

REVISED AGENDA
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building Large Conference Room
December 16, 2014
9:30 A.M.

PLEDGE OF ALLEGIANCE

1. **CITIZEN COMMENTS (agenda items or general comments) – limited to 3 minutes per person**
2. **CCAT GOVERNING BODY**
 - A. Request Approval of Reappointments to Advisory Committee
3. **DEPARTMENT HEADS**
 - A. Request Approval of Contract with OHSU for CaCoon Program- Health & Human Services (HHS)
 - B. Request Approval of Memorandum of Understanding with South Coast Family Harbor- HHS
 - C. Request Approval of Memorandum of Understanding with Kids' HOPE Center- HHS
 - D. Request Approval of Ash Trench Closure Documents- Solid Waste
 - E. Request Approval to Declare Equipment as Surplus- Solid Waste
 - F. Request Approval to Purchase Truck-Mount Message Board- Road
 - G. Request Award of Planting Contract- Forestry
 - H. Request Approval of Dispatch Agreement- Sheriff/Dispatch
 - I. Request Approval to Purchase Horse/Stock Trailer- Sheriff/Animal Control
 - J. Request Approval to Purchase Portable ARES/RACES Station Equipment- Sheriff/Emergency Management (EM)
 - K. Request Approval to Participate in Cascadia Rising Functional Exercise; Designate Lead Planner/Authorize Chair to Sign- Sheriff/EM
 - L. Request Award of Contract for Server Room Air Conditioner- Maintenance
 - M. Request Award of Contract for Asbestos Removal- Maintenance
 - N. Request Award of Contract for Carpet/Tile Installation- Maintenance
 - O. Request Approval of IGA Establishing Coos-Curry-Douglas Consortium- BOC/Counsel
4. **CONSENT CALENDAR- administrative matters not up for discussion**
 - A. **Approval of Minutes**
 - Worksession- Budget- February 11, 2014
 - Worksession- Budget- February 18, 2014
 - Worksession- Budget- February 20, 2014
 - Coos County Budget Committee- April 2, 2014
 - Coos County Budget Committee- April 8, 2014
 - Coos County Budget Committee- April 9, 2014
 - Executive Session ORS 192.660 (2)(i)- September 15, 2014
 - Hearing- Deliberations on File AP-14-02- September 30, 2014
 - Executive Session ORS 192.660 (2)(e)- October 14, 2014
 - Executive Session ORS 192.660 (2)(f)- November 17, 2014
 - Regular Meeting Minutes- November 24, 2014

This agenda does not limit the ability of the Commissioners to consider additional subjects. The Board reserves the right to place a time limit on public testimony on any matter. The meeting place is handicapped accessible; if special accommodation is needed, please contact the office at least 24 prior to the meeting.

B. Orders & Resolutions

Order 14-12-074C, in the Matter of Appointing Jill Rolfe to the Coos County Weed Advisory Board
Order 14-12-075C, In the Matter of Appointing Amy Baxter to the Emergency Medical Services Advisory Committee

Order 14-12-076C, In the Matter of Reappointing Jim Davis to the Woods Road District

Amended Resolution 14-07-084P, In the Matter of Filling a Vacant Position Effective July 21, 2014 THIS ITEM PULLED FROM CONSENT CALENDAR BY HR

Resolution 14-12-147P, In the Matter of Filling a Vacant Position Effective Retroactive to November 10, 2014

Resolution 14-12-148P, In the Matter of a Salary Adjustment Due to Certification for Douglas Miller a Coos County Employee Retroactive to November 1, 2014

Resolution 14-12-149P, in the Matter of Granting Salary Merit Step Increases for Various Coos County Employees Effective December 1, 2014

Resolution 14-12-150P, In the Matter of a Wage Adjustment for Christopher Gill Effective December 1, 2014

Resolution 14-12-151P, In the Matter of a Promotion for Richard Gill Effective Retroactive to November 3, 2014

Resolution 14-12-152P, In the Matter of Granting Salary Merit Step Increase for Coos County Employees Retroactive to November 1, 2014

Resolution 14-12-153P, In the Matter of Granting Salary Merit Step Increase for Coos County Employees Retroactive to September 1, 2014

Resolution 14-12-154P, In the Matter of a Personnel Transfer for Jonathan Boswell Within the Sheriff's Department Effective Retroactive to November 25, 2014

Resolution 14-12-155P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date

C. Items Previously Approved (authorize Chair to sign where necessary)

Contract Amendment with Gage-It Construction for Delineation Project- Road

Stop Work Order for Sitkum Lane Paving Project- Road

Contracts with Reese Electric for Installation of CAT5E Wiring in North Bend- Maintenance/HHS/Community Corrections

Contract with Reese Electric for Wiring/Heater Installation in North Bend- Maintenance

Contract for Moving Electrical Wiring in North Bend- Maintenance

Approval to Purchase Server from Insight Systems Exchange- Information Technology (IT)

D. Software Licenses/Maintenance Agreements (authorize Chair to sign where necessary)

ESRI Software Maintenance; \$1,500- Sheriff

Ironport Maintenance Agreement; \$2,672.10- IT

Telephone System Software Assurance Maintenance with A3; \$12,284- IT

Symantec Back-Up Exec Maintenance for Servers; \$595.40

5. LATE AGENDA ITEMS

A. Request Approval of Amendment #2 to IGA 9881 & Authorize Chair to Sign- HHS

B. Request Approval to Purchase Deployable Repeater & Adopt Sole Source Findings- Sheriff/EM

C. Request Approval of Contract with Helion for E-Recording Services- Clerk

D. Request Approval of Memo re: Assistance with Drafting Resources Zone Updates & Authorize Chair to Sign- Planning

E. Request Approval of Application for Confidential Information & Authorize Director to Sign- Planning

6. COMMISSIONERS REPORTS

7. EXECUTIVE SESSION under the authority of ORS 192.660- This portion of the meeting will take place in the small conference room

A. (2)(h) Consultation with Counsel regarding Current Litigation or Litigation Likely to be Filed

B. (2)(f) Information or Records Exempt by Law from Public Inspection

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Amendment 2 to IGA 9881 with State of Oregon, Department of Education

Department: Health & Human Services

Requested Agenda Date: 12/16/2014

Contact Person: Ginger Swan

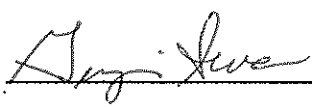
Phone/Ext.: 541-751-2547

Background and description of need or problem: This Amendment increases the funding for Youth Development Programs through Coos County.

Funding Source:

Requested Action: Approve Amendment 2 and authorize chair to sign

Date: 12/04/2014

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?

Departments Affected:

COUNSEL: OK - JS

TREASURER: OK, B

HUMAN RESOURCES: N/A

BOC forwards signed Contract/Grant to: Return to HHS - Mental Health

5A

CONTRACT / GRANT SUMMARY FORM

Clerk's File C&A No.: _____ (complete after filed with Clerk)

Internal Contract/Agreement or Grant No.: 9881 A2

Name/Agency Name and Address: Oregon Department of Education, 775 Court St NE, Salem, OR 97301

Contact Person: Iris Bell Phone No. 503-378-8214

Amount of Contract/Grant Award: \$ 126,609.34 (\$7,318.34 increase)

Payment Terms: Quarterly payments (state lump sum or amount and time of payments)

Start Date: 07/01/2013 End Date: 06/30/2015

County Department and Employee Responsible for Performance: Health & Human Services, Barbara Bassett

Description: This 13-14 IGA Amendment 2 increases the funding for Youth Development Programs through Coos County

FINANCIAL INFORMATION

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

*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: \$ 80,593

Previous Date:

Original Date: 07/01/2013

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: _____

Reviewed by Counsel: _____

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Homeland Security Grant FY 2014-15 – Public Safety Deployable Repeater Expenditure approval and approval of sole source procurement.

Sole-Source Procurement justification in accordance with ORS 279B.075(2)(a):
Procurement of this deployable public safety repeater from Codan Communications, RE: Codan Radio Communications Quote H33171/ Project Ref: OPP-05823 is necessary for the efficient utilization of existing goods (our existing radio communications system). It is also necessary that this repeater be compatible with our existing radio system maintenance contract and contractor. *This is the only vendor who sells this make/model which our existing maintenance provider can support.*


Department: Sheriff's Office/Emergency Mgmt **Requested Agenda Date:** 12/16/2014

Contact Person: Michael Murphy **Phone/Ext.:** 7790

Background and description of need or problem: BOC approval to expend funds under grant #14-214 Homeland Security Grant for purchase of Public Safety Deployable Repeater equipment and sole source procurement.

Funding Source: Homeland Security Grant #14-214

Requested Action: Board of Commissioners to approve the expenditure of the funds for the grant in compliance with grant agreement previously approved. Request the Board to approve spending authority to the Sheriff on items included in the grant.

Date: 11/24/14 **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?

Departments Affected:

COUNSEL: _____

TREASURER: _____

HUMAN RESOURCES: *N/A* _____

BOC forwards signed Contract/Grant to:

Commissioners Initials to Place on Agenda ONLY: _____

SB

CJ2014-000730

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: Oregon Emergency Management, P.O. Box 14370, Salem, OR 97309-5062

Contact Person: Matt Marheine Phone No. 503-378-2911 x-22239

Amount of Contract/Grant Award: \$ 14002.00

Payment Terms: N/A (state lump sum or amount and time of payments)

Start Date: 10/1/2014 End Date: 5/31/2015

County Department and Employee Responsible for Performance: Sheriff's Office/Emergency Management

Description: 2014 Homeland Security Grant Program, Grant award agreement

*For Information only
Previously Approved*

FINANCIAL INFORMATION

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number
100		100%	

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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: \$ 14002.00

Previous Date:

Original Date: 10/19/2014

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: _____

Reviewed by Counsel: _____

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Request Approval of MOU with Helion Software, Inc. for E-Recording services.

Department: County Clerk

Requested Agenda Date: 12/16/14

Contact Person: Terri Turi

Phone/Ext.: 7601

Background and description of need or problem: The County Clerk Records Division is seeking to enter into an agreement with Helion Software to provide e-recording services with a variety of submitter vendors through Helion.

Funding Source: There will be no fiscal impact.

Requested Action: Approval + authorize chair to sign.

Date: 12/08/14

Signature of Dept. Head: via e-mail

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?

Departments Affected:

COUNSEL: 04-55

TREASURER: N/A

BOC forwards signed Contract/Grant to: Clerk

Commissioners Initials to Place on Agenda ONLY: _____

50

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: Helion Software, Inc.

Contact Person: Murray Giesbrecht, President Phone No. 503-584-0608

Amount of Contract/Grant Award: \$ N/A - No Fiscal Impact

Payment Terms: N/A (state lump sum or amount and time of payments)

Start Date: Upon full execution End Date: In perpetuity - unless terminated per Exhibit B

County Department and Employee Responsible for Performance: Terri Turri - County Clerk

Description: MOU / Personal Services Contract to provide e-recording services with a variety of submitter vendors through Helion Software

FINANCIAL INFORMATION

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

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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:

Type of Contract:

- Bid None
 Quote Other Existing Provider
 Proposal

- 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: _____

Reviewed by Counsel: Jr

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Assistance with drafting resource zone updates

Department: Planning Department **Requested Agenda Date:** December 16, 2014

Contact Person: Jill Rolfe, Planning Director **Phone/Ext.:** 7770

Background and description of need or problem: Groups of county planning directors and planners (Model Zone Project Teams) have teamed with the Department of Land Conservation and Development and Angelo Planning Group to develop model exclusive farm use and forest zones to assist in updating county codes. These model zones are almost complete so it is time to begin preparing for the second phase of this project.

Funding Source: Applicants and County

Requested Action: approve and sign memo

Date: December 12, 2014 **Signature of Dept. Head:** *Jill Rolfe*

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.**

- 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? Please returns to Planning do not file.

Departments Affected:

COUNSEL *OK-IS* _____

TREASURER: *na* _____

HUMAN RESOURCES: *na* _____

50



BOARD OF COMMISSIONERS

250 N. Baxter Street, Coquille, Oregon 97423

(541) 396-7535

FAX (541) 396-1010 / TDD (800) 735-2900

E-Mail :bbrooks@co.coos.or.us

Robert "Bob" Main

Melissa Cribbins

John Sweet

December 16, 2014

Katherine Daniels, Farm Forest Lands Specialist
Community Service Division
Oregon Department of Land Conservation and Development
635 Capital Street NE, Suite 150
Salem, OR 97301-2540

Dear Ms. Daniels:

Coos County is very interested in using the Angelo Planning Group Services for receiving assistance drafting resource zone updates. Our last major update to the resource zones was during periodic review completed in 2000 with minor legislative updates occurring in 2001, 2004, 2005 and 2007. These updates have not brought our resource zones up-to-date with the statute and rule.

Coos County will strive toward completing the code updates to the resource zones by August 31, 2015.

Thank you for your consideration in this matter.

Melissa Cribbins, Chairman
Coos County Board of Commissioner

BOC only
Consent/Agenda
Regular/Agenda

**LATE
AGENDA ITEM COVERSHEET**

Agenda Item Title: Application for Confidential Information for governmental planning, performance measurement, program, analysis, socio-economic analysis, or policy analysis.

Department: Planning Department

Requested Agenda Date: December 16, 2014

Contact Person: Jill Rolfe, Planning Director

Phone/Ext.: 7770

Background and description of need or problem: Delegate authority for the Planning Director to sign the application of confidential information for planning and program analysis. This is necessary to obtain information from Worksource Oregon employment department for transportation planning. The information may be beneficial to other plan amendments.

Funding Source: Planning Department

Requested Action: All Planning Director to sign application to receive data.

Date: December 15, 2014

Signature of Dept. Head: *Jill Rolfe*

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.**

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? Please returns to Planning do not file.

Departments Affected:

COUNSEL _____

TREASURER: _____

HUMAN RESOURCES: _____

BOC forwards signed Contract/Grant to:

SE

CONTRACT / GRANT SUMMARY FORM

Clerk's File C&A No.: _____ (complete after filed with Clerk) Internal Contract/Agreement or Grant No.: Form 104#

Name/Agency Name and Address: WorkSource Oregon Employment Department

Contact Person: Brian Dunn, Oregon Department of Transportation Phone No. 503-986-4103

Amount of Contract/Grant Award: \$ 0

Payment Terms: lump sum (state lump sum or amount and time of payments)

Start Date: _____ End Date: _____

County Department and Employee Responsible for Performance: County Planning Department, Jill Rolfe, Planning Director

Description: To receive job data

FINANCIAL INFORMATION

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number
		100%	CFDA 11.419

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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:

- | | |
|--|---|
| <input type="checkbox"/> Under \$5000
<input type="checkbox"/> Under \$50,000 for Quotes
<input type="checkbox"/> Under \$150,000 & Approval from Board for Quotes
<input type="checkbox"/> Sole Source
<input type="checkbox"/> Contract with Public Agency | <input type="checkbox"/> Equipment Maintenance
<input type="checkbox"/> Office Supplies
<input type="checkbox"/> Used Vehicles
<input type="checkbox"/> State Purchasing
<input type="checkbox"/> Other _____ |
|--|---|

Public Improvement - If Not Using Bid, Mark Exemption:

- | | |
|---|---|
| <input type="checkbox"/> Under \$5000
<input type="checkbox"/> Under \$50,000 for Quotes
<input type="checkbox"/> Under \$100,000 & Not a Transportation Project for Quotes | <input type="checkbox"/> Alternative Contracting Method Approved by Board
<input type="checkbox"/> 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 BOG: _____

Reviewed by Counsel: _____

BOC only:
Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Executive Session Requested (Amended)

Department: Counsel **Requested Agenda Date:** 12/16/14

Contact Person: Josh Soper **Phone/Ext.:** 7690

Background and description of need or problem: Need executive session for ORS 192.660(2)(h) – consulting with regard to current litigation and litigation likely to be filed .


192.660(2)(f) – to consider information or records that are exempt by law from public inspection.

Funding Source: n/a

Requested Action: Go into Executive Session during Board meeting as stated above.

Please place this executive session at the end of the regular agenda due to a scheduling conflict in Counsel's Office.

Date: 12/12/14

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?
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- 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?

Departments Affected:

COUNSEL: ON - JS

TREASURER: N/A

HUMAN RESOURCES: N/A

BOC forwards signed Contract/Grant to: n/a

