

PUBLIC NOTICE:



Home Forward
BOARD OF COMMISSIONERS
will meet on
Tuesday, October 21, 2025
At 5:30 pm
Via Zoom Webinar

Join from PC, Mac, iPad, or Android:

<https://homeforward.zoom.us/j/85924310764?pwd=FxL6888JJBcsKqWpAXzcr0WlcCflkO.1>

Passcode:919587

Phone one-tap:

+13462487799,,85924310764#,,,,*919587# US (Houston)
+16694449171,,85924310764#,,,,*919587# US

Join via audio:

+1 719 359 4580 US
+1 253 205 0468 US
+1 386 347 5053 US
+1 507 473 4847 US
+1 564 217 2000 US
833 548 0276 US Toll Free
833 548 0282 US Toll Free
877 853 5257 US Toll Free

Webinar ID: 859 2431 0764
Passcode: 919587

MEMORANDUM

To: Community Partners

Date: October 15, 2025

From: Ivory N. Mathews, Chief Executive
Officer

Subject: Home Forward Board of
Commissioners October
Meeting

The Board of Commissioners of Home Forward will meet on Tuesday, October 21 at 5:30 PM virtually using the Zoom webinar platform. The meeting will be accessible to the public via phone and electronic device.

If you would like to provide public testimony or view the meeting, please use this link or the call in information:

Join from PC, Mac, iPad, or Android:

<https://homeforward.zoom.us/j/85924310764?pwd=FxL6888JJBcsKqWpAXzcr0WlcCflkO.1>

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+1 646 931 3860 US

+1 689 278 1000 US

833 548 0276 US Toll Free

833 548 0282 US Toll Free

877 853 5257 US Toll Free

888 475 4499 US Toll Free

Webinar ID: 859 2431 0764

Passcode: 919587

The commission meeting is open to the public.

AGENDA



BOARD OF COMMISSIONERS MEETING

HOME FORWARD
135 SW ASH STREET
PORTLAND, OREGON
VIA ZOOM

<https://homeforward.zoom.us/j/85924310764?pwd=FxL6888JJBcsKqWpAXzcr0WlcCflkO.1>

OCTOBER 21, 2025, 5:30 PM

AGENDA

INTRODUCTION AND WELCOME

PUBLIC COMMENT

General comments not pertaining to specific resolutions. Any public comment regarding a specific resolution will be heard when the resolution is considered.

MEETING MINUTES

Topic
Minutes of September 16, 2025 Board of Commissioners Virtual Meeting

BOARD OF COMMISSIONERS COMMENTS

Topic		Presenter
REPORT	Nominating Committee Report	Matthew Gebhardt, Chair
	Election of Officers for 2026	Matthew Gebhardt, Chair

REPORTS AND RESOLUTIONS

Following Reports and Resolutions:			
25-10	Topic	Presenter/POC	Phone #
02	Authorize Renewal of Employee Health and Welfare Benefit Plans for Plan Year January 1, 2026 to December 31, 2026	Aimee Smith Karena Gruber Kyra Oslund	503.802.8529 503.802.8504 503.802;8530
03	Authorize Amendment to Home Forward Public Contracting Rules and Procedures Manual for Exception Thresholds	Juhi Aggarwal Angelica Jackson	503.802.8590 503.802.8541
04	Authorize Amendment to Home Forward Public Contracting Rules and Procedures Manual for Selection by Negotiation	Angelica Jackson	503.802.8541
REPORT	Annual Procurement and Equity Report for Fiscal Year 2024	Angelica Jackson Peter Garcia	503.802.8541 503.802.8549

THE NEXT MEETING OF THE BOARD OF COMMISSIONERS

The Board Work Sessions are quarterly with the next meeting on Thursday, November 6, 2025 at Noon in person at Home Forward 135 SW Ash St. The next Board of Commissioners meeting is on Tuesday, November 18, 2025 at 5:30 PM.

EXECUTIVE SESSION

The Board of Commissioners of Home Forward will meet in Executive Session pursuant to ORS 192.660(2)(h). Only representatives of the news media and designated staff are allowed to attend. News media and all other attendees are specifically directed not to disclose information that is the subject of the session. No final decision will be made in the session.

ADJOURN

MINUTES

BOARD OF COMMISSIONERS MONTHLY MEETING
HOME FORWARD
HELD VIRTUALLY
135 SW Ash Street Portland, OR 97204
September 16, 2025

COMMISSIONERS PRESENT

Chair Matthew Gebhardt, Vice Chair Jenny Kim, Treasurer Jessy Ledesma,
Commissioners Cathy Keathley and Breann Preston

STAFF PRESENT

Juhi Aggarwal, Elise Anderson, April Berg, Ian Davie, Juli Garvey, Carolina Gomez, Angelica Jackson, Biljana Jesic, Ivory Mathews, Kitty Miller, Jimmy Rattanasouk, Brian Rutzen, Kellie Shaw, Ian Slingerland, Aimee Smith, Celia Strauss, Jonathan Trutt, Shannon Schmidt, Terren Wing

LEGAL COUNSEL

Sarah Stauffer Curtiss

Chair Matthew Gebhardt convened the meeting of the Board of Commissioners at 5:32 PM. Chair Gebhardt called attention to updated information in the board packet with expanded options for joining the meeting by telephone. At the request of a community member, providing multiple options offers broader access to the community to join the monthly meeting and brings us up to date.

Cathy Millis, resident at Dahlke Manor, was delighted to rejoin the board meeting, saying Dahlke is doing well. After losing their site manager, they currently have temporary staff filling in and they remain optimistic that the position will be filled permanently providing consistency for the property. They have been contending with out-of-order elevators but were happy to report they are currently working. Millis expressed feeling lost without her community builder role and asked the board if they had any guidance for how she could stay involved. She continues to advocate for a resident council that could help stabilize issues at the property. Millis thanked the board for the great job they are doing and looks forward to seeing them next month.

Chair Matthew Gebhardt thanked Millis for her updates. He reflected on the challenges the lack of an elevator has in a high rise as well as staff changes. Chair Gebhardt expressed a strong belief that Millis will find a role to play. Gebhardt noted in the chat that staff will be reaching out to her regarding a volunteer role.

Charles Robertson, resident and Community Builder at New Columbia, shared concerns with ICE being in the community. As a person of color, a past being incarcerated and on probation, knows what it means to be free. The current situation presents a post traumatic situation for Robertson. There is an uneasy feeling throughout the community making everyone feel they aren't free because Home Forward is taking a stance of supporting illegal immigrants. Robertson expressed frustration with a community event being canceled, saying life should be able to go on for others to celebrate. He would like to rethink ways people can reach out to Home Forward without a feeling of fear and diminished freedom.

Chair Gebhardt thanked Robertson for sharing his background and said his comments merit follow up. Gebhardt added that we do comply with sanctuary laws with no direct role and take into consideration new policies aligned with our values and mission. We will continue to understand what is happening, identify guidelines and our communication practices.

Ken Thrasher, a neighbor to Home Forward properties in NW Portland, addressed challenges at The Yards, Pearl Court and Lovejoy Station. He thanked Brendan Jamieson, a resident at Pearl Court, for his involvement in addressing issues with Pinehurst Property Management. Thrasher addressed concerns with property access by excluded people and alcoves ignored that have become places for drug activities. He spoke about the importance of management's role in providing the residents with processes to address these issues. Emphasizing it should be a high priority to have appropriate security and controls in place for the residents and surrounding community. Thrasher noted these measures are in place in a condo building and treatment in Home Forward buildings should be the same so residents feel safe.

Chair Gebhardt thanked Thrasher for his commitment to the community and sharing his thoughts as a concerned neighbor. We are always finding ways to implement procedures into our operations and appreciate the additional comments we can address.

MEETING MINUTES

Minutes of the August 19, 2025 Board of Commissioners Virtual Meeting

Chair Matthew Gebhardt requested a motion authorizing approval of the minutes for the August 19, 2025 Board of Commissioners Virtual Meeting.

There being no discussion, Treasurer Jessy Ledesma moved to approve the meeting minutes. Vice Chair Jenny Kim seconded the motion.

The vote was as follows:

Chair Matthew Gebhardt—Abstained

Vice Chair Jenny Kim—Aye

Treasurer Jessy Ledesma—Aye

Commissioner Cathy Keathley—Aye

Commissioner Breann Preston—Aye

CONSENT RESOLUTIONS

Resolution 25-09-01 Authorize the Sale of Woodstock Court Apartments

Chair Matthew Gebhardt said the resolution had been reviewed by the READ Committee, but if commissioners would like to further discuss, questions would be considered. Commissioner Breann Preston asked if there were lessons learned regarding under performing properties and future strategies under these circumstances. Juli Garvey, Director of Asset Management said this property is part of a portfolio leased by a service provider. With small providers we don't see available funding. Chief Operating Officer Ian Davie adding that properties this size to own and manage can be challenging. In 2021 we focused on dispositions of properties that reflected our mission with some successes. There were efforts to work with the provider Cascadia, but in the end, they couldn't make it work. Chair Gebhardt adding the memo referenced the cost of major repairs, and redevelopment not being an option due to zoning.

There being no further discussion, Chair Matthew Gebhardt requested a motion to approve Resolution 25-09-01. Commissioner Breann Preston moved to adopt Resolution 25-09-01. Commissioner Cathy Keathley seconded the motion.

The vote was as follows:

Chair Matthew Gebhardt—Aye

Vice Chair Jenny Kim—Aye

Treasurer Jessy Ledesma—Aye

Commissioner Cathy Keathley—Aye

Commissioner Breann Preston—Aye

Resolution 25-09-02 Authorize Fiscal Year 2026 Moving to Work Plan

Terren Wing, Director, Strategy & Federal Policy presented the resolution to submit the 27th year Moving to Work Annual Plan corresponding with Home Forward's fiscal year 2026. She provided background our MTW designation which has been in place since 1999. We are proposing two new activities and some changes to existing activities. The first is Activity 29: Homeownership Program proposing a locally designed homeownership program that will make all participating households eligible to receive homeownership assistance for a maximum of 30 years. A traditional housing choice voucher homeownership program only offers assistance for 15 years or for the full term of an initial mortgage. Public comment was received in favor of the activity.

The second proposed activity, Activity 30: Housing Choice Voucher Occupancy Requirements, amends standard HUD requirements for occupancy in the housing choice voucher program. The proposed requirements would better meet the needs of the families, as well as reduce administrative impacts. Wing described the impacts when a family size changes.

Finally, there are some changes to existing activities aligning the current practices or past feedback from HUD. The Plan also includes general streamlining and updating of outdated information from years past. As mentioned, the proposed Plan changes were publicly noticed in the Oregonian and a public hearing was held. There were three attendees, and two emailed comments were received. In closing, Wing said this was a big team effort and thanked all her colleagues for their input. It's a showcase of our progress and goals.

Treasurer Jessy Ledesma appreciated the report details and was interested in the occupancy requirement differences. Jimmy Rattanasouk, Director, Housing Choice Voucher Program, described HUD standards on size and our considerations in the process. In response to Commissioner Breann Preston's question whether fees, property taxes are covered in the homeownership assistance, Rattanasouk said there is an allowance that includes an array of fees and taxes. Preston appreciated seeing the GOALS success, a wonderful addition to the report. Wing said HUD is encouraging these narratives, giving a shout out to Biljana Jesic, Community Services Director and her team for the stories.

Chair Gebhardt recognized the huge lift and culmination of wonderful work. The activities are a great example of what we are trying to expand, with flexible choices. He noted one change we are required to make, pages 22 and 23 regarding mix status households. It's a step back, based on feedback from our partners. Unfortunately, it is not our choosing, and we recognize the upheaval it will cause to our residents and the community. Thank you for all the good work.

There being no further discussion, Chair Matthew Gebhardt requested a motion to approve Resolution 25-09-02. Vice Chair Jenny Kim moved to adopt Resolution 25-09-02. Treasurer Jessy Ledesma seconded the motion.

The vote was as follows:

Chair Matthew Gebhardt—Aye
Vice Chair Jenny Kim—Aye
Treasurer Jessy Ledesma—Aye
Commissioner Cathy Keathley—Absent
Commissioner Breann Preston—Aye

Chair Gebhardt reminded the community of the options to join the monthly meeting. There being no further business, Chair Matthew Gebhardt adjourned the meeting at 6:10 PM.

Celia M. Strauss
Recorder, on behalf of
Ivory N. Mathews, Secretary

ADOPTED: OCTOBER 21, 2025

Attest:

Home Forward:

Ivory N. Mathews, Secretary

Matthew Gebhardt, Chair

RESOLUTIONS

MEMORANDUM

To:	Board of Commissioners	Date:	October 21, 2025
From:	Aimee Smith, Director of Human Resources 503.802.8529 Karena Gruber, HR Manager 503.802.8504 Kyra Oslund, Benefits & Leaves Specialist 503.802.8530	Subject:	Authorize the Renewal of Employee Health and Welfare Benefit Plans for the Plan Year January 1, 2026 to December 31, 2026 Resolution 25-10-02

The Board of Commissioners is requested to approve the recommendation of Home Forward and Home Forward's Labor Management Healthcare Plan Committee to renew the health and welfare benefits plans for the January 1, 2026 to December 31, 2026 plan year.

BACKGROUND

Home Forward offers health and welfare benefits to eligible employees. Annually, decisions are made about the plan design of the benefits program, and through Home Forward's benefits broker, contracts are negotiated with benefits providers. Once the contracts are negotiated and approved, Home Forward employees participate in open enrollment.

Under state law, benefits are a mandatory subject of bargaining. Home Forward's Labor Management Healthcare Plan Committee, established in 2003, is the forum through which Home Forward bargains the health and welfare plan changes required by the escalating costs of medical and dental insurance benefits. The members of the Committee include representatives from AFSCME, the Building Trades, and Management. The agency's

benefits broker, The Partners Group, collaborates with the Committee. The Partners Group provides benefit analysis, healthcare plan utilization, information on health insurance trends and any other information deemed necessary for the Committee to make informed decisions about Home Forward's healthcare plans and cost containment strategies.

Historically, recommendations for health plan renewals are made to the Board of Commissioners based on a majority vote of the Committee members. For the 2026 plan year, we are seeing a deviation for this recommendation.

Commonly our approach is to navigate to a benefit renewal of no more than a 5% increase over the prior year. Unfortunately, for the upcoming year we did not add an additional 5% increase for FY2026 due to federal funding uncertainty. This resulted in working with a flat budget during a time when employers are seeing their largest increases in health plan costs since 2010.

Our guiding principles for the Labor Management Healthcare Committee include trying to maintain benefits, when possible, year-to-year; maintaining parity between the health insurance plans; and ensuring that any necessary changes to the plans impact the fewest number of employees possible.

Home Forward's medical insurance, which accounts for the majority of Home Forward's health and welfare costs, is split between two carriers, Kaiser and Providence.

OVERVIEW

For the 2026 plan year, our broker took on some significant negotiations to get our overall increase to 5.9% if we maintained our plan at the status quo. Although this number is nearly half the national average, we could not absorb this increase. It required the committee and our broker to explore how we could modify the plan to maintain the current annual cost.

At the time of our vote many of our committee members expressed frustration and concern about not receiving the 5% increase we had commonly received in years past. This felt like a loss for them. These feelings of loss and frustration led to three committee members declining to vote on the options the committee created. We had four members vote for the option we are sharing with you today, and two members who did not respond to our request for a vote. Ultimately, while 2 members did not vote, of the 7 members who voted, a majority of 4 voted for the option we are recommending today.

While the collective bargaining agreements do not distinguish between a majority of the committee or a majority of voting committee members, they do anticipate a scenario where a majority is not achieved. Per the collective bargaining agreements, the following language authorizes Home Forward to offer an alternative plan that incorporates changes to reduce costs. The language reads as follows:

If the parties are unable to achieve a majority recommendation regarding the healthcare plans to Home Forward's Board of Commissioners, or if the Board of Commissioners rejects any recommendation of the Committee, Home Forward will offer employees the current plan (if it continues to be available) or an alternative plan that incorporates changes in plan design to reduce costs. The Board of Commissioners has the sole discretion to accept or reject any recommendation from the Committee.

Home Forward is recommending that we modify our current plans with Kaiser and Providence with the following to create an overall percentage change of -0.2%:

- For Kaiser, increase the deductible to \$500.00, increase the out-of-pocket maximum to \$3,000.00, and increase the co-insurance to 20%.
- For Providence, increase the deductible to \$500.00 and the out-of-pocket maximum to \$3,000.00.
- Create a sole carrier for dental insurance with a Kaiser Dental PPO, removing the second option we had with MetLife.

CONCLUSION

Home Forward is recommending this plan design in order to reduce costs to meet our current budget allocation. This plan design aligns with our guiding principles and allows Home Forward to continue to offer both an HMO and PPO option to our employees, at costs that are below the national average.

ATTACHMENT

Summary of the impact to Home Forward of the health and welfare benefits renewal.



RESOLUTION 25-10-02

RESOLUTION 25-10-02 AUTHORIZES THE RENEWAL OF EMPLOYEE HEALTH AND WELFARE BENEFIT PLANS FOR THE PLAN YEAR JANUARY 1, 2026 TO DECEMBER 31, 2026

WHEREAS, the representatives of Home Forward, AFSCME and the Building Trades Council have formed a joint Labor Management Healthcare Plan Committee for the purpose of evaluating, designing, and recommending healthcare plans; and

WHEREAS, the provision of health and welfare benefits is a mandatory subject of bargaining under the Public Employer Collective Bargaining Act; and

WHEREAS, the duly authorized representatives of Home Forward have met in negotiation meetings with representatives of AFSCME and the Building Trades Council; and

WHEREAS, a majority of the voting Committee members, but not a majority of the total Committee members, selected the option recommended today;

WHEREAS, pursuant to the collective bargaining agreement, the Board of Commissioners retains sole discretion to accept a recommendation of the Committee or Home Forward to the Chief Executive Officer and the Board of Commissioners that the healthcare plans be renewed.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Home Forward to approve the recommendation of Home Forward and the Labor Management Healthcare Plan Committee to adopt the health and welfare benefit plan cost changes as described in Attachment A.

ADOPTED: OCTOBER 21, 2025

Attest:

Home Forward:

Ivory N. Mathews, Secretary

Matthew Gebhardt, Chair

Renewal Options Summary

January 1, 2026

Medical Plan Budget

Benefit Options	Coverage & Description		Annual Cost Renewal As-Is	Percent Change (%)	Alternative Option Dental Sole Carrier Annual Cost	Alternative Option Percent Change (%) with Dental Sole Carrier Proposal
Renew "As Is"	Kaiser HMO Medical Plan	\$300 Deductible / \$1,500 OOPM / 10% Coinsurance	\$394,914	5.9%	\$300,580	4.2%
	* Trades All Tiers Monthly Cost (Med+Dental)	\$241.08				
	AFSCME / Non-Rep Emp. Only Monthly Cost	\$89.94				
	Providence PPO Medical Plan	\$300 Deductible / \$2,300 OOPM / 20% Coinsurance				
	* Trades All Tiers Monthly Cost (Med+Dental)	\$241.08				
	AFSCME / Non-Rep Emp. Only Monthly Cost	\$109.45				
Option 1	Kaiser HMO Medical Plan	\$500 Deductible / \$3,000 OOP Max / 20% Coinsurance	\$80,366	1.2%	-\$13,968	-0.2%
	* Trades All Tiers Monthly Cost (Med+Dental)	\$232.10 -4%				
	AFSCME / Non-Rep Emp. Only Monthly Cost	\$82.82 -8%				
	Providence PPO Medical Plan	\$500 Deductible / \$3,000 OOP Max Current XPPO Network				
	* Trades All Tiers Monthly Cost (Med+Dental)	\$232.10 -4%				
	AFSCME / Non-Rep Emp. Only Monthly Cost	\$107.06 -2%				
Option 2	Kaiser HMO Medical Plan	\$500 Deductible / \$3,000 OOP Max / 20% Coinsurance	(\$67,540)	-1.0%	(\$161,874)	-2.2%
	* Trades All Tiers Monthly Cost (Med+Dental)	\$225.62 -6%				
	AFSCME / Non-Rep Emp. Only Monthly Cost	\$82.82 -8%				
	Providence PPO Medical Plan	\$500 Deductible / \$3,000 OOP Max Signature Network (No Legacy)				
	* Trades All Tiers Monthly Cost (Med+Dental)	\$225.62 -6%				
	AFSCME / Non-Rep Emp. Only Monthly Cost	\$102.45 -6%				

*Trades contributions are modeled with Medical Plan options and Dental renewal as-is (MetLife rate-pass & KP HMO -3% rate reduction). If Agency approves Dental Sole Carrier proposal, contribution could change once 2026 renewals are final.

**Dual Choice options are modeled with 10% migration to Silver Plans and rounded up.

MEMORANDUM

To:	Board of Commissioners	Date:	October 21, 2025
From:	Angelica Jackson Procurement and Contracts Manager 503.802.8541 Juhi Aggarwal General Counsel 503.802.8590	Subject:	Authorize Amendment to Home Forward Public Contracting Rules and Procedures Manual for Exception Thresholds Resolution 25-10-03

The Board of Commissioners is requested to authorize an amendment of the Home Forward Public Contracting Rules and Procedures Manual. This action supports Home Forward's alignment with current public procurement limits in Oregon state law.

BACKGROUND

Home Forward's procurement rules and procedures, most recently approved in 2015 by the Board of Commissioners serving as the Local Contract Review Board, are authorized by and implement Oregon state law. Home Forward is authorized to adopt its own rules of procedure for public procurement so long as all changes comply with any statutory changes. ORS 279A.065. However, Home Forward's current rules do not reflect certain dollar limits as amended in state law as of January 1, 2024. Home Forward proposes to amend its Public Contracting Rules and Procedures Manual to increase those thresholds accordingly.

OVERVIEW

Under Oregon law, public agencies must competitively solicit services for contracts over certain limits through a formal process unless subject to an authorized exception. In 2023, the Oregon legislature amended ORS 279B.065 (Small Procurements) to raise the threshold under which an agency may award a public contract for "goods or services" by direct

selection from \$10,000 to \$25,000. It further amended ORS 279B.070 (Intermediate Procurements) to allow informal selection for a public contract for “goods or services” valued up to \$250,000, rather than \$150,000. These changes went into effect January 1, 2024. Additionally, Home Forward’s “personal services” contract thresholds were previously aligned with its “goods and services” thresholds, and it is recommended that Home Forward continue to keep them aligned. Therefore, sections that will be amended are as follows:

46-0335

Selection Procedures.

(1) Informal Selection Procedures.

*Home Forward may use an informal selection process to obtain services where the anticipated cost of the service is expected to be more than \$50,000 but less than or equal to ~~\$150,000~~ **\$250,000**. If the anticipated cost of the service is expected to be \$50,000 or less, Home Forward may procure the service through direct appointment as defined in OAR 137-48-0200.*

....

(2) Formal Selection Procedures.

*(a) Home Forward will use a formal selection procedure when the anticipated cost of the Contract will exceed ~~\$150,000~~ **\$250,000** or whenever the Executive Director determines that the amount of the Contract or complexity of the project requires use of the formal process. All formal RFP and RFQ solicitations must comply with the requirements for RFPs contained in Division 47 of these Rules.*

...

Stat. Auth.: ORS 279A.055; ORS 279A.065(5)(a); ORS 279A.070

Stats. Implemented: ORS 279A

47-0288

Special Procurements; by Rule.

...

(2) Equipment Repair and Overhaul.

(a) Authorization. The Local Contract Review Board grants approval of this special procurement for equipment repair and overhaul, as described in this Rule. The Executive Director, acting on behalf of Home Forward, shall comply with the requirements of this Rule for the Procurement of equipment repair or overhaul services.

....

(c) Process and Criteria. The Executive Director will use competitive methods wherever

possible to achieve best value and must document in the Procurement file the reasons why a competitive process was deemed to be impractical. If the anticipated purchase is ~~\$10,000~~ \$25,000 or more but less than ~~\$150,000~~ \$250,000 competitive quotes must be solicited and any quotes received must be retained in the Procurement file pursuant to the Rules governing Intermediate Procurements. If the anticipated purchase exceeds ~~\$150,000~~ \$250,000, Home Forward will publish notice pursuant to OAR 137-47-0300. The resulting Contract must be in Writing and the Procurement file must document the use of this special procurement Rule by number to identify the sourcing method.

...

(3) Information Technology Contracts.

(a) Authorization. The Local Contract Review Board grants approval of this special procurement for information technology Contracts as described in this Rule. The Executive Director, acting on behalf of Home Forward, shall comply with the requirements of this Rule for the Procurement of information technology Contracts.

(b) Process and Criteria. Competitive methods will be used wherever possible to achieve best value. The reasons why a competitive process was deemed to be impractical must be documented in the Procurement file.

(A) If the anticipated purchase is ~~\$10,000~~ \$25,000 or more but less than ~~\$150,000~~ \$250,000 competitive quotes will be solicited, if practicable, and any quotes received will be retained in the Procurement file pursuant to the Rules governing Intermediate Procurements.

(B) If the anticipated purchase exceeds ~~\$150,000~~ \$250,000, Home Forward will solicit written proposals, if practicable, in accordance with OAR 137-47-0260.

...

(4) Telecommunications Services.

(a) Authorization. The Local Contract Review Board grants approval of this special procurement for telecommunications services as described in this Rule. The Executive Director, acting on behalf of Home Forward, shall comply with the requirements of this Rule for the Procurement of telecommunications services.

...

(c) Process and Criteria. The Executive Director will use competitive methods wherever possible to achieve best value. If competition exists as defined above and the anticipated purchase is ~~\$10,000~~ \$25,000 or more but less than ~~\$150,000~~ \$250,000 competitive quotes will be solicited and any quotes received will be retained in the Procurement file pursuant to the Rules governing Intermediate Procurements. If the anticipated purchase exceeds ~~\$150,000~~ \$250,000, Home Forward will solicit written proposals in accordance with OAR 137-47-0260. The resulting Contract must be in Writing and the Procurement file must document the use of this special procurement Rule by number to identify the sourcing method.

...

Stat. Auth.: ORS 279A.065(5)(a); ORS 279A.070

Stats. Implemented: ORS 279B.085

CONCLUSION

The Board of Commissioners is requested to amend the Home Forward Public Contracting Rules and Procedures Manual in the manner prescribed above.



RESOLUTION 25-10-03

RESOLUTION 25-10-03 AUTHORIZING AN AMENDMENT TO THE HOME FORWARD PUBLIC CONTRACTING RULES AND PROCEDURES MANUAL FOR EXCEPTION THRESHOLDS

WHEREAS, public procurement and contracting are defined in Oregon State Law at 26 ORS 279, 279A, and 279B; and

WHEREAS, Oregon state law was amended to increase thresholds for procurements excepted from competitive process, effective January 1, 2024; and

WHEREAS, Home Forward Public Contracting Rules and Procedures exemption thresholds for personal services and for goods and services need updates to align with current Oregon state law; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Home Forward amends the Public Contracting Rules and Procedures, Sections 46-0335 and 47-0288, to align thresholds previously set at \$10,000 to \$25,000, and thresholds previously set at \$150,000 to \$250,000.

ADOPTED: OCTOBER 21, 2025

Attest:

Home Forward:

Ivory N. Mathews, Secretary

Matthew Gebhardt, Chair

MEMORANDUM

To:	Board of Commissioners	Date:	October 21, 2025
From:	Angelica Jackson Procurement and Contracts Manager 503.802.8541	Subject:	Authorize Amendment to the Home Forward Public Contracting Rules and Procedures Manual for Selection by Negotiation Resolution 25-10-04

The Board of Commissioners is requested to authorize an amendment to the Home Forward Public Contracting Rules and Procedures Manual.

This action supports Home Forward's Strategic Plan, including the priority to lead within the housing stability ecosystem and the specific goal of building mission alignment across the supply chain of affordable housing.

BACKGROUND

Home Forward proposes to amend its public contracting rules to allow the procurement of culturally responsive services without engaging in a competitive process. Under Oregon law, public agencies must competitively solicit services for contracts over \$250,000 through a formal process unless subject to an authorized exception. For Home Forward, a competitive solicitation creates challenges when contracting for services that require specific expertise that is not widely available, such as culturally responsive resident services. A competitive solicitation for such highly specialized services is an inefficient use of Home Forward resources and does not serve the best interests of Home Forward or the public.

OVERVIEW

Culturally responsive services are defined in Oregon law as services that are "adapted to maximize the respect of and relevance to the beliefs, practices, culture and linguistic needs of the diverse client populations and communities being served" and that "make services and programs more welcoming, accessible, appropriate and effective for all eligible and intended recipients." ORS 456.005(2).

Home Forward occasionally seeks to partner with organizations offering culturally responsive services, for example to inform development processes or to better serve residents and participants. Recent examples include the development of and provision of resident services at Hattie Redmond and chaku kumtuks haws. In such cases, the number of organizations ready to provide services, or committed to developing capacity to provide future services, has been very small. Amending the Home Forward Public Contracting Rules and Procedures Manual to allow selection by negotiation after a rigorous needs assessment will enable the agency to directly engage the appropriate expertise. This flexibility will strengthen our ability to respond quickly to funding opportunities, maintain continuity from early engagement through project completion, and build long-term, trust-based relationships with community partners.

To implement this recommendation, Section 46-0110 and Section 46-0340 of the Home Forward Public Contracting Rules and Procedures Manual will be amended. Specifically, the Sections will read (additional language shown **bolded and underlined**):

46-0110

Definitions.

As used in the Public Contracting Code and these Rules, unless the context or a specifically applicable definition requires otherwise:

...

(7) "Needs Assessment" means a process to identify and prioritize the needs of individuals or communities by analyzing current conditions and comparing them to desired outcomes.

...

Stat. Auth.: ORS 279A.065(5)(a); ORS 279A.070

Stats. Implemented: ORS 279A.065; ORS 279A.200; ORS 279B.005; ORS 279C.110

46-0340

Selection by Negotiation.

Home Forward may procure Personal Services with contractors directly through negotiation, if:

(1) Home Forward has, through an RFQ, established a list of qualified contractors for the project or class of projects; or

(2) The nature of the Work is not project-driven but requires an ongoing, long-term relationship of knowledge and trust. Examples include legal services, property management services, lenders, real estate brokers, title insurance companies, escrow agents, appraisers, audit services; or

(3) The nature of the Work is unique and specialized or requires a targeted expertise, and may require an ongoing, long-term relationship of knowledge and trust. An example is

resident and supportive services when the services will be culturally responsive or provided to culturally-specific communities. Selection of award shall include the following:

a. A needs assessment demonstrating need for specific services;

b. Documented consideration of available organizations that possess the capacity to perform the specific services, or that possess the specific expertise and intent to build capacity to perform the specific services.

Stat. Auth.: ORS 279A.055; ORS 279A.065(5)(a); ORS 279A.070

Stats. Implemented: ORS 279A

CONCLUSION

The Board of Commissioners is requested to amend the Home Forward Public Contracting Rules and Procedures Manual in the manner prescribed above.



RESOLUTION 25-10-04

RESOLUTION 25-10-04 AUTHORIZES AN AMENDMENT TO THE HOME FORWARD PUBLIC CONTRACTING RULES AND PROCEDURES MANUAL FOR SELECTION BY NEGOTIATION

WHEREAS, Oregon law acknowledges that not all contracting needs are best served through a standard competitive process, and provides mechanisms to allow for alternative approaches when in the public interest; and

WHEREAS, Home Forward intends to provide or facilitate access to supportive services; housing stability; advocacy; case management; and services as needed; and

WHEREAS, Home Forward Public Contracting Rules and Procedures do not currently address Personal Services for culturally responsive services or; and

WHEREAS, organizations that provide identified culturally responsive services are uniquely positioned to provide appropriate services and have little or no competition, making selection by negotiation an appropriate contracting method; and

WHEREAS, the Procurement and Contracts Department are recommending an amendment of Section 46-0340 to the Home Forward Public Contracting Rules and Procedures Manual to read:

46-0110

Definitions.

As used in the Public Contracting Code and these Rules, unless the context or a specifically applicable definition requires otherwise:

...

"Needs Assessment" means a process to identify and prioritize the needs of individuals or communities by analyzing current conditions and comparing them to desired outcomes.

...

Stat. Auth.: ORS 279A.065(5)(a); ORS 279A.070

Stats. Implemented: ORS 279A.065; ORS 279A.200; ORS 279B.005; ORS 279C.110

46-0340

Selection by Negotiation.

Home Forward may procure Personal Services with contractors directly through negotiation, if:

- (1) Home Forward has, through an RFQ, established a list of qualified contractors for the project or class of projects; or*
- (2) The nature of the Work is not project-driven but requires an ongoing, long-term relationship of knowledge and trust. Examples include legal services, property management services, lenders, real estate brokers, title insurance companies, escrow agents, appraisers, audit services; or*
- (3) The nature of the Work is unique and specialized or requires a targeted expertise, and may require an ongoing, long-term relationship of knowledge and trust. An example is resident and supportive services when the services will be culturally responsive or provided to culturally-specific communities. Selection of award shall include the following:*
 - a. A needs assessment demonstrating need for specific services; and*
 - b. Documented consideration of available organizations that possess the capacity to perform the specific services, or that possess the specific expertise and intent to build capacity to perform the specific services.*

Stat. Auth.: ORS 279A.055; ORS 279A.065(5)(a); ORS 279A.070

Stats. Implemented: ORS 279A

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Home Forward amends Sections 46-0110 and 46-0340 of the Home Forward Public Contracting Rules and Procedures Manual to include the language above.

ADOPTED: OCTOBER 21, 2025

Attest:

Home Forward:

Ivory N. Mathews, Secretary

Matthew Gebhardt, Chair

Report

Annual Procurement and Equity Report for Fiscal Year 2024



MEMORANDUM

To: Board of Commissioners

Date: October 21, 2025

From: Peter Garcia
Senior Procurement Coordinator
503.802.8549

Subject: Annual Procurement and
Equity Report for Fiscal
Year 2024

Angelica Jackson
Procurement & Contracts Manager
503.802.8541

CONTRACTING OVERVIEW

The Procurement and Contracts Department strives to support Home Forward's mission and values through meeting Home Forward's wide-ranging contracting needs, ensuring compliance with statutory regulations, achieving contracting equity goals & supporting local businesses, and supporting the diversification of the construction workforce. This annual report reviews the outcomes of these efforts in fiscal year 2024 by providing an overview of Home Forward's procurement activities and how agency contracting outcomes align with established goals.

ECONOMIC EQUITY IN PROCUREMENT AND CONTRACTING

Policy History

Since the 2021 adoption of Resolution 21-02-01 that renamed and amended the Economic Equity Policy (EEP) for the first time since being established in 2012, contracting equity goals have leaped from 20% to 30%, widened the list of acceptable certifications that Home Forward considers diverse businesses, and adopted the industry-standard terminology, *underutilized business enterprise* (UBE), to refer to such diversely owned businesses. Last August, this Board adopted Resolution 24-08-05 that accomplished two changes to the EEP. The first change increased the 28% UBE goal to 30%, and the second change increased the threshold for the Workforce Training & Hiring (WTHP) component of the EEP. This second change resulted in raising the contract dollar amount from \$200,000 to \$300,000 on construction contracts and subcontracts before compliance with the apprenticeship and workforce goals is incorporated into an agreement. With the increasing costs of labor and materials, plus general economic

uncertainty, this adjustment eliminates barriers for smaller contractors to engage and perform on Home Forward jobs without the requirement to become certified BOLI Training Agents and make long-term business decisions that include commitments to training apprentices, striking a balance between fostering the development of tradespeople in training and the growth of smaller contractors performing work that supports affordable housing in Multnomah County; simplifying the path to successfully performing on publicly owned construction projects with prevailing wages is positive for workers, subcontractors, and Home Forward, as it makes bidding on our projects more accessible to subcontractors performing modest scopes of work. The effects of this policy change resulted in 15 out of 117 subcontracts across five projects being exempted from the apprenticeship goals of the WTHP, six of which were with UBE subcontractors.

FISCAL YEAR 2024 ACTIVITY

Between January and December of fiscal year 2024, the Procurement department executed 446 new contracts or amendments to existing contracts, committing more than \$123 million in financial resources. Contract commitments last year surpassed the previous record high of \$111.2 million reached in FY 2021, and marks the third year that Home Forward has surpassed \$100 million in contract commitments, an anomalous milestone when it first occurred in 2021.

Contracting Year	Contracted Dollars	Contracting Activities
FY 2024	\$123,020,206	446
FY 2023	\$102,709,537	374
FY 2022	\$49,875,714	384
FY 2021	\$114,750,394	500

The common factor among these three \$100m years has been the execution of multiple GMP amendments on major construction projects. In 2024, three GMP amendments totaling nearly \$70m were executed for work at Peter Paulson/Gretchen Kafoury, Chaku Kamteks Haws, and York Terrace. These three amendments alone accounted for 57% of all contracted spending in 2024 (construction spending in total accounting for 72% of all contractually committed dollars). Previously, in 2023, Home Forward signed another three GMP amendments totaling nearly \$76m for work at T. Joyce Phillips (Phase 2), Fairfield, and Grace Peck. And in 2021, four GMP amendments totaling nearly \$90m were signed for work on Hattie Redmond, RAD Group 7, Hazel Ying Lee, and T. Joyce Phillips (Phase 1). Figure 4 below visualizes for 2024 the quantity of contracting activities compared to the portion of contract dollars in each procurement category.

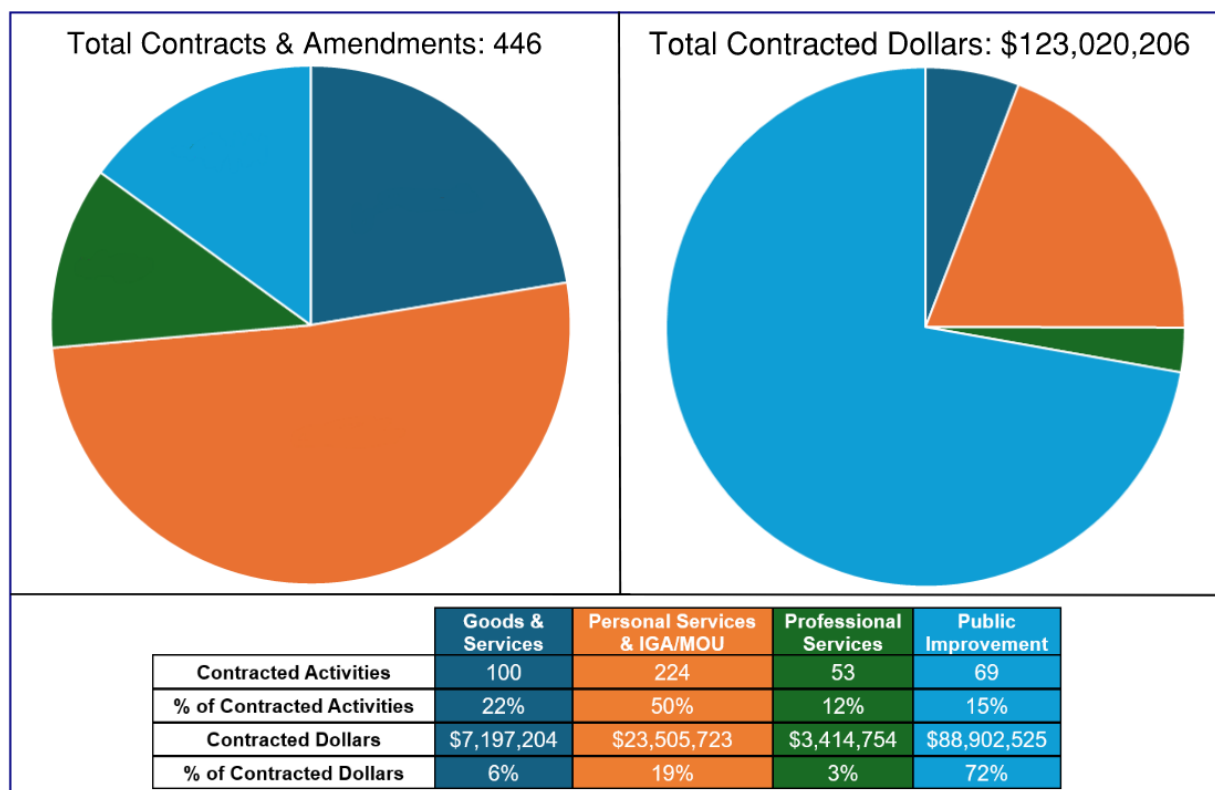


Figure 1. Fiscal Year 2024 Contract and Amendment Activities.

As is typical in a contracting year, Personal Services contracts make up at least half of all contracts or amendments executed, but account for less than 20% of committed contract spending. Of the 224 contract activities that fell within the Personal Services category, 159 constituted new contracts, and 70% of those new contracts were within the threshold for awarding directly appointed, non-competitive contracts. Across all procurement categories, non-competitive direct appointment contracts made up 39% of the total contract commitments in FY 2024, and accounted for approximately \$11.03 million. While the actual amount of contracts or contract amendments for construction work only makes up 15% of contract/amendments executed, the significant portion of dollars committed to construction illustrates why pursuing and achieving UBE goals in construction is the determining factor in whether Home Forward reaches its agency contracting goals.

FISCAL YEAR 2024 UBE OUTCOMES

As stated above, since 2021, Home Forward's EEP has undergone two significant updates to its contracting equity goals. The first of these updates, and the first change since 2012, increased the contracting equity goals from 20% to 28%. This goal was far exceeded in 2021 at 44% participation, only to fall to 26% in 2022 and remain there in 2023. In August 2024, the EEP was updated again to increase the contracting equity goals to 30% of overall contract spending. As contracting equity achievements in construction always determine the overall

outcomes for agency contracting, projects exceeding their contracted equity goals contributed to a successful achievement of Home Forward’s 30% UBE goal in FY 2024.

Figure 2 below shows the extensive list of construction projects either continuing work or starting work in 2024. These projects vary in their contracting equity goals based on (1) Home Forward’s EEP goals in place at the time the contract was procured, and (2) goals associated with outside funding sources.

FY 2024 Active Projects	Contractor	Total Contract Value	% UBE	Met or Exceeded Goal
Celilo Court Security Improvements ◦	Bacharach Construction	\$1,507,081.75	59.6%	Yes
T. Joyce Phillips 1 *	Walsh Construction	\$18,899,739.00	38.5%	Yes
T. Joyce Phillips 2 *	Walsh Construction	\$46,233,401.29	26.3%	No
Fairfield Design-Build +	Walsh Construction	\$19,504,559.00	33.1%	Yes
Grace Peck Design-Build ~	Walsh Construction	\$22,671,978.00	24.9%	No
Hazel Ying Lee ◇	Colas Construction	\$56,122,927.06	50.6%	Yes
Chaku Kemtek Haws ◦	O’Neill/Walsh Construction	\$35,761,177.41	30.4%	Yes
Peaceful Villa #	LMC Construction	\$67,170,142.60	29.5%	No
Peter Paulson/Gretchen Kafoury Design-Build +	Walsh Construction	\$7,844,019.00	46.8%	Yes
Sequoia Square Envelope Rehab #	Fulcrum Construction & Building Services	\$6,147,687.36	29.9%	No
York Terrace ^	Bremik Construction	\$32,343,550.40	35.9%	Yes

Figure 3. UBE Participation on Active Construction Projects in FY 2024.

- ◇ 26% COBID on Hard Costs only # 30% UBE with no ESB Cap
- 28% UBE with 5% ESB Cap ~ 30% UBE with 5% ESB Cap
- * 28% UBE with no ESB Cap ^ 30% COBID
- + 30% COBID on Hard Costs only

As some of these construction projects wrapped construction in 2024, Home Forward was able to generate 206 new affordable housing units at Hazel Ying Lee, as well as completed renovations at Fairfield and Grace Peck to reopen 170 affordable housing units.

Economic Equity Contracting Outcomes – FY 2024					
Personal Services, Goods & Services	Contracts & Amendments	Total Contracting Amount	Total UBE Contracting Dollars	% of UBE Category Utilization	% of Total 2024 UBE Utilization
Direct Appointment	187	\$7,191,268.99	\$1,089,113.54	15.1%	3.3%
Informal	74	\$5,571,790.58	\$739,481.75	13.3%	2.2%
Formal	13	\$2,776,253.88	\$714,358.98	25.7%	2.1%
Totals	274	\$15,539,313.45	\$2,542,954.26	16.4%	7.7%
Professional Services	Contracts & Amendments	Total Contracting Amount	Total UBE Contracting Dollars	% of UBE Category Utilization	% of Total 2024 UBE Utilization
Direct Appointment	26	\$452,949.20	\$140,734.00	31.1%	0.43%
Informal	1	\$114,210.00	\$114,210.00	100%	0.35%
Formal	26	\$2,847,595.00	\$1,127,293.66	39.6%	3.42%
Totals	53	\$3,414,754.20	\$1,382,237.68	40.5%	4.2%
Public Improvement	Contracts & Amendments	Total Contracting Amount	Total UBE Contracting Dollars	% of UBE Category Utilization	% of Total 2024 UBE Utilization
Direct Appointment	8	\$402,615.38	\$275,750.73	68.5%	0.84%
Informal	8	\$310,885.37	\$290,055.37	93.3%	0.88%
Formal	53	\$88,189,024.19	\$29,899,378.79	33.9%	86.9%
Totals	69	\$88,902,524.94	\$30,465,184.89	34.3%	88.1%
Total	396	\$107,856,592.59	\$34,390,376.82	31.88%	

Figure 3. Fiscal Year 2024 Economic Equity Contracting data. Contracts with non-profit organizations and public agencies are excluded. Direct Appointments include Emergency, Cooperative, and Sole Source contracts

Disaggregated Underutilized Business Enterprise Data

The reimagined Economic Equity Policy established in 2021 expanded considerations of eligibility for participation in contracting equity goals. These included self-certification for minority-owned and woman-owned businesses not officially certified with Oregon’s Certification Office for Business Inclusion and Diversity (COBID), as well as the addition of categories outside of the COBID program, thus allowing for self-certification for businesses owned by LGBT individuals or individuals with disabilities.

These expanded categories within Home Forward’s UBE program did not see any contract engagement in 2021 or 2022. In 2023, for the first time, business owners self-certifying as LGBT comprised 1% of that year’s total UBE participation in Personal Services/Goods & Services, and in 2024, that amount grew to 3.6%.

Procurement Category	Year	UBE Contract Amounts	MBE %	WBE %	ESB %	VBE%	LGBT%
Personal Services & Goods and Services	FY 23	\$1,447,224	1.9%	87.9%	7.1%	2.1%	1.0%
	FY 24	\$2,542,954.26	12.9%	75.9%	4.1%	3.6%	3.6%
Professional Services	FY 23	\$221,065	38.3%	27.6%	13.2%	20.8%	0.0%
	FY 24	\$1,382,237.66	33.8%	49.7%	6.9%	9.6%	0.0%
Public Improvement	FY 23	\$24,778,865	56.3%	23.5%	19.6%	0.6%	0.0%
	FY 24	\$30,465,184.90	50.8%	30.3%	18.9%	<0.1%	0.0%
Totals	FY 23	\$26,447,153	53.2%	27.0%	18.9%	0.86%	<0.1%
	FY 24	\$34,390,376.82	47.3%	34.4%	17.3%	0.7%	0.3%

Figure 4. Comparison of Disaggregated UBE Engagement by Contract Type, 2023-2024

Year-Over-Year Review

Impressive contractor and subcontractor UBE participation on Public Improvement projects annually drives the overall contracting equity outcomes for Home Forward procurement activities. Outcomes in 2021 represented an unusually high level of UBE participation on the heels of unusually low outcomes in 2020. Fiscal years 2022 and 2023 saw a return to typical outcomes. UBE activity in 2024 increased across the board, and achieved participation at the newly increased 30% goal. Figure 5 below shows two snapshots of UBE engagement. The first looks at the procurement categories that Home Forward contracts fall under, and the second looks at the methods by which those contracts are awarded.

Procurement Category	FY 21	FY 22	FY 23	FY 24	4-Year Avg.
<u>UBE Participation</u> Goods & Services, Personal Services, Professional Services	7.0%	5.9%	14.5%	20.7%	12.0%
<u>UBE Participation</u> Public Improvement	48.0%	34.9%	28.1%	34.3%	36.3%
Procurement Method					
Direct (non-competitive)	6.8%	1.9%	23.5%	18.7%	12.7%
Informal (competitive, quotes)	30.9%	8.2%	21.5%	19.1%	19.9%
Formal (competitive, proposal or hard bids)	47.1%	30.3%	26.6%	33.8%	34.4%
Overall UBE Engagement	44.0%	26.0%	26.4%	31.9%	32.1%

Figure 5. Four-year look back at contracting equity data by contracting category & procurement method

There are multiple factors that affect these figures. The contracts included within the grouping of direct procurements generally cannot exceed \$62,500, and the overall dollar value of contracts within this method consistently make up between 5-10% of total contract values. At the informal level, where competition is introduced by comparing costs among multiple quotes or informal bids, these contracts account for another 5-10% of total contract values. This situates the contracts competitively procured through Requests for Proposals or Requests for Bids as the most significant driver of UBE participation. Contracts procured for construction services account for the overwhelming majority of those awarded at the formal competitive level. While directly appointed contracts showed very little UBE engagement in 2021 and 2022, the last two contracting years saw significantly higher UBE engagement among non-competitive contracts. One particular category of contracts with low UBE engagement identified as an area for growth is Personal Services contracts awarded without competition.

Additional Contracting Equity Considerations

As non-profit organizations are ineligible for COBID certifications, these contracts are historically excluded from the annual contracting equity goals. However, such contracts cumulatively commit significant dollars to culturally specific organizations that serve targeted populations within our community. In 2024, Home Forward committed more than \$8.4m to culturally specific organizations, primarily for Short-Term Rent Assistance and Permanent Supportive Housing Services. Additionally, Home Forward continued its long-term relationship with Metropolitan Public Defenders, providing record expungement services to Home Forward residents and program participants.

Workforce Training and Hiring

The 2021 EEP update also established additional Workforce Training and Hiring goals beyond the long-established goal of 20% of labor hours performed by apprentices per contractor and per trade. These new goals centered around total project labor hours, with 20% to be performed by BIPOC tradespeople and 9% performed by

Tradespeople performing on Public Improvement contracts owned by Home Forward in 2024 recorded a total of **357,260** hours across 16 projects ranging in size and scope.

tradeswomen. These goals have seen mixed results from project to project. Data show that the projects that see the highest percentages of women and BIPOC tradespeople are the large CM/GC and Design-Build projects with many subcontractors. Generally, low-bid construction jobs see the fewest hours performed by tradeswomen, and struggle the most with meeting diversity and apprenticeship goals. Though 5 of the 16 active projects with labor hours in 2024 reported 0 hours performed by women, the cumulative hours for these projects represents just 2% of all project hours performed. Below is a snapshot of 4 projects with the most hours performed last year, and which made up 78% of all project labor hours performed in 2024.

Most Active Construction Projects in 2024	Reported Hours	2024 Apprentice Hours %	2024 Minority Hours %	Total Minority Hours %	2024 Female Hours %	Total Female Hours %
T. Joyce Phillips (Phase 2)	118,549	20%	55%	51%	5%	7%
Chaku Kemteks Haws	65,735	19%	56%	55%	11%	9%
Hazel Ying Lee	49,800	16%	56%	54%	12%	8%
Grace Peck	43,639	20%	45%	49%	8%	8%

Figure 7. Summary of labor hours performed on most active qualifying Workforce projects with highest reported hours in 2024.

Project Labor Hours in 2024	Total Labor Hours	White	Black	Hispanic	Asian	Native Am.	Other	Female	Male
Journey Totals	293,167	128,121	5,436	144,369	7,022	3,735	4,484	14,302	278,865
Journey %	82%	44%	2%	49%	2%	1%	2%	5%	95%
Apprentice Totals	64,093	36,556	2,715	18,437	4,156	1,567	663	16,721	47,372
Apprentice%	18%	57%	4%	29%	6%	2%	1%	26%	74%
Totals	357,260	164,677	8,150	162,806	11,178	5,302	5,146	31,023	326,237
		46%	2%	46%	3%	1%	1%	9%	91%
FY 2023	334,995	46%	2%	47%	2%	1%	3%	8%	92%
FY 2022	226,485	46%	3%	44%	3%	1%	3%	7%	93%
FY 2021	88,616	46%	2%	46%	3%	0%	3%	6%	94%

Figure 8. Disaggregated labor hours by ethnicity and gender with year over year.

As Home Forward has continued its significant construction efforts, labor hours on Home Forward jobs increased slightly more than 6% from hours performed in the previous year. The most notable shift in the workforce demographics occurred in the 1% increase in hours performed by women. As noted in Figure 8 above, this continues a trend of incremental growth among women performing in the construction workforce that supports Home Forward projects. Recent data from the U.S. Bureau of Labor Statistics indicate that women comprise 11.2% of the construction industry, though only 23% of that limited population (approximately 307,000 women) are involved in the construction trades (as opposed to management, professional, sales, or office occupations). In 2024, women across Oregon made up 12.5% of the construction workforce, ranking the state the 6th highest in the nation for women in the construction industry.

In the Portland-Vancouver-Hillsboro region, women comprise 13% of the construction workforce.¹

A significant shift in the workforce demographics on Home Forward jobs has been observed since last reported in 2022. While the overall percentage of total job hours performed by women has increased by 84%, diversity among women has decreased. The trades with the highest representation among women remain carpentry and electrical, with 45% and 18% of total job hours performed among women occurring in those trades respectively.

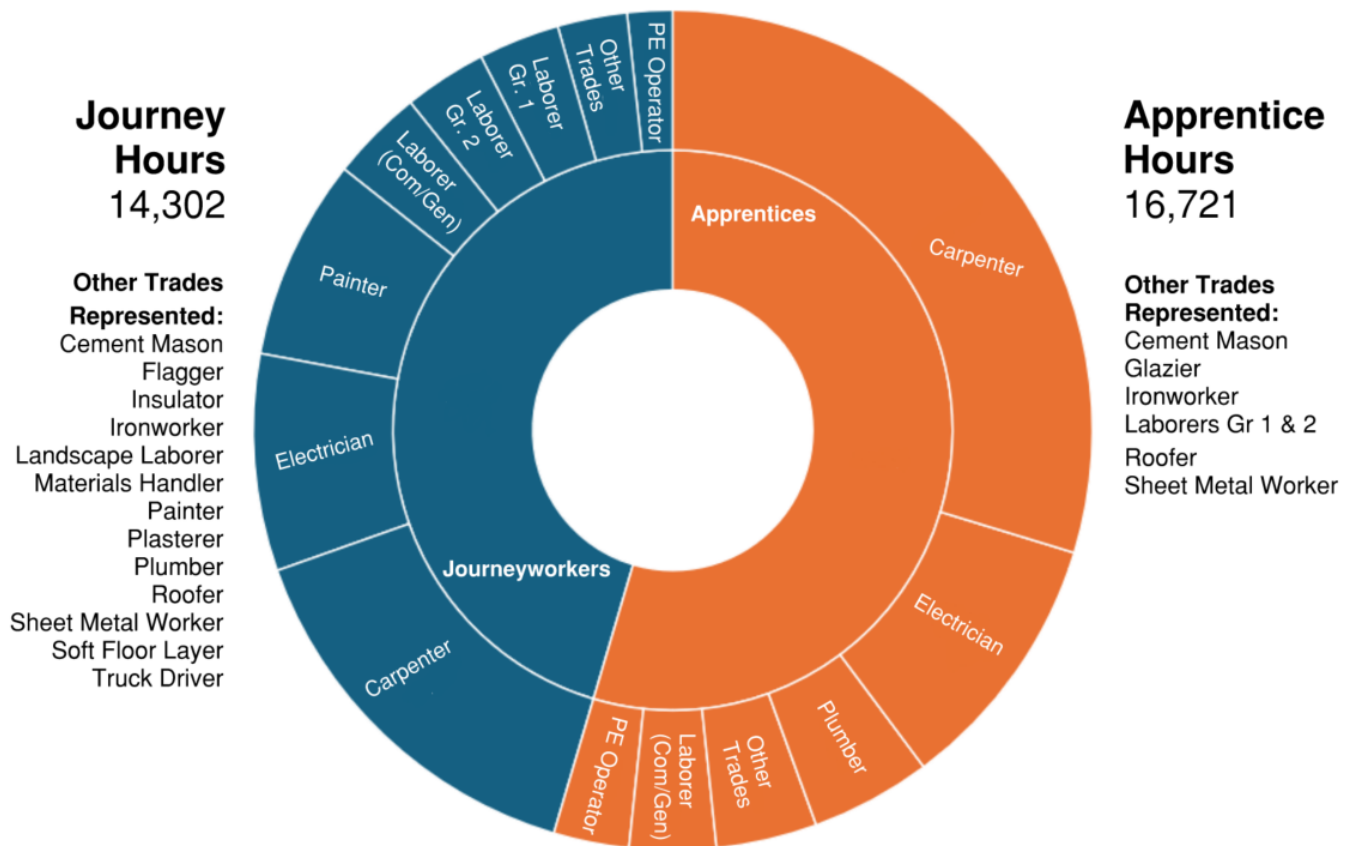


Figure 9. Trade hours performed by women

¹ "Cities With the Most Women in Construction," <https://constructioncoverage.com/research/cities-with-the-most-women-in-construction>

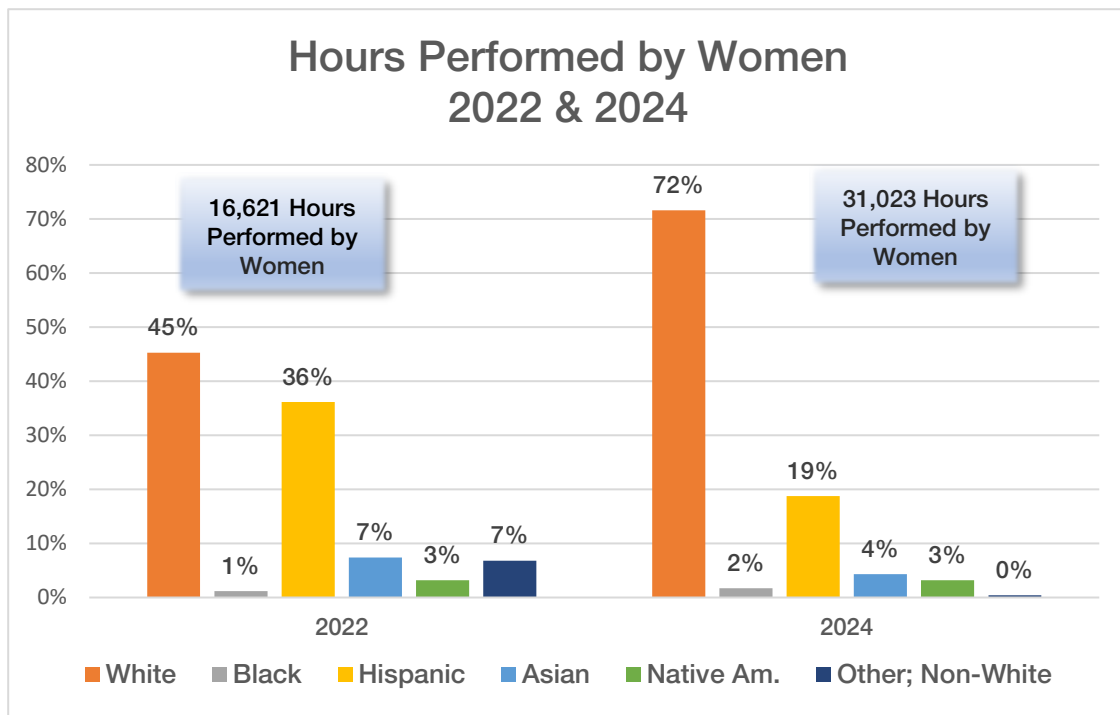


Figure 10. Comparison of trade hours performed by women in 2022 and 2024 and disaggregated by ethnicity

Perhaps most significantly, the percentage of hours performed by white women jumped 27% compared to 2022 data, while hours performed by Hispanic and Latina women decreased by 17%. Though women are still underrepresented when it comes to sheer numbers in the construction workforce, the data show that pay equity for women in the trades bucks national gender pay gap trends. Both union labor and prevailing wages are significant factors in fostering pay equity. Among women at the journey level on Home Forward projects, the trades with the highest representation of women were carpentry, electrical, painting, and general labor. In 3 out of 4, women earned higher than average hourly rates across all hours performed in those trades.

Trade	% of Total Trade Hours - Women	Avg. Hourly Wage - All	Avg. Hourly Wage - Women
Carpentry	33%	\$63.81	\$68.53
Electrical	18%	\$87.01	\$80.14
Painting	17%	\$50.73	\$54.20
General Labor	8%	\$47.24	\$52.90

Figure 11. Average hourly wages in trades with highest representation of women

While disappointing regressions in diversity among women appeared last year, there is greater diversity emerging among women apprentices than among women performing at

the journey level. Subsequent years of data are still needed to gain a fuller picture of how the local construction workforce is changing.

CONCLUSIONS

The Procurement Department is pleased to report on these 2024 contracting activities and the outcomes achieved. In addition to meeting the EEP's overall contracting goal of 30% UBE participation, 2024 is the second consecutive year with contract dollars going toward Veteran-owned and LGBT-owned businesses, following an initial two-year period with no VBE or LGBT-BE engagement after the overhaul of Home Forward's EEP. Home Forward projects continued to see incremental, yet consistent increases in the percentage of women in the construction workforce.

Procurement would also like to thank the many staff across the agency that have upheld the agency's equity goals by engaging diversely owned vendors and seeking support for compliance or assistance in seeking UBE vendors to solicit. Additionally, Procurement also extends appreciation for the patience and supportive engagement while the department operated between 50% and 75% capacity between September 2024 and August 2025.

STAFF REPORTS

Procurement & Contracts Department
MONTHLY CONTRACT REPORT
Contracts Approved 8/01/25 - 09/30/25

PUBLIC IMPROVEMENT
(CONSTRUCTION & MAINTENANCE SERVICES)

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C3687		Pacific Sun Construction	\$228,000.00	Cesar Apartments Interior Modifications	DCR	8/5/2025	12/15/2025
C3695		BROTHERSIC LLC	\$5,000.00	Sidewalk repair at Bel Park	Property Mgmt	8/27/2025	9/25/2025
C3696		BROTHERSIC LLC	\$5,900.00	Sidewalk repair at Maple Mallory	Property Mgmt	8/27/2025	9/25/2025
C3712		MJ General Contractor, LLC	\$7,200.00	Holgate house unit 502 buildback	Property mgmt	9/11/2025	12/31/2025
C3702		Telesphere, Inc	\$59,098.40	Low voltage work for IT/Security at Ceasar	DCR	9/18/2025	5/1/2026
Subtotal			\$305,198.40				5

GOODS & SERVICES

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C3689		Freedom Security Solutions	\$35,678.75	Nightly security patrols at Dekum	Property Mgmt	8/13/2025	12/31/2026
C3686		Harder Mechanical Contractors Inc.	\$10,580.00	HVAC services at HWE	Property Mgmt	8/19/2025	7/30/2026
C3698		Environmental Works	\$2,750.00	Goose Hollow: Activate an existing radon riser to reduce average radon levels to below the WHO action level of 2.7 pCi/L.	DCR	8/28/2025	12/30/2025
C3694		Sunbelt Controls	\$10,815.00	Building Automation System for HWE	Property Mgmt	9/8/2025	8/31/2028
C3709		EV United	\$40,646.00	EV Charger install at Ruth Haefner	IFS	9/9/2025	10/31/2025
C3710		EV United	\$97,846.00	EV Charger (2) install at Stephens Creek	IFS	9/9/2025	10/31/2025
C3711		EV United	\$43,168.00	EV Charger install at Maple Mallory	IFS	9/10/2025	10/31/2025
C3681		Alpha Environmental	\$78,376.79	Sequoia Square Rehabilitation. Scope of work is to install active radon mitigation system(s) to reduce average long term radon levels to below the recommended action level of 2.7 pCi/L.	DCR	9/12/2025	4/1/2026
C3716		Northwest Pest Control	\$150,000.00	On-Call Pest Control Services	IFS	9/16/2025	9/14/2030

C3715		Valley Pest Control	\$150,000.00	On-Call Pest Control Services	IFS	9/17/2025	9/14/2030
C3719		Birdee Media	\$8,000.00	Video production and media work on Chaku Kuntuks Haws grand opening	DCR	9/22/2025	3/31/2026
C3718		West Coast Landscape LLC	\$13,200.00	Landscaping at HWE	Property Mgmt	9/23/2025	9/30/2026
C3717		Eclipse Security Professionals LLC	\$18,000.00	Security at Humboldt	Property Mgmt	9/30/2025	9/30/2026
Subtotal			\$659,060.54				13

PERSONAL SERVICE CONTRACTS

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C3639		Colas Construction	\$792,235.00	Broadway Corridor Pre-Construction Contract	DCR	5/20/2025	9/30/2028
C3684		Michael Buonocore Consulting LLC	\$4,200.00	Executive coaching services for senior leadership	T&OD	8/12/2025	8/1/2026
C3685		Cornerstone Community Housing	\$69,996.00	Resident services at Goose Hollow Apartments; Rule 46-0340	Community Services	8/12/2025	8/31/2026
R3691		Home Forward	\$216,363.00	Revenue contract: resident services provided by community services dept at York Terrace (Troutdale site)	Community Services	8/12/2025	7/31/2028
C3683		AJ's Solution Navigators	\$5,000.00	On-call coaching	T&OD	8/18/2025	8/1/2026
C3692		Damon Smyth	\$10,000.00	Artist to paint mural for Troutdale community room (York Terrace)	DCR	8/18/2025	1/30/2026
C3699		Environmental Works	\$4,090.00	Radon testing Troutdale York Terrace	DCR	8/28/2025	1/30/2026
C3693		Kyra Watkins	\$20,716.00	Artist to paint two murals for Troutdale (York Terrace)	DCR	9/2/2025	12/31/2025
C3701		Lift Urban Portland	\$26,666.68	Monthly food pantry support for high rise buildings	Community Services	9/3/2025	12/31/2025
C3700		Somali American Council of Oregon	\$722,632.00	PSH services at the Cesar; Rule 46-0340	Community Services	9/4/2025	6/30/2026
C3697		NAYA	\$115,000.00	Resident services at chaku kuntuks haws; Rule 46-0340	Community Services	9/8/2025	8/31/2026
C3707		Coach In The Pearl	\$5,000.00	Coaching consultant	T&OD	9/9/2025	2/25/2026
C3704		The Urban League of Portland	\$1,337,500.00	PSH services at Kathleen Sadaat per procurement rule 46-0340	Community Services	9/12/2025	6/30/2026
C3703		EcoNorthwest	\$47,000.00	Economic Impact Analysis	Executive	9/15/2025	2/28/2026

C3708		Wholesome Health	\$1,000.00	Dietitian certification of meals for CHSP residents	Community Services	9/15/2025	12/31/2025
C3705		Ilima R. Umbhau	\$12,000.00	Legal services: Review lease enforcement notices drafted by PM staff	Executive	9/23/2025	3/15/2026
C3728		Cuenta Conmigo LLC	\$2,200.00	Group cohesion and community culture training for TAC	Executive	9/30/2025	11/30/2025
Subtotal			\$3,391,598.68				17

PROFESSIONAL SERVICE CONTRACTS (A&E)

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C3690		Greenfield Geotechnical	\$45,000.00	Construction observation at Civic Station	DCR	8/7/2025	12/31/2027
C3724		KPFF Consulting Engineers	\$36,000.00	Re-plat and ALTA services for Gresham Civic Station project	DCR	9/26/2025	12/31/2027
Total			\$81,000.00				2

AMENDMENTS TO EXISTING CONTRACTS

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C2418	8	Forensic Building Consultants	\$18,000.00	Additional Services Requested for Construction Administration	DCR	8/4/2025	4/1/2026
C3304	7	Baldwin General Contracting Inc	(\$33,219.29)	Multiple Change Orders and Credits	DCR	8/4/2025	4/1/2026
C3547	1	Prime Legacy	\$38,358.70	Floresta emergency - additional roofing, gutter fabrication, fiberglass door, swing door, vinyl windows and blinds	DCR	8/11/2025	9/20/2025
C2447	19	Hacker Architects	\$5,600.00	Additional CA services due to late TCO	DCR	8/12/2025	12/31/2025
C3680	1	Somali American Council of Oregon	\$28,934.00	PSH services at the Cesar; amended to extend contract	Community Services	8/12/2025	8/31/2025
C3380	2	Model Integrity LLC	\$17,400.00	Consulting for supervising staff; amended to extend contract	Talent & Organizational Development	8/13/2025	2/28/2026
C2857	14	Bremik Construction	\$91,365.00	Additional scope and adjustments for tariffs	DCR	8/21/2025	12/29/2025
C2769	14	MWA Architects Inc	\$3,960.00	Two additional site visits for QEC to assess completed work.	DCR	8/26/2025	4/1/2026
C2876	1	Andor Law PC	\$-	Agency-wide legal services; amended to extend contract	Property Management	8/27/2025	1/14/2027

C2964	12	Bora Architecture Inc	\$2,636.00	Revised roof spec	DCR	8/28/2025	3/31/2027
C3236	3	Le Chevallier Strategies	\$50,000.00	Communications consulting related to media, messaging, and public engagement. Additional service may also include assistance with confidential public records requests. Rule 46-0340; amended to add funds	Executive	8/29/2025	12/31/2025
C3490	1	Northwest Pilot Project	\$66,108.00	JOHS funded supportive services for participants in HF's SPC program; amended to extend contract	Homeless Initiatives	9/3/2025	6/30/2026
C2448	13	O'Neill/Walsh Community Builders	\$92,270.97	Killingsworth CO #10	DCR	9/4/2025	12/31/2025
C2965	11	LMC, Inc.	\$105,770.54	Changes to rainscreen system	DCR	9/4/2025	2/1/2027
C2765	1	Earth Advantage, Inc	\$-	Earth Advantage Certification for Dekum Court extending duration	DCR	9/11/2025	10/30/2025
C2969	4	NW Enforcement	\$9,891.00	Security at NMW; amended to extend contract	IFSS	9/11/2025	12/31/2025
C3208	2	West Coast Landscape LLC	\$26,600.00	Landscaping at Humboldt; amended to extend contract	Property Management	9/11/2025	8/31/2026
C2857	15	Bremik Construction	\$99,278.00	countertop tariff; materials and changes	DCR	9/12/2025	12/29/2025
C3407	1	Catholic Charities	\$129,135.00	JOHS funded supportive services and client assistance for SPC participants; amended to extend contract	Homeless Initiatives	9/12/2025	6/30/2026
C3575	1	Divergent Architecture, LLC	\$-	Goose Hollow Lofts AH conversion, vendor name change from Brycen Allison Architect to Divergent	DCR	9/12/2025	2/7/2028
C3172	2	West Coast Landscape LLC	\$46,800.00	Landscaping at Tamarack and Camelia Court; amended to extend contract	Property Management	9/15/2025	6/30/2027
C3210	2	West Coast Landscape LLC	\$6,960.00	Landscaping at Sellwood; amended to extend contract	Property Management	9/15/2025	8/31/2026
C3291	2	Clair Company, Inc	\$14,117.25	Additional services	DCR	9/15/2025	12/31/2025
C3359	1	Melody Martinez Consulting LLC	\$-	Equity Consulting Support; amended to extend contract	Property Management	9/15/2025	12/31/2025
C2445	12	Lever Architects	\$-	Dekum extending contract duration	DCR	9/16/2025	11/30/2025
C3304	8	Baldwin General Contracting Inc	(\$292.27)	PCO #044 - Provide & Install Wiring and Heater for New Backflow Devices; PCO #045 - Credit to Ownership for Window Re-test - Bldg B; PCO #043 - Custom Storage Room Door - Bldg A, PCO #043, PCO #044	DCR	9/16/2025	4/1/2026
C3458	1	Le Chevallier Strategies	\$12,500.00	Event planning and media coordination for ground breakings and grand openings; amended to extend contract	Executive	9/23/2025	1/30/2026
C2868	25	Walsh Construction Co.	(\$270,493.66)	P2: Dekum CO #21 - GMP savings	DCR	9/24/2025	12/30/2025
C3213	2	West Coast Landscape LLC	\$6,600.00	Landscaping at Gallagher; amended to extend contract	Property Management	9/30/2025	8/31/2026
Subtotal			\$568,279.24				29

OTHER AGREEMENTS (Revenue contracts, 3rd Party contracts, MOU's, IGA's)

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
Subtotal			\$0.00				0
Total			\$5,005,136.86				66

**Procurement & Contracts Department
FUTURE FORMAL PROCUREMENTS
Look Ahead - October 2025**

Estimated Contract Amount	Description	Dept.	Solicitation Period
\$1.650 million	A&E for N. Maryland	DCR	Fall 2025
\$13.2 million	CM/GC for N. Maryland	DCR	Fall 2025
\$500k	Goose Hollow Apts Renovations	DCR	Fall 2025
TBD	Townhouse Terrace Construction Project	DCR	Late 2025
TBD	Slavin Court Construction Project	DCR	Late 2025
\$350k	Demolition at North Maryland	DCR	Late 2025
\$1.5 million	CHSP Housekeeping & Personal Care	Community Services	TBD
\$1 million	Rosenbaum Plaza Plumbing Repairs Phase 2/3	DCR	TBD