534			408	817	\$6,942	\$8.00	
STF - Van/Vol or Taxi					0			36,030			738	1,475	\$36,768	N/A	
Ride Con - Vehicle Maint					256.75				2,000.00			N/A	\$2,257	N/A	
LIHEAP Applicatoins					\$0					1250		50	\$1,250	\$25.00	
TOTALS	\$6,285	\$4,641	\$8,119	\$6,000	\$2,375	\$2,520	\$9,600	\$42,564	\$2,000	\$1,250	\$4,986	\$11,093	\$90,339		

CFDA Number 20.513 & Federal Award Number applies to Ride Connection Vehicle Maintenance funds only

Source of OAA Match - Staff time

Contracted Amount \$82,979

Federal Award Totals \$29,565

