



Linn County Road Department

*Providing safe and efficient transportation to
citizens and visitors of Linn County.*

Memorandum

Date: 4/02/2020
To: Linn County Board of Commissioners
From: Darrin Lane, Roadmaster 
RE: Background Information for Agenda Items – 4/07/2020

The Road Department has the following items on the Board of Commissioners agenda for the weekly meeting on April 7, 2020. The following is a brief description of the items.

Bid Award Recommendation - Hamilton Creek, Berlin Road Bridge Replacement Project

Bids were opened on March 31, 2020. A bid award recommendation memo is attached for your review.

Bid Opening - Brewster Road, One Horse Slough, Bridge Replacement Project

This is a scheduled bid opening for the above referenced project.

Resolution & Order 2020-0091 – Delegation of Authority, Micro Surfacing Project

This is a Resolution & Order to approve a delegation of authority to the Roadmaster for the execution of a purchase order for a micro surfacing project for a portion of Brewster Road near Lebanon. The project amount is expected to be \$80,610.

Resolution & Order 2020-0092 – Delegation of Authority, North River Drive MOA

This is a Resolution & Order to approve a delegation of authority to the Roadmaster for the execution of a Memorandum of Agreement between Linn County and the Federal Highway Administration for the North River Drive Improvements Project. This is a requirement of the Federal Lands Access Program grant award.

Resolution & Order 2020-0094/2020-0095 – Delegation of Authority, Intersection Paving Projects

These are Resolutions & Orders to approve a delegation of authority to the Roadmaster for purchasing paving services for the Road Department's 2020 intersection paving projects.

We request your approval.



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Memorandum

Date: April 2, 2020

To: Linn County Board of Commissioners

From: Darrin Lane, Roadmaster 

RE: Berlin Road, Hamilton Creek Bridge Project – Bid Award Recommendation

Bids for the Berlin Road, Hamilton Creek Bridge Project were opened on Tuesday, March 31, 2020.

Seven (7) bids were received for the project. The low bidder was Marcum & Sons LLC, in the amount of \$944,757.82. The Engineer's Estimate was \$1,200,405.

Marcum & Sons LLC is a qualified contractor and the content of the Bid meets all of the public bidding requirements. We have carefully reviewed all Bids and recommend that the Bid from Marcum & Sons LLC be accepted and that the contract be awarded to them.

The Tabulation of Bids is attached for your use.

Enclosures



LINN COUNTY GENERAL SERVICES

330 Third Avenue SW Albany, Oregon 97321
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RUSSELL WILLIAMS
Director

Date: April 7, 2020

To: Board of Commissioners

RE: Bid Opening - General Services Building Reroof Project

Russ Williams will appear before the Board to conduct a Bid Opening for the reroofing of the General Services Building. On March 3rd, 2020 the Board of Commissioners approved Resolution & Order #2020-055 to allow General Services to bid the reroofing.

The reroofing funding request and justification was presented to and approved by the Budget Committee for the 2019.2020 budget for \$108,840.00. The proposed schedule is to award the project in early spring and give the bidders a large installation window to schedule the work between the contract award date and October 2020.

After bid review and funding determination has been worked out, General Services will appear again with a Resolution & Order stating the recommended contractor for the Board's review and approval.



LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Robert Wheeldon, Director

Room 114, Linn County Courthouse
PO Box 100, Albany, Oregon 97321
Phone 541-967-3816 Fax 541-926-2060
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TO: Linn County Board of Commissioners
FROM: Alyssa Boles, Planning & Building Department
RE: April 7, 2020 Agenda Summary

The following items are scheduled to be signed by the Board on April 7, 2020:

Ordinance No. 2020-035 - BC19-0007; An application by Lawrence Benedict for a Code Text amendment to add "Small-scale rural-dependent storage or contractor office and shop principally serving rural residents or rural business, located within a building or buildings not to exceed 3,750 square feet" to LCC 929.530(B) [Rural Center (RCT) uses permitted through a Type IIA conditional use review].

The Board held a public hearing on March 3, 2020 and voted 3-0 to approve the proposed Code text amendment, with the following modified language:

(19) Contractor office or shop, located within a building or buildings not to exceed 3,750 square feet.

(20) Storage facility principally serving rural residents or rural business, located within a building or buildings not to exceed 3,750 square feet.

Resolution & Order No. 2020-049 and Ordinance No. 2020-050 - BC19-0008; Concurrent applications by Jeffrey Peters for Linn County *Comprehensive Plan (Plan)* map and Zoning map amendments. The amendments are proposed in conjunction with an urban growth boundary (UGB) amendment approved by the City of Lyons to add approximately 1.50 acres to the Lyons UGB. The amendments would remove 1.50 acres from the Linn County *Plan* map and apply a Linn County Zoning map designation of Urban Growth Area – Rural Residential (UGA-RR-1) on the subject property.

The Board held a public hearing on March 24, 2020 and voted 3-0 to approve the proposed amendments.

AGENDA – LINN COUNTY BOARD OF COMMISSIONERS

DATE: April 7th, 2020

DEPARTMENT: COMMISSIONERS / BUDGET OFFICE

ACTION REQUESTED:

ORDER # 2020 – 096

TRANSFER

- WITHIN THE ROAD FUND
- WITHIN ROADMASTER
- FROM OTHER REQUIREMENTS
- TO CONTINGENCY
- IN THE AMOUNT OF \$ 1,000,000

This is a transfer of funds from loan advance to Contingency to make the Road funds in line with what the budget on General Fund side is. Darrin wanted the movement to go to Contingency.

RESOLUTION & ORDER # 2020 – 097

REVENUE DECREASE

- WITHIN THE GENERAL FUND
- WITHIN NON-DEPT
- WITHIN CAPITAL OUTLAY
- FROM THE ROAD DEPT
- IN THE AMOUNT OF -2,500,000

This is a loan that was put in this year's budget for a loan to the General Fund and in order for our loan from the Road Dept to be in line with the General Fund I need to decrease this line. That way all transfers between funds are correct for our audit.

ORDER # 2020 – 109**GRANT INCREASE**

- **WITHIN THE GENERAL GRANTS FUND**
- **WITHIN THE PARKS AND EXPO DEPARTMENTS**
- **WITHIN CAPITAL OUTLAY,**
- **FROM THE LODGING TAX**
- **IN THE AMOUNT OF \$ 250,000**

This is money that will be received in this year's budget from our Lodging Tax revenues. The increase is for both Expo and Parks, as the revenue came in higher than anticipated this year.

ORDER # 2020 –110**REVENUE INCREASE**

- **WITHIN THE GENERAL FUND**
- **WITHIN THE PARKS AND EXPO**
- **WITHIN THE CAPITAL OUTLAY**
- **FROM THE LODGING TAX REVENUE**
- **IN THE AMOUNT OF \$ 250,000**

This is money that will be received in this year's budget from our Lodging Tax revenues. The increase is for both Expo and Parks, as the revenue came in higher than anticipated this year

ORDER # 2020 –112**REVENUE INCREASE**

- **WITHIN THE FAIR FUND**
- **WITHIN MATERIALS & SERVICES**
- **FROM SPONSORSHIP FEES**
- **IN THE AMOUNT OF \$ 40,000**

This is money that has been received in this year's budget from our sponsorship that will potentially have to be refunded if we do not have the Fair this year. This is positioning the money to go out as refunds as we have already accepted some money this year.

ORDER # 2020 –113**GRANT INCREASE**

- **WITHIN THE GRANTS FUND**
- **WITHIN THE SHERIFF'S OFFICE**
- **WITHIN PERSONAL SERVICES AND**
- **WITHIN MATERIALS & SERVICES**
- **FROM THE STATE OF OREGON**
- **IN THE AMOUNT OF \$ 67,000**

This is money that is reimbursed during the year for our Emergency grant from the State of Oregon. \$ 32,000 will be brought in as we pay for 25% of Larsen's position from this grant. Also the Training grant has brought in more money than expected and we need it to be increased to accept the bills that are associated with this grant.

ORDER # 2020 –114**TRANSFER**

- **WITHIN NON-DEPARTMENT**
- **TO COMMISSIONERS**
- **WITHIN PERSONAL SERVICES AND**
- **WITHIN MATERIALS & SERVICES**
- **IN THE AMOUNT OF \$ 50,000**

This is a transfer that has to happen to take the next 3 months for the increase in personal services for the Commissioner's Office Mgr. as she was given a raise this year. Also the Materials & Services needs to be increased as their reimbursement line is over expended and I need to cover it for year end.