

September 11, 2025

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

Board of County Commissioners  
Clackamas County

**Approval of an Amendment to a Subrecipient Agreement with the City of Wilsonville, on behalf of its Wilsonville Community Center, for services to older adults. Amendment value is \$97,589 for 1 year. Agreement value is \$358,859 for 3 years. Funding is through the Oregon Department of Human Services. No County General Funds are involved.**

<b>Previous Board Action/Review</b>	<ul style="list-style-type: none"> <li>• Original Agreement, November 8, 2023, Agenda item 20231108 II.E.3;</li> <li>• Amendment #01 July 25, 2024, Agenda item 20240725 III.F.10</li> <li>• Amendment #02 May 1, 2025, Approved by County Administrator</li> </ul>		
<b>Performance Clackamas</b>	Healthy People		
<b>Counsel Review</b>	Yes-Sarah Foreman	<b>Procurement Review</b>	NA
<b>Contact Person</b>	Tracy Garell, Director	<b>Contact Phone</b>	503-655-8641

**EXECUTIVE SUMMARY:** The Social Services Division of the Health, Housing, and Human Services requests approval of an Amendment to a Subrecipient Agreement with the City of Wilsonville on behalf of its Wilsonville Community Center to provide Older Americans Act (OAA) funded and related services for persons living in the Wilsonville area. These services connect residents with resources tailored to meet their individual needs, enabling them to remain independent and active in the community.

Amendment #03 adds a new fiscal year budget to fund an additional year of service for older adults, including Congregate and Home-Delivered Meals, transportation, and information & referral services. No County General Funds are involved.

**RECOMMENDATION:** Staff respectfully requests that the Board of County Commissioners approve Amendment #03 (11258) and authorize Chair Roberts or his designee to sign on behalf of Clackamas County.

Respectfully submitted,

*Mary Rumbaugh*  
Mary Rumbaugh  
Director of Health, Housing & Human Services

For Filing Use Only

Subrecipient Amendment (FY24-FY27)  
Clackamas County, Department of Health, Housing and Human Services

<u>Subrecipient Agreement Number: 24-010</u>	<u>Board Order Number:</u>
<u>Department/Division: H3S, Social Services Division</u>	<u>Amendment No. 3</u>
<u>Subrecipient: City of Wilsonville, on behalf of its Wilsonville Community Center</u>	<u>Amendment Requested By: Tracy Garell</u>
Changes: <input type="checkbox"/> Scope of Service <input type="checkbox"/> Agreement Time	<input checked="" type="checkbox"/> Agreement Budget <input type="checkbox"/> Other:

**Justification for Amendment:**

This Amendment #3 is entered into by and between City of Wilsonville ("SUBRECIPIENT") and Clackamas County and shall become part of that federal subrecipient agreement ("Agreement") entered into by and between the parties on 11/08/2023. Amendment #3 adds the FY26 budget and results in an increase to the budget by an additional \$97,589, for a total Agreement amount of \$358,859.

This Amendment #3 is effective upon signature. Except as amended hereby, all other terms and conditions of the Agreement remain in full force and effect. COUNTY has identified the changes with "***bold/italic***" font for easy reference.

**AMEND Section 4, Grant Funds:**

- 4. Grant Funds.** COUNTY's funding for this Agreement is a combination of Federal, State and Local dollars as specified below by title and Assistance Listing Number ("ALN") number as appropriate. The maximum, not to exceed, grant amount COUNTY will pay for is \$261,270. Payments will be made on a reimbursement basis in accordance with the rates set forth in Exhibit B, and the award is conditional upon compliance with the terms herein and disbursements will be made in accordance with the schedule and requirements contained in Exhibit D: Reimbursement Request. Failure to comply with the terms of this Agreement may result in withholding of payment.
- 4.1 Grant Funds: COUNTY's funding of \$254,520 in grant funds for this Agreement is the Older Americans Act (ALN: 93.043, 93.044, 93.045, 93.052, 93.053) issued to COUNTY by the State of Oregon, Department of Human Services ("ODHS"), Adults and People with Disabilities ("APD"), Community Services & Solutions Unit ("CSSU").
- 4.2 Other Funds: COUNTY's funding of \$6,750 for Shelf Stable Meals outlined in this Agreement are state general funds, issued to COUNTY by the State of Oregon, Department of Human Services ("ODHS"), Adults and People with Disabilities ("APD"), Community Services & Solutions Unit ("CSSU").

**TO READ:**

- 4. Grant Funds.** COUNTY's funding for this Agreement is a combination of Federal, State and Local dollars as specified below by title and Assistance Listing Number ("ALN") number as appropriate. The maximum, not to exceed, grant amount COUNTY will pay for is **\$358,859**. Payments will be made on a reimbursement basis in

accordance with the rates set forth in Exhibit B, and the award is conditional upon compliance with the terms herein and disbursements will be made in accordance with the schedule and requirements contained in Exhibit D: Reimbursement Request. Failure to comply with the terms of this Agreement may result in withholding of payment.

- 4.1 Grant Funds: COUNTY's funding of **\$352,109** in grant funds for this Agreement is the Older Americans Act (ALN: 93.043, 93.044, 93.045, 93.052, 93.053) issued to COUNTY by the State of Oregon, Department of Human Services ("ODHS"), Adults and People with Disabilities ("APD"), Community Services & Solutions Unit ("CSSU").
- 4.2 Other Funds: COUNTY's funding of \$6,750 for Shelf Stable Meals outlined in this Agreement are state general funds, issued to COUNTY by the State of Oregon, Department of Human Services ("ODHS"), Adults and People with Disabilities ("APD"), Community Services & Solutions Unit ("CSSU").

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**AMEND EXHIBIT B – SUBRECIPIENT Program Budget**, to add the following additional budget for fiscal year 2025-26 with the following:

**CITY of WILSONVILLE - COMMUNITY CENTER**  
 Fiscal Year 2026, 7/1/2025 - 6/30/2026

<u>Funding Type</u>	<u>Funding Category</u>	<u>AL Number</u>	<u>Max. Total Award</u>	<u>Required Match*</u>	<u>Services</u>	<u>Reimb. Rate</u>	<u>Service Unit for Reporting &amp; Reimbursement</u>
Client Services	OAA III B	93.044	\$ 11,340	\$ 1,260	Case Management	\$ 42.00	1 hour
					Reassurance	\$ 21.00	1 contact
					Info & Assistance	\$ 21.00	1 contact
Nutrition Services	OAA C1 - Congregate Meals	93.045	\$ 32,756	\$ 3,639	OAA Meal Site Management	\$ 1.65	1 congregate meal
					Food Service	\$ 2.50	1 congregate meal
	OAA C2 - Home Delivered Meals	93.045	\$ 41,045	\$ 4,561	OAA Meal Site Management	\$ 1.65	1 home delivered meal
					Food Service	\$ 2.50	1 home delivered meal
					HDM Assessment	\$ 21.00	1 complete assessment
	NSIP - Congregate Meals	93.053	\$ 5,477	NA	Food Service	\$ 0.70	1 congregate meal
	NSIP - Home Delivered Meals	93.053	\$ 6,971	NA	Food Service	\$ 0.70	1 home delivered meal
Total Maximum Award			\$ 97,589	Federal Award Total:		\$	97,589

\* Source of OAA Match - Staff time

**REPLACE EXHIBIT H – 1 with the following:**

**2 CFR 200.332(a) REQUIRED INFORMATION**

<b>Federal award identification</b>	
<b>SUBRECIPIENT Name:</b>	<b>City of Wilsonville – Wilsonville Community Center</b>
<b>SUBRECIPIENT Unique Entity Identifier:</b>	<b>XJHFNSZ9PGK6</b>
<b>Federal Award Identification Number (FAIN):</b>	<b>Unavailable</b>
<b>Federal award date:</b>	<b>Unavailable</b>
<b>Subaward Period of Performance, Start and End Date:</b>	<b>7/1/2023 – 6/30/2027</b>
<b>Subaward Budget Period, Start and End Date:</b>	<b>7/1/2023 – 6/30/2026</b>
<b>Amount of federal funds obligated for this ALN by this action to SUBRECIPIENT:</b>	<b>\$33,480</b>
<b>Total amount of all Federal funds obligated in this subaward:</b>	<b>\$352,109</b>
<b>Total amount of all Federal funds obligated to SUBRECIPIENT during the current fiscal year:</b>	<b>\$97,589</b>
<b>Federal award program name:</b>	<b>Older Americans Act</b>
<b>Federal awarding agency:</b>	<b>Administration for Community Living</b>
<b>Name of pass-through entity:</b>	<b>Clackamas County</b>
<b>Pass-through entity award identifying number to SUBRECIPIENT:</b>	<b>NVWKAVB8JND6</b>
<b>Assistance Listing Number (ALN) &amp; Title:</b>	<b>93.044 Title III, Part B</b>
<b>Is Award for Research and Development?</b>	<b>No</b>
<b>SUBRECIPIENT indirect cost rate on this Agreement:</b>	<b>N/A</b>

**REPLACE EXHIBIT H – 2 with the following:**

**2 CFR 200.332(a) REQUIRED INFORMATION**

<b>Federal award identification</b>	
<b>SUBRECIPIENT Name:</b>	<b>City of Wilsonville – Wilsonville Community Center</b>
<b>SUBRECIPIENT Unique Entity Identifier:</b>	<b>XJHFNSZ9PGK6</b>
<b>Federal Award Identification Number (FAIN):</b>	<b>Unavailable</b>
<b>Federal award date:</b>	<b>Unavailable</b>
<b>Subaward Period of Performance, Start and End Date:</b>	<b>7/1/2023 – 6/30/2027</b>
<b>Subaward Budget Period, Start and End Date:</b>	<b>7/1/2023 – 6/30/2026</b>
<b>Amount of federal funds obligated for this ALN by this action to SUBRECIPIENT:</b>	<b>\$270,531</b>
<b>Total amount of all Federal funds obligated in this subaward:</b>	<b>\$352,109</b>
<b>Total amount of all Federal funds obligated to SUBRECIPIENT during the current fiscal year:</b>	<b>\$97,589</b>
<b>Federal award program name:</b>	<b>Older Americans Act</b>
<b>Federal awarding agency:</b>	<b>Administration for Community Living</b>
<b>Name of pass-through entity:</b>	<b>Clackamas County</b>
<b>Pass-through entity award identifying number to SUBRECIPIENT:</b>	<b>NVWKAVB8JND6</b>
<b>Assistance Listing Number (ALN) &amp; Title:</b>	<b>93.045 Title III, Part C</b>
<b>Is Award for Research and Development?</b>	<b>No</b>
<b>SUBRECIPIENT indirect cost rate on this Agreement:</b>	<b>N/A</b>

**REPLACE EXHIBIT H – 3 with the following:**

**2 CFR 200.332(a) REQUIRED INFORMATION**

<b>Federal award identification</b>	
<b>SUBRECIPIENT Name:</b>	<b>City of Wilsonville – Wilsonville Community Center</b>
<b>SUBRECIPIENT Unique Entity Identifier:</b>	<b>XJHFNSZ9PGK6</b>
<b>Federal Award Identification Number (FAIN):</b>	<b>Unavailable</b>
<b>Federal award date:</b>	<b>Unavailable</b>
<b>Subaward Period of Performance, Start and End Date:</b>	<b>7/1/2023 – 6/30/2027</b>
<b>Subaward Budget Period, Start and End Date:</b>	<b>7/1/2023 – 6/30/2025</b>
<b>Amount of federal funds obligated for this ALN by this action to SUBRECIPIENT:</b>	<b>\$46,048</b>
<b>Total amount of all Federal funds obligated in this subaward:</b>	<b>\$352,109</b>
<b>Total amount of all Federal funds obligated to SUBRECIPIENT during the current fiscal year:</b>	<b>\$97,589</b>
<b>Federal award program name:</b>	<b>Older Americans Act</b>
<b>Federal awarding agency:</b>	<b>Administration for Community Living</b>
<b>Name of pass-through entity:</b>	<b>Clackamas County</b>
<b>Pass-through entity award identifying number to SUBRECIPIENT:</b>	<b>NVWKAVB8JND6</b>
<b>Assistance Listing Number (ALN) &amp; Title:</b>	<b>93.053 NSIP</b>
<b>Is Award for Research and Development?</b>	<b>No</b>
<b>SUBRECIPIENT indirect cost rate on this Agreement:</b>	<b>N/A</b>

**SIGNATURE PAGE**

IN WITNESS WHEREOF, the parties hereto have caused this Amendment #3 to be executed by their duly authorized officers.

CLACKAMAS COUNTY

City of Wilsonville, on behalf of Wilsonville Community Center

By: \_\_\_\_\_

By:  \_\_\_\_\_

Its: \_\_\_\_\_

Its: City Manager \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

Approved for Legal Sufficiency

By: *Sarah Foreman*  
Sarah Foreman (Aug 26, 2025 01:54:21 PDT)  
\_\_\_\_\_ County Counsel

Dated: Aug 26, 2025 \_\_\_\_\_