

**REVISED AGENDA**  
COOS COUNTY BOARD OF COMMISSIONERS  
Owen Building Large Conference Room, 201 N. Adams, Coquille  
or Virtually at <https://meet.goto.com/588495365>  
November 21, 2023

1. **8:30 AM- EXECUTIVE SESSION under the authority of ORS 192.660, - in the small conference room. The public is excluded from this portion of the meeting**
  - A. (2)(e) Real Property Transactions
  - B. (2)(f) To Consider Information or Records Exempt by Law from Public Inspection
  - C. (2)(h) Consultation with Counsel
  
2. **9:30 AM PUBLIC PORTION OF THE MEETING, BEGINNING WITH THE PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**
  
3. **DEPARTMENT HEADS**
  - A. Request Approval of Amendment #1 to IGA 177242 & Authorize Mike Rowley to DocuSign- Coos Health & Wellness (CHW)
  
  - B. Request Approval of IGA with ODOT for Chandler (Coos River) Bridge Project- Road
  
  - C. Update on Coos County Sandy Creek Emergency Relief Project- Road
  
  - D. Request Approval of Resolution to Transfer Appropriations in the Title III Fund- Finance
  
  - E. Request Approval of Resolution Making an Additional Appropriation- SCINT
  
  - F. Request Approval of Resolution Making an Additional Appropriation- SCINT
  
  - G. Request Adoption of Sole Source Findings & Approval to Purchase Batteries & Racks- Sheriff
  
  - H. Request Approval to Purchase Vehicle- Sheriff
  
  - I. Request Approval to Donate Surface Pros to Myrtle Point Police Department- Sheriff
  
  - J. Request Award of Contract for Plumbing Services & Authorize Jill Rolfe to Sign- Community Development
  
  - K. Request Award of Contract for Electrical Services & Authorize Jill Rolfe to Sign- Community Development
  
  - L. Request Approval of MOU with DACS Union & Authorize Chair to Sign- HR/Counsel
  
  - M. Request Approval to Pay Dues to South Coast Development Council- BOC
  
  - N. Request Approval to Increase Stipend for District Attorney- BOC
  
4. **CONSENT CALENDAR- administrative matters not up for discussion**
  - A. **Approval of Minutes**  
Worksession- Public Access on Allegany Highway- November 2, 2023  
Worksession- Proposed Text Amendments to Allow RV Parks in Industrial Zones- November 2, 2023
  
  - B. **Ratification of All Routine Expenditures, Tax Overpayments and Adjustments and Transfer of Funds Within the Budget**  
Transfer of Appropriation Within Department- Jail- heat pump purchase

This agenda does not limit the ability of the Commissioners to consider additional subjects. The Board reserves the right to place a time limit on public testimony on any matter. The meeting place is handicapped accessible; if special accommodation is needed, please contact the office at least 24 prior to the meeting.

**C. Orders & Resolutions**

Order 23-11-056C, In the Matter of Appointing Scott Cooper to the Coos-Curry Housing Authority Board

Resolution 23-11-239P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date

Resolution 23-11-240P, In the Matter of Granting Salary Merit Step Increases for Various Employees Effective December 1, 2023

Resolution 23-11-241P, In the Matter of a Longevity Increase for Ashley (Gus) Mortimer Effective December 1, 2023

**D. Post-Action Notifications Pursuant to County Rule 10.043 (5)**

Contracts with Tristin Gresham- CHW- sign-on bonus & relocation agreements

Contracts with Gina Hill- CHW- sign-on bonus & relocation agreements

Amendment #1 to IGA #180006- CHW- funding increase for various public health programs

Agreement with Bay Area Hospital- CHW- operational planning

**5. LATE AGENDA ITEMS**

A. Request Approval of Contract with Identity Theft Guard Solutions (IDX) & Authorize Chair to Sign- CHW

B. Request Award of Contract for Ross Inlet Wall Failure Project & Authorize Paul Slater to Sign- Road

C. Request Award of Contract for Environmental Monitoring/Reporting at Closed Landfills & Authorize Paul Slater to Sign- Solid Waste

**6. COMMISSIONERS REPORTS**

**7. CITIZEN COMMENTS- limited to 3 minutes per person**

BOC only: \_\_\_\_\_  
 Consent Agenda \_\_\_\_\_  
 Regular Agenda \_\_\_\_\_

**LATE AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Contract with Identity Theft Guard Solutions, Inc. "IDX"

**Department:** Coos Health & Wellness

**Requested Agenda Date:** 11/21/2023

**Contact Person:** Mike Rowley

**Phone/Ext.:** 541-266-6700

**Background and description of need or problem:** IDX will provide data breach response services to 18,473 individuals plus an address search for an additional 422 individuals. Cost for communication and notification services are \$19,342.99. Additionally, IDX will offer identity protection services; staffing a call center and offering 1 to 2-year protection plans for individuals who call and sign up. Cost for identity protection is dependent upon the number of individuals who sign up for the service. Total amount the contract NTE \$50,000.

**Funding Source:** 021-1300

**Requested Action:** Board to approve contract with IDX and authorize Chair to sign.

**Date:** 11/17/2023

**Signature of Dept. Head:** Mike Rowley

Digitally signed by Mike Rowley  
 DN: cn=Mike Rowley, o=Coos Health &  
 Wellness, ou,  
 email=mike.rowley@chw.coos.or.us, c=US  
 Date: 2023.11.18 12:41:54 -0800

For all matters, forward the document to Counsel no later than the Monday prior to the Agenda deadline. Counsel will forward to Treasurer.

If this is a Contract or Grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the Contract signed first by the vendor (except state/federal grants or contracts)?
- If Insurance is required, Is the Insurance Certificate attached?
- Is the Clerk's Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel CT

Treasurer MS

Human Resources \_\_\_\_\_

## CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.: \_\_\_\_\_ (complete after filing)      Contract/Agreement/Grant No.: IDX2(if applicable)  
 Name/Agency Name and Address: Identity Theft Guard Solutions, Inc. "IDX" Lincoln Center One, 10300 SW Greenburg Road, Suite 570 Portland, OR 97223

Contact Person: Todd Hindman      Phone No: 512-712-2270      Email: todd.hindman@idx.us

Amount of Contract/Grant Award: \$ 50,000

Payment Terms: lump sum (state lump sum or amount and time of payments)

Effective Date: upon execution      Start Date: \_\_\_\_\_ (if different from effective date, i.e. retroactive / prospective date)

End Date: \_\_\_\_\_ (if known)

County Department and Employee Responsible for Performance: Coos Health & Wellness, Mike Rowley, Director.

Description: Data breach services to 18,473 individuals, and address search for an additional 422 individuals.

Communication/notification cost is \$ 19,342.99. Identity protection services cost TBD. Total amount of contract NTE \$50,000.

Staff Requirements:  New  Existing  Subcontract

Will unemployment cost be incurred?  Yes  No

### FINANCIAL INFORMATION (Fill out this section only if the County is receiving funds)

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number

\*CFDA is a five digit number in the following format: xx.xxx. The first two digits designate the federal agency and the last three the grant description. The following is a partial listing of the two digit agency identifier:

10.xxx USDA      14.xxx HUD      20.xxx USDOT      66.xxx EPA      84.xxx Dept. of Education  
 11.xxx Dept. of Commerce      16.xxx USDOJ      39.xxx General Svs. Admin.      83.xxx FEMA      93.xxx USDHHS

NOTE: If the contract/grant is associated with more than one CDFA number, each segment must have its own summary form.

New       Renewal       Modification  
 Previous Amount: \$      Original Amount: \$  
 Previous Date:      Original Date:

### PUBLIC CONTRACTING INFORMATION (Fill out this section only if the County is spending funds)

Method of Selection:

- Bid       None  
 Quote       Other \_\_\_\_\_  
 Proposal

Type of Contract:

- New (complete sections below)  
 Renewal (no need to complete sections below)  
 Modification (no need to complete sections below)

Type of Contract:

Goods and Services - If Not Using Bid or Proposal, Mark Exemption:

- Under \$10,000  
 Under \$50,000 for Quotes  
 Under \$150,000 & Approval from Board for Quotes  
 Sole Source  
 Contract with Public Agency

- Equipment Maintenance  
 Office Supplies  
 Used Vehicles  
 State Purchasing  
 Other \_\_\_\_\_

Public Improvement – If Not Using Bid, Mark Exemption:

- Under \$5,000  
 Under \$50,000 for Quotes  
 Between \$50,000 and \$100,000 for Quotes and Prevailing Wage Requirements

- Alternative Contracting Method Approved by Board  
 Other \_\_\_\_\_

Personal Services Contract – If Not Using Proposal, Mark Exemption:

- Under \$50,000  
 Under \$150,000 & Approval from Board

Will project be reported to Bureau of Labor for Prevailing Wages under ORS 279C.800?  Yes  No

Certificate of insurance required?  Yes  No

Date Approved by BOC: \_\_\_\_\_

Reviewed by Counsel: CT

BOC only  
Consent Agenda  
Regular Agenda

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Request BOC approval to award and sign contract with Strata Design to provide engineering and geotechnical services for the Ross Inlet Wall Failure project at MP 5.05.

**Department:** Road

**Requested Agenda Date:** 11/21/23

**Contact Person:** Paul Slater

**Phone/Ext.:** 7664

**Background and description of need or problem:** Recently we had a pile wall fail on Ross Inlet Rd near Mile Post 5.05 that then caused a road failure resulting in a lane closure. We have requested quotes for a consultant to provide engineering and geotechnical services to assess the existing landslide and provide an engineered wall solution to replace the existing failed wall, mitigate ongoing landslide activity, and allow for the reconstruction of Ross Inlet Road at MP 5.05. Strata Design was the low bidder at \$85,620.

**Funding Source:** 003-2703-431.36-19 Engineering

**Requested Action:** Request BOC approval to award and sign contract with Strata Design to provide engineering and geotechnical services for the Ross Inlet Wall Failure project at MP 5.05 NTE \$90,000.

*Authorize Paul Slater to sign*  
*Jessica Schreier For Paul Slater*

Date: 11/9/23

Signature of Dept. Head:

For all matters, forward the document to Counsel no later than the Monday prior to the Agenda deadline. Counsel will forward to Treasurer.

If this is a contract or grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the contract signed first by the vendor (except state/federal grants or contracts)?
- If insurance is required, is the insurance certificate attached?
- Is the Clerk's Coversheet attached or do you want it returned to you for filing?

County Counsel CT

Treasurer MS

Human Resources \_\_\_\_\_

*SB*

**CONTRACT / GRANT SUMMARY FORM**

Clerk's CJ No.: \_\_\_\_\_ (complete after filing) Contract/Agreement/Grant No.: \_\_\_\_\_ (if applicable)

Name/Agency Name and Address: STRATA DESIGN LLC, 2117 NE OREGON STREET, #502 PORTLAND, OR 97232

Contact Person: RICK THRALL Phone No: 503-819-4423 Email: rick@strata-design.com

Amount of Contract/Grant Award: \$ NTE 90,000

Payment Terms: Upon completion (state lump sum or amount and time of payments)

Effective Date: upon signing Start Date: \_\_\_\_\_ (if different from effective date, i.e. retroactive / prospective date)

End Date: 03/20/24 (if known)

County Department and Employee Responsible for Performance: Road Department, Roadmaster

Description: Engineering & Geotechnical Services for Ross Inlet Wall Failure MP 5.05

Staff Requirements:  New  Existing  Subcontract

Will unemployment cost be incurred?  Yes  No

**FINANCIAL INFORMATION (Fill out this section only if the County is receiving funds)**

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number

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- 10.xxx USDA      14.xxx HUD      20.xxx USDOT      66.xxx EPA      84.xxx Dept. of Education
- 11.xxx Dept. of Commerce    16.xxx USDOJ    39.xxx General Svs. Admin.    83.xxx FEMA    93.xxx USDHHS

NOTE: If the contract/grant is associated with more than one CFDA number, each segment must have its own summary form.

- New                                       Renewal                                       Modification
- Previous Amount: \$                                      Original Amount: \$
- Previous Date:    Original Date:

**PUBLIC CONTRACTING INFORMATION (Fill out this section only if the County is spending funds)**

Method of Selection:

- Bid                       None
- Quote                       Other \_\_\_\_\_
- Proposal

Type of Contract:

- New (complete sections below)
- Renewal (no need to complete sections below)
- Modification (no need to complete sections below)

Type of Contract:

Goods and Services - If Not Using Bid or Proposal, Mark Exemption:

- Under \$10,000                                       Equipment Maintenance
- Under \$50,000 for Quotes                                       Office Supplies
- Under \$150,000 & Approval from Board for Quotes                                       Used Vehicles
- Sole Source     State Purchasing
- Contract with Public Agency                                       Other \_\_\_\_\_

Public Improvement - If Not Using Bid, Mark Exemption:

- Under \$5,000     Alternative Contracting Method Approved by Board
- Under \$50,000 for Quotes     Other \_\_\_\_\_
- Between \$50,000 and \$100,000 for Quotes and Prevailing Wage Requirements

Personal Services Contract - If Not Using Proposal, Mark Exemption:

- Under \$50,000
- Under \$150,000 & Approval from Board

Will project be reported to Bureau of Labor for Prevailing Wages under ORS 279C.800?  Yes  No

Certificate of insurance required?  Yes  No

Date Approved by BOC: \_\_\_\_\_ Reviewed by Counsel: \_\_\_\_\_

BOC only:  
Consent Agenda \_\_\_\_\_  
Regular Agenda \_\_\_\_\_

### LATE AGENDA ITEM COVERSHEET

**Agenda Item Title:** Contract with PBS Engineering & Environmental to conduct Fall 2023 Environmental Monitoring and Reporting at Beaver Hill and Joe Ney closed Landfills.

**Department:** Solid Waste

**Requested Agenda Date:** 11/21/23

**Contact Person:** Paul Slater

**Phone/Ext.:** 7664

**Background and description of need or problem:** Solid Waste needs to conduct its Fall 2023 Environmental Monitoring and Reporting at the Beaver Hill & Joe Ney closed Landfills, per DEQ permit requirements. An RFP has been advertised for Environmental Monitoring, reporting and consulting services at Beaver Hill & Joe Ney closure sites, but a consultant will not be under contract soon enough to complete the fall sampling event. This contract with PBS Engineering and Environmental would be awarded as a permissive cooperative procurement under ORS 279A.215, with the consultant's work provided at rates set forth in the Multnomah County Services Contract #DCA-SVCSGEN-12849-2021 and for an amount NTE \$50,000.

**Funding Source:** Contracted Services 302-1703-432.36-01

**Requested Action:** Award contract to PBS Engineering & Environmental for an amount NTE \$50,000 and authorize department head to finalize and sign agreement, subject to approval by county counsel.

Date: 11/20/23

Signature of Dept. Head: \_\_\_\_\_



If this is a Human Resources issue, forward to the Treasurer who will forward it to Human Resources. For all other matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline**. Counsel will forward to Treasurer.

If this is a contract or grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
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- If insurance is required, is the insurance certificate attached?
- Is the Clerk's Coversheet attached or do you want it returned to you for filing?

Departments Affected:

COUNSEL: CT

TREASURER: MS

HUMAN RESOURCES: \_\_\_\_\_

CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.: \_\_\_\_\_ (complete after filed with Clerk)

Contract/Agreement/Grant No.:

Name/Agency Name and Address: PBS Engineering & Environmental, 3500 CHAD DR, SUITE 100, EUGENE, OR 97408

Contact Person: DJ BURROWS Phone No. 541-686-8684

Amount of Contract/Grant Award: \$ NTE \$50,000

Payment Terms: Upon completion (state lump sum or amount and time of payments)

Start Date: Upon signing End Date: 06/30/24

County Department and Employee Responsible for Performance: ROAD DEPT. PAUL SLATER, ASSISTANT ROADMASTER

Description: FALL 2023 ENVIRONMENTAL MONITORING AND REPORTING AT BEAVERHILL & JOE NEY CLOSURE SITES

FINANCIAL INFORMATION

Table with 4 columns: STATE %, OTHER %, FEDERAL % (CFDA # Required), Catalog of Federal Domestic Asst. \*(CFDA) Number

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- 10.xxx USDA 14.xxx HUD 20.xxx USDOT 66.xxx EPA 84.xxx Dept. of Education
11.xxx Dept. of Commerce 16.xxx USDOJ 39.xxx General Svs. Admin. 83.xxx FEMA 93.xxx USDHHS

NOTE: If the contract/grant is associated with more than one CFDA number, each segment must have it's own summary form.

Form with checkboxes for New, Renewal, Modification and fields for Previous Amount, Original Amount, Previous Date, Original Date, Automatic Renewal, Staff Requirements, and Will unemployment cost be incurred?

PUBLIC CONTRACTING INFORMATION

Form with sections for Method of Selection (Bid, Quote, Proposal, etc.) and Type of Contract (New, Renewal, Modification, etc.)

Form with sections for Type of Contract (Goods and Services, Public Improvement, Personal Services) and exemption options.

Form with questions: Will project be reported to Bureau of Labor for Prevailing Wages under ORS 279C.800? Certificate of insurance required? Form of contract: Oral or Written?

Form with fields: Date Approved by BOC: Reviewed by Counsel: [Signature]