



AGENDA CONSENT CALENDAR MEMO

Memorandum Date: February 29, 2024

Order Date: March 5, 2024

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 Foray Concept LLC., Expense in the amount of \$350,000.00.

I. MOTION

That the contract listed in Exhibit A – March 5, 2024, is approved and the County Administrator is delegated authority to execute the approved contract.

II. DISCUSSION

A. Background Analysis

Under Lane Manual sections 20.600.100, 20.600.300, 20.600.310 and 20.600.320, 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 – March 5, 2024, Contracts and Amendments List

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 24-03-05-06

In the Matter of Approving One Public Works Contract and Delegating Authority to the County Administrator to Execute the Approved Contract for Foray Concept LLC., Expense in the amount of \$350,000.00.

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 20.600.220 to 20.600.320,

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

1. That the contract listed in Exhibit A – March 5, 2024, is approved and the County Administrator is delegated authority to sign the approved contract.

ADOPTED this 5th day of March, 2024.

Laurie Trieger, Chair
Lane County Board of Commissioners

EXHIBIT A – March 5, 2024, List of Contracts, Grants and Amendments

PUBLIC WORKS

Original contract title	Outfitting Vans for Mobile Crisis Service of Lane County (MCSLC)
Contractor/other party	Foray Concept LLC
New or amendment	New
Description	This program requires six (6) vehicles be custom-built for client transport. Vehicles will need to be outfitted with storage solutions, auxiliary electrical systems, additional seating, and other equipment. Requesting to establish outfitting contract through Limited Competition via RFQ process due to shortened timetable for vehicle outfitting and deployment.
Amount	\$350,000.00
Expense or revenue	Expense
Term of agreement	Two-years from signing.
Previous board orders	None
Implications for policy	None.
Board goals	Strategic Priority #1(A) – Develop an equitable and integrated approach to health, behavioral health, public safety and homelessness so that all residents are safe, healthy, housed, and health outcomes are improved.
Health implications	The Mobile Crisis Service of Lane County (MCSLC) is a community-based mental health crisis response unit of Behavioral Health that requires its specialized vehicles be in-service by April 15th to perform basic service functions and to maintain compliance with Oregon Health Authority.

End of Exhibit A



EMERGENCY PROCUREMENT AUTHORIZATION FORM

EXEMPTION: Pursuant LM 20.200.120 (C) Certain contracts may be awarded without competitive selection, if an Emergency exists that requires prompt execution of those contract(s) to preserve public funds, property, or the uninterrupted provision of government services.

For this exemption, Emergency is defined as circumstances that could not have been reasonably foreseen, and create a substantial risk of loss, damage, or interruption of services, or a threat to property, public health, or safety, as provided in ORS 279A.010 (f).

Emergency Event: Outfitting Vans for Mobile Crisis Service of Lane County (MCSLC)

Nature of Emergency: The Mobile Crisis Service of Lane County (MCSLC) is a community-based mental health crisis response unit of Behavioral Health that requires its specialized vehicles be in-service by April 15th to perform basic service functions and to maintain compliance with Oregon Health Authority.

Type of Goods and/or

Services to be procured: This program requires six (6) vehicles be custom-built for client transport. Vehicles will need to be outfitted with storage solutions, auxiliary electrical systems, additional seating, and other equipment. Requesting to establish outfitting contract through Limited Competition via RFQ process due to shortened timetable for vehicle outfitting and deployment.

The County must ensure competition for the contract that is reasonable and appropriate under the emergency circumstances, which may include direct award of contracts, limiting competitive process or duration, waiving of normally required bonds.

Method of Supplier Selection: ☐ Direct Award ☒ Limited Competition ☐ Waiver of Bonds

Emergency contracts must be limited to work that is necessary and appropriate to remedy the conditions creating the Emergency.

Dates of Authorization: From _____ to _____

APPROVAL: In accordance with County's delegated authority and pursuant LM 20.200.120(C) the procurements noted above are considered Emergency Contracts.

Name: _____ Title: _____

Signature: _____ Date: _____

Additional Notes: Fleet Services distributed Requests for Quotes to three qualified contractors within the state of Oregon for the outfitting of six (6) Transit Cargo vans, for a total cost not to exceed \$350,000. Fleet would like to proceed with offering a contract to Foray Concept, LLC, who submitted the lowest quote.