

ANNOTATED MINUTES

Tuesday, December 6, 1994 - 9:30 AM
Multnomah County Courthouse, Room 602
1021 SW Fourth, Portland

BOARD BRIEFING

- B-1 Continued Discussion of Draft Request for Proposals (RFP) for Ambulance Franchise and Discussion of the Process for Selection and Timelines. Presented by Bill Collins and Mike Williams.

**BILL COLLINS AND MIKE WILLIAMS
PRESENTATION AND RESPONSE TO BOARD
QUESTIONS AND DISCUSSION. STAFF TO REQUEST
BOARD APPROVAL FOLLOWING PUBLIC HEARING
AT BOARD MEETING SCHEDULED FOR THURSDAY,
DECEMBER 22, 1994.**

Wednesday, December 7, 1994 - 9:00 AM
Multnomah County Courthouse, Room 602
1021 SW Fourth, Portland

WORK SESSION

- WS-1 Board and Managers Discussion on the 1994-95 Mid-Year Performance Report; Review Status of Current Year Action Plans and Key Results Measures; and Updates on 3-6 High Priority Action Plans, for the Following:

9:00 - 9:30 Portland/Multnomah Commission on Aging

**BECKY WEHRLI PRESENTATION AND RESPONSE
TO BOARD QUESTIONS. MS. WEHRLI INVITED
BOARD TO ATTEND A MARCH 7, 1995
CONFERENCE.**

9:30 - 11:30 Department of Library Services

**GINNIE COOPER, JUNE MIKKELSEN, CINDY
GIBBON, INGA BOUDREAU AND JEANNE
GOODRICH PRESENTATION AND RESPONSE TO
BOARD QUESTIONS.**

11:30 - 12:00 Metropolitan Arts Commission

BILL BULICK PRESENTATION AND RESPONSE TO

BOARD QUESTIONS. MR. BULICK DISCUSSED MAC TRANSITION TO THE REGIONAL ARTS AND CULTURE COUNCIL VIA A THREE COUNTY INTERGOVERNMENTAL AGREEMENT TO BE PRESENTED FOR BOARD APPROVAL IN THE NEAR FUTURE.

**Wednesday, December 7, 1994 - 2:00 PM
Multnomah County Courthouse, Room 602
1021 SW Fourth, Portland**

SPECIAL MEETING

Chair Beverly Stein convened the meeting at 2:00 p.m., with Vice-Chair Tanya Collier, and Commissioners Sharron Kelley, Gary Hansen and Dan Saltzman present.

CHAIR STEIN OUTLINED THE PROCEDURE ORDER FOR TODAY, ADVISING THE BOARD WOULD START BY HEARING COMMISSIONER SALTZMAN'S PRESENTATION REGARDING HIS PROPOSALS; HEARING STAFF PRESENTATION OF CHAIR STEIN PROPOSAL REGARDING THE UNION CONTRACTS AND EXEMPT EMPLOYEES; HEARING PUBLIC TESTIMONY; AND PROCEED WITH BOARD DELIBERATIONS FOR ITEMS R-1 THROUGH R-13.

COMMISSIONER SALTZMAN PRESENTATION AND EXPLANATION OF ITEMS R-1 AND R-2, AND SUBMITTAL OF POSITION STATEMENT.

KEN UPTON PRESENTATION AND EXPLANATION OF ITEMS R-3 THROUGH R-11, ADVISING THE PROSECUTING ATTORNEYS BARGAINING UNIT (R-8) HAS DECLINED CHAIR STEIN'S PROPOSAL.

CURTIS SMITH PRESENTATION AND EXPLANATION OF ITEMS R-12 AND R-13, INCLUDING THREE NECESSARY TECHNICAL AMENDMENTS.

BILL SIZEMORE, FRANK GEARHART, EARL DEMERSSEMAN, JIM PESCHKA, TOM O'CONNOR, DAVID REDLICH, GARY BIAZZO AND JOHN NIEMEYER TESTIMONY IN OPPOSITION TO PROPOSED PAY INCREASES.

JORGE GONZALEZ, ERIC STACHON, JAMES SMITH,

JOE DEVLAE MINCK, LORNA SCHILLING AND DOUGLAS ELLIS TESTIMONY IN SUPPORT OF CHAIR STEIN PROPOSED PAY INCREASES.

PATRICK WHITCOMB AND NANCY BETHUREM TESTIMONY IN SUPPORT OF COMMISSIONER SALTZMAN PROPOSALS.

NON-DEPARTMENTAL

R-1 RESOLUTION in the Matter of Extending all Current Public Employee Contracts for 18 Months to Allow Time for the Legal Issues Associated with Measure 8 to be Resolved

COMMISSIONER SALTZMAN MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF R-1 AS SUBSTITUTED BY COMMISSIONER KELLEY. COMMISSIONERS SALTZMAN AND COMMISSIONER KELLEY COMMENTS IN SUPPORT OF SUBSTITUTE RESOLUTION. COMMISSIONERS HANSEN, COLLIER AND STEIN COMMENTS IN OPPOSITION TO PROPOSED RESOLUTION. COMMISSIONER SALTZMAN COMMENTS IN RESPONSE. RESOLUTION FAILED, WITH COMMISSIONERS KELLEY AND SALTZMAN VOTING AYE, AND COMMISSIONERS HANSEN, COLLIER AND STEIN VOTING NO.

R-2 RESOLUTION in the Matter of Freezing Step Pay Increases for Two Years and Granting a One Time Pay Increase of 6% to County Employees

COMMISSIONER SALTZMAN MOVED AND COMMISSIONER KELLEY SECONDED FOR PURPOSES OF DISCUSSION, APPROVAL OF R-2. COMMISSIONER KELLEY COMMENTS IN OPPOSITION TO PROPOSED RESOLUTION. COMMISSIONER SALTZMAN PRESENTATION AND EXPLANATION IN SUPPORT OF PROPOSED RESOLUTION. COMMISSIONER HANSEN AND STEIN COMMENTS IN OPPOSITION TO PROPOSED RESOLUTION. RESOLUTION FAILED, WITH COMMISSIONER SALTZMAN VOTING AYE, AND COMMISSIONERS KELLEY, HANSEN, COLLIER AND STEIN VOTING NO.

R-3 In the Matter of Ratification of an Amendment to the 1992-95 Collective Bargaining Agreement Between Multnomah County and Multnomah County

COMMISSIONER HANSEN MOVED AND COMMISSIONER COLLIER SECONDED, APPROVAL OF R-3.

KEN UPTON EXPLANATION OF ITEMS R-3 THROUGH R-11, ADVISING THE PROSECUTING ATTORNEYS BARGAINING UNIT (R-8) DID NOT ACCEPT CHAIR STEIN'S PROPOSAL.

FOLLOWING BOARD DISCUSSION REGARDING PROCESS, COMMISSIONERS COLLIER, HANSEN AND STEIN PRESENTED COMMENTS REGARDING THEIR POSITIONS ON CHAIR STEIN'S PROPOSAL. COMMISSIONERS COLLIER AND STEIN SUBMITTED POSITION STATEMENTS. COMMISSIONER SALTZMAN RESPONSE IN OPPOSITION TO CHAIR STEIN PROPOSAL.

R-3 APPROVED, WITH COMMISSIONERS HANSEN, COLLIER AND STEIN VOTING AYE, AND COMMISSIONERS KELLEY AND SALTZMAN VOTING NO.

R-4 In the Matter of Ratification of an Amendment to the 1992-95 Collective Bargaining Agreement Between Multnomah County and Multnomah County Juvenile Groupworkers Union, Local 88, AFSCME

UPON MOTION OF COMMISSIONER COLLIER, SECONDED BY COMMISSIONER HANSEN, R-4 WAS APPROVED, WITH COMMISSIONERS HANSEN, COLLIER AND STEIN VOTING AYE, AND COMMISSIONERS KELLEY AND SALTZMAN VOTING NO.

R-5 In the Matter of Ratification of the 1994-98 Collective Bargaining Agreement Between Multnomah County and the Oregon Nurses Association (ONA)

UPON MOTION OF COMMISSIONER COLLIER, SECONDED BY COMMISSIONER HANSEN, R-5 WAS APPROVED, WITH COMMISSIONERS HANSEN, COLLIER AND STEIN VOTING AYE, AND COMMISSIONERS KELLEY AND SALTZMAN VOTING NO.

R-6 In the Matter of Ratification of an Amendment to the 1992-95 Collective

**Bargaining Agreement Between Multnomah County and the Multnomah
County Deputy Sheriffs Association**

**UPON MOTION OF COMMISSIONER HANSEN,
SECONDED BY COMMISSIONER COLLIER, R-6 WAS
APPROVED, WITH COMMISSIONERS HANSEN,
COLLIER AND STEIN VOTING AYE, AND
COMMISSIONERS KELLEY AND SALTZMAN
VOTING NO.**

- R-7 In the Matter of Ratification of an Amendment to the 1992-95 Collective
Bargaining Agreement Between Multnomah County and Multnomah County
Corrections Officers Association**

**UPON MOTION OF COMMISSIONER COLLIER,
SECONDED BY COMMISSIONER HANSEN, R-7 WAS
APPROVED, WITH COMMISSIONERS HANSEN,
COLLIER AND STEIN VOTING AYE, AND
COMMISSIONERS KELLEY AND SALTZMAN
VOTING NO.**

- R-8 In the Matter of Ratification of an Amendment to the 1993-96 Collective
Bargaining Agreement Between Multnomah County and Multnomah County
Prosecuting Attorneys Association**

**UPON MOTION OF COMMISSIONER COLLIER,
SECONDED BY COMMISSIONER HANSEN, R-8 WAS
UNANIMOUSLY POSTPONED INDEFINITELY.**

- R-9 In the Matter of Ratification of an Amendment to the 1992-95 Collective
Bargaining Agreement Between Multnomah County and the International
Brotherhood of Electrical Workers (IBEW) Local 48**

**UPON MOTION OF COMMISSIONER COLLIER,
SECONDED BY COMMISSIONER HANSEN, R-9 WAS
APPROVED, WITH COMMISSIONERS HANSEN,
COLLIER AND STEIN VOTING AYE, AND
COMMISSIONERS KELLEY AND SALTZMAN
VOTING NO.**

- R-10 In the Matter of Ratification of an Amendment to the 1992-95 Collective
Bargaining Agreement Between Multnomah County and the International
Union of Operating Engineers (IUOE) Local 701**

**UPON MOTION OF COMMISSIONER HANSEN,
SECONDED BY COMMISSIONER COLLIER, R-10
WAS APPROVED, WITH COMMISSIONERS HANSEN,**

**COLLIER AND STEIN VOTING AYE, AND
COMMISSIONERS KELLEY AND SALTZMAN
VOTING NO.**

- R-11 In the Matter of Ratification of an Amendment to the 1992-95 Collective Bargaining Agreement Between Multnomah County and the Brotherhood of Painters and Allied Trades of American Painter District Council 55

**UPON MOTION OF COMMISSIONER HANSEN,
SECONDED BY COMMISSIONER COLLIER, R-11
WAS APPROVED, WITH COMMISSIONERS HANSEN,
COLLIER AND STEIN VOTING AYE, AND
COMMISSIONERS KELLEY AND SALTZMAN
VOTING NO.**

- R-12 RESOLUTION in the Matter of Implementing Measure 8; Affirming Board Policy for Granting Equal Treatment to Exempt or Non-Exempt Employees; Declaring Board Intent to Give All Employees the Benefit of Pre-Tax Treatment of Employee PERS Contributions; and Directing Preparation of an Implementing Ordinance on Exempt Employee Compensation

**COMMISSIONER HANSEN MOVED AND
COMMISSIONER COLLIER SECONDED, APPROVAL
OF R-12. AT THE REQUEST OF CURTIS SMITH,
AND UPON MOTION OF HANSEN, SECONDED BY
COMMISSIONER COLLIER, IT WAS UNANIMOUSLY
APPROVED THAT SECTION 3 OF THE RESOLUTION
BE AMENDED TO INCLUDE "EXCEPT AS
OTHERWISE PROVIDED BY COLLECTIVE
BARGAINING AGREEMENT" (RELATING TO THE
PROSECUTING ATTORNEYS BARGAINING UNIT).
RESOLUTION 94-232, AS AMENDED, WAS
APPROVED, WITH COMMISSIONERS HANSEN,
COLLIER AND STEIN VOTING AYE, AND
COMMISSIONERS KELLEY AND SALTZMAN
VOTING NO.**

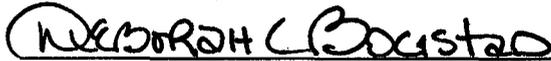
- R-13 First Reading and Possible Adoption of a Proposed ORDINANCE Adjusting Exempt Employee Wages and Benefits in Order to Carry Out Measure 8, and to Equalize Benefits for Exempt and Non-Exempt Employees; Repealing Certain Provisions in Ordinance 740 Relating to Pension Benefits, Increasing Salaries and Salary Ranges for Exempt Employees, and Declaring an Emergency

**PROPOSED ORDINANCE READ BY TITLE ONLY.
COPIES AVAILABLE. COMMISSIONER HANSEN
MOVED AND COMMISSIONER COLLIER**

SECONDED, APPROVAL OF THE FIRST READING. AT THE REQUEST OF CURTIS SMITH AND UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER COLLIER, IT WAS UNANIMOUSLY APPROVED THAT AMENDMENTS BE MADE TO SECTIONS II AND III RELATING TO EFFECTIVE DATES. THE FIRST READING OF THE PROPOSED ORDINANCE, AS AMENDED, WAS APPROVED, WITH COMMISSIONERS HANSEN, COLLIER AND STEIN VOTING AYE, AND COMMISSIONERS KELLEY AND SALTZMAN VOTING NO. SECOND READING SCHEDULED FOR THURSDAY, DECEMBER 15, 1994.

There being no further business, the meeting was adjourned at 3:40 p.m.

OFFICE OF THE BOARD CLERK
for MULTNOMAH COUNTY, OREGON


Deborah L. Bogstad

Thursday, December 8, 1994 - 9:30 AM
Multnomah County Courthouse, Room 602
1021 SW Fourth, Portland

PUBLIC HEARING

PH-1 The Tax Supervising and Conservation Commission Will Meet to Discuss and Conduct a Public Hearing on the 1994-95 Supplemental Budget for Multnomah County, Oregon

TSCC CHAIR DICK ANDERSON CONVENED THE MEETING AT 9:35 AM, WITH CHARLIE ROSENTHAL AND COURTNEY WILTON OF TSCC, AND COUNTY COMMISSIONERS BEVERLY STEIN, TANYA COLLIER, SHARRON KELLEY AND GARY HANSEN PRESENT. DAVE WARREN, BRIAN FOWLES AND DAVE BOYER PRESENTATION AND EXPLANATION IN RESPONSE TO TSCC QUESTIONS AND DISCUSSION. NO ONE WISHED TO TESTIFY. HEARING ADJOURNED AT 9:45 AM.

Thursday, December 8, 1994 - 9:40 AM
Multnomah County Courthouse, Room 602

1021 SW Fourth, Portland

REGULAR MEETING

Chair Beverly Stein convened the meeting at 9:45 a.m., with Vice-Chair Tanya Collier, and Commissioners Sharron Kelley, Gary Hansen and Dan Saltzman present.

CONSENT CALENDAR

UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER COLLIER, THE CONSENT CALENDAR (ITEMS C-1 THROUGH C-19) WAS UNANIMOUSLY APPROVED.

NON-DEPARTMENTAL

- C-1 In the Matter of the Appointment of Sandra Spiegel to the MULTNOMAH COUNTY COMMUNITY HEALTH COUNCIL
- C-2 ORDER [Memorializing November 22, 1994 Board Action Denying Appeal and Accepting Hearings Officer Decision] in the Matter of the Appeal of Lydia Mann from the Hearings Officer's Order Revoking Appellant's Adult Care Home License

ORDER 94-233.

JUVENILE JUSTICE DIVISION

- C-3 Ratification of Amendment #2 to Intergovernmental Agreement Contract 100744 Between the State of Oregon, Children's Services Division and Multnomah County, Increasing the County's Discretionary Bed Space Limitation from 70 to 77 Beds Per Day as a Result of an Overall Increase of 50 Additional Beds to the State Training Schools' Discretionary Bed Space Limitation, for the Period through June 30, 1995

DEPARTMENT OF ENVIRONMENTAL SERVICES

- C-4 ORDER in the Matter of the Execution of Deed D951101 Upon Complete Performance of a Contract to Oten Properties, Inc.

ORDER 94-234.

- C-5 ORDER in the Matter of the Execution of Deed D951134 for Certain Tax Acquired Property to Carole R. Ruland

ORDER 94-235.

C-6 ORDER in the Matter of the Execution of Deed D951135 for Certain Tax Acquired Property to Jerry L. and Patricia Ann Matthews, Husband and Wife

ORDER 94-236.

C-7 ORDER in the Matter of the Execution of Deed D951136 for Certain Tax Acquired Property to the Estate of Ruth A. Helfrich, c/o Douglas M. Fellows

ORDER 94-237.

C-8 ORDER in the Matter of the Execution of Deed D951137 for Certain Tax Acquired Property to the Estate of Ruth A. Helfrich, c/o Douglas M. Fellows

ORDER 94-238.

C-9 ORDER in the Matter of the Execution of Deed D951141 for Certain Tax Acquired Property to Emily C. Clayton

ORDER 94-239.

SHERIFF'S OFFICE

C-10 Dispenser Class A OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for the ROYAL CHINOOK INN, 2609 NE CORBETT HILL ROAD, CORBETT

C-11 Dispenser Class A OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for the TIPPY CANOE INN, 28242 E HISTORIC COLUMBIA RIVER HIGHWAY, TROUTDALE

C-12 Dispenser Class C OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for LA CASITA ESPECIAL, 12113 SE FOSTER ROAD, PORTLAND

C-13 Package Store OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for CORBETT COUNTRY MARKET, 36801 NE CROWN POINT HIGHWAY, CORBETT

C-14 Package Store OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for GILL'S JACKPOT FOOD MART, 28210 SE ORIENT DRIVE, GRESHAM

C-15 Package Store OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for LARSON'S MARINA, 14444 NW LARSON ROAD, PORTLAND

C-16 Restaurant OLCC License Renewal Application Submitted by Sheriff's Office

with Recommendation for Approval, for SKIPPER'S SEAFOOD 'N' CHOWDER HOUSE #140, 1740 NE 122ND AVENUE, PORTLAND

- C-17 Retail Malt Beverage OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for PAPA-SON'S TAVERN, 12525 SE POWELL BOULEVARD, PORTLAND
- C-18 Retail Malt Beverage OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for the SPRINGDALE TAVERN, 32302 E CROWN POINT HIGHWAY, CORBETT
- C-19 Retail Malt Beverage OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for the WILD WOOD GOLF COURSE, 21881 NW ST. HELENS ROAD, PORTLAND

REGULAR AGENDA

NON-DEPARTMENTAL

- R-1 Presentation in the Matter of Employee Service Awards Honoring Multnomah County Employees with 5 to 35 Years of Service

BOARD GREETED, ACKNOWLEDGED AND PRESENTED 5 YEAR AWARDS TO REBECCA LORAIN AND NANCY SEAMAN OF ASD; PATRICIA GAUNT, REX SURFACE AND CAROLYNNE WEBBER OF CFS; AMY ALPANA OF DA; DONNA BUSTO AND DOROTHY STEELE OF DCC; LOLA DICKSON, KENNETH KAPPELER, NORA STEVENS, JANICE STODDARD AND SHIRLEY WORTHINGTON OF DES; JANN BROWN AND LON COOK OF JJD; GEOFFREY YOCOM OF DLS; AND YVONNE AMIDON, PATRICK BRUN, SHARRON KELLEY AND RITA MAGIONOS OF NOND. 10 YEAR AWARDS PRESENTED TO CAROLYN PAULSEN OF DES; AND NAOMI ANGIER AND WALTER MINKEL OF DLS. 15 YEAR AWARDS PRESENTED TO ROXY WATSON OF CFS; RITA EVERETT AND JOYCE NELSON OF DA; DEBORAH ATTWOOD, PHILLIP CLIFFORD, LARRY CRABB, MADELINE DAVALOS, BEVERLY GETCH, MARLA ROSENBERGER AND SHELLY STEVENS OF DES; NANCY JANES OF JJD; AND DAVID BOYER AND JEAN KARECKI OF NOND. 20 YEAR AWARD PRESENTED TO TERESA CARROLL OF DCC. 25 YEAR AWARDS PRESENTED TO JAMES ROOD OF DCC; AND LARRY HARDING AND JAMES STEGMILLER OF JJD. 30 YEAR AWARDS

PRESENTED TO HAROLD OGBURN OF JJD; SYLVIA MARIE HESTER OF DLS; AND MARILUISE ALLEN OF NOND. 35 YEAR AWARD PRESENTED TO IRVING EWEN OF DES.

- R-2 Request for Approval of a Notice of Intent to Apply for a \$68,000 Juvenile Delinquency Prevention Grant from the Oregon Commission on Children and Families for a Three Year Program for Reducing Delinquency in the Whitman School Area

COMMISSIONER COLLIER MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF R-2. CHRIS WHITE EXPLANATION. COMMISSIONER COLLIER COMMENTS IN SUPPORT. NOTICE OF INTENT UNANIMOUSLY APPROVED.

COMMUNITY AND FAMILY SERVICES DIVISION

- R-3 Budget Modification CFSD 2 Requesting Authorization to Transfer Funds within Children's Mental Health Youth Program Office to Create 1 FTE Program Development Technician and Increase Pass Through Payments in the Level 7 Program Budget

COMMISSIONER KELLEY MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF R-3. KATHY TINKLE EXPLANATION. BUDGET MODIFICATION UNANIMOUSLY APPROVED.

- R-4 Ratification of Intergovernmental Agreement Contract 103905 Between Multnomah County and Portland State University, Center for Population Research and Census, to Purchase Personal Interview Surveys in Designated Census Tract Block Groups in Troutdale, Fairview and Wood Village, to Determine the Number of Low and Moderate Income Households in an Attempt to Increase the Number of Areas Eligible for Assistance through the Community Development Block Grant

COMMISSIONER KELLEY MOVED AND COMMISSIONER COLLIER SECONDED, APPROVAL OF R-4. KAREN WHITTLE EXPLANATION. COMMISSIONER HANSEN COMMENTS. AGREEMENT UNANIMOUSLY APPROVED.

- R-5 Ratification of Intergovernmental Agreement Contract 103985 Between Multnomah County and Portland Development Commission, Providing Funding for Weatherization Services at the Villa de Clara Vista Apartment Complex, for the Period Through June 30, 1995

**COMMISSIONER HANSEN MOVED AND
COMMISSIONER SALTZMAN SECONDED,
APPROVAL OF R-5. REY ESPAÑA EXPLANATION.
AGREEMENT UNANIMOUSLY APPROVED.**

DEPARTMENT OF HEALTH

- R-6 Ratification of Intergovernmental Agreement Contract 201285 Between Multnomah County and Oregon Health Sciences University, Department of Otolaryngology, Providing Physician Services to County Clients During Two Four Hour ENT Clinics Per Month at Multnomah County Sites

**COMMISSIONER SALTZMAN MOVED AND
COMMISSIONER KELLEY SECONDED, APPROVAL
OF R-6. MARVIE KAISER EXPLANATION.
AGREEMENT UNANIMOUSLY APPROVED.**

- R-7 Ratification of Intergovernmental Agreement Contract 201275 Between Washington County and Multnomah County, on Behalf of CareOregon, Providing Immunizations, Diagnosis and Treatment of Sexually Transmitted Diseases, Tuberculosis and Other Communicable Diseases, for the Period Upon Execution through June 30, 1995

**COMMISSIONER COLLIER MOVED AND
COMMISSIONER KELLEY SECONDED, APPROVAL
OF R-7. AMY GREDLER EXPLANATION.
AGREEMENT UNANIMOUSLY APPROVED.**

DEPARTMENT OF LIBRARY SERVICES

- R-8 RESOLUTION in the Matter of Approval of the Recommendations of the Central Library Advertising Subcommittee and the Schematic Design of the Central Library

**COMMISSIONER SALTZMAN MOVED AND
COMMISSIONER KELLEY SECONDED, APPROVAL
OF R-8. GEORGE CRANDALL SLIDE
PRESENTATION. GINNIE COOPER EXPLANATION
AND RESPONSE TO QUESTIONS OF
COMMISSIONER SALTZMAN. BILL NAITO
COMMENTS. RESOLUTION 94-240 UNANIMOUSLY
APPROVED.**

SHERIFF'S OFFICE

- R-9 Budget Modification MCSO #4a Requesting Authorization to Transfer \$35,170 from General Fund Contingency to the Sheriff's Office Budget to Fund Two

Civil Deputies for the Period December 1, 1994 through June 1, 1995 to Handle the Increase in Mental Health Transports

COMMISSIONER KELLEY MOVED AND COMMISSIONER HANSEN SECONDED, TO POSTPONE R-9 INDEFINITELY. COMMISSIONER COLLIER REQUESTED THAT THE SHERIFF'S OFFICE PURSUE BILLING THE STATE FOR CIVIL DEPUTY SERVICES. BUDGET MODIFICATION UNANIMOUSLY POSTPONED INDEFINITELY.

PUBLIC CONTRACT REVIEW BOARD

(Recess as the Board of County Commissioners and convene as the Public Contract Review Board)

- R-10 First Reading of a Proposed ORDINANCE Adopting Rules of the Multnomah County Public Contract Review Board

PROPOSED ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER SALTZMAN MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF THE FIRST READING. DAVE BOYER EXPLANATION AND RESPONSE TO BOARD QUESTIONS. NO ONE WISHED TO TESTIFY. FIRST READING UNANIMOUSLY APPROVED. SECOND READING SCHEDULED FOR THURSDAY, DECEMBER 15, 1994.

- R-11 ORDER in the Matter of an Exemption to Use an Alternative Procurement Method to Contract for Custodial Services at the Justice Center, Inverness Jail and County Courthouse

COMMISSIONER SALTZMAN MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF R-11. BOB KIETA EXPLANATION AND RESPONSE TO BOARD QUESTIONS. WAYNE GEORGE EXPLANATION IN RESPONSE TO BOARD QUESTIONS. ORDER 94-241 UNANIMOUSLY APPROVED.

- R-12 In the Matter of a Request for Approval to Use an Alternative Procurement Method to Purchase Security Guard Services

COMMISSIONER KELLEY MOVED AND COMMISSIONER COLLIER SECONDED, APPROVAL OF R-12. DAVE BOYER EXPLANATION AND

**RESPONSE TO BOARD QUESTIONS. ORDER 94-242
IN THE MATTER OF AN EXEMPTION TO USE AN
ALTERNATIVE PROCUREMENT METHOD TO
CONTRACT FOR SECURITY GUARD SERVICES
UNANIMOUSLY APPROVED.**

(Recess as the Public Contract Review Board and reconvene as the Board of
County Commissioners)

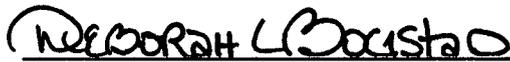
PUBLIC COMMENT

R-13 Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited
to Three Minutes Per Person.

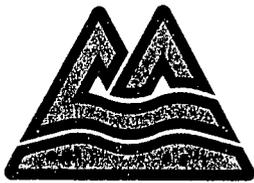
**DAVE BOYER DISCUSSED THE ORANGE COUNTY,
CALIFORNIA BANKRUPTCY ISSUE AND ADVISED
THE BOARD THAT MULTNOMAH COUNTY HAS NO
POTENTIAL LOSSES BECAUSE ITS INVESTMENT
PORTFOLIO IS IN GOOD SHAPE WITH 85% IN U.S.
GOVERNMENT OR U.S. GOVERNMENT BACKED
SECURITIES EARNING A MARKET RATE OF
RETURN.**

There being no further business, the meeting was adjourned at 11:00 a.m.

OFFICE OF THE BOARD CLERK
for MULTNOMAH COUNTY, OREGON



Deborah L. Bogstad



MULTNOMAH COUNTY OREGON

OFFICE OF THE BOARD CLERK
SUITE 1510, PORTLAND BUILDING
1120 S.W. FIFTH AVENUE
PORTLAND, OREGON 97204

| BOARD OF COUNTY COMMISSIONERS | | |
|-------------------------------|------------|------------|
| BEVERLY STEIN • | CHAIR | • 248-3308 |
| DAN SALTZMAN • | DISTRICT 1 | • 248-5220 |
| GARY HANSEN • | DISTRICT 2 | • 248-5219 |
| TANYA COLLIER • | DISTRICT 3 | • 248-5217 |
| SHARRON KELLEY • | DISTRICT 4 | • 248-5213 |
| CLERK'S OFFICE • | 248-3277 | • 248-5222 |

AGENDA

MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS

FOR THE WEEK OF

DECEMBER 5, 1994 - DECEMBER 9, 1994

- Tuesday, December 6, 1994 - 9:30 AM - Board Briefing Page 2*
- Wednesday, December 7, 1994 - 9:00 AM - Work Session Page 2*
- Wednesday, December 7, 1994 - 2:00 PM - Special Meeting Page 2*
- Thursday, December 8, 1994 - 9:30 AM - TSCC Hearing Page 4*
- Thursday, December 8, 1994 - 9:40 AM - Regular Meeting Page 4*

Thursday Meetings of the Multnomah County Board of Commissioners are taped and can be seen by Paragon Cable subscribers at the following times:

- Thursday, 6:00 PM, Channel 30*
- Friday, 10:00 PM, Channel 30*
- Saturday, 12:30 PM, Channel 30*
- Sunday, 1:00 PM, Channel 30*

INDIVIDUALS WITH DISABILITIES MAY CALL THE OFFICE OF THE BOARD CLERK AT 248-3277 OR 248-5222, OR MULTNOMAH COUNTY TDD PHONE 248-5040, FOR INFORMATION ON AVAILABLE SERVICES AND ACCESSIBILITY.

Tuesday, December 6, 1994 - 9:30 AM

*Multnomah County Courthouse, Room 602
1021 SW Fourth, Portland*

BOARD BRIEFING

- B-1 Continued Discussion of Draft Request for Proposals (RFP) for Ambulance Franchise and Discussion of the Process for Selection and Timelines. Presented by Bill Collins and Mike Williams. CONTINUED FROM NOVEMBER 22, 1994, 1 HOUR REQUESTED.*
-

Wednesday, December 7, 1994 - 9:00 AM

*Multnomah County Courthouse, Room 602
1021 SW Fourth, Portland*

WORK SESSION

- WS-1 Board and Managers Discussion on the 1994-95 Mid-Year Performance Report; Review Status of Current Year Action Plans and Key Results Measures; and Updates on 3-6 High Priority Action Plans, for the Following:*

9:00 - 9:30 Portland/Multnomah Commission on Aging

9:30 - 11:30 Department of Library Services

11:30 - 12:00 Metropolitan Arts Commission

Wednesday, December 7, 1994 - 2:00 PM

*Multnomah County Courthouse, Room 602
1021 SW Fourth, Portland*

SPECIAL MEETING

NON-DEPARTMENTAL

- R-1 RESOLUTION in the Matter of Extending all Current Public Employee Contracts for 18 Months to Allow Time for the Legal Issues Associated with Measure 8 to be Resolved (PRESENTED BY COMMISSIONER DAN SALTZMAN)*
- R-2 RESOLUTION in the Matter of Freezing Step Pay Increases for Two Years and Granting a One Time Pay Increase of 6% to County Employees (PRESENTED BY COMMISSIONER DAN SALTZMAN)*

- 3 *In the Matter of Ratification of an Amendment to the 1992-95 Collective Bargaining Agreement Between Multnomah County and Multnomah County Employees Union, Local 88, AFSCME*

- R-4 *In the Matter of Ratification of an Amendment to the 1992-95 Collective Bargaining Agreement Between Multnomah County and Multnomah County Juvenile Groupworkers Union, Local 88, AFSCME*

- R-5 *In the Matter of Ratification of the 1994-98 Collective Bargaining Agreement Between Multnomah County and the Oregon Nurses Association (ONA)*

- R-6 *In the Matter of Ratification of an Amendment to the 1992-95 Collective Bargaining Agreement Between Multnomah County and the Multnomah County Deputy Sheriffs Association*

- R-7 *In the Matter of Ratification of an Amendment to the 1992-95 Collective Bargaining Agreement Between Multnomah County and Multnomah County Corrections Officers Association*

- R-8 *In the Matter of Ratification of an Amendment to the 1993-96 Collective Bargaining Agreement Between Multnomah County and Multnomah County Prosecuting Attorneys Association*

- R-9 *In the Matter of Ratification of an Amendment to the 1992-95 Collective Bargaining Agreement Between Multnomah County and the International Brotherhood of Electrical Workers (IBEW) Local 48*

- R-10 *In the Matter of Ratification of an Amendment to the 1992-95 Collective Bargaining Agreement Between Multnomah County and the International Union of Operating Engineers (IUOE) Local 87*

- R-11 *In the Matter of Ratification of an Amendment to the 1992-95 Collective Bargaining Agreement Between Multnomah County and the Paint Makers, Sign, Display, Truck Painters and Allied Trades, Local 1094 of Washington and Oregon*

- R-12 *RESOLUTION in the Matter of Implementing Measure 8; Affirming Board Policy for Granting Equal Treatment to Exempt or Non-Exempt Employees; Declaring Board Intent to Give All Employees the Benefit of Pre-Tax Treatment of Employee PERS Contributions; and Directing Preparation of an Implementing Ordinance on Exempt Employee Compensation*

- R-13 *First Reading and Possible Adoption of a Proposed ORDINANCE Adjusting Exempt Employee Wages and Benefits in Order to Carry Out Measure 8, and to Equalize Benefits for Exempt and Non-Exempt Employees; Repealing Certain Provisions in Ordinance 740 Relating to Pension Benefits, Increasing Salaries and Salary Ranges for Exempt Employees, and Declaring an Emergency*

Thursday, December 8, 1994 - 9:30 AM

Multnomah County Courthouse, Room 602
1021 SW Fourth, Portland

PUBLIC HEARING

PH-1 *The Tax Supervising and Conservation Commission Will Meet to Discuss and Conduct a Public Hearing on the 1994-95 Supplemental Budget for Multnomah County, Oregon*

Thursday, December 8, 1994 - 9:40 AM

Multnomah County Courthouse, Room 602
1021 SW Fourth, Portland

REGULAR MEETING

CONSENT CALENDAR

NON-DEPARTMENTAL

C-1 *In the Matter of the Appointment of Sandra Spiegel to the MULTNOMAH COUNTY COMMUNITY HEALTH COUNCIL*

C-2 *ORDER [Memorializing November 22, 1994 Board Action Denying Appeal and Accepting Hearings Officer Decision] in the Matter of the Appeal of Lydia Mann from the Hearings Officer's Order Revoking Appellant's Adult Care Home License*

JUVENILE JUSTICE DIVISION

C-3 *Ratification of Amendment #2 to Intergovernmental Agreement Contract 100744 Between the State of Oregon, Children's Services Division and Multnomah County, Increasing the County's Discretionary Bed Space Limitation from 70 to 77 Beds Per Day as a Result of an Overall Increase of 50 Additional Beds to the State Training Schools' Discretionary Bed Space Limitation, for the Period through June 30, 1995*

DEPARTMENT OF ENVIRONMENTAL SERVICES

C-4 *ORDER in the Matter of the Execution of Deed D951101 Upon Complete Performance of a Contract to Oten Properties, Inc.*

C-5 *ORDER in the Matter of the Execution of Deed D951134 for Certain Tax Acquired Property to Carole R. Ruland*

- C-6 *ORDER in the Matter of the Execution of Deed D951135 for Certain Tax Acquired Property to Jerry L. and Patricia Ann Matthews, Husband and Wife*
- C-7 *ORDER in the Matter of the Execution of Deed D951136 for Certain Tax Acquired Property to the Estate of Ruth A. Helfrich, c/o Douglas M. Fellows*
- C-8 *ORDER in the Matter of the Execution of Deed D951137 for Certain Tax Acquired Property to the Estate of Ruth A. Helfrich, c/o Douglas M. Fellows*
- C-9 *ORDER in the Matter of the Execution of Deed D951141 for Certain Tax Acquired Property to Emily C. Clayton*

SHERIFF'S OFFICE

- C-10 *Dispenser Class A OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for the ROYAL CHINOOK INN, 2609 NE CORBETT HILL ROAD, CORBETT*
- C-11 *Dispenser Class A OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for the TIPPY CANOE INN, 28242 E HISTORIC COLUMBIA RIVER HIGHWAY, TROUTDALE*
- C-12 *Dispenser Class C OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for LA CASITA ESPECIAL, 12113 SE FOSTER ROAD, PORTLAND*
- C-13 *Package Store OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for CORBETT COUNTRY MARKET, 36801 NE CROWN POINT HIGHWAY, CORBETT*
- C-14 *Package Store OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for GILL'S JACKPOT FOOD MART, 28210 SE ORIENT DRIVE, GRESHAM*
- C-15 *Package Store OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for LARSON'S MARINA, 14444 NW LARSON ROAD, PORTLAND*
- C-16 *Restaurant OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for SKIPPER'S SEAFOOD 'N' CHOWDER HOUSE #140, 1740 NE 122ND AVENUE, PORTLAND*
- C-17 *Retail Malt Beverage OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for PAPA-SON'S TAVERN, 12525 SE POWELL BOULEVARD, PORTLAND*
- C-18 *Retail Malt Beverage OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for the SPRINGDALE*

TAVERN, 32302 E CROWN POINT HIGHWAY, CORBETT

- C-19 *Retail Malt Beverage OLCC License Renewal Application Submitted by Sheriff's Office with Recommendation for Approval, for the WILD WOOD GOLF COURSE, 21881 NW ST. HELENS ROAD, PORTLAND*

REGULAR AGENDA

NON-DEPARTMENTAL

- R-1 *Presentation in the Matter of Employee Service Awards Honoring Multnomah County Employees with 5 to 35 Years of Service*
- R-2 *Request for Approval of a Notice of Intent to Apply for a \$68,000 Juvenile Delinquency Prevention Grant from the Oregon Commission on Children and Families for a Three Year Program for Reducing Delinquency in the Whitman School Area*

COMMUNITY AND FAMILY SERVICES DIVISION

- R-3 *Budget Modification CFSD 2 Requesting Authorization to Transfer Funds within Children's Mental Health Youth Program Office to Create 1 FTE Program Development Technician and Increase Pass Through Payments in the Level 7 Program Budget*
- R-4 *Ratification of Intergovernmental Agreement Contract 103905 Between Multnomah County and Portland State University, Center for Population Research and Census, to Purchase Personal Interview Surveys in Designated Census Tract Block Groups in Troutdale, Fairview and Wood Village, to Determine the Number of Low and Moderate Income Households in an Attempt to Increase the Number of Areas Eligible for Assistance through the Community Development Block Grant*
- R-5 *Ratification of Intergovernmental Agreement Contract 103985 Between Multnomah County and Portland Development Commission, Providing Funding for Weatherization Services at the Villa de Clara Vista Apartment Complex, for the Period Through June 30, 1995*

DEPARTMENT OF HEALTH

- R-6 *Ratification of Intergovernmental Agreement Contract 201285 Between Multnomah County and Oregon Health Sciences University, Department of Otolaryngology, Providing Physician Services to County Clients During Two Four Hour ENT Clinics Per Month at Multnomah County Sites*
- R-7 *Ratification of Intergovernmental Agreement Contract 201275 Between Washington County and Multnomah County, on Behalf of CareOregon, Providing Immunizations, Diagnosis and Treatment of Sexually Transmitted*

*Diseases, Tuberculosis and Other Communicable Diseases, for the Period
Upon Execution through June 30, 1995*

DEPARTMENT OF LIBRARY SERVICES

- R-8 *RESOLUTION in the Matter of Approval of the Recommendations of the
Central Library Advertising Subcommittee and the Schematic Design of the
Central Library*

SHERIFF'S OFFICE

- R-9 *Budget Modification MCSO #4a Requesting Authorization to Transfer \$35,170
from General Fund Contingency to the Sheriff's Office Budget to Fund Two
Civil Deputies for the Period December 1, 1994 through June 1, 1995 to
Handle the Increase in Mental Health Transports*

PUBLIC CONTRACT REVIEW BOARD

*(Recess as the Board of County Commissioners and convene as the Public
Contract Review Board)*

- R-10 *First Reading of a Proposed ORDINANCE Adopting Rules of the Multnomah
County Public Contract Review Board*

- R-11 *ORDER in the Matter of an Exemption to Use an Alternative Procurement
Method to Contract for Custodial Services at the Justice Center, Inverness Jail
and County Courthouse*

- R-12 *In the Matter of a Request for Approval to Use an Alternative Procurement
Method to Purchase Security Guard Services*

*(Recess as the Public Contract Review Board and reconvene as the Board of
County Commissioners)*

PUBLIC COMMENT

- R-13 *Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited
to Three Minutes Per Person.*



MULTNOMAH COUNTY OREGON

BOARDS AND COMMISSIONS

INTEREST FORM FOR BOARDS AND COMMISSIONS

In order for the County Executive to more thoroughly assess the qualifications of persons interested in serving on a Multnomah County board or commission, you are requested to fill out this interest form as completely as possible. You are encouraged to attach or enclose supplemental information or a resume which further details your involvement in volunteer activities, public affairs, civic services, published writing, affiliations, etc.

A. Please list, in order of priority, any Multnomah County boards/commissions on which you would be interested in serving. (See attached list)

Multnomah County Community Health Council

B. Name Sandra Susan Spiegel

Address 1226 S.E. 140th

City Portland State Oregon Zip 97233

Do you live in _____ unincorporated Multnomah County or a city within Multnomah County.

Home Phone 254-6419

C. Current Employer Disabled

Address _____

City _____ State _____ Zip _____

Your Job Title _____

Work Phone _____ (Ext) _____

Is your place of employment located in Multnomah County? Yes _____ No _____

D. Previous Employers

| Employer | Dates | Job Title |
|--------------------------|-----------|-----------------------|
| Portland Cake and Candy | 1984-1988 | -Sales, teacher, Mgr. |
| Shawnee Mission Hospital | 1967-1969 | Admitting Clerk |
| St. Mary's Hospital | 1959-1961 | E.K.G. technician |

BEVERLY STEIN, MULTNOMAH COUNTY CHAIR

CONTACT: KATHY MILLARD

1120 S.W. FIFTH, ROOM 1410

PORTLAND, OREGON 97204

E. Please list all current and past volunteer/civic activities.

| <u>Name of Organization</u> | <u>Dates</u> | <u>Responsibilities</u> |
|---|------------------------------------|--|
| Numerous other Organization and Committees involving Organizations below. | | |
| P.T.A. (N. Powellhurst) | 1970's | President, Historian, Committees |
| Order of Amaranth | -1975-1982 -Royal Matron-1979-1980 | Committees, officer ect. |
| Order of Eastern Star | 1975-1982-Asso. Matron 1980 | -Committees, Officer ect. |
| White Shrine | -1975-1982-Hospitality | Cub Scouts-1970-Den Mother and Den Leader Coach -B.S.A.-Awards Chairman ect. |

F. Please list all post-secondary school education.

| <u>Name of School</u> | <u>Dates</u> | <u>Degree/Course of Study</u> |
|-------------------------------------|-------------------------------|-------------------------------|
| Kansas City Dental College | 1958 | Dental Assistant |
| St. Mary's Hospital and Sanborn Co. | 59-61 | E.K.G. Tech. |
| K.C. Jr. College | -English and psychology -1958 | -Med term #1 -1968 |
| Ms. Hood C.C. | -Physical Fitness -1973 | |

G. Please list the name, address and telephone numbers of two people who may be contacted as references who know about your interests and qualifications to serve on a Multnomah County board/commission.

Mr. Jeffery Altig, PHD-10940 N.E. Sacramento, Portland, Or. 252-7423

Mr. and Mrs. Robt. Sullivan - 15760 S.E. Woodland Heights Rd. Amity, Ore.
Phone - 835-5561

H. Please list potential conflicts of interest between private life and public service which might result from service on a board/commission.

Nothing

I. Affirmative Action Information

F. White
sex / racial ethnic background

birth date: Month 4 Day 23 Year 40

My signature affirms that all information is true to the best of my knowledge and that I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration or, subsequent to my appointment to a board/commission, may result in my dismissal.

Signature Sandra S. Spiegel Date Sept. 21, 1994

Meeting Date: DEC 08 1994

Agenda No.: C-2

(Above Space for Board Clerk's Use *ONLY*)

AGENDA PLACEMENT FORM

SUBJECT: ORDER in the Matter of the Appeal of Lydia Mann from the Hearings Officer's Order Revoking Appellant's Adult Care Home License

BOARD BRIEFING: Date Requested: _____
Amount of Time Needed: _____

REGULAR MEETING: Date Requested: _____ Thursday, December 8, 1994
Amount of Time Needed: _____ Consent Calendar

DEPARTMENT: Nondepartmental DIVISION: Chair's Office

CONTACT: Delma Farrell TELEPHONE: X-3953
BLDG/ROOM: 106/1410

PERSON(S) MAKING PRESENTATION: _____

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if available):

ORDER in the Matter of the Appeal of Lydia Mann from the Hearings Officer's Order Revoking Appellant's Adult Care Home License

12/9/94 copies to Pete Kastner, Jacqueline Weber, Margaret Hoffmann & Mary Fassell

1994 NOV 30 PM 3:13
MULTNOMAH COUNTY
OREGON
CLERK OF COUNTY COMMISSIONERS

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Beverly Steen
OR
DEPARTMENT MANAGER: _____

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions? Call the Office of the Board Clerk at 248-3277 or 248-5222.



CITY OF
PORTLAND, OREGON
OFFICE OF CITY ATTORNEY

Jeffrey L. Rogers, City Attorney
1220 S.W. 5th Avenue
Portland, Oregon 97204
(503) 823-4047

November 28, 1994

INTEROFFICE MEMORANDUM

TO: Beverly Stein
Multnomah County Chair

FROM: Peter Kasting *PK*
Senior Deputy City Attorney

SUBJ: Final Order in the Lydia Mann Appeal

A final order for the Lydia Mann appeal is attached. This order reflects the Board's decision on November 22. It should be placed on the Board's agenda for adoption.

Since this written order merely documents the Board's tentative decision in written form, I don't plan to attend the meeting at which the Order will be adopted. However, if you would like me to be present for any reason, please let me know and I will put it on my calendar.

Please let me know if you have any questions or would like to discuss this matter further.

c: Margaret Hoffmann
Jacqueline Weber
Deb Bogstad

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

In the Matter of the Appeal)
of Lydia Mann from the)
Hearings Officer's Order) ORDER
Revoking Appellant's Adult) 94-233
Care Home License)

On November 22, 1994, the Board of County Commissioners completed its review of the evidence and argument regarding the appeal of Lydia Mann from a determination of the Hearings Officer that Ms. Mann violated the following administrative rules: MCAR 890-020-505(c); MCAR 890-020-505(d); MCAR 890-020-415(l); and MCAR 890-020-410(f). The Hearings Officer's decision was to sustain the Administrator's sanction of license revocation.

Based on the findings contained in the Hearings Officers Order on the Appeal of Lydia Mann, Hearing No. 143037 dated September 9, 1994 and the County Counsel's rebuttal to appellant's exceptions, the Board denies the appeal and accepts the decision of the Hearings officer.

The Board finds that the following circumstances are sufficient to warrant the sanction of license revocation:

1. The hearings officer found that Ms. Mann committed the administrative rule violations deliberately and intentionally, knowing that her use of the restraint without physician approval was a rule violation. This finding is supported by substantial evidence in the record.

2. The hearings officer found that the use of the non-physician approved restraint was the direct cause of Mr. Geren's death. Further, that had Ms. Mann complied with the rules that were specifically intended to prevent such a tragedy, Mr. Geren's death would almost certainly have been avoided. This finding is supported by substantial evidence in the record.

3. The sanction of license revocation in response to Ms. Mann's knowing use of the non-physician approved restraint and the resultant death of Mr. Geren is neither arbitrary nor excessive. It is the mandate of the Multnomah County Adult Care Home Program to protect the health, safety and welfare of frail, elderly and dependent people. The public looks to Multnomah County to protect these people from precisely the type of tragedy which occurred as a result of Ms. Mann's rule violations.

It is hereby Ordered that the decision of the Hearings Officer on the Appeal of Lydia Mann (Hearing No. 143037, dated 9/9/94) is accepted.

Review of this Final Order may be taken solely and exclusively by writ of review in the manner set forth in ORS 34.020 to ORS 34.100.

Approved this 8th day of December, 1994.



MULTNOMAH COUNTY, OREGON

By Beverly Stein
Beverly Stein
Multnomah County Chair

REVIEWED:
PETER KASTING, SPECIAL COUNSEL
FOR MULTNOMAH COUNTY, OREGON

By Peter Kasting
Peter Kasting

MEETING DATE: DEC 08 1994

AGENDA NO: C-3

(Above Space for Board Clerk's Use Only)

AGENDA PLACEMENT FORM

SUBJECT: Intergovernmental Revenue Agreement Amendment #2 between Juvenile Justice Division and State of Oregon Children's Services Division

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: 3 minutes

DEPARTMENT: _____ **DIVISION:** Juvenile Justice Division

CONTACT: Chris White **TELEPHONE#:** 248-3202

PERSON(S) MAKING PRESENTATION: Bill Morris

ACTION REQUESTED:

INFORMATION ONLY POLICY DIRECTION APPROVAL OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

This Intergovernmental Revenue Agreement Amendment will increase the Multnomah County Juvenile Justice Division Discretionary Bed Space Limitation from seventy (70) beds to seventy-seven (77) as a result of an overall increase of 50 additional beds to the State Training Schools' Discretionary Bed Space Limitation.

12/9/94 originals to Chris White

SIGNATURES REQUIRED:

ELECTED OFFICIAL: _____

OR

DEPARTMENT MANAGER: *Harold Oglwen*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222

1994 NOV 29 PM 3 20
MULTNOMAH COUNTY
OREGON



MULTNOMAH COUNTY OREGON

JUVENILE JUSTICE DIVISION
1401 N.E. 68TH
PORTLAND, OREGON 97213
(503) 248-3460

BOARD OF COUNTY COMMISSIONERS
BEVERLY STEIN • CHAIR OF THE BOARD
DAN SALTZMAN • DISTRICT 1 COMMISSIONER
GARY HANSEN • DISTRICT 2 COMMISSIONER
TANYA COLLIER • DISTRICT 3 COMMISSIONER
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

TO: BOARD OF COUNTY COMMISSIONERS

FROM:  Harold Ogburn, Director
Juvenile Justice Division

DATE: November 21, 1994

RE: Approval of Amendment #2 to an Intergovernmental Revenue Agreement
between the Juvenile Justice Division and Children's Services Division

I. **Recommendation/Action Requested:**

The Juvenile Justice Division recommends the Board's approval of Amendment #2 to an Intergovernmental Revenue Agreement between the State of Oregon Children's Services Division and Multnomah County Juvenile Justice Division to amend the Discretionary Bed Space Limitation for Multnomah County to seventy-seven (77) beds.

II. **Background/Analysis:**

Because of the overcrowded conditions at the State Training School Facilities, juveniles were being released prior to their actual dates of release in order to keep population levels below capacity. Due to the public safety issue this poses to local communities, Governor Roberts requested an increase to the State Training Schools Discretionary Bed Space Limitation. Discretionary Bed Space Limitation is the maximum number of youth from a county who may reside in beds apportioned to that county based on the county risk population ages 0 to 17 years of age. The Emergency Board responded by granting an interim increase of 50 beds. The apportionment of the additional beds was broken down between each county, with Multnomah County increasing their maximum bed space by seven (7) beds.

This amendment reflects the Discretionary Bed Space Limitation increase from seventy (70) beds to seventy-seven (77) for Multnomah County. The additional bed space does not affect the Public Safety Reserve Bed Space as these beds are not included in the county's Discretionary Bed Space Limitation count.

III. **Financial Impact:**

There is no financial impact regarding this amendment to the original Agreement.

IV. **Legal Issues:**

N/A

V. **Controversial Issues:**

N/A

VI. **Link to Current County Policies:**

N/A

VII. **Citizen Participation:**

N/A

MULTNOMAH COUNTY CONTRACT APPROVAL FORM

(See Administrative Procedures CON-1)

Contract # 100744

Amendment # 2

| | | |
|---|--|---|
| <p style="text-align: center;">CLASS I</p> <p><input type="checkbox"/> Professional Services under \$15,000</p> | <p style="text-align: center;">CLASS II</p> <p><input type="checkbox"/> Professional Services over \$15,000 (RFP, Exemption)</p> <p><input type="checkbox"/> PCR Contract</p> <p><input type="checkbox"/> Maintenance Agreement</p> <p><input type="checkbox"/> Licensing Agreement</p> <p><input type="checkbox"/> Construction</p> <p><input type="checkbox"/> Grant</p> <p><input type="checkbox"/> Revenue</p> | <p style="text-align: center;">CLASS III</p> <p><input type="checkbox"/> Intergovernmental Agreement</p> <p><input checked="" type="checkbox"/> Intergovernmental Revenue Agreement</p> <p style="text-align: center;">AMENDMENT</p> <p style="text-align: center;">APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</p> <p>AGENDA # <u>C-3</u> DATE <u>12/8/94</u></p> <p style="text-align: center;"><u>DEB BOGSTAD</u></p> <p style="text-align: center;">BOARD CLERK</p> |
|---|--|---|

Department: _____ Division: Juvenile Justice Division Date: November 21, 1994

Contract Originator: Chris White Phone: 248-3202 Bldg/Room: 311/JJD

Administrative Contact: Debbie Persen Phone: 248-3460 ext 6190 Bldg/Room: 311/JJD

Description of Contract: **This Intergovernmental Revenue Agreement Amendment will increase Multnomah County's Discretionary Bed Space Limitation from seventy (70) beds to seventy-seven (77) as a result of the overall increase to the State Training Schools Discretionary Bed Space Limitation of an additional 50 beds.**

RFP/BID #: _____ Date of RFP/BID: _____ Exemption Expiration Date: _____

ORS/AR # _____ Contractor is MBE WBE QRF

| | |
|---|--|
| <p>Contractor Name: <u>Children's Services Division</u></p> <p>Mailing Address: <u>198 Commercial Street, SE</u> <u>Salem, OR 97310-0450</u></p> <p>Phone: <u>(503) 378-3542</u></p> <p>Employer ID# or SS#: _____</p> <p>Effective Date: <u>July 1, 1993</u></p> <p>Termination Date: <u>June 30, 1995</u></p> <p>Original Contract Amount: \$ <u>727,876</u></p> <p>Total Amt of Previous Amendments: \$ <u>751,896</u></p> <p>Amount of Amendment: \$ <u>-0-</u></p> <p>Total Amount of Agreement: \$ <u>1,479,772</u></p> | <p>Remittance Address (if different) _____</p> <p>Payment Schedule Terms</p> <p><input type="checkbox"/> Lump Sum \$ _____ <input type="checkbox"/> Due on Receipt</p> <p><input type="checkbox"/> Monthly \$ _____ <input type="checkbox"/> Net 30</p> <p><input type="checkbox"/> Other \$ _____ <input type="checkbox"/> Other</p> <p><input type="checkbox"/> Requirements contract - Requisition Required</p> <p>Purchase Order No. _____</p> <p><input type="checkbox"/> Requirements Not to Exceed \$ _____</p> <p>Encumber: Yes <input type="checkbox"/> No <input type="checkbox"/></p> |
|---|--|

REQUIRED SIGNATURES: Department Manager: *Harold Ogbeorn* Date: 11/22/94

Purchasing Director: _____ Date: _____
(Class II Contracts Only)

County Counsel: *[Signature]* Date: 11/28/94

County Chair/Sheriff: *[Signature]* Date: December 8, 1994

Contract Administration: _____ Date: _____
(Class I, Class II Contracts Only)

| VENDOR CODE | | | | VENDOR NAME | | | | TOTAL AMOUNT: \$ | | | |
|-------------|------|--------|--------------|-------------|----------|----------------|---------|------------------|--------------|--------|-------------|
| LINE NO. | FUND | AGENCY | ORGANIZATION | SUB ORG | ACTIVITY | OBJECT/REV SRC | SUB OBJ | REPT CATEG | LGFS DESCRIP | AMOUNT | INC DEC IND |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

If additional space is needed, attach separate page. Write contract # on top of page.

DISTRIBUTION: Contracts Administration, Initiator, Finance

| VENDOR CODE | | | | VENDOR NAME CSD | | | | TOTAL AMOUNT: \$ 751,876 | | | |
|-------------|------|--------|---------------|-----------------|----------|-----------------|---------|--------------------------|----------------|--------------|-------------|
| LINE NO. | FUND | AGENCY | ORGANI-ZATION | SUB ORG | ACTIVITY | OBJECT\ REV SRC | SUB OBJ | REPT CATEG | LGFS DESCRIP | AMOUNT | INC DEC IND |
| 01. | 156 | 010 | 2510 | | | 2318 | | DNZG | CSD DOWNSIZING | \$9,165.00 | |
| 02. | 156 | 010 | 2521 | | | 2318 | | DNZG | CSD DOWNSIZING | \$198,885.00 | |
| 03. | 156 | 010 | 2522 | | | 2318 | | DNZG | CSD DOWNSIZING | \$130,690.00 | |
| 04. | 156 | 010 | 2540 | | | 2318 | | DNZG | CSD DOWNSIZING | \$84,017.00 | |
| 05. | 156 | 010 | 2560 | | | 2318 | | DNZG | CSD DOWNSIZING | \$278,885.00 | |
| 06. | 156 | 010 | 2580 | | | 2318 | | DNZG | CSD DOWNSIZING | \$5,598.00 | |
| 07. | 156 | 010 | 2590 | | | 2318 | | DNZG | CSD DOWNSIZING | \$44,656.00 | |

**STATE OF OREGON
AMENDMENT TO INTERGOVERNMENTAL AGREEMENT**

CSD CONTRACT NUMBER: 4-0811 D90847

DATE: November 2, 1994

Amendment # 2 of CSD Contract Number 3-083 D90847 dated April 28, 1993, between the State of Oregon acting by and through its Department of Human Resources, Children's Services Division, hereinafter referred to as the "Division" and MULTNOMAH COUNTY BOARD OF COMMISSIONERS hereinafter referred to as the "Contractor".

1. Amend the contract document entitled **Schedule, SECTION A**, subsection 2, only, to read as follows:
 2. The Contractor agrees to abide by the following Discretionary Bed Space Limitation during the term of this contract:
No more than 77 children on any given day.

All other terms, provisions, and conditions of this contract remain unchanged.
This amendment becomes effective upon full execution by all parties.

Approved by the Contractor

Signature: *Phillip Stein* Title: County Chair Date: 12/8/94

Approved by Children's Service Division

By: *[Signature]* Date:

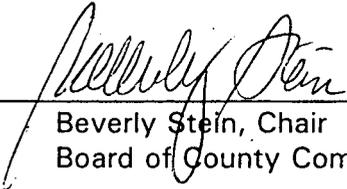
Reviewed by Contracts Officer: *[Signature]* Date: 11-2-94

Approved for Legal Sufficiency: *[Signature]* Date: Nov. 5, 1994

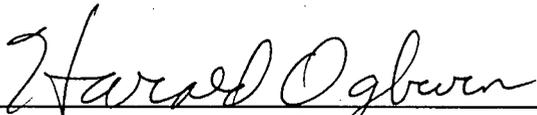
INTERGOVERNMENTAL REVENUE
AGREEMENT AMENDMENT
State of Oregon
Children's Services Division

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly appointed officers the date first written above.

MULTNOMAH COUNTY, OREGON

By: 
Beverly Stein, Chair
Board of County Commissioners

Date: December 8, 1994

By: 
Harold Ogburn, Division Director

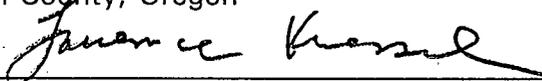
Date: 11/22/94

By: 
William Morris, Court Services Administrator

Date: 11/23/94

REVIEWED:

LAURENCE KRESSEL, County Counsel
for Multnomah County, Oregon

By: 
County Counsel

Date: 11/28/94

APPROVED MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # C-3 DATE 12/8/94
DEB BOGSTAD
BOARD CLERK

MEETING DATE: DEC 08 1994

AGENDA NO: C-4

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: Request Approval of Deed to Contract Purchaser for Completion of Contract.

BOARD BRIEFING: Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING: Date Requested: _____

Amount of Time Needed: Consent

DEPARTMENT: Environmental Services DIVISION: Assessment & Taxation

CONTACT: Kathy Tuneberg TELEPHONE #: 248-3590
BLDG/ROOM #: 166/200/Tax Title

PERSON(S) MAKING PRESENTATION: Kathy Tuneberg

ACTION REQUESTED:

[] INFORMATIONAL ONLY [] POLICY DIRECTION [X] APPROVAL [] OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Request approval of deed to contract purchaser for completion of Contract #15604. (Property originally purchased at public auction.)

Deed D951101 and Board Orders attached.

12/9/94 ORIGINAL, copy & certified true copy to Thatt Ryan

1994 NOV 30 AM 9:40
MULTNOMAH COUNTY
OREGON
BOARD OF
COUNTY COMMISSIONERS

SIGNATURES REQUIRED:

ELECTED OFFICIAL: _____

OR

DEPARTMENT MANAGER: *James M. D... Betty Wheeler*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

In the matter of the Execution of)
Deed D951101 Upon Complete Performance of) ORDER
a Contract to) 94-234
OTEN PROPERTIES, INC)

It appearing that heretofore on June 10, 1991, Multnomah County entered into a contract with OTEN PROPERTIES, INC for the sale of the real property hereinafter described; and

That the above contract purchaser has fully performed the terms and conditions of said contract and is now entitled to a deed conveying said property to said purchaser;

NOW THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying to the contract purchaser the following described real property, situated in the County of Multnomah, State of Oregon:

VERNON
LOTS 19 & 20, BLOCK 3

Dated at Portland, Oregon this 8th day of December, 1994.



BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON

Beverly Stein
Beverly Stein, Chair

REVIEWED:
Laurence Kressel, County Counsel
for Multnomah County, Oregon

By

John L. DuBay
John L. DuBay

DEED D951101

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, Grantor, conveys to OTEN PROPERTIES, INC, Grantee, the following described real property, situated in the County of Multnomah, State of Oregon:

VERNON
LOTS 19 & 20, BLOCK 3

The true and actual consideration paid for this transfer, stated in terms of dollars is \$5,600.00.

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES.

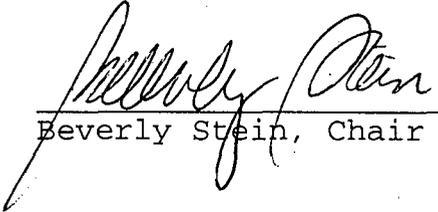
Until a change is requested, all tax statements shall be sent to the following address:

PO BOX 17142
PORTLAND OR 97217

IN WITNESS WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners this 8th day of December, 1994, by authority of an Order of the Board of County Commissioners heretofore entered of record.

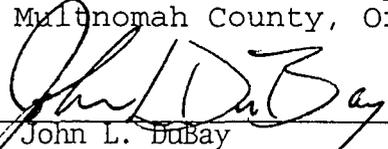


BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON


Beverly Stein, Chair

REVIEWED:

Laurence Kressel, County Counsel
for Multnomah County, Oregon

By 
John L. DuBay

After recording, return to Multnomah County Tax Title, 166/200

DEED APPROVED:

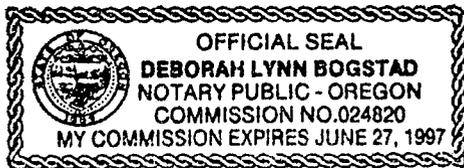
Janice Druian, Director
Assessment & Taxation

By 
K. A. Tuneberg

STATE OF OREGON)
) ss
COUNTY OF MULTNOMAH)

On this 8th day of December, 1994, before me, a Notary Public in and for the County of Multnomah and State of Oregon, personally appeared Beverly Stein, Chair, Multnomah County Board of Commissioners, to me personally known, who being duly sworn did say that the attached instrument was signed and sealed on behalf of the County by authority of the Multnomah County Board of Commissioners, and that said instrument is the free act and deed of Multnomah County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first in this, my certificate, written.



Deborah Lynn Bogstad

Notary Public for Oregon
My Commission expires: 6/27/97

MEETING DATE: DEC 08 1994

AGENDA NO: C-5

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: Request Approval of Repurchase Deed to Former Owner

BOARD BRIEFING: Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING: Date Requested: _____

Amount of Time Needed: 5 minutes

DEPARTMENT: Environmental Services DIVISION: Assessment & Taxation

CONTACT: Kathy Tuneberg TELEPHONE #: 248-3590

BLDG/ROOM #: 166/200/Tax Title

PERSON(S) MAKING PRESENTATION: Kathy Tuneberg

ACTION REQUESTED:

[] INFORMATIONAL ONLY [] POLICY DIRECTION [X] APPROVAL [] OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Request approval of Repurchase Deed to former owner.

Deed D951134 and Board Orders attached.

12/9/94 originals & copy to tax title

SIGNATURES REQUIRED:

ELECTED OFFICIAL: _____

OR

DEPARTMENT MANAGER: *Janie M. Dm* *Betsy William*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222

1994 NOV 23 11:11 AM
CLERK OF BOARD OF SUPERVISORS
COUNTY OF ALABAMA
RECORDED

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

In the Matter of the Execution of)
Deed D951134 for Certain) ORDER
Tax Acquired Property to) 94-235
CAROLE R. RULAND

It appearing that heretofore Multnomah County acquired the real property hereinafter described through foreclosure of liens for delinquent taxes, and that CAROLE R. RULAND is the former record owner thereof, and has applied to the county to repurchase said property for the amount of \$1,052.07+ which amount is not less than that required by Section 275.180 ORS; and that it is for the best interests of the County that said application be accepted and that said property be sold to said former owner for said amount;

NOW, THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying to the former owner the following described property situated in the County of Multnomah, State of Oregon:

STRANGS ADDITION
LOT 22, BLOCK 1

Dated at Portland, Oregon this 8th day of December, 1994



BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON

Beverly Stein
Beverly Stein, Chair

REVIEWED:
Laurence Kressel, County Counsel
for Multnomah County, Oregon

By

John L. DuBay
John L. DuBay

DEED D951134

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, Grantor, conveys to CAROLE R. RULAND, Grantee, the following described real property, situated in the County of Multnomah, State of Oregon:

STRANGS ADDITION
LOT 22, BLOCK 1

The true and actual consideration paid for this transfer, stated in terms of dollars is \$1,052.07+.

This instrument will not allow use of the property described in this instrument in violation of applicable land use laws and regulations. Before signing or accepting this instrument, the person acquiring fee title to the property should check with the appropriate City or County Planning department to verify approved uses.

Until a change is requested, all tax statements shall be sent to the following address:

% KATHLEEN & WILLIAM WILKINS
5803 SE LAFAYETTE ST
PORTLAND OR 97206

IN WITNESS, WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners this 8th day of December, 1994, by authority of an Order of said Board of County Commissioners heretofore entered of record.



REVIEWED:
Laurence Kressel, County Counsel
for Multnomah County, Oregon

By John L. DuBay
John L. DuBay

BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON

Beverly Stein
Beverly Stein, Chair

DEED APPROVED:
Janice Druian, Director
Assessment & Taxation.

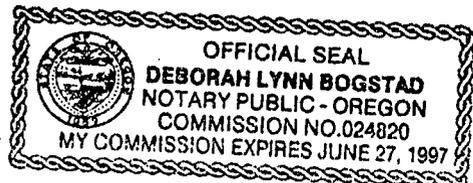
By K. A. Jumburg

After recording return to Multnomah County Tax Title PO Box 2716 Portland, Or 97205 166/200/Tax Collections

STATE OF OREGON)
) ss
COUNTY OF MULTNOMAH)

On this 8th day of December, 1994, before me, a Notary Public in and for the County of Multnomah and State of Oregon, personally appeared Beverly Stein, Chair, Multnomah County Board of Commissioners, to me personally known, who being duly sworn did say that the attached instrument was signed and sealed on behalf of the County by authority of the Multnomah County Board of Commissioners, and that said instrument is the free act and deed of Multnomah County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first in this, my certificate, written.



Deborah Lynn Bogstad

Notary Public for Oregon
My Commission expires: 6/27/97

MEETING DATE: DEC 08 1994

AGENDA NO: C-C

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: Request Approval of Repurchase Deed to Former Owner

BOARD BRIEFING: Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING: Date Requested: _____

Amount of Time Needed: 5 minutes

DEPARTMENT: Environmental Services DIVISION: Assessment & Taxation

CONTACT: Kathy Tuneberg TELEPHONE #: 248-3590

BLDG/ROOM #: 166/200/Tax Title

PERSON(S) MAKING PRESENTATION: Kathy Tuneberg

ACTION REQUESTED:

[] INFORMATIONAL ONLY [] POLICY DIRECTION [X] APPROVAL [] OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Request approval of Repurchase Deed to former owner.

Deed D951135 and Board Orders attached.

12/9/94 ORIGINALS & COPY TO TAX TITLE

SIGNATURES REQUIRED:

ELECTED OFFICIAL: _____

OR

DEPARTMENT MANAGER: *Jamie M. D...* *Betsy Wellis*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5282

1994 NOV 30 AM 11:10
CLERK OF BOARD OF
MULTNOMAH COUNTY
OREGON

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

In the Matter of the Execution of)
Deed D951135 for Certain) ORDER
Tax Acquired Property to) 94-236
JERRY L & PATRICIA ANN MATTHEWS,)
HUSBAND & WIFE)

It appearing that heretofore Multnomah County acquired the real property hereinafter described through foreclosure of liens for delinquent taxes, and that JERRY L & PATRICIA ANN MATTHEWS, HUSBAND & WIFE are the former record owners thereof, and have applied to the county to repurchase said property for the amount of \$10,811.97 which amount is not less than that required by Section 275.180 ORS; and that it is for the best interests of the County that said application be accepted and that said property be sold to said former owners for said amount;

NOW, THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying to the former owners the following described property situated in the County of Multnomah, State of Oregon:

PECKS ADDITION
LOT 9, BLOCK 5

Dated at Portland, Oregon this 8th day of December , 1994.



BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON

Beverly Stein

Beverly Stein Chair

REVIEWED:
Laurence Kressel, County Counsel
for Multnomah County, Oregon

By

John L. DuBay

John L. DuBay

DEED D951135

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, Grantor, conveys to JERRY L & PATRICIA ANN MATTHEWS, HUSBAND & WIFE, Grantees, the following described real property, situated in the County of Multnomah, State of Oregon:

PECKS ADDITION
LOT 9, BLOCK 5

The true and actual consideration paid for this transfer, stated in terms of dollars is \$10,811.97.

This instrument will not allow use of the property described in this instrument in violation of applicable land use laws and regulations. Before signing or accepting this instrument, the person acquiring fee title to the property should check with the appropriate City or County Planning department to verify approved uses.

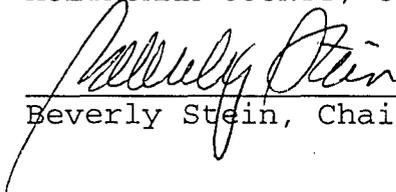
Until a change is requested, all tax statements shall be sent to the following address:

2636 SE 50TH AVE
PORTLAND OR 97206-1536

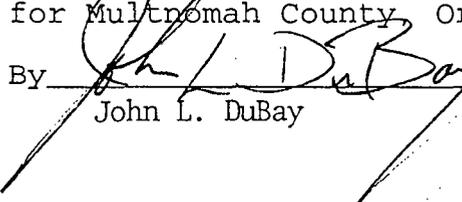
IN WITNESS, WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners this 8th day of December, 1994 by authority of an Order of said Board of County Commissioners heretofore entered of record.



BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON


Beverly Stein, Chair

REVIEWED
Laurence Kressel, County Counsel
for Multnomah County, Oregon

By 
John L. DuBay

DEED APPROVED:
Janice Druian, Director
Assessment & Taxation

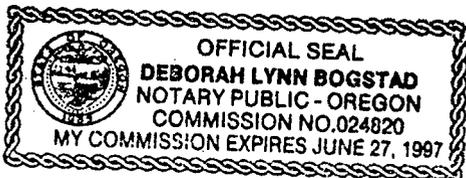
By 

After recording, return to Multnomah County Tax Title
166/200/Tax Collections

STATE OF OREGON)
) ss
COUNTY OF MULTNOMAH)

On this 8th day of December, 1994, before me, a Notary Public in and for the County of Multnomah and State of Oregon, personally appeared Beverly Stein, Chair, Multnomah County Board of Commissioners, to me personally known, who being duly sworn did say that the attached instrument was signed and sealed on behalf of the County by authority of the Multnomah County Board of Commissioners, and that said instrument is the free act and deed of Multnomah County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first in this, my certificate, written.



Deborah Lynn Bogstad

Notary Public for Oregon
My Commission expires: 6/27/97

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

In the Matter of the Execution of)
Deed D951136 for Certain) ORDER
Tax Acquired Property to)
ESTATE OF RUTH A HELFRICH) 94-237
and % DOUGLAS M FELLOWS)

It appearing that heretofore Multnomah County acquired the real property hereinafter described through foreclosure of liens for delinquent taxes, and that ESTATE OF RUTH A HELFRICH % DOUGLAS M FELLOWS is the former record owner thereof, and have applied to the county to repurchase said property for the amount of \$5,439.66 which amount is not less than that required by Section 275.180 ORS; and that it is for the best interests of the County that said application be accepted and that said property be sold to said former owners for said amount;

NOW, THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying to the former owners the following described property situated in the County of Multnomah, State of Oregon:

ASCOT AC
TL 10100 LOT 14 AS DESCRIBED IN ATTACHED EXHIBIT A

Dated at Portland, Oregon this 8th day of December , 1994.



BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON

Beverly Stein

Beverly Stein, Chair

REVIEWED:
Laurence Kressel, County Counsel
for Multnomah County, Oregon

By *John L. DuBay*

John L. DuBay

EXHIBIT A

R-04180-0350
R-04180-0351
Map 1N 2E 35 DB

TL 10100 of Lot 14 Ascot Acres

Described as follows:

A tract of land in the Southeast One-Quarter of Section 35, Township 1 North, Range 2 East, of the Willamette Meridian, Multnomah County, Oregon, being a portion of Lot 14 Ascot Acres, described as follows:

Lot 14 Ascot Acres, except the following tract of land:

Beginning at the Southeast Corner of said Lot 14; thence North, along the East line of said Lot 14, a distance of 140.50 feet to the Northeast corner thereof; thence West, along the North line of said Lot 14, a distance of 155 feet to a point; thence South, parallel with the East line of said Lot 14, a distance of 67.50 feet to a point; thence East, parallel with the North line of Lot 14, a distance of 53 feet more or less to a point which is 102 feet Westerly from, when measured at right angles, the East line of said Lot 14; thence South, parallel to the East line of said Lot 14, a distance of 73 feet to a point on the South line of said Lot 14; thence East, along said South line a distance of 102 feet to the point of beginning.

DEED D951136

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, Grantor, conveys to ESTATE OF RUTH A HELFRICH & DOUGLAS M FELLOWS, Grantee, the following described real property, situated in the County of Multnomah, State of Oregon:

ASCOT AC
TL 10100 LOT 14 AS DESCRIBED IN ATTACHED EXHIBIT A

The true and actual consideration paid for this transfer, stated in terms of dollars is \$5,439.66.

This instrument will not allow use of the property described in this instrument in violation of applicable land use laws and regulations. Before signing or accepting this instrument, the person acquiring fee title to the property should check with the appropriate City or County Planning department to verify approved uses.

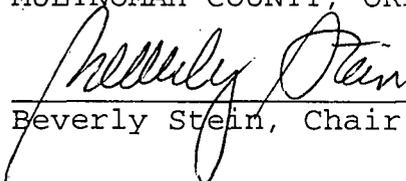
Until a change is requested, all tax statements shall be sent to the following address:

621 SW MORRISON #800
PORTLAND OR 97206-3811

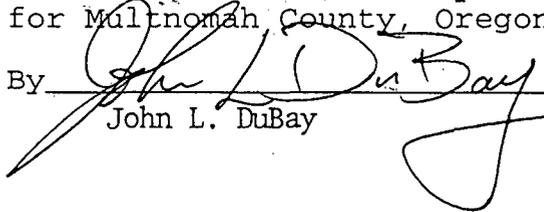
IN WITNESS, WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners this 8th day of December, 1994 by authority of an Order of said Board of County Commissioners heretofore entered of record.



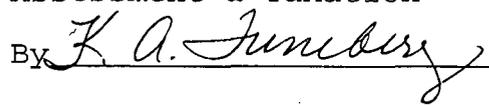
BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON


Beverly Stein, Chair

REVIEWED:
Laurence Kressel, County Counsel
for Multnomah County, Oregon

By 
John L. DuBay

DEED APPROVED:
Janice Druian, Director
Assessment & Taxation

By 

After recording, return to Multnomah County Tax Title
166/200/Tax Collections

EXHIBIT A

R-04180-0350 TL 10100 of Lot 14 Ascot Acres
R-04180-0351
Map 1N 2E 35 DB

Described as follows:

A tract of land in the Southeast One-Quarter of Section 35, Township 1 North, Range 2 East, of the Willamette Meridian, Multnomah County, Oregon, being a portion of Lot 14 Ascot Acres, described as follows:

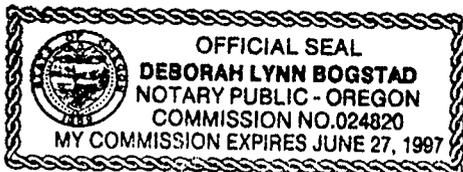
Lot 14 Ascot Acres, except the following tract of land:

Beginning at the Southeast Corner of said Lot 14; thence North, along the East line of said Lot 14, a distance of 140.50 feet to the Northeast corner thereof; thence West, along the North line of said Lot 14, a distance of 155 feet to a point; thence South, parallel with the East line of said Lot 14, a distance of 67.50 feet to a point; thence East, parallel with the North line of Lot 14, a distance of 53 feet more or less to a point which is 102 feet Westerly from, when measured at right angles, the East line of said Lot 14; thence South, parallel to the East line of said Lot 14, a distance of 73 feet to a point on the South line of said Lot 14; thence East, along said South line a distance of 102 feet to the point of beginning.

STATE OF OREGON)
) ss.
COUNTY OF MULTNOMAH)

On this 8th day of December, 1994, before me, a Notary Public in and for the County of Multnomah and State of Oregon, personally appeared Beverly Stein, Chair, Multnomah County Board of Commissioners, to me personally known, who being duly sworn did say that the attached instrument was signed and sealed on behalf of the County by authority of the Multnomah County Board of Commissioners, and that said instrument is the free act and deed of Multnomah County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first in this, my certificate, written.



Deborah Lynn Bogstad
Notary Public for Oregon
My Commission expires: 6/27/97

MEETING DATE: DEC 08 1994

AGENDA NO: C-8

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: Request Approval of Repurchase Deed to Former Owner

BOARD BRIEFING: Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING: Date Requested: _____

Amount of Time Needed: 5 minutes

DEPARTMENT: Environmental Services DIVISION: Assessment & Taxation

CONTACT: Kathy Tuneberg TELEPHONE #: 248-3590

BLDG/ROOM #: 166/200/Tax Title

PERSON(S) MAKING PRESENTATION: Kathy Tuneberg

ACTION REQUESTED:

[] INFORMATIONAL ONLY [] POLICY DIRECTION [X] APPROVAL [] OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Request approval of Repurchase Deed to former owner.

Deed D951137 and Board Orders attached.

12/9/94 originals & copy to tax title

SIGNATURES REQUIRED:

ELECTED OFFICIAL: _____

OR

DEPARTMENT MANAGER: *[Signature]* *[Signature]*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222

CLERK OF
COUNTY COMMISSIONERS
1994 NOV 29 AM 11:10
MULTNOMAH COUNTY
OREGON

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

In the Matter of the Execution of)
Deed D951137 for Certain) ORDER
Tax Acquired Property to) 94-238
ESTATE OF RUTH A HELFRICH)
and % DOUGLAS M FELLOWS)

It appearing that heretofore Multnomah County acquired the real property hereinafter described through foreclosure of liens for delinquent taxes, and that ESTATE OF RUTH A HELFRICH % DOUGLAS M FELLOWS is the former record owner thereof, and have applied to the county to repurchase said property for the amount of \$9,898.94 which amount is not less than that required by Section 275.180 ORS; and that it is for the best interests of the County that said application be accepted and that said property be sold to said former owners for said amount;

NOW, THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying to the former owners the following described property situated in the County of Multnomah, State of Oregon:

ASCOT ACRES
TL 10200 OF LOT 15 AS DESCRIBED IN ATTACHED EXHIBIT A

Dated at Portland, Oregon this 8th day of December , 1994.



BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON

Beverly Stein
Beverly Stein, Chair

REVIEWED:
Laurence Kressel, County Counsel
for Multnomah County, Oregon

By *John L. DuBay*
John L. DuBay

EXHIBIT A

R-04180-0390
R-04180-0391
Map 1N 2E 35 DB

TL 10200 of Lot 15 Ascot Acres

Described as follows:

A tract of land in the Southeast One-Quarter of Section 35, Township 1 North, Range 2 East, of the Willamette Meridian, Multnomah County, Oregon, being a portion of Lot 15, Ascot Acres, described as follows:

Lot 15, Ascot Acres, Excepting therefrom that part of said Lot 15 lying within, the following described tract of land:

Beginning at a point on the East line of Lot 14 Ascot Acres which is 75 feet Northerly of the Southeast corner of said Lot 14; thence North, along the Easterly lines of Lots 14 and 15, a distance of 95 feet to a point in the East line of said Lot 15; thence West, a distance of 155 feet to a point; thence South, a distance of 95 feet to a point; thence East, a distance of 155 feet to the point of beginning.

DEED D951137

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, Grantor, conveys to ESTATE OF RUTH A HELFRICH & DOUGLAS M FELLOWS, Grantee, the following described real property, situated in the County of Multnomah, State of Oregon:

ASCOT ACRES
TL 10200 OF LOT 15 AS DESCRIBED IN ATTACHED EXHIBIT A

The true and actual consideration paid for this transfer, stated in terms of dollars is \$9,898.94.

This instrument will not allow use of the property described in this instrument in violation of applicable land use laws and regulations. Before signing or accepting this instrument, the person acquiring fee title to the property should check with the appropriate City or County Planning department to verify approved uses.

Until a change is requested, all tax statements shall be sent to the following address:

621 SW MORRISON ST #800
PORTLAND OR 97205

IN WITNESS, WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners this 8th day of December, 1994 by authority of an Order of said Board of County Commissioners heretofore entered of record.



REVIEWED #08780
Laurence Kressel, County Counsel
for Multnomah County, Oregon

By John L. DuBay
John L. DuBay

BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON

Beverly Stein
Beverly Stein, Chair

DEED APPROVED:
Janice Druian, Director
Assessment & Taxation

By K. A. Joneberg

After recording, return to Multnomah County Tax Title
166/200/Tax Collections

EXHIBIT A

R-04180-0390 TL 10200 of Lot 15 Ascot Acres
R-04180-0391
Map 1N 2E 35 DB

Described as follows:

A tract of land in the Southeast One-Quarter of Section 35, Township 1 North, Range 2 East, of the Willamette Meridian, Multnomah County, Oregon, being a portion of Lot 15, Ascot Acres, described as follows:

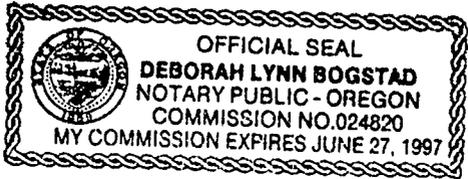
Lot 15, Ascot Acres, Excepting therefrom that part of said Lot 15 lying within the following described tract of land:

Beginning at a point on the East line of Lot 14 Ascot Acres which is 75 feet Northerly of the Southeast corner of said Lot 14; thence North, along the Easterly lines of Lots 14 and 15, a distance of 95 feet to a point in the East line of said Lot 15; thence West, a distance of 155 feet to a point; thence South, a distance of 95 feet to a point; thence East, a distance of 155 feet to the point of beginning.

STATE OF OREGON)
) ss
COUNTY OF MULTNOMAH)

On this 8th day of December, 1994, before me, a Notary Public in and for the County of Multnomah and State of Oregon, personally appeared Beverly Stein, Chair, Multnomah County Board of Commissioners, to me personally known, who being duly sworn did say that the attached instrument was signed and sealed on behalf of the County by authority of the Multnomah County Board of Commissioners, and that said instrument is the free act and deed of Multnomah County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first in this, my certificate, written.



Deborah Lynn Bogstad

Notary Public for Oregon
My Commission expires: 6/27/97

MEETING DATE: DEC 08 1994

AGENDA NO: C-9

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: Request Approval of Repurchase Deed to Former Owner

BOARD BRIEFING: Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING: Date Requested: _____

Amount of Time Needed: 5 minutes

DEPARTMENT: Environmental Services DIVISION: Assessment & Taxation

CONTACT: Kathy Tuneberg TELEPHONE #: 248-3590

BLDG/ROOM #: 166/200/Tax Title

PERSON(S) MAKING PRESENTATION: Kathy Tuneberg

ACTION REQUESTED:

[] INFORMATIONAL ONLY [] POLICY DIRECTION [X] APPROVAL [] OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Request approval of Repurchase Deed to former owner.

Deed D951141 and Board Orders attached.

12/9/94 originals & copy to tax title

SIGNATURES REQUIRED:

ELECTED OFFICIAL: _____

OR

DEPARTMENT MANAGER: *[Signature]* *Betsy Willis*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222

BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1994 NOV 29 AM 11:10

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

In the Matter of the Execution of)
Deed D951141 for Certain) ORDER
Tax Acquired Property to) 94-239
EMILY C. CLAYTON

It appearing that heretofore Multnomah County acquired the real property hereinafter described through foreclosure of liens for delinquent taxes, and that EMILY C. CLAYTON is the former record owner thereof, and has applied to the county to repurchase said property for the amount of \$13,744.21+ which amount is not less than that required by Section 275.180 ORS; and that it is for the best interests of the County that said application be accepted and that said property be sold to said former owners for said amount;

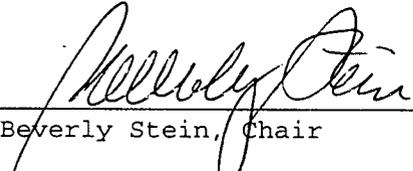
NOW, THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying to the former owner the following described property situated in the County of Multnomah, State of Oregon:

MYRTLE
LOT 6, BLOCK 3

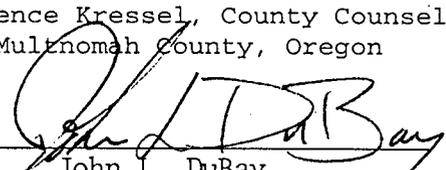
Dated at Portland, Oregon this 8th day of December, 1994.



BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON


Beverly Stein, Chair

REVIEWED:
Laurence Kressel, County Counsel
for Multnomah County, Oregon

By 
John L. DuBay

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, Grantor, conveys to EMILY C. CLAYTON, Grantee, the following described real property, situated in the County of Multnomah, State of Oregon:

MYRTLE
LOT 6, BLOCK 3

The true and actual consideration paid for this transfer, stated in terms of dollars is \$13,744.21+.

This instrument will not allow use of the property described in this instrument in violation of applicable land use laws and regulations. Before signing or accepting this instrument, the person acquiring fee title to the property should check with the appropriate City or County Planning department to verify approved uses.

Until a change is requested, all tax statements shall be sent to the following address:

5830 SE CENTER ST
PORTLAND OR 97206-3722

IN WITNESS, WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners this 8th day of December, 1994, by authority of an Order of said Board of County Commissioners heretofore entered of record.



REVIEWED:
Laurence Kressel, County Counsel
for Multnomah County, Oregon

By John L. DuBay
John L. DuBay

BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON

Beverly Stein
Beverly Stein, Chair

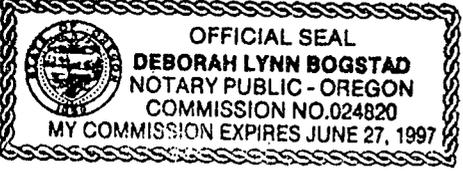
DEED APPROVED:
Janice Druian, Director
Assessment & Taxation

By Kathleen A. Jansberg

STATE OF OREGON)
) ss
COUNTY OF MULTNOMAH)

On this 8th day of December, 1994, before me, a Notary Public in and for the County of Multnomah and State of Oregon, personally appeared Beverly Stein, Chair, Multnomah County Board of Commissioners, to me personally known, who being duly sworn did say that the attached instrument was signed and sealed on behalf of the County by authority of the Multnomah County Board of Commissioners, and that said instrument is the free act and deed of Multnomah County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first in this, my certificate, written.



Deborah Lynn Bogstad

Notary Public for Oregon
My Commission expires: 6/27/97

MEETING DATE DEC 08 1994

AGENDA NO. C-10

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

Subject: OLCC RENEWAL APPLICATION

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING Date Requested: _____

Amount of Time Needed: _____

DEPARTMENT Sheriff's Office DIVISION _____

CONTACT Sergeant Bob Barnhart TELEPHONE 251-2431

BLDG/ROOM # 313/115

PERSON(S) MAKING PRESENTATION: Sergeant Barnhart

ACTION REQUESTED:

() INFORMATIONAL ONLY () POLICY DIRECTION APPROVAL () OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

This is an OLCC dispenser class A license renewal application for the Royal Chinook Inn, 2609 NE Corbett Hill Road, Corbett, OR 97019. The applicant, William C. North's background check has been completed and no criminal history was found.

12/9/94 ORIGINAL to Sgt. BARNHART

SIGNATURES REQUIRED:

ELECTED OFFICIAL: *Bob Snigger*

OR

DEPARTMENT MANAGER: _____

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any questions call the Office of the Board Clerk, 248-3277/248-5222

RECEIVED
CLERK'S OFFICE
DEC 13 1994

cc 12/8/94

LICENSE RENEWAL APPLICATION

OREGON LIQUOR CONTROL COMMISSION P.O. BOX 22297 PORTLAND, OREGON 97222 PHONE 1-800-452-6522 1995

| SYMBOL | CLASSIFICATION | FEES | DISTRICT | CITY/COUNTY | DPLRN | CODE |
|--------|---|------------------|----------|-------------|---------|------|
| DA | DISPENSER CLASS A SERVER EDUCATION STUDENT FEE | \$400.00 2.60 | 1 | 2600 | R00011A | A |

IF YOU DO NOT COMPLETE THIS APPLICATION FULLY, WE WILL RETURN IT TO YOU FOR COMPLETION. WE CANNOT CONSIDER AN INCOMPLETE APPLICATION. YOUR LICENSE EXPIRES DECEMBER 31, 1994.

NORTH WILLIAM C
ROYAL CHINOOK INN
2609 NE CORBETT HILL RD
CORBETT OR

DA-1307
NORTH WILLIAM C
97019

ROYAL CHINOOK INN
2609 NE CORBETT HILL RD
CORBETT OR 97019

1. Please list a daytime phone number in case we need more information: 503-695-3237, -695-2511
2. Were you or anyone else who holds a financial interest in these premises arrested or convicted of any crime, violation or infraction of any law during the past year? (DO NOT INCLUDE MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR BAIL FORFEITURE OF \$50.00 OR LESS WAS IMPOSED).
YES _____ NO X IF YES, PLEASE GIVE NAME OF INDIVIDUAL(S): _____
- | OFFENSE | DATE | CITY/STATE | RESULT |
|---------|------|------------|--------|
|---------|------|------------|--------|

3. Will anyone share in the profits who is not a licensee? YES _____ NO X
If yes, please give name(s) and explain: _____
4. Did you make any significant changes in operation during the past year that you have not reported to the OLCC, such as changes in menu, hours of operation, or remodeling?
YES _____ NO X IF YES, EXPLAIN: _____
5. REPORT BELOW THE AVERAGE MONTHLY SALES FIGURES TO THE NEAREST DOLLAR FOR 12 MONTH PERIOD ENDING 09-30-94.
- | | | |
|--|------------------|--|
| A. AVERAGE MONTHLY ALCOHOLIC BEVERAGE SALES (INCLUDE BEER, WINE & DISTILLED SPIRITS): | \$ <u>2532-</u> | Remember: Round to the NEAREST DOLLAR. |
| B. AVERAGE MONTHLY FOOD SALES: | \$ <u>10772-</u> | Example: \$36,472.55 (Actual) |
| C. AVERAGE MONTHLY TOTAL SALES (ADD A+B): | \$ <u>13304-</u> | |
| D. PERCENT OF FOOD TO TOTAL SALES (DIVIDE B BY C): | <u>81%</u> | \$36,473.00 (Rounded) |

RENEWAL FEE / SERVER EDUCATION STUDENT FEE

DO NOT MAIL CASH. ENCLOSE A CHECK OR MONEY ORDER FOR \$402.60 MADE PAYABLE TO "OLCC"
LATE RENEWAL ADDITIONAL FEE

If the OLCC has your complete renewal application by 12-12-94, indicated by a legible postmark, there is no late charge. From 12-12-94 to 12-31-94, you will have to pay a late fee of \$100.00. After 12-31-94, the late fee is \$160.00.

ENDORSEMENT

The (CITY OR/COUNTY OF) MULTNOMAH recommends that this license be GRANTED REFUSED
DATE OF ENDORSEMENT: 12/8/94
SIGNED: Beverly Stein TITLE OF SIGNER: MULTNOMAH COUNTY CHAIR
BEVERLY STEIN

SIGNATURES

EACH LICENSEE or authorized corporate officer must sign this application. If a licensee is not available, another person may sign ONLY if the signer includes legal authorization for the signature.

| | | |
|---|--|--|
| <u>William C North</u> PRINT YOUR NAME | _____ PRINT YOUR NAME | _____ PRINT YOUR NAME |
| <u>W.C. North 11-10-94</u> SIGNATURE DATE | _____ SIGNATURE DATE | _____ SIGNATURE DATE |
| <u>542-44-0539 8-23-38</u> SOCIAL SECURITY NUMBER D.O.B. | _____ SOCIAL SECURITY NUMBER D.O.B. | _____ SOCIAL SECURITY NUMBER D.O.B. |

NOTICE All employees who serve or sell alcoholic beverages MUST have a valid Service Permit.

MEETING DATE DEC 08 1994

AGENDA NO. C-11

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

Subject: OLCC RENEWAL APPLICATION

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING Date Requested: _____

Amount of Time Needed: _____

DEPARTMENT Sheriff's Office DIVISION _____

CONTACT Sergeant Bob Barnhart TELEPHONE 251-2431

BLDG/ROOM # 313/115

PERSON(S) MAKING PRESENTATION: Sergeant Barnhart

ACTION REQUESTED:

() INFORMATIONAL ONLY () POLICY DIRECTION APPROVAL () OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

This is an OLCC dispenser class A license renewal application for the Tippy Canoe Inn, 28242 E. Historic Columbia River Highway, Troutdale OR 97060. The applicant, Ron G. Long's background check has been completed and no criminal history was found.

12/9/94 original to Sgt. BARNHART

SIGNATURES REQUIRED:

ELECTED OFFICIAL: *Bob Snigger*

OR

DEPARTMENT MANAGER: _____

BOARD OF
COUNTY COMMISSIONERS
1994 NOV 29 AM 11:12
MULTNOMAH COUNTY
OREGON

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any questions call the Office of the Board Clerk, 248-3277/248-5222

LICENSE RENEWAL APPLICATION

DUPLICATE

*cc H
Tadler ok
vil*

OREGON LIQUOR CONTROL COMMISSION P.O. BOX 22297 PORTLAND, OREGON 97222 PHONE 1-800-452-6522

| SYMBOL | CLASSIFICATION | FEES | DISTRICT | CITY/COUNTY | DPLRN | CODE |
|--------|---|------------------|----------|-------------|---------|------|
| DA | DISPENSER CLASS A SERVER EDUCATION STUDENT FEE | \$400.00 2.60 | 1 | 2600 | ROU030A | A |

IF YOU DO NOT COMPLETE THIS APPLICATION FULLY, WE WILL RETURN IT TO YOU FOR COMPLETION. WE CANNOT CONSIDER AN INCOMPLETE APPLICATION. YOUR LICENSE EXPIRES DECEMBER 31, 1994

TIPPY'S INC
TIPPY CANOE INN
28242 E HIST COLUMBIA RIVER HWY
TROUTDALE, OR 97060

LONG RON "E" G

TIPPY CANOE INN
28242 E HIST COLUMBIA RIVER HWY
TROUTDALE, OR 97060

* Is there a designee(s) for Server Education? Yes ___ No ___

** Server Education designee _____ SS# _____

- Please list a daytime phone number in case we need more information: 503-666-5170.
- Were you or anyone else who holds a financial interest in these premises arrested or convicted of any crime, violation or infraction of any law during the past year? (DO NOT INCLUDE MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR BAIL FORFEITURE OF \$50.00 OR LESS WAS IMPOSED).
YES ___ NO X IF YES, PLEASE GIVE NAME OF INDIVIDUAL(S): _____

| OFFENSE | DATE | CITY/STATE | RESULT |
|---------|------|------------|--------|
| | | | |

3. Will anyone share in the profits who is not a licensee? YES ___ NO X
If yes, please give name(s) and explain: _____

4. Did you make any significant changes in operation during the past year that you have not reported to the OLCC, such as changes in menu, hours of operation, or remodeling?
YES ___ NO X IF YES, EXPLAIN: _____

5. REPORT BELOW THE AVERAGE MONTHLY SALES FIGURES TO THE NEAREST DOLLAR FOR 12 MONTH PERIOD ENDING .

| | | |
|--|-------------------|--|
| A. AVERAGE MONTHLY ALCOHOLIC BEVERAGE SALES (INCLUDE BEER, WINE & DISTILLED SPIRITS): | \$ <u>128,521</u> | Remember: Round to the NEAREST DOLLAR. |
| B. AVERAGE MONTHLY FOOD SALES: | \$ <u>61,241</u> | Example: \$36,472.55 (Actual) |
| C. AVERAGE MONTHLY TOTAL SALES (ADD A+B): | \$ <u>189,762</u> | |
| D. PERCENT OF FOOD TO TOTAL SALES (DIVIDE B BY C): | <u>32%</u> | \$36,473.00 (Rounded) |

RENEWAL FEE / SERVER EDUCATION STUDENT FEE

~~DO NOT MAIL CASH ENCLOSE A CHECK OR MONEY ORDER FOR _____ MADE PAYABLE TO OLCC~~

LATE RENEWAL ADDITIONAL FEE

If the OLCC has your complete renewal application by 12/12/94, indicated by a legible postmark, there is no late charge. From 12/13/94 to 12/31/94, you will have to pay a late fee of \$100.00. After 12/31/94, the late fee is \$160.00.

ENDORSEMENT

The (CITY OR/COUNTY OF) MULTNOMAH recommends that this license be GRANTED X REFUSED ___
DATE OF ENDORSEMENT: 12/8/94

SIGNED: Beverly Stein TITLE OF SIGNER: MULTNOMAH COUNTY CHAIR
BEVERLY STEIN

SIGNATURES

~~EACH LICENSEE OR AUTHORIZED CORPORATE OFFICER MUST SIGN THIS APPLICATION.~~ If a licensee is not available, another person may sign ONLY if the signer includes legal authorization for the signature.

RON G LONG
PRINT YOUR NAME

PRINT YOUR NAME

PRINT YOUR NAME

Beverly Stein 11-21-94
SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE

542-48-3953 2-27-44
SOCIAL SECURITY NUMBER D.O.B.

SOCIAL SECURITY NUMBER D.O.B.

SOCIAL SECURITY NUMBER D.O.B.

NOTICE All employees who serve or sell alcoholic beverages MUST have a valid Service Permit.

MEETING DATE DEC 08 1994
AGENDA NO. C-12

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

Subject: OLCC License Renewal

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING Date Requested: _____

Amount of Time Needed: _____

DEPARTMENT Sheriff's Office DIVISION _____

CONTACT Sergeant Bob Barnhart TELEPHONE 251-2431

BLDG/ROOM # 313/115

PERSON(S) MAKING PRESENTATION: Sergeant Barnhart

ACTION REQUESTED:

() INFORMATIONAL ONLY () POLICY DIRECTION (✓) APPROVAL () OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

This is an OLCC dispenser Class C license renewal application for La Casita Especial, 12113 SE Foster Road, Portland, 97266. Background checks have been completed on the applicants, Gabriel Gefre and Deanna Gefre, and no criminal history was found.

12/9/94 ORIGINAL to Sgt. BARNHART

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Bob Skipped

OR

DEPARTMENT MANAGER: _____

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any questions call the Office of the Board Clerk, 248-3277/248-5222

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1994 NOV 29 AM 11:12

LICENSE RENEWAL APPLICATION

REV Jones

OREGON LIQUOR CONTROL COMMISSION P.O. BOX 22297 PORTLAND, OREGON 97222 PHONE 1-800-452-6522

1995

| SYMBOL | CLASSIFICATION | LICENSE FEE | DISTRICT | CITY/COUNTY | DPLRN | CODE |
|--------|----------------|-------------|----------|-------------|---------|------|
| PS-P | PACKAGE STORE | \$50.00 | 1 | 2600 | R00351A | F |

IF YOU DO NOT COMPLETE THIS APPLICATION FULLY, WE WILL RETURN IT TO YOU FOR COMPLETION. WE CANNOT CONSIDER AN INCOMPLETE APPLICATION. YOUR LICENSE EXPIRES DECEMBER 31, 1994.

CORBETT COUNTRY MARKET INC
 CORBETT COUNTRY MARKET
 36801 NE CROWN POINT HWY
 CORBETT OR 97019

CORBETT COUNTRY MARKET INC

CORBETT COUNTRY MARKET
 36801 NE CROWN POINT HWY
 CORBETT OR 97019

1. Please list a daytime phone number in case we need more information: 695-2234
2. Were you or anyone else who holds a financial interest in these premises arrested or convicted of any crime, violation or infraction of any law during the past year? (DO NOT INCLUDE MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR BAIL FORFEITURE OF \$50.00 OR LESS WAS IMPOSED).
 YES NO IF YES, PLEASE GIVE NAME OF INDIVIDUAL(S): _____

| OFFENSE | DATE | CITY/STATE | RESULT |
|---------|------|------------|--------|
| | | | |

3. Will anyone share in the profits who is not a licensee? YES NO
 If yes, please give name(s) and explain: _____
4. Package Store Licenses with Gas Pumps: Report actual grocery inventory at cost (DO NOT INCLUDE BEER OR WINE), please report figures to the nearest dollar amount.
\$ 36,745.00

RENEWAL FEE

DO NOT MAIL CASH. ENCLOSE A CHECK OR MONEY ORDER FOR \$50.00 MADE PAYABLE TO "OLCC"
 LATE RENEWAL ADDITIONAL FEE

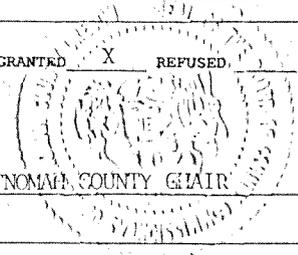
If the OLCC has your complete renewal application by 12-12-94, indicated by a legible postmark, there is no late charge. From 12-12-94 to 12-31-94, you will have to pay a late fee of \$12.50. After 12-31-94, the late fee is \$20.00.

ENDORSEMENT

The (CITY OR/COUNTY OF) MULTNOMAH recommends that this license be GRANTED REFUSED

DATE OF ENDORSEMENT: 12/8/94

SIGNED: Beverly Stein TITLE OF SIGNER: MULTNOMAH COUNTY CLERK



SIGNATURES

EACH LICENSEE or authorized corporate officer must sign this application. If a licensee is not available, another person may sign ONLY if the signer includes legal authorization for the signature.

SUZANNE MCCARTHY
 PRINT YOUR NAME
Suzanne McCarthy
 SIGNATURE
540-42-6581 9-4-41
 SOCIAL SECURITY NUMBER D.O.B.

NEIL F. MCCARTHY
 PRINT YOUR NAME
N.F. MCCARTHY 11-23-94
 SIGNATURE DATE
540-40-2895 8-1-38
 SOCIAL SECURITY NUMBER D.O.B.

MEETING DATE DEC 08 1994

AGENDA NO. C-14

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

Subject: OLCC RENEWAL APPLICATION

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING Date Requested: _____

Amount of Time Needed: _____

DEPARTMENT Sheriff's Office DIVISION _____

CONTACT Sergeant Bob Barnhart TELEPHONE 251-2431

BLDG/ROOM # 313/115

PERSON(S) MAKING PRESENTATION: Sergeant Barnhart

ACTION REQUESTED:

() INFORMATIONAL ONLY () POLICY DIRECTION (X) APPROVAL () OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

This is an OLCC package store license renewal application for Gill's Jackpot Food Mart, 28210 Orient Drive southeast, Gresham, OR 97080. The applicants, Sukhdev Gill and Sarjeet Gill's background check has been completed and no criminal history was found.

12/9/94 ORIGINAL TO Sgt. BARNHART

SIGNATURES REQUIRED:

ELECTED OFFICIAL: *Bob Skipped*

OR

DEPARTMENT MANAGER: _____

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any questions call the Office of the Board Clerk, 248-3277/248-5222

CLERK OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1994 NOV 29 AM 11:12

*Can
State of
OR*

LICENSE RENEWAL APPLICATION

OREGON LIQUOR CONTROL COMMISSION P.O. BOX 22297 PORTLAND, OREGON 97222 PHONE 1-800-452-6522

1995

| SYMBOL | CLASSIFICATION | LICENSE FEE | DISTRICT | CITY/COUNTY | DPLRN | CODE |
|--------|----------------|-------------|----------|-------------|---------|------|
| PS-P | PACKAGE STORE | \$50.00 | 1 | 2600 | R19229A | F |

IF YOU DO NOT COMPLETE THIS APPLICATION FULLY, WE WILL RETURN IT TO YOU FOR COMPLETION. WE CANNOT CONSIDER AN INCOMPLETE APPLICATION. YOUR LICENSE EXPIRES DECEMBER 31, 1994.

GILL, SARJEET K
GILL'S JACKPOT FOOD MART
28210 ORIENT DR SE
GRESHAM OR 97080

GILL, SARJEET K
GILL, SUKHDEV S

GILL'S JACKPOT FOOD MART
28210 ORIENT DR SE
GRESHAM OR 97080

1. Please list a daytime phone number in case we need more information: 503-663-2931
2. Were you or anyone else who holds a financial interest in these premises arrested or convicted of any crime, violation or infraction of any law during the past year? (DO NOT INCLUDE MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR BAIL FORFEITURE OF \$50.00 OR LESS WAS IMPOSED).
YES _____ NO IF YES, PLEASE GIVE NAME OF INDIVIDUAL(S): _____

| OFFENSE | DATE | CITY/STATE | RESULT |
|---------|------|------------|--------|
| | | | |

3. Will anyone share in the profits who is not a licensee? YES _____ NO
If yes, please give name(s) and explain: _____
4. Package Store Licenses with Gas Pumps: Report actual grocery inventory at cost (DO NOT INCLUDE BEER OR WINE), please report figures to the nearest dollar amount.
\$ 19,350

RENEWAL FEE

DO NOT MAIL CASH. ENCLOSE A CHECK OR MONEY ORDER FOR \$50.00 MADE PAYABLE TO "OLCC".
LATE RENEWAL ADDITIONAL FEE

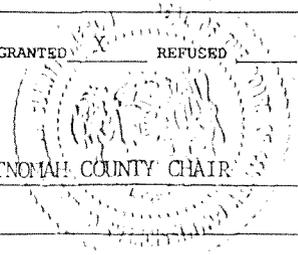
If the OLCC has your complete renewal application by 12-12-94, indicated by a legible postmark, there is no late charge. From 12-12-94 to 12-31-94, you will have to pay a late fee of \$12.50. After 12-31-94, the late fee is \$20.00.

ENDORSEMENT

The (CITY OR/COUNTY OF) MULTNOMAH recommends that this license be GRANTED REFUSED _____

DATE OF ENDORSEMENT: 12/8/94

SIGNED: Beverly Stein TITLE OF SIGNER: MULTNOMAH COUNTY CHAIR
BEVERLY STEIN



SIGNATURES

EACH LICENSEE or authorized corporate officer must sign this application. If a licensee is not available, another person may sign ONLY if the signer includes legal authorization for the signature.

SUKHDEV GILL
PRINT YOUR NAME

Sukhdev Gill 11-22-94
SIGNATURE DATE

541-43-0067
SOCIAL SECURITY NUMBER D.O.B.

SARJEET K. GILL
PRINT YOUR NAME

Sarjeet Gill
SIGNATURE DATE

544-43-2197
SOCIAL SECURITY NUMBER D.O.B.

PRINT YOUR NAME

SIGNATURE DATE

SOCIAL SECURITY NUMBER D.O.B.

MEETING DATE DEC 08 1994

AGENDA NO. C-15

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

Subject: OLCC License Renewal

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING Date Requested: _____

Amount of Time Needed: _____

DEPARTMENT Sheriff's Office DIVISION _____

CONTACT Sergeant Bob Barnhart TELEPHONE 251-2431

BLDG/ROOM # 313/115

PERSON(S) MAKING PRESENTATION: Sergeant Barnhart

ACTION REQUESTED:

() INFORMATIONAL ONLY () POLICY DIRECTION () APPROVAL () OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

This is an OLCC package store license renewal application for Larson's Marina, 14444 NW Larson Road, Portland, 97231. Background checks have been completed for the applicants, Martin D. Larson and Elizabeth Larson, and no criminal history was found.

12/9/94 original to Sgt. BARNHART

SIGNATURES REQUIRED:

ELECTED OFFICIAL: *Bob Seigler*

OR

DEPARTMENT MANAGER: _____

CLERK OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1994 NOV 29 AM 11:12

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any questions call the Office of the Board Clerk, 248-3277/248-5222

421-203
ccH v. J. H. H.

LICENSE RENEWAL APPLICATION

OREGON LIQUOR CONTROL COMMISSION P.O. BOX 22297 PORTLAND, OREGON 97222 PHONE 1-800-452-6522

1995

| SYMBOL | CLASSIFICATION | LICENSE FEE | DISTRICT | CITY/COUNTY | DPLRN | CODE |
|--------|----------------|-------------|----------|-------------|---------|------|
| PS-P | PACKAGE STORE | \$50.00 | 1 | 2600 | R16865A | F |

IF YOU DO NOT COMPLETE THIS APPLICATION FULLY, WE WILL RETURN IT TO YOU FOR COMPLETION. WE CANNOT CONSIDER AN INCOMPLETE APPLICATION. YOUR LICENSE EXPIRES DECEMBER 31, 1994.

LARSON ELIZABETH A
LARSON'S MARINA
14444 NW LARSON RD
PORTLAND OR 97231

LARSON ELIZABETH A
LARSON MARTIN D

LARSON'S MARINA
14444 NW LARSON RD
PORTLAND OR 97231

1. Please list a daytime phone number in case we need more information: 286-1223
2. Were you or anyone else who holds a financial interest in these premises arrested or convicted of any crime, violation or infraction of any law during the past year? (DO NOT INCLUDE MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR BAIL FORFEITURE OF \$50.00 OR LESS WAS IMPOSED).
YES NO IF YES, PLEASE GIVE NAME OF INDIVIDUAL(S): Elizabeth Larson

| OFFENSE | DATE | CITY/STATE | RESULT |
|----------|-----------|--------------|----------------|
| Speeding | 8-94/9-94 | Portland, OR | Forfeited Bail |

3. Will anyone share in the profits who is not a licensee? YES NO
If yes, please give name(s) and explain: _____
4. Package Store Licenses with Gas Pumps: Report actual grocery inventory at cost (DO NOT INCLUDE BEER OR WINE), please report figures to the nearest dollar amount.
\$ 2240

RENEWAL FEE

DO NOT MAIL CASH. ENCLOSE A CHECK OR MONEY ORDER FOR \$50.00 MADE PAYABLE TO "OLCC".
LATE RENEWAL ADDITIONAL FEE

If the OLCC has your complete renewal application by 12-12-94, indicated by a legible postmark, there is no late charge. From 12-12-94 to 12-31-94, you will have to pay a late fee of \$12.50. After 12-31-94, the late fee is \$20.00.

ENDORSEMENT

The (CITY OR/COUNTY OF) MULTNOMAH recommends that this license be GRANTED REFUSED

DATE OF ENDORSEMENT: 12/8/94

SIGNED: Beverly Stein TITLE OF SIGNER: MULTNOMAH COUNTY CHAIR

SIGNATURES

EACH LICENSEE or authorized corporate officer must sign this application. If a licensee is not available, another person may sign ONLY if the signer includes legal authorization for the signature.

Martin D. Larson
PRINT YOUR NAME
Martin D. Larson
SIGNATURE DATE 11-1-94
543-64-2505 2-17-52
SOCIAL SECURITY NUMBER D.O.B.

Elizabeth A. Larson
PRINT YOUR NAME
Elizabeth A. Larson
SIGNATURE DATE 11-1-94
550-76-1934 10-20-50
SOCIAL SECURITY NUMBER D.O.B.

PRINT YOUR NAME

SIGNATURE DATE

SOCIAL SECURITY NUMBER D.O.B.

MEETING DATE DEC 08 1994

AGENDA NO. C-16

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

Subject: OLCC RENEWAL APPLICATION

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING Date Requested: _____

Amount of Time Needed: _____

DEPARTMENT Sheriff's Office DIVISION _____

CONTACT Sergeant Bob Barnhart TELEPHONE 251-2431

BLDG/ROOM # 313/115

PERSON(S) MAKING PRESENTATION: Sergeant Barnhart

ACTION REQUESTED:

() INFORMATIONAL ONLY () POLICY DIRECTION (X) APPROVAL () OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

This is an OLCC restaurant renewal application for the Skipper's Seafood 'n' Chowder House #140, 1740 NE 122nd Ave., Portland, OR 97220. The applicant, R. Frank Brown's background check has been completed and no criminal history was found.

12/9/94 ORIGINAL TO Sgt. BARNHART

SIGNATURES REQUIRED:

Bob Skipper

ELECTED OFFICIAL: _____

OR

DEPARTMENT MANAGER: _____

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any questions call the Office of the Board Clerk, 248-3277/248-5222

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1994 NOV 29 AM 11:12

LICENSE RENEWAL APPLICATION

OREGON LIQUOR CONTROL COMMISSION P.O. BOX 22297 PORTLAND, OREGON 97222 PHONE 1-800-452-6522 1995

| SYMBOL | CLASSIFICATION | FEES | DISTRICT | CITY/COUNTY | DPLRN | CODE |
|--------|--|------------------|----------|-------------|---------|------|
| R | RESTAURANT SERVER EDUCATION STUDENT FEE | \$200.00 2.60 | 1 | 2600 | R00354A | C |

IF YOU DO NOT COMPLETE THIS APPLICATION FULLY, WE WILL RETURN IT TO YOU FOR COMPLETION. WE CANNOT CONSIDER AN INCOMPLETE APPLICATION. YOUR LICENSE EXPIRES DECEMBER 31, 1994.

SKIPPERS INC
1500 114TH AVE SE #150
BELLEVUE WA

98004

SKIPPERS INC
DEWOLF DAVE

T

SKIPPER'S SEAFOOD N CHWDR HSE #140
1740 NE 122ND
PORTLAND OR 97220

* Is Server Education designee(s), indicated by *T* above, correct? Yes No
** If no, who is your new designee? _____ SS# _____

1. Please list a daytime phone number in case we need more information: 206-452-2242
2. Were you or anyone else who holds a financial interest in these premises arrested or convicted of any crime, violation or infraction of any law during the past year? (DO NOT INCLUDE MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR BAIL FORFEITURE OF \$50.00 OR LESS WAS IMPOSED).
YES _____ NO IF YES, PLEASE GIVE NAME OF INDIVIDUAL(S): _____
- | OFFENSE | DATE | CITY/STATE | RESULT |
|---------|------|------------|--------|
| | | | |
3. Will anyone share in the profits who is not a licensee? YES _____ NO
If yes, please give name(s) and explain: _____
4. Did you make any significant changes in operation during the past year that you have not reported to the OLCC, such as changes in menu, hours of operation, or remodeling?
YES _____ NO IF YES, EXPLAIN: _____

RENEWAL FEE / SERVER EDUCATION STUDENT FEE

DO NOT MAIL CASH. ENCLOSE A CHECK OR MONEY ORDER FOR \$202.60 MADE PAYABLE TO "OLCC".
LATE RENEWAL ADDITIONAL FEE

If the OLCC has your complete renewal application by 12-12-94, indicated by a legible postmark, there is no late charge. From 12-12-94 to 12-31-94, you will have to pay a late fee of \$50.00. After 12-31-94, the late fee is \$80.00.

ENDORSEMENT

The (CITY OR/COUNTY OF) MULTNOMAH recommends that this license be GRANTED REFUSED
DATE OF ENDORSEMENT: 12/8/94
SIGNED: Beverly Stein TITLE OF SIGNER: MULTNOMAH COUNTY CHAIR
BEVERLY STEIN

SIGNATURES

EACH LICENSEE or authorized corporate officer must sign this application. If a licensee is not available, another person may sign ONLY if the signer includes legal authorization for the signature.

| | | |
|--|---------------------------|-------|
| <u>R. Frank Brown</u> PRINT YOUR NAME | _____ | _____ |
| <u>[Signature]</u> SIGNATURE | _____ | _____ |
| <u>10/21/94</u> DATE | _____ | _____ |
| <u>305-54-5509</u> SOCIAL SECURITY NUMBER | <u>12/12/48</u> D.O.B. | _____ |

NOTICE All employees who serve or sell alcoholic beverages MUST have a valid Service Permit.

RECEIVED

NOV 03 1994
REGULATORY FIELD SERVICES
Oregon Liquor Control Commission

MEETING DATE DEC 08 1994

AGENDA NO. C-17

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

Subject: OLCC RENEWAL APPLICATION

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING Date Requested: _____

Amount of Time Needed: _____

DEPARTMENT Sheriff's Office DIVISION _____

CONTACT Sergeant Bob Barnhart TELEPHONE 251-2431

BLDG/ROOM # 313/115

PERSON(S) MAKING PRESENTATION: Sergeant Barnhart

ACTION REQUESTED:

() INFORMATIONAL ONLY () POLICY DIRECTION APPROVAL () OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

This is an OLCC retail malt beverage renewal application for Papa-Son's Tavern, 12525 SE Powell Blvd., Portland, OR 97236. The applicant, Karma Jean Hansen's background check has been completed and no criminal history was found.

12/9/94 ORIGINAL to Sgt. BARNHART

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Bob Seipp

OR

DEPARTMENT MANAGER: _____

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any questions call the Office of the Board Clerk, 248-3277/248-5222

CLERK OF COUNTY BOARD
MULTI-COUNTY
OREGON
DEC 29 AM 11:12

2044 State St

LICENSE RENEWAL APPLICATION

NEED SVED

OREGON LIQUOR CONTROL COMMISSION P.O. BOX 22297 PORTLAND, OREGON 97222 PHONE 1-800-452-6522 1993

| SYMBOL | CLASSIFICATION | FEES | DISTRICT | CITY/COUNTY | DPLRN | CODE |
|--------|--|------------------|----------|-------------|---------|------|
| RMB | RETAIL MALT BEVERAGE SERVER EDUCATION STUDENT FEE | \$200.00 2.60 | 1 | 2600 | R00384A | C |

IF YOU DO NOT COMPLETE THIS APPLICATION FULLY, WE WILL RETURN IT TO YOU FOR COMPLETION. WE CANNOT CONSIDER AN INCOMPLETE APPLICATION. YOUR LICENSE EXPIRES DECEMBER 31, 1994.

HANSEN KARMA JEAN
PAPA-SON'S TAVERN
12525 SE POWELL BLVD
PORTLAND OR

HANSEN KARMA JEAN

97236

PAPA-SON'S TAVERN
12525 SE POWELL BLVD
PORTLAND OR 97236

- Please list a daytime phone number in case we need more information: 761-4641
- Were you or anyone else who holds a financial interest in these premises arrested or convicted of any crime, violation or infraction of any law during the past year? (DO NOT INCLUDE MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR BAIL FORFEITURE OF \$50.00 OR LESS WAS IMPOSED).
YES _____ NO IF YES, PLEASE GIVE NAME OF INDIVIDUAL(S): _____

| OFFENSE | DATE | CITY/STATE | RESULT |
|---------|------|------------|--------|
| | | | |
- Will anyone share in the profits who is not a licensee? YES _____ NO
If yes, please give name(s) and explain: _____
- Did you make any significant changes in operation during the past year that you have not reported to the OLCC, such as changes in menu, hours of operation, or remodeling?
YES _____ NO IF YES, EXPLAIN: _____

RENEWAL FEE / SERVER EDUCATION STUDENT FEE

DO NOT MAIL CASH. ENCLOSE A CHECK OR MONEY ORDER FOR \$202.60 MADE PAYABLE TO "OLCC".
LATE RENEWAL ADDITIONAL FEE

If the OLCC has your complete renewal application by 12-12-94, indicated by a legible postmark, there is no late charge. From 12-12-94 to 12-31-94, you will have to pay a late fee of \$50.00. After 12-31-94, the late fee is \$80.00.

ENDORSEMENT

The (CITY OR/COUNTY OF) MULTNOMAH recommends that this license be GRANTED REFUSED _____
DATE OF ENDORSEMENT: 12/8/94
SIGNED: Beverly Stein TITLE OF SIGNER: MULTNOMAH COUNTY CHAIR
BEVERLY STEIN

SIGNATURES

EACH LICENSEE or authorized corporate officer must sign this application. If a licensee is not available, another person may sign ONLY if the signer includes legal authorization for the signature.

| | | |
|---|-------|-------|
| <u>Karma Jean Hansen</u> PRINT YOUR NAME | _____ | _____ |
| <u>Karma Jean Hansen 11/10/94</u> SIGNATURE DATE | _____ | _____ |
| <u>541-48 5225 8/19/93</u> SOCIAL SECURITY NUMBER D.O.B. | _____ | _____ |

NOTICE All employees who serve or sell alcoholic beverages MUST have a valid Service Permit.

MEETING DATE DEC 08 1994

AGENDA NO. C-18

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

Subject: OLCC License Renewal

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING Date Requested: _____

Amount of Time Needed: _____

DEPARTMENT Sheriff's Office DIVISION _____

CONTACT Sergeant Bob Barnhart TELEPHONE 251-2431

BLDG/ROOM # 313/115

PERSON(S) MAKING PRESENTATION: Sergeant Barnhart

ACTION REQUESTED:

() INFORMATIONAL ONLY () POLICY DIRECTION (✓) APPROVAL () OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

This is an OLCC retail malt beverage license renewal application for the Springdale Tavern, 32302 E. Crown Point Hwy., Corbett, 97019. The background check has been completed for the applicant, Wayne Lewis, and no criminal history was found.

12/9/94 original to Sgt. Barnhart

SIGNATURES REQUIRED:

ELECTED OFFICIAL: *Bob Snipper*

OR

DEPARTMENT MANAGER: _____

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any questions call the Office of the Board Clerk, 248-3277/248-5222

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1994 NOV 29 AM 11 11

20/19
 421-201
 Justice of Peace

LICENSE RENEWAL APPLICATION

OREGON LIQUOR CONTROL COMMISSION P.O. BOX 22297 PORTLAND, OREGON 97222 PHONE 1-800-452-6522 1995

| SYMBOL | CLASSIFICATION | FEES | DISTRICT | CITY/COUNTY | DPLRN | CODE |
|--------|--|------------------|----------|-------------|---------|------|
| RMB | RETAIL MALT BEVERAGE SERVER EDUCATION STUDENT FEE | \$200.00 2.60 | 1 | (2600) | R00283A | C |

IF YOU DO NOT COMPLETE THIS APPLICATION FULLY, WE WILL RETURN IT TO YOU FOR COMPLETION. WE CANNOT CONSIDER AN INCOMPLETE APPLICATION. YOUR LICENSE EXPIRES DECEMBER 31, 1994.

| | | | |
|---|-------|--|--------------------|
| LEWIS WAYNE H SPRINGDALE TAVERN 32302 EAST CROWN PT HWY CORBETT OR | 97019 | JM LEWIS WAYNE H 34847 | 200.00 10/19/94 |
| | | 34843 | 2.60 10/19/94 |
| | | SPRINGDALE TAVERN 32302 EAST CROWN PT HWY CORBETT OR | 97019 |

REJECTED
 BY DB DATE 10/20
to endsmnt

- Please list a daytime phone number in case we need more information: 695-9906
- Were you or anyone else who holds a financial interest in these premises arrested or convicted of any crime, violation or infraction of any law during the past year? (DO NOT INCLUDE MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR BAIL FORFEITURE OF \$50.00 OR LESS WAS IMPOSED).
 YES NO IF YES, PLEASE GIVE NAME OF INDIVIDUAL(S): _____

| OFFENSE | DATE | CITY/STATE | RESULT |
|---------|------|------------|--------|
| | | | |
- Will anyone share in the profits who is not a licensee? YES NO
 If yes, please give name(s) and explain: _____
- Did you make any significant changes in operation during the past year that you have not reported to the OLCC, such as changes in menu, hours of operation, or remodeling?
 YES NO IF YES, EXPLAIN: _____

RENEWAL FEE / SERVER EDUCATION STUDENT FEE

DO NOT MAIL CASH. ENCLOSE A CHECK OR MONEY ORDER FOR \$202.60 MADE PAYABLE TO "OLCC"
 LATE RENEWAL ADDITIONAL FEE

If the OLCC has your complete renewal application by 12-12-94, indicated by a legible postmark, there is no late charge. From 12-12-94 to 12-31-94, you will have to pay a late fee of \$50.00. After 12-31-94, the late fee is \$80.00.

ENDORSEMENT

The (CITY OR/COUNTY OF) MULTNOMAH recommends that this license be GRANTED REFUSED
 DATE OF ENDORSEMENT: 12/8/94
 SIGNED: Beverly Stein TITLE OF SIGNER: MULTNOMAH COUNTY CHAIR

SIGNATURES

EACH LICENSEE or authorized corporate officer must sign this application. If a licensee is not available, another person may sign ONLY if the signer includes legal authorization for the signature.

| | | |
|---|--|--|
| <u>WAYNE H. LEWIS</u> PRINT YOUR NAME | _____ PRINT YOUR NAME | _____ PRINT YOUR NAME |
| <u>W.H. Lewis</u> <u>oct 11/94</u> SIGNATURE DATE | _____ SIGNATURE DATE | _____ SIGNATURE DATE |
| <u>540-36-1647</u> <u>9/5/36</u> SOCIAL SECURITY NUMBER D.O.B. | _____ SOCIAL SECURITY NUMBER D.O.B. | _____ SOCIAL SECURITY NUMBER D.O.B. |

****NOTICE** All employees who serve or sell alcoholic beverages MUST have a valid Service Permit.**

RECEIVED
 By Cashier
 OCT 19 1994

Oregon Liquor
 Control Commission

MEETING DATE DEC 08 1994

AGENDA NO. C-19

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

Subject: OLCC RENEWAL APPLICATION

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING Date Requested: _____

Amount of Time Needed: _____

DEPARTMENT Sheriff's Office DIVISION _____

CONTACT Sergeant Bob Barnhart TELEPHONE 251-2431

BLDG/ROOM # 313/115

PERSON(S) MAKING PRESENTATION: Sergeant Barnhart

ACTION REQUESTED:

() INFORMATIONAL ONLY () POLICY DIRECTION APPROVAL () OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

This is an OLCC retail malt beverage renewal application for the Wild Wood Golf Course, 21881 NW St. Helens Road, Portland, OR 97231. The applicants, Bill O'Meara and Kay O'Meara's background checks have been completed and no criminal history was found.

12/9/94 original to Sgt. Barnhart

SIGNATURES REQUIRED:

ELECTED OFFICIAL: *Bob Snigger*

OR

DEPARTMENT MANAGER: _____

1994 NOV 29 4:11:12
MULTNOMAH COUNTY
OREGON

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any questions call the Office of the Board Clerk, 248-3277/248-5222

CCH & Lane

LICENSE RENEWAL APPLICATION

OREGON LIQUOR CONTROL COMMISSION P.O. BOX 22297 PORTLAND, OREGON 97222 PHONE 1-800-452-6522 1995

| SYMBOL | CLASSIFICATION | FEES | DISTRICT | CITY/COUNTY | DPLRN | CODE |
|--------|--|------------------|----------|-------------|---------|------|
| RMB | RETAIL MALT BEVERAGE SERVER EDUCATION STUDENT FEE | \$200.00 2.60 | 1 | 2600 | R20457A | C |

IF YOU DO NOT COMPLETE THIS APPLICATION FULLY, WE WILL RETURN IT TO YOU FOR COMPLETION. WE CANNOT CONSIDER AN INCOMPLETE APPLICATION. YOUR LICENSE EXPIRES DECEMBER 31, 1994.

O'MEARA BILL
WILD WOOD GOLF COURSE
21881 NW ST HELENS RD
PORTLAND OR

97231

O'MEARA BILL
O'MEARA KAY

WILD WOOD GOLF COURSE
21881 NW ST HELENS RD
PORTLAND OR

97231

- Please list a daytime phone number in case we need more information: 621-3402
- Were you or anyone else who holds a financial interest in these premises arrested or convicted of any crime, violation or infraction of any law during the past year? (DO NOT INCLUDE MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR BAIL FORFEITURE OF \$50.00 OR LESS WAS IMPOSED).
YES NO IF YES, PLEASE GIVE NAME OF INDIVIDUAL(S): _____
OFFENSE _____ DATE _____ CITY/STATE _____ RESULT _____
- Will anyone share in the profits who is not a licensee? YES NO
If yes, please give name(s) and explain: _____
- Did you make any significant changes in operation during the past year that you have not reported to the OLCC, such as changes in menu, hours of operation, or remodeling?
YES NO IF YES, EXPLAIN: _____

RENEWAL FEE / SERVER EDUCATION STUDENT FEE

DO NOT MAIL CASH ENCLOSE A CHECK OR MONEY ORDER FOR \$222.60 MADE PAYABLE TO OLECC
LATE RENEWAL ADDITIONAL FEE

If the OLCC has your complete renewal application by 12-12-94, indicated by a legible postmark, there is no late charge. From 12-12-94 to 12-31-94, you will have to pay a late fee of \$50.00. After 12-31-94, the late fee is \$80.00.

ENDORSEMENT

The (CITY OR COUNTY OF) MULTNOMAH recommends that this license be GRANTED REFUSED
DATE OF ENDORSEMENT: 12/8/94

SIGNED: Beverly Stein TITLE OF SIGNER: MULTNOMAH COUNTY CHAIR
BEVERLY STEIN

SIGNATURES

EACH LICENSEE or authorized corporate officer must sign this application. If a licensee is not available, another person may sign ONLY if the signer includes legal authorization for the signature.

| | | |
|--|--|---|
| <u>Bill O'Meara</u> PRINT YOUR NAME | <u>Kay O'Meara</u> PRINT YOUR NAME | <u>Bill O'Meara</u> PRINT YOUR NAME |
| <u>[Signature]</u> SIGNATURE | <u>[Signature]</u> SIGNATURE | <u>[Signature]</u> SIGNATURE |
| <u>10/10/94</u> DATE | <u>10/10/94</u> DATE | <u>10/10/94</u> DATE |
| <u>542-84-1135</u> SOCIAL SECURITY NUMBER | <u>542-76-5554</u> SOCIAL SECURITY NUMBER | <u>9-6-60</u> SOCIAL SECURITY NUMBER |
| <u>9-6-60</u> D.O.B. | <u>7-26-61</u> D.O.B. | <u>9-6-60</u> D.O.B. |

NOTICE All employees who serve or sell alcoholic beverages MUST have a valid Service Permit.

Meeting Date: DEC 08 1994
Agenda Number: R-1

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: Service Awards - Third Quarter 1994

BOARD BRIEFING: Date Requested: December 8, 1994
Amount of Time Needed: 15-20 minutes

REGULAR MEETING: Date Requested: _____
Amount of Time Needed: _____

DEPARTMENT: Non-Depts DIVISION: _____

CONTACT: Gail Foster or Curtis Smith TELEPHONE #: 248-5015
BLDG/ROOM #: 106/1430

PERSON(S) MAKING PRESENTATION: Curtis Smith, assisted by Gail Foster

ACTION REQUESTED

Informational Only Policy Direction Approval Other

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Presentation of Employee Service Awards - 44 employees have indicated they plan to attend the meeting to receive their awards.

SIGNATURES REQUIRED:

ELECTED OFFICIAL: _____
OR
DEPARTMENT MANAGER: Curtis Smith

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1994 NOV 29 AM 11:10

All Accompanying Documents Must Have Required Signatures

Any questions: Call the Office of the Board Clerk 248-3277 / 248-5222

SERVICE AWARDS - 1994 - THIRD QUARTER (July, August, September)

ASD - Five Year

Rebecca Lorain
Nancy Seaman

CFS - Five Year

Patricia Gaunt
Rex Surface
Carolynne Webber

DA'S - Five Year

Amy L. Apana

DCC - Five Year

Donna L. Busto
Dorothy Steele

DES - Five Year

Lola Dickson
Kenneth Kappeler
Nora Stevens
Janice Stoddard
Shirley Worthington

JJD - Five Year

Jann Brown
Lon Cook

LIB - Five Year

Geoffrey Yocom

NON-D - Five Year

Yvonne Amidon
Patrick Brun
Sharron Kelley
Rita Magionos

DES - Ten Year

Carolyn Paulsen

LIB - Ten Year

Naomi Angier
Walter Minkel

CFS - Fifteen Year

Roxy Watson

DA'S - Fifteen Year

Rita Everett
Joyce Nelson

DES - Fifteen Year

Deborah Attwood
L. Phillip Clifford
Larry Crabb
Madeline Davalos
Beverly Getch
Marla Rosenberger
Shelly Stevens

JJD - Fifteen Year

Nancy Janes

NON-D - Fifteen Year

David Boyer
Jean Karecki

DCC - Twenty Year

Teresa Carroll

DCC - Twenty-Five Year

James Rood

JJD - Twenty-Five Year

Larry Harding
James Stegmiller

JJD - Thirty Year

Harold Ogburn

LIB - Thirty Year

Sylvia Marie Hester

NON-D - Thirty Year

Marilouise Allen

DES - Thirty-Five Year

Irving Ewen

Meeting Date: DEC 08 1994

Agenda No.: R-2

(Above Space for Board Clerk's Use *ONLY*)

AGENDA PLACEMENT FORM

SUBJECT: Notice of Intent to Apply for Juvenile Delinquency Prevention Funds

BOARD BRIEFING: Date Requested: _____
Amount of Time Needed: _____

REGULAR MEETING: Date Requested: December 8 1994
Amount of Time Needed: 15 minutes

DEPARTMENT: Nondepartmental DIVISION:

CONTACT: Helen Richardson TELEPHONE: 248-3982
BLDG/ROOM: 106/1410

PERSON(S) MAKING PRESENTATION: Chris White

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if available):

The Multnomah Commission on Children and Families, together with Community & Family Services Division and Juvenile Justice Division, is responding to an RFP from the Oregon Commission on Children and Families for delinquency prevention. The amount requested is \$68,xxx. The proposed program involves generating a three year plan for reducing delinquency in the Whitman School area and partnering with Portland Public Schools and private organizations to provide mentors for children in a selected grade as the primary delinquency prevention strategy.

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Beverly Stein
OR
DEPARTMENT MANAGER: _____

1994 DEC - 1 AM 9:39
MULTNOMAH COUNTY
OREGON
BOARD OF
COUNTY COMMISSIONERS

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions? Call the Office of the Board Clerk at 248-3277 or 248-522

TO: BOARD OF COUNTY COMMISSIONERS

FROM: Helen Richardson

TODAY'S DATE: December 1, 1994

REQUESTED PLACEMENT DATE: December 8, 1994

RE: Notice of Intent to Apply for Delinquency Prevention Funds

This memo is submitted in compliance with the requirement for agenda item briefing/staff report supplement.

I. Recommendation/Action Requested:

Approve Application for Funds

II. Background/Analysis:

The Oregon Commission on Children and Families issued an RFP for juvenile delinquency prevention for a community or neighborhood that would include a three year comprehensive plan identifying the risk factors in the community and a community-based approach that involves partnering with other stakeholders. The proposal also must identify specific strategies for delinquency prevention that will be undertaken.

Given a very short time line (the response is due Dec. 12) the Multnomah Commission on Children and Families, partnered with the Juvenile Justice Division and the Community and Family Services Division and Portland Public Schools to develop a proposal which identifies the area served by Whitman School as the target community and proposes to provide mentors for a selected grade in the first year of the project. A project coordinator will identify existing successful mentor programs and will identify, train and support the mentors chosen. Particular emphasis will be placed on developing appropriate mentors for girls. The MCCF's plan for reducing juvenile crime is the basis of the three year comprehensive plan required.

III. Financial Impact:

Funds are available in the amount of \$69,xxx, originating from the Juvenile Justice Delinquency Prevention Act to the Oregon Commission on Children and Families (OCCF). This is a three year funding cycle but the OCCF has not yet made a commitment regarding continuation funding. There is a 50% match requirement which can readily be achieved through a variety of current funding sources. Indirect costs will be built into the budget.

IV. Legal Issues: None identified.

V. Controversial Issues: None identified as of the date of this memo.

VI. Link to Current County Policies: The MCCF has selected Reducing Juvenile Crime as one of its priority benchmarks. Broadening focus in all arenas to include increasing preventive activities is of primary importance in the MCCF's mandate.

VII. Citizen Participation: The MCCF is primarily a citizen body. MCCF Commissioners led the development of the proposal and worked with representatives from Portland Public Schools and private foundations in the process.

VIII. Other Government Participation: N/A

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR: _____
(Date)

DEPARTMENT: _____ DIVISION: Community & Family Services

CONTACT: KATHY TINKLE/BRYAN WALDEN PHONE: 3691

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD: LOLENZO POE/SUSAN CLARK

SUGGESTED AGENDA TITLE (to assist in preparing a description for the printed agenda)

Budget Modification # 2 Transfers funds within CFSD (Children's Mental Health Youth Program Office) to create 1.0 FTE Program Development Technician and increase Pass Through Payments in the Level 7 Program Budget.

2. DESCRIPTION OF MODIFICATION: [Explain the changes being made: What budget does it increase/decrease? What do the changes accomplish? Where does the money come from?

[X] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This budget modification transfers \$23,828 from the Level 7 Program Budget Professional Services line item to Personal Services to create a 1.0 FTE Program Development Technician beginning 11-15-94. This position is necessary to assist in the development, implementation and monitoring of the Level 7 Plan.

In addition, this budget modification transfers \$36,521 from Professional Services line item to Pass Through Payments to increase subcontracted services.

When the 94-95 budget was adopted, the planning for Level 7 was still in process and not until it was finalized was it clear that these changes were necessary.

Level 7 funds pay indirect costs to the county at the approved negotiated rate of 3.71% and 0.7% for a decrease to the General Fund of (\$1,060). This is due to a lower indirect rate being charged on Pass Through.

COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1994 NOV 30 PM 3:27

3. REVENUE IMPACT (Explain revenues being changed and reason for the change)

Service Reimb from Fed/State to General Fund (\$1,060)

TOTAL (\$1,060)

4. CONTINGENCY STATUS [to be completed by Budget & Planning]

_____ Fund Contingency BEFORE THIS MODIFICATION (as of _____): \$ _____
(Specify Fund) AFTER THIS MODIFICATION: \$ _____

| | | | |
|--|--------------------------|--|--------------------------|
| Originated By: <i>[Signature]</i> | Date: <i>11/22/94</i> | Department Director: <i>Lorenzo Poe</i> | Date: <i>11/23/94</i> |
| Plan/Budget Analyst: <i>[Signature]</i> | Date: <i>11/28/94</i> | Employee Services: <i>[Signature]</i> | Date: <i>11/29/94</i> |
| Board Approval: <i>[Signature]</i> | Date: <i>12/8/94</i> | | |

EXPENDITURES

TRANS EB GM

TRANS DATE: _____

ACCTING PERIOD: _____

Budget Fiscal Year: 94/95

| Doc No. | Action | Fund | Agency | Org | Activity | Report Category | Object | Current Amount | Revised Amount | Change Increase/ (Decrease) | Subtotal | Description |
|---------|--------|------|--------|------|----------|-----------------|--------|----------------|----------------|-----------------------------|-----------|--------------------------|
| | | 156 | 010 | 1390 | | | 5100 | | | 16,206 | | Permanent |
| | | 156 | 010 | 1390 | | | 5500 | | | 4,192 | | Fringe |
| | | 156 | 010 | 1390 | | | 5550 | | | 3,430 | | Insurance |
| | | | | | | | | | | | 23,828 | Subtotal (Personal Svcs) |
| | | 156 | 010 | 1390 | | | 6060 | | | 36,521 | | Pass Through Payments |
| | | | | | | | | | | | 36,521 | Subtotal (Pass Through) |
| | | 156 | 010 | 1390 | | | 6110 | | | (59,289) | | Professional Services |
| | | | | | | | | | | | (59,289) | Subtotal (Professional) |
| | | 156 | 010 | 1390 | | | 7100 | | | (1,316) | | Indirect @ 3.71% |
| | | 156 | 010 | 1390 | | | 7100 | | | 256 | | Indirect @ 0.7% |
| | | | | | | | | | | | (1,060) | Subtotal (Indirect) |
| | | 100 | 045 | 9120 | | | 7700 | | | (1,060) | (1,060) | Gen. Fund Contingency |
| | | | | | | | | | | (\$1,060) | (\$1,060) | GRAND TOTAL |

REVENUES

TRANS EB GM

TRANS DATE: _____

ACCTING PERIOD: _____

Budget Fiscal Year: 94/95

| Doc No. | Action | Fund | Agency | Org | Activity | Report Category | Rev Source | Current Amount | Revised Amount | Change Increase (Decrease) | Subtotal | Description |
|---------|--------|------|--------|------|----------|-----------------|------------|----------------|----------------|----------------------------|-----------|------------------------|
| | | 100 | 045 | 7410 | | | 6602 | | | (1,060) | (1,060) | Svc. Reimb. Fed./State |
| | | | | | | | | | | (\$1,060) | (\$1,060) | GRAND TOTAL |



MULTNOMAH COUNTY OREGON

COMMUNITY AND FAMILY SERVICES DIVISION
ADMINISTRATIVE OFFICES
421 S.W. FIFTH AVENUE, 2ND FLOOR
PORTLAND, OREGON 97204
(503) 248-3691 / FAX (503) 248-3379
TDD (503) 248-3598

BOARD OF COUNTY COMMISSIONERS
BEVERLY STEIN • CHAIR OF THE BOARD
DAN SALTZMAN • DISTRICT 1 COMMISSIONER
GARY HANSEN • DISTRICT 2 COMMISSIONER
TANYA COLLIER • DISTRICT 3 COMMISSIONER
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

MEMORANDUM

TO: Board of County Commissioners

FROM: Lorenzo Poe, Director *Lorenzo Poe mcs*
Community and Family Services Division

DATE: November 23, 1994

SUBJECT: Budget Modification **CFSD #2**

I. RECOMMENDATION/ACTION REQUESTED: The Community and Family Services Division recommends the approval of Budget Modification **CFSD #2**. This modification amends the Level 7 budget within the Children's Mental Health/Youth Program Office.

II. BACKGROUND/ANALYSIS: This modification transfers funds within the Level 7 budget to create a 1.0 FTE Program Development Technician and increase pass through funds for contracted services. The change is necessary because the planning for Level 7 was still in process when the County 94/95 budget was adopted. Funding levels were known at that time, but the actual allocation of funds had not been determined. Until the budget was finalized \$59,289 was budgeted in professional services to be moved when the final allocation was decided. The Program Development Technician (\$23,828) will assist in the development, implementation and monitoring of Level 7 activities. The remaining \$36,521 is transferred to Pass Through and available for contracted services.

III. FINANCIAL IMPACT: The service reimbursement for indirect costs will be reduced by \$1,060 as Pass Through carries a lower indirect cost rate than Personal and Professional Services. This will result in a reduction to the County General Fund Contingency by a like amount.

IV. LEGAL ISSUES: N/A

V. CONTROVERSIAL ISSUES: N/A

VI. LINK TO CURRENT COUNTY POLICY: N/A

VII. CITIZEN PARTICIPATION: N/A

VIII. OTHER GOVERNMENT PARTICIPATION: N/A
(11179401/KT)

MEETING DATE: DEC 08 1994

AGENDA NO: R-4

(Above space for Board Clerk's Use Only)

AGENDA PLACEMENT FORM

SUBJECT: Contract Between Community and Family Services Division and Portland State University, Center for Population Research and Census, to Purchase Block Group Surveys to Establish Number of Low-Moderate Income Residents.

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR BRIEFING Date Requested: _____

Amount of Time Needed: 5 minutes

DEPARTMENT: _____ **DIVISION:** Community & Family Svcs

CONTACT: Lorenzo Poe/Rey España **TELEPHONE:** 248-3691

BLDG/ROOM: B161/2nd

PERSON(S) MAKING PRESENTATION: Lorenzo Poe/Rey España

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

The Community and Family Services Division is contracting with Portland State University, Center for Population Research and Census, to purchase personal interview surveys in designated census track block groups in Troutdale, Fairview, and Wood Village. The purpose of these surveys is to establish the number of low and moderate income households residing in the block groups, in an attempt to increase the number of areas eligible for assistance through the Community Development Block Grant.

The contract is for up to \$15,000.

12/9/94 ORIGINALS TO CELIA THURREY

SIGNATURES REQUIRED:

ELECTED OFFICIAL: _____ *Lorenzo Poe*

OR

DEPARTMENT MANAGER: _____

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1994 NOV 23 PM 3:36

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222



MULTNOMAH COUNTY OREGON

COMMUNITY AND FAMILY SERVICES DIVISION
ADMINISTRATIVE OFFICES
421 S.W. FIFTH AVENUE, 2ND FLOOR
PORTLAND, OREGON 97204
(503) 248-3691 / FAX (503) 248-3379
TDD (503) 248-3598

BOARD OF COUNTY COMMISSIONERS
BEVERLY STEIN • CHAIR OF THE BOARD
DAN SALTZMAN • DISTRICT 1 COMMISSIONER
GARY HANSEN • DISTRICT 2 COMMISSIONER
TANYA COLLIER • DISTRICT 3 COMMISSIONER
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

TO: Board of County Commissioners
FROM: Lorenzo Poe, Director *Lorenzo Poe mcs*
Community and Family Services Division
DATE: November 16, 1994
SUBJECT: Contract with Portland State University, Center for Population Research and Census

I. Recommendation/Action Requested: The Community and Family Services Division recommends Board of County Commissioner approval of the contract with Portland State University, Center for Population Research and Census for the period upon execution through June 30, 1995.

II. Background/Analysis: The Community and Family Services Division is contracting with Portland State University, Center for Population Research and Census to conduct personal interview surveys in selected Mid/East County census track block groups, to determine the number of low and moderate income households.

Under the U.S. Department of Housing and Urban Development guidelines, Community Development Block Grant funding may be used in areas where the majority of residents are low to moderate income. According to the 1990 census, the average median income in mid and east county census tracks is generally too high for eligibility for CDBG funding. The intent of these surveys is to break down the census tracks into smaller areas (block groups), to increase the number of eligible households in those areas. This is an acceptable practice under HUD guidelines.

III. Financial Impact: The contract is for \$15,000. Funds are currently budgeted in the Division budget.

IV. Legal Issues: none

V. Controversial Issues: none

VI. Link to Current County Policies: The surveys are needed to broaden access to public funding for low and moderate income households.

VII. Citizen Participation: The surveys will interview individual households for income status. Community Development projects planned as a result of the survey findings involve public testimony.

VIII. Other Government Participation: The contract is with Portland State University. The results benefit the small cities of Troutdale, Wood Village, and Fairview.

MULTNOMAH COUNTY CONTRACT APPROVAL FORM
(See Administrative Procedures CON-1)

Contract # 103905

Amendment # _____

| | | |
|---|--|---|
| <p align="center">CLASS I</p> <p><input type="checkbox"/> Professional Services under \$15,000</p> | <p align="center">CLASS II</p> <p><input type="checkbox"/> Professional Services over \$15,000 (RFP, Exemption)</p> <p><input type="checkbox"/> PCR Contract</p> <p><input type="checkbox"/> Maintenance Agreement</p> <p><input type="checkbox"/> Licensing Agreement</p> <p><input type="checkbox"/> Construction</p> <p><input type="checkbox"/> Grant</p> <p><input type="checkbox"/> Revenue</p> | <p align="center">CLASS III</p> <p><input checked="" type="checkbox"/> Intergovernmental Agreement</p> <p><input type="checkbox"/> Intergovernmental Revenue Agreement</p> <p align="center">APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</p> <p>AGENDA # <u>R-4</u> DATE <u>12/8/94</u></p> <p align="center"><u>DEB BOGSTAD</u> BOARD CLERK</p> |
|---|--|---|

Department: _____ Division: Community & Family Services Date: November 16, 1994

Contract Originator: _____ Phone: _____ Bldg/Room: _____

Administrative Contact: Cilla Murray Phone: 248-3691-6296 Bldg/Room: 161/2nd

Description of Contract: **Purchases personal interview surveys to determine income status, in designated census track block groups.**

RFP/BID #: _____ Date of RFP/BID: _____ Exemption Expiration Date: _____

ORS/AR # _____ Contractor is MBE WBE JQRF

| | |
|---|--|
| <p>Contractor Name: <u>Portland State Univ, Center for Population Research and Census</u></p> <p>Mailing Address: <u>P.O. Box 751</u> <u>Portland, OR 97207</u></p> <p>Phone: <u>(503)725-5160</u></p> <p>Employer ID# or SS#: <u>1-936001786-A6</u></p> <p>Effective Date: <u>Upon Execution</u></p> <p>Termination Date: <u>June 30, 1995</u></p> <p>Original Contract Amount: \$ _____</p> <p>Total Amt of Previous Amendments: \$ _____</p> <p>Amount of Amendment: \$ _____</p> <p>Total Amount of Agreement: \$ <u>15,000</u></p> | <p>Remittance Address (if different) _____</p> <p>Payment Schedule Terms</p> <p><input type="checkbox"/> Lump Sum \$ _____ <input type="checkbox"/> Due on Receipt</p> <p><input type="checkbox"/> Monthly \$ _____ <input type="checkbox"/> Net 30</p> <p><input checked="" type="checkbox"/> Other \$ <u>Per Invoice</u> <input type="checkbox"/> Other</p> <p><input type="checkbox"/> Requirements contract - Requisition Required</p> <p>Purchase Order No. _____</p> <p><input type="checkbox"/> Requirements Not to Exceed \$ _____</p> <p>Encumber: Yes <input type="checkbox"/> No <input type="checkbox"/></p> |
|---|--|

REQUIRED SIGNATURES:
Department Manager: Lorenzo Paez Date: 11/17/94

Purchasing Director: _____ Date: _____
(Class II Contracts Only)

County Counsel: Matthew O. Quinn Date: 11/23/94

County Chair/Sheriff: Thelma Dean Date: December 8, 1994

Contract Administration: _____ Date: _____
(Class I, Class II Contracts Only)

| VENDOR CODE | | | | VENDOR NAME | | | | TOTAL AMOUNT: \$ | | | |
|-------------|------|--------|--------------|-------------|----------|----------------|---------|------------------|-----------------|----------|-------------|
| LINE NO. | FUND | AGENCY | ORGANIZATION | SUB ORG | ACTIVITY | OBJECT/REV SRC | SUB OBJ | REPT CATEG | LGFS DESCIP | AMOUNT | INC DEC IND |
| 01 | 156 | 010 | 1461 | | 07CD | 6060 | | 1406 | Survey Research | \$15,000 | |
| | | | | | | | | | | | |

If additional space is needed, attach separate page. Write contract # on top of page.

INTERGOVERNMENTAL AGREEMENT

#103905

THIS CONTRACT is between MULTNOMAH COUNTY, acting by and through its Community and Family Services Division, hereafter called COUNTY, and

Portland State University, School of Urban and Public Affairs
Center for Population Research and Census
P.O. Box 751
Portland, Oregon 97207

hereafter called CONTRACTOR.

THE PARTIES AGREE:

1. DESCRIPTION OF SERVICES. CONTRACTOR will provide the following services:

Design the methodology and conduct personal interview surveys of residents living in U.S. Census Bureau designated census tract block groups to determine low and moderate income status of area residents. Analyze research data and write a final report describing household size and low-moderate income status of residents living in designated block groups. Surveys will be conducted, at a minimum, in Troutdale, Fairview, and Wood Village, in accordance with listings of census tract block groups to be developed by COUNTY and CONTRACTOR. More than one survey with final report may be requested.

2. COMPENSATION. COUNTY shall pay CONTRACTOR \$10.00 per inhabitable housing unit included in the survey, up to a maximum of \$15,000, upon receipt of final report for the survey and an invoice documenting total number of households surveyed.

3. TERM. The CONTRACTOR'S services will begin upon contract execution and terminate when completed but no later than June 30, 1995.

4. CONTRACT DOCUMENTS. This Contract consists of this contract document, the attached Condition of Contract, and Exhibit A.

DATED this _____ day of _____, 1994.

MULTNOMAH COUNTY, OREGON

PORTLAND STATE UNIVERSITY, CENTER FOR POPULATION RESEARCH & CENSUS

By *Ronald A. [Signature]*
Program Manager
Housing and Community Action

By _____
Jay D. Kenton, Director
Business Affairs Office

By *Salvatore [Signature]* 11/17/94
Director
Community & Family Svc Division

By _____
Ed Schafer, Director
Center for Population Research & Census

By *Beverly [Signature]*
Beverly Stern, Multnomah County Chair

REVIEWED:
LAURENCE KRESSEL, County Counsel
for Multnomah County, Oregon

APPROVED MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R-4 DATE 12/8/94
DEB BOGSTAD
BOARD CLERK

By *Matthew O. [Signature]*

MULTNOMAH COUNTY CONTRACT NO. 103905
CONDITIONS OF INTERGOVERNMENTAL AGREEMENT

The attached contract for services between Multnomah County, herein "COUNTY", and Portland State University, Center for Population Research and Census, herein "CONTRACTOR", is subject to the following:

1. FUNDS AVAILABLE. COUNTY certifies that sufficient funds are available and authorized to finance the costs of this agreement. In the event that funds cease to be available to COUNTY in the amounts anticipated, COUNTY may terminate or reduce contract funding accordingly. COUNTY will notify CONTRACTOR as soon as it receives notification from funding source.

2. INDEPENDENT CONTRACTOR STATUS. CONTRACTOR is an independent contractor, and neither CONTRACTOR, CONTRACTOR'S subcontractors nor employees are employees of the COUNTY. CONTRACTOR is responsible for all federal, state, and local taxes and fees applicable to payments for services under this agreement.

3. SUBCONTRACTS AND ASSIGNMENT. CONTRACTOR shall neither subcontract with others for any of the work prescribed herein, nor assign any of CONTRACTOR'S rights acquired hereunder without the prior written consent of COUNTY. The COUNTY is not liable to any third person for payment of any compensation payable to CONTRACTOR as provided in this agreement.

4. ACCESS TO RECORDS. The COUNTY'S authorized representatives shall have access to the books, documents, papers, and records of CONTRACTOR which are directly pertinent to this contract for the purpose of making audit, examination, excerpts, and transcripts.

5. PROPERTY OF COUNTY. All work performed by CONTRACTOR under this contract shall be the property of the COUNTY.

6. WORKERS' COMPENSATION INSURANCE

A. CONTRACTOR shall maintain worker's compensation insurance coverage for all non-exempt workers employed by CONTRACTOR in the performance of the work either as a carrier or insured employer as provided in Chapter 656 of Oregon Revised Statutes. A certificate showing current worker's compensation insurance, or a copy thereof, is attached to this contract as Exhibit A.

B. If CONTRACTOR has no employees and will perform the work without the assistance of others, a certificate to that effect may be attached in lieu of the certificate showing current worker's compensation insurance coverage as described in subparagraph A. above.

C. If CONTRACTOR'S worker's compensation insurance coverage is due to expire before completion of the work, CONTRACTOR will renew or replace such insurance coverage and provide COUNTY with a certificate of insurance coverage showing compliance with this section.

7. INDEMNIFICATION To the extent permitted by the Oregon Tort Claim Act and the Oregon Constitution, CONTRACTOR shall defend, indemnify, and save harmless the COUNTY, its officers, agents, and employees from all claims, demands, suits, or actions brought against any of them arising from the work of the CONTRACTOR or CONTRACTOR'S subcontractors in the performance of this agreement.

8. ADHERENCE TO LAW. The CONTRACTOR shall comply with all federal, state, and local laws and ordinances applicable to the work to be done under this contract.

9. NONDISCRIMINATION. CONTRACTOR shall not unlawfully discriminate against any individual with respect to hiring, compensation, terms, conditions, or privileges of employment, nor shall any person be excluded from participating in, be denied the benefits of, or be subjected to discrimination under any program or activity because of such individual's race, color, religion, sex, national origin, age, handicap, or sexual orientation. CONTRACTOR must comply with all applicable provisions of federal, state, and local laws, regulations, and policies concerning nondiscrimination.

10. EARLY TERMINATION.

A. This contract may be terminated by mutual consent of both parties or by either party upon thirty (30) days notice in writing and delivered by certified mail or in person.

B. The COUNTY, by written notice of default, may terminate this agreement if CONTRACTOR fails to provide any part of the services described herein within the time specified for completion of that part or any extension thereof.

C. Upon termination before completion of the services, payment of CONTRACTOR shall be prorated to and including the day of termination and shall be in full satisfaction of all claims by CONTRACTOR against COUNTY under this Agreement.

D. Termination under any provision of this paragraph shall not affect any right, obligation, or liability of CONTRACTOR or liability of CONTRACTOR or COUNTY which accrued prior to termination.

MEETING DATE: DEC 08 1994

AGENDA NO: R-5
(Above space for Board Clerk's Use Only)

AGENDA PLACEMENT FORM

SUBJECT: Contract between Portland Development Commission and Community and Family Services Division, for Weatherization Services at Villa de Clara Vista

BOARD BRIEFING Date Requested: _____
Amount of Time Needed: _____

REGULAR BRIEFING Date Requested: _____
Amount of Time Needed: 5 minutes

DEPARTMENT: _____ DIVISION: Community & Family Svcs

CONTACT: Lorenzo Poe/Rey España TELEPHONE: 248-3691
BLDG/ROOM: B161/2nd

PERSON(S) MAKING PRESENTATION: Lorenzo Poe/Rey España

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

The Community and Family Services Division is contracting with Portland Development Commission to fund the weatherization of the Villa de Clara Vista, a housing complex serving primarily low income people, many of whom are of Hispanic culture. The weatherization services are part of a larger renovation project being financially supported and packaged by Portland Development Commission.

The contract is for \$328,730; the funds are included in the Division's budget.

12/9/94 ORIGINALS TO CILLA MURRAY

SIGNATURES REQUIRED:

ELECTED OFFICIAL: _____

OR

DEPARTMENT MANAGER: *Lorenzo Poe me*

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1994 NOV 29 PM 3:20

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222



MULTNOMAH COUNTY OREGON

COMMUNITY AND FAMILY SERVICES DIVISION
ADMINISTRATIVE OFFICES
421 S.W. FIFTH AVENUE, 2ND FLOOR
PORTLAND, OREGON 97204
(503) 248-3691 / FAX (503) 248-3379
TDD (503) 248-3598

BOARD OF COUNTY COMMISSIONERS
BEVERLY STEIN • CHAIR OF THE BOARD
DAN SALTZMAN • DISTRICT 1 COMMISSIONER
GARY HANSEN • DISTRICT 2 COMMISSIONER
TANYA COLLIER • DISTRICT 3 COMMISSIONER
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

TO: Board of County Commissioners
FROM: Lorenzo Poe, Director *Lorenzo Poe*
Community and Family Services Division
DATE: November 17, 1994
SUBJECT: Contract with Portland Development Commission

I. Recommendation/Action Requested: The Community and Family Services Division recommends Board of County Commissioner approval of the contract with Portland Development Commission for the period upon execution through June 30, 1995.

II. Background/Analysis: The Community and Family Services Division is contracting with Portland Development Commission to fund weatherization measures as part of the renovation of the Villa de Clara Vista apartment complex. This complex houses primarily low income households, many of whom are of Hispanic culture. Portland Development Commission is serving as a financial packager and lender for the project, which includes renovation, repair, and weatherization. The County's contribution is for weatherization.

III. Financial Impact: The contract is for \$328,730. Funding comes from direct weatherization allocations and utility rebates for cost effective weatherization measures. The funds are included in the Division budget.

IV. Legal Issues: none

V. Controversial Issues: none

VI. Link to Current County Policies: This contract supports initiatives to coordinate public and private partnerships to increase affordable, quality housing for low income people.

VII. Citizen Participation: The Villa de Clara Vista project has had extensive advocate and citizen involvement in the planning and development phases.

VIII. Other Government Participation: This contract is with Portland Development Commission.

MULTNOMAH COUNTY CONTRACT APPROVAL FORM
(See Administrative Procedures CON-1)

Contract # 103985

Amendment # _____

| | | |
|---|---|--|
| <p align="center">CLASS I</p> <p><input type="checkbox"/> Professional Services under \$15,000</p> | <p align="center">CLASS II</p> <p><input type="checkbox"/> Professional Services over \$15,000 (RFP, Exemption)</p> <p><input type="checkbox"/> PCRB Contract</p> <p><input type="checkbox"/> Maintenance Agreement</p> <p><input type="checkbox"/> Licensing Agreement</p> <p><input type="checkbox"/> Construction</p> <p><input type="checkbox"/> Grant</p> <p><input type="checkbox"/> Revenue</p> | <p align="center">CLASS III</p> <p><input checked="" type="checkbox"/> Intergovernmental Agreement</p> <p><input type="checkbox"/> Intergovernmental Revenue Agreement</p> <p align="center">APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</p> <p>AGENDA # <u>R-5</u> DATE <u>12/8/94</u></p> <p align="center"><u>DEB BOGSTAD</u></p> <p align="center">BOARD CLERK</p> |
|---|---|--|

Department: _____ Division: Community & Family Services Date: November 17, 1994

Contract Originator: _____ Phone: _____ Bldg/Room: _____

Administrative Contact: Cilla Murray Phone: 248-3691-6296 Bldg/Room: 161/2nd

Description of Contract: **Contract transfers funds to pay for weatherization of the Villa de Clara Vista.**

RFP/BID #: _____ Date of RFP/BID: _____ Exemption Expiration Date: _____

ORS/AR # _____ Contractor is MBE WBE JORF

| | |
|--|--|
| <p>Contractor Name: <u>PORTLAND DEVELOPMENT COMMISSION</u></p> <p>Mailing Address: <u>1120 SW 5th, # 1100</u> <u>Portland, Oregon 97204</u></p> <p>Phone: <u>(503)823-3423</u></p> <p>Employer ID# or SS#: <u>93-6013584</u></p> <p>Effective Date: <u>Upon Execution</u></p> <p>Termination Date: <u>June 30, 1995</u></p> <p>Original Contract Amount: \$ _____</p> <p>Total Amt of Previous Amendments: \$ _____</p> <p>Amount of Amendment: \$ _____</p> <p>Total Amount of Agreement: \$ <u>328,730</u></p> | <p>Remittance Address (if different) _____</p> <p>Payment Schedule Terms</p> <p><input type="checkbox"/> Lump Sum \$ _____ <input type="checkbox"/> Due on Receipt</p> <p><input type="checkbox"/> Monthly \$ _____ <input type="checkbox"/> Net 30</p> <p><input checked="" type="checkbox"/> Other \$ <u>Per Invoice</u> <input type="checkbox"/> Other</p> <p><input type="checkbox"/> Requirements contract - Requisition Required</p> <p>Purchase Order No. _____</p> <p><input type="checkbox"/> Requirements Not to Exceed \$ _____</p> <p>Encumber: Yes <input type="checkbox"/> No <input type="checkbox"/></p> |
|--|--|

REQUIRED SIGNATURES:
Department Manager: *Lorenzo Pae mas* Date: 11/22/94

Purchasing Director: _____ Date: _____
(Class II Contracts Only)

County Counsel: *Matthew O. Ryan* Date: 11/29/94

County Chair/Sheriff: *Kevin Cain* Date: December 8, 1994

Contract Administration: _____ Date: _____
(Class I, Class II Contracts Only)

| VENDOR CODE | | | | VENDOR NAME | | | | TOTAL AMOUNT: \$ | | | |
|-------------|------|--------|--------------|-------------|----------|----------------|---------|------------------|-------------|--------|-------------|
| LINE NO. | FUND | AGENCY | ORGANIZATION | SUB ORG | ACTIVITY | OBJECT/REV SRC | SUB OBJ | REPT CATEG | LGFS DESCIP | AMOUNT | INC DEC IND |
| | | | | | | | | See | Attached | | |

If additional space is needed, attach separate page. Write contract # on top of page.

INTERGOVERNMENTAL AGREEMENT

#103985

THIS CONTRACT is between MULTNOMAH COUNTY, acting by and through its Community and Family Services Division, hereafter called COUNTY, and

Portland Development Commission
1120 SW 5th, #1100
Portland, Oregon 97204, hereafter called CONTRACTOR.

THE PARTIES AGREE:

1. DESCRIPTION OF SERVICES.

A. CONTRACTOR is providing funding and some administrative coordination for the renovation of the Hacienda Community Development Corporation, Villa de Clara Vista project, located at 5300 N.E. Cully Boulevard, Portland, Oregon.

B. COUNTY is providing funding for weatherization of the buildings, which are under renovation as part of this project.

C. CONTRACTOR shall perform site supervision for the weatherization aspect of the project. Weatherization shall be performed by a subcontractor who will be paid with funds provided to the CONTRACTOR by the COUNTY expressly for that purpose.

D. COUNTY shall provide specifications, scope, and authorization for the work to be performed. COUNTY shall inspect or arrange for inspection of work performed, and shall have responsibility and authority to determine whether the work performed meets the specifications provided.

E. CONTRACTOR shall review invoices provided by the subcontractor and pass them through to the COUNTY for payment.

F. Subject to the terms, conditions and limitations of the Oregon Tort Claim Act and the Oregon Constitution, COUNTY and CONTRACTOR shall be liable to each other and to third parties, including the subcontractor, only to the extent of COUNTY and CONTRACTOR'S actual responsibilities in this transaction. CONTRACTOR shall bear no responsibility for disputes or damages related to the COUNTY'S action or inaction, if any, in relation to creation of specifications, approval of scope or quality of work, or timely generation of payments. COUNTY shall bear no responsibility for disputes or damages arising out of CONTRACTOR'S action or inaction, if any, in relation to site supervision actually performed by CONTRACTOR, or administrative pass-through of invoices and funds, which shall be done in the ordinary course of CONTRACTOR'S business.

G. The parties anticipate that work shall be performed as described in Exhibit A, incorporated in this agreement and made a part hereto by this reference.

2. COMPENSATION.

A. COUNTY will pay CONTRACTOR up to \$300,111 for cost effective weatherization measures, and up to \$18,619 for heaters, as described in Exhibit A.

B. COUNTY will pay CONTRACTOR up to \$10,000 for ventilation to assure indoor air quality standards, upon completion of the project, if needed.

C. COUNTY will pay CONTRACTOR upon receipt of invoices. In no event shall the COUNTY pay more than \$328,730 under this contract.

3. **TERM.** This contract will be in effect upon execution through June 30, 1995, unless terminated earlier.

4. CONTRACT DOCUMENTS. This Contract consists of this contract document, the attached Condition of Contract, and Exhibit A.

DATED this _____ day of _____, 1994.

MULTNOMAH COUNTY, OREGON

PORTLAND DEVELOPMENT COMMISSION

By *Lynda A. Zi*
Program Manager
Housing and Community Action

By _____
Authorized Signer

By *Lolenz Poe* *ms 11/22/94*
Director
Community & Family Svc Division

By _____
Authorized Signer

By *Beverly Stein*
Beverly Stein, Multnomah County Chair

REVIEWED:
LAURENCE KRESSEL, County Counsel
for Multnomah County, Oregon

By *Matthew O. Lynn*

APPROVED MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R-5 DATE 12/8/94
DEB BOGSTAD
BOARD CLERK

MULTNOMAH COUNTY CONTRACT NO. 103985
CONDITIONS OF INTERGOVERNMENTAL AGREEMENT

The attached contract for services between Multnomah County, herein "COUNTY", and Portland Development Commission, herein "CONTRACTOR", is subject to the following:

1. FUNDS AVAILABLE. COUNTY certifies that sufficient funds are available and authorized to finance the costs of this agreement. In the event that funds cease to be available to COUNTY in the amounts anticipated, COUNTY may terminate or reduce contract funding accordingly. COUNTY will notify CONTRACTOR as soon as it receives notification from funding source.

2. INDEPENDENT CONTRACTOR STATUS. CONTRACTOR is an independent contractor, and neither CONTRACTOR, CONTRACTOR'S subcontractors nor employees are employees of the COUNTY. CONTRACTOR is responsible for all federal, state, and local taxes and fees applicable to payments for services under this agreement.

3. SUBCONTRACTS AND ASSIGNMENT. CONTRACTOR shall neither subcontract with others for any of the work prescribed herein, nor assign any of CONTRACTOR'S rights acquired hereunder without the prior written consent of COUNTY. The COUNTY is not liable to any third person for payment of any compensation payable to CONTRACTOR as provided in this agreement.

4. ACCESS TO RECORDS. The COUNTY'S authorized representatives shall have access to the books, documents, papers, and records of CONTRACTOR which are directly pertinent to this contract for the purpose of making audit, examination, excerpts, and transcripts.

5. PROPERTY OF COUNTY. All work performed by CONTRACTOR under this contract shall be the property of the COUNTY.

6. WORKERS' COMPENSATION INSURANCE. CONTRACTOR shall assure that any subcontractor funded under this agreement provides worker's compensation insurance coverage for all non-exempt employees in the performance of the work either as a carrier or insured employer as provided in Chapter 656 of Oregon Revised Statutes.

7. ADHERENCE TO LAW. The CONTRACTOR shall comply with all federal, state, and local laws and ordinances applicable to the work to be done under this contract.

8. NONDISCRIMINATION. CONTRACTOR shall not unlawfully discriminate against any individual with respect to hiring, compensation, terms, conditions, or privileges of employment, nor shall any person be excluded from participating in, be denied the benefits of, or be subjected to discrimination under any program or activity because of such individual's race, color, religion, sex, national origin, age, handicap, or sexual orientation. CONTRACTOR must comply with all applicable provisions of federal, state, and local laws, regulations, and policies concerning nondiscrimination.

9. EARLY TERMINATION.

A. This contract may be terminated by mutual consent of both parties or by either party upon thirty (30) days notice in writing and delivered by certified mail or in person.

B. The COUNTY, by written notice of default, may terminate this agreement if CONTRACTOR fails to provide any part of the services described herein within the time specified for completion of that part or any extension thereof.

C. Upon termination before completion of the services, payment of CONTRACTOR shall be prorated to and including the day of termination and shall be in full satisfaction of all claims by CONTRACTOR against COUNTY under this Agreement.

D. Termination under any provision of this paragraph shall not affect any right, obligation, or liability of CONTRACTOR or liability of CONTRACTOR or COUNTY which accrued prior to termination.

R.A. GRAY & Co.
PURCELL, INC.

Exhibit A

GENERAL CONTRACTORS

GALAXY PROJECT

Weatherization Schedule
November 23, 1993

| <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|--|----------------------|
| Fans at each Bathroom, Total units 178 | \$ 21,538.00 |
| Cadet Heaters 1 @ ea. Bed & Living Room 1 @ Dining of each 2 bed unit Total units 642, | 77,622.00 |
| Insulation & Venting Entire complex per spec's & CAPO | 71,830.00 |
| Windows and Installation | 146,416.00 |
| Exterior Doors and Installation | <u>60,327.00</u> |
| TOTAL | \$ 377,733.00 |

MEETING DATE: DEC 08 1994

AGENDA NO.: R-60

(Above space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: Ratification of intergovernmental agreement with Oregon Health Sciences University, Department of Otolaryngology

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING: Date Requested: _____

Amount of Time Needed: 5 minutes or less

DEPARTMENT: Health DIVISION: _____

CONTACT: Fronk TELEPHONE #: x4274

BLDG/ROOM #: 160/8

PERSON(S) MAKING PRESENTATION: Fronk

ACTION REQUESTED:

[] INFORMATIONAL ONLY [] POLICY DIRECTION [x] APPROVAL [] OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Ratification of intergovernmental agreement contract #201285 with Oregon Health Sciences University, Department of Otolaryngology. OHSU will provide physician services during two four ENT clinics per month at county clinics. County will reimburse OHSU for the services.

12/8/94 ORIGINALS TO MARVIE KAISER

SIGNATURES REQUIRED:

ELECTED OFFICIAL: _____

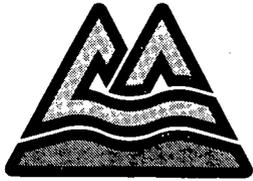
Or

DEPARTMENT MANAGER: Bibi Aagaard

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1994 NOV 29 AM 11:10

(ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES)

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222
5654



MULTNOMAH COUNTY OREGON



HEALTH DEPARTMENT
426 S.W. STARK STREET, 8TH FLOOR
PORTLAND, OREGON 97204-2394
(503) 248-3674
FAX (503) 248-3676
TDD (503) 248-3816

BOARD OF COUNTY COMMISSIONERS
BEVERLY STEIN • CHAIR OF THE BOARD
DAN SALTZMAN • DISTRICT 1 COMMISSIONER
GARY HANSEN • DISTRICT 2 COMMISSIONER
TANYA COLLIER • DISTRICT 3 COMMISSIONER
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

MEMORANDUM

TO: Board of County Commissioners

FROM: *[Signature]* BO Odgaard

REQUESTED PLACEMENT DATE:

DATE: November 21, 1994

SUBJECT: Ratification of agreement with Oregon Health Sciences University,
Department of Otolaryngology

- I. Recommendation/Action Requested: Board approval of this agreement with Oregon Health Science University, Department of Otolaryngology beginning on the date of execution and expiring one year from that date.
- II. Background/Analysis: This is the first agreement with Oregon Health Sciences University's, Department of Otolaryngology. The school will provide physician services during two four hour ENT clinics per month at county sites mutually agreed upon by both parties.
- III. Financial Impact: County will pay OHSU \$40.00/hour for professional services.
- IV. Legal Issues: None.
- V. Controversial Issues: None.
- VI. Link to Current County Policies: Continuing to cooperate with other health care providers in the provision of health care services.
- VII. Citizens Participation: None.
- VIII. Other Government Participation: None.

1554.doc



CONTRACT APPROVAL FORM
(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 201285

Amendment # _____

| | | |
|---|---|---|
| CLASS I <input type="checkbox"/> Professional Services under \$25,000 | CLASS II <input type="checkbox"/> Professional Services over \$25,000 (RFP, Exemption) <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue | CLASS III <input checked="" type="checkbox"/> Intergovernmental Agreement APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS AGENDA # <u>R-6</u> DATE <u>12/8/94</u> <u>DEB BOGSTAD</u> BOARD CLERK |
|---|---|---|

Department HEALTH Division _____ Date _____

Contract Originator Brame Phone x2670 Bldg/Room 160/8

Administrative Contact Fronk Phone x4274 Bldg/Room 160/7

Description of Contract Provide otolaryngology services to county clients.

RFP/BID # _____ Date of RFP/BID _____ Exemption Exp. Date _____

ORS/AR # _____ Contractor is MBE WBE QRF

Contractor Name Oregon Health Sciences University
Department of Otolaryngology
Mailing Address 3181 S.W. Sam Jackson Park Road,
Portland, Oregon 97201-309

Phone _____
Employer ID# or SS# _____
Effective Date Date of execution
Termination Date One year from date of execution
Original Contract Amount \$ Requirements
Total Amount of Previous Amendments \$ _____
Amount of Amendment \$ _____
Total Amount of Agreement \$ _____

Mail Code PV01
Remittance Address _____
(If Different) _____

Payment Schedule _____ Terms _____
 Lump Sum \$ _____ Due on receipt
 Monthly \$ _____ Net 30
 Other \$ 40/hour Other _____
 Requirements contract - Requisition required.
 Purchase Order No. _____
 Requirements Not to Exceed \$ _____

REQUIRED SIGNATURES:
 Department Manager Belli Adgerard
 Purchasing Director _____
 (Class II Contracts Only)
 County Counsel X
 County Chair / Sheriff Deborah Train
 Contract Administration _____
 (Class I, Class II Contracts Only)

Encumber: Yes No
 Date 11/21/94
 Date _____
 Date 11/18/94
 Date DECEMBER 8, 1994
 Date _____

| VENDOR CODE | | | VENDOR NAME | | | | | | TOTAL AMOUNT \$ | | |
|-------------|------|--------|--------------|---------|----------|-----------------|---------|------------|------------------|--------------|--------------|
| LINE NO. | FUND | AGENCY | ORGANIZATION | SUB ORG | ACTIVITY | OBJECT/ REV SRC | SUB OBJ | REPT CATEG | LGFS DESCRIPTION | AMOUNT | INC/ DEC IND |
| 01. | 156 | 015 | | | | 6110 | | | | Requirements | |
| 02. | | | | | | | | | | | |
| 03. | | | | | | | | | | | |

* If additional space is needed, attach separate page. Write contract # on top of page.

MULTNOMAH COUNTY
AND
OREGON HEALTH SCIENCES UNIVERSITY
DEPARTMENT OF OTOLARYNGOLOGY AGREEMENT

THIS INTERGOVERNMENTAL AGREEMENT is made and entered into this ___ day of _____, 1994 by and between MULTNOMAH COUNTY, a political subdivision of the State of Oregon (hereinafter referred as "COUNTY"), and the State of Oregon, acting by and through the State Board of Higher Education for and on behalf of the Oregon Health Science University, Department of Otolaryngology, (hereinafter referred to as "CONTRACTOR"),

WITNESSETH:

WHEREAS, COUNTY's Health Department requires services which CONTRACTOR is capable of providing, under terms and conditions hereinafter described, and

WHEREAS, CONTRACTOR is able and prepared to provide such services as COUNTY does hereinafter require, under those terms and conditions set forth; now, and

IN CONSIDERATION of those mutual promises and the terms and conditions set forth hereafter the parties agree as follows:

1. Term.

The term of this Agreement shall be from the date of execution and expire one year from that date, unless sooner terminated under the provisions hereof.

2. Services.

Under this contract CONTRACTOR shall provide ENT services at Multnomah County Health Department primary care sites subject to the following conditions:

- A. Provide physician services during two four hour ENT clinics per month at a site and time mutually agreed upon by both parties.
- B. Provide advice on care.
- C. Selection for referral.

3. Compensation.

A. COUNTY agrees to pay CONTRACTOR \$40.00/hour for professional services upon submission of a monthly invoice.

B. COUNTY certifies that either federal, state or local funds are available and authorized to finance the costs of this Agreement. In the event that funds cease to be available to

COUNTY in the amounts anticipated, COUNTY may terminate or reduce Agreement funding accordingly. COUNTY shall notify CONTRACTOR as soon as it receives notification from funding source. Reduction or termination will not effect payment for accountable expenses prior to the effective date of such action.

C. COUNTY'S payment shall be sent to Oregon Health Sciences University, Department of Otolaryngology, 3181 S.W. Sam Jackson Park Road, Mail Code PVO1, Portland, Oregon 97201-309, Attention: Donna Dueker.

D. All final billings affecting Agreement payments must be received within thirty (30) days after the end of the Agreement period. Agreement payments not triggered or billed within this specified time period will be the sole responsibility of the CONTRACTOR.

4. Contractor is Independent Contractor

A. CONTRACTOR is an independent contractor and is solely responsible for the conduct of its programs. CONTRACTOR, its employees and agents shall not be deemed employees or agents of COUNTY.

B. CONTRACTOR shall defend, hold and save harmless COUNTY, its officers, agents, and employees from damages arising out of the tortious acts of CONTRACTOR, or its officers, agents, and employees acting within the scope of their employment and duties in performance of this Agreement subject to the limitations and conditions of the Oregon Tort Claims Act, ORS 30.260 through 30.300, and any applicable provisions of the Oregon Constitution.

C. COUNTY shall defend, hold and save harmless CONTRACTOR, its officers, agents, and employees from damages arising out of the tortious acts of COUNTY, or its officers, agents, and employees acting within the scope of their employment and duties in performance of this Agreement subject to the limitations and conditions of the Oregon Tort Claims Act, ORS 30.260 through 30.285, and any applicable provisions of the Oregon Constitution.

5. Workers Compensation

A. CONTRACTOR shall maintain Workers' Compensation insurance coverage for all non-exempt workers, employees, and subcontractors either as a carrier insured employer or a self-insured employer as provided in Chapter 656 of Oregon Revised Statutes.

6. Contractor Identification

CONTRACTOR shall furnish to COUNTY its employer identification number, as designed by the Internal Revenue Service.

7. Subcontracts and Assignment

CONTRACTOR shall neither subcontract with others for any of the work prescribed herein, nor assign any of CONTRACTOR'S rights acquired hereunder without obtaining prior written approval from COUNTY. COUNTY by this Contract incurs no liability to third persons

for payment of any compensation provided herein to CONTRACTOR.

8. Access to Records

A. Both parties agree to permit authorized representatives of the other parties, and/or the applicable Federal or State government audit agency to make such review of the records of either party or auditor may deem necessary to satisfy audit and/or program evaluation purposes. CONTRACTOR shall permit authorized representatives of COUNTY Health Division to site visit all programs covered by this Contract. Contract costs disallowed as the result of such audits, review or site visits will be the sole responsibility of CONTRACTOR. If an Agreement cost is disallowed after reimbursement has occurred, CONTRACTOR will make prompt repayment of such costs.

9. Adherence to Law

A. Both parties shall adhere to all applicable laws governing its relationship with its employees, including but not limited to laws, rules, regulations and policies concerning workers' compensation, and minimum and prevailing wage requirements.

B. Both parties shall not unlawfully discriminate against any individual with respect to hiring, compensation, terms, conditions or privileges or employment, nor shall any person be excluded from participation in, be denied the benefits, or be subjected to discrimination under any program or activity because of such individual's race, color, religion, sex, national origin, age or handicap. In that regard, both parties must comply with all applicable provisions of Executive Order Number 11246 as amended by Executive Order Number 11375 of the President of the United States dated September 24, 1965, Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and Section 504 of the Rehabilitation Act of 1973 as implemented by 45 C.F.R. 84.4 and the Americans with Disabilities Act of 1990, Public Law Number 101-336 and all enacting regulations of the EEOC and Department of Justice. Both parties will also comply with all applicable rules, regulations and orders of the Secretary of Labor concerning equal opportunity in employment and the provision of ORS Chapter 659.

10. Modification

A. In the event that COUNTY'S Contract obligation is amended by a federal or state initiated change, COUNTY shall amend this Contract through written notification of changes sent to CONTRACTOR by mail. STATE shall sign the amendment and return to COUNTY within thirty (30) working days of receipt of COUNTY'S notification document or give notice of termination.

B. Any other amendments to the provisions of this Contract, whether COUNTY or CONTRACTOR initiated, shall be reduced to writing and signed by both parties.

11. Integration

This Contract contains the entire Contract between the parties and supersede all prior written or oral discussions or Contracts.

12. Early Termination

A. Violation of any of the rules, procedures, attachments, or conditions of this Contract may, at the option of either party, be cause for termination of the Contract and, unless and until corrected, of funding support by COUNTY and services by CONTRACTOR, or be cause for placing conditions on said funding and /or service, which may include withholding of funds. Waiver by either party of any violation of this Contract shall not prevent said party from invoking the remedies of this paragraph for any succeeding violations of this Contract.

B. This Contract may be terminated by either party by thirty (30) days written notice to the other party.

C. Immediate termination or amendment by COUNTY may occur under any of the following conditions:

1) Upon notice of denial, revocation, suspension or nonrenewal of any licenses or certificate required by law or regulation to be held by CONTRACTOR to provide a service under this Contract.

2) Upon notice if CONTRACTOR fails to start-up services on the date specified in this Contract, or if STATE fails to continue to provide service for the entire Contract period.

3) Upon notice to COUNTY of evidence that CONTRACTOR has endangered or is endangering the health and safety of clients/residents, staff, or the public.

4) Upon evidence of CONTRACTOR'S financial instability which COUNTY deems sufficient to jeopardize customary level and/or quality of service.

D. Payment to CONTRACTOR will include all services provided through the day of termination and shall be in full satisfaction of all claims by CONTRACTOR against COUNTY under this Contract.

E. Termination under any provision of this section shall not affect any right, obligation or liability of CONTRACTOR or COUNTY which accrued prior to such termination.

13. Litigation.

A. In cases of litigation arising out of this Contract between COUNTY and CONTRACTOR, the prevailing party to litigation shall be entitled to reasonable attorney's fees.

B. CONTRACTOR shall give COUNTY immediate notice in writing of any action or suit filed or any claim made against CONTRACTOR or any subcontractor of which CONTRACTOR may be aware of which may result in litigation related in any way to this Contract.

14. Oregon Law and Forum

This Contract shall be construed according to the law of the state of Oregon.

15. Record Confidentiality

CONTRACTOR agrees to keep all client records confidential in accordance with State and Federal statutes and rules governing confidentiality.

16. Certification Regarding Lobbying

A. No federal appropriated funds can be or will be paid, by or on behalf of the CONTRACTOR, to any person for influencing or attempting to influence an officer or an employee of any agency,

a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with this contract, the contractor shall complete and submit Standard Form-111, "Disclosure Form to Report Lobbying," in accordance with its instructions.

17. OSHA requirements

A. CONTRACTOR will assure compliance of employees with all training and vaccination requirements of the Oregon Occupational Safety and Health Administration (OSHA) prior to performing the services of this contract. CONTRACTOR will provide postexposure evaluation and follow-up for employees who in the course of their work, are exposed to blood or body fluids or who otherwise may have an increased risk of contracting hepatitis B or HIV infection.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly appointed officers the date first written above.

OREGON HEALTH SCIENCES UNIVERSITY

MULTNOMAH COUNTY, OREGON

By _____

By Beverly Stein
Beverly Stein, Multnomah County Chair

Date _____

Date December 8, 1994

Federal I.D. Number

HEALTH DEPARTMENT

By Billi Odegaard
Billi Odegaard, Director

Date 11/24/94

By Sharon N. Black
Program Manager

Date _____

REVIEWED:

LAURENCE KRESSEL, County Counsel
for Multnomah County, Oregon

By Laurence Kressel
Laurence Kressel

Date 11/18/94

otolaryn

APPROVED MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R-6 DATE 12/8/94
DEB BOGSTAD
BOARD CLERK

MEETING DATE: DEC 08 1994

AGENDA NO.: R-7

(Above space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: Ratification of IGA with Washington County

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING: Date Requested: December 8, 1994

Amount of Time Needed: 5 minutes or less

DEPARTMENT: Health DIVISION: _____

CONTACT: Tom Fronk/Mary Lou Hennrich TELEPHONE #: 4274

BLDG/ROOM #: 160/7

PERSON(S) MAKING PRESENTATION: Fronk/Hennrich

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Ratification of Intergovernmental Agreement Contract 201275 between Washington County Health Department and Multnomah County, on behalf of CareOregon providing: immunizations, diagnosis and treatment of sexually transmitted diseases, TB and other communicable diseases, for the period upon execution through June 30, 1995 with automatic annual renewal until terminated by either party.

12/8/94 ORIGINALS TO TNARVIE KAISER **SIGNATURES REQUIRED:**

ELECTED OFFICIAL: _____

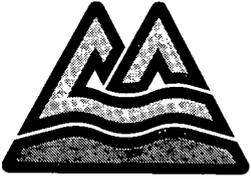
Or

DEPARTMENT MANAGER: Billi Odgaard

1994 NOV 29 PM 3 21
MULTNOMAH COUNTY
OREGON
COUNTY CLERK'S OFFICE

(ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES)

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222



MULTNOMAH COUNTY OREGON



HEALTH DEPARTMENT
426 S.W. STARK STREET, 8TH FLOOR
PORTLAND, OREGON 97204-2394
(503) 248-3674
FAX (503) 248-3676
TDD (503) 248-3816

BOARD OF COUNTY COMMISSIONERS
BEVERLY STEIN • CHAIR OF THE BOARD
DAN SALTZMAN • DISTRICT 1 COMMISSIONER
GARY HANSEN • DISTRICT 2 COMMISSIONER
TANYA COLLIER • DISTRICT 3 COMMISSIONER
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

MEMORANDUM

TO: Board of County Commissioners

FROM: *B. Odegaard* Odegaard, Health Department Director

REQUESTED PLACEMENT DATE: December 8, 1994

DATE: November 22, 1994

SUBJECT: Intergovernmental agreement with Washington County Health Department on behalf of CareOregon.

I. Recommendation/Action: The Health Department recommends approval of this intergovernmental agreement with Washington County Health Department for the period upon execution through June 30, 1995

II. Background/Analysis: The Washington County Health Department agrees to provide services for immunizations, diagnosis and treatment of sexually transmitted diseases, diagnosis and treatment of TB and other communicable diseases to CareOregon clients, and agrees to accept payment on a fee-for-service basis.

III. Financial Impact: The expenditures in this agreement are reimbursed to the Health Department through its Oregon Health Plan agreement with the Office of Medical Assistance Programs which is operating the Oregon Health Plan.

IV. Legal Issues: none.

V. Controversial Issues: none.

VI. Link to Current County Policies: This agreement is in direct support of CareOregon which is participating of the Oregon Health Plan.

VII. Citizen Participation: none.

VIII. Other Government Participation: All parties to this agreement are governmental bodies.



CONTRACT APPROVAL FORM
(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 201275

Amendment #

| | | |
|--|---|---|
| <p>CLASS I</p> <p><input checked="" type="checkbox"/> Professional Services under \$25,000</p> | <p>CLASS II</p> <p><input type="checkbox"/> Professional Services over \$25,000 (RFP, Exemption)</p> <p><input type="checkbox"/> PCRB Contract</p> <p><input type="checkbox"/> Maintenance Agreement</p> <p><input type="checkbox"/> Licensing Agreement</p> <p><input type="checkbox"/> Construction</p> <p><input type="checkbox"/> Grant</p> <p><input type="checkbox"/> Revenue</p> | <p>CLASS III</p> <p><input checked="" type="checkbox"/> Intergovernmental Agreement</p> <p>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</p> <p>AGENDA # <u>R-7</u> DATE <u>12/8/94</u></p> <p><u>DEB BOGSTAD</u></p> <p>BOARD CLERK</p> |
|--|---|---|

Department Health Division _____ Date November 22, 1994

Contract Originator Jim Kennedy Phone 6747 Bldg/Room 160/8

Administrative Contact Tom Kennedy Phone 4274 Bldg/Room 160/7

Description of Contract Contractor agrees to provide immunizations, diagnosis and treatment of STD, TB, and other communicable diseases and agrees to accept payment of a fee-for-service basis.

RFP/BID # _____ Date of RFP/BID _____ Exemption Exp. Date _____

ORS/AR # _____ Contractor is MBE WBE ORF

Contractor Name Wash Co. Dept of Public Health

Mailing Address 155 N. 1st Avenue

Hillsboro, Or 97124

Phone 693-4402

Employer ID# or SS# _____

Effective Date upon execution

Termination Date June 30, 1995 with auto renewal

Original Contract Amount \$ requirements

Total Amount of Previous Amendments \$ _____

Amount of Amendment \$ _____

Total Amount of Agreement \$ _____

Remittance Address _____ (If Different)

Payment Schedule _____ Terms _____

Lump Sum \$ _____ Due on receipt

Monthly \$ _____ Net 30

Other \$ _____ Other _____

Requirements contract - Requisition required.

Purchase Order No. _____

Requirements Not to Exceed \$ 10,000 annually

REQUIRED SIGNATURES:

Department Manager Belli Odegaard

Purchasing Director _____ (Class II Contracts Only)

County Counsel Juanita Kessel

County Chair / Sheriff Robley Stein

Contract Administration _____ (Class I, Class II Contracts Only)

Encumber: Yes No

Date 11/22/94

Date _____

Date 11/29/94

Date December 8, 1994

Date _____

| VENDOR CODE | | | VENDOR NAME | | | | | | TOTAL AMOUNT \$ | | |
|-------------|------|--------|--------------|---------|----------|-----------------|---------|------------|------------------|--------------|--------------|
| LINE NO. | FUND | AGENCY | ORGANIZATION | SUB ORG | ACTIVITY | OBJECT/ REV SRC | SUB OBJ | REPT CATEG | LGFS DESCRIPTION | AMOUNT | INC/ DEC IND |
| 01. | 390 | 015 | 0650 | | | 6110 | | | OMAP | requirements | |
| 02. | | | | | | | | | | | |
| 03. | | | | | | | | | | | |

* If additional space is needed, attach separate page. Write contract # on top of page.

INSTRUCTIONS ON REVERSE SIDE

WHITE - CONTRACT ADMINISTRATION CANARY - INITIATOR PINK - FINANCE

INTERGOVERNMENTAL AGREEMENT
BETWEEN MULTNOMAH COUNTY, dba CARE OREGON
AND
Washington County

THIS AGREEMENT is made and entered into as of the _____ day of _____, 1994, by and between Washington COUNTY, a political subdivision of the State of Oregon (hereinafter referred to as "PROVIDER"), and MULTNOMAH COUNTY, dba "CareOregon" (hereinafter referred to as "HEALTH PLAN"),

WITNESSETH:

WHEREAS, HEALTH PLAN requires health services for enrolled members which PROVIDER is capable of providing, under terms and conditions hereinafter described, and

WHEREAS, PROVIDER is able and prepared to provide such services as HEALTH PLAN does hereinafter require, under those terms and conditions set forth; now, therefore,

IN CONSIDERATION of those mutual promises and the terms and conditions set forth hereafter, the parties agree as follows:

1. Terms.

The term of this Agreement shall be upon ratification by Multnomah County Board of County Commissioners or from February 1, 1994, to June 30, 1995, and thereafter until June 30 of each following year unless terminated by either party pursuant to the terms stated herein.

2. Services.

PROVIDER's services under this Agreement shall consist of the following:

A. Provide services for immunizations, diagnosis and treatment of sexually transmitted diseases, diagnosis and treatment of TB and other communicable diseases. The services are to be provided for eligible recipients who have enrolled with HEALTH PLAN, hereinafter referred to as "Members," or "Member."

B. Services will be provided within the scope and guidelines of ORS 414.153 with the intent to involve publicly supported health care and service programs in the development and implementation of managed health care programs in their areas of responsibility.

C. Services will be delivered at PROVIDER'S facilities as listed in attachment B.

D. PROVIDER will make every reasonable effort to direct the Member to Member's primary care physician for services not included in the contract. Members may be billed only for those services not covered by Medicaid only if they have been informed prior to the service being rendered.

E. PROVIDER and HEALTH PLAN may agree to contract for certain services not included in this Agreement on an as-needed basis. PROVIDER and HEALTH PLAN will agree at time of service on rates and charges associated with such services. Services may include but are not limited to prenatal and well child exams, upon mutual agreement between HEALTH PLAN and PROVIDER.

F. PROVIDER agrees to provide Members with the same quality and timeliness of care as other patients. Quality of care will be commensurate with the professional standards of the community. Records may be requested by HEALTH PLAN for review as part of HEALTH PLAN's Quality Assurance and Utilization Review Programs.

3. Compensation.

A. HEALTH PLAN's payment will be as outlined in Exhibit A. Payments will be considered payment in full for applicable charges. PROVIDER agrees that no copayment will be charged at time of service. Payment shall be based upon the following applicable terms:

1. PROVIDER agrees to bill services to HEALTH PLAN not to Members.

2. PROVIDER will submit bills on standard HCFA 1500 forms. Services will be billed separately for each individual member.

3. PROVIDER will make every effort to bill in a timely manner. Bills will be submitted in a timely manner. Any bill submitted more than 90 days after date of service will not be payable by either HEALTH PLAN or Member.

4. Clean claims will be paid within 60 working days. PROVIDER will appeal any claims adjudications or other matters within 90 days of the date of payment and if PROVIDER fails to do so, PROVIDER will be deemed to have waived any appeals rights.

5. PROVIDER hereby agrees that in no event, including but not limited to non-payment by HEALTH PLAN, insolvency of HEALTH PLAN, or breach of this Agreement, shall PROVIDER bill, charge, collect a deposit from, seek compensation, remuneration, or reimbursement from, or have any recourse against Member, or other persons acting on their behalf, other than HEALTH PLAN, for covered services provided pursuant to this Agreement. This is further dictated by the Federal Medicaid Act and applicable Oregon

Statutes and Oregon Administrative Rules concerning the provision of medical services under prepaid capitated health plans.

6. PROVIDER further agrees that this provision shall survive termination of this Agreement regardless of the cause giving rise to termination and shall be construed to be for the benefit of HEALTH PLAN's Member; and that this provision supersedes any oral or written contrary agreement now existing or hereafter entered into between PROVIDER and Member, or persons acting on their behalf. This provision applies to services provided during a time period for which Member premiums have been paid.

4. Medical Records.

A. HCFA 1550 completed claim will serve as a record of services provided to Member. If a more detailed account of services provided is required, HEALTH PLAN may request medical record of client per standard procedure.

5. PROVIDER agrees to maintain all required licenses, certificates, and/or registrations as issued by the appropriate state, federal, and local governmental agencies to provide the health care services which PROVIDER undertakes to provide to Members under this Agreement.

6. PROVIDER agrees, except in accordance with provisions, spirit and intent of this Agreement not to differentiate or discriminate in its provision of services to Members because of race, color, national origin, ancestry, religion, sex, marital status, sexual orientation, age, or disability.

7. PROVIDER through the State of Oregon, is self-insured under provisions of ORS 30.260 through 30.300 (as now or hereafter amended) for its tort liabilities. Pursuant to ORS 30.260 through 30.300, PROVIDER and its employees are insured against any claim or claims for damages arising by reason of personal injuries or death occasioned directly or indirectly in connection with the performance of, or failure to perform, any PROVIDER service provided hereunder, the use of any property and facilities provided by PROVIDER, and activities performed by PROVIDER in connection with this Agreement. A certificate of PROVIDER's insurance status shall be provided to HEALTH PLAN and is attached herewith.

8. The parties hereto mutually agree to indemnify, defend, and hold each other (including their officers, agents, and employees) harmless against any and all claims, demands, damages, liabilities, and costs incurred by the other party, arising out of or in connection with, either directly or indirectly, the performance of any service, or any other act or omission by or under the direction of the indemnifying party, its officers, agents, or employees, within the limits of the Oregon Tort Claims Act, ORS 30.260 through 30.300. Each party shall bear their own attorney fees.

9. In the event of any dispute arising out of or relating to this Agreement, the parties shall attempt in good faith to mutually resolve the dispute. Any appeals on decisions related to treatment or services will be mediated between HEALTH PLAN and PROVIDER. This Agreement shall be construed according to the law of the State of Oregon. Exclusive venue for any dispute arising under this contract shall be Circuit Court of Oregon for Multnomah County.

10. This Agreement may be terminated at any time without cause by either party upon sixty (60) days advance written notice to the other party.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers the day and year first above written.

Washington County
By: Robert Davis

Date: 10/24/94

MULTNOMAH COUNTY, OREGON
By: Beverly Stein

Beverly Stein
Multnomah County Chair
Date: December 8, 1994

CAREOREGON
By: Billi Odegaard
Billi Odegaard, Director
Date: 11/22/94

HEALTH DEPARTMENT
By: Debra Salvo
Program Manager

Date: 10/26/94

APPROVED MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R-7 DATE 12/8/94
DEB BOGSTAD
BOARD CLERK

REVIEWED:
LAURENCE B. KRESSEL,
County Counsel for Multnomah
County, Oregon
By: Laurence Kressel
Date: 11/29/94

APPROVED AS TO FORM
[Signature]
ASSISTANT COUNTY COUNSEL
FOR WASHINGTON COUNTY, ORE.

Exhibit A

Fee-For-Service Rate Schedule

Fee-For-Service Payments shall be based upon the CareOregon fee-for service rate schedule in effect in the dated of service.

Effective September 1, 1993, CareOregon will use Medicare's Resource Based Relative Value Scale (RBRVS) to establish its fee schedule for physician services.

CareOregon will use the Relative Value Unit (RVU) for physician's work, overhead costs and professional liability insurance costs. We will not use Medicare's Geographic Adjustment Factor or Volume Performance Standard.

CareOregon's conversion factors for September 1, 1993 - January 31, 1995 are:

| Code | Conversion Factor |
|-------------------------------|-------------------|
| All procedure codes except OB | \$23.75 per unit |
| OB codes | \$27.00 per unit |

ATTACHMENT B
FACILITY LOCATIONS

CLINIC SERVICES through the Washington County Department of Health and Human Services are available at the following locations:

1. **Hillsboro**
Public Services Building
155 North First Avenue
2. **Beaverton**
12550 S.W. 2nd Avenue

Except for Immunizations and TB Skin Tests, appointments for services are required at both locations. Call 648-8851 for appointments at either location.

3. **Tigard**
United Methodist Church
9845 S.W. Walnut Place

Immunizations only one day per month; no appointment necessary.

MEETING DATE: DEC 08 1994

AGENDA NO: R-8

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: APPROVAL OF THE RECOMMENDATIONS OF THE CENTRAL LIBRARY ADVERTISING SUBCOMMITTEE AND THE SCHEMATIC DESIGN OF THE CENTRAL LIBRARY

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING: Date Requested: THURS., DEC. 8, 1994

Amount of Time Needed: 30 MINUTES - 9:30 am time certain

DEPARTMENT: LIBRARY **DIVISION:** _____

CONTACT: GINNIE COOPER **TELEPHONE #:** 248-5403
BLDG/ROOM #: 317/ADM

PERSON(S) MAKING PRESENTATION: GINNIE COOPER, JIM EMERSON, MIKE HARRINGTON, GEORGE CRANDALL

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Resolved the following:

BE IT FURTHER RESOLVED that recommendations from the Central Library Advertising Subcommittee regarding tasteful interior advertising, public displays, exhibits, and interactive video kiosks will be returned to the Board of County Commissioners for final approval; and

BE IT FURTHER RESOLVED that the final schematic design of the Central Library be approved by the Board of County Commissioners.

12/9/94 copies to Ginnie Cooper & Jim Emerson

SIGNATURES REQUIRED:

ELECTED OFFICIAL: _____

OR

DEPARTMENT MANAGER: *Ginnie Cooper*

1994 NOV 29 11:09
MULTICOUNTY
CLERK OF COUNTY COMMISSIONERS
CLERK OF COUNTY COMMISSIONERS

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222



MEMORANDUM

TO: BOARD OF COUNTY COMMISSIONERS

FROM: Ginnie Cooper, Director of Libraries

DATE: November 21, 1994

REQUESTED PLACEMENT DATE: Thurs. Dec. 8, 1994

RE: Library design approvals called for in BCC Resolution 94-174

I. Recommendation/Action Requested:

Approval of recommendations of the Central Library the Advertising Subcommittee of the Central Library Design and Construction Oversight Committee and approval of the final schematic design.

II. Background/Analysis:

At the September 22, 1994 regular meeting of the Board of County Commissioners, Resolution 94-174 was passed in the matter of including certain design elements in the reconstruction of Central Library. To comply with this resolution, the recommendation of the advertising subcommittee of the Central Library Design and Construction Oversight Committee and the final schematic design of Central Library are returning to the BCC for approval.

III. Financial Impact:

No additional financial impact is anticipated, if both these items are approved.

IV. Legal Issues:

N/A

V. Controversial Issues:

Potential controversial issues have been resolved.

VI. Link to Current County Policies:

Compliance with G.O. Bond for Central Library construction and BCC resolutions.

VII. Citizen Participation:

Central Library Design and Construction Oversight Committee (citizen group appointed by the BCC) has received the schematic plans at all meetings of this group. Bill Naito, chair of the Central Library Oversight Committee, appointed a subcommittee to make recommendations on advertising. Their recommendations are summarized in the attached memo from me. The Library Board has also received the schematic plans.

VIII. Other Government Participation:

None.

c:\wp51\memo\schematic

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR MULTNOMAH COUNTY, OREGON

*In the Matter of Including Certain) RESOLUTION
Design Elements in the Recon-) 94-174
struction of the Central Library)*

WHEREAS the Fiscal Year 1994-1995 Budget contained no increases in funds for the acquisition of library materials; and,

WHEREAS it is the policy of the Multnomah Board of County Commissioners to foster entrepreneurial activities as a source of non-tax revenues for the operation of the Multnomah County Library; and,

WHEREAS the Multnomah Board of County Commissioners created by resolution the Library Enterprise Fund dedicating those revenues to acquiring Library materials and increasing branch hours; and,

WHEREAS interior advertising displays have been identified as a source of entrepreneurial revenues; and

WHEREAS a coffee shop has also been identified as a source of entrepreneurial revenues; and

WHEREAS the Board of County Commissioners in Resolution 94-13 instructed that the design for the reconstruction of the Central Library accommodates future tasteful interior displays, whether for advertising or public display; and,

WHEREAS the Board of County Commissioners in that same resolution instructed that the design for the reconstruction of the Central Library accommodate a coffee shop; and

WHEREAS specialized skills are required to appropriately design the interior of the Central Library to accomplish these policy directives; and,

WHEREAS the final design of the Central Library will have a significant impact on the patrons of the Multnomah County Library.

NOW, THEREFORE BE IT RESOLVED that the Multnomah Board of County Commissioners instructs that a firm with expertise in interior display design be added to the Central Library reconstruction design team, to ensure the design for the reconstruction of the Central Library accommodates future tasteful interior advertising, public displays, exhibits, and interactive video kiosks; and

BE IT FURTHER RESOLVED that recommendations from the Central Library Advertising Subcommittee regarding tasteful interior advertising, public displays, exhibits, and interactive video kiosks will be returned to the Board of County Commissioners for final approval; and

BE IT FURTHER RESOLVED that the Library Board shall recommend to the Board of County Commissioners criteria for advertising at the Library; and

BE IT FURTHER RESOLVED that upon approval of the Central Library Advertising Subcommittee recommendations, the Library Marketing Director shall prepare a business plan; and

BE IT FURTHER RESOLVED that the work of the firm with expertise in interior display design be integrated with general signage for the Central Library, and plans for signage connected to philanthropic giving to the Central Library; and

BE IT FURTHER RESOLVED that the design for the Central Library accommodate a fixed location coffee shop in the popular reading room, with appropriate plumbing and electrical facilities; and

BE IT FURTHER RESOLVED that any design elements included for those purposes be compatible with the overall aesthetic design of the Library; and

BE IT FURTHER RESOLVED that the final schematic design of the Central Library be approved by the Board of County Commissioners.

ADOPTED this 22nd day of September, 1994.

BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON

Beverly Stein
Beverly Stein, Chair



REVIEWED:

Laurence Kressel
Laurence Kressel
County Counsel

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

In the Matter of Approval of the)
Recommendations of the Central)
Library Advertising Subcommittee) RESOLUTION
and the Schematic Design of the) 94-240
Central Library)

WHEREAS, the Board of County Commissioners, in Resolution 94-13, instructed that the design for the reconstruction of the Central Library accommodate future tasteful interior displays, whether for advertising or public display; and

WHEREAS, the Board of County Commissioners, in Resolution 94-174, resolved that the recommendations from the Advertising Subcommittee of the Central Library Design and Construction Oversight Committee regarding interior advertising, public displays, exhibits, and interactive video kiosks be returned to the Board of County Commissioners for final approval; and

WHEREAS, Resolution 94-174 further instructed that the final schematic design of the Central Library be approved by the Board of County Commissioners; now therefore

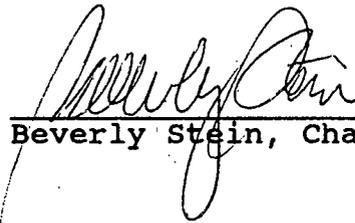
IT IS HEREBY RESOLVED that the recommendations and conclusions of the Central Library Advertising Subcommittee as contained in the memorandum attached to this Resolution as Exhibit A be approved; and

IT IS FURTHER RESOLVED that the final schematic design of the Central Library be approved by the Board of County Commissioners.

APPROVED this 8th day of December, 1994.



BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON


Beverly Stein, Chair

REVIEWED:
LAURENCE KRESSEL, COUNTY COUNSEL
for MULTNOMAH COUNTY, OREGON

BY 
Laurence Kressel



MEMORANDUM

TO: Board of County Commissioners

FROM: Ginnie Cooper, ^{Ginnie}Director of Libraries

DATE: November 23, 1994

SUBJECT: Recommendations from the Central Library Advertising Subcommittee

The Central Library Design and Construction Oversight Committee was created by the BCC and assigned special responsibility for monitoring inclusion of provision for a variety of entrepreneurial activities in the Central Library design. Bill Naito, chair of this group, created an Advertising Subcommittee to provide opportunity for more complete discussion of this issue.

The Subcommittee met several times. At the invitation of subcommittee member Bill Failing, a panel of advertising industry representatives joined the subcommittee for discussion.

The conclusions of the advertising subcommittee follow:

1. On-line services and interactive video displays.

With the architects, we've identified likely lobby location for interactive video. Continued exploration of the option of various on-line "value added for a fee" services continues. Brian Williams, the library's computer expert, will continue his exploration of these services. The entrepreneurial activities coordinator will also be involved in exploring possibilities.

2. Marketing Library-identified Products.

We'll continue expansion of our activities in this area. The library shop at Central will be an excellent outlet for these products.

3. Public Information Displays on Central 11th Street Side.

Proposal for such displays has been developed and will be presented for city plan review, including the Downtown Design Review Committee and the Landmarks Commission.

4. Interior Display Advertising

The consensus of those involved in discussion of this issue is that there is little potential for generating revenue from stand-alone display advertising. Further, the group involved agreed that other problems could also be caused by advertising in the library. At this time, this idea will not be pursued further.

If you have questions or comments, please let me know. And I continue to welcome new ideas! Please keep them coming.

cc: Mike Harrington
George Crandall
Bill Naito

c:\wp51\memo\bcc.124

BUDGET MODIFICATION NO.

MCSO #4a

DEC 08 1994

(For Clerk's Use) Meeting Date ~~DEC 8 1994~~

Agenda No. ~~150~~ R-9

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR

DEPARTMENT Sheriff's Office
CONTACT Larry Aab

(Date)
DIVISION Enforcement
TELEPHONE 251-2489

* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD

SUGGESTED

AGENDA TITLE (to assist in preparing a description for the printed agenda)

Budget Modification requesting authorization to transfer \$35,170 from contingency to the Sheriff's Office to fund two Civil Deputies for the period 12/1/94-6/1/95 to handle the increase in mental health transports.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION

(Explain the changes this Bud Mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

Personnel changes are shown in detail on the attached sheet

This modification will add two full time Civil Deputy positions to the Civil Process Unit for a six month period. The addition of these positions is necessary because of the increased workload in the Probate Transport Unit. The changes in statute initiated in the last legislative session have caused a 40% to 45% increase in the total number of involuntary commitment hearings in Multnomah County. Also, decreasing bed space has resulted in a marked increase in the severity of the behaviors exhibited by the patients.

The budget modification is for a six month period only and will be reviewed after the completion of the organizational audit of the Sheriff's Office, due to be complete in February 1995.

3. REVENUE IMPACT

(Explain revenues being changed and reason for the change)

Increase service reimbursement to the Insurance Fund \$3,950.

MULTNOMAH COUNTY OREGON
1994 NOV 30 AM 10:43
CLERK OF COUNTY COMMISSION

4. CONTINGENCY STATUS

(to be completed by Budget & Planning)

Fund Contingency before this modification (as of _____) \$ _____
Date _____
After this modification \$ _____

| | | | |
|--------------------------------------|-----------------|---------------------|------|
| Originated By <i>Sharon Kelly</i> | Date 12/1/94 | Department Director | Date |
| Plan/Budget Analyst | Date | Employee Services | Date |
| Board Approval | Date | | |

DEC 08 1994

Meeting Date: _____

Agenda No.: R-10

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM

SUBJECT: Public Contract Review Board Rules

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING Date Requested: December 1, 1994

Amount of Time Needed: 5-10 Minutes

DEPARTMENT: MSS DIVISION: Finance

CONTACT: David Boyer or Lillie Walker TELEPHONE #: x3903

BLDG/ROOM #: 106/1430

PERSON(S) MAKING PRESENTATION: Lillie Walker or Dave Boyer

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL OTHER

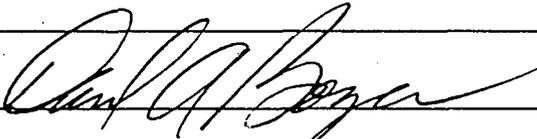
SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Approve Public Contract Review Board (PCRB) Rules. Attached memo explains Board Authority and background on PCRB rules.

SIGNATURES REQUIRED:

ELECTED OFFICIAL: _____

OR

DEPARTMENT MANAGER: 

BOARD OF
COUNTY COMMISSIONERS
1994 NOV 29 AM 11:09
MILLINOMAH COUNTY
OREGON

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222



MULTNOMAH COUNTY OREGON

BEVERLY STEIN
COUNTY CHAIR

EMPLOYEE SERVICES
FINANCE
LABOR RELATIONS
PLANNING & BUDGET
RISK MANAGEMENT

(503) 248-5015
(503) 248-3312
(503) 248-5135
(503) 248-3883
(503) 248-3797

(503) 248-5170 TDD

PORTLAND BUILDING
1120 S.W. FIFTH, 14TH FLOOR
P.O. BOX 14700
PORTLAND, OREGON 97214

PURCHASING, CONTRACTS
& CENTRAL STORES

(503) 248-5111

2505 S.E. 11TH, 1ST FLOOR
PORTLAND, OREGON 97202

MEMORANDUM

To: Board of County Commissioners

From: Dave Boyer, Finance Director 
Lillie Walker, Purchasing Director

Date: November 21, 1994

Requested Placement Date: December 1, 1994

RE: Public Contract Review Board (PCRB) Rules

I. Recommendation/Action Requested:

Approve ordinance amending Multnomah County Public Contract Review Board Rules.

II. Background/Analysis:

The Multnomah County Board of County Commissioners acts as the Public Contract Review authority for County agencies, public contractors and vendors. The Multnomah County Public Contract Review Board has rule making authority to carry out the powers and duties of the Board under ORS 279.011 to 279.063. All rules shall be adopted in the manner prescribed in the ordinance creating the PCRB Rules.

The Administrative Rules contained herein were first promulgated April 8, 1976 and subsequently amended May 1, 1981 and July 19, 1986. The Rules are being presented for amendment with the intent to, as close as practical, follow the Oregon Attorney General's Model Public Contract Rules.

These rules are essentially the same as the rules presented at the briefing on October

18, 1994, The changes made from the document presented on October 18, 1994, were made in accordance with the Board's direction or were technical in nature .

III. Financial Impact: No direct financial impact but it is expected that the modifications will result in more efficient procurement practices.

IV. Legal Issues: Rules follow Attorney General Model Rules where applicable and have been reviewed by County Counsel.

V. Controversial Issues: None that we are aware of.

VI. Link to Current County Policies: Is consistent with County policy.

VII. Citizen participation: None

VIII. Other Government Participation: None

**MULTNOMAH COUNTY PUBLIC CONTRACT REVIEW BOARD
ADMINISTRATIVE RULES**

DIVISION 75

75.000 Alternate Selection Procedures: Architects, Engineers and Related Professional Consultants

75.005 Purpose

- (1) The purpose of these rules is to specify the policy and procedures of the County regarding selection of professional consultants to perform architectural, engineering, and related services required by the County for construction, improvement, planning and related activities. It is the policy of the County to select as expeditiously as possible the most qualified consultant based on the consultant's demonstrated competence and qualifications to perform the professional services required at a fair and reasonable price.

75.010 Definitions

- (1) "Architect, engineer, or related services" professional services related to the planning, design, engineering, or oversight of public improvement projects or components thereof, including but not limited to architects, landscape architects, engineers, space planners, surveyors, cost estimators, appraisers, material testers, mechanical system balances, and project managers.
- (2) "Compensation Requirements" a general indication of the cost of architectural, engineering, or related services based on factors which may include, but are not necessarily limited to, each consultant's: (i) costing procedures and/or pricing structure; (ii) hourly rates and fee schedules; (iii) overhead costs; and (iv) fee range, as a percentage of direct construction costs, on previous similar projects. Compensation requirements provide only a general indication of the cost of professional services and, particularly during a formal selection process, should not be used to calculate firm, fixed prices for each consultant, or as the sole basis for selecting a consultant.
- (3) "Proposal" a competitive written over submitted in response to a Request for Proposals.
- (4) "Request for Proposals:" a written document soliciting competitive written proposals and setting forth the criteria and method to be used to select the best proposal. The document: (i) provides a general description of a proposed project or projects, including a proposed statement of work; (ii) indicates the type of services needed; and (iii) requests prospective consultants to submit written proposals that address the proposed statement of work.
- (5) " Request for Qualifications:" a written document which: (i) provides a general description of a proposed project; (ii) indicates the type of services needed, including, if deemed necessary or appropriate, a description of particular services needed for part or all of a proposed project or projects; and (iii) requests each prospective consultant to provide a written response setting forth the consultant's specific experience and qualifications for performing the type of services required.
- (6) "Statement of Work:" a written statement that describes the: (i) phases of work, major tasks, or area of responsibility to be performed by the consultant; (ii) for an individual or series of projects, or within a particular locale during a stated period of time. Such statement may be altered or modified during contract negotiations, but only as reasonably necessary to accurately describe the project approach and exact scope of services agreed to by the County and the consultant.

75.015 Solicitation

- (1) Responses shall be solicited through public advertisement, which shall be made for each project, or at other designated times to develop a list of consultants interested in providing services to the County by the following procedure:
 - (a) All advertisements shall appear at least once in at least one newspaper of general circulation in the area where the project is to be located, and in as many additional issues and publications as may be necessary or desirable to achieve adequate competition. The advertisement(s) shall be published no fewer than fourteen (14) calendar days before close of the solicitation. The advertisement(s) shall briefly describe: (i) the project (ii) the professional services sought; (iii) where copies of the solicitation may be obtained; and (iv) the deadline for submitting a response.

ORDINANCE FACT SHEET

Ordinance Title: Amend Public Contract Review Board Rules

Give a brief statement of the purpose of the ordinance (include the rationale for adoption of ordinance, description of persons benefited, other alternatives explored):

Amend Public Contract Review Board Rules (PCRB) to meet Multnomah County's needs. PCRB benefits vendors, contractors, and the public.

What other local jurisdictions in the metropolitan area have enacted similar legislation?

All local governments need to adopt PCRB rules.

What has been the experience in other areas with this type of legislation?

Positive

What is the fiscal impact, if any?

None

(If space is inadequate, please use other side)

SIGNATURES:

Person Filling Out Form: *Paul A. Boyer*

Planning & Budget Division (if fiscal impact): _____

Department Manager/Elected Official: *Paul A. Boyer*

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ACTING AS THE PUBLIC CONTRACT REVIEW BOARD FOR MULTNOMAH COUNTY

ORDINANCE NO. _____

An ordinance adopting rules of the Multnomah County Public Contract Review Board.

(Underlined sections are new or replacements; [~~bracketed~~] sections are deleted.)

Multnomah County Ordains as follows:

Section I. Findings

(A) The Board of County Commissioners has been established as the local Public Contract Review Board (PCRB) for Multnomah County with authority to adopt rules and regulations relating to the award of County contracts.

(B) There is need to provide for consistent contracting practices and to insure compliance with Oregon Revised Statutes (ORS) Chapter 279.

(C) The County contracting rules previously promulgated in April 1979 and revised in May 1981 and July 1986 are in need of revision because of changes in purchasing practices and to insure compliance with ORS Chapter 279.

(D) Multnomah County Code 2.30.860 establishes the duties and responsibilities of the Purchasing Section and Purchasing Director and these duties and responsibilities have been changed and have been incorporated into the PCRB Rules.

(E) In general the rules are consistent with the Oregon Attorney General's Model Public Contract Rules and the exemptions granted in the rules for certain contracts will result in efficiencies and cost savings to the County.

Section 2. Repeal

Multnomah County Code 2.30.860 (Ordinance 746) is hereby repealed.

Section 3. Amendment; Adoption of Rules

MCC 2.20.250(B) is amended to read:

The Multnomah County Public Contract Review Board Administrative Rules, dated [~~April 2, 1981~~]
December 15, 1994, attached as Exhibit A and incorporated by reference herein, are hereby adopted and
replace those administrative rules previously promulgated by the Board.

ADOPTED this 15th day of December, 1994, being the date of its second reading before the Board
of County Commissioners of Multnomah County, Oregon, acting as the Public Contract Review Board for
Multnomah County.

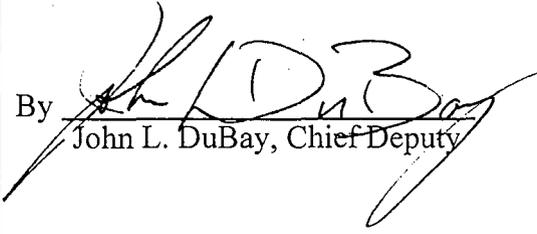
Board of County Commissioners
For Multnomah County, Oregon
Acting As The Public Contract
Review Board

By _____
Beverly Stein, Chair

REVIEWED:

Laurence Kressel, County Counsel
for Multnomah County, Oregon

By


John L. DuBay, Chief Deputy

**MULTNOMAH COUNTY
PUBLIC CONTRACT REVIEW BOARD**

INTRODUCTION

The statutory authority for creation of Local or County Public Contract Review Boards is ORS 279.055.

The Multnomah County Board of County Commissioners acts as the Public Contract Review authority for County agencies, public contractors and vendors. The Board of County Commissioners convenes PCRB meetings as necessary and takes formal action at regularly scheduled Thursday morning formal Board meetings. Meeting notices are sent to interested persons who have asked to be on the Public Contract Review Board Meeting's mailing list. The Public Contract Review Board (PCRBR) may exempt contracts or classes of public contracts from competitive bidding requirements. Exemptions for specific contracts are granted by administrative order of the PCRBR. Class exemptions are granted by PCRBR Administrative Rule.

Any County agency who wants to request an exemption from competitively bidding a contract or class of contracts, bid security requirements, or restrictions against brand names or trademarks, are required to send a letter/memorandum, at least three weeks before a scheduled meeting, to the Director, Purchasing Section, 2505 S.E. 11th Avenue, Portland, OR 97202. The Director of the department initiating the exemption request, or designee, must describe circumstances which would support findings required for granting exemptions. The findings will be reviewed by the Purchasing Section and forwarded to the PCRBR with a recommendation and rationale of action that needs to be taken.

Requests for exemption of a specific contract or contracts must be submitted with all of the information required pursuant to the Public Contract Review Administrative Rules.

The Administrative Rules contained herein were first promulgated April 8, 1976 and subsequently amended May 1, 1981 and July 19, 1986. The Rules were amended December 15, 1994 with the intent to, as close as practical, follow the Oregon Attorney General's Model Public Contract Rules.

The Multnomah County Public Contract Review Board has rule making authority to carry out the powers and duties of the Board under ORS 279.011 to 279.063. All rules shall be adopted in the manner prescribed in the resolution and/or ordinance creating the PCRBR.

EXHIBIT A
December 15, 1994

MULTNOMAH COUNTY PUBLIC CONTRACT REVIEW BOARD
ADMINISTRATIVE RULES
TABLE OF CONTENTS

DIVISION 10

| | | |
|----|--------|---|
| AR | 10.000 | Definitions |
| | 10.010 | Contracts Exempt From Competitive Bidding |
| | 10.020 | Contracts For Price Regulated Items |
| | 10.025 | Library Circulation Materials |
| | 10.030 | Copyrighted Materials |
| | 10.031 | Periodicals |
| | 10.035 | Institutional Commissaries and Sheriff's Inmate and Juvenile Detainee Welfare Funds |
| | 10.040 | Advertising Contracts |
| | 10.045 | Equipment Maintenance, Repair and Overhaul |
| | 10.047 | Sales, Liquidation Sales and Disposal of Personal Property |
| | 10.048 | Donations of Personal Property |
| | 10.055 | Gasoline, Diesel Fuel, Heating Oil, Lubricants and Asphalt |
| | 10.060 | Requirements Contracts |
| | 10.070 | Investment Contracts |
| | 10.071 | Rating Agency contracts |
| | 10.072 | Intergovernmental Agreements and Amendments equal to or less than \$25,000 |
| | 10.079 | Employee Benefit Insurance |
| | 10.081 | Ballots, Ballot Pages and Ballot Cards |
| | 10.085 | Request for Proposals |
| | 10.086 | Construction Manager/General Contractor |
| | 10.089 | Office Copier Purchases |
| | 10.090 | Data and Word Processing Contracts |
| | 10.091 | Telecommunications Systems Contracts |
| | 10.092 | Professional Services Contracts |
| | 10.100 | Single Seller Contracts |
| | 10.110 | Emergency Contracts |
| | 10.120 | Exemptions of Contracts Under Certain Dollar Amounts |
| | 10.125 | Life Cycle Costing |
| | 10.130 | Contract Amendments (Including Change Orders and Extra Work) |
| | 10.135 | Food Service Contracts |
| | 10.136 | Preference to Recycled Materials |
| | 10.140 | Specific Exemptions |

DIVISION 15

| | | |
|----|--------|---|
| AR | 15.000 | Authority and Duties of Purchasing Director |
| | 15.010 | Definitions as used in this section |
| | 15.015 | Actual and Potential Conflicts of Interest |
| | 15.020 | Competitive bidding and RFP restrictions |
| | 15.025 | Annual Reports |
| | 15.030 | Unauthorized Purchases |

DIVISION 20

- AR 20.000 Brand Names or Marks
- 20.010 Specification of Particular Brand Names or Products
- 20.020 Copyrighted Materials
- 20.030 Single Manufacturer of Compatible Products
- 20.040 Product Pre-qualification
- 20.050 Brand Name or Mark Exemption Applications
- 20.060 Conditions of Exemptions

DIVISION 30

- AR 30.000 Specific Exemption Procedure
- 30.010 Notice of Application
- 30.020 Board Hearing
- 30.030 Temporary Rules Exemptions
- 30.040 Unanimous Consent Calendar

DIVISION 40

- AR 40.000 Competitive Bidding Procedure
- 40.010 Statutory Requirements
- 40.015 Receipt and Opening of Bids
- 40.020 Bidder Disqualification
- 40.030 Mandatory Pre-qualification
- 40.045 Pre-qualification Prior to Effective Date
- 40.050 Qualification Statement
- 40.060 Proof of Presumed Qualification
- 40.070 Notice of Denial of Qualification
- 40.080 Notice of Revocation or Revision of Qualification
- 40.090 Appeals

DIVISION 50

- AR 50.000 Waiver of Security Bid and Performance Bond
- 50.010 Bid Security Requirements
- 50.020 Contracts Under \$10,000
- 50.030 Deposits in Lieu of Retainage on Public Contracts
- 50.040 Approved Securities Acceptable in Lieu of Retainage Fees
- 50.050 Retainage Deposited in Interest Bearing Account

DIVISION 60

- AR 60.000 Affirmative Action in Public Contracts
- 60.010 Purpose
- 60.015 Affirmative Action Contracts
- 60.020 Definitions
- 60.030 Policy
- 60.031 Good Faith Effort Program
- 60.032 Evaluation of Good Faith Effort

DIVISION 70

- AR 70.000 Policy for Purchase of Goods and Services from Qualified Rehabilitation Facilities
- 70.010 Purpose
- 70.020 Definitions
- 70.030 Policy
- 70.040 Certification
- 70.050 Set Aside Program for QRF Firms

DIVISION 75

- AR 75.000 Alternative Selection Procedure: Architects, Engineers and Related Professionals
- 75.005 Purpose
- 75.010 Definitions
- 75.015 Solicitation
- 75.020 Formal Selection Process
- 75.025 Informal Selection Procedure
- 75.030 Direct Appointment Procedure
- 75.035 Contract Provisions
- 75.040 Protest Procedures

DIVISION 90

- AR 90.000 Notices and Agenda
- 90.010 Notices
- 90.020 Agenda

**MULTNOMAH COUNTY PUBLIC CONTRACT REVIEW BOARD
ADMINISTRATIVE RULES**

DIVISION 10

10.000. Definitions

- (1) "Administrative Rule" or "AR" means Public Contract Review Board Administrative Rules
- (2) "Bid" means a competitive offer in which price, delivery (or project completion) and conformance to specification will be the predominant award criteria.
- (2) "Board" means the Multnomah County Public Contract Review Board (PCRB).
- (3) "Competitive Bidding" means the solicitation by Multnomah County of competitive offers which follow the formal process for advertising, bid and bid opening required by ORS Chapter 279, rules of the Multnomah County Public Contract Review Board and applicable sections of Multnomah County Code.
- (4) "Competitive Quotes" or "Informal Quotation" means the solicitation of offers by Multnomah County from competing vendors. The solicitation may be by advertisement or by Multnomah County initiating a request to vendors to make an offer. The solicitation and offer may be in writing or oral.
- (5) "Contract Amendment" means any amendment for additional work including change orders, extra work, field orders, or other changes in the original specifications and contract price.
- (6) "The County": or, "County" means Multnomah County, Oregon
- (7) "Department" means the Administrative Department under and pursuant to Chapter 1 of the Multnomah County Charter.
- (8) "Department Manager" means the Director of an Administrative Department as defined in the Multnomah County Charter.
- (9) "Director of Purchasing" means the Director of the Purchasing Section, Finance Division for Multnomah County or his/her designee.
- (10) "Invitation to Bid" means the solicitation of competitive offers in which specifications, price or delivery (or completion time) will be the predominant award criteria.
- (11) "Post-consumer waste" means a finished material which would normally be disposed of as solid waste, having completed its life cycle as a consumer item. "Post-consumer waste" does not include manufacturing waste.
- (12) "Price Agreement" means the same as Requirements Contracts defined below (#21).
- (13) "Professional Services Contracts" means a contract for services performed as an independent contractor in a professional capacity as defined in AR 10.092.
- (14) "Public Contract" means any purchase, lease or sale by the County of personal property, public improvements or services other than agreements which are for Professional services.
- (15) "Public Improvement" means projects for construction, reconstruction or major renovation of real property by or for the County. "Public Improvement" does not include emergency work, minor alteration, ordinary repairs or maintenance necessary in order to preserve a public improvement.

- (16) "Public Works" include but is not limited to roads, highways, buildings, structures and improvements of all types, the constructions, reconstruction, major renovation or painting of which is carried on or contracted for by any public agency the primary purpose of which is to serve the public interest regardless of whether title thereof is in a public agency but does not include the reconstruction or renovation of privately owned property which is leased by a public agency.
- (17) "Recycled Material" means any material that would otherwise be a useless, unwanted or discarded material except for the fact that the material still has useful physical or chemical properties after serving a specific purpose and can, therefore, be reused or recycled.
- (18) "Recycled Paper" means a paper product with not less than:
 - (a) Fifty percent of its total weight consisting of secondary waste materials; or
 - (b) Twenty five percent of its total weight consisting of post-consumer waste.
- (19) "Recycled Product" means all materials, goods and supplies, not less than 50 percent of the total weight of which consists of secondary and post-consumer waste with not less than 10 percent of its total weight consisting of post-consumer waste. "Recycled product" also includes any product that could have been disposed of as solid waste, having completed its life cycle as a consumer item, but otherwise is refurbished for reuse without substantial alteration of the product's form.
- (20) "Request for Proposals" means the solicitation of competitive proposals, or offers, to be used as a basis for making an acquisition or entering into a contract when price will not necessarily be the predominant award criteria.
- (21) "Requirements Contracts" means an agreement in which the vendor agrees to supply all the purchaser's requirements that arise for an item or items within a specified time period.
- (22) "Secondary waste materials" means fragments of products or finished products of a manufacturing process which has converted a virgin resource into a commodity of real economic value, and includes post secondary waste, but does not include excess virgin resources of the manufacturing process. For paper "secondary waste materials" does not include fibrous waste generated during the manufacturing process such as fibers recovered from waste water or trimmings of paper machine rolls, mill broke, wood slabs, chips, sawdust or other wood residue from a manufacturing process.
- (23) "Service Contract" means a contract that calls primarily for a contractor's time and effort rather than for an end product.

10.010 Contracts Exempt From Competitive Bidding

- (1) All public contracts exceeding \$25,000 shall be based upon competitive bidding except the following:
 - (a) Contracts made with other public agencies or the federal government.
 - (b) Contracts made with Qualified Rehabilitation Facilities providing employment opportunities for the handicapped.
 - (c) Contracts specifically exempt under the provisions of these rules.
 - (d) Contracts between public agencies utilizing an existing solicitation or current requirement contract of one of the public agencies that is party to the contract for which:
 - (1) The original contract met the requirements of ORS 279;

- (2) Allows other public agency usage; and
 - (3) The originating public agency concurs.
- (e) No written agreement under ORS 190 is necessary if the arrangement is between or among units of local government.

10.020 Contracts For Price Regulated Items

- (1) The County may, without competitive bidding, contract for the purchase of goods or services not subject to the provisions of AR 10.092, where the rate or price for the goods or services being purchased is established by federal, State or local regulatory authority.

10.025 Library Circulation Material

- (1) The County may, without competitive bidding, purchase circulation materials such as books, videos, tapes and CD,s.

10.030 Copyrighted Materials

- (1) If the contract is for the purchase of copyrighted materials and there is only one supplier available, the County may contract for the purchase of the goods without competitive bidding.

10.031 Periodicals

- (1) The County may purchase subscriptions for periodicals, including journals, magazines and similar publications without competitive bidding.

10.035 Institutional Commissaries and Sheriff's Inmate and Juvenile Detainee Welfare Funds

- (1) Institutional and residential commissaries and Sheriff's Inmate and Juvenile Detainee Welfare Funds may, without competitive bidding, make purchase from these funds subject to each office or department written policies and procedures.

10.040 Advertising Contracts

- (1) The County may purchase advertising, regardless of dollar amount, without competitive bidding.

10.045 Equipment Maintenance, Repair and Overhaul

- (1) Contracts for equipment maintenance, repair, or overhaul may be let without competitive bidding, subject to the following conditions:
 - (a) The services and/or parts required are unknown and the cost cannot be determined without extensive preliminary dismantling or testing; or
 - (b) The services and/or parts required are for sophisticated equipment for which specially trained personnel are required and such personnel are available from only one source.

10.047 Sales, Liquidation Sales and Disposal of Personal Property

- (1) The County may sell personal property, including recyclable or reclaimed materials, without formal competitive bidding if the Purchasing Section has determined that a negotiated sale will result in increased net revenue and the following conditions are complied with:
 - (a) When the current market value per item is deemed to be equal to or less than \$1,000, the Purchasing Section may establish a selling price, schedule and advertise a sale date, and sell to the first qualified buyer meeting the sale terms;
 - (b) When the current value per item is deemed to exceed \$1,000, the personal property must be offered for competitive written bid and be advertised in accordance with ORS 279.025 or be offered for sale at public auction in accordance with this rule. If no bids are received or if a determination is made that the market value of the property exceeds the offer of the highest responsive bidder, all bids may be rejected and the County may negotiate a sale subject to the following conditions:
 - (1) An appraisal of the market value of the property is obtained and documented and the negotiated sale price exceeds the market value; or

- (2) The sale amount exceeds the highest bid received through the bidding or auction process.
- (2) The County may sell personal property through a commercially recognized third party liquidator if the Purchasing Director has determined that a liquidation sale will result in increased net revenue and the following is complied with:
 - (a) The selection of the liquidator was made in accordance with these PCRB Rules.
- (3) The County may dispose of personal property without a competitive process if it is deemed by the Program Manager to be any one of the following:
 - (a) Property whose net value is under \$250
 - (b) Hazardous
 - (c) Property is inoperable and not reasonably repairable.
 - (d) Recyclable material
- (4) This section does not apply to the Titlewave Book Store operations.

10.048 Donations of Personal Property

- (1) The County may transfer personal property, including recyclable or reclaimed materials, without remuneration or only nominal remuneration without competitive bids to the following agencies:
 - (a) Another public agency; or
 - (b) Any sheltered workshop, work activity center, or group care home which operates under contract or agreement with, or grant from, any State agency and which is certified to receive federal surplus property; or
 - (c) Any recognized non-profit organization which is eligible to receive surplus property.
- (2) The County may donate or sell, without competitive bids, surplus personal property to recognized private non-profit social or health service agencies, subject to the following conditions:
 - (a) A determination has been made that the property is not needed for other public purposes;
 - (b) If the property has a current market value of \$1,000 or more, the donation or sale shall:
 - (1) Be approved by the County Chair/Sheriff;
 - (2) Be documented by the County to be clearly in the public interest and the most efficient/cost effective method of disposing of the property.
- (3) The County shall maintain a record of all transfers, donations, or sales authorized by subsection (1) or (2) of this rule.

10.050 (Hist: PCRB Eff. 4-8-76, Repealed by PCRB 1994.)

10.052 (Hist: PCRB Eff. 5-1-81, Repealed by PCRB 1989.)

10.055 Gasoline, Diesel Fuel, Heating Oil, Lubricants and Asphalt

- (1) The County is exempt from formal competitive bidding for the purchase of gasoline, diesel fuel, heating oil, lubricants and asphalt subject to the following conditions:
 - (a) The Purchasing Section seeks competitive quotes from a majority of vendors in the area; and
 - (b) Makes its purchases from the least expensive source; and
 - (c) Retains written justification for the purchase made.

10.060 Requirements Contract

- (1) The County may enter into requirements contracts whereby it is agreed to purchase requirements or anticipated needs at a predetermined price provided the following conditions are complied with:
 - (a) Contracts greater than \$25,000 must be let by competitive bidding pursuant to the requirements of Chapter 279, Oregon Revised Statutes, and applicable rules of the Multnomah County Public Contract Review Board.
 - (b) Requirements contracts, equal to or less than \$25,000, may be let through informal quotation providing that written quotation requests are mailed (by Purchasing) to a broad base of vendors. The quotation request must include all contract renewal language.
 - (c) The term of the Requirements Contract including renewals does not exceed three years.
- (2) The County may request specific exemptions from the foregoing conditions in accordance with AR 10.140.

10.070 Investment Contracts

- (1) The County may, without competitive bidding, contract for the purchase of the investment of public funds or the borrowing of funds by the County when such investment or borrowing is contracted pursuant to duly enacted statute, ordinance, charter, or constitution.

10.071 Rating Agency Contracts

- (1) The County may purchase and direct pay for the services of Moody's Investors Service, Standard and Poor's or similar rating agencies without competitive bidding.

10.072 Intergovernmental Agreements and Amendments Under \$25,000

- (1) The Board of County Commissioners authorizes Department Managers to enter into intergovernmental agreements if the following are met:
 - (a) Annual amount of the intergovernmental agreement, including amendments, is \$25,000 or less.
 - (b) The intergovernmental agreement is linked to County policy and does not commit the County to expend unbudgeted funds.
- (2) Department Managers are authorized to approve amendments to intergovernmental agreements which were initially in excess of \$25,000 and the aggregate amount of the amendments do not exceed \$25,000.

10.079 Employee Benefit Insurance

- (1) The County may purchase employee benefit insurance, regardless of dollar amount, without competitive bidding.

10.080 Hist: PCRB Eff. 4-8-76 and Repealed by PCRB 1994

10.081 Ballots, Ballot Pages and Ballot Cards

- (1) The County is exempt, regardless of dollar amount, from competitive bidding requirements for the printing of ballots, including ballot pages, labeling and mailing of ballot cards.

10.083 Hist: PCRB Eff. 5-1-82, repealed 1994.

10.085 Request for Proposals

- (1) The County may request an exemption to use an alternative selection process as an alternative procurement method (refer to Administrative Procedure PUR-1) subject to the following conditions:
 - (a) The procurement is publicly advertised and a written document is issued that invites the submission of sealed, written offers to be opened publicly at a designated time and place; and
 - (b) Contractual requirements are stated clearly in the solicitation document; and
 - (c) Evaluation criteria to be applied in awarding the contract and the role of an evaluation committee are stated clearly in the solicitation document. Criteria used to identify the proposal that best meets the County's needs may include but are not limited to cost, quality, service, compatibility, product reliability, operating efficiency and expansion potential; and
 - (d) The solicitation document clearly states all complaint processes and remedies available.
 - (e) The solicitation document states the provisions made for proposers to comment on any specifications which they feel limit competition.
 - (f) The selection process shall not inhibit competition or encourage favoritism and will result in cost savings to the County. The above shall be documented as findings in the contract administration record.

10.086 Construction Manager/General Contractor

- (1) County agencies may request an exemption from the Public Contract Review Board to use the request-for-proposal process in accordance with the requirements Public Contract Review Board Administrative rule 10.085, for the selection of construction manager/general contractor firms (CM/GC) who will be required to establish guaranteed maximum prices for constructing public improvements, subject to the following conditions:
 - (a) Contractual requirements are stated clearly in the solicitation document. The contract shall describe the methods by which the CM/GC shall competitively select other contractors and subcontractors to perform the work of the improvement; and shall describe the methods by which the CM/GC may compete to perform the work of the improvement.
 - (b) Evaluation criteria to be applied in selecting the CM/GC firm are stated clearly in the solicitation document. Criteria used to identify the CM/GC firm which best meets the County's needs must include but are not limited to cost, quality, experience relative to the improvement to be constructed, and time required to commence and complete the improvement.
 - (c) The County shall prepare written findings to support the use of this rule. The findings must show compliance with paragraphs (a) and (b) of ORS 279.015 (2). The County shall retain the findings and make them available upon request.

10.089 Office Copier Purchase

- (1) The County may enter into multiple price agreements for either the purchase or lease of office copying equipment subject to the following conditions:
 - (a) The contract must be let by competitive bidding.
 - (b) The term of the agreements including renewals do not exceed three (3) years.
- (2) In exercising this exemption, the County shall fully consider the operating capabilities, limitations and cost of each brand or model and select that brand or model which will produce the best combination of performance and cost per copy for each application.

10.090 Data and Word Processing Contracts

- (1) Contracts for acquisition of data and word processing hardware and systems software may be let without competitive bidding using the Request for Proposal process subject to the following conditions:
 - (a) If the contract amount is equal to or less than \$25,000, the County shall follow informal competitive procurement methods. Prior to selection of a vendor, reasonable efforts will be made to solicit proposals from three or more vendors. Justification of award shall be documented and become a public record of the County.
 - (b) If the contract amount exceeds \$25,000, the County shall use the request for proposals process and must solicit written proposals. The County shall publish an advertisement in a publication of general circulation in the state and shall document the evaluation and award process, which will be part of the public record justifying the award.
 - (c) If the amount of the contract exceeds \$500,000, in addition to the requirements of subsection (b) of this rule, the County shall:
 - 1) Provide an opportunity for vendors to review requirements and, prior to submitting proposals, comment on any specifications which they feel limit competition;
 - 2) Provide that residual values be considered only if they are clearly ascertainable;
 - 3) Provide that cost of conversion will be minimized by the County. Vendors competing in this category of procurement shall be given the opportunity to review the evaluation of their proposal before final management review and selection. If there is less than a 1% difference between the performance/cost ratio of the highest ranked proposals, appropriate consideration must be given to the procurement of equipment which will encourage competition.

10.091 Telecommunication Systems Contracts

- (1) Contracts for acquiring telecommunications system hardware and software may be made by the County subject to the following conditions:
 - (a) If the contract is equal to or less than \$25,000, the County shall as a minimum obtain competitive quotes. Prior to selection of a contractor, reasonable efforts will be made to solicit proposals from three or more vendors. Justification of award shall be documented and become a public record of the County.
 - (b) If the contract amount exceeds \$25,000, the County shall determine and use the best procurement method, pursuant to ORS 279.005 through ORS 279.111 and shall solicit written proposals in accordance with the requirements of Public Contract Review Board Administrative Rule 10.085.
- (2) The telecommunications solicitation authorized in subsection (1)(b) of this rule shall:
 - (a) State the contractual requirements in the solicitations document:
 - (b) State the evaluation criteria to be applied in awarding the contract and the roles of any evaluation committee. Criteria that would be used to identify the proposal that best meets the County's needs may include, but are not limited to, cost, quality, service and support, and compatibility with the County's existing telecommunications systems, product or system reliability, vendor viability and financial stability, operating efficiency, and expansion potential:
 - (c) State the provisions made for bidders or proposers to comment on any specifications which they feel limit competition: and
 - (d) Be advertised in accordance with ORS 279.025.

10.092 Professional Services Contracts

- (1) The County may enter into professional services contracts using the request for proposal process based upon the following criteria (refer to Administrative Procedure PUR-1):
 - (a) The following are professional services contracts:
 - (1) Contracts for services performed as an independent contractor in a professional capacity including, but not limited to, the services of an accountant, attorney, architect, architectural or land use planning consultant, physician or dentist, registered professional engineer, appraiser or surveyor, passenger aircraft pilot, aerial photographer, timber cruiser, data processing consultant, or broadcaster.
 - (2) Contracts for services as an artist in the performing of fine arts including, but not limited to, photographer, film-maker, painter, weaver, sculptor.
 - (3) Contracts for services of a specialized creative or research-oriented noncommercial nature.
 - (4) Contracts for services as a consultant.
 - (5) Contracts for educational, human custodial care services and other human services.
 - (b) The following are NOT professional services contracts:
 - (1) Contracts, even though in a professional capacity, if predominately for a product, e.g., a contract with a landscape architect to design a garden is for professional services, but a contract to design a garden and supply all the shrubs and trees is predominately for a tangible product.
 - (2) A contract to supply labor which is of a type that can generally be done by any competent worker, e.g., janitorial, security guard, crop spraying, laundry, and landscape maintenance service contracts.
 - (3) Contracts for trade-related activities considered to be labor and material contracts.
 - (4) Contracts for services of a trade-related activity, even though a specific license is required to engage in the activity. Examples are repair and/or maintenance of all types of equipment or structures.

10.100 Single Seller of Product Required

- (1) Subject to all requirements of AR 20.030, the County may purchase without competitive bidding if there is only one seller of a product of the quality required or if the efficient utilization of existing equipment or supplies requires specification of a compatible product for which there is only one seller.

10.110 Emergency Contracts

- (1) The County may, at its discretion, let public contracts exceeding \$25,000 without formal competitive bidding, if an emergency exists and the emergency consists of circumstances creating a substantial risk of loss, damage, interruption of services or threat to public health or safety that could not have been reasonably foreseen and requires prompt execution of a contract to remedy the condition.
- (2) The County Board delegates to the Chair of the Board the authority to, by official action, declare the existence of the emergency stating with specificity in its declaration, the emergency condition necessitating the prompt execution of the contract. Written findings describing the emergency conditions necessitating prompt execution of the contract must be prepared and sent to the Board.
- (4) Any contract awarded under this exemption shall be awarded within 60 days following declaration of the emergency unless an extension is granted pursuant to ORS 279.015(4).

10.120 Exemption of Contracts Under Certain Dollar Amounts (Includes Professional Service Contracts)

- (1) The County may let public contracts equal to or less than \$25,000 for the purchase of goods, materials, supplies, and services without formal competitive bidding if it has been determined that the awarding of the contract without competitive bidding will result in cost savings and the following conditions are complied with:
 - (a) The contract is for a single project and is not a component of or related to any other project in any one fiscal year.
 - (b) When the amount of the contract is equal to or less than \$2,500, the County should, where feasible, obtain competitive quotes.
 - (c) When the amount of the contract is more than \$2,500 but equal to or less than \$25,000, the County must obtain a minimum of three competitive quotes. A written record of the source and amount of the quotes received must be kept. If three quotes are not available, a lesser number will suffice provided a written record is made of the effort to obtain the quotes.
 - (d) Is a non-repetitive acquisition that will not be repeated in six months.
 - (e) One of every three quotes must be from a M/WBE contractor if applicable.
 - (f) No contractor may be awarded, in the aggregate within the fiscal year in excess of \$25,000 without formal competitive bidding. The aggregate shall be computed at the Division level.

- (2) The County may let public contracts equal to or less than \$25,000 for trade-related projects, i.e., construction, maintenance, repair, or similar labor and materials contracts without formal competitive bidding if the agency has determined that the awarding of the contract without formal competitive bidding will result in cost savings and the following are complied with:
 - (a) The contract is for a single project and is not a component of or related to any other project in any one fiscal year.
 - (b) When the amount of the contract is equal to or less than \$2,500, the County should, where feasible, obtain competitive quotes.
 - (c) When the amount of the contract is more than \$2,500 but equal to or less than \$25,000, the County must obtain a minimum of three competitive quotes. A written record of the source and amount of the quotes received must be kept. If three quotes are not available, a lesser number will suffice provided a written record is made of the effort to obtain the quotes.
 - (d) Is a non-repetitive acquisition that will not be repeated in six months.
 - (e) One of every three quotes must be from a M/WBE contractor if applicable.
 - (f) No contractor may be awarded, in the aggregate within the fiscal year in excess of \$25,000 without formal competitive bidding. The aggregate shall be computed at the Division level.

- (3) When a public contract for "public improvements" as defined in ORS 279.011 (7) and/or for "public works" as defined in ORS 279.348 and the contract exceeds \$10,000 but is less than or equal to \$25,000 the County must comply with:
 - (a) The prevailing Wage Rate provisions in ORS 279.348 to 279.365.
 - (b) The performance bond requirements of ORS 279.029.
 - (c) The contractor registration requirements of ORS 701.
 - (d) Any other law applicable to such a contract.

10.125 Life Cycle Cost Analysis

- (1) The County may, as a part of its competitive bidding requirements, use life cycle cost evaluation subject to the following requirements:
 - (a) The bid specifications must include an explanation of the factors and evaluation formula to be used and;
 - (b) The bidder whose bid results in the lowest ownership cost, taking into account the life cycle costing adjustments, shall be considered the lowest responsible bidder.

10.130 Contract Amendments (Including Change Orders and Extra Work)

- (1) Any contract amendment for additional work including change orders, extra work, field orders or other changes in the original specifications which increases the original contract price, may be made with the contractor without competitive bidding subject to the following conditions:
 - (a) The original contract was let by competitive bidding, unit prices or bid alternatives were provided that established the cost for additional work and a binding obligation exists on the parties covering the terms and conditions of the additional work; or
 - (b) The amount of the aggregate cost increase resulting from all amendments shall not exceed 20% of the initial contract. Amendments made pursuant to (1) of this rule are not included in computing the aggregate amount under this subsection.

10.135 Hist: PCRB Eff. 4-8-76 and Repealed by PCRB 1994

10.136 Preference to Recycled Materials

- (1) It is the policy of Multnomah County to purchase materials and product that are environmentally sound in their manufacture, use and disposal. The County shall give preference to the purchase of materials and supplies manufactured from recycled materials if:
 - (a) The recycled product is available;
 - (b) The recycled product meets applicable standards;
 - (c) The recycled product can be substituted for a comparable non-recycled product; and
 - (d) The cost of the recycled product do not exceed the cost of the non-recycled product by more than five percent.
- (2) Departments shall review and work with Purchasing to develop procurement specifications that encourage the use of recycled products whenever quality of a recycled product is functionally equal to the same product manufactured from virgin resources. Except for specifications that have been established to preserve the public health and safety, all procurement and purchasing specifications shall be established in a manner that encourages procurement and purchase of recycled products.
- (3) At its discretion, the County may give preference to the purchase of materials and supplies manufactured from recycled materials, even if the cost differential exceeds the five percent preference set forth in subsection (1) of this rule.
- (4) Any invitation to bid or request for proposal under ORS 279 shall include the following language: "Vendors shall use recyclable products to the maximum extent economically feasible in the performance of the contract work set forth in this document."
- (5) In any bid which the County has reserved the right to make multiple awards, the recycled product or recycled paper preference shall be applied to the extent possible to maximize the dollar participation of firms offering recycled products or recycled paper in the contract award.

- (6) The County shall require the bidder to specify the minimum, if not the exact, percentage of recycled paper in the paper products or recycled product in products offered, and both the post-consumer and secondary waste content regardless of whether the product meets the percentage of recycled material specified for recycled paper or recycled products in ORS 279.731. For paper products, the County also shall require that the bidder specify the fiber type. The contractor may certify a zero percent recycled paper or product. All contract provisions impeding the consideration of products with recycled paper or recycled products shall be deleted in favor of performance standards.
- (7) The County shall require that purchases of lubricating oil and industrial oil be made from the seller whose oil products contain the greater percentage of recycled oil, unless a specific oil product containing recycled oil is:
 - (a) Not available within a reasonable period of time or in the quantities necessary to meet an agency's needs;
 - (b) Not able to meet the performance requirements or standards recommended by the equipment or vehicle manufacturer, including any warranty requirements; or
 - (c) Available only at a cost of the comparable virgin oil products or other percent preference established by the County under ORS 279.739(3).

10.140 Specific Exemptions

- (1) The Purchasing Section may apply to the Board for a ruling under AR 30.010 through 30.040 exempting a particular contract or contracts from competitive bidding requirements of ORS 279.015 which are not otherwise exempted under these rules. The application shall contain the following information:
 - (a) The nature of the project;
 - (b) Estimated cost of the project;
 - (c) A narrative description of the cost savings anticipated by the exemption from competitive bidding and the reasons competitive bidding would be inappropriate;
 - (d) Proposed alternative contracting and purchasing practices to be employed; and
 - (e) The estimated date by which it would be necessary to let the contract.
- (2) The Board may require such additional information as it deems necessary to determine whether a specific contract is to be exempt from competitive bidding.

**MULTNOMAH COUNTY PUBLIC CONTRACT REVIEW BOARD
ADMINISTRATIVE RULES**

DIVISION 15

15.000 Authority and Duties of Purchasing Director

- (1) The authority and duties of the Purchasing Director are as follows:
- (a) Purchase or contract for supplies, materials, equipment and services when authorized by ordinance or administrative rule.
 - (b) Ensure compliance with all applicable federal and state laws, Multnomah County ordinances, rules, policies and procedures governing public contracts.
 - (c) Establish and enforce specifications to procure supplies, materials equipment and services.
 - (d) Execute County contracts on behalf of the County Chair when authorized by the Chair, using the signature of the County Chair and the initials or the name of the Purchasing Director.
 - (e) Operate a Central Stores warehouse of supplies commonly used by County agencies and approved outside agencies.
 - (f) Receive and distribute surplus County property to County agencies or provide for the sale or disposal of property no longer needed or obsolete.
 - (g) Recommend to the Board of Commissioners and the County Chair new ordinances and amendments to the Public Contract Review Board Rules and County Administrative Procedures, as well as adopt new internal procedures to comply with applicable statutes, ordinances and administrative procedures.
 - (h) Review and recommend action to be taken on exemption requests.
 - (i) Manage and Monitor printing Services required by County agencies for greater efficiency and economy.
 - (j) Maintain a central file of all original executed copies of contracts.
 - (k) Maintain a County-Wide contracts information system.
 - (l) Manage the County contract approval process.

15.010 Definitions as used in this section

- (1) "Actual conflict of interest", means any action, decision or recommendation by a person acting in a capacity as a public official, the effect of which would be to the private pecuniary benefit or detriment of the person or the person's relative or any business with which the person or a relative of the person is associated.
- (2) "Business" means any corporation, partnership, proprietorship, firm, enterprise, franchise, association, organization, self-employed individual and any other legal entity operated for economic gain.
- (3) "Business with which the person is associated" means any business of which the person or the person's relative is a director, officer, owner or employee, or agent or any corporation in which the person or the person's relative owns or has stock worth \$1,000 or more at any time in the preceding calendar year.
- (4) "Potential conflict of interest" means any action or decision or recommendation by a person acting in a capacity as a public official, the effect of which could be to the private pecuniary benefit or detriment of the person or the person's relative, or a business with which the person or the person's relative is associated, unless the pecuniary benefit or detriment arises out of the following:

- (a) An interest of membership in a particular business, industry, occupation or other class required by law as a prerequisite to the holding by the person of the office or position.
 - (1) Any action in the person's official capacity which would affect to the same degree a class consisting of all inhabitants of the state, or a smaller class consisting of an industry, occupation or other group including one of which or in which the person, or the person's relative is associated, is a member or is engaged. The Board of Commissioners may by resolution limit the minimum size of or otherwise establish criteria for or identify the smaller classes that qualify under this exception.
 - (2) Membership in a nonprofit corporation that is tax-exempt under section 501(c) of the Internal Revenue Code.
- (5) "Public official" means any person who, when an alleged violation of this chapter occurs, is serving Multnomah County as an elected official, officer, employee, or appointee on any commission, committee or similar advisory body, irrespective of whether the person is compensated for such services.
- (6) "Relative" means the spouse of the public official, any children of the public official or of the public official's spouse, and brothers, sisters or parents of the public official or of the public official's spouse.
- (7) "Contract official" means any public official responsible for processing, awarding, funding or monitoring a county contract.
- (8) "Appointing authority" means the elected official having administrative authority over the affected public official, or such elected official's designee.

15.015 Actual and Potential Conflicts of Interest

- (1) Prior to taking any action in connection with a County contract, every contract official shall in writing notify the contract official's appointing authority, the County Auditor and Purchasing Director of any potential or actual conflicts of interest of such contract official with respect to such proposed contract.
- (2) Upon receiving any information that a proposed contract involves a potential or actual conflict of interest of any contract official, the County Auditor or designated representative shall review the contract award procedures for compliance with applicable laws and regulations.
- (3) No contract shall be awarded or executed on behalf of the County without review and approval by the County Auditor if any contract official has a potential or actual conflict of interest in connection with the contract.

15.020 Competitive bidding and RFP restrictions

- (1) Contracts based upon formal competitive bidding or requests for proposals, if not awarded to the lowest responsive bidder or proposer with highest evaluation, shall not take effect until approved by at least three members of the board of commissioners.

15.025 Semi-Annual Reports

- (1) The Purchasing director shall file a semi-annual report of contract activity by September 30 for the six month period ending June 30 and March 31 for the six month period ending December 31 with the Multnomah County Chair and Board of Commissioners. The report shall contain the following:
 - (a) An index of contracts, contract price and contractors.
 - (b) Information regarding contracts with minority and female-owned business enterprises as well as Qualified Rehabilitation Facilities.
 - (c) A summary of contract totals by department or function for the prior and current year.
 - (d) A summary of contract processing costs for the prior and current year; and

- (e) A summary of contracting procedure changes implemented during the year.
- (f) Listing of contracts awarded through the competitive bid process to a contractor(s) who did not score the highest evaluation or have the lowest responsive bid.
- (g) Listing of contracts exceeding \$25,000, for which only one bid or proposal was received.

15.030 Unauthorized Purchases

- (1) Unauthorized Purchases shall mean any County contract or agreement other than Professional Service contracts equal to or less than \$25,000, that is not binding solely because the County representative who made it lacked the authority to enter into the agreement on behalf of the County without compliance with all applicable public contracting requirements.
- (2) Claims for payment arising from unauthorized purchases or commitments shall require approval by the Board of County Commissioners upon recommendation of the Purchasing Director.
- (3) Prior to processing requests for approval of unauthorized purchases or commitments, the Purchasing Director shall require the following information:
 - (a) Description of the property or services furnished as a result of the unauthorized contract or commitment;
 - (b) A detailed statement of facts relating to the unauthorized commitment, including the name and position of the person who made the unauthorized purchase and an explanation of the reason normal purchasing procedures were not used;
 - (c) Documentation that the amount claimed by the supplier or contractor is fair and reasonable;
 - (d) Copies of all invoices and other documents pertinent to the transaction;
 - (e) Verification that the property or services have been received and accepted by the County;
 - (f) The fund, organization and object codes for the purchase;
 - (g) A statement of the steps taken or planned to prevent recurrence of such unauthorized purchases.

**MULTNOMAH COUNTY PUBLIC CONTRACT REVIEW BOARD
ADMINISTRATIVE RULES**

DIVISION 20

20.000 BRAND NAMES OR MARKS

20.010 Specification of Particular Brand Names or Products

- (1) Specifications for public contracts shall not expressly or implicitly require any product of any particular manufacturer or seller except pursuant to an exemption under AR 20.020 (Copyrighted Materials), 20.030 (Single Manufacturer or Compatible Products), 20.040 (Product Prequalifications) or 20.050 (Brand Name or Mark Exemption Applications).
- (2) If there is no other practical method of specification, the County may designate a particular brand name, make or product, "or equal," but this practice should be avoided whenever possible.

20.020 Copyrighted Materials

- (1) The County may specify a copyrighted product. This exemption does not include patented or trade mark goods.

20.030 Single Manufacturer or Compatible Products

- (1) If there is only one manufacturer or seller of a product of the quality required or if the efficient utilization of the existing equipment or supplies requires compatible product of a particular manufacturer, the County may specify such particular product subject to the following conditions:
 - (a) The product is selected on the basis of the most competitive offer considering quality and cost. The term "cost" includes not only the product cost, but also other items of expense such as costs related to quality or conversion.
 - (b) Prior to awarding the contract, the County has made reasonable effort to notify known vendors of competing or comparable products of the intended specifications and invited such vendors to submit competing proposals. If the purchase does not exceed \$25,000, such notice and invitation may be informal. If the amount of the purchase exceeds \$25,000, such notice shall include advertisement in at least one newspaper of general circulation in the area where the contract is to be performed and shall be timely to allow competing vendors a reasonable opportunity to make proposals.
- (2) If the amount of the purchase exceeds \$25,000 and is not also pursuant to the data and word processing exemption AR 10.090, the Purchasing Section shall document its actions in the bid file. Such documentation shall include:
 - (a) A brief description of the proposed contract or contracts.
 - (b) A detailed description of the reasons why the product and/or seller was selected and any competing products and/or sellers that were rejected. The description shall also include the efforts taken by the Purchasing Section to notify and invite proposals from competing vendors.
- (3) If the County intends to make several purchases of the product of a particular manufacturer or seller for a period not to exceed three (3) years, it may so state in the documentation required by section (2) and subsection (2)(b) and such documentation shall be sufficient notice as to subsequent purchases.

20.040 Product Prequalification

- (1) When it is impractical to create specific design or performance specifications for a type of product to be purchased, the County may specify a list of approved products by reference to particular manufacturers or sellers in accordance with the following product pre-qualification procedure:

- (a) The Purchasing Section has made reasonable efforts to notify known manufacturers or vendors of competitive products of its intention to accept applications for inclusion in its list of pre-qualified products. Notification shall include advertisement in a trade journal of statewide distribution when possible.
 - (b) The County permits application for pre-qualification of similar products up to 15 days prior to advertisement for bids on the product.
- (2) If an application for inclusion in a list of pre-qualified products is denied or an existing pre-qualification revoked, the Director of Purchasing shall notify the applicant in writing. The applicant may appeal to the Board for a review of the denial or revocation in the same manner as an appeal of disqualification or denial provided in AR 40.090.

20.050 Brand Name or Mark Exemption Applications

- (1) The Purchasing Section may apply for and receive a brand name or mark exemption ruling from the Board for current and contemplated future purchases. Applications shall contain the following information:
- (a) A brief description of the contract or contracts to be covered. The description should include contemplated future purchases.
 - (b) The brand name, mark, or product to be specified.
 - (c) The reasons the Purchasing Section is seeking the exemption.

20.060 Conditions of Exemptions

- (1) The Board may grant exemptions if any of the following conditions are met:
- (a) The exemption is not likely to encourage favoritism in public contracts or substantially diminish competition and result in cost savings.
 - (b) There is only one manufacturer or seller of the product of the quality required, efficient utilization of existing equipment, or supplies requires acquisition of compatible equipment or supplies.
 - (c) The exemption is requested for the purchase of a particular product to be used in an experimental project.

**MULTNOMAH COUNTY PUBLIC CONTRACT REVIEW BOARD
ADMINISTRATIVE RULES**

DIVISION 30

30.000 SPECIFIC EXEMPTION PROCEDURE

30.010 Notice of Application

- (1) Upon receipt of an application for an exemption ruling under AR 10.000 or AR 20.040, the County Chair shall cause a notice of intention to adopt an order to be posted in full public view in the Multnomah County Courthouse and may set the matter for public hearing to receive data, views, and arguments.

30.020 Board Hearing

- (1) The application will be placed on the Board's agenda for the next Board meeting, and, in the exercise of discretion, the County Chair may also set additional public meetings to receive data, views, and arguments.

30.030 Temporary Rules Exemptions

- (1) In appropriate cases, the County Chair may grant a temporary exemption from public bidding pending formal consideration of a specific exemption.

30.040 Unanimous Consent Calendar

- (1) The County Chair may, in the exercise of discretion, notify the members of the Board that an application for exemption has been made and that if no objections are received to the exemption from members of the Board within seven days of the County Chair's notice, the exemption will be considered granted by unanimous consent and the County Chair may, in the exercise of discretion, deem the exemption adopted as a temporary rule. Exemptions so adopted will be placed on the Board's agenda as a unanimous consent calendar for ratification or adoption as a permanent rule by the Board at the next meeting of the Board.

**MULTNOMAH COUNTY PUBLIC CONTRACT REVIEW BOARD
ADMINISTRATIVE RULES**

DIVISION 40

40.000 COMPETITIVE BIDDING PROCEDURE

40.010 Statutory Requirements

- (1) The County is required to award contracts to the lowest responsible, responsive bidder except in the following circumstances:
 - (a) The bidder has failed to substantially comply with either the specifications or any statutory requirement relating to public contracting;
 - (b) The bidder is disqualified by the County pursuant to the applicable statutes and Rule 40.020.
 - (c) If in the judgement of the department head and the Purchasing Director it is in the public interest to reject all bids pursuant to ORS 279.035.

40.015 Receipt and Opening of Bids

- (1) In any contract which is subject to competitive bidding as defined in Rule AR 10.000, the advertisement must state the time and date when bids will be publicly opened. The bids should be sealed and shall not be examined or opened by anyone until the time of the public opening as specified in the advertisement. Such bids are not public records under ORS 192.500 et seq. until the public opening.

40.020 Bidder Disqualification

- (1) Bidders may be disqualified on any of the following grounds:
 - (a) Lack of financial ability. If a performance bond is required to insure performance of a contract, proof that the bidder can acquire a surety bond in the amount required shall be sufficient to establish financial ability. If no performance bond is required, the public contracting agency may require such information as it deems necessary to determine the bidder's financial ability. In determining whether a surety company is to be considered "good and sufficient", the public contracting agency may utilize the list maintained by the U.S. Department of Treasury of surety companies acceptable on federal bonds; Best's Rating, published by A.M. Best Company; or information maintained by the Oregon State Department of Transportation.
 - (b) The bidder lacks the available equipment or key personnel with sufficient experience to perform the contract.
 - (c) The bidder has repeatedly breached contractual obligations.

40.030 Mandatory Prequalification

- (1) Prequalification of contractors for public improvements in excess of \$50,000 is required. All persons desiring to bid for such contracts shall submit a completed pre-qualification statement. Such statements must be prepared during the period of one year prior to the bid date and must be actually received or postmarked to Multnomah County by no later than 10 days prior to bid opening. Prequalification granted pursuant to this rule shall be effective for a period of one year. Prequalification granted pursuant to this rule shall be for only those contracts not exceeding a certain monetary limit based upon the financial ability of the particular contractor. Such limits will be designated by Multnomah County.

40.040 Prequalification Application

- (1) Prequalification statements required by AR 40.030 adopted pursuant to ORS 279.039 and Prequalification requests submitted pursuant to ORS 279.041 shall be in the form of the State of Oregon Public Contract Review Board "Contractors" Prequalification Application, "Equipment and Experience Questionnaire."

40.045 Prequalification Prior To The Effective Date

- (1) In case of a Prequalification that has been granted prior to the effective date of these rules, the County may, in its discretion, deem that Prequalification to continue for its remaining term.

40.050 Qualification Statement

- (1) Upon establishment of Prequalification, the County shall issue a qualification statement in substantially the following form:

"This is to certify that _____
Name of Contractor

is qualified to perform the classes of work as requested in its Prequalification application dated _____, or contracts not to exceed \$_____.

40.060 Proof Of Presumed Qualification

- (1) A copy of the qualification statement provided by AR 40.050 accompanied by a copy of the contractor's application for Prequalification will constitute proof of Prequalification for purposes of the presumption established by ORS 279.047.

40.070 Notice of Denial of Qualification

- (1) If the County does not qualify the applicant, it shall notify the applicant in the following form:

"Multnomah County Qualification Denial

Name of Contract

Date

You are hereby notified that your application for Prequalification has been denied or your bid has not been qualified for the following reasons:

- ____ Contractor does not have sufficient financial ability to perform the contract.
- ____ Contractor does not have equipment available to perform the contract.
- ____ Contractor does not have key personnel with sufficient experience to perform the contract.
- ____ Contractor has repeatedly breached contractual obligations.
- ____ Contractor has failed to supply promptly information requested by Multnomah County.
- ____ Other (Agency must specify).

If you desire to appeal this disqualification or refusal of bid to the Multnomah County Public Contract Review Board, you must notify the Multnomah County Purchasing Director in writing within three business day after receipt of this notice. The Purchasing Director shall notify the Multnomah County Contract review Board of your appeal and they shall notify you of the time and place of the hearing.

Signature

40.080 Notice of Revocation Or Revision Of Prequalification

(1) Upon discovery that a person prequalified is no longer qualified, the County shall send a notification of proposed revocation or revision of qualification in the following form:

"Multnomah County Qualification Revocation or Revision

Name of Contract

Date

You are hereby notified that your notice of Prequalification issued on _____ shall be revoked or revised for the following reasons:

_____ Contractor does not have sufficient financial ability to perform the contract.

_____ Contractor does not have equipment available to perform the contract.

_____ Contractor does not have key personnel with sufficient experience to perform the contract.

_____ Contractor has repeatedly breached contractual obligations.

_____ Contractor has failed to supply promptly information requested by Multnomah County.

_____ Other(State Reasons for Revocation or Revision)

This revocation or revision shall be effective ten days from the date of this notice unless you provide the Multnomah County Director of Purchasing with evidence that the deficiency has been corrected or you file with the Multnomah County Director of Purchasing notice of appeal to the Multnomah County Public contract Review Board pursuant to AR 40.090. Failure to file a notice of appeal within ten days bars any appeal to the Board.

Signature

40.090 Appeals

(1) A contractor or bidder may appeal to the Board any of the following:

(a) Notice of denial of qualification.

(b) Notice of conditions varying from application for prequalification.

(c) Notice of revocation of prequalification.

(d) Notice of product disqualification under Rule AR 20.040. Notice of appeal pursuant to (a) through (d), above need not be in any particular form so long as they are in writing addressed to the Multnomah County Director of Purchasing and received within 10 days after the bidder or contractor has received notice of subsection (a) through (d).

(2) Upon receipt of the notice of appeal, the Director of Purchasing shall forward to the Board the contractor's prequalification application, the notice of refusal of bid or prequalification or revocation and the record of investigation by the Director of Purchasing upon which the agency based its refusal or revocation together with the notice of appeal. The burden of sustaining the refusal, disqualification or revocation is upon the County.

(3) For purposes of appeals, three members of the Board shall constitute a quorum. Meetings for appeal purposes shall be held following the Multnomah County Board of Commissioners' meetings.

(4) At any time prior to the meeting of the Board, the County may reconsider its revocation, revision or disqualification.

**MULTNOMAH COUNTY PUBLIC CONTRACT REVIEW BOARD
ADMINISTRATIVE RULES**

DIVISION 50

50.000 WAIVER OF SECURITY BID AND PERFORMANCE BOND

50.010 Bid Security Requirements

- (1) The County may, in its discretion, waive the bid security requirements of ORS 279.027 for contracts other than those for public improvements. At the discretion of the Purchasing Director, the County may accept blanket bid bonds.

50.020 Contracts Equal to or Less Than \$25,000

- (1) The County may, at its discretion, waive the bid security requirements of ORS 279.027 and performance bond requirements of ORS 279.027 if the amount of the contract for the public improvement is equal to or less than \$25,000.

50.030 Deposits in Lieu of Retainage on Public Contracts

- (1) When a contractor elects to deposit securities with a bank or trust company in lieu of Retainage on public contracts, the securities will be held by the custodian in fully transferable form and under the control of the County.
- (2) Nonnegotiable securities so deposited shall have proper instruments attached to enable the County to effect transfer of title should the contractor be unable to fulfill the contract obligations.
- (3) The custodian bank or trust company will issue a safekeeping receipt for the securities to the County. The receipt will describe the securities, the par value, the name of the contractor, and project number or other project identification.
- (4) Unless otherwise mutually agreed, the value placed upon said securities shall be market value.
- (5) Securities deposited in the manner described above will be released by the bank or trust company only upon the written instructions and authorization of the County.
- (6) In lieu of the above, an escrow agreement mutually acceptable to the contractor and the County and the bank or trust company may be used.

50.040 Approved Securities Acceptable in Lieu of Retainage Fees

- (1) Bills, certificates, notes or bonds of the United States.
- (2) Other obligations of the United States or its agencies.
- (3) Obligations of any corporation wholly owned by the federal government.
- (4) Indebtedness of the Federal National Mortgage Association.
- (5) General Obligation Bonds of the State of Oregon or any political subdivision thereof.
- (6) Time certificates of deposit or savings account passbooks issued by a commercial bank, savings and loan association, or mutual savings bank, duly authorized to do business in Oregon.
- (7) Corporate bonds rated "A" or better by a recognized rating service.
- (8) General obligation improvement warrants issued pursuant to ORS 287.502.
- (9) Irrevocable letters of credit from a bank doing banking business in Oregon.

50.050 Retainage Deposited in Interest-Bearing Account

- (1) When a contractor elects to have an interest-bearing account established for deposit of Retainage in a bank, savings bank, trust company, or savings association, the account will be established by the County for the benefit of and under the control of the County with interest accruing to the contractor.
- (2) When the account is established, proper instruments shall be furnished to the bank, savings bank, trust company, or savings association to prohibit withdrawal or transfer of the funds in the account except upon written instructions and authorization of the County and to enable the County to close the account if in the judgement of the County the contractor has not fulfilled the contract obligations.
- (3) The bank, savings bank, trust company, or savings association will issue to the County a receipt acknowledging the deposit and, on the initial receipt, describing the account, the provision for interest, the name of the contractor, and the full name under which the account is established.
- (4) The amount deposited and accrued interest will be released by the bank, savings bank, trust company, or savings association only upon the written instructions by the county.

**MULTNOMAH COUNTY PUBLIC CONTRACT REVIEW BOARD
ADMINISTRATIVE RULES**

DIVISION 60

60.000 AFFIRMATIVE ACTION IN PUBLIC CONTRACTS

60.010 Purpose

- (1) The purpose of this Chapter is to establish procedures to assure that Multnomah County contractors and vendors provide adequate opportunities for minority and women subcontractors to participate and compete for business opportunities provided through Multnomah County, State of Oregon.

60.015 Affirmative Action Contracts

- (1) Public contracts may be awarded pursuant to a specific Affirmative Action plan. Affirmative Action is a program designed to insure equal opportunity in employment and business for persons otherwise disadvantaged by reason of race, color, religion, sex, national origin, age or physical or mental handicap, including, but not limited to, personnel practices of contractors, and programs designed to promote competitive bids by minority and women business enterprises.

60.020 Definitions

- (1) "Affirmative Action" as used in this rule means efforts designed to insure equal opportunity in employment and business for persons otherwise disadvantaged by reason of race, color, religion, sex, national origin, age or physical or mental handicap.
- (2) "Minority or Women Business Enterprise" means a business concern which is at least 51% of the stock which is owned by one or more minorities or women, as the case may be, or in the case of a corporation, at least 51% of the stock which is owned by one or more minorities or women, and whose management and daily business operations are controlled by one or more of the minority or women stockholders.
- (3) "Minority individual" means a person who is a citizen or lawful permanent resident of the United States and who also is a:
 - (a) Black American or person having origins in any of the Black racial groups of Africa.
 - (b) Hispanic American or person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.
 - (c) Asian or Pacific American or person whose origin is from Japan, China, Taiwan, Korea, Vietnam, Laos, Cambodia, the Philippines, Samoa, Guam, the United States Trust Territories of the Pacific or the Northern Marianas.
 - (d) Native American or person whose origin is from India, Pakistan or Bangladesh.
- (4) "Good Faith Effort" means performing all of the actions described in Oregon Revised Statute 200.045 (a) through (j) to assure minority and women business enterprises an opportunity to participate and compete for subcontracts based upon Multnomah County contracts.
- (5) "Responsive Bidder" for purposes of this rule means a bidder who submits complete documentation of "good faith effort" for any and all bids which specify their documentation as a submittal requirement.
- (6) Hereinafter Minority Business Enterprises and Women Business Enterprises may be abbreviated to read MBE and WBE, respectively.

60.030 Policy

- (1) It is the intent of Multnomah County to provide opportunities for all segments of the business population to participate in the Multnomah County Purchasing Program. In order to assure opportunity, every County contract and/or subcontract for construction, maintenance, or services shall include provisions barring discrimination or differential treatment in contracting for business entities described in AR 60.020 (2) and 3 (a) through (d).

- (2) Such provisions for equitable contracting and subcontracting opportunities shall be reviewed and substantiated through a "good faith effort" program.

60.031 Good Faith Effort Program

- (1) The following described activities are standards for good faith efforts to provide equitable opportunities for MBEs and WBEs to participate in subcontract opportunities created through Multnomah County contracts:

- (a) Performing all of the following actions by a bidder constitutes a rebuttable presumption that the bidder has made a good faith effort to obtain participation by MBE and WBE firms.
 - (1) The bidder attended any pre-solicitation meetings scheduled by the County to inform M/WBEs of subcontracting or material supply opportunities available on the project;
 - (2) The bidder identified and selected specific economically feasible units of projects to be performed by M/WBEs to increased likelihood of participation by such enterprises;
 - (3) The bidder advertised in general circulation, trade association, minority and trade oriented publications, if any, concerning the subcontracting opportunities;
 - (4) The bidder provided written notice to a reasonable number of specific M/WBEs, identified from the M/WBE Director maintained by the Purchasing Section for the selected subcontracting or material supply work, in sufficient time to allow the enterprises to participate effectively;
 - (5) Making not later than five (5) days before bids/proposals are due, follow up phone calls to all M/WBE's who attended any pre-solicitation or prebid meetings to determine if they would be submitting bids and or to encourage them to do so.
 - (6) The bidder provided interested M/WBEs with adequate information about the plans, specifications and requirements for the selected subcontracting or material supply work;
 - (7) The bidder negotiated in good faith with the enterprises, and did not, without justifiable reason, reject as unsatisfactory bids prepared by any M/WBEs;
 - (8) Where applicable, the bidder advised and made efforts to assist interested M/WBEs in obtaining bonding, lines of credit or insurance required by the County or contractor;
 - (9) The bidder's efforts to obtain M/WBE participation were reasonably expected to produce a level of participation sufficient to meet the goals or requirement of the County.
 - (10) The bidder used the services of M/WBE community organizations, minority contractor groups, local, state and federal MBE assistance offices and other organizations identified by the Advocate for M/WBE that provide assistance in recruitment and placement of M/WBEs.

60.032 Evaluation of Good Faith Effort

- (1) After bids requiring good faith are opened, the Purchasing Director or his/her designee shall review the bid documents to determine if there is MBE and/or WBE subcontract participation. This would be evidenced by a letter of intent to subcontract with a specific Minority and/or Women Business Enterprise, specifying the category of work to be performed, and the dollar amount of such work.
- (2) If there is no subcontract participation by MBEs and/or WBEs, the evidence of good faith effort shall be reviewed and verified consistent with Multnomah County Public Contract Review Board Administrative Rule 60.031, Subsections (a) through (j).
- (3) Failure of bidder to submit good faith effort documentation shall be determined "non-responsive" to the bid specifications. Non-responsive bids will be rejected by the Multnomah County Purchasing Section.

**MULTNOMAH COUNTY PUBLIC CONTRACT REVIEW BOARD
ADMINISTRATIVE RULES**

DIVISION 70

70.000 PURCHASE OF GOODS AND SERVICES FROM QUALIFIED REHABILITATION FACILITIES

70.010 PURPOSE

- (1) The purpose of this Chapter is to establish policies and procedures governing the acquisition of goods and services produced by Qualified Rehabilitation Facilities and to insure that Qualified Rehabilitation Facilities are provided opportunities to enter into contractual relationships with Multnomah County, State of Oregon.

70.020 Definitions

- (1) "Qualified Rehabilitation Facility" (QRF) means a non-profit sheltered workshop or non-profit work activity center whose purpose is to assist and encourage handicapped individuals and is:
- (a) In the manufacture of products and in the provision of services, whether or not the products or services are procured under this rule, and during the fiscal year employs handicapped individuals for not less than 75 percent of the direct labor required for the manufacture or provision of the products or services.
 - (b) A QRF must be either a Sheltered Workshop or a Work Activity Center certified through the State of Oregon, Department of General Services.
- (2) "Direct Labor" includes all work required for preparation, production, processing, and packing, but does not include supervision, administration, inspection, and shipping.
- (3) "Disabled Individual" means a severely handicapped individual who, because of the nature of the disabilities, is not able to participate in competitive employment, and for whom specialized employment opportunities must be provided.

70.030 Policy

- (1) It is the policy of Multnomah County to encourage employment of the handicapped. An essential element of this policy is to support sheltered employment by contracting for needed goods and services available from QRF's. The County shall identify contracting opportunities within the organization and encourage awarding of contracts to QRF's. This policy shall be equally applicable to all County organizations and shall be administered by the Director of Purchasing.

70.040 Certification

- (1) It shall be the policy of Multnomah County to use the QRF Certification established by the State of Oregon, Department of General Services, when applicable.
- (2) All entities wishing to qualify for QRF status with the County must furnish proof of certification with the State of Oregon, Department of General Services.

70.050 Set Aside Program for QRF Firms

- (1) The designation of contracts to the set aside program will be made by the joint determination of the department manager and the Director of Purchasing or agents appointed by them. The procedure for bidding and awarding of contracts shall be consistent with AR 40.000, except for the restriction limiting competition to QRF firms. In situations where a set aside has been established, and there is only one certified QRF available on the State Certificate list, the County shall negotiate a contract with the QRF provided the product or service is in accordance with the price established by the Purchasing Section and it meets all minimum specifications, and is available within the period required by the Purchasing Section.
- (2) The Purchasing Section will review on a regular basis the procurement list established and published by the State of Oregon, Department of General Services to determine sources and potential sources of products and services produced by QRF's. This procurement list will be distributed annually to all County departments.

**MULTNOMAH COUNTY PUBLIC CONTRACT REVIEW BOARD
ADMINISTRATIVE RULES**

DIVISION 75

75.000 Alternate Selection Procedures: Architects, Engineers and Related Professional Consultants

75.005 Purpose

- (1) The purpose of these rules is to specify the policy and procedures of the County regarding selection of professional consultants to perform architectural, engineering, and related services required by the County for construction, improvement, planning and related activities. It is the policy of the County to select as expeditiously as possible the most qualified consultant based on the consultant's demonstrated competence and qualifications to perform the professional services required at a fair and reasonable price.

75.010 Definitions

- (1) "Architect, engineer, or related services" professional services related to the planning, design, engineering, or oversight of public improvement projects or components thereof, including but not limited to architects, landscape architects, engineers, space planners, surveyors, cost estimators, appraisers, material testers, mechanical system balances, and project managers.
- (2) "Compensation Requirements" a general indication of the cost of architectural, engineering, or related services based on factors which may include, but are not necessarily limited to, each consultant's: (i) costing procedures and/or pricing structure; (ii) hourly rates and fee schedules; (iii) overhead costs; and (iv) fee range, as a percentage of direct construction costs, on previous similar projects. Compensation requirements provide only a general indication of the cost of professional services and, particularly during a formal selection process, should not be used to calculate firm, fixed prices for each consultant, or as the sole basis for selecting a consultant.
- (3) "Proposal" a competitive written offer submitted in response to a Request for Proposals.
- (4) "Request for Proposals:" a written document soliciting competitive written proposals and setting forth the criteria and method to be used to select the best proposal. The document: (i) provides a general description of a proposed project or projects, including a proposed statement of work; (ii) indicates the type of services needed; and (iii) requests prospective consultants to submit written proposals that address the proposed statement of work.
- (5) " Request for Qualifications:" a written document which: (i) provides a general description of a proposed project; (ii) indicates the type of services needed, including, if deemed necessary or appropriate, a description of particular services needed for part or all of a proposed project or projects; and (iii) requests each prospective consultant to provide a written response setting forth the consultant's specific experience and qualifications for performing the type of services required.
- (6) "Statement of Work:" a written statement that describes the: (i) phases of work, major tasks, or area of responsibility to be performed by the consultant; (ii) for an individual or series of projects, or within a particular locale during a stated period of time. Such statement may be altered or modified during contract negotiations, but only as reasonably necessary to accurately describe the project approach and exact scope of services agreed to by the County and the consultant.

75.015 Solicitation

- (1) Responses shall be solicited through public advertisement, which shall be made for each project, or at other designated times to develop a list of consultants interested in providing services to the County by the following procedure:
 - (a) All advertisements shall appear at least once in at least one newspaper of general circulation in the area where the project is to be located, and in as many additional issues and publications as may be necessary or desirable to achieve adequate competition. The advertisement(s) shall be published no fewer than fourteen (14) calendar days before close of the solicitation. The advertisement(s) shall briefly describe: (i) the project (ii) the professional services sought; (iii) where copies of the solicitation may be obtained; and (iv) the deadline for submitting a response.

- (b) At other designated times, the County may announce that it will accept from architectural, engineering, and other related professional consultant firms, a statement of qualifications, credentials, and other data expressing interest in providing services.
 - (1) The County may provide a standard form for this purpose. Materials received will be retained by the County for use in: (i) direct notice to consultants providing services similar to those required for the project; (ii) the Informal Selection Procedure; (iii) and, where possible, in the Direct Appointment Procedure.
 - (2) Materials on file with the County may be purged periodically, unless the County is notified otherwise by firms desiring to continue expressing interest in performing services.
- (c) The County may at any time during the solicitation or negotiation process reject all consultant proposals and cancel the solicitation without liability therefor, after making a written finding that there is good cause for rejecting all proposals and that it would be in the public interest to cancel the solicitation.
- (d) Unless consultant compensation is expressly provided for in the solicitation document, under no circumstances shall the County be responsible for any consultant costs and expenses incurred in submitting responses to the solicitation under any part of this rule. All prospective consultants who respond to solicitations do so solely at the consultant's cost and expense.
- (e) All solicitation documents shall include the following language: "Vendors shall use recyclable products to the maximum extent economically feasible in the performance of the contract work set forth in this documents".

75.020 Formal Selection Procedure

- (1) The formal selection procedure shall be used whenever the estimated cost of architectural, engineering, or related services exceeds \$25,000. (1) Responses shall be solicited through public advertisement, and may then include a Request for Qualifications (RFQ) to establish a short list, followed by an RFP. However, if a limited number of responses is anticipated, or if it is determined to be in the County's best interest, solicitation may proceed directly to an RFP process with or without an interview.
- (2) The Request for Qualifications shall, at a minimum, contain: (i) the solicitation; (ii) a statement of the particular consultant qualifications required or the project; (iii) the evaluation criteria (including the weights or points applicable to each criterion); and (iv) the screening or evaluation method to be used. The RFP may require any or all of the following:
 - (a) The consultant's particular capability to perform the architectural, engineering, or related services required for the project, and the consultant's recent, current, and projected workloads;
 - (b) The number of the consultant's experienced staff available to perform the professional services required by the project, including such personnel's specific qualifications and experience;
 - (c) A list of similar projects completed by the consultant with references concerning past performance; and
 - (d) Any other information which is deemed reasonably necessary to evaluate consultant qualifications.
- (3) A pre-submission meeting may be held for all interested consultants to discuss the proposed project and the required services. Attendance at such a meeting, if held, may be mandatory.
- (4) A consultant screening and evaluation committee of no fewer than two, and recommended no more than five, individuals shall be established to review, score and rank the consultants according to the solicitation criteria. The committee may be composed of members who, collectively, have experience in areas such as architecture, engineering construction, and public contracting. Members may be appointed from qualified professional employees of the County or other agencies, and may include private practitioners of architecture, engineering, or related professions, and representatives of user groups. One member of the committee from the County shall be designated as the chairperson.

- (5) Following screening and evaluation, a short list of at least three qualified professional consultants shall be established. Unless the RFQ is canceled, every consultant placed on a short list shall receive a copy the RFP and have an opportunity to submit a proposal.
- (6) The Request for Proposals shall describe or contain the following information:
 - (a) General background information, including a description of the project and the specific consultant services sought, and may include the estimated construction cost and the time period in which the project is to be completed;
 - (b) The evaluation process and the criteria which will be used to select the consultant; including the weight or points applicable to each criterion;
 - (c) The closing date and time of the solicitation and the delivery locations for consultant proposals;
 - (d) The date and time for interviews, if planned;
 - (e) Reservation of the right to seek clarifications of each consultant's proposal, and the right to negotiate a final contract which is in the best interests of the County, considering cost effectiveness and the level of consultant time and effort required for the project;
 - (f) Reservation of the right to reject, based on written findings, any or all proposals if there is good cause, and to cancel the solicitation, if doing so would be in the public interest;
 - (g) A sample of the contract the consultant will be expected to execute; and
 - (h) Any other information which is reasonably necessary to evaluate, rank and select consultants.
- (7) A pre-qualification or pre-proposal meeting may be held for all interested consultants to discuss the proposed project and the required services. Attendance at such a meeting, if held, may be mandatory.
- (8) An RFP consultant selection committee of no fewer than two, and recommended no more than seven, individuals shall be established to review, score and rank the consultant's responses to the RFP. The committee may be composed of members who, collectively, have experience in areas such as architecture, engineering, construction and public contracting. Members may be appointed from professional employees of the County or other agencies, and provide practitioners of architecture, engineering, or related professions, and user groups. One member of the committee from the County shall be designated as the chairperson.
- (9) The RFP consultant selection committee shall review, score and rank all responsive proposals according to criteria which may include, but are not limited to, the following:
 - (a) Availability and capability to perform the work;
 - (b) Experience of key staff on comparable project(s);
 - (c) Demonstrated ability to successfully complete similar projects on time within budget;
 - (d) References and recommendations from past clients, public and private;
 - (e) Consultant's performance history in (i) meeting deadlines; (ii) submitting accurate estimates; (iii) producing quality work; and (iv) meeting financial obligations;
 - (f) Status and quality of any required licensing or certification;
 - (g) Consultant's knowledge and understanding of the project as shown through the consultant's: (i) proposed approach to the project's staffing and scheduling needs and (ii) suggested alternatives to any perceived design and constructability problems;

- (h) Consultant's compensation requirements as defined under AR 75.010(2), unless prohibited by Federal requirements, such as this in 40 USC **541-544 (Public Law 92-583, Brooks Architect-Engineers Act);
 - (i) Results from oral interviews, if conducted;
 - (j) Design philosophy and project approach;
 - (k) Availability of any special required resources or equipment;
 - (l) Identity of proposed subcontractors; and
 - (m) Any other criteria that are deemed to be relevant to the project, including where the nature and budget of the proposed project so warrant, a design competition between competing professional consultants
- (10) Contract negotiations with the highest ranked consultant shall be directed toward obtaining written agreement on:
- (a) The consultant's tasks, staffing, and a performance schedule; and
 - (b) A maximum, not-to-exceed contract price which is consistent with the consultant's proposal and fair and reasonable to the County, taking into account the estimated value, scope, complexity, and nature of the professional services.
- (11) Negotiations may be formally terminated if they fail to result in a contract within a reasonable amount of time. Negotiations will then ensue with the second ranked consultant, and if necessary, the third ranked consultant. If the second or third round of negotiations fails to result in a contract within a reasonable amount of time, the solicitation may be formally terminated. Services of a qualified consultant may then be obtained through the direct appointment procedure under AR 75.030.
- (12) If a project for which a consultant has been selected and awarded a contract becomes inactive, or is materially altered or terminated, whether due to project phasing, insufficient appropriations, or other reasons, the County may, if the project is reactivated or continued after material alteration, retain the same consultant to complete the project if the County makes written findings that retaining the consultant will: (i) not encourage favoritism in the awarding of architectural, engineering, or related personal service contracts or substantially diminish competition for such contracts; and (ii) will result in substantial cost savings to the County.
- (13) Contracts entered into under the formal selection procedure set forth in AR 75.020 may be amended, provided the services to be provided under the amendment are included within, or directly related to, the scope of services that were described in the original solicitation document. Provided, further, that each such amendment must be in writing, signed by an authorized representative of the consultant and the County, and receive all necessary approvals before it becomes binding on Multnomah County.

75.025 Informal Selection Procedure

- (1) The informal selection procedure may be used to obtain architectural, engineering, or related services if the consultant's estimated fee is equal to or less than \$25,000.
- (a) A written solicitation inviting written proposals shall be sent to a minimum of three prospective consultants drawn from: (i) the County's current list of consultants; or (ii) among all consultants offering the necessary services that the agency reasonably can locate.
 - (b) All proposals shall be reviewed and the three most qualified consultants selected and ranked.
 - (c) The informal selection procedure shall be competitive to the maximum extent practicable and the selection and ranking may be based on criteria which include, but are not limited to each consultant's:

- (1) Particular capability to perform the architectural, engineering, or related services for the project being considered;
 - (2) Number of experienced staff available to perform the services required by the project, including each consultant's recent, current, and projected workloads;
 - (3) Performance history on past projects for public or private clients,
 - (4) Project approach and design philosophy;
 - (5) Consultant's compensation requirements as defined under AR 75.010(2), unless prohibited by Federal requirements.
 - (6) Geographic proximity to the project. The County may also consider the volume of work, if any, previously awarded to each consultant, with the object of effecting an equitable distribution of contracts among qualified consultants, provided such distribution does not violate the principle of selecting the most highly qualified consultant.
- (d) Contract negotiations with the highest ranked consultant shall be directed toward obtaining written agreement on:
- (1) The consultant's tasks, staffing, and a performance schedule; and
 - (2) A maximum, not-to-exceed contract price which is consistent with the consultant's proposal and fair and reasonable to the County, taking into account the estimated value, scope, complexity, and nature of the professional services.
- (e) Negotiations may be formally terminated if they fail to result in a contract within a reasonable amount of time. Negotiations will then ensue with the second ranked consultant, and if necessary, the third ranked consultant. If the second or third round of negotiations fails to result in a contract within a reasonable amount of time, the solicitation may be formally terminated. Services of a qualified consultant may then be obtained through the direct appointment procedure user AR 75.030.
- (f) If the scope of a project is revised during negotiations so that the estimated cost of the consultant's services exceeds \$25,000, then the informal process shall be terminated and the services of a qualified consultant solicited using the formal selection procedure set forth in AR 75.020. Provided however, that negotiations with the informally selected consultant may continue if the Count makes written findings that contracting with the consultant will: (i) not encourage favoritism in the awarding of architectural, engineering, or related personal service contracts; and (ii) will result in substantial cost savings to the County.

75.030 Direct Appointment Procedure

- (1) A qualified consultant may be appointed directly from: (i) the County's current list of consultants; (ii) another public jurisdiction's current list of consultants, pursuant to an interagency or intergovernmental agreement entered into in accordance with ORS chapter 190; or (iii) among all consultants offering the necessary services that the agency reasonably can locate, which may include public advertisement.
 - (a) The direct appointment procedure may be used when:
 - (1) Circumstances which could not reasonably have been foreseen create a substantial risk of loss, damage, interruption of services or threat to the public health or safety and require the prompt performance of architectural, engineering, or related services to remedy the situation; or
 - (2) The consultant's estimated fee does not exceed \$10,000; or
 - (3) The project: (i) consists of work which has been substantially described, planned or otherwise previously studied or rendered in an earlier contract, as in continuation of a project; (ii) the consultant's estimated fee for such project does not exceed \$25,000; and

(iii) the selection procedure used for the original project was the formal selection procedure set forth in AR 75.020 (or a substantially equivalent procedure if the consultant services for the original project were procured prior to adoption of these rules); or

(4) The consultant will be assisting legal counsel, through expert analysis, testing, testimony or otherwise, on a project which is, or is reasonably anticipated to be, the subject of a claim, lawsuit or other form of action, whether legal, equitable, administrative or otherwise.

(b) A direct appointment pursuant to (1)(a) or (b), above, shall be competitive to the extent practicable and may be based on criteria which include but are not limited to: (i) the consultant's availability, capabilities, staffing, experience, and compensation requirements and (ii) the project's location.

75.035 Contract Provisions

(1) Except as otherwise required by law, no consultant contract for architectural, engineering, or related services shall be awarded which contains fee provisions or fee schedules that are based on or limited to: (i) cost-plus-a-percentage-of-cost; or (ii) a percentage of construction or project costs.

(2) Except in cases of emergency as defined in ORS 279.011(4), no building materials, supplies or equipment for any building, structure or facility constructed by or for the County shall be sold by or purchased from any person or firm employed as a consultant by the County to provide architectural, engineering, or related services for such building, structure or facility, unless the consultant is providing: (i) construction manager/general contractor services, or (ii) design-build services, or where that portion of the contract relating to the acquisition of building materials, supplies or equipment was awarded pursuant to applicable law governing the award of such contracts.

75.040 Protest Procedures

(1) All protests of solicitation or selection processes are limited to the following issues and filing times:

(a) Solicitation protest: Unless a different deadline is specified in the solicitation document, prospective consultants must submit a written protest, or request for change, or particular solicitation provisions, specifications or contract terms and conditions to Purchasing no later than five (5) working days prior to the close of the solicitation. Such protest or request for change shall include the reasons for the protest or request, and any proposed changes to the solicitation provisions, specifications, or contract terms and conditions. No protest against selection of a consultant or award of a consultant contract, because of the content of solicitation provisions, specifications, or contract terms and conditions, shall be considered after the deadline established for submitting such protest.

(b) Selection protest: Every consultant who submits a proposal in response to an RFP shall be mailed a copy of the selection notice sent to the highest ranked consultant. Unless a different deadline is specified in the RFP, a consultant who has submitted a proposal and claims to have been adversely affected or aggrieved by the selection of a competing consultant, shall have five (5) working days after receiving the notice of selection to submit a written protest of the selection to Purchasing. To be adversely affected or aggrieved, a protester must claim that the protester was the highest ranked consultant eligible for selection, i.e., the protester must claim that all higher ranked consultants were ineligible for selection because their proposals were non-responsive or the consultants non-responsive. The County shall not consider a selection protest submitted after the time period established in this section (2), unless a different deadline is provided in the RFP.

(c) The County Chair, or designee, shall have the authority to settle or resolve a written protest submitted in accordance with sections (1) or (2) or this rule. The County Chair, or designee, shall promptly issue a written decision on the protest.

**MULTNOMAH COUNTY PUBLIC CONTRACT REVIEW BOARD
ADMINISTRATIVE RULES**

DIVISION 90

90.000 NOTICES AND AGENDA

90.010 Notices

- (1) Notices of amendment, adoption or repeal of rules, including contract exemption rulings and of meetings of the Public Contract Review Board and the agenda of the meetings shall be sent to the following at least seven (7) days prior to the meeting:
 - (a) Press: The Oregonian, The Gresham Outlook, The Daily Journal of Commerce.
 - (b) Management and Labor: Association of Oregon Industries; Associated General Contractors; Oregon Construction Industry Council; Oregon AFL-CIO, and Oregon State Building Trades Council.
 - (c) Any persons requesting notice in writing who show themselves in a position to be affected by the Board's determination.

90.020 Agenda

- (1) The agenda of the meetings of the Board shall include the following:
 - (a) Unanimous consent calendar pursuant to AR 30.040 including a brief description of the contract exempted and the amount of the contract.
 - (b) Consideration without hearing of pending applications for exemption. The agenda will list all proposed pending exemptions with a brief description of proposed exemptions including the amount of the contract.
 - (c) Consideration with hearing of pending applications for exemption rulings.
 - (d) Contested case hearings of appeals of disqualification or revocation of pre-qualification, including the name of the contractor and the grounds of the proposed disqualification or revocation of pre-qualification.

Rev: 12/ 1/94: FORMAT

Meeting Date: DEC 08 1994
Agenda No.: R-11

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM

SUBJECT: PCRB Exemption Request

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING Date Requested: December 1994

Amount of Time Needed: 5 minutes

DEPARTMENT: DES/MSS DIVISION: Fac. Mgmt./Purchasing

CONTACT: Bob Kieta/Lillie Walker TELEPHONE #: x3322/x5111
BLDG/ROOM #: 421/3rd / 421/1st

PERSON(S) MAKING PRESENTATION: Bob Kieta/Lillie Walker

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Request of the Board of County Commissioners as Public Contract Review Board for approval to use an Alternative Procurement method to purchase janitorial services at the Inverness Jail, Multnomah County Courthouse, and Justice Center.

12/2/94 copy of notice & application to PCRB list, Lillie Walker & Bob Kieta
12/9/94 copy of notice & order to PCRB list, Lillie Walker, Dave Boyer & Bob Kieta

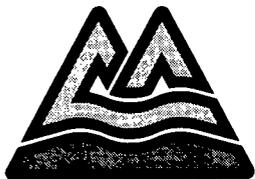
1994 DEC - 1 AM 11: 59
BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY OREGON

SIGNATURES REQUIRED:

ELECTED OFFICIAL: _____
OR
DEPARTMENT MANAGER: *Paul Perry*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222



MULTNOMAH COUNTY OREGON

BEVERLY STEIN
COUNTY CHAIR

EMPLOYEE SERVICES
FINANCE
LABOR RELATIONS
PLANNING & BUDGET
RISK MANAGEMENT

(503) 248-5015
(503) 248-3312
(503) 248-5135
(503) 248-3883
(503) 248-3797

(503) 248-5170 TDD

PORTLAND BUILDING
1120 S.W. FIFTH, 14TH FLOOR
P.O. BOX 14700
PORTLAND, OREGON 97214

PURCHASING, CONTRACTS
& CENTRAL STORES

(503) 248-5111

2505 S.E. 11TH, 1ST FLOOR
PORTLAND, OREGON 97202

MEMORANDUM

To: Board of County Commissioners

From: Lillie Walker, Purchasing Director

Date: November 28, 1994

Requested Placement Date: December 8, 1994

Re: Request for approval to use an alternative procurement method to purchase janitorial services at the Inverness Jail, Multnomah County Courthouse, and the Justice Center.

I. Background/Analysis:

A recommendation made by the City/County Consolidation Task Force is to "package" service contracts whenever possible to achieve the best cost through economy of scale. Janitorial specifications for the Inverness Jail and the Justice Center are almost identical to the requirements of the Multnomah County Courthouse. Each of the facilities require security precautions and a firm with a sufficient workforce to provide stability.

Because of the security and stability issues, only County custodians were allowed to provide custodial services in the detention facilities. Contractors began service to the Justice Center in January 1994. The Courthouse is currently serviced by County custodians. Contracted services have worked well in most facilities, however, awards made to the lowest responsive, responsible bidder has caused most contractors to pay their staff minimum wages at the start with no benefits. By utilizing the competitive request-for-proposal (RFP) process, salient issues may become a part of the evaluation process.

II. Financial Impact:

The cost for the service may be slightly higher due to the living wage and benefit issues, and security clearance requirements.

III. Legal Issues:

None. The use of a competitive RFP as an alternative procurement method is in accord with ORS 279.015.

IV. Controversial Issues:

It is anticipated that at least 5 to 6 janitorial service firms will be able to compete for the service. Issue regarding using contracted services or County employees for custodial services.

V. Link to Current County Policies:

Current County policies allow for exemptions to use alternative procurement methods.

VI. Other Government Participation:

None.



MULTNOMAH COUNTY OREGON

OFFICE OF THE BOARD CLERK
SUITE 1510, PORTLAND BUILDING
1120 S.W. FIFTH AVENUE
PORTLAND, OREGON 97204

BOARD OF COUNTY COMMISSIONERS

| | | |
|------------------|------------|------------|
| BEVERLY STEIN • | CHAIR | • 248-3308 |
| DAN SALTZMAN • | DISTRICT 1 | • 248-5220 |
| GARY HANSEN • | DISTRICT 2 | • 248-5219 |
| TANYA COLLIER • | DISTRICT 3 | • 248-5217 |
| SHARRON KELLEY • | DISTRICT 4 | • 248-5213 |
| CLERK'S OFFICE • | 248-3277 | • 248-5222 |

NOTICE OF HEARING

The Multnomah County Board of Commissioners, sitting as the Public Contract Review Board, will consider an application on Thursday, December 8, 1994, at 9:40 a.m. in Room 602 of the Multnomah County Courthouse, 1021 SW Fourth, Portland, Oregon, in the Matter of an Exemption to Use an Alternative Competitive Procurement Method to Purchase Janitorial Services at the Justice Center, County Courthouse and Inverness Jail.

A copy of the application is attached.

For additional information, please contact Multnomah County Purchasing and Central Stores Director Lillie Walker at 248-5111.

**BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON
PUBLIC CONTRACT REVIEW BOARD**

Deborah L. Bogstad
Office of the Board Clerk

enclosure
cc: Lillie Walker
Bob Kieta

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON
ACTING AS THE PUBLIC CONTRACT REVIEW BOARD

In the Matter of an Exemption to Use an)
Alternative Competitive Procurement Method)
to purchase Janitorial Services at the Justice) A P P L I C A T I O N
Center, County Court House and Inverness Jail)

Application to the Public Contract Review Board on behalf of a request from the DES, Facilities and Property Management Division, pursuant to the Board's Administrative Rule AR 10100 adopted under the provisions of ORS 279.015, for an order of exemption to use an alternative competitive procurement method to purchase janitorial services at the Multnomah County Courthouse, Justice Center and the Inverness Jail. The estimated annual cost of the services is \$415,000.

This Exemption Request is due to the following facts:

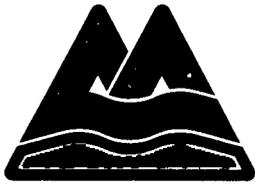
1. A recommendation made by the City/County Consolidation Task Force was to "package" service contracts whenever possible to achieve the best cost through economy of scale. The janitorial service requirements at the Justice Center and the Inverness Jail are almost identical to those required by the County Court House in that each of the facilities require personnel with security clearance and a sufficient workforce to provide stability.
2. Because of security and stability issues, only County custodians were allowed to provide janitorial services in the detention facilities. The County Court janitorial services are now contracted out. Contracted services have worked well in most of the facilities, however, awards made to the low bidder has attracted contractors who pay minimum wages and no benefits to their employees.
3. The alternative procurement method requested is the Requested-for-Proposal process. This process would not inhibit competition and would allow wage, benefits, staff stability and security issues to be factors to be evaluation criteria.

The DES, Facilities and Property Management Division has funds for the purchase of janitorial services in the FY 1994-95 budget.

Dated this 28th day of October, 1994.


Lillie Walker, Director
Purchasing, Contracts, & Central Stores

Attachments



MULTNOMAH COUNTY OREGON

OFFICE OF THE BOARD CLERK
SUITE 1510, PORTLAND BUILDING
1120 S.W. FIFTH AVENUE
PORTLAND, OREGON 97204

BOARD OF COUNTY COMMISSIONERS

| | | |
|------------------|--------------|----------|
| BEVERLY STEIN • | CHAIR • | 248-3308 |
| DAN SALTZMAN • | DISTRICT 1 • | 248-5220 |
| GARY HANSEN • | DISTRICT 2 • | 248-5219 |
| TANYA COLLIER • | DISTRICT 3 • | 248-5217 |
| SHARRON KELLEY • | DISTRICT 4 • | 248-5213 |
| CLERK'S OFFICE • | 248-3277 • | 248-5222 |

NOTICE OF APPROVAL

The Multnomah County Board of Commissioners, sitting as the Public Contract Review Board, considered an application on Thursday, December 8, 1994, at 9:30 a.m. in Room 602 of the Multnomah County Courthouse, 1021 SW Fourth, Portland, Oregon, and approved Order 94-241 in the Matter of an Exemption to Use an Alternative Procurement Method to Contract for Custodial Services at the Justice Center, Inverness Jail and County Courthouse.

A copy of the Order is attached.

**BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON
PUBLIC CONTRACT REVIEW BOARD**

*Deborah Bogstad
Office of the Board Clerk*

enclosure

cc: Lillie Walker

Dave Boyer

Bob Kieta

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON
ACTING AS THE PUBLIC CONTRACT REVIEW BOARD**

In the Matter of an Exemption to Use an Alternative)
Procurement Method to Contract for Custodial Services)
at the Justice Center, Inverness Jail and County Court)
House)

ORDER
94-241

The above entitled matter is before the Board of County Commissioners, acting in its capacity as the Multnomah County Public Contract Review Board, to review, pursuant to ORS 279.015 (2) and AR 10.010, a request from the DES, Facilities and Property Management Division, for an specific exemption to allow the use of an alternative procurement method to contract for janitorial services at the Justice Center, Inverness Jail and the County Court House. The estimated annual contract price for the services is \$415,000.

FINDINGS

1. **Background:** Subsequent to this time, custodial services at the Justice Center and the Inverness Jail were performed by County custodial staff due to security issues. The County Court House is due to be contracted out. The Inverness Jail and Justice Center are facilities that require custodial services that are almost identical to those required at the Court House. A recommendation made by the City/County Consolidation Task Force was to "package" service contracts to achieve the best cost through economy of scale. The County now has an opportunity to "package" these three facilities for cost savings, security and the potential for better wages and benefits for employees through use of the competitive Request-for-Proposal process.
2. The contract will be awarded through a competitive RFP process. There are a sufficient number of janitorial firms that are able to meet the specifications and compete for the service, therefore, it is unlikely the exemption will encourage favoritism or substantially diminish competition.
3. Consolidation of the three facilities under one contract will allow cost savings for both the Contractor and the County in the area of contract administration. Although the RFP process will be used, it is anticipated that the competition between qualified contractors will result in cost saving.

ORDERED that the alternative procurement method through issuance of a Request-for-Proposal be exempted from the competitive bid process.

Dated this 8th day of December, 1994.



Laurence Kressel, County Counsel
for Multnomah County, Oregon

By John L. DuBay
Assistant County Counsel
John L. DuBay

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON
ACTING AS THE PUBLIC CONTRACT
REVIEW BOARD:

By Beverly Stein
Beverly Stein, County Chair

Meeting Date: DEC 08 1994
Agenda No.: R-12

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM

SUBJECT: PCRB Exemption Request/Security Contracts

BOARD BRIEFING Date Requested: _____

Amount of Time Needed: _____

REGULAR MEETING Date Requested: December 8, 1994

Amount of Time Needed: 5 minutes

DEPARTMENT: DES/MSS DIVISION: Fac. Mgmt./Purchasing

CONTACT: Bob Kieta/Lillie Walker TELEPHONE #: x3322/x5111
BLDG/ROOM #: 421/3rd / 421/1st

PERSON(S) MAKING PRESENTATION: Bob Kieta/Lillie Walker/Dave Boyer

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Request of the Board of County Commissioners as Public Contract Review Board for approval to use an Alternative Procurement method to purchase security guard contracts.

12/2/94 notice & copy of proposed order to PCRB list, Lillie WALKER, Bob Kieta & Dave Boyer

12/9/94 notice & copy of order to PCRB list, Dave BOYER, Lillie WALKER & Bob Kieta

SIGNATURES REQUIRED:

ELECTED OFFICIAL: _____
OR
DEPARTMENT MANAGER: 

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1994 DEC -2 AM 10:31

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222



MULTNOMAH COUNTY OREGON

BEVERLY STEIN
COUNTY CHAIR

EMPLOYEE SERVICES
FINANCE
LABOR RELATIONS
PLANNING & BUDGET
RISK MANAGEMENT

(503) 248-5015
(503) 248-3312
(503) 248-5135
(503) 248-3883
(503) 248-3797

(503) 248-5170 TDD

PORTLAND BUILDING
1120 S.W. FIFTH, 14TH FLOOR
P.O. BOX 14700
PORTLAND, OREGON 97214

PURCHASING, CONTRACTS
& CENTRAL STORES

(503) 248-5111

2505 S.E. 11TH, 1ST FLOOR
PORTLAND, OREGON 97202

MEMORANDUM

To: Board of County Commissioners

From: Dave Boyer, Finance Director *DB*

Date: November 30, 1994

Requested Placement Date: December 8, 1994.

RE: Exemption for Unarmed Security Guard Services

I. Recommendation/Action Requested:

Approve exemption to proceed with an alternative procurement process for selecting unarmed security guard services. In using the alternative selection process the County will follow the guidelines listed below.

- (a) The procurement will be publicly advertised and a written document issued that invites the submission of sealed, written offers to be opened publicly at a designated time and place.
- (b) Contractual requirements will be stated clearly in the solicitation document.
- (c) Evaluation criteria to be applied in awarding the contract and the role of an evaluation committee are stated clearly in the solicitation document. Criteria used to identify the proposal that best meets the County's needs may include but are not limited to cost, employee compensation package, quality, service, compatibility, product reliability, operating efficiency and expansion potential.
- (d) The solicitation document will clearly state all complaint processes and remedies available.

- (e) The solicitation document will state the provisions made for proposers to comment on any specifications which they feel limit competition.
- (f) The evaluation criteria contained in the request for proposal will be presented to the Chair for review and input before being published.

To address the issue of living wages, the County will evaluate a regional cooperative approach to requiring living wages and other community concerns in public contracts. It is our feeling that if we are going to make a positive impact on our community that we need to use a cooperative approach that includes other local governments in the area.

II. Background/Analysis:

In April the County was in the process of bidding out unarmed guard services when the Chair and two Commissioners were contacted by a potential bidder on the contract and requested the County to consider the request for proposal contain language requiring the contractors pay a minimum wage "floor". The question regarding medical insurance was also raised by a commissioner. We canceled the bid and have extended the current contract until January 1995.

The following are the issues that we have researched and feel the Board needs to be aware of in making this decision:

1. We have checked with County Counsel and the County can require a wage "floor" provision in its contract specifications. The City of Portland's security contract for the Portland Building contains a wage "floor" specification of \$7.00. Portland State University required wage "floors" in their janitorial and custodial contract before they decided to bring these contracts in-house.
2. We have also checked with County Counsel and the County can require contractors to make medical insurance available to employees.
3. The County has various other contracts with service providers, mainly in the Community and Family Services Division and Juvenile Justice Division, that could be impacted by a wage "floor" and /or medical benefit requirement. We have sampled 30 Juvenile Justice and Community and Family Service contracts. Of the contracts sampled, one paid a wage of \$5.75 per hour, three paid wages of between \$6.10 to \$7.00 per hour and all of the others paid wages in excess of \$7.00 per hour. Only one contractor did not offer medical benefits to their employees. The contractor not offering medical benefits to their employees receives \$10,800 a year from the County. If a "floor" of \$7.00 per hour was extended to all County contracts over \$25,000 the estimated impact, based on the sample, would be at a minimum of \$540,000 per year. These estimates are based on the percent of contracts sampled. Not all contractors have returned our request for this information.

not the only factor evaluated in selecting the contractor. One issue that needs to be considered is the potential impact on a not for profit contractor that may perform services for other organizations besides the County. Problems could arise if the County required a not for profit organization to pay a certain wage "floor" for County contracted services but the organization couldn't afford to pay the same wage for services provided to other organizations. This could be a problem if the not for profit organization receives 50% funding from the State, 40% funding from the County and 10% local funding. The provider would be reimbursed for higher wages from the County but may not receive adequate reimbursement from the other sources of funding.

4. The current federal poverty level and Care Oregon Level are as follows:

FEDERAL POVERTY LEVEL:

| <u>Dependents</u> | <u>Annual Income</u> | <u>Hourly Wage</u> |
|-------------------|----------------------|--------------------|
| 1 | \$ 7,356 | \$3.52 |
| 2 | 9,840 | 4.71 |
| 3 | 12,324 | 5.90 |
| 4 | 14,796 | 7.09 |

CARE OREGON:

| <u>Dependents</u> | <u>Annual Income</u> | <u>Hourly Wage</u> |
|-------------------|----------------------|--------------------|
| 1 | \$ 9,792 | \$4.69 |
| 2 | 13,092 | 6.27 |
| 3 | 16,380 | 7.84 |
| 4 | 19,680 | 9.43 |

5. Facilities management has requested an exemption to use the alternative procurement process for evaluating custodial/janitorial services and at this time we feel that this is a better approach to solve the concerns regarding low ball bidding on contracts.

III. Financial Impact if Wage "floors" are instituted:

The financial impact depends on a wage "floor" level and if the "floor" is extended to other trade related contracts. The following is the estimated annual financial impact and is based on the County's current contracts in force and the various "floor" levels.

| <u>Policy Standard</u> | <u>Security Wage</u> | <u>Custodial Wage</u> | <u>Total Wage</u> |
|------------------------|----------------------|-----------------------|-------------------|
| "Floor" \$5.50 | \$ 3,675 | \$ | \$ 3,675 |
| "Floor" 5.50 | 11,020 | 7,130 | 18,150 |
| "Floor" 6.00 | 18,370 | 21,390 | 39,760 |
| "Floor" 7.00 | 36,735 | 42,785 | 79,520 |

The estimated cost of requiring medical coverage is difficult to arrive at since we don't know if the firms now being used provide for medical coverage. Based on the total monthly hours worked (8,000) and an assumed medical premium of \$150 per month per employee, the maximum cost would be about \$81,000 per year.

Facilities Management's 1994-95 budget does not include these estimated costs and the building management charges billed to the impacted departments/divisions would need to be increased to provide any changes .

IV. Legal Issues:

We have asked for an opinion from County Counsel. According to them the County is legally allowed to require wage "floor" and medical benefits in contract specifications.

V. Controversial Issues:

Union did raise a concern regarding the use of contracted services.

VI. Link to Current County Policies:

Requiring "floors" would be a change in current policy. The County does not require wage "floors" or medical benefit coverage in security guard contracts. Requesting an exemption to use an alternative procurement method is consistent with Public Contract Review Board Rules.

VII. Citizen participation:

This issue was raised by one of the potential providers of security services.

VIII. Other Government Participation:

None. The City of Portland is the only other local government, that we are aware of, that provides for wage "floors". They only provide wage "floors" in the security contract in the Portland Building.



NOV 7 REC'D

MULTNOMAH COUNTY OREGON

DEPARTMENT OF ENVIRONMENTAL SERVICES
DIVISION OF FACILITIES AND
PROPERTY MANAGEMENT
2505 S.E. 11TH AVENUE
PORTLAND, OREGON 97202
(503) 248-3322

BEVERLY STEIN
MULTNOMAH COUNTY CHAIR

MEMORANDUM

TO: BETSY WILLIAMS, DIRECTOR
DEPARTMENT OF ENVIRONMENTAL SERVICES

FROM: F. WAYNE GEORGE, DIRECTOR
FACILITIES AND PROPERTY MANAGEMENT *F. Wayne George*

DATE: NOVEMBER 3, 1994

RE: CUSTODIAL MOVES/LOCAL 88 INTERVENTION

As you can see from the attached memo from Bob Kieta to Jim Smith, we are relocating our custodians to a smaller building due to their dwindling numbers. We then hire contracted custodians as the need arises. In my tenure at Multnomah County it has always been the practice of hiring contracted custodians to replace County Custodians when they leave the County. It's also been our practice (and my promise) not to simply abolish the custodians simply because their numbers continue to decrease. Jim Smith, business agent for Local 88, has obviously always advocated that we hire county employees for custodial work. But again, our practice has been not to do this. We met with Jim this date and his feelings were that he is going to bring this to the Chair's attention. Since Bev and I have not met on this topic, I have no way of knowing her feelings. However, I did want you to know about this before you were contacted by the Chair's Office.

I'll also copy Bill. I bet he can explain this to Bev if necessary.

Bob Kieta and I are available should you or the Chair's Office want to meet on this subject.

c: Bill Farver
Bob Kieta
attachment



MULTNOMAH COUNTY OREGON

DEPARTMENT OF ENVIRONMENTAL SERVICES
DIVISION OF FACILITIES AND
PROPERTY MANAGEMENT
2505 S.E. 11TH AVENUE
PORTLAND, OREGON 97202
(503) 248-3322

BEVERLY STEIN
MULTNOMAH COUNTY CHAIR

TO: Jim Smith
FROM: Bob Kieta *BK*
DATE: November 3, 1994
RE: Custodial Move

The County's Custodians have managed to do a remarkable job during a year of difficult times. Since January of this year when the Custodians moved to the Courthouse we have had two custodians retire, one resign, one suffer a severe stroke, two promote to a higher classification and because of injury, one reclassified to a parking lot attendant. Quite a year for what was a small group to begin with. Fortunately for those who remained we've been able to bring in several temporary workers to help fill the gaps while we plan for the future. This plan is why I'm sending you this memo and requested our meeting today.

Facilities Management continues to move in the direction of contracted custodial services. We have not and do not plan to hire new custodians to replace those who have left. For this reason we believe it is in the Custodians best interest that we again move them to a facility that fits their numbers. The Mead building has approximately 60,000 square feet of County space. Using one Custodian as a Day Porter we will have four people left to provide service each night. This would require that each custodian cover 15,000 sq ft nightly. Currently they are servicing approximately 35,000 each night. The Mead building move will allow the Custodians to provide full service instead of the reduced levels we now provide the Courthouse.

This move will then create openings at MCIJ, Justice Center, Courthouse and Central Library Day Porter. We intend to keep the Central Library Day Porter Position open until we know how George Petrich has recovered when his FMLA ends in March of 1995 and what his plans are at that time. Justice Center, MCIJ and the Courthouse are being packaged into one contract. The City's portions of the JC will be included in this package. We expect that by combining these facilities money will be saved. These savings will be used to increase the previous level of service to the Courthouse.

I have met with each Custodian to discuss this move. The

majority express agreement and support of the plan. Jim Coleman, while not wanting to move again has not adamantly opposed this plan to date. Bernice has been working as a Day Porter in the Mead building for three months. We will use information she has learned to develop the work plan for this building. Richard, Elvis and Charles all are supportive and look forward to this move.

I have developed a good working relationship with these people over the past year and will continue to support them in every way possible. I look forward to our meeting and if you have any question or would like further information please contact me at 248-3322 ext 6245.

c: Wayne George
Don Winkley



MULTNOMAH COUNTY OREGON

DEPARTMENT OF ENVIRONMENTAL SERVICES
DIVISION OF FACILITIES AND
PROPERTY MANAGEMENT
2505 S.E. 11TH AVENUE
PORTLAND, OREGON 97202
(503) 248-3322

BEVERLY STEIN
MULTNOMAH COUNTY CHAIR

TO: Lillie Walker
FROM: Betsy Williams *Betsy Williams*
RE: Alternative Bid Process Exemption
DATE: October 13, 1994

Facilities Management continually works in developing ways to spend tax payers money in the most productive and efficient manner. A recommendation made by City/County Consolidation Task Force is to "package" service contracts whenever possible to achieve the best cost through economy of scale. The timing of the Justice Center custodial bid matches that of MCIJ and the Courthouse. MCIJ and the Courthouse have practically identical requirements as the Justice Center. They all share a need for a reliable and stable custodial workforce to fit within the requirements of high security procedures established in these facilities.

In the past only County custodians were allowed to provide custodial service in the detention facilities. The County's current direction is not to hire or replace County custodians as vacancies come open, instead we hire contractors. Contractors have worked well in most County facilities but bid awards made on the basis of lowest responsive, responsible bid creates a situation where most custodians working in our facilities start at State minimum wage with no benefits. This combination does not attract the high caliber and dependable workforce we would like to see in our most secure of facilities. One way to help achieve stability is to select contractors who provide living wages and health benefits to their employees as well as having the knowledge and experience to do the job. The BCC is looking into possibly setting wage and benefit floors for all contracts, but in the meantime these buildings REQUIRE a stable, reliable and "clean" workforce. To provide for a method to achieve this I am requesting that this custodial package be sent out as an RFP to be evaluated and awarded based on a set criteria by a committee. Cost would become only one factor in this evaluation process. The other factors could be similar experience; qualifications, references, proposed cleaning schedules; manhours; wage structure; benefits.

RECEIVED
PURCHASING SECTION
94 OCT 25 AM 8:16
MULTNOMAH COUNTY

The package would include requirements for a full-time onsite supervisor and security background checks that would allow for custodial staff to move freely around the three facilities giving contractors greater flexibility in scheduling and stability. Equally important is the cost savings that will result from combining these buildings. The cost savings will be used to increase the service level of the Courthouse back to full service.

It is my understanding that because the RFP method differs from the normal award process of lowest responsive, responsible bid, an exemption must be granted to allow this project to proceed. It will continue to be our goal to invite competition among the qualified contractors including MBE's and WBE's on this RFP. It is also our goal to select and provide the State, City and County a reliable, stable and qualified contractor to provide custodial services in their most secure and sensitive facilities.

Please expedite this request at your earliest convenience. Bob Kieta will be available to help with the exemption process.

c: F. Wayne George
Bob Kieta
Jan Thompson



MULTNOMAH COUNTY OREGON

OFFICE OF THE BOARD CLERK
SUITE 1510, PORTLAND BUILDING
1120 S.W. FIFTH AVENUE
PORTLAND, OREGON 97204

BOARD OF COUNTY COMMISSIONERS

| | | |
|------------------|--------------|----------|
| BEVERLY STEIN • | CHAIR • | 248-3308 |
| DAN SALTZMAN • | DISTRICT 1 • | 248-5220 |
| GARY HANSEN • | DISTRICT 2 • | 248-5219 |
| TANYA COLLIER • | DISTRICT 3 • | 248-5217 |
| SHARRON KELLEY • | DISTRICT 4 • | 248-5213 |
| CLERK'S OFFICE • | 248-3277 • | 248-5222 |

NOTICE OF HEARING

The Multnomah County Board of Commissioners, sitting as the Public Contract Review Board, will consider a proposed order on Thursday, December 8, 1994, at 9:40 a.m. in Room 602 of the Multnomah County Courthouse, 1021 SW Fourth, Portland, Oregon, in the Matter of an Exemption to Use an Alternative Procurement Method to Contract for Security Guard Services.

A copy of the proposed order is attached.

For additional information, please contact Multnomah County Purchasing and Central Stores Director Lillie Walker at 248-5111.

**BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON
PUBLIC CONTRACT REVIEW BOARD**

Deborah L. Bogstad
Office of the Board Clerk

enclosure
cc: Dave Boyer
Lillie Walker
Bob Kieta



MULTNOMAH COUNTY OREGON

OFFICE OF THE BOARD CLERK
SUITE 1510, PORTLAND BUILDING
1120 S.W. FIFTH AVENUE
PORTLAND, OREGON 97204

BOARD OF COUNTY COMMISSIONERS

| | | |
|------------------|--------------|----------|
| BEVERLY STEIN • | CHAIR • | 248-3308 |
| DAN SALTZMAN • | DISTRICT 1 • | 248-5220 |
| GARY HANSEN • | DISTRICT 2 • | 248-5219 |
| TANYA COLLIER • | DISTRICT 3 • | 248-5217 |
| SHARRON KELLEY • | DISTRICT 4 • | 248-5213 |
| CLERK'S OFFICE • | 248-3277 | 248-5222 |

NOTICE OF APPROVAL

The Multnomah County Board of Commissioners, sitting as the Public Contract Review Board, considered an application on Thursday, December 8, 1994, at 9:30 a.m. in Room 602 of the Multnomah County Courthouse, 1021 SW Fourth, Portland, Oregon, and approved Order 94-242 in the Matter of an Exemption to Use an Alternative Procurement Method to Contract for Security Guard Services.

A copy of the Order is attached.

**BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON
PUBLIC CONTRACT REVIEW BOARD**

**Deborah Bogstad
Office of the Board Clerk**

*enclosure
cc: Lillie Walker
Dave Boyer
Bob Kieta*

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON
ACTING AS THE PUBLIC CONTRACT REVIEW BOARD**

In the Matter of an Exemption to use an Alternative Procurement Method to Contract for Security Guard Services)
)
)

ORDER 94-242

The above entitled matter is before the Board of County Commissioners, acting in its capacity as the Multnomah County Public Contract Review Board, to review, pursuant to ORS 279.015 (2) and AR 10.010, a request for an exemption to use an alternative procurement method to contract for security guard services.

1. The contract will be awarded through a competitive RFP process.
2. In using the alternative selection process the County will use the following guidelines:
 - (a) The procurement will be publicly advertised and a written document issued that invites the submission of sealed, written offers to be opened publicly at a designated time and place.
 - (b) Contractual requirements will be stated clearly in the solicitation document.
 - (c) Evaluation criteria to be applied in awarding the contract and the role of an evaluation committee are stated clearly in the solicitation document. Criteria used to identify the proposal that best meets the County's needs may include but are not limited to cost, employee compensation package, quality, service, compatibility, product reliability, operating efficiency and expansion potential.
 - (d) The solicitation document will clearly state all complaint processes and remedies available.
 - (e) The solicitation document will state the provisions made for proposers to comment on any specifications which they feel limit competition.
 - (f) The evaluation criteria contained in the request for proposal will be presented to the Chair for review and input before being published.

ORDERED that the alternative procurement method through the issuance of a Request for Proposal be exempted from the competitive bid process.

Dated this 8th day of December, 1994.



Laurence Kessler, County Counsel
for Multnomah County, Oregon

By John L. DuBay
John L. DuBay

**BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON
ACTING AS THE PUBLIC CONTRACT
REVIEW BOARD:**

By Beverly Stein
Beverly Stein, County Chair