

October 24, 2024

BCC Agenda Date/Item: _____

Board of County Commissioners
Clackamas County

Approval of a Board Order authorizing a Purchase Order with Robert Half International, Inc. for temporary staffing services. Purchase Order Value is \$301,365 for 2 years. Funding is through the Oregon Health Authority. No County General Funds are involved.

Previous Board Action/Review	Briefed at Issues: October 22, 2024		
Performance Clackamas	1. To continually improve the efficiency and effectiveness of services		
Counsel Review	Yes: Andrew Naylor	Procurement Review	Yes: Ryan Rice
Contact Person	Philip Mason-Joyner	Contact Phone	503-742-5956

EXECUTIVE SUMMARY: The Clackamas County Public Health Division (CCPHD) of the Health, Housing & Human Services Department requests the approval of a Board Order with Robert Half International, Inc. for temporary employee services.

The temporary employees provide Information Systems Project Management services for CCPHD, developing and documenting Public Health Standard Operating Procedures, Internal Controls, and Desk Manuals. This is part of the division’s Public Health Modernization workforce development funding through the Oregon Health Authority. The services are being purchased using the Houston-Galveston Area Council established cooperative contract (H-GAC Agreement TS21A19, contract #6943) with Robert Half International, Inc. Approval of this Board Order is important in maintaining procurement and fiscal compliance and allows the Finance Department to issue the purchase orders.

RECOMMENDATION: Staff respectfully requests that the Board of County Commissioners approve this Board Order and authorize Chair Smith to sign on behalf of Clackamas County, allowing Clackamas County Department of Finance to issue a Purchase Order for temporary employee services

Respectfully submitted,

Rodney A. Cook

Rodney A. Cook
Director of Health, Housing, and Human Services

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**BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF CLACKAMAS COUNTY, STATE OF OREGON**

In the Matter of Approving
Issuance of Purchase Order for
Temporary Employee Services



Board Order No. _____

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Whereas, the Clackamas County Board of County Commissioners (the “Board”) has authority to sign all contracts and any amendments or renewals of the same;

Whereas, Oregon Revised Statutes (“ORS”) chapter 279A.200-220 and Local Contract Review Board Rule C-046-0400 permit Clackamas County to purchase goods or services using a cooperative procurement;

Whereas, the Houston-Galveston Area Council established a cooperative contract, H-GAC Agreement TS21A19, contract #6943, hereinafter the “Houston-Galveston Area Council contract,” with Robert Half International, Inc. for the purchase of temporary employee services;

Whereas, the Clackamas County Health, Housing, and Human Services Department desires to purchase temporary employee services through the Houston-Galveston Area Council contract from October, 2024 through June 30, 2026, in the amount of \$301,365;

Whereas, the Clackamas County Department of Finance requests authority to utilize the Houston-Galveston Area Council contract to purchase the aforementioned equipment by issuance of a purchase order (“PO”);

Whereas, a PO is issued directly through the Department of Finance’s management software with no signature required or available;

NOW THEREFORE, the Clackamas County Board of County Commissioners resolves as follows:

1. The requested use of the Houston-Galveston Area Council contract to purchase the aforementioned temporary employment services in the amount of \$301,365 is hereby approved;
2. The Clackamas County Department of Finance is hereby delegated limited authority to issue a PO to purchase the aforementioned services using the Houston-Galveston Area Council contract.

[Signatures to Follow]

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
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Board Order No. _____
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DATED this ____ day of _____, 2024

BOARD OF COUNTY COMMISSIONERS

Chair

Recording Secretary