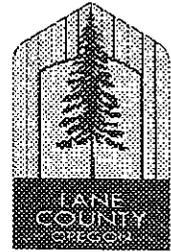


W. S. C. I.

AGENDA COVER MEMO

AGENDA DATE: November 10, 2004
TO: Board of County Commissioners
DEPARTMENT: Health & Human Services
PRESENTED BY: Rob Rockstroh



AGENDA TITLE: ORDER _____ / IN THE MATTER OF AWARDING \$125,833 TO RELIEF NURSERY FOR FAMILY SUPPORT SERVICES FOR THE PERIOD 7/1/04 THROUGH 6/30/05. (DEPARTMENT OF HEALTH & HUMAN SERVICES)

I. MOTION

Order _____ / In the Matter of Awarding \$125,833 to Relief Nursery for Family Support Services for the Period 7/1/04 through 6/30/05. (Department Of Health & Human Services)

II. ISSUE OR PROBLEM

Contract amendments with Relief Nursery for \$125,833 is beyond the delegated authority of the county administrator to award and sign.

III. DISCUSSION

A. Background / Analysis

Lane County received unanticipated funding to continue support services to families identified by the state Office for Services to Children, Adults and Families. Relief Nursery provided these services during the period from July 1, 2000 through July 30, 2004.

A competitive selection process has been completed to identify a provider of the services for the 2004-05 fiscal year. Relief Nursery was the sole respondent.

The total dollars to support the services for that time period is \$125,833 and that total has been appropriated in the budget process. This amount exceeds the delegated authority of the county administrator as set forth in the Lane Manual 21.145. Therefore, the Board of County Commissioners must act to award the funding.

A portion of the funding, \$41,945 has been received through an IGA amendment with the state that extended the 2003-04 Agreement through October 2004. The

state expended the agreement period while state staff develops a new agreement with revised language for the 2004-05 fiscal year. The balance of the funding, 83,888 will be forwarded upon receipt and acceptance of the new IGA. Therefore, this board order seeks to authorize the county administrator to execute the contract amendments that will add the total \$125,833.

B. Alternatives / Options

1. To accept the motion, award the funding and authorize the county administrator to sign the documents.
2. To approve the motion in the amount of \$41,945 only. This will allow the county to pay for services provided to date in reliance upon acceptance of the IGA amendment from the state.

C. Recommendation

To approve number one above.

D. Timing

The contract period is from July 1, 2004 through June 30, 2005. The intergovernmental agreement with the state Office for Services to Children, Adults and Families is in the process of revision and Health & Human Services has received an amendment extended the 2003-04 IGA through October 2004 only. However, services have continued in Lane County at the Relief Nursery during this lengthy IGA development process. Therefore, it is urgent to complete the board action and execute the contract amendment as soon as possible so that Relief Nursery can be paid for services already provided.

IV. IMPLEMENTATION

Upon action by the Board, the document will be processed for signature by the County Administrator.

V. ATTACHMENTS

Board Order

THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

ORDER:) ORDER _____ / IN THE MATTER OF AWARDING
) \$125,833 TO RELIEF NURSERY FOR FAMILY SUPPORT
) SERVICES FOR THE PERIOD 7/1/04 THROUGH 6/30/05.
) (DEPARTMENT OF HEALTH & HUMAN SERVICES)
)

WHEREAS, Lane Manual Chapter 21 sets forth policy regarding award of contracts for services and policy regarding signatory authority of the county administrator; and

WHEREAS, a competitive selection process has been completed per Lane Manual 21.107 and 21.108; and

WHEREAS, Relief Nursery was the successful respondent to a competitive process and has been recommended for award of services; and

WHEREAS, appropriation of funds to support the services has been done through the budget process; and

WHEREAS, the award of services exceeds the signatory authority of the county administrator; and

WHEREAS, a contract with Relief Nursery to provide the services through June 30, 2004 is currently in place and may be extended through a contract amendment.

NOW THEREFORE, IT IS HEREBY ORDERED, that the Board of County Commissioners approve contract amendments for the period from July 1, 2004 through June 30, 2005 with Relief Nursery in amount of \$125,833; and

IT IS FURTHER ORDERED, that the Board of County Commissioners authorize the county administrator to sign the amendments for the period from July 1, 2004 through June 30, 2005 for Relief Nursery in amount of \$125,833.

DATED this ____ day of November 2004

Bobby Green, Sr., Chair
Lane County Board of Commissioners

APPROVED AS TO FORM

Date 11/2/04 lane county

Shaidlaw

OFFICE OF LEGAL COUNSEL