

# AGENDA – LINN COUNTY BOARD OF COMMISSIONERS

DATE: June 23, 2020

DEPARTMENT: COMMISSIONERS / BUDGET OFFICE

## **ACTION REQUESTED:**

### **ORDER # 2020-171**

### **SUPPLEMENTAL BUDGET**

This is for an increase within the Federal Forest Fund that came in these past few months. It will be transferred to the Juvenile and Sheriff's office to use.

### **ORDER # 2020-184**

### **GRANT INCREASE**

- WITHIN THE DISTRICT ATTORNEY'S OFFICE
- WITHIN PERSONAL SERVICES
- FROM THE STATE OF OREGON
- FOR THEIR VOCA GRANT
- IN THE AMOUNT OF \$ 12,000

This is needed to make year-end payroll for the District Attorney's VOCA Grant. This is a reimbursed grant from the State of Oregon.

### **ORDER # 2020-185 amends 2020-083**

### **GRANT INCREASE**

- WITHIN THE HEALTH FUND
- WITHIN PERSONAL SERVICES
- MATERIALS & SERVICES
- CAPITAL OUTLAY & OTHER REQUIREMENTS
- FROM THE STATE OF OREGON
- IN THE AMOUNT OF \$ 732,765

When I did the grant 2020-083 I didn't get the number for Capital right, it was buried in Materials & services. This is to correct the front page of the order.

**ORDER # 2020-192****TRANSFER**

- WITHIN THE HEALTH FUND
- FOR ENVIRONMENTAL HEALTH
- FROM MATERIALS & SERVICES
- TO CAPITAL OUTLAY
- IN THE AMOUNT OF \$ 25,000

Environmental Health needs this transfer to make a purchase of software for the department. This is a new software program for them.

**ORDER # 2020-195****TRANSFER**

- WITHIN GENERAL FUND
- WITHIN PLANNING & BUILDING
- FROM PERSONAL SERVICES
- TO MATERIALS & SERVICES
- IN THE AMOUNT OF \$ 50,000

Planning and Building needs the transfer to pay for outside inspectors as he is in the middle of hiring one for his office.

**ORDER # 2020-196****TRANSFER**

- WITHIN LAW ENFORCEMENT FUND
- WITHIN THE SHERIFF'S OFFICE OF CORRECTIONS
- FROM PERSONAL SERVICES
- TO MATERIALS & SERVICES
- IN THE AMOUNT OF \$ 100,000

Sheriff's office needs to have the transfer of these funds from his Personal Services to his Materials & Services to help pay things out of the Law Enf. Fund.



# COMMISSIONER UPDATE

6/16/2020

Revenue Comparison		18/19	19/20	Up/Down	
19-20 Budgeted \$ 1,048,000.00  \$ 1,048,000.00 87,333	July	\$ 62,702.00	\$ 46,675.00	\$ (16,027.00)	Balance Remaining \$ 297,076.00
	August	\$ 113,836.00	\$ 108,477.00	\$ (5,359.00)	
	September	\$ 84,913.00	\$ 30,657.00	\$ (54,256.00)	
	October	\$ 81,675.00	\$ 97,705.00	\$ 16,030.00	
	November	\$ 52,289.00	\$ 37,595.00	\$ (14,694.00)	
	December	\$ 117,653.00	\$ 102,201.00	\$ (15,452.00)	
	January	\$ 75,749.00	\$ 103,049.00	\$ 27,300.00	
	February	\$ 37,825.00	\$ 58,504.00	\$ 20,679.00	
	March	\$ 136,370.00	\$ 169,303.00	\$ 32,933.00	
	April	\$ 131,377.00	\$ (1,232.00)	\$ (132,609.00)	
	May	\$ 143,565.00	\$ (2,010.00)	\$ (145,575.00)	
	June	\$ 150,132.00			
		\$ 1,188,086.00	\$ 750,924.00	\$ (287,030.00)	

M & S Comparison		18/19	19/20	Up/Down	
19-20 Budgeted \$ 581,100.00 48,425	July	\$ 59,846.00	\$ 57,591.00	\$ (2,255.00)	Balance Remaining \$ 97,301.00
	August	\$ 38,895.00	\$ 28,860.00	\$ (10,035.00)	
	September	\$ 34,322.00	\$ 36,323.00	\$ 2,001.00	
	October	\$ 42,616.00	\$ 35,813.00	\$ (6,803.00)	
	November	\$ 46,372.00	\$ 56,844.00	\$ 10,472.00	
	December	\$ 32,068.00	\$ 35,903.00	\$ 3,835.00	
	January	\$ 44,549.00	\$ 47,340.00	\$ 2,791.00	
	February	\$ 44,039.00	\$ 45,626.00	\$ 1,587.00	
	March	\$ 66,219.00	\$ 51,553.00	\$ (14,666.00)	
	April	\$ 49,707.00	\$ 51,759.00	\$ 2,052.00	
	May	\$ 71,978.00	\$ 36,187.00	\$ (35,791.00)	
	June	\$ 44,427.00			
		\$ 575,038.00	\$ 483,799.00	\$ (46,812.00)	

Personnel Services		18/19	19/20	Up/Down	
19-20 Budgeted \$ 952,414.00 79,368	July	\$ 65,981.00	\$ 44,805.00	\$ (21,176.00)	Balance Remaining \$ 324,701.00
	August	\$ 79,040.00	\$ 60,847.00	\$ (18,193.00)	
	September	\$ 71,190.00	\$ 61,135.00	\$ (10,055.00)	
	October	\$ 70,121.00	\$ 57,209.00	\$ (12,912.00)	
	November	\$ 70,350.00	\$ 57,129.00	\$ (13,221.00)	
	December	\$ 73,472.00	\$ 59,167.00	\$ (14,305.00)	
	January	\$ 79,728.00	\$ 57,714.00	\$ (22,014.00)	
	February	\$ 65,851.00	\$ 66,145.00	\$ 294.00	
	March	\$ 67,832.00	\$ 58,793.00	\$ (9,039.00)	
	April	\$ 79,451.00	\$ 52,931.00	\$ (26,520.00)	
	May	\$ 54,141.00	\$ 51,838.00	\$ (2,303.00)	
	June	\$ 52,995.00			
		\$ 830,152.00	\$ 627,713.00	\$ (149,444.00)	



## Linn County Expo Center

### M & S Comparison

MONTH	01/02	02/03	03/04	04/05	05/06	06/07	07/08	08/09	09/10	10/11
July	\$21,145	\$19,420	\$21,069	\$9,173	\$10,385	\$26,446	\$46,147	\$34,508	\$25,999	\$33,528
August	\$32,280	\$25,734	\$22,751	\$23,804	\$48,565	\$36,316	\$44,901	\$27,574	\$35,580	\$30,424
September	\$23,112	\$39,958	\$39,980	\$38,166	\$21,959	\$38,035	\$30,987	\$26,257	\$14,757	\$26,635
October	\$30,625	\$29,080	\$19,167	\$25,626	\$25,552	\$32,802	\$16,143	\$33,239	\$18,446	\$26,019
November	\$29,914	\$25,189	\$24,286	\$23,267	\$20,412	\$19,615	\$23,590	\$12,211	\$26,175	\$32,987
December	\$61,126	\$37,469	\$56,282	\$24,226	\$25,929	\$12,582	\$28,806	\$24,542	\$21,741	\$26,431
January	\$28,501	\$34,733	\$25,661	\$23,598	\$22,060	\$27,019	\$23,528	\$44,549	\$26,953	\$25,736
February	\$19,021	\$22,605	\$30,512	\$27,024	\$21,114	\$26,960	\$30,043	\$30,601	\$39,489	\$31,448
March	\$39,751	\$23,220	\$31,047	\$40,810	\$48,299	\$26,539	\$40,729	\$41,635	\$39,790	\$40,199
April	\$37,151	\$27,288	\$31,596	\$38,470	\$64,729	\$46,695	\$38,407	\$41,108	\$36,201	\$49,188
May	\$23,719	\$31,342	\$24,813	\$25,829	\$32,995	\$48,356	\$33,203	\$34,937	\$33,533	\$49,173
June	\$44,000	\$50,284	\$42,784	\$68,921	\$50,804	\$42,980	\$41,169	\$58,667	\$57,944	\$57,094
<b>YTD TOTALS</b>	<b>\$390,345</b>	<b>\$366,322</b>	<b>\$369,948</b>	<b>\$368,914</b>	<b>\$392,803</b>	<b>\$384,345</b>	<b>\$397,653</b>	<b>\$409,828</b>	<b>\$376,608</b>	<b>\$428,862</b>

MONTH	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21
July	\$25,134	\$20,519	\$47,514	\$46,492	\$39,811	\$39,856	\$42,334	\$59,846	\$57,591	\$49,921
August	\$45,892	\$27,932	\$26,188	\$42,448	\$23,076	\$31,393	\$47,255	\$38,895	\$28,860	\$49,921
September	\$35,610	\$52,811	\$35,077	\$40,681	\$38,861	\$43,367	\$42,338	\$34,322	\$36,323	\$49,921
October	\$21,589	\$36,279	\$58,691	\$27,775	\$44,151	\$48,516	\$40,904	\$42,616	\$35,813	\$49,921
November	\$45,915	\$36,782	\$34,861	\$37,876	\$28,592	\$38,405	\$46,773	\$46,372	\$56,844	\$49,921
December	\$37,796	\$29,750	\$42,099	\$34,400	\$29,233	\$38,897	\$44,970	\$32,068	\$35,903	\$49,920
January	\$29,785	\$60,998	\$39,597	\$32,074	\$38,327	\$36,280	\$38,016	\$44,549	\$47,340	\$49,921
February	\$31,692	\$22,740	\$30,717	\$37,703	\$37,143	\$47,674	\$50,688	\$44,039	\$45,626	\$49,921
March	\$34,995	\$47,431	\$55,819	\$42,481	\$51,103	\$51,245	\$57,591	\$66,219	\$51,553	\$49,921
April	\$60,242	\$50,672	\$51,058	\$67,735	\$59,360	\$45,712	\$62,521	\$49,707	\$51,759	\$49,921
May	\$53,113	\$44,792	\$54,054	\$48,224	\$45,536	\$54,009	\$60,779	\$71,978		\$49,920
June	\$59,039	\$41,767	\$42,209	\$59,519	\$60,349	\$40,383	\$33,609	\$44,427		\$49,921
<b>YTD TOTALS</b>	<b>\$480,802</b>	<b>\$472,473</b>	<b>\$517,884</b>	<b>\$517,408</b>	<b>\$495,542</b>	<b>\$515,737</b>	<b>\$567,778</b>	<b>\$575,038</b>	<b>\$447,612</b>	<b>\$599,050</b>

# Linn County Expo Center



## Personnel Services Comparison

MONTH	01/02	02/03	03/04	04/05	05/06	06/07	07/08	08/09	09/10	10/11
July	\$42,850	\$44,948	\$44,144	\$57,568	\$57,218	\$66,671	\$63,207	\$72,046	\$72,806	\$51,970
August	\$53,561	\$51,518	\$56,839	\$49,840	\$48,603	\$57,936	\$58,017	\$60,108	\$51,541	\$70,079
September	\$44,522	\$47,781	\$44,029	\$47,349	\$43,882	\$53,979	\$53,456	\$58,622	\$47,952	\$48,954
October	\$42,385	\$46,346	\$39,617	\$47,767	\$43,822	\$53,363	\$52,783	\$55,013	\$49,344	\$48,660
November	\$42,136	\$46,533	\$42,942	\$48,495	\$45,822	\$54,942	\$56,407	\$56,616	\$50,426	\$49,647
December	\$42,411	\$47,843	\$43,789	\$48,155	\$44,481	\$52,704	\$54,281	\$58,597	\$48,690	\$51,047
January	\$43,093	\$46,130	\$41,011	\$46,807	\$45,364	\$53,400	\$53,024	\$55,861	\$56,397	\$50,488
February	\$44,332	\$47,957	\$43,058	\$48,234	\$47,151	\$53,281	\$53,095	\$53,190	\$55,845	\$48,891
March	\$42,870	\$45,529	\$41,102	\$49,755	\$53,038	\$54,580	\$57,143	\$56,790	\$60,676	\$47,612
April	\$46,057	\$62,533	\$46,986	\$48,895	\$50,972	\$50,625	\$54,858	\$52,342	\$56,817	\$49,337
May	\$43,083	\$42,711	\$45,377	\$48,427	\$52,051	\$50,670	\$53,201	\$53,151	\$54,900	\$50,132
June	\$44,931	\$41,522	\$46,760	\$55,205	\$54,993	\$52,032	\$56,209	\$54,888	\$65,061	\$48,865
<b>YTD TOTALS</b>	<b>\$532,231</b>	<b>\$571,351</b>	<b>\$535,654</b>	<b>\$596,497</b>	<b>\$587,397</b>	<b>\$654,183</b>	<b>\$665,681</b>	<b>\$687,224</b>	<b>\$670,455</b>	<b>\$615,682</b>

MONTH	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21
July	\$53,112	\$64,638	\$51,651	\$58,404	\$54,517	\$57,722	\$58,647	\$65,981	\$44,805	\$79,301
August	\$68,446	\$66,073	\$83,358	\$88,480	\$76,213	\$63,775	\$66,949	\$79,040	\$60,847	\$79,302
September	\$54,553	\$51,441	\$52,676	\$50,840	\$56,493	\$56,086	\$59,378	\$71,190	\$61,135	\$79,301
October	\$48,736	\$47,495	\$50,643	\$47,948	\$56,433	\$56,964	\$58,943	\$70,121	\$57,209	\$79,302
November	\$51,177	\$51,062	\$53,086	\$52,220	\$58,222	\$60,006	\$58,965	\$70,350	\$57,129	\$79,301
December	\$52,041	\$53,542	\$52,174	\$55,073	\$57,771	\$63,632	\$64,284	\$73,472	\$59,167	\$79,302
January	\$53,608	\$54,621	\$52,522	\$57,931	\$59,353	\$64,445	\$62,240	\$79,728	\$57,714	\$79,301
February	\$51,235	\$55,754	\$51,458	\$52,022	\$60,181	\$56,498	\$61,620	\$65,851	\$66,145	\$79,302
March	\$51,801	\$55,938	\$52,144	\$53,567	\$57,843	\$55,343	\$60,816	\$67,832	\$58,793	\$79,301
April	\$56,100	\$55,411	\$57,140	\$51,989	\$60,286	\$58,386	\$62,207	\$79,451	\$52,931	\$79,302
May	\$57,029	\$56,224	\$54,400	\$53,405	\$58,199	\$62,497	\$63,691	\$54,141	\$51,838	\$79,301
June	\$53,713	\$54,592	\$56,916	\$51,712	\$58,196	\$58,263	\$65,452	\$52,995		\$79,301
<b>YTD TOTALS</b>	<b>\$651,551</b>	<b>\$666,791</b>	<b>\$668,168</b>	<b>\$673,591</b>	<b>\$713,707</b>	<b>\$713,617</b>	<b>\$743,192</b>	<b>\$830,152</b>	<b>\$627,713</b>	<b>\$951,617</b>



## Linn County Expo Center

### Revenue Comparison

MONTH	01/02	02/03	03/04	04/05	05/06	06/07	06/07	06/07	08/09	09/10	10/11
July	\$37,044	\$29,401	\$36,325	\$36,951	\$25,202	\$31,598	\$69,529	\$111,707	\$63,204	\$52,131	
August	\$60,482	\$66,517	\$31,184	\$22,344	\$47,647	\$8,853	\$41,993	\$46,401	\$63,109	\$37,433	
September	\$80,389	\$51,497	\$80,549	\$47,744	\$40,630	\$87,440	\$69,635	\$75,646	\$59,413	\$42,621	
October	\$105,383	\$78,975	\$67,732	\$53,332	\$60,746	\$55,466	\$65,339	\$54,104	\$47,088	\$71,402	
November	\$78,358	\$64,937	\$24,640	\$41,703	\$77,016	\$53,566	\$52,976	\$51,738	\$48,316	\$65,207	
December	\$58,084	\$35,078	\$85,536	\$54,140	\$31,940	\$108,104	\$56,650	\$39,033	\$60,918	\$55,351	
January	\$37,053	\$70,378	\$44,051	\$43,030	\$90,865	\$56,218	\$70,678	\$82,452	\$62,188	\$61,639	
February	\$55,600	\$33,574	\$45,842	\$43,773	\$51,129	\$43,401	\$73,757	\$42,063	\$80,920	\$48,250	
March	\$70,392	\$60,180	\$61,781	\$95,207	\$106,217	\$92,095	\$75,750	\$59,361	\$106,321	\$146,429	
April	\$56,302	\$73,656	\$59,972	\$82,631	\$72,427	\$96,561	\$55,360	\$139,746	\$109,587	\$32,466	
May	\$92,319	\$47,366	\$64,415	\$65,304	\$63,144	\$109,937	\$74,703	\$101,973	\$71,474	\$99,511	
June	\$33,240	\$52,883	\$43,793	\$45,162	\$45,219	\$16,806	\$74,650	\$35,112	\$45,922	\$105,294	
<b>YTD TOTALS</b>	<b>\$764,646</b>	<b>\$664,442</b>	<b>\$645,820</b>	<b>\$631,321</b>	<b>\$712,182</b>	<b>\$760,045</b>	<b>\$781,020</b>	<b>\$839,336</b>	<b>\$818,460</b>	<b>\$817,734</b>	

MONTH	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21
July	\$64,362	\$39,042	\$52,202	\$71,055	\$56,911	\$54,406	\$31,568	\$62,702	\$46,675	\$87,500
August	\$16,732	\$18,030	\$65,064	\$22,703	\$43,649	\$34,099	\$40,909	\$113,836	\$108,477	\$87,500
September	\$47,034	\$74,005	\$27,695	\$80,802	\$81,450	\$118,263	\$104,008	\$84,913	\$30,657	\$87,500
October	\$81,128	\$72,215	\$117,474	\$103,090	\$99,846	\$63,703	\$57,902	\$81,675	\$97,705	\$87,500
November	\$99,366	\$83,604	\$91,753	\$61,713	\$67,254	\$127,724	\$109,783	\$52,289	\$37,595	\$87,500
December	\$69,609	\$82,996	\$55,059	\$73,914	\$54,090	\$48,269	\$69,107	\$117,653	\$102,201	\$87,500
January	\$44,258	\$86,839	\$53,173	\$128,900	\$76,451	\$63,016	\$51,946	\$75,749	\$103,049	\$87,500
February	\$115,339	\$84,120	\$97,188	\$72,172	\$93,011	\$164,544	\$143,085	\$37,825	\$58,504	\$87,500
March	\$77,955	\$99,766	\$98,739	\$104,169	\$142,854	\$124,759	\$160,048	\$136,370	\$169,303	\$87,500
April	\$79,185	\$123,934	\$143,946	\$158,608	\$92,307	\$67,537	\$112,783	\$131,377	-\$1,232	\$87,500
May	\$132,706	\$68,422	\$75,625	\$101,000	\$124,920	\$151,188	\$125,015	\$143,565	-\$2,010	\$87,500
June	\$77,507	\$76,790	\$104,689	\$74,954	\$82,466	\$78,339	\$63,616	\$150,132	\$750,924	\$87,500
<b>YTD TOTALS</b>	<b>\$905,181</b>	<b>\$909,763</b>	<b>\$982,607</b>	<b>\$1,053,080</b>	<b>\$1,015,209</b>	<b>\$1,095,847</b>	<b>\$1,069,770</b>	<b>\$1,188,086</b>	<b>\$750,924</b>	<b>\$1,050,000</b>



# LINN COUNTY JUVENILE DEPARTMENT

104 4<sup>th</sup> SW, Room 200 / PO Box 100

Albany OR 97321

Phone: 541-967-3853 Fax: 541-967-4268



## REPORT TO COMMISSIONERS

Update for May 2020

*Submitted by Torri Lynn; Juvenile Department Director*

### **Detention**

Benton: 1 youth were held for 7 total of days of care, 0 females and 1 males.

Total Admissions to Detention = 1

Average Length of Stay = 7 days

Average Daily Population = 0.23 youth

Linn: 19 youth were held for 238 total of days of care, 8 females and 11 males.

Total Admissions to Detention = 20

Average Length of Stay = 16.40 days

Average Daily Population = 8.07 youth

Time for Change Program: 0 Program suspended until further notice. May look to how we might be able to conduct the program without youth going on home visits.

### **Probation**

The Juvenile Department received 65 referrals during the month of May 2020.

Of the 65 referrals, 19 represent dependency, 25 status and 21 criminal.

There are currently 251 youth in the Probation Unit either on probation or pending court with 68 of those being assessed high-risk.

There are currently 93 youth under the Community Programs Unit serving on informal probation and the Intervention Specialist is currently serving 26 youth.

Victim Advocate is serving 81.

Cases Unassigned: 7

OYA Cases: 69

**Torri Lynn**  
Director  
Juvenile Department

[tlynn@co.linn.or.us](mailto:tlynn@co.linn.or.us)

**Rob Perkins Jr.**  
Community Programs  
Manager

[rperkins@co.linn.or.us](mailto:rperkins@co.linn.or.us)

**Lisa Robinson**  
Probation Manager

[lrobinson@co.linn.or.us](mailto:lrobinson@co.linn.or.us)

**Tracy Vaughan**  
Office Manager.

[tvaughan@co.linn.or.us](mailto:tvaughan@co.linn.or.us)

**Kevin Husk**  
Detention Manager  
Linn Benton Detention Center  
(541) 791-9397  
[khusk@co.linn.or.us](mailto:khusk@co.linn.or.us)

## **Work Crew**

Tier 1 – 4 youth completed 56 hours of community service in 2 project days. In 2019 7 youth completed 45.50 hours of service during the same time period.

Tier 2 – 18 youth completed 192 hours of work crew in 9 project days. In 2019 49 youth completed 776.75 hours of service during the same time period.

## **Miscellaneous Business -**

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**Torri Lynn**  
Director  
Juvenile Department

[tlynn@co.linn.or.us](mailto:tlynn@co.linn.or.us)

**Rob Perkins Jr.**  
Community Programs  
Manager

[rperkins@co.linn.or.us](mailto:rperkins@co.linn.or.us)

**Lisa Robinson**  
Probation Manager

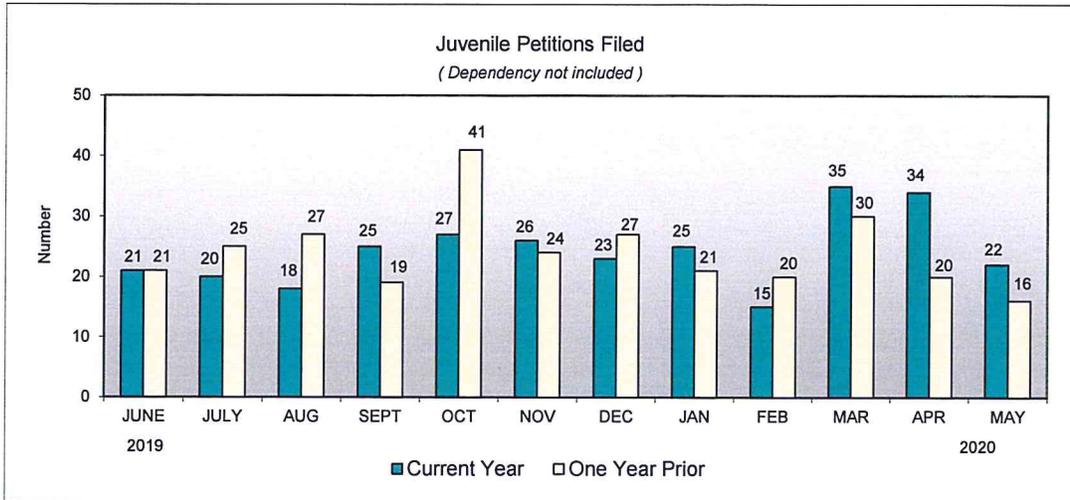
[lrobinson@co.linn.or.us](mailto:lrobinson@co.linn.or.us)

**Tracy Vaughan**  
Office Manager.

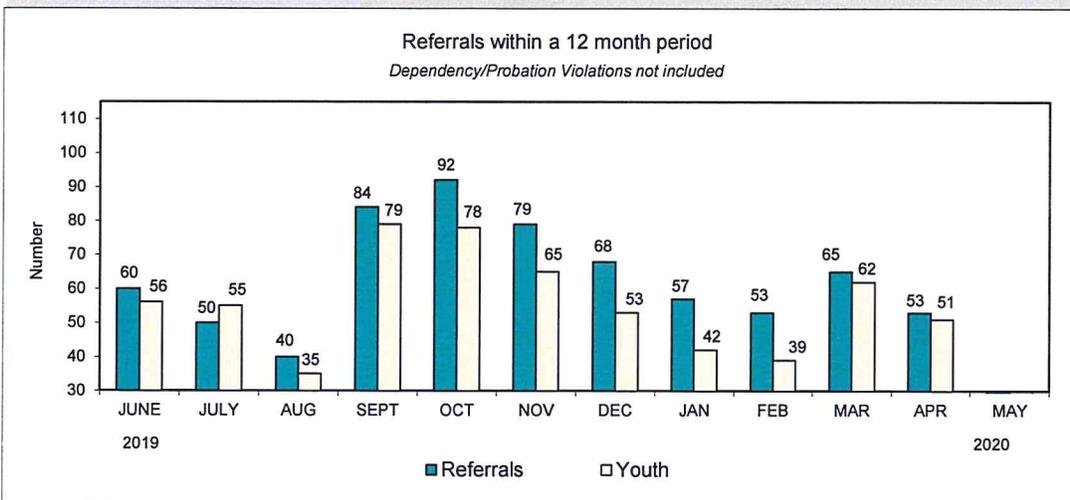
[tvaughan@co.linn.or.us](mailto:tvaughan@co.linn.or.us)

**Kevin Husk**  
Detention Manager  
Linn Benton Detention Center  
(541) 791-9397  
[khusk@co.linn.or.us](mailto:khusk@co.linn.or.us)

Linn County Juvenile Department  
MAY 2020 Statistics

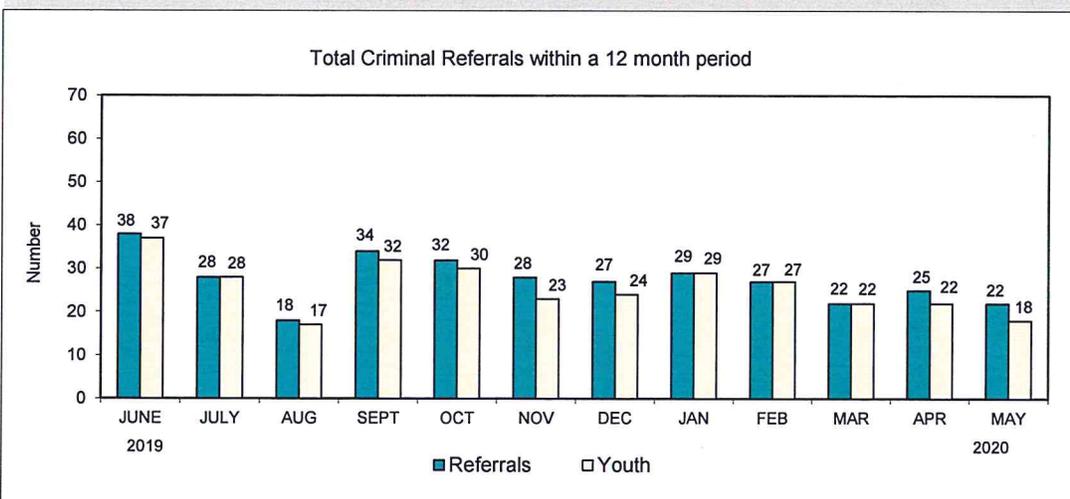


PETITIONS	
Current	291
Last	291
Difference	0



REFERRALS	
Current	728
Last	851
Difference	-123

YOUTH	
Current	636
Last	755
Difference	-119

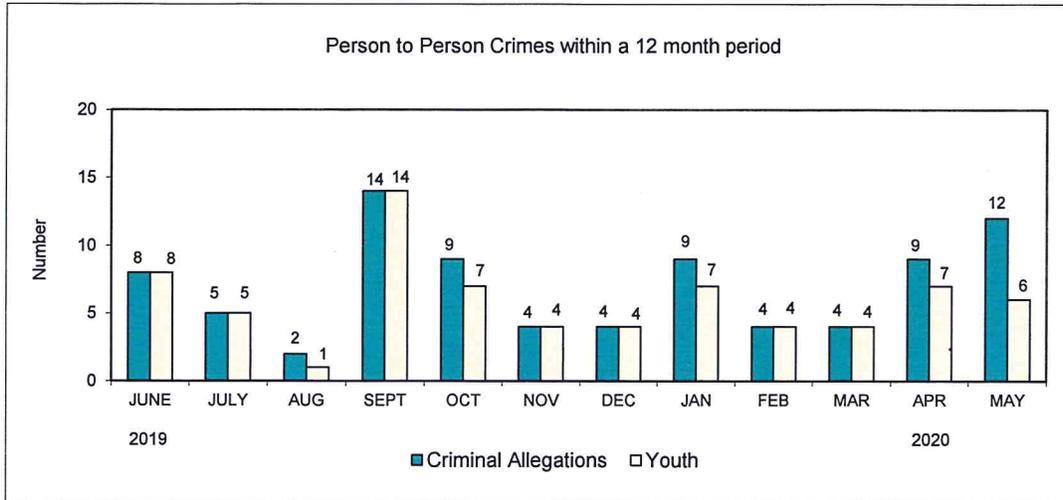


CRIMINAL REFERRALS	
Current	330
Last	365
Difference	-35

YOUTH	
Current	309
Last	328
Difference	-19

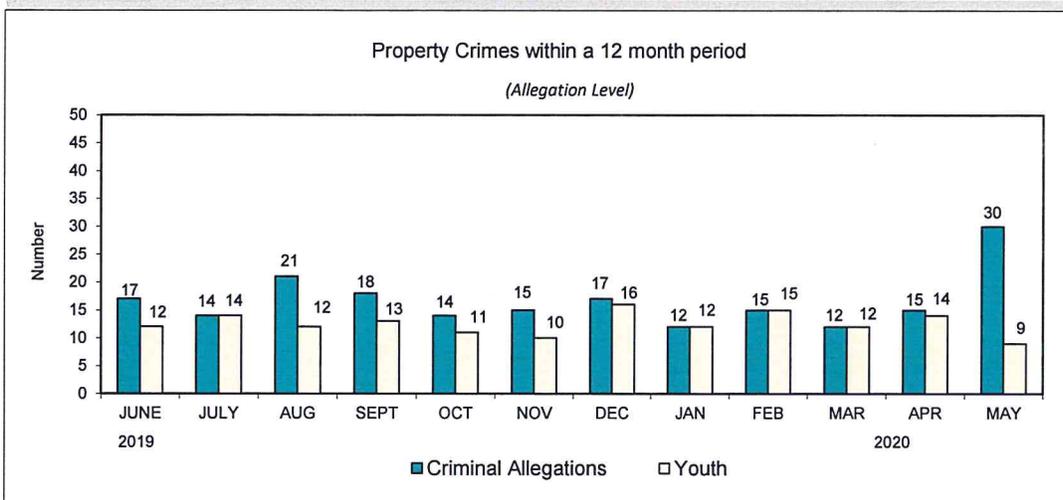
Linn County Juvenile Department  
MAY 2020 Statistics

Note: Person, Property & Drug Crimes are at the ALLEGATION level.



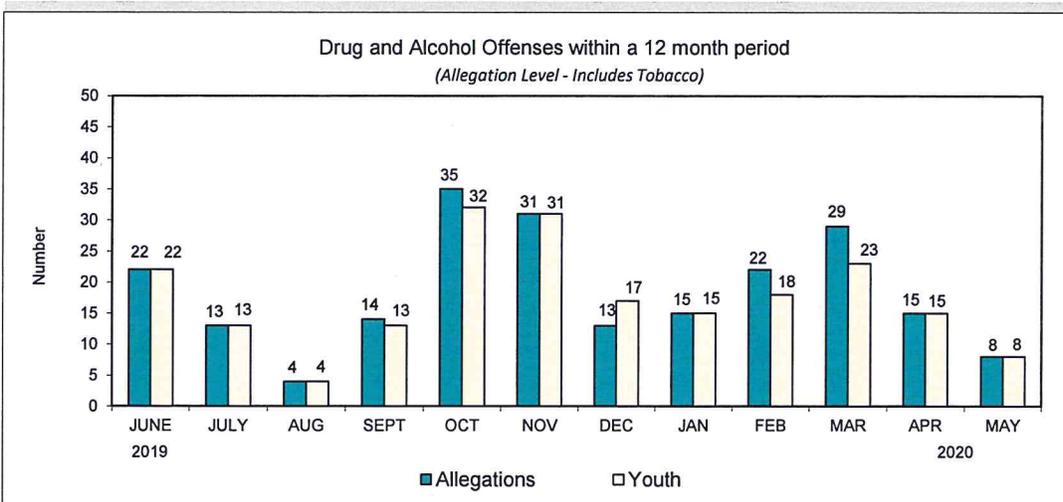
CRIMES	
Current	84
Last	107
Difference	-23

YOUTH	
Current	71
Last	74
Difference	-3



CRIMES	
Current	200
Last	295
Difference	-95

YOUTH	
Current	150
Last	164
Difference	-14



CRIMES	
Current	221
Last	284
Difference	-63

YOUTH	
Current	211
Last	271
Difference	-60



# LINN COUNTY JUVENILE DEPARTMENT

104 4<sup>th</sup> SW, Room 200 / PO Box 100

Albany OR 97321

Phone: 541-967-3853 Fax: 541-967-4268



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## Resolution and Order No. 2020-162

### Intergovernmental Agreement Between Benton County and Linn County \$387,864

Resolution and Order 2020-162 in the agreement between Benton County and Linn County for juvenile detention services. As in years past Benton is contracting for 4 beds in the Linn Benton Juvenile Detention Center at a rate of \$265.66 per day.

**Torri Lynn**  
Director  
Juvenile Department  
[tlynn@co.linn.or.us](mailto:tlynn@co.linn.or.us)

**Rob Perkins Jr.**  
Supervisor  
Community Programs  
[rperkins@co.linn.or.us](mailto:rperkins@co.linn.or.us)

**Lisa Robinson**  
Supervisor  
Probation Services  
[lrobinson@co.linn.or.us](mailto:lrobinson@co.linn.or.us)

**Tracy Vaughan**  
Office Mgr.  
Juvenile Department  
[tvaughan@co.linn.or.us](mailto:tvaughan@co.linn.or.us)

**Kevin Husk**  
Detention Manager  
Linn Benton Detention Center  
(541) 791-9397  
[khusk@co.linn.or.us](mailto:khusk@co.linn.or.us)



# OFFICE OF THE COUNTY ATTORNEY FOR LINN COUNTY

104 4th Avenue SW, Room 123  
P.O. Box 100  
Albany, Oregon 97321-0031

Telephone: 541.967.3840  
Fax: 541.928.5424

COUNTY ATTORNEY  
*Eugene J. Karandy II*  
[ekarandy@co.linn.or.us](mailto:ekarandy@co.linn.or.us)

DEPUTY  
COUNTY ATTORNEY  
*Kevan J. McCulloch*  
[kmcculloch@co.linn.or.us](mailto:kmcculloch@co.linn.or.us)

*Jodi M. Gollehon*  
[jgollehon@co.linn.or.us](mailto:jgollehon@co.linn.or.us)

LEGAL ADMINISTRATIVE  
ASSISTANT

*Dawna L. Steele*  
[dsteale@co.linn.or.us](mailto:dsteale@co.linn.or.us)

TO: Board of Commissioners

FROM: Jodi Gollehon, Deputy Linn County Attorney

DATE: ~~May 29, 2020~~ June 23, 2020

RE: Resolution No. 2020-163 and Ordinance No. 2020-164

The following items are scheduled to be heard on June 23, 2020 (with a second reading scheduled for July 7, 2020):

**Resolution No. 2020-163: "In the Matter of Amending the Linn County Public Contracting Rules (LCPR)"**

- ▶ Adoption of amendments to LCPR 137, Divisions 46-49. The purpose of these amendments is to update the Rules to: 1) simplify the language requiring a written cost analysis for service contracts over \$250,000; 2) clarify that the Nonresident Bidder requirements apply to all contracts over \$10,000; 3) update the Pricing Proposal requirements for A&E RFPs; and 4) general housekeeping of the Rules.
- ▶ Adoption of Findings in Support of Class Special Procurement for Student Affiliation Agreements. Adopting a new Class Special Procurement is necessary because exempting student affiliation agreements from competitive procurement encourages County Departments to engage in practicum learning and allows university students to gain real-world experience in their field.

**Ordinance No. 2020-164: "In the Matter of Amending LCC 430, the Contract Review Board Code"**

- ▶ LCC 430, Contract Review Board Code, was originally adopted by the Board in 1986 under the authority granted in ORS 279.055; ORS 279.055 was subsequently repealed in 2003, and ORS 279A.060 was adopted as its replacement. Accordingly, the proposed amendments update obsolete language and clarify procedures for adopting Linn County Public Contracting Rules pursuant to the new statute.



# Linn County Department of Health Services

PO Box 100, Albany, OR 97321  
Toll Free (800) 304-7468 | TTY/Oregon (800) 735-2900  
[www.co.linn.or.us/health](http://www.co.linn.or.us/health)

*"Working together to promote the health and well-being of all Linn County residents"*

## Board Summaries for June 23, 2020

### R&O 2020-168

This Resolution Order is for the matter of certain health services accounts deemed uncollectible. The accounts are 180 days old as of December 31, 2018 and are uncollectible.

The amounts for each departments are:

- Mental Health Services (32) \$14,896.15
- Alcohol & Drug Treatment Program (34) \$4,318.52
- Public Health (36) \$7,295.59

### R&O 2020-182

This is an Intergovernmental Agreement between Linn County and State of Oregon to subcontract with local provider's to provide transportation services for Individuals to/from Employment Services including Day Support Activities within the county. The agreement is effective May 1, 2020 and terminates June 30, 2029. This agreement allows for the county to access federal participating funds with Special Transportation Funds (STIF).

<i>Administration</i>	<i>Alcohol &amp; Drug Treatment</i>	<i>Developmental Disabilities</i>	<i>Environmental Health</i>	<i>Mental Health</i>	<i>Public Health</i>
M(541) 967-3888	M(541) 967-3819	M(541) 967-3890	M(547) 967-3821	M(541) 967-3866	M(541) 967-3888
F(541) 924-6904	F(541) 967-7259	F(541) 924-6905	F(541) 926-2060	F(541) 928-3020	F(541) 926-2102
<a href="mailto:Tnoble@co.linn.or.us">Tnoble@co.linn.or.us</a>	<a href="mailto:thowell@co.linn.or.us">thowell@co.linn.or.us</a>	<a href="mailto:jsneddon@co.linn.or.us">jsneddon@co.linn.or.us</a>	<a href="mailto:ssanderson@co.linn.or.us">ssanderson@co.linn.or.us</a>	<a href="mailto:tthompson@co.linn.or.us">tthompson@co.linn.or.us</a>	<a href="mailto:ssanderson@co.linn.or.us">ssanderson@co.linn.or.us</a>



**LINN COUNTY  
ASSESSMENT AND TAXATION**

*P.O. Box 100; Albany, Oregon 97321*

*Phone: (541) 967-3808*

*FAX: (541) 917-7448*

*Internet: [www.co.linn.or.us](http://www.co.linn.or.us)*

---

**Andy Stevens**  
Assessor & Tax Collector

To: Board of Commissioners  
From: Andy Stevens, Assessor/Tax Collector  
Date: June 23, 2020  
Re: Resolution & Order 2020-158

The following item is scheduled to be heard on June 23, 2020.

Resolution & Order 2020-158, to renew contract with Department of Consumer and Business Services to continue processing manufactured home transactions in Linn County.

Re: Resolution & Order 2020-194

The following item is scheduled to be heard on June 23, 2020.

Resolution & Order 2020-194, to renew contract with Helion Software, Inc for Assessment and Taxation software.



# Linn County Road Department

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

## *Memorandum*

**Date:** 6/18/2020

**To:** Linn County Board of Commissioners

**From:** Darrin Lane, Roadmaster 

**RE:** Background Information for Agenda Items – 6/23/2020

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The Road Department has the following item on the Board of Commissioners agenda for the weekly meeting on June 23, 2020. The following is a brief description of the item.

**Resolution & Order 2020-131 – Construction Contract for the North Santiam River (Mill City) Bridge Project**

This is a Resolution & Order to approve the construction contract between Linn County and Legacy Contracting, Inc. for the North Santiam River (Mill City) Bridge Project in the amount of \$2,599,840. This project is part of the Tiger Grant and will be reimbursed at 89.73% by the Federal Highway Administration.

This Item was previously placed on the agenda but had to be pulled as contracting approval from the Federal Highway Administration (FHWA) was delayed. We have received a fully executed grand agreement amendment as of June 18<sup>th</sup>.

We request your approval.



## LINN COUNTY GENERAL SERVICES

330 Third Avenue SW Albany, Oregon 97321

Phone: (541) 967-3880 Fax: (541) 928-3517

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**RUSSELL WILLIAMS**

Director

Date: June 16, 2020

To: Board of Commissioners

RE: Request Board of Commissioners' approval to issue a notice of intent to award reroofing the building on 330 S.W. 3<sup>rd</sup> Street that houses Veteran Services, Print Shop and General Services.

General Services is requesting the Board of Commissioners approve issuing a notice of intent to award the reroofing of the General Services Building (330 S.W. 3<sup>rd</sup> Street, Albany, OR) to ABC Roofing Company.

ABC Roofing Company was the low bid. After reviewing all four competitive bids, Alan Loftness, owner of A-Tech/Northwest roofing consultants, recommends the lowest bidder, ABC Roofing Company for \$174,620.00.

ABC Roofing Company is a family owned, large commercial roofing company; they have been operating since 1951. <https://abcroofingco.com/>

Concerning the Board's question about quotes coming in over the budget; the explanation from Mr. Loftness, is that "The roofing market at this time is very busy and the numbers that we are seeing are higher than last year and well above budget estimates established over the past few years. Based on the current market conditions, and the fact that the roof assembly was changed to a slightly different assembly, but still maintaining the requirement to have a twenty-year system with manufacturer's guarantee, we recommend accepting the low bid. We do not believe that rebidding this project again this year or holding until 2021 will significantly change the cost. If the same roof system was rebid in 2021, we expect the numbers to be a minimum of 5% higher."

The recommended bid is \$65,780.00 over the original budget. If approved to proceed, General Services and the County Attorney's office will start working on finalizing the roofing contract. At a later date, General Services will appear again for the Board's approval of the contract.



June 9, 2020

Russ Williams  
General Services Director  
**LINN COUNTY GENERAL SERVICES**  
330 3<sup>rd</sup> Avenue SW  
Albany, OR 97321

**RE: LINN COUNTY - GENERAL SERVICES BUILDING REROOF  
- Bid Review/Recommendation - ITB 20-02**

Russ:

Attached is the Linn County - General Services Building summary spreadsheet of the bids for the 2020 Single-ply Reroof project on this facility. Seven (7) roofing contractors attended the pre-bid meeting and four (4) contractors submitted quotes. The attached spreadsheet indicates the contractor's bids as well as breaks out the key categories that are on the submitted Pricing Submittal Form document.

This project (ITB 20-02) was re-bid to change the roof system type; expecting to reduce the cost of the project initially bid in April (ITB 20-01). The low bid, however, for the original PVC single-ply system was \$167,688.00; and the low bid for this TPO single-ply system is \$174,620.00. The roofing market at this time is very busy and the numbers that we are seeing are higher than last year and well above budget estimates established over the past few years. Based on the current market conditions, and the fact that the roof assembly was changed to a slightly different assembly, but still maintaining the requirement to have a twenty-year system with manufacturer's guarantee, we recommend accepting the low bid. We do not believe that rebidding this project again this year or holding until 2021 will significantly change the cost. If the same roof system was rebid in 2021, we expect the numbers to be a minimum of 5% higher.

**Based on this review of the bids, our recommendation is to award the work to the low bidder ABC Roofing based on their Base Bid #-1 at \$ 174,620.00.** This contractor also submitted the lowest additional bid of \$ 22,210.00 to add the Carpool building to the project for a combined total of \$ 196,830.00. If at all possible, we suggest including the Carpool building in the scope as it will be more expensive if done as a standalone project in the future.

This specification/project requires a 20-yr manufacturer's NDL warranty with a minimum 2-yr Contractor's Guarantee of Workmanship upon the successful completion/acceptance of the project.

Sincerely,

**A-Tech/Northwest, Inc.**

*Alan Loftesness* (electronic)

Alan Loftesness, RCI  
President

Encl: Bid Summary Spreadsheet; Bid documents

2020 06-09-20 Linn County-General Services Bldg R/R Amend (2) - Recom-Review

**Linn County - General Services**  
**LINN COUNTY - GENERAL SERVICES BUILDING -- (Albany, Oregon)**  
 Reroof Project -- Bid Review  
 (ITB 20-02 / 20036)

... COMPANY	Bid #1 --- (All Roofs) (Single-ply Remove & Replace w/TPO System)		Bid #2 --- (All Roofs) (Cost to add the Carpool Bldg to project)		TOTAL - BID 1 + BID 2		Single-ply System - Mfg & System		Cost Plus %		Base Wage Rate		Sub-Contractor Mark-up	
	\$		\$		\$									
ABC Roofing	\$	174,620.00	\$	22,210.00	\$	196,830.00	Firestone	10%	\$	110.00	10%			RECOMMEND AWARD
J.R. Swigart Co., Inc.	\$	187,000.00	\$	29,000.00	\$	216,000.00	GAF Everguard	10%	\$	86.00	7%			
Snyder Roofing of Oregon LLC	\$	192,612.00	\$	26,309.00	\$	218,921.00	Firestone	15%	\$	85.30	15%			
McDonald & Wette, Inc.	\$	218,000.00	\$	33,000.00	\$	251,000.00	Johns Manville	10%	\$	78.00	10%			

# EXHIBIT A: PRICING SUBMITTAL FORM

## LINN COUNTY ITB NO. 20-02

### PRICING SUBMITTAL INSTRUCTIONS:

Offerors shall enter pricing and other required information for all bid Items listed in this Pricing Submittal Form. If this Pricing Submittal Form is replaced by an Amendment, Offerors shall use the amended form to provide pricing and other required information. If the Pricing Submittal Form is only modified by an Amendment, Offerors shall follow the instructions in the Amendment for making modifications to the Pricing Submittal Form. Failure to supply the required information in the Pricing Submittal Form or subsequent Amendments may result in bid rejection as non-responsive.

The following bid/costs are for the Single-Ply roof project identified as:  
"LINN COUNTY GENERAL SERVICES BUILDING 2020 REROOF PROJECT"

### PART I - ROOF SYSTEM INFORMATION:

MEMBRANE MANUFACTURER: Firestone SPECIFICATION REFERENCE: \_\_\_\_\_  
*(This refers to main scope of the project as the roof project is specified)*

Alternate MEMBRANE MFG: Carlisle SPECIFICATION REFERENCE: \_\_\_\_\_  
*(This refers to main scope of the project as the roof project is specified)*

### PART II - BID INFORMATION:

BID #1: -Base BID - (All Roofs) - Single-ply Removal & Replacement - TPO System - as specified REQUIRED BID  
\$ 174,620.00  
*(Bid I shall include all P/P Bonds, Permits, fees, taxes, etc.)*

BID #2: -Alternate #1 Base BID - Cost to add the Carpool building to project - as specified REQUIRED BID  
\$ 22,210.00  
*(Bid II shall include all P/P Bonds, Permits, fees, taxes, etc.)*

BID #3: -Alternate #2 - As may be instructed during BID process.  
\$ N/A  
*(Bid III shall include all P/P Bonds, Permits, fees, taxes, etc.)*

### PART III - ADDITIONAL COST INFORMATION:

COST PLUS PERCENTAGE: 10% BASE WAGE RATE: \$110.00 per hr.  
*(As may be required to complete unforeseen items within project)*

SUB-CONTRACTOR MARK-UP (Change Order work): 10 % (See "Instructions to Offerors" for explanation)  
*(As may be required to complete unforeseen items within project)*

### PART VI - APPROVED MANUFACTURERS:

Provide the list of manufacturers where that your firm is certified by to install their NDL warranted roof system(s). In addition, list the approval date if less than two years.

#### - SINGLE-PLY ROOFING SYSTEMS

(Manufacturer)	(Type)	(Date of approval)
<u>Carlisle SynTec</u>	<u>Single Ply</u>	_____
<u>Firestone</u>	<u>Single Ply</u>	_____
<u>Johns Manville</u>	<u>Single Ply</u>	_____
<u>GAF</u>	<u>Single Ply</u>	_____

- End of Form -

**EXHIBIT B  
FIRST-TIER SUBCONTRACTOR DISCLOSURE INSTRUCTIONS AND FORM**

(1) Pursuant to ORS 279C.370 and OAR 125-249-0360, Offerors are required to disclose information about certain first-tier subcontractors when the County estimates the contract value for a Public Improvement to be greater than \$100,000. Specifically, when the contract amount of a first-tier subcontractor furnishing labor, or labor and materials, would be greater than or equal to: (i) 5% of the project bid, but at least \$15,000, or (ii) \$350,000 regardless of the percentage, the Offeror must disclose the following information about that subcontract in its bid submission or within two (2) working hours after closing:

- (a) The subcontractor's name,
- (b) Dollar value and,
- (c) The category of work that the subcontractor would be performing.

If the Offeror will not be using any subcontractors that are subject to the above disclosure requirements, the Offeror is required to indicate "NONE" on the Disclosure Form.

**THE COUNTY MUST REJECT AN OFFER IF THE OFFEROR FAILS TO SUBMIT THE DISCLOSURE FORM WITH THIS INFORMATION BY THE STATED DEADLINE.**

(2) An Offeror shall submit the disclosure form required by OAR 125-249-0360 either in its offer submission or within two (2) working hours after closing.

Compliance with the disclosure and submittal requirements is a matter of responsiveness. Offers which are submitted by closing, but for which the disclosure submittal has not been made by the specified deadline, are not responsive and shall not be considered for contract award.

(3) The County shall obtain, and make available for public inspection, the disclosure forms required by OAR 125-249-0360. The County shall also provide copies of disclosure forms to the Bureau of Labor and Industries as required by ORS 279C.835. The County is not required to determine the accuracy or completeness of the information submitted. Substitution of affected first-tier subcontractors shall be made only in accordance with ORS 279C.585.

**EXHIBIT B  
FIRST-TIER SUBCONTRACTOR DISCLOSURE FORM**

PROJECT NAME: Linn County General Services Building - 2020 Roof Project

BID #: 20-02 CLOSING: Date: 6/8/2020 Time: 10:00 AM

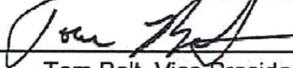
This form must be submitted at the location specified in the Invitation to Bid on the advertised closing date or within two working hours after the advertised closing time.

List below the name of each subcontractor that will be furnishing labor or will be furnishing labor and materials and that is required to be disclosed, the category of work that subcontractor will be performing and the dollar value of the subcontract. Enter "NONE" if there are no subcontractors that need to be disclosed. (ATTACH ADDITIONAL SHEETS IF NEEDED.)

SUBCONTRACTOR NAME	CATEGORY OF WORK	DOLLAR VALUE
<u>TT&amp;L</u>	<u>Sheet Metal Flashings</u>	<u>24,028.00</u>
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

Failure to submit this form by the disclosure deadline will result in a nonresponsive bid. A nonresponsive bid will not be considered for award.

Form submitted by (Offeror name): ABC Roofing, a Tecta America Company, LLC

Contact name:  Phone no.: 503-786-0616  
Tom Bolt, Vice President

**EXHIBIT C  
CERTIFICATIONS & ACKNOWLEDGMENT FORM**

**CCB REQUIREMENTS**

(1) Offerors shall be licensed with the State of Oregon Construction Contractors Board (CCB) prior to bidding on Public Improvement Contracts. FAILURE TO COMPLY WITH THIS REQUIREMENT SHALL RESULT IN BID REJECTION.

(2) All subcontractors participating in the project shall be similarly registered with the Construction Contractors Board at the time they propose to engage in subcontract work. The CCB registration requirements apply to all public works contracts unless superseded by federal law.

Offerors SHALL provide their Construction Contractors Board (ORS 701.055) registration number below:

**CONSTRUCTION CONTRACTORS BOARD REGISTRATION NO.:** 228297

**EXPIRATION DATE OF CCB NO.:** 10/14/21

**ASBESTOS ABATEMENT LICENSING REQUIREMENTS**

An asbestos abatement license under ORS 468A.720 will be required of the contractor or its subcontractors if asbestos is found to be present.

**RESIDENCY INFORMATION**

OAR 125-249-0390 states "In determining the lowest responsive bid, the County must add a percentage increase to the bid of a nonresident Offeror equal to the percentage, if any, of the preference given to that Offeror in the state in which the Offeror resides."

"Resident Offeror" means a Offeror that has paid unemployment taxes or income taxes in this state during the 12 calendar months immediately preceding submission of the bid, has a business address in this County, and has stated in the bid whether the Offeror is a "resident Offeror". (OAR 125-246-0110)

"Non-resident Offeror" means a Offeror who is not a "Resident Offeror" as defined above. (OAR 125-246-0110)

a. Check one: Offeror is a (  ) Resident Offeror  
(  ) Non-resident Offeror

b. If a Resident Offeror, enter your Oregon business address: 11305 NE Marx Street  
Portland, OR 97220

c. If a Non-resident Offeror, enter state of residency and business address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**X - Limited Liability Company**  
d. Check one: Offeror is a (  ) ~~Corporation~~  
(  ) ~~Non-Profit Organization~~

**FOREIGN CONTRACTOR:** If the amount of the contract exceeds ten thousand dollars (\$10,000), and if Contractor is not domiciled in or registered to do business in the state of Oregon, Contractor shall promptly provide to the Oregon Department of Revenue all information required by that Department relative to the contract. The County shall be entitled to withhold final payment under the contract until Contractor has met this requirement.

## INSURANCE INFORMATION

(1) The awarded contractor may employ workers, and if the awarded contractor employs workers, the awarded contractor must obtain and at all time keep in effect Workers' Compensation insurance. Offeror represents to the County that it presently maintains coverage sufficient to meet the requirements of Oregon law through:

Carrier: LM Insurance Corp Policy No.: WA5-C4D-435487-390 (AOS)

(2) The awarded contractor must obtain and at all times keep in effect, commercial general liability insurance covering activities and operations of the awarded contractor. Commercial general liability shall cover bodily injury, death, and property damage, and shall include personal injury liability, products and completed operation insurance. Such liability insurance, whatever the form, shall carry at least liability coverage sufficient to meet the requirements set forth in the Oregon Tort Claims Act as codified in ORS 30.260 to 30.300. Offeror has obtained insurance required by this section through:

Carrier: Liberty Mutual Fire Insurance Company Policy No.: EB2-C41-435487-430

(3) The awarded contractor must maintain Automobile Liability Insurance covering all owned, non-owned, and hired vehicles used in the performance of services awarded under this RFQ. Automobile Liability Insurance coverage shall be sufficient to meet the requirements set forth in the Oregon Tort Claims Act as codified in ORS 30.260 to 30.300. Offeror has obtained insurance required by this section through:

Carrier: Liberty Mutual Fire Insurance Company Policy No.: EU2-C41-435487-420

## ADDENDA ACKNOWLEDGEMENT

(1) The County reserves the right to make changes to the Invitation to Bid and the resulting contract, by written Amendment, prior to the closing time and date. Amendments will be available from Russ Williams, Linn County General Services, at (541) 967-3880, fax (541) 928-3517, or email ruwilliam@co.linn.or.us. The County is not responsible for an Offerors failure to receive notice of Amendments if such are advertised in the foregoing manner. Amendments shall only be issued by the County and upon issuance are incorporated into the Invitation to Bid or the resulting contract.

(2) By Offeror's signature on the Offeror Signature Form, Exhibit D, Offeror ACKNOWLEDGES, AGREES and CERTIFIES TO THE FOLLOWING:

If any Amendments are issued in connection with this ITB, Offeror has received and duly considered such Amendments, and has completed the blanks below identifying all Amendments issued, and acknowledging and agreeing to the terms of all such Amendments as those terms revise the terms, conditions, Plans and Specifications of this ITB.

Amendment: No. \_\_\_ to No. \_\_\_ inclusive.

## CERTIFICATION OF COMPLIANCE WITH TAX LAWS

By my signature on the Offeror Signature Form, Exhibit D, I hereby attest or affirm under penalty of perjury: That I am authorized to act on behalf of the contractor in this matter, that I have authority and knowledge regarding the payment of taxes, and that the contractor is, to the best of my knowledge, not in violation of any Oregon Tax Laws. For purposes of this certification, "Oregon tax laws" are those tax laws imposed by ORS 320.005 to 320.150 and ORS 403.200 to 403.250 and ORS Chapters 118, 314, 316, 317, 318, 321 and 323; the elderly rental assistance program under ORS 310.630 to 310.706; and any local tax laws administered by the Oregon Department of Revenue under ORS 305.620.

## CERTIFICATION OF DRUG-TESTING LAW REQUIREMENTS

Pursuant to OAR 125-249-0200, the Offeror certifies by its signature on the Offeror Signature Form, Exhibit D, that it has a Qualifying Drug Testing Program in place for its employees that includes, at a minimum, the following:

- a) A written employee drug testing policy;

- b) Required drug testing for all new Subject Employees or, alternatively, required testing of all Subject Employees every 12 months on a random selection basis; and
- c) Required testing of a Subject Employee when the Offeror has reasonable cause to believe the Subject Employee is under the influence of drugs.

A drug testing program that meets the above requirements will be deemed a "Qualifying Employee Drug Testing Program." An employee is a "Subject Employee" only if that employee will be working on the Project job site.

If awarded a Public Improvement Contract as a result of this solicitation, the Offeror agrees that at the time of contract execution it shall represent and warrant to the County that its Qualifying Employee Drug Testing Program is in place and will continue in full force and effect for the duration of the Public Improvement Contract. The County's performance obligation (which includes, without limitation, the County's obligation to make payment) shall be contingent on the contractor's compliance with this representation and warranty.

If awarded a Public Improvement Contract as a result of this solicitation, Offeror also agrees that at the time of contract execution, and as a condition to County's performance obligation (which includes, without limitation, the County's obligation to make payment), it shall require each subcontractor providing labor for the Project to:

- a) Demonstrate to the contractor that it has a Qualifying Employee Drug Testing Program for the subcontractor's Subject Employees, and represent and warrant to the contractor that the Qualifying Employee Drug Testing Program is in place at the time of subcontract execution and will continue in full force and effect for the duration of the subcontract; or
- b) Require that the subcontractor's Subject Employees participate in the contractor's Qualifying Employee Drug Testing Program for the duration of the subcontract.

**CERTIFICATION OF COMPLIANCE WITH NON-DISCRIMINATION LAWS**

By my signature on the Offeror Signature Form, Exhibit D, I certify that I am authorized to act on behalf of Offeror in this matter and that Offeror has not discriminated and will not discriminate against any disadvantaged business enterprise, minority-owned business, women-owned business, emerging small business, or business that a service-disabled veteran owns, in obtaining any required subcontracts. Failure to do so shall be grounds for disqualification.

**MANAGING RETAINAGE**

IF NOT APPLICABLE, PLEASE INITIAL HERE \_\_\_\_\_

Pursuant to HB 2415(2019), Oregon Law now provides three options for managing retainage for construction contracts over \$500,000 in value. If the total contract price bid exceeds \$500,000, please indicate the method your firm prefers for the retainage on this contract:

- (a) Deposit a bond, or securities or other instruments with the County or in a bank or trust company, and have no retainage withheld, as described in ORS 279C.560(4);
- \_\_\_\_\_ (b) Have the County place the retainage as it is earned in an interest-bearing bank account, at no cost to you, and after completion you will receive all of the interest earned along with your retainage, pursuant to ORS 279C.560(5); or
- \_\_\_\_\_ (c) Have the County place the retainage as it is earned in an interest-bearing escrow account, where you will be responsible for the costs of the escrow, and will receive the interest along with your retainage, with the amount reduced by the fees charged by the escrow agent.

If neither option (a) nor (b) are chosen, the default method required by the law will be that the retainage goes into an escrow account as described in option (c). Offerors should be aware that, under option (c), it is possible that the escrow fees to be deducted could be as much as or greater than the interest earned on the retainage. There is no charge or deduction for option (a) or (b).

EXHIBIT D

OFFEROR SIGNATURE FORM  
by  
OFFEROR'S DULY AUTHORIZED REPRESENTATIVE

THIS BID MUST BE SIGNED IN INK BY AN AUTHORIZED REPRESENTATIVE OF THE OFFEROR; ANY ALTERATIONS OR ERASURES TO THE BID MUST BE INITIALED IN INK BY THE UNDERSIGNED AUTHORIZED REPRESENTATIVE.

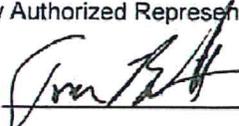
The undersigned acknowledges, attests and certifies individually and on behalf of the Offeror that:

- (1) He/she is a duly authorized representative of the Offeror, has been authorized by Offeror to make all representations, attestations, and certifications contained in this bid and all Amendments, if any, issued;
- (2) Offeror, acting through its authorized representatives, has read and understands all bid instructions, Specifications, Plans, terms and conditions contained in this bid document (including all listed attachments and Amendments, if any, issued);
- (3) The bid submitted is in response to the specific language contained in the ITB, and Offeror has made no assumptions based upon either (a) verbal or written statements not contained in the ITB, or (b) any previously-issued ITB, if any;
- (4) The County shall not be liable for any claims or be subject to any defenses asserted by Offeror based upon, resulting from, or related to, Offeror's failure to comprehend all requirements of the ITB;
- (5) The County shall not be liable for any expenses incurred by Offeror in preparing and submitting its offer or in participating in the offer evaluation/selection process;
- (6) The Offeror agrees to be bound by and comply with all applicable requirements of ORS 279C.800 through ORS 279C.870 and the administrative rules of the Bureau of Labor and Industries (BOLI), or when applicable, the Davis-Bacon Act (40 U.S.C. 3141 to 3148), regarding prevailing wage rates;
- (7) No officer, agent, or employee of Linn County has a financial interest in this response, and the offer was prepared independently from all other Offerors, and without collusion, fraud, or other dishonesty;
- (8) Offeror agrees to be bound by and comply with all requirements, Specifications, Plans, terms and conditions contained in this bid (including all listed attachments and Amendments, if any, issued);
- (9) Offeror will furnish the designated item(s) or service(s) in accordance with the Specifications, Plans and requirements, and will comply in all respects with the terms of the resulting contract upon award;
- (10) Offeror certifies, to the best of its knowledge and belief that neither it nor any of its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from submitting bids or proposals by any federal, state or local entity, department or agency;
- (11) Offeror certifies that it has not and will not discriminate against a subcontractor in the awarding of a subcontractor because the subcontractor is a minority, women, or emerging small business enterprise certified under ORS 200.055;
- (12) Offeror represents and warrants that Offeror has the power and authority to enter into and perform the contract and that the contract, when executed and delivered, shall be a valid and binding obligation of the contractor enforceable in accordance with its terms; and
- (13) All affirmations and certifications contained in this bid response are true and correct.

Offeror Business Name: ABC Roofing, a Tecta America Company, LLC

Federal Employer Identification No.: 84-2405555

Name and Title of Duly Authorized Representative: Tom Bolt, Vice President

Authorized Signature:  \_\_\_\_\_

Date: 6/5/2020