

June 12, 2025

BCC Agenda Date/Item: _____

Housing Authority Board of Commissioners
Clackamas County

Approval of an Amendment to a Personal Services Contract with Impact NW for providing peer support specialists and housing specialists to residents. Amendment Value is \$364,924.83 for 1 year. Total Contract Value is \$1,088,347.26 for 3 years. Funding is through the Supportive Housing Services Measure. No County General Funds are involved.

Previous Board Action/Review	8/17/23 - Original contract approved - 20230817 I.A 6/25/24 - Amendment #1 briefed at Issues 6/27/25 – Amendment #1 approved		
Performance Clackamas	This item aligns with the strategic priority to ensure safe, healthy, and secure communities by providing sustainable and affordable housing.		
Counsel Review	Yes, Amanda Keller	Procurement Review	N/A
Contact Person	Elizabeth Miller	Contact Phone	971-201-0467

EXECUTIVE SUMMARY: The Housing Authority of Clackamas County (HACC), a component unit within the Housing and Community Development Division of the Health, Housing and Human Services Department, requests approval of an Amendment #2 to contract #11166 with Impact NW (INW), for peer support & housing specialist services to participants of Housing Authority programs.

Programs include Public Housing and Housing Choice Vouchers, which has about 2,700 clients. Clients are selected from the wait list, which includes many families who are homeless and/or have barriers to housing. Pairing resident services and other supportive services for these families leads to greater housing stability.

The 1.5 FTE Peer Support specialist and 1 FTE housing specialist provided by Impact NW will continue to work in collaboration with HACC's Resident Services Team to support residents in their housing.

The Peer Support Specialists and Housing Specialist will support residents in housing with a focus on:

- Increasing housing stability and preventing evictions
- Promoting resident economic stability, self-reliance, and quality of life
- Connecting vulnerable residents to additional support services
- Assisting residents in navigating complex systems
- Assisting Youth in advancement and self-sufficiency.
- Building community within our public housing properties
- Tracking interventions and outcomes

For Filing Use Only

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This amendment adds \$364,924.83 of Supportive Housing Services Measure funding and extends the current programming levels through June 30, 2026.

RECOMMENDATION: Staff respectfully requests the Housing Authority Board approve Amendment #2 to contract (11166) with Impact NW to continue the provision of services by Impact NW for an additional year and authorize Chair Roberts to sign on behalf of the Housing Authority.

Respectfully submitted,
Mary Rumbaugh

Mary Rumbaugh
Director of Health Housing and Human Services

**AMENDMENT #2
TO THE CONTRACT DOCUMENTS WITH IMPACT NW FOR PEER SUPPORT AND
HOUSING CASE MANAGEMENT SERVICES
Contract #11166**

This Amendment #2 is entered into between **Impact NW** (“Contractor”) and Housing Authority of Clackamas County (“HACC”) and shall become part of the Contract documents entered into between both parties on **August 17, 2023** (“Contract”).

The Purpose of this Amendment #2 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, 2025, to June 30, 2026
2. ARTICLE I, Section 3. **Consideration** is hereby amended as follows:

In consideration for Contractor performing Work during the extended term of this Contract, HACC will pay Contractor an amount not to exceed three hundred sixty-four thousand nine hundred twenty-four dollars and eighty-three cents (\$364,924.83).

Consideration rates are on a reimbursement basis in accordance with the budget set forth in **Exhibit B to this Amendment #2**, attached hereto and incorporated by this reference herein, and the terms of the Contract.

Budget line items within categories may be changed with written agreement by both parties. HACC may approve, in writing, adjustments to budget line-item amounts provided the maximum Contract amount is not exceeded.

The total Contract compensation will not exceed \$1,088,347.26.

ORIGINAL CONTRACT	\$ 358,497.60
AMENDMENT #1	\$ 364,924.83 + Scope
<u>AMENDMENT #2</u>	<u>\$ 364,924.83</u>
TOTAL AMENDED CONTRACT	\$ 1,088,347.26

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

Impact NW



5-20-25

Authorized Signature

Date

Ada Dortch

Printed Name

Housing Authority of Clackamas County

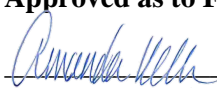
Signature

Date

Name: _____

Title: _____

Approved as to Form:



County Counsel

5/21/2025

Date

EXHIBIT B BUDGET

RNP CLACKCO FY26 BUDGET 2.5FTE Direct Service	
Personnel	
2.5FTE Program Specialist II/III, 0.5FTE Program Supervisor, 0.069FTE Program Director	\$ 179,314.00
Fringe 36.8%	\$ 65,987.55
Total Personnel	\$ 245,301.55
Operations	
Mileage	\$ 3,000.00
Printing/Photocopy \$64.40/on site FTE (Program Supervisor, Program Director)	\$ 36.44
Insurance \$278.99/FTE	\$ 856.22
Cell Phone \$22/mo/FTE excluding Program Director	\$ 792.00
Laptops/Printers - 1+accessories	\$ 1,400.00
IT Allocation \$1,239.72/FTE	\$ 3,804.70
Office Supplies	\$ 1,500.00
Occupancy \$2,784.00/on site FTE (Program Supervisor, Program Director)	\$ 1,584.10
Total Operations	\$ 12,973.46
Client Assistance	
Flex Funds	\$ 50,000.00
Total Client Assistance	\$ 50,000.00
Capacity Building	
Trainings	\$ 2,000.00
Total Capacity Building	\$ 2,000.00
Administration	
Indirect Administration 16.3%	\$ 54,649.83
Total Administration	\$ 54,649.83
TOTAL CONTRACT	\$ 364,924.83