



Daniel Nibouar

Director

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MEMORANDUM

TO: Clackamas County Board of County Commissioners (BCC)
FROM: Daniel Nibouar, Director, Office of Disaster Management
RE: Medical Examiner's Office Move Design Costs
DATE: January 13, 2026

REQUEST: None, informational update only on plan to fund the design of a new Medical Examiner's office.

BACKGROUND: Since October 2004 Clackamas County Medical Examiner's Office has been fortunate to have partnered with the Oregon State Medical Examiner's Office (OSMEO) to utilize and share office space within their facility. The County has paid for the office space through an Intergovernmental Agreement (IGA). The current IGA expires June 30, 2027, at which point the OSMEO will be unable to renew the IGA. To meet the demands of the OSMEO's increasing workload, they will need to utilize the office space currently occupied by the Clackamas County Medical Examiner's Office.

The Clackamas County Medical Examiner's Office has worked with Facilities Management and County Administration to identify a County owned space for the Medical Examiner's Office to utilize, however the space requires architectural work to ensure the facilities meet the specific operational needs of the Medical Examiner's Office. The facility requires a safe and confidential space to meet with families and secured areas for the storage of personal property, evidence, and medications/drugs to comply with Criminal Justice Information Services and Drug Enforcement Administration requirements.

Facilities Management has estimated that the cost to hire an architect to design blueprints will cost approximately \$125,000. For the move to be completed by the hard deadline of June 30, 2027, the architectural work must be completed in the current fiscal year so that construction can be completed in the 2026/27 FY. The \$125,000 will come from redirected capital funds, which were to be used originally for a Facilities Management paving project. As the paving project contracts come up in the current fiscal year, Finance staff will move funds from Capital Contingency to back fill.

OSMEO will continue to be a partner and have agreed to allow the Clackamas County Medical Examiner's Office to continue to utilize the morgue area of their facility after the relocation of our office to perform examinations, draw specimens, and to temporarily house decedents while families are located and make decisions on final arrangements. Currently, OSMEO has no plans to charge for continued morgue area use.

Facilities Management staff will submit a 2026-2027 Capital Project Budget request for the build out costs.

Respectfully Submitted,

A handwritten signature in black ink that reads "Daniel Nibouar".

Daniel Nibouar
Director, Office of Disaster Management