



AGENDA CONSENT CALENDAR MEMO

Memorandum Date: September 22, 2025

Order Date: October 14, 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 Contract Amendments and Delegating Authority to the County Administrator to Execute the Approved Contract Amendments for CPM Development ABN: River Bend Materials (Expense in the Amount of \$300,000), and Civil West Engineering Services, Inc. (Expense in the Amount of \$197,464)

I. MOTION

That the contracts listed in Exhibit A – October 14, 2025, are approved and the County Administrator is delegated authority to execute the approved contract amendments.

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 amendments listed in Exhibit A and delegate authority to the County Administrator to execute the contract amendments.
- b. Do not approve the contract amendments.

III. RECOMMENDATION

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

IV. ATTACHMENTS

Board Order
Exhibit A – October 14, 2025, Contracts List

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 25-10-14-XX

In the Matter of Approving Two Public Works Contract Amendments and Delegating Authority to the County Administrator to Execute the Approved Contract Amendments for CPM Development ABN: River Bend Materials (Expense in the Amount of \$300,000), and Civil West Engineering Services, Inc. (Expense in the Amount of \$197,464)

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

WHEREAS, the contract amendments 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 contract 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 contract 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 contract amendments listed in Exhibit A – October 14, 2025, are approved and the County Administrator is delegated authority to sign the approved contract amendments.

ADOPTED this 14th day of October, 2025.

David Loveall, Chair
Lane County Board of Commissioners

Exhibit A – October 14, 2025

Original contract title	Annual Price Agreement for Asphaltic Patch Mix Materials
Contractor/other party	CPM Development ABN: River Bend Materials
New or amendment	Amendment
Description	The projection for an increase in the project scope necessitates an increase in the delegated authority amount to adhere to with this contract. An increase by \$300,000 for Asphaltic Mix Patch Materials is being requested.
Expense or revenue	Expense
Amount	NTE per contract <ul style="list-style-type: none">- Original Amount: \$500,000- This Amendment: \$300,000- Revised Total Amt: \$800,000
Term of agreement	No change: one fiscal year; 7/01/2025 – 06/30/2026
Previous board orders	25-04-22-04
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	None

Original contract title	Parks Utility Design and Construction Phase Support
Contractor/other party	Civil West Engineering Services, Inc.
New or amendment	Amendment
Description	Based on the results from the feasibility study performed at Baker Bay, Orchard Point, and Richardson parks it has been determined that the design services will focus on the Richardson and Baker Bay parks.
Expense or revenue	Expense
Amount	Amendment Amount: \$197,464.00 Revised Contract amount including all Amendments: \$428,044.00
Term of agreement	Contract Expires October 23, 2026
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