



AGENDA CONSENT CALENDAR MEMO

Memorandum Date: July 29, 2025

Order Date: August 12, 2025

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 Delegating Authority to the County Administrator to Execute the Approved Contracts for Knife River Corporation - Northwest (Expense in the Amount of \$329,814) and AlSCO, Inc. (Expense in the Amount of \$400,000)

I. MOTION

That the contracts listed in Exhibit A – August 12, 2025, are approved and the County Administrator is delegated authority to execute the approved contracts.

II. DISCUSSION

A. Background Analysis

Under Lane Manual section 20.400.100, the County Administrator's authority to execute contracts and amendments is limited to contracts that do not exceed two hundred fifty thousand dollars (\$250,000) in cost or revenue nor five (5) years in length. The proposed contracts described in the attached Exhibit A require delegation of additional authority to the County Administrator for execution. The attached contracts 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:

- Contracts and contract amendments for operational expenses that are routine in nature.
- 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.
- 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 listed in Exhibit A and delegate authority to the County Administrator to execute the contracts.
- b. Do not approve the contracts.

III. RECOMMENDATION

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

IV. ATTACHMENTS

Board Order
Exhibit A – August 12, 2025, Contracts List

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 25-08-12-XX

In the Matter of Approving Two Public Works Contracts and Delegating Authority to the County Administrator to Execute the Approved Contracts for Knife River Corporation - Northwest (Expense in the Amount of \$329,814) and Alsco, Inc. (Expense in the Amount of \$400,000)

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 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 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 – August 12, 2025, are approved and the County Administrator is delegated authority to sign the approved contracts.

ADOPTED this 12th day of August, 2025.

David Loveall, Chair
Lane County Board of Commissioners

Exhibit A – August 12, 2025

Original contract title	Short Mountain Landfill Truck Scale
Contractor/other party	Knife River Corporation - Northwest
New or amendment	New
Description	In general, the scope of work includes preparing the project site at the Short Mountain Landfill for the installation of two new truck scales.
Expense or revenue	Expense
Amount	\$329,814
Term of agreement	6 months
Previous board orders	N/A
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 for life, and local economic success.
Health implications	N/A

Original contract title	Linen, Uniform and Facility Services
Contractor/other party	AlSCO Inc., A Corporation of Nevada dba: AlSCO Uniforms
New or amendment	New
Description	Vendor will furnish linens, uniforms, cleaning supplies, mats and first aid supplies to various locations within Public Works.
Expense or revenue	Expense
Amount	\$400,000
Term of agreement	Three-year term
Previous board orders	None
Implications for policy	N/A
Board goals	Robust Infrastructure – prioritize accessibility and ability to invest in ongoing maintenance and buildings managed by the County.
Health implications	N/A