



OFFICE OF COUNTY COUNSEL

PUBLIC SERVICES BUILDING
2051 KAEN ROAD | OREGON CITY, OR 97045

December 10, 2015

Board of County Commissioner
Clackamas County

Members of the Board:

Stephen L. Madkour
County Counsel

Kathleen Rastetter
Chris Storey
Scott C. Ciecko
Alexander Gordon
Amanda Keller
Nathan K. Boderman
Christina Thacker
Assistants

Reading and Adoption of a Board Order Amending Local Contract
Review Board Rules (County Code Appendix C)

We are here to present the attached proposed amendment to Appendix C of the County Code which contains the Local Contract Review Board Rules (LCRB Rules). These are the public contracting rules adopted by the County.

Changes to the LCRB Rules are adopted by Board Order upon a single reading, which may be a reading by title only.

During the time period December 21, 2015 through January 4, 2016 the Board of County Commissioners will not be holding regular meetings. In the absence of the regular Board meetings, we request that the County Administrator or his designee be given authority to sign all contracts and contract amendments that would otherwise be signed by the Board. Delegation of the Board's contract signing authority to the County Administrator or his designee will allow for continuation of regular business matters without delay. The time period for this delegation of authority would be only from December 21, 2015 through January 4, 2016. The County Administrator will report to the Board on January 7, 2016 regarding any contracts entered during the specified time period.

RECOMMENDATION:

Staff recommends that the Board of County Commissioners conduct a single reading, by title only, and then approve the Board Order amending the Local Contract Review Board Rules.

Sincerely,

Stephen L. Madkour
County Counsel

In the Matter of Amending Local
Contract Review Board Rules,
Appendix C of the Clackamas
County Code

Order No.

This matter coming regularly before the Board of County Commissioners,
and it appearing that;

WHEREAS, on August 21, 2014, the Board of County Commissioners adopted
Board Order No. 2014-84 which amended the Local Contract Review Board
Rules, incorporated into the County Code as Appendix C; and

WHEREAS, it is now necessary to temporarily amend those rules to provide
additional authority to the County Administrator or his designee to sign contracts,
during a period of time when the Board will not have regularly scheduled
meetings;

Now, therefore, it is hereby ordered as follows:

Section 1: Section C-050-0100(2)(c) of Appendix C is hereby amended to
read as follows:

C-050-0100 Delegation of Authority to Sign Contracts and Amendments.

(2) Authority to Sign Contracts and Contract Amendments.

(c) For the period of **December 21, 2015 through January 4, 2016**, the
Board of County Commissioners delegates authority to the County Administrator
or his designee to sign all contracts or contract amendments. The County
Administrator will report to the Board of County Commissioners on Thursday,
January 7, 2016 at the regularly scheduled Business Meeting, regarding any
contracts signed by the County Administrator or his designee during this time
period.

DATED this ____ day of December, 2015.

BOARD OF COUNTY COMMISSIONERS

Chair

Recording Secretary