



Agenda Action Form Overview

The Board is requested to authorize the County Manager to execute the attached Interlocal Agreement with the City of Durham for the International City/County Management Association Fellow.

As part of the FY 2018-2019 Budget, the City of Durham and the County of Durham have proposed continuing to host an ICMA Local Government Fellow for one year (July 2018 through June 2019). The ICMA Local Government Management Fellowship Program links aspiring local government professionals with a local host government or governments for a year. The local government or governments provide the Fellow with professional work experience, while ICMA offers professional development opportunities and a Fellows network so that the Fellows can all connect with and learn from each other. The County of Durham and the City of Durham collaborate to offer an ICMA Fellow the opportunity to work in City and County government on a variety of projects throughout the year. The position is a County position, but will be paid on a 50/50 basis from both the County and the City. The amount to be contributed by the County is \$33,469, and the City will contribute the same amount. The attached Interlocal Agreement formalizes the agreement between the City and County for the ICMA Fellowship.

Background/Justification

This request is to approve an interlocal agreement for an ICMA Fellow between the City of Durham and Durham County. The Board has previously approved interlocal agreements for the ICMA Fellow each of the past six fiscal years, beginning with FY12-13. The ICMA Fellowship is a critical way in which Durham's local governments collaborate to nurture and develop the next generation of local government managers.

Policy Impact

Approval of the ICMA interlocal agreement would be consistent with past board actions, beginning with adoption of the first interlocal agreement in FY12-13.

Procurement Background

This interlocal agreement is for services of local management program and analysis work and support for the City of Durham and Durham County. The ICMA Fellow for FY18-19 was hired through a formal job application process between the City and County.

Type of purchase

- ☐ Goods
- ☒ Services
- ☐ Architect, Engineer or Surveyor Services
- ☐ Construction and Repair

Did this request for purchase go through a bid process? Yes ☐ No ☒

Goods: Bids required if \geq \$30,000, BOCC approval if \geq \$90,000



Durham County Government
Agenda Action Form Supplemental Document – Contract Approval

Services: Bids required if $\geq \$30,000$, BOCC approval if $> \$40,000$

Construction/Repair work: Bids required if $\geq \$30,000$, BOCC approval if $\geq \$500,000$

If yes, attach a copy of bid tab and the minority and women business enterprise (MWBE) compliance review form provided by the Purchasing Division.

If no, why?

- ☐ Sole source exemption
- ☐ Cooperative purchasing program exemption
- ☐ State and federal contract exemption
- ☐ Contract is an amendment to an existing contract
- ☐ Other (please explain)

If exempted from bidding, has this request been reviewed and approved by the Purchasing Division in the agenda Legistar system? Yes ☐ No ☐

If no, why?

Fiscal Impact

The fiscal impact for Durham County is \$33,469, to be covered in the Strategic Initiatives budget within the County Manager's Office budget.

Recommendation

The County Manager recommends that the Board authorizes the County Manager to execute the attached Interlocal Agreement with the City of Durham for the International City/County Management Association Fellow.