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Clackamas County
www.clackamas.us

September 10, 2026

BCC Agenda Item: _____

Board of County Commissioners
Clackamas County

**Approval of Amendment #5 with Do Good Multnomah for supportive housing case management services at Clayton Mohr Commons. Amendment Value is \$333,783 for one year. Total Agreement Value is \$1,271,764.43. Funding is through Supportive Housing Services Measure Funds.
No County General Funds are involved.**

Previous Board Action/Review:

Original Agreement August 10, 2023, BCC-Agenda Item 20230810 III.D.3;
Amendment #01 June 15, 2023, BCC-Agenda Item 20230615 II.D.7;
Amendment #02 June 10, 2025, H3S
Amendment #03 August 14, 2025, BCC-Agenda Item 20250814 III.H.1
Amendment #04 June 25, 2026, H3S

Performance Clackamas: Safe, Secure and Livable Communities

Counsel Review: Yes: Andrew Naylor

Contact Person: Vahid Brown

Procurement Review: N/A

Contact Phone: (971) 334-9870

EXECUTIVE SUMMARY: On behalf of the Housing and Community Development Division (HCDD), the Health, Housing and Human Services Department requests approval of Amendment #5 to contract #11114 with Do Good Multnomah for supportive housing case management services at Clayton Mohr Commons.

Clayton Mohr Commons is located at 314 Pleasant Avenue in the heart of Oregon City and provides permanent supportive housing to veterans. The property has twenty-four (24) housing units comprised of studios, one and two-bedroom units, and a community room that hosts resident gatherings and allows for the on-site provision of supportive services. All 24 units include project-based rental assistance vouchers to ensure that the units are affordable to veteran households at or below 30% average median income (AMI).

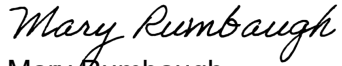
Do Good Multnomah has provided a consistent scope of services for the past several years through multiple procurements cycles, demonstrating its continued dedication to assisting the veterans in Clackamas County. Supportive services at Clayton Mohr Commons include promoting economic stability and self-reliance, assistance navigating and applying for additional benefits, and providing case management services tailored to meet the unique needs of individual households. Amendment #5 adds \$333,783.00 to fund services for an additional year, through June 30, 2027.

Healthy Families. Strong Communities.

2051 Kaen Road, Oregon City, OR 97045 • Phone (503) 650-5697 • Fax (503) 655-8677
www.clackamas.us

RECOMMENDATION: Staff respectfully recommend that the Board of County Commissioners approve this Amendment #5 (H3S #11114) and authorize Chair Roberts or his designee to sign on behalf of Clackamas County.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mary Rumbaugh".

Mary Rumbaugh
Director of Health, Housing and Human Services

AMENDMENT #5
TO THE CONTRACT DOCUMENTS WITH DO GOOD MULTNOMAH
Contract #11114

This Amendment #5 is entered into between **Do Good Multnomah** (“Contractor”) and Clackamas County (“County”) and shall become part of the Contract documents entered into between both parties on **August 10, 2023** (“Contract”).

The Purpose of this Amendment #5 is to make the following changes to the Contract:

1. ARTICLE I, Section 2. **Scope of Work** is hereby amended as follows:
Contractor shall perform the revised Work described in **Exhibit A and Addendum to this Amendment #5**, attached hereto and incorporated by this reference herein.
2. ARTICLE I, Section 3. **Consideration** is hereby amended to add the following:
County may, in its sole discretion, advance Contractor an amount not to exceed one sixth (1/6) of the total Contract amount (the “Advanced Funds”). Contractor may only use the Advanced Funds for purposes of paying Contractor’s eligible expenses incurred between the effective date of the Contract, or any amendment extending the term of the Contract, and when Contractor’s first monthly invoice is submitted and paid. Advanced Funds may continue to be used to pay Contractor’s eligible expenses on a rolling thirty-day (30) basis to ensure Contractor may perform the Work prior to County paying Contractor’s monthly invoices. However, Contractor shall continue to invoice County for eligible expenses incurred on a monthly basis, in accordance with the terms and conditions of the Contract, with the Advanced Funds being used to cover eligible expenses prior to when County pays Contractor’s monthly invoices.
Starting in November of each contract year, in lieu of an invoice, Contractor shall submit a monthly reconciliation statement of expenses incurred against the Advanced Funds. The reconciliation statement shall document, to County’s satisfaction, how the Advanced Funds were spent down on a monthly basis, including reimbursing Contractor for Work performed for each remaining month of the contract year (November through June).
When Advanced Funds are fully spent down, Contractor shall submit a final reconciliation statement that details the use of the remaining Advanced Funds, if any. If Contractor’s expenses exceed the remaining Advanced Funds, Contractor may invoice the balance, reduced by any remaining Advanced Funds, and then resume invoicing County for reimbursement in accordance with the Contract.
If there are any Advanced Funds remaining after the final reconciliation statement is submitted and no further amounts are owed to Contractor for Work performed, or if the Contract is terminated prior to expiration of its term for any reason, the remaining Advanced Funds must be returned to County within ten (10) business days of the termination date of the Contract.

Contractor's use of Advanced Funds for any purpose not expressly permitted by this Contract, or failure to return Advanced Funds in accordance with the provisions above, constitutes a breach of the Contract. Upon such breach, and in addition to any other right or remedy County may have under the Contract, County may terminate the Contract and reduce any pending invoice for Work performed by the amount of the misused/unreturned Advanced Funds.

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

In consideration for Contractor performing the revised Work, County may pay Contractor an amount not to exceed \$333,783.00.

Consideration remains on a reimbursement basis in accordance with the budget set forth in **Exhibit B to this Amendment #5**, attached hereto and incorporated by this reference herein, and the terms of the Contract.

The total Contract compensation will not exceed \$1,271,764.43.

ORIGINAL CONTRACT	\$ 255,415.60
AMENDMENT #1	\$ 348,782.83 + Time Extension + Budget
AMENDMENT #2	\$ 0 + Time Extension
AMENDMENT #3	\$ 333,783.00 + Scope + Budget
AMENDMENT #4	\$ 0 + Time Extension
<u>AMENDMENT #5</u>	<u>\$ 333,783.00 + Scope</u>
TOTAL AMENDED CONTRACT	\$ 1,271,764.43

4. The following paragraph is added to ARTICLE II:

33. **MEDIA RELEASES, PUBLIC ACKNOWLEDGMENT.** The parties acknowledge the value in coordinating public communications about the Work and will make reasonable efforts to provide notice to each other prior to issuing press releases, holding press conferences, or engaging in other pre-planned media communications about the Work. Similarly, each party will make reasonable efforts to publicly recognize the other in any press releases or planned media-involved events relating to or describing the Work, including and as applicable by providing a speaking opportunity for an elected and/or county official.

{SIGNATURES ON 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 #5, effective upon the date of the last signature below.

Do Good Multnomah

Daniel Hovanas 8/17/2026

Authorized Signature Date

Daniel Hovanas

Printed Name

Clackamas County

Signature Date

Name: _____

Title: _____

Approved for Legal Sufficiency:

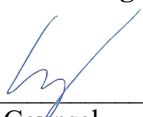
 08/18/2026
County Counsel Date

EXHIBIT A
SUPPORT SERVICES CONTRACT
SCOPE OF WORK

Do Good Multnomah (“Contractor”) is a non-profit organization that provides intensive supportive housing case management, peer support, housing navigation, and a supportive community environment for Veterans. Clayton Mohr Commons is a veteran housing project located at 399 Pleasant Avenue in the heart of Oregon City. The property has twenty-four (24) housing units comprised of studios, one and two-bedroom units, and strictly serves veterans with project-based vouchers. This ensures that the units stay affordable to households at or below 30% AMI.

In addition to compliance with all guiding principles and expectations listed below, Contractor will provide the following services:

1. Contractor will provide case management to all residents of Clayton Mohr Commons. Contractor will strive to achieve full participant engagement in supportive services.
2. Clayton Mohr Commons services include:
 - a. HMIS intake, annual, and exit paperwork and data entry requirements.
 - b. Refer residents to and provide support to connect with community and H3S resources.
 - c. Coordinate, schedule and facilitate services and activities on-site for residents. Maintain regular communication with Property Management and residents regarding upcoming events, through a monthly newsletter and event notices. Resident events should be held at a minimum monthly, with weekly programming encouraged when feasible.
 - d. Coordinate and schedule volunteer activities and events on-site. This should be at minimum quarterly.
 - e. Develop Individual Service Plans with each program participant and help them reach their goals.
 - f. Provide ongoing feedback with agencies that referred clients to housing including, but not limited to, HCDD, Clackamas County Social Services (CCSS), and the US Department of Veterans Affairs (VA).
3. Contractor will work with the property manager to maintain 98-100% occupancy rates at all times by providing housing stabilization services and service connections.
4. Contractor will provide the staffing and supervision of three full-time staff members to perform the services. These staff members shall include a program manager, case manager, and peer support specialist. The duties and responsibilities of the staff positions shall be defined as follows:
 - a. Program Manager: The Program Manager oversees day-to-day operations. They work closely with the County by attending meetings and acting as a liaison. Ensures Do Good Staff area is maintained in a clean and organized manner and reports any maintenance needs. The Program Manager fosters a strong sense of community at Clayton Mohr Commons by leading the planning and coordination of resident events and activities and ensuring that a monthly newsletter and calendar of events are developed and distributed. The Program

Manager collaborates closely with staff, Property Management, community partners, and residents to coordinate weekly meetings, events, and activities. The Program Manager provides supervision and support to staff to ensure responsibilities are carried out effectively and that high-quality services are delivered to residents. Program Manager will review and ensure case management files are in compliance with the SHS file monitoring check list and HMIS entries are up to date.

- b. Case Manager: All residents of Clayton Mohr Commons will have access to individualized care plans, skill development and referrals to a wide variety of programs with additional services if needed. Support in applying for all eligible programs (SNAP, VA, TANF, OHP/Medicaid). The case manager utilizes an Individual Service Plan (ISP) format/methodology that assists residents in identifying goals across the eight dimensions of wellness: physical, emotional, social, intellectual, environmental, spiritual, vocational, and financial. The case manager works closely with our local VA and other community partners, including culturally specific organizations, to make the best and most appropriate referral for services outside of our program. The case manager supports residents with meeting voucher requirements including inspections and completing necessary paperwork. Addressing any notices or violations with their lease, problem solving and crisis management. Supporting residents with making a monthly budget to help plan for rent and utility payments. If resident has a disability and is unable to work, the case manager will provide support with applying for or referring to the ASSIST program to help with applying for Social Security Benefits. Case manager will keep resident files in compliance with the SHS file monitoring checklist.
 - c. Peer Support: Do Good Multnomah strongly values the unique benefit of peer support. All residents at Clayton Mohr Commons have access to the peer support specialist and peer delivered services. Services include recovery-oriented, person-centered support to veteran residents through engagement, mentoring, advocacy, wellness coaching, community integration, resource navigation, and linkage to VA and community services. Peer Support Specialists use their lived experience to foster hope, promote recovery, increase engagement in services, reduce social isolation, strengthen independent living skills, and support long-term housing stability while collaborating with the interdisciplinary care team.
- 5. Contractor will collaborate with community partners to promote development of a social infrastructure including supporting weekly tenant events.
 - 6. The Contractor will facilitate a monthly community meeting that provides all residents with the opportunity to share feedback, discuss community concerns, and contribute ideas to enhance resident satisfaction, quality of life, and the overall living environment. Property Management will be invited to participate in these meetings as needed and as mutually agreed upon by the Contractor and Property Management.
 - 7. Participants will be screened through the H3S Coordinated Housing Access (CHA). Contractor will work with HCDD, CCSS, VA, and Clackamas County Homeless Veterans Coordination Team (HVCT) to help identify candidates that should be referred for housing.

8. Contractor will participate in the County HVCT monthly meeting.
9. Contractor will provide and retain appropriate documentation of program participation and materials for payment requests.
 - a. Client file must include all relevant elements of the SHS file monitoring checklist, including but not limited to the following.
 - i. Paper copies of HMIS forms-Entry, Annual and Exit
 - ii. Emergency contact information
 - iii. Picture ID for adults only
 - iv. Signed Release of Information
 - v. Pop A vs B Form signed.
 - vi. Flex funds spent- amount, data, purpose, receipts.
 - vii. Case notes

Contractual Benchmarks and Targets

Benchmarks and Timeline:

1. New staff must complete Housing First Response training. Contractors must make a good-faith effort to enroll newly hired staff in the next available training session, with completion expected no later than 12 months from hire, contingent on training availability and seat capacity. Email housingservices@clackamas.us to register for the training.
2. Submit Contractor program manual and grievance policy within 180 days of contract execution. Grievance policy must be provided to all clients at intake and as requested.
3. If Contractor works with or utilizes Housing Authority Clackamas County (HACC) vouchers, staff must complete HACC voucher training and orientation as available within 180 days of being hired.
4. Direct service, outreach staff, and staff from PSH properties with openings will begin to participate (and will continue participating) in monthly By Name List (BNL) case conferencing within 30 days of being hired.
5. Staff providing direct services and supervision should attend trainings appropriate to their program type as required by the program model and as trainings are available, i.e. Motivational Interviewing, Assertive Engagement, Fair Housing, Mental Health First Aid, Mandatory Reporting, and any other program-specific required trainings.

The program must work toward meeting the goals, follow the timeline, and meet each benchmark above, as indicated.

Unmet benchmarks and lack of progress toward meeting performance targets will result in the following progressive action:

- First time missing a benchmark/not making progress on performance targets:
 - A monitoring meeting will be set up between the Contractor and the Contract Manager to identify barriers and possible solutions.
 - Contractor and Contract Manager devise a plan with specific action steps and supports needed to address performance concerns.
- Second time missing a benchmark/not making progress on performance targets:
 - Another monitoring meeting set involving Housing Services Team (HST) leadership to discuss performance concern.
 - Issuance of a performance letter and implementation of a Performance Improvement Plan (PIP), including specific corrective actions and a clear explanation of consequences for not meeting performance standards.

- Third time missing a benchmark/not making progress on performance targets or goals set in the PIP:
 - Another monitoring meeting with HST Leadership, including an evaluation of PIP to consider all remedies, up to and including Contract termination.

HST will use Homeless Management Information System (HMIS) and training enrollment data to verify benchmark achievement. Contractor is expected to notify HST through email within 90 days (once staff are hired) if there are challenges meeting any of the benchmarks above.

HST Benchmark and Timeline responsibilities

Incorporate and adhere to the guiding principles and expectations set forth below:

1. Adhere to all applicable Fair Housing laws.
2. Support Contractor in creating policy manual, as needed.
3. Provide HMIS access, training, and support.
4. Provide connections to CHA and Housing First Response/diversion training.
5. Coordinate, support, and/or facilitate provider meetings, including case conferencing meetings, as needed.
6. Provide information, access, and/or support for staff to attend professional development training.
7. Connect all contracted programs with the overall system of services for people experiencing homelessness.
8. Support both formal and informal partnerships between provider organizations, including those newly formed.
9. Facilitate connections to broader systems of care, including but not limited to:
 - a. Housing
 - b. Workforce
 - c. Education
 - d. Foster care
 - e. Department of Human Services
 - f. Domestic violence
 - g. Community corrections
 - h. Healthcare, both physical and mental
 - i. Substance use treatment
 - j. Peer support
10. Identify unmet needs, gaps in services and system barriers and address these with the system of providers.
11. Provide case staffing, either in a group of service provider peers or one-on-one, as needed.
12. Assist with program access prioritization, including applying the override procedure, as needed.
13. Incorporate participant voice in programming decisions.
14. Maintain effective working relationships with contracted providers.
15. Attend and host training and community/systems meetings.
16. Collaborate in the creation of necessary program protocols and forms.
17. Support Contractor in identifying and re-matching households as needed, when capacity allows and request meets transfer protocol. Transfers will happen across contracted providers.
18. Coordinate with Contractor to participate in by-name-list case conferencing meetings.
19. Apply the process as outlined in the benchmark section described above.

Reporting Requirements

Contractor Reporting Responsibilities:

1. Adhere to all data reporting requirements stated in Article II, Section 28 of the Contract.
2. Work with HST to continually improve on performance targets.
3. Work with the HST Data Team to support the administration of participant surveys and metrics

reporting and support HST in any collection of information needed in support of Metro quarterly and annual reporting, as needed, such as participant success stories.

4. Conduct post-program-exit follow-up assessments at 6-months post-exit.
 - a. Enter the results into HMIS.
5. Support administration of surveys to participants.
6. Submit to monitoring for Contract compliance.

HST Reporting Responsibilities:

1. Work with Contractor to continuously monitor demographics and outcomes, and to create any necessary quality improvement plans.
2. Assist with achieving desired program outcomes and improving those outcomes.
3. Communicate with Contractor in a timely manner when additional data metrics are determined.
4. Work with contracted providers to continually improve on performance targets.
5. Work with Contractor to identify strengths and weaknesses apparent in programming through data.
6. Review and identify strengths and weaknesses from participant feedback report with Contractor.
7. Monitor program for Contract compliance.

Contractor will be required to follow all County policies, protocols and guidelines including, but not limited to, the following:

- CHA/RLRA Referral Process
- Flexible Funding Use Guidelines
- Transfer Policy
- Non-Engagement Policy
- Housing First Policy
- RLRA Action Plan Protocol
- Progress Notes Protocol

Targets

Definition: Targets are specific and measurable outcomes by which Contractor's performance is evaluated. ***Not all program types are applicable to all contracts.***

Outcome	Performance Targets	Data Source	Program Types
Data Completeness	95% participants entered in HMIS within 3 business days of intake, ensuring Universal Data Element (UDE) completeness.	HMIS	All
Data Accuracy	95% of changes in participant status updated in HMIS within 3 business days, including updating program entries, exits, annual review, status changes and entering case managers.	HMIS	All
Housing Stability	On avg, the amount of time from 1 st contact to program engagement will be no more than 30 days.	HMIS	Outreach
Effective Services	Make 1 st effort at contact with people referred from by name list within 5 business days. Complete CHA assessment/BNL entries of newly homeless within 3 days of engagement.	HMIS	Outreach

	Contact made with at least 45% percent of target households within the first 6 months of contract. 50% of participants with at least 1 contact will fully engage in services. 90% of eligible service area has adequate outreach coverage.	GIS Tool	
Housing First Response/Diversion	At least 10% of those referred to or seeking shelter are provided with Housing First Response to find other safe, temporary shelter or long-term options, diverting them from entering the shelter/program.	HMIS	SOS STRA
Effective Services	Non-Pod Programs: Average length of program participation below 90 days, with a goal to reduce to 45 days. Pod Programs: Average length of program participation below 365 days, with a goal to reduce to 274 days. Average time from entry to connection to housing resource within 30 days.	HMIS /Comp Site HMIS HMIS	SOS
Optimal Occupancy	Once at full program capacity, maintain at least 95% occupancy, based on stated capacity.	HMIS - See Data outcomes	SHCM RRH SOS NAV
Ending Homelessness	At least 75% of households enter to a permanent or transitional (more than 90 day stay) housing option after engaging with Contractor	HMIS	Outreach SOS
Increase or maintain Income	At least 80% of households will increase or maintain income through employment and/or benefit acquisition. Agencies will need to complete annual reviews in HMIS for this to be reflected.	HMIS - Outcome tab	SHCM RRH
Ending Homelessness	At least 95% of households, housed through the program, who subsequently must leave their rental unit are relocated to a new rental unit without a break in supportive services.	HMIS, case notes	SHCM RRH
Ending Homelessness	At least 95 % of households will either maintain housing within the program for at least 12 months or exit the program to a permanent housing destination.	HMIS outcomes tab	SHCM
Ending Homelessness	At least 95% of households who exit to permanent housing, remain in permanent housing as of 6-month follow-up assessment.	HMIS	SHCM STRA
System Coordination	Attend a minimum of 90% of required meetings. Program-specific staff must attend and actively engage in all relevant meetings as outlined in the Monthly HST calendar.	Virtual attendance report (ex. Zoom or Teams)/Sign-in sheets	ALL

*(NAV – Navigation, SHCM – Supportive Housing Case Management, RRH – Rapid Rehousing, SOS – Safety off the Streets, STRA – Short Term Rent Assistance)

EXHIBIT B
Budget

DGM - Clayton Mohr #11114 FY26/27 Budget		
Line Item Category	Narrative/Description	Funds Requested
SHCM - 400707		
Personnel		
Salaries and Wages	3.15 Direct FTE, .15 Management FTE	\$205,409.25
Overtime		\$2,188.33
Fringe	taxes, benefits	\$56,451.42
Personnel Subtotal:		\$264,049.00
Program Operations - Materials and Supplies		
Professional Services	translation, client transport	\$1,320.00
Telecommunications	phone and internet	\$1,750.00
Supplies	resident activities and program supplies	\$12,027.09
Education and Training	staff training and onboarding	\$1,600.00
Local Travel	mileage reimbursement	\$1,500.00
Insurance	program related insurance	\$500.00
Dues & Subscriptions	software subscriptions	\$3,500.00
Program Operations - Materials and Supplies Subtotal:		\$22,197.09
Client Services		
Flex Funds	eviction prevention and move-in costs	\$4,000.00
Client Services Subtotal:		\$4,000.00
Indirect Administration		
Indirect Administration	15%	\$43,536.91
Indirect Subtotal:		\$43,536.91
Subtotal:		\$333,783.00
Total Budget:		\$333,783.00