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AGENDA COVER MEMORANDUM

Memorandum Date: 12 August 2009
Order Date: 26 August 2009

TO: Board of County Commissioners
DEPARTMENT: Lane County Sheriff's Office
PRESENTED BY: Judy Simpson, Management Analyst

AGENDA ITEM TITLE: IN THE MATTER OF ACCEPTING A BID FOR LCP 2009-10 FOR GENERAL CONSTRUCTION SERVICES AT PRAIRIE MOUNTAIN COMMUNICATION SITE AND AWARDDING A CONTRACT TO DORMAN CONSTRUCTION IN THE AMOUNT OF \$148,616

I. MOTION

MOVE TO APPROVE AWARDDING THE PRAIRIE MOUNTAIN RADIO TOWER CONSTRUCTION SERVICES CONTRACT TO DORMAN CONSTRUCTION AND AUTHORIZING EXECUTION BY THE COUNTY ADMINISTRATOR

II. AGENDA ITEM SUMMARY

Lane County needs to upgrade the building and remove the existing communication tower at the Prairie Mountain site prior to the radio/microwave upgrade. An Invitation to Bid was prepared and advertised in order to competitively select a vendor. The process is complete, the bid should be accepted and a contract executed.

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

Lane County owns the building at the Prairie Mountain Communication Site, and it is one of the sites which is part of the communication network used by public safety and first responder agencies throughout the County which is scheduled for communication equipment upgrade under the 7-County project.

Prior to upgrading the communication equipment at Prairie Mountain, the physical site requires upgrades to include: building improvements, new HVAC and existing tower demolition.

The construction project, LCP 2009-10, includes site work, existing tower demolition, electrical and HVAC demolition, building improvements and electrical work.

An invitation to submit bids for the Lane County Prairie Mountain Radio Tower was prepared and advertised both in the Portland Daily Journal and online at the Lane County internet website.

In response to the Invitation to Bid, only one bid for package #2 was received, at a cost of \$148,616.

B. Policy Issues

Per Lane Manual 21.107(5), depending upon the authority to execute a contract per LM 21.145, the recommendation for award of the contract shall be considered and finally decided by either the Board or the County Administrator.

Per Lane Manual 21.145, contracts exceeding \$100,000 and/or 3 years in length require board approval.

C. Board Goals

Relevant strategic plan goals are:

B3: Allocate resources strategically

1. The County's highest funding priority will be those services that are effective in addressing the immediate and critical life and health safety needs of our citizens. An interoperable communication system throughout Lane County will benefit its citizens during times of disasters in being able to communicate with all agencies (local, state and federal) coordinating response and rescue efforts.

2. The County will attempt to leverage its dollars as much as possible. Higher priority will be given to funding those programs where the investment of County dollars matches funds provided by federal or other governments and a County match is required in order to receive the funds.

D. Financial and/or Resource Considerations

Funds are available from both the 7-County project, and Board Order 09-2-18-7 approved Title III funds to pay for upgrading the facility at Prairie Mountain.

E. Analysis

The bid submitted by Dorman Construction was evaluated for conformance to the invitation to bid specification and requirements.

The contract work is expected to be completed within 45 days.

F. Alternatives/Options

Option 1. Adopt the order to award the Prairie Mountain Contract to Dorman Construction and authorize its execution.

Option 2. Do not approve the order to award the contract.

V. TIMING/IMPLEMENTATION

The contract needs to be executed no later than the first week in September. The project is estimated to take 45 days to complete and if delayed too far out, the weather could affect access to the site.

D. RECOMMENDATION

Staff recommends option 1.

This project needs to be completed this calendar year, and if delayed, weather could affect access to the site. The physical site requires upgrade prior to upgrading the equipment under the 7-County interoperability project.

III. FOLLOW-UP

Following Board action, a contract will be executed between Dorman Construction and Lane County.

IV. ATTACHMENTS

1. Board Order.

IN THE BOARD OF COUNTY COMMISSIONERS OF Lane County, OREGON

**ORDER NO.)IN THE MATTER OF ACCEPTING A BID FOR LCP
)2009-10 FOR GENERAL CONSTRUCTION
)SERVICES AT THE PRAIRIE MOUNTAIN
)COMMUNICATION SITE AND AWARDED A
)CONTRACT TO DORMAN CONSTRUCTION
)IN THE AMOUNT OF \$148,616**

WHEREAS, at the duly authorized time and place on 28 July 2009, Sandra Hahn, Department of Management Services, under authority of Lane Manual Chapter 21, opened bids on the following:


LCP 2009-10 for Prairie Mountain Radio Tower – Package #2

WHEREAS, all bids were evaluated by Department of Management Services, the Sheriff's Office Network Technician and Balzhiser & Hubbard Engineers for conformance to Bid specifications; it is hereby

ORDERED that the bid received from Dorman Construction be accepted as recommended; Dorman Construction be awarded a contract; that a contract be executed in accordance with bid specifications; and that the County Administrator be authorized to sign the contract following review and approval by Legal Counsel.

Signed this day of 2009

Chair, Board of County Commissioners

APPROVED AS TO FORM
Date 8/18/09 Lane County

OFFICE OF LEGAL COUNSEL