Deschutes County Board of Commissioners
1300 NW Wall St., Suite 200, Bend, OR 97701-1960
(541) 388-6570 - Fax (541) 385-3202 - www.deschutes.org

AGENDA REQUEST & STAFF REPORT

For Board Business Meeting of October 28, 2015

DATE: October 21, 2015

FROM: Nancy Mooney, Contract Specialist Phone: 322-7516
Health Services, Behavioral Health Division

TITLE OF AGENDA ITEM:
Consideration of Board Signature of Document #2015-654, Amendment between Oregon Department of Education and Deschutes County Health Services, Early Learning Division (DCHS).

PUBLIC HEARING ON THIS DATE? No

BACKGROUND AND POLICY IMPLICATIONS:
The two (2) year agreement is the basis for grant funding and administrative services provided to Deschutes County Health Services, Early Learning Division by the Oregon Department of Education. The agreement may be amended when changes to grant streams occur throughout the two (2) year cycle.

This amendment #5 is reducing funds for the period July 2013 to June 2015 and adding funds for the period July 1, 2015 through December 2015. In addition, this amendment is extended the original termination date to December 2015, as Deschutes County continues to administer the Health Families Oregon program. Healthy Families Oregon is a home visiting program that assists families in giving their newborn children a "healthy start" in life. The program offers weekly intensive home visits for first birth, high-need families and one-time welcome home visits to all families with newborns.

FISCAL IMPLICATIONS:
Modification of funds is an overall increase from $578,319 to $640,090.

RECOMMENDATION & ACTION REQUESTED:
Early Learning Division requests approval.

ATTENDANCE: Hillary Saraceno, Regional Early Learning Director

DISTRIBUTION OF DOCUMENTS:
Executed copies to: Nancy Mooney, Contract Specialist, Health Services

DESCHUTES COUNTY DOCUMENT SUMMARY

(NOTE: This form is required to be submitted with ALL contracts and other agreements, regardless of whether the document is to be on a Board agenda or can be signed by the County Administrator or Department Director. If the document is to be on a Board agenda, the Agenda Request Form is also required. If this form is not included with the document, the document will be returned to the Department. Please submit documents to the Board Secretary for tracking purposes, and not directly to Legal Counsel, the County Administrator or the Commissioners. In addition to submitting this form with your documents, please submit this form electronically to the Board Secretary.)

Please complete all sections **above** the Official Review line.

Date: October 9, 2015

Department: Health Services, Early Learning Division.

Contractor Name: Oregon Department of Education, Early Learning Division

Contractor Contact: Karen Hull, Procurement & Contract Specialist

Contractor Phone #: (503) 947-5881

Type of Document: Amendment #5 to Intergovernmental Agreement #DES1315

Goods and/or Services: This is amendment #5 to the master agreement for funding in the 2013-15 biennium between the State of Oregon, Early Learning Division and Deschutes County. This amendment is reducing funds for the period July 2013 to June 2015 and adding funds for the period July 1, 2015 through December 2015. In addition, this amendment is extended the original termination date to December 2015, as Deschutes County continues to administer the Health Families Oregon program.

Background & History: The two year agreement is the basis for grant funding and administrative services provided to Deschutes County Health Services, Early Learning Division by the Oregon Department of Education, Early Learning Division. The agreement may be amended when changes to grant streams occur throughout the two year cycle.

Amendment #5 allocates funds for the administration of the Healthy Families Oregon contract. These funds will be used for the Healthy Start Program. Healthy Start is a home visiting program that assists families in giving their newborn children a "healthy start" in life. The program offers weekly intensive home visits for first birth, high-need families and one-time welcome home visits to all families with newborns.

Agreement Starting Date: July 1, 2013 **Ending Date:** December 31, 2015

Annual Value or Total Payment: The result in the modification of funds is an overall increase from $578,319 to $640,090.

☐ Insurance Certificate Received (check box)
Insurance Expiration Date: N/A

Check all that apply:

- ☐ RFP, Solicitation or Bid Process
- ☐ Informal quotes (<$150K)
- ☒ Exempt from RFP, Solicitation or Bid Process (specify – *see* DCC §2.37)

Funding Source: (Included in current budget? ☒ Yes ☐ No

If ***No***, has budget amendment been submitted? ☐ Yes ☐ No

Is this a Grant Agreement providing revenue to the County? ☒ Yes ☐ No

Special conditions attached to this grant: None

Deadlines for reporting to the grantor: Quarterly 45 days after the end of the quarter; November, February, May & August.

If a new FTE will be hired with grant funds, confirm that Personnel has been notified that it is a grant-funded position so that this will be noted in the offer letter: ☐ Yes ☐ No

Contact information for the person responsible for grant compliance:
Name: Hillary Saraceno
Phone #: (541) 317-3178

Departmental Contact and Title: Hillary Saraceno **Phone #:** (541) 317-3178

Department Director Approval: _____ 10/14/15
Signature Date

Distribution of Document: Please return all originals to Nancy Mooney.

Official Review:

County Signature Required (check one): ☒ BOCC ☐ Department Director (if <$25K)

☐ Administrator (if >$25K but <$150K; if >$150K, BOCC Order No. _____)

Legal Review _____ Date 10/20/15

Document Number 2015-654

REVIEWED
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LEGAL COUNSEL

OREGON DEPARTMENT OF EDUCATION
EARLY LEARNING DIVISION 2013-2015
COUNTY INTERGOVERNMENTAL AGREEMENT #9742 or DES1315 AMENDMENT #5
"Mixed Funds Agreement"

This is Amendment No. 5 to ODE Agreement No. 9742 or DES1315 (as amended from time to time, the "Agreement") between the State of Oregon, acting by and through its Department of Education on behalf of its Early Learning Division ("Agency) and **Deschutes County** ("County") a political subdivision of the State of Oregon. The Agreement is dated June 20, 2013; this Amendment is effective as of the last date it is signed below (the "Effective Date").

1. This Amendment shall be effective on the last date the Amendment has been signed by every party and when required, approved in accordance with applicable laws, rules and regulations, including any federal approval and approval for legal sufficiency by the State of Oregon, Department of Justice.

2. The Agreement is hereby amended as follows with new language indicated by underlining and [deleted language is indicated by brackets]:

A) AGREEMENT, Section 1 is revised as follows:
This Agreement is effective on the later of July 1, 2013, or the date it has been fully executed by every party and, when required, approved by the Oregon Department of Justice. Unless extended or terminated in accordance with its terms, this Agreement terminates on [September 30, 2015] December 31, 2015. This Agreement may be extended for additional time, with a maximum term of four years. Agency will provide to the Contractor written notice of intent to extend the Agreement in the form of an Amendment.

B) EXHIBIT C, AWARD, is revised as follows:

For Work performed from July 1, 2013 to June 30, 2015

FUNDING AREA	GENERAL FUND	FEDERAL FUNDS	CFDA NUMBER
Compensation Payable	07/01/2013 to 06/30/2015	07/01/2013 to 06/30/2015	07/01/2013 to 06/30/2015
1. [Healthy Start]Healthy Families Oregon	[$578,319] $516,548	$35,080	

For Work performed from July 1, 2015 to December 31, 2015

FUNDING AREA	GENERAL FUND	FEDERAL FUNDS	CFDA NUMBER
Compensation Payable	07/01/2015 to 12/31//2015	07/01/2015 to 12/31/2015	07/01/2015 to 12/31/2015
1. Healthy Families Oregon	$123,542		

EXPLANATION OF AWARD

The Award set forth above reflects the maximum amount of financial assistance Agency will provide to County under this Agreement in support of Activities in the specified Funding Area. The CFDA (Catalog of Federal Domestic Assistance) Number specifies the source of federal funds as follows: CFDA Number 93.556 specifies Title IV-B(2), Social Service Act, Subpart 2, Family Preservation and Family Support Services Program, funds.

DC-2015-654

For Work performed from July 1, 2013 to June 30, 2015

FUNDING AREA	GENERAL FUND	FEDERAL FUNDS	CFDA NUMBER
Compensation Payable	07/01/2013 to 06/30/2015	07/01/2013 to 06/30/2015	07/01/2013 to 06/30/2015
1. Great Start	$1,999		
2. Children Youth & Families	$12,223		
3. Family Support Services		$21,994	93.556
4. Service Continuity	$20,000		

For Work performed from July 1, 2015 to December 31, 2015

FUNDING AREA	GENERAL FUND	FEDERAL FUNDS	CFDA NUMBER
Compensation Payable	07/01/2015 to 12/31//2015	07/01/2015 to 12/31/2015	07/01/2015 to 12/31/2015
1. Great Start			
2. Children Youth & Families			
3. Family Support Services		$8,770	93.556
4. Service Continuity			

EXPLANATION

For a description or OAR for the above funding see Exhibit B.

3 Except as expressly amended above, all other terms and conditions of original Agreement are still in full force and effect. County certifies that the representations, warranties and certifications contained in the original Agreement are true and correct as of the effective date of this Amendment and with the same effect as though made at the time of this Amendment.

COUNTY, BY EXECUTION OF THIS AMENDMENT, HEREBY ACKNOWLEDGES COUNTY HAS READ THIS AMENDMENT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

COUNTY: YOU WILL NOT BE PAID FOR SERVICES RENDERED PRIOR TO NECESSARY STATE APPROVALS

BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

By:	Title:	Date:
Printed Signature		

By:	Title:	Date:
Printed Signature		

By:	Title:	Date:
Printed Signature		

By:	Title:	Date:
Printed Signature		

AGENCY

Authorized Signature:	Title:	Date:

Approved for Legal Sufficiency per ORS 291.047 (*Required for contracts in excess of $150,000, unless exempt.)*

Authorized Signature: **not applicable**	Title:	Date:

FAXED OR ELECTRONIC SIGNATURES ARE ACEPTABLE