



AGENDA CONSENT CALENDAR MEMO

Memorandum Date: October 13, 2023

Order Date: October 31, 2023

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 One Public Works Contract and Delegating Authority to the County Administrator to Execute the Approved Contract for Douglas Services, Inc., Non-Financial.

I. MOTION

That the contract listed in Exhibit A – October 31, 2023, is approved and the County Administrator is delegated authority to execute the approved contract.

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 contract is specified under contract described in Exhibit A.

C. Alternative Options

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

III. RECOMMENDATION

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

IV. ATTACHMENTS

Board Order

Exhibit A – October 31, 2023, Contracts and Amendments List

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 23-10-31-02

In the Matter of Approving One Public Works Contract and Delegating Authority to the County Administrator to Execute the Approved Contract for Douglas Services, Inc., Non-Financial.

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 – October 31, 2023, is approved and the County Administrator is delegated authority to sign the approved contract.

ADOPTED this 31st day of October, 2023.

Pat Farr, Chair
Lane County Board of Commissioners

EXHIBIT A – October 31, 2023, List of Contracts, Grants and Amendments

PUBLIC WORKS

Original contract title	Fiber Optic Cable Easement between Lane County and Douglas Services, Inc.
Contractor/other party	Douglas Services, Inc.
New or amendment	NEW
Description	The Easement will be used solely for the purposes of installing, maintaining, inspecting, repair and replacement of fiber optic cable on EPUD poles or underground in the Easement Area.
Amount	Non-financial
Expense or revenue	Non-financial
Term of agreement	The term of the Easement commences upon date of recording this Easement and will continue in full force and effect for so long as Grantee continues to use the Easement for the Easement Purpose.
Previous board orders	N/A
Implications for policy	None
Board goals	Strategic Priority #3, Goal 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

End of Exhibit A