

July 13, 2023

BCC Agenda Date/Item: _____

Board of County Commissioners
 Clackamas County

Approval of Amendment #2 adding capacity to the scope of work, extending the term, and increasing the funding to a personal services contract with Northwest Family Services, operating Casa Esperanza, for housing navigation and shelter. Amendment value is \$872,581 for 1 year, agreement value is increased to \$1,309,668 for 2 years. Funding through \$755,356 in Supportive Housing Services Funds and \$117,225 in County General Funds.

Previous Board Action/Review	7/11/23 – Item briefed at Issues 7/21/22 – Contract Assigned to the County 20220721 III.G.9 7/21/22 - Amendment #1 removing cooperative language approved by H3S 7/21/22 – Housing Authority board approves original Contract - 20220721 I.C		
Performance Clackamas	1. This funding aligns with H3S’s Strategic Business Plan goal to increase self-sufficiency for our clients. 2. This funding aligns with the County’s Performance Clackamas goal to ensure safe, healthy, and secure communities.		
Counsel Review	Yes	Procurement Review	No
Contact Person	Vahid Brown, HCDD Deputy Director	Contact Phone	(971) 332-9870

EXECUTIVE SUMMARY: On behalf of the Housing and Community Development Division, Health, Housing & Human Services requests approval of Amendment #2 with Northwest Family Services to expand the contract’s scope of work, extend the term through June 30, 2024, and increase the contract value.

Northwest Family Services operates Casa Esperanza, a culturally specific emergency shelter for female-identifying Latina(x) survivors of domestic violence, sexual assault, and sex trafficking and their family members. Casa Esperanza provides motel vouchers to large families or households for whom a non-congregate, motel-based shelter model is more appropriate.

This housing program is time-limited, working towards a goal of moving participants to safe, stable, permanent housing resources within an average of 45 days from move-in. Children residing in shelter will receive assistance attending former or neighborhood school. All shelter programs will be connected with housing navigation and placement services, long-term, supportive housing case management, and rental assistance to connect participants with and help maintain permanent housing.

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This program provided motel vouchers to 15 families and 55 households annually. This amendment will increase Casa Esperanza's capability to provide motel vouchers to 30 large households, and 100 families annually.

The Supportive Housing Services Measure-funded programming is committed to supporting and growing smaller and culturally specific community-based agencies and programs like Northwest Family Services' Casa Esperanza.

This amendment is funded through \$755,356 in Supportive Housing Services Funds and \$117,225 in County General Funds budgeted for homeless services.

RECOMMENDATION: Staff respectfully recommends the Board approve Amendment #2 to Contract #10726 between Northwest Family Services and Clackamas County to provide shelter and navigation and placement services for Clackamas County residents experiencing homelessness.

Respectfully submitted,



Rodney A. Cook
Health, Housing & Human Services

**AMENDMENT #2
TO THE CONTRACT DOCUMENTS WITH NORTHWEST FAMILY SERVICES
Contract #10726**

This Amendment #2 is entered into between **Northwest Family Services** (“Contractor”) and **Clackamas County** (“County”) and shall become part of the Contract documents entered into between both parties on July 21, 2022.

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

1. ARTICLE I. Section 1. **Effective Date and Duration** is hereby amended as follows:

The Contract may be renewed, upon execution of a written amendment(s) by both parties, for up to three (3) additional one-year terms.

Prior to consideration of any additional optional renewal, the County will provide Contractor with an allocation amount of funds County has determined are available for the one-year renewal term. Upon receipt of the allocation amount, the Contractor will submit a proposed annual budget to the County based on that amount. The County may either agree to the proposed annual budget and exercise the renewal, negotiate with Contractor to use a different proposed annual budget or reject the proposed annual budget and decline to renew the Contract.

By execution of this Amendment #2, the parties have agreed to exercise the first one-year renewal. The Contract term is extended until **June 30, 2024**.

2. ARTICLE I. Section 2. **Scope of Work** is hereby amended to add the following additional Work:

The Work is hereby amended to increase the number of motel vouchers for up to 30 large families or households that face challenges that are self-identified as better suited for a non-congregate model. Overall, the program will serve 100 unduplicated households annually, in accordance with the Scope of Work, attached as **Exhibit A** to the original contract.

3. ARTICLE I. Section 3. **Consideration** is hereby amended as follows:

In consideration for Contractor performing Work during the extended term of this Contract, County will pay Contractor an amount not to exceed \$872,581. Consideration is on a reimbursement basis in accordance with the attached budget – **Exhibit C**. Budget amounts within line-item categories may be adjusted if: (1) County has provided written approval of the adjustment; and (2) the adjustment does not increase the maximum compensation allowed under this Contract.

The total Contract compensation through June 30, 2024, will not exceed \$1,309,668.

Contractor understands and agrees that the County’s obligation to pay Contractor for performing the Work under this Contract is expressly contingent upon the County receiving sufficient funds, as determine by the County in its sole administrative discretion, from the Metro Regional Government (“Metro”) under the supportive housing services program tax, as approved as ballot measure 26-210.

ORIGINAL CONTRACT	\$ 437,087
AMENDMENT#2	\$ 872,581
TOTAL AMENDMENT CONTRACT	\$ 1,309,668

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.

Northwest Family Services

Clackamas County

Rose Fuller 6/14/23
Authorized Signature Date

Tootie Smith, Clackamas County Board Chair

Rose Fuller, Executive Director
Name / Title (Printed)

Date

Approved as to form:

[Signature] 06/14/2023
Date:

Attachment: Exhibit C - Budget

**EXHIBIT C
PERSONAL SERVICES CONTRACT
BUDGET**

Northwest Family Services - Casa Esperanza – 10726			
Services	FY 22-23	FY 23-24	TOTAL
Shelter/Safety off the Streets	\$314,279	\$484,243	\$798,522
Navigation	\$92,609	\$151,598	\$244,207
Capacity Building	\$30,200	\$119,515	\$149,715
Shelter - General Fund	N/A	\$117,225	\$117,225
Total:	\$437,087	\$872,581	\$1,309,668