



AGENDA CONSENT CALENDAR MEMO

Memorandum Date: November 10, 2023

Order Date: November 28, 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 Three Public Works Contracts and Amendments and Delegating Authority to the County Administrator to Execute the Approved Contracts and Amendments for City of Springfield, Expense in the amount of zero dollars; Civil West Engineering Services, Inc., Expense in the amount of \$230,580.00; Great Western Corporation, Expense in the amount of \$400,000.00; David Evans and Associates, Inc., Contract reduction in the amount of (\$52,787.03).

I. MOTION

That the contract listed in Exhibit A – November 28, 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 – November 28, 2023, Contracts and Amendments List

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 23-11-28-10

ORDER / In the Matter of Approving Three Public Works Contracts and Amendments and Delegating Authority to the County Administrator to Execute the Approved Contracts and Amendments for City of Springfield, Expense in the amount of zero dollars; Civil West Engineering Services, Inc., Expense in the amount of \$230,580.00; Great Western Corporation, Expense in the amount of \$400,000.00; David Evans and Associates, Inc., Contract reduction in the amount of (\$52,787.03).

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 – November 28, 2023, is approved and the County Administrator is delegated authority to sign the approved contract.

ADOPTED this 28th day of November, 2023.

Pat Farr, Chair
Lane County Board of Commissioners

EXHIBIT A – November 28, 2023, List of Contracts, Grants and Amendments

PUBLIC WORKS

Original contract title	NPDES Services (Springfield)
Contractor/other party	City of Springfield
New or amendment	Amendment #2 / Key Id #55398 / PW20042702
Description	City of Springfield implements and administers Stormwater Management Program for County's National Pollutant Discharge Elimination System (NPDES) Phase 2 Permit in county's jurisdiction within City of Springfield's limits. City and County are extending the current contract term 1/1/2020 - 3/31/2024 to new termination date 6/30/2024. Expense to County is unchanged (\$200k).
Amount	No additional funds requested; gross contract amount \$200k
Expense or revenue	Expense
Term of agreement	Increase term through June 30, 2024
Previous board orders	Yes, BO #22-05-24-04
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

Original contract title	Parks Utility Design and Construction Phase Support
Contractor/other party	Civil West Engineering Services, Inc.
New or amendment	NEW / Key Id #58199
Description	Parks utility design and construction phase support for Baker Bay, Orchard Point and Richardson parks.
Amount	\$230,580.00
Expense or revenue	Expense
Term of agreement	Effective when signed; expiring October 23, 2026
Previous board orders	No, but used CIP for the first contract on this project.
Implications for policy	N/A
Board goals	Strategic Priority #3; Maintain and invest in resilient infrastructure that creates the highest return for safety, community connectivity, enjoyment of life, and local economic success.
Health implications	N/A

Original contract title	Florence Transfer Station E-Waste Building
Contractor/other party	Great Western Corporation
New or amendment	NEW / Key Id #58216
Description	Consultant will supply and install a new pre-manufactured metal building.
Amount	\$400,000.00
Expense or revenue	Expense
Term of agreement	Effective when signed; expiring June 28, 2024
Previous board orders	No, but used CIP for first contract on this project
Implications for policy	N/A
Board goals	Strategic Priority #3; Maintain and invest in resilient infrastructure that creates the highest return for safety, community connectivity, enjoyment of life, and local economic success.
Health implications	N/A

Original contract title	Territorial Highway Reconstruction-Environmental Permitting & NEPA Documentation
Contractor/other party	David Evans and Associates, Inc.
New or amendment	Amendment #2 / Key Id #55247 / PW20011301
Description	Amendment revises Scope of Work to delete Task 4 related to Phase 4 work and adjusts other services (adjustment of services results in a reduction of expense by \$52,787.03) and extends amended termination date of 6/30/2023 to 6/30/2026 to complete services.
Amount	-\$52,787.03 (contract reduced from \$400k to \$347,212.97)
Expense or revenue	Expense
Term of agreement	6/30/2026
Previous board orders	19-07-09-11 (CIP FY19-24); 23-01-10-12 (Amendment #1 for time extension).
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