

Oregon Parks and Recreation Commission

July 17, 2008

Agenda Item: 5A (1)

Action

Topic: Approval of Delegated Authority Report - Contracts

Presented by: Lisa VanLaanen

Summary of Attached Report:

The current report includes:

- **12 new agreements for a total of \$116,947**
- **36 new contracts for total of \$791,700**
- **21 new work orders under agreements to agree for a total of \$101,939**
- **13 amendments for a total of \$110,420**
- **3 Commission approved projects that have been amended for \$28,712**
- **18 fairground event permits for a total of \$67,830 revenue to the department**
- **5 new sponsorships for a total of \$84,800**

The complete report is attached.

Action Requested:

We request the Commission accept the report of contractual instruments signed by the Director per authority delegated by the Commission.

Prepared by: Shirley Finanger

| OREGON PARKS AND RECREATION DEPARTMENT Delegated Authority Report for Contract Instruments for April and May, 2008 | | | | | | | |
|--|--------------------------------|---|--|-----------|-----|--|-----------------------------|
| Executed | Contractor | Location | Project | Cost | FIP | Comments | Number |
| PERSONAL SERVICE CONTRACTS | | | | | | | |
| 04/11/08 | Roger Riolo | Oregon State Fairgrounds Park District in Marion County | Lead interpretive training classes | \$3,500 | | New contract | 08-3998 |
| 04/24/08 | Jim Loewen | Eugene in Lane County and Salem in Marion County | Provide keynote address at 2008 Oregon Heritage Conference and conduct a workshop. | \$4,999 | | New contract | 08-240 |
| 04/28/08 | Interp Train | Marr Ranch property in Wallowa County | Interpretive assessment | \$4,900 | | New contract | 08-4054 |
| 05/05/08 | Elaine Drongowski | Oregon State Fairgrounds Park District in Marion County | 2008 State Fair wine competition coordinator | \$4,975 | | New contract | 08-4034 |
| 05/09/08 | Nextsource, Inc | Information Technology Unit, OPRD Headquarters in Marion County | ATV training and certification application development | \$145,000 | | New contract | 08-3960 |
| ARCHITECTURAL AND ENGINEERING CONTRACTS | | | | | | | |
| 04/01/08 | Fred Walters, AIA | Oregon State Fairgrounds Park District in Marion County | Historic assessment of the poultry building | \$25,000 | | New contract | 08-195 |
| 04/17/08 | Universal Field Services, Inc. | Sonshine B & B Property adjacent to Kam Wah Chung State Heritage Site in Grant County | Property appraisal | \$12,161 | | New contract | 08-3901 |
| 04/17/08 | Vandagriff & Associates | Kimmel Property near Valley of the Rogue State Park in Jackson County | Property appraisal | \$3,500 | | Amendment 001 extends end date to allow for completion of work; contract total \$10,400 | 08-4017 (previously 08-199) |
| 04/22/08 | Gary L. DeJarnatt | The Cove Palisades State Park in Jefferson County | Land surveying for corner monumentation | \$1,000 | | New contract | 08-3973 |
| WORK ORDERS UNDER THE AGREEMENTS TO AGREE | | | | | | | |
| 04/02/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Update "Prime Season Rate Card" | \$110 | | New work order under Agreement to Agree contract #07-137 | 384 |
| 04/04/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Provide layout and design of Kam Wah Chung restoration poster | \$525 | | New work order under Agreement to Agree contract #07-137 | 385 |
| 04/04/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Design and develop full color ad for a destination guide | \$950 | | New work order under Agreement to Agree contract #07-137 | 386 |
| 04/04/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Re-size Tryon Creek map | \$285 | | New work order under Agreement to Agree contract #07-137 | 387 |
| 04/07/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Willamette Mission State Park maps | \$110 | | Amendment 001 adds two maps and associated costs under Agreement to Agree contract #07-137; work order total \$395 | 383 |
| 04/07/08 | OTAK, Inc. | Cazadero State trail between Boring and Estacada in Clackamas County | Feasibility & needs study | \$37,391 | | New work order under Agreement to Agree contract PS04-69 | 08-4000 |
| 04/16/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Design interpretive panels for Silver Falls apple orchard | \$800 | | New work order under Agreement to Agree contract #07-137 | 390 |
| 04/17/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Cannon Beach tee shirt design | \$500 | | New work order under Agreement to Agree contract #07-137 | 388 |
| 04/18/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Kam Wah Chung restoration poster | \$475 | | Amendment 001 makes changes to original design under Agreement to Agree contract #07-137; work order total \$1,000 | 385 |

OREGON PARKS AND RECREATION DEPARTMENT Delegated Authority Report for Contract Instruments for April and May, 2008

| Executed | Contractor | Location | Project | Cost | FIP | Comments | Number |
|---|----------------------------------|--|--|----------|-----|--|---------|
| WORK ORDERS UNDER THE AGREEMENTS TO AGREE, continued | | | | | | | |
| 04/22/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Design five sustainability posters | \$1,815 | | New work order under Agreement to Agree contract #07-137 | 389 |
| 04/22/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Image rights usage of three images of OPRD properties | \$1,800 | | New work order under Agreement to Agree contract #07-137 | 391 |
| 04/22/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Update "Beaver Tracks" newsletter | \$780 | | New work order under Agreement to Agree contract #07-137 | 392 |
| 04/29/08 | David Evans & Associates | LaPine State Park in Deschutes County | Design electrical, phone and water upgrades | \$40,000 | X | New work order under Agreement to Agree contract # PS04-69 | 08-4014 |
| 04/30/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Design 2009 calendar ad for "Champoeg Heritage" newsletter | \$350 | | New work order under Agreement to Agree contract #07-137 | 393 |
| 04/30/08 | Funk/Levis & Associates | Public Services Unit, OPRD Headquarters in Marion County | Research & develop list of products to be sold | \$5,500 | | New work order under Agreement to Agree contract #07-139 | 5 |
| 05/05/08 | Funk/Levis & Associates | Public Services Unit, OPRD Headquarters in Marion County | Coordinate acquisition of OPRD merchandise | \$2,750 | | New work order under Agreement to Agree contract #07-139 | 6 |
| 05/05/08 | Funk/Levis & Associates | Public Services Unit, OPRD Headquarters in Marion County | Design changes to new OPRD merchandise mark | \$3,100 | | New work order under Agreement to Agree contract #07-139 | 7 |
| 05/07/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Design and produce timeline of OPRD History | \$600 | | Amendment 001 for changes to work order under Agreement to Agree contract #07-137; contract total \$2,100. | 376 |
| 05/07/08 | HMH | Public Services Unit, OPRD Headquarters in Marion County | "State Parks Day" radio time purchase | \$3,000 | | New work order under Agreement to Agree contract #07-134 | 33 |
| 05/12/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Design 2009 calendar sale flyer | \$325 | | New work order under Agreement to Agree contract #07-137 | 394 |
| 05/13/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Design "State Parks Day" flyer | \$325 | | New work order under Agreement to Agree contract #07-137 | 395 |
| 05/14/08 | David Evans and Associates, Inc. | Crissey Field State Recreation Site in Curry County | Welcome Center design | \$57,724 | X | Amendment 007 for continuation of construction administration; contract total \$663,365 | 08-4085 |
| 05/27/08 | Hara Shick Architecture, PC | Kam Wah Chung & Co. Museum State Heritage Site in Grant County | Restoration design & construction management | \$3,374 | | Amendment 001 for teleconferencing charges during construction; contract total \$21,822. | 08-004 |
| 05/28/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Design "State Parks Day" banner | \$508 | | New work order under Agreement to Agree contract #07-137 | 396 |
| 05/28/08 | In House Graphics | Public Services Unit, OPRD Headquarters in Marion County | Update "L.L. Stub Stewart Trail Guide" brochure | \$525 | | New work order under Agreement to Agree contract #07-137 | 397 |

OREGON PARKS AND RECREATION DEPARTMENT Delegated Authority Report for Contract Instruments for April and May, 2008

| Executed | Contractor | Location | Project | Cost | FIP | Comments | Number |
|-------------------------------------|---------------------------------|---|---|-----------------|-----|--|-----------|
| SERVICE AND SUPPLY CONTRACTS | | | | | | | |
| 04/01/08 | Applied Industrial Technologies | Bullards Beach State Park in Coos County | Air system compressor | \$6,636 | | New contract | 08-3962 |
| 04/01/08 | Cascade Sound | Oregon State Fairgrounds Park District in Marion County | Sound and lights for entertainment | \$0 | | Amendment 001 to Price Agreement; contract remains \$250,000 | 08-093 |
| 04/15/08 | Mid Valley Tractor | Elijah Bristow State Park in Lane County | 2 Polaris Rangers | \$16,200 | | New contract | 08-3994 |
| 04/17/08 | West Coast Wire & Rigging | Cove Palisades State Park in Jefferson County | Materials required to install floating restrooms | \$1,010 | | New contract | 08-4025 |
| 04/22/08 | West Coast Event Productions | Kam Wah Chung State Heritage Site in Grant County | Event rentals for grand re-opening | \$6,741 | | New contract | 08-4045 |
| 04/23/08 | Keizer Saw & Motor | State Capital State Park in Marion County | Exmark tractor mower | \$5,980 | | New contract | 08-4003 |
| 04/29/08 | County Transfer & Recycling | Jessie M. Honeyman and Carl G. Washburne Memorial State Parks in Lane County | Garbage collection and recycling services | \$7.78 per yard | | Amendment 003 increases consideration from \$6.95 to \$7.78 per yard and extends time; contract remains \$40,000 | 06-014 |
| 04/30/08 | Various | Statewide | Miscellaneous IT purchases | \$61,647 | | New contracts from Price Agreements | |
| 05/06/08 | Harold Garrett Mahon | Wallowa Lake State Park in Wallowa County | Removal of slash debris | \$3,000 | | New contract | 08-4118A |
| 05/06/08 | Slice Recovery | Umpqua Lighthouse State Park and William M. Tugman State Park in Douglas County | Provide firewood | \$9,253 | | New contract | 08-3900A |
| 05/06/08 | Slice Recovery | Sunset Bay State Park in Coos County | Provide firewood | \$13,042 | | New contract | 08-3900B |
| 05/06/08 | Slice Recovery | Bullards Beach State Park in Coos County | Provide firewood | \$11,986 | | New contract | 08-3900C |
| 05/06/08 | Slice Recovery | Harris Beach State Recreation Area in Curry County | Provide firewood | \$27,262 | | New contract | 08-3900D |
| 05/06/08 | Slice Recovery | Cape Blanco State Park | Provide firewood | \$16,800 | | New contract | 08-3900E |
| 05/13/08 | Frolander Logging | Wallowa Lake State Park in Wallowa County | Removal of root wads and hazard trees related to storm damage | \$22,000 | | New contract | 08-4118-B |
| 05/15/08 | Matheus Lumber Co. | Silver Falls State Park in Marion County | Cedar shakes for roof repair | \$24,960 | | New contract | 08-3971 |
| 05/18/08 | J & S Golf Car Rentals, LLC | Oregon State Fairgrounds Parks District in Marion County | Golf cart rental | \$47,000 | | New contract | 08-3880 |
| 05/19/08 | D & D Seeds & Farm Supply | Collier Memorial State Park in Klamath County and Cove Palisades State Park in Jefferson County | Snow plows for new trucks | \$9,728 | | New contract | 08-4058 |
| 05/19/08 | CXT Inc. | Cascadia State Park in Linn County | Purchase and install new restroom | \$32,766 | | New contract from Price Agreement | 08-4090 |

OREGON PARKS AND RECREATION DEPARTMENT Delegated Authority Report for Contract Instruments for April and May, 2008

| Executed | Contractor | Location | Project | Cost | FIP | Comments | Number |
|--|--|---|--|-----------|-----|---|---------|
| SERVICE AND SUPPLY CONTRACTS, continued | | | | | | | |
| 05/27/08 | Sims Fiberglass Co. | Carl G. Washburne Memorial State Park and Jesse M. Honeyman Memorial State Park in Lane County, Umpqua Lighthouse State Park in Douglas County, Sunset Bay State Park and Bullards Beach State Park in Coos County, Cape Blanco State Park and Harris Beach State Recreation Area in Curry County, and Valley of the Rogue State Recreation Area in Jackson County. | Fiberglass wastewater cones | \$5,595 | | New contract | 08-4036 |
| 05/29/08 | Ikon Office Solutions | Bullards Beach State Park in Coos County | Canon C4080i copier lease | \$14,270 | | New contract from Price Agreement | 08-4154 |
| 05/31/08 | Various | Statewide | Miscellaneous IT purchases | \$24,369 | | New contracts from Price Agreements | |
| PUBLIC IMPROVEMENT CONTRACTS | | | | | | | |
| 04/02/08 | Western State Environmental Services, Inc. | Valley of the Rogue State Park in Josephine County | Demolition/removal of old mobile home | \$6,150 | | New contract | 08-3759 |
| 04/11/08 | Oregon Water Services, Inc | Carl G. Washburne Memorial State Park in Lane County | Water treatment plant | \$4,249 | X | Change order 001 to replace pump with higher output pump and remove electrical connections to abandoned tank; contract total \$36,154 | 08-3767 |
| 04/14/08 | White Peacock, LLC | Alderwood State Wayside in Lane County | Restroom replacement | \$6,347 | X | New contract | 08-3895 |
| 04/17/08 | Knife River | Cape Lookout State Park in Tillamook County | Entrance road paving | \$26,756 | X | Change order 001 adjusts final quantities for actual work performed; contract total \$99,636 | 08-200 |
| 04/22/08 | E.D.G.E. | Butteville General Store in Marion County | Potable water pump, septic tank and drainfield | \$64,865 | X | New contract | 08-3780 |
| 05/01/08 | Knife River | Beverly Beach State Park in Lincoln County | Paving Loop C and D | (\$9,330) | X | Change order 001 adjusts final quantities to amount of materials used on project; contract total \$95,420 | 08-221 |
| 05/02/08 | 3 Kings Environmental | Silver Falls State Park in Marion County | Underground petroleum tank removal | \$19,928 | X | Change order 001 allows contaminated soil removal, disposal and backfill; contract total \$19,928 | 08-3738 |
| 05/02/08 | PDB Electric, Inc. | Fort Stevens State Park in Clatsop County | South campground electrical repairs | \$9,991 | | New contract | 08-4008 |
| 05/09/08 | Knife River | Governor Patterson Memorial State Park in Lincoln County | Overlay paving | \$33,875 | | New contract | 08-3983 |
| 05/21/08 | Knife River | Ochoco State Scenic Viewpoint in Crook County | Overlay paving | \$41,667 | X | New contract | 08-3958 |
| 05/21/08 | North Fork Construction | Champoeg State Heritage Area in Marion County | Roofing - new and repair | \$22,025 | | New contract | 08-4066 |
| 05/22/08 | Alpine Construction | Viento State Park in Hood River County | Water system upgrades | \$3,634 | x | Change order 001 revises programming and connections; contract total \$357,662 | 07-501 |

| OREGON PARKS AND RECREATION DEPARTMENT Delegated Authority Report for Contract Instruments for April and May, 2008 | | | | | | | |
|--|--|---|---|----------------|-----|---|----------------|
| Executed | Contractor | Location | Project | Cost | FIP | Comments | Number |
| INTERAGENCY AGREEMENTS | | | | | | | |
| 04/14/08 | Oregon State University | Fort Yamhill State Heritage Area in Polk County | 2008 Archaeological field school | \$65,485 | | New agreement | 08-3950 |
| 05/01/08 | Klamath County Public Works | O.C. & E. Woods Line State Trail in Klamath County | Noxious weed control | \$15,000 | | New agreement | 08-4021 |
| 05/19/08 | Oregon Department of State Lands | New Carissa shipwreck site in Coos County | Visitor/guide staffing during shipwreck removal | (\$50,838) | | New agreement | 08-4106 |
| COOPERATIVE AGREEMENTS | | | | | | | |
| INTERGOVERNMENTAL AGREEMENTS | | | | | | | |
| 04/04/08 | North Salem High School Booster Club | Oregon State Fairgrounds Park District in Marion County | Fairtime services | \$0 | | Amendment 001 includes expo season services, no price increase; contract remains \$60,000 | 07-544/08-4012 |
| 04/07/08 | USDA Forest Service, Willamette National Forest, OPRD, ODF, Marion & Linn Counties, Cities of Idanha, Detroit, Gates, Mill City and Lyons, North Santiam Canyon Economic Development Corp. | Canyon Journey's multi-use trail system in Marion and Linn Counties | Memorandum of understanding for the maintenance of the trail system | \$0 | | New agreement | 08-3881 |
| 04/14/08 | City of John Day | City of John Day in Grant County | Learn-to-burn exercise | \$0 | | New agreement | 08-3821 |
| 04/29/08 | Deschutes County Sheriff's Office | State Parks in Deschutes County | Law enforcement | \$0 | | New agreement | 08-3940 |
| QUALIFIED REHABILITATION FACILITY | | | | | | | |
| 04/10/08 | Shangri-la Corp. | Carl. G. Washburne Memorial State Park in Lane County | Provide firewood | \$45,000 | | New contract | 08-3944 |
| OREGON STATE FAIR PERMITS | | | | | | | |
| | | | | Revenue | | | |
| 04/01/08 | Oregon Dept. of Human Services | Cascade Hall (McKenzie Room) | Human Services Community Budget Forum (5/6/08) | \$400 | | New permit | Permit #086963 |
| 04/15/08 | Noe Gonzalez | Pavilion | Hispanic Concert (5/24/08) | \$5,000 | | New permit | Permit #086961 |
| 04/15/08 | Salem Media of New York LLC | Pavilion | El Rey Radio Cinco de Mayo Concert (5/11/08) | \$5,000 | | New permit | Permit #086955 |
| 04/21/08 | Amanda Keefer or Justin Tissue | Floral Building | Keefer/Tissue Wedding (6/15/08) | \$675 | | New permit | Permit #086950 |
| 04/23/08 | Salem Rodeo Association Inc | Pavilion | Salem Rodeo (5/2-4/08) | \$11,000 | | New permit | Permit #086941 |
| 04/23/08 | Ducks Unlimited | Cascade Hall | Ducks Unlimited Banquet (9/6/08) | \$885 | | New permit | Permit #086969 |
| 04/23/08 | Collectors West Inc | Colulmbia Hall | Rose City Gun Collector's Show (6/14-15/08) | \$3,750 | | New permit | Permit #086960 |
| 04/23/08 | Collectors West Inc | Colulmbia Hall | Rose City Gun Collector's Show (11/14-15/08) | \$3,750 | | New permit | Permit #086962 |
| 04/23/08 | Tivoli Manumaleuna | Colulmbia Hall | Cinco DeMayo Dance | \$1,400 | | New permit | Permit #086968 |
| OREGON STATE FAIR PERMITS, continued | | | | | | | |
| | | | | Revenue | | | |
| 04/29/08 | Salem Area Chamber of Commerce | Jackman-Long Building | Show Biz 2008 (5/8/08) | \$10,900 | | New permit | Permit #086939 |

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| Executed | Contractor | Location | Project | Cost | FIP | Comments | Number |
|----------|----------------------------|---|---|---------|-----|------------|----------------|
| 05/06/08 | Salem New Car Dealers Assn | Cascade Hall, Carnival Lot, Jackman-Long East Lot | Car Sale (6/27-29/08) | \$7,155 | | New permit | Permit #086956 |
| 05/08/08 | Willamette Motor Club | Carnival Lot, plus Pavilion Lot for parking & staging | WMC Autocross (6/15/08) | \$500 | | New permit | Permit #086972 |
| 05/08/08 | Willamette Motor Club | Carnival Lot, plus Pavilion Lot for parking & staging | WMC Autocross (5/25/08) | \$750 | | New permit | Permit #086971 |
| 05/13/08 | Producciones Cristo Salva | 1/2 Jackman-Long Building | Christian Hispanic Concert | \$2,780 | | New permit | Permit #086975 |
| 05/21/08 | Gary Montague Auctioneers | Blue parking lot | Heavy Equipment Auction (6/10/08) | \$4,000 | | New permit | Permit #086973 |
| 05/21/08 | Michoacan Promotions | Pavilion | Hispanic Concert (5/31/08) | \$5,000 | | New permit | Permit #086974 |
| 05/27/08 | Oregon Republican Party | Cascade Hall | Central Committee Meeting (6/7/08) | \$885 | | New permit | Permit #086983 |
| 05/28/08 | Saber Government Solutions | Picnic Grove | Saber Government Solutions Company Picnic (8/22/08) | \$4,000 | | New permit | Permit #086976 |
| | | | | | | | |
| | | | | | | | |

OREGON STATE FAIR SPONSORSHIP AGREEMENTS total value

| | | | | | | | |
|----------|-----------------------------------|---|---|----------|--|---------------|---------|
| 04/17/08 | Portland Rose Festival | Oregon State Fairgrounds Park District in Marion County | Sponsoring 2008 Fred Meyer Junior Parade event | \$10,000 | | New agreement | 08-4057 |
| 05/01/08 | Painted Hills Natural Beef | Oregon State Fairgrounds Park District in Marion County | Sponsoring Backyard Beef BBQ competition at the 2008 Oregon State Fair. | \$20,000 | | New agreement | 08-3874 |
| 05/22/08 | Statesman Journal | Oregon State Fairgrounds Park District in Marion County | Sponsorship | \$33,800 | | New agreement | 08-4001 |
| 05/23/08 | Oregon State Shooting Association | Oregon State Fairgrounds Park District in Marion County | Sport shooting professional tournament and matches | \$13,000 | | New agreement | 08-3987 |
| 05/28/08 | Aspen Marketing | Oregon State Fairgrounds Park District in Marion County | Qwest Mobile Marketing Tour | \$8,000 | | New agreement | 08-4053 |
| | | | | | | | |

REVENUE

| | | | | | | | |
|----------|----------------------------------|--|--|------------------|---|---------------|---------|
| 04/14/08 | Oregon State Marine Board (OSMB) | Detroit Lake State Park in Marion County | Grant from OSMB for "G" Dock Replacement | \$35,000 | X | New agreement | 08-0446 |
| | | | | | | | |
| | | | Revenue Generated | \$35,000 | | | |
| | | | Total Permits | \$67,830 | | | |
| | | | Total Sponsorships | \$84,800 | | | |
| | | | Total Revenue | \$187,630 | | | |
| | | | | | | | |

