

December 15, 2022

Board of County Commissioners  
Clackamas County

Approval of an Amendment increasing funding and extending the duration of a Contract with Nancy Doty, Inc. for Guardianship Services. Amendment value is \$5,000.00. Funding is through the State of Oregon, Oregon Health Authority.

No County General Funds are involved.

<b>Purpose/Outcomes</b>	Guardianship services are provided to Clackamas County clients through this Contract.
<b>Dollar Amount and Fiscal Impact</b>	Amendment adds \$2,500.00, increasing the maximum contract value to \$5,000.00
<b>Funding Source</b>	No County General Funds are involved. Funds provided through the State of Oregon, Oregon Health Authority
<b>Duration</b>	Effective upon signature and terminates December 31, 2023.
<b>Previous Board Action</b>	Issues December 13, 2022
<b>Counsel Review</b>	Reviewed and approved November 14, 2022, Kathleen Rastetter
<b>Procurement Review</b>	Was this item reviewed by Procurement? No. A direct contract does not require Procurement review.
<b>Strategic Plan Alignment</b>	Ensuring safe, healthy, and secure communities through the provision of mental health and substance use services.
<b>Contact Person</b>	Mary Rumbaugh, Director – Behavioral Health Division (503) 742-5305
<b>Agreement No.</b>	10118

**BACKGROUND:**

The Behavioral Health Division of the Health, Housing & Human Services Department requests the approval of Amendment #01 to a Contract with Nancy Doty, Inc. Contractor that provides professional guardianship services for Clackamas County clients. Guardianship services for clients include health care monitoring, coordination, and decision making; ensuring appropriate housing; financial management; and addressing personal needs.

This Amendment extends the contract term through December 31, 2023, and adds \$2,500.00, increasing the maximum contract value to \$5,000.00.

**RECOMMENDATION:**

Staff recommends Board approval of this Agreement.

Respectfully submitted,

*Rodney A. Cook*

Rodney A. Cook, Director

Health, Housing & Human Services Department

*Healthy Families. Strong Communities.*

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Clackamas.us/h3s

**Contract Amendment #01**  
**Clackamas County, acting through its Health, Housing, and Human Services Department,**  
**Behavioral Health Division**

H3S Contract Number: 10118

Board Agenda Number: \_\_\_\_\_

and Board date: \_\_\_\_\_

Division: Behavioral Health

Amendment No. 01

Contractor: Nancy Doty, Inc.

Amendment Requested By: Mary Rumbaugh, Director, Behavioral Health Division

Changes:

Scope of Services  
 Contract Term

Contract Budget/Compensation  
 Other \_\_\_\_\_

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This Amendment #01 is entered into between **Nancy Doty, Inc.** (“Contractor”), and Clackamas County, acting through its Health, Housing and Human Services Department, Behavioral Health Division (“County”) and shall become part of the contract entered into between both parties on May 26, 2021 (“Contract”), as amended.

**Justification for Amendment:**

This Contract provides guardianship services for Clackamas County Behavioral Health client.

This Amendment #01 extends the term of the Contract through **December 31, 2023.**

Compensation of this Contract is increased by \$2,500.00 for the additional months of service. The new maximum contract value is \$5,000.00. Additionally, this Amendment adjusts the service rates to reflect current rate structure.

This Amendment #01 is effective **upon signature** and continues through **December 31, 2023.**

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.

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**AMEND Article I. Section 1 of the Contract:**

1. **Effective Date and Duration.** This Contract shall become effective upon signature of both parties. Unless earlier terminated or extended, this Contract **shall expire on December 31, 2022.**

**TO READ:**

1. **Effective Date and Duration.** This Contract shall become effective upon signature of both parties. Unless earlier terminated or extended, this Contract **shall expire on December 31, 2023.**

**AMEND Article I. Section 3 of the Contract:**

3. **Consideration.** The County agrees to pay Contractor, from available and authorized funds, a sum not to exceed **two thousand five hundred dollars (\$2,500.00)**, for accomplishing the Work required by this Contract. Consideration rates are on a fixed fee basis in accordance with the rates and costs specified in **Exhibit D**. If any interim payments to Contractor are made, such payments shall be made only in accordance with the schedule and requirements in **Exhibit D**.

**TO READ:**

3. **Consideration.** The County agrees to pay Contractor, from available and authorized funds, a sum not to exceed **five thousand dollars (\$5,000.00)**, for accomplishing the Work required by this Contract. Consideration rates are on a fixed fee basis in accordance with the rates and costs specified in **Exhibit D**. If any interim payments to Contractor are made, such payments shall be made only in accordance with the schedule and requirements in **Exhibit D**.

**AMEND Section 1 of the Exhibit D, Compensation, of the Contract:**

1. Payment for all Work performed under this Contract shall be subject to the provisions of ORS 293.462 and shall not exceed the total maximum sum of **\$2,500.00**.

Contractor shall invoice for services provided at the following rates:

<b>Service Rates</b>	
<b>Service</b>	<b>Rate per hour</b>
Certified Professional Guardian or Conservator	\$110.00
Bookkeeper	\$95.00
Care Coordinator/Direct Assistance	\$80.00

**TO READ:**

1. Payment for all Work performed under this Contract shall be subject to the provisions of ORS 293.462 and shall not exceed the total maximum sum of **\$5,000.00**.

Contractor shall invoice for services provided at the following rates:

<b>Service Rates</b>	
<b>Service</b>	<b>Rate per hour</b>
Certified Professional Guardian or Conservator	<b><i>\$115.00</i></b>
Bookkeeper	<b><i>\$85.00</i></b>
Care Coordinator/Direct Assistance	<b><i>\$90.00</i></b>

[Signature page follows]

**SIGNATURE PAGE**

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

**NANCY DOTY, INC**

Stefanie Young 11/23/2022  
Authorized Signature Date

Stefanie Young Vice -  
Name / Title (Printed) President

**CLACKAMAS COUNTY  
BOARD OF COMMISSIONERS**

Commissioner: Tootie Smith, Chair  
Commissioner: Sonya Fischer  
Commissioner: Paul Savas  
Commissioner: Martha Schrader  
Commissioner: Mark Shull

\_\_\_\_\_  
Tootie Smith, Chair Date

Approved as to form:

Kathleen J. Rosketter 11/14/2022  
County Counsel Date

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: \_\_\_\_\_