



Abbreviated Format

Memorandum Date: July 14, 2023

Order Date: August 1, 2023

TO: Board of County Commissioners

DEPARTMENT: Health & Human Services

PRESENTED BY: Eve Gray, Director

AGENDA ITEM TITLE: ORDER____/ IN THE MATTER OF APPROVING ONE CONTRACT AND FOUR AMENDMENTS AND DELEGATING AUTHORITY TO THE COUNTY ADMINISTRATOR TO SIGN THE APPROVED ACTIONS

I. MOTION

In the Matter of Approving One Contract and Four Amendments and Delegating Authority to the County Administrator to Sign the Approved Actions.

II. DISCUSSION

A. Background / Analysis

Health & Human Services has one contracts and four amendments which need Board approval and delegation to the County Administrator for signature.

Contractor:	Caseworthy
Title:	Electronic Case Management System
Contract Number:	52097
Contract Type:	Expense/Amendment
Description:	Contract provides the case management software for the Developmental Disabilities Division.
Selection Process:	RFP 20646
Term:	8/14/2015 - 8/13/2024*
Previous BOs:	18-04-17-01, 15-07-14-04
Amendment Amount: (if applicable)	\$182,000.00

New Delegated Authority Total:	\$650,166.00
Health Implication Area Impacted:	DD provides services to more than 2,000 County residents – children, youth and adults. These services provide a variety of supports that secure and enrich the lives of DD clients. These supports may be basic, related to personal care, socialization, may provide access to education, transportation for job training and/or facilitate referral for physical and behavioral healthcare. In all cases, these services reduce the risk of transiency, improve mobility and social integration, combat anxiety and/or substance abuse and assist with family cohesion. The ability to comprehensively record case management is essential to providing these services and to the receipt of proper compensation for the services rendered, which then ensures sufficient funding for their continuation.
Policy Issues:	Provision of equitable services.
Board Goals:	Safe and Healthy County, supports DD services.
Purpose:	Addition of expense authority for ongoing use of the system.

Contractor:	Isler
Title:	Financial Report Review
Contract Number:	55612
Contract Type:	Expense
Description:	Isler provides auditing services to ensure subcontractors are fiscally responsible with public funds. Isler review quarterly financial reports and audits for H&HS vendors and subcontracts.
Selection Process:	Quote - 21017
Term:	7/1/2020 - 6/30/2024
Previous BOs:	n/a
Amendment Amount: (if applicable)	\$43,000
New Delegated Authority Total:	\$100,000
Health Implication Area Impacted:	Goods and Services. Utilizing a third party financial service to evaluate quarterly reports and annual audits offers Lane County H&HS the opportunity to monitor subcontractors and the use of public funds is essential to the work contracted throughout Lane County.

Policy Issues:	Will assist Lane County Health & Human Services in meeting the goal of promoting and protecting the health and well-being of individuals, families and our communities through the provision of equitable and timely access to services.
Board Goals:	Safe and Healthy County. Supports partnerships and collaborations to improve the health of our community.
Purpose:	extend the agreement and increase billing authority.

Contractor:	Capacity Building Partnerships
Title:	Leadership Equity Training & Support Services
Contract Number:	56835
Contract Type:	Expense
Description:	Capacity Building Partnerships provides equity and leadership training for H&HS staff. Professional development increases quality of service delivery and staff retention.
Selection Process:	RFP 21160
Term:	1/10/2022 - 12/31/2025
Previous BOs:	n/a
Amendment Amount: (if applicable)	\$60,000
New Delegated Authority Total:	\$200,000
Health Implication Area Impacted:	Goods and services. Staff access to diversity, equity and inclusion trainings strengthen their ability to provide quality services to customers and clients in Lane County Health & Human Services.
Policy Issues:	Equity training for staff will assist Lane County Health & Human Services in meeting the goal of promoting and protecting the health and well-being of individuals, families and our communities through the provision of equitable and timely access to services.
Board Goals:	Safe and Healthy County. Supports partnerships and collaborations to improve the health of our community.
Purpose:	Increase billing authority

Contractor:	ShelterCare
Title:	Sahalie Permanent Housing
Contract Number:	58021
Contract Type:	HHS- EXP - HSC HUD
Description:	Homelessness is strongly associated with poor health outcomes and lowered life expectancy.

Selection Process:	RFP 21270
Term:	7/1/2023 - 6/30/2026
Previous BOs:	n/a
Amendment Amount: (if applicable)	n/a
New Delegated Authority Total:	\$768,393.00
Health Implication Area Impacted:	Homelessness is strongly associated with poor health outcomes and lowered life expectancy.
Policy Issues:	Will assist Lane County Health & Human Services in meeting the goal of promoting and protecting the health and well-being of individuals, families and our communities through access to homelessness prevention services.
Board Goals:	Safe and Healthy County. Supports partnerships and collaborations to improve the health of our community.
Purpose:	Funding authority for a new contract being awarded via an RFP.

Contractor:	City of Eugene, City of Springfield
Title:	IGA for Human Services
Contract Number:	57363
Contract Type:	Revenue
Description:	IGA Funding for HSD Services for FY 23/24
Selection Process:	None, IGA
Term:	July 01, 2022 to June 30, 2024
	22-06-21-16
Amendment Amount: (if applicable)	\$2,000,000
New Delegated Authority Total:	\$4,000,000
Health Implication Area Impacted:	Homelessness is strongly associated with poor health outcomes and lowered life expectancy.
Policy Issues:	Will assist Lane County Health & Human Services in meeting the goal of promoting and protecting the health and well-being of individuals, families and our communities through access to homelessness prevention services.
Board Goals:	Safe and Healthy County. Supports partnerships and collaborations to improve the health of our community.
Purpose:	Extend the contract date and delegate authority to the County Administrator to execute all documents necessary to receive funding.

*Contract in place until terminated

B. Health Implications

The applicable grants, contracts and amendments listed, impact the Lane County Community Health Improvement Plan (CHIP) adopted via Board Order 21-01-26-07. Further details regarding the health implications and impacted areas are specified under each contract and amendment in A. Background/Analysis.

C. Alternatives / Options

1. Approve the actions in Exhibit A, and delegate authority to the County Administrator to sign the approved actions.
2. Approve some of the actions listed in Exhibit A and direct staff to not enter into or revise others.
3. Do not approve any of the actions listed in Exhibit A.

D. Recommendation

1. Lane County Health & Human Services recommends #1 - Approve the actions listed in Exhibit A and delegate authority to the County Administrator to sign the approved actions.

III. ATTACHMENTS

Board Order

Exhibit A – August 1, 2023 Contracts and Amendments List

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER 23-08-01-05

IN THE MATTER OF APPROVING ONE CONTRACT
AND FOUR AMENDMENTS AND DELEGATING
AUTHORITY TO THE COUNTY ADMINISTRATOR
TO SIGN THE APPROVED ACTIONS

WHEREAS, Lane Manual Chapter 20 sets forth policy regarding award of contracts, and amendments, submission of grants and ratification of contracts for services and policy regarding signatory authority of the County Administrator; and

WHEREAS, competitive processes were undertaken as required by Lane Manual for the contracts and amendments in the attached list;

NOW, THEREFORE, the Board of County Commissioners of Lane County **ORDERS** as follows:

1. Approve and Delegate authority to the County Administrator to sign the contracts and amendments indicated in the attached Exhibit A.

ADOPTED this 1st day of August, 2023.

Pat Farr, Chair
Lane County Board of Commissioners

Exhibit A – August 1, 2023 Contracts and Amendments List

County Administrator's authority to execute amendments will remain up to \$150,000 and Department Director's authority to execute amendments will remain up to \$50,000 even if New Delegated Authority Total is less than \$150,000.

Contracts

Contractor Name	Contract Title	Type	Amount	Begin Date	End Date
ShelterCare	Sahalie Permanent Housing	Expense	\$525,000	7/1/2023	6/30/2026

Amendments

					As Amended	
Contractor Name	Contract Title	Type	Amendment Amount	New Delegated Authority	Begin Date	End Date
Caseworthy	Electronic Case Management System	Expense	\$182,000.00	\$650,166.00	8/14/2015	8/13/2024*
Isler	Financial Report Review	Expense	\$43,000.00	\$100,000.00	7/1/2020	6/30/2024
Capacity Building Partnerships	Leadership Equity Training & Support Services	Expense	\$60,000	\$200,000	1/10/2022	12/31/2025
City of Eugene, City of Springfield	IGA for Human Services	Revenue	\$2,00,000.00	\$4,000,000.00	1/1/2022	6/30/2024

*Contract in place until terminated