



AGENDA CONSENT CALENDAR MEMO

Memorandum Date: August 11, 2025

Order Date: August 26, 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 a Contract with PacWest Machinery and Delegating Authority to the County Administrator to Execute the Approved Contract (Expense in the Amount of \$376,765)

I. MOTION

That the contract listed in Exhibit A – August 26, 2025, is approved and the County Administrator is delegated authority to execute the approved contract.

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 contract amendments described in the attached Exhibit A require delegation of additional authority to the County Administrator for execution. The attached contract 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:

- 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 contract are specified in the contract described in Exhibit A.

C. Alternative Options

- a. Approve the contract listed in Exhibit A and delegate authority to the County Administrator to execute the contract.
- b. 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 contracts and amendments.

IV. ATTACHMENTS

Board Order

Exhibit A – August 26, 2025, Contracts List

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 25-08-26-XX

In the Matter of Approving a Contract with
PacWest Machinery and Delegating
Authority to the County Administrator to
Execute the Approved Contract (Expense
in the Amount of \$376,765)

WHEREAS, Lane Manual Chapter 20 sets forth the County's policies regarding award, acceptance, and amendment of grants and contracts; and

WHEREAS, the contract listed below has 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 contract 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, this contract exceeds 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 – August 26, 2025, is approved and the County Administrator is delegated authority to sign the approved contract.

ADOPTED this 26th day of August, 2025.

David Loveall, Chair
Lane County Board of Commissioners

Exhibit A – August 26, 2025

Original contract title	One (1), New Unused, Tymco Model 600 Street Sweeper on Peterbilt Chassis, PacWest Machinery. Per Dealer Quoted Specifications, no Deviations.
Contractor/other party	PacWest Machinery, Portland OR
New or amendment	New
Description	Replacement Roads Division street sweeper
Expense or revenue	Expense
Amount	\$376,765
Term of agreement	Current date – Ends with successful procurement of equipment procured meeting County’s specifications.
Previous board orders	N/A
Implications for policy	No implications; procurement meets all LM20 purchasing policy by way of cooperative purchasing exemption. Specific contract via Sourcewell agreement/membership # 111522-TYM/39190. Sufficient funds have been budgeted for this procurement by Lane County Public Works Roads Division via the Fleet Services Replacement Fund.
Board goals	This street sweeper will provide field service capabilities to improve efficiency of tasks in all assigned Roads Division operations and replace aging equipment. The intended equipment will also be manufactured to meet State emissions standards and omnibus rules. 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