

**MEMORANDUM**  
OFFICE OF THE COUNTY EXECUTIVE  
COUNTY OF PLACER

TO: Honorable Board of Supervisors  
FROM: David Boesch, County Executive Officer  
By: Bekki Riggan, Principal Management Analyst  
DATE: June 17, 2014  
SUBJECT: Contract Extension - Placer Dispute Resolution Services

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**Action Requested**

Your Board is requested to approve and sign a two-year contract extension with Placer Dispute Resolution Service (PDRS) for the provision of community-based mediation services from July 1, 2014 through June 30, 2016 totaling \$124,800.

**Background**

The Dispute Resolution Programs Act of 1986 provided for the establishment and funding of informal and voluntary dispute resolution services to individuals, business groups, public agencies and other organizations in Placer County, and function as alternatives for resolving conflicts outside of the formal judicial system. State funding through an \$8 surcharge for each first paper filed in civil court actions fully funds the PDRS contract and the County's share of 20% for allowable administrative costs.

On June 22, 2004, the Board of Supervisors awarded RFP No. 9311 to PDRS and approved a contract in the amount of \$130,000 for a 2-year contract. Based on Purchasing Policy Manual Section 1.3 (a), Placer County Procurement may authorize an exemption to the competitive RFP process for a professional services contract. Given the satisfaction expressed by the Superior Court and others with this contract services provider over the years, this contract has been extended several times with the most recent occurring in July 1, 2012 – June 30, 2014 at a total cost of \$129,600.

Consistent with the contract extension provision in Section 5.6 of the contract, the County Executive Office recommends your Board authorize a 2-year extension at a total cost of \$124,800 for the effective dates of July 1, 2014 to June 30, 2016. In conjunction with the Superior Court, the County Executive Office anticipates undertaking a comprehensive review of dispute resolution services over the next two years, and conducting an RFP in the spring of 2016.

**Fiscal Impact**

This two-year contract extension with Placer Dispute Resolution Service runs from July 1, 2014 through June 30, 2016. Total two-year cost is \$124,800, a reduction of 3.8% or \$4,800 from the previous contract due to reductions in civil court actions filed that fund this program. There are no County General Funds associated with this action.

**Placer Dispute Resolution Service  
FY 2014-2016 Payment Schedule**

<b>FY 2014-2015</b>		<b>\$62,400</b>
July-14	\$5,200	\$57,200
August-14	\$5,200	\$52,000
September-14	\$5,200	\$46,800
October-14	\$5,200	\$41,600
November-14	\$5,200	\$36,400
December-14	\$5,200	\$31,200
January-15	\$5,200	\$26,000
February-15	\$5,200	\$20,800
March-15	\$5,200	\$15,600
April-15	\$5,200	\$10,400
May-15	\$5,200	\$5,200
June-15	\$5,200	\$0
<b>FY 2015-2016</b>		<b>\$62,400</b>
July-15	\$5,200	\$57,200
August-15	\$5,200	\$52,000
September-15	\$5,200	\$46,800
October-15	\$5,200	\$41,600
November-15	\$5,200	\$36,400
December-15	\$5,200	\$31,200
January-16	\$5,200	\$26,000
February-16	\$5,200	\$20,800
March-16	\$5,200	\$15,600
April-16	\$5,200	\$10,400
May-16	\$5,200	\$5,200
June-16	\$5,200	\$0
<b>Contract Amendment Total</b>		<b>\$124,800</b>

## ALTERNATE DISPUTE RESOLUTION PROGRAM

### CONTRACT AMENDMENT

THIS AMENDMENT to the CONTRACT for DISPUTE RESOLUTION SERVICES IN THE COUNTY OF PLACER, by and between the County of Placer, hereinafter referred to as "COUNTY" and Placer Dispute Resolution Services (PDRS) a non-profit community mediation program hereinafter referred to as "CONTRACTOR", mutually agree as follows:

WHEREAS, COUNTY and CONTRACTOR previously entered into Contract # 12617 commencing on July 1, 2008 and terminating on June 30, 2010, and in Contract #12617A entered into July 1, 2010 through June 30, 2012, and in Contract #12617-B entered into July 1, 2012 through June 30, 2014, and;

WHEREAS, COUNTY and CONTRACTOR desire to formally amend said Agreement to extend the time frame for the services to be provided herein, and

NOW, THEREFORE, the Agreement is amended as follows:

1. That Section 3, **Total Contract Value** for the two year period of this Amendment shall be reduced to \$124,800, payable in twenty-four (24) monthly installments of \$5,200 (\$62,400 per year), unless funds available through the COUNTY Dispute Resolution Trust Fund become deficient pursuant to Section 5.5. herein. If the court filing fees distributed exceed the amount paid to PDRS and the 20 percent County administration fee for three consecutive months, an adjustment to the contract amount will be considered.
2. That Section 2, **Scope of Work** is hereby amended to decrease the number of presentations from twelve (12) annually, down to ten (10).

This amendment is effective July 1, 2014.

In all other respects, except for the above-stated amendment, the original Agreement terms and July 1, 2010 and July 1, 2012 Amendments remains in full force and effect. These documents and any attachments hereto, constitute the entire understanding between the COUNTY and CONTRACTOR concerning the subject matter contained herein.

**WITNESS WHEREOF**, the parties hereto have caused their duly authorized representatives to execute this Agreement as of the day and year first above stated:

**CONTRACTOR:**

\_\_\_\_\_  
Alan Lowe, President

Date: \_\_\_\_\_

\_\_\_\_\_  
Karen Green, Treasurer

Date: \_\_\_\_\_

**COUNTY OF PLACER:**

\_\_\_\_\_  
Chair, Board of Supervisors

Date: \_\_\_\_\_

Approved as to form:  
Office of Placer County Counsel

\_\_\_\_\_  
Placer County Counsel

Date: \_\_\_\_\_