

May 16, 2024

BCC Agenda Date/Item: \_\_\_\_\_

Board of County Commissioners  
 Clackamas County

**Approval of Amendment #2 increasing funding of an Intergovernmental Agreement with the City of Portland to access and use the Homeless Management Information System. Amendment value is \$40,000 for one year. Agreement value increased to \$190,000 for five years. Funding is through the US Department of Housing and Urban Development. No County General Funds are involved.**

<b>Previous Board Action/Review</b>	March 25, 2021 A.3-Contract Approved August 17, 2023 IV.E.7- Amendment Approved Briefed at Issues – May 14, 2024		
<b>Performance Clackamas</b>	<ol style="list-style-type: none"> <li>1. This programming aligns with H3S's Strategic Business Plan goal to increase self-sufficiency for our clients.</li> <li>2. This funding aligns with the County's Performance Clackamas goal to ensure safe, healthy, and secure communities.</li> </ol>		
<b>Counsel Review</b>	Yes	<b>Procurement Review</b>	No
<b>Contact Person</b>	Vahid Brown	<b>Contact Phone</b>	(971) 332-9870

**EXECUTIVE SUMMARY:** On behalf of the Housing and Community Development Division (HCDD), Health, Housing & Human Services requests approval of Amendment #2 to the Intergovernmental Agreement (IGA) Contract #10051 with the City of Portland through the Portland Housing Bureau (PHB). Historically, Clackamas County has contracted with the City of Portland to utilize the Homeless Management Information System (HMIS). PHB has administered the regional HMIS and provided user licenses for staff within Clackamas County, who are employed by contracted service providers who do housing services work. HMIS is the database system required by the Department of Housing and Urban Development (HUD) to track those experiencing homelessness and the services they are provided.

Over the last year, county staff have worked with regional partners to transfer HMIS system administration from PHB to Multnomah County. The transfer was initially planned to go live on September 18, 2023. However, due to delays from WellSky, the region's HMIS vendor, the transfer to Multnomah County was not completed until March 25, 2024.

This amendment will allow the county to make a final payment to PHB for the additional time on its HMIS platform. The costs include HMIS user licenses, administrative fees, and database administrative support fees necessary to support the system. With this payment and the term of this contract expiring, the county will no longer be under contract with PHB for the HMIS.

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**RECOMMENDATION:** The Staff respectfully recommends the Board of County Commissioners approve Amendment #2 to the Intergovernmental Agreement 10051) and authorize Chair Smith to sign on behalf of Clackamas County.

Respectfully submitted,

*Rodney A. Cook*

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



**AMENDMENT No. 2 to  
IGA No. 3 0 0 0 7185  
FOR  
HMIS Revenue IGA**

This Amendment No. 2 amends IGA No. 30007185 dated 1st day of September, 2019, by and between Clackamas County ("CC"), a Government Entity of the State of Oregon, and the City of Portland, a municipal corporation of the State of Oregon ("City"), by and through their duly authorized representatives. This Amendment may refer to CC and City individually as a "Party" or collectively as the "Parties."

This Amendment is authorized by Ordinance 182211 and Ordinance 191558.

The Effective Date of this Amendment is 1/1/2024. The purpose of this Amendment is to **add revenue to match updated expectations for licensing needs by target end date.**

The IGA was previously amended as follows:

Amendment 1, dated 08/17/2023, which increased the original not-to-exceed amount of the IGA from \$100,000.00 in revenue by \$50,000 to a new total not-to-exceed amount of \$150,000 in revenue.

The Parties agree to amend Section 9, Financial Commitment of Parties, of the IGA as follows:

1. The IGA not-to-exceed amount of \$150,000 in revenue is increased by \$40,000 to a new total not-to-exceed amount of \$190,000 in revenue.

All other terms and conditions of the IGA remain unchanged by this Amendment and in full force and effect.

This Amendment may be signed in two (2) or more counterparts, each of which shall be deemed an original, and which, when taken together, shall constitute one and the same instrument. The Parties agree that they may execute this Amendment by electronic means, including the use of electronic signatures.

IN WITNESS WHEREOF, the Parties hereby cause this Amendment to be executed.

**Subrecipient**

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

Tootie Smith, Chair, Clackamas County Commission \_\_\_\_\_

Printed Name and Title

Address: Clackamas County Community Development

2051 Kaen Rd, Oregon City, OR 97045

Phone: (503) 655-8591

Prepared by Anna Shook, Contract Administrator, Portland Housing Bureau

**Sent to Clackamas County Contracts Dept. via email at [ewegener@clackamas.us](mailto:ewegener@clackamas.us)**

**Contract Number: 30007185**

**Amendment No.: 2**

**Contract Title: HMIS Revenue IGA**

**CITY OF PORTLAND SIGNATURES**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Bureau Director

By:     N/A     \_\_\_\_\_ Date: \_\_\_\_\_  
Elected Official

Approved:

By:     N/A     \_\_\_\_\_ Date: \_\_\_\_\_  
Office of City Auditor

Approved as to Form:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Office of City Attorney