

**A G E N D A**  
COOS COUNTY BOARD OF COMMISSIONERS  
Owen Building Large Conference Room, 201 N. Adams, Coquille  
or Virtually at <https://meet.goto.com/939400221>  
April 2, 2024

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
  
2. **9:30 AM PUBLIC PORTION OF THE MEETING, BEGINNING WITH THE PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**
  
3. **PUBLIC HEARING**
  - A. Competitive Bidding Exemption on Design/Build Procurement of Water Treatment Facilities at Laverne Park & West Laverne Park- Counsel
  
4. **DEPARTMENT HEADS**
  - A. Information on Tour de Fronds- Donna Freeman/BOC
  - B. Request Approval of Resolution to Transfer Appropriations- Coos Health & Wellness (CHW)
  - C. Request Approval of Reclass of Chloe Rowton- CHW
  - D. Request Approval of Resolution Making an Additional Appropriation- Fair
  - E. Request Approval of IGA with ODOT for OR42:US 101 to Cedar Point Road Project- Road
  - F. Request Approval of Contract Amendment #1 with TNT Construction & Excavation/ Authorize Road Department to Sign- Road
  - G. Request Approval of Contract with SAFE Project- Community Corrections
  - H. Request Approval of Contract Amendment #5 with City of Reedsport- Community Corrections
  - I. Request Approval of Resolution Making an Additional Appropriation- Sheriff
  - J. Request Approval of Resolutions Making & Transferring Appropriations- Sheriff
  - K. Request Approval to Pay Fuel Bill for Month of April- Sheriff
  - L. Request Approval of Order Adopting Official Road Name "Two Crows Lane"- Planning
  - M. Request Approval of MOU with Oregon Building Codes Division- Planning
  - N. Request Approval to Renew Cisco Duo Subscription- Information Technology (IT)
  
5. **CONSENT CALENDAR- administrative matters not up for discussion**
  - A. **Approval of Minutes**
    - Worksession- Advisory Ballot Measures- February 23, 2024
    - Worksession- Budget- March 11, 2024
    - Worksession- Budget- March 12, 2024
    - Worksession- Budget- March 13, 2024
    - Executive Session ORS 192,660 (2)(d)- March 14, 2024
    - Regular Meeting Minutes- March 19, 2024

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.

**B. Orders & Resolutions**

Order 24-03-014C, In the Matter of Reappointing Members to the CCD Business Development Corporation Board of Directors

Resolution 24-03-046P, In the Matter of Granting a Salary Adjustment for Licensure for Najat Mounir Retroactive to February 1, 2024

Resolution 24-03-047P, In the Matter of a Longevity Increase for Erin Larson Effective April 1, 2024

Resolution 24-03-048P, In the Matter of a Longevity Increase for Casie Stone Effective April 1, 2024

Resolution 24-03-049P, In the Matter of Granting a Longevity Increase for Rebecca Redell Effective April 1, 2024

Resolution 24-03-055P, In the Matter of Granting Salary Merit Step Increases for Various Employees Retroactive to March 1, 2024

Rescinding Resolution 24-01-016P, In the Matter of Rescinding Working Out of Class Pay for Kathy Cooley Effective March 4, 2024

Rescinding Order 23-08-183P, In the Matter of Rescinding Working Out of Class Pay for Crystal Schott Effective March 1, 2024

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

Contract with Jenny Lascheck- CHW- sign on bonus agreement

Contract Renewal with Umpqua Bank- Finance/Tax- extension of treasury management services agreement

Contract Renewal with M4 Electrical- Maintenance- as needed services

**6. LATE AGENDA ITEMS**

**7. COMMISSIONERS REPORTS**

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

BOC only: Consent Agenda _____
Regular Agenda _____

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Executive Session

**Department:** Land Agent

**Requested Agenda Date:** 4/2/24

**Contact Person:** Cole Waddington

**Phone/Ext.:** 7752

**Background and description of need or problem:**

- Under the Authority of ORS 192.660 (2)(e) to negotiate Real Property Transactions

**Funding Source:** n/a

**Requested Action:**

Date: \_\_\_\_\_ 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 Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel \_\_\_\_\_

Treasurer \_\_\_\_\_

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



BOC only: Consent Agenda _____ Regular Agenda _____
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**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Hearing on Design-Build Procurement of Water Treatment Facilities at Laverne Park and West Laverne Park

**Department:** Counsel

**Requested Agenda Date:** 04/02/2024

**Contact Person:** Michelle Wellington

**Phone/Ext.:** 7690

**Background and description of need or problem:** Pursuant to notice that appeared in the Daily Journal of Commerce on March 18, 2024, this public hearing is to receive comments on proposed findings that would approve a competitive bidding exemption under ORS 279C.335 for the design and construction of two, 7,500-gallon water treatment facilities at Laverne Park and West Laverne Park. After the hearing, and if the Board finds it is in the best interest to use the design-build contracting method for these facilities, Order 24-03-044L has been prepared with the proposed findings and is ready for signatures. See attached.

**Funding Source:** N/A

**Requested Action:** Discuss and, if approved, sign Order 24-03-044L approving an alternative contracting method under ORS 279C.335.

Date: 03/15/2024

Signature of Dept. Head: Cotton Totland

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- Do you want this returned to you for filing?

County Counsel CT

BOARD OF COMMISSIONERS

COUNTY OF COOS

STATE OF OREGON

In the Matter of Exempting a Contract to Construct  
Water Treatment Facilities from Competitive Bidding  
and Approving an Alternative Contracting Method )  
Order 24-03-044L

NOW BEFORE THE Board of Commissioners sitting for the transaction of County business on the 2nd day of April, 2024, is the matter of exempting a public improvement contract from the competitive bidding process and approving an alternative contracting method, in the manner set forth under ORS 279C.335.

WHEREAS, Coos County intends to replace or substantially repair two, 7,500-gallon water treatment facilities at Laverne Park and West Laverne Park, hereinafter the "Project," by contracting for all needed design and construction services; and

WHEREAS, ORS 279C.335(1) requires that unless excepted or exempted, contracts for public improvements shall be by competitive bids; and

WHEREAS, it appears the Project constitutes a public improvement project; and

WHEREAS, Craig Storm, Parks Director, has recommended that the County procure services for both the design and construction of the Project through a Request for Proposals ("RFP") process as an alternative to competitive bidding; and

WHEREAS, ORS 279C.335(2) allows the Board of County Commissioners ("Board") as the local contract review board to exempt any public improvement contract from the competitive bidding requirement upon approval of certain findings designed to ensure that the exemption will

not encourage favoritism and will likely result in substantial cost savings and other substantial benefits for the County.

WHEREAS, County staff have drafted findings ("Findings"), which are attached hereto as Exhibit A and incorporated herein by this reference, for the Board to consider in support of exempting a contract for the Project from the competitive bidding requirement; and

WHEREAS, under ORS 279C.335(5), the Board held a public hearing on April 2, 2024, for the purpose of taking comments on the Findings, a hearing that was duly noticed on March 18, 2024, in the Daily Journal of Commerce, a trade newspaper of statewide circulation; and

WHEREAS, ORS 279C.335(4) provides that the local contract review board shall, when appropriate, direct the use of alternative contracting methods that take account of market realities and modern practices and are consistent with the public policy of encouraging competition;

NOW, THEREFORE, THE BOARD, having deliberated and considered the relevant evidence and testimony, hereby orders as follows:

1. Pursuant to its statutory authority the Board adopts the Findings attached hereto and incorporated herein as Exhibit A.
2. The contract to construct the Project is exempted from the requirement for competitive bidding.
3. County staff shall prepare a Request for Proposals to procure a Design/Build Contractor for the Project using the statutory competitive proposal procedures.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

[signature page follows]

BOARD OF COMMISSIONERS  
FOR COOS COUNTY

Approved as to form:

Office of Legal Counsel

Rod Taylor

John Sweet

Robert "Bob" Main

## **EXHIBIT A**

### **Findings in Support of Alternative Contracting Method for the Design and Construction of Water Treat Facilities at Laverne Park and West Laverne Park**

The use of alternative contracting methods, such as the design-build method, is made possible under ORS Chapter 279C, which permits certain contracts to be made exempt from the standard of competitive public bidding. Like other alternative contracting methods, the design-build method has significantly different legal requirements than the traditional design-bid-build contracting method.

According to ORS 279C.335, a local contract review board may exempt specific contracts from traditional, competitive bidding by showing that an alternative contracting process is unlikely to encourage favoritism or diminish competition and that it will result in cost savings and other substantial benefits to Coos County (hereinafter "County").

This project will replace or substantially repair two, 7,500-gallon water treatment facilities at two public parks that are operated by Coos County. Each facility is regulated by the Oregon Health Authority, Drinking Water Services Division, and so both the design and construction of the facilities must achieve compliance with these regulations.

#### **Findings**

##### **1. Competition**

This design-build contracting method will utilize a formal Request for Proposals to select the design-builder, following advertising and selection procedures that comply with state requirements under ORS 279B.060 for competitive sealed proposals. The proposals will be evaluated based on quality and price, including alternative technical concepts, and the successful proposal will be based on their qualifications and approach to design and construction.

In light of these measures, it is unlikely that this process of selecting a design-build contractor will encourage favoritism in the awarding of the public contract or substantially diminish competition for the public contract. The County anticipates that all qualified design-build contractors will be notified of the project through the public advertisement of the RFP and, as such, will have the opportunity to submit and will be awarded based on a competitive process.

##### **2. Substantial Cost-Savings**

This design-build contracting method will result in substantial cost savings for the County because it involves the construction contractor early in the project and results in a more efficient engineering of the design. For water treatment facilities, it is far more efficient for the engineering firm to design the facilities based on specific materials, rather than produce designs for a number of materials that could be used during construction. A design-build contractor is familiar with these materials and knows what materials are most available, most affordable, or most practical. Certainty on the materials will streamline the design phase.



In addition, this design-build method will vastly reduce the likelihood of change orders because the construction contractor is involved at the start of the project and thus knows what materials will be used and the labor costs associated with them. The contractor will also likely be familiar with what materials work and what materials are problematic, given that the design-build method allows for the County to select a design-build contractor based not just on the lowest cost bid but on factors such as experience in constructing or repairing water treatment facilities. This greatly reduces the likelihood of cost overruns.

### **3. Other Substantial Benefits: Reduced Delivery Time and Technical Expertise**

This design-build method will allow the County to complete the replacement or repair of the water treatment facilities in a shorter amount of time than the traditional design, bid, build contracting method because the County will be issuing one formal solicitation for a design-build contractor instead of two separate solicitations for a design firm and later for a construction firm. Once a design is developed, work will commence immediately, saving time. Additionally, the design phase of the project will take less time than under the traditional design, bid, build method because the engineering firm will design the project based on select materials that are determined with input from the County. This reduced delivery time is of particular benefit to the County because the replacement or repair of these water treatment facilities must occur by October 1 to ensure compliance with Oregon Health Authority regulations for drinking water.

This design-build method will also enable the County to procure a design-build firm with technical expertise in the repair or reconstruction of water treatment facilities, both in the design and construction of the facilities and in the regulatory requirements promulgated for these facilities by OHA. Unlike the traditional design, bid, build approach to contracting for a public improvement project, which obligates the County to award a contract to the lowest bidder, the design-build method allows the County to consider other factors like the design-build firm's knowledge and experience. The design-build method therefore furthers the County's interest in procuring water treatment facilities that are constructed up to code and that remain free of technical flaws that could jeopardize ongoing compliance with state standards for drinking water.

BOC only: Consent Agenda _____
Regular Agenda _____

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Tour de Fronds

**Department:** BOC

**Requested Agenda Date:** 4/2/24

**Contact Person:** Bob Main

**Phone/Ext.:** 7540

**Background and description of need or problem:** Donna Freeman would like to present information on the next Tour de Fronds, which is coming up in June

**Funding Source:** n/a

**Requested Action:** Listen to Ms. Freeman's presentation

**Date:**

**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.

4A

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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Coos Health & Wellness Transfer of Appropriation of 021 Funds Resolution #24-03-053B

**Department:** Coos Health & Wellness

**Requested Agenda Date:** April 2, 2024

**Contact Person:** Mike Rowley

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

**Background and description of need or problem:** Coos Health & Wellness is requesting the transfer of \$350,000.00 from contingency funds to 1300-Admin due to unrecognized expense with increased costs for 23-24 Fiscal year. Increasing 36-01 \$350,000

**Funding Source:** Operating Contingency 021-0000-699.99-96

**Requested Action:** Board to approve and sign resolution <sup>24-03-053B</sup> to appropriate funds.

**Date:**

**Signature of Dept. Head:**

Dr. Eric  
Gleason

Digitally signed by Dr. Eric Gleason  
DN: cn=Dr. Eric Gleason, o=Coos Health &  
Wellness, ou=Assistant Director,  
email=eric.gleason@chw.coos.or.us, c=US  
Date: 2024.03.25 11:18:05 -0700

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?
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- Do you want this returned to you for filing?

County Counsel \_\_\_\_\_

Treasurer MS \_\_\_\_\_

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

4B

1 BOARD OF COMMISSIONERS  
2 COUNTY OF COOS  
3 STATE OF OREGON

4 In the Matter of a Transfer of Expenditure )  
5 Appropriations in the Amount of \$350,000 ) RESOLUTION  
6 Within the Health & Wellness Fund ) 24-03-053B

7 NOW BEFORE THE BOARD OF COMMISSIONERS sitting for the transaction of  
8 County business at a meeting on April 2, 2024, is the matter of a transfer of appropriations in  
9 the amount of \$350,000,

10 WHEREAS, the reason, need and purpose of the request for transfer of expenditure  
11 appropriations is for unexpected increased costs related to Contracted Services.

12 WHEREAS, a transfer of expenditure appropriations would be allowable according to  
13 O.R.S. 294.463 as expenditures were not anticipated during the preparation of the current  
14 fiscal year's budget;

15 NOW, THEREFORE, BE IT RESOLVED that the transfer of appropriations be approved  
16 and be transferred between the categories and amount as shown below:

17 021 HEALTH & WELLNESS FUND

18 From:  
19 9900 Miscellaneous Department  
20 Transfers & Other  
21 699.99-96 Operating Contingency \$ 350,000

22 To:  
23 1300 Local Administration Division  
24 Materials & Services  
25 441.36-01 Contracted Services \$ 350,000

26 Dated this \_\_\_\_\_ day of April 2024.


27 BOARD OF COMMISSIONERS

28 \_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

29 Prepared by:

30   
31 \_\_\_\_\_  
32 Budget Office

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

## AGENDA ITEM COVERSHEET

**Agenda Item Title:** PH Aide II position

**Department:** Coos Health & Wellness      **Requested Agenda Date:** 4/2/2024

**Contact Person:** Mike Rowley      **Phone/Ext.:** 541-266-6700

**Background and description of need or problem:** Under Public Health, a PH Aide I under the WIC program is eligible to advance to the PH Aide II classification upon completion of all required WIC certified trainings. The PH Aide I job description states the following: *A PH Aide I employee shall be eligible for reclassification to PH Aide II status upon successful demonstration of these duties and responsibilities, successfully complete assigned trainings, and maintenance of a full caseload.*

PH Aide I, Chloe Rowton, has completed all the obligations above, therefore she is eligible to advance to the PH Aide II position. Request Board approve reclassification of Choe Rowton from PH Aide I to PH Aide II, step 1, effective April 1, 2024. BOC to also approve Payroll Resolution 24-03-045 P.

**Funding Source:** 005-1100-441.10-01

**Requested Action:** BOC to approve reclass of Chloe Rowton to the position of PH Aide II Cross Trained WIC Certifier, effective April 1, 2024, and also sign Payroll Resolution 24-03-045P.

**Date:** 3/25/2024

**Signature of Dept. Head:** Dr. Eric Gleason  
Digitally signed by Dr. Eric Gleason  
DN: cn=Dr. Eric Gleason, o=Coos Health &  
Wellness, ou=Assistant Director,  
email=eric.gleason@chw.coos.or.us, c=US  
Date: 2024.03.25.15:38:53 -0700

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.

**Departments Affected:**

**COUNSEL:** \_\_\_\_\_

**TREASURER:** MS

**HUMAN RESOURCES:** CMR

BOARD OF COMMISSIONERS  
COUNTY OF COOS/STATE OF OREGON

In the Matter of a Merit Step ) RESOLUTION  
Salary Increase For Chloe Rowton ) 24-03-045 P  
Effective April 1, 2024 )

THIS MATTER HAVING COME BEFORE the Board of Commissioners at a regular meeting held April 2, 2024; and

WHEREAS, Chloe Rowton, with a salary in effect, is eligible for a merit step salary increase effective April 1, 2024, and,

<u>EMPLOYEE</u>	<u>CLASSIFICATION</u>	<u>GRADE</u>	<u>RGE.</u>	<u>STEP</u>	<u>AMOUNT</u>
<u>HEALTH - 005-1100-441.10-01</u>					
Rowton, Chloe	PH Aide I #123	414	17	1	\$3,359

WHEREAS, Chloe Rowton has received a proper performance evaluation recommending a merit step increase; and

WHEREAS, Chloe Rowton has completed all required trainings for PH Aide I and PH Aide II as well as the Breastfeeding Coordinator role, be promoted to a PH Aide II with a salary under Line Item 005-1100-441-10.01, Pay Grade 445, Step 1, effective April 1, 2024,

THEREFORE BE IT RESOLVED that Chloe Rowton promoted to PH Aide II under grade 445, under the AFSCME Union position of PH Aide II, with a salary adjustment as follows, effective April 1, 2024

<u>EMPLOYEE</u>	<u>CLASSIFICATION</u>	<u>GRADE</u>	<u>RGE.</u>	<u>STEP</u>	<u>AMOUNT</u>
<u>HEALTH - 005-1100-441.10-01</u>					
Rowton, Chloe	PH Aide II #123	445	--	1	\$3,618

BE IT FURTHER RESOLVED that Chloe Rowton's anniversary date shall remain April 1 each year.

DATED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2024.

BOARD OF COMMISSIONERS

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Resolution 24-03-045 P

BOC only:
Consent Agenda:
Regular Agenda:

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Rotary Coos Foundation Grant & Resolution # 24-03-054B

**Department:** Fair

**Requested Agenda Date:** 04/02/2024

**Contact Person:** Lisa Dumire

**Phone/Ext.:** 541-396-2200

**Background and description of need or problem:** The Fair recently applied for a Rotary Coos Foundation grant to assist in completing the much-needed updates to the Clarno Building restrooms.

**Funding Source:** Rotary Coos Foundation

**Requested Action:** Approve resolution # 24-03-054B

**Date:** 03/22/2024

**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.

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County Counsel \_\_\_\_\_

Treasurer  \_\_\_\_\_

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

1 BOARD OF COMMISSIONERS  
2 COUNTY OF COOS  
3 STATE OF OREGON

4 In the Matter of Making an Additional ) RESOLUTION  
5 Appropriation in the Amount of \$4,639 ) 24-03-054B  
6 Within the County Fair Fund )

7 THIS MATTER HAVING COME BEFORE the Board of Commissioners at a meeting  
8 held April 2, 2024, and whereas the County Fair Fund has received a grant from the Rotary  
9 Coos Foundation, Inc. in the amount of Four Thousand Six Hundred Thirty-nine Dollars  
10 (\$4,639); and

11 WHEREAS, the above stated amount to be used for updates to the restrooms in the  
12 Clarno Building which was not anticipated and were not included in the budget; and

13 WHEREAS, the above stated amount should be appropriated according to O.R.S.  
14 294.338(2);

15 NOW, THEREFORE, BE IT RESOLVED that an additional amount of Four Thousand  
16 Six Hundred Thirty-nine Dollars (\$4,639) be appropriated as follows:

17 301 COUNTY FAIR FUND

18 Resources  
19 337.01-02 Local Government Grants \$4,639

20 Expenditures  
21 4004 Fair Division  
22 Capital Outlay  
23 451.60-11 Major Repair & Improvement \$4,639

24 DATED THIS \_\_\_\_\_ day of April 2024.

25 BOARD OF COMMISSIONERS

26 \_\_\_\_\_  
27 Commissioner

28 \_\_\_\_\_  
Commissioner

\_\_\_\_\_

Prepared by:

  
Budget Office



BOC only: Consent Agenda _____
Regular Agenda _____

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Intergovernmental Agreement with ODOT and Coos County regarding OR42: US 101 to Cedar Point Road project.

**Department:** Road

**Requested Agenda Date:** 4/2/24

**Contact Person:** Paul Slater

**Phone/Ext.:** 7664

**Background and description of need or problem:** ODOT has a project scheduled along Highway 42 that would include some repairs on our Coaledo road. This project includes repair or replace culverts and remove existing pavement and replace with new asphalt and extending the culvert at Coaledo Road adding a manhole and filling the ditch.

**Funding Source:** N/A

**Requested Action:** Request BOC to approve and sign Intergovernmental Agreement with ODOT and Coos County regarding OR42: US 101 to Cedar Point Road project.

Date: 3/25/24

Signature of Dept. Head: Jessica Johnson Fox Paul Slater

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County Counsel \_\_\_\_\_

Treasurer MS \_\_\_\_\_

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

4E

**CONTRACT / GRANT SUMMARY FORM**

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

Name/Agency Name and Address: ODOT - 3500 NW STEWART PARKWAY, ROSEBURG, OR 97470

Contact Person: HEATHER NEAVOLL Phone No: 541-957-3659 Email: Heather.d.neavoll@odot.oregon.gov

Amount of Contract/Grant Award: \$ n/a

Payment Terms: \_\_\_\_\_ (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: 10years from signature (if known)

County Department and Employee Responsible for Performance: COOS COUNTY ROAD - PAUL SLATER

Description: OR42: US 101 TO CEDAR POINT RD - COALEDO RD CULVERT REPAIRS

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 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  
 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: AB

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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Amendment #1 to the contract with TNT Construction & Excavation for Road Maintenance and Repairs.

**Department:** Road

**Requested Agenda Date:** 4/2/24

**Contact Person:** Paul Slater

**Phone/Ext.:** 7664

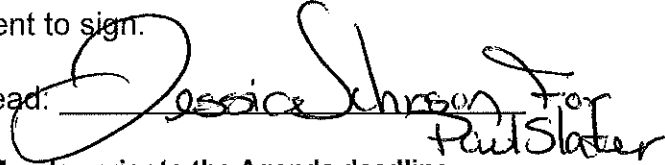
**Background and description of need or problem:** Amendment #1 to contract CJ2024-0113 with TNT Construction & Excavation LLC for Road Maintenance and Repairs NTE \$49,715.87.

**Funding Source:** 003-2703-431.36-01 Contracted Services

**Requested Action:** Request BOC approval for Amendment #1 with TNT Construction & Excavation NTE \$49,715.87 and authorize road department to sign.

Date: 3/21/24

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 \_\_\_\_\_

Treasurer  \_\_\_\_\_

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

4F

**CONTRACT / GRANT SUMMARY FORM**

Clerk's CJ No.: \_\_\_\_\_ (complete after filing) Contract/Agreement/Grant No.: CJ2024-0113(if applicable)

Name/Agency Name and Address: TNT CONSTRUCTION, 93970 COVEY LN, COQUILLE, OR 97423

Contact Person: TREVOR GARDNER Phone No: 541-297-0468 Email: TREVOR@TNTCONSTRUCTION.US

Amount of Contract/Grant Award: \$ NTE 99,715.87

Payment Terms: \_\_\_\_\_ (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: 06/30/24 (if known)

County Department and Employee Responsible for Performance: COOS COUNTY ROAD - PAUL SLATER

Description: AMENDMENT #1 - ADDITIONAL \$49,715.87 FOR ROAD MAINTENANCE AND REPAIRS

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: \$ 50,000
- Previous Date: \_\_\_\_\_    Original Date: 2-5-24

**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: ASB

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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Approval of Safe Project contract and Coos County for victims' services thru the Justice Reinvestment Program.

**Department:** Community Corrections    **Requested Agenda Date:** 04/02/2024

**Contact Person:** Kelly Church, Bus. Mgr.    **Phone/Ext.:** 541-396-7704

**Background and description of need or problem:** This contract provides a Campus & Outreach Advocate and an Executive Director positions for victims at Safe Project thru the Justice Reinvestment Grant/State of Oregon.

**Amount of contract:** \$22,436.75

**Funding Source:** State of Oregon/Criminal Justice Commission

**Requested Action:** Approval of Safe Project contract and Coos County to provide a Campus Outreach Advocate and an Executive Director for victim's services from 07/01/2023 – 06/30/2024.

Date: 3/19/24    Signature of Dept. Head: *Kelly Church*

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 \_\_\_\_\_

Treasurer *MS* \_\_\_\_\_

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

**CONTRACT / GRANT SUMMARY FORM**

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

Name/Agency Name and Address: Safe Project, 1681 Newmark, Coos Bay, OR 97420

Contact Person: Rachael Espy, Director Phone No: 541-888-1048 Email: \_\_\_\_\_

Amount of Contract/Grant Award: \$ \$22,436.75

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

Effective Date: 07/01/23 Start Date: 07/01/23 (if different from effective date, i.e. retroactive / prospective date)

End Date: 06/30/24 (if known)

County Department and Employee Responsible for Performance: Kelly Church, Business Operations Manager

Description: Victims portion for 2023-2024 in the amount of \$22,436.75 to fund a Campus Outreach Advocate & Executive Director.

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
100			

\*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  
Previous Amount: \$  
Previous Date:

Modification  
Original Amount: \$  
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: ARB

BOC only: Consent Agenda _____
Regular Agenda _____

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Approval of Fifth Amendment Intergovernmental Agreement with City of Reedsport Jail & Coos County.

**Department:** Community Corrections      **Requested Agenda Date:** 04/02/2024

**Contact Person:** Kelly Church, Bus. Mgr.      **Phone/Ext.:** 541-396-7704

**Background and description of need or problem:** The Fifth Amendment is to change the cost of the agreement not to exceed Ten Thousand Dollars (\$10,000) for the additional (1) bed. Please see the Agreement.

**Funding Source:** State of Oregon/ Dept. of Corrections Grant in Aid

**Requested Action:** Approval of Fifth Amendment Intergovernmental Agreement with City of Reedsport Jail and Coos County to change the costs of the agreement not to exceed Ten Thousand Dollars (\$10,000) for the additional (1) bed. *Authorize Chair to sign*

Date: 3/19/24      Signature of Dept. Head: *Kelly Church for MC*

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 \_\_\_\_\_

Treasurer *MS* \_\_\_\_\_

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

*4H*

## CONTRACT / GRANT SUMMARY FORM

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

Name/Agency Name and Address: City of Reedsport, 451 Winchester Ave., Reedsport, OR 97467

Contact Person: Deanna Schafer, City Manager Phone No: 541-271-3603 Email: \_\_\_\_\_

Amount of Contract/Grant Award: \$ \$53,800

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

Effective Date: 07/01/2023 Start Date: 07/01/2023 (if different from effective date, i.e. retroactive / prospective date)

End Date: 06/30/2024 (if known)

County Department and Employee Responsible for Performance: Mike Crim, Director/Kelly Church Bus Mgr

Description: Fifth Amendment IGA is to provide up to \$10,000 for the additional (1) jail bed at the City of Reedsport Jail.

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
100			

\*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 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:

<input type="checkbox"/> Under \$10,000 <input type="checkbox"/> Under \$50,000 for Quotes <input type="checkbox"/> Under \$150,000 & Approval from Board for Quotes <input type="checkbox"/> Sole Source <input checked="" type="checkbox"/> Contract with Public Agency	<input type="checkbox"/> Equipment Maintenance <input type="checkbox"/> Office Supplies <input type="checkbox"/> Used Vehicles <input type="checkbox"/> State Purchasing <input type="checkbox"/> Other _____
---	---

Public Improvement - If Not Using Bid, Mark Exemption:

<input type="checkbox"/> Under \$5,000 <input type="checkbox"/> Under \$50,000 for Quotes <input type="checkbox"/> Between \$50,000 and \$100,000 for Quotes and Prevailing Wage Requirements	<input type="checkbox"/> Alternative Contracting Method Approved by Board <input type="checkbox"/> 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: <u>AB</u>
-----------------------------	--------------------------------



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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Additional appropriations for donation from Coos Bay / North Bend rotary. This donation is for safety equipment in the jail..

**Department:** CCSO

**Requested Agenda Date:** ~~3-25-24~~ 4/2/24

**Contact Person:** Sheriff Fabrizio

**Phone/Ext.:** 7800

**Background and description of need or problem:** The jail has been awarded a grant from the Coos Bay / North Bend rotary for safety equipment in the amount of \$9,960.00.

Equipment purchased will help with control of combative Adults In Custody (AIC) in a more safe and effective manner. Request money be put into Jail supply line item, ~~002-2600-~~

~~4263.20-01.~~ 001-1001-423.20-01 and 001-1001-423.22-27

**Funding Source:** NA

**Requested Action:** Approve and sign resolution 24-03-050B

**Date:** 3-21-24

**Signature of Sheriff:** Fabrizio

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 \_\_\_\_\_

Treasurer MS \_\_\_\_\_

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

41

1 BOARD OF COMMISSIONERS  
2 COUNTY OF COOS  
3 STATE OF OREGON

4 In the Matter of Making an Additional ) RESOLUTION  
5 Appropriation in the Amount of \$9,960 ) 24-03-050B  
6 Within the General Fund )

7 THIS MATTER HAVING COME BEFORE the Board of Commissioners at a meeting  
8 held April 2, 2024, and whereas the Jail Division in the General Fund has received a grant  
9 from the Rotary Coos Foundation, Inc. in the amount of Nine Thousand Nine Hundred Sixty  
10 Dollars (\$9,960); and

11 WHEREAS, the above stated amount to be used for safety equipment to control  
12 combative adults in custody which was not anticipated and were not included in the budget;  
13 and

14 WHEREAS, the above stated amount should be appropriated according to O.R.S.  
15 294.338(2);

16 NOW, THEREFORE, BE IT RESOLVED that an additional amount of Nine Thousand  
17 Nine Hundred Sixty Dollars (\$9,960) be appropriated as follows:

18 001 GENERAL FUND

19 Resources	
20 337.01-02 Local Government Grants	<u>\$9,960</u>
21 Expenditures	
22 1601 Jail Division	
23 Materials & Services	
24 423.20-01 Supplies	2,070
25 423.22-27 <\$5,000 Equipment	<u>7,890</u>
26	
27	<u>\$9,960</u>
28	

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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Additional Appropriations for Vehicle Repair

**Department:** Sheriff

**Requested Agenda Date:** April 2, 2024

**Contact Person:** Gabe Fabrizio

**Phone/Ext.:** 7874

**Background and description of need or problem:** In the past year, we have had two vehicles which have been struck at no fault to the Deputy. Insurance has paid out for the two vehicles in the amount of \$22,353 (\$8,472 in FY23 and \$13,881 in FY24) which has been placed in Insurance Proceeds. We are requesting a resolution be approved to add that amount to Capital Outlay-Automobiles 001-1600-421.60-03 in order to buy back one of the vehicles and bring it back into service.

**Funding Sources:** Insurance Proceeds

**Requested Action:** Approve and sign Resolution # 24-03-051B + 24-03-052B

**Date:** 3/22/2024

**Signature of Dept. Head:** *[Signature]*

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** \_\_\_\_\_

**Treasurer** *[Signature]* \_\_\_\_\_

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

1 BOARD OF COMMISSIONERS  
2 COUNTY OF COOS  
3 STATE OF OREGON

4 In the Matter of Making an Additional ) RESOLUTION  
5 Appropriation in the Amount of \$13,881 ) 24-03-051B  
6 Within the General Fund )

7 THIS MATTER HAVING COME BEFORE the Board of Commissioners at a meeting  
8 held April 2, 2024, and whereas the Criminal Division in the General Fund has received  
9 insurance proceeds in the amount of Thirteen Thousand Eight Hundred Eighty-one Dollars  
10 (\$13,881); and

11 WHEREAS, the above stated amount was received due to an automobile accident, an  
12 unforeseen occurrence; and

13 WHEREAS, the above stated amount should be appropriated according to O.R.S.  
14 294.338(3);

15 NOW, THEREFORE, BE IT RESOLVED that the amount of Thirteen Thousand Eight  
16 Hundred Eighty-one Dollars (\$13,881) be appropriated as follows:

17	General Fund	
18	Resources	
19	360.03-00 Insurance Proceeds	<u>\$13,881</u>
20	Expenditures	
21	1600 Criminal Division	
22	Capital Outlay	
23	421.60-03 Automobiles	<u>\$13,881</u>

24 DATED THIS \_\_\_\_\_ day of April 2024.

25 BOARD OF COMMISSIONERS

26 \_\_\_\_\_  
27 Commissioner

28 \_\_\_\_\_  
Commissioner

\_\_\_\_\_

Prepared by:

\_\_\_\_\_  
Budget Office

1 BOARD OF COMMISSIONERS  
2 COUNTY OF COOS  
3 STATE OF OREGON

4 In the Matter of a Transfer of Expenditure )  
5 Appropriations in the Amount of \$8,472 ) RESOLUTION  
6 Within the General Fund ) 24-03-052B

7 NOW BEFORE THE BOARD OF COMMISSIONERS sitting for the transaction of  
8 County business at a meeting on April 2, 2024, is the matter of a transfer of appropriations in  
9 the amount of \$8,472,

10 WHEREAS, the reason, need and purpose of the request for transfer of expenditure  
11 appropriations is for the purchase of a vehicle.

12 WHEREAS, a transfer of expenditure appropriations would be allowable according to  
13 O.R.S. 294.463 as expenditures were not anticipated during the preparation of the current  
14 fiscal year's budget;

15 NOW, THEREFORE, BE IT RESOLVED that the transfer of appropriations be approved  
16 and be transferred between the categories and amount as shown below:

17 001 GENERAL FUND

18 From:  
19 9900 Miscellaneous Department  
20 Transfers & Other  
21 699.99-96 Operating Contingency \$ 8,472

22 To:  
23 1600 Criminal Division  
24 Capital Outlay  
25 421.60-03 Automobiles \$ 8,472

26 Dated this \_\_\_\_\_ day of April 2024.

27 BOARD OF COMMISSIONERS

28 \_\_\_\_\_  
Commissioner Commissioner Commissioner

Prepared by:

\_\_\_\_\_  
Budget Office

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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Payment of CCSO Fuel Bill

**Department:** Coos County Sheriff's Office **Requested Agenda Date:** April 2, 2024

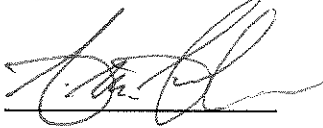
**Contact Person:** Cpt. Sean Sanborn **Phone/Ext.:** 541-396-7874

**Background and description of need or problem:**

At the end of January of 2024, the Coos County Sheriff's Office received notice that County Commission permission was needed to pay our month-to-month fuel bill. Annually, The Sheriff's Office pays between \$16,000 to \$19,000 per month to cover the cost of fuel. The Coos County Sheriff's Office is requesting Departmental Spending Authority to pay our fuel bill in an amount not to exceed \$20,000

**Funding Source:** Vehicle Expense 32-13

**Requested Action:** Board to approve spending authority not to exceed \$20,000 in order to pay the Coos County Sheriff's Office fuel bill for the month of April


Date: March 19, 2024 Signature of Criminal Division Commander: 

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 \_\_\_\_\_

Treasurer  \_\_\_\_\_

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



BOC only:	_____
Consent Agenda	_____
Regular Agenda	_____

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Order Adopting Official Road Name of Two Crows Lane

**Department:** Planning

**Requested Agenda Date:** 04/02/2024

**Contact Person:** Jill Rolfe

**Phone/Ext.:** 7770

**Background and description of need or problem:** Adoption of a road name

**Funding Source:** Applicant

**Requested Action:** Motion to adopt an official name of a road "Two Crows Lane"  
**Located off of Morrison Road, southeast of the City of Bandon, Order No. 24-03-013PL.**

Date: March 18, 2024

Signature of Dept. Head: Jill Rolfe

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 \_\_\_\_\_

Treasurer MS \_\_\_\_\_

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

1 BOARD OF COMMISSIONERS  
2 COOS COUNTY  
3 STATE OF OREGON  
4

5 IN THE MATTER OF THE ADOPTION  
6 OF AN OFFICIAL NAME OF A ROAD  
7 "TWO CROWS LANE" LOCATED OFF  
8 OF MORRISON ROAD, SOUTHEAST OF  
9 THE CITY OF BANDON

ORDER NO. 24-03-013PL.

10  
11 THIS MATTER HAVING come before the Board of Coos County Commissioners (the  
12 "Board") at a regular meeting held on the 2nd day of April, and whereas the Planning Department has  
13 received a request to finalize a road name by adopting an official road name for the property  
14 described in Attachment "A", attached hereto and incorporated by this reference herein and further  
15 described as part of Coos County Planning File RN-24-001;

16  
17 AND IT APPEARING to the Board the Planning Department followed the correct process to  
18 name a road as described in Article IV, Division 8, of the Coos County Code. The petition has been  
19 accepted and found the name is necessary to facilitate emergency response and promote the health,  
20 safety, and welfare of the public;

21  
22 AND IT FURTHER APPEARING to the Board that a notice was provided to abutting  
23 property owners and all required parties of Section 04-08-040;

24  
25 AND IT FURTHER APPEARING to the Board that after reviewing the request from the  
26 Planning Department and the fact that no appeals were filed that Board finds that the proposed road name  
27 is appropriate and conforms to the requirements of the Coos County Code Article IV, Division 8.  
28

29 NOW, THEREFORE, IT IS HEREBY ORDERED by the Board that the official name for the  
30 property described in Attachment "A" shall be Two Crows Lane.

31  
32 Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

33  
34 BOARD OF COMMISSIONERS

35  
36 \_\_\_\_\_  
37 Chair

\_\_\_\_\_

Vice Chair

\_\_\_\_\_

Commissioner

38  
39 Approved as to form:

40  
41 \_\_\_\_\_  
42 Office of Legal Counsel

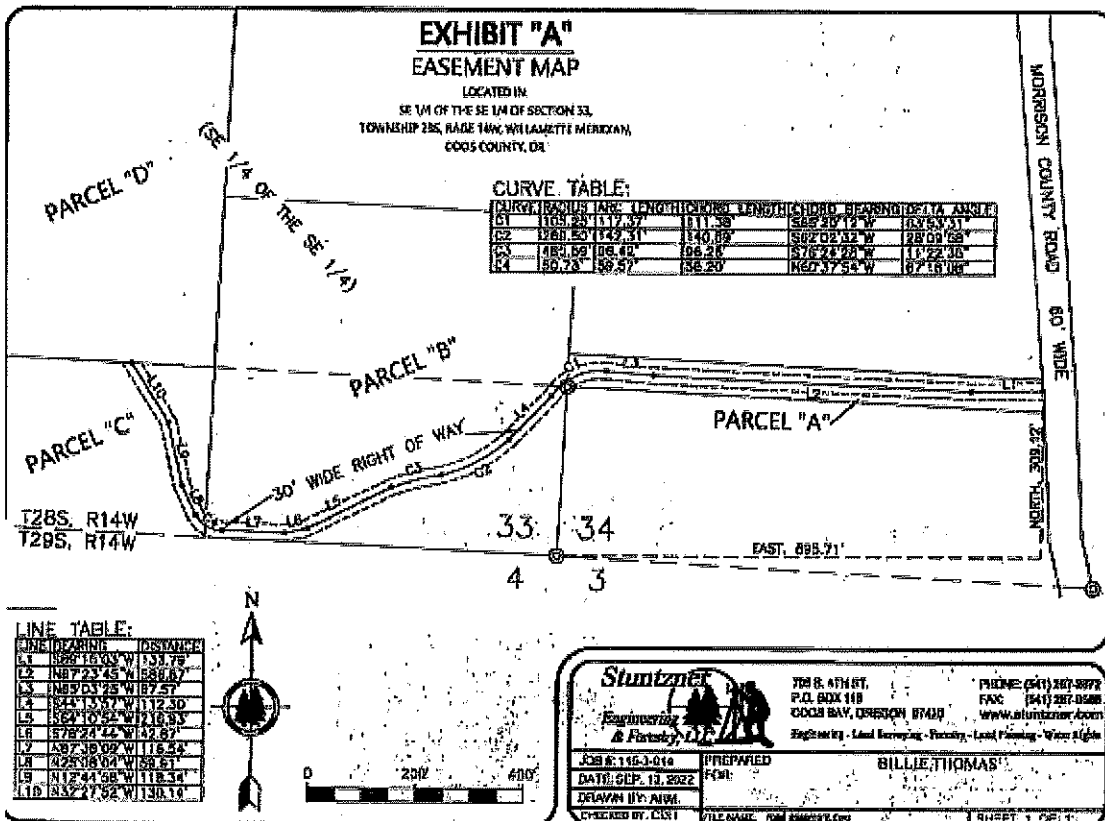


Attachment A

**EASEMENT CENTER LINE**

Beginning at the intersection of the centerline of said existing road and the west right of way of Morrison County Road, which bears East 895.71 feet and North 309.12 feet from the Section Corner common the Sections 33 and 34 of Township 28 South, and Section 3 and 4 of Township 29 South, Range 14 West W.M., Coos County, Oregon, thence along said centerline of the existing road South 89°16'03" West 133.79 feet;

- Thence North 87°23'45" West 586.87 feet;
- Thence North 85°03'25" West 87.57 feet;
- Thence along a curve to the left for a distance of 117.37 feet, the long chord of which bears South 65°20'12" West for 111.38 feet;
- Thence North 44°13'57" West 112.30 feet;
- Thence along a curve to the right for a distance of 142.31 feet, the long chord of which bears South 62°02'32" West for 140.89 feet;
- Thence along a curve to the left for a distance of 96.42 feet, the long chord of which bears South 76°24'28" West for 96.26 feet;
- Thence South 64°10'54" West 216.93 feet;
- Thence South 78°24'44" West 42.87 feet;
- Thence North 87°38'09" West 116.54 feet;
- Thence along a curve to the right for a distance of 59.57 feet, the long chord of which North 60°37'54" West for 56.20 feet;
- Thence North 25°08'04" West 59.91 feet;
- Thence North 12°44'58" West 118.34 feet;
- Thence North 32°27'52" West 130.14 feet to the south line of the North One-Half (N1/2) of the Southwest Quarter (SW1/4) of the Southeast Quarter (SE1/4) of the Southeast Quarter (SE1/4) of said Section 33.



BOC only: Consent Agenda _____ Regular Agenda _____
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**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Memorandum of Understanding between Coos County and the Oregon DCBS Building Codes Division

**Department:** Planning Department

**Requested Agenda Date:** April 2, 2024

**Contact Person:** Jill Rolfe, Director (ad)      **Phone/Ext.:** 7770

**Background and description of need or problem:** This memorandum of understanding is between Coos County and the Department of Consumer and Business Services, Building Codes Division (DCBS) for the transfer of three (3) employees and the transfer of funds for the vacation and sick leave retained by the affected employees along with the transfer of employee files.

**Funding Source:** Community Development

**Requested Action:** Board of Commissioners to accept the Memorandum of Understanding for the transfer of employees, the transfer of funds for the vacation and sick leave retained by affected employees, and the Authorize the Director to sign.

Date: March 14, 2024

Signature of Dept. Head: Jill Rolfe

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 \_\_\_\_\_

4m

**CONTRACT / GRANT SUMMARY FORM**

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

Name/Agency Name and Address: The Oregon Department of Consumer and Business Services, Building Codes Division

Contact Person: Sydney Wollersheim Phone No: 971-375-7760 Email: sydney.wollersheim@dcbs.oregon.gov

Amount of Contract/Grant Award: \$ 26,825.25

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

Effective Date: October 1, 2022 Start Date: \_\_\_\_\_ (if different from effective date, i.e. retroactive / prospective date)

End Date: October 1, 2022 (if known)

County Department and Employee Responsible for Performance: Jill Rolfe, Community Development Director

Description: This memorandum of Understanding is between Coos County and the Department of Consumer and Business Services, Building Codes Division (DCBS) for the transfer of three (3) employees and the transfer of funds for the vacation and sick leave retained by the affected employees.

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 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
- 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

BOC only:

Consent Agenda \_\_\_\_\_

Regular Agenda \_\_\_\_\_

### AGENDA COVERSHEET

**Agenda Item Title:** Request Approval to renew Cisco Duo

**Department:** Information Technology

**Requested Agenda Date:** 4/2/24

**Contact Person:** Daris Bouthillier

**Phone/Ext.:** 7739

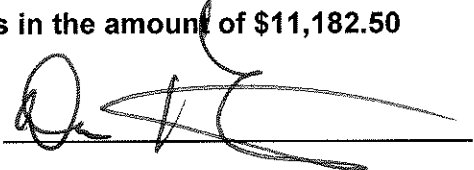
**Background and description of need or problem:** We are requesting approval to renew Cisco Duo multi-factor authentication (MFA) from CDW-G in the amount of \$11,182.50. Multi-factor authentication is a second layer for logging into devices and applications. MFA is a highly effect tool for defending electronic and digital resources from unauthorized access. This request includes licenses for all County and CHW staff.

**Funding Source:** 001-4002-419.35-06 SOFTWARE LICENSE/MAINT - \$7,268.62  
021-1300-441.35-06 SOFTWARE LICENSE/MAINT - \$3,913.88

**Requested Action:** Approve the renewal of Cisco Duo licenses in the amount of \$11,182.50

Date: 3/21/2024

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:


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- 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?

Departments Affected:

COUNSEL: \_\_\_\_\_

TREASURER:  \_\_\_\_\_

BOC forwards signed Contract/Grant to:  
Commissioners Initials to Place on Agenda ONLY: \_\_\_\_\_





# PRICE QUOTE

QUOTE ID: 655599  
 Revision: 1  
 CUSTOMER ID: 7296981  
 QUOTE DATE: 02/23/2024  
 QUOTE EXPIRES: 06/11/2024  
 PAYMENT TERMS: Net 30 Days  
 FOB: Port of Origin

230 N Milwaukee Ave  
 Vernon Hills, IL 60061

Project: Duo Renewal 1YR Sub1533112  
 Attention: Kyla Foster  
 Prepared for: Coos County  
 250 N Baxter St  
 Coquille, OR  
 97423-1899

Sales Person: Jon Watters  
 Phone: (312) 705-9061  
 Fax: (312) 752-4293  
 Email: jonwatt@cdwg.com  
 ISR: Jenna Mulroy  
 Phone: (847) 465-6000  
 Email: jenna.mulroy@cdw.com

Line #	Qty	Part Number	Description	Customer Price	Customer Extended Price	
1-1		Subscription ID: Sub1533112				
1-2		Renewal term: 19-Jun-2024 to 18-Jun-2025				
1-3		DUO-SUB				
1-4	1	DUO-SUB	Cisco Duo subscription	\$ -	\$ -	
1-5	1	SVS-DUO-SUP-B	Cisco Duo Basic Support	\$ -	\$ -	
1-6	426	DUO-ESSENTIALS	Cisco Duo Essentials edition (formerly MFA)	\$ 26.25	\$ 11,182.50	

Quote Total: \$ 11,182.50

CUSTOMER IS RESPONSIBLE TO PAY FREIGHT CHARGES. ESTIMATED OR ACTUAL FREIGHT CHARGES ARE NOT INCLUDED IN QUOTES (UNLESS SPECIFICALLY STATED). THIS QUOTE EXCLUDES SALES TAX (UNLESS SPECIFICALLY STATED). SALES AND SERVICES ARE GOVERNED BY THE SIGNED AGREEMENT YOU MAY HAVE WITH CDW. IF NO SEPARATE AGREEMENT IS EFFECTIVE, THE TERMS AND CONDITIONS OF SALES AND SERVICES ARE LIMITED TO THOSE CONTAINED IN THE "TERMS & CONDITIONS" LINK AT <https://www.cdw.com/content/cdw/en/terms-conditions/sales-and-service-projects.html>. BY ORDERING OR ACCEPTING DELIVERY OF PRODUCTS OR BY ENGAGING CDW TO PERFORM OR PROCURE SERVICES, YOU AGREE TO BE BOUND BY AND ACCEPT THOSE TERMS AND CONDITIONS. ANY ADDITIONAL OR DIFFERENT TERMS OR CONDITIONS IN ANY FORM DELIVERED BY CUSTOMER ARE HEREBY DEEMED TO BE MATERIAL ALTERATIONS, AND NOTICE OF OBJECTION TO THEM AND REJECTION OF THEM IS HEREBY GIVEN. THIS DOCUMENT IS CONFIDENTIAL.