

REVISED A G E N D A
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building
June 5, 2012
8:30 A.M.

1. **EXECUTIVE SESSION under the authority of ORS 192.660**

- A. (2)(d) Labor Negotiations
- B. (2)(h) Consultation with Counsel
- C. (2)(e) Real Property Transactions

PLEDGE OF ALLEGIANCE

2. **PUBLIC HEARING- 9:30 AM**

- A. Calling for an Election of Proposed Annexation into Lakeside Rural Fire Protection District

3. **CITIZEN COMMENTS (agenda items or general comments) – limited to 3 minutes per person**

4. **DEPARTMENT HEADS**

- A. Request Approval of Contract with Semita Consulting- Mental Health
- B. Request Approval of Contract Renewal & Modification with Bay Area First Step- Mental Health
- C. Request Approval of Transfer of Funds- Planning
- D. Request Approval of Contract with Douglas County for Detention Beds- Juvenile
- E. Request Approval of Grant Amendment with ODOT- Treasurer
- F. Request Approval of Reclassification from Office Specialist II to Office Specialist III- Human Resources

5. **CONSENT CALENDAR- administrative matters not up for discussion**

- A. **Ratification of All Routine Expenditures, Tax Overpayments and Adjustments and Transfers of Funds Within the Budget**
Transfer of Appropriations Within a Department- Sheriff/Marine- vehicle expense
Transfer of Appropriations Within a Department- Sheriff/Dunes- vehicle expense & equipment
Transfer of Appropriations Within a Department- Sheriff/PSAP- other expense
- B. **Liquor License Renewals for the Following: Homestead Bar & Grill (2), Wagon Wheel Grocery**

6. **LATE AGENDA ITEMS**

- A. Request Approval to Advertise & Fill 2 Vacant Positions- District Attorney
- B. Request Approval to Attend CADCA Conference & Approval of Expenses- Commission on Children & Families
- C. Request approval of Contract Amendment #3 for Structural Inspection Service for Food Bank- BOC

7. **COMMISSIONERS REPORTS**

BOC only:
Consent Agenda _____
Regular Agenda _____

LATE

AGENDA ITEM COVERSHEET

Agenda Item Title: Request Approval to Advertise & Fill Positions

Department: District Attorney

Requested Agenda Date: 6/19/12

Contact Person: Paul Frasier

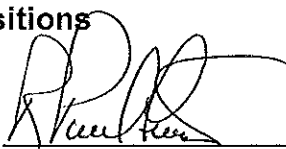
Phone/Ext.:

Background and description of need or problem: One of the Deputy DA's has submitted his resignation and our receptionist has accepted a position in another office.

Funding Source: regular wages

Requested Action: Approval to Advertise & Fill the 2 positions

Date: June 4, 2012

Signature of Dept. Head:  _____

If this is a Human Resources issue, forward to the Treasurer who will forward it to Human Resources. For all other matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline.** Counsel will forward to Treasurer.

If this is a contract or grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the contract signed first by the vendor (except state/federal grants or contracts)?
- If insurance is required, is the insurance certificate attached?
- Is the Clerk's Coversheet attached or do you want it returned to you for filing?

County Counsel _____

Treasurer  _____

Commissioners Initials to Place on Agenda ONLY:  _____

LA

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Request to attend CADCA Mid-year 2012

Department: CCF

Requested Agenda Date: 06/5/2012

Contact Person: Barbara Bassett

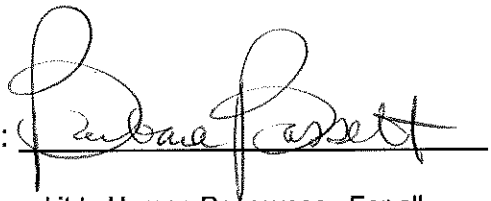
Phone/Ext.: 393

Background and description of need or problem: As part of our DFC Grant, we will be taking 6 -10 Coalition and Youth Council members to this year's Mid-Year Training in Nashville TN. As a DFC grantee attendance is required for our coalition membership annually. The funds to participate are budgeted in our 3rd year grant (10/2011-9/2012). Attendance will include registration, hotel, flights, ground transportation and per diem for 6-10 attendees. Approximate expense cost not to exceed \$26,000.00.

Funding Source: Drug Free Communities Grant/Prevention

Requested Action: Approve attendance and expenses

Date: 06/04/2012

Signature of Dept. Head: 

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Departments Affected:

COUNSEL: _____

TREASURER: _____

HUMAN RESOURCES: _____

BOC forwards signed Contract/Grant to:

Commissioners Initials to Place on Agenda ONLY: _____



BOC only: _____
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Contract Amendment #3 Structural Inspection Services Coos County Food Bank Warehouse

Department: BOC

Requested Agenda Date: 6/5/12

Contact Person: Commissioner Messerle

Phone/Ext.: 247

Background and description of need or problem: Two final anchor tests were required for the freezer/cooler equipment installed at the Food Bank warehouse, these tests were to be paid for by the construction contractor and thus not included in the original scope of work; however the County as owner of the project is required to contract for these inspections. The not to exceed amount will increase by only \$121, from \$7,700 to \$7,871.

Funding Source: Community Development Block Grant funding

Requested Action: Approve and sign contract amendment #3 for Carlson Testing, Inc's Structural Inspection Contract

Date:

Signature of Dept. Head: Fred R. Messerle

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Departments Affected:

COUNSEL: OK - signed amended attached (RM)

TREASURER: _____

Commissioners Initials to Place on Agenda ONLY: JRM

bc

CONTRACT / GRANT SUMMARY FORM

Clerk's File C&A No.: _____ (complete after filed with Clerk) Internal Contract/Agreement or Grant No.: _____

Name/Agency Name and Address: Carlson Testing, Inc. 120 Cleveland St. Unit #6 Eugene, OR 97402

Contact Person: Brian Leach, VP Phone No. 541.345.0289

Amount of Contract/Grant Award: \$ NTE increase amount to \$7,871

Payment Terms: upon receipt of itemized invoice (state lump sum or amount and time of payments)

Start Date: n/a End Date: n/a

County Department and Employee Responsible for Performance: Board of Commissioners (Commissioner Messerle liasion to project)

Description: Amendment #3 to increase NTE amount by \$121 to \$7,781.

FINANCIAL INFORMATION

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number

*CFDA is a five digit number in the following format: xx.xxx. The first two digits designate the federal agency and the last three the grant description. The following is a partial listing of the two digit agency identifier:

10.xxx USDA 14.xxx HUD 20.xxx USDOT 66.xxx EPA 84.xxx Dept. of Education
11.xxx Dept. of Commerce 16.xxx USDOJ 39.xxx General Svs. Admin. 83.xxx FEMA 93.xxx USDHHS

NOTE: If the contract/grant is associated with more than one CFDA number, each segment must have it's own summary form.

New Renewal Modification

Previous Amount: \$

Original Amount: \$

Previous Date:

Original Date:

Automatic Renewal? Yes No

Staff Requirements: New Existing Subcontract

Will unemployment cost be incurred? Yes No

PUBLIC CONTRACTING INFORMATION

Method of Selection:

- Bid None
 Quote Other _____
 Proposal

Type of Contract:

- New (complete sections below)
 Renewal (no need to complete sections below)
 Modification (no need to complete sections below)

Type of Contract:

Goods and Services - If Not Using Bid or Proposal, Mark Exemption:

- Under \$5000
 Under \$50,000 for Quotes
 Under \$150,000 & Approval from Board for Quotes
 Sole Source
 Contract with Public Agency

- Equipment Maintenance
 Office Supplies
 Used Vehicles
 State Purchasing
 Other _____

Public Improvement - If Not Using Bid, Mark Exemption:

- Under \$5000
 Under \$50,000 for Quotes
 Under \$100,000 & Not a Transportation Project for Quotes

- Alternative Contracting Method Approved by Board
 Other _____

Personal Services Contract - If Not Using Proposal, Mark Exemption:

- Under \$50,000
 Under \$150,000 & Approval from Board

Will project be reported to Bureau of Labor for Prevailing Wages under ORS 279C.800? Yes No

Certificate of insurance required? Yes No

Form of contract: Oral Written (attach the written contract)

Date Approved by BOC: 6/5/12

Reviewed by Counsel: 