

November 3, 2022

Board of County Commissioners,  
Clackamas County

Approval of an Assignment Addendum between Clackamas County, Housing Authority of Clackamas County and Clackamas Service Center, Inc. for outreach and engagement services.

Assignment has no fiscal impact. Total value remains \$186,500.00. Funding is through Supportive Housing Services.

No County General Funds are involved.

<b>Purpose/Outcome</b>	To assign the Clackamas Service Center, Inc. contract from the Housing Authority of Clackamas County (HACC) to Clackamas County upon the creation of the new housing division of the Department of Health, Housing and Human Services (H3S).
<b>Dollar Amount and Fiscal Impact</b>	The total value of the contract over the contract term is \$186,500.00.
<b>Funding Source</b>	Supportive Housing Services funding - No County General Funds are involved.
<b>Duration</b>	Upon signature through June 30, 2023
<b>Previous Board Action/Review</b>	November 1, 2022 – Contract presented at Issues
<b>Strategic Plan Alignment</b>	1. This funding aligns with H3S’s strategic priority to increase self-sufficiency for our clients. 2. This funding aligns with the County’s strategic priority to ensure safe, healthy, secure communities.
<b>Counsel Review</b>	October 12, 2022, Andrew Naylor
<b>Procurement Review</b>	(Please check yes or no for procurement review. If the answer is “no,” please provide an explanation.) 1. Was the item processed through Procurement? yes <input type="checkbox"/> no <input checked="" type="checkbox"/> If no, provide brief explanation: Assignment of contract from HACC to H3S does not need procurement review
<b>Contact Person</b>	Vahid Brown, Human Services Manager (971) 334-9870
<b>Contract No.</b>	H3S 10825

**BACKGROUND:**

The Health, Housing, and Human Services Department (H3S) of Clackamas County, requests approval to assign the personal services contract #10825 with Clackamas Service Center, Inc. to provide mobile and site-based outreach and engagement services from the Housing Authority of Clackamas County (HACC) to Clackamas County effective at the creation of the new housing division of H3S.

The Clackamas Service Center, Inc. contract was procured by HACC with the intention of being managed by HACC staff. Following the procurement, Clackamas County elected to create a new housing division, within its Department of Health, Housing, and Human Services, to consolidate the provision of housing-related services, including those funded by the Supportive Housing Services Measure that was 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 new housing division. As a result, the proposed agreement contains an Assignment Addendum to be executed by the Housing Authority Board and the Clackamas County Board of County Commissioners (BCC) that enables the assignment to occur once the new division is created.

Total contract value is for \$186,500.00.

**RECOMMENDATION:**

Staff respectfully recommends that the Board assign contract #10825 with Clackamas Service Center, Inc. providing mobile and site-based outreach and engagement services from the Housing Authority of Clackamas County to Clackamas County and authorize Commissioner Tootie Smith, Chair, to sign the Assignment Addendum on behalf of Clackamas County.

Respectfully submitted,

*Denise Swanson*

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

**ASSIGNMENT ADDENDUM  
TO THE CONTRACT DOCUMENTS WITH  
CLACKAMAS SERVICE CENTER, INC.**

This Assignment Addendum is entered into between **Clackamas Service Center, Inc.** (“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**

\_\_\_\_\_  
Authorized Signature                      Date

\_\_\_\_\_  
Authorized Signature                      Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

**Clackamas Service Center, Inc.**

*Jill A Orr*                      10/11/2022  
\_\_\_\_\_  
Authorized Signature                      Date

Jill A. Orr  
\_\_\_\_\_  
Printed Name

# COVER SHEET

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

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

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

Description:

After recording please return to: \_\_\_\_\_

County Admin

Procurement

If applicable, complete the following: \_\_\_\_\_

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