

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

**ORDER NO. \_\_\_\_\_**

Approving the Class Special Procurement Process to Contract with Energy Bill Payment Assistance Suppliers/Vendors Under the Energy Assistance Program

**The Multnomah County Board of Commissioners Finds:**

- A. The Department of County Human Services Community Services Division seeks authorization from October 1, 2015 through September 30, 2020 for a Class Special Procurement from the Board, acting as the Multnomah County Public Contract Review Board pursuant to PCRB Rule 47-0285, to contract with energy vendors/ suppliers for energy bill payment assistance under the Energy Assistance Program.
- B. The energy bill payment assistance program is designed to ensure low-income households have access to assistance in paying their utility bills in order to maintain service and avoid shut-off.
- C. The program is a federally and state funded, state-managed, and county-administered program serving low-income people in accordance with federal and state guidelines. The County took over the responsibility of paying vendors/suppliers in 1993. Under the current program, nine contract agencies (identified separately on the attached list) handle household eligibility determinations and amount of entitlement, using federal and state guidelines. These agencies approve payments, the County authorizes the use of program funds and pays the energy vendor/supplier, and the vendor/supplier provides the energy. Board Order 95-136 was granted in 1995 for the first five years of the program and is renewed every five years by a new Board Order. The current Class Special Procurement authorization terminates on September 30, 2015.
- D. Eligible households identify the provider of their home energy. The program pays those specifically identified vendor/suppliers directly. Utility vendors/supplier identified by the eligible household who is willing to accept payment from the County. Because the vendor is chosen by eligible households, this class special procurement process is unlikely to encourage favoritism in the awarding of public contract or to substantially diminish competition for public contracts.
- E. The attached list names all current vendors/suppliers who have agreed to accept payment from the County. The list is not closed to new vendors/suppliers as eligible households may identify them in the future.
- F. The County expects to provide approximately \$5 million of energy bill payment assistance annually. Funding level is dependent on federal and state allocation.

**The Multnomah County Board of Commissioners Orders:**

1. This Class Special Procurement request to extend DCHS's authorization to contract with energy vendor/suppliers on the attached list (and any other vendor/supplier who is identified by an eligible household and is willing to accept payment from the County) is approved for the period October 1, 2015 through September 30, 2020.

**ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2015.**

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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Deborah Kafoury, Chair

REVIEWED:  
JENNY M. MADKOUR, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
**Patrick W. Henry**  
**Assistant County Attorney**

**SUBMITTED BY: Liesl Wendt, Director**  
**Department of County Human Services**