

W. S. F. 2

**AGENDA COVER MEMO**

Memorandum Date: 5-25-11

Order Date: 6-8-11

---

**TO:** Board of County Commissioners

**DEPARTMENT:** Sheriff's Office

**PRESENTED BY:** Sheriff Thomas M. Turner

**AGENDA ITEM TITLE:** IN THE MATTER OF AWARD OF LCP 2011-02 FOR CONSTRUCTION CONTRACTOR SERVICES IN THE AMOUNT OF \$194,905 TO BROWN CONTRACTING, INC. AND DELEGATE AUTHORITY TO THE COUNTY ADMINISTRATOR TO SIGN RELATED CONTRACT DOCUMENTS

- 
- I. **MOTION:** MOVE TO AWARD A CONTRACT FOR CONSTRUCTION CONTRACTOR SERVICES FOR \$194,905 TO BROWN CONTRACTING, INC AND DELEGATE AUTHORITY TO THE COUNTY ADMINISTRATOR TO SIGN RELATED CONTRACT DOCUMENTS

II. **AGENDA ITEM SUMMARY**

The Board is being asked to approve awarding a contract for construction contractor services to Brown Contracting, Inc. and to delegate authority to the County Administrator to sign the contract with the selected contractor, Brown Contracting, Inc.

III. **BACKGROUND/IMPLICATIONS OF ACTION**

A. **Board Action and Other History**

Lane County conducted a formal BID. LCP 2011-01 was posted on the official Lane County website, as well as the Portland Daily Journal of Commerce, on April 13, 2011.

In 2010, the Lane County Sheriff's Office was awarded \$500,000 by the Department of Justice to fund a variety of security improvements to the Adult Corrections facility, commonly called, the Jail. (BO# 10-10-6-5). These improvements include the addition of surveillance cameras to improve the safety

of staff and inmates while moving throughout the building, as well as radio equipment for Parole & Probation Officers. A major component of the award provides funding for additional perimeter fencing and electronic gates in the parking areas. Currently, staff vehicles are subject to regular damage and vandalism. The Sheriff's Office also has a desire to heighten staff and inmate safety.

**B. Board Goals**

Completion of these projects will help protect the public's assets by maintaining, replacing, or upgrading the County's investments in systems and capital infrastructure. It will also help identify ways to improve space and facilities conditions to better serve citizens, insure the adequate maintenance of existing infrastructure, and provide an environment conducive to high employee productivity, as outlined in the Goals and Strategy B.1.d. of the County's Strategic Plan.

**C. Financial and/or Resource Considerations**

The RFB resulted in three bids. The lowest bid of \$194,905 (plus an additional \$19,000 contingency fund) exceeds the amount of available grant funding but, the Sheriff's Office has funds available to pay the difference. (The grant request was based on contractor opinion in regards to an approximate cost. The more detailed costs were revealed once the project engineer costed them out later.) The low bid is from a contractor with known industry experience and a reliable reputation.

**D. Analysis**

Three bids were received and opened on May 5, 2011 by the Procurement Supervisor at the Public Service Building. The First Tier Subcontractor Disclosure form was submitted by the contractor within the appropriate timeframe. The bid was inspected by the Director of Management Services and approved. An Intent to Award notice was posted May 25, 2011.

**F. Alternatives/Options**

County may accept bid and contract with Brown Contracting, Inc.

County may reject bid and conduct another bid process.

County may delay or cancel project.

**IV. RECOMMENDATION**

It is recommended that award of LCP 2011-02 be made to Brown Contracting, Inc. as the lowest acceptable bid to Lane County, that a construction contract be signed by the contractor, and the County Administrator be authorized to execute the contract.

**V. TIMING/IMPLEMENTATION**

Contract to be executed on or before June 15, 2011.

**VI. FOLLOW-UP**

Following approval of the award, a contract will be signed by the vendor and delivered to the County Administrator for execution.

**VII. ATTACHMENTS**

Board Order

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO. 11-06-08-

IN THE MATTER OF AWARD OF LCP 2011-02 FOR  
CONSTRUCTION CONTRACTOR SERVICES IN  
THE AMOUNT OF \$194,905 TO BROWN  
CONTRACTING, INC. AND TO DELEGATE  
AUTHORITY TO THE COUNTY ADMINISTRATOR  
TO SIGN RELATED CONTRACT DOCUMENTS

**WHEREAS**, Lane County has a need for construction contractor services;  
and

**WHEREAS**, Request for BID LCP 2011-02 was issued on April 13, 2011;  
and

**WHEREAS**, Brown Contracting, Inc. submitted the lowest bid to the  
County per BID requirements; and

**NOW, THEREFORE**, it is hereby ordered that the Board of  
Commissioners awards a one-year construction contract to Brown Contracting,  
Inc; and

**BE IT FURTHER ORDERED**, that the County Administrator is delegated  
authority to execute such a contract.

Effective this 8th day of June, 2011.

---

Faye Stewart, Chair  
Lane County Board of Commissioners

APPROVED AS TO FORM:  
Date 5.31.11 [Signature] Lane County  
OFFICE OF LEGAL COUNSEL