

# Oregon Parks and Recreation Commission

February 24, 2016

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Agenda Item: 4a1

**Action**

Topic: Approval of Delegated Authority Report - Contracts

Presented by: Lisa Sumption, Director

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The attached report includes:

- 3 New agreements for a total of \$46,448
- 23 New contracts for total of \$1,105,796
- 25 Amendments for a total of \$211,992
- 3 Amendments to Commission approved projects for a total of \$56,626

Change Orders issued for Public Improvement Contracts have coding added to the Comments section for the type of change:

Change Order Types:

- Type 1 Administrative issues
- Type 2 Cost savings proposals
- Type 3 Errors and omissions in plans and specifications
- Type 4 New requirements and/or compliance issues
- Type 5 Changed conditions
- Type 6 Related new work at OPRD direction

**Action Requested:** We request the Commission accept the report of contractual instruments signed per authority delegated by the Commission.

**Prepared by:** Donna M. Fike

**OREGON PARKS AND RECREATION DEPARTMENT**

**Delegated Authority Report for Contract Instruments  
October - December 2015**

Executed	Contractor	Location	Project	FIP	Original Contract \$	Current Amend-ment	Amend-ments To Date	Current Contract Value	Comments
<b>PERSONAL SERVICE CONTRACTS</b>									
10/22/15	Brian Platz dba The Web Doctor	Salem Headquarters in Marion County	Law enforcement tracking system		\$5,520	\$60,000	\$60,000	\$65,520	Amendment 003 adds second phase of project, and extends contract term
11/10/15	In-House Graphics, Inc.	Statewide	Price agreements for graphic design and production services as ordered		\$0	\$0	\$0	\$0	Amendment 002 extends contract term
11/16/15	BAM Agency, Inc.	Statewide	Price agreements for graphic design and production services as ordered		\$0	\$0	\$0	\$0	Amendment 002 extends contract term
<b>SERVICE AND SUPPLY CONTRACTS</b>									
10/09/15	Agri Tech Design Company	Bullards Beach State Park, Bandon State Natural Area, Seven Devils State Recreation Site in Coos County, and Floras Lake State Natural Area in Curry County	Herbicide application to control gorse and beach grass		\$24,752	\$820	\$820	\$25,572	Amendment 001 adds acreage
10/20/15	Rockart, Inc	Nehalem Bay State Park in Tillamook County	Campsite markers		\$5,313			\$5,313	New contract
10/26/15	SOLV	Statewide	Ocean shores and riverside clean-up, locations to be determined		\$56,000			\$56,000	New contract
10/28/15	Valley River Inn	Eugene, Oregon in Lane County	All Managers Meeting		\$14,910			\$14,910	New contract
10/30/15	Central Coast Disposal, Inc.	Jessie M. Honeyman Memorial State Park in Lane County	Solid waste collection		\$30,500	\$35,000	\$50,000	\$80,500	Amendment 002 extends contract term
11/06/15	Calvin L. Lewis Construction, LLC	Yaquina Bay State Recreation Area in Lincoln County	Lighthouse exterior repairs		\$9,500			\$9,500	New contract
11/16/15	Heppner Chamber of Commerce	Blue Mountain Century Scenic Bikeway in Morrow County	Promote, improve and sustain the Oregon Scenic Bikeways Program		\$0	\$0	\$0	\$0	Amendment 001 adjusts indemnification language
12/01/15	Bend Visitor and Convention Bureau, Inc. dba Visit Bend	Twin Bridges Loop Scenic Bikeway in Deschutes County	Promote, improve and sustain the Oregon Scenic Bikeways Program		\$0	\$0	\$0	\$0	Amendment 001 adjusts indemnification language
12/01/15	RB-VRI Eugene LLC dba Valley River Inn	Eugene, Oregon in Lane County	All Managers Meeting		\$14,910	\$0	\$0	\$14,910	Amendment 001 corrects Contractor name
12/07/15	Cottage Grove Area Chamber of Commerce	Covered Bridges Scenic Bikeway in Lane County	Promote, improve and sustain the Oregon Scenic Bikeways Program		\$0	\$0	\$0	\$0	Amendment 001 adjusts indemnification language
12/11/15	Union County Chamber of Commerce	Grande Tour Scenic Bikeway in Union County	Promote, improve and sustain the Oregon Scenic Bikeways Program		\$0			\$0	New contract

**OREGON PARKS AND RECREATION DEPARTMENT**

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<b>Executed</b>	<b>Contractor</b>	<b>Location</b>	<b>Project</b>	<b>FIP</b>	<b>Original Contract \$</b>	<b>Current Amend-ment</b>	<b>Amend-ments To Date</b>	<b>Current Contract Value</b>	<b>Comments</b>
12/11/15	AT&T Mobility	Salem Headquarters in Marion County	Consulting services for mobile devise management		\$3,500			\$3,500	New contract
12/11/15	CDW Government Inc	Salem Headquarters in Marion County	GIS workstation upgrades		\$5,890			\$5,890	New contract
<b>SERVICE AND SUPPLY CONTRACTS (continued)</b>									
12/16/15	Northside Electric	Salem Headquarters in Marion County	Exit sign and installation in Human Resources Division		\$725			\$725	New contract
12/17/15	Madras-Jefferson County Chamber of Commerce	Madras Mountain View Scenic Bikeway in Jefferson County	Promote, improve and sustain the Oregon Scenic Bikeways Program		\$0	\$0	\$0	\$0	Amendment 001 adjusts indemnification language
12/21/15	Northwest TechRep Inc	Salem Headquarters in Marion County	Novell licensing (MicroFocus interim audit adjustment for 2015)		\$48,539			\$48,539	New contract
12/30/15	QCoherent Software LLC	Salem Headquarters in Marion County	2016 annual maintenance renewal for LP360		\$2,516			\$2,516	New contract
<b>ARCHITECTURAL AND ENGINEERING CONTRACTS</b>									
10/05/15	Frederick L. Walters	Thompson's Mills State Heritage Site in Linn County	Develop preservation plan for Thompson's Mill Building	X	\$40,000			\$40,000	New contract
10/06/15	Waterways Consulting, Inc.	Sand Lake (Beltz Farm) in Tillamook County	Topography, hydrology, fish passage assessment		\$29,688	\$20	\$20	\$29,708	Amendment 001 revises statement of work
10/06/15	DCI Engineers	Thompson's Mills State Heritage Site in Linn County	Design of walkway, construction support services		\$6,420	\$13,170	\$14,920	\$21,340	Amendment 003 revises statement of work
10/20/15	HBH Consulting Engineers, Inc	Beverly Beach State Park in Lincoln County	Water treatment design and oversight services	X	\$78,506			\$78,506	New contract
11/02/15	Environmental Science Associates	Jasper State Recreation Site in Lane County	Design and permit support for culvert replacements	X	\$27,340			\$27,340	New contract
11/13/15	KPFF Inc.	Joseph H. Stewart State Recreational Area in Jackson County	Inspection and evaluation of floating dock	X	\$16,445			\$16,445	New contract
11/20/15	ESA Vigil-Agrims	Champoeg State Heritage Area in Marion County	Bank erosion and outfall stabilization design	X	\$42,260			\$42,260	New contract
11/20/15	Foundation Engineering, Inc	Ecola State Park in Clatsop County, Harris Beach State Park in Curry County, and Sunset Bay State Park in Coos County	Geotech road study		\$11,595			\$11,595	New contract
11/23/15	Dialogue Consulting	Sand Lake (Beltz Farm) in Tillamook County	Visitor experience plan		\$5,500			\$5,500	New contract
12/04/15	Westech Engineering, Inc.	Jessie M. Honeyman Memorial State Park in Lane County	Dosing pump station improvement design	X	\$67,425	\$0	\$31,808	\$99,233	Amendment 003 reinstates contract, and extends contract term
12/11/15	DCI Engineers	Sumpter Valley Dredge State Heritage Site in Baker County	Structural beam assessment and design	X	\$12,600	\$3,900	\$3,900	\$16,500	Amendment 001 reinstates the contract and extends the expiration date to 4/1/16

**OREGON PARKS AND RECREATION DEPARTMENT**

**Delegated Authority Report for Contract Instruments**

October - December 2015

<b>Executed</b>	<b>Contractor</b>	<b>Location</b>	<b>Project</b>	<b>FIP</b>	<b>Original Contract \$</b>	<b>Current Amend-ment</b>	<b>Amend-ments To Date</b>	<b>Current Contract Value</b>	<b>Comments</b>
12/21/15	Epsilon Engineering, Inc.	Harris Beach State Park in Curry County	Electrical utility design	X	\$27,996	\$0	\$17,762	\$45,758	Amendment 002 reinstates contract and extends contract term
12/21/15	Burgess & Niple Engineering Consultants	Banks Vernonia State Trail Columbia and Washington Counties	Buxton Trestle inspection	X	\$40,000			\$40,000	New contract
12/30/15	DCI Engineers	Silver Falls State Park in Marion County	Y Camp dining hall roof assessment	X	\$2,600			\$2,600	New contract

**OREGON PARKS AND RECREATION DEPARTMENT**

**Delegated Authority Report for Contract Instruments  
October - December 2015**

Executed	Contractor	Location	Project	FIP	Original Contract \$	Current Amend-ment	Amend-ments To Date	Current Contract Value	Comments
<b>PUBLIC IMPROVEMENT CONTRACTS</b>									
10/08/15	LTM, Inc. dba Knife River Materials	William M. Tugman State Park in Coos and Douglas Counties	Day use area paving	X	\$84,398			\$84,398	New contract
10/19/15	Jones Drilling Co., Inc.	Thompson's Mills State Heritage Site in Linn County	Test well	X	\$40,750	(\$2,600)	(\$2,600)	\$38,150	Change order 001 for reduces grout seal, casing test and disinfection - Type 1
10/22/15	Sid Johnson and Company	Sumpter Valley Dredge State Heritage Area in Baker County	Repair roof and floor beams	X	\$77,230			\$77,230	New contract
10/26/15	Ausland Group	Wolf Creek Inn State Heritage Site in Josephine County	HVAC and electrical upgrade	X	\$426,262			\$426,262	New contract
11/20/15	LTM, Inc. dba Knife River Materials	William M. Tugman State Park in Coos and Douglas Counties	Day use area paving	X	\$84,398	\$0	\$0	\$84,398	Change order 001 extends final completion date - Type 1
11/20/15	CG Contractors LLC	Carl G. Washburne Memorial State Park in Lane County	Water system upgrades	X	\$188,600	\$0	\$0	\$188,600	Change order 001 extends final completion date - Type 1
11/23/15	Sid Johnson and Company	Sumpter Valley Dredge State Heritage Area in Baker County	Repair roof and floor beams	X	\$77,230	\$5,571	\$5,571	\$82,801	Change order 001 adds asbestos removal and extends final completion date - Type 1,5
11/23/15	Guinett Masonry, Inc.	Vista House Crown State Scenic Viewpoint in Multnomah County	Wall repair	X	\$106,767			\$106,767	New contract
12/11/15	Ausland Group	Wolf Creek Inn State Heritage Site in Josephine County	HVAC and electrical upgrade	X	\$426,262	\$0	\$0	\$426,262	Change order 001 extends final completion date - Type 1
12/18/15	CG Contractors LLC	Carl G. Washburne Memorial State Park in Lane County	Water system upgrades	X	\$188,600	\$14,358	\$14,358	\$202,958	Change order 002 adds site grading, extends water lines pads for pump house, and extends final completion date - Type 1,6
<b>COMMISSION APPROVED PROJECTS THAT HAVE BEEN AMENDED</b>									
11/06/15	Clackamas Construction, Inc.	Cape Lookout State Park in Tillamook County	Install potable water tank	X	\$670,451	\$0	\$75,098	\$745,549	Change order 002 extends final completion date - Type 1
12/11/15	2KG Contractors, Inc.	Tumalo State Park in Deschutes County	Loop B and C restroom replacement	X	\$826,420	\$12,834	\$100,926	\$927,346	Change order 003 adjusts final quantities for top soil, crushed rock, asphalt paving, concrete; changes door locking system; relocates exhaust vent; adds trim, sealer, dryer electric outlet, bonding fees, and extends final completion date - Type 1,6
12/30/15	Bateson Enterprises, LLC	Valley of the Rogue State Park in Jackson County	Pump station and RV dump station improvements	X	\$679,906	\$43,792	\$236,597	\$916,503	Change order 003 adjusts irrigation system, adds electrical repairs/relocation, repairs to utility system for wetwell relocation, flood plain electrical adjustments, bond increase costs, and extends final completion date - Type 1,4,5,6
<b>INTERAGENCY AGREEMENTS</b>									
10/20/15	Department of Administrative Services	Statewide	Participation in ESRI enterprise software license agreement		\$50,737	\$81,753	\$221,989	\$272,726	Amendment 003increases funding, and extends contract term

**OREGON PARKS AND RECREATION DEPARTMENT**

Delegated Authority Report for Contract Instruments  
October - December 2015

Executed	Contractor	Location	Project	FIP	Original Contract \$	Current Amend-ment	Amend-ments To Date	Current Contract Value	Comments
11/20/15	Department of Geology and Mineral Industries	Statewide	Provide LIDAR data		\$10,000	\$0	\$0	\$10,000	Amendment 001 extends contract term
<b>INTERAGENCY AGREEMENTS (continued)</b>									
12/14/15	Oregon Department of Corrections	Statewide	Inmate work crews		\$0	\$0	\$0	\$0	Amendment 001 increases rates, and extends contract term
<b>INTERGOVERNMENTAL AGREEMENTS</b>									
10/02/15	Portland State University	Statewide	Administrative and technical support for the State Natural Areas Program and the federal grant program for endangered and threatened invertebrate species		\$22,000			\$22,000	New agreement
10/19/15	City of Brookings, Oregon	Harris Beach State Park in Curry County	Trail maintenance		\$0			\$0	New agreement
10/10/15	Burns Paiute Tribe	Lake Owyhee State Park in Malheur County	Archaeological monitoring		\$24,448			\$24,448	New agreement
11/25/15	University of Oregon	Tumalo State Park in Deschutes County	Archaeological testing		\$148,000	\$0	\$0	\$148,000	Amendment 002 extends reporting dates and contract term

## Oregon Parks and Recreation Commission

February 24, 2016

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Agenda Item:	4a2	<b>Action</b>
Topic:	Report of Actions Taken under Delegated Authority for Natural Resources Management from October 20, 2015 through January 21, 2016	
Presented by:	Trevor Taylor, Stewardship Manager	

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Pursuant to a duly adopted delegation order, and acting in accordance therewith, the Director, or her designee, has approved the following actions on behalf of the Oregon Parks and Recreation Commission:

### **SCENIC WATERWAYS NOTIFICATIONS**

October 21, 2015, approved Notification of Intent 4-198-15 from the Bureau of Land Management (Mr. Chip Favor) for improving road access to the Priest Hole Recreation Site within the John Day Scenic Waterway in Wheeler County.

November 11, 2015, approved Notification of Intent 2A-999-15 from Craig and Susan Hinrichs for new residential construction within the Middle Deschutes Scenic Waterway in Deschutes County.

November 18, 2015, approved Notification of Intent 14-24-15 from the U.S. Forest Service (Mr. Ray Rivera) for the Deer Creek floodplain enhancement project within the Mckenzie Scenic Waterway in Lane County.

November 18, 2015, approved Notification of Intent 2A-1000-15 from the Oregon Parks and Recreation Department (Ms. Susan Bethers) to replace existing rotting kitchen shelter, built in 1956, with a similar structure within the Middle Deschutes Scenic Waterway in Deschutes County.

November 19, 2015, approved Notification of Intent 53-221-15 from Tara Pfaff and Anselmo Zermeno (through agent John Fouch) for a home remodel within the Sandy River Scenic Waterway in Multnomah County.

November 24, 2015, approved Notification of Intent 2A-209-15 from Dennis and Virginia Staines (through agent Mike Donahue) for the removal of a tree within the Middle Deschutes Scenic Waterway in Deschutes County.

November 30, 2015, approved Notification of Intent 4-199-15 from the Oregon Parks and Recreation Department (Mr. Tom Peterson) for building 11 windbreaks in campground and 1 shed in maintenance area within the John Day Scenic Waterway in Sherman County.

December 22, 2015, approved Notification of Intent 2B-999-15 from Donald Chapman (through agent Nancy Doran) for a streambank stabilization project within the Upper Deschutes Scenic Waterway in Deschutes County.

January 5, 2016, approved Notification of Intent 19-19-15 from the Oregon Department of Forestry (Mr. Tim Cudmore) for a post-wildfire timber salvage and hazard tree removal within the Grande Ronde Scenic Waterway in Wallowa County.

January 12, 2016, approved Notification of Intent 4B-41-16 from the Warm Springs Tribe (Mr. Brian Cochran) for a stream habitat enhancement project, irrigation and fencing around new plantings, and new pull-out with signs along road, within the Middle Fork John Day Scenic Waterway in Grant County.

## **OCEAN SHORES ALTERATION DECISIONS**

On November 13, 2015, an Ocean Shore Alteration Permit request by Richard Figenshu was approved (BA-700-15). The project is intended to control erosion and landslide activity, by converting an emergency riprap into a permanent long-term erosion control structure to protect a single family dwelling near Newport. The riprap structure is approximately 105 feet long, 18 feet in height above beach level, and includes a 4-inch perforated pipe drain system. The project includes an additional granular fill buttress and sand fill, planted with European beach grass to minimize visual impacts. The property is located at 13650 S. Pacific Coast Highway, Newport, and is identified on Lincoln County Assessor's Map #12S-11W-07CB as Tax Lot 600.

**Action Requested:** Consent Calendar approval

**Attachments:** None

**Prepared by:** Stewardship Division Staff

**Oregon Parks and Recreation Commission**

**February 24, 2016**

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Agenda Item: 4a3 **Action**  
Topic: County Opportunity Grant Program 2015-16 Annual Grant Awards  
Presented by: Jan Hunt, Recreation Grants & Community Program Manager

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**Background:**

The County Opportunity Grant Program is funded by a portion of Recreational Vehicle Licensing Fees as prescribed in Oregon Administrative Rules – Division 7: 736-007-0000 through 736-007-0040.

For the 2015-16 County Opportunity Grant cycle, \$727,772 is available for grants.

Six County Opportunity Grant applications were submitted to OPRD totaling \$1,189,390 in funding requests. After scoring project applications against established criteria, five projects are recommended for funding for a total of \$589,390.

**Prior Action by Commission:** County Opportunity Grant Program requests have been approved in prior years.

**Action Requested:** Staff seeks Commission approval to award County Opportunity Grant Program Requests as detailed on the attached spreadsheet in the amount of **\$589,390**.

**Attachment:** **Exhibit A** – County Opportunity Grant Request Recommendations

**Prepared by:** Mark Cowan, Grant Program Coordinator

**County Opportunity Grant Program**  
**County Parks Assistance Advisory Committee**  
**November 17, 2015**  
**\$727,772 Available**

Rank	Applicant	Project Name	Project Description	Total Project Cost	Grant Request Amount
<b>Projects Recommended for Funding</b>					
1	Jackson County Parks	Jackson County RV Park Paving	The project is the final construction phase of a 92 site full hookup RV park along the Bear Creek Greenway at Central Point in Jackson County, Oregon. The project will pave all interior roads and RV slips.	\$652,500	\$250,000
2	Douglas County Parks Dept.	Windy Cove B Restroom	The project will replace the bathroom/shower facility at Windy Cove B Campground at Winchester Bay in Douglas County, Oregon. The current facility was constructed in the early 1970's and has outlived its useful life. The new facility will be energy efficient and handicap accessible.	\$298,500	\$140,500
3	Lake County	Warner Canyon Ski Hill Potable Water & Campsites	The project will develop a well and 10 campsites at Warner Canyon Ski Hill in Lake County, Oregon. The project will provide a permanent potable water source and overnight camping opportunities for year round recreational use.	\$42,580	\$31,640
4	Tillamook County Parks Dept.	Barview Jetty County Campground Playground	The project will consist of the selection, purchase and installation of state of the art playground equipment at Barview Jetty County Campground in Tillamook County, Oregon.	\$99,000	\$74,250
5	Hood River County	Tucker Park RV Restroom & Shower Project	The project will replace the restroom facility in the RV Loop at Tucker Park in Hood River County, Oregon. The current facility has outlived its useful life. The project will demolish the existing structure and replace it with a new facility that will be energy efficient and handicap accessible.	\$124,000	\$93,000
<b>Total Recommended for Funding:</b>				<b>\$1,216,580</b>	<b>\$589,390</b>
<b>Funding is unavailable below this point.</b>					
6	Washington County	Westside Campground Project	The project will construct a new 45 site campground on 5 acres of a 21 acre sports complex property in Hillsboro, in Washington County, Oregon. The project will include RV and tent camping sites, bathroom / shower / laundry complex, handicap accessible sites and pathways, host site, extra vehicle parking and registration area.	\$2,398,490	\$600,000
Total Not Recommended for Funding:				\$2,398,490	\$600,000
Total Recommended for Funding:				\$1,216,580	\$589,390
Total Grant Cycle:				\$3,615,070	\$1,189,390

<b>COGP Funding Summary</b>	
Total COGP Funding Available in 2015-16 Cycle:	<b>\$727,772</b>
Total COGP Amount Recommended for Awards in 2015-16 Cycle:	<b>\$589,390</b>
Total COGP Funds Recommended to be Carried Over to 2016-17 Cycle:	<b>\$138,382</b>