



**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA REQUEST**

TO: Board of County Commissioners
Mark McCauley, County Administrator

FROM: Apple Martine, Public Health Director
Bonnie Obremski, Intellectual & Developmental Disabilities Coordinator

DATE: December 16, 2024

SUBJECT: **MOTION** to Terminate Agreement – Professional Services Agreement – Cold Pizza Creative LLC; July 1, 2024 – June 30, 2025

STATEMENT OF ISSUE:

Effective July 1, 2024, Jefferson County Public Health, Community Health Division (JCPH), requests the Board to terminate the Professional Services Agreement with Cold Pizza Creative LLC to update and maintain the informational website about disability resources, called JC Choices; www.jcchoices.org; in Jefferson, County Washington; July 1, 2024 – June 30, 2025; \$4,950.00.

ANALYSIS/STRATEGIC GOALS/PROS and CONS:

The purpose of this agreement (DD-24-024) was to update and maintain the informational website about disability resources, www.jcchoices.org; by doing the following:

Electronically scan all website pages for any broken/outdated links; individually review all pages on the website and correct any errors; add new disability resources to the website; provide an email address on the website; so, providers/agencies/businesses can send new or updated resources directly; create a bi-monthly social media graphic/posts, that promotes the JC Choices website; send the post to the Public Health Communications Team; for use on the Jefferson County, Public Health social media pages; meet with DD/BH County Coordinator when requested.

Cold Pizza Creative has not invoiced JCPH for work done at any point during the term of this contract. The JCPH IDD coordinator will assume duties associated with managing JCChoices.org.

Contract DD-24-024 allows for termination before its expiration date with 10 days written notice, due to changes in contractual obligations. Cold Pizza Creative LLC is aware of and agrees with termination.

FISCAL IMPACT/COST BENEFIT ANALYSIS:

Contract DD-24-024 allowed for funding of \$4,950.00. As a result of the agreed-upon termination, no money will be disbursed.

RECOMMENDATION:

JCPH requests that the Board terminate the Professional Services Agreement with Cold Pizza Creative LLC to update and maintain the informational website about disability resources, called JC Choices, www.jcchoices.org; July 1, 2024 – June 30, 2025; \$4,950.00.

REVIEWED BY:

 12/5/24
Mark McCauley, County Administrator Date