

March 31, 2022

Board of County Commissioners
Clackamas County

Approval of Amendment #03 to a Subrecipient Grant Agreement with CODA, Inc. for Housing Assistance Program Services. Amendment extends the term of the Agreement. Maximum compensation of \$706,639.03 is unchanged by this Amendment. Agreement funded by Federal and State funds provided by Oregon Health Authority.

No County General Funds involved.

Purpose/Outcomes	Provides housing assistance and services for Clackamas County residents in alcohol and drug recovery to assist them in becoming self-sufficient and obtaining permanent housing placements.
Dollar Amount and Fiscal Impact	The agreement maximum value is \$706,639.03.
Funding Source	No County General Funds are involved. Federal and State funds provided by the State of Oregon, Community Mental Health Program (CMHP).
Duration	Effective April 1, 2022 and terminates on April 30, 2022.
Previous Board Action	Agreement reviewed and approved March 19, 2020, Agenda Item 031920-A4 and Amendment #01 September 16, 2021. Agenda Item 20210916 A.4. Amendment #02 February 24, 2022, Agenda Item 20220224 IV.C.15. Amendment #03 Issues March 29, 2022.
Strategic Plan Alignment	Ensuring safe, healthy and secure communities through the provision of housing assistance and services for Clackamas County residents in recovery.
Counsel Review	Amendment reviewed and approved March 14, 2022 Andrew Naylor
Procurement Review	Was this item reviewed by Procurement? No. Review not required for subrecipient agreements and amendments.
Contact Person	Mary Rumbaugh, Director – Behavioral Health Division 503-742-5305
Contract No.	Subrecipient 20-029 / Behavioral Health 9371

BACKGROUND:

The Behavioral Health Division of the Health, Housing & Human Services Department requests the approval of Amendment #03 to a Subrecipient Grant Agreement with CODA, Inc. for Housing Assistance Program services for Clackamas County residents in alcohol and drug recovery. CODA will support the substance abuse treatment and early recovery efforts of the participants while also focusing on participants becoming self-sufficient and obtaining permanent housing placements. Participants need to be fully engaged in alcohol and drug treatment in order to access housing services. Behavioral Health has engaged CODA to provide these services to Clackamas County residents since 2012.

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Amendment #03, effective April 1, 2022 and continues through April 30, 2022, extends the term of the Agreement one (1) month to ensure no gap in services while clients are transitioned to a new provider.

RECOMMENDATION:

Staff recommends approval of this Amendment.

Respectfully submitted,

Rodney A. Cook

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

Subrecipient Amendment

Subrecipient Agreement Number: 20-029 (BH 9371)

Board Order Number: N/A

Department/Division: H3S/Behavioral Health

Amendment No. 03

Subrecipient: CODA, Inc.

Amendment Requested By: Mary Rumbaugh

Approved as to form:

03/14/2022

County Counsel

Date

Changes: Scope of Service
 Agreement Time

Agreement Budget
 Other: Update reporting period/dates

This Amendment #03 is entered into between CODA, Inc. ("SUBRECIPIENT") and Clackamas County ("COUNTY") and shall become part of that Subrecipient Grant Agreement ("Agreement") entered into between both parties on March 19, 2020.

Justification for Amendment:

The Agreement provides housing assistance and services for Clackamas County residents in alcohol and drug recovery.

Amendment #03 extends the term of the Agreement one (1) month through April 30, 2022, to allow for the transition of clients to a new provider.

This Amendment #03 also updates financial and performance reporting periods and dates.

Compensation is unchanged by this Amendment #03. Agreement maximum value remains \$706,639.03.

Except as amended hereby, all other terms and conditions of the contract remain in full force and effect. The County has identified the changes with "***bold/italic***" font for easy reference.

AMEND Section 1 of the Agreement:

1. **Term and Effective Date.** Pursuant to the terms of the grant award, this Agreement shall be effective **July 1, 2019** and shall expire on **March 31, 2022**, unless sooner terminated or extended pursuant to the terms hereof.

TO READ:

1. **Term and Effective Date.** Pursuant to the terms of the grant award, this Agreement shall be effective **July 1, 2019** and shall expire on **April 30, 2022**, unless sooner terminated or extended pursuant to the terms hereof.

AMEND Section 2 of Exhibit D, Required Financial Reporting and Reimbursement Request:

2. Requests for reimbursement shall be submitted by the **15th of the month** for the previous month. The final request for reimbursement shall be submitted by **April 15, 2022** for **March 31, 2022** expenses.

TO READ:

2. Requests for reimbursement shall be submitted by the **15th of the month** for the previous month. The final request for reimbursement shall be submitted by **May 15, 2022 for April 30, 2022 expenses.**

AMEND Section A of Exhibit E, Performance Reporting:

- A. In addition to **Section 4, Reporting Requirements of Exhibit H, CMHP Required Provider Agreement Provisions** and **Section 2, Performance Requirements of Exhibit I, CMHP Service Element**, Reports shall be submitted to COUNTY no later than twenty (20) days following the end of the reporting period. SUBRECIPIENT shall submit Performance Reports per the following schedule:

Reporting Period	Report Due
July 1 – December 31, 2019	No later than January 20, 2020
January 1 – June 30, 2020	No later than July 20, 2020
July 1 – December 31, 2020	No later than January 20, 2021
January 1 – June 30, 2021	No later than July 20, 2021
July 1 – September 30, 2021	No later than October 20, 2021
October 1 – December 31, 2021	No later than January 20, 2022
January 1 – March 31, 2022	No later than April 20, 2022

Reports shall include:

- Number of individuals who have stayed in the program
- Number of individuals clean and sober
- Number of individuals who have not entered into criminal activity
- Number of individuals who have remained housed
- Number of individuals who have connected with entitlements
- Number of individuals who have found employment and/or increased their income.

TO READ:

- A. In addition to **Section 4, Reporting Requirements of Exhibit H, CMHP Required Provider Agreement Provisions** and **Section 2, Performance Requirements of Exhibit I, CMHP Service Element**, Reports shall be submitted to COUNTY no later than twenty (20) days following the end of the reporting period. SUBRECIPIENT shall submit Performance Reports per the following schedule:

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July 1 – September 30, 2021	No later than October 20, 2021
October 1 – December 31, 2021	No later than January 20, 2022
<i>January 1 – April 30, 2022</i>	<i>No later than May 20, 2022</i>

Reports shall include:

- Number of individuals who have stayed in the program
- Number of individuals clean and sober
- Number of individuals who have not entered into criminal activity
- Number of individuals who have remained housed
- Number of individuals who have connected with entitlements
- Number of individuals who have found employment and/or increased their income.

AMEND Section E of Exhibit E, Performance Reporting:

- E. The Subrecipient must submit a final Performance Report no later than **April 20, 2022**.

TO READ:

- E. The Subrecipient must submit a final Performance Report no later than **May 20, 2022**.

[Signature page follows]

CODA, Inc. #9371 – A&D Housing Assistance and Services

Subrecipient Agreement 20-029 – Amendment #03

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SIGNATURE PAGE

IN WITNESS WHEREOF, the parties hereto have caused this Amendment #02 to be executed by their duly authorized officers.

CODA, INC.



Authorized Signature

3.1.22

Date

Alison Noice / Executive Director

Name / Title (Printed)

**COUNTY OF CLACKAMAS
BOARD OF COMMISSIONERS**

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Tootie Smith, Chair

Date