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Clackamas County
www.clackamas.us

June 4, 2026

BCC Agenda Item: _____

Board of County Commissioners
Clackamas County

Approval of an Amendment with Northwest Enforcement, Inc. for Security Services at Tukwila Springs Apartments. Amendment Value is \$221,532.84 for one year. Total Agreement Value is \$443,065.68 for 2 years. Funding is through Supportive Housing Services funds. No County General Funds are involved.

Previous Board Action/Review: June 18, 2025 – Original Contract

Performance Clackamas: Safe, healthy, and secure communities.

Counsel Review: Yes, Andrew Naylor

Procurement Review: Yes

Contact Person: Vahid Brown, HCDD Deputy Director

Contact Phone: (971) 334-9870

EXECUTIVE SUMMARY: On behalf of the Housing and Community Development Division (HCDD), Health, Housing and Human Services requests approval of amendment 1 to contract 12155 with Northwest Enforcement, Inc. for Security Services at the Tukwila Springs Apartments in Clackamas County.

Tukwila Springs is a permanent supportive housing project providing property management and resident services with the Housing Authority of Clackamas County. Northwest Enforcement, Inc. has been a partner in developing trust and relationships with the highly vulnerable population served in the building since 2022.

This amendment provides continuity of on-site security services at the property.

This amendment is funded by \$221,532.84 in Metro Supportive Housing Service funds. No County General Funds are involved.

RECOMMENDATION: Staff respectfully requests that the Board of County Commissioners approve this Amendment 1 to Agreement 12155 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

For Filing Use Only

AMENDMENT #1
TO THE CONTRACT DOCUMENTS WITH NORTHWEST ENFORCEMENT, INC. FOR
SECURITY SERVICES AT TUKWILA SPRINGS APARTMENTS
Contract #12155

This Amendment #1 is entered into between Northwest Enforcement, Inc. (“Contractor”) and Clackamas County (“County”) and shall become part of the Contract documents entered into between both parties on June 18, 2025 (“Contract”).

The Purpose of this 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 is hereby changed from June 30, 2026, to **June 30, 2027**. This Contract may be renewed for three (3) additional one-year terms upon the mutual agreement of both parties.

2. ARTICLE I, Section 2. **Scope of Work** is hereby amended as follows:

During the extended term of this Contract, Contractor shall perform the Work further described in the revised **Exhibit A to this Amendment #1**, attached hereto and incorporated by this reference herein.

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

In consideration for Contractor performing Work during the extended term of this Contract, County shall pay Contractor an amount not to exceed \$221,532.84. The total Contract compensation will not exceed \$443,065.68.

Consideration rates are on a reimbursement basis in accordance with the rates and costs specified in **Exhibit B to this Amendment #1**, attached hereto and incorporated by this reference herein.

ORIGINAL CONTRACT	\$ 221,532.84
AMENDMENT #1	\$ 221,532.84
TOTAL AMENDED CONTRACT	\$ 443,065.68

[Signatures in the following page]

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 #1, effective upon the date of the last signature below.

Northwest Enforcement, Inc.



Authorized Signature 4/23/26
Date

Karen M Withrow

Printed Name


Clackamas County

Signature Date

Name: _____

Title: _____

Approved for Legal Sufficiency:

 04/27/2026

County Counsel Date

**EXHIBIT A
PERSONAL SERVICES CONTRACT
SCOPE OF WORK**

Scope of Work & Compensation

Job Site: Tukwila Springs Apartments - 18000 Webster Rd. Gladstone, OR 97027

Job Description: Provide unarmed security at the property listed above.

Contractor's Responsibilities:

Scope of Work

Northwest Enforcement, Inc. ("Contractor") has the capacity and capability to provide all the specific security services listed below, and will work in close coordination with Clackamas County staff and/or other County contractors. The scope of work may change in response to needs of the property.

All services must be performed by carefully selected and competent security personnel. The Contractor shall provide County with a steady and dependable work force and to keep security officer turnover at a minimum. A high turnover rate of security officers deemed unacceptable by County may be grounds for contract termination. Any assigned security personnel that do not meet County's requirements shall be immediately removed, and suitable replacement will be assigned.

Contractor shall:

1. Station one unarmed Static Officer twelve (12) hours a day, seven (7) days a week including holidays who must conduct patrols, fire watch, or other high-visibility activities as assigned by the County's Contract Manager or Property Management.
2. Conduct high visibility patrols of the project, to include moving loitering individuals from building entrances, hallways, and parking lots on an hourly basis. Check all exterior building perimeter doors hourly.
3. Report general condition of property to Property Manager. Example: Lights out, broken sprinklers, vandalism, etc.
4. Patrol parking area and spotlight dark areas, to include posting a notice of violation on any suspected abandoned vehicles and notify client. Enforce parking rules/providing citations.
5. Report and questions all unusual activity. Call police, animal control, or other services as warranted. Serve as a deterrent to crime.
6. Escort all trespass offenders from property, call police for trespass offenders, update and maintain the excluded/trespass logbook.
7. Prepare activity nightly and prepare incident reports when required. Log all incidents with dates, times, description of the incidents and pictures when applicable. Incidents include calls from residents, garbage, noise disturbance, damage, dumping, etc.
8. Install check points at locations designated by Property Management and/or the County's designated Manager in Community Services.
9. Provide a phone number for residents and staff to reach security to report incidents for security to follow up on.
10. Respond to all resident calls as appropriate to include noise complaints, excluded persons, smoke alarms, etc. Assist residents in calling after hours maintenance, emergency, and non-emergency police services.

11. **Trauma-informed Care.** Contractor shall incorporate a trauma-informed care approach in the delivery of security services and provide training to all contracted staff stationed onsite (including temporary staff). Contractor will provide proof of training; its attendees, and any other relevant information to the County's designated Community Services Manager and the Property Manager of Tukwila Springs upon completion. Trauma informed training should include the following.

- Realize the widespread impact of trauma and understand paths for recovery.
- Recognize the signs and symptoms of trauma in residents, their families' friends and others who visit our properties.
- Integrate knowledge about trauma in policies, procedures, and practices.
- Actively avoid re-traumatizing residents when providing security services in the building.
- Understanding the universal idea that everyone has trauma, moving from what is wrong with you, to what happened to you?

12. **Mental Health First Aid.** Contracted staff who will work on-site (including temporary staff) must receive training annually for best practices in working with seniors who have mental and behavioral health care needs. Contractor will provide proof of training, its attendees, and any other relevant information to the County's Community Services Manager and the Property Manager of Tukwila Springs upon completion.

13. **Cultural Responsiveness Training.** Contractor must provide annual cultural responsiveness training. Contractor is required to provide a cultural responsiveness training that focuses on working with culturally specific populations served at the property to which Contractor is providing security services. Contractor will provide proof of training, its attendees, and any other relevant information to the County's Community Services Manager and the Property Manager of Tukwila Springs upon completion.

**EXHIBIT B
PERSONAL SERVICES CONTRACT
BUDGET**



**NORTHWEST ENFORCEMENT INC
SAFE SOUND SECURITY
Cost Proposal**

**Compensation: Contract not to exceed \$221,532.84 for
Fiscal Year 2026-2027**

Tukwila Springs Security			
BID RATE	\$50.03	Holiday/OT Rate	\$75.05
Unarmed	Total Annual Hours	Monthly Average	Annual Cost
Unarmed Security Guard - Regular	4,284	\$17,860.71	\$214,328.52
Unarmed Security Guard - Holiday	96	\$400.24	\$7,204.32
TOTAL HOURS/COST	4,380	\$18,260.95	\$221,532.84
	BILL RATE	\$50.03	
		Percentage	Amount
Officer Cost	Officer Wage	55.00%	\$27.52
	Payroll Taxes	14.00%	\$7.00
	Insurance	5.00%	\$2.50
	Corp Activity Tax	0.50%	\$0.25
	Certification & Training	3.00%	\$1.50
	Uniforms	2.00%	\$1.00
	Equipment & Technology	2.50%	\$1.25
	Paid Time Off	4.00%	\$2.00
	Health & Welfare	5.00%	\$2.50
Management	Administrative Support	5.00%	\$2.50
Profit		4.00%	\$2.00
Totals		100%	\$50.03