



AGENDA CONSENT CALENDAR MEMO

Memorandum Date: October 7, 2024

Order Date: October 22, 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 Cornerstone Associates Inc., Expense in the Amount of \$373,636.20; and R3 Consulting Group, Inc., Non-Financial.

I. MOTION

That the contracts and amendments listed in Exhibit A – October 22, 2024, are approved and the County Administrator is delegated authority to execute the approved contracts and amendments.

II. DISCUSSION

A. Background Analysis

Under Lane Manual section 600.310, the County Administrator's authority to execute contracts is limited to that do not exceed one hundred fifty thousand dollars (\$150,000) in cost or revenue nor three (3) years in length. The proposed contracts and amendments described in the attached Exhibit A require 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,
- Routine contracts and 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 are specified in the contracts 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 contracts and amendments.

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 – October 22, 2024, Contracts List

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 24-10-22-03

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 Cornerstone Associates Inc., Expense in the Amount of \$373,636.20; and R3 Consulting Group, 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 and amendments listed below have been accepted or awarded 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 and amendments 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 and amendments 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 and amendments listed in Exhibit A – October 22, 2024, are approved and the County Administrator is delegated authority to sign the approved contracts and amendments.

ADOPTED this 22nd day of October, 2024.

Laurie Trieger, Chair
Lane County Board of Commissioners

Original contract title	Grounds Maintenance Delta Campus
Contractor/other party	Cornerstone Associates, Inc.
New or amendment	New
Description	<p>Cornerstone Associates Inc. is an Oregon Forward Contractor (OFC) and will be providing grounds maintenance services for Public Works at the Delta Campus.</p> <p>As required by ORS 279.850(1), Agencies that intend to procure a product or service that is listed on the OFC Procurement List must procure that product or service, at the Price determined by the Department, from an OFC if the product or service is of specifications appropriate to the Agency's procurement needs and is available within the time required by the Agency.</p>
Amount	\$373,636.20
Expense or revenue	Expense
Term of agreement	Five years (November 1, 2029)
Previous board orders	None
Implications for policy	None identified
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	None

Original contract title	Waste Management Solid Waste Consulting
Contractor/other party	R3 Consulting Group, Inc.
New or amendment	Amendment #4/ Key Id # 55336/ PW20033101
Description	Extending term due to a longer than anticipated process for final scope of work project, Board approval and finalize amendment.
Amount	None
Expense or revenue	Expense
Term of agreement	Extend term through April 30, 2025
Previous board orders	22-01-25-03; 22-11-01-04; 24-03-12-03
Implications for policy	None identified
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	None