

Oregon Parks and Recreation Commission
April 27, 2016

Agenda Item: 4a1

Action

Topic: Approval of Delegated Authority Report - Contracts

Presented by: Larry Warren

The attached report includes:

- 3 New agreements for a total of \$138,573
- 19 New contracts for total of \$844,844
- 9 Amendments for a total of \$168,239
- 1 Amendment to Commission approved projects for a total of \$75,098
- 2 New revenue contracts for a total of \$82,500

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.

Attachment: Report

Prepared by: Donna M. Fike

OREGON PARKS AND RECREATION DEPARTMENT

Delegated Authority Report for Contract Instruments
January - February 2016

Executed	Contractor	Location	Project	FIP	Original Contract \$	Current Amendment	Amendments To Date	Current Contract Value	Comments
PERSONAL SERVICE CONTRACTS									
01/07/16	Southern Oregon Historical Society	Jackson and Josephine Counties	Heritage technical assistance for southwestern Oregon		\$12,000	\$53,000	\$53,000	\$65,000	Amendment 001 extends contract term
01/08/16	Cascade Interpretive Consulting LLC	Brian Booth State Park in Lincoln County	Develop exhibit conceptual plan for interior exhibits and welcome center		\$9,500			\$9,500	New contract
01/15/16	Coos County Historical Society	Coos, Curry, Douglas and Lane Counties	Heritage technical assistance for south coast		\$10,000	\$15,000	\$15,000	\$25,000	Amendment 001 reinstates contract, and extends contract term
SERVICE AND SUPPLY CONTRACTS									
01/05/16	Northwest TechRep Inc	Salem Headquarters in Marion County	2016 Novell annual maintenance renewal		\$18,947			\$18,947	New contract
01/22/16	Gresham Ford	Statewide	Three one-ton truck chassis (Division 2A fleet purchase)		\$128,301			\$128,301	New contract
01/29/16	Galls LLC	Statewide	Uniforms		\$507,000	\$0	\$0	\$507,000	Amendment 004 extends contract term
02/02/16	Northwest Youth Corps	Southern Willamette Management Unit in Lane, Linn, and Benton Counties	Park and trail clean-up within Southern Willamette Management Unit		\$25,000			\$25,000	New contract
02/10/16	CDW Government Inc	Salem Headquarters in Marion County	Synology network gear		\$5,343			\$5,343	New contract
02/25/16	CR Fabrication Ltd	The Cove Palisades State Park in Jefferson County	Two floating restrooms	x	\$255,043			\$255,043	New contract
02/25/16	Slice Recovery Inc.	Sunset Bay State Park in Coos County	Firewood delivery		\$0			\$0	New price agreement
ARCHITECTURAL AND ENGINEERING CONTRACTS									
01/07/16	Parametrix	Prineville Reservoir State Park in Crook County	Irrigation pump design services	X	\$10,515			\$10,515	New contract
01/13/16	Sentieros Consulting	Sunset Bay State Park in Coos County	Trail assessment and conversion		\$10,467			\$10,467	New contract
01/21/16	David Evans & Associates Inc	Banks-Vernonia State Trail in Columbia and Washington Counties	Tophill trailhead crossing options	X	\$27,963			\$27,963	New contract
01/21/16	Westech Engineering Inc	Beverly Beach State Park Lincoln County	Wastewater collection and disposal system improvements	X	\$28,000			\$28,000	New contract
01/27/16	David Evans & Associates Inc	OC&E Woods Line State Trail in Klamath and Lake Counties	Bridge substructure rehabilitation phase 1	X	\$10,948			\$10,948	New contract
02/04/16	International Mountain Bicycling Association	Viento State Park in Hood River County	East Gorge trail assessment		\$8,179			\$8,179	New contract
02/09/16	KPFF Inc	Joseph H. Stewart State Recreation Area in Jackson County	Dock replacement inspection and evaluation	X	\$16,445	\$7,300	\$7,300	\$23,745	Amendment 001 revises task 2, and increases funding
02/10/16	Heritage Protection Group	Thompson's Mills State Heritage Site in Linn County	Fire suppression study		\$7,625			\$7,625	New contract
02/17/16	Design Solutions NW, LLC	Salmonberry rail corridor in Clatsop, Tillamook and Washington Counties	Railroad data capture		\$30,000			\$30,000	New contract
02/25/16	Geotechnical Resources, Inc.	Memaloose State Park Wasco County	Irrigation tie-in groundwater source evaluation		\$5,390			\$5,390	New contract

OREGON PARKS AND RECREATION DEPARTMENT

Delegated Authority Report for Contract Instruments
January - February 2016

Executed	Contractor	Location	Project	FIP	Original Contract \$	Current Amendment	Amendments To Date	Current Contract Value	Comments
ARCHITECTURAL AND ENGINEERING CONTRACTS (continued)									
02/29/16	ESA - Vigil-Agrimis, Inc.	Brian Booth State Park in Lincoln County	Beaver Creek State Natural Area ADA interpretive boardwalk feasibility study		\$29,530			\$29,530	New contract
PUBLIC IMPROVEMENT CONTRACTS									
01/26/16	Ausland Group	Wolf Creek Inn State Heritage Site in Josephine County	Phase 2 HVAC and electrical upgrades	X	\$426,262	\$3,755	\$3,755	\$430,017	Change order 002 adds reshoring of restrooms and creation of solid backing for tile - Type 5
01/26/16	Ballard Marine Construction Inc	Government Island State Recreation Area in Multnomah County	Boat dock and gangway repair at Sandy Beach	X	\$180,558			\$180,558	New contract
02/01/16	Knife River Materials	William M. Tugman State Park in Coos and Douglas Counties	Paving day use area	X	\$84,398	\$43,737	\$43,737	\$128,135	Change order 002 increases asphalt, topsoil, and adds shoulder rock - Type 5
02/03/16	HGC Inc	Valley of the Rogue State Park in Jackson County	Greenway Trail Rail Crossing 201	X	\$66,146	\$16,130	\$16,130	\$82,276	Change order 001 increases aggregate and asphalt - Type 3
02/04/16	Ausland Group	Wolf Creek Inn State Heritage Site in Josephine County	Phase 2 HVAC and electrical upgrades	X	\$426,262	\$29,317	\$33,072	\$459,334	Change order 003 adds extensive duct cleaning and relocation and resizing of vents - Type 5 & 4
02/23/16	Cory Platt and Sons, Inc.	Milo McIver State Park in Clackamas County	Riverside road repair	X	\$53,535			\$53,535	New contract
COMMISSION APPROVED PROJECTS THAT HAVE BEEN AMENDED									
01/07/16	Clackamas Construction Inc	Cape Lookout State Park in Tillamook County	Water reservoir replacement and water system improvements	X	\$670,451	\$75,098	\$75,098	\$745,549	Change order 003 extends final completion date - Type 1
INTERAGENCY AGREEMENTS									
02/09/16	Southern Oregon University	Geisel Monument State Heritage Site in Curry County	Archaeological field school		\$49,969			\$49,969	New agreement
INTERGOVERNMENTAL AGREEMENTS									
01/11/16	Drakes Crossing Fire District	Silver Falls State Park in Marion County	Fire and medical assistance		\$76,604			\$76,604	New agreement
01/29/16	University of Oregon	Tumalo State Park in Deschutes County	Comprehensive archaeological testing		\$148,000	\$0	\$0	\$148,000	Amendment 003 extends contract term
02/03/16	City of Portland	Tryon Creek State Natural Area in Clackamas and Multnomah Counties	Part of larger project to restore forest in park to resist invasive plant infestations, preserve tree canopy, improve wildlife habitat		\$12,000			\$12,000	New agreement
REVENUE CONTRACTS									
					Revenue				
01/28/16	Department of Administrative Services	Clatsop, Columbia, Tillamook and Washington Counties	Historical railroad data capture		\$32,500			\$32,500	New agreement
01/28/16	Travel Information Council on behalf of Oregon Travel Experience	Statewide	Maintenance and repairs of historical markers, plaques, and information centers		\$50,000			\$50,000	New agreement

Oregon Parks and Recreation Commission

April 27, 2016

Agenda Item:	4a2	Action
Topic:	Report of Actions Taken under Delegated Authority for Natural Resources Management from January 21, 2016 through April 14, 2016.	
Presented by:	Trevor Taylor, Stewardship Manager	

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 & Recreation Commission:

SCENIC WATERWAYS NOTIFICATIONS

January 26, 2016, approved Notification of Intent 7-696-16 from Stephen Hardesty for the installation of a seasonal irrigation system requiring trenching and burying of water pipes; vegetative screening of intake pipe and pump; and construction of a fish screen within the Rogue River State Scenic Waterway in Josephine County.

February 3, 2016, approved Notification of Intent 4-198-15 from the Bureau of Land Management for improvement of road access to Priest Hole Recreation Site on the John Day River within the John Day Scenic Waterway. Conditions of approval include erosion control, retention and planting of native vegetation, and management of excavated material and side cast to reduce visibility from the river.

March 3, 2016, approved Notification of Intent 17-65-2016 from Douglas County Parks Department for a salvage forest harvest and replanting of 10 acres within the North Umpqua State Scenic Waterway in Douglas County.

March 14th, 2016, approved Notification of Intent for the Yetter property for the construction of a replacement dwelling within the Wickiup River Community Area on the Upper Deschutes River. The proposed development included the replacement of an existing cabin that meets the criteria set in the scenic waterway rules and has been approved by Deschutes County.

March 15, 2016, approved Notification of Intent 9-391-16 from Metro Regional Government for the Baker's Ferry side channel and floodplain enhancement project, to include large wood placement, grading and planting, within the Clackamas River Scenic Waterway. Conditions of approval include roughening of sawn ends of logs used in structures to promote natural appearance, erosion control measures, and retention and planting of native vegetation.

March 15, 2016, approved Notification of Intent 9-392-16 from Metro Regional Government for the Richardson Creek tributary and floodplain enhancement project, to include large wood placement, grading and planting, within the Clackamas River Scenic Waterway. Conditions of approval include roughening of sawn ends of logs used in structures to promote natural appearance, erosion control measures, and retention and planting of native vegetation.

March 15, 2016, approved Notification of Intent 9-390-16 from Clackamas River Water Providers to place informational signs, regarding protecting river water quality for drinking water, at Milo McIver State Park within the Clackamas River Scenic Waterway. Conditions of approval include placement of signs facing away from the river, with non-reflective backing or placed behind evergreen vegetation to so signs are not visible from river, and height limits.

March 15, 2016, approved Notification of Intent 2A-210-16 from ODOT and Deschutes County requesting approval to replace a bridge on Tetherow Road within the Middle Deschutes Scenic Waterway. Conditions of approval include limitations on soil exposure, seeding, and erosion control.

March 15, 2016, approved Notification of Intent 53-222-16 from Chris Anderson requesting approval of new home construction within the Sandy River Scenic Waterway. Conditions of approval include retention of screening vegetation, requirements related to color and reflectivity of the structure, and height limits.

March 15, 2016, approved Notification of Intent 53-223-16 from Tom Orth requesting approved of new home construction within the Sandy River Scenic Waterway. Conditions of approval include retention of screening vegetation, requirements related to color and reflectivity of the structure, and height limits.

March 21, 2016, approved Notification of Intent 9-393-16 from OPRD for alterations to a viewpoint at Milo McIver State Park within the Clackamas River Scenic Waterway. Conditions of approval include retention of vegetation, planting, height limits, and placement of signs facing away from the river, with non-reflective backing or placed behind evergreen vegetation to so signs are not visible from river.

March 29, 2016, approved Notification of Intent 17-66-2016 from Oregon Department of Transportation for repair of two landslide areas along highway within the North Umpqua State Scenic Waterway in Douglas County.

April 7, 2016, approved Notification of Intent from Jeanne & John Pizzimenti to replace a well pump house with a larger pump house and shop on the Middle Deschutes State Scenic Waterway in Deschutes County.

April 7, 2016, approved Notification of Intent from Chetco Resources, LLC for a timber harvest on 41 acres adjacent to the Chetco River State Scenic Waterway in Curry County.

April 12, 2016, approved Notification of Intent for the Appel property for the construction of a single family home within the North Bend Community Area on the Middle Deschutes River. The proposed development included a residence, garage and driveway that meets the criteria set in the scenic waterway rules and has been approved by the City of Bend.

April 14, 2016, approved Notification of Intent 2B-1000-16 from James Spickerman to construct a single family home on the Easley property within the Upper Deschutes Scenic Waterway. Conditions of approval include height limitations, planting of screening vegetation, retention of existing screening vegetation, preventing of side-cast/visible cuts, and requirements related to color and reflectivity of structures.

OCEAN SHORES ALTERATION DECISIONS

There have been no ocean shores alteration decisions during this reporting period. The matter of the Tai Dang contested case continues to be delayed at the request of Mr. Dang, who is pursuing the matter of Goal 18 eligibility with the City of Rockaway Beach through the city's appeal process. Once the city has reached a final land-use decision on the matter, the case will move forward with a hearing by the assigned Administrative Law Judge. Staff will provide updates as they become available.

An ocean shore violation involving unauthorized dune grading in Cannon Beach has been identified as a matter requiring the issuance of a Notice of Violation. Department of Justice staff is currently preparing the notice. OPRD is seeking restoration of the ocean shore as necessary to avoid the imposition of significant fines. Staff will provide additional information and an update in the next report.

Prior Action by the Commission: None

Action Requested: Consent Calendar approval

Attachments: None

Prepared by: Stewardship Division Staff

Oregon Parks and Recreation Commission

April 27, 2016

Agenda Item:	4a3	Action
Topic:	Land and Water Conservation Fund (LWCF) Grant Requests	
Presented by:	Larry Warren, Internal Services Administrator	

Background:

Congress established the LWCF in 1964 to create parks and open space; protect wilderness; wetlands and refuges; preserve habitat; and enhance recreational opportunities. The federal funds for this program come, primarily from Outer Continental Shelf revenues derived from leasing oil and gas sites in coastal waters. Over time, Oregon has received approximately \$60 million from this source.

Categories of eligible projects include acquisition, development, and rehabilitation. Eligible applicants are cities, counties, park and recreation districts, metro, port districts, tribes, and Oregon State agencies. Funds are allocated 60% to local agencies and 40% to state agencies. Project Sponsors must provide at least 50% funding match. Funded projects must be maintained in perpetuity.

All project applications for 2016 are listed on the attached spreadsheet. OPRD staff first conducted a technical review. The Oregon Outdoor Recreation Committee (Grant Advisory Committee) meets April 19, 2016 in Salem and after listening to presentations and using criteria established in the Statewide Comprehensive Outdoor Recreation Plan (SCORP), they will rank the state and local projects.

There were 13 grant applications received requesting a total of \$2,167,540. There were 12 local agency applications one State agency application. There is an estimated \$1,876,222 available from the National Park Service. The Oregon Outdoor Recreation Committee ranking of the projects was not available until after the Commission meeting material deadline (April 11), the official ranking will be given to the Commission under separate cover.

Prior Action by Commission: None, other than annual LWCF approvals through time.

Action Requested: Staff requests that the commission approve the ranking and distribution of LWCF grants as recommended by the Oregon Outdoor Recreation Committee and award funds as they are available.

Attachments: 2016 LWCF grant requests.

Prepared by: Michele Scalise

2016 Land and Water Conservation Fund Applications

Applicant	Project Name	Project Description	Funds Requested	Total Project Cost
City of Myrtle Creek	Millsite Park Improvements	Stabilization of slopes along banks of Myrtle Creek preventing further erosion. Rehabilitation of 1,015' existing park recreational trail. Installation of chain-link fencing, park overlooks and benches with educational signage.	\$99,989	\$199,978
City of Lebanon	Christopher Columbus Park Rehab	Playground rehabilitation, youth ball field rehab including artificial turf, safe, accessible, multi-use, ball field and . ADA accessible improvements.	\$99,750	\$199,500
Oregon Department of Forestry	Lower Nehalem Recreation Improvements	Three ADA compliant vault toilets, reroute a segment of hiking trail, rehabilitate campsite access infrastructure, small non-motorized watercraft launch at ODF campgrounds on the Lower Nehalem River.	\$98,091	\$196,182
City of Cornelius	Harleman Park Tennis Court Rehabilitation	This project will construct a new base and surface within the footprint of the existing tennis court, install new court equipment and fencing material. It will construct a new ADA pathway to the tennis court connecting to existing ADA pathway.	\$29,876	\$59,752
City of Florence	South Rhododendron Beach/River Park	Acquisition and development of approximately six acres for a new city park.	\$43,745	\$87,525
City of Corvallis	Chintimini Park Rehabilitation Project	Accessibility improvements throughout park including a fitness course and play area, and sports courts.	\$162,338	\$324,675
Douglas County Parks Department	Winchester Bay Crab Dock Rehabilitation	The Crab Dock in Winchester Bay is an 800 foot long pier constructed by the Coast Guard in the 1940's and donated to the County in 1968. This project will replace and repair pilings, bracing and decking that have deteriorated.	\$202,000	\$425,500
Tualatin Hills Park & Recreation District	Somerset West Park Improvements	This project will provide visitors an opportunity to connect with nature by creating a nature play area in conjunction with daylighting of a buried stream. This project is Phase I of a planned redevelopment of Summerset West Park.	\$140,000	\$280,000

Hillsboro Parks and Recreation	Rood Bridge Park Canoe Launch	Redevelopment of an existing watercraft launch site to provide safe, durable and useable access to the upper Tualatin river. Project includes removal of the existing launch ramp which doesn't extend to needed water levels and is not safe	\$150,000	\$300,000
City of Eugene	Amazon Park Inclusive Play	Inclusive play equipment, SMARTE surfacing and accessible furniture; replaces landscape plantings creating safety hazards with lawn and trees; installs concrete paths; and repairs drinking fountain for full accessibility.	\$251,251	\$941,171
North Clackamas Parks and Recreation District	Wichita Park Development	Playground, walking paths, and native landscaping. A water fountain, benches, picnic tables, a disc golf basket, irrigated grass, fencing and signage.	\$265,000	\$530,000
City of Lake Oswego	Iron Mountain Park Development	Stream restoration, trails, regional pathway, restrooms, parking, picnic area, nature play and boardwalks.	\$550,000	\$1,100,000
Josephine County Parks	Lake Selmac Restrooms/Bridge 2017	Replace six deteriorating vault toilets with four prefabricated ADA compliant waterless restrooms, as well as rebuilding a collapsed pedestrian bridge.	\$75,500	\$151,000

Total Grant Requests \$2,167,540

Oregon Parks and Recreation Commission

April 27, 2016

Agenda Item:	4a4	Action
Topic:	Director's 2015 Expense Report	
Presented by:	Larry Warren	

Background:

The Oregon Accounting Manual requires annual Commission review of specific financial transactions of the agency head. The review must be documented in the meeting minutes. Those transactions include travel, exceptional performance leave, and vacation payoff. Attached is a summary of Director Lisa Sumption's travel expenses. Travel reimbursement requests for all Department staff (including the director) are reviewed prior to payment by Financial Services Division staff to ensure compliance with state employee travel rules.

Director Sumption had no exceptional performance leave or vacation payout.

Action Requested: Staff request approval of Director Sumptions's specific financial transactions, per the Oregon Accounting Manual.

Prepared by: Rebecca Jasso

**Oregon Parks and Recreation Department
Report of Director Lisa Sumption Expenses
For the Period January 1, 2015 through December 31, 2015**

Date	Travel Destination and Purpose	Actual Cost	Expense Reimbursement
01/06/15 - 01/07/15	Travel to Astoria for Coastal Region All Staff at the Holiday Inn	63.75	63.75
01/06/15 - 01/07/15	Lodging at the Cannery Pier in Astoria / Paid on Mary Green's Spots	\$110.00	-
01/13/15 - 01/13/15	Travel to Courtyard by Marriott Portland City Center for the West Coast Ocean Summit, opening plenary session	21.62	21.62
01/23/15 - 01/23/15	Travel to RNW in Portland; BLM/State Protocol Signing	21.16	21.16
02/04/15 - 02/04/15	Travel to Wilsonville for review of commission packet	13.34	13.34
02/10/15 - 02/10/15	Travel to Wilsonville for commission work session	13.34	13.34
02/11/15 - 02/11/15	Travel to Wilsonville for commission work session	13.34	13.34
02/26/15 - 02/26/15	Travel to Portland for Release of State Park Music videos (Marmoset Music)	21.62	21.62
03/13/15 - 03/13/15	Travel to Tillamook for Salmonberry Coalition Meeting	34.04	34.04
04/02/15 - 04/03/15	Travel to Bend for OPRA Association Meeting	30.50	30.50
04/02/15 - 04/03/15	One night lodging at Riverhouse Hotel in Bend for OPRA meeting	118.56	-
04/07/15 - 04/07/15	Travel to Portland for SEI, OPRF	23.00	23.00
04/22/15 - 04/22/15	Travel to Cannon Beach for beach bill sign unveiling in Cannon Beach of Commissioner Risley	54.28	54.28
05/06/15 - 05/06/15	Travel to Wilsonville for meeting with City Councilor	33.35	33.35
05/18/15 - 05/18/15	Travel to Portland to celebrate Trades Dinner as guest of Lottery	21.62	21.62
06/18/15 - 06/21/15	Travel to Astoria for Cannon Beach community events with Commissioner Robin Risley	328.85	328.85
06/19/15 - 06/19/15	One night stay at Cannery Pier - visit to Astoria to meet with Fort Stevens staff at 8 am	110.00	-
06/20/15 - 06/21/15	Two night lodging at Beachcomber, Cannon Beach community event involving ocean shore and commissioner	598.50	-
06/22/15 - 06/26/15	Travel to Joseph for June commission meeting and meetings with partners and staff	418.60	418.60
06/22/15 - 06/23/15	Two nights lodging at Wallowa Lake Lodge for June Commission meeting	154.13	-
06/24/15 - 06/26/15	One of two night lodging in Enterprise. Met with NPS, BLM and state park staff after Joseph commission meeting	90.47	-
06/24/15 - 06/26/15	One of two night lodging in Enterprise. Met with NPS, BLM and state park staff after Joseph commission meeting.	90.47	-
07/10/15 - 07/10/15	Registration for Annual National Association of State Park Directors Conference in September 2015 in South Carolina	468.00	-
07/24/15 - 07/26/15	Travel to Cove Palisades State Park All Staff	83.26	83.26
07/31/15 - 07/31/15	Travel to Cottage Grove for agency head meeting at Mayors Association	38.64	38.64
8/27/16 - 08/27/16	Travel to Grand Ronde for Oregon Coastal Caucus Summit - spoke on panel of drought and fire recreation	40.25	40.25
09/08/15 - 09/11/15	Travel to PDX for flight to Greenville, SC and meals while traveling - went to Greenville for Annual National association of State Park Directors Meeting.	140.88	140.88

09/08/15 - 09/11/15	Lodging at Embassy Suites, Greenville, SC to attend Annual National association of State Park Directors Meeting	433.89	-
09/08/15 - 09/11/15	Round trip Air Fare to Greenville, SC for Annual National association of State Park Directors Meeting	829.70	-
09/21/15 - 09/23/15	Travel to Tillamook for Commission Meeting	76.50	76.50
11/04/15 - 11/04/15	Travel to Tillamook - Round Trip plus Parking for ORPA	36.97	36.97
11/17/15 - 11/18/15	Lodging and meals for November 17-18 Commission Meeting	240.51	-
11/17/15 - 11/18/15	Meals for Hood River - carpooled to Hood River	51.00	51.00
11/17/15 - 11/17/15	Travel from Salem to Tryon RT	20.70	20.70
12/7/15 - 12/10/15	Lodging for Lisa Sumption at the all Manager Meeting - 3 nights	334.83	-
12/7/15 - 12/10/15	Meals for all manager's meeting in Eugene + Phil Gaines Speaker package	205.30	205.30
	TOTAL	5,384.97	1,805.91