

AGENDA MEMO

W.5.C.1

DATE: August 31, 2011
TO: Board of County Commissioners
DEPARTMENT: County Administration, Budget & Planning
PRESENTED BY: Shari Higgins, Management Analyst

AGENDA ITEM TITLE: **IN THE MATTER OF DELEGATING AUTHORITY TO THE COUNTY ADMINISTRATOR TO SIGN ROUTINE CONTRACTS & AMENDMENTS**

I. MOTION

Approve order in the matter of delegating authority to the County Administrator to sign the attached list of routine contracts and amendments.

II. DISCUSSION

On June 22, 2011, the Board adopted Lane County's FY 11-12 Budget. As a part of that adoption, the Board also approved a list of contracts and amendments identified by departments for implementation in FY 11-12 and beyond.

Many Lane County contracts with third parties are funded by State of Oregon revenue. Not all State funding stream appropriations for specific services are finalized and not all competitive selection processes can be completed by the time of the County's budget adoption. As a result, departments must return to the Board several times with additional orders delegating authority to the County Administrator for execution.

The Budget Office brings forward additional contract lists with each supplemental budget. Because the first supplemental for FY 11-12 won't occur until well into the year (we are estimating October), we have submitted the attached list for Board consideration during the summer.

These contracts and amendments are routine in nature. All funds have already been appropriated in the FY 11-12 Adopted Budget.

Recommendation: The Budget Office recommends adoption of this list of contracts and amendments, thus improving the efficiency of both the programs and the Board by eliminating the need for each contract to be considered individually by the Board.

III. ATTACHMENTS

- Attachment A – Board Order
- Attachment B – Contract List

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

RESOLUTION AND
ORDER 11-08-31-

) IN THE MATTER OF
) DELEGATING AUTHORITY TO
) THE COUNTY ADMINISTRATOR
) TO SIGN ROUTINE
) CONTRACTS & AMENDMENTS

WHEREAS, Lane County formally adopted its official budget in June 2011, and

WHEREAS, included in the adoption of the order was the approval of a list of contracts related to the implementation of the adopted budget; and,

WHEREAS, at the time of the budget adoption, specific appropriations of revenue from the State of Oregon were not yet known, and

WHEREAS, not all competitive selection processes had been completed, and

WHEREAS, these routine contracts are necessary for the implementation of the budget programs as adopted by the Board of Commissioners; NOW IT IS THEREFORE

ORDERED, that the County Administrator is delegated authority to execute the necessary contract and amendment documents as described in Attachment B.

Signed this __ day of August, 2011.

Faye Stewart, Chair
Board of County Commissioners

APPROVED AS TO FORM

Date 8-23-2011 Lane County


OFFICE OF LEGAL COUNSEL

New Contracts					
Contractor Name	Contract Title	Type	Amount	Begin Date	End Date
District Attorney's Office					
Oregon Department of Justice	Unitary Assessment	R	\$191,983	07/01/11	06/30/13
Health and Human Services					
NEDCO	Budget Education	E	\$132,250	08/01/11	12/31/13
Oregon, State of (OHA)	Drinking Water	R	\$300,000	10/01/11	06/30/13

Amendments						
Contractor Name	Contract Title	Type	Amendment Amount	New Contract	As Amended	
					Begin Date	End Date
District Attorney's Office						
Oregon Department of Justice	VOCA Basic Grant 2010-2012	R	\$88,676	\$258,984	10/01/10	09/30/12
Health & Human Services						
Advantage Dental	Billing Authority	BA	\$100,000	\$134,492	07/01/06	12/31/12
EHI Works	EHI.net VPN Site-to-Site Connect	MOU	term only		11/01/06	none
Lane Individual Practice Asc (LIPA)	Billing Authority	BA	\$735,000	1,306,000	10/01/07	09/30/13
Lane Individual Practice Asc (LIPA)	Billing Authority	BA	\$746,359	\$3,000,000	03/01/07	02/23/13
PacificSource	Billing Authority	BA	\$40,000	\$138,000	11/12/08	09/30/12
Public Works						
Pivot Architecture	Architecture & Planning Customer Service Center	E	\$36,590	\$921,769	03/15/10	12/31/12
Sheriff's Office						
Bureau of Land Management	BLM Law Enforcement	R	\$79,000	\$314,157	10/01/08	09/30/12

Type	
Revenue	R
Expense	E
Reciprocal (Rev & Exp)	RC
Billing Authority	BA
Requirements or Pricing Agreement	P