



## AGENDA CONSENT CALENDAR MEMO

Memorandum Date: May 5, 2023

Order Date: May 23, 2023

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TO: Board of County Commissioners

DEPARTMENT: Lane County Public Works

PRESENTED BY: Dan Hurley, Public Works Director

AGENDA ITEM TITLE: ORDER / In the Matter of Approving Two Public Works Contracts and Amendments and Delegating Authority to the County Administrator to Execute the Approved Contracts and Amendments for Ben-Ko-Matic Co., dba Owen Equipment Company, Expense in the amount of \$566,944.05; City of Coburg, Expense in the amount of \$748,348.00.

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### I. MOTION

That the contract listed in Exhibit A – May 23, 2023 is approved and the County Administrator is delegated authority to execute the approved contracts and amendments.

### II. DISCUSSION

#### A. Background Analysis

Under Lane Manual sections 20.610, 20.650, 20.660, and 20.665, the County Administrator's authority to execute amendments to contracts is limited to 50% of the original contract amount, unless an exception applies. The proposed contract described in the attached Exhibit A requires delegation of additional authority to the County Administrator for execution.

The attached contracts and amendments have been submitted by Public Works based upon information submitted by the identified Public Works divisions. To submit such contracts, grants, and amendments, the Department must describe how the agreements meet the criteria for consideration on the consent agenda, generally those related to:

- Intergovernmental Agreements (IGA) that continue an existing long-term relationship with another public entity, for substantially the same subject matter, whether as a new or extended contract,
- Extensions of existing contracts or subcontracts for not more than one year, when renewal is provided for in the terms of the original contract, and
- Delegating contract signature authority to the County Administrator for contracts funded by grants or State programs.

B. Health Implications

Details regarding the health implications and impacted areas of specific contracts and amendments is specified under contract described in Exhibit A.

C. Alternative Options

- a. Approve the contracts and amendments listed in Exhibit A and delegate authority to the County Administrator to execute the contracts and amendments.
- b. Do not approve the contract.

III. RECOMMENDATION

Lane County Public Works recommends Option #1 – Approve the contracts and amendments listed in Exhibit A and delegate authority to the County Administrator to sign the contracts and amendments.

IV. ATTACHMENTS

Board Order  
Exhibit A – May 23, 2023 Contracts and Amendments List

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 23-05-23-05

In the Matter of Approving Two Public Works Contracts and Amendments and Delegating Authority to the County Administrator to Execute the Approved Contracts and Amendments for Ben-Ko-Matic Co., dba Owen Equipment Company, Expense in the amount of \$566,944.05; City of Coburg, Expense in the amount of \$748,348.00.

**WHEREAS**, Lane Manual Chapter 20 sets forth the County's policies regarding award, acceptance, and amendment of grants and contracts; and

**WHEREAS**, all of the contracts or grants listed below have been accepted or award in accordance with the requirements of the Lane Manual, including the requirements for competitive selection; and

**WHEREAS**, all the projects and services covered by the contracts, amendments, and grants listed below are routine to the implementation of current County programs and services or have been previously discussed or approved by the Board; and

**WHEREAS**, these contracts, amendments, and grants exceed the County Administrator's authority to execute granted in Lane Manual sections 20.650 to 20.665,

**NOW, THEREFORE**, the Board of County Commissioners of Lane County **ORDERS** as follows:

1. That the contract listed in Exhibit A – May 23, 2023 is approved and the County Administrator is delegated authority to sign the approved contract.

**ADOPTED** this 23rd day of May, 2023.

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Pat Farr, Chair  
Lane County Board of Commissioners

EXHIBIT A – May 23<sup>rd</sup>, 2023 List of Contracts, Grants and Amendments

**PUBLIC WORKS**

|                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Original contract title</b> | <b>One (1), New Unused, Vactor 2100i on Kenworth T-880 Chassis 6X4 (Hydrostatic Vacuum)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Contractor/other party         | Ben-Ko-Matic Co., dba Owen Equipment Company                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| New or amendment               | New                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Description                    | Truck mounted Vactor, hydrostatic vacuum / sewer cleaner.<br>Replaces current Vactor 09-651.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Amount                         | \$566,944.05                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Expense or revenue             | Expense                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Term of agreement              | Current date – Ends with successful procurement of equipment procured meeting County's specifications.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Previous board orders          | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Implications for policy        | No implications; procurement meets all LM20 purchasing policy by way of cooperative purchasing exemption. Specific contract via Sourcewell agreement/membership 101221-VTR of which Lane County is a member (ID # 39190). Sufficient funds have been budgeted for this procurement by the Roads Division.                                                                                                                                                                                                                                                                                                              |
| Board goals                    | This Vactor will provide field service capabilities to improve efficiency of operations County-wide via the Roads Division and replace aging equipment. The purchase will support the Board's Strategic Priorities of "Vibrant Communities: Invest in Lane County residents by fostering engaged communities with affordable housing options, equitable opportunities, economic vitality and a healthy environment" and "Robust Infrastructure: to maintain and invest in resilient infrastructure that creates the highest return for safety, community connectivity, enjoyment of life, and local economic success." |
| Health implications            | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

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|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Original contract title</b> | <b>Lane County and City of Coburg for Exchange of Funds</b>                                                                                                                                                                                                                                                                                                 |
| Contractor/other party         | City of Coburg                                                                                                                                                                                                                                                                                                                                              |
| New or amendment               | New                                                                                                                                                                                                                                                                                                                                                         |
| Description                    | County will provide City of Coburg local dollars so that City can deliver the Central City Corridor Preservation Project without it becoming a federal project; City of Coburg will exchange its allocated \$748,348.00 federal funds with County and County will use the funds on two existing federal projects; term is upon execution through 9/30/2024. |
| Amount                         | \$748,348.00                                                                                                                                                                                                                                                                                                                                                |
| Expense or revenue             | Expense                                                                                                                                                                                                                                                                                                                                                     |
| Term of agreement              | Upon Execution through termination date of 9/30/2024                                                                                                                                                                                                                                                                                                        |
| Previous board orders          | None                                                                                                                                                                                                                                                                                                                                                        |
| Implications for policy        | None                                                                                                                                                                                                                                                                                                                                                        |
| Board goals                    | Maintain and invest in resilient infrastructure that creates the highest return for safety, community connectivity, enjoyment for life, and local economic success.                                                                                                                                                                                         |
| Health implications            | None                                                                                                                                                                                                                                                                                                                                                        |

End of Exhibit A