

January 16, 2020

Housing Authority Board of Commissioners
Clackamas County

Members of the Board:

Approval of Personal Services Contract with Carleton Hart Architecture (CHA) for
Architecture and Engineering Services at 18000 Webster Rd, Gladstone

Purpose/Outcomes	Approve Amendment #1 between Housing Authority of Clackamas County and Carleton Hart Architecture for Architecture and Engineering Services at 18000 Webster Rd
Dollar Amount and Fiscal Impact	Contract Amendment #1 authorizes \$954,329 in architecture and engineering services
Funding Source(s)	Metro Affordable Housing Bonds and Low Income Housing Tax Credits (LIHTC)
Duration	Upon signature through December 31, 2021
Previous Board Action	On June 6 th , 2019 the Board approved an Intergovernmental Government Agreement with the Housing Authority of Clackamas County and Metro to acquire the site at 18000 Webster Rd in Gladstone
Strategic Plan Alignment	<ol style="list-style-type: none"> 1. Efficient & effective services 2. Ensure safe, healthy and secure communities
Counsel Review	Andrew Naylor, 12/12/2019
Contract No.	9604
Contact Person	Jill Smith, HACC Executive Director (503) 742-5336

BACKGROUND:

The Housing Authority of Clackamas County (HACC), a Division of the Health, Housing and Human Services Department, requests approval to execute a Contract Amendment No. 1 between HACC and Carleton Hart Architecture (CHA) to provide Architecture and Engineering Services at 18000 Webster Rd in Gladstone.

CHA was the successful awardee of a competitive Request for Participation (RFP) process initiated by HACC on January 23, 2019. The RFP was advertised in the Daily Journal of Commerce (DJC) and on HACC's website. Submissions were scored by a selection committee based on established evaluation criteria that gave points to each respondent based on experience and expertise. CHA met all the criteria of this RFP and a phased service contract with expected amendments was contemplated in the RFP and in their fee structure to HACC.

18000 Webster Road is a 2.2 acre site with an existing 27,000 square foot single-story building, originally constructed as a nursing home. The building was most recently used as a residential behavioral health services facility before closing in 2017. The Housing Authority identified this land for development capacity and the opportunity it presents for the construction of affordable housing and the opportunity to provide site-based rental assistance and options for permanent supportive housing. In an effort to advance this opportunity without delay and to take action towards unit development during the time of a housing crisis, HACC was approved to use Metro

Affordable Housing Bond (MAHB) proceeds to acquire the Gladstone property under Metro's Pilot Project program for MAHB use.

The redevelopment of 18000 Webster Road will make significant improvements to the existing site with a comprehensive remodel of the building interior to include 48 residential units, redevelopment of the sites commercial kitchen, extensive improvements to the sites landscaping and building façade while implementing systems to drastically reduce utility costs for future tenants and building operations. These units will be a mix of single-room occupancy (SRO) and Studio apartments, providing permanent supportive housing for seniors age 55 and up who make less than 30% of area median income (AMI). The building will also provide space for third party supportive services to ensure that tenants of this building will have direct access to health and wellness opportunities and a robust connection to outside services in the greater Gladstone community.

Project partners for 18000 Webster Rd include: Metro, Oregon Housing & Community Services Permanent Supportive Housing Pilot, Clackamas County Public Health, Housing Authority of Clackamas County, and Health, Housing and Human Services (H3S).

Contract Amendment #1 has been reviewed and signed by Clackamas County Counsel.

RECOMMENDATION:

Staff recommends the HACC Board approve the execution of the Contract Amendment No. 1. Additionally, staff recommends the HACC Board authorize Richard Swift, Director of Health, Housing and Human Services, to sign on behalf of the Housing Authority of Clackamas County.

Respectfully submitted,



Richard Swift, H3S deputy FOR

Richard Swift, Director
Health, Housing and Human Services

AMENDMENT #1

TO THE CONTRACT DOCUMENTS WITH CARLETON HART ARCHITECTURE FOR ARCHITECTURAL AND ENGINEERING SERVICES AT THE 18000 WEBSTER ROAD PROJECT IN GLADSTONE

This Amendment #1 is entered into between **Carleton Hart Architecture** (“Contractor”) and the Housing Authority of Clackamas County (the “HACC”) and it shall become part of the Personal Services Contract entered into between the parties on August 13th, 2019 (“Contract”).

The Purpose of the Amendment #1 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 termination date, as previously amended, is hereby changed from December 31, 2019 to **December 31, 2021**, to complete the additional Scope of Work.
2. Article I, Section 2 **Scope of Work** is hereby amended as follows:
The additional Scope of Work is outlined in **Exhibit I**, attached and hereby incorporated by reference.
3. Article I, Section 3 **Consideration** is hereby amended as follows:
Compensation for the additional Scope of Work is authorized for **\$954,329.00**. Fees will be billed and paid by percent complete on a monthly basis as outlined in the Fee Matrix and Billing Rate attachment to Exhibit I. The total Contract Compensation shall not exceed \$1,104,029

Original contract:	\$ 149,700.00
Amendment #1	\$ 954,329.00 + Time Extension through 12/31/2021
Total Amended Contract	\$1,104,029.00

SIGNATURE PAGE FOLLOWS

