

December 1, 2022

Board of County Commissioners  
Clackamas County

Approval of an Assignment Addendum from the Housing Authority of Clackamas County of a Personal Services Contract with Up and Over, LLC. for mobile and/or site-based outreach and engagement services and on-call emergency services. Contract value is \$262,603.00 for 7 months. Funding is through Metro Supportive Housing Services Funds.  
No County General Funds are involved.

<b>Purpose/Outcome</b>	Provide outreach and engagement services, supportive housing case management services, and on-call emergency work for residents experiencing homelessness.
<b>Dollar Amount and Fiscal Impact</b>	The total value for the contract over the contract term is \$262,603.00.
<b>Funding Source</b>	Supportive Housing Services Program funding. No county general funds are involved.
<b>Duration</b>	Upon signature through June 30, 2023, 7 months.
<b>Previous Board Action/Review</b>	11/29/22 – Item presented at Issues
<b>Strategic Plan Alignment</b>	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.
<b>Counsel Review</b>	11/07/2022- Andrew Naylor
<b>Procurement Review</b>	1. Was the item processed through Procurement? yes <input type="checkbox"/> no <input checked="" type="checkbox"/> 2. This procurement process was conducted by HACC staff in partnership with approval from County Finance and the County Procurement office. The RFP was conducted in compliance with County and Local Contract Review Board rules and leadership oversight from Procurement.
<b>Contact Person</b>	Vahid Brown, Human Services Manager (971) 334-9870
<b>Contract No.</b>	H3S 10885

**BACKGROUND:**

Housing and Community Development Division (HCDD), a division of the Health, Housing and Human Services Department (H3S) of Clackamas County, requests approval of an assignment addendum from the Housing Authority of Clackamas County (HACC) transferring a personal services contract with the Up and Over, LLC. providing mobile and/or site-based outreach and engagement services, supportive housing case management, and on-call emergency work for residents experiencing homelessness in Clackamas County.

*Healthy Families. Strong Communities.*

The Up and Over, LLC.'s contract was procured by HACC with the intention of being managed by HACC staff. Subsequent to the procurement, Clackamas County elected to create the Housing and Community Development Division, within its Department of Health, Housing, and Human Services, to consolidate the provision of housing-related services for Clackamas County residents experiencing homelessness, including those funded by the Supportive Housing Services Measure that previously managed by HACC. With the creation of the new division, HACC intends to assign the approved contract to Clackamas County for management by the HCDD during the contract term. As a result, the proposed contract contains an Assignment Addendum to be executed both by the Housing Authority Board and the Clackamas County Board of County Commissioners (BCC) that enables the assignment to occur.

**RECOMMENDATION:**

Staff respectfully recommends that the Board of Clackamas County approve the execution of the Assignment Addendum between H3S and HACC. Staff also recommends that the Board authorize Commissioner Tootie Smith, Chair, to sign the Assignment Addendum on behalf of the Clackamas County Board.

Respectfully submitted,

*Rodney A. Cook*

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

*[Healthy Families. Strong Communities.]*

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**ASSIGNMENT ADDENDUM  
TO THE CONTRACT DOCUMENTS WITH  
UP AND OVER, LLC**

This Assignment Addendum is entered into between **Up and Over, LLC** (“Contractor”), the Housing Authority of Clackamas County (“HACC”) and Clackamas County (“County”). This Assignment Addendum is attached to, and incorporated into, the contract between Contractor and HACC executed contemporaneously herewith (“Contract”). As used below, “Contract” means this Assignment Addendum and the Contract.

The County is creating a new Housing Division within the County’s Department of Health, Housing, and Human Services. On or after July 1, 2022, contracts for the provision of supportive housing services, including this Contract, will be assigned by HACC, to the County.

On or after July 1, 2022, or at such other time as either HACC or County may determine (the “Effective Date”), all of HACC’s rights, title, interest, responsibilities, and other obligations will be assigned from HACC to County. By execution of this Assignment Addendum, County hereby accepts such assignment and assumes and agrees to be bound by the terms of the Contract as of the date of the Effective Date.

**Housing Authority of Clackamas County**

**Clackamas County**

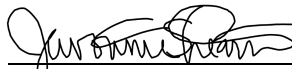
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Authorized Signature                      Date

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Printed Name

**Up and Over, LLC**

 11/07/2022  
\_\_\_\_\_  
Authorized Signature                      Date

Javonnie Shearn  
\_\_\_\_\_  
Printed Name

## COVER SHEET

- New Agreement/Contract
- Amendment/Change/Extension to \_\_\_\_\_
- Other \_\_\_\_\_

Originating County Department: \_\_\_\_\_

Other party to contract/agreement: \_\_\_\_\_

Document Title:

After filing please return to: \_\_\_\_\_

County Admin

Procurement

If applicable, complete the following:

\_\_\_\_\_

Board Agenda Date/Item Number: \_\_\_\_\_