

May 9, 2024

Board of County Commissioners
Clackamas County

Approval of a Board Order approving of Issuance of Purchase Orders for Case Management Software Licenses and Services through SHI Inc under a cooperative contract. Purchase order value not to exceed \$316,880 over 4 years. Funding is through a State of Oregon grant. No County General Funds are involved.

Previous Board Action/Review	Briefed at Issues May 7, 2024		
Performance Clackamas	1. This funding aligns with the strategic priority to increase self-sufficiency for our clients. 2. This funding aligns with the strategic priority to ensure safe, healthy and secure communities by addressing needs of older adults in the community.		
Counsel Review	Yes – AN 2/25/21	Procurement Review	Yes
Contact Person	Brenda Durbin, Director	Contact Phone	503-655-8641

EXECUTIVE SUMMARY: The Social Services Division (SSD) of Clackamas County’s Health, Housing, and Human Services Department (H3S) began using Therap Software (“Software”) to support case management services in 2021. This was done by execution of a software license agreement (Clackamas County Contract #3369). SSD requires the continued use of the Software for business needs and client services delivery. Such use requires purchasing additional annual licenses to use the Software, which would exceed the amount previously approved for County Contract 3369.

SSD desires to utilize a cooperative contract with SHI, Inc. to purchase licenses necessary to continue use of the Software, in an amount not to exceed \$316,880. SSD

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requests authority to purchase the aforementioned goods and services by issuance of purchase orders (“POs”). POs are issued directly through the Clackamas County Department of Finance’s management software with no signature required or available.

No match is required and no County General Funds are involved.

RECOMMENDATION: The staff respectfully requests that the Board of County Commissioners approve this Agreement and authorize Chair Smith to sign on behalf of Clackamas County.

Respectfully submitted,
Rodney A. Cook
Rodney A. Cook
Health, Housing & Human Services

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

In the Matter of Approving
Issuance of Purchase Order to
purchase Case Management
Software Licenses and 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”) 279A.200-220 and Local Contract Review Board Rule C-046-0400 permit Clackamas County to purchase goods and services using cooperative contracts;

Whereas, Omnia Partners IT Solutions, cooperative purchasing entity, established a cooperative contract, contract number 2018011-02, with SHI Inc. for the purchase of IT Solutions Products and Services;

Whereas, the Social Services Division of Clackamas County’s Health, Housing & Human Services Department began using Therap Software (“Software”) for case management in 2021, by execution of a software license agreement (Clackamas County Contract 3369):

Whereas, Health, Housing & Human Services requires the continued use of the Software for business needs and client services delivery. Such use requires purchasing additional annual licenses to use the Software, which would exceed the amount previously approved for County Contract 3369;

Whereas, Health, Housing & Human Services desires to utilize the aforementioned cooperative contract with SHI, Inc. to purchase licenses necessary to continue use of the Software, in an amount not to exceed \$316,880;

Whereas, Health, Housing & Human Services requests authority to purchase the aforementioned goods and services by issuance of purchase orders (“POs”); and

Whereas, POs are issued directly through the Clackamas County Department of Finance’s management software with no signature required or available;

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
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NOW THEREFORE, the Clackamas County Board of County Commissioners orders as follows:

1. The requested purchase of the aforementioned goods and services from SHI Inc., in an amount not to exceed \$316,880, is hereby approved; and

2. The Clackamas County Department of Finance is hereby delegated limited authority to issue POs to pay the amounts SHI invoices for the aforementioned software and services.

DATED this ____ day of _____, 2024

BOARD OF COUNTY COMMISSIONERS

Chair

Recording Secretary