

July 24, 2025

BCC Agenda Date/Item: _____

Board of County Commissioners
 Clackamas County

Approval of an Amendment to a Personal Services Contract with Impact NW for the continuation of housing assistance and supportive services. Amendment Value is \$951,244.06 for 1 year. Total Contract Value is \$3,604,294.28 for 4 years. Funding is through Supportive Housing Services Measure funds. No County General Funds are involved.

Previous Board Action/Review	Original Contract approved, August 18, 2022 – 20220818 II.B Amendment #1, approved, December 15, 2022 - 20221215.V.F.9 Amendment #2, approved, July 31, 2023 – Time only Approved by Department Amendment #3, approved, August 17, 2023 – 20230817 IV.E.6 Amendment #4, approved, June 27, 2024 – 20240627 V.G.16 Amendment #5, approved, June 30, 2025 – Time only Approved by Department		
Performance Clackamas	1. This funding aligns with H3S’s Strategic Action 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.		
Counsel Review	Yes. Amanda Keller	Procurement Review	No
Contact Person	Vahid Brown, HCDD Deputy Director	Contact Phone	(971) 334-9870

EXECUTIVE SUMMARY: On behalf of the Housing and Community Development Division (HCDD), the Health, Housing & Human Services department requests approval of Amendment #6 to Contract #10788 with Impact NW. The Amendment increases the contract value by \$951,244.06 to maintain current service levels for the new fiscal year.

Impact NW has extensive experience serving vulnerable populations in need of housing assistance and supportive services throughout Oregon, including Clackamas County. Each year, their staff assist approximately 20,000 people with comprehensive stabilization and supportive services in a multitude of programs throughout Oregon and Washington.

This Amendment to their contract funds the continuation of supportive housing case management and housing navigation/placement, as well as shelter and care services, for the new fiscal year and is funded through Supportive Housing Services funds.

RECOMMENDATION: Staff respectfully requests that the Board of County Commissioners approve this Amendment to the Contract (10788) with Impact NW and authorize Chair Roberts or his designee to sign on behalf of Clackamas County.

Respectfully submitted,

Mary Rumbaugh

Mary Rumbaugh
 Director of Health, Housing, and Human Services

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**AMENDMENT #6
TO THE CONTRACT DOCUMENTS WITH IMPACT NW
Contract #10788**

This Amendment #6 is entered into between **Impact NW** (“Contractor”) and Clackamas County, on behalf of its Housing and Community Development Division (“County”) and shall become part of the Contract documents originally entered into between Contractor and the Housing Authority of Clackamas County on **August 18, 2022** (“Contract”).

The Purpose of this Amendment #6 is to make the following changes to the Contract:

1. ARTICLE I, Section 3. Consideration is hereby amended as follows:

In consideration for Contractor performing Work during the extended term of this Contract, County will pay Contractor an amount not to exceed \$951,244.06. Consideration is on a reimbursement basis in accordance with the budget as set forth in Exhibit A to this Amendment #6, attached hereto and incorporated by this reference herein, and the terms and conditions of the Contract. The total Contract compensation will not exceed \$ 3,604,294.28.

ORIGINAL CONTRACT	\$ 602,336.38
AMENDMENT #1	\$ 175,931.86 (Scope/Funding)
AMENDMENT #2	\$ 0 (Time Extension)
AMENDMENT #3	\$ 923,537.92 (Time/Funding)
AMENDMENT #4	\$ 951,244.06 (Additional Scope/Funding)
AMENDMENT #5	\$ 0 (Time Extension)
<u>AMENDMENT #6</u>	<u>\$ 951,244.06</u>
TOTAL AMENDED CONTRACT	\$ 3,604,294.28

Except as expressly amended above, all other terms and conditions of the Contract shall remain in full force and effect. By signature below, the parties agree to this Amendment #6, effective upon the date of the last signature below.

Ada Dortch

6-25-25

Authorized Signature

Date

Ada Dortch, Executive Director
Name / Title (Printed)

07895519
Oregon Business Registry #

Non profit, Oregon
Entity Type / State of Formation

Clackamas County

Signature

Date

Name

Title

Approved as to Form:

Amanda Kelly
County Counsel

6/26/2025

Date

**Exhibit A
Budget**

Housing Navigation - 400706		
Personnel		
Housing Specialist II	1.0000	\$73,981.44
Housing Specialist III	0.0000	\$0.00
Program Lead	0.4200	\$35,111.72
Program Supervisor	0.2635	\$28,115.10
Assistant Director	0.0550	\$6,234.93
QA Specialist	0.1000	\$9,062.73
Housing Navigation - 400706 Personnel Subtotal:	1.8385	\$152,505.92
Program Operations - Materials and Supplies		
Mileage		\$2,500.00
Insurance		\$732.90
Cell Phones		\$330.93
Laptops		\$0.00
IT Allocation		\$2,204.66
Office Supplies		\$172.08
Occupancy		\$6,359.63
Housing Navigation - 400706 Program Operations - Materials and Supplies Subtotal:		\$12,300.20
Client Services		
Flex Funds		\$25,000.00
Housing Navigation - 400706 Client Services Subtotal:		\$25,000.00
Capacity Building		
Trainings		\$0.00
Total Capacity Building Subtotal		\$0.00
Indirect Administration		

Indirect Administration		\$30,938.40
Housing Navigation - 400706 Indirect Subtotal:		\$30,938.40
Housing Navigation - 400706 Subtotal:		\$220,744.51

SHCM - 400707		
Personnel		
Housing Specialist II	2.7500	\$199,892.16
Housing Specialist III	0.7500	\$58,260.38
Program Lead	0.5190	\$43,482.29
Program Supervisor	0.2635	\$28,115.10
Assistant Director	0.0550	\$6,234.93
QA Specialist	0.1000	\$9,062.73
SHCM - 400707 Personnel Subtotal:	4.4375	\$345,047.59
Program Operations - Materials and Supplies		
Mileage		\$6,000.00
Insurance		\$1,768.97
Cell Phones		\$798.75
Laptops		\$0.00
IT Allocation		\$5,321.27
Office Supplies		\$721.57
Occupancy		\$15,349.93
SHCM - 400707 Program Operations - Materials and Supplies Subtotal:		\$29,960.49
Client Services		
Flex Funds		\$35,500.00

SHCM - 400707 Client Services Subtotal:		\$35,500.00
Capacity Building		
Trainings		\$500.00
Total Capacity Building Subtotal		\$500.00
Indirect Administration		
Indirect Administration		\$66,994.32
SHCM - 400707 Indirect Subtotal:		\$66,994.32
SHCM - 400707 Subtotal:		\$478,002.40

Shelter + Care - 400707		
Personnel		
Housing Specialist II	2.0000	\$142,414.27
Housing Specialist III	0.0000	\$0.00
Program Lead	0.0610	\$5,111.72
Program Supervisor	0.2230	\$16,115.10
Assistant Director	0.0550	\$6,234.93
QA Specialist	0.1000	\$9,062.73
Shelter + Care - 400707 Personnel Subtotal:	2.4390	\$178,938.75
Program Operations - Materials and Supplies		
Mileage		\$4,000.00
Insurance		\$972.28
Cell Phones		\$444.30
Laptops		\$0.00
IT Allocation		\$2,924.75
Office Supplies		\$391.54
Occupancy		\$8,436.84

Shelter + Care - 400707 Program Operations - Materials and Supplies Subtotal:		\$17,169.72
Client Services		
Flex Funds		\$20,500.00
Shelter + Care - 400707 Client Services Subtotal:		\$20,500.00
Capacity Building		
Trainings		\$500.00
Total Capacity Building Subtotal		\$500.00
Indirect Administration		
Indirect Administration		\$35,388.68
Shelter + Care - 400707 Indirect Subtotal:		\$35,388.68
Shelter + Care - 400707 Subtotal:		\$252,497.15
Total		\$951,244.06