



AGENDA CONSENT CALENDAR MEMO

Memorandum Date: April 5, 2024

Order Date: April 23, 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 Two Public Works Contracts and Amendments and Delegating Authority to the County Administrator to Execute the Approved Contracts and Amendments for Branch Engineering, Inc., Expense in the amount of \$18,000.00; Mapleton Commercial Area Owners Association; Revenue in the amount of \$10,000.00; Civil & Environmental Consultants, Inc., Expense in the amount of \$80,984.35; Kendall Ford of Bend, OR., Expense in the amount of \$340,665.53.

I. MOTION

That the contract listed in Exhibit A – April 23, 2024, 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 20.600.100, 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 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 – April 23, 2024, Contracts and Amendments List

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 24-04-23-04

In the Matter of Approving Four o Public Works Contracts and Amendments and Delegating Authority to the County Administrator to Execute the Approved Contracts and Amendments for Branch Engineering, Inc., Expense in the amount of \$18,000.00; Mapleton Commercial Area Owners Association; Revenue in the amount of \$10,000.00; Civil & Environmental Consultants, Inc., Expense in the amount of \$80,984.35; Kendall Ford of Bend, OR., Expense in the amount of \$340,665.53.

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 contracts listed in Exhibit A – April 23, 2024, are approved and the County Administrator is delegated authority to sign the approved contracts.

ADOPTED this 23rd day of April, 2024.

Laurie Trieger, Chair
Lane County Board of Commissioners

EXHIBIT A – April 23, 2024, List of Contracts, Grants and Amendments

PUBLIC WORKS

Original contract title	Florence E-Waste Building Engineering Services
Contractor/other party:	Branch Engineering, Inc.
New or amendment:	Amendment #4; Key Id #56045 / PW21042101
Description:	Extend the length of the contract beyond 3 years to allow Branch Engineering to provide design services during the construction phase of the project. Additional funds are being added to account for civil design work that was not originally scoped as part of the project requirements.
Amount:	Increase funds by \$18k, gross contract amount \$38,600
Expense or revenue:	Expense
Term of agreement:	Extend term through 10/25/2024
Previous board orders:	N/A
Implications for policy:	None
Board goals:	Strategic Priority #3, 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	Riverview Avenue-Mapleton Sewer Line Relocation
Contractor/other party	Mapleton Commercial Area Owners Association (MCAOA)
Description	Lane County will perform necessary work to relocate MCAOA-owned sewer line in preparation of culvert replacement; MCAOA will reimburse County \$10k for services with term of 5 years to allow MCAOA to make minimum payments in the amount of \$2k/year; term is 7/1/2024-6/30/2029.
Amount	\$10,000.00 (NTE)
Expense or revenue	Revenue
Term of agreement	7/1/2024 through 6/30/2029
Previous board orders	None
Implications for policy	None
Board goals	Strategic Priority #3, 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	Planning Replacement Glenwood TS
Contractor/other party	Civil & Environmental Consultants, Inc.
New or amendment	Amendment #1 / Key Id #57762 / PW23041911
Description	Additional funding to complete design plans for a new transfer station to replace the Glenwood Transfer Station. Work will enable the Division to create a plan for funding construction and for a consultant presentation to the Board of County Commissioners on the design elements.
Amount	Increase by \$80,984.35; gross contract amount \$180,984.35
Expense or revenue	Expense
Term of agreement	Extend through December 31, 2024
Previous board orders	N/A
Implications for policy	None
Board goals	Strategic Priority #3, 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	Seven (7), New Unused, Ford Police Interceptor Utility Hybrid Vehicles, Per Dealer Quote no Deviations
Contractor/other party	Kendall Ford of Bend, OR.
New or amendment	New.
Description	Seven (7) Police Interceptor utility vehicles to replace aged equipment.
Amount	\$340,665.53
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. State of Oregon Solicitation # DASPS-2295-20 and Master Blanket Purchase Order PO-10700-00004358. Sufficient funds have been budgeted for this procurement by the Sheriff's Office.
Board goals	These pursuit vehicles will replace current fleet vehicles at end of serviceable life, to maintain law enforcement activities and community support to the residents of Lane County. 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

End of Exhibit A