

AGENDA REQUEST FORM

**Return completed form and complete agenda item to the Clerk of the Board
Yakima County Commissioners' Office, Room 232**

Prepared by:
Meg Scott

Department: Human Services

Requested Agenda Date: 08/16/2022

Presenting: Esther Magasis

Document Title:

Board of County Commissioners Record Assigned
BOCC Agreement

244 - 2022
Yakima County, WA

APPROVED FOR AGENDA:
 Consent Regular
Board of County Commissioners Determined

Yakima Neighborhood Health Services PIT Professional Services Agreement Amendment 1

Action Requested: *Check Applicable Box*

PASS RESOLUTION EXECUTE or AMEND **AGREEMENT** CONTRACT or GRANT
 ISSUE PROCLAMATION PASS ORDINANCE OTHER _____

Describe Fiscal Impact:

\$0

Background Information:

This agreement extends the end date from 5/1/22 to 8/14/22 for Yakima Neighborhood Health Services to provide professional training and assist in conducting the Point in Time report. The contract remains at \$20,000

Summary & Recommendation:

This agreement amendment extends the end date from 5/1/22 to 8/14/22.
Recommended to approve the contract.

Motion:

Motion to execute Yakima Neighborhood Health Services PIT Professional Services Agreement

Department Head/ Elected Official

Esther Magasis
Signature

AGREEMENT Attached Is Approved as to Form
Corporate Counsel Initial

DC



Late Agenda Requests Require BOCC Chairman Signature:

PROFESSIONAL SERVICES AGREEMENT MODIFICATION 1

Whereas, Yakima County, a subdivision of the State of Washington (hereinafter described as the “County” or “Yakima County”), and Yakima Neighborhood Health Services, have entered into a contractual relationship with Agreement 289-2021 to provide professional consultant services to Yakima County Human Services and,

Whereas, both parties entered into and executed an existing Master Agreement for professional services on November 23, 2021 and,

Whereas, there is a need for additional services to be provided by Consultant to provide greater and more robust services to the Yakima County homeless population;
Now therefore, the parties agree to the following:

1. That the current contract end date shall be extended to August 14,2022.
2. Consultant will follow the scope of work as laid out in Exhibit A as attached to this Modification 1.
3. That all other terms and conditions of the Agreement shall remain the same and shall be performed by the parties.
4. That the above modifications shall be effective upon full execution of the parties.

CONSULTANT:

Yakima Neighborhood Health Services

Company Name

Rhonda Hauff

Signature

Rhonda Hauff

Signer's name

BOARD OF COUNTY COMMISSIONERS

Amanda McKinney, Chair

LaDon Linde, Commissioner

Ron Anderson, Commissioner

BOCC Agreement

244 - 2022

Yakima County, WA

DATED: AUG 16 2022

Attest:

Julie Lawrence, Clerk of the Board
Erin Franklin, Deputy Clerk of the Board

Approved as to Form:

Daniel Clark

Deputy Prosecuting Attorney

Exhibit A:

SCOPE OF WORK

Yakima Neighborhood Health Services

**YAKIMA COUNTY PIT 2022 – SCOPE
OF WORK**

Time and materials

Client name	Yakima County
Client's administrator	Esther Magasis
Project name	PIT
Begin Date	12/01/2020
End Date	8-14-2022
Estimated Amount	Not to exceed \$20,000

Payment terms

Invoices Sent	Accompanying Documents
Invoices sent first and fifteenth of each month	Weekly status report illustrating work completed and planned.

Assumptions

This document outlines the tasks that will be completed by the Yakima Neighborhood Health Services (who will be subcontracting with the Homeless Network of Yakima County) and the tasks retained by Yakima County. Final authority of the project will retain with Yakima County. Yakima County will decide which decisions are made by leadership and which will be made by the Data Committee. Continual communication between the Director of the Homeless Network of Yakima County and Yakima County will occur to ensure the scope and direction of the project.

Change management process

Should the scope and/or direction of the project change, it will be noted in this document and re-distributed.

Engagement related expenses

The Yakima Neighborhood Health Services will absorb costs of printing and correlation of materials for internal distribution. Any formal printing costs for public consumption will be covered by client. This will also include event supplies and postage which will be covered by the client.

Professional services agreement

For more information see **PSA NO.**

Detailed Activities

Category	Subcategory
Survey	Design Survey, with Yakima County and Commerce making the final decision on the final questions.
	Confirm Shelter and Outreach counts for the Print Survey with Yakima County ordering and printing the final product.
Shelter Count	Get an accurate baseline of who gets Shelter Count Surveys
Distribute Surveys	Provide Quality Control on returned Surveys from providers
Outreach Survey	Conduct an Outreach survey at UGM the night before
	Conduct Outreach Count in partnership with Outreach workers
Post Event	Provide formatted data that is de-duplicated for County staff
	Develop draft of final report